

**Rappahannock Rapidan Regional Commission
 December 11, 2019 Regular Meeting
 RRRC Board Room
 420 Southridge Parkway Suite 106, Culpeper VA 22701**

MINUTES

	Culpeper County		Town of Culpeper
X	John Egertson		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	X	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
X	Roger Welch		Town of Warrenton
			Brandie Schaeffer
		X	Jerry Wood- Treasurer
			Town of Washington
			Frederic Catlin

Others Present: Denise Harris, Town of Warrenton

Staff Present: Hunter Berry, Jenny Biché, Joe Costello, Monica Creel, Michelle Edwards, Jennifer Little, Patrick Mauney, Terry Snead

- 1. Call to Order**
Chair Robert Coiner called the meeting to order at 1:06 p.m.
- 2. Pledge of Allegiance**
- 3. Roll Call & Quorum Determination**
A quorum of the Commission membership was confirmed.
- 4. Agenda Approval**
Upon motion by C Hoffman, 2nd by M Roby, the agenda was approved unanimously.
- 5. Public Comment**
There were no comments from the public.

6. Presentations

- a) **Resolution of Thanks to Outgoing Commissioners Steve Walker & Roger Welch

Chair Coiner presented Resolutions prepared for Commissioners Steve Walker, Culpeper County, and Roger Welch, Rappahannock County recognizing their service to the Commission and the region. Upon motion by G Curry, 2nd by J Egertson, the Resolutions were unanimously adopted and the Commission expressed its gratitude to both men for their service.

7. Approval of Minutes

- a) October 23, 2019

Chair Coiner presented the minutes from the October 23rd meeting. M Roby moved to approve, 2nd by M Taylor. The minutes were approved unanimously.

8. Intergovernmental Review

There were no intergovernmental review items for consideration

9. Financial Reports

- a) FY2020 YTD Revenues and Expenditures

Chair Coiner asked P Mauney to review the financial report and FY 2019 audit. P Mauney noted that, through November, revenues are 56% of budgeted amounts, and expenditures at 40% with no issues. There were two adjustments made to the budget, breaking out funds received from PATH Foundation for the FAMS Call Center staffing assistance discussed in October, and for the addition of revenues expected from the VHDA Housing Study grant.

B David moved to approve the amended budget, 2nd by P McCulla. The motion carried unanimously.

- b) FY 2019 Draft Audit Report

P Mauney referenced the FY 2019 agency audit that was distributed at the October meeting. With no changes requested subsequent to the meeting, staff recommended adoption of the audit. Upon motion by C Hoffman, 2nd by P McCulla, the FY 2019 audit was adopted.

10. Executive Director's Report (Attachment)

Chair Coiner asked P Mauney to review the Director's report. P Mauney noted that local budget requests for FY 2021 are in development for Culpeper & Orange counties, with Madison and Rappahannock counties and our 8 member Towns to follow in January.

Staff held a kickoff meeting with VHDA staff to review grant guidelines and requirements for the Community Impact Grant in November and received 8 proposals by the December 6th deadline for the Regional Housing study.

P Mauney also shared that in October the Commission approved RRRC to serve as lead

partner on potential application to the USDA Regional Conservation Partnership Program, but that following further discussions with partners the decision was taken to hold off on an application to the program for this grant cycle. Staff expects that this program may be considered again next Fall.

P Mauney also referenced the upcoming Smart Scale cycle for transportation funding and that staff is working with the Rural Transportation Committee updating plans and is available to assist with Smart Portal applications in 2020.

Lastly, P Mauney announced that Jenny Biché will be leaving RRRC in early January and noted her contributions over the past 10 years, spanning program areas from environmental, transportation, tourism and housing and thanking her for her efforts on behalf of FAMS and Foothills Housing Network, most recently. Commissioners applauded Ms. Biché's efforts and wished her well.

