



Agenda
April 28, 2022

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

- I. **CALL TO ORDER**
- II. **CONSENT AGENDA**
 - A. Approval of Minutes for March
 - B. [Approval of Treasurer’s Report for March](#)
- III. **COMMONWEALTH INTERGOVERNMENTAL REVIEW PROCESS**
 - A. Projects (Signed-off by the staff)
 - 1. EDA EAA grant for the Calfee Training School Adaptive Reuse Project
 - B. Regular Project Review
 - None
 - C. Environmental Project Review
 - 1. [Radford University Renovation of Tyler Hall and Norwood Hall](#)
- IV. **PUBLIC ADDRESS**
- V. **CHAIR’S REPORT**
- VI. [EXECUTIVE DIRECTOR’S REPORT](#)
- VII. **REVIEW OF MUTUAL CONCERNS AND COMMISSIONERS' REPORTS**
- VIII. **OLD BUSINESS**
 - None
- IX. **NEW BUSINESS**
 - A. [Pulaski County’s Focus on Small Business Economic Development Strategy](#)
Presentation: Lydia Gilmer, Small Business Solutions Manager
Commission Discussion
 - B. [Regional Commission Website Redesign Walkthrough](#)
Commission Discussion
 - C. Appointment of FY23 Nominating Committee
Board Chair Appointment
 - D. Next Commission Meeting: May 26th 6:00pm

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.

MEMORANDUM

To: NRVRC Board Members
From: Jessica Barrett, Finance Director
Date: April 20, 2022
Re: March 2022 Financial Statements

The March 2022 Agencywide Revenue and Expenditure Report and Balance Sheet are enclosed for your review. Financial reports are reviewed by the Executive Committee prior to inclusion in the meeting packet.

The Agencywide Revenue and Expense report compares actual year to date receipts and expenses to the FY21-22 budget adopted by the Commission at the June 24, 2021 meeting. The financial operations of the agency are somewhat fluid and projects, added and modified throughout the year, along with the high volume of Workforce program activities, impact the adopted budget. To provide clarity, Commission and Workforce Development Board activities are separated on the agencywide report.

As of month-end March 2022 (75% of the fiscal year), Commission year to date revenues are 73.69% and expenses are 72.80% of adopted budget. The two largest budget expense lines, Salary and Fringe, are in line with budget at 78% and 84%, respectively.

Looking at the balance sheet, Accounts Receivable is \$861,152. Of this total, Workforce receivables are \$316,044 (37%) and current. The Executive Committee reviews all aged receivables over 60 days and no receivables are deemed uncollectible.

New River Valley Regional Commission
Balance Sheet
3/31/2022

<u>Assets:</u>		<u>Prior Month</u>	<u>Current Month</u>
	Operating Account	78,873	122,068
	Certificate of Deposit	108,586	108,586
	Accounts Receivable	741,070	861,152
	Prepaid Item	2,935	2,201
	Loans Receivable - Revolving Loan Fund	30,274	28,999
	Restricted Cash - Revolving Loan Fund	73,384	74,772
		<u>1,035,124</u>	<u>1,197,779</u>
	Total Assets:	<u>1,035,124</u>	<u>1,197,779</u>
<u>Liabilities:</u>			
	Accounts Payable	55,373	104,496
	Accrued Annual Leave	87,809	87,809
	Accrued Unemployment	27,665	27,864
	Funds Held for Others	12,950	12,950
	Unearned Revenue	0	6,407
	Expense Reimbursement	1,429	254
		<u>185,226</u>	<u>239,780</u>
	Total Liabilities:	<u>185,226</u>	<u>239,780</u>
<u>Projects:</u>			
	Net Projects	(198,996)	(49,118)
(Equity Accounts)	Current Year Unrestricted	132,620	92,535
	Unrestricted Net Assets	801,987	801,987
	Restricted Net Assets - Revolving Loan Fund	101,507	101,507
		<u>837,118</u>	<u>946,910</u>
	Total Projects (Equity)	<u>837,118</u>	<u>946,910</u>
		<u>1,022,343</u>	<u>1,186,690</u>
	Total Liabilities and Projects	<u>1,022,343</u>	<u>1,186,690</u>
	Net Difference to be Reconciled	<u>12,780</u>	<u>11,089</u>
		<u>12,780</u>	<u>11,089</u>
	Total Adjustments to Post*	<u>12,780</u>	<u>11,089</u>
		<u>0</u>	<u>0</u>
	Unreconciled Balance (after adjustment)	<u>0</u>	<u>0</u>

