



Agenda
May 28, 2020
6:00 p.m. – Electronic Meeting via Zoom

- I. CALL TO ORDER**
- II. ELECTRONIC MEETING PARTICIPATION – Commission Action (attached)**
- III. CONSENT AGENDA**
 - A. Approval of Minutes for February
 - B. [Approval of Treasurer's Report for March and April](#)
- IV. COMMONWEALTH INTERGOVERNMENTAL REVIEW PROCESS**
 - A. Projects (Signed-off by the staff)
 - 1. VA TECH Livestock and Poultry Projects
 - 2. Radford University Acquisition of Property for Campus Expansion
 - 3. VADEQ - FY20 NEIEN Grant Application - Water Quality Monitoring Mobile Application
 - 4. Virginia Tech Livestock & Poultry Projects-Kentland Farm Sites-Beef and Swine Research Centers
 - B. Regular Project Review
None
 - C. Environmental Project Review
 - 1. [Town of Pulaski Brownfields Grant application for federal funds](#)
- V. PUBLIC ADDRESS**
- VI. CHAIR'S REPORT**
- VII. EXECUTIVE DIRECTOR'S REPORT**
- VIII. REVIEW OF MUTUAL CONCERNS AND COMMISSIONERS' REPORTS**
- IX. OLD BUSINESS**
- X. NEW BUSINESS**
 - A. Regional Commission Award Recipients – Recognition Plan
Commission Discussion
 - B. FY21 Nominating Committee Report – Slate Presented
Commission Action
 - C. Next Meeting: June 25th

All meeting materials posted on the Commission website www.nrvrc.org

The New River Valley Regional Commission provides area wide planning for the physical, social, and economic elements of the district; encourages and assists local governments in planning for their future; provides a means of coordinating federal, state, and local efforts to resolve area problems; provides a forum for review of mutual concerns; and implements services upon request of member local governments.



6580 Valley Center Drive | Suite 124 | Radford, VA 24141 | 540-639-9313

NRVRC.ORG

MEMORANDUM

To: NRVRC Board Members

From: Kevin R. Byrd, Executive Director

Date: May 21, 2020

Re: Participation in NRVRC meetings through Electronic Communication Means Policy

When the Governor has declared a state of emergency in accordance with section 44-146.17 of the Code of Virginia, it may become necessary for the NRV Regional Commission to meet by electronic means as outlined in Section 2.2-3708.2 of the Code of Virginia as amended. In such cases, the following procedure shall be followed:

1. The NRV Regional Commission will give notice to the public or common interest community association members using the best available method given the nature of the emergency, which notice shall be given contemporaneously with the notice provided to members of the NRV Regional Commission.
2. The NRV Regional Commission will make arrangements for public access or common interest community association members access to such meeting through electronic means including, to the extent practicable, videoconferencing technology. If the means of communication allows, provide the public or common interest community association members with an opportunity to comment
3. The NRV Regional Commission will otherwise comply with the provisions of § 2.2-3708.2 of the Code of Virginia. The nature of the emergency, the fact that the meeting was held by electronic communication means, and the type of electronic communication means by which the meeting was held shall be stated in the minutes of the NRV Regional Commission meeting.

Strengthening the Region through Collaboration

Counties

Floyd | Giles
Montgomery | Pulaski
City
Radford

Towns

Blacksburg | Christiansburg
Floyd | Narrows | Pearisburg
Pembroke | Pulaski
Rich Creek

Higher Education

Virginia Tech
Radford University
New River Community College



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NRVRC.ORG

MEMORANDUM

To: NRVRC Board Members
From: Jessica Barrett, Finance Director
Date: April 15, 2020
Re: March 2020 Financial Statements

The March 2020 Agencywide Revenue and Expenditure Report and Balance Sheet are enclosed for your review. Financial reports are reviewed by the Executive Committee prior to inclusion in the meeting packet.

The Agencywide Revenue and Expense report compares actual year to date receipts and expenses to the FY19-20 budget adopted by the Commission at the June 27, 2019 meeting. The financial operations of the agency are somewhat fluid and projects, added and modified throughout the year, along with the high volume of Workforce program activities, impact the adopted budget. To provide clarity, Commission and Workforce Development Board activities are separated on the agencywide report.

