



**Rappahannock-Rapidan Regional Commission
Executive Committee Meeting
Wednesday, February 1, 2023 | 1:00 pm**

DRAFT AGENDA

1. Call to Order
2. Approval of Remote Participation
3. Adoption of the Agenda
4. Public Comment

Note: Public comment may be submitted via email to planinfo@rrregion.org or phone to (540) 829-7450 by 12:30 p.m. on February 1st

5. Adoption of Minutes
 - a. **February 4, 2022 (**Attachment**)
6. New Business
 - a. **RRRC application to DRPT for FY 2024 Section 5310 grant (**Attachment**)
 - b. **RRRC application to DRPT for FY 2024 Technical Assistance grant (**Attachment**)
 - c. Per Capita Rate Discussion (**Attachment**)
 - d. **Develop Slate of Officers and Executive Committee terms beginning March 1, 2023 (**Attachment**)
7. Other Business
8. Adjourn

**Action Requested

**Rappahannock-Rapidan Regional Commission
Executive Committee Meeting
February 4, 2022 | 1:00 pm
RRRC Board Room**

MINUTES

Members Present: *Frederic Catlin, Paul McCulla (virtual), Meaghan Taylor, Greg Woods*

Staff Present: *Patrick Mauney*

1. Call to Order

Chair Taylor called the meeting to order at 1:02 p.m. and noted that as a quorum of the Executive Committee was present at the Regional Commission offices.

2. Remote Electronic Participation

Chair Taylor noted that Mr. McCulla requested remote participation prior to the meeting due to personal matters and that the Executive Committee needed to approve that remote participation. F Catlin moved to approve, 2nd by G Woods. The motion carried unanimously.

3. Adoption of the Agenda

Chair Taylor asked for approval of the agenda. F Catlin moved to approve the agenda, 2nd by G Woods. The motion carried unanimously.

4. Public Comment

Chair Taylor asked for public comment, or if any comments were received prior to the meeting. P Mauney stated that no comments had been received prior to the meeting.

5. Adoption of Minutes

- a) January 27, 2021*
- b) December 8, 2021*

Chair Taylor stated that minutes from the past two Executive Committee meetings were included in the packet, and were sent out within 30 days of each meeting via email for review. G Woods moved to approve the minutes, 2nd by P McCulla. The motion carried 3-0-1 (F Catlin abstaining).

6. New Business

a) Compensation & Salary Survey Report

Chair Taylor stated that the Commission had requested the Executive Committee review the organization's compensation structure in October 2020. Staff has completed a report and Chair Taylor asked P Mauney to review.

P Mauney provided a summary of sources for salary comparisons from local governments in the region and from other Regional Commissions in Virginia. He

stated that the report and recommendations were entirely his work, and that he sought to identify comparable positions locally and across the state for each Commission position. He stated that the primary recommendation is a general pay plan that would provide clarity for Commission staff as to salaries and flexibility for the Executive Director with new hires or position changes in the future. F Catlin asked if this was a new pay plan, or if anything currently exists. P Mauney stated that there is no current pay plan. G Woods asked about impacts to current staff and budget. P Mauney stated that the pay plan could be implemented at the direction of the Commission and estimated an annual impact of \$15,000 to \$20,000 if implemented as part of the FY 2023 budget. Committee members discussed the report and potential action. M Taylor noted a need for a review process for staff. P Mauney noted that he holds annual reviews with staff, or has other staff members with direct reports hold those discussions. M Taylor stated that the Executive Committee or Commission should have a process in place to review the Director.

F Catlin moved to recommend the compensation & salary report and pay plan to the Commission, and to request the Chair develop a process for formally reviewing the Executive Director, 2nd by G Woods. The motion carried unanimously.

b) FY 2022 Budget Amendments

Chair Taylor asked P Mauney to review proposed FY 2022 budget amendments. P Mauney noted that several revenue items, including reductions in the Rideshare and NFWF grants, and additions to the PATH Mobility Management, Redistricting, and Rural Transportation Assistance Program (RTAP). He also reviewed corresponding expense changes and noted that the proposed amendments left an anticipated surplus of just over \$49,000. He stated that the Commission can direct staff to utilize those funds for a variety of purposes.

