

REGION VII PLANNING AND DEVELOPMENT COUNCIL

FY2016 ANNUAL REPORT



Serving Barbour, Braxton, Gilmer, Lewis, Randolph, Tucker and Upshur counties and the municipalities therein.

99 Edmiston Way, Suite 225
Buckhannon, WV 26201
304/472.6564 (Phone)
304/472.6590 (Fax)
www.regionvii.com

FY2016 Highlights: A Year in Review

Over the last year, the Region VII Planning and Development Council staff continued the work of doing what we do best—providing technical assistance, project development services and project management services for its member governments. We continued the efforts of developing and implementing projects that create a better quality of life for its residents. We have seen the economy of the region have a significant downturn in the energy sector, specifically coal and natural gas related businesses. As a result, our local governments and the state of West Virginia struggled with the shortage of revenues that was created by the loss of business activity. However, through all of the challenges, Region VII PDC was still able to make a positive difference in the economy.

The start of the new fiscal year was a challenging time for Region VII PDC. For the first time in many years, Region VII was tasked with replacing half of its workforce due to staff turnover (retirement and other employment). At the same time, Region VII was in the process of creating a new department within its operations. On August 1, 2015, Region VII PDC welcomed Jessica Brewer as the new GIS Project Specialist and started providing GIS services for our seven county region for the first time ever. Region VII PDC has never had the capabilities to provide GIS services, but over the last couple of years the need became apparent with the new strategies and plans that the staff was completing. For instance, having GIS capabilities has been something FEMA has requested from the regional councils in completing their regional hazard mitigation plans. Also, the development of the region's CEDS would also be improved with the benefits of GIS data.

As previously mentioned, the region has seen significant job loss in the energy sector, specifically with coal mining and natural gas extraction. In this region alone, there have been approximately 2,000 job losses in the coal and natural gas sectors. This has put a huge strain on our communities as coal severance tax revenues have decreased substantially. The downturn in the coal industry has been so significant that President Obama created the POWER Initiative, an initiative that provided additional funding to coal-impacted communities. Region VII staff assisted with two projects that were successful in receiving POWER funding for their economic development projects. The Randolph County Development Authority and the Upshur County Development Authority received a total of \$4.1 million in August 2016 to further develop and diversify their respective communities.

Region VII PDC continues to support and develop projects that will supply broadband service to rural areas of the region. Region VII communities are still without reliable, fast internet service, let alone the ability to receive broadband speeds. To combat this issue, Region VII PDC staff was instrumental in developing a regional broadband project that proposes to provide broadband service via wireless technology. The proposed project will serve rural areas of Barbour, Randolph and Upshur Counties and set the foundation to continue to spread this technology to other rural areas of the region.

Region VII continues to assist with the improvements and expansion of its infrastructure systems. The staff has developed many water and sewer projects and is currently managing over 20 infrastructure projects with a value of over \$70 million. The completion of Corridor H still remains the number one priority of the region. This major highway will open up this part of West Virginia to many economic opportunities. Specifically, this major highway will allow for the

hardwood industry to grow leaps and bounds over what this cluster has done the last 15 years. The staff continues to develop projects and submit applications for economic development projects. For instance, the staff provided technical assistance to the Randolph County Development Authority and Upshur County Development Authority to construct two buildings to expand and recruit manufacturers and entrepreneurs into the region.

Since federal and state funds have consistently been diminishing over the past few years, Region VII has been trying to find different revenue generating sources to provide sustainability. Providing GIS services was one way we are trying to fill in the gaps. Another way is to building relationships with other federal and state agencies that we historically have not worked with. For example, over the last year and a half, Region VII contracted with the WV Bureau for Public Health to manage their source water protection plan program. This required Region VII to obtain a consultant to assist local water utility providers with the completion of their source water protection plans, per WV state code. As a result of this relationship, Region VII was able to generate an additional \$30,000 of income for the agency.