As of month-end March 2020 (75% of the fiscal year), Commission year to date revenues are 61.80% and expenses are 66.66% of adopted budget. The two largest budget expense lines, Salary and Fringe, are in line with budget at 73.26% and 74.74%, respectively.

Looking at the balance sheet, Accounts Receivable is \$636,639. Of this total, Workforce receivables are \$451,516 (71%) and current. You will note an Operating Account balance of \$50,360 at the time of running the balance sheet report. Soon after running the month-end report, the operating account balance returned to a typical level of \$177,389 once reimbursements were received from funders. The Executive Committee reviews all aged receivables over 60 days and no receivables are deemed uncollectible. Net Projects (\$86,076) represents project expenses, primarily benchmark projects, that cannot be invoiced yet and posted to receivables.

Counties

Floyd | Giles
Montgomery | Pulaski

City

Radford

Towns

Blacksburg | Christiansburg
Floyd | Narrows | Pearisburg
Pembroke | Pulaski | Rich Creek

Higher Education

Virginia Tech | Radford University
New River Community College

New River Valley Regional Commission
Balance Sheet
3/31/2020

Assets:

Operating Account	50,360
Certificate of Deposit	104,875
Money Market Account	84,747
Accounts Receivable	636,639
Prepaid Item	1,770
Total Assets:	878,392

Liabilities:

Accounts Payable	72,921
Accrued Annual Leave	81,071
Accrued Unemployment	25,151
Funds Held for Others	8,500
Unearned Revenue	4,776
Expense Reimbursement	375
Total Liabilities:	192,793

Projects:

(Equity Accounts)

Net Projects	(86,076)
Current Year Unrestricted	10,646
Unrestricted Net Assets	759,444

Total Projects (Equity)	684,013
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Total Liabilities and Projects	876,806
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Net Difference to be Reconciled	1,586
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Total Adjustments to Post*	1,586
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Unreconciled Balance (after adjustment)	0
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*YTD adjustment to Accrued Leave. Final adjustment will be posted to general ledger at fiscal year end closeout.

