



Rappahannock-Rapidan Regional Commission Meeting
June 26, 2019 at 1:00 pm
RRRC Board Room
420 Southridge Parkway, Suite 106, Culpeper, VA 22701

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Roll Call & Quorum Determination
4. **Approval of Agenda
5. Public Comment
6. Presentations and Special Recognition
 - a) Presentation: *Harm Reduction & Response to Opioid Crisis*

April Achter, MPH, Population Health Coordinator
Rappahannock-Rapidan Health District
 - b) Presentation: *2020 Census Complete Count Committees*

Dr. George Millsaps, Partnership Specialist
U.S. Census Bureau
7. Approval of Minutes
 - a) **April 24, 2019 ([Attachment](#))
8. Intergovernmental Review
9. Financial Reports
 - a) FY 2019 YTD Revenues and Expenditures ([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.purelypiedmont.com www.foothillshousing.org www.tweenriverstrail.com

10. Executive Director's Report ([Attachment](#))
11. Staff Updates
 - a) **Regional Housing Study Discussion Follow-Up ([Attachment](#))
 - b) 2020 Regional Legislative Platform Request ([Attachment](#))
12. New Business
 - a) **FY 2020 RRRC Meeting Schedule Resolution ([Attachment](#))
 - b) **Nomination of Chief Administrative Officer to GO Virginia Region 9 Council
 - c) **RRRC Application to Hazard Mitigation Grant Program ([Attachment](#))
 - d) **FY 2020 Scope of Work for Chesapeake Bay Watershed Planning ([Attachment](#))
 - e) **Consideration of Award for Website Redesign
 - f) **Consideration of FY 2020 Proposed Budget & Work Plan ([Attachment](#))
13. Closed Session (if necessary)
14. Upcoming Meetings (<http://www.rrregion.org/calendar.html>)
 - Regional Commission August 28, 1pm
 - Tenant Rights & Responsibilities Workshop June 27, 6pm – Orange
 - Eviction & Fair Housing Training July 11, 10am – Warrenton
 - Connecting with Commercial Buyers August 7, 1pm – The Market at Grelen
 - Flavor of the Piedmont Farm-to-Table Showcase September 8 – LFCC
15. Regional Roundtable
16. **Adjournment

**Commission Action Requested

NOTE: An Executive Committee meeting will be convened if a quorum is not present.

**Rappahannock Rapidan Regional Commission
April 24, 2019 Regular Meeting
RRRC Board Room
420 Southridge Parkway Suite 106, Culpeper VA 22701**

MINUTES

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

Others Present: David Blount, VAPDC

Staff Present: Jenny Biché, Joe Costello, Monica Creel, Michelle Edwards, Jessi Mason, Patrick Mauney, Terry Snead

1. Call to Order

Chair Robert Coiner called the meeting to order at 1:00 p.m.

2. Pledge of Allegiance

3. Roll Call & Quorum Determination

A quorum of the membership was present.

4. Approval of Agenda

Chairman Coiner noted that staff has requested an addition to the agenda for a Request for support from Friends of the Rappahannock for a National Fish & Wildlife Foundation grant, which would become item 12-E. Upon motion by E Ashby, 2nd by M Taylor, the agenda was approved with amendment.

5. Public Comment

There were no comments from the public.

6. Presentations

a) Presentation: Virginia Association of Planning District Commissions

Chairman Coiner introduced David Blount, VAPDC Executive Director. Mr. Blount provided an overview of the VAPDC, its history, ongoing initiatives and services provided on behalf of Planning Districts/Regional Commissions.

PDCs arose directly from a recommendation first put forward in 1966 from the Virginia Metropolitan Area Study Commission, known as the Hahn Commission. They have two conferences a year: Summer and Winter both of which have workshops and strategic planning. Currently they are working on rebranding and messaging by developing a new logo. Working on their 50th Anniversary which will kick off at the Winter Conference.

7. Approval of Minutes

a) February 27, 2019

Chairman Coiner presented the minutes from February 27, 2019 meeting. Upon motion by J Crozier, 2nd by E Ashby, the minutes were approved.

8. Intergovernmental Review

There were no intergovernmental review items for consideration.

9. Financial Reports

a) FY 2019 YTD Revenues and Expenditures

Chairman Coiner asked P Mauney to review the financial reports. P Mauney noted that revenues are in line with expectations at 74.4% and that many grant reimbursements are completed on a quarterly basis with expected receipt in April or May. Expenditures are at 67.4% as of the end of March.

Staff requested two amendments to the budget. The requested amendments were to move \$10,000 from the Health & Dental line item to the Commission Reserve and \$7,500 from unused strategic planning funds to the office maintenance line to cover one-time expenses. The original amount budgeted for insurance was based on potential for new employees to utilize the Commission's insurance program, which was not required this year. Upon motion by J Wood, 2nd by M Roby, the budget amendments were approved.

10. Executive Director's Report

P Mauney reviewed the Director's Report, making note of several items.

The website redesign RFP was released in mid-April with questions due by Monday, April 22. Based on the number of questions and contacts, staff expects a competitive set of proposals and will report back in June.

Two regional marketing initiatives are underway and are filming video for use in commercials and advertising. Sites for two Purely Piedmont commercials include the Warrenton Farmers Market, Early Mountain Vineyards, Griffin Tavern, Heavens Hollow Farm, Corvallis Farms, and the CFC Farm & Home Center. Similar efforts are underway for Tween Rivers Trail, which has grown to 90 members since the first of the year.

RRRC has partnered with Northern Virginia Regional Commission and the Piedmont Environmental Council for a meeting on May 29th focused on Managing Fill Dirt and Debris Disposal in Rural Areas. This is to discuss the rules of dumping construction debris on agricultural lands. The workshop will be from 10am to 3pm at The Barn at Lord Fairfax Community College in Warrenton.

A stakeholder kickoff meeting for the Active Transportation Plan was held March 29th with presentations from Town of Culpeper, Fauquier Parks & Recreation, Town of Gordonsville/PEC, and Friends of the Rappahannock. Public input is currently being collected via an online mapping tool available at wikimap.rrregion.org and the plan will be presented in draft form later this year for review and comment.

M Edwards noted that there will be a Farm-to-School meeting May 20th with Dept. of Education, PATH, 4P Foods and local school system's nutrition directors to determine potential expansion of local food use in schools.

Finally, P Mauney thanked Jessi Mason for all of her work as AmeriCorps VISTA over the past year in support of housing and homelessness response efforts.

11. Staff Updates

a) Foothills Housing Network Point-In-Time Count Report

Chairman Coiner asked J Biché to provide an update on the Foothills Housing Network Point-in-Time County. J Biché reported that the Point-In-Time count shared that the annual count was conducted in January and that the year over year number of homeless individuals and households increased from 2018 to 2019 primarily due to larger numbers in the emergency shelters in the region. The overall number has decreased from 2011. J Biché indicated that Foothills Housing Network will conduct a summer Point-In-Time count on July 17, which is not mandated by the Federal government, but will assist in understanding regional trends and improving outreach to vulnerable individuals.

Commissioners asked about where individuals were found in the region. J Biché explained that the primary locations are at emergency shelters in Culpeper and Warrenton, transitional housing, hotels paid by Social Services departments and three unsheltered individuals.

b) Regional Housing Study Discussion Follow-Up

In follow-up to the discussion with representatives from the Virginia Housing Development Authority in February, P Mauney provided Commissioners with a draft scope of work for a Regional Housing study. The scope was developed based on discussions with VHDA and other ongoing regional studies in Virginia and feedback from Commissioners was requested. Staff requested authorization to utilize the scope as the foundation for a grant application and submission the VHDA's Community Impact Grant program. The primary goals for the study would be convening of a broad ad-hoc workgroup, data collection and analysis at local and regional level, and recommendations for local and regional strategies to support identified housing goals.

Commissioners discussed the benefits of a potential study, noting the importance of income differences by county and by those living and/or working in the region, and the importance of collecting data for each jurisdiction, as possible. B Schaeffer recommended that recommendations for local strategies or policy revisions would benefit from an audit of existing local ordinances. G Curry requested that staff develop a draft application to VHDA and circulate for review. Upon motion by R. Coiner, 2nd by F Catlin, the Commission authorized staff to develop an application and to seek Executive Committee approval prior to submission to VHDA. The motion carried unanimously.

12. New Business

a) FY 2020 Rural Transportation Work Program

Chairman Coiner asked P Mauney and J Costello to review the FY 2020 Rural Transportation Work Program. Staff presented the draft program and shared that funding will remain level with past fiscal years at \$58,000 in federal funds matched by \$14,500 in local funds derived from local dues. J Wood moved to adopt the Resolution authorizing staff to apply for State Research & Planning funds from VDOT for the FY 2020 Rural Transportation Work Program, 2nd by J Hobbs. The motion passed unanimously.

b) Voluntary Group Long-Term Care Insurance

Chairman Coiner asked P Mauney to review item 12-B. P Mauney referenced the opportunity for RRRC, as a participating member in the Virginia Retirement System, to participate in a Voluntary Group Long-Term Care Insurance. There is no cost to the Commission, but would allow employees to join the program via their own voluntary contributions. J Crozier moved to authorize participation in the Virginia Long-Term Care Insurance Program, 2nd by J Wood. The motion carried unanimously.

c) Call for Nominations for 2019 Regional Leadership Awards

Chairman Coiner announced that the 2019 Regional Leadership Award nominations are due by June 21 and asked that Commissioners consider nominating deserving government and citizen leaders in the region.

d) Draft FY 2020 Proposed Budget

Chairman Coiner presented the draft FY 2020 budget, noting that no action is to be taken at this meeting. P Mauney reviewed the preliminary 2020 budget, noting revenues at \$934,909.50. P Mauney noted that Health & Dental rates remained level for a second consecutive year and that other operating expenses remain stable based on historical spending and projected needs. P Mauney also noted revenue items for attention. The 2020 fiscal year will be the final year of the three-year USDA Farmers Market Promotion Program Grant which ends September 30th. The budget also includes an increase in Rideshare funding by \$15,000 from DRPT, and continuing funding from DEQ for Chesapeake Bay watershed planning, which staff hopes will become a continuing revenue source for environmental planning.

J Crozier asked about sending out packets via email to save printing costs. P Mauney indicated that he would reach out after the meeting to determine if any Commissioners would prefer to continue receiving paper copies.

- e) Request for Support for National Fish & Wildlife Foundation grant from Friends of the Rappahannock

Chairman Coiner asked P Mauney to review the request from Friends of the Rappahannock. Patrick stated that Friends of the Rappahannock has participated with the Chesapeake Bay Watershed Implementation Planning (WIP) efforts and they have identified a grant opportunity that would include tree-planting on agricultural lands and developed land, as well as working with residents to develop urban nutrient management plans and no-nutrient pledge campaigns. P Mauney indicated that Friends of the Rappahannock is requesting the RRRC contribute \$5,000 of in-kind staff time related to Chesapeake Bay watershed planning as part of its proposal.

J Hobbs asked if staff recommended making the contribution. P Mauney stated that he does recommend the contribution, given Friends of the Rappahannock's past partnerships with the Commission and localities and given the importance of such efforts in meeting goals of the Chesapeake Bay WIP. Upon motion by M Taylor, 2nd by F Catlin, the request was approved unanimously.

13. Closed Session

No closed session was held.

14. Upcoming Meetings

Chairman Coiner noted upcoming meetings from the agenda, including the next Regional Commission meeting on June 26th.

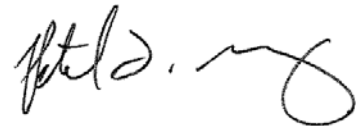
15. Regional Roundtable

Commissioners discussed items of interest from their localities.

16. Adjournment

Chairman Coiner adjourned the meeting at 3:00 p.m.

Respectfully Submitted by:



Patrick L. Mauney
Secretary & Executive Director

(Drafted by Monica Creel)



MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: June 17, 2019
Subject: Financial Reports

Included here for your review are the FY 2019 Revenue and Expenditure reports through May 31, 2019. These are unaudited reports through 92% of the fiscal year.

Revenues received are at 90.2% of expected amounts for the fiscal year. The VTC Marketing Leverage Program grant reimbursements will be received in FY 2020. Other expected revenues will be received in June.

Expenditures are at 85.3% of budgeted amounts as of the end of May. Aside from items previously reported (Maintenance and VHSP Grant expenses), all lines are within budgeted amounts and I expect that we will see a modest positive net at the end of the fiscal year.

REQUESTED ACTION: None required. Final FY 2019 reports will be provided in August, with annual audit to be completed in late Summer.

