

**Rappahannock Rapidan Regional Commission
Minutes
February 24, 2016
Regional Commission Offices
Culpeper, VA**

1. **Call to Order** – The meeting was called to order at 1:00 p.m. by Chairman McCarthy.

2. **Resolution of Thanks to Outgoing Commissioners:**

On behalf of the Board, Chairman McCarthy extended thanks to out-going Commissioners and read into the record the following Resolutions:

Sue Hansohn for her service and contributions to the organization and region as Chairman, Vice-Chairman, Treasurer and Commissioner, from January 2002 – January 2016

Chester Stribling, for his service and contributions to the organization and region as Chairman, Vice-Chairman and Commissioner, from January 2004 – January 2016

Doris Lackey, for her service and contributions to the organization and region as Chairman, Vice-Chairman and Commissioner from January 2012 – January 2016.

Also, out-going member Michael Olinger for his service as Commissioner from July 2014 – January 2016.

3. **Welcome to New Commissioners:**

Chairman McCarthy welcomed and introduced new Commissioners: Charlotte Hoffman, Madison County Board of Supervisors; Meaghan Taylor, Culpeper Town Council; and Steve Walker, Culpeper County Board of Supervisors.

Also, the Board welcomed Intern Zack Beard from the University of Virginia, Urban and Environmental Planning.

4. **Roll Call** - The roll was called by Executive Director Jeff Walker.

Members Present: Skeet Ashby, Town of Remington
Dan Campbell, Madison County
Bob Coiner, Town of Gordonsville
Bryan David, Orange County
Bob Gurtler, Town of The Plains
Chris Hively, Town of Culpeper
Charlotte Hoffman, Madison County

John McCarthy, Rappahannock County
Paul McCulla, Fauquier County
Wells Nevill, Town of Warrenton
Martha Roby, Town of Orange
Meaghan Taylor, Town of Culpeper
Steve Walker, Culpeper County

Members Absent: John Coates, Culpeper County
Jim Crozier, Orange County
William Lamar, Town of Madison
Yak Lubowsky, Town of Warrenton
John Fox Sullivan, Town of Washington
Roger Welch, Rappahannock County
Greg Woods, Town of Orange

Staff Present: Jeff Walker, Executive Director
Deidré Anderson, Homeless Central Entry Specialist
Jenny Biché, Mobility Program Coordinator
Michelle Edwards, Planner II
Sue Hromyak, Office Manager
Patrick Mauney, GIS Program Manager
Terry Snead, Fiscal Officer and Grants Administrator
Cathy Zielinski, Program Manager, Human Services Planning

Guests: Ms. Generra Peck, McGuire Woods Consulting, LLC
Mr. Jay Poole, McGuire Woods Consulting, LLC

5. **Determination of a Quorum** – There was a quorum present.
6. **Approval of Agenda** – Chairman McCarthy asked if there were any additions to the Agenda and Executive Director Walker requested that an Executive Session for the purpose of discussing Personnel issues be added as Item 13 a. P. McCulla made a motion to approve the Agenda as amended, seconded by B. Coiner and passed.
7. **Approval of Minutes (December 9, 2015)** – A motion to approve the Minutes of December 9, 2015 was made by B. Coiner, seconded by S. Ashby and passed.
8. **Public Comment** – There were no members of the public who wished to speak.
9. **Presentation: Ms. Generra Peck and Mr. Jay Poole of McGuire Woods Consulting, LLC, with a report on the Go Virginia Initiative** – Chairman McCarthy welcomed Ms. Peck and Mr. Poole to the meeting. A short video outlining priorities of the program was shown and a handout was distributed. Ms. Peck explained that the program is region based and encourages cooperation among localities and regions. Involvement of educational institutions at all levels (high schools, community colleges, colleges and universities) is essential. A reliable state partner will insure success.

Mr. Poole thanked the Board for giving them a chance to describe the program. He said there are over 8,000 people who have endorsed the Go Virginia Initiative statewide to include businesses, education, and localities. With a large number of people working in counties other than that in which they live the State will play a role to incentivize counties to participate with no penalty if they choose not to.

Ms. Peck continued that \$30 million for the program was proposed by the Governor in his budget; the Legislature has proposed more, but it has not yet been approved. The program would be administered by a business-led state board (Virginia Growth and Opportunity Board). Regional councils certified by the state board will submit grant proposals which may include multiple collaborative projects among localities. Regional councils will include representation from local governments, planning district commissions, educational institutions and local and regional economic development organizations.

