



Rappahannock-Rapidan Regional Commission Meeting
August 28, 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: *Regional Legislative Discussion*
Eldon James, Eldon James & Associates
7. Approval of Minutes
 - a) **June 26, 2019 ([Attachment](#))
8. Intergovernmental Review
9. Financial Reports
 - a) FY 2019 Final Unaudited Revenues and Expenditures ([Attachment](#))
 - b) FY 2020 YTD Revenues and Expenditures ([Attachment](#))
 - c) Financial Account Balance Summaries ([Attachment](#))
10. Executive Director's Report ([Attachment](#))

11. Staff Updates

- a) RRRC Active Transportation Plan
- b) **Census Complete Count Committee (**Attachment**)

12. New Business

- a) **Authorization of FY 2021 RRRC Per Capita Dues Rate & Funding Requests (**Attachment**)
- b) **Authorization of FY 2021 Regional Housing Funding Requests (**Attachment**)
- c) **Consideration of Support for Virginia Telecommunications Initiative applications (**Attachment**)
- d) **Consideration of On-Call Transportation Consulting Services Contract (**Attachment**)
- e) Stormwater Management Program Discussion

13. Closed Session (if necessary)

14. Upcoming Meetings (<http://www.rregion.org/calendar.html>)

- RRRC Annual Meeting September 26, 5pm
- Flavor of the Piedmont Farm-to-Table Showcase September 8 – LFCC, Warrenton
- Regional Commission October 23, 1pm

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
 June 26, 2019 Regular Meeting
 RRRC Board Room
 420 Southridge Parkway Suite 106, Culpeper VA 22701**

MINUTES

	Culpeper County		Town of Culpeper
	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
X	Paul S. McCulla		Town of Madison
	Madison County		William Lamar
X	Charlotte Hoffman		Town of Orange
X	Jack Hobbs	X	Martha Roby
	Orange County	X	Greg Woods
X	James P. Crozier		Town of Remington
X	R. Bryan David	X	Evan H. ‘Skeet’ Ashby
	Rappahannock County		Town of The Plains
X	Garrey W. Curry, Jr.		Christopher R. Malone
	Roger Welch		Town of Warrenton
			Brandie Schaeffer
		X	Jerry Wood, Treasurer
			Town of Washington
			Frederic Catlin

Others Present: Mr. Gary Deal & Mrs. Sue Hansohn, Culpeper County Board of Supervisors; April Achter, Rappahannock-Rapidan Health District; Dr. George Millsaps & Kathy O’Connell, U.S. Census Bureau; Local Citizens & Media members

Staff Present: Joe Costello, Michelle Edwards, Kristin Lam Peraza, 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 confirmed.

4. Approval of Agenda

Chairman Coiner presented the draft agenda. Upon motion by C Hoffman, 2nd by S Walker, the agenda was approved as presented.

5. Public Comment

There were no comments from the public.

6. Presentations

a) Presentation: Harm Reduction & Response to Opioid Crisis

Chairman Coiner introduced April Achter, Population Health Coordinator for the Rappahannock-Rapidan Health District. Ms. Achter presented information to the Commission regarding harm reduction strategies designed to reduce negative consequences of drug use and to improve the health and well-being of individuals, families and communities. Ms. Achter shared data on overdoses, Narcan treatment, and Hepatitis A and C occurrence in the region. In response to increasing rates of Hepatitis, the Health District has identified the potential for a needle exchange program in the region as a harm reduction strategy. Ms. Achter indicated that she provided this presentation to the Culpeper County Board of Supervisors and that one request was a regional discussion of potential needle exchange program.

Commissioners raised several questions regarding data availability by locality, efficacy of treatments, and funding needs. Ms. Achter indicated that data is available on a county by county basis and that there is a current grant program that is available to fund the program, but that there must be partnership with a local government. Presently, Culpeper, Fauquier and Orange counties qualify for the grant program based on infection rates. Commissioners asked about a mobile treatment unit. Ms. Achter stated that the program would not be mobile, thus the need for a local government partner and the need to identify a space for the potential program.

Ms. Achter indicated that she would be presenting to Orange County in the near future and would also reach out to Fauquier County. P Mauney offered staff assistance as Ms. Achter identifies potential needs. Chairman Coiner thanked Ms. Achter for her presentation and information.

b) Presentation: 2020 Census Complete Count Committees

Chairman Coiner introduced Dr. George Millsaps and Ms. Kathy O’Connell, partnership specialists with the 2020 Census. Information on the role and importance of local and regional Complete Count Committees was provided to the Commission for consideration. Commissioners briefly discussed local activities related to the Census. P Mauney noted that staff could coordinate training sessions or other regional efforts but would not be able to coordinate local committees without additional resources.

Chairman Coiner thanked Dr. Millsaps and Ms. O’Connell for their presentation and partnership moving forward.

7. Approval of Minutes

a) April 24, 2019

Chairman Coiner presented the minutes from April 24, 2019 meeting. Upon motion by P McCulla, 2nd by J Wood, 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 reviewed the year to date revenues and expenses through the end of May and apprised the Commission that staff expected to end the fiscal year with a slight net increase based on projected spending and reimbursements in June.

10. Executive Director's Report

P Mauney reviewed the Director's Report, making note of several items. Staff have received initial estimates for renovation of the conference room and entry foyer, to include painting, flooring, and replacement of the conference room table and chairs. He invited Commissioners to contact him if interested in reviewing project information. P Mauney also referenced recent outreach events that staff have attended to share information on various Commission-sponsored transportation, tourism, and marketing programs, including the Madison Business Expo, Warrenton Spring Festival, and Culpeper Fest. Commissioners were encouraged to share other potential events with staff in the future.

P Mauney also provided a handout of data indicators for Commission programs – Foothills Housing, Foothills Area Mobility System/Transit, Commuter Services, Tween Rivers Trail/Tourism, Purely Piedmont, and Outreach/Social Media that staff currently tracks. These indicators will be provided as part of the Director's Report at future meetings and Commissioners were asked for any additional data that may be useful as part of the reports.

Finally, P Mauney shared two 30-second commercials for the *Purely Piedmont* local food initiative that are airing on local stations and in the Culpeper movie theater at present.

11. Staff Updates

a) Regional Housing Study Discussion Follow-Up

Chairman Coiner reminded the Commission of discussion at the April meeting regarding a Regional Housing study. At that time, the Commission requested staff draft an application to the Virginia Housing Development Authority Community Impact Grant program and seek comment prior to submission. A draft was developed and submitted ahead of the June 15 deadline with the Executive Committee offering no objection. Chairman Coiner asked for any discussion, as well as action to ratify the Executive Committee's approval to submit the application.

G Curry moved to ratify the application submission, 2nd by J Hobbs. The motion carried unanimously.

b) Regional Legislative Platform Request

Chairman Coiner presented a request from Eldon James for input on regional legislative issues ahead of the 2020 General Assembly session. Commissioners briefly discussed items included in the 2019 regional legislative platform and asked staff to request Mr. James' attendance at a future Commission meeting to provide input on the 2020 platform.

12. New Business

a) FY 2020 RRRC Meeting Schedule Resolution

Chairman Coiner presented a Resolution setting the Commission's FY 2020 meeting schedule. P Mauney noted that the Annual Meeting was included on the last Thursday of September and requested Commissioners contact staff with potential locations.

P McCulla moved to approve the resolution, 2nd by M Roby. The motion passed unanimously.

b) Nomination of Chief Administrative Officer to GO Virginia Region 9 Council

Chairman Coiner presented a request for the nomination of a Chief Administrative Officer from the region to the GO Virginia Region 9 Council and indicated the Mr. David has served for the past two years in this role. Chairman Coiner called for nominations.

B David nominated Paul McCulla. No other nominations were made and nominations were closed. B David moved to approve the nomination, 2nd by J Wood. The motion passed unanimously.

c) RRRC Application to Hazard Mitigation Grant Program

Chairman Coiner asked P Mauney to review the submission to the Hazard Mitigation Grant Program that received Executive Committee approval prior to the May 31st deadline. P Mauney indicated that, following the recently completed Hazard Mitigation Plan update, J Costello identified an opportunity to improve and enhance existing data for the wildfire hazard in the region. Wildfire is a moderate risk hazard for the region, with Madison and Rappahannock counties identifying wildfire as a unique high-risk hazard. The proposed project would utilize new data and incorporate development patterns over the past 15 years as a method of identifying areas in the region at high-risk of wildfire impact on infrastructure and population. Commissioners discussed specific areas of the region that may be more at risk based on land use and development.

G Curry moved to ratify the Executive Committee's approval of the application, 2nd by J Hobbs. The motion carried unanimously.

d) FY 2020 Scope of Work for Chesapeake Bay watershed planning

Chairman Coiner asked P Mauney and M Edwards to review item 12-D. P Mauney shared a draft scope of work for Chesapeake Bay watershed planning which is a required deliverable from the Commission's current 6-month bridge contract with the Department of Environmental Quality. M Edwards noted that the scope includes several ongoing efforts and also incorporates two additional tasks: technical assistance related to the Healthy Watershed Forest project activities with the Rappahannock River Basin Commission and Orange County and data collection for a potential Upper Rappahannock Watershed Plan with a focus on improving prioritization for Best Management Practices in the watershed.

P Mauney apprised the Commission that the funding for these activities is through a request by DEQ to the Environmental Protection Agency and would cover a period from October 1, 2019 through September 30, 2020. Any contract would be considered at a later date by the Commission. He also requested any comments or questions from the Commission between

now and the August meeting.

e) Consideration of Award for Website Redesign Project

Chairman Coiner asked P Mauney to review item 12-E. P Mauney reviewed the timeline related to the website redesign Request for Proposals and shared that 45 proposals were received by the May 10 deadline. Staff conducted an initial review and then conducted phone interviews with five firms. Consideration was focused on responsive design, ADA accessibility, security, and ease of update for staff. P Mauney recommended an award of the project to Revize LLC, and to authorize staff to review and execute a contract for the project.