Rappahannock-Rapidan Regional Commission
Revenue Snapshot - May 31, 2019

Budget Items	Proposed Budget	Adjustments	Adjusted Budget	March	April	May	YTD Actual	YTD %
Revenues								
Dues:								
Culpeper County	\$ 26,624.00		\$ 26,624.00				\$ 26,623.91	100.0%
Fauquier County	\$ 48,430.00		\$ 48,430.00				\$ 48,429.67	100.0%
Madison County	\$ 10,674.00		\$ 10,674.00				\$ 10,673.80	100.0%
Orange County	\$ 24,039.00		\$ 24,039.00				\$ 24,038.46	100.0%
Rappahannock County	\$ 6,027.00		\$ 6,027.00				\$ 6,027.46	100.0%
Town of Culpeper	\$ 14,945.00		\$ 14,945.00				\$ 14,944.98	100.0%
Town of Gordonsville	\$ 1,314.00		\$ 1,314.00				\$ 1,313.89	100.0%
Town of Madison	\$ 181.00		\$ 181.00				\$ 180.94	100.0%
Town of Orange	\$ 4,140.00		\$ 4,140.00				\$ 4,140.04	100.0%
Town of The Plains	\$ 189.00		\$ 189.00				\$ 189.24	100.1%
Town of Remington	\$ 524.00		\$ 524.00				\$ 523.73	99.9%
Town of Warrenton	\$ 8,185.00		\$ 8,185.00				\$ 8,184.63	100.0%
Town of Washington	\$ 105.00		\$ 105.00				\$ 104.58	99.6%
Interest Income	\$ 1,500.00		\$ 1,500.00	\$ 319.30	\$ 300.45	\$ 300.60	\$ 3,210.28	214.0%
Other Income	\$ 750.00		\$ 750.00	\$ 100.00	\$ 1,500.00		\$ 2,292.02	305.6%
DEQ Chesapeake Bay WIP III	\$ 50,000.00		\$ 50,000.00				\$ 50,000.00	100.0%
DRPT Mobility Management Grant	\$ 150,000.00		\$ 150,000.00		\$ 22,882.00		\$ 125,649.00	83.8%
DRPT Section 5310 Operating Grant	\$ 100,000.00		\$ 100,000.00	\$ 7,432.00	\$ 5,745.00	\$ 6,458.00	\$ 86,172.01	86.2%
Hazard Mitigation	\$ 13,819.78		\$ 13,819.78		\$ 13,819.78		\$ 13,819.78	100.0%
Madison County Planning	\$ 2,000.00		\$ 2,000.00				\$ 1,853.00	92.7%
Rappahannock Comp Plan	\$ 4,000.00		\$ 4,000.00			\$ 4,000.00	\$ 4,000.00	100.0%
Regional Housing	\$ 48,604.00		\$ 48,604.00				\$ 48,604.66	100.0%
Regional Tourism	\$ 7,000.00		\$ 7,000.00				\$ 7,000.00	100.0%
Rideshare Program	\$ 118,400.00		\$ 118,400.00		\$ 37,493.00		\$ 118,369.00	100.0%
Rideshare Vanpool Grant	\$ 8,000.00		\$ 8,000.00		\$ 1,969.00		\$ 3,590.00	44.9%
Rural Transportation Planning	\$ 58,000.00		\$ 58,000.00			\$ 15,335.59	\$ 58,020.04	100.0%
State Regional Planning Grant	\$ 75,971.00		\$ 75,971.00			\$ 18,993.00	\$ 75,971.00	100.0%
Town of Madison Comp Plan	\$ 500.00		\$ 500.00				\$ -	0.0%
USDA FMPP Grant	\$ 83,000.00		\$ 83,000.00			\$ 27,754.33	\$ 81,422.85	98.1%
VHDA VISTA Grant	\$ 15,000.00		\$ 15,000.00				\$ 12,000.00	80.0%
VHSP Grant	\$ 84,000.00		\$ 84,000.00	\$ 14,541.52			\$ 53,351.39	63.5%
VTC Marketing Grant	\$ 21,012.50		\$ 21,012.50				\$ -	0.0%
Total Revenue	\$ 986,934.28	\$ -	\$ 986,934.28	\$ 22,392.82	\$ 83,709.23	\$ 72,841.52	\$ 890,700.36	90.2%

Rappahannock-Rapidan Regional Commission
Expenditure Snapshot - May 31, 2019

Budget Items	Proposed Budget	Adjustments	Adjusted Budget	March	April	May	YTD Actual	YTD %
Expenditures								
Advertising	\$ 500.00		\$ 500.00				\$ -	0.0%
Annual Meeting/Retreat	\$ 4,500.00		\$ 4,500.00				\$ 4,457.00	99.0%
Audit/Legal	\$ 5,500.00		\$ 5,500.00				\$ 3,650.00	66.4%
Equipment/Software	\$ 7,000.00		\$ 7,000.00		\$ 1,047.97	\$ 1,020.00	\$ 5,051.82	72.2%
FICA	\$ 30,600.00		\$ 30,600.00	\$ 2,355.49	\$ 2,326.26	\$ 3,546.74	\$ 26,801.38	87.6%
Health & Dental	\$ 45,000.00	\$ (10,000.00)	\$ 35,000.00	\$ 2,799.00	\$ 2,799.00	\$ 2,799.00	\$ 30,798.04	88.0%
Meals	\$ 2,000.00		\$ 2,000.00	\$ 278.24	\$ 206.70	\$ 32.27	\$ 1,855.78	92.8%
Membership Dues	\$ 4,000.00		\$ 4,000.00	\$ 350.00			\$ 3,495.00	87.4%
Miscellaneous	\$ 500.00		\$ 500.00	\$ 14.88			\$ 54.88	11.0%
Mortgage	\$ 23,916.00		\$ 23,916.00	\$ 1,993.00	\$ 1,993.00	\$ 1,993.00	\$ 21,923.00	91.7%
Office & P.O. Liability Insurance	\$ 1,400.00		\$ 1,400.00				\$ 1,295.00	92.5%
Office Maintenance	\$ 10,000.00	\$ 16,025.38	\$ 26,025.38	\$ 200.00	\$ 891.40		\$ 26,105.50	100.3%
Payroll Expenses	\$ 400,000.00		\$ 400,000.00	\$ 31,550.25	\$ 31,168.59	\$ 47,122.37	\$ 358,651.81	89.7%
Postage	\$ 750.00		\$ 750.00	\$ 36.64	\$ 73.75	\$ 14.65	\$ 512.09	68.3%
Printing	\$ 2,000.00		\$ 2,000.00	\$ (104.00)	\$ 213.06		\$ 1,247.24	62.4%
Reserve	\$ -	\$ 10,000.00	\$ 10,000.00				\$ -	0.0%
Strategic Planning	\$ 7,500.00	\$ (7,500.00)	\$ -				\$ -	0.0%
Subscriptions and Books	\$ 750.00		\$ 750.00	\$ 245.00	\$ 16.00	\$ 45.08	\$ 400.08	53.3%
Supplies	\$ 4,500.00		\$ 4,500.00	\$ 546.23	\$ 288.53	\$ 347.58	\$ 3,729.44	82.9%
Technology	\$ 7,000.00		\$ 7,000.00	\$ 75.13	\$ 583.55	\$ 404.15	\$ 3,926.69	56.1%
Travel & Training	\$ 8,000.00		\$ 8,000.00	\$ 1,183.98	\$ 666.49	\$ 890.30	\$ 7,625.26	95.3%
Utilities	\$ 6,200.00		\$ 6,200.00	\$ 586.50	\$ 469.59	\$ 428.74	\$ 4,673.50	75.4%
VRS	\$ 9,000.00		\$ 9,000.00	\$ 792.20	\$ 792.20	\$ 832.20	\$ 8,394.11	93.3%
Website Update	\$ 7,000.00		\$ 7,000.00				\$ -	0.0%
Workman's Comp	\$ 500.00		\$ 500.00				\$ 500.00	100.0%
America's Wine Country	\$ 1,100.00		\$ 1,100.00				\$ -	0.0%
DEQ Chesapeake Bay WIP III Expenses	\$ 2,500.00		\$ 2,500.00				\$ 414.35	16.6%
DRPT Mobility Management Expenses	\$ 122,500.00	\$ (6,500.00)	\$ 116,000.00	\$ 9,036.87	\$ 7,907.74	\$ 9,031.46	\$ 97,303.80	83.9%
DRPT Section 5310 Operating Expenses	\$ 100,000.00	\$ (6,000.00)	\$ 94,000.00	\$ 6,383.65	\$ 7,175.00	\$ 7,621.50	\$ 83,240.34	88.6%
Path/New Freedom Expenses		\$ 12,500.00	\$ 12,500.00				\$ 12,544.02	100.4%
Regional Tourism Expenses	\$ 9,692.90		\$ 9,692.90	\$ 338.39	\$ 1,595.47	\$ 68.64	\$ 2,891.93	29.8%
Rideshare Expenses	\$ 50,000.00		\$ 50,000.00	\$ 13,119.24	\$ 7,067.46	\$ 4,077.16	\$ 46,568.01	93.1%
Rideshare Vanpool Expenses	\$ 8,500.00		\$ 8,500.00	\$ 477.96	\$ 572.38	\$ 56.84	\$ 4,111.11	48.4%
RTP Expenses	\$ 1,000.00		\$ 1,000.00	\$ 359.44	\$ 16.82	\$ 69.60	\$ 947.32	94.7%
USDA FMPP Expenses	\$ 61,000.00		\$ 61,000.00	\$ 1,613.09	\$ 804.45	\$ 11,828.86	\$ 44,257.40	72.6%
VHDA VISTA Expenses	\$ 15,000.00		\$ 15,000.00	\$ 3,000.00			\$ 15,000.00	100.0%
VHSP Expenses	\$ 1,000.00		\$ 1,000.00	\$ 419.22	\$ 188.73	\$ 25.50	\$ 3,810.34	381.0%
VTC Marketing Grant Expenses	\$ 18,000.00		\$ 18,000.00	\$ 101.24	\$ 15,638.88	\$ 14.52	\$ 15,754.64	87.5%
Total Expenditures	\$ 978,408.90	\$ 8,525.38	\$ 986,934.28	\$ 77,751.64	\$ 84,503.02	\$ 92,270.16	\$ 841,990.88	85.3%

Executive Director's Report June 19, 2019



The purpose of this report is to provide members of the Regional Commission with a summary report of work plan-related activities, staff attendance and participation at local/regional/ statewide meetings, and updates on initiatives impacting the Regional Commission and our localities.

Administration:

- The final draft FY 2020 budget and proposed RRRC work plan are included for Board consideration at this meeting.
- Open enrollment for the Commission's health insurance program was completed in April with changes prepared for July 1 and included in the draft budget.
- The website redesign RFP generated 45 proposals. Staff has reviewed and conducted phone interviews with five firms and will have a recommendation at the meeting on June 26.
- Staff have received some initial estimates for updating the conference room and entryway into the Commission office, to include painting, flooring, and replacement of the conference table and chairs. This would be an FY 2020 project and initial estimates are within the proposed office maintenance line item for FY 2020. Please let me know if you would like to be involved in the process.

Economic Development & Tourism

- A workshop focused on *Owned, Earned, and Paid* Media is set for Morais Vineyards in Bealeton on Tuesday, June 25th. As of this week, more than 75 participants are registered. Hunter Berry and your local tourism directors deserve all the credit for the outreach and workshop agenda.
- As part of my report next week, we will share two commercials developed for the Purely Piedmont brand. The videography project involved filming in each County in the region and we expect that the footage will be used for other efforts moving forward.

Homelessness/Affordable Housing

- The Community Impact Grant proposal for a Regional Housing study was submitted to Virginia Housing Development Authority earlier this month. Staff will keep you all informed about any questions or news when received.
- RRRC continues to advertise for an AmeriCorps VISTA member to serve from July through June 2020. Please consider sharing the opportunity with anyone interested in a one-year position: <https://my.americorps.gov/mp/listing/viewListing.do?id=89058>.
- RRRC and Foothills Housing Network are hosting a training workshop on Eviction Law changes and Fair Housing in Warrenton on July 11th at the PATH Foundation. The Virginia Poverty Law Center will review changes to laws that go into effect on July 1st and are designed to reduce eviction rates. Registration is free.

Environmental/Natural Resources

- RRRC staff have worked to complete several of the initial tasks related to the bridge contract with Department of Environmental Quality for Chesapeake Bay watershed planning. A draft scope for tasks to be undertaken between October 2019 and September 2020 will be presented next week.

- The *Managing Fill Dirt and Debris Disposal in Rural Areas* workshop at Lord Fairfax Community College had attendees from most of our region, as well as Northern Virginia. There are a number of issues that were raised and we anticipate this to be an ongoing discussion moving forward.
- The *Flavor of the Piedmont* Farm-to-Table Showcase event is scheduled for September 8th at the Barn at Lord Fairfax. There will be a one-hour buyer-producer networking event from 3pm to 4pm and then a family-friendly tasting event from 4pm to 6pm featuring locally-grown food and beverages. Tickets are available online (\$10/adult; \$5 for children 5-12):
<https://www.eventbrite.com/e/flavor-of-the-piedmont-tasting-tickets-61254985310>

Emergency Planning/Haz Mit

- Staff developed a small proposal for the recent Hazard Mitigation Grant program application period to improve wildfire data from the Hazard Mitigation plan. More information will be shared at the meeting next week.

Transportation

- The Rural Transportation Committee met on May 30th and continued to discuss the ongoing VTrans statewide transportation plan and how to best advocate for the region's needs in relation to Smart Scale.
- RRRC Commuter Services and Foothills Area Mobility System (FAMS) staff were on hand at the Warrenton Spring Festival, Madison Business Expo, and Culpeper Fest to reach out to those in need of transportation and mobility options. If you have upcoming events that may be good outreach opportunities, please let us know!

