



**Rappahannock Rapidan Regional Commission  
 June 28, 2017 Regular Meeting  
 RRRC Board Room  
 420 Southridge Parkway Suite 106, Culpeper VA 22701**

**MINUTES**

	<b>Culpeper County</b>		<b>Town of Culpeper</b>
X	John Coates	X	Chris Hively
X	Steven L. Walker	X	Meaghan E. Taylor, <b>Treasurer</b>
	<b>Fauquier County</b>		<b>Town of Gordonsville</b>
	Christopher T. Butler	X	Robert K. Coiner, <b>Vice-Chair</b>
X	Paul S. McCulla		<b>Town of Madison</b>
	<b>Madison County</b>		Daniel A. Painter
	Daniel Campbell		<b>Town of Orange</b>
X	Charlotte Hofmann	X	Martha Roby
	<b>Orange County</b>	X	Greg Woods
X	James P. Crozier, <b>Chair</b>		<b>Town of Remington</b>
X	R. Bryan David	X	Evan H. 'Skeet' Ashby
	<b>Rappahannock County</b>		<b>Town of The Plains</b>
X	Deborah A. Keyser	X	Christopher R. Malone
X	Roger Welch		<b>Town of Warrenton</b>
			Sean Polster
		X	Jerry Wood
			<b>Town of Washington</b>
			John Fox Sullivan

*Others Present: Ms. Alison DeTuncq, Commonwealth Transportation Board, Mr. Brannon Godfrey, Town of Warrenton, Mr. John Lynch, VDOT Culpeper District Engineer, Mr. Charles Proctor, VDOT*

*Staff Present: Deidré Anderson, Joseph Costello, Michelle Edwards, Kristin Lam Peraza, Patrick Mauney, Terry Snead, Cathy Zielinski*

**1. Call to Order**

Chairman Crozier called the meeting was called to order at 1:00 p.m.

**2. Roll Call**

The roll was called by the Executive Director.

**3. Determination of a Quorum**

A quorum was established.

**4. Agenda Approval**

J Coates moved for approval of the agenda. R Welch seconded. The motion carried unanimously.

**5. Public Comment**

There were no comments from the public.

**6. Presentations**

*a) Regional & Statewide Transportation Update*

Ms. Alison DeTuncq, Culpeper District representative to the Commonwealth Transportation Board, and Mr. John Lynch, Virginia Department of Transportation Culpeper District Engineer, appeared before the Commission to provide an update on the Smart Scale transportation program and regional transportation initiatives.

Mr. Lynch discussed the ongoing activities in the Culpeper District, including major projects, maintenance activities. Major projects underway in the region include the Route 3 widening in Culpeper County and the interchange project in Warrenton. B Coiner asked about the use of roundabouts in the Warrenton interchange design. Mr. Lynch indicated that roundabouts are becoming increasingly prevalent in different project types throughout the state. Mr. Lynch also presented a video produced to underscore the short-term and long-term projects underway in the district.

Ms. DeTuncq reviewed the first two rounds of Smart Scale. In round one, the state received 321 applications totaling \$7.6 billion in requests. From the Culpeper District, there were 17 projects submitted totaling \$353 million. 11 of the 17 projects were funded, totaling \$85 million. In round two, the state received 404 projects totaling \$8.5 billion. In the Culpeper District, there were 35 projects submitted totaling \$318 million. 11 of the 35 projects were funded, totaling \$57 million.

Ms. DeTuncq discussed changes proposed to the Smart Scale prioritization process and referenced a presentation to the Commonwealth Transportation Board. The presentation is available on the [CTB website](#). The program will move to a 2-year schedule (applications accepted in even-numbered years) beginning in 2018. The application deadline is proposed for August 1, two months earlier than in previous cycles. However, there will be a more formalized pre-application process to ensure that potential projects meet eligibility criteria before being submitted and scored. The CTB is also considering adjusting parameters that define project readiness to improve project quality and facilitate project review and scoring. The CTB will also consider limiting the number of applications per applicant. For applicants in the Rappahannock-Rapidan region, including the Regional Commission, the limit would be four applications per cycle.