P Mauney noted that Revize recently completed a redesign of the Town of Gordonsville's website and also has worked with the Town of Warrenton, as well as numerous local governments in Virginia.

G Curry moved to authorize award of the website redesign project per staff recommendation, 2nd by B David. The motion carried unanimously.

f) Consideration of FY 2020 Proposed Budget & Work Plan

Chairman Coiner asked P Mauney to review the proposed FY 2020 budget. P Mauney noted that there were minor adjustments following the initial budget presented in April, resulting in increased revenues and corresponding expenses. The overall budget is set at \$945,708. Operating expenses were benchmarked based on the past three years' expenses, with adjustments based on projected needs in FY 2020. P Mauney noted that a 1.5% cost-of-living adjustment was included for staff.

Chairman Coiner asked if the conference room renovations referenced previously were included in the office maintenance expense, and why there was a significant decrease in that line item. P Mauney noted that FY 2019 included a number of one-time expenses for replacement of both heat pump units on the building and Commission contribution for the office parking lot paving and indicated that the conference room costs were included in the budget presented.

J Wood moved to approve the FY 2020 Budget and Work Plan, 2nd by E Ashby. The motion carried 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 August 28th.

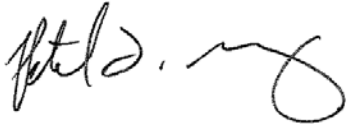
15. Regional Roundtable

Commissioners discussed items of interest from their localities.

16. Adjournment

Chairman Coiner adjourned the meeting at 2:45 p.m.

Respectfully Submitted by:



Patrick L. Mauney
Secretary & Executive Director

(Drafted by Monica Creel)

DRAFT



MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: August 16, 2019
Subject: FY 2019 Unaudited Revenues & Expenditures

Final FY 2019 Revenue and Expenditure reports through June 30, 2019 are enclosed for your review. These reports are subject to our annual audit process. Our auditors will be in the office on Thursday, September 5th.

Revenues ended the fiscal year at 98% of budgeted amounts. The shortfall is primarily due to reimbursement timing for the Virginia Tourism Corporation Marketing Leverage Program grant, which will be received in FY 2020.

Expenditures ended the year at 96% of budgeted amounts. Operating expenses totaled 94% of budget, with no individual line items more than 7.5% over budget, and most line items under budget. We have seen an increase in travel & training and meeting expenses primarily as a result of prioritizing staff development opportunities and regional trainings for housing and transportation. Staff will monitor those items in FY 2020. Project related expenses totaled 99.5% of budget amounts, with some grants exceeding initial expense projections. In those cases, reimbursement was received through the grants through budget changes with our grantors, as necessary.

REQUESTED ACTION: None required. Staff will present the draft FY 2019 Audit Report at the October meeting for review.

Rappahannock-Rapidan Regional Commission
FY 2019 Revenue Snapshot - June 30, 2019

Budget Items	Proposed Budget	Adjustments	Adjusted Budget	July	August	September	October	November	December	January	February	March	April	May	June	YTD Actual	YTD %
Revenues																	
Dues:																	
Culpeper County	\$ 26,624.00		\$ 26,624.00	\$ 26,623.91												\$ 26,623.91	100.0%
Fauquier County	\$ 48,430.00		\$ 48,430.00	\$ 48,429.67												\$ 48,429.67	100.0%
Madison County	\$ 10,674.00		\$ 10,674.00					\$ 10,673.80								\$ 10,673.80	100.0%
Orange County	\$ 24,039.00		\$ 24,039.00	\$ 24,038.46												\$ 24,038.46	100.0%
Rappahannock County	\$ 6,027.00		\$ 6,027.00	\$ 6,027.46												\$ 6,027.46	100.0%
Town of Culpeper	\$ 14,945.00		\$ 14,945.00	\$ 14,944.98												\$ 14,944.98	100.0%
Town of Gordonsville	\$ 1,314.00		\$ 1,314.00	\$ 1,313.89												\$ 1,313.89	100.0%
Town of Madison	\$ 181.00		\$ 181.00	\$ 180.94												\$ 180.94	100.0%
Town of Orange	\$ 4,140.00		\$ 4,140.00	\$ 4,140.04												\$ 4,140.04	100.0%
Town of The Plains	\$ 189.00		\$ 189.00			\$ 189.24										\$ 189.24	100.1%
Town of Remington	\$ 524.00		\$ 524.00	\$ 523.73												\$ 523.73	99.9%
Town of Warrenton	\$ 8,185.00		\$ 8,185.00	\$ 8,184.63												\$ 8,184.63	100.0%
Town of Washington	\$ 105.00		\$ 105.00		\$ 104.58											\$ 104.58	99.6%
Interest Income	\$ 1,500.00		\$ 1,500.00	\$ 245.92	\$ 271.26	\$ 263.69	\$ 291.34	\$ 293.22	\$ 306.34	\$ 315.91	\$ 302.25	\$ 319.30	\$ 300.45	\$ 300.60	\$ 276.71	\$ 3,486.99	232.5%
Other Income	\$ 750.00		\$ 750.00	\$ 299.12	\$ 3.93	\$ 188.97			\$ 100.00		\$ 100.00	\$ 100.00	\$ 1,500.00		\$ 2,000.00	\$ 4,292.02	572.3%
DEQ Chesapeake Bay WIP III	\$ 50,000.00		\$ 50,000.00							\$ 50,000.00						\$ 50,000.00	100.0%
DRPT Mobility Management Grant	\$ 150,000.00		\$ 150,000.00	\$ 9,523.00	\$ 4,994.00	\$ 4,643.00	\$ 18,605.00	\$ 30,550.00	\$ 13,607.00	\$ 11,123.00	\$ 9,722.00		\$ 22,882.00		\$ 28,862.00	\$ 154,511.00	103.0%
DRPT Section 5310 Operating Grant	\$ 100,000.00		\$ 100,000.00	\$ 13,088.01		\$ 14,414.00	\$ 5,024.00	\$ 20,347.00			\$ 13,664.00	\$ 7,432.00	\$ 5,745.00	\$ 6,458.00	\$ 6,859.00	\$ 93,031.01	93.0%
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												\$ 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	\$ 42,032.87	\$ 26.32	\$ 43.41	\$ 953.64	\$ 5,548.42								\$ 48,604.66	100.0%
Regional Tourism	\$ 7,000.00		\$ 7,000.00	\$ 2,800.00	\$ 1,400.00		\$ 2,800.00									\$ 7,000.00	100.0%
Rideshare Program	\$ 118,400.00		\$ 118,400.00		\$ 5,890.00		\$ 37,493.00			\$ 37,493.00			\$ 37,493.00			\$ 118,369.00	100.0%
Rideshare Vanpool Grant	\$ 8,000.00		\$ 8,000.00				\$ 706.00			\$ 915.00			\$ 1,969.00		\$ 858.00	\$ 4,448.00	55.6%
Rural Transportation Planning	\$ 58,000.00		\$ 58,000.00		\$ 15,553.06			\$ 11,999.89			\$ 15,131.50			\$ 15,335.59		\$ 58,020.04	100.0%
State Regional Planning Grant	\$ 75,971.00		\$ 75,971.00			\$ 18,992.00	\$ 18,993.00			\$ 18,993.00				\$ 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			\$ 38,026.70		\$ 8,944.12		\$ 6,697.70				\$ 27,754.33		\$ 81,422.85	98.1%
VHDA VISTA Grant	\$ 15,000.00		\$ 15,000.00		\$ 4,000.00		\$ 4,000.00			\$ 4,000.00					\$ 3,000.00	\$ 15,000.00	100.0%
VHSP Grant	\$ 84,000.00		\$ 84,000.00			\$ 8,031.51			\$ 12,432.39		\$ 18,345.97	\$ 14,541.52			\$ 31,149.61	\$ 84,501.00	100.6%
VTC Marketing Grant	\$ 21,012.50		\$ 21,012.50													\$ -	0.0%
Total Revenue	\$ 986,934.28	\$ -	\$ 986,934.28	\$ 204,249.63	\$ 32,243.15	\$ 84,792.52	\$ 88,865.98	\$ 88,356.45	\$ 26,445.73	\$ 129,537.61	\$ 57,265.72	\$ 22,392.82	\$ 83,709.23	\$ 72,841.52	\$ 73,005.32	\$ 963,705.68	97.6%

