



Agenda

August 26, 2021

6:00 p.m. – Pulaski County Innovation Center, Fairlawn, VA

I. CALL TO ORDER

II. CONSENT AGENDA

A. Approval of Minutes for June

B. [Approval of Treasurer's Reports for June](#) and July (available at the meeting)

III. COMMONWEALTH INTERGOVERNMENTAL REVIEW PROCESS

A. Projects (Signed-off by the staff)

1. VADEQ- 2021 Section 319h Non Point Implementation Projects- Initial Request

2. FY 2019 – FY2022 Performance Partnership Grant

3. Tools for Improving protection of Wetland Resources in Virginia

B. Regular Project Review

None

C. Environmental Project Review

1. [Appalachian Power Company Claytor Project No. 739 2021 Claytor Lake Drawdown Plan](#)

2. [Mountain Valley Pipeline Amendment Project](#)

IV. PUBLIC ADDRESS

V. CHAIR'S REPORT

VI. EXECUTIVE DIRECTOR'S REPORT

VII. REVIEW OF MUTUAL CONCERNS AND COMMISSIONERS' REPORTS

VIII. OLD BUSINESS

IX. NEW BUSINESS

A. [Business Continuity Team Update](#)

[Presentation: Ashley Briggs, Public Health Director](#)
[Commission Discussion](#)

B. [Virginia Housing Grant Award to the Regional Commission](#)

[Presentation: Jennifer Wilsie, Senior Planner](#)
[Commission Discussion](#)

C. [FY22 Program of Work](#)

[Presentation: Elijah Sharp, Deputy Executive Director](#)
[Commission Action](#)

D. [Rotating Elected Official Seat, Adding all Towns](#)

[Overview: Kevin Byrd, Executive Director](#)
[Commission Action](#)

E. [Next Commission Meeting – September 23rd](#)

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.

New River Valley Regional Commission
Balance Sheet
6/30/2021

Assets:

Operating Account	193,718
Certificate of Deposit	108,586
Money Market Account	84,782
Accounts Receivable	765,711
Accounts Receivable - Advanced Expenses	35,400
Loans Receivable - Revolving Loan Fund	36,845
Restricted Cash - Revolving Loan Fund	66,662
Total Assets:	1,291,704

Liabilities:

Accounts Payable	205,388
Accrued Annual Leave	89,535
Accrued Unemployment	25,197
Funds Held for Others	37,659
Unearned Revenue	3,806
Total Liabilities:	361,585

Projects:
(Equity Accounts)

Net Projects	26,543
Current Year Unrestricted	68,566
Unrestricted Net Assets	733,452
Restricted Net Assets - Revolving Loan Fund	103,285

Total Projects (Equity)	931,846
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Total Liabilities and Projects	1,293,431
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Net Difference to be Reconciled	(1,727)
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Total Adjustments to Post*	1,727
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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 - June 2021**

FY20-21 Budget Adopted 6/25/2020		June 2021	YTD	Under/Over	(100% of FY) % Budget
NRVRC Anticipated Revenues					
ARC	68,666	0	68,668	(2)	100.00%
ARC - New River Water Trail Expansion	0	10,019	11,657	(11,657)	0.00%
ARC - James Hardy Construction	15,000	0	0	15,000	0.00%
Local Assessment	235,826	0	235,827	(0)	100.00%
DHCD - Administrative Grant	75,971	0	75,971	0	100.00%
DRPT RIDE Solutions NRV	77,160	14,735	62,622	14,538	81.16%
EDA	70,000	0	70,000	0	100.00%
EDA COVID19 CARES Act	225,000	31,868	166,782	58,218	74.13%
GO Virginia	150,000	113,865	213,865	(63,865)	142.58%
POWER 2021	20,000	0	0	20,000	0.00%
Workforce Fiscal Agent	65,000	0	65,000	0	100.00%
Workforce Pathways Fiscal Agent	50,000	0	50,000	0	100.00%
Workforce RSVP Fiscal Agent	0	0	25,000	(25,000)	0.00%
Workforce Power Fiscal Agent	0	0	12,500	(12,500)	0.00%
VDOT	58,000	16,431	58,000	0	100.00%
VDOT - Rocky Knob Project	70,000	0	1,724	68,276	2.46%
Floyd County	111,000	11,750	99,028	11,972	89.21%
Floyd Town	0	0	3,338	(3,338)	0.00%
Floyd Co EDA	0	408	20,908	(20,908)	0.00%
Giles County	0	0	38,808	(38,808)	0.00%
Narrows Town	13,000	8,365	11,908	1,092	91.60%
Pearisburg Town	5,000	0	0	5,000	0.00%
Montgomery County	53,000	29,984	90,916	(37,917)	171.54%
Blacksburg Town	14,000	1,167	14,000	0	100.00%
Christiansburg Town	25,000	0	0	25,000	0.00%
Pulaski County	0	645	47,000	(47,000)	0.00%
Pulaski Town	32,167	18,942	38,018	(5,851)	118.19%
Radford City	27,500	7,795	57,295	(29,795)	208.35%
Miscellaneous (Meetings/Interest/Recovered Costs)	0	1,902	2,333	(2,333)	0.00%
Virginia's First RIFA	27,500	2,292	27,500	0	100.00%
Virginia's First - NRV Commerce Park Grading	14,000	1,356	14,452	(452)	103.23%
NRV MPO	33,500	0	38,080	(4,580)	113.67%
CDBG COVID19	8,500	0	0	8,500	0.00%
CDBG Business Continuity	250,000	60,788	60,788	189,212	24.32%
Dept of Environmental Quality	5,250	2,000	11,445	(6,195)	218.00%
Southwest Virginia SWMA	2,000	0	2,000	0	100.00%
Virginia Recycling Association	4,000	0	8,167	(4,167)	204.17%
Downtown Christiansburg, Inc.	1,500	0	3,250	(1,750)	216.67%
Calfee Community Center	0	726	726	(726)	0.00%
Montgomery Co. Public Schools	0	0	2,000	(2,000)	0.00%
New River Health District	10,000	329	8,205	1,795	82.05%
New River Valley Development Corporation	21,700	0	9,042	12,658	41.67%
Friends of SWVA	0	7,635	11,149	(11,149)	0.00%
Revolving Loan - Interest	0	90	279	(279)	0.00%
Local Match (unprogrammed ARC)	24,916	0	0	24,916	0.00%
Sub Total Revenues	1,864,156	343,089	1,738,249	125,907	93.25%
Expenses					
Salaries	869,513	90,283	1,006,770	(137,257)	115.79%
Fringe Benefits	222,602	24,948	263,200	(40,598)	118.24%
Travel	33,211	2,080	3,404	29,807	10.25%
Office Space	49,968	4,890	61,741	(11,773)	123.56%
Communications	11,401	1,732	21,013	(9,612)	184.30%
Office Supplies	101,034	6,613	92,017	9,017	91.08%
Postage	2,126	(19)	1,175	951	55.25%
Printing	4,500	217	4,791	(291)	106.47%
Copier Usage/Maintenance	2,000	134	670	1,330	33.50%
Outreach/Media Adv	9,533	276	11,135	(1,602)	116.81%
Equipment Rent/Copier	4,219	223	3,065	1,154	72.65%
Fleet Vehicles	8,024	69	2,317	5,707	28.87%
Dues/Publications	16,835	0	18,220	(1,385)	108.22%
Training/Staff Development	10,845	260	7,288	3,557	67.20%
Insurance	3,605	288	3,474	131	96.37%
Meeting Costs	11,125	144	1,776	9,349	15.97%
Contractual Services	457,484	42,231	119,313	338,171	26.08%
Professional Services Audit/Legal	4,540	0	4,493	48	98.95%
Miscellaneous/Fees	4,700	12,581	17,187	(12,487)	365.68%
Reimbursed Expenses	0	3,336	0	0	0.00%
Unassigned Expenses	36,891	0	0	0	0.00%
Sub Total Expenses	1,864,156	190,285	1,643,046	184,219	88.14%
NRVRC Balance	0	152,804	95,203		

**New River/Mount Rogers Workforce Development Board
Revenue and Expenditures - June 2021**

NR/MR WDB Anticipated Revenues		June 2021	YTD	Under/Over	(100% of FY) % Budget
Workforce Development Area	2,657,549	151,557	1,483,851	1,173,698	55.84%
Sub Total Revenues	2,657,549	151,557	1,483,851	1,173,698	
Expenses					
Salaries	375,020	41,284	482,545	(107,525)	128.67%
Fringe Benefits	112,036	11,087	126,649	(14,613)	113.04%
Travel	20,000	1,271	12,026	7,974	60.13%
Office Space	44,100	2,187	45,139	(1,039)	102.36%
Communications	6,000	1,667	16,005	(10,005)	266.74%
Office Supplies	4,000	4,903	66,557	(62,557)	1663.92%
Postage	250	5	35	215	13.86%
Printing	1,000	54	393	607	39.26%
Copier Usage/Maintenance	0	0	0	0	
Outreach/Media Adv	9,000	5,704	15,034	(6,034)	167.05%
Equipment Rent/Copier	1,700	78	995	705	58.56%
Fleet Vehicles	0	0	0	0	
Dues/Publications	3,500	190	4,038	(538)	115.37%
Training/Staff Development	4,500	0	6,519	(2,019)	144.87%
Insurance	2,500	0	2,806	(306)	112.24%
Meeting Costs	7,000	700	4,020	2,980	57.42%
Contractual Services	2,027,289	72,263	677,855	1,349,434	33.44%
Professional Services Audit/Legal	10,200	0	9,960	240	97.65%
Miscellaneous/Fees	29,454	0	1,535	27,919	5.21%
Workforce Grants Admin	0	10,163	11,742	(11,742)	0.00%
Reimbursed Expenses (placeholder)	0	0	0	0	0.00%
Sub Total Expenses	2,657,549	151,557	1,483,851	1,173,698	55.84%
NR/MR WDB Balance	0	(0)	0		

Total Agency R&E		June 2021	YTD	
Anticipated Revenue	4,521,705	494,647	3,222,100	71.26%
Anticipated Expense	4,521,705	341,843	3,126,897	69.15%
Balance	0	152,804	95,204	

NRVRC Executive Meeting July 28, 2021
Month-end June 30, 2021 Accounts Receivable Analysis - 60 Day and Older
(receipts updated thru July 27)

Date	Customer	Original Amount	61 to 90 Days	Over 90 Days	Description	Comments (updates in bold type)
6/30/2020	ARC	5,700.00	0.00	3,700.00	Prices Fork Grant Balance	Benchmark Project; \$2,000 received 5/7/21
4/13/2021	Go Virginia	100,000.00	100,000.00	0.00	BCT Round 1	Budget amendments approved July 2021; Payment to follow
7/15/2019	Montgomery County	16,406.27	0.00	406.27	Prices Fork VCI for FYE 19	Benchmark Project. Amount is receivable for FY 19 year end. \$16,000 received for benchmark billed.
7/29/2020	Montgomery County	20,737.96	0.00	8,336.68	Prices Fork VCI for FYE 20	Benchmark Project. Amount is receivable for FY 20 year end. \$12,401.28 received for benchmark billed.
7/29/2020	Pulaski Town	8,569.95	0.00	8,569.95	CDBG Grant Admin - June 30, 2020	\$10,000 benchmark billed 3/8/21
4/13/2021	Radford City	7,500.00	7,500.00	0.00	Planning Grant - March 31, 2021	Project manager billed YTD totals July 2021
Report Total:		<u>151,414.18</u>	<u>107,500.00</u>	<u>21,012.90</u>		

FYE 2021 Balance Sheet Comparison

		Opening	Closing	net change
Assets				
10000	Operating Account	196,864	193,718	-3,146
10020	*Reserve Funds-CD	106,717	108,586	1,869
10040	Reserve Funds-MMA	84,774	84,782	8
14000	Accounts Receivable	512,743	765,711	252,968
14100	Accounts Receivable - Advanced Expenses	21,020	35,400	14,380
15000	Prepaid Item	600	0	-600
16000	Loans Receivable - Revolving Loan Fund	0	36,845	36,845
16100	Restricted Cash - Revolving Loan Fund	0	66,662	66,662
	Total	922,718	1,291,704	368,986
Liabilities				
20000	Accounts Payable	72,220	205,388	133,168
23000	Accrued Annual Leave	89,535	87,809	-1,727
24000	Accrued Unemployment	22,231	25,197	2,967
26000	Funds Held for Others	599	37,659	37,060
28000	Unearned Revenue	4,776	3,806	-970
29900	Expense Reimbursement	0	0	0
	Total	189,361	359,858	170,498
Projects (equity)				
30120	ARC FY2020	1,534	0	-1,534
30121	ARC FY2021	0	2,774	2,774
31196	ReNew the New	-1,629	0	1,629
31327	Workforce Pathways	0	23,548	23,548
37000	Revolving Loan Fund	0	222	222
39500	Unrestricted Net Assets	733,452	802,018	68,566
39600	Restricted Net Assets - Revolving Loan Fund	0	103,285	103,285
	Total	733,357	931,846	198,489
	Total Liabilities and Equity	922,718	1,291,704	368,986
	Balance	0	0	0

FY20-21 Agencywide R&E (with indirect detail)

Revenue	3,222,100
Expense	3,126,897
Balance	95,203

UNA change		Net Equity Comparison
802,018 FY21		931,846 FY21
(733,452) FY20		(733,357) FY20
68,566		198,489



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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

August 20, 2021

PROJECT: Appalachian Power Company Claytor Project No. 739 2021 Claytor Lake Drawdown Plan
VA210820-00400400155

SUBMITTED BY: AEP

PROJECT DESCRIPTION: Appalachian Power Company is requesting comments on a draft annual water quality report.

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
Pembroke | Pulaski
Rich Creek

Higher Education

Virginia Tech
Radford University
New River Community College

**Appalachian Power Company
Claytor Project No. 739
2021 Claytor Lake Drawdown Plan
June 17, 2021**

Background

On December 27, 2011, the Federal Energy Regulatory Commission (Commission) issued *Order Issuing New License* (License) authorizing Appalachian Power Company (Appalachian) to continue to maintain and operate the Claytor Hydroelectric Project, on the New River in Pulaski County, Virginia. License Article 405, Water Management Plan (Final - June 2009) allows for non-emergency drawdowns. Specifically, Article 405 of the license requires the licensee to file, for Commission approval, a reservoir drawdown plan at least three months prior to implementing a non-emergency reservoir drawdown. The purpose of the plan is to minimize the impact of any project maintenance activity requiring a reservoir drawdown on aquatic resources in the project reservoir and downstream of the project, and to allow shoreline property owners sufficient time to plan shoreline maintenance activities.

Further, Article 405 requires the licensee to prepare the plan after consulting with the U.S. Fish and Wildlife Service (FWS), the Virginia Department of Game and Inland Fisheries [subsequently renamed the Virginia Department of Wildlife Resources (VDWR)], the Virginia Department of Conservation and Recreation (VDCR), the Virginia Department of Environmental Quality (VDEQ), Pulaski County, the New River Valley Planning District Committee (New River Valley), and the Friends of Claytor Lake (FOCL). The licensee must include with the plan documentation of consultation, copies of comments, and recommendations on the completed plan after it has been prepared and provided to the agencies, and specific descriptions of how the plan accommodated the agencies' comments. The licensee must allow a minimum of 30 days for the agencies to comment, and make recommendations before filing the plan with the Commission. If the licensee does not adopt a recommendation, the filing must include the licensee's reasons based on project-specific information.

Prior to the drawdown, the licensee must notify the public and property owners along the shoreline by mail 45 days prior to implementing the drawdown to allow property owners sufficient time to plan shoreline maintenance activities. The notification must include rate (feet per day), limit in feet, term of the drawdown, and any provisions. The Commission reserves the right to require changes to the plan. Upon Commission approval of the plan, the licensee must implement it, including any changes required by the Commission.