F Catlin requested a breakdown of where the surplus funds were sourced from. P Mauney stated that he would provide for the Commission in February, but that some result from pay for performance contracts for various programs and/or lower than expected match requirements leaving some discretionary funds unspent.

c) PDC Housing Development Program

Chair Taylor reminded members that there were 9 proofs of concept submitted in December for the Housing Development Program, and shared that 7 of those were submitted to the final application stage. She asked P Mauney for additional information and direction.

P Mauney briefly reviewed the full requests received, stating that staff had instituted a ceiling of \$500,000 per project or \$50,000 per unit. He further stated that those ceilings were not guarantees of full funding, but were designed to provide flexibility given the level of interest in the program. He stated that he would provide the application materials to the Executive Committee next week, along with the guidance documents and would be grateful for any feedback or questions from those with an opportunity to review. He also noted that staff anticipated having a funding recommendation for the February 23rd meeting.

d) Charter Amendment Discussion

Chair Taylor noted that the Committee held a brief discussion in December regarding alternate member designations. There were no substantive updates and P Mauney stated he would reach out to R Coiner following the meeting.

e) Develop Slate of Officers and Executive Committee for terms beginning March 1, 2022

Chair Taylor stated that the Committee needed to develop a recommended slate of officers for terms beginning March 1st. She further stated that all current officers were eligible to serve one additional term. Discussion ensued amongst current officers regarding their ability to serve another year, as well as any Counties and Towns not represented.

By consensus, the committee recommends the following slate:

CHAIR: Meaghan Taylor, Town of Culpeper

VICE-CHAIR: Paul McCulla, Fauquier County

TREASURER: Greg Woods, Town of Orange

EX. COMMITTEE: Fred Catlin, Town of Washington

EX. COMMITTEE: Robert Coiner, Town of Gordonsville

Further, the committee recommends the following for three-year terms on the GO Virginia Region 9 Council, beginning July 1, 2022:

ELECTED: James Crozier, Orange County

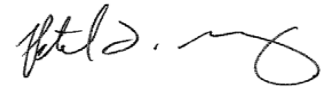
CHIEF ADMINISTRATIVE OFFICER: Jonathon Weakley, Madison County

Chair Taylor further requested that staff begin the process to amend the organizational bylaws to remove gender-specific references.

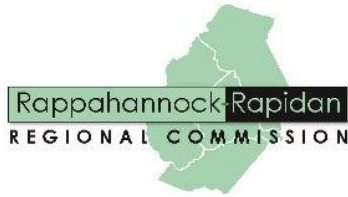
7. Adjourn

Upon motion by F Catlin, 2nd by G Woods, the meeting adjourned the meeting at 2:08 p.m.

Respectfully Submitted by:



Patrick L. Mauney
Secretary & Executive Director



MEMORANDUM

To: RRRC Executive Committee
From: Patrick L. Mauney, Executive Director
Date: January 30, 2023
Subject: RRRC Application to DRPT for FY 2024 Section 5310 Program

The Regional Commission serves as the applicant for Section 5310 (previously New Freedom) funding on behalf of the Regional Transportation Collaborative (formerly FAMS) program through the Department of Rail and Public Transportation. This funding provides support for RRRC's mobility management program and for the Regional Mobility Center that provides information, referral and database management for transportation services focused on elderly and disabled populations in the region, in coordination with regional partners.

In FY 2023 (October 1, 2022 – September 30, 2023), the Commission was awarded \$437,462 in federal and state funds through this program, and provided \$26,838 in matching funds.