Local Technical Assistance/Regional Coordination

- In addition to projects referenced above, ongoing local projects include:
 - Safe Routes to School pre-application with the Town of Gordonsville is in the final stages of completion. As a reminder, the Safe Routes to School and Transportation Alternatives grant programs now have a July 1 pre-application deadline. The project with the Town of Gordonsville was developed out of the recently completed SRTS Mini-Grant project.
 - Met with stakeholders at the Carver Center to discuss additional agriculture-related initiatives including laboratory space, as well as feasibility of barley and hops processing in the region.
 - Coordinated with Department of Environmental Quality on Solid Waste Management planning requirements for Madison County.
 - Reviewed Virginia Telecommunications Initiative (VATI) information for upcoming grant round and held a debrief with Madison County and DHCD staff regarding the County's proposal from the FY 2019 round.
 - Attended Build Virginia Regional Meeting in Fauquier County on developing the skilled trades workforce in Virginia.
 - Participated in the VACo Region 7 meeting in Orange County.
 - I will have a handout of various data points and metrics related to RRRC programs for you at the meeting next week, based on a past request from the Commission. This will be an evolving report, but I hope will provide useful indicators related to housing, mobility management, tourism, and other Commission outreach efforts.



MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: June 25, 2019
Subject: Directors Report Data Indicators

Based on past Commission discussion, staff has put together a preliminary list of RRRC program data indicators to be included for information with the Director's Report at each Commission meeting. If there are other indicators that may be helpful to include, please let staff know.

Foothills Housing Network

Central Entry: Calls Received, by County
Central Entry: Dispensation of Requests (Grant assistance, Diversion, Shelter, Other Resources)

Number of Persons Served
Number of Veterans Served
Number of Literally Homeless
Number Living in Rental with No Subsidy
Number Living with Family or Friends

Foothills Area Mobility System (FAMS)

Number of Calls Received, by County
Dispensation of Requests (Transit, Volunteer Transportation, Gas Card/Vouchers, Information, Follow-Up, Taxi, etc.)

Number of Ride Requests, by County
Type of Ride Request (Medical, Mental Health, Physical Therapy, Employment, Critical Need, Social, etc.)

Volunteer Miles Driven (Voltran, RRCS, etc.)
Volunteer Hours
Equivalent Cost Saving for Miles & Hours

Public Transit Ridership (all routes within Region)

Commuter Services

Number of Registered on Commuter Connections, by County
Park & Ride Lot Usage

Tween Rivers Trail/Purely Piedmont/Tourism

Number of Tween Rivers Trail sites, by County/Town
Number of Tween Rivers Trail sites, by Type (Accommodations, Farmers Market, etc.)

Number of Registered Purely Piedmont producers, by County
Number of Registered Purely Piedmont producers, by product type
Tourism/Other Workshop Registrations and Follow-Up survey reports

Social Media/Outreach

Web Visitation/Analytics for all RRRC program websites

Likes, Post Reach, Interactions, Post Impressions for:

RRRC Facebook
Commuter Services Facebook
Tween Rivers Trail Facebook



MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: June 18, 2019
Subject: Regional Housing Study Discussion

At the February meeting, the Regional Commission heard a presentation from Virginia Housing Development Authority (VHDA) representatives regarding housing implementation projects and funding for housing studies. RRRC staff developed a brief scope of work based on discussions with local officials and VHDA staff and the Regional Commission requested that an application to VHDA's Community Impact Grant program be developed and shared with Commissioners prior to submitting to VHDA. The revised scope is attached here.

This application was submitted to VHDA by the deadline of June 15, 2019 following review by the RRRC Executive Committee. Any contract resulting from a successful request will be brought to the Commission for authorization and approval.

REQUESTED ACTION: Ratify the Executive Committee's approval of the VHDA Community Impact Grant application submission for a Regional Housing study

RRRC Regional Housing Study

The Rappahannock-Rapidan Regional Commission (RRRC) has identified the need for a regional housing study based on requests received from member local governments related to the need for detailed housing data for use in long-range housing policy planning for their localities and the greater region. The RRRC proposes a regional housing study comprised of two primary focus areas: 1) Local & Regional Housing Data Collection and Analysis and 2) Analysis of Policies, Strategies, and Practices for Local & Regional Implementation. Capacity within the local governments in the region for conducting housing data and policy analysis varies and the first task will provide detailed data for the region's five counties and eight towns for use in long-range planning and policy making decisions. Likewise, the patterns of development within the Rappahannock-Rapidan region vary greatly and there is a recognition that each locality has unique opportunities that will impact potential implementation strategies and housing policies.

Preliminary Scope of Work

Task 1: Regional Housing Stakeholder Workgroup

Purpose: Convene a diverse ad-hoc Stakeholder Workgroup to oversee development of the study. The workgroup may include representation from each County and Town (elected or staff), Foothills Housing Network partners, Affordable housing providers (Windy Hill, Foothills Housing Corporation, Habitat for Humanity, People Inc., etc.), Greater Piedmont Realtors, Business/Chamber representatives, Housing developers/builders

Responsibility: RRRC

Task 2: Housing Data Collection/Market Analysis/Needs Assessment

Purpose: Detailed housing data and supporting socioeconomic and demographic data will be collected for the Rappahannock-Rapidan region, counties, and towns. Information on housing market conditions, with focus on owner versus rental housing, and data on age, vacant units, rents, home values, overcrowding, eviction rates, and sub-standard conditions based on available data sets (not a detailed housing condition windshield analysis).

Where possible, RRRC will seek to overlay housing data with other data sets, including locally-adopted Urban Development Areas (UDAs), transit service areas, and walkable areas.

Responsibility: Consultant(s), under direction and with support from RRRC & Workgroup

Task 3: Housing Barrier/Gap Analysis

Purpose: To identify existing and future gaps in housing needs, consultant will utilize available population, household, age, and income projections from Weldon Cooper Center or other

locally-provided source(s). Gaps between housing needs and supply will be documented with attention given to availability based on income for the aging population, workforce, and veterans. Consultant will also analyze current zoning and land use regulations and regulatory barriers in order to identify impediments to fair housing.

Responsibility: Consultant(s), under direction from RRRC & Workgroup

Task 4: Stakeholder Interviews/Focus Groups

Purpose: Focus Groups or Stakeholder interviews will be conducted with 10-20 individuals or groups (inclusive of housing developers, housing advocacy groups, realtors, and other stakeholders) to obtain diverse feedback and input on the region's housing stock, market, and barriers. Where possible, these will be small group discussions.

Responsibility: RRRC, Workgroup, Consultant(s)

Task 5: Local Code/Ordinance Audits (optional)

Purpose: At the discretion of participating localities, RRRC will work with selected consultant to complete desktop audits of local Code and Zoning ordinances to identify barriers to housing. Information gleaned from the audits will be used to assist in development of local/regional housing policy and strategy reports

Responsibility: Consultant(s), with support from RRRC & Localities

Task 6: Local & Regional Housing Policy & Strategy Reports

Purpose: To customize policies and strategies for each jurisdiction, to the extent possible, best practices will be developed for various needs identified in the initial data report. Examples of focus areas may include rental housing, inclusionary zoning, accessory dwelling units, homeownership incentives, real estate tax relief programs, home repair, and/or energy efficiency. Working with local staff and elected officials, local policy and strategy reports will be refined based on the needs of individual localities.

Responsibility: Consultant(s), with support from RRRC & Workgroup

Task 7: Draft & Final Reports

Purpose: Upon completion of tasks 2-5, draft reports will be developed and shared with RRRC, the ad-hoc Housing Workgroup, and other stakeholders for review. Upon review and consolidated comments/requested revisions from RRRC, final reports will be generated.

Responsibility: Consultant(s), with support from RRRC & Workgroup

Task 8: Regional Housing Forum

Purpose: Convene local/regional/state officials for dialogue and discussion on study findings, present notable case studies/best practices from other regions

Responsibility: RRRC, with support from Workgroup

Preliminary Timeline

Month 1: Issue RFQ/RFP

Month 1-2: Contracts with Consultant(s)

Month 2-15: Complete Tasks 1 - 8

DRAFT



MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: June 18, 2019
Subject: Regional Legislative Platform Request

A request received from Eldon James, VACo Region 7 Legislative Liaison, in advance of the development of the 2020 legislative platform is included for your information. In the past, the Regional Commission has ratified support for the VACo Region 7 Legislative Platform and staff can provide any comments and/or issues for consideration to Mr. James, and/or request his presence at an upcoming meeting of the Regional Commission.

REQUESTED ACTION: None required.



Patrick Mauney <plmauney@rrregion.org>

Developing the Regional Legislative Platform

Eldon James <ejames7@me.com>

Mon, Jun 17, 2019 at 9:40 AM

To: Jack Hobbs <jhobbs@madisonco.virginia.gov>, JOHN EGERTSON <jegertson@culpepercounty.gov>, Paul McCulla <paul.mcculla@fauquiercounty.gov>, Katie Heritage <katie.heritage@fauquiercounty.gov>, Bryan David <bdavid@orangecountyva.gov>, Garrey Curry <gwcurry@rappahannockcountyva.gov>, Patrick Mauney <plmauney@rrregion.org>, "Thomas C. Foley" <tfoley@staffordcountyva.gov>, "Anthony D. Toigo" <AToigo@staffordcountyva.gov>, Charles Culley <cculley@co.caroline.va.us>, Alan Partin <apartin@co.caroline.va.us>, Ed Petrovitch <EPetrovitch@spotsylvania.va.us>, Neiman Young <nyoung@co.kinggeorge.state.va.us>, "Timothy J. Baroody" <tjbaroody@fredericksburgva.gov>, Linda Millsaps <millsaps@gwregion.org>
Cc: Eldon James <ejames7@me.com>

Good Afternoon All,

It's that time of year again when I ask for your input into the regional legislative platform for the next General Assembly session. Attached is a copy of our 2019 regional program. A few highlights important to consider as you begin to give thought to the 2020 session:

- 2019 Legislation passed addressing some aspects of the unworkable 2016 proffer legislation, we will want to assess how helpful it is or is not.
- A study of Impact Fees is being conducted by a work group of the Housing Commission, we will monitor, provide input and keep you posted of the potential for any legislation in 2020.
- A Special Session on gun violence will convene July 9.
- We are following the study of CSA rates and day services.
- Other needs/potential issues include broadband, secondary roads, affordable housing, veteran's real estate tax exemption and E-911/telcom taxes.

As you consider potential issues feel free to let me know if you have questions. I would be happy to talk with you, your staff and/or Board or Council members if you would find that helpful.

Thanks

Eldon

Eldon James & Associates, Inc.
24 E. Cary Street, Suite 100
Richmond, VA 23219
540-907-2008
Eldon@EldonJamesAssociates.com
Celebrating our 25th year



Regional Platform 11-19-18 FINAL.doc
256K





VACo Region 7 – North Central Virginia 2019 Legislative Issues

November 19, 2018



- b. Use total cost versus smart scale request costs
- c. Change accessibility measure threshold from 45 minutes to 90 minutes
- d. Restrict Statewide High Priority Program funding to Highway and Transit projects on a Corridor of Statewide Significance costing at least \$10 Million.
- 2. Smart Scale Funding Process:
 - a. Request a study to review and potentially change the District Grant Allocation Formula - specific issues of concern:
 - Created for a different purpose in 1986 for Primary-Secondary-Urban allocation (40/30/30)
 - Interstates not included in formula but eligible to receive funding
 - Not consistent with national standard of 2010 Federal Functional Classification
 - Urban component of population based on city & town population instead of national standard of urbanized area
- 3. State Transportation Funding Study Request.
 - a. Current system based on gas taxes is failing due to emergence of hybrid and alternative fuel vehicles.
 - b. Need for a study to develop a new sustainable system less reliant on gas taxes.

Finally, the Region supports preserving the option to widen I-95 in Stafford between Exit 143 and Exit 133 from 6 to 8 lanes without I-95 Express Lanes restrictions requiring the State to pay competition compensation.

Viability of Cash and Off-Site Proffers

Conditional zoning was authorized by the Virginia General Assembly over 30 years ago. The goal was to address the rigidity of traditional zoning methods to address conflicts between competing and incompatible land uses.

As designed and utilized for decades, conditional zoning allows reasonable conditions, known as proffers, to be offered by the applicant during a rezoning process as a way of mitigating the impacts of the proposed rezoning. Proffers could include land, infrastructure, cash or other conditions or constraints on the use of the property. These proffers, if accepted by the governing body as part of the rezoning approval, become part of the zoning ordinance as it applies to that property. In theory, conditional zoning allows land to be rezoned that might not otherwise be rezoned because the proffers can address community concerns arising from the rezoning. In the 2016 session SB549 created a new section, 15.2-2303.4, which dramatically changed the way off-site and cash proffers can be offered, considered, accepted and used to support public facilities.

Section 15.2-2303.4 (2016) imposes limitations and uncertainty including:

- If an applicant submits an amendment to a project's proffers that were approved prior to July 1, 2016 do all cash or off-site proffers associated with the project come under the new statute or simply those proffers that are the subject of the amendment?