Efforts began in 2011, through Pulaski County's Claytor Lake Technical Advisory Committee (CLTAC), to modify previous non-emergency drawdown plans in order to decrease impacts to mussels. (The CLTAC includes representatives from a majority of the above referenced agencies.) Modified drawdowns for shoreline maintenance were held in 2011 and 2012 according to plans developed in consultation with the CLTAC. A 2014 drawdown plan was developed with the CLTAC and approved by the Commission. However, prior to implementation, the drawdown was cancelled at the request of Pulaski County due to siltation problems with the County's water intake in the lake. A 2015 drawdown plan was also developed and approved by the Commission. However, full implementation was impacted by rain and higher flows. Drawdown plans for 2017 and 2019, developed by CLTAC and approved by the Commission, were successfully implemented with a 5-foot drawdown.

2021 Drawdown Proposal

1. Conduct drawdown from Saturday, November 6 through Sunday, November 14, 2021. (Drawdown scheduled during mid-November to avoid freezing temperatures, and to minimize the impact to recreation.)
2. Depth of drawdown to be 5 feet from full pond elevation of 1846 feet NGVD.
3. Lake level of 1845.5 NGVD to be drawn down 1.6 feet per day beginning at 1:30 PM on Wednesday, November 3, 2021 to reach 1841 feet NGVD by 9 AM Saturday, November 6, 2021.
4. Duration of the drawdown to be nine days, including two weekends.
5. Lake to be allowed to begin refilling at 10 p.m. Sunday, November 14, 2021, with targeted return to normal elevation by 10 p.m. Friday, November 19, 2021, depending upon inflow.
6. Should the drawdown duration of nine days be impacted by high inflows that prohibit Appalachian from achieving the full 5-foot drawdown, then the drawdown period may be extended as necessary to provide nine consecutive days at the lake level of 1841 feet.
7. Appalachian will inform the public of the drawdown at least 45 days prior to implementation (no later than September 17, 2021).
8. FOCL will encourage participation and publicize information about the drawdown and mussel salvage through media, mailings, phone calls and internet. Information will include distinction between Asian Clams, pistolgrip mussels and other mussels, and the importance of mussel salvage.
9. FOCL will gather information about drawdown usage and mussel salvage from landowners and volunteers. (Send drawdown questionnaire card just prior to drawdown.)
10. A volunteer mussel salvage event will be conducted on the first Saturday of the full drawdown to increase the number of dewatered mussels returned to the water. (Event will be similar to that conducted in 2019.) Team leaders, boat transportation, materials, meeting locations, volunteers and volunteer recruitment, refreshments and organization to be provided by FOCL, VDWR, Appalachian, Claytor Lake State Park, Pulaski County and others. Additional details include:
 - a. Prior to the day of the event, FOCL will oversee recruitment of volunteers and work with organizers to plan and coordinate the details of the event, including team leader selection and training, salvage site and volunteer selection, transportation, supplies, data collection, and refreshments.
 - b. Volunteer training will be provided by VDWR prior to deployment of teams of volunteers with team leaders Saturday morning. Volunteers will be trained in returning mussels to the water and be provided information with which to distinguish between Asian Clams (not to be salvaged), and pistolgrips and other mussels. Volunteers to be provided information prior to the event on what to expect and how to come prepared.
 - c. VDWR to provide up to three teams experienced in mussel identification to identify and tally mussels by species; other volunteer teams to focus on counting and salvaging total numbers of mussels. (Volunteers to identify only pistolgrip mussels.)
 - d. Appropriate data collection sheets will provided.

- e. Mussel salvage sites will be selected and prioritized based on likely mussel habitat and previous mussel findings.
- f. Hours of event will be organized to optimize volunteer time.
- g. Adequate food and drink will be provided.
- h. Coordination with mussel salvage by other entities, such as the Claytor Lake State Park, will be continued.

10. Regulatory agencies will have 30 days to comment on the drawdown plan prior to Appalachian's submission to the Commission.

11. Appalachian to file the drawdown plan with the Commission by June 1, 2021 to allow for the Commission's required three month review period. Included with the filing will be documentation of consultation with stakeholders as required in Appalachian's license.

12. Changes may be made to drawdown, including but not limited to, dates and duration if unforeseen circumstances (such as occurred in 2015) warrant it at the time. Agencies, stakeholders and the public will be notified as soon as practicable of any changes.

13. A summary report following the drawdown will be prepared through the FOCL with assistance from VDWR and others as needed.

14. Future drawdown plans to be based on the prior drawdown results, and revised as appropriate.



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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 #2

CIRP Review

August 20, 2021

PROJECT: Mountain Valley Pipeline Amendment Project
DEQ #21-102F

SUBMITTED BY: DEQ

PROJECT DESCRIPTION: The Department of Environmental Quality is requesting comments on a draft environmental assessment.

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
Pembroke | Pulaski
Rich Creek

Higher Education

Virginia Tech
Radford University
New River Community College

UNITED STATES OF AMERICA
FEDERAL ENERGY REGULATORY COMMISSION

Mountain Valley Pipeline, LLC

Docket No. CP21-57-000

NOTICE OF AVAILABILITY OF THE
ENVIRONMENTAL ASSESSMENT FOR THE PROPOSED
**MOUNTAIN VALLEY PIPELINE
AMENDMENT PROJECT**

August 13, 2021

The staff of the Federal Energy Regulatory Commission (FERC or Commission) has prepared an environmental assessment (EA) for the Mountain Valley Pipeline Amendment Project (Amendment Project), proposed by Mountain Valley Pipeline, LLC (Mountain Valley) in the above-referenced docket. Mountain Valley requests authorization to change the crossing method of specific waterbodies and wetlands from open-cut dry crossings (as authorized by its October 13, 2017 Certificate of Public Convenience and Necessity [Certificate]) to trenchless methods (conventional bore, guided conventional bore, or Direct Pipe®¹). In addition, Mountain Valley requests authorization for two minor route adjustments to avoid wetlands and waterbodies and authorization to conduct nighttime construction at eight trenchless crossings.

The EA assesses the potential environmental effects of the construction and operation of the Amendment Project in accordance with the requirements of the National Environmental Policy Act (NEPA). The FERC staff concludes that approval of the proposed project, with appropriate mitigating measures, would not constitute a major federal action significantly affecting the quality of the human environment.

The U.S. Army Corps of Engineers (COE) is a federal cooperating agency who assisted us in preparing this EA because they have jurisdiction by law or special expertise with respect to impacts to waters of the U.S. The COE may adopt the EA per 40 CFR 1501.8 if, after an independent review of the document, it concludes that their requirements and/or regulatory responsibilities have been satisfied. However, the COE would present its own conclusions and recommendations in its respective and applicable records of decision or determinations. Otherwise, it may elect to conduct its own supplemental environmental analyses.

1 Direct Pipe® is a construction method developed by Herrenknecht AG that combines microtunneling and horizontal direction drill (HDD).

The proposed Amendment Project includes the following:

- 120 trenchless crossings (117 conventional bores, 2 guided conventional bores, and 1 Direct Pipe®) of 47 wetlands and 136 streams in Wetzel, Lewis, Webster, Nicholas, Greenbrier, Summers, and Monroe counties, West Virginia and Giles, Montgomery, Roanoke, Franklin, and Pittsylvania, counties, Virginia;
- avoidance of one wetland via a shift in the permanent operational right-of-way at MP 0.70;
- avoidance of one waterbody due to a route adjustment at MP 230.8; and
- 24-hour construction activities at the previously authorized Gauley River and Roanoke River, two guided conventional bore crossings, the Direct Pipe® crossing, and three conventional bore locations.

The Commission mailed a copy of the *Notice of Availability* to federal, state, and local government representatives and agencies; elected officials; environmental and public interest groups; Native American tribes; potentially affected landowners and other interested individuals and groups; and newspapers and libraries in the project area. The EA is only available in electronic format. It may be viewed and downloaded from the FERC's website (www.ferc.gov), on the natural gas environmental documents page (<https://www.ferc.gov/industries-data/natural-gas/environment/environmental-documents>). In addition, the EA may be accessed by using the eLibrary link on the FERC's website. Click on the eLibrary link (<https://elibrary.ferc.gov/eLibrary/search>), select "General Search" and enter the docket number in the "Docket Number" field, (i.e. CP21-57). Be sure you have selected an appropriate date range. For assistance, please contact FERC Online Support at FercOnlineSupport@ferc.gov or toll free at (866) 208-3676, or for TTY, contact (202) 502-8659.

The EA is not a decision document. It presents Commission staff's independent analysis of the environmental issues for the Commission to consider when addressing the merits of all issues in this proceeding. Any person wishing to comment on the EA may do so. Your comments should focus on the EA's disclosure and discussion of potential environmental effects, reasonable alternatives, and measures to avoid or lessen environmental impacts. The more specific your comments, the more useful they will be. To ensure that the Commission has the opportunity to consider your comments prior to making its decision on this project, it is important that we receive your comments in Washington, DC on or before 5:00pm Eastern Time on **September 13, 2021**.

For your convenience, there are three methods you can use to file your comments to the Commission. The Commission encourages electronic filing of comments and has

staff available to assist you at (866) 208-3676 or FercOnlineSupport@ferc.gov. Please carefully follow these instructions so that your comments are properly recorded.

- (1) You can file your comments electronically using the [eComment](#) feature on the Commission's website (www.ferc.gov) under the link to [FERC Online](#). This is an easy method for submitting brief, text-only comments on a project;
- (2) You can also file your comments electronically using the [eFiling](#) feature on the Commission's website (www.ferc.gov) under the link to [FERC Online](#). With eFiling, you can provide comments in a variety of formats by attaching them as a file with your submission. New eFiling users must first create an account by clicking on "[eRegister](#)." You must select the type of filing you are making. If you are filing a comment on a particular project, please select "Comment on a Filing"; or
- (3) You can file a paper copy of your comments by mailing them to the Commission. Be sure to reference the project docket number (CP21-57-000) on your letter. Submissions sent via the U.S. Postal Service must be addressed to: Kimberly D. Bose, Secretary, Federal Energy Regulatory Commission, 888 First Street NE, Room 1A, Washington, DC 20426. Submissions sent via any other carrier must be addressed to: Kimberly D. Bose, Secretary, Federal Energy Regulatory Commission, 12225 Wilkins Avenue, Rockville, Maryland 20852.

Filing environmental comments will not give you intervenor status, but you do not need intervenor status to have your comments considered. Only intervenors have the right to seek rehearing or judicial review of the Commission's decision. At this point in this proceeding, the timeframe for filing timely intervention requests has expired. Any person seeking to become a party to the proceeding must file a motion to intervene out-of-time pursuant to Rule 214(b)(3) and (d) of the Commission's Rules of Practice and Procedures (18 CFR 385.214(b)(3) and (d)) and show good cause why the time limitation should be waived. Motions to intervene are more fully described at <https://www.ferc.gov/ferc-online/ferc-online/how-guides>.

Additional information about the project is available from the Commission's Office of External Affairs, at **(866) 208-FERC**, or on the FERC website (www.ferc.gov) using the [eLibrary](#) link. The eLibrary link also provides access to the texts of all formal documents issued by the Commission, such as orders, notices, and rulemakings.

In addition, the Commission offers a free service called eSubscription which allows you to keep track of all formal issuances and submittals in specific dockets. This can reduce the amount of time you spend researching proceedings by automatically providing you with notification of these filings, document summaries, and direct links to the documents. Go to <https://www.ferc.gov/ferc-online/overview> to register for eSubscription.

Kimberly D. Bose,
Secretary.



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

N R V R C . O R G

August 20, 2021

Executive Director's Report

Economic Development:

- The US Economic Development Administration (EDA) recently released notices of funding opportunities with \$3 Billion worth of investments for communities through the American Rescue Plan Act (ARPA). The program is divided into six program areas. The Regional Commission is working with partners on two project concepts that would fall into two different funding categories. One would be in the Good Jobs Challenge to help develop a construction trades career pathway and employment market place. This is directly attributed to feedback received in the Regional + Local Housing Study with respect to lack of labor to address housing. The second would be in the Build Back Better Regional Challenge to advance the automation/autonomous economic sector of the region. Phase 1 awards for this program are \$500,000 with the intent to focus on a Phase 2 award for implementation with \$25-\$75 million for up to 20-30 coalitions being funded across the country.
- At the NADO Summer Board Meeting earlier this week I had the opportunity to meet with Alejandra Castillo, the recently sworn in US Assistant Secretary of Commerce for Economic Development. It was a great opportunity to explain the impact of EDA programs on the ground while advocating for continued investment in the economic recovery program so regions can pursue ARPA implementation funds.

Transportation:

- The NRV Passenger Rail Station Authority organization documents were recently prepared and reviewed by legal counsel. The documents were distributed to local governments and higher education members for review. An initial discussion of the documents will take place next week at the Mayors and Chairs regional meeting.

Natural Resources:

- The ReNew the New annual fall clean-up event will take place on August 28th. Information about community-specific events can be found on www.renewthenew.org

Regional:

- The NRV Public Health Task Force resumed meeting in light of schools returning to in-person in August and the rise of the Delta variant. The BCT is busy supporting businesses and facilitating conversations between school administrators. Ashley Briggs will be at the Commission meeting this month to provide an update.

Commission:

- Patrick O'Brien left his position focused on economic development at the end of July. Interviews for that position will begin next week. We will begin advertising two additional positions next week for Grant Management and Finance Technician. Both will be supporting additional work coming to the Commission largely attributed to members asking for support with their ARPA funds.
- The Regional Commission annual dinner event will be held on October 28th at 6:00pm at Moon Hollow Brewing at the Old Prices Fork Elementary School. Mobile workshops will take place in the afternoon. A save the date went out via email this week. Invitations will follow.



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MEMORANDUM

N R V R C . O R G

To: NRVRC Commissioners

From: Ashley Briggs, Public Health Director – Business Continuity Team

Date: August 20, 2021

Re: New River Valley Business Continuity Team Update

The Business Continuity Team staff has been busy working to assist businesses, local government and schools navigate the ever-changing COVID-19 environment from guidance changes to vaccination efforts. A brief update:

- Public schools returned to full in-person instruction and the BCT continues to support them by coordinating a weekly call with school district administrators, providing N95 mask fit testing for employees, and scheduling vaccination clinics.
- The BCT continues vaccination efforts by visiting business in-person to offer vaccination education events and workplace vaccination clinics.
- The BCT has started a workshop series focused on making businesses resilient beyond COVID-19. The first two events last week focused on cybersecurity and crisis communication.
- In FY2021, the BCT served 480 unique businesses and impacted over 57,000 jobs. This included coordinating and aiding in the full vaccination of approximately 30,000 employees.



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N R V R C . O R G

MEMORANDUM

To: NRV Regional Commission Board

From: Jennifer Wilsie, Senior Planner

Date: August 19, 2021

Re: Virginia Housing PDC Housing Development Program

The Regional Commission was recently awarded \$2M in funding from an exciting new initiative provided by Virginia Housing. This funding was targeted to Planning District Commissions throughout the state in an effort to focus more on regional housing needs and production.

With the completion of the Regional + Local Housing Study earlier this year, the region is well positioned to move forward on several regional strategies identified in the study. The Regional Commission plans to dedicate the first 18 months of the grant period to holding regional conversations regarding the creation of a **regional Housing Trust Fund (HTF)**. Simply put, a trust fund is like a large, regional bank account, funded through many potential sources, where housing projects can be funded at the discretion of its regional members.

The goal during initial planning would be to determine interest, level of investment, structure, focus, and operations of the fund. These conversations would include the region's local government staff and representatives from the region's anchor health institutions, universities, and other major employers.

Once established, a significant portion of the Virginia Housing Development Grant would be used to leverage and incentivize local commitments to the HTF and implement a call for proposals for development projects with these funds. The grant funding requires the production of at least 20 units of affordable housing; the Commission anticipates a timeline of approximately 4-5 years for the completion of all project activities.