The FY 2024 grant application will include requests to support marketing, software and other direct costs including a pilot transportation project in Rappahannock County, along with the following positions, most of which are under contracts with partner agencies:

- Full-Time Mobility Manager – RRRC
- 4 Full-Time Mobility Specialists – RRCS
- Part-Time Volunteer Driver Program Supervisor & Call Center Supervisor – RRCS
- 2 Part-Time Volunteer Driver Recruiters – VolTran/LOWLINC & Aging Together
- Part-Time Community Resource Liaison - Aging Together
- Part-Time Continuity Support Assistant – Aging Together
- Pilot Transportation project in Rappahannock County

The Mobility Management grant requires 4% match and the Operating grant requires 10% match. RRRC's portion of the match will be sourced from local per capita dues, and additional match for non-RRRC positions/costs will come from agency partners and the Regional Transportation Collaborative funding received from the PATH Foundation. If the full amount is not awarded, RRRC prioritizes existing positions and costs ahead of new programs.

REQUESTED ACTION: Approval RRRC staff to submit the FY 2024 Section 5310 grant program application to the Department of Rail and Public Transportation and to authorize the Executive Director to execute the contract documents upon successful receipt of the grant.



MEMORANDUM

To: RRRC Executive Committee
From: Patrick L. Mauney, Executive Director
Date: January 30, 2023
Subject: RRRC Application to DRPT for FY 2024 Technical Assistance Program

You may recall that the Commission was awarded \$20,000 in funding in FY 2023 to support an update of the Commuter Services Strategic Plan, which is a requirement of each Commuter Assistance Program overseen by the Department of Rail and Public Transportation (DRPT). Those

Subsequent to that award in July, Commission staff have received a cost estimate from Berkley Group under our on-call contract and will need to make an additional request to supplement the FY 2023 award for the Strategic Plan. Commission staff will request \$7,500 from DRPT to be matched by \$7,500 in Commission funding.

A copy of the Berkley Group cost estimate is attached, as is the draft scope for submission to DRPT.

REQUESTED ACTION: Approval for RRRC staff to submit the FY 2024 Technical Assistance grant applications to the Department of Rail and Public Transportation and to authorize the Executive Director to execute the contract documents upon successful receipt of the grant

Scope of Work: RRRC Commuter Services CAP Strategic Plan

Background

This scope of work is a draft listing of tasks projected to be included in the development of a Commuter Assistance Program Strategic Plan (CAPSP) for the Rappahannock-Rapidan Regional Commission (RRRC) Commuter Services program. This document is included as part of the RRRC application to the Department of Rail and Public Transportation's Technical Assistance Grant program.

Study Purpose

The Rappahannock-Rapidan Regional Commission operates the RRRC Commuter Services program, with funding through the Department of Rail and Public Transportation (DRPT) and local governments in the region. A Commuter Assistance Program Strategic Plan is required for agencies that seek operating funds from DRPT in future years. This major update to the RRRC Commuter Services CAPSP will include the following sections:

1. Commuter Assistance Program Overview
2. Service Area Demographics and Characteristics
3. Strategic Vision, Goals and Objectives
4. Marketing Plan (Target Markets, Customers, and Equity)
5. Commuter Assistance Program Operating Plan (Six-Year Plan)
6. Financial Plan
7. Monitoring & Evaluation Plan

The study will help RRRC further integrate the Commuter Services program with other transportation plans and programs in the region, and should also enable the program to identify opportunities and changes relevant to the program in the context of increased remote work options and transportation behaviors in response to impacts of the COVID-19 pandemic.

Task 1: Project Administration & Coordination

Task 1 will run for the duration of the project and cover project coordination and project management. RRRC staff, including existing Commuter Services' staff members, the Executive Director and/or other agency planning staff, will serve in the coordinating role at the Commission to oversee consultant procurement, management, and coordination with local, regional, and statewide stakeholders.

- **Deliverables**

- Monthly meetings with RRRC staff, consultants, and stakeholders (mix of virtual and in-person)
- Reporting, as required by DRPT
- Plan Adoption Procedures

Task 2: Strategic Plan Development

The consultant team (not yet identified) will be tasked with developing the CAPSP following the requirements and guidance provided by DRPT, and under the direction of RRRC Commuter Services.

For certain sections, RRRC staff will take the lead on the plan development, including the program overview and monitoring and evaluation plan. The consultant team will primarily be tasked with data collection, strategic visioning, target market/customer analysis, and operating and financial plan development.