**Rappahannock-Rapidan Regional Commission
FY 2019 Expenditure Snapshot - June 30, 2019**

Budget Items	Proposed Budget	Adjustments	Adjusted Budget	July	August	September	October	November	December	January	February	March	April	May	June	YTD Actual	YTD %
Expenditures																	
Advertising	\$ 500.00		\$ 500.00													\$ -	0.0%
Annual Meeting/Retreat	\$ 4,500.00		\$ 4,500.00		\$ 818.64	\$ 3,708.36	\$ (40.00)	\$ (30.00)								\$ 4,457.00	99.0%
Audit/Legal	\$ 5,500.00		\$ 5,500.00						\$ 3,650.00							\$ 3,650.00	66.4%
Equipment/Software	\$ 7,000.00		\$ 7,000.00		\$ 139.95		\$ 199.98				\$ 2,643.92		\$ 1,047.97	\$ 1,020.00	\$ 863.40	\$ 5,915.22	84.5%
FICA	\$ 30,600.00		\$ 30,600.00	\$ 1,994.51	\$ 2,017.78	\$ 2,133.92	\$ 2,256.51	\$ 3,396.36	\$ 2,236.13	\$ 2,221.61	\$ 2,316.07	\$ 2,355.49	\$ 2,326.26	\$ 3,546.74	\$ 2,281.65	\$ 29,083.03	95.0%
Health & Dental	\$ 45,000.00	\$ (10,000.00)	\$ 35,000.00	\$ 2,808.04	\$ 2,799.00	\$ 2,799.00	\$ 2,799.00	\$ 2,799.00	\$ 2,799.00	\$ 2,799.00	\$ 2,799.00	\$ 2,799.00	\$ 2,799.00	\$ 2,799.00	\$ 3,448.60	\$ 34,246.64	97.8%
Meals	\$ 2,000.00		\$ 2,000.00	\$ 197.73	\$ 351.85	\$ 91.41	\$ 86.09	\$ 51.25	\$ 278.92	\$ 223.07	\$ 58.25	\$ 278.24	\$ 206.70	\$ 97.25	\$ 229.19	\$ 2,149.95	107.5%
Membership Dues	\$ 4,000.00		\$ 4,000.00			\$ 3,145.00						\$ 350.00				\$ 3,495.00	87.4%
Miscellaneous	\$ 500.00		\$ 500.00				\$ 40.00					\$ 14.88			\$ 200.00	\$ 254.88	51.0%
Mortgage	\$ 23,916.00		\$ 23,916.00	\$ 1,993.00	\$ 1,993.00	\$ 1,993.00	\$ 1,993.00	\$ 1,993.00	\$ 1,993.00	\$ 1,993.00	\$ 1,993.00	\$ 1,993.00	\$ 1,993.00	\$ 1,993.00	\$ 1,993.00	\$ 23,916.00	100.0%
Office & P.O. Liability Insurance	\$ 1,400.00		\$ 1,400.00	\$ 1,295.00												\$ 1,295.00	92.5%
Office Maintenance	\$ 10,000.00	\$ 16,025.38	\$ 26,025.38	\$ 16,254.30		\$ 6,927.00	\$ 691.40	\$ 275.00	\$ 125.00	\$ 611.40	\$ 130.00	\$ 200.00	\$ 891.40		\$ 891.40	\$ 26,996.90	103.7%
Payroll Expenses	\$ 400,000.00		\$ 400,000.00	\$ 26,832.21	\$ 27,135.97	\$ 28,654.56	\$ 30,256.41	\$ 45,156.64	\$ 29,938.74	\$ 29,800.61	\$ 31,035.46	\$ 31,550.25	\$ 31,168.59	\$ 47,122.37	\$ 31,163.19	\$ 389,815.00	97.5%
Postage	\$ 750.00		\$ 750.00	\$ 2.05	\$ 60.34	\$ 21.60	\$ 68.68	\$ 50.00	\$ 36.28	\$ 100.00	\$ 48.10	\$ 36.64	\$ 73.75	\$ 14.65	\$ 46.05	\$ 558.14	74.4%
Printing	\$ 2,000.00		\$ 2,000.00	\$ 74.20	\$ 259.11	\$ 105.19	\$ 55.90	\$ (40.00)	\$ 229.93	\$ 233.12	\$ 220.73	\$ (104.00)	\$ 213.06		\$ 512.67	\$ 1,759.91	88.0%
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	\$ 14.00	\$ 12.00	\$ 12.00	\$ 14.00	\$ 14.00	\$ 14.00		\$ 14.00	\$ 245.00	\$ 16.00	\$ 29.08	\$ 16.00	\$ 400.08	53.3%
Supplies	\$ 4,500.00		\$ 4,500.00	\$ 398.51	\$ 229.56	\$ 413.71	\$ 187.10	\$ 490.61	\$ 160.45	\$ 367.30	\$ 299.86	\$ 546.23	\$ 288.53	\$ 342.03	\$ 543.19	\$ 4,267.08	94.8%
Technology	\$ 7,000.00		\$ 7,000.00		\$ 341.21	\$ 352.99	\$ 356.43	\$ 712.86		\$ 366.79	\$ 733.58	\$ 75.13	\$ 583.55	\$ 404.15	\$ 454.48	\$ 4,381.17	62.6%
Travel & Training	\$ 8,000.00		\$ 8,000.00	\$ 978.40	\$ 676.66	\$ 361.31	\$ 1,083.90	\$ 520.60	\$ 225.66	\$ 496.64	\$ 541.32	\$ 1,183.98	\$ 666.49	\$ 890.30	\$ 463.59	\$ 8,088.85	101.1%
Utilities	\$ 6,200.00		\$ 6,200.00	\$ 377.53	\$ 449.45	\$ 375.06	\$ 403.38	\$ 258.01	\$ 291.44	\$ 478.94	\$ 554.86	\$ 586.50	\$ 469.59	\$ 428.74	\$ 266.77	\$ 4,940.27	79.7%
VRS	\$ 9,000.00		\$ 9,000.00	\$ 707.61	\$ 707.61	\$ 707.61	\$ 792.20	\$ 832.20	\$ 645.88	\$ 792.20	\$ 792.20	\$ 792.20	\$ 792.20	\$ 832.20	\$ (36.16)	\$ 8,357.95	92.9%
Website Update	\$ 7,000.00		\$ 7,000.00													\$ -	0.0%
Workman's Comp	\$ 500.00		\$ 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					\$ 224.54	\$ 189.81							\$ 414.35	16.6%
DRPT Mobility Management Expenses	\$ 122,500.00	\$ (6,500.00)	\$ 116,000.00	\$ 3,792.18	\$ 3,986.32	\$ 10,891.86	\$ 8,686.97	\$ 13,236.31	\$ 13,711.31	\$ 8,788.71	\$ 8,234.07	\$ 9,036.87	\$ 7,907.74	\$ 9,235.46	\$ 15,430.86	\$ 112,938.66	97.4%
DRPT Section 5310 Operating Expenses	\$ 100,000.00	\$ (6,000.00)	\$ 94,000.00		\$ 16,014.50	\$ 8,254.00	\$ 7,335.00	\$ 7,018.00	\$ 268.84	\$ 14,912.70	\$ 8,257.15	\$ 6,383.65	\$ 7,175.00	\$ 7,621.50	\$ 8,252.00	\$ 91,492.34	97.3%
Path/New Freedom Expenses		\$ 12,500.00	\$ 12,500.00				\$ 150.00	\$ 541.96	\$ 11,852.06							\$ 12,544.02	100.4%
Regional Tourism Expenses	\$ 9,692.90		\$ 9,692.90	\$ 19.87	\$ 4.99	\$ 432.65	\$ 106.81	\$ 138.96	\$ 4.99	\$ 83.19	\$ 97.97	\$ 338.39	\$ 1,595.47	\$ 68.64	\$ 3,324.82	\$ 6,216.75	64.1%
Rideshare Expenses	\$ 50,000.00		\$ 50,000.00	\$ 209.96	\$ 2,905.28	\$ 3,122.52	\$ 773.21	\$ 920.73	\$ 2,845.61	\$ 8,802.48	\$ 2,724.36	\$ 13,119.24	\$ 7,067.46	\$ 4,077.16	\$ 4,602.46	\$ 51,170.47	102.3%
Rideshare Vanpool Expenses	\$ 8,500.00		\$ 8,500.00	\$ 150.00		\$ 650.00	\$ 442.00	\$ 250.70		\$ 156.35	\$ 1,354.88	\$ 477.96	\$ 572.38	\$ 56.84	\$ 4,440.76	\$ 8,551.87	100.6%
RTP Expenses	\$ 1,000.00		\$ 1,000.00	\$ 30.52	\$ 105.00	\$ 72.49	\$ 212.55	\$ 58.86		\$ 12.18	\$ 9.86	\$ 359.44	\$ 16.82	\$ 69.60	\$ 40.60	\$ 987.92	98.8%
USDA FMPP Expenses	\$ 61,000.00		\$ 61,000.00	\$ 225.00	\$ 8.59	\$ 18,030.78	\$ 168.00	\$ 6,088.87		\$ 1,675.20	\$ 3,814.56	\$ 1,613.09	\$ 804.45	\$ 11,960.09	\$ 20,977.30	\$ 65,365.93	107.2%
VHDA VISTA Expenses	\$ 15,000.00		\$ 15,000.00	\$ 4,000.00		\$ 4,000.00				\$ 4,000.00		\$ 3,000.00				\$ 15,000.00	100.0%
VHSP Expenses	\$ 1,000.00		\$ 1,000.00	\$ 77.37	\$ 161.47	\$ 25.50	\$ 557.94	\$ 1,777.02	\$ 224.00	\$ 36.43	\$ 317.16	\$ 419.22	\$ 188.73	\$ 25.50	\$ 225.50	\$ 4,035.84	403.6%
VTC Marketing Grant Expenses	\$ 18,000.00		\$ 18,000.00									\$ 101.24	\$ 15,638.88	\$ 74.93	\$ 4,015.48	\$ 19,830.53	110.2%
Total Expenditures	\$ 978,408.90	\$ 8,525.38	\$ 986,934.28	\$ 62,931.99	\$ 61,178.28	\$ 97,281.52	\$ 59,676.46	\$ 86,735.48	\$ 71,721.05	\$ 78,950.92	\$ 68,990.36	\$ 77,751.64	\$ 84,503.02	\$ 92,709.23	\$ 104,646.80	\$ 947,076.75	96.0%



MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: August 16, 2019
Subject: FY 2020 Year-to-Date Revenues & Expenditures

FY 2020 Revenue and Expenditure reports through July 31, 2018 are enclosed for your review. These are unaudited reports for the first month of the fiscal year.

Revenues are 21% of budget due in large part to local funds received from your jurisdictions for RRRC's annual per capita rate and role as lead agency for the Foothills Housing Network. We have also received several reimbursements from grants for work completed in the last months of FY 2019.

Expenditures are 7.8% of budget through July and in line with expectations.

REQUESTED ACTION: None required.