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



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

N R V R C . O R G

MEMORANDUM

To: Regional Commission Board Members

From: Elijah Sharp, Deputy Executive Director

Date: August 20, 2021

Re: FY22 Annual Work Program

The FY22 Annual Work Program documents a comprehensive list of projects and program offerings that will be undertaken by Commission Staff July 1, 2021 – June 30, 2022. The broader intent of the work program is to provide the most benefit in the region with the least direct cost to local members. This year the program contains nearly 50 individual projects.

The Commission is excited to be working on multiple projects that reach all four corners of the New River Valley. Key focus areas include project implementation, and significant regional plans in the areas of hazard mitigation, economic development, outdoor recreation, and public health. In

addition, the Commission continues to partner with local and regional organizations to attract passenger rail service, expand access to broadband, invest in downtown revitalization, and increase collaboration.



The FY22 agency-wide budget for planning and programs is approximately \$2M, and supports 16 full-time and three part-time staff. Staff utilizes the Annual Work Program throughout the year to monitor progress and resources assigned to individual projects. Our multi-disciplinary team is ready to provide the highest level of quality, capacity, and accountability for local members this year.

Staff will be available at the August Commission meeting to answer any questions you may have.

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

A landscape architectural plan of a park area, overlaid on a topographic map. The plan features several numbered elements: 4. Multiple clusters of trees and shrubs; 5. A row of trees along a path; 6. A small red square; 7. A large red rectangle; 8. A colorful, abstract garden bed; 9. A small red square; 10. A row of trees; 11. A large red circle; 12. A basketball court. The plan is framed by a yellow and green border.

new river valley regional commission
ANNUAL WORK PROGRAM

fiscal year
2021-2022



NEW RIVER VALLEY REGIONAL COMMISSION
ANNUAL WORK PROGRAM
FISCAL YEAR JULY 2021 – JUNE 2022

Overview

The Annual Work Program is the foundation for achieving the objectives and strategies of the New River Valley Regional Commission. The Commission strives to maximize its resources by developing a comprehensive work plan that is based on current needs and priorities of the region.

This FY22 program is a compilation of projects presented by Council members, including managers and administrators, local partners, regional organizations, and staff. The intent is to obtain the most benefit from the least direct cost to our local government members. Program tasks are grouped as regional projects, local projects, or finance & administration.

New River Valley Regional Commission Staff

Executive Director

Kevin Byrd, AICP

Administrative Staff

Jessica Barrett, CPA, Director of Finance

Janet McNew, Finance Technician

Vacant, Finance Technician

Julie Phillips, Office Manager

Planning & Program Staff

Elijah Sharp, Deputy Executive Director/Director of Planning & Programs

Jennifer Wilsie, AICP, Senior Planner

Aphi Fancon, AICP, Senior Planner

Christy Straight, AICP, Senior Planner

Nicole Hersch, Regional Planner II/Community Designer

Kathleen Armstrong, Regional Planner II/Communications Specialist

Vacant, Regional Planner II/Economic Development Planning Specialist

Summer Bork, Economic Recovery Planner

Vacant, Grant Manager

Kristina Warack, Data Systems Manager

Bethany Peters, Planning Intern

Meredith Beavers, Planning Intern

Business Continuity Team

Ashley Briggs, Public Health Director

Melanie Morris, Program Manager

Holly Lesko, School Liaison

Notes:

AICP (American Institute of Certified Planners)

CPA (Certified Public Accountant)

FY 2021-22 New River Valley Regional Commission Members

*Chair – Mr. Michael Maslaney
Vice-Chair – Mr. Hil Johnson
Treasurer – Mr. Leon Law*

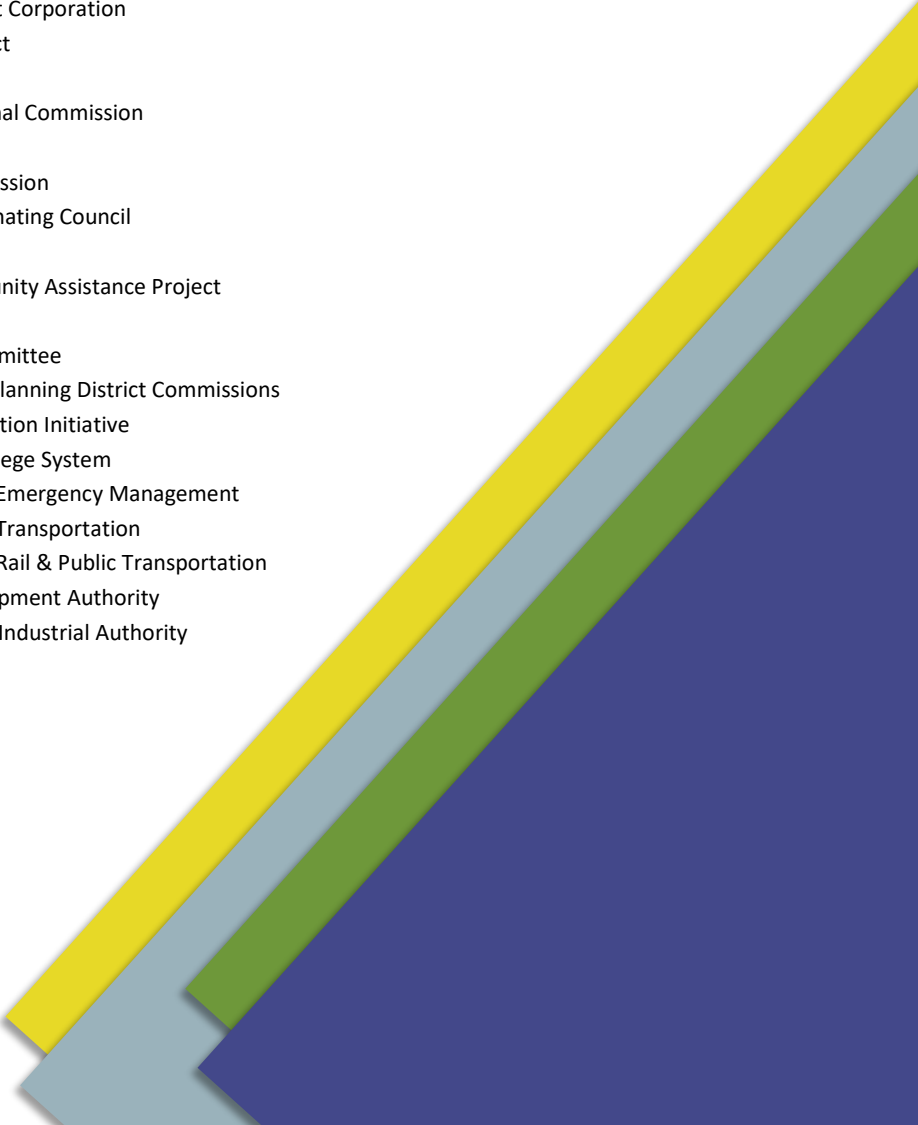
*Past-Chair – Mr. Michael Harvey
At-Large – Mr. Steve Fijalkowski
Ms. Catherine Potter
Ms. Angie Covey*

<u>Floyd County:</u>	Mr. Justin Coleman* 315 Gallimore Trails, NW Floyd, VA 24091	Mr. Michael Maslaney PO Box 908 Floyd, VA 24091	Ms. Linda DeVito Kuchenbuch 539 Dobbins Hollow Road Riner, VA 24149
<u>Giles County:</u>	Mr. Richard McCoy* 505 Tyler Avenue Pearisburg, VA 24134	Mr. Leon Law 1809 Cascades Drive Pembroke, VA 24136	<u>Town of Narrows:</u> Ms. Sarah Thwaites* 111 Midway Street Narrows, VA 24124
	<u>Town of Pearisburg:</u> Ms. Jason Ballard* 102 Darden Dr. Pearisburg, VA 24134	<u>Town of Rich Creek:</u> Mr. William Kantsios* 936 Greenbriar Drive Rich Creek, VA 24147	<u>Town of Pembroke:</u> Robert Lawson 519 Circle Drive Pembroke, VA 24136
<u>Montgomery County:</u>	Mr. Steve Fijalkowski* 2557 Mt. Pleasant Road Shawsville, VA 24162	Mr. Michael Harvey 803 Willard Drive Blacksburg, VA 24060	<u>Town of Floyd:</u> Mr. Mike Patton* 123 Wilson Street Floyd, VA 24091
<u>Pulaski County:</u>	Dr. Doug Warren 4540 Shelburne Road Radford, VA 24141	Mr. Charles Bopp* PO Box 1402 Pulaski, VA 24301	
<u>City of Radford:</u>	Mr. David Horton* 106 5th Street Radford, VA 24141	Mr. Jeff Martin 107 Bird St. Radford, VA 24141	
<u>Town of Blacksburg:</u>	Ms. Susan Anderson* 700 Preston Avenue Blacksburg VA 24060	Mr. Daniel Breslau 601 Turner Street Blacksburg, VA 24060	
<u>Town of Christiansburg:</u>	Mr. Hil Johnson 140 Brilliant Drive, N. W. Christiansburg, VA 24073	Ms. Merissa Sachs 65 Mulberry Drive Christiansburg, VA 24073	
<u>Town of Pulaski</u>	Mr. Tyler Clontz* PO Box 660 Pulaski, VA 24301	Mr. Larry Clevinger 1128 Well Street Pulaski, VA 24301	
<u>Radford University:</u>	Dr. Angela Joyner PO Box 6901 Radford, VA 24141		
<u>Virginia Tech:</u>	Ms. Liza Morris VA Tech Blacksburg, VA 24061	Ms. Catherine Potter VA Tech Blacksburg, VA 24061	
<u>New River Community College:</u>	Ms. Angie Covey 5251 College Drive Dublin, VA 24084		

*** = Elected Official**

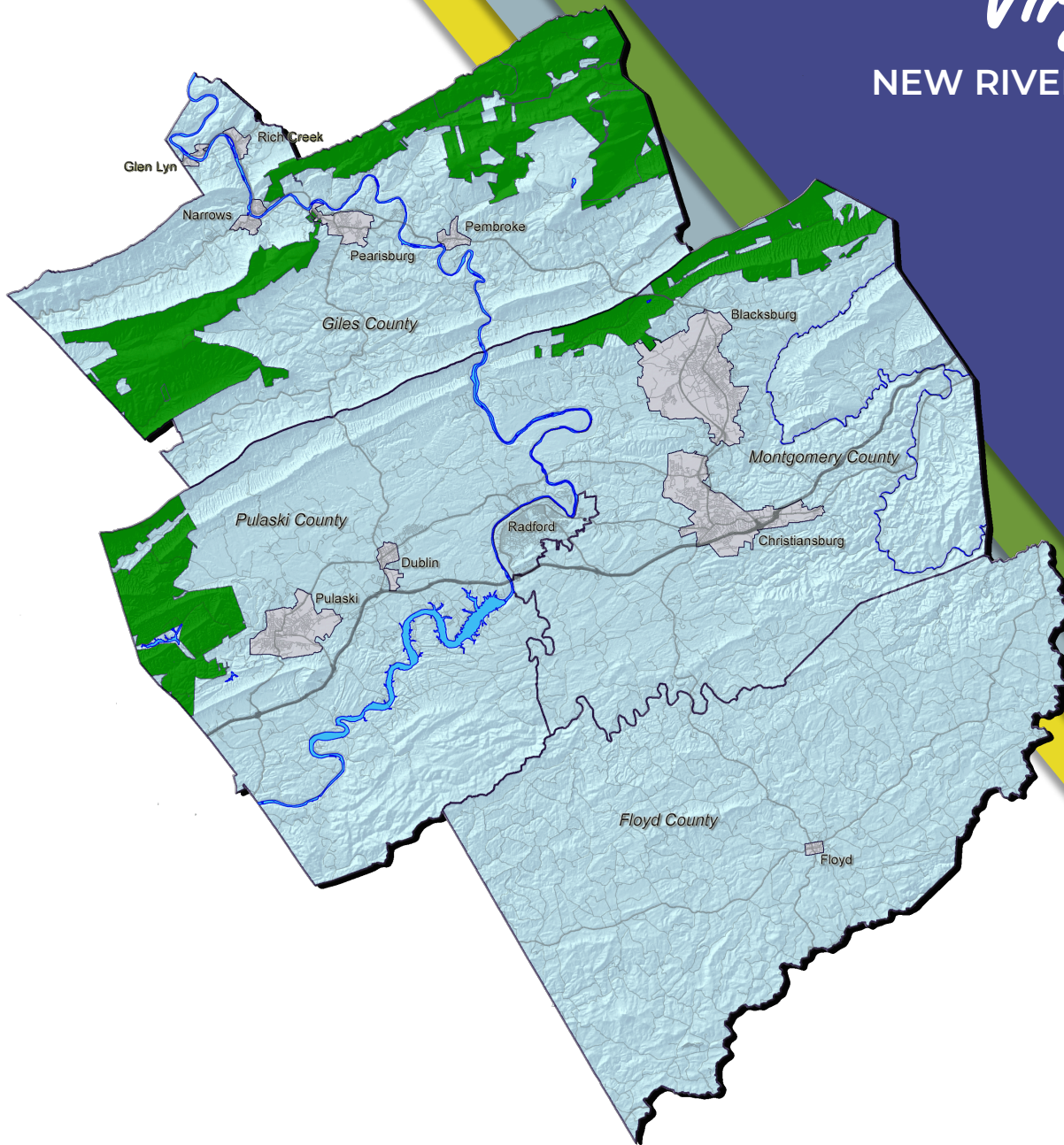
ACRONYM DESCRIPTIONS

AFID	Agriculture and Forestry Industries Development Fund
ARC	Appalachian Regional Commission
BCT	Business Continuity Team
CAMS	Central Application Management System
CDBG	Community Development Block Grant
CEDS	Comprehensive Economic Development Strategy
DEQ	Department of Environmental Quality
DGIF	Department of Game and Inland Fisheries
DHCD	Department of Housing & Community Development
DRPT	Department of Rail and Public Transportation
EDA	Economic Development Administration
EDD	Economic Development District
FEMA	Federal Emergency Management Agency
FY	Fiscal Year
GIS	Geographic Information System
GOVA	Virginia Initiative for Growth and Opportunity
HOME	Housing Opportunities Made Equal
HUD	Department of Housing & Urban Development
L RTP	Long Range Transportation Plan
LWEG	Live Work Eat Gather
MPO	Metropolitan Planning Organization
NRCC	New River Community College
NRVDC	New River Development Corporation
NRHD	New River Health District
NRV	New River Valley
NRVRC	New River Valley Regional Commission
NRWT	New River Water Trail
PDC	Planning District Commission
RTCC	Regional Transit Coordinating Council
RU	Radford University
SERCAP	Southeast Rural Community Assistance Project
SWVA	Southwest Virginia
TAC	Technical Advisory Committee
VAPDC	Virginia Association of Planning District Commissions
VATI	Virginia Telecommunication Initiative
VCCS	Virginia Community College System
VDEM	Virginia Department of Emergency Management
VDOT	Virginia Department of Transportation
VDRPT	Virginia Department of Rail & Public Transportation
VHDA	Virginia Housing Development Authority
VFRIFA	Virginia's First Regional Industrial Authority
VT	Virginia Tech



Virginia's

NEW RIVER VALLEY



BACKGROUND

In September 1969, the New River Valley Regional Commission was organized by its member jurisdictions - Floyd, Giles, Montgomery and Pulaski Counties, the City of Radford, and the Towns of Blacksburg, Christiansburg, and Pulaski. Together they accepted the charge of the general provisions of the Virginia Area Development Act which authorized the creation of the Commission.