- **Deliverables**

- RRRC staff will develop Sections 1 and 7
- Consultant will make draft versions of sections 2-6 available for review by RRRC Commuter Services staff and other stakeholders (may be delivered individually) and will incorporate revisions requested; minimum two (2) revision periods.
- Final CAPSP document in electronic format

Task 3: Data Collection

The consultant team (not yet identified) shall collect all data as required in the CAPSP Requirements and Guidance document, as well as any additional data requested by RRRC Commuter Services. This will include, at minimum:

- Demographic information regarding RRRC Commuter Services' service area including population, household, employment trends, employer and workforce characteristic, travel patterns of residents and workers with regard to location of primary and secondary jobs, to enable development of strategies for engaging target audiences over the short, medium and long-term.
- Transportation services and facilities within the region, including transit, rail, park and ride lots and other commuter assistance supports.
- **Deliverables**
 - Summary information suitable for use in the sections described in the study purpose and CAPSP Requirements and Guidance document
 - Appendix document including tables, links, and sources for all data used in development of the plan

Preliminary Timeline

*This is an estimated timeline. Due to agency funding resources, RRRC submitted a Technical Assistance application in FY 2023 and was awarded \$20,000 (to be matched by \$20,000 from RRRC) from the Department of Rail and Public Transportation, to be matched by \$20,000 from RRRC.

RRRC now has a scope of work cost estimate from a consultant and is making a supplemental request to cover the total amount of the CAPSP update. As a result, an additional \$15,000 is needed, with RRRC proposing to match \$7,500 from this Technical Assistance grant request.

7/1/2022: Project Start

1/1/2023: Procurement Completed

7/31/2023: Data Collection & Analysis Completed; Draft Sections 1, 2, 3, 7 and Appendix documents available

10/31/2023: Draft Sections 4, 5, and 6 available

12/31/2023: Final CAPSP available

6/30/2024: Adoption Procedures Completed; Project End

Budget

FY 2024

\$15,000 – Professional Services (Consultant Fees)

FY 2023 (Awarded July 2022)

\$20,000 – Professional Services (Consultant Staff)

\$20,000 – RRRC Salary/Fringe/Indirect (Match)

Total Budget

| Cost Item | Amount | Technical Assistance | RRRC (Match) |
|--|----------|----------------------|--------------|
| Professional Services (Consultant Costs) | \$35,000 | \$27,500 | \$7,500 |
| RRRC Staff Time | \$20,000 | \$0 | \$20,000 |



January 10, 2023

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

RE: Work Order 2: Major Update of RRRC Commuter Services Commuter Assistance Program Strategic Plan (CAPSP)

Dear Mr. Mauney:

The Berkley Group is pleased to present this scope of work and quote to develop a major update of the Rappahannock-Rapidan Regional Commission's Commuter Services Commuter Assistance Program Strategic Plan (CAPSP).

If you have any questions or need additional information, please feel free to contact me at any time.

Sincerely,

Andrew D. Williams, AICP
Chief Executive Officer

I have reviewed the scope and fee for the associated Work Order, and I hereby give the consultant notice to proceed for the work described herein.

Mr. Patrick Mauney, Executive Director

Date

SCOPE OF WORK

As requested, we are presenting the Scope of Work under this Work Order to develop a major update of the Rappahannock-Rapidan Regional Commission's *Commuter Services Commuter Assistance Program Strategic Plan* (CAPSP). The Scope of Work to update the CAPSP, including deliverables, will include the following tasks:

Task 1 - Project Management & Coordination

The Berkley Group will manage the project and consult and coordinate with Commission staff on general project management activities as well as specific project activities requiring Commission staff input, including: data collection; the development of a strategic vision, goals, and objectives of the Plan; the analysis of target markets, customers, and equity relative to services; the development of an operations plan; and the development of an operations plan.