VACo Region 7 – North Central Virginia

2019 Legislative Issues

November 19, 2018



- What is the definition of “specifically attributable” and how does this impact a proposed rezoning that generates a need for “some” capacity improvement?
- In the case of some capacity improvement need it must be an “identifiable portion of a need.” What does this mean and how is it determined?
- Should utility facilities be included as a category of public facility that may be addressed through proffers?
- What level of formality is required to establish that a proffer has been “suggested, requested, or required” by the locality?
- The uncertainty regarding the reasonableness of proffers, coupled with the loss of the presumption of validity, the “clear and convincing” standard of proof, and the potential award of attorneys’ fees, has caused localities to limit proffer discussion during the rezoning process, or to forego proffer authority altogether.

When the Code of Virginia creates uncertainty local government attorneys, cautious by nature, advise their clients to err on the side of caution. Consequently, the very dialogue and negotiation that conditional zoning was designed to foster has been severely limited. This limits the ability of developers to respond to the concerns of neighbors and consequently jeopardizes private development. The 2016 change is therefore having a negative economic impact.

With the most recent changes relative to cash and off-site proffers, the time might be right to consider impacts fees as an appropriate means for supporting the capital improvement costs driven by new residential development. **The Region therefore supports SB208 (Stuart) that will be considered by the full Senate early in the 2019 legislative session.**

OTHER ISSUES

Tax Reform and Local Revenues Generally

Local taxes such as the Business Professional and Occupational License tax (BPOL) and the Machinery and Tools tax (M&T) are frequently mentioned as taxes the General Assembly should consider for elimination. We recognize the need to promote business growth and support efforts to do so but those that can result in reducing local services that support economic development or raising other taxes will undermine the intended purpose. Before tax system changes are enacted the Region supports thorough study of the entire system and the consequences, both intended and unintended, associated with potential changes. The Region further believes that such study should include consideration of equal taxing authority between cities and counties.

Transportation Generally

The Region applauds the efforts made over the past several years to adequately fund our growing transportation needs but the job is not done. Sound decision-making must continue to recognize the linkage between land-use and transportation decisions to achieve cost-effectiveness and to retain



VACo Region 7 – North Central Virginia

2019 Legislative Issues

November 19, 2018



quality of life. The Region supports efforts to enhance transportation funding. Growing transportation needs and the deterioration of critical transportation infrastructure, e.g., roads, bridges, is creating detrimental impacts to economic vitality and safety across the region.

The Region strongly encourages VDOT to fully utilize its funding authorization for the Revenue Sharing Program.

We recognize that the General Assembly and the Administration will continue to review the structure of our transportation system and may consider the potential for devolution of certain functions that have been the responsibility for the Commonwealth for almost a century, such as the secondary road network. The Region is opposed to devolution of state transportation responsibilities to counties and we urge the Administration and the General Assembly to work collaboratively with local governments during such reviews.

The Region supports efforts to improve rail service along the I-95 and Route 29 corridors. As part of this efforts the Region encourages the Commonwealth to work cooperatively with the Region's localities to identify potential alternatives and to consider the potential impacts such efforts can have on property owners in or near the corridor.

The region supports efforts to maintain safe and reliable transit services and encourages the Commonwealth to take steps to address the pending decrease in funding to the State Transit Capital Program. The use of bond revenues from Transportation Capital Project Revenue (CPR) for transit capital projects at the end of FY 2019 may shift the funding burden for transit projects to local governments, potentially resulting in higher fares, use of older vehicles and equipment, and cuts to transit service hours. The region supports efforts to identify a steady, reliable transit capital program revenue stream in support of safe and efficient transit operation.

Chesapeake Bay Restoration and Stormwater Management

The proposed Chesapeake Bay TMDL and Virginia's Watershed Implementation Plan (WIP) requires 2-year milestones for the Commonwealth and its MS-4 localities. Without aggressive state investment in meeting these milestones Virginia localities will be under the threat of limited economic growth, including non-MS-4 localities. The Region urges the Governor and the General Assembly to be actively involved in identifying and resourcing proven traditional as well as innovative solutions. The Region supports continued efforts to improve administrative efficiencies of the state-local relationship. As experience is gained we believe needed enhancements will be identified and following the principles of adaptive management we can respond with appropriate legislative or regulatory revisions. The Region supports coordinated planning for meeting Chesapeake Bay Program goals and appreciates the Commonwealth's recognition and planning goals or targets are for planning purposes only if not specific to an MS-4 permit.



VACo Region 7 – North Central Virginia 2019 Legislative Issues

November 19, 2018



Alternative On-Site Septic Systems (AOSS)

AOSS are an important means of safely treating wastewater in areas where traditional septic treatment systems will not work. With regulation of these systems vested largely with the Virginia Department of Health localities have limited ability to respond when an AOSS unit does not meet treatment standards. The Region encourages the General Assembly to provide adequate authority for VDH or localities to respond to AOSS failures to protect the public health and water quality especially in circumstances where an AOSS owner refuses to properly care for the system or when the owner cannot afford to make needed repairs or improvements.

Water Supply

The Region is concerned about safe, adequate and affordable water supply for human consumption and economic development. The Region supports policies and financial investments by the Commonwealth that promotes long-term solutions to the needs of our communities for a safe and reliable water supply. Private water systems must be properly regulated to protect citizens' needs for safe, reliable and affordable drinking water.

State Funding for Local and Regional Jails

In 2010, the General Assembly reduced the amount paid to local jails for local inmates from \$8 per day to \$4 per day and reduced the amount for state responsible inmates from \$14 per day to \$12 per day. This saved the state over \$19 million annually by transferring the cost to local taxpayers.

The Region urges the General Assembly to return to paying \$14 per day for all state responsible inmates for whom they are now paying \$12 per day, the additional cost to the state would be approximately \$6 million annually. At this time the \$4 per day payment for local inmates would not be changed.

Education Funding

The Region is deeply concerned by the trend of declining state financial support for K-12. The Region encourages the Commonwealth to reverse this trend including among other things important school safety efforts such as the funding of School Resource Officers in all schools. The Region also supports the protection of local governing body authority to evaluate and approve any reallocation of year-end fund balances.

Economic and Workforce Development

The Region supports continued efforts by the Commonwealth to enhance a broader-based economy and increase private sector employment opportunities. The Region further supports enhanced funding of workforce training programs to support credential attainment by workers who support businesses and industries essential to the new Virginia economy.



VACo Region 7 – North Central Virginia

2019 Legislative Issues

November 19, 2018



Local Land Use Authority

The Region strongly supports the maintenance of all existing authority of local government for planning, zoning and related activities. While efforts to enhance a broader-based economy rightly include examination of local rules and regulations that can impact private investment decisions such examination must balance the economic goals with the goals of protecting existing communities and property rights. Decisions impacting our neighborhoods and communities are most appropriately made at the neighborhood and community level.

Mental Health Services

The Region strongly supports a sustained focus by the state on Virginia's mental health services system to ensure, through evaluation and investment, that appropriate and effective outpatient and in-patient services are available across the Commonwealth. The Region encourages reforms provide for alternative placement for local jail inmates with serious mental health issues that should not be left to jail personnel to address.

Substance Abuse

According to the American Public Health Association (APHA), every 19 minutes, someone in the United States dies from and unintentional prescription drug Overdose. This epidemic is having devastating impacts on families and communities. The Region supports legislative and educational efforts to emphasize prevention and address misuse. The APHA recommends legislation to address physical and mental status examination, doctor shopping, tamper-resistant prescription form requirements, regulation of pain management clinics, prescription drug monitoring, prescription drug overdose emergency response immunity and access to naloxone. Emergency community-based support systems need strengthening to enable local agencies to respond to the needs of impacted families.

The Regional Legislative Program Point of Contact is Eldon James, Legislative Liaison, 540-907-2008; Fax 804-644-5640; Eldon@EldonJamesAssociates.com www.EldonJamesAssociates.com



MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: June 17, 2019
Subject: FY 2020 RRRC Meeting Schedule

A resolution with the proposed meeting dates for the Rappahannock-Rapidan Regional Commission for Fiscal Year 2020 is included for your consideration. The Commission may take action to change the regular meeting dates and times, as desired.

This includes the RRRC Annual Meeting on the fourth Thursday of September based on last year's date and review of local Board/Council/Planning Commission schedules, as well as VACo, VML, and VLGMA calendars.

REQUESTED ACTION: Adoption of the attached FY 2020 RRRC Meeting Schedule resolution.



Resolution for Regular Meeting Schedule Fiscal Year 2020

WHEREAS, Article VII, Section 1 of the Charter Agreement of the Rappahannock-Rapidan Regional Commission states “The COMMISSION shall hold regular meetings on a schedule which will be determined by the membership”; and

WHEREAS, Article VIII, Section 1(a) of the Rappahannock-Rapidan Regional Commission By-Laws states “Regular meetings of the COMMISSION shall be held at a date and time to be set annually at the June meeting of the COMMISSION.”; and

WHEREAS, the Commission routinely establishes the fiscal year schedule of regular meetings at its June meeting;

NOW, THEREFORE BE IT RESOLVED, that the Commission establishes the following dates and times for Regular Commission meetings for the 2020 fiscal year:

August 28, 2019	1:00 PM
September 26, 2019	5:30 PM – Annual Meeting
October 23, 2019	1:00 PM
December 11, 2019	1:00 PM
February 26, 2020	1:00 PM – Officer Elections
April 22, 2020	1:00 PM – Draft Budget Presentation
June 24, 2020	1:00 PM – Budget Adoption

Adopted this 26th day of June, 2019 by the Rappahannock-Rapidan Regional Commission being duly assembled.

Robert K. Coiner, Chair
Rappahannock-Rapidan Regional Commission

ATTEST:

Patrick L. Mauney, Executive Director
Rappahannock-Rapidan Regional Commission



MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: June 18, 2019
Subject: RRRC Application to Hazard Mitigation Grant Program

As you may recall, RRRC worked with localities in the region on the five-year update to the Regional Hazard Mitigation Plan in 2017 and 2018. The plan identifies natural hazards impacting the region, analyzes vulnerabilities to people and infrastructure, and identifies strategies to mitigate the impact of natural hazards at a local and regional scale.

Following the disaster declarations related to Hurricanes Florence and Michael last year, funding became available through FEMA's Hazard Mitigation Grant Program (HMGP). RRRC staff identified a small project to update out-of-date wildfire data in order to account for growth and land cover changes since the early 2000's. Existing data used in the plan was developed by the Department of Forestry, but has not been updated since 2002, and our understanding is that it is unlikely to be updated by DOF in the future. Wildfire is identified as a 'High-risk' hazard by both Rappahannock and Madison counties, and a 'Moderate-risk' hazard by the rest of the region. The output from this grant proposal would be similar in scope to the Utility Scale Solar document that we created, although with more of a slant towards the general public and citizens of the region. The underlying data sets would be shared with local planning, fire/rescue, and emergency management officials and anticipate outreach to those groups during the proposed project.

The total project is budgeted at \$12,120. Currently, the match is 25% of the total (\$3,030), which I propose to utilize a portion of annual local dues received. Historically, the state has covered a portion of the required match, which would reduce our local share to 5% (\$606), but this will not be known until grant awards are made. Based on the timeline for selections/awards, this project likely would not begin until the 2020 calendar year.

This application was submitted to VDEM by the deadline of May 30, 2019 following review by the RRRC Executive Committee. Any contract resulting from a successful request will be brought to the Commission for authorization and approval.

REQUESTED ACTION: Ratify the Executive Committee's approval of the Hazard Mitigation Grant Program application submission for Wildfire Analysis project

Proposed Scope Work for Wildfire Risk Analysis Update

Background

Creating a new regional risk map that identifies high, moderate and low risk areas and makes accessible associated data layers created or compiled to create the regional risk map will help prevention and mitigation planning and disaster response readiness. The project will be a GIS focused analysis that will help inform better response and mitigation strategies. Associated data layers will be updated and made available to help localities further plan for mitigation and prevention against wildfires. This is not a full-scale wildfire protection plan proposal. A readable pamphlet summarizing the wildfire risk assessment data and providing localized recommendations and additional resources for property owners and local governments would help communities mitigate risk especially for the highly vulnerable counties and populations in Madison and Rappahannock Counties.

The project would utilize GIS to develop a regional spatial Wildfire Risk Assessment model that aims to: (1) identify areas where conditions are more conducive and favorable to wildfire occurrence and wildfire advancement; (2) identify areas that require closer scrutiny at larger scales; and (3) examine the spatial relationships between areas of relatively high risk and other geographic features of concern such as woodland home communities, fire stations and fire hydrants. This model incorporates data from local, state and federal agencies including land cover, demographics, transportation corridors and topography.

Timeline

Grant Implementation	60 days
Data Collection & GIS Analysis	120 days
Draft Report Development	120 days
Public Outreach/Comment	70 days
Final Report Development	90 days
Submission to VDEM for Review	90 days
Submission to FEMA for Review	90 days
Project Closeout with VDEM	90 days

Ongoing meetings with RRRC Land Use & Environment committee (quarterly), Culpeper Area Emergency Coordinators (bi-monthly) and other local public safety committees, as necessary

Model Inputs

1) DENSITY OF HISTORICAL WILDFIRES

Premise: Wildfire density was mapped to identify areas where wildfires have historically been relatively prevalent and relatively absent. It is assumed that these spatial patterns will remain similar in the future. · Data Preparation: Point locations for wildfires occurring in the years 2002-2018 would be obtained from George Washington and Jefferson National Forests and Shenandoah National Park.

