Rappahannock-Rapidan Regional Commission Meeting  
February 22, 2017 at 1:00 pm  
Regional Commission Offices  
420 Southridge Parkway, Suite 106, Culpeper, Virginia  22701  

AGENDA  

1. Call to Order  
2. Welcome to New Commissioners: Christopher T. Butler, Fauquier County; and Daniel A. Painter, Town of Madison  
3. Roll Call  
4. Determination of a Quorum  
5. **Approval of Agenda  
6. Public Comment  
7. Presentations and Special Recognition  
   a) Resolution of Thanks to Outgoing Commissioner: William L. Lamar, Town of Madison  
   b) Resolution of Appreciation for Sue R. Hromyak  
   c) Presentation: Gary Deal, Culpeper County Board of Supervisors – Culpeper Youth and Youth Advisory Council  
8. **Approval of Minutes  
   a) December 14, 2016 (Attachment)  
   b) February 1, 2017 Executive Committee (Attachment)  
9. Intergovernmental Review  
   a) **RRCS Section 5310 Capital Assistance for Purchase of Vehicles (Attachment)  
   b) DEQ FY 2017 319H Non-Point Source Implementation Grant (Attachment)  

Meeting Calendar and additional background available via the Commission’s websites:  
www.rrregion.org  www.rrcommute.org  www.thevirginiapiedmont.org  
www.fams.org  www.foothillshousing.org  www.tweenriverstrail.com
10. Financial Reports
   a) FY 2017 YTD Revenues and Expenditures (Attachment)

11. **RRRC By-Laws Amendments – Second Reading (Attachment)

12. Executive Director’s Report (Attachment)
   a) FY 2018 Smart Scale Transportation Funding (Attachment)
   b) GO Virginia Region 9 Council (Attachment)

13. Staff Updates
   a) Foothills Housing Network Strategic Planning

14. Grant Applications & Requests for Authorization
   a) **Foothills Housing Network Application to DHCD for FY 2018 VA Homeless Solutions Program (VHSP) Grant renewal (Attachment)
   b) **2017 Virginia CDBG Program Regional Priorities (Attachment)

15. Election of 2017/2018 Officers for terms beginning March 1, 2017
   a) Report from Nominating Committee with proposed slate
   b) **Election of Officers

16. Regional Roundtable

17. **Adjournment

**Commission Action Requested

Next RRRC Meeting: 11:00 AM -- April 26, 2017 (with Annual Board/Staff Retreat to follow)
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
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.rrregion.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
Rappahannock-Rapidan Regional Commission  
Executive Committee Meeting  
RRRC Board Room | Culpeper, VA  
February 1, 2017 | 12:00 pm

MINUTES

Members Present: Daniel Campbell, Madison County  
Robert Coiner, Town of Gordonsville  
James Crozier, Orange County  
Deborah Keyser, Rappahannock County  
Steven L. Walker, Culpeper County

Members Absent: Paul McCulla, Fauquier County

Staff Present: Patrick Mauney, Executive Director

1. Call to Order – The meeting was called to order at 12:05 p.m. by Chairman Crozier. P. Mauney confirmed that a quorum was present.

2. Adoption of the Agenda – R. Coiner moved, seconded by D. Campbell, to approve the agenda as presented. The motion carried by unanimous vote.

3. Intergovernmental Review – Chairman Crozier presented for consideration one Intergovernmental Review item. P. Mauney reviewed the request from Rappahannock-Rapidan Community Services (RRCS). RRCS is seeking capital assistance funding from the Federal Transit Administration section 5310 for purchase of nine vehicles. Staff has reviewed the request and recommends support of the application.

D. Campbell moved, seconded by R. Coiner, to approve the Executive Director send a letter of support to RRCS for the application for capital assistance funding to the Federal Transit Administration. The motion carried by unanimous vote.

4. GO Virginia update – Chairman Crozier presented the Go Virginia Update and Regional Council 9 Local Government nominations. P. Mauney provided additional background on the two elected officials and three chief administrative officers that were nominated ahead of the January 20th deadline. He reminded the committee that at the December 14th meeting, the Regional Commission directed the Executive Committee to submit one elected official and one chief administrative officer from the region to serve on GO Virginia Regional Council 9. D.
Campbell indicated a preference for having the two selections come from two different jurisdictions in order to better represent the region. Following discussion, D. Campbell moved that the Executive Committee appoint Mr. Gary Deal, Culpeper County Supervisor, to serve as the elected official representative to the GO Virginia Regional Council 9. D. Keyser seconded the motion. The motion passed on unanimous vote.

S. Walker moved that the Executive Committee appoint Mr. Bryan David, Orange County Administrator, to serve as the Chief Administrative Officers to the GO Virginia Regional Council 9. D. Campbell seconded the motion. The motion passed on unanimous vote.

D. Campbell moved to approve the Resolution GO Virginia Region 9 Council Appointees from Rappahannock-Rapidan Regional Commission indicating support for Mr. Gary Deal, Mr. Bryan David, and Executive Director Patrick Mauney as representatives from the region. S. Walker seconded the motion. The motion passed on unanimous vote.

5. 2017 RRRC Officers & Executive Committee Slate – Chairman Crozier presented the 2017 RRRC Officers and Executive Committee Slate and reminded the committee that they also were directed to serve as the Nominating Committee for terms beginning March 1, 2017. He noted that Mr. McCulla is ineligible to serve as Treasurer, having served two terms. All other officers and Executive Committee members are eligible for reappointment.

P. Mauney reported that Meaghan Taylor, Town of Culpeper Council member, had indicated her willingness to serve as Treasurer for the upcoming term.

P. Mauney reminded the committee that, historically, the six-member Executive Committee includes a representative from each County (or a Town within each County). Following discussion, the Executive Committee approved by consensus the recommended slate for consideration by the Regional Commission at its February 22nd meeting:

Chair: James Crozier, Orange County
Vice-Chair: Robert Coiner, Town of Gordonsville
Treasurer: Meaghan Taylor, Town of Culpeper
At-Large: Daniel Campbell, Madison County
At-Large: Deborah Keyser, Rappahannock County
At-Large: Paul McCulla, Fauquier County

6. Strategic Planning Discussion – Chairman Crozier presented the Strategic Planning Discussion and explained that he requested the Executive Director provide the committee with his thoughts on the direction of the Regional Commission. P. Mauney reported on the existing strengths of the organizations, and his concerns regarding the Regional Commission’s role in certain programmatic areas. He also presented preliminary strategies to address the stated concerns and ensure continuity amongst the Regional Commission Board members.

7. Other Business – Chairman Crozier asked the Executive Director to briefly discuss the Executive Committee’s role in recruitment and hiring procedures and legal services’ needs. P. Mauney stated that he understood the Executive Committee to be an advisor in the hiring process
and that he provided the committee with notice when he intended to enter into negotiations with a selected candidate for advertised positions. R. Coiner stated that historically, the Executive Committee has asked for such notification for information purposes, rather than approval purposes and that he desires that the process remain in place in the future. P. Mauney indicated that he will keep the committee informed as future personnel decisions necessitate.

P. Mauney discussed legal services and the Regional Commission’s budget history for such services. He indicated that the budget traditionally included a legal line item ranging from $500 to $2,500 annually from 2000 to 2013, but that the line item was removed in 2014. The Regional Commission’s reserve fund is available to cover any such expenses, but he expressed his desire to restore this line item in the FY 2018 budget in order to have funds identified for contract reviews, personnel policy reviews, and other needs. Chairman Crozier agreed that this should be a budget item moving forward.