The 1995 General Assembly amended and reenacted a Bill entitled the "*Regional Cooperation Act*." The Act added governmental cooperation to purposes of the Commission. The Commission's overall goals are based in the provisions of the Regional Cooperation Act. The 1997 General Assembly re-codified the Act as 15.2-4200 et al.

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110hrs



Nicole Hersch
Community Designer
nicole@nrvc.org

New River Watershed Roundtable

The Regional Commission continues to act as the coordinating entity for the New River Watershed Roundtable. The outcomes for this project are to provide administrative support to the New River Watershed Roundtable through quarterly meetings; to provide opportunities for further watershed collaboration; support local pet waste stations through the distribution of biodegradable bags; to update the website, including content, branding, and maintenance; to design and create an interactive map for the New River Water Trail; and to provide support to citizen water quality monitoring projects and regional river clean-up projects.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2018 – September 2023

First Quarter Deliverables (July – September):

- Continue development of NR Watershed Roundtable website
- Assist in the administration and planning of the ReNew the New event
- Begin drafting Watershed Friendly Landscaping Document
- Coordinate, host, and conduct Quarterly Meeting
- Follow-up with tasks assigned at Quarterly Meeting

Second Quarter Deliverables (October – December):

- Continue development of NR Watershed Roundtable website
- Continue development of NRWT Map
- Complete draft of Watershed Friendly Landscaping Document
- Coordinate, host, and conduct Quarterly Meeting
- Follow-up with tasks assigned at Quarterly Meeting

Third Quarter Deliverables (January – March):

- Continue development of NR Watershed Roundtable website
- Print and distribute Watershed Friendly Landscaping Document
- Coordinate, host, and conduct Quarterly Meeting
- Distribute pet waste station bags
- Follow-up with tasks assigned at Quarterly Meeting

Fourth Quarter Deliverables (April – June):

- Continue development of NR Watershed Roundtable website
- Coordinate, host, and conduct Quarterly Meeting
- Continue distribution of pet waste station bags
- Follow-up with tasks assigned at Quarterly Meeting

Passenger Rail

The purpose of this work element is to provide technical assistance to the New River Valley Passenger Rail Initiative. In FY22 this will include delivering staff support to launch the recently enabled New River Valley Passenger Rail Station Authority. The Regional Commission will serve as the administrative point of contact for the Authority and will help coordinate local initiatives with state offices such as the Virginia Department of Rail and Public Transit.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2021 – June 2022

First Quarter Deliverables (July – September):

- Prepare Passenger Rail Authority Organization Documents for review by legal counsel
- Convene Mayors/Chairs across the region to review the organization documents
- Develop regional consensus on timeline to establish the authority

Second Quarter Deliverables (October – December):

- Formal establishment of the Authority by members adopting ordinances/resolutions
- Convene first regional meeting of the Authority
- Coordinate a meeting between the Authority and state-level leadership
- Distribute meeting outcomes to Authority members and regional partners

Third Quarter Deliverables (January – March):

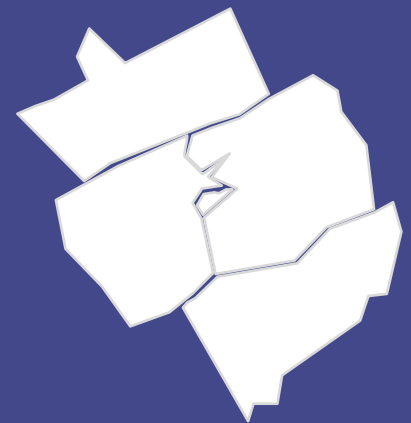
- Convene quarterly Authority meeting to support development of NRV passenger rail station
- Coordinate with NRV Passenger Rail Initiative facilitated by the Blacksburg Partnership
- Distribute any meeting outcomes to Authority members and regional partners

Fourth Quarter Deliverables (April – June):

- Convene quarterly Authority meeting to support development of NRV passenger rail station
- Coordinate with NRV Passenger Rail Initiative facilitated by the Blacksburg Partnership
- Distribute any meeting outcomes to Authority members and regional partners



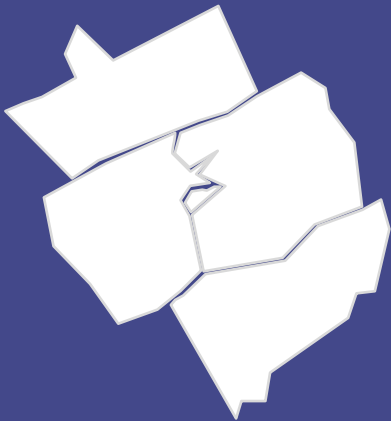
100hrs



Kevin Byrd, AICP
Executive Director
kbyrd@nrvc.org



1,100hrs



Elijah Sharp
Deputy Executive Director
esharp@nrvc.org

Rural Transportation Program

The purpose of this work element is to provide transportation technical planning assistance, grant writing, and staff time to fulfill statewide planning and policy efforts. In addition, the Commission facilitates regional participation and consensus building on transportation-related issues through a continuing, comprehensive, and coordinated planning process. The Commission provides staff assistance to prepare agendas, presentation materials, and maintains supporting websites for two standing committees: 1) Transportation Technical Advisory Committee, and 2) Regional Transit Coordinating Council.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2020 – June 2021

First Quarter Deliverables (July – September):

- Assist with SMART Scale applications
- Bike, Ped, Paddle Plan update meetings
- Quarterly progress report and invoice

Second Quarter Deliverables (October – December):

- Launch local technical assistance projects
- Rural TAC/RTCC Meeting
- Coordinate Commonwealth Transportation Board Local Meetings
- Participation in local, regional, and statewide transportation meetings
- Quarterly progress report and invoice

Third Quarter Deliverables (January – March):

- Rural TAC/RTCC Meeting
- Local engagement for technical assistance project(s)
- Participation in local, regional, and statewide transportation meetings
- Quarterly progress report and invoice

Fourth Quarter Deliverables (April – June):

- Final report for local technical assistance project(s)
- Participate in statewide transportation planning initiatives
- Prepare upcoming fiscal year work program
- Rural TAC/RTCC meetings
- Quarterly progress report and invoice

NRV Bike, Ped, Paddle Plan

The purpose of this plan update is to provide information, guidelines and cohesion in the creation, expansion, and coordination of a safe and effective bicycle, pedestrian, and water trail system for the New River Valley region. The 2022 plan seeks to build on, supplement, and coordinate with existing plans. The plan will be a collaborative effort between Commission staff and local governments, community groups and individuals and will be used as a catalyst for the pursuit of funding opportunities.

The plan is a component of the Rural Transportation Work Program.

PROJECT SCHEDULE & DELIVERABLES

Project duration: January 2021 – December 2022

First Quarter Deliverables (July – September):

- Examine local plans
- Identify activity characteristics of existing network
- Identify how transportation planning and programs can improve the quality of life, enhance environmental performance, increase choices, and support economic vitality
- Initial data collection and compilation
- Review of existing local, regional and statewide plans

Second Quarter Deliverables (October – December):

- Schedule 1-on-1 local stakeholder meetings
- Initial GIS data collection and shapefile updates
- Collect and/or develop new content
- Draft visualizations and sample products

Third Quarter Deliverables (January – March):

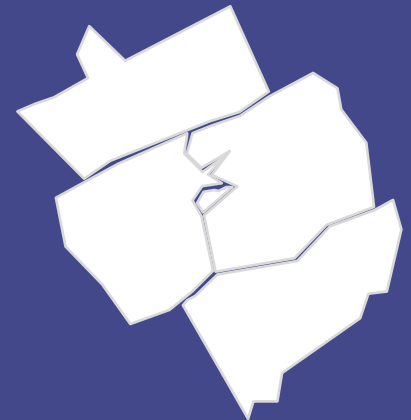
- Analyze stakeholder input
- Draft Bike, ped, paddle plan
- Review of GIS tools for online application
- Host five public meetings and/or collect local input

Fourth Quarter Deliverables (April – June):

- Analyze and incorporate stakeholder and public input
- Updated draft of bike, ped, paddle plan
- Present updated plan as requested



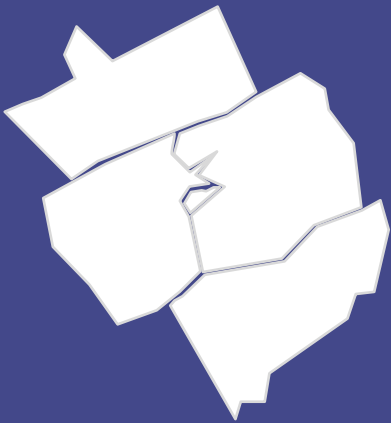
400hrs



Kathleen Armstrong
Communications Specialist
karmstrong@nrvc.org



400hrs



Kristie Warack
Data Systems Manager
kwarack@nrvc.org

NRV Cycling Guide

A reworking of the NRV Cycling Guide using modern technology and integrating with Strava for the routes portion. This will include all of the routes provided by the New River Valley Bicycle Association along with printable cue-sheets, Strava links, and a more robust trail portion including parking areas, bike racks, and NRV Roam stations along with trail type (dirt single-track, gravel double-track, etc.). We are planning on including photos along with descriptions of local sites of interest with the routes and trails where relevant.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2021 – June 2022

First Quarter Deliverables (July – September):

- Establish a working group with the NRVBBA
- Collect and build electronic data, including Strava routes
- Begin photo collection

Second Quarter Deliverables (October – December):

- Develop a draft road routes concept
- Initiate framework for trails and unpaved roads
- Coordinate and facilitate working group meetings
- Perform site visits as needed and continue collecting photos

Third Quarter Deliverables (January – March):

- Develop a draft of the trails and unpaved roads concept
- Incorporate working group input and final draft of road routes concept
- Finalize GIS shapefile route data
- Incorporate working group input and final draft of trails and unpaved roads concept
- Perform site visits as needed and continue collecting photos

Fourth Quarter Deliverables (April – June):

- Final consumer version of updated guide

RIDE Solutions Program

RIDE Solutions is a multi-regional program to provide ridesharing and alternative transportation modes to the residents of the New River Valley. The Commission partners in execution of the program at the multi-region level with the Roanoke Valley-Alleghany Regional Commission, Central Virginia PDC, and the West Piedmont PDC. The NRVRC is responsible for executing the program in the New River Valley. The goal of the program is to reduce the number of single-occupant-vehicle trips taken in the region, particularly commuter trips, and provide a transportation alternatives resource available in the NRV. For this region, the program focuses more on reaching commuters, particularly through their employers, and employers in their own right with information and technical assistance to invest in more sustainable and affordable transportation decision-making.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2021 – June 2022

First Quarter Deliverables (July – September):

- Sustainability Week activities (Bike Valet, etc.)
- Try Transit Week promotion to highlight local transit systems
- Bike Valet for Brew Do
- Contact with Workplace Partners (via e-mail newsy item)
- Quarterly report to NRV stakeholders

Second Quarter Deliverables (October – December):

- Ride Smart Celebration event planning
- Bike Shorts Film Festival
- Contact with Workplace Partners (via e-mail newsy item)
- Quarterly report to NRV stakeholders
- Chamber participation/networking (attendance at BAH)
- Initiate DRPT grant application process
- Quarterly report to NRV stakeholders

Third Quarter Deliverables (January – March):

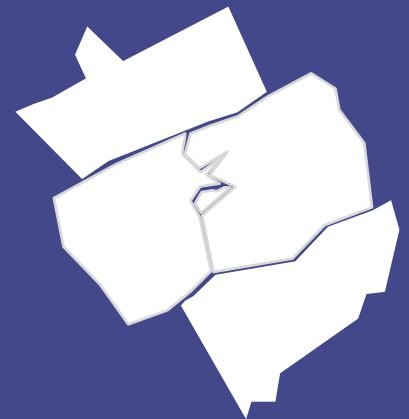
- Prepare and submit DRPT application
- Contact with Workplace Partners (via e-mail newsy item)
- Chamber participation/networking (attendance at BAH)
- Quarterly report to NRV stakeholders

Fourth Quarter Deliverables (April – June):

- Bike Valet for Fork & Cork
- Budget spend down strategy and execution of, if needed
- Monthly reporting to DRPT
- Contact with Workplace Partners (via e-mail newsy item)



1,350hrs



Christy Straight, AICP
Senior Planner
cstraight@nrvc.org



2,700hrs



Kevin Byrd, AICP
Executive Director
kbyrd@nrvc.org

EDA Program

The EDA Economic Development District project includes a variety of tasks related to the functions of the NRVRC as an Economic Development District (EDD) as designated by the US Economic Development Administration (EDA). As the regional EDD, the NRVRC receives support to perform the annual update to the regional Comprehensive Economic Development Strategy (CEDS) planning document that aligns with EDA-supported grant funding programs. In addition, the EDA planning partnership grant project provides support for NRVRC staff to undertake a variety of regional economic development planning and implementation projects. The EDA project funds staff time to support projects in the areas of economic development finance and entrepreneurship, data collection and analysis, and regional activities in support of economic development, workforce development, and related fields.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2021 – June 2022

First Quarter Deliverables (July – September):

- Prepare consumer version(s) of CEDS document
- Collect data for CEDS outcomes tracking metrics
- Begin transition to online CEDS
- Solicit and rank project priorities
- Provide economic development technical assistance on request of local government partners

Second Quarter Deliverables (October – December):

- Update content of CEDS, including economic data sections
- Convene CEDS committee meeting for update process
- Collect data for CEDS outcomes tracking metrics
- Provide economic development technical assistance on request of local government partners

Third Quarter Deliverables (January – March):

- Finalize CEDS update and consumer docs
- Convene CEDS committee meetings for update process
- Develop layout for online version of CEDS document contents and update data tracking metrics
- Provide economic development technical assistance on request of local government partners

Fourth Quarter Deliverables (April – June):

- Upload CEDS metrics to data dashboard and online version
- Update/finalize complete CEDS document to meet EDA requirements
- Submit 2020 CEDS report update to EDA
- Provide economic development technical assistance on request of local government partners

HOME Program

The HOME Program, established in 1990 by the Department of Housing and Urban Development (HUD), is the largest Federal block grant to State and local governments designed exclusively to create affordable housing for low to moderate-income households.

Funds are eligible for activities such as homeowner rehabilitation, new construction of single family or multi-family homes, acquisition of property, demolition of substandard housing, architectural fees, feasibility studies, homebuyer's counseling, and other finance-related costs.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2021 – June 2022

First Quarter Deliverables (July – September):

- Maintain project files in compliance with HUD regulations
- Attend bi-weekly staff meetings
- Participate in quarterly HOME Board meetings
- Assist in project development as needed
- Conduct Environmental Review Records as needed

Second Quarter Deliverables (October – December):

- Maintain project files in compliance with HUD regulations
- Attend bi-weekly staff meetings
- Participate in quarterly HOME Board meetings
- Assist in project development as needed
- Conduct any on-site monitoring visits
- Complete annual rental monitoring
- Conduct Environmental Review Records as needed
- Assist with creation of HOME Annual Report

Third Quarter Deliverables (January – March):

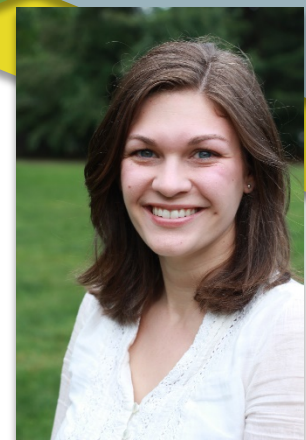
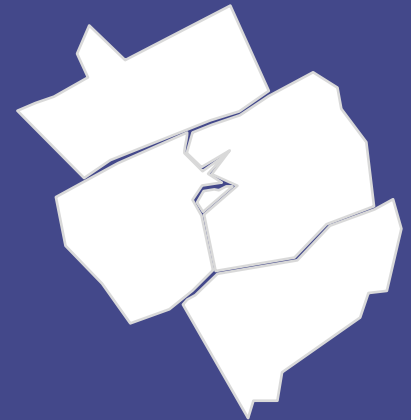
- Maintain project files in compliance with HUD regulations
- Attend bi-weekly staff meetings
- Participate in quarterly HOME Board meetings
- Conduct Environmental Review Records as needed
- Assist in project development as needed

Fourth Quarter Deliverables (April – June):

- Maintain project files in compliance with HUD regulations
- Attend bi-weekly staff meetings
- Conduct Environmental Review Records as needed
- Participate in quarterly HOME Board meetings
- Assist in project development as needed



230hrs



Jennifer Wilsie, AICP
Senior Planner
jwilsie@nrvc.org



600hrs



Jennifer Wilsie, AICP
Senior Planner
jwilsie@nrvc.org

Neighbors in Need

Neighbors in Need is a food preparation and delivery service designed to respond to increased food insecurity and support at-risk local businesses amid the COVID-19 crisis. The program will be administered by Millstone Kitchen, a program of non-profit Live, Work, Eat, Gather, Inc (LWEG).