**New River Valley Regional Commission
Revenue and Expenditures - March 2020**

FY19-20 Budget Adopted 6/27/2019		March 2020	YTD	Under/Over	(75% of FY) % Budget
NRVRC Anticipated Revenues					
ARC	68,666	17,167	51,500	17,166	75.00%
ARC - Prices Fork	2,950	0	63,582	(60,632)	2155.33%
ARC- Commerce Park Grading	8,000	0	0	8,000	0.00%
ARC - James Hardy Construction	5,000	0	0	5,000	0.00%
LOCAL ASSESSMENT	233,867	4,906	233,867	0	100.00%
DHCD - Administrative Grant	75,971	0	56,978	18,993	75.00%
DRPT RIDE Solutions NRV	65,649	13,583	43,602	22,047	66.42%
EDA	70,000	17,500	52,500	17,500	75.00%
Workforce Fiscal Agent	65,000	0	55,000	10,000	84.62%
Workforce Pathways Fiscal Agent	50,000	0	37,500	12,500	75.00%
VDOT	58,000	11,376	50,613	7,387	87.26%
VDOT - Rocky Knob Project	73,000	2,075	3,931	69,069	5.38%
Floyd County	15,000	8,924	25,383	(10,383)	169.22%
Floyd Town	9,000	775	8,997	3	99.96%
Giles County	18,000	6,331	16,757	1,243	0.00%
Narrows Town	23,500	0	6	23,494	0.03%
Pearisburg Town	30,250	0	0	30,250	0.00%
Rich Creek Town	20,000	0	(1,516)	21,516	-7.58%
Montgomery County	44,850	7,979	26,158	18,692	58.32%
Blacksburg Town	14,000	1,167	10,500	3,500	75.00%
Christiansburg Town	24,250	0	15,719	8,531	64.82%
Pulaski County	10,000	0	9,828	172	98.28%
Pulaski Town	56,250	641	13,607	42,643	24.19%
Radford City	70,000	0	0	70,000	0.00%
Radford University	31,709	0	18,862	12,847	59.48%
Virginia Tech	5,000	0	0	5,000	0.00%
Miscellaneous (Meetings/Interest/Recovered Costs)	0	54	585	(585)	0.00%
Virginia's First RIFA	27,500	2,292	20,625	6,875	75.00%
Virginia's First - NRV Commerce Park Grading	0	4,843	6,438	(6,438)	0.00%
New River Community College	0	256	3,915	(3,915)	0.00%
NRV MPO	40,000	8,545	30,264	9,736	75.66%
Anticipated Windshield Surveys	7,000	0	0	7,000	0.00%
VHDA Regional Housing Local Support	6,828	6,013	10,563	(3,735)	154.71%
Dept of Environmental Quality	7,500	833	10,296	(2,796)	137.27%
VECF - Mixed Delivery	114,880	0	9,447	105,433	0.00%
VA Housing Development Authority	30,065	13,625	23,426	6,639	77.92%
VECF - Preschool Development	128,090	0	34,277	93,813	0.00%
VECF - Systems Building	40,000	0	0	40,000	0.00%
Southwest Virginia SWMA	2,000	0	2,000	0	100.00%
Virginia Recycling Association	0	2,000	2,000	(2,000)	0.00%
New River Health District	25,000	2,239	15,517	9,483	62.07%
New River Valley Development Corporation	21,700	1,808	16,275	5,425	75.00%
United Way of Southwest Virginia	0	0	7,500	(7,500)	0.00%
United Way of Roanoke Valley	0	0	1,000	(1,000)	0.00%
Renew the New	0	0	300	(300)	0.00%
Sub Total Revenues	1,598,474	134,930	987,797	610,678	61.80%
Expenses					
Salaries	799,604	64,456	585,796	213,808	73.26%
Fringe Benefits	200,381	15,598	149,755	50,626	74.74%
Travel	21,480	154	20,234	1,246	94.20%
Office Space	49,968	4,164	37,476	12,492	75.00%
Communications	11,165	802	9,777	1,388	87.57%
Office Supplies	30,120	1,304	27,333	2,787	90.75%
Postage	2,075	19	1,288	787	62.07%
Printing	4,500	0	2,995	1,505	66.56%
Copier Usage/Maintenance	2,000	129	1,201	799	60.05%
Outreach/Media Adv	10,400	0	2,712	7,688	26.08%
Equipment Rent/Copier	4,219	352	3,164	1,055	74.99%
Fleet Vehicles	7,983	80	1,923	6,060	24.09%
Dues/Publications	16,861	472	14,710	2,151	87.24%
Training/Staff Development	93,750	0	5,394	88,356	5.75%
Insurance	3,250	256	2,301	949	70.80%
Meeting Costs	10,250	108	3,802	6,448	37.09%
Contractual Services	313,324	16,981	171,007	142,317	54.58%
Professional Services Audit/Legal	4,540	0	4,373	168	96.31%
Miscellaneous/Fees	4,700	385	3,433	1,267	73.04%
Reimbursed Expenses	0	(678)	16,845	(16,845)	0.00%
Unassigned Expenses	7,904	0	0	0	0.00%
Sub Total Expenses	1,598,474	104,582	1,065,517	525,053	66.66%
NRVRC Balance	0	30,348	(77,720)		

**New River/Mount Rogers Workforce Development Board
Revenue and Expenditures - March 2020**

NR/MR WDB Anticipated Revenues		March 2020	YTD	Under/Over	(75% of FY) % Budget
Workforce Development Area	2,038,827	262,325	1,310,462	728,365	64.28%
Sub Total Revenues	2,038,827	262,325	1,310,462	728,365	
Expenses					
Salaries	473,687	41,015	356,201	117,486	75.20%
Fringe Benefits	136,054	10,576	94,819	41,235	69.69%
Travel	15,000	(299)	16,918	(1,918)	112.79%
Office Space	53,000	4,282	29,358	23,642	55.39%
Communications	11,000	5,117	12,138	(1,138)	110.35%
Office Supplies	6,600	1,505	13,634	(7,034)	206.57%
Postage	250	0	76	174	30.36%
Printing	750	133	732	18	97.57%
Copier Usage/Maintenance	750	0	0	750	0.00%
Outreach/Media Adv	7,500	5,000	17,514	(10,014)	233.52%
Dues/Publications	0	500	5,138	(5,138)	0.00%
Training/Staff Development	0	500	2,193	(2,193)	0.00%
Insurance	2,500	0	1,168	1,332	46.72%
Meeting Costs	8,000	203	9,212	(1,212)	0.00%
Contractual Services	1,310,786	193,645	741,112	569,674	56.54%
Professional Services Audit/Legal	10,000	0	6,360	3,640	63.60%
Miscellaneous/Fees	1,350	0	44	1,306	3.29%
Workforce Grants Admin	0	70	2,780	(2,780)	0.00%
Sub Total Expenses	2,038,827	262,325	1,310,462	728,365	64.28%
NR/MR WDB Balance	0	0	0		
Total Agency R&E					
Anticipated Revenue	3,637,301	397,255	2,298,259	63.19%	
Anticipated Expense	3,637,301	366,907	2,375,979	65.32%	
Balance	0	30,348	(77,720)		