W. Nevill asked what would be the composition of regional boundaries and Mr. Poole responded that it could occur between any localities with the designation “regional boundaries” used for administration purposes. In response to P. McCulla’s question if applicants could be a subset of the region, such as a Town and County, Ms. Peck said she was not sure—guidelines will be developed by the statewide board which would want a substantive change to be anticipated by the project (broader reach viewed more favorably). There will be flexibility to choose projects and collaboration that fit your needs. The Board will be made up of a variety of legislative and business representatives with a statewide business leader as Chair. W. Nevill suggested that adjoining localities will be coerced into doing something they would not normally consider to which Ms. Peck said that is not the objective. Every region will receive population based planning dollars for their proposals. This is new money, not pulled from existing programs.

Chairman McCarthy thanked them for the presentation and noted that we are very collaborative in our PDC already. A motion by B. David, seconded by B. Coiner to prepare a Resolution in support of the five incentive areas in the Governor’s budget proposal was passed.

10. **Project Updates:**

- a. *Regional Green Infrastructure Planning Initiative* – M. Edwards reported that this was a culmination of five years of effort by herself and P. Mauney who updated and tweaked maps of our region. GIS data is available by contacting P. Mauney.
- b. *Foothills Housing Network* – C. Zielinski reported that they are undertaking the grant renewal of the main funding source and have changed financial agents from Fauquier County to People, Inc. Fauquier has been very generous in handling this, but it is a lot to ask of one county. In response to Chairman McCarthy asking if using People, Inc. would make us more competitive, C. Zielinski said People, Inc. has lots of experience and is highly regarded at DHCD.

She continued that a good count was obtained in the Point in Time Survey. Dee Anderson, Homeless Central Entry Specialist, has responded to 1,255 phone calls in the

past four months. About 50% of these can be assisted and the remainder receive community resource information.

- c. *Carver-Piedmont Agricultural Institute Feasibility Study* – P. Mauney referenced the Agenda packet attachment outlining a list of goals.

The facility assessment shows the building is in good shape. Culpeper County (the building owner) is exploring how they can make better use of the facility and has received interest from other groups. There are specific areas in the building that the Food Incubator is interested in using for entrepreneurial value added projects.

S. Walker mentioned that the Culpeper County Buildings and Grounds Department discussed a research center for greenhouses as a potential use. This type of technical help is currently only available in Michigan. W. Nevill asked about meat or dairy production use and P. Mauney said dairy and value-added meat production were potential uses, though a slaughter facility was unlikely at this site. Chairman McCarthy pointed out that it is easier to produce dairy and grown products to identify with a region than meat. Other potential uses mentioned were freezing, dry storage and potential tie-ins with the craft brewing industry.

- d. *Regional Food Policy Council next steps* – M. Edwards referenced the Regional Food and Farm Plan adopted by the Commission in October 2015. As envisioned, an advisory body will function much the same as the Commission's existing committees. This formal structure with appointed members is sought to add credibility to the Council's policy recommendations and to ensure balanced and committed participation. Housing this council within RRRC's organizational structure provides oversight by the Commissioners via member appointments, staff participation and review of major decisions. No local funds are requested. Grant funding will be sought for all Council initiatives.

- Each county in the region will appoint a representative to serve on the council; towns may elect to appoint a representative also
- A minimum of six additional members will be appointed as technical advisory members with equal voting rights
- One RRRC staff person will also act as a member of the council and lead the council for the first year at which time a chair and vice chair will be elected by the council members
- Council members will not have terms, but will serve as long as they wish, or for locality representatives at the discretion of the locality

A motion by B. Coiner to approve the general outline and policies of the Regional Food Policy Council was seconded by S. Ashby and passed unanimously.

- e. *Foothills Express* –A report by J. Biché regarding the New Freedom grant which supports the Culpeper/Madison/Charlottesville bus service explained that \$90,000 is being requested with a 10% match requirement. One-half of the match amount has been requested from Culpeper County and one-half from Madison County. Last grant cycle,

UVA contributed one-half of the match amount and the remaining half has been requested from UVA to complete last year's grant match. One bus has been dedicated to the Foothills Express and wrapped with the logo. It is in the parking lot today for everyone to visit.