FY2016 Budget and Financials

REVENUES	FY2016 BUDGET	FY2016 ACTUALS	% of Total Actual Revenue
Appalachian Regional Commission	\$81,262.00	\$79,292.00	9.79%
Economic Development Administration	\$70,000.00	\$70,000.00	8.65%
WV State Allocation	\$33,744.00	\$33,744.00	4.17%
Source Water Protection Grant	\$0.00	\$289,659.00	35.78%
Project Administration	\$278,522.00	\$175,083.31	21.63%
Local Assessment Dues	\$149,452.00	\$149,452.00	18.46%
WV DEP 604(b) Grant	\$0.00	\$7,272.00	.90%
Miscellaneous	\$0.00	\$4,399.66	.54%
Interest	\$0.00	\$620.85	.08%
TOTAL	\$612,980.00	\$809,522.82	

EXPENDITURES	FY2016 BUDGET	FY2016 ACTUALS	% of Total Actual Expenditures
Salaries and Fringe	\$404,309.00	\$339,323.61	43.09%
Contractual	\$12,000.00	\$12,785.00	1.62%
Travel	\$17,000.00	\$6,874.63	.87%
Space & Utilities	\$35,000.00	\$34,634.21	4.40%
Equipment	\$1,000.00	\$0.00	0.00%
Supplies	\$4,500.00	\$2,191.11	.28%
Postage	\$3,000.00	\$1,862.25	.24%
Telephone	\$8,000.00	\$7,764.29	.99%
Printing	\$2,500.00	\$2,197.20	.28%
Subscriptions	\$2,000.00	\$1,172.62	.15%
Advertising	\$1,000.00	\$2,312.01	.29%
Insurance	\$8,000.00	\$6,703.00	.85%
Legal	\$2,000.00	\$0.00	0.00%
Professional Services	\$55,000.00	\$55,900.00	7.10%
Computer Hardware/Software	\$12,000.00	\$17,248.77	2.19%
Membership Dues	\$6,500.00	\$4,160.33	.53%
IT Services	\$10,000.00	\$7,855.22	1.00%
Conferences and Training	\$20,000.00	\$12,054.50	1.53%
Meetings	\$7,000.00	\$8,665.96	1.10%
Miscellaneous	\$2,171.00	\$410.10	.05%
Pass-Thru Grant Expense	\$0.00	\$263,326.00	33.44%
TOTAL	\$612,980.00	\$787,440.81	

Region VII Planning and Development Councils FY2016 audit is scheduled to be completed on November 7-8, 2016. Region VII has contracted with Gibbons & Kawash, CPAs to conduct the audit. Region VII PDC's FY2015 audit was also conducted by Gibbons & Kawash, CPAs.



Region VII PDC Membership List

Barbour County

Tim McDaniel—Barbour County Commission
Matt Ryan—City of Belington
Phil Bowers—City of Philippi
Gary “Ally” Miller—Town of Junior
Ben Propst—Private Sector
Dr. Tim Barry—Private Sector
Mike Cvechko—Private Sector

Braxton County

Ron Facemire—Braxton County Commission
Paul Bragg—Town of Burnsville
Pam Skelly—Town of Flatwoods
Richard Roach—Town of Gassaway
J.L. Campbell—Town of Sutton
J.R. Spencer—Private Sector
Evelyn Post—Private Sector
Pamela Myers—Private Sector

Gilmer County

Larry Chapman—Gilmer County Commission
Dennis Fitzpatrick—City of Glenville
Jim Tatman—Town of Sand Fork
Robert Hardman—Private Sector
Shelly DeMarino—Private Sector

Lewis County

Agnes Queen—Lewis County Commission (Chairperson)
Julia Spelsburg, City of Weston
David Cottrill—Town of Jane Lew
Richard Bonnett—Private Sector
Greg Cunningham—Private Sector
Mike Herron—Private Sector

Randolph County

Mike Taylor—Randolph County Commission (2nd Vice Chair)
David Harper—Town of Beverly
Jim Rossi—Town of Coalton
Rodney McAtee—Town of Huttonsville
Bill Brock—Town of Mill Creek
Van Broughton—City of Elkins
Barbara Miller—Town of Montrose
Jerry Teter—Town of Harman
Robbie Morris—Private Sector
Mike Ross—Private Sector
Chris Wood—Private Sector
Mark Doak—Private Sector
VACANT