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NRVRC.ORG

MEMORANDUM

To: NRVRC Board Members
From: Jessica Barrett, Finance Director
Date: May 20, 2020
Re: April 2020 Financial Statements

The April 2020 Agencywide Revenue and Expenditure Report and Balance Sheet are enclosed for your review. Financial reports are reviewed by the Executive Committee prior to inclusion in the meeting packet.

The Agencywide Revenue and Expense report compares actual year to date receipts and expenses to the FY19-20 budget adopted by the Commission at the June 27, 2019 meeting. The financial operations of the agency are somewhat fluid and projects, added and modified throughout the year, along with the high volume of Workforce program activities, impact the adopted budget. To provide clarity, Commission and Workforce Development Board activities are separated on the agencywide report.

As of month-end April 2020 (83.33% of the fiscal year), Commission year to date revenues are 65.01% and expenses are 72.19% of adopted budget. The two largest budget expense lines, Salary and Fringe, are in line with budget at 81.05% and 82.38%, respectively.

Looking at the balance sheet, Accounts Receivable is \$620,836. Of this total, Workforce receivables are \$481,502 (78%) and current. You will note an Operating Account balance of \$19,472 at the time of running the balance sheet report. Soon after running the month-end report, the operating account balance returned to a typical level of \$181,953 once reimbursements were received from funders. The Executive Committee reviews all aged receivables over 60 days and no receivables are deemed uncollectible. Net Projects (\$127,929) represents project expenses, primarily benchmark projects, that cannot be invoiced yet and posted to receivables.

Counties

Floyd | Giles
Montgomery | Pulaski

City

Radford

Towns

Blacksburg | Christiansburg
Floyd | Narrows | Pearisburg
Pembroke | Pulaski | Rich Creek

Higher Education

Virginia Tech | Radford University
New River Community College

New River Valley Regional Commission
Balance Sheet
4/30/2020

Assets:

Operating Account	19,472
Certificate of Deposit	104,875
Money Market Account	84,747
Accounts Receivable	620,836
Prepaid Item	1,180
Total Assets:	831,111

Liabilities:

Accounts Payable	59,976
Accrued Annual Leave	81,071
Accrued Unemployment	25,191
Funds Held for Others	8,500
Unearned Revenue	4,776
Expense Reimbursement	0
Total Liabilities:	179,513

Projects:

(Equity Accounts)	Net Projects	(127,929)
	Current Year Unrestricted	15,494
	Unrestricted Net Assets	759,444
	Total Projects (Equity)	647,009
	Total Liabilities and Projects	826,522
	Net Difference to be Reconciled	4,589
	Total Adjustments to Post*	4,589
	Unreconciled Balance (after adjustment)	0

*YTD adjustment to Accrued Leave. Final adjustment will be posted to general ledger at fiscal year end closeout.

