

**Rappahannock Rapidan Regional Commission  
 August 28, 2019 Regular Meeting  
 RRRC Board Room  
 420 Southridge Parkway Suite 106, Culpeper VA 22701**

**MINUTES**

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

*Others Present: Lee Frame (Orange County), Eldon James, Laura Loveday (Culpeper County), Dr. George Millsaps (Census), Kathy O'Connell (Census), Ligon Webb (Madison County)*

*Staff Present: Hunter Berry, Jenny Biché, Joe Costello, Patrick Mauney, Terry Snead*

- 1. Call to Order**  
Chair Robert Coiner called 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**  
Upon motion by C Hoffman, 2<sup>nd</sup> by M Taylor, the agenda was approved unanimously.
- 5. Public Comment**  
There were no comments from the public.

**6. Presentations**

a) Presentation: *Regional Legislative Discussion*

Chair Coiner welcomed Mr. Eldon James to the meeting to discuss the upcoming General Assembly session. Mr. James briefly reviewed budget implications from the FY 2020 budget, including excess revenues redirected to cash reserves at the state level, primarily in response to uncertainty regarding the national economic outlook and to preserve Virginia's AAA bond rating. Mr. James reviewed various legislative priorities in the upcoming session, including Children's Services Act, transportation funding, and broadband. P McCulla asked about the early voter bill creating major issues, and asked about the possibility of pushing the changes into a non-Presidential election year. Mr. James indicated that there is a possibility for that change and encouraged communicating with local representatives in the General Assembly.

**7. Approval of Minutes**

a) June 26th, 2019

Chairman Coiner presented the minutes from the June 26<sup>th</sup> meeting. M Taylor moved approval, 2<sup>nd</sup> by C Hoffman. The motion carried unanimously.

**8. Intergovernmental Review**

There were no intergovernmental review items for consideration.

**9. Financial Reports**

- a) FY 2019 Unaudited Revenues and Expenditures
- b) FY2020 YTD Revenues and Expenditures
- c) Financial Account Balance Summaries

Chairman Coiner asked P Mauney to review the financial reports. P Mauney noted the final FY 2019 revenue and expenditure report and indicated that those figures remain subject to audit. The annual agency audit will be completed September 5<sup>th</sup>, with draft report included for review in October.

P Mauney also reviewed the July financial report with no unexpected figures for revenues or expenditures.

Finally, P Mauney reviewed the Commission's overall account and financial status, including monthly balances and rates of return for Commission reserve accounts. The Commission requested staff to look into the possibility of refinancing the building mortgage before the end of the year.

**10. Executive Director's Report (Attachment)**

Chair Coiner requested the Director's report. P Mauney stated that the plans for the RRRC Annual Meeting are nearly complete, with the meeting to be held on September 26<sup>th</sup> at Prince Michel Vineyard and Winery in Madison County beginning at 5pm. P Mauney also shared that Michelle Edwards was appointed to a Chesapeake Bay Preservation Act Workgroup convened by the Secretary of Natural Resources and that staff will keep the Commission and local governments informed on the workgroup's progress and any

potential recommendations that may impact local governments moving forward.

## **11. Staff Updates**

### **a) RRRC Active Transportation Plan**

Chair Coiner asked J Costello to present an update on the RRRC Active Transportation Plan. J Costello reviewed presentation slides regarding the draft plan that focuses on pedestrian, bicycle, blueway, and equestrian opportunities in the region. The plan builds on previous inventory plans completed in 2007 and 2012, and now incorporates existing infrastructure, planned investments and improvements, and a number of potential non-vehicular projects to connect the region's existing assets, including local parks, state lands, and Shenandoah National Park. The plan's overall purpose is to provide information & recommendations that guide expansions for bike and pedestrian trails, as well as public access to waterways when and where possible.

The draft plan includes maps for each county and town in the region showing what is existing and adding potential extensions and enhancements. Public feedback was solicited through various RRRC committees and via an online wikimap which allowed for members of the public to note highly utilized assets, deficiencies, and potential additions. Commission members noted the importance of outdoor activities for health, quality of life, and economic development purposes. P Mauney stated that the draft plan would be released in early October with a public review period through mid-November. Staff will request that the Commission consider adoption of the plan at the December meeting.

