



**Rappahannock-Rapidan Regional Commission Meeting
August 26, 2020 at 1:00 pm
Electronic Meeting Only**

Meeting streamed and archived at:
<https://www.youtube.com/channel/UCVg1Gl7iMDhX3i8OVAJKqEQ>

AGENDA

1. Call to Order
2. Electronic Meeting Participation During Declared State of Emergency
3. Roll Call & Quorum Determination
4. **Approval of Agenda
5. Public Comment
6. Approval of Minutes
 - a) **June 24, 2020 (**Attachment**)
7. Financial Reports
 - a) FY 2020 Final Unaudited Revenues and Expenditures (**Attachment**)
 - b) FY 2021 YTD Revenues and Expenditures (**Attachment**)
 - c) Financial Account Summaries (**Attachment**)
8. Executive Director's Report (**Attachment**)
 - a) Regional Housing Study
9. New Business
 - a) **Consideration of Resolution supporting RRRC applications to Smart Scale Program (**Attachment**)
 - b) **Consideration of Resolution supporting local government applications to Smart Scale Program (**Attachment**)

Meeting Calendar and additional background available via the Commission's websites:
www.rrregion.org www.rrcommute.org www.thevirginiapiedmont.org www.fams.org
www.purelypiedmont.com www.foothillshousing.org www.tweenriverstrail.com

- c) **Request from Rappahannock County to Serve as Fiscal Agent for CARES Act Business Assistance Program (**Attachment**)
- d) **Request for Letter of Support from Mid-Atlantic Broadband / Southside PDC (**Attachment**)
- e) **Authorization of FY 2022 RRRC Per Capita Dues Rate & Funding Requests (**Attachment**)

10. Regional Roundtable

- Annual Meeting Postponement
- Upcoming Meeting Locations

11. **Adjournment

**Commission Action Item

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



MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: August 19, 2020
Subject: Electronic Meetings During Declared State of Emergency

When the Governor has declared a state of emergency in accordance with section 44-146.17 of the Code of Virginia, it may become necessary for the Rappahannock-Rapidan Regional Commission to meet by electronic means as outlined in Section 2.2-3708.2 of the Code of Virginia as amended. In such cases, the following procedure shall be followed:

1. The Rappahannock-Rapidan Regional Commission will give notice to the public using the best available method given the nature of the emergency, which notice shall be given contemporaneously with the notice provided to members of the Rappahannock-Rapidan Regional Commission.
2. The Rappahannock-Rapidan Regional Commission will make arrangements for public access to such meeting through electronic means including, to the extent practicable, videoconferencing technology. If the means of communication allows, provide the public or common interest community association members with an opportunity to comment.
3. The Rappahannock-Rapidan Regional Commission will otherwise comply with the provisions of § 2.2-3708.2 of the Code of Virginia. The nature of the emergency, the fact that the meeting was held by electronic communication means, and the type of electronic communication means by which the meeting was held shall be stated in the minutes of the Rappahannock-Rapidan Regional Commission meeting.

REQUESTED ACTION: None required.

**Rappahannock Rapidan Regional Commission
June 24, 2020 Regular Meeting
Electronic Meeting**

MINUTES

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

Staff Present: Michelle Edwards, Jennifer Little, Patrick Mauney, Terry Snead

1. Call to Order

Chairman Coiner called meeting to order and stated that due to the COVID-19 pandemic and associated State of Emergency, the meeting was being conducted electronically via Zoom and that audio and video of the proceedings were available on YouTube during and after the meeting. Chairman Coiner welcomed the new Commissioners, Christine Smith, Paul Bates and Brenda Garton.

2. Electronic Meetings During Declared State of Emergency

Chairman Coiner asked the Executive Director to review the guidelines for conducting the Commission meeting electronically. P Mauney reviewed the requirements, noting that the Commission will follow the guidance in §2.2-3708.2 of the Code of Virginia regarding electronic meetings when the Governor has declared a State of Emergency in accordance with §44-146.17 of the Code of Virginia. In addition to the requirements of those sections of the Code of Virginia, the Commission will also conduct roll call votes on action items.

3. Roll Call & Quorum Determination

Chairman Coiner welcomed two new members to the Commission – Mr. Tom Underwood from the Culpeper County Board of Supervisors and Mr. Theodore

Voorhees, Orange County Administrator. A quorum of the membership was confirmed.