2) LAND COVER

Premise: Land Cover data reveal the type of wildfire fuels that are likely to be found in different areas. The VGIN maintained high-resolution (1 meter) landcover dataset would be used in this model to identify areas of the region where there are fuel types that ignite more easily, burn with greater intensity and facilitate a greater rate of wildfire advancement. Fuels data of this resolution and scale have their limitations and the lack of detailed fuel models is commonly recognized as the most prominent limitation in the various types of wildfire risk modeling.

3) PERCENT SLOPE

Premise: Through convective pre-heating, wildfires generally advance up-hill. Generally, steeper slopes cause greater pre-heating and ease of ignition. As a result, steeper slopes will be assigned higher values to reflect this effect.

4) SLOPE ORIENTATION/ASPECT

Premise: Slopes that generally face south receive more direct sunlight than those generally facing north. Direct sunlight in turn dries fuels and thereby creates conditions that are more conducive to wildfire ignition. Additionally, drier fuels generally increase the intensity of a wildfire and facilitate faster fire advancement.

5) POPULATION DENSITY

Premise: Because an overwhelming majority of the wildfires in the Commonwealth are ignited intentionally or unintentionally by humans, population density was included in this model to capture this causal relationship. The general premise is that as population density increases, more opportunities for wildfire ignition will exist. But once the density reaches a threshold, the resulting urbanization decreases the presence of wildland fuels. This relative absence of fuels generally produces a negative impact on the wildfire risk.

6) DISTANCE TO ROADS

Premise: A distance to roads layers was also included to further capture the human/wildfire causal relationship. Travel corridors increase the probability of human presence which could in turn result in wildfire ignition. Hence, areas closer to roads will attain a higher ignition probability and these areas will be assigned higher values to reflect this increased risk.

7) RAILROAD BUFFER

Premise: Railroad operations can produce sparks that may ignite a wildfire. However, about 2% of the wildfires occurring in the Commonwealth were reported to have been ignited from railroad use according to the last assessment completed by the Department of Forestry. As a result, a quarter-mile buffer of Virginia railroads will be included but will be weighted low.

8) ROAD DENSITY AND DEVELOPED AREAS

Premise: Areas that contain high road densities and a large percentage of developed land generally feature low amounts of wildland fuels. Furthermore, the wildland fuels that are present are typically fragmented to such a degree that the resulting fire risk is drastically reduced.

Road Density will be derived from VDOT and VGIN Road Centerline data and Developed areas will be derived from land cover data, building footprints and/or buffered building point data.

9) PROXIMITY TO FIRE HYDRANTS

Premise: Areas nearby fire hydrants will enable more effective response to fires and mitigate disaster.

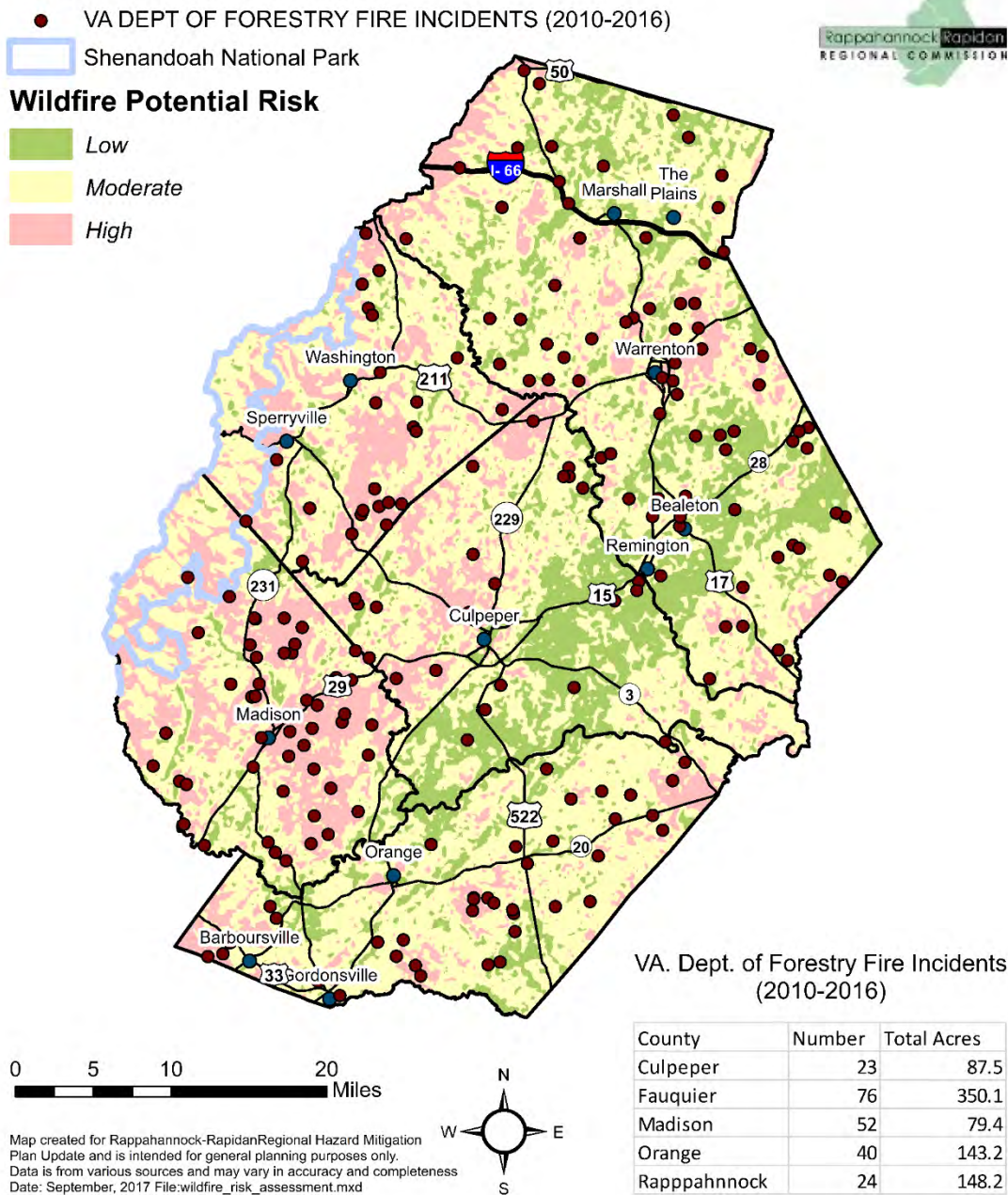
Wildfire Incidents by Risk Area (2002-2016)

County	# of Incidents in High Risk Area (2002-2016)	# of Incidents in Moderate Risk Area (2002-2016)	# of Incidents in LowRisk Area (2002-2016)
Culpeper	28	60	23
Fauquier	27	87	31
Madison	90	51	6
Orange	32	97	14
Rappahannock	30	39	1

Wildfire Risk Assessment

Figure 5.16

Rappahannock-Rapidan Regional Hazard Mitigation Plan
Wildfire Risk Data Source: Va. Dept. of Forestry



Agriculture and Forestal Districts

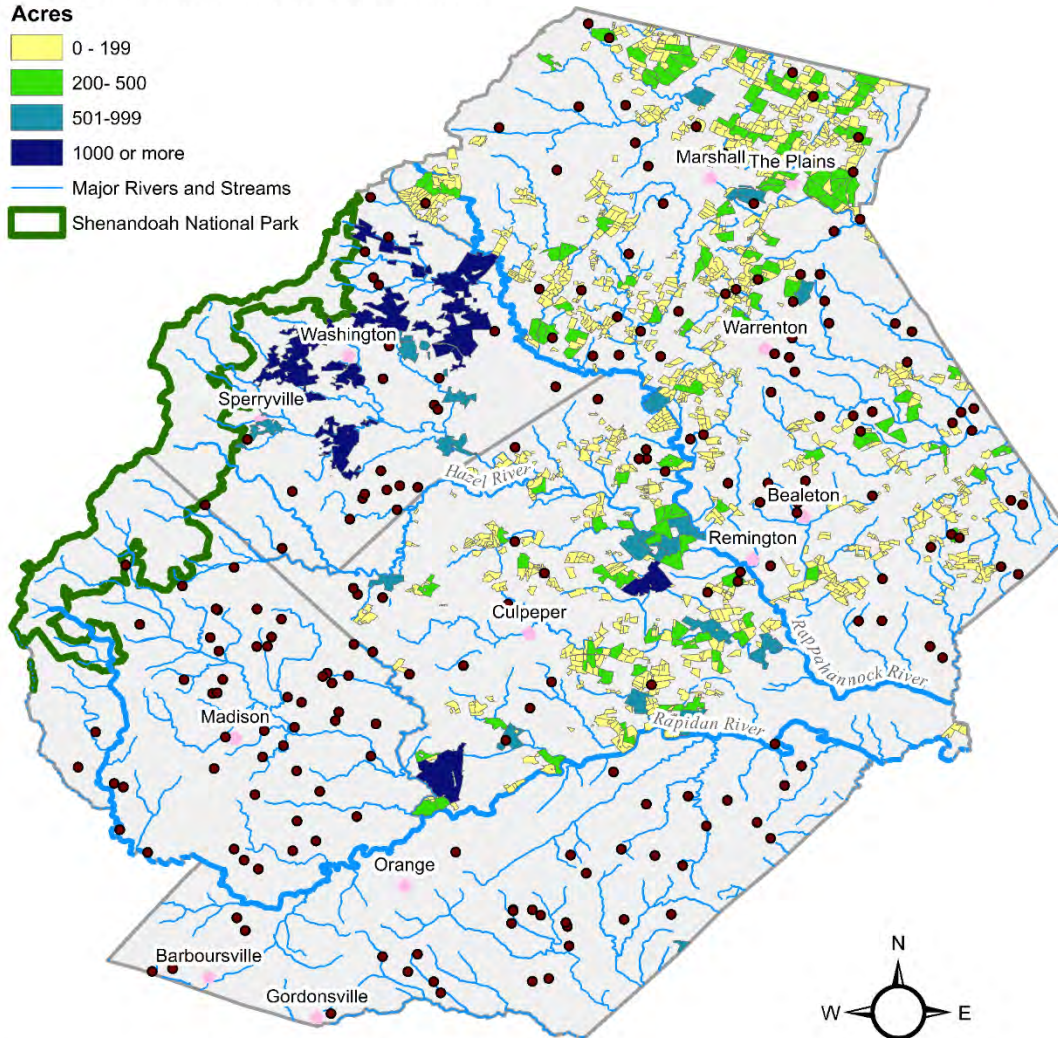
Rappahannock-Rapidan Regional Hazard Mitigation Plan
Wildfire Risk Data Source: Va. Dept. of Forestry



- VA DEPT OF FORESTRY FIRE INCIDENTS (2010-2016)

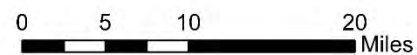
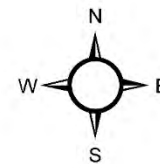
Virginia Agricultural & Forestal Districts

Acres



Fire Incidents (2010-2016)	Within Agricultural or Forestal Districts
215	13

Map created for Rappahannock-Rapidan Regional Hazard Mitigation Plan Update and is intended for general planning purposes only. Data is from various sources and may vary in accuracy and completeness. Date: September, 2017 File: Ag_&_forestal_districts





MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: June 18, 2019
Subject: FY 2020 Scope of Work – Chesapeake Bay Watershed Planning

Over the past year, your localities have worked with RRRC staff to provide input and feedback to the Chesapeake Bay Watershed Implementation Plan (WIP) Phase III process overseen by the Department of Environmental Quality (DEQ). Follow-on funding to support the role of the Regional Commission in continuing this effort was provided in the form of a bridge contract from April 2019 to September 2019.

One deliverable required by the bridge contract is a “regionally-specific annual Scope of Work for implementation for fiscal year 2020 should on-going funding for this initiative be realized.” RRRC staff have worked with local stakeholders to develop such a scope that would be utilized for a future contract that may run from October 1, 2019 to September 30, 2020.

The Chesapeake Bay WIP stakeholders are meeting on Monday, June 24th and a version of the proposed Scope of Work will be provided following that review.