The Neighbors in Need meals program is designed to accomplish the following win-win-win:

1. Provide made from scratch meals to feed vulnerable people
2. Provide sustaining revenue streams for current kitchen users
3. Support local small farms
4. Keep Millstone Kitchen operating and open to serve businesses

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2020 – June 2022

First Quarter Deliverables (July – September):

- Assist with agenda creation and facilitation of monthly Live, Work, Eat, Grow, Inc. Board meetings
- Submit monthly progress reports through CAMS
- Track project budget and documentation
- Track meal recipient beneficiaries
- Submit remittance requests as necessary

Second Quarter Deliverables (October – December):

- Assist with agenda creation and facilitation of monthly Live, Work, Eat, Grow, Inc. Board meetings
- Submit monthly progress reports through CAMS
- Track meal recipient beneficiaries
- Track project budget and documentation
- Submit remittance requests as necessary

Third Quarter Deliverables (January – March):

- Assist with agenda creation and facilitation of monthly Live, Work, Eat, Grow, Inc. Board meetings
- Submit monthly progress reports through CAMS
- Track project budget and documentation
- Track meal recipient beneficiaries
- Submit remittance requests as necessary

Fourth Quarter Deliverables (April – June):

- Assist with agenda creation and facilitation of monthly Live, Work, Eat, Grow, Inc. Board meetings
- Submit monthly progress reports through CAMS
- Track meal recipient beneficiaries
- Track project budget and documentation
- Submit remittance requests as necessary
- Conduct administrative closeout and compliance review with DHCD

EDA CARES Act – COVID19

The NRVRC received an award from the EDA’s Recovery Assistance Program, a planning assistance grant created by the CARES Act legislation to address the impacts of the COVID-19 pandemic. The Recovery Assistance Program provides Economic Development Districts (EDDs) with resources to develop pandemic-related economic development plans and secure additional resources for projects that advance regional economic recovery efforts.

NRVRC’s scope of work for this project includes several elements: 1) development of an economic recovery action plan to assess economic trends and community impacts/needs in light of the pandemic and prioritize economic and community development projects that can help the region’s economic recovery and resilience; 2) data analysis, grant writing, partnership building, and other technical assistance to help local partners implement top priority action plan projects; and 3) integration of economic recovery planning results into annual CEDS update, including online data dashboards and CEDS content.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2020 – June 2022

First Quarter Deliverables (July – September):

- Finalize FY22 MOUs with Onward NRV and Workforce Development Board
- Begin formal strategizing for Data Dashboard Content
- Final draft of NRVRC organization website update
- Initial CEDS content development and transfer to online platform
- Explore options for continued and expanded research for relevant economic development topics

Second Quarter Deliverables (October – December):

- Solicit and prioritize projects for both CEDS and Economic Recovery Strategy
- Initiate creation of data visualizations and interactive tools
- Provide technical assistance to regional partners as requested
- Initial draft website map of online CEDS website/platform

Third Quarter Deliverables (January – March):

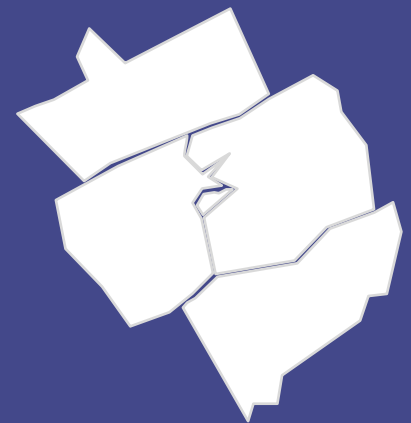
- Finalize and launch online CEDS platform
- Provide technical assistance to regional partners as requested
- Ongoing data analysis and research for Economic Recovery Strategy
- Identify competitive funding opportunities to support local partners with project implementation
- Prepare and/or administer economic development related grants

Fourth Quarter Deliverables (April – June):

- Prepare and submit annual report
- Continue to prepare and/or otherwise support grant work
- Monitor and update online CEDS content



1,600hrs

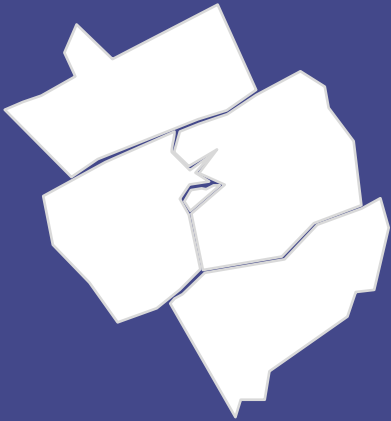


Summer Bork

Economic Recovery Planner
sbork@nrvc.org



1,700hrs



Ashley Briggs
Public Health Director
abriggs@nrvc.org

GOVA – Business Continuity

The New River Valley Business Continuity Team (BCT) continues to provide employers impacted by COVID-19 with 24/7 technical assistance to navigate the everchanging landscape of the COVID-19 pandemic. The BCT offers services including certification of best practices, up to date public health guidance, onsite testing and vaccination clinics. The BCT also supports businesses with public relations, messaging, and legal/HR concerns..

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2020 – April 2022

First Quarter Deliverables (July – September):

- Record the number of businesses and community organizations who access BCT services
- Send quarterly communications to businesses with pertinent guidance/regulatory updates and BCT services reminder
- Document the number of jobs impacted by BCT
- Document the number of businesses who receive consultation services
- Meet quarterly with area public school leadership to ensure safe and effective in-person & remote learning
- Deliver quarterly progress report and invoice

Second Quarter Deliverables (October – December):

- Record the number of businesses and community organizations who access BCT services
- Send quarterly communications to businesses with pertinent guidance/regulatory updates and BCT services reminder
- Document the number of jobs impacted by BCT
- Document the number of businesses who receive consultation services
- Meet quarterly with area public school leadership to ensure safe and effective in-person & remote learning
- Deliver quarterly progress report and invoice

Third Quarter Deliverables (January – March):

- Record the number of businesses and community organizations who access BCT services
- Send quarterly communications to businesses with pertinent guidance/regulatory updates and BCT services reminder
- Document the number of jobs impacted by BCT
- Document the number of businesses who receive consultation services
- Meet quarterly with area public school leadership to ensure safe and effective in-person & remote learning
- Deliver quarterly progress report and invoice

Fourth Quarter Deliverables (April – June):

- Develop final project report
- Quarterly progress report and invoice
- Project closeout

CDBG – Business Continuity

The New River Valley Business Continuity Team (BCT) supports urgent needs related to prevention, preparation, and response to the ongoing Coronavirus pandemic. The BCT aims to help the NRV business community, with priority to small businesses, affected by COVID-19 throughout Giles County and the New River Valley, through providing education and service coordination. The BCT offers businesses support through review of COVID-19 policies/procedures, contact tracing/quarantine questions and business continuity planning.

This project will assist in mitigation of economic impacts of COVID by providing cost efficient resolutions for businesses. This \$550,000 project will extend the BCT staffing needs, allowing for continued outbreak response, consistent messaging, education and development of best practices, building resilience into the local small businesses.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2021 – June 2022

First Quarter Deliverables (July – September):

- Develop a quarterly workshop series to provide businesses with resiliency education to avoid future pandemic impacts
- Document the number of businesses provided education
- Collect waivers from businesses who access BCT services
- Provide responsive support in coordination with regional public health expertise
- Deliver quarterly progress report and invoice

Second Quarter Deliverables (October – December):

- Offer at least one workshop session for businesses to build resiliency in the small business community against future pandemic impacts
- Document the number of businesses provided education
- Collect waivers from businesses who access BCT services
- Provide responsive support in coordination with regional public health expertise
- Deliver quarterly progress report and invoice

Third Quarter Deliverables (January – March):

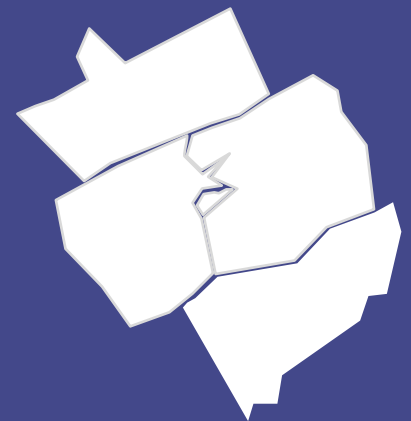
- Offer at least one workshop session for businesses to build resiliency in the small business community against future pandemic impacts
- Document the number of businesses provided education
- Collect waivers from businesses who access BCT services
- Provide responsive support in coordination with regional public health expertise
- Deliver quarterly progress report and invoice

Fourth Quarter Deliverables (April – June):

- Offer at least one workshop session for businesses to build resiliency in the small business community against future pandemic impacts
- Document the number of businesses provided education
- Collect waivers from businesses who access BCT services
- Provide responsive support in coordination with regional public health expertise
- Deliver quarterly progress report and invoice



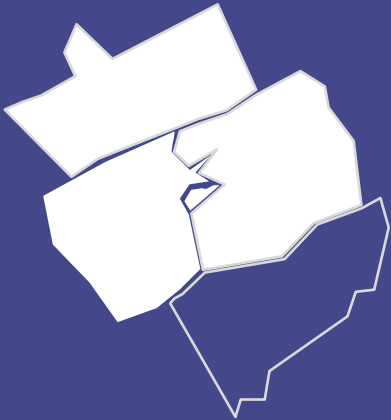
450hrs



Ashley Briggs
Public Health Director
abriggs@nrvc.org



250hrs



Nicole Hersch
Community Designer
nicole@nrvc.org

New River Water Trail Extension

The Regional Commission serves as the grant administrator for the New River Water Trail Expansion Project, a Technical Assistance grant from the Appalachian Regional Commission. The main priority of this project is to work with river localities to better understand how we can implement and improve the New River Water Trail from a regional and local perspective.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2020 – June 2022

First Quarter Deliverables (July – September):

- Coordinate, host, and conduct Quarterly Meeting
- Follow-up with tasks assigned at Quarterly Meeting
- Coordinate Locality specific meetings

Second Quarter Deliverables (October – December):

- Coordinate, host, and conduct Quarterly Meeting
- Follow-up with tasks assigned at Quarterly Meeting
- Coordinate Locality specific meetings
- Produce Final Report

Third Quarter Deliverables (January – March):

- None

Fourth Quarter Deliverables (April – June):

- None

Housing Development Program

The Regional Commission has received \$2M in funding from Virginia Housing to foster a regional approach to housing development for low- to moderate-income renters and homeowners.

The Commission plans to address plans to hold regional conversations regarding one of the seven regional strategies identified by the Regional + Local Housing Study, the creation of a regional Housing Trust Fund (HTF). The goal would be to determine interest, level of investment, structure, focus, and operations of the fund. These conversations would include not only the region's local government staff, but anchor health institutions, universities, and other major employers.

Once established, a significant portion of the Virginia Housing Development Grant would be used to leverage and incentivize local commitments to the HTF and implement a call for proposals for development projects with these funds. A minimum of 20 housing units will be developed as part of this grant program.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2021 – June 2023

First Quarter Deliverables (July – September):

- Execute contract with Virginia Housing
- Attend project kickoff with Virginia Housing staff
- Meet with project technical team
- Create preliminary project timeline

Second Quarter Deliverables (October – December):

- Secure agreements with project technical team
- Identify HTF Advisory Group members
- Begin creating outreach/presentation materials

Third Quarter Deliverables (January – March):

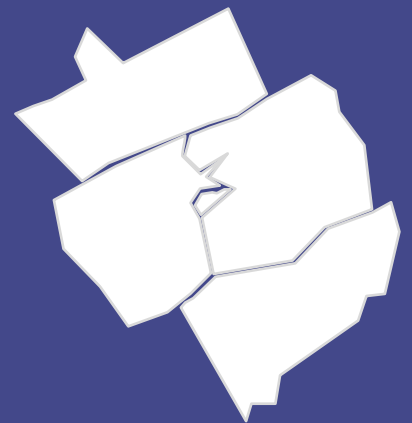
- Work with Housing Forward Virginia to identify case studies, best practices, and FAQ's needed for partner outreach
- Begin conversations with potential Trust Fund partners

Fourth Quarter Deliverables (April – June):

- Continue conversations with potential Trust Fund partners
- Begin conversations around Housing Trust Fund structure, organization structure, focus, and operations



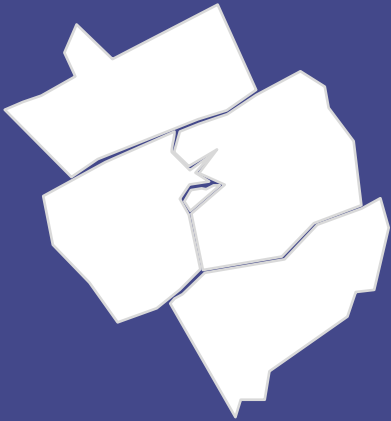
1,000hrs



Jennifer Wilsie, AICP
Senior Planner
jwilsie@nrvc.org



1,000hrs



Jennifer Wilsie, AICP
Senior Planner
jwilsie@nrvc.org

VHDA Housing Education

In conjunction with the Housing Development Program, the Commission plans to address a broader and more public-facing housing education and outreach campaign, as identified in the Regional + Local Housing Study.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2021 – June 2022

First Quarter Deliverables (July – September):

- None

Second Quarter Deliverables (October – December):

- Execute contract with Virginia Housing
- Attend project kickoff with Virginia Housing staff
- Create a regional working group to oversee campaign
- Create preliminary project timeline
- Begin creating outreach and education materials, branding, and survey materials

Third Quarter Deliverables (January – March):

- Finalize outreach and education materials, branding, and survey materials.
- Begin outreach + education activities

Fourth Quarter Deliverables (April – June):

- Finalize outreach and education materials, branding, and survey materials
- Begin outreach + education activities

Plant SwVA Natives Campaign

The NRVRC was awarded a Virginia Outdoors Foundation grant to support the Plant Southwest Virginia Natives Campaign.

The project will involve a partnership with the nonprofit Live, Work, Eat, Grow, Inc to establish a plant propagation area at the Hale Community Garden (Hale) and create a Plant SwVA Natives Guide to be distributed to partners across Southwest Virginia.