Tucker County

Lowell Moore—Tucker County Commission (1st Vice Chair)
Joe Drenning—Town of Davis
Matt Quattro—City of Thomas
Solena Roberts—Town of Hendricks
Dorothy Judy—City of Parsons
Linda Bates—Town of Hambleton
Chris Stadelman—Private Sector
Patrick Darlington—Private Sector

Upshur County

Terry Cutright—Upshur County Commission
Dave McCauley—City of Buckhannon
Mike Feola—Private Sector
Bobby Gompers—Private Sector
Pam Balch—Private Sector
Connie Tenney—Private Sector (Treasurer)
A.G. Trusler, Jr.—Private Sector

Region VII Planning and Development Council Staff

Shane Whitehair, Executive Director
Cary Smith, Project Manager
Jessica Brewer, GIS Specialist
Dionne Allen, Project Specialist
Elaina Massey, Administrative Assistant
Cam Matheny, Financial Consultant



FY2016-2020 Comprehensive Economic Development Strategy (CEDS)

In 2015, Region VII Planning and Development Council updated and completed its 5-year strategic plan, per the new and revised U.S. Economic Development Administration's guidelines. A fourteen-member CEDS committee was formed to analyze the region, identify its strengths and weaknesses and establish its goals and objectives. After several meetings, the CEDS committee created the following five goals:

- Goal #1: Improve the quality of the Region's workforce.
- Goal #2: Improve and develop the Region's essential infrastructure systems.
- Goal #3: Expand the availability of housing options throughout the Region.
- Goal #4: Increase broadband access to rural areas of the Region.
- Goal #5: Increase the Region's population.

After identifying the goals for the region, the staff and the CEDS committee outlined the objectives, steps, responsible party (ies), costs, potential funding sources and timeframes needed to accomplish each goal.

Region VII PDC Project Priority List

Throughout the year, as the Region VII PDC staff provides technical assistance and project development services to our member governments and their ancillary agencies, a list is maintained consisting of new, non-funded projects that need completed.

The list below are specific projects that have the highest priority and potential for regional impact that will assist the region in achieving its goals and objectives established by the CEDS Strategy Committee.

The chart below identifies the name of each project, the lead agency, the potential funding sources that might assist in financing the project, a brief description, the number of jobs that will be created and/or retained, the type of project and the estimated cost.

This project list is adjusted and maintained throughout the year by adding new projects and deleting projects that receive funding approval.