Task 2 - Data and Information Collection

The Berkley Group will collect all data and information required to develop the update of the CAPSP, as specifically required by DRPT's *Commuter Assistance Program Strategic Plan - Requirements and Guidance* document and Commission staff. At a minimum, data and information to be collected will include:

- Demographic information regarding RRRC Commuter Services' service area including population, household, employment trends, employer and workforce characteristic, travel patterns of residents and workers with regard to location of primary and secondary jobs, to enable development of strategies for engaging target audiences over the short, medium and long-term;
- Transportation services and facilities within the region, including transit, rail, park and ride lots and other commuter assistance supports;
- Information and input pertaining to the vision, goals, objectives, and performance measurement of CAP services provided by the Commission;
- Data and information to inform an analysis of target markets and customers for CAP services and to address equity in the planning and provision of CAP services;
- Information and input pertaining to CAP services' operations, including services to be provided, staffing needs, technological, systems, and tool needs, and opportunities for partnerships in the planning, marketing, and delivery of CAP services; and
- Information and input necessary to develop a financial plan for CAP services, including operating and capital expenses, revenues, and forecasts associated with "baseline" current level of service and committed service changes.

Data and information collected will be summarized in memoranda or otherwise made available in a format suitable for use in development of the updated CAPSP, including as appendices to the Plan.

Task 3 - Plan Development

The Berkley Group will develop the CAPSP in coordination with Commission staff. Principally, the Berkley Group will be responsible for the development of Sections 2 thru 6 of the CAPSP as outlined by DRPT's *Commuter Assistance Program Strategic Plan - Requirements and Guidance* document. The Berkley Group will prepare draft versions of sections for review by the Commission's staff and other identified stakeholders. The Berkley Group will incorporate revisions requested through up to two (2) review/revision periods. The Berkley Group will prepare a final version of the CAPSP, incorporating sections prepared by Commission staff.

ASSUMPTIONS

1. **Initiation:** The Commission will identify and provide relevant supporting documents and data resources to be used in the development of the CAPSP.
2. **Contact Person:** The Commission will provide a single staff contact that will be responsible for coordinating meetings, identifying and contacting stakeholders, and collecting and transmitting data, resources, and other related information to the Berkley Group.
3. **Remote Work:** The Berkley Group anticipates that all work performed by its staff to execute the Scope of Work, including meetings, will be performed remotely.
4. **Covid-19 Policy:** Berkley Group staff will adhere to all public health best practices as recommended by the Center for Disease Control (CDC) or state/local regulations, whichever is more stringent.

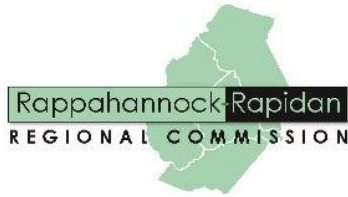
SCHEDULE

Pursuant to an estimated project timeline provided by the Commission, the Berkley Group anticipates completion of Task 2 and Task 3 activities pertaining to Sections 2 and 3 of the CAPSP by May 1, 2023, completion of Task 2 and Task 3 activities pertaining to Sections 4, 5, and 6 by July 31, 2023, and completion of the full plan by October 31, 2023.

FEE

The lump sum fee for services to be provided and tasks to be completed under the Scope of Work is \$35,000. The fees per task are as follows:

| Task | Description | Fee |
|-------|---|----------|
| 1 | Project Management & Coordination | \$6,000 |
| 2 | Data and Information Collection | \$16,000 |
| 3 | Development of Public Engagement/Education Plan | \$13,000 |
| TOTAL | | \$35,000 |



MEMORANDUM

To: RRRC Executive Committee
From: Patrick L. Mauney, Executive Director
Date: January 30, 2023
Subject: Per Capita Discussion

In August, the Regional Commission passed the FY 2024 per capita rate with a direction to the Executive Committee to review the per capita rate before August 2023. Included here is a recent summary of other PDC local contribution levels to begin this discussion. I will be prepared to give context and details during the meeting.