4. Agenda Approval

Upon motion by J Hobbs, 2nd by P McCulla, the agenda was approved by roll call vote.

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

5. Public Comment

There were no comments from the public submitted prior to the meeting.

6. Approval of Minutes

- a) February 26, 2020
- b) April 27, 2020 Executive Committee

Chairman Coiner presented the minutes from February 26th and the April 27th Executive Committee meeting. After discussion, P McCulla moved to approve the minutes of the February 26th minutes, 2nd by G Currey. The motion was approved by roll call vote.

Aye: Butler, Coiner, Crozier, Curry, Egertson, Hively, Hobbs, McCulla, Roby, Schaeffer, Wood, (11); Nay: None; Abstain: Underwood, Voorhees, Woods (3); Absent: Ashby, Catlin, Hoffman, Lamar, Malone, Smith, Taylor (7)

7. Financial Reports

- a) FY2020 YTD Revenues and Expenditures

Chairman Coiner asked P Mauney to review the FY 2020 financial reports. P Mauney referenced the revenue and expense reports included in the agenda, noting that revenues received through the end of May were at 86% of budgeted amounts, specifically noting grants that either continued, or were extended, into FY 2021. Expenditures were at 82% of budget through May and P Mauney indicated that the agency would likely end the fiscal year with a slight net positive. P Mauney referenced health/dental and office maintenance expenses exceeding budget and explained causes of those overages.

8. Executive Director's Report

Chairman Coiner asked P Mauney to review the Director's report. P Mauney apologized for not including a copy of the report prior to the meeting. P Mauney noted that Matthew Decatur began work as a Regional Planner in late May, focusing on rural transportation and GIS. Staff continues to telework with most employees in the office several days per week for project coordination and other meetings. P Mauney also noted the ongoing efforts focused on homeless and unsheltered individuals with Foothills Housing Network, recent grant applications to the National Fish and Wildlife

Foundation and U.S. Department of Agriculture, and Smart Scale transportation applications with member jurisdictions, and provided brief updates on staff's work with COVID-19 coordination and response regionally.

9. New Business

a) FY 2021 Draft Budget

Chairman Coiner asked P Mauney to present the FY 2021 budget for consideration. P Mauney referenced the draft budget and work plan, specifically noting adjustments to revenues and expenses resulting from the COVID-19 pandemic. P Mauney stated that the \$914,454 budget is based on known revenues with several grant applications currently outstanding. He also noted additions to the budget since the April Executive Committee meeting, including COVID-19 Emergency funds received on behalf of Foothills Housing Network and an increase in PATH transportation collaborative grant funding, and also referenced the removal of funding for the Farm to School liaison position. The latter position continued to have support in the future from funding partners, but a deferral of the project given the uncertainty with school reopening plans was agreed to by all partners.

J Crozier asked about developing a Continuity of Operations Plan for the Commission, given the ongoing pandemic but also other potential future disruptions. P Mauney indicated that staff could begin this process and report back at a future Commission meeting.

C Butler made a motion to approve the FY 2021 budget and work plan, 2nd by J Crozier. The motion was approved by roll call vote.

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

b) Application to U.S. Economic Development Administration for CEDS Planning Grant

Chairman Coiner introduced item 12B and asked P Mauney to provide background on the CEDS Planning grant application. P Mauney noted that staff were made aware of funding available through the U.S. Economic Development Administration CARES Act allocation that would support Comprehensive Economic Development Strategy (CEDS) planning. The region does not presently have a CEDS in place and partners with the Central Virginia Partnership for Economic Development and Thomas Jefferson Planning District Commission were interested in developing an application that would provide each planning district with a CEDS, as well as joint strategies that would cover both regions. P Mauney indicated that the request today was to allow staff to work with those partners on development and submission of the grant application.

T Voorhees moved to approve staff to develop an application for CEDS planning to the U.S. Economic Development Administration with applicable local and regional

partners, 2nd by J Crozier. The motion carried by roll call vote.