A copy of the presentation will be attached with the approved minutes from the meeting.

### **b) Census Complete Count Committee**

Chair Coiner referenced the presentation from Census Bureau in June and asked P Mauney for an update. P Mauney indicated that local Complete Count Committees have been formed in Culpeper, Fauquier, and Rappahannock counties, with a committee expected to convene in Madison County in the near future. Census representatives have requested a regional Complete Count Committee to be approved to provide additional coordination with regional partners and information sharing with local CCCs. P McCulla moved to approve formation of a regional Complete Count Committee, 2<sup>nd</sup> by J Crozier. The motion carried unanimously.

## **12. New Business**

### **a) Authorization of FY 2021 RRRC Per Capita Dues Rate & Funding Requests**

Chair Coiner asked P Mauney to discuss item 12-A. P Mauney noted the annual budget requests received from member jurisdictions beginning with Fauquier County in September. Staff recommends maintaining the current rate of \$0.83 per capita utilizing 2018 Census Bureau population estimates, per the RRRC By-laws. B David moved approval, 2<sup>nd</sup> by P McCulla. Chair Coiner called for a roll call vote.

Aye: Coiner, Crozier, Curry, David, Egertson, Hively, Hoffman, McCulla, Roby,

Schaeffer, Taylor, Walker, Wood, Woods (14); Nay: None (0); Abstain: None (0);  
Absent: Ashby, Butler, Catlin, Hobbs, Lamar, Malone, Welch (7)

b) Authorization of FY 2021 Regional Housing Funding Requests

Chair Coiner asked P Mauney to discuss item 12-B. P Mauney noted the annual request to support the Commission's work as Lead Agency for the Foothills Housing Network and efforts focused on housing and homelessness. Staff recommends no change from the funding requests of the past five years. J Crozier moved approval, 2<sup>nd</sup> by C Hoffman. Chair Coiner called for a roll call vote.

Aye: Coiner, Crozier, Curry, David, Egertson, Hively, Hoffman, McCulla, Roby, Schaeffer, Taylor, Walker, Wood, Woods (14); Nay: None (0); Abstain: None (0);  
Absent: Ashby, Butler, Catlin, Hobbs, Lamar, Malone, Welch (7)

c) Consideration of Support for VA Telecommunications Initiative applications

Chair Coiner introduced item 12-C. P Mauney noted a request for letters of support for three applications to the Virginia Telecommunications Initiative (VATI) program. P McCulla moved approval for letters of support, 2<sup>nd</sup> by M Roby. The motion carried unanimously.

d) Consideration of On-Call Transportation Consulting Services Contract

Chair Coiner asked P Mauney to review item 12-D. P Mauney noted an opportunity for the Commission to utilize an on-call contract procured by the Virginia Office of Intermodal Planning & Investment (OIPI) for transportation planning. The contract could be utilized for localities working through the Commission, or by the Commission with identified funds. Joining the contract does not obligate the Commission to allocate any funds unless the Commission so chooses at a future time. Upon motion by C Hoffman, 2<sup>nd</sup> by M Taylor, the Commission unanimously authorized staff to request addition to the OIPI on-call consulting services contract.

e) Stormwater Management Program Discussion

Chair Coiner asked members from Orange County to review recent Stormwater Management Program discussions. B David indicated that Orange County is in the process of bringing stormwater management permitting back under County control. Currently, this process is managed by the Department of Environmental Quality. Commissioners briefly reviewed stormwater management issues at their respective localities.

**13. Closed Session**

No closed session was held.

**14. Upcoming Meetings**

Chair Coiner noted upcoming meetings, including the next Commission meeting on October 23<sup>rd</sup>. He also requested Commissioners confirm their attendance at the Annual Meeting with staff to ensure an accurate count for the event.

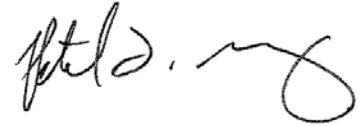
**15. Regional Roundtable**

Commissioners discussed items of interest from their localities.

**16. Adjournment**

Chairman Coiner adjourned the meeting at 2:55 p.m.

Respectfully Submitted by:



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Patrick L. Mauney  
Secretary & Executive Director

(Drafted by Monica Creel)