



**Rappahannock Rapidan Regional Commission
Regular Meeting
RRRC Board Room | Culpeper, VA
December 14, 2016 | 1:00 p.m.**

MINUTES

1. **Call to Order** – The meeting was called to order at 1:00 p.m. by Vice-Chairman Coiner.
2. **Roll Call** - The roll was called by Executive Director Patrick Mauney.

Members Present: Evan “Skeet” Ashby, Town of Remington
Bob Coiner, Town of Gordonsville
Bryan David, Orange County
Deborah Keyser, Rappahannock County
William Lamar, Town of Madison
Paul McCulla, Fauquier County
Sean Polster, Town of Warrenton
Meaghan Taylor, Town of Culpeper
Steve Walker, Culpeper County
Roger Welch, Rappahannock County
Jerry Wood, Town of Warrenton
Greg Woods, Town of Orange

Members Absent: Dan Campbell, Madison County
John Coates, Culpeper County
Jim Crozier, Orange County
Chris Granger, Fauquier County
Chris Hively, Town of Culpeper
Charlotte Hoffman, Madison County
Chris Malone, Town of The Plains
Martha Roby, Town of Orange
John Fox Sullivan, Town of Washington

Others Present: Wendy Chewning, Town of Orange

Staff Present: Patrick Mauney, Executive Director
Deidré Anderson, Homeless Central Entry Specialist

Jenny Biché, Mobility Program Coordinator
Michelle Edwards, Planner II
Sue Hromyak, Office Manager
Terry Snead, Fiscal Officer and Grants Administrator
Cathy Zielinski, Program Manager, Human Services Planning

3. **Determination of a Quorum** – There was a quorum present.
4. **Approval of Agenda** – Vice Chairman Coiner requested an addition to the Agenda as 12 d. as a nomination of John McCarthy for a VAPDC award (several are being considered) and endorsement by the RRRC Board. He asked if there were any other additions to the Agenda and hearing none, S. Walker made a motion to approve the Agenda as amended, seconded by R. Welch and passed.
5. **Approval of Minutes (October 26, 2016)** A motion to approve the Minutes of October 26, 2016 was made by S. Ashby, with a second by R. Welch and passed.
6. **Public Comment** – There were no members of the public who wished to speak.
7. **Financial Reports -**
 - a. *FY 2016 DRAFT Audit Report YTD Revenues and Expenditures* – Executive Director Mauney noted that the draft audit report was sent to Commissioners in November. A motion by B. David to adopt the FY 2016 Audit Report was seconded by S. Ashby and passed.
 - b. *FY 2017 YTD Revenues and Expenditures* - Executive Directory Mauney reported that revenues through November 30, 2016 are currently at 48.3%, expenditures at 29.2% of adjusted budget totals.
 - c. *FY 2018 Annual Dues/Budget Request Submittals* – Executive Director Mauney referenced that Culpeper County requires approval from the Board to submit a dues request. He noted that the current rate is 83 cents per capita. Upon a motion by S. Walker, seconded by G. Woods, the motion passed.
8. **Intergovernmental Review:** One intergovernmental review item: Executive Director Mauney briefed the Board on the following:
 - a. *Orlean Volunteer Fire Department USDA – Rural Development Loan Application* – Executive Director Mauney explained that the Orlean Volunteer Fire Department is requesting \$2,000,000 in loan funds from USDA Rural Development for construction of a new fire hall to be built directly behind the existing fire hall. The loan will supplement \$4,800,000 in funds from Fauquier County and \$500,000 contributed by the fire department. He said, at the request of USDA Rural Development officials, RRRC staff provided a preliminary sign-off on this project on November 7, 2016, pending comments from the Regional Commission Board.

P. McCulla stated that the Fauquier County Board of Supervisors was surprised at this request to USDA, as the Board believed that the \$4,800,000 contributed by Fauquier County and \$500,000 from the Fire Department was the total cost of construction. He said the Fauquier Board does not support this request and suggested that the support letter be tabled until such time as the Fauquier Board and fire department officials can have a discussion. Upon a motion by P. McCulla to ask the RRRC Board to table the letter of support, seconded by S. Ashby, the motion passed.

9. **Executive Director's Report** – Executive Director Mauney referenced the Executive Director's Report included in the Agenda packet, designed to provide easily accessible highlights of activities since the previous meeting. The report can also be shared with members' respective Boards and Councils to more easily share ongoing work at the Regional Commission.

B. David commented that he asked Mr. Mauney to assist Orange County with transportation planning for the eastern end of the County (Route 3) by joining in meetings with county staff, VDOT representatives, and project consultants.