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

c) Nomination & Election of Treasurer for Unexpired Term beginning July 1, 2020

Chairman Coiner stated that this meeting was the last for RRRC Treasurer Jerry Wood from the Town of Warrenton. As a result, a new Treasurer would need to be elected to complete this term. Any member elected to the role would remain eligible for two additional terms. Chairman Coiner asked P Mauney to briefly review the duties and responsibilities of the Treasurer.

Chairman Coiner opened the floor for nominations. J Hobbs nominated G Woods, 2nd by T Underwood. Hearing no additional nominations, the nominations were closed. The nomination was approved on a roll call vote.

Aye: Butler, Coiner, Crozier, Curry, Egertson, Hively, Hobbs, McCulla, Roby, Schaeffer, Underwood, Voorhees, Wood (13); Nay: None; Abstain: Woods (1); Absent: Ashby, Catlin, Hoffman, Lamar, Malone, Smith, Taylor (7)

d) Upcoming Meetings Format and Scheduling

Chairman Coiner led a brief discussion of future meetings and whether to hold meetings virtually or in-person. Given the size of the Commission, an alternate space outside the Commission conference room would be needed. T Underwood referenced Culpeper County's use of school auditoriums, as well as the County Board room. J Crozier indicated that Orange County also would have potential locations suitable for either regular Commission meetings or the Annual Meeting. There was consensus to look for options for in-person meeting space and to continue planning for the Annual Meeting at the present time.

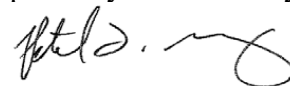
10. Regional Roundtable

Commissioners discussed items of interest in their localities, including local uses of CARES Act funding.

11. Adjournment

Chairman Coiner adjourned the meeting at 2:35 p.m.

Respectfully Submitted by:



Patrick L. Mauney
Secretary & Executive Director



MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: August 17, 2020
Subject: FY 2020 Final Unaudited Revenues & Expenditures

Final FY 2020 Revenue and Expenditure reports through June 30, 2020 are enclosed for your review. These reports are subject to RRRC's annual audit process. Outside auditors are scheduled to be in the office Thursday, September 3rd for their review with the audit report to follow.

Revenues are 91.4% of budgeted amounts. As referenced in June, two grants – the VHDA Housing Study grant and DEQ Chesapeake Bay Capacity grant - for which we have FY 2020 expenses will be reimbursed in FY 2021 based on contract end dates and reimbursement timing. We have also extended the Rideshare grants past their previous end date of June 30th per the request of the Department of Rail and Public Transportation.

Expenditures ended the year at 89.7% of budgeted amounts. Operating expenses totaled 94.5% of budget, with variances on payroll (lower than budgeted), and insurance and building costs (higher than budgeted) discussed at previous meetings. Project related expenses totaled 82.6% of budgeted 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. The FY 2020 Audit Report should be available for review at the October meeting.

Rappahannock-Rapidan Regional Commission
FY 2020 Revenue Snapshot - June 30, 2020