ACTION REQUESTED: None at this time.

| PDC Population | FY 23 Per capita contribution | FY 22 | FY 21 | FY 20 | FY 19 |
|----------------------------------|--------------------------------------|---------------------|---------------------|---------------------|---------------------|
| George Washington 387,068 | \$0.64 | \$0.63 | \$0.63 | \$0.63 | \$0.64 |
| Cumberland Plateau 99,286 | \$35,000 per County | \$35,000 per County | \$35,000 per County | \$35,000 per County | \$35,000 per County |
| Southside 79,604 | \$1.60 | \$1.25 | \$1.25 | \$1.25 | \$1.25 |
| West Piedmont 237,917 | \$0.60 | \$0.55 | \$0.55 | \$0.55 | \$0.55 |
| New River Valley 184,523 | \$1.32 | \$1.29 | \$1.29 | \$1.29 | \$1.27 |
| Thomas Jefferson 267,273 | \$0.62 | \$0.62 | \$0.62 | \$0.62 | \$0.62 |
| Roanoke Valley Alleghany 335,084 | \$1.00 | \$1.00 | \$1.00 | \$1.00 | \$0.95 |
| Central Shenandoah 307,875 | \$0.81 | \$0.80 | \$0.80 | \$0.70 | \$0.70 |
| Rappahannock Rapidan 184,006 | \$0.83 | \$0.83 | \$0.83 | \$0.83 | \$0.83 |
| Central Virginia 263,298 | \$0.62 | \$0.59 | \$0.58 | \$0.58 | \$0.58 |
| Mount Rogers 185,864 | \$0.94 | \$0.86 | \$0.85 | \$0.84 | \$0.82 |
| Hampton Roads 1,749,665 | \$0.90 | \$0.85 | \$0.80 | \$0.80 | \$0.80 |
| Northern Virginia 2,547,686 | \$0.60 | \$0.60 | \$0.60 | \$0.60 | \$0.60 |
| Commonwealth 100,735 | \$19,000 per County | \$19,000 per County | \$19,000 per County | \$19,000 per County | \$19,000 per County |
| Accomack- Northampton 45,544 | \$2.29 | \$2.29 | \$2.29 | \$2.29 | \$2.29 |
| Northern Shenandoah 244,972 | \$0.93 | \$0.93 | \$0.93 | \$0.93 | \$0.88 |

| PDC Population | Do your local governments fund the MPO match separate from per capita contributions? | Do your local governments fund the Rural Transportation match separate from per capita contributions? | Does your PDC utilize per capita contributions for environmental grant matches? |
|----------------------------------|---|--|--|
| George Washington 387,068 | No | No | Yes |
| Cumberland Plateau 99,286 | No | No | No |
| Southside 79,604 | N/A | No | N/A |
| West Piedmont 237,917 | Yes | No | Yes |
| New River Valley 184,523 | N/A | No | Yes |
| Thomas Jefferson 267,273 | No | No | Yes |
| Roanoke Valley Alleghany 335,084 | Yes | No | Yes |
| Central Shenandoah 307,875 | Yes | No | Yes |
| Rappahannock Rapidan 184,006 | N/A | No | Yes |
| Central Virginia 263,298 | No | No | No |
| Mount Rogers 185,864 | N/A | Yes | No |
| Hampton Roads 1,749,665 | No | No | Yes |
| Northern Virginia 2,547,686 | N/A | N/A | Yes |
| Commonwealth 100,735 | N/A | Yes | Yes |
| Accomack- Northampton 45,544 | N/A | No | No |
| Northern Shenandoah 244,972 | Yes | No | Yes |

| PDC Population | Does your PDC fund EDA/Economic Development grant matches from per capita contributions? | Does your PDC fund housing/homeless/HUD grant matches from per capita contributions? |
|----------------------------------|---|---|
| George Washington 387,068 | N/A | Yes |
| Cumberland Plateau 99,286 | No | No |
| Southside 79,604 | Yes | N/A |
| West Piedmont 237,917 | Yes | Yes |
| New River Valley 184,523 | Yes | N/A |
| Thomas Jefferson 267,273 | No | No |
| Roanoke Valley Alleghany 335,084 | Yes | Yes |
| Central Shenandoah 307,875 | Yes | N/A |
| Rappahannock Rapidan 184,006 | Yes | No |
| Central Virginia 263,298 | No | No |
| Mount Rogers 185,864 | No | No |
| Hampton Roads 1,749,665 | N/A | Yes |
| Northern Virginia 2,547,686 | N/A | No |
| Commonwealth 100,735 | N/A | N/A |
| Accomack- Northampton 45,544 | No | Yes |
| Northern Shenandoah 244,972 | Yes | Yes |