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

**New River Valley Regional Commission
Revenue and Expenditures - March 2022**

FY21-22 Budget Adopted 6/24/2021		March 2022	YTD	Under/Over	(75% of FY) % Budget
NRVRC Anticipated Revenues					
ARC	68,666	21,926	56,259	12,408	81.93%
ARC - New River Water Trail Expansion	20,340	8,617	21,283	(943)	104.64%
Local Assessment	236,249	0	236,249	0	100.00%
DHCD - Administrative Grant	89,971	0	67,478	22,493	75.00%
DRPT RIDE Solutions NRV	63,570	15,908	51,332	12,239	80.75%
EDA	70,000	17,500	52,500	17,500	75.00%
EDA COVID19 CARES Act	202,500	40,400	140,086	62,414	69.18%
GO Virginia	125,000	39,687	116,135	8,865	92.91%
Workforce Fiscal Agent	70,000	0	55,000	15,000	78.57%
Workforce Pathways Fiscal Agent	25,000	0	0	25,000	0.00%
Workforce RSVP Fiscal Agent	25,000	0	25,000	0	100.00%
Workforce Power Fiscal Agent	25,000	0	25,000	0	100.00%
Workforce YouthBuild Fiscal Agent	0	0	18,750	(18,750)	0.00%
VDOT	58,000	15,522	54,835	3,165	94.54%
VDOT - Rocky Knob Project	70,000	0	0	70,000	0.00%
Floyd County	88,371	3,189	26,394	61,976	29.87%
Floyd Town	0	1,570	4,267	(4,267)	0.00%
Floyd Co EDA	0	0	92	(92)	0.00%
Giles County	20,960	841	4,965	15,995	23.69%
Narrows Town	16,513	2,897	7,186	9,327	43.52%
Montgomery County	41,650	14,165	33,916	7,734	81.43%
Blacksburg Town	14,000	1,167	10,500	3,500	75.00%
Christiansburg Town	15,000	0	0	15,000	0.00%
Pulaski County	5,000	522	7,243	(2,243)	144.86%
Pulaski Town	11,923	2,425	8,863	3,060	74.34%
Radford City	30,000	7,413	28,265	1,735	94.22%
Miscellaneous Income	0	384	2,508	(2,508)	0.00%
Virginia's First RIFA	13,000	3,583	14,621	(1,621)	112.47%
NRV MPO	30,000	12,631	23,437	6,563	78.12%
Pembroke	0	0	7,000	(7,000)	0.00%
CDBG COVID19	338,000	59,424	201,523	136,477	59.62%
Dept of Environmental Quality	11,580	4,743	10,281	1,299	88.78%
VDEM	19,465	0	0	19,465	0.00%
Virginia Outdoors Foundation	12,500	0	49,478	(36,978)	395.82%
VHDA	50,000	0	20,000	30,000	40.00%
Southwest Virginia SWMA	2,000	0	3,500	(1,500)	175.00%
Virginia Recycling Association	14,000	0	10,500	3,500	75.00%
Calfee Community Center	1,200	0	2,529	(1,329)	210.77%
New River Health District	5,000	0	(384)	5,384	-7.68%
Friends of SWVA	19,000	0	5,458	13,542	28.72%
Taylor Hollow Construction	7,500	0	7,500	0	100.00%
VOF SWVA Natives Campaign Project Match	0	0	3,544	(3,544)	0.00%
Revolving Loan - Interest	0	125	2,435	(2,435)	0.00%
Local Match (unprogrammed ARC)	7,500	0	0	7,500	0.00%
Direct Charge Reimbursement	0	0	1,946	(1,946)	0.00%
Sub Total Revenues	1,923,458	274,639	1,417,473	505,985	73.69%
Expenses					
Salaries	1,152,949	110,054	896,589	256,360	77.76%
Fringe Benefits	282,918	29,596	238,222	44,697	84.20%
Travel	34,650	4,283	18,342	16,308	52.93%
Office Space	76,175	5,727	60,460	15,715	79.37%
Communications	19,911	2,429	22,988	(3,077)	115.45%
Office Supplies	65,781	1,389	45,664	20,117	69.42%
Postage	2,025	19	1,133	892	55.97%
Printing	5,100	0	5,260	(160)	103.13%
Copier Usage/Maintenance	2,000	77	810	1,190	40.50%
Outreach/Media Adv	2,600	325	6,016	(3,416)	231.37%
Equipment Rent/Copier	4,219	223	2,234	1,985	52.95%
Fleet Vehicles	38,024	175	1,199	36,825	3.15%
Dues/Publications	17,384	663	17,929	(545)	103.14%
Training/Staff Development	14,115	1,098	7,329	6,786	51.92%
Insurance	4,682	322	3,118	1,565	66.58%
Meeting Costs	10,950	532	12,280	(1,330)	112.15%
Contractual Services	167,294	7,156	47,140	120,154	28.18%
Professional Services Audit/Legal	4,540	410	9,575	(5,035)	210.90%
Miscellaneous/Fees	4,700	135	3,824	876	81.37%
Reimbursed Expenses	0	234	234	(234)	0.00%
Unassigned Expenses	13,441	0	0	0	0.00%
Sub Total Expenses	1,923,458	164,846	1,400,345	509,672	72.80%
NRVRC Balance	0	109,793	17,128		

