



**Rappahannock Rapidan Regional Commission
 October 24, 2018 Regular Meeting
 RRRC Board Room
 420 Southridge Parkway Suite 106, Culpeper VA 22701**

MINUTES

	Culpeper County		Town of Culpeper
X	John Egertson		Chris Hively
X	Steven L. Walker	X	Meaghan E. Taylor, Treasurer
	Fauquier County		Town of Gordonsville
	Christopher T. Butler		Robert K. Coiner, Vice-Chair
X	Paul S. McCulla		Town of Madison
	Madison County	X	William Lamar
	Amber Foster		Town of Orange
X	Jack Hobbs	X	Martha Roby
	Orange County	X	Greg Woods
X	James P. Crozier, Chair		Town of Remington
X	R. Bryan David	X	Evan H. 'Skeet' Ashby
	Rappahannock County		Town of The Plains
X	Garrey W. Curry, Jr.		Christopher R. Malone
X	Roger Welch		Town of Warrenton
		X	Brannon Godfrey
		X	Jerry Wood
			Town of Washington
			John Fox Sullivan

Others Present: Alison DeTuncq, Commonwealth Transportation Board, John Lynch, VDOT Culpeper District Engineer

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

1. Call to Order

Chairman James Crozier called the meeting to order at 1:01 p.m.

2. Pledge of Allegiance

3. Roll Call & Quorum Determination

Chairman Crozier welcomed Mr. John Egertson, Culpeper County Administrator, and Mr. Brannon Godfrey, Town of Warrenton Manager to the Commission.

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

4. Agenda Approval

E. Ashby moved to approve the agenda, 2nd by M. Taylor. The motion passed unanimously.

5. Public Comment

There were no comments from the public.

6. Presentations

a) Presentation: Regional Transportation Update

Alison DeTuncq, Commonwealth Transportation Board member for the Culpeper District and John Lynch, VDOT Culpeper District Engineer presented regional transportation information to the Commission.

Mr. Lynch provided updates on the Smart Scale prioritization program, including funded projects from the first and second rounds that are moving forward through engineering and design, and the recently completed application process for round three. For that latest round, nearly \$7 billion was requested with approximately \$800 to \$850 million available.

Ms. DeTuncq shared information about safety concerns due to distracted drivers, and people not wearing seat belts. There has been a 20% increase of pedestrians and VDOT workers or contactors being struck. One solution discussed using portable rumble strips in work zones, and Culpeper District staff has also started installing rumble strips along primary roads, both within the centerlines and along the edge of the travel lanes. Such measures are designed to keep people more aware when they are over the line or heading off the road.

Commissioners discussed safety issues related to construction zones and had specific questions about Restricted Crossing U-Turn (RCUT) intersections related to safety and operational improvements, as well as the impact on farm use vehicles. Chairman Crozier thanked Ms. DeTuncq and Mr. Lynch for their presentation.

b) Resolution of Thanks to Outgoing Commissioner Sean Polster

B Godfrey moved to approve the Resolution of Thanks to Mr. Sean Polster for his service to the Commission, 2nd by J Hobbs. The motion carried.

c) Resolution Honoring Past Commissioner John Coates

Chairman Crozier asked P Mauney to read the resolution honoring the life and service of Mr. John Coates. The resolution will be recorded in the official records of the Regional Commission.

7. Approval of Minutes

Chairman Crozier presented the minutes of the August 22nd meeting. S. Walker moved to approve as presented, 2nd by E. Ashby. The motion passed unanimously.

8. Intergovernmental Review

There were no intergovernmental review items on the agenda.

9. Financial Reports

a) FY 2019 YTD Revenues and Expenditures

Chairman Crozer asked P Mauney to review items 9A and 9B. P Mauney referenced a the FY 2019 year to date financials through September, highlighting the office maintenance expenses for replacement of both of the HVAC units in the building and paving of the parking lot. The latter project has been pushed back a couple of times by the paving company, and may not be completed until Spring 2019. Revenues received are at 32.6% while the expenditures are at 22.4% through 25% of the fiscal year.

b) FY 2018 Agency Audit Report – Draft

P Mauney noted that the FY 2018 audit was completed by Dunham, Aukamp, and Rhodes PLC and that this was another clean audit thanks in large part to Terry Snead. P Mauney pointed out a jump in the net position due to change in GASB 68 adjustment, but that the Commission’s liquid assets were not at that level since most of that increase is tied to retirement funding. He reminded the Commission that staff will request adoption of the Audit in December and asked for questions or concerns be passed along to staff.

10. Executive Director’s Report

P. Mauney expressed his appreciation for the support at the Annual Meeting in September, with 16 of 21 Commissioners in attendance along with numerous other elected officials and partners, and that the Commission was pleased to be back in Fauquier County for the meeting.

P. Mauney reported that J Costello has been in the process of conducting outreach for the Regional Bicycle/Pedestrian/Active Transportation plan. On November 1st there will be a Tenant Rights and Responsibilities Workshop to reach out and inform people who are dealing with housing issues. Since Jenny has moved into this position there will be more outreach workshops conducted along with other community agencies throughout our region.