| PDC Population | Does your PDC receive direct local member government contributions for: |
|----------------------------------|--|
| George Washington 387,068 | Legislative Affairs, Housing/Homeless/HUD Programs |
| Cumberland Plateau 99,286 | none of the above |
| Southside 79,604 | Data/GIS Management |
| West Piedmont 237,917 | Environment, Housing/Homeless/HUD Programs, Economic Development, Transportation |
| New River Valley 184,523 | We do fee-for-service for direct projects. Do not assess separately for regional projects. |
| Thomas Jefferson 267,273 | Legislative Affairs, Environment, Housing/Homeless/HUD Programs, Transportation, Transit |
| Roanoke Valley Alleghany 335,084 | Transportation |
| Central Shenandoah 307,875 | Transit |
| Rappahannock Rapidan 184,006 | Housing/Homeless/HUD Programs |
| Central Virginia 263,298 | Workforce Development, Regional Radio Communications |
| Mount Rogers 185,864 | local contributions are not marked for any specific use |
| Hampton Roads 1,749,665 | Environment |
| Northern Virginia 2,547,686 | Environment, extra (not percap) are for enviro and energy programs; dedicated portions of percap are for MS4, workforce, military partnerships |
| Commonwealth 100,735 | Contract services for Comp Plans and Grant Administration |
| Accomack- Northampton 45,544 | Groundwater Committee Admin, Consultant, Research and Projects, Navigable Waterways Committee Admin, the Homeless is split between PDC contributions and another associated organization's gov contributions |
| Northern Shenandoah 244,972 | Environment |

| PDC Population | Local Funding Type: | Local Funding Type: |
|----------------------------------|--|--|
| George Washington 387,068 | Rideshare Lot Lease | Cash Reserve Account Payment |
| Cumberland Plateau 99,286 | | |
| Southside 79,604 | | |
| West Piedmont 237,917 | | |
| New River Valley 184,523 | | |
| Thomas Jefferson 267,273 | | |
| Roanoke Valley Alleghany 335,084 | blueways | |
| Central Shenandoah 307,875 | | |
| Rappahannock Rapidan 184,006 | Re: Housing/Homelessness/HUD, we have separate local request, but supplement that with per capita. | |
| Central Virginia 263,298 | Member contributions for regional Workforce Development Board | Member contributions for regional Radio Communications Board |
| Mount Rogers 185,864 | | |
| Hampton Roads 1,749,665 | | |
| Northern Virginia 2,547,686 | Per previous answer: participating localities make special contributions in excess of percap for 2 watershed management programs, regional solid waste management, energy issues | |
| Commonwealth 100,735 | | |
| Accomack- Northampton 45,544 | | |
| Northern Shenandoah 244,972 | Solid Waste per capita assessment \$0.135 | Water Planning per capita assessment \$0.15 |



MEMORANDUM

To: RRRC Executive Committee
From: Patrick L. Mauney, Executive Director
Date: January 30, 2023
Subject: Nominating Committee

In an effort to facilitate the Executive Committee's development of a slate of officers for the March 1, 2023 to February 28, 2024 term, I am including here brief descriptions of responsibilities for the three officer positions, relevant sections of the Bylaws and a listing of current Commissioners and their attendance over the past two years (or since their appointment).