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	\$ 26,623.92												\$ 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				\$ 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	\$ 3,500.00		\$ 3,500.00	\$ 286.34	\$ 310.89	\$ 283.06	\$ 266.97	\$ 245.20	\$ 242.09	\$ 237.94	\$ 219.27	\$ 180.32	\$ 132.55	\$ 89.91	\$ 53.20	\$ 2,547.74	72.8%
Other Income	\$ 750.00		\$ 750.00	\$ 200.00	\$ 1,300.08		\$ 100.00			\$ 100.00	\$ 500.46	\$ 100.00	\$ 103.62		\$ 79.02	\$ 2,483.18	331.1%
DEQ Chesapeake Bay PDC Capacity	\$ 47,500.00		\$ 47,500.00				\$ 21,500.00									\$ 21,500.00	45.3%
DRPT Mobility Management Grant	\$ 130,000.00		\$ 130,000.00	\$ 11,394.00		\$ 10,657.00	\$ 24,721.20	\$ 12,186.00	\$ 9,764.00	\$ 8,556.00		\$ 16,507.00	\$ 12,980.00	\$ 13,267.00	\$ 11,206.00	\$ 131,238.20	101.0%
DRPT Section 5310 Operating Grant	\$ 100,000.00		\$ 100,000.00	\$ 13,766.00		\$ 6,948.00	\$ 15,013.00	\$ 5,760.00		\$ 14,263.00	\$ 6,606.00	\$ 13,343.00	\$ 7,030.00	\$ 7,669.00	\$ 6,583.00	\$ 96,981.00	97.0%
PATH FHN Outreach	\$ 5,000.00		\$ 5,000.00	\$ 5,000.00												\$ 5,000.00	100.0%
PATH Mobility Management		\$ 26,860.00	\$ 26,860.00				\$ 26,860.00									\$ 26,860.00	100.0%
Regional Housing	\$ 48,604.00		\$ 48,604.00	\$ 39,644.83	\$ 3,368.00	\$ 43.41	\$ 5,548.42									\$ 48,604.66	100.0%
Regional Tourism	\$ 7,000.00		\$ 7,000.00	\$ 5,600.00		\$ 1,400.00				\$ 3,000.00		\$ 1,049.94			\$ 149.93	\$ 11,199.87	160.0%
Rideshare Program	\$ 129,920.00		\$ 129,920.00		\$ 12,312.00		\$ 9,028.00	\$ 18,106.00	\$ 12,177.00	\$ 9,356.00	\$ 8,275.00	\$ 7,662.00		\$ 7,360.00	\$ 18,141.00	\$ 102,417.00	78.8%
Rideshare Vanpool Grant	\$ 8,000.00		\$ 8,000.00	\$ 3,552.00						\$ 964.00		\$ 452.00			\$ 264.00	\$ 5,232.00	65.4%
Rural Transportation Planning	\$ 58,000.00		\$ 58,000.00			\$ 15,533.02			\$ 14,074.48	\$ 17,571.54			\$ 8,663.54			\$ 55,842.58	96.3%
State Regional Planning Grant	\$ 75,971.00		\$ 75,971.00					\$ 37,985.00		\$ 18,993.00			\$ 18,993.00			\$ 75,971.00	100.0%
USDA FMPP Grant	\$ 80,574.00		\$ 80,574.00		\$ 39,962.69		\$ 34,934.39									\$ 74,897.08	93.0%
VHDA Housing Study		\$ 25,000.00	\$ 25,000.00													\$ -	0.0%
VHSP Grant	\$ 84,500.00		\$ 84,500.00				\$ 14,191.37	\$ 15,827.47		\$ 18,898.07			\$ 9,527.10	\$ 11,856.68	\$ 14,200.31	\$ 84,501.00	100.0%
VTC Marketing Grant	\$ 21,012.50		\$ 21,012.50							\$ 6,989.94		\$ 14,022.56				\$ 21,012.50	100.0%
Total Revenue	\$ 945,708.50	\$ 51,860.00	\$ 997,568.50	\$ 198,905.91	\$ 72,198.64	\$ 35,053.73	\$ 162,941.73	\$ 90,109.67	\$ 36,257.57	\$ 98,929.49	\$ 15,600.73	\$ 53,316.82	\$ 57,429.81	\$ 40,242.59	\$ 50,676.46	\$ 911,663.15	91.4%

Rappahannock-Rapidan Regional Commission
FY 2020 Expenditure Snapshot - June 30, 2020