REQUESTED ACTION: Provide comments or requests on the proposed Scope of Work to RRRC staff

Scope of Service
Virginia Chesapeake Bay Watershed
PDC Locality Implementation Program

A. CONTACT INFORMATION

Provider:	Rappahannock-Rapidan RC	Contact Person:	Michelle Edwards
DUNS #:	039052605	Phone Number:	540-829-7450
Federal ID #:	54-0944913	Email:	medwards@rrregion.org
Mailing Address:	420 Southridge Pkwy, Suite 106	Invoice Payable To:	RRRC
City, State, Zip:	Culpeper, VA 22701	Checks Payable To:	
Project Title:	Chesapeake Bay Watershed PDC Locality Implementation Program		
Localities represented:	Culpeper, Fauquier, Madison, Orange, and Rappahannock counties		

Contract Period:	Start:	October 1, 2019	Interim Report Due: June 30, 2019	End:	Sept 30, 2020
DEQ Project Manager:	Daniel Moore / Susan Hale		CBRAP Federal Funds:	\$52,000	
Project Manager Email:	daniel.moore@deq.virginia.gov / susan.hale@deq.virginia.gov		Match Funds:	13,000	

B. PROJECT OVERVIEW

To be developed by DEQ

C. PROJECT METHODOLOGY AND DELIVERABLES

(A corresponding timeline will become contract Attachment C, Milestone Table)

Activity 1: Facilitation of Chesapeake Bay Phase III WIP implementation with localities and regional partners

The PDC will continue to engage localities, and other local, regional and state partners regarding Bay WIP III programmatic actions and implementation activities. The PDC will focus primarily on liaison activities relevant to the urban sector.

Deliverables

- a) Development of a regionally-specific annual Scope of Work (modeled after the draft developed by TJPDC titled, Local Area Watershed Implementation Plans Sustainability Program) for implementation for fiscal year 2021 should on-going funding for this initiative be realized. (by June 30, 2020)
- b) Host and facilitate RRRC's Land Use and Environment Committee meetings on a quarterly basis, including Chesapeake Bay-related topics and updates on state,

local and regional WIP implementation. This will serve as the main stakeholder committee for completion of contract deliverables. It includes a broad cross-section of stakeholder groups including but not limited to localities, Virginia Department of Health, Virginia Department of Forestry, Virginia Cooperative Extension, Soil and Water Conservation Districts, Friends of the Rappahannock, and Piedmont Environmental Council. Meetings are also open to the public.

- c) Update RRRC Commissioners and local boards on progress of key contract deliverables and other key Bay- related issues as needed. (by September 30, 2020)
- d) Continue to work with localities and other partner organizations to develop cost estimates and potential budgets for implementation of Bay Program-approved BMP projects and to identify opportunities to align multiple program needs. (by September 30, 2020)
- e) Continue to work with localities to compile and submit to DEQ relevant local GIS data as local/regional updates occur. (as available)
- f) Collaborate with other Bay PDCs as part of the urban sector network group. Coordinate meetings and/or teleconferences with other Bay PDCs to discuss BMP implementation process and efforts to assist unregulated (non MS4) communities. (by September 30, 2020)
- g) Share information with localities on state, federal, and private BMP implementation funding opportunities. (as available)
- h) Participate in Virginia's Chesapeake Bay Stakeholders Advisory Group, Rappahannock River Basin Commission Technical Advisory Committee, and Chesapeake Bay Program Local Leadership workgroup. Relay key information to localities and regional partners. (by September 30, 2020)
- i) Assist the Friends of the Rappahannock in implementation of its 2019 NFWF Small Watershed Grant should it be awarded, by providing \$5000 of in-kind RRRC staff time. Specifically, RRRC staff will assist with the portion of the project that seeks to implement 15+ acres of urban suburban tree planting (Forest buffer, Forest Planting, and/or Tree Canopy) and 50+ acres with a no fertilizer pledge or urban nutrient management plan.

Activity 2: Development and distribution of implementation tools and resources

The PDC role is for contract-related work that produces outreach and education elements fostering local stakeholder participation in Chesapeake Bay Phase III WIP implementation; and the region-wide dissemination of, and assistance with, tools, collaboration with stakeholders and other partners, and leadership for regional strategies, programmatic actions and planning goal implementation.

Deliverables

- a) Update the RRRC's Bay TMDL marketing information and web page as needed, and develop new materials as requested by localities. (by September 30, 2020)

- b) Update the Rappahannock-Rapidan Homeowner's Guide to a Watershed-friendly Backyard, which provides information on stormwater management, urban nutrient management, septic system maintenance, and pet waste management, including contact information and links to additional resources. (by March 30, 2020)
- c) Work with localities and other regional stakeholders to update the matrix of potential grant project priorities for the region with total project costs, potential funding sources, partners, application deadlines and any other critical information. (by September 30, 2020)
- d) Support local governments with grant writing assistance as opportunities arise based on local government needs. (as available)

Activity 3: BMP implementation reporting and liaison with DEQ

The PDCs identified needs with existing BMP project reporting procedures during the Phase III WIP development process. This section begins to address and improve many aspects of reporting mechanisms for data on implemented BMPs.

Deliverables

- a) Host a training webinar in cooperation with DEQ to assist localities staff, and other agencies as needed (e.g., SWCD, local departments of health) on BMP training needs identified in the survey conducted during the previous contract year. (as determined by DEQ)
- b) Continue to participate with the Virginia Department of Health (VDH), SWCDs and local governments to develop a process to capture and track septic tank pumpouts and report to DEQ's BMP Warehouse common reporting forms. (by September 30, 2020)

Activity 4: Healthy Watershed Forest Initiative Implementation

The Healthy Watershed Forest Initiative is a joint effort of the Rappahannock River Basin Commission and the Virginia Department of Forestry that seeks to encourage forestland retention through policy, planning and market-based incentives. The initiative is currently in Phase III with one of RRRC's member jurisdictions, Orange County, participating as one of two pilot localities.

Phase III is divided into two main tasks. Task 1 involves pilot policy processes in Orange and Essex Counties to foster high quality forest and agricultural land retention drawing from the tool box of options identified in Phase II. The process in Orange County began with public input and then recommended revisions to the County's comprehensive plan, ordinances and policies. Orange County staff have reviewed the recommendations and discussed them with the Board of Supervisors and Planning Commission, who are now working to determine which recommendations to move forward with. Essex County's process is only beginning.

Task 2 seeks to develop and pilot long-term funding mechanisms that incentivize landowner action, facilitate economic development for the community, and attract large-scale private investment. One mechanism that is being developed involves carbon trading.

RRRC will assist in taking the results of the initiative and assisting Orange County and others of its member jurisdiction in implementation where interest exists.

Deliverables

- a) Continue to work with the Rappahannock River Basin Commission to update member localities and other partners on the Initiative and disseminate results when available. (as available from the River Basin Commission)
- b) Assist interested localities in implementing policy and ordinance recommendations of the Initiative. (as requested)
- c) Assist interested localities in setting up the policies and procedures for their Economic Development Authorities to act as aggregators to facilitate access for landowners to the worldwide carbon markets. (as requested)

Activity 5: Upper Rappahannock River Watershed Plan Development

RRRC will take the lead in beginning development of a watershed management plan for the Upper Rappahannock River, with a goal of better prioritizing BMP implementation. Stakeholders requested that RRRC develop such a plan during one of the region's WIP III stakeholder meetings, and made it one of the region's Programmatic Actions for WIP implementation. Stakeholders intend for the plan to be used to guide their WIP implementation.

Currently, various organizations hold pertinent data sets, much of it not in GIS format. RRRC would compile existing data and map it in GIS where feasible, allowing data sets to be overlaid with each other to aid in BMP planning decisions. Future phases may seek to fill data gaps (ie. hiring a consultant to assess stream corridor condition for areas not previously assessed), should additional funding be realized.

Deliverables

- a) Work with the region's stakeholders to develop a scope for the plan, and determine data needs (March 30, 2020)
- b) Gather data from partners on such topics as stream corridor condition, existing BMPs, land cover, local TMDLs, and floodplains. (September 30, 2020)
- c) Map data in GIS where feasible (September 30, 2020)

Activity 6: Project administration

Deliverables

- a) Submit the interim PDC contract report and initial reimbursement request. (by March 30, 2020)
- b) Submit the final PDC contract report and final reimbursement request. (by September 30, 2020)

Improving Water Quality from Your Local Streams to the Chesapeake Bay

What is the Chesapeake Bay TMDL?

The Chesapeake Bay Total Maximum Daily Load (TMDL) is designed to ensure that all pollution control measures needed to restore the Bay and its tidal rivers are in place by 2025. According to the US Environmental Protection Agency (EPA), despite extensive restoration efforts, the TMDL was prompted by insufficient progress and continued poor water quality in the Chesapeake Bay and its tidal tributaries. The TMDL is required under the federal Clean Water Act and responds to consent decrees in Virginia and the District of Columbia from the late 1990s.

Each of the six Chesapeake Bay states and the District of Columbia are required to develop Watershed Implementation Plans (WIP) that detail how and when it will meet the pollution allocations. In Virginia, the Virginia Department of Environmental Quality (DEQ), together with the Virginia Department of Conservation and Recreation are tasked with developing the WIPs, three of which have been developed in 2010, 2012 and 2019. EPA assesses state progress in meeting pollution goals at interim 2-year milestones.



How do the local TMDLs relate to the Chesapeake Bay TMDL?

The local TMDLs have been completed to address local water quality issues, while the Bay TMDL is being developed to address the larger Bay watershed. While some previously approved local TMDLs were based on reducing nutrients or sediment, most were written for other pollutants. In contrast, the Bay TMDL will be based on protecting the Chesapeake Bay and its tidal waters from excessive nitrogen, phosphorus and sediment. For waters with both local and Bay TMDLs for nitrogen, phosphorus, and sediment, the more stringent TMDL will apply. In waters within the Bay watershed where TMDLs have been developed for other pollutants, those TMDLs will remain active alongside the Bay TMDL to address the nitrogen, phosphorus and sediment impairments.

RRRC's Chesapeake Bay TMDL Efforts

The Rappahannock-Rapidan Regional Commission (RRRC) was contracted by DEQ to coordinate the region's urban sector stakeholder input process for development of the Phase II and Phase III WIPs. This included topic areas such as stormwater management, septic systems, and urban forestry. For the Phase III WIPs, the Commission compiled lists of proposed Urban Best Management Practices, implementation strategies and resource needs to meet the region's nitrogen reduction goal. DEQ then aggregated the regional information from each Planning District into a state level plan.

Following the region's WIP III efforts, DEQ has contracted RRRC to provide coordination and technical assistance to local governments and other stakeholder groups in the region with urban sector implementation efforts. Upcoming meeting information and past meeting materials can be found on RRRC's website at www.rrregion.org/chesbaytmdl.html#meeting.

For more information on RRRC's regional WIP III efforts please contact Michelle Edwards at medwards@rrregion.org or 540-829-7450.

Proof Virginia's Bay Effort is Working



In 2014-2015, Submerged Aquatic Vegetation (SAV) increased by 21%, to the highest levels in the last three decades. Abundance of underwater grasses is a good indicator of water quality because they require clear water and sunlight.



Blue crab, shad, rockfish and oyster fisheries have all increased, especially blue crabs, whose number of adults have tripled since 2014.

Good Water Quality Matters to:

- Recreational activities such as fishing, boating, and swimming
- Wildlife and vegetation
- Local tourism
- Economic development
- Seafood lovers

Indirect effects of the Chesapeake Bay Effort

- Reduced flooding
- Groundwater protection
- Less frequent dredging of ponds and lakes
- Mainstreet beautification from street tree planting and rain gardens



5 Non-regulatory Examples of What Local Governments Can Do

1. Apply for Stormwater Local Assistance Funding to implement stormwater best management practices on locality-owned property, or contact RRRC for grant writing assistance
2. Work with non-profits to organize volunteer tree plantings at local parks
3. Distribute the Rappahannock-Rapidan Homeowners Guide to a Watershed-Friendly Backyard to your citizens
4. Encourage citizens to pump out their septic tanks and contact their Soil and Water Conservation District for financial assistance
5. Incorporate rain gardens and other bioretention facilities into Main Street projects and building renovations



MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: June 18, 2019
Subject: FY 2020 Draft Budget

A preliminary budget for FY 2020 was distributed prior to the regular April meeting of the Regional Commission and comments were solicited at that time regarding the draft revenues and expenditures for the fiscal year beginning July 1. There are a few adjustments to revenues based on reimbursements received in June and additional funding expected for Chesapeake Bay watershed planning, and a small PATH grant for Foothills Housing Network. Projected expenses have also been updated for projects that will span both FY 2019 and FY 2020 and to match operating expenses to past spending trends.

The overall FY 2020 preliminary budget projects revenues at \$945,708.50. Projected revenues are conservative, meaning that only grants that are awarded on an annual basis historically or are known to be included in draft or approved Federal or State agency budgets are included in this draft. Local dues, at the \$0.83 per capita rate adopted by the Regional Commission in August 2018, account for 15.4% of the budget.

The draft FY 2020 budget represents a decrease of \$41,225.78 from the FY 2019 budget. Such a decrease is normal for RRRC's draft budgets, as we typically see revenues increase over the course of the fiscal year due to successful grant applications and awards.