Project Name	Lead Entity	Potential Funding Sources	Description	Projected Jobs	Project Type	Cost
Laurel Run Reservoir	City of Philippi	USDA, IJDC, Local, Private	Providing additional raw water supply for Philippi's water system.		Water	\$5,000,000
Water Extension & Replacement Project	Chestnut Ridge PSD	SCBG, IJDC, USDA	Extend water service and replace failed lines to reduce unaccounted for water loss.		Water	\$2,500,000
Water Tank Replacement	City of Philippi	USDA	Replace old, failed water storage tanks		Water	\$2,670,000
Phase II Sewer System Improvements	City of Philippi	USDA, IJDC, SRF	Make improvements to the City's sewer collection system.		Sewer	\$5,700,000
Century Sewer	Century Volga PSD	SRF	Construct a sewer collection and treatment system for the community of Century.		Sewer	\$2,838,000
Exchange Road Water Extension (Phase I)	Flatwoods Canoe Run PSD	ARC, USDA	Extend water service to the Exchange Road area and provide fire flow to the Exit 67 interchange along I-79.	689 (over ten year period)	Water, Economic Development	\$3,136,600
Keeners Ridge Water Extension	Sugar Creek PSD	IJDC, DWTRF, USDA	Extend water to the Keeners Ridge area of Braxton County.		Water	\$4,000,000
Sewer System Improvements	Town of Burnsville	USDA, IJDC	Make improvements to the Town's sewer collection system.		Sewer	Unknown
Storm Sewer Improvements	Town of Sutton	SCBG	Make improvements to the Town's storm sewer collection system along North Hill Road.		Storm Sewer	\$500,000
Tanner/Newberne Water Extension	Gilmer County PSD	SCBG, DWTRF, IJDC	Extend water service to the areas of Tanner and Newberne in Gilmer County.		Water	\$8,700,000
Sewer System Improvements	Town of Sand Fork	SCBG, ARC, USDA	Make improvements to the Town's sewer collection and treatment system.		Sewer	\$2,500,000
Glenville Memorial Park	City of Glenville	LWCF, Local	Construct a memorial park near City Hall.		Recreation	\$50,000
Trail Connector	City of Glenville	USDOT, Local	Construct trail to connect Glenville State College to Hays City.		Transportation	Unknown
Rural Water Extensions	Lewis County EDA	SCBG, IJDC, WVAWC	Extend water to unserved rural areas of Lewis County.		Water	\$9,000,000
Infrastructure Upgrades near Exit 99 Interchange	Lewis County EDA	EDA, ARC, Local, Private	Upgrade infrastructure at development sites at Exit 99 interchange.	25+	Water, Economic Development	\$1,500,000
Housing Summit	Lewis County Commission	Unknown	Gather all applicable developers and funders to provide solution to housing situation in Lewis County.		Housing	Unknown
Butchersville/Turnertown Sewer Project	Weston Sanitary Board	SRF, IJDC	Extend sewer service to Butchersville and Turnertown areas of Lewis County.		Sewer	\$11,461,000



Phase III Sewer Extension	Norton Harding Jimtown PSD	IJDC, ARC, USDA	Extend sewer service to the Jimtown area of Randolph County.	20	Sewer	\$1,500,000
Cabinet Manufacturer Expansion	Randolph County Development Authority	EDA, ARC, WVEDA	Expand manufacturing facility for local cabinet making company.	35-50	Economic Development	\$3,735,000
Phase II Sewer Extension	Canaan Valley PSD	SRF, IJDC	Extend sewer service to areas of Canaan Valley in Tucker County.		Sewer	\$2,350,000
Interconnectivity Project	City of Parsons/Hamrick PSD	SCBG	Link Parsons and Hamrick PSD's systems together to use as back up supply during emergency situations.		Water	\$575,000
Pulp Mill Bottom Storm Sewer	City of Parsons	FEMA—Hazard Mitigation	Install storm sewer collection system in Pulp Mill Bottom area of Parsons.		Storm Sewer	\$500,000
Infrastructure Mapping	City of Parsons	Local	Locate and map all components within City's water system.		GIS, Water	\$25,000
Water System Improvements	Town of Davis	SCBG, IJDC, Local	Replace Town's water lines.		Water	\$2,335,000
Upshur County CVB Story Map	Upshur County CVB	ARC, MAPP Program, Local	Create a story map for "33 things to do along Route 33".		GIS, Economic Development	\$10,000
Regional Broadband Project	Joint Development Entity (Barbour, Lewis, Randolph, Tucker and Upshur Development Authorities)	Private, USDA	Provide wireless broadband service to rural areas of Barbour, Lewis, Randolph, Tucker and Upshur Counties.	5-10	Broadband	\$3,450,000
Fink Run Water/Sewer	City of Buckhannon	EDA, Local, Private	Extend water/sewer service to the Fink Run area along Corridor H.	20	Water, Sewer, Economic Development	\$1,500,000
Phase III Water Extension	Elkins Road PSD	SCBG, DWTRF, IJDC	Extend water service to rural areas of Upshur County.		Water	\$6,500,000
Innovation Center	Upshur County Development Authority	EDA, ARC, Local	Construct an innovation center in Buckhannon.	40+	Economic Development	\$4,000,000
Food Distribution Center	Upshur County Development Authority	ARC, Local	Create a distribution facility for locally grown foods.	10+	Economic Development	Unknown
Regional Broadband Project	Multi-County	EDA, ARC, Local	Provide wireless broadband service to rural areas of Webster, Gilmer, Braxton, Calhoun and Ritchie Counties.	5-10	Broadband	\$5,000,000+
Central WV ATV Trail System	Multi-County	ARC, EDA, POWER, Local	Develop the proposed ATV trail system in Braxton, Calhoun, Clay, Gilmer, Lewis, Nicholas and Webster Counties.	10+	Tourism, Economic Development	Unknown
Economic Resiliency Analysis and GIS Mapping Application	Region VII PDC	EDA, Local	Provide economic asset mapping and analysis for Region VII counties due to downturn in coal and energy sectors.	100+	GIS, Economic Development Planning	\$114,500