8. **Adjournment** – With no further business before the committee, a motion for adjournment was passed by unanimous vote at 1:30 p.m.

Respectfully Submitted by:

[Signature]

Patrick L. Mauney
Secretary & Executive Director
INTERGOVERNMENTAL REVIEW MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: February 10, 2017
Subject: Commonwealth Intergovernmental Review Process (CIRP)

Enclosed are requests received pursuant to the Commonwealth Intergovernmental Review Process (CIRP) and/or Executive Order 12372.

Staff has provided an overview of each request to facilitate review and/or response by the Regional Commission.

Agenda Item #9-A: Rappahannock-Rapidan Community Services FTA Section 5310 capital assistance request

The Rappahannock-Rapidan Community Services Board (RRCS) is requesting funds through the Federal Transit Administration Section 5310 program for the purchase of four 15-passenger body-on-chassis vehicles with wheelchair lifts, one 5-passenger minivan with wheelchair ramp, and four 9-passenger raised roof/center aisle vans with wheelchair lifts.

Staff Report: RRCS presented this request to the Foothills Area Mobility System Steering Committee and Department of Rail and Public Transportation staff on January 19th, and received support from that committee for the application. While the primary use of these vehicles is in support of RRCS programs, the minivans are used for volunteer transportation that supports regional mobility management and transit connections with other providers.

REQUESTED ACTION: Ratify the Executive Committee’s support of the request.
Agenda Item #9-B:  DEQ FY 2017 319H Non-Point Source Implementation Grant

The Department of Environmental Quality is requesting comment on an application to the Environmental Protection Agency for $3,059,000 in federal funds to support core Non-Point Source programs focused on nutrient management planning, watershed restoration and implementation, agricultural best management practices, and watershed coordination.

Staff Report: RRRC staff has reviewed the application materials and found no issues of concern. The programs supported by the request are generally in line with regional priorities related to watershed management and planning. Staff does note that two programs will not be funded through this request: Stormwater program delivery and Non-Point Source Education and Outreach.

REQUESTED ACTION: None required. Staff will respond to the request as directed by the Regional Commission.
December 19, 2016

Patrick L. Mauney  
Executive Director  
Rappahannock-Rapidan Regional Commission  
420 Southridge Parkway, Suite 106  
Culpeper, Virginia 22701

Dear Mr. Mauney:

Rappahannock Rapidan Community Services (RRCS) is seeking capital assistance from the Commonwealth of Virginia through the FTA Section 5310 program to purchase transportation equipment. As part of the application process, we are required to notify our regional planning organization and request an Intergovernmental Review of our grant request.

RRCS is requesting funding to purchase four 15-passenger body-on-chassis vehicles with wheelchair lifts, one 5-passenger minivan with a wheelchair ramp, and four 9-passenger raised-roof/center aisle vans with wheelchair lifts. As you know, we provide daily human services transportation for elderly and disabled individuals to gain access to nutrition programs, medical & clinical appointments, rehabilitation services, and a variety of community resources. We request that you, as the regional planning body, take appropriate action to fulfill the Intergovernmental Review and direct any comments on the proposed service by February 1, 2017 to:

Public Transportation Division  
Department of Rail and Public Transportation  
600 East Main Street, Suite 2102  
Richmond, Virginia 23219

If you have any questions about our proposal, please feel free to contact me at 540-825-3100 or bduncan@rrcsb.org.

Sincerely,

Brian D. Duncan  
Executive Director
February 1, 2017

Public Transportation Division
Department of Rail and Public Transportation
600 East Main Street, Suite 2102
Richmond, VA 23219

To Whom It May Concern,

On behalf of the Rappahannock-Rapidan Regional Commission Executive Committee, I am writing to convey support for the proposal for funding submitted by Rappahannock-Rapidan Community Services (RRCS) through the FTA Section 5310 program.

This request will enable RRCS to purchase four 15-passenger body-on-chassis vehicles with wheelchair lifts, one 5-passenger minivan with wheelchair ramp, and four 9-passenger raised-roof/center aisle vans with wheelchair lifts. Your support of this request will help to ensure that RRCS can continue to provide safe, reliable transportation services for its clients and programs within the region. These services help meet needs identified through the Regional Commission’s Coordinated Human Services Mobility (CHSM) plan and Regional Long Range Transportation Plan (RLRP).

Furthermore, RRCS has been a strong partner in the Foothills Area Mobility System, an initiative led by the Regional Commission over the past seven years, in direct response to needs identified through the CHSM plan in cooperation with DRPT.

Thank you for your consideration of this request.

Sincerely,

Patrick L. Mauney
Executive Director
**INTRODUCTION - WORK PLAN FOR FFY 2017 SECTION (§ 319(h)) GRANT**

Section 319(h) of the Federal Clean Water Act requires that states develop and implement nonpoint source pollution management programs. Prior to July 1, 2013, Section 10.1-104.1 of the Code of Virginia designated the Virginia Department of Conservation and Recreation (DCR) as the lead agency for the Commonwealth’s nonpoint source pollution management programs. During the 2013 Legislative session the General Assembly passed Chapters 756 (HB2048) and 793 (SB1279) of the 2013 Virginia Acts of Assembly which named the Virginia Department of Environmental Quality (DEQ) as the lead nonpoint source agency in the Commonwealth and shifted the Section 319(h) grant program under DEQ’s purview. This section also assigns responsibility to DEQ for the distribution of assigned funds, identification and establishment of priorities of nonpoint source related water quality problems, and the administration of a statewide nonpoint source advisory committee.

**NPS Management and Planning:**

Virginia’s Nonpoint Source Pollution (NPS) Management Program is a diverse network of state and local government programs that collectively help prevent degradation of water quality and restore the health of our rivers, lakes, and bays. DEQ staffs administer nonpoint source pollution control programs required by state and federal law. These programs include erosion and sediment control, stormwater management, nutrient management, agricultural best management practices, orphaned mine land inventory and abatement, watershed coordination, NPS Total Maximum Daily Load (TMDL) and watershed implementation; as well as administrative, technical and financial support provided to soil and water conservation districts (SWCDs) and other partners. Collectively, these programs help prevent water quality degradation and restore the health of our lakes, rivers and bays by promoting and funding state and local watershed planning efforts, water quality monitoring, education and outreach, stream and wetland restoration, and other measures to reduce, prevent and track nonpoint source pollution loads. Concluding a major activity in 2014, the Virginia Department of Environmental Quality (DEQ) in cooperation with other state, federal, regional and local agencies and other organizations, has updated the Virginia Nonpoint Source (NPS) Pollution Management Program Plan; which was approved by EPA on September 30, 2014. This Plan summarizes the State’s effort to prevent and control NPS pollution. The updated five-year plan identifies programs and initiatives to achieve long-term statewide NPS goals. The Program utilizes partnerships to advance long and short-term goals for the reduction of nonpoint source pollution; through financial, technical, and outreach assistance, and local capacity building to achieve specific nonpoint source pollution control targets. Coordination and cooperation are vital to effective nonpoint source pollution management.

**Section 319(h) Work Plan and Federal Application for Assistance:**

Virginia DEQ is submitting this work plan and budget as part of our application for federal assistance under Section 319(h). This work plan describes the program elements, Objectives and activities that Virginia intends to implement utilizing EPA’s §319(h) FFY 2017 grant. The objectives described in this work plan reflect Virginia’s NPS pollution control priorities as outlined in the NPS planning documents referenced above.