**New River/Mount Rogers Workforce Development Board
Revenue and Expenditures - March 2022**

NR/MR WDB Anticipated Revenues		March 2022	YTD	Under/Over	(75% of FY) % Budget
Workforce Development Area	3,580,889	178,731	1,132,279	2,448,610	31.62%
Sub Total Revenues	3,580,889	178,731	1,132,279	2,448,610	
Expenses					
Salaries	475,083	48,926	415,421	59,662	87.44%
Fringe Benefits	142,525	12,675	105,901	36,624	74.30%
Travel	20,000	1,253	13,187	6,813	65.94%
Office Space	36,000	7,342	32,401	3,599	90.00%
Communications	12,000	869	14,587	(2,587)	121.56%
Office Supplies	26,000	544	34,151	(8,151)	131.35%
Printing	1,000	84	621	379	62.07%
Outreach/Media Adv	44,800	7,096	11,927	32,873	26.62%
Equipment Rent/Copier	1,700	78	862	838	50.71%
Dues/Publications	4,700	1,000	2,437	2,263	51.85%
Training/Staff Development	7,000	3,041	4,839	2,161	69.12%
Insurance	3,000	0	1,793	1,207	59.77%
Meeting Costs	5,000	1,716	7,962	(2,962)	159.24%
Contractual Services	2,700,725	91,606	473,469	2,227,256	17.53%
Professional Services Audit/Legal	10,200	0	8,040	2,160	78.82%
Miscellaneous/Fees	90,906	0	931	89,975	4.07%
Workforce Grants Admin	0	2,500	3,700	(3,700)	0.00%
Sub Total Expenses	3,580,889	178,731	1,132,279	2,448,610	31.62%
NR/MR WDB Balance	0	0	0		

Total Agency R&E		March 2022	YTD	
Anticipated Revenue	5,504,347	453,370	2,549,752	46.32%
Anticipated Expense	5,504,347	343,577	2,532,624	46.01%
Balance	0	109,793	17,128	

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

April 21, 2022

PROJECT: Renovation of Tyler Hall and Norwood Hall
DEQ #22-042S

SUBMITTED BY: DEQ

PROJECT DESCRIPTION: The Department of Environmental Quality is requesting comments on an environmental impact 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

Project Identification

Pursuant to Virginia Code §10.1-1188, for major state projects in excess of \$500,000, Radford University submits this Environmental Impact Report for the proposed renovation of Tyler Hall and Norwood Hall Project for review and comment. Radford University proposes to renovate these two existing buildings on the University's main campus, including required exterior utility modifications and associated site work.