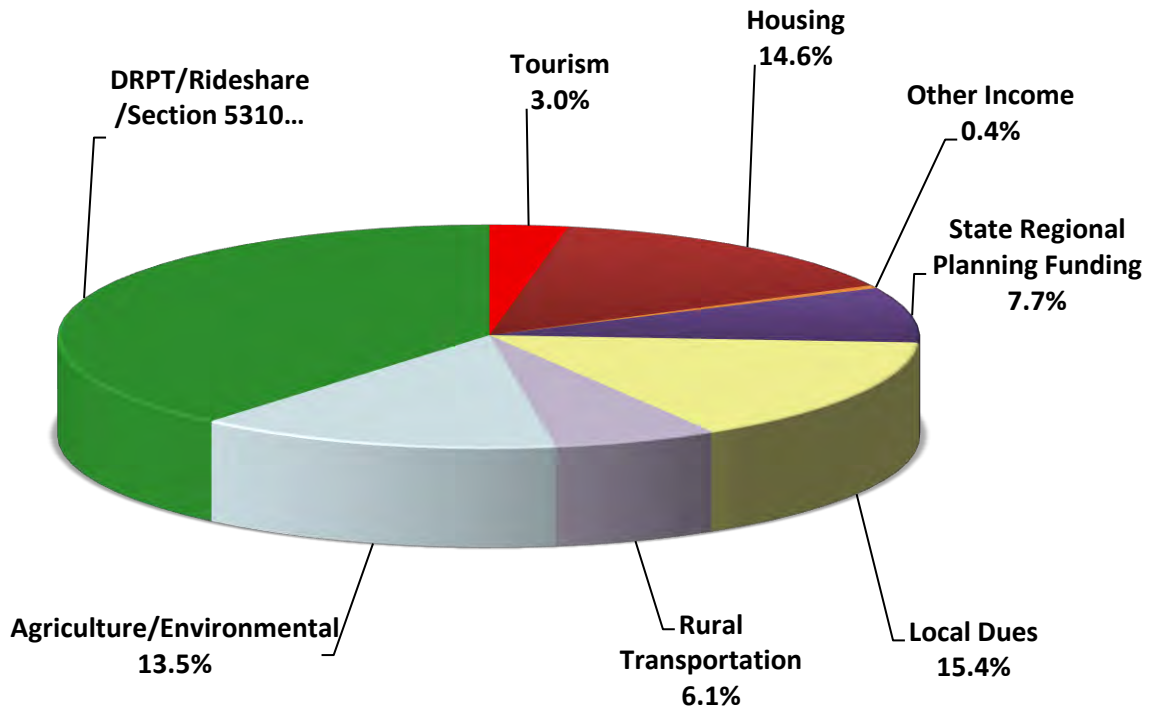
Expenditures are balanced to revenues as presented. Operating expenses are projected based on past spending amounts and projected needs based on staff levels and ongoing projects. As with past years, payroll expenses and benefits are the main operating cost drivers for the budget. Health insurance rates see no increase for a second consecutive year. The budget as presented includes a 1.5% cost of living increase for staff.

There are two one-time expenditures included in the budget to note. The website project, originally budgeted in FY 2019, will be completed in FY 2020. Any recurring costs will be included in future budgets for website maintenance. As referenced in April, staff have gathered initial estimates for renovating the entrance foyer and conference room to include new flooring, painting, tables and chairs. Those projected costs are included as part of the Office Maintenance item.

REQUESTED ACTION: Adoption of the FY 2020 Budget.

FY 2020 Projected Revenues by Category – June 18, 2019

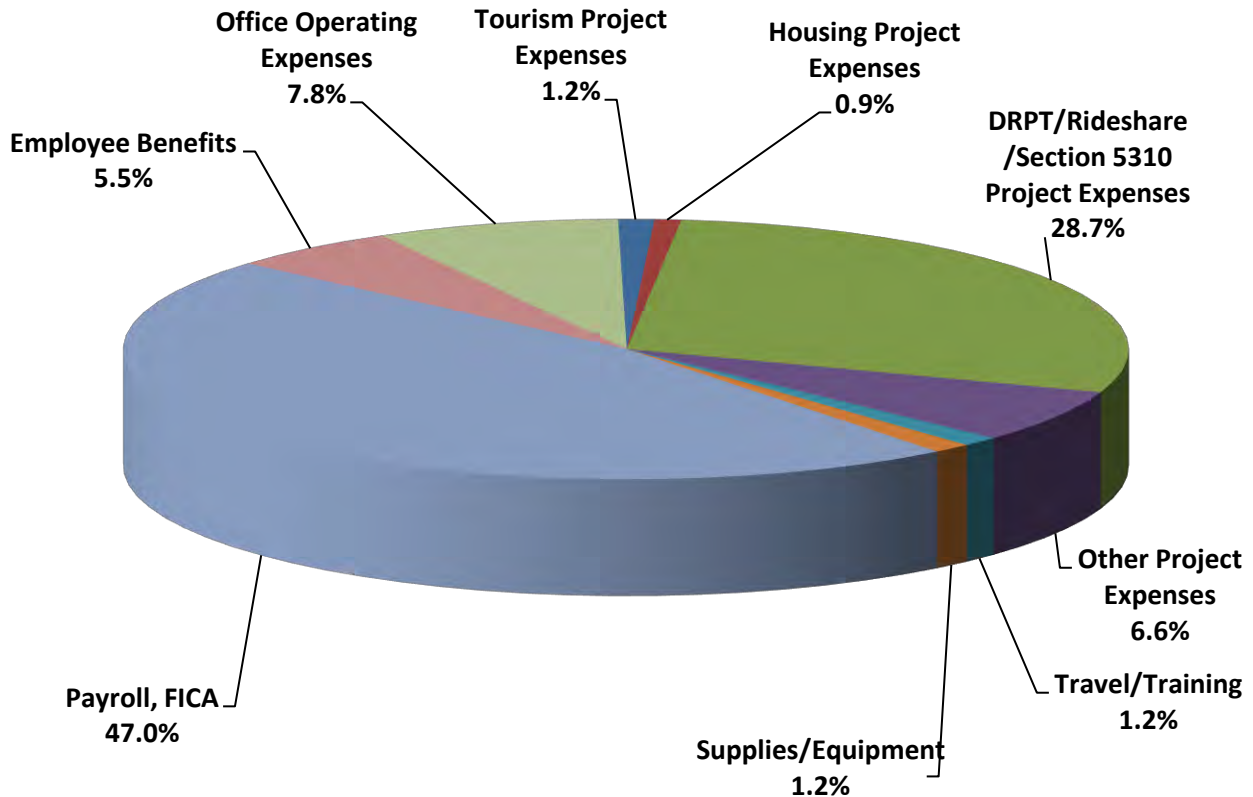
Revenues			
Agriculture/Environmental	\$	128,074.00	13.5%
Housing	\$	138,104.00	14.6%
Local Dues	\$	145,377.00	15.4%
Other Income	\$	4,250.00	0.5%
DRPT/Rideshare/Section 5310	\$	367,920.00	38.9%
Rural Transportation	\$	58,000.00	6.1%
State Regional Planning Funding	\$	75,971.00	8.0%
Tourism	\$	28,012.50	3.0%
Total Revenue	\$	945,708.50	100.0%



Revenue Source		
Local Per Capita	\$145,377.00	15.4%
Local – Project Specific	\$65,604.00	7.0%
State	\$419,203.50	44.3%
Federal - Direct	\$80,574.00	8.5%
Federal – State Pass Through	\$220,500.00	23.3%
Other/Non-Profit/Private	\$14,450.00	1.5%
TOTAL	\$945,708.50	100.00%

FY 2020 Projected Expenditures by Category – June 18, 2019

Expenditures			
Operating Expenses			
Payroll/FICA	\$ 441,500.00		46.7%
Employee Benefits	\$ 51,300.00		5.4%
Other Operating Expenses	\$ 80,351.00		8.5%
Supplies/Equipment	\$ 11,500.00		1.2%
Travel/Training	\$ 11,200.00		1.2%
Total Operating	\$595,851.00		63.0%
Project Expenses/Contractual			
Housing Project Expenses	\$ 8,000.00		0.9%
Tourism Project Expenses	\$ 10,857.50		1.1%
Transportation Project Expenses	\$269,000.00		28.4%
Other Project Expenses	\$62,000.00		6.6%
Total Project Expenses	\$349,857.50		37.0%
Total Expenditures	\$945,708.50		100.00%



FY 2020 Draft Budget
Draft Revenues

Budget Items	FY 2020 Proposed	FY 2019 Amended	Change
Revenues			
Dues:			
Culpeper County	\$ 26,624.00	\$ 26,624.00	0.00%
Fauquier County	\$ 48,430.00	\$ 48,430.00	0.00%
Madison County	\$ 10,674.00	\$ 10,674.00	0.00%
Orange County	\$ 24,039.00	\$ 24,039.00	0.00%
Rappahannock County	\$ 6,027.00	\$ 6,027.00	0.00%
Town of Culpeper	\$ 14,945.00	\$ 14,945.00	0.00%
Town of Gordonsville	\$ 1,314.00	\$ 1,314.00	0.00%
Town of Madison	\$ 181.00	\$ 181.00	0.00%
Town of Orange	\$ 4,140.00	\$ 4,140.00	0.00%
Town of The Plains	\$ 189.00	\$ 189.00	0.00%
Town of Remington	\$ 524.00	\$ 524.00	0.00%
Town of Warrenton	\$ 8,185.00	\$ 8,185.00	0.00%
Town of Washington	\$ 105.00	\$ 105.00	0.00%
Interest Income	\$ 3,500.00	\$ 1,500.00	133.33%
Other Income	\$ 750.00	\$ 750.00	0.00%
DEQ Ches. Bay Capacity Building	\$ 47,500.00	\$ 50,000.00	-5.00%
DRPT Mobility Management Grant	\$ 130,000.00	\$ 150,000.00	-13.33%
DRPT Section 5310 Operating Grant	\$ 100,000.00	\$ 100,000.00	0.00%
Hazard Mitigation	\$ -	\$ 13,819.78	-
Madison County Planning	\$ -	\$ 2,000.00	-
PATH FHN Outreach	\$ 5,000.00	-	100.00%
Rappahannock Comp Plan	\$ -	\$ 4,000.00	-
Regional Housing	\$ 48,604.00	\$ 48,604.00	0.00%
Regional Tourism	\$ 7,000.00	\$ 7,000.00	0.00%
Rideshare Program	\$ 129,920.00	\$ 118,400.00	9.73%
Rideshare Vanpool Grant	\$ 8,000.00	\$ 8,000.00	0.00%
Rural Transportation Planning	\$ 58,000.00	\$ 58,000.00	0.00%
State Regional Planning Grant	\$ 75,971.00	\$ 75,971.00	0.00%
Town of Madison Comp Plan	\$ -	\$ 500.00	-
USDA FMPP Grant	\$ 80,574.00	\$ 83,000.00	-2.92%
VHDA VISTA Grant	\$ -	\$ 15,000.00	-
VHSP Grant	\$ 84,500.00	\$ 84,000.00	0.60%
VTC Marketing Grant	\$ 21,012.50	\$ 21,012.50	0.00%
Total Revenue	\$ 945,708.50	\$ 986,934.28	-4.18%

Other Pending Revenues & Status

VHDA Community Impact Grant
FEMA Regional Wildfire Analysis

Application June 2019
Application June 2019

FY 2020 Draft Budget
Draft Expenditures

	Budget Items	FY 2020 Proposed	FY 2019 Amended	Change
	Expenditures			
Operating Expenses	Advertising	\$ 500.00	\$ 500.00	0.00%
	Annual Meeting/Workshops/Meetings	\$ 5,500.00	\$ 4,500.00	22.22%
	Audit/Legal	\$ 5,000.00	\$ 5,500.00	-9.09%
	Equipment/Software	\$ 7,000.00	\$ 7,000.00	0.00%
	FICA	\$ 31,500.00	\$ 30,600.00	2.94%
	Health & Dental	\$ 41,300.00	\$ 35,000.00	18.00%
	Meals	\$ 2,200.00	\$ 2,000.00	10.00%
	Membership Dues	\$ 4,000.00	\$ 4,000.00	0.00%
	Miscellaneous	\$ 500.00	\$ 500.00	0.00%
	Mortgage	\$ 23,916.00	\$ 23,916.00	0.00%
	Office & P.O. Liability Insurance	\$ 1,300.00	\$ 1,400.00	-7.14%
	Office Maintenance	\$ 10,000.00	\$ 26,025.38	-61.58%
	Payroll Expenses	\$ 410,000.00	\$ 400,000.00	2.50%
	Postage	\$ 750.00	\$ 750.00	0.00%
	Printing	\$ 2,000.00	\$ 2,000.00	0.00%
	Reserve	\$ 5,385.00	\$ 10,000.00	-46.15%
	Subscriptions and Books	\$ 500.00	\$ 750.00	-33.33%
	Supplies	\$ 4,500.00	\$ 4,500.00	0.00%
	Technology	\$ 8,000.00	\$ 7,000.00	14.29%
	Travel & Training	\$ 9,000.00	\$ 8,000.00	12.50%
	Utilities	\$ 6,000.00	\$ 6,200.00	-3.23%
	VRS	\$ 9,500.00	\$ 9,000.00	5.56%
	Website Update	\$ 7,000.00	\$ 7,000.00	0.00%
	Workman's Comp	\$ 500.00	\$ 500.00	0.00%
Project Expenses	America's Wine Country	\$ 1,100.00	\$ 1,100.00	0.00%
	DEQ Ches. Bay Expenses	\$ 1,000.00	\$ 2,500.00	-60.00%
	DRPT Mobility Management Expenses	\$ 100,000.00	\$ 122,500.00	-18.37%
	DRPT Section 5310 Operating Expenses	\$ 100,000.00	\$ 100,000.00	0.00%
	PATH FHN Outreach Expenses	\$ 5,000.00	-	-
	Regional Tourism Expenses	\$ 8,500.00	\$ 9,692.90	-12.31%
	Rideshare Expenses	\$ 59,500.00	\$ 50,000.00	19.00%
	Rideshare Vanpool Expenses	\$ 8,500.00	\$ 8,500.00	0.00%
	RTP Expenses	\$ 1,000.00	\$ 1,000.00	0.00%
	USDA FMPP Expenses	\$ 61,000.00	\$ 61,000.00	0.00%
	VHDA VISTA Expenses	\$ -	\$ 15,000.00	-100.00%
	VHSP Expenses	\$ 3,000.00	\$ 1,000.00	200.00%
	VTC Marketing Grant Expenses	\$ 1,257.50	\$ 18,000.00	-93.01%
	Total Expenditures	\$ 945,708.50	\$ 986,934.28	-4.18%



FY 2020 RRRC Work Plan

Below is the preliminary work plan for Regional Commission staff for Fiscal Year 2020 from July 1, 2019 through June 30, 2020. Tasks are simplified and grouped by programmatic area with funding sources for each programmatic area outlined. The nature of many of the Regional Commission's programs and projects means that there are many projects that carry over between fiscal years. The sources of funding outlined in the annual agency budget should also be considered when reviewing the work plan. Funds received from the state and federal government are typically granted with various programmatic requirements and/or specific deliverables.