P McCulla asked about the application limit and whether a regional organization could serve as applicant for a project from one locality. C Proctor indicated that this would be acceptable,

provided that the project was on a Corridor of Statewide Significance and met all other criteria for submission from a regional entity.

S Walker asked about whether analysis has been completed to show if the scoring process benefits high-density areas compared to rural areas. Mr. Lynch indicated that there has been analysis completed and, in general, rural areas are receiving funding for more projects, but that urban areas are receiving more funding overall due to project scope and expense.

J Crozier referenced a Virginia Association of Counties Transportation committee meeting and raised concerns about the need for funding for the Washington Metro System. The Department of Rail and Public Transportation will be looking at existing funding sources, potentially to include airport funding or transit/mobility management funding secured by localities and the Regional Commission.

The Chairman thanked Ms. DeTuncq and Mr. Lynch for their presentation and discussion.

**7. Approval of Minutes**

Chairman Crozier presented the minutes of the February 22<sup>nd</sup> and April 26<sup>th</sup> meetings of the Regional Commission.

P McCulla moved for approval of the minutes. E Ashby seconded. The motion passed unanimously.

**8. Intergovernmental Review**

*a) Fauquier County application to USDA Rural Business Development Grant program*  
Chairman Crozier presented the intergovernmental review item for a letter of support for Fauquier County's request to the USDA Rural Business Development Grant program. P McCulla stated that Fauquier County is applying to USDA and other sources to support a Regional Food Port feasibility study. The application and the study do not pre-suppose a location for the Food Port.

C Hoffman moved to approve the letter of support. M Roby seconded. The motion passed unanimously.

**9. Financial Reports**

*a) FY 2017 YTD Revenues and Expenditures*

Chairman Crozier presented the FY 2017 year to date financial report through May 31, 2017. P Mauney indicated that there was an amendment adding expenses from the Veterans Transportation and Community Living Initiative (VTCLI) grant in the amount of \$1,000.

P McCulla moved to approve the amended FY 2017 budget. E. Ashby seconded. The motion passed unanimously.

**10. Executive Director's Report**

Chairman Crozier asked P Mauney to provide his report. P Mauney referenced the hard copy of his report and discussed Commuter Services' outreach activities, the release of the Purely

Piedmont local food brand and logo in May, the recently published population projections from Weldon Cooper Center. P Mauney also introduced Mr. Joseph Costello, who was hired as regional planner in late May focusing on transportation, hazard mitigation, and GIS activities, and Ms. Hannah Michnya, who is working as a PATH Foundation intern with the Foothills Housing Network this summer. P Mauney also discussed a recent electrical fire with the security ballast in the front lobby. There was no structural damage to the building. New ballasts and upgrades to smoke detectors have been installed. The building is now 18 years old and may require additional maintenance in the near future.

## **11. Staff Updates**

### *a) Foothills Housing Network Strategic Planning & Retreat Follow-Up*

Chairman Crozier asked C Zielinski to report on the Foothills Housing Network (FHN). C Zielinski reminded the Board that Hunter Snellings from Virginia Housing Alliance presented the FHN strategic plan at the April retreat, and the Board supported staff's recommendation to remain as lead agency, but to work to transition project management activities to People Incorporated. People Inc. has taken over as fiscal agent and the project management transition is also underway.

P Mauney indicated that initial discussions were for the Regional Commission to provide staff support for project management on a contractual basis, but that through discussions with People Inc. it became clear that a full-time position at People Inc. would be a better solution. RRRC's Central Entry Specialist was hired for the new position, and advertising for a replacement is underway.

### *b) Upper Goose Creek TMDL*

Chairman Crozier asked P Mauney to report on the TMDL status. P Mauney indicated that Jenny Biché is the coordinator on the project. The Regional Commission's role has included public outreach, meeting coordination and planning, and working with the Department of Environmental Quality and Interstate Commission on the Potomac River Basin. The final public meeting was held on June 21<sup>st</sup> and public comment is open through July 21<sup>st</sup>, after which time the Environmental Protection Agency and State Water Control Board will consider approval.