**New River Valley Regional Commission
Revenue and Expenditures - April 2020**

FY19-20 Budget Adopted 6/27/2019		April 2020	YTD	Under/Over	(83.33% of FY) % Budget
NRVRC Anticipated Revenues					
ARC	68,666	17,167	68,667	(1)	100.00%
ARC - Prices Fork	2,950	0	63,582	(60,632)	2155.33%
ARC- Commerce Park Grading	8,000	0	0	8,000	0.00%
ARC - James Hardy Construction	5,000	0	0	5,000	0.00%
LOCAL ASSESSMENT	233,867	0	233,867	0	100.00%
DHCD - Administrative Grant	75,971	18,993	75,971	0	100.00%
DRPT RIDE Solutions NRV	65,649	0	43,602	22,047	66.42%
EDA	70,000	0	52,500	17,500	75.00%
Workforce Fiscal Agent	65,000	0	55,000	10,000	84.62%
Workforce Pathways Fiscal Agent	50,000	0	37,500	12,500	75.00%
VDOT	58,000	0	50,613	7,387	87.26%
VDOT - Rocky Knob Project	73,000	0	3,931	69,069	5.38%
Floyd County	15,000	4,868	30,250	(15,250)	201.67%
Floyd Town	9,000	428	9,425	(425)	104.72%
Giles County	18,000	0	16,757	1,243	0.00%
Narrows Town	23,500	0	6	23,494	0.03%
Pearisburg Town	30,250	0	0	30,250	0.00%
Rich Creek Town	20,000	0	(1,516)	21,516	-7.58%
Montgomery County	44,850	929	27,086	17,764	60.39%
Blacksburg Town	14,000	1,167	11,667	2,333	83.33%
Christiansburg Town	24,250	0	15,719	8,531	64.82%
Pulaski County	10,000	0	9,828	172	98.28%
Pulaski Town	56,250	0	13,527	42,723	24.05%
Radford City	70,000	0	0	70,000	0.00%
Radford University	31,709	0	18,862	12,847	59.48%
Virginia Tech	5,000	0	0	5,000	0.00%
Miscellaneous (Meetings/Interest/Recovered Costs)	0	169	754	(754)	0.00%
Virginia's First RIFA	27,500	2,292	22,917	4,583	83.33%
Virginia's First - NRV Commerce Park Grading	0	3,372	9,810	(9,810)	0.00%
New River Community College	0	260	4,175	(4,175)	0.00%
NRV MPO	40,000	0	30,264	9,736	75.66%
Anticipated Windshield Surveys	7,000	0	0	7,000	0.00%
VHDA Regional Housing Local Support	6,828	0	10,563	(3,735)	154.71%
Dept of Environmental Quality	7,500	0	10,296	(2,796)	137.27%
VECF - Mixed Delivery	114,880	0	9,447	105,433	0.00%
VA Housing Development Authority	30,065	0	23,426	6,639	77.92%
VECF - Preschool Development	128,090	0	34,277	93,813	0.00%
VECF - Systems Building	40,000	0	0	40,000	0.00%
Southwest Virginia SWMA	2,000	0	2,000	0	100.00%
Virginia Recycling Association	0	0	2,000	(2,000)	0.00%
New River Health District	25,000	0	15,517	9,483	62.07%
New River Valley Development Corporation	21,700	1,808	18,083	3,617	83.33%
United Way of Southwest Virginia	0	0	7,500	(7,500)	0.00%
United Way of Roanoke Valley	0	0	1,000	(1,000)	0.00%
Renew the New	0	0	300	(300)	0.00%
Sub Total Revenues	1,598,474	51,451	1,039,168	559,306	65.01%
Expenses					
Salaries	799,604	62,258	648,054	151,550	81.05%
Fringe Benefits	200,381	15,327	165,082	35,299	82.38%
Travel	21,480	0	20,234	1,246	94.20%
Office Space	49,968	4,164	41,640	8,328	83.33%
Communications	11,165	864	10,641	524	95.30%
Office Supplies	30,120	689	28,021	2,099	93.03%
Postage	2,075	26	1,314	761	63.32%
Printing	4,500	0	2,995	1,505	66.56%
Copier Usage/Maintenance	2,000	102	1,303	697	65.15%
Outreach/Media Adv	10,400	0	2,712	7,688	26.08%
Equipment Rent/Copier	4,219	352	3,515	704	83.32%
Fleet Vehicles	7,983	75	1,998	5,985	25.03%
Dues/Publications	16,861	108	14,818	2,043	87.88%
Training/Staff Development	93,750	(300)	5,094	88,656	5.43%
Insurance	3,250	256	2,557	693	78.67%
Meeting Costs	10,250	0	3,802	6,448	37.09%
Contractual Services	313,324	896	171,903	141,421	54.86%
Professional Services Audit/Legal	4,540	0	4,373	168	96.31%
Miscellaneous/Fees	4,700	418	3,851	849	81.94%
Reimbursed Expenses	0	3,142	19,986	(19,986)	0.00%
Unassigned Expenses	7,904	0	0	0	0.00%
Sub Total Expenses	1,598,474	88,376	1,153,893	436,677	72.19%
NRVRC Balance	0	(36,924)	(114,725)		