**FFY17 Budget - Virginia’s Strategy for use of §319(h) Funds**

The §319(h) award compliments state resources allocated to local and statewide NPS pollution control efforts. §319(h) NPS Program and NPS Project funding sustains critical program support, staffing and on-the-ground implementation. Resources are targeted to core NPS programs. These core programs focus on: NM planning, watershed restoration and implementation, agricultural BMPs, watershed coordination, and mining. This application and budget is consistent with guidelines from CWA 319(h)(1) to achieve measurable NPS pollution reduction results. Key program managers and division leadership team members
as well as agency partners annually discuss funding needs for the upcoming year. Objectives that are considered “continuous programs” are given priority over objectives that may be considered one-time Appropriations. The selection of objectives is different for Project funds than it is for Program funds. This proposal breaks down the activities into Program and Project objective elements.

**NPS Program Funds:** NPS Program §319(h) funding will enhance the basic state program capabilities by providing staff and technology support to the state’s core programs. Most of the objectives using NPS Program funds are continuous programs, meaning that the activities identified in the NPS Management Plan are continuously funded year after year. The NPS Program §319(h) funding is used to support the following types of activities: grants coordination, management, reporting and planning; technical service delivery; education, training, and technology transfer. NPS Program funds are also utilized to fund the following: mining inventory and abatement, watershed capacity building, GIS development and data NPS Program support for NPS programs. How Virginia decides to fund internal versus external objectives is dependent upon the type of core NPS program that is being funded. Some, by their nature, will be funded with external sources because they are managed by other agencies. In other cases DEQ has working relationships with various non-agency organizations where we have on-going, collaborative objectives to fund activity in key program areas (i.e. watershed roundtables).

**NPS Project Funds:** Virginia will use the NPS Project funds for on-the-ground BMP installation and technical assistance for implementation of approved watershed plans. Project selection is based on maintaining consistent funding for this activity. DEQ is conducting a Request for Applications, to select the implementation plans (IPs) to be funded by the FFY17 work plan for NPS Project funding.

**Table 1: Budget 1 A, 11/9/16**

<table>
<thead>
<tr>
<th>Work Plan Plan</th>
<th>EPA Objective</th>
<th>Objective Title</th>
<th>Federal Project Budget</th>
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**EPA Strategic Plan Goals and Environmental Results**

As required by EPA, Virginia is submitting within each objective’s work plan a performance breakdown linked to EPA’s Strategic Planning Goals. The main area of EPA’s Strategic Plan in which Virginia intends to focus its work is to Goal 2: Protecting America’s Waters, Objective 2.2: Protect and Restore Watersheds and Aquatic Ecosystems. However, TMDL IP Development and Implementation efforts are also targeted on reducing pathogens and bacteria as they related to the primary contact recreation. NPS Project funds will be focused on the implementation of bacteria TMDL IPs, thus meeting sub-objective 2.1.3 “Water Safe for Swimming” along with Sub-objective 2.2.1 “Improve Water Quality on a Watershed Basis.” In addition some
work towards meeting sub-objective 2.2.2 “Improve Coastal and Ocean Water” will be completed through the development of shellfish TMDL IPs that will be performed through this work plan.

**Measurable Environmental Results:** The NPS Management Program is required by EPA to report *measurable environmental results* (MERs) for all §319(h) funded objectives. The intent of MERs is to focus on implementation of NPS controls, specific educational activities, water quality improvements and specific nonpoint source load reductions. In this work plan MERs are described through detailed outputs and outcomes. The NPS Program has incorporated the MER requirement into all §319(h) sub-agreements. MERs for individual objectives will be reported in the EPA’s Grants Reporting and Tracking Database (GRTS) and usually will be in the form of Outcomes and Outputs.

**Virginia’s Strategic and NPS Management Planning Goals for 2017 319(h) Work Plan**

Virginia has aligned development and implementation of key Virginia’s Nonpoint Source Pollution Management Program and Chesapeake Bay milestones; including implementation goals established in the Chesapeake Bay TMDL Watershed Implementation Plan (WIP) and WIP II documents. The 2017 319(h) work plan includes planning activities and goals set forth in these implementation plans as well as the Nonpoint Source Management Program Plan. These goals are provided in Section E of Virginia’s NPS Program Plan. An excerpted list of milestones that will be addressed through the implementation of the FFY17 work plan can be found in Appendix I of this work plan.

**Timeline of FFY17 319(h) Grant Project by Calendar quarter or semi-annual period**

<table>
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<th>Project #</th>
<th>Lead</th>
<th>Program or Project Funding</th>
<th>July-Dec 2017</th>
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*Planned time active in Grant*

*Possible additional time (project overlap)*

*Funded by Project Funding (versus Program Funding)*
MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission  
From: Patrick L. Mauney, Executive Director  
Date: February 10, 2017  
Subject: FY 2017 Year to Date Revenues & Expenditures

Year to date Revenue and Expenditure reports through January 31, 2017 are enclosed for your review. This reflects 59% of the fiscal year. Overall, year to date revenues are 61% and expenditures are 42% of adjusted budget totals.

The largest expenditure items – payroll and contractual services related to the New Freedom grant – are more in line with expected expenditures at this point in the year compared to the overall expenditure rate. Project expenditures for the Rideshare grant, USDA Farmers Market Promotion grant will increase between now and the end of the fiscal year. Payroll expenses will begin to even out with budgeted amounts with the addition of a full-time Rideshare Coordinator/Office Manager, as well.

As we approach the end of the fiscal year, the difference in revenues and expenditures will be applied to the Commission reserve.

REQUESTED ACTION: None required. Reports are provided for information and discussion.
<table>
<thead>
<tr>
<th>Budget Items</th>
<th>Proposed Budget</th>
<th>Adjustments</th>
<th>Adjusted Budget</th>
<th>December</th>
<th>January</th>
<th>YTD Actual</th>
<th>YTD %</th>
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## Rappahannock-Rapidan Regional Commission
### FY 2017 Expenditure Snapshot - January 31, 2017

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<th>Budget Items</th>
<th>Proposed Budget</th>
<th>Adjustments</th>
<th>Adjusted Budget</th>
<th>December</th>
<th>January</th>
<th>YTD Actual</th>
<th>YTD %</th>
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<td>Advertising</td>
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<td><strong>Total Expenditures</strong></td>
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<td><strong>$1,004,298.00</strong></td>
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MEMORANDUM

To:   Members of the Rappahannock-Rapidan Regional Commission  
From:  Patrick L. Mauney, Executive Director  
Date:  February 14, 2017  
Subject:  Amendments to RRRC By-Laws – Second Reading  

At the October 26th meeting, the Regional Commission directed staff to undertake a review of the organizational By-laws. Prior to this review, staff researched the original by-laws document, and subsequent amendments to the By-laws adopted through reference in the minutes of the Regional Commission to begin review from an accurate document.

The attached red-line document reflects the review and recommended changes developed by staff. A majority of the recommended changes are minor and are designed to ensure that the by-laws better reflect existing procedures related to officer vacancies, scheduling of regular meetings, financial activities and transfers, the grant application approval process, and the data source for the Commission’s per capita rate assessment.

REQUESTED ACTION: Adoption of the Amendments to the RRRC By-Laws.

Article XIII, Section 1 of the By-laws require that proposed amendments be read and considered for the first time at a regular meeting of the Commission, but may not be acted upon until a subsequent regular meeting or special called meeting for the purpose of amending the By-laws.