Chairman Crozier asked P Mauney to recap discussions on the Chesapeake Bay at the VACo Region 7 meeting held in Louisa on June 22<sup>nd</sup>. P Mauney discussed the uncertainty of federal funding that may potentially hold up activities on the next phase of the Chesapeake Bay Watershed Improvement Plan. To date, Virginia has been active and successful in reducing pollutant loads, moreso than other states including Pennsylvania. There are also concerns that the remaining reductions will require more difficult and/or expensive activities in the future. M Edwards also reported on discussion at the Rappahannock River Basin Commission and efforts from Chesapeake Bay stakeholders to advocate for continued funding for the Bay program.

## **12. Grant Application and Other Requests**

Chairman Crozier asked P Mauney to review the four items for consideration by the Regional Commission.

*a) Resolution of Authorization to Participate in VML/VACo Virginia Investment Pool*

P Mauney indicated that the VML/VACo Virginia Investment Pool was identified as a potential investment fund for existing fund balances of the Regional Commission and that the pool currently offers better rates than the existing money market account. S Walker asked if the local accounts would be eliminated. P Mauney stated that the intention was not to eliminate the existing accounts, but to move some reserve balances to the higher-yield accounts through VML/VACo.

S Walker moved to approve the resolution authorizing participation in the VML/VACo Virginia Investment Pool and to authorize the Executive Director to execute all documents related to the Commission's participation in the VIP fund. G Woods seconded. The motion passed unanimously.

*b) Authorization to Enter Memorandum of Agreement with Central Virginia Partnership for Economic Development and Thomas Jefferson Planning District Commission related to GO Virginia Region 9 Council*

P Mauney referenced that the Executive Committee authorized the Memorandum of Agreement related to GO Virginia Region 9 Council. The agreement provides funding for Regional Commission staff time to assist with the GO Virginia Economic Growth and Diversification Plan through the end of 2017.

R. Coiner moved to ratify the Executive Committee's approval of the MOA. S Ashby seconded. The motion passed unanimously.

*c) FY 2018 RRRC Meeting Schedule*

The FY 2018 meeting schedule was presented. P Mauney indicated that the Board could make any adjustments to the schedule now, or in the future. J Crozier encouraged everyone to ensure that you can attend or encourage participation of other members of the local governments.

S Ashby moved to approve the FY 2018 meeting schedule. M Taylor seconded. The motion passed unanimously.

*d) 2017 RRRC Annual Meeting Date & Leadership Awards*

P Mauney asked for Board input on the date and program of the Annual Meeting.

R Welch moved to set September 27<sup>th</sup> as the date of the Annual Meeting and to have the Executive Director circulate an email soliciting Commissioner feedback on potential changes to the format of the meeting. S Ashby seconded. The motion passed unanimously.

**13. FY2018 Commission Budget & Work Plan Adoption**

Chairman Crozier presented the FY 2018 Commission budget and work plan. P Mauney reviewed the budget, noting changes from the initial presentation in April. The budget decreases by nearly \$23,000 from the amended FY 2017 budget, but is nearly \$83,000 higher than the budget presented adopted in June 2016 as a result of the USDA Farmers Market Promotion Program grant and other successful grant applications. As in past years, there may be some

increase in revenues throughout the year as new grants and funds are received for specific projects.

R Coiner moved to approve the FY 2018 budget and work plan. S Ashby seconded. The motion passed unanimously.

**14. Closed session**

There was no closed session held.

**15. Upcoming Meetings:**

Chairman Crozier referenced upcoming meetings, including the GO Virginia Economic Summits and VAPDC Summer Conference in Norfolk.

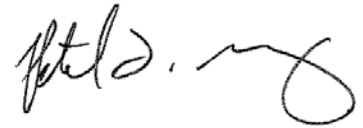
**16. Regional Roundtable:**

Commission members shared updates on items of interest from their localities

**17. Adjournment**

R Welch moved to adjourn. M Roby seconded and the meeting was adjourned at 2:45.

Respectfully Submitted by:



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Patrick L. Mauney  
Secretary & Executive Director

(Drafted by Kristin Lam Peraza)