- f. *Rural Tran Technical Committee* – P. Mauney reported that the CTB was presented with a “Recommended Funding Scenario” developed by the HB2 project team. Allocation of funds was based on the following:
- Construction District Grant Program funds based on Overall Benefit Score divided by HB2 project cost.
 - Statewide Priority project funds were allocated to projects that would have received Construction District Grant funds, but were ineligible or did not request those funds
 - The next highest scoring project in Construction District
 - Remaining Statewide Priority funds to Benefit-Cost ratio >1.0 and based on overall project benefit score.

Park and Ride lot expansion in Warrenton scored the highest in the Culpeper District. Chairman McCarthy felt that our region did better than anticipated. Visit <http://www.virginiahb2.org/projects/default.asp> for a complete list of project scores and information.

- g. *DEQ Total Maximum Daily Load Implementation Plan for Goose Creek* – J. Biché announced that DEQ has contracted with a consultant to develop an implementation plan for Goose Creek and has contacted RRRRC for assistance. Executive Director Walker noted that RRRRC has a far reaching reputation for in-house expertise in TMDL. We have negotiated contracts with consultants, but this time engineering firms approached DEQ directly. There would be no admin funding available for our PDC. We could monitor the situation with reimbursement, tell DEQ we cannot do this without compensation or express our concern with this process, as has been done. We will keep you posted as this unfolds.

P. McCulla remarked that he will continue to work with RRRRC and will also let DEQ know about the funding issue. Chairman McCarthy added that with no compensation being available, we should just monitor.

- h. *Polycom Teleconferencing Equipment donation and pending installation* – J. Walker referenced the donation of a 90” LCD television by People, Inc. It will be used to teleconference with them and Foothills Housing Network members.

11. **YTD Revenue & Expenditures and Adoption of FY’15 Audit Report** – Executive Director Walker noted inclusion of the YTD expenditures and revenue in the Agenda packets and asked if there were any questions. He also referenced receipt of the final audit and several copies were available for members to review. A motion to approve the audit was made by B. Coiner, seconded by W. Nevill and passed.

12. **Grant Writing Authorization and Letter of Support Requests:**

- a. *Letter of Support to DRPT on behalf of RRCS for New Transit Vehicle Purchase* – Executive Director Walker reported that the Executive Committee had approved to send a letter in support of RRCS annual assistance request which was forwarded to DRPT.
- b. *University of Virginia Health System – Foothills Express match funding request*
- c. *Foothills Housing Network – VA Homeless Solutions Program grant application*

A motion by W. Nevill, seconded by M. Roby to approve all three passed unanimously.

- d. *DHCD Regional Priority Ranking* – There was discussion that Madison County has a possible CDBG senior housing project. J. Walker will check with DHCD to see if that has been submitted. A motion by P. McCulla to submit the same priority list as last year subject to Madison result was seconded by W. Nevill and passed.

13. **Nominating Committee: Election of 2016 – 2017 Officers –**

Election of 2016-2017 Officers (term March 1, 2016 – February 28, 2017) On behalf of the nominating committee, Chairman McCarthy presented the following slate of candidates which, upon there being no further discussion, in response to a motion made by B. David, seconded by B. Gurtler, was unanimously approved. The new Officers and Members-at-Large for 2016 – 2017 are:

John McCarthy – Chair
Jim Crozier – Vice-Chair
Paul McCulla – Treasurer
Steve Walker – At Large Member of the Executive Committee
Bob Coiner – At Large Member of the Executive Committee
Dan Campbell – At Large Member of the Executive Committee

- a. *Executive Session for purpose of discussing Personnel issues*

A motion by M. Roby, seconded by D. Campbell to enter into Executive Session for the purpose of discussing Personnel issues was passed.

At the conclusion of the Executive Session, a motion by B. Coiner, seconded by P. McCulla and passed unanimously to:

- Accept the resignation of Jeffrey Walker, effective March 31, 2016
- Appoint Patrick Mauney as Interim Executive Director, effective April 1, 2016
- Change the title of GIS Program Manager Patrick Mauney to Deputy Director, effective February 25, 2016

14. **Upcoming Meetings:**

RRRC Meetings

Wednesday, April 27, 2016
Annual Board/Staff Retreat
Location *t.b.a.*

15. **Regional Roundtable** – Members mentioned items of interest in their locality.

16. **Adjournment** - The meeting was adjourned at 2:45 p.m.

Submitted by: Sue R. Hromyak