**Rappahannock-Rapidan Regional Commission
FY 2020 Revenue Snapshot - July 31, 2019**

Budget Items	Proposed Budget	Adjustments	Adjusted Budget	July	YTD Actual	YTD %
Revenues						
Dues:						
Culpeper County	\$ 26,624.00		\$ 26,624.00	\$ 26,623.92	\$ 26,623.92	100.0%
Fauquier County	\$ 48,430.00		\$ 48,430.00	\$ 48,429.67	\$ 48,429.67	100.0%
Madison County	\$ 10,674.00		\$ 10,674.00		\$ -	0.0%
Orange County	\$ 24,039.00		\$ 24,039.00	\$ 24,038.46	\$ 24,038.46	100.0%
Rappahannock County	\$ 6,027.00		\$ 6,027.00	\$ 6,027.46	\$ 6,027.46	100.0%
Town of Culpeper	\$ 14,945.00		\$ 14,945.00		\$ -	0.0%
Town of Gordonsville	\$ 1,314.00		\$ 1,314.00	\$ 1,313.89	\$ 1,313.89	100.0%
Town of Madison	\$ 181.00		\$ 181.00	\$ 180.94	\$ 180.94	100.0%
Town of Orange	\$ 4,140.00		\$ 4,140.00	\$ 4,140.04	\$ 4,140.04	100.0%
Town of The Plains	\$ 189.00		\$ 189.00		\$ -	0.0%
Town of Remington	\$ 524.00		\$ 524.00	\$ 523.73	\$ 523.73	99.9%
Town of Warrenton	\$ 8,185.00		\$ 8,185.00	\$ 8,184.63	\$ 8,184.63	100.0%
Town of Washington	\$ 105.00		\$ 105.00		\$ -	0.0%
Interest Income	\$ 3,500.00		\$ 3,500.00	\$ 286.34	\$ 286.34	8.2%
Other Income	\$ 750.00		\$ 750.00	\$ 200.00	\$ 200.00	26.7%
DEQ Chesapeake Bay PDC Capacity	\$ 47,500.00		\$ 47,500.00		\$ -	0.0%
DRPT Mobility Management Grant	\$ 130,000.00		\$ 130,000.00	\$ 11,394.00	\$ 11,394.00	8.8%
DRPT Section 5310 Operating Grant	\$ 100,000.00		\$ 100,000.00	\$ 13,766.00	\$ 13,766.00	13.8%
PATH FHN Outreach	\$ 5,000.00		\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	100.0%
Regional Housing	\$ 48,604.00		\$ 48,604.00	\$ 39,644.83	\$ 39,644.83	81.6%
Regional Tourism	\$ 7,000.00		\$ 7,000.00	\$ 5,600.00	\$ 5,600.00	80.0%
Rideshare Program	\$ 129,920.00		\$ 129,920.00		\$ -	0.0%
Rideshare Vanpool Grant	\$ 8,000.00		\$ 8,000.00	\$ 3,552.00	\$ 3,552.00	44.4%
Rural Transportation Planning	\$ 58,000.00		\$ 58,000.00		\$ -	0.0%
State Regional Planning Grant	\$ 75,971.00		\$ 75,971.00		\$ -	0.0%
USDA FMPP Grant	\$ 80,574.00		\$ 80,574.00		\$ -	0.0%
VHSP Grant	\$ 84,500.00		\$ 84,500.00		\$ -	0.0%
VTC Marketing Grant	\$ 21,012.50		\$ 21,012.50		\$ -	0.0%
Total Revenue	\$ 945,708.50	\$ -	\$ 945,708.50	\$ 198,905.91	\$ 198,905.91	21.0%

**Rappahannock-Rapidan Regional Commission
FY 2020 Expenditure Snapshot - July 31, 2019**

Budget Items	Proposed Budget	Adjustments	Adjusted Budget	July	YTD Actual	YTD %
Expenditures						
Advertising	\$ 500.00		\$ 500.00		\$ -	0.0%
Annual Meeting/Workshops/Meetings	\$ 5,500.00		\$ 5,500.00		\$ -	0.0%
Audit/Legal	\$ 5,000.00		\$ 5,000.00		\$ -	0.0%
Equipment/Software	\$ 7,000.00		\$ 7,000.00	\$ 27.96	\$ 27.96	0.4%
FICA	\$ 31,500.00		\$ 31,500.00	\$ 2,331.38	\$ 2,331.38	7.4%
Health & Dental	\$ 41,300.00		\$ 41,300.00	\$ 3,448.60	\$ 3,448.60	8.4%
Meals	\$ 2,200.00		\$ 2,200.00	\$ 341.47	\$ 341.47	15.5%
Membership Dues	\$ 4,000.00		\$ 4,000.00		\$ -	0.0%
Miscellaneous	\$ 500.00		\$ 500.00	\$ 9.56	\$ 9.56	1.9%
Mortgage	\$ 23,916.00		\$ 23,916.00	\$ 1,993.00	\$ 1,993.00	8.3%
Office & P.O. Liability Insurance	\$ 1,300.00		\$ 1,300.00	\$ 1,327.00	\$ 1,327.00	102.1%
Office Maintenance	\$ 10,000.00		\$ 10,000.00	\$ 225.00	\$ 225.00	2.3%
Payroll Expenses	\$ 410,000.00		\$ 410,000.00	\$ 31,752.22	\$ 31,752.22	7.7%
Postage	\$ 750.00		\$ 750.00	\$ 70.25	\$ 70.25	9.4%
Printing	\$ 2,000.00		\$ 2,000.00		\$ -	0.0%
Reserve	\$ 5,385.00		\$ 5,385.00		\$ -	0.0%
Subscriptions and Books	\$ 500.00		\$ 500.00	\$ 16.00	\$ 16.00	3.2%
Supplies	\$ 4,500.00		\$ 4,500.00	\$ 102.64	\$ 102.64	2.3%
Technology	\$ 8,000.00		\$ 8,000.00	\$ 414.33	\$ 414.33	5.2%
Travel & Training	\$ 9,000.00		\$ 9,000.00	\$ 1,904.97	\$ 1,904.97	21.2%
Utilities	\$ 6,000.00		\$ 6,000.00	\$ 327.90	\$ 327.90	5.5%
VRS	\$ 9,500.00		\$ 9,500.00	\$ 803.51	\$ 803.51	8.5%
Website Update	\$ 7,000.00		\$ 7,000.00	\$ 6,510.00	\$ 6,510.00	93.0%
Workman's Comp	\$ 500.00		\$ 500.00	\$ 500.00	\$ 500.00	100.0%
America's Wine Country	\$ 1,100.00		\$ 1,100.00		\$ -	0.0%
DEQ Chesapeake Bay PDC Capacity Expen	\$ 1,000.00		\$ 1,000.00		\$ -	0.0%
DRPT Mobility Management Expenses	\$ 100,000.00		\$ 100,000.00	\$ 9,624.63	\$ 9,624.63	9.6%
DRPT Section 5310 Operating Expenses	\$ 100,000.00		\$ 100,000.00	\$ 7,043.00	\$ 7,043.00	7.0%
PATH FHN Outreach Expenses	\$ 5,000.00		\$ 5,000.00	\$ 3,400.43	\$ 3,400.43	68.0%
Regional Tourism Expenses	\$ 8,500.00		\$ 8,500.00	\$ 4.99	\$ 4.99	0.1%
Rideshare Expenses	\$ 59,500.00		\$ 59,500.00	\$ 417.09	\$ 417.09	0.7%
Rideshare Vanpool Expenses	\$ 8,500.00		\$ 8,500.00		\$ -	0.0%
RTP Expenses	\$ 1,000.00		\$ 1,000.00		\$ -	0.0%
USDA FMPP Expenses	\$ 61,000.00		\$ 61,000.00	\$ 1,026.74	\$ 1,026.74	1.7%
VHSP Expenses	\$ 3,000.00		\$ 3,000.00	\$ 26.83	\$ 26.83	0.9%
VTC Marketing Grant Expenses	\$ 1,257.50		\$ 1,257.50		\$ -	0.0%
Total Expenditures	\$ 945,708.50	\$ -	\$ 945,708.50	\$ 73,649.50	\$ 73,649.50	7.8%



MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: August 19, 2019
Subject: RRRC Financial Account Mid-Year Summary

As you may recall, summary financial information for RRRC's four financial accounts was shared with you in February. These summaries cover:

- Atlantic Union Bank Checking
- Atlantic Union Bank Money Market
- Virginia Investment Pool NAV Liquid Fund
- Virginia Investment Pool Long-Term Bond Fund

Staff considers the Virginia Investment Pool accounts as the Commission's reserve funds, available to cover long-term debt (mortgage) and provide for emergency operating costs. The purpose of providing these summary reports are to ensure Commissioners are aware of the financial trends of the Commission over short and long-term periods, including annual trends within operating accounts.

REQUESTED ACTION: None required. Reports are provided for information in February and August and may be provided to Commissioners at other times, as requested.

FY 2019 Account Balances

Operating accounts reflect high balances in July based on receipt of annual dues request funds from member jurisdictions. Grant reimbursements are most typically received on a quarterly basis, which is reflected by balance increases in October/November and January/February. The final quarter of FY 2019 (April to June) reflect spending on operating costs and grants, with the latter reimbursements usually received as reimbursements in the following fiscal year.

