



**Rappahannock Rapidan Regional Commission  
 August 22, 2018 Regular Meeting  
 RRRC Board Room  
 420 Southridge Parkway Suite 106, Culpeper VA 22701**

**MINUTES**

|   |                                |   |                                     |
|---|--------------------------------|---|-------------------------------------|
|   | <b>Culpeper County</b>         |   | <b>Town of Culpeper</b>             |
|   | 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> |
|   | Paul S. McCulla                |   | <b>Town of Madison</b>              |
|   | <b>Madison County</b>          | X | William Lamar                       |
|   | Amber Foster                   |   | <b>Town of Orange</b>               |
| X | Jack Hobbs                     | 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 | Garrey W. Curry, Jr.           |   | Christopher R. Malone               |
|   | Roger Welch                    |   | <b>Town of Warrenton</b>            |
|   |                                |   | Brannon Godfrey                     |
|   |                                | X | Jerry Wood                          |
|   |                                |   | <b>Town of Washington</b>           |
|   |                                |   | John Fox Sullivan                   |

*Others Present: Alison Brophy-Champion, Culpeper Star-Exponent; Eldon James, Eldon James & Associates*

*Staff Present: Jenny Biché, Joseph Costello, Kristin Lam Peraza, Jessi Mason, Patrick Mauney, Terry Snead*

**1. Call to Order**

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

**2. Pledge of Allegiance**

**3. Roll Call & Quorum Determination**

Chairman Crozier announced that Mr. Brannon Godfrey was recently appointed to the Commission from the Town of Warrenton, and congratulated Martha Roby for being the

first female Mayor in the Town of Orange.

The roll was called by the Executive Director and a quorum was confirmed.

**4. Agenda Approval**

R. Coiner moved to approve the agenda as presented, 2<sup>nd</sup> by M. Taylor. The motion passed unanimously.

**5. Public Comment**

There were no comments from the public.

**6. Presentations**

*a) Presentation: Regional Legislative Discussion*

Chairman Crozier welcomed Eldon James to the meeting to discuss the draft regional legislative platform for VACo Region 7, which generally corresponds to the Rappahannock-Rapidan region and the George Washington region surrounding Fredericksburg.

Mr. James reviewed the draft legislative platform with specific attention to the Children's Services Act, Transportation legislation, and Impact Fee/Proffer legislation. Commissioners discussed local impacts of each issue and potential solutions or changes to local authority from the General Assembly.

Mr. James indicated that the regional legislative platform would be in draft form in late October and that he would request endorsement from local and regional organizations in November and December.

**7. Approval of Minutes**

Chairman Crozier presented the minutes from the June 27, 2018 meeting. B. David moved to approve the minutes, 2<sup>nd</sup> by M. Roby. The motion carried unanimously.

**8. Intergovernmental Review**

Chairman Crozier asked P Mauney to review the intergovernmental items on the agenda. P. Mauney referenced a request from the Department of Environmental Quality for \$3,126,000 in federal funds to support 2018 Section 319h Nonpoint Source Management Implementation programs, calling specific attention to funding for TMDL implementation in the Upper Rapidan and Robinson/Little Dark watershed areas. No action was taken on the review.

**9. Financial Reports**

*a) FY 2018 Final Unaudited Revenues and Expenditures*

Chairman Crozier asked P Mauney to review items 9A and 9B. P Mauney referenced that the FY 2018 revenues ended at 98% of budget, with expenses at 92% of budget. The annual audit will be conducted on Monday, August 27<sup>th</sup> and a draft will be presented in October for Commission review.

*b) FY 2019 Year to Date Revenues and Expenditures*

P. Mauney referenced the revenues and expenditures for the month of July, and

specifically noted that the office maintenance line has exceeded budgeted amounts due to a one-time capital expense for the Commission's share of re-paving the Office Park parking lot, and replacement of one HVAC unit serving the office. P. Mauney indicated that the HVAC units are original with the building from 1999, and replacement of the second unit will likely be necessary at some point in the near future. R. Coiner moved to adopt the amended budget to transfer \$8,528 from unprogrammed revenues to the office maintenance item, 2<sup>nd</sup> by M. Taylor. The motion passed unanimously.

