



Rappahannock Rapidan Regional Commission
October 25, 2017 Regular Meeting
RRRC Board Room
420 Southridge Parkway Suite 106, Culpeper, VA 22701

MINUTES

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

Others Present: Helen Cauthen, Central Virginia Partnership for Economic Development; Shannon Holland, Central Virginia Partnership for Economic Development; Phil Geer, Orange County; Laura Loveday, Culpeper County; Paige Read, Town of Culpeper

Staff Present: Jenny Biché, Joseph Costello, Michelle Edwards, Kristin Lam Peraza, Patrick Mauney, Terry Snead

1. Call to Order

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

2. Welcome to New Commissioners

The Chairman welcomed Ms. Brenda Garton, Interim County Administrator in Rappahannock County, and Mr. Jack Hobbs, Madison County Administrator, to the Regional Commission, and stated that he looked forward to working with them moving forward.

3. Roll Call

The roll was called by the Executive Director

4. Determination of a Quorum

A quorum was established.

5. Agenda Approval

Chairman Crozier asked to add the Pledge of Allegiance to agenda to immediately follow the approval of the agenda. R Welch moved to approve the agenda as amended, 2nd by E. Ashby. The motion carried unanimously.

6. Pledge of Allegiance

The Chairman led the Commission in the Pledge of Allegiance.

7. Public Comment

There were no comments from the public.

8. Presentations

a) GO Virginia - Piedmont Opportunity Corridor Council,

Helen Cauthen, Central Virginia Partnership for Economic Development, appeared before the Commission to present an update on the GO Virginia Region 9, recently renamed as the Piedmont Opportunity Corridor Council. At this time last year, the GO Virginia process was just getting started, and over the summer work went into a growth and diversification plan for the region. The next step in the process is solicitation of project ideas, for which there is nearly \$800,000 in funds available to the region, in addition to statewide competitive funds totaling \$11.9 million. Qualifying projects must lead to creation of higher paying jobs, and must tie into the priorities identified in the Growth and Diversification Plan. Projects must involve two or more localities and leverage matching funds. Participating localities must fund \$50,000 for projects up to \$250,000, or 20% of projects over \$50,000. Once a project is approved by the Piedmont Opportunity Corridor Council, the GO Virginia State Board must also approve the project. The POCC will accept short pre-application to allow opportunity for applicants to receive feedback before completing the full application. Early December is the first deadline for such applications.

Laura Loveday, Culpeper County, referenced the various initiatives at the George Washington Carver School as a potential application for the region to support. Commission members discussed the Carver initiatives and need to coordinate with all of the stakeholders at the facility moving forward.

9. Approval of Minutes

Chairman Crozier presented the minutes of the August 23rd meeting of the Regional Commission. R Coiner moved to approve, 2nd by M Taylor. The motion passed unanimously.

10. Intergovernmental Review

There were no intergovernmental review items requiring Commission action.

11. Financial Reports

a) FY2018 YTD Revenues and Expenditures

Chairman Crozier presented the FY 2018 year to date financial report through September 30, 2017. P Mauney noted that revenues are at 33.8% through the first quarter of the fiscal year, while expenses are 22.7%. There are several adjustments to the budget, with additional revenues from the Floodplain

Management workshop and Rural Transportation Assistance Program scholarship, and additional expenses related to those revenues and Carver School expenses from revenues accrued in FY 2017. R Coiner moved to approve the amended budget, 2nd by S Walker. The motion passed unanimously.

b) FY 2017 Draft Audited Financial Statements

Chairman Crozier presented the draft FY 2017 audit report. T Snead reported that this was another clean audit, and that the Commission's net position increased by \$116,000 primarily due to delayed hiring of vacant positions. T Snead also noted that the Commission's fringe and indirect rates have decreased over the past few years as a result of successful grant applications reducing administrative costs.