Chair responsibilities

- Convening and leading 6 Commission meetings per year
- Convening and leading Executive Committee meetings, as necessary (1-2 per year)
- Reviewing draft agenda with Executive Director prior to transmitting to Commission
- Providing guidance and/or feedback to Executive Director on Annual Work Plan or other Priority-setting initiatives

Vice-Chair responsibilities

- Serve in Chair's role in the Chair's absence at RRRC meetings
- Regular attendance and attention to RRRC meetings and initiatives
- Serve in an advisory role for RRRC Budget and Work Plan development and review
- Attendance at Executive Committee meetings, as necessary (generally 1-2 per year)

Treasurer responsibilities

- Availability 1-2 times per month to sign checks and review financial transaction activity, either at RRRC offices or other suitable location
- Provide treasurer's reports to Commission (or allow Executive Director to do so)
- Regular attendance and attention to RRRC meetings and initiatives
- Serve in an advisory role for RRRC Budget and Work Plan development and review
- Attendance at Executive Committee meetings, as necessary (generally 1-2 per year)

Executive Committee Member responsibilities

- Serve in an advisory role for RRRC Budget and Work Plan development and review
- Regular attendance and attention to RRRC meetings and initiatives
- Attendance at Executive Committee meetings, as necessary (generally 1-2 per year)

RAPPAHANNOCK-RAPIDAN REGIONAL COMMISSION (RRRC)

COMMISSIONERS

January 2023

| Jurisdiction | Name | Position | First Appointed | Attendance (2021-22) | Email Address |
|----------------------|--------------------------|-----------------------------|-------------------------------|----------------------|-----------------------------------|
| Culpeper County | Mr. Tom Underwood | Board of Supervisors | January 2023 | -- | tunderwood@culpepercounty.gov |
| Culpeper County | Mr. John Egertson | County Administrator | October 2018 | 10/11 | jegertson@culpepercounty.gov |
| Fauquier County | Mr. Chris T. Butler | Board of Supervisors | January 2017 | 2/11 | chris.butler@fauquiercounty.gov |
| Fauquier County | Mr. Paul S. McCulla | County Administrator | July 2011 | 9/11 | paul.mcculla@fauquiercounty.gov |
| Madison County | Mr. Clay Jackson | Chair, Board of Supervisors | January 2022 | 2/5 | cjackson@madisonco.virginia.gov |
| Madison County | Mr. Jonathon Weakley | County Administrator | October 2021 | 4/7 | jweakley@madisonco.virginia.gov |
| Orange County | Mr. James P. Crozier | Board of Supervisors | January 2014 | 9/11 | jcrozier@orangecountyva.gov |
| Orange County | Mr. Theodore Voorhees | County Administrator | April 2020 | 10/11 | tvoorhees@orangecountyva.gov |
| Rappahannock County | Mr. Garrey W. Curry, Jr. | County Administrator | January 2018 | 7/11 | gwcurry@rappahannockcountyva.gov |
| Rappahannock County | Ms. Debbie Donehey | Chair, Board of Supervisors | January 2021 | 9/11 | ddonehey@rappahannockcountyva.gov |
| | | | | | |
| Town of Culpeper | Mr. Chris Hively | Town Manager | March 2015 | 10/11 | chively@culpeperva.gov |
| Town of Culpeper | Ms. Meaghan E. Taylor | Town Council | January 2016 | 11/11 | metaylor@culpeperva.gov |
| Town of Gordonsville | Mr. Robert K. Coiner | Mayor | April 2005 | 9/11 | bobcoiner@gordonsville.org |
| Town of Madison | Mr. William L. Lamar | Mayor | June 2018 | 1/11 | mbkrxcy@yahoo.com |
| Town of Orange | Ms. Martha Roby | Mayor | July 2014 | 8/11 | m.robby@townoforangeva.org |
| Town of Orange | Mr. Greg Woods | Town Manager | October 2010 | 9/11 | townmanager@townoforangeva.org |
| Town of Remington | <i>Vacant</i> | -- | <i>Expected January 2023</i> | -- | |
| Town of The Plains | Ms. Lori Sisson | Mayor | September 2020 | 0/11 | lbsisson@aol.com |
| Town of Warrenton | <i>Vacant</i> | -- | <i>Expected February 2023</i> | -- | |
| Town of Warrenton | Mr. William Semple II | Town Council | March 2022 | 4/4 | wsemples@warrentonva.gov |
| Town of Washington | Mr. Frederic Catlin | Mayor | February 2019 | 7/11 | fred.catlin@washingtonva.gov |

 Elected Official