FY2016 Developments and Accomplishments

This section will identify the impact the Region VII Planning and Development Council had on the region. Over the past year, staff was very busy in developing and managing projects. Below are tables showing the accomplishments and the projects the Region VII staff helped develop, manage and review.

Projects Managed in FY2016:

NAME OF PROJECT	TOTAL COST
Chestnut Ridge PSD Water Project	\$2,830,000.00
AB University WV Center for Rural Entrepreneurship	\$1,550,000.00
City of Philippi Sewer System Improvements	\$3,300,000.00
Sugar Creek PSD Phase II Water Extension	\$3,345,000.00
Flatwoods Canoe Run PSD Exchange Road Water Extension	\$3,065,000.00
Burnsville Water System Improvements and Extension to Route 5/Orlando	\$4,503,639.51
Gilmer County PSD Route 5/Hattie Road Water Extension	\$750,000.00
Glenville Water System Improvements	\$2,900,000.00
Gilmer County PSD Cox's Mill Water Extension	\$3,255,000.00
Jane Lew PSD Sewer Project	\$6,867,000.00
Lewis County Alum Fork/Laurel Lick Water Extension	\$1,250,000.00
Lewis County Roanoke Water Extension	\$3,767,790.00
Weston Turnertown/Butchersville Sewer Extension	\$11,500,000.00
Lewis County North West Water Extension	\$3,600,000.00
Harman Water Improvement and Extension	\$5,935,000.00
Huttonsville Water System Improvements	\$1,006,950.00
Mill Creek Water System Improvements	\$4,612,475.00
Norton Harding Jimtown PSD Scott Road/Findley Road Water Extension	\$1,598,538.00
Norton Harding Jimtown PSD Phase II Sewer Extension	\$7,400,000.00
Parsons Elevation Project	\$300,000.00
Tucker Community Foundation Heart of the Highlands Trail System	\$10,000.00
Hamrick PSD Water System Improvements and Extension	\$6,250,000.00
Adrian PSD Phase VI Water Extension	\$5,500,000.00
Canaan Valley PSD Sewer System Improvements	\$120,000.00
Source Water Protection Plans—Round 1 (Harman and Timberline)	\$115,500.00
Source Water Protection Plans—Round 2 (Sugar Creek PSD, Flatwoods Canoe Run PSD, Town of Burnsville, Glenville)	\$60,500.00
Source Water Protection Plans—Round 3 (Belington, Philippi, Beverly, Buckhannon, Elkins, Parsons, Davis, Thomas, Hamrick PSD, Mill Creek, Huttonsville PSD)	\$231,909.00
TOTAL PROJECTS MANAGED: 27	\$85,624,301.51



Below is a table illustrating the applications Region VII staff helped develop, complete and submit for its member governments and other community and economic development agencies.