12. Executive Director's Report

Chairman Crozier asked P Mauney to provide the Director's report. P Mauney discussed the Annual Meeting and noted a higher attendance than in 2016 and thanked staff for their work in securing a beautiful location. P Mauney referenced the Commission request to the Commonwealth Transportation Board related to Smart Scale, and was pleased to note that the request to move from Category C to Category D was approved. Finally, two RFPs referenced in August were finalized. A regional housing study is underway with the Virginia Tech Center for Housing Research, and the Foothills Express service would be awarded to Virginia Regional Transit.

13. Staff Updates

There were no staff updates.

14. New Business

a) DRAFT Regional Legislative Platform

Chairman Crozier presented the Regional Legislative platform received from Mr. Eldon James for VACo Region 7. P Mauney referenced staff's review and noted several items for which the Commission may wish to request inclusion. By consensus, the Commission asked staff to request inclusion of the Route 29 Rail Corridor and to ask Mr. James to consider adding information on the pending transit fiscal cliff and potential impacts to rural transit services.

b) Economic Development Planning Discussion

Chairman Crozier asked P Mauney to present this item. P Mauney indicated that he was asking for Commission feedback on potential regional economic development planning activities, in the form of a Comprehensive Economic Development Strategy (CEDS) or other similar plan. The Commission discussed benefits and concerns regarding a CEDS type plan. J Hobbs asked whether the Commission has funding in place to support such a plan at present. P Mauney indicated that a grant request to the U.S. Economic Development Administration may be a possibility. By consensus, the Commission requested staff to present additional details, including grant and matching fund availability, at a future meeting.

c) Request from Rappahannock County for Transportation Alternatives Grant

Chairman Crozier presented item 14-C. P Mauney noted that Rappahannock County and a non-profit trails group in the County are considering submission of a Transportation Alternatives Program (TAP) grant to VDOT for a trail in the County and has asked the Regional Commission to provide project administration should the grant be awarded and contracted by the County. B Garton moved to approve the Commission serving as project administrator, if the grant is awarded and contracted, 2nd by R Coiner. The motion passed unanimously.

d) Virginia Tourism Corporation Marketing Leverage Program Grant

Chairman Crozier asked J Biché to discuss item 14-D. J Biché referenced that the Regional I Tourism committee would like to apply for a grant to upgrade and improve the Virginia Piedmont website and to produce new marketing materials. The Commission would serve as the project applicant in coordination with each of the local tourism departments. R Coiner moved to approve the application, 2nd by B Garton. The motion passed unanimously.

e) *RRRC Conflict of Interest Policy*

Chairman Crozier asked P Mauney to review Item 14-E. P Mauney indicated that the Department of Housing and Community Development recently conducted a compliance review of the Commission's Virginia Homelessness Solutions Program. There was one finding to be addressed, in that the state requires a Conflict of Interest policy to cover the Commission Board, which the previously adopted policy does not. P Mauney and C Zielinski have reviewed other policies and offer the revised policy for consideration by the Board. P McCulla moved to approve the revised Conflict of Interest policy, 2nd by B Garton. The motion passed unanimously.

f) *PATH Foundation Grant Request for Foothills Area Mobility System (FAMS)*

Chairman Crozier requested P Mauney to review item 14-F. P Mauney stated that the FAMS committee had identified a need for transportation vouchers to address transportation needs that could not be met by existing transit, volunteer, or private providers. An application for \$13,500 was submitted to the PATH Foundation for funding to purchase gas cards. Due to timing, the request was approved by the RRRC Executive Committee. E Ashby moved to ratify the Executive Committee's approval, 2nd by R Coiner. The motion passed unanimously.

15. Closed Session

No closed session was held.

16. Upcoming Meetings

Chairman Crozier referenced upcoming meetings, including the next Commission meeting on December 13th.

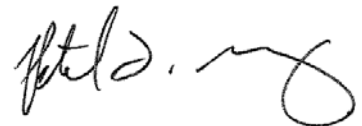
17. Regional Roundtable

Commissioners discussed items of interest from their localities.

18. Adjournment

R Welch moved to adjourn, 2nd by B Garton. Chairman Crozier adjourned the meeting.

Respectfully Submitted by:



Patrick L. Mauney
Secretary & Executive Director

Drafted by Kristin Lam Peraza