11. Staff Updates

a) RRRC Active Transportation Plan

Chair Coiner asked J Costello to report on the RRRC Active Transportation Plan. J Costello referenced past presentations to the Commission as well as a final plan review meeting held on December 5th in conjunction with a regional Virginia Outdoors Plan meeting. The plan has been vetted through various RRRC committees and local planning and parks and recreation staff and represents a significant enhancement to the previous inventory-based plan. S Walker asked about public access to the data and map applications and J Costello indicated that these would be publicly available and may be updated and improved through future efforts locally and regionally.

S Walker moved to adopt the RRRC Active Transportation Plan, 2nd by M Taylor. The motion carried unanimously.

b) Regional Tourism Committee/ Tween Rivers Trail

Chair Coiner asked H Berry to report on the recent activities of the Regional Tourism Committee and Tween Rivers Trail. H Berry reported that the Tween Rivers Trail has 42 new members, 1,600 new Facebook Followers, 6 million digital impressions & people reached thanks to the Virginia Tourism Corporation Marketing Leverage grant funding and marketing activities over the past 12 months. Commission members held a discussion regarding the source of tourism impact estimates and whether there might be opportunity to review methodology in more detail.

12. New Business

a) RRRC Application to DRPT for FY 2021 Transportation Demand Management Operating Assistance Grant Program (Attachment)

Chair Coiner asked P Mauney to review item 12A. P Mauney noted that this is the annual grant application request for funding to support RRRC's Commuter Services program, referencing the preliminary spending plan included in the meeting packet. P McCulla

moved to approve, 2nd by M Roby. The motion carried unanimously.

b) ****RRRC Application to DRPT for FY 2021 FTA Section 5310 Grant Program for Mobility Management (Attachment)**

Chair Coiner asked P Mauney to review item 12B. P Mauney referenced the October presentation regarding mobility management funding changes and clarified that staff intends to apply to DRPT for funding to support the FAMS program with the current structure in place with RRCS providing contractual support for the FAMS Call Center. R Coiner moved to approve, 2nd by C Hoffman. The motion carried unanimously.

c) ****Consideration of Support for Regional Legislative Platform (Attachment)**

Chair Coiner introduced item 12C, Regional Legislative Platform. R Coiner indicated that several jurisdictions have approved the platform individually and asked if there was a desire to offer regional support. J Wood moved to approve the legislative platform, 2nd by J Crozier. The motion carried unanimously. J Crozier noted that he was engaged with officials from the Fredericksburg area and with P Mauney to look at reviewing the current legislative platform process in future years.

d) ****Broadband funding Letters to Regional Legislators (Attachment)**

Chair Coiner asked P Mauney to review item 12D, reminding Commissioners of the presentation from Evan Feinman at the September RRRC Annual Meeting. P Mauney noted that two letters related to broadband funding were included for Commission consideration. The first related to Federal broadband funding through the FCC and the request from Virginia to award those funds via block grant to the state, rather than through the existing USDA approach. The second related to support for increased funding to the state's Virginia Telecommunications Initiative (VATI) program. G Curry moved to approve the letters, with appropriate changes to the VATI letter based on upcoming award announcements, 2nd by B David. The motion carried unanimously.

e) ****Formation of Nomination Committee (Attachment)**

Chair Coiner announced that the Commission needed to form a nominating committee to identify a slate of officers for terms beginning March 1, 2020, noting that the Executive Committee has served in that role in the past. He welcomed any Commissioners who might want to join the nominating committee, as well. Upon motion by J Crozier, 2nd by J Wood, the Commission approved the Executive Committee serving as a Nominating Committee to report at the February meeting. The motion was approved unanimously.

13. Closed Session

No closed session was held.

14. Upcoming Meetings

Chair Coiner referenced upcoming meetings, including the Point in Time Count in January and the first RRRC meeting of 2020 on February 26th.

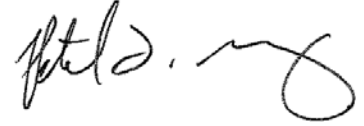
15. Regional Roundtable

Commissioners discussed items of interest from their localities.

16. Adjournment

Chair Coiner adjourned the meeting at 2:15 p.m.

Respectfully Submitted by:



Patrick L. Mauney
Secretary & Executive Director

(Drafted by Monica Creel)