The first reading of the proposed amendments occurred at the December 14, 2016 meeting of the Regional Commission. Thus, the Commission may formally amend the By-laws at the time of second reading at the February 22, 2017 meeting.
RAPPAHANNOCK-RAPIDAN REGIONAL COMMISSION
BY-LAWS

ARTICLE I. - AUTHORITY

SECTION 1. CHARTER AGREEMENT

The Rappahannock-Rapidan Planning District Commission was organized and exists pursuant to the Charter Agreement made January 1, 1971, by and between the counties of Fauquier, Orange, and Rappahannock, and the Town of Warrenton, all of which are in the state of Virginia, which Agreement implements ARTICLE 2, of CHAPTER 34, of Title 15.1 of the Code of Virginia and as so provided, is a public body corporate and politic with all the powers and duties granted to it by the Virginia Area Development Act.

ARTICLE II. - DEFINITIONS

SECTION 1. TERMS

(a) "Commission" means the Rappahannock-Rapidan Regional Commission.
(b) "Commissioner" means a member appointed to the COMMISSION by the participating jurisdiction.
(c) "Agreement" means the Charter Agreement dated January 1, 1971, by and between the governmental subdivisions set forth above, as the same may from time to time be amended.
(d) "Participating Jurisdiction" means any of the governmental subdivisions being parties to the Agreement.
(e) "District" means all that area lying within the geographic boundaries of the Planning District #9 as designated by the state of Virginia.
(f) "Year" means, unless otherwise noted, a one year period beginning July 1 and ending the following June 30 and the fiscal year of the COMMISSION shall be such a year.

ARTICLE III. - OFFICE LOCATION

SECTION 1. As provided for by ARTICLE I. SECTION 2 of Agreement.

ARTICLE IV. - POWERS AND DUTIES

SECTION 1. As defined in ARTICLE I. SECTION 3 of Agreement.
ARTICLE V. - PURPOSE AND OBJECTIVE

SECTION 1.

The purpose of the COMMISSION as provided in SECTION 4, ARTICLE I of the Agreement shall be to promote the orderly and efficient development of the physical, social and economic elements of the Planning District by planning and encouraging and assisting governmental subdivisions to plan for the future.

ARTICLE VI. - MEMBERSHIP

SECTION 1.

Members of the COMMISSION shall be appointed and serve on the COMMISSION in accordance with the provisions of ARTICLE II of the Agreement, and for the terms provided by SECTION 1, ARTICLE III.

ARTICLE VII. - OFFICERS AND DUTIES

SECTION 1. OFFICERS

The officers of the COMMISSION shall consist of a Chairman, Vice-Chairman, and Treasurer and such subordinate officers as may from time to time be elected or appointed by the COMMISSION. Each of such officers shall serve without compensation. The offices of Chairman and Vice-Chairman shall be held by members from different participating jurisdictions. (Amended 9/23/1982)

SECTION 2. TERMS OF OFFICE

Except for the original officers, each of the officers shall be elected at the February meeting of the COMMISSION, to serve for a term of one (1) year, unless sooner removed by the COMMISSION, or until his successor be elected and qualify. Any vacancy occurring in an office shall be filled for the unexpired term by the COMMISSION at the second regular monthly next regular meeting following the occurrence of such a vacancy. If the vacancy occurs in the office of Treasurer, an acting officer shall be appointed by the Chairman pending election. Commission officers shall be eligible for re-election, but may succeed themselves one time only.

SECTION 3. ELECTION

The Chairman shall, at the regular scheduled meeting in December each year, in accordance with these by-laws, appoint a Nominating Committee, consisting of one member from each
participating jurisdiction. The Nominating Committee shall, at the following meeting, submit the name or names of one or more persons for each office to be filled upon survey of COMMISSION members. Further nominations may be submitted by any member to the Nominating Committee during the month of December, as well as be made at the meeting at which the election is held. Election of officers shall be by secret ballot unless changed by unanimous vote of those present. The newly elected officers will take their office and assume duties thereof on March 1 of each year. Special elections to fill vacancies occurring between regular elections may be held as determined by the COMMISSION. (Amended 9/23/1982; 10/27/1988)

SECTION 4. CHAIRMAN

The Chairman shall preside at all meetings of the COMMISSION at which he is present, and shall vote as any other member. He shall oversee the implementation of the policies established and the actions taken by the COMMISSION; shall have all the powers and duties customarily pertaining to the office of Chairman of the Board; and shall perform such further duties as may be assigned to him by the COMMISSION. The Chairman shall sign and approve all grant applications, but only after each grant application has been approved by the Commission and any affected localities. (Amended 9/23/1982; 10/26/1995; 1/25/1996)

SECTION 5. VICE-CHAIRMAN

The Vice-Chairman shall, in the event of death or absence of the Chairman, or of his inability to perform any of the duties of his office or to exercise any of his powers, perform such duties and possess such powers as are conferred upon the Chairman, and shall perform such other duties as may from time to time be assigned to him by the Chairman or by the COMMISSION.

SECTION 6. TREASURER

The Treasurer shall sign or countersign all checks, vouchers or other instruments for any and all funds expended by the Commission or drawn on any of its accounts. (Amended 9/23/1982; 10/26/1995)

SECTION 7. SECRETARY

The Executive Director shall be the Secretary of the COMMISSION. The Secretary shall give to the members notice of all regular and special meetings of the COMMISSION, and shall attend all such meetings and keep a record of their proceedings, which shall be a public record, and copies of which shall be mailed with the notice of the next succeeding regular meeting of the COMMISSION. In general, he shall perform all of the duties incident to the office of the Secretary and such other duties as may from time to time be assigned to him by the Chairman or by the COMMISSION. Additionally, the Secretary shall make a brief financial report at each
regular meeting of the COMMISSION; and he shall make an annual financial report as soon as practicable after the end of each fiscal year. (Amended 9/23/1982)

ARTICLE VIII - MEETINGS AND VOTING

SECTION 1. - REGULAR MEETINGS

(a) Regular meetings of the COMMISSION shall be held at a date and time to be set annually at the **RAPPAHANNOCK-RAPIDAN REGIONAL COMMISSION Annual Meeting** June meeting of the COMMISSION. The Chairman may change the date and time of any regular meeting provided written notice of the change is mailed to all Commissioners at least one week in advance of the revised date. There shall also be an Annual Meeting of the COMMISSION each year held on a date and at a location to be determined by the members. (Amended 9/23/1982; 8/27/2003; 12/12/2007)

(b) The order of business for a regular meeting shall include the following: (a) roll call, (b) approval of minutes of previous meeting, (c) unfinished business, (d) new business, and (e) adjournment.

(c) All meetings of the Planning District Commission at which official action is taken shall be open to the public and all records of the Planning District Commission shall be a public record. The COMMISSION may meet in executive session in accordance with the Virginia Freedom of Information Act. (Amended 9/23/1982)

SECTION 2. SPECIAL MEETINGS

Special meetings may be called by the Chairman at his discretion or by any five (5) members of the COMMISSION upon forty-eight (48) hours notice to all members in writing or by telephone of the time, place and purpose of the special meeting.

SECTION 3. QUORUM

A majority of the COMMISSION members shall constitute a quorum.