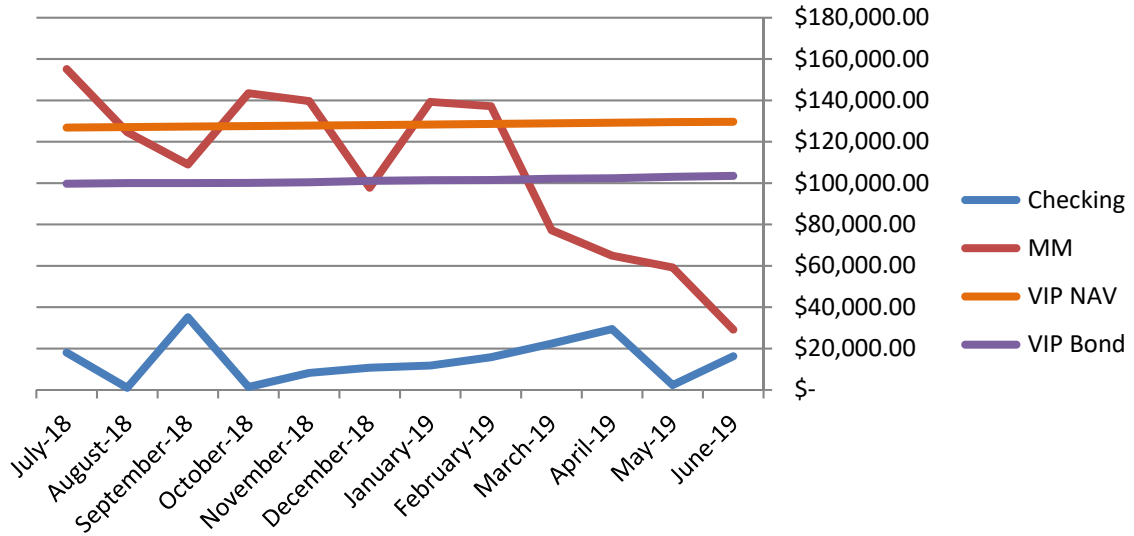
Operating Accounts			
Month (End)	Checking (Union)	Money Market (Union)	Operating Total
July-18	\$ 18,078.14	\$ 155,138.35	\$ 173,216.49
August-18	\$ 1,005.64	\$ 124,644.76	\$ 125,650.40
September-18	\$ 35,130.28	\$ 109,053.50	\$ 144,183.78
October-18	\$ 1,403.63	\$ 143,460.68	\$ 144,864.31
November-18	\$ 8,243.31	\$ 139,655.33	\$ 147,898.64
December-18	\$ 10,738.26	\$ 97,734.59	\$ 108,472.85
January-19	\$ 11,814.91	\$ 139,294.65	\$ 151,109.56
February-19	\$ 15,789.76	\$ 137,205.47	\$ 152,995.23
March-19	\$ 22,398.14	\$ 77,215.73	\$ 99,613.87
April-19	\$ 29,405.60	\$ 64,915.83	\$ 94,321.43
May-19	\$ 2,336.90	\$ 59,223.29	\$ 61,560.19
June-19	\$ 16,252.02	\$ 29,170.83	\$ 45,422.85

In August 2017, the Commission adopted a Resolution to join the Virginia Investment Pool (VIP), managed by VML/VACo Finance. This allowed for a more clearly defined Reserve fund, designed to cover long-term debt service on the Commission-owned office space and for operating costs in the event of emergency needs.

Reserve Accounts			
Month (End)	VIP NAV	Long-Term Bond	Reserve Total
July-18	\$ 126,833.73	\$ 99,715.92	\$ 226,549.65
August-18	\$ 127,066.54	\$ 100,021.36	\$ 227,087.90
September-18	\$ 127,294.65	\$ 99,990.40	\$ 227,285.05
October-18	\$ 127,543.45	\$ 100,096.42	\$ 227,639.87
November-18	\$ 127,791.13	\$ 100,400.80	\$ 228,191.93
December-18	\$ 128,057.60	\$ 101,066.72	\$ 229,124.32
January-19	\$ 128,337.45	\$ 101,403.81	\$ 229,741.26
February-19	\$ 128,592.35	\$ 101,488.42	\$ 230,080.77
March-19	\$ 128,874.91	\$ 102,103.91	\$ 230,978.82
April-19	\$ 129,148.53	\$ 102,283.39	\$ 231,431.92
May-19	\$ 129,428.26	\$ 103,017.90	\$ 232,446.16
June-19	\$ 129,690.04	\$ 103,483.51	\$ 233,173.55

Over the past fiscal year, the VIP NAV Liquid Fund returned 2.44% and the VIP Long-Term Bond Fund returned 3.83%. Both returns are significant increases on the Money Market account which was previously utilized.

RRRC Financial Accounts, Month to Month (FY 2019)



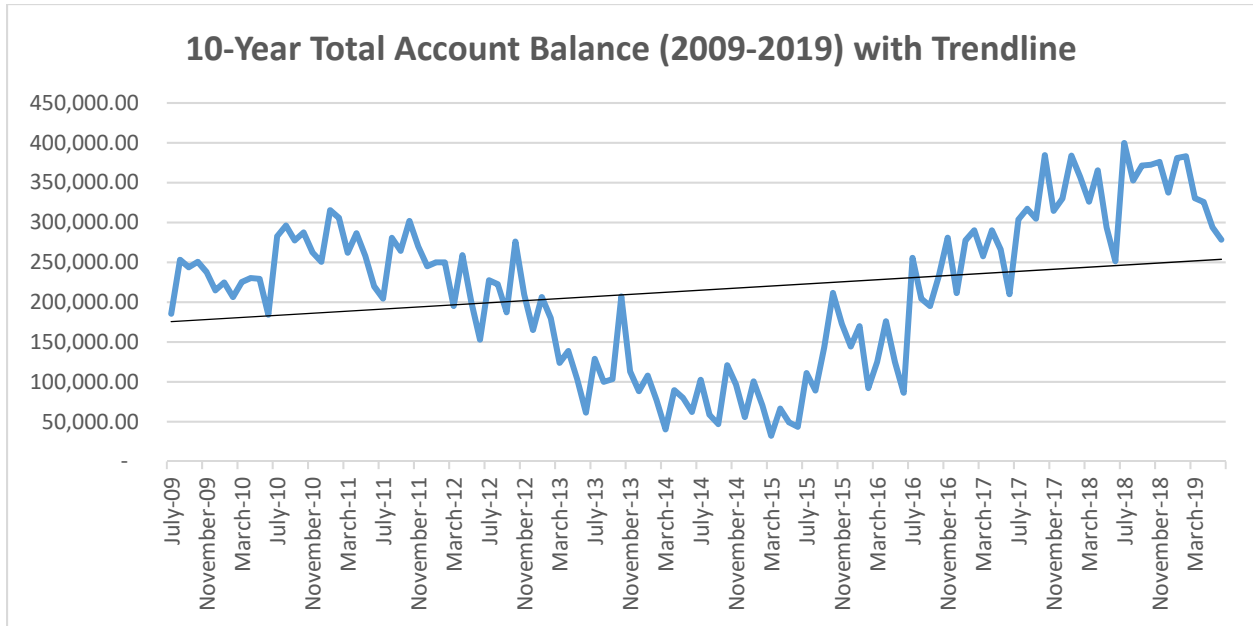
Overall account values are shown below for the end of each month in FY 2019. Fluctuations in year to year value are primarily the result of grant reimbursement timing.

RRRC Total Account Value (FY 2019)		
Month (End)	Total Accounts	Year over Year
July-18	\$ 399,766.14	95,866.68
August-18	\$ 352,738.30	35,430.04
September-18	\$ 371,468.83	66,588.61
October-18	\$ 372,504.18	(12,026.76)
November-18	\$ 376,090.57	61,493.19
December-18	\$ 337,597.17	7,496.33
January-19	\$ 380,850.82	(3,122.07)
February-19	\$ 383,076.00	26,107.22
March-19	\$ 330,592.69	4,586.29
April-19	\$ 325,753.35	(39,782.41)
May-19	\$ 294,006.35	187.75
June-19	\$ 278,596.40	27,111.31

Historical Account Balances

As referenced above, RRRC historically did not maintain separate Operating and Reserve accounts. While past Treasurers, officers and staff members kept a reserve balance on budget sheets, these were not easily verifiable. Separating operating and reserve accounts allows for an easier view of the organization’s financial trends.

Additionally, RRRC remains predominantly reliant on grant funds each year. The past ten years of monthly account balance trends reflects periods of reserve spending (reduced account balances) and reserve saving (increased account balances). Once again, the typical end of fiscal year drawdowns are evident as a beginning of fiscal year local contributions.



Executive Director's Report

August 21, 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 RRRC website redesign project is underway following award of the contract to Revize. I anticipate a kickoff meeting in early September and will provide a firm timeline for completion after that meeting.
- Plans for the RRRC Annual Meeting are nearly complete. The meeting will be held on Thursday, September 26th at Prince Michel Vineyard and Winery in Madison County beginning at 5pm. As with the past few years, we will have a keynote address beginning around 6:15 and present the 2019 Regional Leadership Awards to the selected honorees. Thank you to those of you who have already registered!

Environmental/Natural Resources

- Michelle Edwards was appointed to a Chesapeake Bay Preservation Act Workgroup convened by the Secretary of Natural Resources. This workgroup is tasked with “developing recommendations for extending the beneficial management measures established under the Chesapeake Bay Preservation Act (CBPA) throughout Virginia’s Chesapeake Bay watershed...The work group will consider identifying, mapping and protecting sensitive natural resources on lands west of I-95; protecting water quality through local land use planning and decisions; ensuring septic pump outs are increased to equal 20% of all systems in the Bay watershed being pumped in a year; determining financial and technical assistance needs of local governing bodies west of I-95; and existing state and federal programs that provide water quality protections.” We will keep the Commission and local governments informed on the workgroup’s progress and any potential recommendations that may impact local governments 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>

Transportation

- Kristin Lam Peraza led a well-attended open transportation forum discussion convened by the Foothills Area Mobility System (FAMS) at the PATH Foundation in early July, with participants focused on increasing connectivity between transit and volunteer transportation options and discuss gaps and opportunities related to mobility within the region. Staff also continues to work with partners at RRCS-AAA and PATH to determine long-term sustainability solutions for the FAMS Call Center.
- The RRRC Active Transportation Plan draft will be presented by Joe Costello at the meeting next Wednesday. As you recall, staff began this process last year following the Annual Meeting and has engaged a number of stakeholders across the region to inventory existing

active transportation options and incorporate potential recommendations for enhanced pedestrian/bicycling/blueway/ equestrian opportunities in the region. We anticipate releasing for public comment prior to returning for Commission approval later this year.