Other partners include but are not limited to New River Chapter of the Virginia Native Plant Society, Blue Ridge Wildflower Society, NRV Master Naturalists, Virginia Tech Residential Leadership Community, Radford University and Sustainable Blacksburg.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2021 – June 2023

First Quarter Deliverables (July – September):

- Establish project management committee consisting of local landscape experts
- Design propagation center layout

Second Quarter Deliverables (October – December):

- Continue propagation center implementation
- Design native plant demonstration garden
- Coordinate, host, and conduct Quarterly Meeting
- Follow-up with tasks assigned at Quarterly Meeting
- Begin design of Native Plant Guide

Third Quarter Deliverables (January – March):

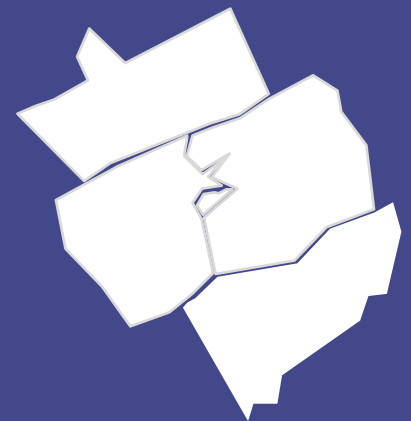
- Continue propagation center implementation
- Distribute bareroot trees across the NRV
- Coordinate, host, and conduct Quarterly Meeting
- Follow-up with tasks assigned at Quarterly Meeting
- Continue design of Native Plant Guide

Fourth Quarter Deliverables (April – June):

- Continue propagation center implementation
- Coordinate, host, and conduct Quarterly Meeting
- Follow-up with tasks assigned at Quarterly Meeting
- Print and distribute Native Plant Guide



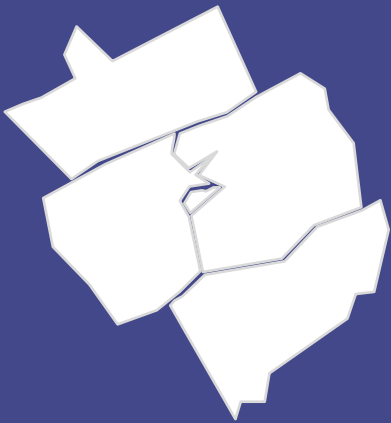
600hrs



Nicole Hersch
Community Designer
nicole@nrvc.org



1,800hrs



Christy Straight, AICP
Senior Planner
cstraight@nrvc.org

Hazard Mitigation Plan Update

This plan will ensure areas of vulnerability are identified and evaluated with respect to threats presented and proposed opportunities for mitigation. The New River Valley Hazard Mitigation Plan update provides a comprehensive reassessment of natural and man-made hazards, and establishes mitigation strategies that better prepare local communities. The project scope is to update the existing mitigation plan to include the identification of additional hazards that could impact the region, perform a risk assessment and capability assessment, and update mitigation objectives and strategies.

The NRVRC will form a steering committee to guide the planning process. The committee includes discipline representation from all participating governments of the NRVRC, including: respective discipline departments, citizens, and private businesses. One objective is to collect and retain updated data sets that support planning activities. Commission staff will coordinate among stakeholders and complete data assessment and modeling and mapping of hazards and risk assessment, plan preparation, and public outreach.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2021 – December 2022

First Quarter Deliverables (July – September):

- None

Second Quarter Deliverables (October – December):

- Stakeholder Committee creation
- Meeting coordination and facilitation for working groups and stakeholders
- Data collection

Third Quarter Deliverables (January – March):

- Meeting coordination and facilitation for working groups and stakeholders
- Coordination with localities for data needs and plan input
- Public information and engagement

Fourth Quarter Deliverables (April – June):

- Meeting coordination and facilitation for working groups and stakeholders
- Coordination with localities for data assessment and plan input
- Public information and involvement

NRVMPO Huckleberry Trail Plan

The Regional Commission and MPO are partnering with the Friends of Huckleberry to establish a sense of place, continuity, and consistency of user experiences, through the development of a Huckleberry Trail Plan. The work will also include developing a strategy for collaboration among local partners and evaluating and implementing formal policies for further trail development and/or expansion. The initial Plan shall also provide guidance and standards for asset improvements including, but not limited to: wayfinding, seating, lighting, hospitality stations, safety improvements, and landscaping.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2021 – May 2022

First Quarter Deliverables (July – September):

- Document the strengths of each partner, public and private, and agreed upon expectations
- Establish a regular meeting schedule and policies for conducting trail-related business
- Draft an operations agreement between trail owners and managers that delineates the roles and responsibilities of each, as well as community partners
- Serve as the steering committee for plan development

Second Quarter Deliverables (October – December):

- Develop an existing conditions map that includes trail amenities, trail segment typical section measurements, surface type/condition, access and end points, mile markers, and intersecting bike/ped connections
- Identify locations for future opportunities, utilize interactive tools to collect and share ideas
- Coordinate with local partners to obtain base mapping imagery/topo and other GIS related shapefiles
- Review existing plans, guidelines, and other relevant planning documents
- Develop design guidelines and best practices for informational/wayfinding signage, landscaping, and other common trail enhancements, including a minimum of minimum, recommended, and preferred approaches

Third Quarter Deliverables (January – March):

- Gain an outside perspective by coordinating and accommodating travel expenses for visiting expert(s)
- Receive a summary report from visiting expert(s)
- Develop a final report and project summary

Fourth Quarter Deliverables (April – June):

- Incorporate received input and finalize report
- Present the plan as necessary and/or requested
- Obtain resolutions of support from local partners



625hrs



Elijah Sharp

Deputy Executive Director
esharp@nrvm.org



175hrs



Kathleen Armstrong
Communications Specialist
karmstrong@nrvc.org

Montgomery County Village Plan

The purpose of this project is to continue providing Montgomery County staff support by contributing engagement content and designing key data visualizations for the Village plans. Commission staff will continue to develop consumer content and analyze technical information. The work will focus on the Villages and Riner. The Commission staff will support the county team as needed in FY22.

PROJECT SCHEDULE & DELIVERABLES

Project duration: April 2018 – June 2022

First Quarter Deliverables (July – September):

- Assist in creating surveys and maps for the online engagement platform, and provide participants regular updates for deeper engagement with the community
- Provide photo/ video editing assistance
- Assist in in-person public engagement activities
- Participate in project team meetings
- Assist in project development as needed

Second Quarter Deliverables (October – December):

- Develop consumer version documents for print and online use for the Village of Prices Fork
- Provide photo/ video editing assistance
- Assist in in-person public engagement activities
- Participate in project team meetings

Third Quarter Deliverables (January – March):

- Assist in creating surveys and maps for the online engagement platform, and provide participants regular updates for deeper engagement with the community
- Provide photo/ video editing assistance
- Assist in in-person public engagement activities
- Participate in project team meetings
- Assist in project development as needed

Fourth Quarter Deliverables (April – June):

- Develop consumer version documents for print and online use for the Village of Riner
- Provide photo/ video editing assistance
- Assist in in-person public engagement activities
- Participate in project team meetings

Town of Pulaski Comp Plan

The Town of Pulaski started the process of updating their Comprehensive Plan update. The plan will capture the Town’s vision for the future, and guide the Town’s growth, development, investments, and services to enhance quality of life. The Town will evaluate current issues, discuss solutions, and select options to address the issues. Changes to the comprehensive plan will also be made to comply with new State regulations.

PROJECT SCHEDULE & DELIVERABLES

Project duration: March 2020 – March 2022

First Quarter Deliverables (July – September):

- Data analysis of individual sections of the Comprehensive Plan
- Develop content, data visualizations, and maps
- Develop publication quality mapping and data visualizations for each section of the plan

Second Quarter Deliverables (October – December):

- Update goals, objectives, policies, and strategies of the Comprehensive Plan pertinent to Town-wide elements
- Develop Planning Commission materials for Comp Plan work session

Third Quarter Deliverables (January – March):

- Prepare the Draft publication quality Comprehensive plan in electronic format
- Prepare display boards and meeting participation materials for open house public meetings
- Conduct two open houses
- Present Final Comprehensive Plan to Planning Commission for their recommendation for approval
- Present Final Comprehensive Plan to Town Council for adoption

Fourth Quarter Deliverables (April – June):

- None



325hrs



Aphie Fancon, AICP
Senior Planner
afancon@nrvc.org



400hrs



Nicole Hersch
Community Designer
nicole@nrvc.org

Pulaski County Parks Planning

The purpose of this project is to continue updating overall plan-view master plan maps for parks throughout Pulaski County. Park planning is anticipated to include Smith, Fairview Homes, and other parks/rec assistance as requested. For this fiscal year, the County will be able to select planning services throughout the contract period, until work is complete or resources are expended.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2020 – June 2022

First Quarter Deliverables (July – September):

- Onsite kickoff meeting with County staff and relevant stakeholders
- Share and document ideas
- Inventory existing assets and document locations of planned improvements
- Initial park master plan draft
- Final plan rendering

Second Quarter Deliverables (October – December):

- Onsite kickoff meeting with County staff and relevant stakeholders
- Share and document ideas
- Inventory existing assets and document locations of planned improvements
- Initial park master plan draft
- Final plan rendering

Third Quarter Deliverables (January – March):

- Onsite kickoff meeting with County staff and relevant stakeholders
- Share and document ideas
- Inventory existing assets and document locations of planned improvements
- Initial park master plan draft
- Final plan rendering

Fourth Quarter Deliverables (April – June):

- Onsite kickoff meeting with County staff and relevant stakeholders
- Share and document ideas
- Inventory existing assets and document locations of planned improvements
- Initial park master plan draft
- Final plan rendering

Floyd Subdivision Ordinance

The Town of Floyd is revising its Subdivision ordinance to address regulation gaps, reduce complexity, simplify how it is used, incorporate illustrations, and ensure consistency with the newly adopted Zoning Ordinance.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2021 – December 2022

First Quarter Deliverables (July – September):

- In depth diagnosis of current Subdivision Ordinance
- Identify regulation gaps

Second Quarter Deliverables (October – December):

- Revision of the following sections:
 - General Provisions - Purpose, statutory requirements, compliance with Virginia Code, etc.
 - Definitions
 - Types of Subdivisions
 - Subdivision Procedure – Lot Split, Minor Subdivision, Major Subdivision, Lots Consolidation, Plat Vacation, Plat Recording, etc.

Third Quarter Deliverables (January – March):

- Revision of the following sections:
 - Subdivision documents requirements
 - Administration, enforcement, exceptions and extensions
- Initial visualization content development

Fourth Quarter Deliverables (April – June):

- Revision of the following sections:
 - General requirements for development, design, improvements and surety
 - Lot size and shape arrangement, blocks
 - Roadway access and street design
 - Stormwater and sewer facilities, utility easements
- Complete visualization content



150hrs



Aphi Fancon, AICP
Senior Planner
afancon@nrvc.org



260hrs



Aphie Fancon, AICP
Senior Planner
afancon@nrvc.org

Narrows Comp Plan

The Town of Narrows is updating its comprehensive plan. The Town will identify areas of concerns and future needs of the Town. As part of the effort, community feedback will be gathered, and existing conditions will be analyzed in the effort to develop goals and strategies to improve the Town over the next 10 years, and making it an attractive place to live, work and visit.

PROJECT SCHEDULE & DELIVERABLES

Project duration: January 2021 – December 2022

First Quarter Deliverables (July – September):

- Coordination of regular project management meetings
- Launch online engagement platform
- Develop community survey

Second Quarter Deliverables (October – December):

- Coordination of regular project management meetings
- Facilitate up to four (4) working group meetings
- Survey analysis
- Regularly meet with the Planning Commission to update goals, objectives, policies and strategies of the Comprehensive Plan

Third Quarter Deliverables (January – March):

- Coordination of regular project management meetings
- Facilitate at least two (2) public meetings to gain input from local residents and business owners. The meetings could be in person, virtual, or a combination of both
- Begin data analysis of individual sections of the Comprehensive Plan

Fourth Quarter Deliverables (April – June):

- Coordination of regular project management meetings
- Develop publication quality mapping and data visualizations
- Regularly meet with the Planning Commission to update goals, objectives, policies and strategies of the Comprehensive Plan

Calfee Community Center Nature Play Concept Design

The New River Valley Regional Commission is working with Calfee Community & Cultural Center (CCCC) to conceptualize two natural outdoor play spaces, which will be designed to foster creativity and an appreciation of nature. The project features a partnership with CCCC board members, local educators, parents, government officials, and community members. The design work will be used to continue to raise funds and realize the vision of the project.

PROJECT SCHEDULE & DELIVERABLES

Project duration: April 2021 – September 2021

First Quarter Deliverables (July – September):

- Initial conceptual design concepts
- Gather input from working group
- Final conceptual plans

Second Quarter Deliverables (October – December):

- None

Third Quarter Deliverables (January – March):

- None

Fourth Quarter Deliverables (April – June):

- None



60hrs



Nicole Hersch
Community Designer
nicole@nrvc.org



175hrs



Downtown Radford Planning

The purpose of this project is to identify physical and economic blight within the City of Radford's eastern downtown business district; engage and build capacity with the newly established public, private, citizen coalition supporting downtown improvements; increase entrepreneurial capacity to decrease vacant, disinvested, and underutilized buildings and parcels which represent commercial potential; and create tools that can be utilized by local partners to increase and promote economic activity.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2020 – June 2022

First Quarter Deliverables (July – September):

- Complete major engagement activities and develop a summary report
- Assist with the development of RFPs for A/E services
- Complete parking inventory report
- Complete building occupancy and conditions analysis
- Prepare conceptual planning visualizations
- Prepare progress reports as necessary or required
- Participate in project management team meetings
- Initial draft report content

Second Quarter Deliverables (October – December):

- Coordinate with A/E firm(s) as needed
- Wrap-up all engagement activities
- Finalize business district revitalization strategies
- Develop a consumer version final report
- Present report findings as needed

Third Quarter Deliverables (January – March):

- None

Fourth Quarter Deliverables (April – June):

- None



Aphie Fancon, AICP
Senior Planner
afancon@nrvc.org

Radford Zoning Ordinance

The City of Radford will be starting a comprehensive rewrite of its zoning ordinance that was last updated in 1993. While there have been some periodic revisions, the zoning rewrite will allow the City to expand allowable uses in various zoning districts to keep in pace with new types of uses and establish performance standards for development and redevelopment considerations. Illustrations will also be provided for better understanding of the requirements to make the ordinance easy to understand.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2021 – June 2023

First Quarter Deliverables (July – September):

- Review of the entire Zoning Ordinance to identify major issues that need to be addressed in the zoning rewrite
- Research and identify new state regulations that require compliance
- Collaborate with City staff to:
 - Note current and past issues identified while implementing the Zoning Ordinance
 - Discuss types of uses that can be added, development requirements that need clarification, components that may or may not be functioning as designed or expected, and the possibility of addition of new performance standards
- Identify strategies from City’s plans and vision to guide the zoning ordinance development

Second Quarter Deliverables (October – December):

- Meet with Planning Commission to identify priorities and discuss preliminary findings of the initial review and timeline of the project
- Analysis of all commercial zoning districts: Limited Business District (B-1), General Business District (B-2) and Central Business District (B-3)

Third Quarter Deliverables (January – March):

- Analysis of commercial and industrial zoning districts: Medical Art District (MD), Restricted Industrial/Commercial District (M-1) and General Industrial/Commercial District (M-2).
- Interactive Mapping
- Identify use related regulations and development requirements
- Develop visuals for the abovementioned zoning districts

Fourth Quarter Deliverables (April – June):

- Analysis of residential zoning districts: Single-Family Residential District (R-1, R-2, R-3) and Multifamily Residential District (R-4).
- Identify use related regulations and development requirements
- Develop visuals for the abovementioned zoning districts



725hrs



Aphie Fancon, AICP
Senior Planner
afancon@nrvc.org



200hrs



Town of Christiansburg Community Engagement

The purpose of this project is to support the Town of Christiansburg staff with its anticipated comprehensive plan update process. The role of the Regional Commission may include helping shape content and collect broad input from the community. The Regional Commission will be responsible for finding and implementing diverse public engagement strategies and delivering a community-based consumer report to support the comprehensive plan update.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2021 – June 2023

First Quarter Deliverables (July – September):

- None

Second Quarter Deliverables (October – December):

- Project kickoff with Town staff
- Identify and share engagement strategies and tools
- Develop initial engagement activity content

Third Quarter Deliverables (January – March):

- Initial launch of engagement activities
- Monthly progress reports and summary of community input
- Bi-weekly content development (i.e. quick polls, interactive mapping tools, etc.)
- Participate in Monthly project management team meetings

Fourth Quarter Deliverables (April – June):

- Wrap-up initial phase 1 large-scale engagement activity
- Provide consumer report and visualizations
- Support Town staff as needed on other project related content development
- Initial Phase 2 engagement activity development
- Monthly progress reports and summary of community input
- Bi-weekly content development (i.e. quick polls, interactive mapping tools, etc.)
- Participate in Monthly project management team meetings



Kathleen Armstrong
Communications Specialist
karmstrong@nrvc.org

Pulaski County Secondary Roads Study – Lake Area

This project will upgrade the wastewater treatment capacity in the Town of Pulaski, by increasing the amount of wastewater that can be treated from the James Hardie production facility and surrounding community while simultaneously reducing the impact to and increasing the lifespan of the Town of Pulaski’s system with respect to wear and tear, possible corrosion and its capacity to accept more wastewater in the existing system by bypassing two pump stations, one of which is already operating above recommended capacity through the construction of a pump station, a force main and gravity sewer connection to the main system from the production facility’s process wastewater storage tank to be built with this project, thus ensuring the facility’s jobs are retained and future expansion is possible at this facility.