SECTION 4. VOTING

As provided in ARTICLE III. SECTION 2 of the Agreement, each member of the COMMISSION shall be entitled to one vote on matters before the COMMISSION. All actions of the COMMISSION may be taken by a majority vote of a quorum. No vote by any member of the COMMISSION shall constitute or be construed as an official commitment of the participating jurisdiction represented by such member.
A Commissioner may send a voting alternative no more than twice per year by providing the COMMISSION with a signed letter of authorization naming the individual who will serve as the Commissioners’ proxy and the date of the meeting that the proxy will be in effect.  (Amended 8/27/2003)

ARTICLE IX. - COMMITTEES

SECTION 1. EXECUTIVE COMMITTEE

(a) Membership - There may be appointed an Executive Committee composed of the Chairman, Vice-Chairman, Treasurer, and two three representatives selected at large from towns or counties not represented by the aforesaid officers. All members of the Executive Committee will serve for a one-year term, but may succeed themselves. The COMMISSION Chairman and Vice-Chairman of the COMMISSION shall be the Chairman and Vice-Chairman of the Executive Committee. (Amended 9/23/1982; 1/25/1996)

(b) Meetings – Meetings of the Executive Committee may be held monthly. Meetings of the Executive Committee shall be called by the Chairman as necessary. Meetings may also be called by the Executive Director upon written request of two members of the Executive Committee. (Amended 1/25/1996)

(c) Quorum - A Quorum shall consist of a majority of the membership of the Executive Committee.

(d) Duties - The Executive Committee may perform the functions of a finance committee, and may prepare a budget and make recommendations to the COMMISSION in regard thereto.

It may approve the application for all grants of funds from Federal and State governments by the participating jurisdictions and their agencies and any other sources. The Executive Committee shall have such further powers and duties as may from time to time be assigned to it by the COMMISSION.

The Executive Committee will supervise and advise the Executive Director including an annual performance review. The Executive Committee may take actions related to the Executive Director, including suspension, until such time as the COMMISSION meets. (Amended 1/25/1996)

SECTION 2. OTHER COMMITTEES

(a) The COMMISSION may establish such other special and standing committees, advisory, technical or otherwise, as it shall deem necessary for the transaction of its affairs.
(b) One-half of the members of any committee shall constitute a quorum.

ARTICLE X. - ADMINISTRATION

SECTION 1. STAFF

The COMMISSION shall employ a Staff of qualified professional and other persons, pay to
them such compensation as it shall deem necessary and advisable to carry out its duties and
implement its projects, programs and other functions.

SECTION 2. EXECUTIVE DIRECTOR

The chief executive officer of the Staff shall be the Executive Director who shall have direct
supervision of all the other employees of the COMMISSION and direct control, subject to the
authority of the COMMISSION, of the management of the affairs of the COMMISSION. The
Executive Director’s performance shall be reviewed by the Commission at least annually prior to
the presentation of the fiscal year budget of the Commission. (Amended 10/26/1995; 4/27/2016)

SECTION 3. DUTIES OF THE EXECUTIVE DIRECTOR

In addition to being the COMMISSION'S chief source of professional guidance and initiator of
worthy considerations, the duties of the Executive Director shall be, but not limited to:

(a) Maintain and manage the business office of the COMMISSION.
(b) Be custodian of all COMMISSION property and records.
(c) Conduct the correspondence of the COMMISSION.
(d) Assist the COMMISSION officers and Committee Chairman in carrying out their duties
   as may be appropriate.
(e) Attend all COMMISSION meetings and be prepared to report on any and all business,
   activities, meetings, proposals, cooperative endeavors, etc., in which the COMMISSION
   is currently engaged or may be in the process of developing.
(f) Maintain close personal contact with the representatives of Federal, state and local
   agencies which currently are, or subsequently will be, cooperatively involved in
   accomplishing the objectives of the COMMISSION.
(g) Acquire and maintain a working knowledge of the current laws, regulations and
   procedures which govern the above Federal state and local agencies in order that the
   COMMISSION may take full advantage of opportunities presented for joint endeavors.
(h) Prepare in cooperation with the Treasurer and/or Executive Committee annual budgets
   for consideration and adoption by the COMMISSION and for presentation to the
   governmental units. (Amended 9/23/1982)
(i) Prepare annual reports showing activities and accomplishments leading toward fulfilling COMMISSION objectives, together with audited reports of receipts and expenditures for presentation to the respective governmental units.

(j) Be responsible for carrying out all orders and directives issued by the COMMISSION.

(k) Have general charge and supervision of all of the books and accounts of the COMMISSION; have custody of the monies and securities of the COMMISSION and keep an accurate record of the source of all monies; unless otherwise provided, sign or countersign such checks, vouchers, or other instruments as require his signature and perform all other duties incident to his office or that may be required of him by the COMMISSION. The Executive Director may, with the express written permission of the COMMISSION, delegate certain of his duties and responsibilities to the staff of the COMMISSION, except for signing and countering of checks, vouchers and other instruments. (Amended 11/30/1995)

SECTION 4. EXECUTION OF INSTRUMENTS

The Executive Director, upon specific authorization by the COMMISSION, shall have the power to sign in its behalf any agreement or other instrument to be executed by the COMMISSION. Unless otherwise provided, he shall sign or countersign checks and vouchers in payment of obligations of the COMMISSION.

ARTICLE XI. - FINANCES

SECTION 1. BUDGET

(a) The COMMISSION shall, on or before June 1 each year, prepare an annual budget, including the specific budget request to the participating individual governmental units. The COMMISSION shall adopt a budget before July 1 of each fiscal year. (Amended 9/23/1982)

(b) The Annual Budget shall show proposed cash outlays for all operating expenses, capital equipment and improvements. Each item of expenditures shall be justified and explained in appropriate detail. Such budget shall also show any equipment and facilities provided in kind. A breakdown of the source funds should show amounts to be appropriated by each county, city or town, amount to be provided in-kind, and amount to be obtained through Federal grants.

SECTION 2. BUDGET

(a) Compensation for the Executive Director, and all other employees of the COMMISSION, shall be determined by the COMMISSION.
SECTION 3. DISBURSEMENTS

Only authorized expenditures as approved by the COMMISSION may be disbursed.

SECTION 4. MONIES AND PAYMENTS

The monies of the COMMISSION shall be deposited in such bank as the COMMISSION shall designate, and all payments (with the exception of those from petty cash) shall, so far as practicable, be made by checks or electronic funds transfer. In the absence of the Treasurer and/or the Executive Director, checks and drafts may be signed in the name of the COMMISSION by any two of the following: the Executive Director or Treasurer or Chairman or Vice-Chairman. (Amended 9/23/1982)

SECTION 5. AUDITS

The COMMISSION, at least once a year, shall cause an audit to be made by an independent certified public accountant of the general funds of the COMMISSION and any special project funds which are not audited by the Federal or State government or by other independent accountant.

SECTION 6. BONDS

The COMMISSION shall cause fidelity bonds to be issued covering all members of the COMMISSION and staff charged with the responsibility for handling funds of the COMMISSION in amounts deemed by it to be adequate.

ARTICLE XII. - FINANCIAL OBLIGATIONS OF MEMBER GOVERNMENTAL SUBDIVISIONS

SECTION 1.

Each member governmental subdivision shall contribute funds to the COMMISSION at the same per capita rate as every other member governmental subdivision. Population figures for each participating jurisdiction shall be the same as those developed by the Tayloe-Murphy Institute, University of Virginia, for general State aid purposes by the United States Census Annual Population Estimates program. (Amended 9/23/1982)

SECTION 2
The per capita contribution of each governmental subdivision is due on July 1 of the current fiscal year and shall be paid by each governmental subdivision in a lump sum or semi-annual installments due at the end of the first month after each requisition.  