**New River/Mount Rogers Workforce Development Board
Revenue and Expenditures - April 2020**

(83.33% of FY)

NR/MR WDB Anticipated Revenues		April 2020	YTD	Under/Over	% Budget
Workforce Development Area	2,038,827	219,178	1,529,640	509,187	75.03%
Sub Total Revenues	2,038,827	219,178	1,529,640	509,187	
Expenses					
Salaries	473,687	41,304	397,505	76,182	83.92%
Fringe Benefits	136,054	10,682	105,501	30,553	77.54%
Travel	15,000	143	17,062	(2,062)	113.74%
Office Space	53,000	2,272	31,630	21,370	59.68%
Communications	11,000	774	12,912	(1,912)	117.38%
Office Supplies	6,600	8,789	22,422	(15,822)	339.73%
Postage	250	0	76	174	30.36%
Printing	750	53	785	(35)	104.69%
Copier Usage/Maintenance	750	0	0	750	0.00%
Outreach/Media Adv	7,500	102	17,616	(10,116)	234.88%
Equipment Rent/Copier	1,600	0	1,065	535	66.58%
Dues/Publications	0	0	5,138	(5,138)	0.00%
Training/Staff Development	0	39	2,232	(2,232)	0.00%
Insurance	2,500	0	1,168	1,332	46.72%
Meeting Costs	8,000	267	9,479	(1,479)	0.00%
Contractual Services	1,310,786	154,735	895,847	414,939	68.34%
Professional Services Audit/Legal	10,000	0	6,360	3,640	63.60%
Miscellaneous/Fees	1,350	0	44	1,306	3.29%
Workforce Grants Admin	0	18	2,798	(2,798)	0.00%
Sub Total Expenses	2,038,827	219,178	1,529,640	509,187	75.03%
NR/MR WDB Balance	0	0	0		

Total Agency R&E		April 2020	YTD	
Anticipated Revenue	3,637,301	270,630	2,568,809	70.62%
Anticipated Expense	3,637,301	307,554	2,683,533	73.78%
Balance	0	(36,924)	(114,725)	



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NRVRC.ORG

COMMONWEALTH INTERGOVERNMENTAL REVIEW MEMORANDUM

TO: Regional Commission Board Members

FROM: Kevin R. Byrd, Executive Director

AGENDA ITEM: III. Intergovernmental Review Process, C. Environmental Project Review, Item #1

CIRP Review

May 14, 2020

PROJECT: Town of Pulaski Brownfields grant application for federal funds

SUBMITTED BY: Town of Pulaski

PROJECT DESCRIPTION: The Town of Pulaski is requesting comments on a grant application for federal funds.

PROJECT SENT FOR REVIEW TO: Commission Board Members

Strengthening the Region through Collaboration

Counties

Floyd | Giles
Montgomery | Pulaski
City
Radford

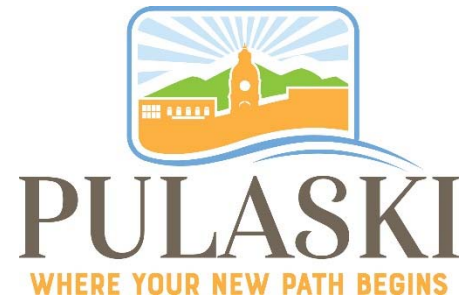
Towns

Blacksburg | Christiansburg
Floyd | Narrows | Pearisburg
Pulaski | Rich Creek

Higher Education

Virginia Tech
Radford University
New River Community College

May 14, 2020



Mr. Kevin R. Byrd, AICP, Executive Director
New River Valley Regional Commission
6580 Valley Center Dr #124
Fairlawn, VA 24141

Via Email: kbyrd@nrvc.org

Dear Kevin,

The Town of Pulaski was recently selected for our **4th USEPA Brownfields Community-Wide Brownfields Assessment Grant** totaling \$300,000 to conduct environmental site assessments and related activities throughout the Town. We are excited to have this opportunity to continue emphasizing revitalization efforts in our community. The purpose of this letter is to meet intergovernmental coordination requirements in compliance with Executive Order 12372 and EPA regulations.