- The next Rural Transportation Committee meeting will be Thursday September 19th at 1pm at RRRC.

Economic Development & Tourism

- The regional Tourism Committee has hosted two workshops since late June, including information on *Owned, Earned & Paid Media* led by Paige Read from the Town of Culpeper and *Connecting with Commercial Buyers* targeted towards producers and growers. We appreciated the partnerships with Morais Vineyards in Bealeton on the former and the Market at Grelen on the latter.
- The ‘Tween Rivers Trail recently surpassed 100 trail site members and continues to see active engagement on Facebook and increased website traffic thanks to advertising and marketing initiatives through the VTC Marketing Leverage Program and USDA Farmers Market Promotion grant.

Emergency Planning/Hazard Mitigation

- RRRC organized a meeting with local planners and emergency managers in July to review and provide feedback to the Va. Department of Emergency Management regarding the Rappahannock River stream gauge project. This project has been in process for several years and will upgrade some existing stream gauges and potentially place new monitors along the Rappahannock, Rapidan, and other rivers in the region. Along with emergency management benefits related to flooding, there are potential water quality monitoring opportunities.
- A GIS data workshop related to NG911 is scheduled for September 19th at the Culpeper EOC. You should also receive information from your emergency management staff, but the training is targeted to GIS staff, planning/zoning, law enforcement and others involved with GIS and NG911 upgrades.

Homelessness/Affordable Housing

- Foothills Housing Network coordinated a summer Point-in-Time count and outreach events on July 17 in Culpeper and Fauquier counties. The goal was to gain additional data on differences between homeless trends in summer and winter and to reach members of the community who may not be aware of FHN partner programs. Overall, we were pleased with the outreach effort conducted by partner agencies in both localities. Culpeper Media will be producing videos that were collected during the day.
- RRRC staff continues to work with new staff at People Incorporated, Culpeper Housing and Shelter Services, and Community Touch to improve homeless outcomes tracking and grant management for the FHN Virginia Homeless Solutions Program grants. Data on FY 2019 community outcomes was provided to Department of Housing and Community Development staff in July and will be shared with the Commission once finalized.
- Staff coordinated a training on the new eviction laws in Virginia for ~30 participants at the PATH Foundation in July

Local Technical Assistance/Regional Coordination

- In addition to projects referenced above, ongoing local projects include:
 - Completed pre-application materials for Town of Gordonsville Safe Routes to School grant, and worked with Town Council and staff in development of full application revisions for potential submission by October 1
 - Assisted Town of Madison attorney with general information on Transportation Alternatives Program application deadlines and possible assistance for Town application for sidewalk construction
 - Met with staff from Culpeper and Orange counties on preliminary development of VATI broadband grant application
 - Attended broadband forum sponsored by Greater Piedmont Realtors in Warrenton
 - Coordinated meetings between staff from Town of Culpeper, Culpeper County and VDOT for small area planning project
 - Presented information on Population estimates and projections and Census of Agriculture to Madison County Planning Commission in July
 - Staff is working with Friends of the Rappahannock and other partner organizations on several planning items, including an Upper Rappahannock Report Card, potential Sperryville Nature Trail, and Upper Rappahannock Water Trail planning. Staff has also met with Center for Natural Capital on potential Rapidan River Blueway feasibility study.
 - Data indicators shared in June will be provided to the Commission in December and June each year – please let me know if there are other data sets that may be helpful



MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: August 20, 2019
Subject: Census Complete Count Committee

At the June meeting of the Regional Commission, representatives from the Census Bureau discussed opportunities for local and regional Complete Count Committees (CCC). At the time, no action was taken by the Commission regarding a regional CCC.

Since that time, staff understands that government led CCCs have been created in Culpeper and Fauquier and a non-government led CCC has been created in Rappahannock County.

At this time, staff is comfortable considering the creation of a Regional CCC for the purpose of information sharing and coordination with local CCCs and with regional entities that may not be part of local CCCs. As presently envisioned, the proposed regional CCC would meet two to three times between now and April 2020 and would make use of existing partnerships including the Foothills Housing Network and Foothills Area Mobility System to ensure information is shared to target audiences in the region.

REQUESTED ACTION: Consider authorizing regional Complete Count Committee to provide coordination and best practices sharing between local CCCs and regional entities in the region

Partnerships at a Glance

Join us as a partner and become part of a powerful network of government, nonprofit, corporate, and community organizations. Together, we can develop solutions to effectively reach everyone and encourage them to respond to the 2020 Census.

WHAT IS THE DECENNIAL CENSUS?

Every 10 years, the federal government conducts a population count of everyone in the United States. Data from the census provide the basis for distributing more than \$675 billion in federal funds annually to communities across the country to support vital programs—impacting housing, education, transportation, employment, health care, and public policy. They are also used to redraw the boundaries of congressional and state legislative districts and accurately determine the number of congressional seats each state has in the U.S. House of Representatives.

HOW ARE CENSUS DATA USED?

The 2020 Census is important for you and your community. The results help you understand how demographics—including income and education levels—and population size are changing in your area. Businesses, researchers, and policymakers depend on the high-quality data provided by the U.S. Census Bureau to make important decisions such as:

- Where to build schools, roads, and hospitals.
- Where to open new stores and expand operations.
- What products and services to sell.
- What new policies and public programs will be most helpful in your community.

WHY IS A COMPLETE AND ACCURATE COUNT SO IMPORTANT?

The census is a valuable tool for improving communities across the country. If your community members don't respond, your community may not receive the funding it needs. It is important that everyone understand the importance of the census.

WHY SHOULD I BECOME A 2020 CENSUS PARTNER?

As a trusted voice, you have a critical role to play in reaching the communities you serve. You can support our goal of a complete and accurate count by explaining to your community, customers, members, or stakeholders why participating is important. By partnering with the Census Bureau, you serve as a 2020 Census ambassador. Your efforts in spreading the message and mobilizing your stakeholders to respond to the census will provide accurate data for your community.

Serving as a 2020 Census partner means you can help ensure that the people you care about are accurately counted and represented, which in turn will increase the accuracy of the census data that are used by organizations like yours to make important decisions.

WHAT OUTREACH RESOURCES EXIST FOR 2020 CENSUS PARTNERS?

Outreach is not a one-size-fits-all approach. That is why the Census Bureau provides various types of resources to help partners tailor their outreach to their communities. As a partner, you will have access to:

- A community outreach toolkit (with a Census 101 handout, printable stickers, and outreach tips and tricks).
- Mapping tools to better understand the demographic composition and characteristics of your communities.
- Resources on Census Bureau confidentiality and data security efforts to keep census responses secure.

WHAT CAN I DO AS A 2020 CENSUS PARTNER?

There are many ways to make a difference as a 2020 Census partner, including by:

- Using Census Bureau tools, information, and messaging in creative ways to increase public participation—for example, through newsletters, co-branded products, and social media.
- Providing information to your community, customers, members, or stakeholders about the importance and benefits of participating in the 2020 Census.
- Hosting a workshop to develop possible solutions to 2020 Census challenges in your community and generate commitments to tackle them.
- Forming and getting involved in a Census Complete Count Committee to educate and motivate residents to participate in the 2020 Census. To learn more about the Complete Count Committees or to start one in your community, visit [census.gov/2020completecount](https://www.census.gov/2020completecount).
- Inviting Census Bureau officials to present at your next event.

- Signing up and being recognized.
- Encouraging people in your community to work for the Census Bureau, and sharing this link with them: [2020census.gov/jobs](https://www.2020census.gov/jobs).

INTERESTED IN PARTNERING WITH THE CENSUS BUREAU?

National organizations interested in partnering with the Census Bureau can contact the 2020 Census Partnership Program at census.partners@census.gov to share ideas about how we can work together to ensure a complete and accurate count.

State and local organizations can reach out to their regional census center using the contact information below.

Atlanta

Phone: 404-889-6520

E-mail: Atlanta.rcc.partnership@2020census.gov

Chicago

Phone: 312-579-1605

E-mail: Chicago.rcc.partnership@2020census.gov

Dallas

Phone: 972-510-1800

E-mail: Dallas.rcc.partnership@2020census.gov

Los Angeles

Phone: 213-314-6500

E-mail: Los.Angeles.rcc.partnership@2020census.gov

New York

Phone: 212-882-2130

E-mail: NewYork.rcc.partnership@2020census.gov

Philadelphia

Phone: 267-780-2530

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MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: August 19, 2019
Subject: FY 2021 Annual Dues Requests & Per Capita Rate

The Regional Commission will begin to receive annual dues requests in September in advance of the local budget cycle for FY 2021. Setting the per capita rate for the following fiscal year in August eliminates the need for staff to request an extension from Fauquier County and facilitates staff's ability to submit dues requests upon receipt from each member jurisdiction thereafter.

When Fauquier County moved to a two-year budget cycle in FY 2015, the Commission's administrative policy has been to hold local per capita funding requests steady for the two-year period and to only make a population adjustment every other year. FY 2021 is a year where the population adjustment will be requested. As a reminder, the Regional Commission By-Laws state that the U.S. Census population estimates program is the Commission's official source for population estimates.

Attached with this memo are U.S. Census population estimates for July 1, 2018 for each member County and Town, along with the current per capita rate of \$0.83. Based on the estimated population, a \$0.01 increase or decrease in the per capita rate would amount to \$1,797.25 net or loss. Staff recommends maintaining the \$0.83 rate for the next two fiscal years.

REQUESTED ACTION: Consider adoption of the FY 2021 Per Capita Rate and authorize staff to submit dues requests to member jurisdictions as received.