(Amended 9/23/1982)

SECTION 3.

The per capita contribution shall be determined annually by the COMMISSION.  

(Amended 9/23/1982)

SECTION 4.

An additional assessment may be made upon DISTRICT governmental subdivisions for local and technical planning assistance services which are requested by said governmental subdivisions for the COMMISSION’S Annual Work Program. These additional assessments shall be determined by the COMMISSION and forwarded to member local government subdivisions by April 1.  

(Amended 5/23/1985)

SECTION 5.

An additional assessment may be made upon governmental subdivision for additional services which are requested by said governmental subdivision and which are not included in the Work Program adopted by the COMMISSION. Such assessment shall be agreed upon by and between the COMMISSION and the appropriate governmental subdivision.  

(Amended 5/23/1985)

SECTION 6.

The COMMISSION may receive contributions from the Commonwealth of Virginia in accordance with section 15.1-1412, Article 2, Title 15.1, Chapter 34, Code of Virginia, 1950, as amended.  

(Amended 5/23/1985)

SECTION 7.

The COMMISSION may make application for and accept loans and grants of money or materials or property at any time from any private or charitable source, or the United States of America, or the Commonwealth of Virginia, or any other agency or instrumentality thereof.  

(Amended 5/23/1985)

ARTICLE XIII. – AMENDMENTS

SECTION 1. AMENDMENTS
Any proposed amendment, repeal or alteration, in whole or in part, of these By-laws shall be presented in writing and read for the first time at a regular meeting of the COMMISSION. Such proposal may be considered and amended at such meeting, but shall not be acted upon by the COMMISSION until a subsequent meeting or a special meeting called for the purpose. At such subsequent meeting such proposal shall be read a second time, shall be subject to further consideration and amendment germane to the section or sections affected by such proposal, and shall thereafter be acted upon.

**ARTICLE XIV. - PROCEDURES**

**SECTION 1. PARLIAMENTARY PROCEDURE**

In all matters of parliamentary procedure not specifically governed by these By-laws, Robert's Rules of Order shall govern.

**ARTICLE XV. - EFFECTIVE DATE**

These By-laws shall become effective immediately upon adoption by the COMMISSION.

Original Adoption Date: November 15, 1973

Amended Dates: September 23, 1982; May 23, 1985; October 27, 1988; October 26, 1995; November 30, 1995; January 25, 1996; August 27, 2003; December 12, 2007; April 27, 2016
**Executive Director’s Report**  
**February 15, 2016**

The purpose of this report is to provide members of the Regional Commission with a report on ongoing projects and work plan activities, staff attendance and participation at local/regional/statewide meetings, and brief status updates on initiatives impacting the Regional Commission.

**Administration:**
- I am pleased to share that we have completed the recruitment process for the Rideshare Coordinator/Office Manager and Farmer Market Promotion Program intern positions. **Kristin Lam Peraza**, lifelong resident of the region and a Town of Culpeper resident, is our new Rideshare Coordinator/Office Manager and started February 13th. Kristin most recently worked with the Virginia Department of Health in Prince William and has past experience with Rappahannock-Rapidan Community Services. **Kate Ford**, presently a third year at the University of Virginia’s Batten School of Leadership and Public Policy, is assisting on the USDA Farmers Market Promotion Program grant as an intern throughout the Spring 2017 semester.
- One position – regional planner - is currently vacant. The timeline to fill that position has been moved up slightly with the earlier than expected award of the grant to update the regional Hazard Mitigation Plan. Advertisement for this position will begin in early March.
- Outside agency funding requests for FY 2018 have been submitted to all member Counties and Towns. Per request, RRRC staff spoke to the Board of Supervisors in Madison County and Culpeper County as part of those counties’ outside agency budget process in February.
- Vice-Chair Coiner and I attended the Virginia Association of Planning District Commissions (VAPDC) Winter Awards Dinner in Richmond on February 2nd. As Vice-Chair Coiner discussed in December, John McCarthy was presented with the Gordon N. Dixon Award, honoring leadership and commitment to regional planning in Virginia. Mr. and Mrs. McCarthy were in attendance.

**Environmental/Natural Resources:**
- There are two public forums scheduled on March 7th to discuss the regional Food Branding project: 2 pm to 4 pm at the Culpeper Police Department Community Room and 6 pm to 8 pm at Fauquier Hospital Conference Center. The meeting flyer is attached.
- Staff continues to work with the G.W. Carver Agriculture Research Center on the agricultural efforts at the Carver-Piedmont facility. A meeting with GWCARC representatives to review progress to date on the Ohrstrom Foundation grant was held on January 20th.

**Homelessness/Affordable Housing:**
- The Regional Commission, on behalf of Foothills Housing Network (FHN), has contracted with the Virginia Housing Alliance to conduct a strategic planning process for FHN. Funding for this effort is through a grant from the Virginia Housing Development Authority. The primary purpose of the strategic plan is to identify strategies and clarify FHN roles moving forward to better ensure long-term sustainability of the FHN partnership. Cathy Zielinski will discuss in more detail at the February meeting.
Transportation:
• The Rural Transportation Committee met on January 26th. The committee received a presentation on the Virginia Multimodal Transportation Plan recommendations and discussed the second round of the Smart Scale funding program. Preliminary recommendations from the committee regarding Smart Scale will be shared with the Commission in February.
• Grant applications for the RRRC Commuter Services program and RRRC Mobility Management/Foothills Express transit service were submitted to the Department of Rail and Public Transportation ahead of the February 1st deadline.
• The Foothills Area Mobility System (FAMS) will host a Transportation Public Forum tomorrow night (February 23rd) at the Warrenton Visitors Center from 6:30 to 7:30. This follows two successful outreach efforts in Orange and Culpeper in the Fall. The meeting flyer is attached.
• Staff attended a Route 3 Corridor Management plan meeting with Orange County, VDOT and consultants in December and will participate on that planning process moving forward. Staff also attended the January meeting of the Fauquier County Transportation Committee.

Economic Development & Tourism:
• The Regional Tourism Committee hosted a Digital Marketing workshop at the Warrenton Visitors Center on January 26th for 50 registrants. The next quarterly workshop is scheduled for April 25, 2017 at Rock Hill Farm in Culpeper County. Topics for that workshop are Farmers’ Markets Roundtable, Market Maker demonstration, and Developing Visitor Packages.
• The Executive Committee met February 1st and nominated Mr. Gary Deal, Culpeper County Supervisor, and Mr. Bryan David, Orange County Administrator as the two local government representatives to GO Virginia Regional Council 9. The Council’s first meeting was February 13th and included a presentation from Bill Shelton, Director of the Department of Housing and Community Development, the agency coordinating the GO Virginia program at the state level.

Technical Assistance/Regional Coordination:
• Staff met with Town of Warrenton Director of Planning & Community Development and Comprehensive Planner in February to discuss coordination and opportunities for the Regional Commission to support ongoing Town planning efforts.

Emergency Preparedness/Hazard Mitigation:
• The grant application for the five-year update to the Regional Hazard Mitigation Plan was approved by FEMA on January 24th. A contract between the Virginia Department of Emergency Management and RRRC was signed on February 7th. The Commission will begin the update process in coordination with local emergency planners, community development staff, law enforcement, and other stakeholders with a kickoff meeting tentatively scheduled for March 13th.
TRANSPORTATION FORUM

Do you have trouble getting to work? Have your employees missed work due to lack of transportation?