P. Mauney also noted two other potential workshops. One may be focused on non-agriculture fill on agricultural lands. Fauquier County recently amended its zoning ordinance related to such activities, and there is potential to partner with the Northern Virginia Regional Commission and Piedmont Environmental Council to discuss the issue and possible best practices or other solutions. A second workshop is focused on Opportunity Zones. There are three designated areas in the region – near Remington, eastern parts of Culpeper County and Town, and around the Town of Orange. Staff is working with economic development staff in those Counties and Towns to determine interest and possible speakers to engage public and private-sector representatives.

P. Mauney reported that FEMA provided feedback on the Regional Hazard Mitigation Plan, with some minor revisions requested. Once those changes are approved, staff will be reaching out to the local points of contact to have the plan placed on County and Town agendas for consideration of adoption.

11. Staff Updates

a) Chesapeake Bay Watershed Implementation Plan Phase III

Chairman Crozier asked M. Edwards to provide an update. M Edwards notes that there will be a meeting on December 6th at the American Legion building outside Remington with the Chesapeake Bay WIP stakeholders from our region, along with the Charlottesville and Northern Virginia areas. This will be a joint meeting with both urban and agriculture sectors to explore potential areas of cooperation between sectors and regions.

M Edwards also provided information related to the work completed by RRRRC staff and the stakeholders from local government, state agencies, and environmental partners. She noted that the stakeholders have concerns with meeting some of the Local Area Planning Goals based on the 2017 numbers provided by DEQ, especially in the septic goals. M Edwards also presented draft strategies and funding, policy, and programmatic needs in order to meet the goals.

P McCulla questioned whether the state would be the tracking agency for proposed septic pump-out tracking, or if this could turn into a local mandate. M Edwards indicated that the Department of Health would be the tracking agency for such a program, as proposed. G Woods mentioned similar issues related to street sweeping activities. B Godfrey referenced the cost of tracking various programs compared to the actual benefit accrued within the model.

b) Annual Meeting Follow-Up/Regional Bike-Pedestrian-Outdoor Inventory

Chairman Crozier asked staff to follow-up on the Annual Meeting speaker on outdoor assets. J Costello gave a presentation on bike/pedestrian infrastructure throughout the region, specifically referencing connections to statewide or multi-state trails within and outside the region. To date, the mapped inventory includes shared-use trails, sidewalks, bike paths, and hiking trails. J Costello noted that all jurisdictions have, at minimum, a passing reference to support for pedestrian and/or outdoor recreation, with the Towns of Warrenton, Culpeper, Gordonsville, and Remington, and Fauquier and Culpeper counties having standalone plans.

Mr. Ashby spoke about a cycling group in Remington trying to organize bike rides. J. Crozier mentioned Culpeper has a large cycling group. G Curry requested that the trails in the Shenandoah National Park be included as the project progresses.

c) Strategic Planning Format & Timeline

P Mauney provided a one-page outline of questions that would be distributed to Commissioners, other Elected officials in the region, and other regional stakeholders as part of the strategic planning process. The survey will be sent prior to Thanksgiving and P Mauney anticipates hiring a facilitator to meet with the Commission for a strategic planning exercise prior to either the February or April 2019 meetings in order to provide staff the framework for future years' work plan priority areas.

12. New Business

a) RRRRC Application to Federal Transit Administration Innovative Coordinated Access and Mobility (ICAM) Pilot Program

Chairman Crozier asked P Mauney to provide information on item 12A. P Mauney referenced a handout developed by Kristin Lam Peraza. Staff is requesting authorization to submit a grant application to the Federal Transit Administration to develop a pilot

Health Transportation Cooperative Partnership through the Foothills Area Mobility System network. The deadline for this grant is November 13th, and there is a 20% local match required. Staff is working to meet that 20% match with partner organizations. At this time, no RRRC funds would be utilized as match, and P Mauney indicated that should any RRRC funds be required, he would recirculate the request to the Executive Committee.

B Godfrey moved to authorize staff to submit the application to the FTA ICAM Pilot Program, 2nd by J Hobbs. The motion carried.

b) Request for Approval of Part-Time, Temporary Position (Tourism/Grants)

P. Mauney shared a draft job description for a part-time, temporary position to assist with Tourism initiatives. With internal staff promotions in the past 8 months, there is a need to have a part-time employee to work on two current grants, and continue to coordinate with regional tourism directors. The initial term would be for the 2019 calendar year, with potential to continue if funding is available.

S Walker moved to approve the request, 2nd by M Roby. The motion carried.

c) Biennial Report on Virginia's Planning District Commissions

P Mauney noted that he included this report for Commissioners' information, particularly as a way of learning what types or programs and projects other Regional Commissions are working on currently.

13. Closed Session

There was no closed session held.

14. Upcoming Meetings

Chairman Crozier noted several upcoming meetings.

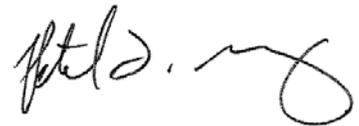
15. Regional Roundtable

Commissioners discussed items from their localities

16. Adjournment

R Welch moved to adjourn, 2nd by M Roby. The Chairman adjourned the meeting.

Respectfully Submitted by:



Patrick L. Mauney
Secretary & Executive Director

(Drafted by Monica Creel)