#### **10. Executive Director's Report**

Chairman Crozier asked P Mauney to provide the Director's report. P Mauney referenced several items for Commissioners' attention.

P Mauney reported that Kristin Lam Peraza would move into a new role with continued responsibility for Commuter Services to be combined with Mobility Coordination through the Section 5310 grant. There is an opening currently advertised for a Planning Assistant to provide support for Commuter Services, Foothills Housing Network, and administrative tasks. P Mauney also noted that Ms. Biché, Ms. Mason, and Ms. Vesperman have been active in working with Foothills Housing Network partners in addressing residents of the Cheswick Motel in Warrenton, where the structure was found to be unsafe for habitation.

Local projects completed in May and June included comprehensive plan assistance for Rappahannock County and the Town of Madison, CDBG planning grant application with Orange County, Water Supply and Solid Waste planning assistance for Madison County. Staff is also beginning an update to the regional bicycle and pedestrian plan in the next several months.

#### **11. Staff Updates**

##### *a) Chesapeake Bay Watershed Implementation Plan Phase III*

Chairman Crozier asked P Mauney to review item 11A. P. Mauney provided a handout (attached to the meeting minutes) outlining progress to date and noted that the first two regional meetings were well attended by local governments, state agencies, private sector, and regional non-profits. The next meeting is set for September 21<sup>st</sup>.

##### *b) Foothills Housing Network FY 2018 Community Outcomes Report*

Chairman Crozier asked J. Biché to discuss item 11B. J. Biché noted several statistics related to citizens served by homeless shelters, transitional housing, rapid re-housing, domestic violence shelters, and the annual Point-in-Time count conducted by the Foothills Housing Network. 682 total individuals were served in the past fiscal year, including 452 who were homeless for the first time. R. Coiner asked whether there is any geographical distribution. J. Biché noted that the numbers are highest where services are available in the Culpeper and Fauquier County areas, but also noted individuals from each county in the region.

##### *c) Utility Scale Solar Suitability Analysis*

Chairman Crozier asked J. Costello to discuss item 11C. J. Costello referenced the utility scale solar GIS analysis, stating that the analysis was based on previous work completed

by Duke University and sought to identify areas in the region that may have attributes in place for utility scale solar projects. For this project, greater than 5 acres was the land area used, though J. Costello indicated that recent projects are much larger than that size. J. Costello stated that the analysis could be refined and/or revised based on local needs for any jurisdiction. Commissioners discussed the importance of issues such as stormwater management, local tax considerations, and decommissioning. Chairman Crozier thanked staff for their efforts on the analysis.

## 12. **New Business**

### *a) Authorization of FY2020 RRRC Dues Requests and Per Capita Rate*

Chairman Crozier asked P. Mauney to present item 12A. P. Mauney referenced the upcoming FY 2020 budget request from Fauquier County, and noted that FY 2020 is the second year of Fauquier County's two-year budget cycle. In the past, the Commission has held its per capita rate and population estimate numbers in place for the second year of the budget cycle, and staff recommended leaving the rate at \$0.83 per capita based on 2016 population estimates.

R. Coiner moved to adopt the Resolution approving the FY 2020 Per Capita Assessment rates and to authorize staff to submit requests to member jurisdictions, 2<sup>nd</sup> by E. Ashby. The motion passed unanimously.