Resolution Approving FY 2021 Per Capita Assessment Rate

WHEREAS, the Rappahannock-Rapidan Regional Commission (“the COMMISSION”) serves the Counties of Culpeper, Fauquier, Madison, Orange, and Rappahannock, and the Towns of Culpeper, Gordonsville, Madison, Orange, Remington, The Plains, Warrenton, and Washington, known as Planning District Nine, and;

WHEREAS, the COMMISSION prepares an annual budget of revenues and expenditures to fund and carry out its annual work program, and;

WHEREAS, member jurisdictions provide funding to the COMMISSION through their annual locally adopted budgets, and;

WHEREAS, various member jurisdictions request formal applications for funding be submitted by the COMMISSION as part of the local budget development process, and;

WHEREAS, Article XII of the COMMISSION By-Laws reads that each member governmental subdivision shall contribute funds to the COMMISSION at the same per capita rate and that the COMMISSION shall annually determine the per capita contribution, and;

NOW, THEREFORE BE IT RESOLVED, that the COMMISSION establishes the FY 2021 per capita assessment rate at \$0.83 using 2018 population estimates from the United States Census Bureau, and approves the member assessments attached hereto for FY 2021, and;

FURTHER BE IT RESOLVED, that the COMMISSION authorizes staff to submit applications for FY 2021 funding requests to member jurisdictions based on the processes identified by each member jurisdiction.

Adopted this 28th day of August, 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

**FY 2021 Per Capita Rate
FY 2020 vs FY 2021 (Proposed)**

Less Towns

	2016 Pop. Estimate (FY 2019/20)	2018 Pop. Estimate (Proposed FY 2021/22)	Population Change
Culpeper County	32,077	33,240	1,163
Fauquier County	58,349	59,852	1,503
Madison County	12,860	13,052	192
Orange County	28,962	29,990	1,028
Rappahannock County	7,262	7,127	-135
Town of Culpeper	18,006	18,619	613
Town of Gordonsville	1,583	1,605	22
Town of Madison	218	243	25
Town of Orange	4,988	5,049	61
Town of Remington	631	652	21
Town of The Plains	228	234	6
Town of Warrenton	9,861	9,937	76
Town of Washington	126	125	-1

Population Total 175,151 179,725 4,574

	FY 2019/20 Dues (2016 Pop. Estimate X \$0.83)	FY 2021/22 (2018 Pop. Estimate X \$0.83)	Change	% Change
Culpeper County	\$ 26,623.91	\$ 27,589.20	\$ 965.29	3.63%
Fauquier County	\$ 48,429.67	\$ 49,677.16	\$ 1,247.49	2.58%
Madison County	\$ 10,673.80	\$ 10,833.16	\$ 159.36	1.49%
Orange County	\$ 24,038.46	\$ 24,891.70	\$ 853.24	3.55%
Rappahannock County	\$ 6,027.46	\$ 5,915.41	\$ (112.05)	-1.86%
Town of Culpeper	\$ 14,944.98	\$ 15,453.77	\$ 508.79	3.40%
Town of Gordonsville	\$ 1,313.89	\$ 1,332.15	\$ 18.26	1.39%
Town of Madison	\$ 180.94	\$ 201.69	\$ 20.75	11.47%
Town of Orange	\$ 4,140.04	\$ 4,190.67	\$ 50.63	1.22%
Town of Remington	\$ 523.73	\$ 541.16	\$ 17.43	3.33%
Town of The Plains	\$ 189.24	\$ 194.22	\$ 4.98	2.63%
Town of Warrenton	\$ 8,184.63	\$ 8,247.71	\$ 63.08	0.77%
Town of Washington	\$ 104.58	\$ 103.75	\$ (0.83)	-0.79%

Assessment Total \$ 145,375.33 \$ 149,171.75 \$ 3,796.42



MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: August 20, 2019
Subject: FY 2021 Regional Housing Funding Requests

As you may recall, the Regional Commission serves as the Lead Agency for the Foothills Housing Network (FHN). FHN is the regional Local Planning Group for homeless services. RRRC first took on this role in 2012 due to changes in Federal and State grant funding requirements which necessitated a regional approach to homeless response systems.

In FY 2016, the Commission requested funding from each member local government to support the Lead Agency role. Grant funding received from Federal and State sources provides minimal funding for administration and planning, and the local funding allows for RRRC to staff a full-time position to manage and administer grants and fulfill mandatory Local Planning Group requirements in coordination with partners throughout the region. Partners include, but are not limited to, Social Services departments, emergency shelters, housing providers, non-profit housing organizations, and law enforcement personnel.

In addition to RRRC staff support, the local investment also serves as match for grants to RRRC and other FHN members totaling greater than \$605,000 in FY 2020. Not all of these funds pass through RRRC.

Staff requests a flat rate for FY 2021 funding. The formula developed in FY 2016 is based on a \$3,000 floor amount from each County and a \$.20 per capita rate for all jurisdictions. These amounts are shown in the attachment. Staff will be available to answer any questions you may have regarding the request.

REQUESTED ACTION: Consider adoption of the attached Resolution authorizing staff to submit Regional Housing Support funding requests to member jurisdictions based on the formula and rates first developed in FY 2016.



Resolution Approving FY 2021 Regional Housing Support Funding Requests

WHEREAS, the Rappahannock-Rapidan Regional Commission (“the COMMISSION”) serves the Counties of Culpeper, Fauquier, Madison, Orange, and Rappahannock, and the Towns of Culpeper, Gordonsville, Madison, Orange, Remington, The Plains, Warrenton, and Washington, known as Planning District Nine, and

WHEREAS, the COMMISSION has served as the Lead Agency for the Foothills Housing Network (“FHN”), a Local Planning Group of the Virginia Balance of State Continuum of Care since 2012, and;

WHEREAS, member jurisdictions have provided funding, beginning in FY 2016, to the COMMISSION to support the administration and program management of FHN through their annual locally adopted budgets, and;

WHEREAS, various member jurisdictions request formal applications for funding be submitted by the COMMISSION as part of the local budget development process, and;

WHEREAS, the COMMISSION supports continued engagement as FHN Lead Agency and organizational involvement in other related housing planning opportunities within the region;

NOW, THEREFORE BE IT RESOLVED, the COMMISSION authorizes staff to submit applications for FY 2021 funding requests for FHN Lead Agency administration to member jurisdictions based on the processes identified by each member jurisdiction based on the funding formula developed for FY 2016 and attached to this Resolution.

Adopted this 28th day of August, 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

RRRC Regional Housing Support - Local Funding Breakdown

	Population (2013)	Percent Overall	3K per county	Pct Pop * Remaining Amount	Total
<i>formula</i>					
Culpeper County	31,361	18.3%	3,000	\$ 6,160.08	9,160.08
Town of Culpeper	17,145	10.0%		\$ 3,367.71	3,367.71
Fauquier County	56,509	33.0%	3,000	\$ 11,099.78	14,099.78
Town of Remington	615	0.4%		\$ 120.80	120.80
Town of The Plains	221	0.1%		\$ 43.41	43.41
Town of Warrenton	9,862	5.8%		\$ 1,937.14	1,937.14
Madison County	12,974	7.6%	3,000	\$ 2,548.42	5,548.42
Town of Madison	226	0.1%		\$ 44.39	44.39
Orange County	28,279	16.5%	3,000	\$ 5,554.70	8,554.70
Town of Gordonsville	1,555	0.9%		\$ 305.44	305.44
Town of Orange	4,855	2.8%		\$ 953.64	953.64
Rappahannock County	7,344	4.3%	3,000	\$ 1,442.54	4,442.54
Town of Washington	134	0.1%		\$ 26.32	26.32
	171,080	100.0%	15,000	\$ 33,604.38	48,604.38



MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: August 20, 2019
Subject: Request for Support for Virginia Telecommunications Initiative applications

As you may be aware, the Virginia Department of Housing and Community Development manages the Virginia Telecommunications Initiative (VATI) program. VATI provides for a competitive application process for public-private partnerships to provide broadband service to unserved areas in Virginia, based on program guidelines.

The Commission has received requests for letters of support for three VATI applications.

1) DOT COM project (Culpeper, Madison, Orange counties): Culpeper, Madison and Orange counties are proposing an application to VATI for a regional project to install middle-mile fiber along James Madison Highway (Route 15) for 18 miles. The project, known as “Delivery of Technology- Culpeper, Orange, and Madison (DOT COM),” will serve schools, vocational training facilities, businesses, healthcare facilities, state agencies, and homes. The project will also allow Orange County to utilize fiber recently installed to every Orange County School and public safety tower. An upgrade to the wireless infrastructure along the route will increase access to homeowners and home-based businesses in Culpeper County who are located in areas designated as unserved and underserved by the FCC.


2) Orange County Fiber-to-the-Premise project (Madison Gigabit): Orange County is partnered with Madison Gigabit Internet, Inc. to construct a fiber to the premise (FTTP) network in portions of unserved areas of western Orange County. More details: <http://www.orangecountyva.gov/index.aspx?NID=836>

3) Orange County Fiber-to-the-Premise project (Hosted Backbone): Orange County is partnered with Hosted Backbone, LLC to construct a fiber to the premise (FTTP) network in portions of unserved areas in eastern Orange County. More details: <http://www.orangecountyva.gov/index.aspx?NID=835>

I would also ask the Commission’s direction regarding any involvement or activities relating to broadband that may be relevant for staff to undertake. Up until now, RRRC staff have informally assisted and participated on broadband activities locally in recent years. If there are potential activities crossing jurisdictional boundaries that may benefit from RRRC involvement,

it would be helpful for staff to clarify what role the Commission envisions, if different from the current informal role.