Description

Tyler Hall is the oldest building on Radford University's campus, constructed in 1916. This residential housing facility houses approximately 160 students on the upper three floors, with administrative offices on the lower floor. The building was renovated in the 1960's and again in the early 1990's, but is again in need of building systems repairs and upgrades, particularly in the student residence bathrooms/showers. Norwood Hall was built in 1939 and houses approximately 120 students. The building was last renovated in the 1980's, but needs building systems repairs and upgrades, again particularly in the student residence bathrooms/showers. Overall, this project will modernize both buildings with renovated rooms, new finishes, and replacement of all building systems and components. Site work will mainly consist of utilities modifications to accommodate the renovated buildings.

Justification

RU's facilities condition index assessment for Tyler Hall is 0.42 and Norwood Hall is 0.75. The generally acceptable standard is 0.05. Renovation will optimize the use of resources by modernizing the space to meet the current needs of today's students at a much lower cost than new construction. Revitalizing a sound structure also supports sustainability efforts and provides the most cost-effective means of reconfiguring space to meet programmatic needs. Following renovation, the buildings will have an extended minimum 30-year useful life prior to needing subsequent renovation

The proposed project will not entail the purchase of any real estate or the signing of any lease, as the work consists of renovations of existing buildings and site area on the main campus. The buildings will be unoccupied for the duration of the project.

The attached project photographs and maps indicate locations of the existing buildings to be renovated.

Affected Environment

The existing buildings are located along the west side of main campus. The site is zoned for University use; there are no easements, covenants, reservations, or right-of-way's that will interfere with the proposed renovations.

The site falls within the VHDR-Recommended Proposed Boundaries for Potential Radford University Historic District, as documented by the Reconnaissance-Level Architectural Survey performed by the University in 2016 and shown on the attached map. Given the nature of the buildings and their construction, minimal changes will be made to the exterior of the buildings except minor required repairs to the brick façade and slate roof.

The site consists primarily of previously disturbed clay soils, and the topography is flat to sloping down toward the north. Vegetation is minimal, comprised of a mix of ornamental plantings and grasses, planted by the University for landscaping purposes. There is no evidence of significant fauna present.

The existing building sites and adjoining areas were inspected for any environmental hazards, including but not limited to CFCs, PCBs, USTs and LUSTs, by the University Safety Office. No hazards were found that would affect the proposed renovations. An interior hazardous materials investigation including asbestos and lead-based paint will be performed as part of the project, and any identified hazardous materials will be mitigated as required during the project.

The buildings will continue to be serviced with water, sanitary sewer, and storm water drainage by the City of Radford. Electrical is provided by the City of Radford through a medium-voltage loop feeder, and steam is provided by the University through an existing tunnel connected to the buildings. The buildings will continue to utilize these existing services, and the renovation activities may disturb small portions of existing landscaped, hardscaped, and paved areas.

Environmental Impacts

- No endangered, threatened, or rare plants, animals, or insects exist within the area proposed for this project.
- No significant habitat for terrestrial wildlife and birds exists within the area proposed for this project.
- No unique or important terrestrial vegetation exists within the area proposed for this project.
- No aquatic life exists within the area proposed for this project.

- No anadromous fish use areas, trout streams, or colonial water bird nesting colonies exist within the area proposed for this project.
- Tyler Hall and Norwood Hall are not currently designated as historic structures.
- No archaeological sites exist within the area proposed for this project.
- No agricultural or forest land exists within the boundaries of this project.
- No tidal, or non-tidal, wetlands, streams, rivers, lakes, ponds, or significant watersheds exist within the proposed project area.
- This project will not impact the Chesapeake Bay Management or Resource Protection Areas.
- The 100-year flood plain is not located within the area of this project.
- Ground water characteristics will not be significantly altered from existing conditions by the proposed renovations.
- No parks or recreation areas will be affected by this project.
- No natural areas, scenery, or scenic resources will be substantially impacted by this project.
- Air quality will not be significantly altered by this project; no onsite burning is proposed, and any use of volatile organic compounds will be strictly monitored. Dust generated from demolition and minor grading will be controlled through periodic wetting and appropriate sediment and erosion control measures.
- No geological, or mineral, resources exist within the proposed site of the project.
- No areas within or adjacent to the project site have special designations such as Virginia Byways.

Alternatives

Option I: Defer renovation: Continuing to use these buildings in their present condition does not respond to student needs and the University's mission. Aside from the capital costs of renovation, which are justified by building age and condition, the need to ensure RU students are housed in safe, energy efficient, and comfortable buildings justify the renovation costs. Deferring the funding will only delay better facilities for students and increase project costs.