The study is a component of the Rural Transportation Work Program.

PROJECT SCHEDULE & DELIVERABLES

Project duration: August 2021 – March 2022

First Quarter Deliverables (July – September):

- Coordinate call with VDOT District and Residency Staff to determine study framework
- Project kickoff with County staff and interested stakeholders
- Develop study framework and anticipated deliverables
- Begin data collection and initial site visits

Second Quarter Deliverables (October – December):

- Continue data collection and performing site visits
- Document existing pavement conditions, typical sections, posted speed limits, sight distance, vegetation, guardrail, etc.
- Document areas of concern as identified by frequent roadway users
- Develop draft study
- Coordinate and attend project team meetings

Third Quarter Deliverables (January – March):

- Develop priority ranking criteria
- Develop a list and recommended maintenance scenario
- Identify larger scale projects
- Coordinate and facilitate meeting between County and VDOT staff to review and present study findings
- Incorporate input from stakeholder group meeting
- Develop final study document
- Coordinate and attend project team meetings

Fourth Quarter Deliverables (April – June):

- None



125hrs



Elijah Sharp
Deputy Executive Director
esharp@nrvc.org



200hrs



Elijah Sharp

Deputy Executive Director
esharp@nrvc.org

Downtown Narrows CDBG

The purpose of this project is to assist the Town of Narrows with grant administration of CDBG and ARC funds, provide wage compliance, and assist with documentation and achievement of project related benchmarks. The project includes the purchase and upfitting of an existing downtown building that will be repurposed for the use of an outfitter to support the growing outdoor economy. In addition, several local business owners are participating in a façade improvements program.

The project began in 2017, following the completion of the River Center Action Plan. Depending on the availability of contractors and materials, the project is anticipated to be complete this fiscal year.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2017 – May 2022

First Quarter Deliverables (July – September):

- Prepare monthly progress reports
- Review project related invoices, monitor and track project budget and schedule
- Coordinate and facilitate monthly project management team meetings
- Perform wage compliance procedures as needed
- Prepare remittance requests and upload to CAMS

Second Quarter Deliverables (October – December):

- Prepare monthly progress reports
- Review project related invoices, monitor and track project budget and schedule
- Coordinate and facilitate monthly project management team meetings
- Perform wage compliance procedures as needed
- Prepare remittance requests and upload to CAMS

Third Quarter Deliverables (January – March):

- Prepare monthly progress reports
- Review project related invoices, monitor and track project budget and schedule
- Coordinate and facilitate monthly project management team meetings
- Perform wage compliance procedures as needed
- Prepare remittance requests and upload to CAMS

Fourth Quarter Deliverables (April – June):

- Prepare remittance requests and upload to CAMS
- Final project report and closeout

Floyd County Industrial Access

The Commission is providing grant administration and environmental review support with funding received to expand an industrial access roadway and public utilities. Under this agreement, the Commission is managing both ARC Industrial Access and Tobacco Commission awards. In addition, the commission will ensure Davis-Bacon prevailing wage requirements and other equal opportunity requirements are met.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2018 – June 2022

First Quarter Deliverables (July – September):

- Complete Environmental Review Record (ERR)
- Prepare and manage reimbursement reports
- Develop quarterly progress reports for grantors
- Participate in monthly project management team meetings

Second Quarter Deliverables (October – December):

- Prepare and manage reimbursement reports
- Develop quarterly progress reports for grantors
- Participate in monthly project management team meetings
- Weekly payroll and wage verification

Third Quarter Deliverables (January – March):

- Prepare and manage reimbursement reports
- Develop quarterly progress reports for grantors
- Participate in monthly project management team meetings
- Weekly payroll and wage verification

Fourth Quarter Deliverables (April – June):

- Procure professional services
- Prepare and manage reimbursement reports
- Develop quarterly progress reports for grantors
- Weekly payroll and wage verification



875hrs



Christy Straight, AICP
Senior Planner
cstraight@nrvc.org



85hrs



Elijah Sharp
Deputy Executive Director
esharp@nrvc.org

James Hardie Public Sewer Improvements

The James Hardie production facility is the Town of Pulaski's largest employer, and water and wastewater customer. Current Town infrastructure is currently operating over recommended capacity, which are currently a limiting factor for production and long-term viability of the current facility. The proposed improvements will mutually benefit both the Town and James Hardie Industries, by ensuring reliability of the municipal sewer system and also creating capacity for increased production. As a result, James Hardie will be able to retain at least 70 local jobs. The plant is currently operating at maximum capacity and if improvements are not made the plant may be forced to relocate.

The Regional Commission is providing grant admin support across three federal sources of revenue, environmental review record prep, and ensuring wage compliance.

PROJECT SCHEDULE & DELIVERABLES

Project duration: November 2020 – March 2030

First Quarter Deliverables (July – September):

- Provide general advice and technical assistance to Town personnel on implementation of the project
- Furnish completed and/or required grant reports for EDA, DHCD, and ARC
- Complete DHCD pre-contract activities checklist
- Complete Environmental Review Record (ERR)
- Assist with the development of A/E RFP and procurement

Second Quarter Deliverables (October – December):

- Provide general advice and technical assistance to Town personnel on implementation of the project
- Furnish completed and/or required grant reports for EDA, DHCD, and ARC
- Obtain approved Wage Rates from grantor(s)
- Coordinate monthly project management team meetings

Third Quarter Deliverables (January – March):

- Provide general advice and technical assistance to Town personnel on implementation of the project
- Furnish completed and/or required grant reports for EDA, DHCD, and ARC
- Assist with the development of Construction RFP
- Coordinate monthly project management team meetings

Fourth Quarter Deliverables (April – June):

- Provide general advice and technical assistance to Town personnel on implementation of the project
- Furnish completed and/or required grant reports for EDA, DHCD, and ARC
- Perform Wage Compliance
- Coordinate monthly project management team meetings

Floyd County Growth Center Building & Utilities

The Commission is providing grant administration and environmental review support with funding received to expand an industrial access roadway and public utilities. Under this agreement, the Commission is managing both ARC Industrial Access and Tobacco Commission awards. In addition, the commission will ensure Davis-Bacon prevailing wage requirements and other equal opportunity requirements are met.

PROJECT SCHEDULE & DELIVERABLES

Project duration: September 2020 – June 2021

First Quarter Deliverables (July – September):

- Complete Environmental Review Record (ERR)
- Prepare and manage reimbursement reports
- Develop Quarterly progress reports for grantor(s)
- Participate in monthly project management team meetings

Second Quarter Deliverables (October – December):

- Prepare and manage reimbursement reports
- Develop Quarterly progress reports for grantor(s)
- Participate in monthly project management team meetings

Third Quarter Deliverables (January – March):

- Prepare and manage reimbursement reports
- Develop Quarterly progress reports for grantor(s)
- Participate in monthly project management team meetings

Fourth Quarter Deliverables (April – June):

- Prepare and manage reimbursement reports
- Develop Quarterly progress reports for grantor(s)
- Participate in monthly project management team meetings
- Weekly payroll and Wage Compliance



125hrs



Christy Straight, AICP
Senior Planner
cstraight@nrvc.org



460hrs



Jennifer Wilsie, AICP
Senior Planner
jwilsie@nrvc.org

Floyd Scatter-Site Housing Rehab

The purpose of this work element is to provide grant administration for Floyd County under the Community Development Block Grant program towards the rehabilitation of 15 scatter-site homes in Floyd County. Recipients of housing rehab will be verified as low-to-moderate income and have documented housing need.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2020 – June 2023

First Quarter Deliverables (July – September):

- Assist with agenda creation and facilitation of monthly management team meetings
- Submit monthly progress reports through CAMS
- Submit remittance requests as necessary
- Continue outreach to original housing rehab applicants
- Market program for inclusion in pre-qualified contractors list
- Continue income verification process on rehab applicants
- Coordinate with SERCAP to determine scope of work
- Facilitate Housing Oversight Board meetings to review completed income verifications and contractor selection

Second Quarter Deliverables (October – December):

- Assist with agenda creation and facilitation of monthly management team meetings
- Submit monthly progress reports through CAMS
- Submit remittance requests as necessary
- Continue outreach to original housing rehab applicants
- Market program for inclusion in pre-qualified contractors list
- Continue income verification process on rehab applicants
- Coordinate with SERCAP to determine scope of work
- Facilitate Housing Oversight Board meetings to review completed income verifications and contractor selection

Third Quarter Deliverables (January – March):

- Assist with agenda creation and facilitation of monthly management team meetings
- Submit monthly progress reports through CAMS
- Submit remittance requests as necessary
- Continue outreach to original housing rehab applicants
- Market program for inclusion in pre-qualified contractors list
- Continue income verification process on rehab applicants
- Coordinate with SERCAP to determine scope of work
- Facilitate Housing Oversight Board meetings to review completed income verifications and contractor selection

Fourth Quarter Deliverables (April – June):

- Assist with agenda creation and facilitation of monthly management team meetings
- Submit monthly progress reports through CAMS
- Submit remittance requests as necessary
- Continue outreach to original housing rehab applicants
- Market program for inclusion in pre-qualified contractors list
- Continue income verification process on rehab applicants
- Coordinate with SERCAP to determine scope of work
- Facilitate Housing Oversight Board meetings to review completed income verifications and contractor selection

Downtown Christiansburg Community Gathering Space

The Regional Commission will be administering a \$275,000 construction grant on behalf of the Town of Christiansburg, funded by the Appalachian Regional Commission.

The Christiansburg Community Gathering Space project will create a welcoming farmers market and multi-purpose cultural anchor space in downtown that will act as a catalyst for future economic growth and vibrancy and serve the need for both programmed and spontaneous outdoor public space use.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2021 – June 2023

First Quarter Deliverables (July – September):

- Complete Pre-contract activities
- Execute contract
- Coordinate with Town and VDOT on final design of Revenue Sharing project that will affect scope of ARC project

Second Quarter Deliverables (October – December):

- Finalize project leadership team
- Assist with agenda creation and facilitation of monthly leadership team meetings
- Submit monthly progress reports through CAMS
- Submit remittance requests as necessary
- Coordinate with project A/E to revisit design
- Plan for public outreach to receive final design feedback

Third Quarter Deliverables (January – March):

- Assist with agenda creation and facilitation of monthly leadership team meetings
- Submit monthly progress reports through CAMS
- Submit remittance requests as necessary
- Coordinate with project A/E
- Conduct public outreach to finalize design

Fourth Quarter Deliverables (April – June):

- Assist with agenda creation and facilitation of monthly leadership team meetings
- Submit monthly progress reports through CAMS
- Submit remittance requests as necessary
- Coordinate with project A/E to finalize design



200hrs



Jennifer Wilsie, AICP
Senior Planner
jwilsie@nrvc.org



220hrs



Elijah Sharp
Deputy Executive Director
esharp@nrvc.org

Giles County New River/Trail Center

The Regional Commission is partnering with Friends of Southwest Virginia and Giles County on the development of a New River/Trail Center. The project is anticipated to break ground in the Fall of 2021 on the grounds of historic Mountain Lake property. The Center is anticipated to serve as a nucleus for information on the myriad of outdoor recreation opportunities and services in Giles County. Shuttle services will connect visitors to hiking trails, mountain biking systems, and paddling launch locations throughout the County.

A second phase of the project will create a new trail that connects the Center to Mountain Lake Lodge and the peak of Bald Knob. The Commission is assisting with environmental coordination and other regulatory compliance.

PROJECT SCHEDULE & DELIVERABLES

Project duration: November 2020 – June 2023

First Quarter Deliverables (July – September):

- Provide general advice and technical assistance on implementation of the project
- Complete Environmental Review Record (ERR)
- Participate in monthly project management team meetings
- Publish the Finding of No Significant Impact (FONSI)

Second Quarter Deliverables (October – December):

- Provide general advice and technical assistance on implementation of the project
- Furnish completed and/or required grant reports for DHCD, VDOT, and Appalachian Trail Conservancy (ATC)
- Participate in monthly project management team meetings
- Obtain approved Wage Rates from grantor(s)

Third Quarter Deliverables (January – March):

- Provide general advice and technical assistance on implementation of the project
- Participate in monthly project management team meetings
- Assist with the development of Construction RFP

Fourth Quarter Deliverables (April – June):

- Provide general advice and technical assistance on implementation of the project
- Participate in monthly project management team meetings
- Perform Wage Compliance

Giles/Pembroke School Road ARC Broadband

New River Valley Regional Commission is the recipient of an Appalachian Regional Commission (ARC) grant under the Department of Housing and Community Development (DHCD). The project aims to provide approximately 45 rural homes in the Painter School Rd., Rocky Hollow Rd. area of Pembroke, Virginia reliable broadband access. Successful implementation will result in upgraded internet to 45 households through fiber-optic broadband.

The Residents of this project area will receive broadband speeds of 25/3, consistent with the FCC's definition of broadband. Most of the residents will be served by fiber-to-the-home technology, with the few remaining homes to be served by fiber-to-the-node technology. Even houses with fiber-to-the-node will be able to obtain speeds greater than 25/3.

PROJECT SCHEDULE & DELIVERABLES

Project duration: September 2020 – June 2021

First Quarter Deliverables (July – September):

- Provide general advice and technical assistance on implementation of the project
- Furnish completed and/or required grant reports for DHCD
- Obtain approved Wage Rates from grantor(s)
- Assist with the development of Construction RFP
- Participate in monthly project management team meetings

Second Quarter Deliverables (October – December):

- Prepare and manage reimbursement reports
- Develop Quarterly progress reports for grantor(s)
- Assist with selection process of awarded contractor(s)
- Participate in monthly project management team meetings

Third Quarter Deliverables (January – March):

- Prepare and manage reimbursement reports
- Develop Quarterly progress reports for grantor(s)
- Perform Wage Compliance
- Participate in monthly project management team meetings

Fourth Quarter Deliverables (April – June):

- Prepare and manage reimbursement reports
- Develop Quarterly progress reports for grantor(s)
- Participate in monthly project management team meetings
- Perform Wage Compliance



350hrs



Summer Bork

Economic Recovery Planner
sbork@nrvc.org



120hrs



Giles County VATI Broadband

The Giles County received \$589,444 in Virginia Telecommunications Initiative (VATI) funding to implement a fixed-wireless broadband network serving the Wolf Creek and Walker Valley areas in the county. The project will provide access to broadband for approximately 2,440 serviceable units. Grant activities include 4 backhaul sites, 37 macro and micro sites. The Regional Commission is serving as grant administrator to support Giles County in meeting the grant management requirements.