REQUESTED ACTION: Approve letters of support for VATI applications to be submitted by member jurisdictions and provide guidance to staff on RRRC involvement in regional broadband activities



Rappahannock-Rapidan

REGIONAL COMMISSION

OFFICERS

August 6, 2019

CHAIRMAN

ROBERT COINER

Tamarah Holmes, Ph.D.

VICE-CHAIRMAN

MEAGHAN TAYLOR

Associate Director of Policy and Strategic Development

Virginia Department of Housing and Community Development

TREASURER

JERRY WOOD

600 East Main Street, Suite 300

Richmond, VA 23219

SECRETARY & EXECUTIVE DIRECTOR

PATRICK L. MAUNEY

Re: Virginia Telecommunication Initiative (VATI) 2020- "Delivery of Technology – Culpeper, Orange, Madison (DOT COM)"

COMMISSIONERS

CULPEPER COUNTY

JOHN EGERTSON

STEVE WALKER

Dr. Holmes,

On behalf of the Rappahannock-Rapidan Regional Commission, I am writing to convey support for the application submitted by Culpeper, Madison and Orange Counties, along with Virginia Broadband. The project known as "DOT COM" will allow Culpeper, Madison, and Orange Counties to install a necessary fiber middle mile route along James Madison Highway extending 18 miles through three counties. The project will serve schools, vocational training facilities, businesses, healthcare facilities, state agencies, and homes. The project will also allow Orange County to utilize a fiber route recently constructed connecting every Orange County school and every Orange County public safety tower. An upgrade to the wireless infrastructure along the route will increase access to homeowners and home-based businesses in Culpeper County located in areas designated as unserved and underserved by the FCC.

TOWN OF CULPEPER

CHRIS HIVELY

MEAGHAN TAYLOR

FAUQUIER COUNTY

CHRISTOPHER T. BUTLER

PAUL S. McCULLA

TOWN OF THE PLAINS

CHRISTOPHER R. MALONE

TOWN OF REMINGTON

EVAN H. "SKEET" ASHBY

TOWN OF WARRENTON

BRANDIE SCHAEFFER

JERRY WOOD

The goal of VATI is to create strong, competitive communities throughout the

Commonwealth by preparing those communities to build, utilize, and capitalize on telecommunications infrastructure. This project is an innovative regional collaboration that will help the Commonwealth achieve those goals and provides funding to capitalize on local investments made with a goal of increasing broadband access for residents and businesses.

MADISON COUNTY

JACK HOBBS

CHARLOTTE HOFFMAN

The Rappahannock-Rapidan Regional Commission has worked with each of the three

partnering counties on development of the DOT COM project and will continue to support our local member jurisdictions as they seek innovative methods of enhancing and expanding broadband access and availability within the region.

TOWN OF MADISON

WILLIAM L. LAMAR

ORANGE COUNTY

JAMES CROZIER

R. BRYAN DAVID

TOWN OF GORDONSVILLE

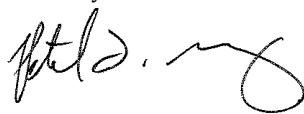
ROBERT COINER

TOWN OF ORANGE

MARTHA R. ROBY

GREG WOODS

Sincerely,



Patrick L. Mauney

Executive Director

RAPPAHANNOCK COUNTY

GARREY W. CURRY, JR.

ROGER WELCH

TOWN OF WASHINGTON

FREDERIC CATLIN

As of April 2019

OFFICERS

August 6, 2019

CHAIRMAN
ROBERT COINER

Tamarah Holmes, Ph.D.

VICE-CHAIRMAN
MEAGHAN TAYLOR

Associate Director of Policy and Strategic Development
Virginia Department of Housing and Community Development
600 East Main Street, Suite 300
Richmond, VA 23219

TREASURER
JERRY WOOD

SECRETARY &
EXECUTIVE DIRECTOR
PATRICK L. MAUNEY

Re: Virginia Telecommunication Initiative (VATI) 2020- Orange County Fiber to the Premise
Project with Madison Gigabit, Inc.

COMMISSIONERS

CULPEPER COUNTY
JOHN EGERTSON
STEVE WALKER

Dr. Holmes,

TOWN OF CULPEPER
CHRIS HIVELY
MEAGHAN TAYLOR

On behalf of the Rappahannock-Rapidan Regional Commission, I am writing to convey support for the application submitted by Orange County in partnership with Madison Gigabit Inc. The project will allow construction of a fiber to the premise network in selected unserved areas of western Orange County. The project will serve public safety facilities, residents and businesses at service levels exceeding the VATI requirements.

FAUQUIER COUNTY
CHRISTOPHER T. BUTLER
PAUL S. McCULLA

The goal of VATI is to create strong, competitive communities throughout the Commonwealth by preparing those communities to build, utilize, and capitalize on telecommunications infrastructure. This project will help the Commonwealth achieve those goals and will enable citizens and businesses in Orange County to improve access to telemedicine, increase educational access, and enhance entrepreneurial opportunities.

TOWN OF THE PLAINS
CHRISTOPHER R. MALONE

TOWN OF REMINGTON
EVAN H. "SKEET" ASHBY

TOWN OF WARRENTON
BRANDIE SCHAEFFER
JERRY WOOD

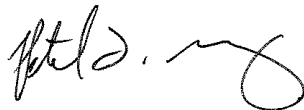
The Rappahannock-Rapidan Regional Commission will continue to support our local member jurisdictions as they seek innovative methods of enhancing and expanding broadband access and availability within the region and supports the above-referenced application from Orange County.

MADISON COUNTY
JACK HOBBS
CHARLOTTE HOFFMAN

TOWN OF MADISON
WILLIAM L. LAMAR

Sincerely,

ORANGE COUNTY
JAMES CROZIER
R. BRYAN DAVID



Patrick L. Mauney
Executive Director

TOWN OF GORDONSVILLE
ROBERT COINER

TOWN OF ORANGE
MARTHA R. ROBY
GREG WOODS

RAPPAHANNOCK COUNTY
GARREY W. CURRY, JR.
ROGER WELCH

TOWN OF WASHINGTON
FREDERIC CATLIN

As of April 2019



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COMMISSIONERS

CULPEPER COUNTY
JOHN EGERTSON
STEVE WALKER

TOWN OF CULPEPER
CHRIS HIVELY
MEAGHAN TAYLOR

FAUQUIER COUNTY
CHRISTOPHER T. BUTLER
PAUL S. McCULLA

TOWN OF THE PLAINS
CHRISTOPHER R. MALONE

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EVAN H. "SKEET" ASHBY

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BRANDIE SCHAEFFER
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MADISON COUNTY
JACK HOBBS
CHARLOTTE HOFFMAN

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WILLIAM L. LAMAR

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R. BRYAN DAVID

TOWN OF GORDONSVILLE
ROBERT COINER

TOWN OF ORANGE
MARTHA R. ROBY
GREG WOODS

RAPPAHANNOCK COUNTY
GARREY W. CURRY, JR.
ROGER WELCH

TOWN OF WASHINGTON
FREDERIC CATLIN

August 6, 2019

Tamarah Holmes, Ph.D.
Associate Director of Policy and Strategic Development
Virginia Department of Housing and Community Development
600 East Main Street, Suite 300
Richmond, VA 23219

Re: Virginia Telecommunication Initiative (VATI) 2020- Orange County Fiber to the Premise Project with Hosted Backbone LLC

Dr. Holmes,

On behalf of the Rappahannock-Rapidan Regional Commission, I am writing to convey support for the application submitted by Orange County in partnership with Hosted Backbone LLC. The project will allow construction of a fiber to the premise network in selected unserved areas of eastern Orange County. The project will serve public safety facilities, post-secondary education organizations, residents and businesses at service levels exceeding the VATI requirements.

The goal of VATI is to create strong, competitive communities throughout the Commonwealth by preparing those communities to build, utilize, and capitalize on telecommunications infrastructure. This project will help the Commonwealth achieve those goals and will enable citizens and businesses in Orange County to improve access to telemedicine, increase educational access, and enhance entrepreneurial opportunities.

The Rappahannock-Rapidan Regional Commission will continue to support our local member jurisdictions as they seek innovative methods of enhancing and expanding broadband access and availability within the region and supports the above-referenced application from Orange County.

Sincerely,

Patrick L. Mauney
Executive Director



MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: August 20, 2019
Subject: On-Call Transportation Consulting Services Contract

The Virginia Office of Intermodal Planning and Investment (OIFI) recently notified staff that Regional Commissions and Metropolitan Planning Organizations were eligible to utilize on-call consulting contracts with Michael Baker International and Cambridge Systematics procured by OIFI for transportation planning and consulting services. Utilizing these contracts would enable RRRC, either on its own or potentially on behalf of a member jurisdiction, access to transportation planning and consulting without a separate procurement process. All funds for such tasks would be provided by RRRC or other local or grant funds.

The RFP from OIFI included the following planning activities:

- Demand estimation using travel demand models (macroscopic and mesoscopic) and other forecasting tools
- Financial analysis for planning purposes
- Freight Studies
- Corridor planning
- Feasibility studies
- Communications planning that includes stakeholder outreach, facilitator led workshops, training, website development and branding to develop and enhance new processes
- Sustainability and vulnerability risk assessment of transportation assets
- Performance management program development and analysis
- Project performance analysis
- Project prioritization tasks assistance
- Conceptual design
- Traffic data collection and analysis using microscopic models
- Policy and process analysis, development, and implementation
- Development of web-based databases, mapping applications, and visualization tools development

Please note that RRRC is not committing to any use of the contracts by agreeing to be added to the contract. Any use of the contract would only occur following authorization by the Regional Commission and/or agreement with a member jurisdiction.

A copy of the RFP may be accessed at

<http://www.rrregion.org/pdf/Agendas/2019/201908/OIPI.On.Call.RFP.pdf>

REQUESTED ACTION: Authorize RRRC to be added to on-call consulting services contract procured by the Virginia Office of Intermodal Planning and Investment