Attend the Transportation Public Forum
The Foothills Area Mobility System (FAMS) Employment Transportation Subcommittee invites you to participate in a discussion on employment transportation in Fauquier County. Share your needs, challenges and suggestions on solutions. Learn what resources are available and help identify unmet needs. Light refreshments will be provided.

For more information please contact Jenny Biche at (540) 829-7450 or email jkbiche@rrregion.org.

If you are not able to attend but would like to provide your input, please complete one of the following surveys:

For Employees: https://www.surveymonkey.com/r/RMN67DH

For Employers: https://www.surveymonkey.com/r/RM5HXKH

February 23rd
6:30pm – 7:30pm
Warrenton Visitors Center
33 North Calhoun Street
Warrenton, VA 20186

www.fams.org
Calling all local food growers, sellers, buyers and eaters!
The Rappahannock-Rapidan Regional Commission will be holding public input sessions to develop a brand name and logo for the region’s locally-grown food. The brand will then be used in a marketing campaign being funded by the United States Department of Agriculture.

Tell us what makes our local food the best.
After presenting the results of our consumer survey, participants will be led in a discussion of our region’s assets and challenges. Doing so will allow us to determine what sets the region’s locally-grown food apart from the competition and build a stronger brand. There will also be an opportunity for participants to voice their concerns and preferences about the brand.

This effort is part of the Commission’s on-going implementation of the 2015 Regional Farm and Food Plan. For further information, please visit the Commission’s website at www.rrregion.org/foodsystem.html or contact Michelle Edwards at (540) 829-7450 or medwards@rrregion.org.

For your convenience, two identical sessions will be held March 7, 2017 at the following locations:

2:00-4:00pm 6:00-8:00pm
Culpeper Police Dept. Community Room Fauquier Hospital Conference Center
740 Brandy Road, Culpeper Sycamore Room B
This project has been made possible by funding from the Path Foundation.
MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: February 14, 2017
Subject: FY 2018 Smart Scale Transportation Funding Update

At the August 24th meeting, the Regional Commission adopted a resolution in support of 13 locally submitted transportation projects to the FY 2018-2023 Smart Scale funding program. In January, the Commonwealth Transportation Board released scores and a staff-recommended funding scenario for the FY 2018-2023 Smart Scale program.

Two projects from the region are recommended for funding, both in the Town of Warrenton.

- Route 15/29 Business, Broadview Avenue Corridor Improvements
- Frost Avenue/Broadview Avenue/West Shirley Avenue Intersection Improvements

The Rural Transportation Committee discussed the results in January and is researching potential options to improve project scores for the next round of Smart Scale, which does not open until August 2018.

REQUESTED ACTION: None at this time.
# Final SMART SCALE Staff Recommended Funding Scenario

## 1-17-2017

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### Draft Funding Scenario

**Step 1**
Fund top scoring projects within each district eligible for DGP funds using HPP funds until remaining funds are insufficient to fund the next highest scoring project.

**Step 2**
Fund top scoring projects within each district that would have otherwise been funded with available DGP funds, but were not because they are only eligible for HPP funds, using HPP funds, as long as their SMART SCALE cost does not exceed the total amount of DGP funds available to be programmed based on their rank.

**Step 3**
Fund projects with a benefit relative to SMART SCALE score greater than an established threshold based on the highest project benefit using HPP funds until funds are insufficient to fund the next unfunded project with the highest project benefit.

*Note: Rows shaded with Red have a companion project that was funded through one of the steps above.*
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<th>District</th>
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<th>Score Divided by Total Cost</th>
<th>SMART SCALE Request $</th>
<th>SMART SCALE Score</th>
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MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission

From: Patrick L. Mauney, Executive Director

Date: February 14, 2017

Subject: GO Virginia Region 9 Council

Throughout 2016, the Regional Commission received updates from staff regarding the progress of GO Virginia. At the December 14th meeting, the Regional Commission authorized the Executive Committee and Executive Director to solicit nominations for one local elected official and one chief administrative officer for appointment to the proposed GO Virginia Region 9 Council. This council will encompass the geographical boundaries of Planning Districts 9 and 10 and the Regional Commission previously adopted a resolution of support for the Central Virginia Partnership for Economic Development to serve as the coordinating organization for the formation of the GO Virginia Region 9 Council.

The Executive Committee met on February 1, 2017 and nominated Mr. Gary Deal, Culpeper County Supervisor – West Fairfax District, and Mr. Bryan David, Orange County Administrator, to serve as the local government representatives to GO Virginia Regional Council 9. The Regional Council held an organizational meeting on February 13th. A complete list of the membership of Regional Council 9 is attached.

I will provide a brief update on the status of GO Virginia, subsequent to budget amendments introduced by the Governor and both Houses of the General Assembly for FY 2017 and FY 2018, and other activities at the state and regional level.

REQUESTED ACTION: None at this time.
FOR IMMEDIATE RELEASE

Contact:
Helen Cauthen, President
Central Virginia Partnership for Economic Development
hcauthen@centralvirginia.org
Office: 434.979.5610 ext. 22
Cell: 434.218.9477

February 6, 2017

Leaders Announced for
GO Virginia Regional Council 9
Organizational Meeting to be held on February 13, 2017

CHARLOTTESVILLE, VIRGINIA — The Central Virginia Partnership for Economic Development is pleased to announce an outstanding group of business, education, and government leaders will form the initial membership of GO Virginia Regional Council 9. The Council includes business executives from small and large firms in eight counties, the presidents of the University of Virginia, Piedmont Virginia Community College, and Lord Fairfax Community College, and elected officials, county administrators, and economic developers equally representing planning districts 9 and 10. The complete list of Council members is attached.

“I am impressed by the willingness of leaders from the private and public sectors in this region to come together in strong support of regional economic development,” stated Brian Cole, executive site lead for LexisNexis and Co-Chair of the GO Virginia Planning Team. “After planning for the Council over the past year, I look forward to starting our work next week with an exceptional group of Council members,” added David Pettit of Lenhart Pettit and Co-Chair of the planning team.

The organizational meeting of the Regional Council 9 will take place on Monday, February 13, 11:30 AM – 1:30 PM at the UVA Research Park, Town Center Two, 1001 Research Park Boulevard, 4th floor. The meeting is open to the public. At this meeting, the Council will adopt its Intent to Form statement to request official certification of Regional Council 9. That certification decision is expected to take place at the GO Virginia Board meeting on March 14, 2016 in Richmond.
What is GO Virginia?

The Virginia Initiative for Growth & Opportunity in each Region or “GO Virginia” is an initiative launched by the Virginia Business Higher Education Council and the Council on Virginia’s Future to help generate private-sector growth and job opportunities in the Commonwealth. GO Virginia is based on three main factors: 1) the state needs strong private sector growth and job creation; 2) effective collaboration among business, government, and higher education is essential to grow and diversify the state’s economy; and 3) state government must provide incentives for strategic job-focused collaboration in each region. Highlights of the initiative include: business-led; bipartisan; provides new framework for strengthening the economy in each region through enhanced collaboration by business, education and local government; incentivized and encouraged by the state; and voluntary – no requirement that every locality participate.