Option II: Do nothing: This is not a viable option to address enrollment requirements and failing building systems.

Mitigation



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

N R V R C . O R G

April 22, 2022

Executive Director's Report

Economic Development:

- The Revolving Loan Fund (RLF) committee has been meeting monthly and continues to make improvements to the program. The Southwest Times in Pulaski County ran an article recently sharing information about the RLF program which resulted in an inquiry and a potential client.
- The final network designs are being prepared for the broadband project. Appalachian Power is submitting their updated project to the State Corporation Commission for Montgomery/Bland. All Points Broadband is finalizing their routes. Both steps will allow the environmental review document to get prepared for state/federal agency review.
- The Regional Economic Strategy (RES) committee met April 1st to review goals and strategies along with the initial project list. The committee will meet again before submitting the FY22 document to the Regional Commission board for review.

Transportation:

- The Huckleberry Trail Plan progress includes one-on-one meetings with trail partners Blacksburg, Christiansburg, Montgomery County, Virginia Tech and Friends of the Huckleberry to discuss trail management/maintenance roles and responsibilities along with approaches to promoting the trail. Outside of the planning process, the communities are now working on a single event planning application when organizations want to use the trail for purposes such as races and fundraising activities.
- Commission staff was asked to serve on the I-81 Corridor Improvement Transportation Management Plan Committee that will focus on work zone management strategies to relieve congestion and maintain safety on I-81 and parallel roadways.

Natural Resources:

- The New River Water Trail implementation application to ARC is due at the end of April. The request will be for \$1.5M in grant funds to construct/improve boat launches, website expansion, signage at launches and staff time to manage the project.
- The Commission is co-hosting a workshop on karst with the VA Dept of Conservation and Recreation on May 3rd and 4th. The first day will be classroom style 9:00 to 4:00 at the Pulaski County Innovation Center with the second day being a field trip to visit a karst/cave site 9:00 to 12:00 or 1:00 to 4:00. Registration is at this [link](#).

Regional:

- The Regional Housing Trust Fund technical committee kicked-off their work this week. The committee consists of Jessica Wirgau (Community Foundation of the NRV), Darlene Burcham (Town of Pulaski), Kim Thurlow and Matt Haratty (Town of Blacksburg), and Lydeana Martin (Floyd County). Initially, they will be evaluating other housing trust fund models to determine the most appropriate approach for the region.

Commission:

- The Commission's redesigned website is scheduled to be launched at the beginning of May. There will be a walkthrough of the site at the April Commission meeting. Key improvements include a searchable library for all plans, reports, agendas, minutes, and audits along with reorganization of data and streamlining of program area information.



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N R V R C . O R G

MEMORANDUM

To: NRVRC Commissioners

From: Kevin R. Byrd, Executive Director

Date: April 22, 2022

Re: Pulaski County's Focus on Small Business Economic Development Strategy

Lydia Gilmer, Small Business Solutions Manager for Pulaski County, will attend the April Regional Commission meeting to provide a presentation on the county's focus on small business services. Since Lydia has been in her role, initially part-time during graduate school and now full-time, the county has been able to provide a single point of contact for businesses as they start up in the community or expand. The county has also been successful with keeping the Innovation Center fully occupied the past few years which is a direct reflection of small business relationships.



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N R V R C . O R G

MEMORANDUM

To: NRVRC Commissioners

From: Kevin R. Byrd, Executive Director

Date: April 22, 2022

Re: Regional Commission Website Redesign Walkthrough

Over the past year, the Regional Commission staff has been working on a website redesign with the help of a consulting firm. The last update was performed in 2015 when the new name and brand was released. Over time it became more difficult to perform in-house updates due to constraints in the back end of the site. The redesigned site uses a different software platform and staff has been trained on making routine updates such as calendar events, newsletter postings, and hosting project reports.

Users will find an easier to navigate site with streamlined program content and a new library feature that hosts all project publications, Commission agendas and minutes, audits and annual reports. This was also an opportunity to overhaul the data dashboard portion of the site to ensure the most requested data was easy to find. The site will go live on May 2nd.