Applications Completed in FY2016

Program	Amount of Funds Requested	No. of Applications Submitted	No. of Applications Approved
USDA Rural Development	\$3,810,000.00	2	1
Land & Water Conservation Fund (LWCF)	\$30,000.00	1	0
FEMA—Hazard Mitigation Grant Program	\$500,000.00	1	*
WV Infrastructure and Jobs Development Council (IJDC)	\$12,906,000.00	8	8
WV Small Cities Block Grant (CDBG)	\$7,375,000.00	7	*
US Economic Development Administration (EDA)	\$70,000.00	1	1
Appalachian Regional Commission (ARC)	\$1,930,822.00	2	1
WV DEP State Revolving Loan Fund	\$4,350,000.00	2	*
ARC Flex-E Grant Program	\$15,000.00	2	1
USDA Community-Oriented Connectivity Broadband Grant Program	\$3,000,000.00	1	*
USDA SEARCH Grant Program	\$22,000.00	1	*
WV Court Security Fund	\$81,147.00	2	2
USDA Section 6025—Strategic Economic and Community Development (SECD)	\$1,140,000.00	1	1
Victim of Crime Act Victim Assistance Grant Program (VOCA)	\$40,000.00	1	*
FEMA--Homeland Security Grant Program (HSGP)	\$100,000.00	1	0
POWER Initiative (EDA/ARC)	\$5,004,100.00	3	2
WV DEP Abandoned Mine Lands and Reclamation Grant Program (AML)	\$1,698,027.00	1	1
TOTALS		37	18

*Funding announcements were not made as of July 1, 2016.



As referenced in the WV State Code, the Regional Planning and Development Councils were given the responsibility to review all applications of government agencies and/or independent agencies within the region for loans and/or grants submitted to the federal and state governments to assure that each project meets the goals, objectives and strategies of each region. Below is a list of projects the Region VII Planning and Development Council reviewed between July 1, 2015 and June 30, 2016.

Intergovernmental Reviews Completed in FY2016

APPLICANT	PROJECT NAME	AMOUNT
City of Philippi	Water Storage System Improvement Project	\$2,670,000.00
Chestnut Ridge PSD	Water System Improvement and Extension Project	\$2,250,000.00
Alderson-Broadus University	College of Optometry	\$1,428,700.00
Flatwoods Canoe Run PSD	Exchange Road Water Extension (Phase II)	\$2,498,027.00
Town of Sutton	North Hill Road Storm Sewer Phase II	\$500,000.00
Braxton County Solid Waste Authority	Assistance with Recycling Program	Unknown
Braxton County Senior Citizens' Center	Section 5310 Funding	Unknown
Gilmer County Senior Citizens' Center	Section 5310 Funding	Unknown
City of Glenville	Purchase of Police Vehicle	\$31,518.00
Gilmer County Ambulance Authority	Purchase New Ambulance	\$82,425.00
City of Weston	Police Body Cameras	\$9,300.00
Town of Jane Lew	Main Street Streetscape Improvement Project	\$250,000.00
Lewis County Senior Citizens' Center	Section 5310 Funding	Unknown
City of Weston	Purchase of Police Vehicle	\$17,000.00
Stonewall State Park Foundation	Connecting Pier Trails Project	\$127,500.00
Lewis County Commission	Phase I Water Extension	\$6,950,000.00
Randolph County Development Authority	Hardwood Cluster Manufacturing Expansion Project	\$3,645,000.00
Tucker County Solid Waste Authority	FY2016 SWMB Grant	\$18,299.55
City of Parsons	Emergency Water Connector Project	\$575,000.00
Tucker County Senior Citizens' Center	Section 5310 Funding	Unknown
Tucker Community Foundation	Tucker County Boulder Park Project	\$45,000.00
Upshur County Solid Waste Authority	FY2016 SWMB Grant	\$19,857.29
Buckhannon River Watershed Association, Inc.		Unknown
City of Buckhannon	Elizabeth Poundstone Riverwalk Light Project	Unknown
Upshur Human Resources, Inc. Head Start Program		\$1,428,185.00
Upshur Human Resources, Inc. Head Start Program	Fy2016-2017 COLA Proposal	\$25,312.00
Upshur County Commission	Elkins Road PSD Phase II Water System Improvement Project	\$6,500,000.00
Upshur County Development Authority	Upshur County Innovation and Knowledge Business Center	\$4,000,000.00
Central WV Community Action Head Start	2016-2017 Operations, Training and Technical Assistance Grant	\$3,247,636.00
United Summit Center	Section 5310 Funding	Unknown