We are presently in the process of completing an application for federal assistance, which we anticipate completing in the coming weeks. When completed, we would be happy to provide the full application to you for your reference should you desire. However, due to the rapid timeline associated with the grant award process, we have enclosed a copy of the proposal that was selected for funding at this time. Please review the enclosed information and respond in writing within 60 days with any recommendations you might have concerning this action. If you do not have any recommendations or comments, please also let us know in writing. Please send this reply to our office at the address identified in the letterhead.

Thank you in advance for your review of the enclosed material. Please do not hesitate to contact us with any questions or comments you may have.

Sincerely,

A handwritten signature in blue ink, appearing to read "S. M. Utt", is positioned above the name of the signatory.

Shawn M. Utt, Town Manager

Enclosure: FY 2020 EPA Brownfields Assessment Proposal selected for Federal Assistance

cc: Hon. David Clark, Mayor
Ms. Nichole Hair, CZA, CTM, Deputy Town Manager



PROPOSAL FOR USEPA'S COMMUNITY-WIDE BROWNFIELDS ASSESSMENT GRANT
RFP NO. EPA-OLEM-OBLR-19-05/ CFDA NO. 66.818
Section IV.D. – Narrative Information Sheet
December 3 , 2019

1. Applicant Identification

Town of Pulaski, Virginia
42 First Street Northwest
PO Box 67
Pulaski, VA 24301-5602

2. Funding Requested

a. Assessment Grant Type: Community Wide

b. Federal Funds Requested:

i. \$ 300,000

ii. N/A- Not Site Specific

c. Contamination:

Hazardous Substances	\$180,000
Petroleum	\$120,000

3. Location: Incorporated Town of Pulaski, Pulaski County, Virginia

4. Property Information for Site-Specific Proposals: N/A – Not Site-Specific

5. Contacts:

a. Project Director / AOR:
Shawn Utt, Town Manager
42 First Street, NW
Pulaski, VA 24301
540-944-8601
sutt@pulaskitown.org



May 21, 2020

Executive Director's Report

6580 Valley Center Drive | Suite 124 | Radford, VA 24141 | 540-639-9313

N R V R C . O R G

Economic Development:

- As a part of the US Economic Development Administration CARES Act funding, the Commission will have access to non-competitive grant funds to assist with economic recovery for the region. Budget requests are due to EDA the second week of June. Preliminarily, we are anticipating additional staffing resources to assist with development of recovery projects and a partnership among aligned organizations to craft recovery strategies for multiple employment sectors of the region's economy.
- US EDA also has funds available on a competitive basis for their Economic Adjustment Assistance program and Public Works, which is primarily infrastructure related investments.
- Community Development Block Grant funds are being made available to assist businesses in the non-entitlement communities (Blacksburg, Christiansburg, Radford are entitlement). The purpose of the funds is to offset costs associated with COVID impacts. Program guidance can be found at this link ([Small Business Recovery Assistance](#)). I will work with local government managers to gauge whether there is interest in assembling local or regional programs in order to access these funds

Regional:

- The local government managers and the Health District continue to meet Monday, Wednesday, Friday afternoon via conference call for coordination purposes. Use of CARES Act funding and recovery projects are a current focus for this group.
- The NRV Public Health Task Force Recovery Team released the NRV Working Smart. Working Safe. Guidebook to assist businesses in re-opening found at this [link](#)
- Response and recovery projects continue to advance. Two CDBG projects, Food Security initiative at Millstone Kitchen and Drive Through Testing Supplies are moving through public meeting requirements via Montgomery County. A GO Virginia application was submitted for a Business Continuity Team (BCT) to be housed at the New River Health District to assist businesses when an employee tests positive. The BCT is a wrap-around service led by a medical director to advise and assist businesses when an employee tests positive. The BCT has public relations expertise available to assist with messaging to employees, customers and general public. The program also has a pool of funds for professional site cleaning services. Upon completion of steps advised by the medical director, the employer can receive a certificate indicating the company followed CDC guidelines and recommendations by the New River Valley Public Health Task Force. The BCT is designed to instill confidence in returning to work and the broader community.
- The NRV Public Health Task Force recently completed the 3rd session in a six-week Virtual Town Hall Series. The first three topics were Health Care, Law Enforcement and First Responders, and Local Government. It has been an honor to serve as moderator for the series. The public information officers involved with the Task Force do a remarkable job preparing the process each week. Remaining topics include Small/Local Business, Education: K-12, and Education: Colleges/Universities. More information can be found at www.montva.com/NRVTownhall