### *b) Resolution of Support for FY 2020-2025 Smart Scale Applications to be submitted by Local Governments*

P Mauney reviewed item 12B, noting that Fauquier County and the Town of Culpeper have identified the projects that they will submit to Smart Scale. For projects meeting a Corridor of Statewide Significance need, local governments must request a Resolution of Support from regional entities such as the Regional Commission. In the past, the Regional Commission has also provided resolutions supporting other local applications not located on Corridors of Statewide Significance. The projects supported in the resolution were:

- US 15/29 and Route 663 (Alanthus Road) Intersection Improvements in Culpeper County
- US 15/29 and Route 663 (Alanthus Road) Interchange Construction in Culpeper County
- US 29 and Route 662 (Shelby Road) Intersection Improvements in Madison County
- Route 230, Route 231, and Route 687 (Fairgrounds Road) Roundabout Construction in Madison County
- US 522 and Route 20 Roundabout Construction in Orange County
- Route 20 and Route 611 Roundabout Construction in Orange County
- US 33 and Route 20 (Easternmost intersection) Roundabout Construction in Orange County
- Route 231 and High Street Roundabout Construction in the Town of Gordonsville (Orange County)
- US 15/33 and High Street Roundabout Construction in the Town of Gordonsville (Orange County)

B. David moved to adopt the Resolution of Support for FY 2020-2025 Smart Scale Funding Applications by Local Governments in the Rappahannock-Rapidan Region, 2<sup>nd</sup> by S. Walker. The motion passed unanimously.

*c) Agreement with Rappahannock County for Transportation Alternatives Program Project Management*

Chairman Crozier asked P Mauney to discuss the proposed agreement with Rappahannock County related to the Transportation Alternatives Program grant. P Mauney referenced the October 2017 discussion wherein the Commission agreed to provide assistance to Rappahannock County for project management should funding be awarded through the Transportation Alternatives Program request. Funding is tentatively in place at present, pending County acceptance of the award which will be considered on September 5<sup>th</sup>. R. Coiner moved to authorize the Executive Director to execute the agreement with Rappahannock County pending the County's acceptance of the TAP grant funds from VDOT, 2<sup>nd</sup> by S. Walker. The motion passed unanimously.

*d) Discussion on Engagement with Strong Towns*

Chairman Crozier asked P. Mauney to discuss Item 12D. P. Mauney referenced recent discussions with Town of Warrenton Commission member Sean Polster regarding the Strong Towns' organization and potential for engaging their founder in visiting the region. P. Mauney indicated that today's request was for Commissioners to review information on the engagement and to let him know if there was interest in pursuing the idea for regional forum meetings in two or three locations in the region. J. Wood indicated that Mr. Polster was very interested in Warrenton participating and would like to see about requesting assistance from non-profit or private partners to defray some of the expenses. P. Mauney asked that Commissioners contact him if their locality may be interested in participating.

*e) Strategic Planning Discussion*

Chairman Crozier noted that funding was included in the FY2019 budget for strategic planning and priority setting for the Commission, and referenced the inclusion of materials regarding a regional assessment process involving stakeholder outreach and focus groups, versus a more Board-centric priority setting process. R. Coiner asked for staff's input. P. Mauney stated that, given the number of new Commissioners on board since the most recent priority setting process, he would lean towards a Board-focused session to set priorities. Commissioners noted that it may be useful to conduct some outreach surveys of stakeholders, but preferred not to conduct in-depth focus group meetings. P. Mauney stated that he would follow up with more information in October for the Commission to review.

**13. Closed Session**

No closed session was held.

**14. Upcoming Meetings**

Chairman Crozier referenced upcoming meetings, including the September 27<sup>th</sup> Annual Meeting and October 24<sup>th</sup> regular meeting of the Regional Commission.

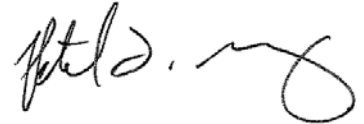
**15. Regional Roundtable**

Commissioners discussed items of interest from their localities.

**16. Adjournment**

R. Coiner moved to adjourn the meeting, 2<sup>nd</sup> by J. Hobbs. The Chairman adjourned the meeting.

Respectfully Submitted by:



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Patrick L. Mauney  
Secretary & Executive Director

(Drafted by Kristin Lam Peraza)

DRAFT