Discretionary funds refer to funds available without programmatic constraint (Local dues, State Regional Planning funding). In these programmatic areas, RRRC staff will endeavor to identify grant funding sources to offset use of discretionary funds, when and where possible.

The Regional Commission's Work Plan is dynamic throughout the year depending upon grant applications and awards, as well as the needs identified by our member jurisdictions, and state and federal agency partners. All staff members are prepared to engage with members of the Regional Commission, local, state, and federal officials, as well as local staff on emerging topics affecting the region and to take on leadership or support roles, when and where necessary.

Funding Source: Discretionary Funds, Project funding (when applicable)

Projected Staff Allocation: 10% of available staff hours

Administrative Tasks

- Annual Review and Updates of RRRC By-laws and Charter
- Continued development and revision of job descriptions
- Fiscal Administration for all RRRC programs and projects
- Indirect Rate Cost Allocation Plan and Approval in coordination with VDOT or other oversight agency
- FY 2019 Agency Audit
- Payroll and Benefits Administration
- Grant Program Compliance Reviews (as necessary)
- Human Resources Oversight & Management
- Review and update of RRRC Personnel Manual
- Commonwealth Intergovernmental Review Process
- Work with Administration and Procurement staff at local governments to determine interest in cooperative regional procurement opportunities
- Research into potential 501©3 status for RRRC/Foothills Housing Network

Agriculture/Environmental/Natural Resources

Funding Sources: USDA Farmers Market Promotion Program Grant, DEQ Chesapeake Bay Watershed Planning Funding, Discretionary Funds

Projected Staff Allocation: 14% of available staff hours

Administrative Tasks

- USDA FMPP Grant & Contractual Management, inclusive of performance metric tracking and analysis
- Chesapeake Bay Watershed Planning Contractual Reporting
- Convening of Land Use and Environment Committee for quarterly meetings on topics of regional and local interest
- Regional Food Council Coordination and Bi-Monthly meeting facilitation
- Rappahannock River Basin Commission participation
- Local Conservation Roundtable participation and/or leadership

Project Tasks

- Regional Food Marketing & Promotion Campaign implementation, inclusive of Purely Piedmont marketing
- Coordination of Farm-to-Table Showcase events with grant partner Piedmont Environmental Council (September 8, 2019)
- Work with local farmers markets, non-profits, and foundations to cross-market locally relevant brands with Purely Piedmont
- Participation with Chesapeake Bay Stakeholder Advisory Group convened by Secretary of Natural Resources
- Chesapeake Bay Watershed Implementation Plan participation and local assistance
- Bi-monthly or quarterly workgroup meetings with local staff and other agency and non-profit partners supporting Chesapeake Bay WIP deliverables
- Represent local and regional interests on Secretary of Natural Resources' Chesapeake Bay Preservation Act Extension Work Group
- Represent local and regional interests on Chesapeake Bay Local Leadership Workgroup
- Farm-to-School regional meetings and development of future opportunities for cross-jurisdictional Farm-to-School programs with Regional Food Council, School System Nutrition Directors, PATH Foundation

Economic Development & Tourism

Funding Sources: Regional Tourism Funding, Discretionary Funds, Virginia Tourism Corporation Marketing Leverage Program

Projected Staff Allocation: 2% of available staff hours

Administrative Tasks

- Support and facilitation of Regional Tourism Committee monthly/bi-monthly meetings
- Management and closeout reporting for Virginia Tourism Corporation Marketing Leverage Program grant
- Quarterly networking and informational workshops with focus on agritourism initiatives and technical assistance
- Participation with County-led Broadband Planning & Implementation efforts
- Participation in Go Virginia Region 9 Council
- Participation on Central Virginia Partnership for Economic Development Board
- Continued monitoring of economic development planning opportunities
- Outreach to Main Street organizations, Business Alliances, and Chambers of Commerce in the region

Project Tasks

- Support for local and regional economic development partners, including GO Virginia applications
- Continued participation with regional partners on development and initiation of agricultural, workforce, and other activities at the Carver Center
- Technical assistance and collaboration on Regional Food Port efforts led by Fauquier County, PATH Foundation and partner organizations
- Coordination of regionally relevant workshops for local government, non-profit, private sector, and citizens on topics of mutual interest
- Redesign and re-launch of the Virginia Piedmont website
- Work with contractor(s) to develop short video clips and stock photography to use in regional marketing campaigns
- Social Media and Digital Marketing efforts in support of Tween Rivers Trail and regional tourism brands
- Continue to develop the 'Tween Rivers Trail network through outreach to producers and artisans
- Investigate potential of regional blueways planning and coordination with groups taking leadership roles on such initiatives

Emergency Preparedness & Hazard Mitigation Planning

Funding Sources: Discretionary Funds, *FEMA Hazard Mitigation Grant (Pending)*

Projected Staff Allocation: 1% of available staff hours

Administrative Tasks

- Contract review and grant management for pending FEMA Hazard Mitigation grant for Wildfire Analysis
- Attendance & participation in bi-monthly regional emergency management meetings with area emergency coordinators, EMS representatives, and VDEM Region II
- Participation with Rappahannock-Rapidan Health District Emergency Preparedness Task Force with focus on topics including the Opioid Crisis
- Attendance at local public safety committee meetings, as needed and/or requested

Project Tasks

- Annual review and status report for Rappahannock-Rapidan Regional Hazard Mitigation Plan
- Coordination with local administrative, planning, and emergency management staff to develop public outreach materials related to FEMA floodplain changes
- Annual review of identified mitigation strategies, implementation progress, and newly-identified priorities with local emergency management and planning staff

Housing, Homelessness & Human Services Planning

Funding Sources: Regional Housing funding, DHCD Virginia Housing Solutions Program Grant, PATH FHN Outreach funding, VHDA/VHA AmeriCorps VISTA Assistance, Discretionary funding, *VHDA Community Impact Grant (Pending)*

Projected Staff Allocation: 32% of available staff hours

Administrative Tasks

- Continuum of Care/Local Planning Group Lead Agency Role
- Foothills Housing Network meeting support, facilitation and leadership
- Participation in Virginia Balance of State Continuum of Care planning efforts
- Management and oversight for AmeriCorps VISTA Member for one-year term through Summer 2020
- Continued participation on relevant committees with regional non-profits fulfilling such targeted needs, including Rappahannock-Rapidan Community Services, PATH Foundation, Rappahannock-Rapidan Health Department, and other public, private and non-profit organizations
- Contract review and grant management for pending VHDA Community Impact Grant

Project Tasks

- Homeless Central Entry Program Implementation and Management
- Development of Common Reporting and Policy forms related to Client Tracking
- Homeless Management Information System (HMIS) reporting, compliance and outcomes tracking
- Oversight and coordination of annual Point-in-Time Count in July 2019 and January 2020, including subcommittee and county-by-county team coordination
- Leadership and support for Foothills Housing Network Advocacy Subcommittee
- Leadership and support for Foothills Housing Network
- Continue collaborations with local housing plans, Greater Piedmont Realtors, Housing Virginia, Virginia Housing Alliance, People Inc., Skyline CAP, PATH Foundation, etc. to determine strategies to address affordable housing needs within the region
- Expanded outreach to partner agencies and leadership on housing/homelessness response
- Oversight for pending ad-hoc steering committee for VHDA Community Impact Grant
- Mapping and data analysis, in coordination with selected consultant, for pending Regional Housing study

Regional Coordination, Growth Issues, Data & Technical Assistance

Funding Sources: Discretionary funding, VDOT Federal Funds, DRPT Federal/State Funds

Projected Staff Allocation: 5% of available staff hours

Administrative Tasks

- PD9 Chief Administrative Officers Committee bi-monthly meetings
- Respond to local government data requests
- Continue to grow social media presence for RRRC programs through regular social media posts and targeted engagement/advertising as allowable through grant funding
- Increase RRRC's recognition in the region through planned press releases, highlighting of Regional Commission accomplishments and reports
- Continue to monitor area trends through use of advanced GIS mapping, and other data measures
- Coordinate with VACo, VML, VAPDC, and other statewide entities on legislative issues affecting region and jurisdictions

Project Tasks

- Development of RRRC Data Summary and Annual Report
- RRRC Monthly Email Newsletter
- Continued maintenance of RRRC suite of websites
 - RRRC website – Full redesign in FY 2020
 - Commuter Services
 - Foothills Area Mobility System (FAMS)
 - Foothills Housing Network
 - 'Tween Rivers Trail
 - The Virginia Piedmont – in-house redesign in FY 2020 planned
 - Purely Piedmont
- Regional data workshops with U.S. Census Bureau Data specialists and other technical area experts
- Comprehensive Plan Review
- GIS Technical Assistance
- Grant-writing Assistance
- Determine need for redevelopment of Regional Growth Information System via Google Maps or ArcGIS Online mapping capabilities to show approved site plans and/or pending developments of local and regional significance
- Work with interested localities on Urban Development Area (UDA) delineations with potential funding through the Office of Intermodal Planning & Investment
- Respond to locally-identified issues that emerge during the fiscal year, including solar planning, agritourism, and floodplain changes

Funding Sources: VDOT Federal Rural Transportation Funds, DRPT Rideshare Funds, DRPT Section 5310 Mobility Management & Operating Grants, Discretionary funding

Projected Staff Allocation: 36% of projected staff hours

Administrative Tasks

- Facilitation and staff support for the RRRC Rural Transportation Committee, Foothills Area Mobility System (FAMS) Steering Committee
- Continued leadership and oversight of Regional Mobility Management program
- Contract management with Rappahannock-Rapidan Community Services for FAMS One-Call Center operations
- Contract management and data reporting for Foothills Express operating funding under contract with Virginia Regional Transit
- Continued assistance to the region's commuters and employers in promoting ridesharing through Commuter Services' ride matching database
- Provision and management of Vanpool assistance funds for startup vanpools or vanpools with short-term decline in ridership
- Periodic review of RRRC Transportation Demand Management (TDM) Strategic Plan
- Coordination of Title VI, ADA, and Environmental Justice requirements with VDOT and DRPT
- Monthly/Quarterly reporting on transportation planning and other activities

Project Tasks

- Smart Scale Policy & Project Development and/or Review Coordination, including coordination with VDOT and Commonwealth Transportation Board on any requested changes to process
- Development and submission of Smart Scale applications with local jurisdictions, as needed
- Review and revision of local comprehensive plan transportation chapters
- Digital and print marketing oversight for Rideshare program, including social media with goal of increasing non-single user transportation (transit, carpool, vanpool, rideshare, volunteer transportation, alternative mobility options, etc.)
- Transportation Alternatives Program or Safe Routes to School grant development and management under contract with local governments, as needed
 - Active project with Town of Gordonsville
- Local transportation projects in coordination with local staff and VDOT representatives for FY 2020 include
 - Culpeper Small Area Plan
 - Town of Washington Sidewalk Inventory and Gap Analysis
 - Update of Regional Long Range Transportation Plan

- Finalize update of Regional Active Transportation Plan (bicycle, pedestrian, river access, equestrian facilities included)
- Coordination with localities and VDOT on park & ride lot needs in the region
- Participation with VDOT, DRPT, OIPI and Secretary of Transportation's office on programs and projects identified during course of the fiscal year
- Daily volunteer driver reporting through Quick Base software for VolTran, Care-a-Van services in region
- Coordination with Virginia Regional Transit on local/regional transit initiatives
- Local Transportation Committee participation, including Fauquier Transportation Committee, Culpeper Public Transportation Board (PTB), PATH Mobility Committee, Fauquier County Pedestrian, Bike, Greenway Advisory Committee