PROJECT SCHEDULE & DELIVERABLES

Project duration: April 2019 – December 2021

First Quarter Deliverables (July – September):

- Coordinate and facilitate monthly project management meetings
- Prepare monthly progress reports and remittance requests

Second Quarter Deliverables (October – December):

- Coordinate and facilitate monthly project management meetings
- Prepare monthly progress reports and remittance requests
- Confirm speed testing/ information
- Assist County staff with final report and project closeout

Third Quarter Deliverables (January – March):

- None

Fourth Quarter Deliverables (April – June):

- None



Kathleen Armstrong
Communications Specialist
karmstrong@nrvc.org

Montgomery County VATI Broadband

The Regional Commission will be administering a \$919,569.00 grant award for Montgomery County from the Virginia Telecommunications Initiative (VATI) to install broadband solutions in the eastern part of the county. The total project cost is \$1,407,637 when including construction match being provided by GigaBeam, the internet service provider, and Montgomery County.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2021 – June 2023

First Quarter Deliverables (July – September):

- Complete Pre-contract activities
- Execute contract
- Kick-off environmental review

Second Quarter Deliverables (October – December):

- Finalize project leadership team
- Assist with agenda creation and facilitation of monthly leadership team meetings
- Submit monthly progress reports through CAMS
- Submit remittance requests as necessary
- Complete environmental review

Third Quarter Deliverables (January – March):

- Assist with agenda creation and facilitation of monthly leadership team meetings
- Submit monthly progress reports through CAMS
- Submit remittance requests as necessary

Fourth Quarter Deliverables (April – June):

- Assist with agenda creation and facilitation of monthly leadership team meetings
- Submit monthly progress reports through CAMS
- Submit remittance requests as necessary



240hrs



Kathleen Armstrong
Communications Specialist
karmstrong@nrvc.org



220hrs



Nicole Hersch
Community Designer
nicole@nrvc.org

Christiansburg Crab Creek Stormwater Beautification

The NRVRC was awarded DEQ funds to implement stormwater best management practices within the Crab Creek Watershed. This project is a partnership between NRVRC, the Town of Christiansburg, Downtown Christiansburg, Inc., Balzer and Associates and the Landscape Architecture Department at Virginia Tech. The goal of the project is to educate the public about the Crab Creek watershed, its current impairment, and opportunities to improve water quality and mitigate flooding on private land through native plantings

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2021 – June 2023

First Quarter Deliverables (July – September):

- Perform a watershed analysis to define the project area
- Provide general advice and technical assistance on implementation of the project
- Participate in monthly project management team meetings

Second Quarter Deliverables (October – December):

- Continue watershed analysis and defining project area
- Initial development of outreach information
- Provide general advice and technical assistance on implementation of the project
- Participate in monthly project management team meetings

Third Quarter Deliverables (January – March):

- Develop a project website
- Collaborate with Town Staff to host a public meeting
- Provide general advice and technical assistance on implementation of the project
- Participate in monthly project management team meetings

Fourth Quarter Deliverables (April – June):

- Open application process for BMP installation recipients
- Provide general advice and technical assistance on implementation of the project
- Participate in monthly project management team meetings

Giles County Clendenin Waterline Improvement

Giles County is exploring options to expand potable water sources to parts of the County that have poor water quality and quantity. In FY21, the County surveyed the Clendenin Road community to determine the level of interest of local residents as well as businesses along US Route 460. The County received an overwhelming positive response regarding a potential new service and the County immediately began working with an A/E firm to determine overall project costs.

The County anticipates pursuing multiple funding sources in the third quarter of FY22. The Commission will support the County with competitive Grant preparation to implement the project.

PROJECT SCHEDULE & DELIVERABLES

Project duration: January 2021 – June 2024

First Quarter Deliverables (July – September):

- None

Second Quarter Deliverables (October – December):

- Assist with the development of necessary advertisements
- Support the County with the completion of public meetings/hearings
- Collaborate with A/E firm and County staff to develop project budget, schedule, and preferred implementation scenario

Third Quarter Deliverables (January – March):

- Prepare competitive grant application materials
- Update potential user agreements and income surveys
- Support the County with the completion of public meetings/hearings
- Participate in project management team meetings

Fourth Quarter Deliverables (April – June):

- Participate in project management team meetings



100hrs



Elijah Sharp
Deputy Executive Director
esharp@nrvc.org



160hrs



Taylor Hollow Construction State HOME Application

The Commission will assist local housing developer, Taylor Hollow Construction (THC), with the drafting and submittal of a Fall 2021 State HOME application for the Leggett Apartments project in the City of Radford.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2021 – October 2021

First Quarter Deliverables (July – September):

- Work with THC to collect information + data needed for application narrative + attachments.
- Begin grant draft narrative

Second Quarter Deliverables (October – December):

- Final draft of application submitted to THC for review and revision
- Revisions to narrative
- Final review of grant attachment requirements
- Submit grant by 10/31

Third Quarter Deliverables (January – March):

- None

Fourth Quarter Deliverables (April – June):

- None



Jennifer Wilsie, AICP
Senior Planner
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Virginia's First

Virginia's First is the regional industrial facility authority formed to cooperatively develop economic projects with regional impact. The Commission provides administrative and finance support to the authority at the direction of a part-time executive director. The project's activity includes quarterly financial reporting, accounts payable and receivable, annual meeting support, document management, coordinating and/or responding to information requests from the public and authority member representatives, and other tasks as directed by the executive director and board members. These additional tasks may include grant preparation, prospect site visit support, and coordination of miscellaneous site activities.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2021 – June 2022

First Quarter Deliverables (July – September):

- Annual meeting in September
- Monthly accounts payable processing
- Quarterly Treasurer's report
- Annual audit coordination and support

Second Quarter Deliverables (October – December):

- Quarterly meeting in December
- Monthly accounts payable processing
- Quarterly Treasurer's report
- Board member documentation
- Member representative appointments

Third Quarter Deliverables (January – March):

- Quarterly meeting in March
- Monthly accounts payable processing
- Quarterly Treasurer's report
- Board member documentation
- Member representative appointments

Fourth Quarter Deliverables (April – June):

- Quarterly meeting in June
- Monthly accounts payable processing
- Quarterly Treasurer's report
- Annual member dues invoicing



520hrs



Julie Phillips
Office Manager
jphillips@nrvc.org



1,220hrs



Jessica Barrett, CPA
Director of Finance
jbarrett@nrvc.org

Workforce Fiscal Agent

Provide financial support to the Workforce Development Board by maintaining an accounting of revenue and expenditures for all Workforce Innovation and Opportunity Act (WIOA) and other funds allocated to the local workforce area. Responsible for fund receipt, disbursement, reconciliation and reporting. Provide payroll and benefit administration services to Workforce Development Board staff.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2021 – June 2022

First Quarter Deliverables (July – September):

- Monthly accounts payable/accounts receivable processing and account reconciliation
- Payroll processing and benefits administration
- Monthly expense report and preparation of cash request to Virginia Community College System

Second Quarter Deliverables (October – December):

- Monthly accounts payable/accounts receivable processing and account reconciliation
- Payroll processing and benefits administration
- Monthly expense report and preparation of cash request to Virginia Community College System

Third Quarter Deliverables (January – March):

- Monthly accounts payable/accounts receivable processing and account reconciliation
- Payroll processing and benefits administration
- Monthly expense report and preparation of cash request to Virginia Community College System

Fourth Quarter Deliverables (April – June):

- Monthly accounts payable/accounts receivable processing and account reconciliation
- Payroll processing and benefits administration
- Monthly expense report and preparation of cash request to Virginia Community College System

SWVA Fiscal Agent

Provide financial support to the Association by maintaining QuickBooks accounts for the Association, preparing financial statements for the Association Treasurer monthly, collect membership dues annually, depositing all funds received into Association bank account, and reconciling and transferring all funds received by the PayPal account into the Association checking account.

Provide Administrative support to the Association by maintaining membership database in excel, collecting membership renewals and quarterly meeting/conference registration, issuing certificates to members for Continuing Education credits, routine WordPress site updates, and sending communications to members.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2021 – June 2022

First Quarter Deliverables (July – September):

- Annual conference coordination
- WordPress and EventBrite updates and coordination
- Monthly accounts payable processing
- Monthly Treasurer's report

Second Quarter Deliverables (October – December):

- Quarterly meeting coordination
- WordPress and EventBrite updates and coordination
- Monthly accounts payable processing
- Monthly Treasurer's report

Third Quarter Deliverables (January – March):

- Quarterly meeting coordination
- WordPress and EventBrite updates and coordination
- Monthly accounts payable processing
- Monthly Treasurer's report

Fourth Quarter Deliverables (April – June):

- Quarterly meeting coordination
- WordPress and EventBrite updates and coordination
- Monthly accounts payable processing
- Monthly Treasurer's report



55hrs



Julie Phillips
Office Manager
jjillips@nrvc.org



560hrs



Workforce Road to Success

Provide financial support to the Workforce Development Board by maintaining an accounting of revenue and expenditures for Road to Success in Virginia grant funds from the Virginia Community College System (VCCS). Responsible for fund receipt, disbursement, reconciliation and reporting. Provide payroll and benefit administration services to Workforce Development Board staff funded by America's Promise grant.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2021 – June 2022

First Quarter Deliverables (July – September):

- Monthly accounts payable/accounts receivable processing and account reconciliation
- Payroll processing and benefits administration
- Monthly expense report and preparation of cash request

Second Quarter Deliverables (October – December):

- Monthly accounts payable/accounts receivable processing and account reconciliation
- Payroll processing and benefits administration
- Monthly expense report and preparation of cash request

Third Quarter Deliverables (January – March):

- Monthly accounts payable/accounts receivable processing and account reconciliation
- Payroll processing and benefits administration
- Monthly expense report and preparation of cash request

Fourth Quarter Deliverables (April – June):

- Monthly accounts payable/accounts receivable processing and account reconciliation
- Payroll processing and benefits administration
- Monthly expense report and preparation of cash request



Jessica Barrett, CPA
Director of Finance
jbarrett@nrvc.org

Virginia Recycling Association

Provide financial support to the Association by maintaining QuickBooks accounts for the Association, preparing financial statements for the Association Treasurer monthly, collect membership dues annually, depositing all funds received into Association bank account, and reconciling all funds received by the online processing account into the Association checking account.

Provide Administrative support to the Association by maintaining membership database in wild apricot, supporting numerous board member committees, and staffing the annual conference, collecting membership renewals and lunch and learn meeting/conference registration, issuing certificates to members for Continuing Education credits, routine website site updates, sending communications to members, and maintaining the associations email accounts and telephone number.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2021 – June 2022

First Quarter Deliverables (July – September):

- Annual conference coordination
- Website and Wild Apricot updates and coordination
- Monthly accounts payable processing
- Monthly Treasurer's report
- Support monthly board meeting and various committee meetings

Second Quarter Deliverables (October – December):

- Annual conference coordination
- Website and Wild Apricot updates and coordination
- Monthly accounts payable processing
- Monthly Treasurer's report
- Support monthly board meeting and various committee meetings

Third Quarter Deliverables (January – March):

- Annual conference coordination
- Website and Wild Apricot updates and coordination
- Monthly accounts payable processing
- Monthly Treasurer's report
- Support monthly board meeting and various committee meetings

Fourth Quarter Deliverables (April – June):

- Annual conference coordination
- Website and Wild Apricot updates and coordination
- Monthly accounts payable processing
- Monthly Treasurer's report
- Support monthly board meeting and various committee meetings



105hrs



Julie Phillips
Office Manager
jphillips@nrvc.org



470hrs



Jessica Barrett, CPA
Director of Finance
jbarrett@nrvc.org

Workforce Pathways

Provide financial support to the Workforce Development Board by maintaining an accounting of revenue and expenditures for America's Promise H1B Visa grant funds from the Department of Labor. Responsible for fund receipt, disbursement, reconciliation and reporting. Provide payroll and benefit administration services to Workforce Development Board staff funded by America's Promise grant.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2021 – December 2021

First Quarter Deliverables (July – September):

- Monthly accounts payable/accounts receivable processing and account reconciliation
- Payroll processing and benefits administration
- Monthly expense report and preparation of cash request

Second Quarter Deliverables (October – December):

- Monthly accounts payable/accounts receivable processing and account reconciliation
- Payroll processing and benefits administration
- Monthly expense report and preparation of cash request

Third Quarter Deliverables (January – March):

- None

Fourth Quarter Deliverables (April – June):

- None

Workforce POWER

Provide financial support to the Workforce Development Board by maintaining an accounting of revenue and expenditures for Partnerships for Opportunity and Workforce and Economic Revitalization grant funds from ARC. Responsible for fund receipt, disbursement, reconciliation and reporting. Provide payroll and benefit administration services to Workforce Development Board staff.

PROJECT SCHEDULE & DELIVERABLES

Project duration: July 2021 – June 2022

First Quarter Deliverables (July – September):

- Monthly accounts payable/accounts receivable processing and account reconciliation
- Payroll processing and benefits administration
- Monthly expense report and preparation of cash request

Second Quarter Deliverables (October – December):

- Monthly accounts payable/accounts receivable processing and account reconciliation
- Payroll processing and benefits administration
- Monthly expense report and preparation of cash request

Third Quarter Deliverables (January – March):

- Monthly accounts payable/accounts receivable processing and account reconciliation
- Payroll processing and benefits administration
- Monthly expense report and preparation of cash request

Fourth Quarter Deliverables (April – June):

- Monthly accounts payable/accounts receivable processing and account reconciliation
- Payroll processing and benefits administration
- Monthly expense report and preparation of cash request



500hrs



Jessica Barrett, CPA
Director of Finance
jbarrett@nrvc.org



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

N R V R C . O R G

MEMORANDUM

To: NRVRC Board Members
From: Kevin R. Byrd, Executive Director
Date: August 20, 2021
Re: Rotating Elected Official Board Seat, Adding all Towns

The Regional Commission Board is comprised of 26 members, with the majority required to be elected officials. In 2000, the Virginia General Assembly enabled Planning District 4 (New River Valley Regional Commission) to invite higher education members to become full members of the agency. With the addition of higher education members, the board amended its Charter Agreement to allow for additional elected officials to serve on the board to ensure majority representation by elected officials. To achieve this majority, the Charter Agreement states as follows, "Additional elected official(s) shall be appointed to the COMMISSION to achieve a majority of representatives. Additional elected representatives shall serve a term of two years. The appointment of the additional elected representatives shall be rotated on an alphabetical basis among the governmental subdivisions who are parties to this Charter Agreement."

It recently came to the attention of staff the current rotation does not include all governmental subdivisions party to the Charter Agreement as allowed for in the last sentence above. Currently, the rotation includes the counties of Floyd, Giles, Montgomery, Pulaski, the City of Radford and towns of Blacksburg, Christiansburg and Pulaski. The recommendation is to add the towns of Floyd, Narrows, Pearisburg, Pembroke, Narrows and Rich Creek to the rotation. Attached is a spreadsheet with the recommended rotation following the prescribed alphabetical sequence.

Strengthening the Region through Collaboration

Counties

Floyd | Giles
Montgomery | Pulaski

City

Radford

Towns

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

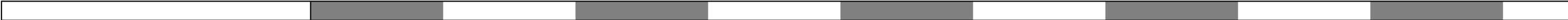
Higher Education

Virginia Tech
Radford University
New River Community College

**TERMS OF OFFICE
NRV REGIONAL COMMISSIONER BOARD**

Citizen Members

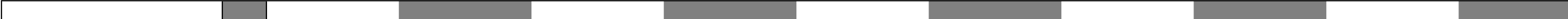
	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48
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RADFORD, BLACKSBURG



CHRISTIANSBURG, FLOYD COUNTY, GILES COUNTY



MONTGOMERY COUNTY, PULASKI COUNTY, PULASKI TOWN

Rotating Members - Counties/City (Elected Officials)

	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48
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