At least 2 localities must participate in a project in order to receive funds. Regional councils will be required to prioritize the projects that benefit the region the most. The projects can take many forms including, but not limited to:

- Business Development (i.e., Business formation, incubation, acceleration)
- Education and Skills Development (i.e., Regional Career and Technical Education Center)
- Business Attraction and Retention (i.e., Site readiness, Regional Industrial Park)
- Government Efficiency (i.e., Reform)

About the Central Virginia Partnership for Economic Development

Central Virginia Partnership for Economic Development, a not-for-profit public/private partnership, is the regional economic development organization for Charlottesville and the Counties of Albemarle, Culpeper, Fluvanna, Greene, Louisa, Madison, Nelson and Orange. The Partnership’s mission is to expand investment in a strategic, responsible and sustainable manner to provide career ladder jobs for the region’s workforce. Combining resources and involvement of private businesses, education institutions and local governments, the organization is uniquely positioned to foster job creation and new capital investment in the region. For more information, please visit [www.centralvirginia.org/about-the-partnership/GO-Virginia/](http://www.centralvirginia.org/about-the-partnership/GO-Virginia/).

# # #
**GO Virginia Regional Council 9**

Announced on February 6, 2017

### Private Sector

#### Central Virginia Partnership

1. **David Pettit**
   - Attorney
   - Lenhart Pettit
   - Charlottesville

2. **Brian Cole**
   - Executive Site Lead
   - LexisNexis
   - Charlottesville

#### Chambers of Commerce

1. **Suzanne Jessup Brooks**
   - Executive Vice President
   - Pepsi-Cola Bottling Co.
   - Charlottesville Regional Chamber of Commerce Nominee
   - Company has operations in Charlottesville, Albemarle County, and Fauquier County

2. **Ed Dalrymple**
   - President
   - Cedar Mountain Stone
   - Culpeper Chamber of Commerce Nominee

3. **Ray Knott**
   - Senior VP–Market Executive
   - Union Bank & Trust
   - Fauquier Chamber of Commerce Nominee

4. **Tom Click**
   - President & CEO
   - Patriot Aluminum
   - Louisa County Chamber of Commerce Nominee

#### At-Large

1. **The Hon. Jim Cheng**
   - Of Counsel, Lee & Hayes
   - Former VA Secretary of Commerce & Trade
   - Albemarle County

2. **Leigh Middleditch**
   - Of Counsel
   - McGuireWoods
   - Charlottesville

3. **Elizabeth Smith**
   - Owner & General Manager
   - Afton Mountain Vineyards
   - Nelson County

4. **Steven De Jong**
   - President, CEO & Director
   - Lohmann Corporation
   - Orange County

5. **The Hon. Ed Scott**
   - Co-Founder, Eco-Septix Alliance
   - Former Member, VA House of Delegates
   - Orange County (As Delegate, represented Counties of Culpeper, Madison and Orange)

#### Piedmont Workforce Network

1. **Steve Ray**
   - Co-Chair, Piedmont Workforce Network
   - Rappahannock County
## Public Sector

### Educational Institutions
1. **Teresa Sullivan**<br>President<br>University of Virginia
2. **Frank Friedman**<br>President<br>Piedmont Virginia Community College<br>Charlottesville and Counties of Albemarle, Fluvanna, Greene, Louisa and Nelson
3. **Cheryl Thompson-Stacy**<br>President<br>Lord Fairfax Community College<br>Counties of Fauquier and Rappahannock; Sponsor of Lord Fairfax Small Business Development Center office in Culpeper County

### Elected Officials
1. **The Hon. Gary Deal**<br>Supervisor<br>Culpeper County
2. **The Hon. Fitzgerald Barnes**<br>Supervisor<br>Louisa County

### Locality Administrators
1. **Bryan David**<br>County Administrator<br>Orange County
2. **Steve Carter**<br>County Administrator<br>Nelson County

### Regional Commission Directors
1. **Patrick Mauney**<br>Rappahannock-Rapidan Regional Commission<br>Counties of Culpeper, Fauquier, Madison, Orange and Rappahannock
2. **Chip Boyles**<br>Thomas Jefferson Planning District Commission<br>Charlottesville and Counties of Albemarle, Fluvanna, Greene, Louisa and Nelson

### Local Economic Development
1. **Miles Friedman**<br>Director of Economic Development<br>Fauquier County
2. **Andy Wade**<br>Director of Economic Development<br>Louisa County
MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission  
From: Patrick L. Mauney, Executive Director  
Date: February 14, 2017  
Subject: FY 2018 Virginia Homeless Solutions Program (VHSP) Application

As discussed previously, the Regional Commission provides support to the Foothills Housing Network for Continuum of Care and Local Planning Group coordination for homeless services in the region. This role was necessitated in FY 2012 by federal and state policy changes that no longer allowed nonprofit organizations to independently apply for grants for homeless services and shelter programs.

VHSP funding totaling $412,371 was awarded to the Foothills Housing Network in FY 2017, and the FY 2018 request is a renewal of that grant at the same funding levels. Please note that of the $412,371, RRRC receives $55,000 for Central Entry coordination and $29,433 for planning and administration.

**REQUESTED ACTION:** Authorize staff to submit the FY 2018 Virginia Homeless Solutions Program (VHSP) grant application renewal request for funding to support the Foothills Housing Network Central Entry program and Local Planning Group/Continuum of Care coordination.
MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: February 14, 2017
Subject: 2017 Virginia CDBG Program Regional Priorities

Each year, the Virginia Department of Housing and Community Development (DHCD) requests each Planning District Commission to submit a tiered list of Regional Priorities based on nine Community Development Block Grant (CDBG) activity categories to assist DHCD staff in evaluating proposals submitted for CDBG funding during the year.

The Regional Commission’s priority list has been unchanged from 2007 to 2016 and is presented below.

Tier One
Community Facility
Economic Development – Job Creation and Retention
Housing – Housing Production Assistance

Tier Two
Economic Development – Business District Revitalization
Economic Development – Development Readiness
Housing – Housing Rehabilitation

Tier Three
Community Services Facility
Comprehensive Community Development
Economic Development – Site Redevelopment

REQUESTED ACTION: Approve the Executive Director to submit the tiered priority list for 2017 Community Development Block Grant Regional Priorities and any expected projects from the region to the Virginia Department of Housing and Community Development.
January 23, 2017

MEMORANDUM

TO: Executive Directors, Virginia Planning District Commissions

FROM: Matthew Weaver, Associate Director

SUBJECT: 2017 Virginia CDBG Program Regional Priorities

By now each Planning District Commission has received notice of the availability of the 2017 CDBG Program Design. Following your review of the Program Design, we request that each Planning District Commission provide DHCD with the following two items by Friday, March 24, 2017:

A prioritized list of the CDBG Project Types and Activity Categories. Using the List of Project Types / Activity Categories and Ranking Worksheet enclosed, rank the nine project types in one of three priority groups. Proposals for projects in the highest priority group will receive 50 points. Those with projects in the middle priority group will receive 30 points and proposals for projects in the lowest priority group will receive 15 points.

A list of CDBG proposals expected to originate in your District in 2017. Develop a list of the Competitive Grant (Community Improvement Grant) proposals which may be submitted from the Planning District in 2017. Include the locality name, project name, and project type.

Thank you for your attention to this. These two items will assist us in our evaluation of 2017 project proposals. Should you have any questions, please call Tamarah Holmes, Ph.D, Associate Director, at (804) 371-7056.
Project Types / Activity Categories
Please reference the 2017 CDBG Program Design for additional information on the Competitive Grant project types and activity categories. The following nine items must be ranked in one of the three priority groups below. **Please check no more than 3 per priority group:**

Ranking Worksheet

Planning District Commission: ________________________________________________

Priority (1 is highest, 3 is lowest)

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Expected 2017 CDBG Proposals:

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