P. Mauney reported that GO Virginia final information was received after agenda packets were mailed last week, and he provided an update on the following items:

- Regional boundaries are Planning Districts 9 (RRRC) and 10 (Thomas Jefferson PDC)
- Regional Council will be headed up by Central Virginia Partnership for Economic Development (CVPED)
- State has membership guidelines and suggest those with leadership qualities and to include groups such as education, and public sector seats
- PD 9 and PD10 Economic Development Directors will select from among themselves for one representative from each planning district
- P. Mauney requested the Board's guidance on how to solicit nominations for local government appointees from the RRRC region. The current proposed board structure allows for one elected official and one chief administrative officer from each planning district, and CVPED has asked the two Regional Commissions to make those appointments by February 3rd
- P. Mauney recommends the Board direct the RRRC Executive Committee to solicit and review nominations, and make selections

Comments:

- S. Walker: Suggested three community colleges (Germanna, Lord Fairfax and Piedmont) rotate, P. McCulla agreed that would allow everyone a voice
- P. McCulla: Concerned that the Board will be Charlottesville-centric
- B. David: Will raise these concerns at the next meeting of the Central Virginia Partnership – to have all community colleges at the table in imperative. He also agreed that approving Executive Committee as a quasi-nomination committee would be best path forward and urged Commissioners to share information with their local officials

- Discussion ensued about private sector appointees and Executive Director Mauney noted that discussion has been centered on the numbers from RRRC or TJPDC (there are five private sector GO VA district representative seats available)
- S. Walker commented that it can be difficult to get long-term private sector involvement, would need strong candidates with commitment

B. David moved to direct the RRRC Executive Committee to solicit nominations, and approve one elected official and one chief administrative officer to the GO Virginia Regional Council from the region, and to notify all RRRC Commissioners of the process. The motion was seconded by S. Walker and passed on unanimous vote.

10. **Report on RRRC By-Laws Review** – Executive Director Mauney referenced the inclusion in the Agenda packet of a copy of the By-laws. He has reviewed and updated this document and made sure all changes (minor changes—nothing major) were included. Redline are suggested changes to match up better with what is actually occurring.

This will be considered the first reading with the second reading at the February 2017 meeting. S. Walker questioned actual reading at the meeting of the By-laws, clarified by Executive Director Mauney. Upon a motion by B. David that this constitutes the first reading of the updated By-laws, it was seconded by S. Walker and passed on unanimous vote.

11. **Project Updates** –

- a. *Foothills Area Mobility System/One-Call Center* – J. Biché explained that there are now two committees: employment and volunteer transportation. Two well-attended forums were hosted, one in Culpeper and one in Orange, to discuss employment transportation possibilities. Madison and Fauquier will also hold forum in January to discuss employment transportation within the region.

She also reported that the One Call Center, funded via a New Freedom grant received through the Department of Rail and Public Transportation, now has an actual physical location at the Culpeper Senior Center and is fully staffed (one full-time, one ½ time and another ½ time working with the Culpeper, Fauquier and Rappahannock Free Clinics).

A gas card program has been implemented to pay for gas for those who may need to secure a driver because public transportation is not available.

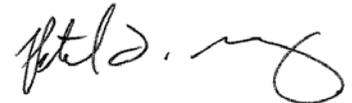
S. Walker mentioned that the Call Center is doing quite well and is the clearing house in the region for any transportation need/question.

12. **Letters of Support/Grant Writing/Other Authorization Requests**

- a. *RRRC Application to DRPT for FY 2018 New Freedom Grant funding* – S. Walker moved, seconded by D. Keyser to approve the application for FY 2018 New Freedom grant funding. The motion carried by unanimous vote.

- b. *RRRC Application to DRPT for FY 2018 Commuter Services Grant funding* – T. Snead explained that this is an annual long term grant which funds the commuter service program to encourage the use of alternative transportation for single occupancy vehicle drivers. P. McCulla moved, seconded by S. Walker to approve submittal of the FY 2018 Commuter Services grant. The motion passed by unanimous vote.
 - c. *Update of PATH Foundation Local Food Branding & Design Request* – M. Edwards distributed a handout with late breaking information. The “Make it Happen Grant” was denied but the PATH foundation will offer a more modest alternative to fund the name branding project. M. Taylor moved, seconded by S. Ashby, to authorize \$500 match for the name branding project. The motion passed by unanimous vote.
 - d. *Virginia Association of Planning District Commission Awards* – Vice-Chairman Coiner asked for support from the Board to put John McCarthy’s name forward for one of the several awards given at the January meeting of the VAPDC. A motion to support John McCarthy’s nomination for a VAPDC annual award was made by B. Coiner, seconded by R. Welch. Past recipients of VAPDC awards from the region have included Waller Jones from the Town of Culpeper and Robert Anderson from Rappahannock County. R. Welch said he worked with John McCarthy for many years and there are very few people with his qualifications. The motion passed with all ayes.
13. **Authorization of Executive Committee to Assemble Slate of Candidates for RRRC Officer elections – terms beginning March 1, 2017** – A motion by M. Taylor to follow tradition and appoint the Executive Committee as the Nominating Committee was seconded by G. Woods and passed by unanimous vote. Executive Director Mauney noted that P. McCulla had served two terms as Treasurer and is not eligible for re-election. The remaining current officers are eligible for a second term.
- P. McCulla thanked T. Snead, Financial Officer, and said she was a great person with which to work.
14. **Upcoming Meetings:** (<http://www.rregion.org/calendar.html>) – Chairman Crozier reminded the Commission of several upcoming meetings of note within the region.
15. **Regional Roundtable** – Members mentioned items of interest in their locality.
16. **Adjournment** - The meeting was adjourned at 2:35 p.m. on a motion by R. Welch and second by P. McCulla.

Reviewed and Respectfully Submitted by:



Patrick L. Mauney
Secretary & Executive Director

Drafted by: Sue R. Hromyak