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										\$ 80.42	\$ 77.74	\$ 72.89	\$ 231.05	46.2%
Annual Meeting/Workshops/Meetings	\$ 5,500.00		\$ 5,500.00			\$ 4,832.29	\$ (705.00)	\$ (70.00)								\$ 4,057.29	73.8%
Audit/Legal	\$ 5,000.00		\$ 5,000.00							\$ 3,800.00						\$ 3,800.00	76.0%
Equipment/Software	\$ 7,000.00		\$ 7,000.00	\$ 27.96			\$ 249.99		\$ 102.35	\$ 1,613.30	\$ 710.76	\$ 1,339.98	\$ 172.07	\$ 900.00	\$ 14.99	\$ 5,131.40	73.3%
FICA	\$ 31,500.00		\$ 31,500.00	\$ 2,331.38	\$ 2,338.50	\$ 2,355.83	\$ 2,353.76	\$ 3,519.46	\$ 2,302.43	\$ 2,140.55	\$ 1,709.34	\$ 1,929.42	\$ 1,919.91	\$ 2,970.57	\$ 2,056.48	\$ 27,927.63	88.7%
Health & Dental	\$ 41,300.00		\$ 41,300.00	\$ 3,448.60	\$ 3,448.60	\$ 3,448.60	\$ 3,448.60	\$ 4,339.32	\$ 4,339.32	\$ 4,339.32	\$ 4,580.24	\$ 3,858.16	\$ 4,580.24	\$ 4,580.24	\$ 5,879.84	\$ 50,291.08	121.8%
Meals	\$ 2,200.00		\$ 2,200.00	\$ 337.47	\$ 95.66	\$ 57.88	\$ 89.50	\$ 170.79	\$ 282.48	\$ 237.70	\$ 360.95	\$ 114.87			\$ 35.19	\$ 1,782.49	81.0%
Membership Dues	\$ 4,000.00		\$ 4,000.00		\$ 3,800.00							\$ 350.00				\$ 4,150.00	103.8%
Miscellaneous	\$ 500.00		\$ 500.00	\$ 9.56												\$ 9.56	1.9%
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	\$ 1,300.00		\$ 1,300.00	\$ 1,327.00												\$ 1,327.00	102.1%
Office Maintenance	\$ 10,000.00		\$ 10,000.00	\$ 225.00	\$ 200.00	\$ 200.00	\$ 491.40	\$ 275.00	\$ 375.00	\$ 491.40	\$ 200.00	\$ 200.00	\$ 5,035.39	\$ 5,720.78	\$ 1,354.95	\$ 14,768.92	147.7%
Payroll Expenses	\$ 410,000.00		\$ 410,000.00	\$ 31,752.22	\$ 31,845.70	\$ 32,071.78	\$ 32,045.26	\$ 47,728.18	\$ 31,815.87	\$ 29,697.89	\$ 24,446.77	\$ 27,323.45	\$ 27,199.06	\$ 40,933.81	\$ 29,128.77	\$ 385,988.76	94.1%
Postage	\$ 750.00		\$ 750.00	\$ 70.25	\$ 20.50	\$ 15.80	\$ 22.00	\$ 7.90	\$ 73.50	\$ 56.30	\$ 24.00	\$ 15.80			\$ 115.60	\$ 421.65	56.2%
Printing	\$ 2,000.00		\$ 2,000.00		\$ 330.84	\$ 119.02	\$ 178.48	\$ 24.21	\$ 227.48	\$ 192.72	\$ 29.16	\$ 218.89	\$ (63.77)	\$ 45.26	\$ 18.21	\$ 1,320.50	66.0%
Reserve	\$ 5,385.00		\$ 5,385.00													\$ -	0.0%
Subscriptions and Books	\$ 500.00		\$ 500.00	\$ 16.00	\$ 16.00	\$ 16.00	\$ 134.56	\$ 16.00	\$ 120.00	\$ 16.00	\$ 245.96	\$ 14.00	\$ 14.00	\$ 14.00	\$ 14.00	\$ 636.52	127.3%
Supplies	\$ 4,500.00		\$ 4,500.00	\$ 102.64	\$ 268.63	\$ 174.46	\$ 264.22	\$ 250.42	\$ 305.83	\$ 437.08	\$ 246.11	\$ 327.28	\$ 71.16		\$ 226.66	\$ 2,674.49	59.4%
Technology	\$ 8,000.00		\$ 8,000.00	\$ 414.33	\$ 444.33	\$ 444.33	\$ 445.42	\$ 611.22	\$ 678.31	\$ 600.53	\$ 600.53	\$ 615.52	\$ 791.10	\$ 3,202.03	\$ 630.69	\$ 9,478.34	118.5%
Travel & Training	\$ 9,000.00		\$ 9,000.00	\$ 1,929.97	\$ 257.50	\$ 380.12	\$ 617.18	\$ 454.82	\$ (28.72)	\$ 493.43	\$ 636.28	\$ 58.66			\$ 35.00	\$ 4,834.24	53.7%
Utilities	\$ 6,000.00		\$ 6,000.00	\$ 327.90	\$ 386.75	\$ 353.72	\$ 326.38	\$ 207.71	\$ 293.74	\$ 477.23	\$ 508.99	\$ 502.27	\$ 425.20	\$ 256.95	\$ 238.57	\$ 4,305.41	71.8%
VRS	\$ 9,500.00		\$ 9,500.00	\$ 803.51	\$ 803.51	\$ 803.51	\$ 803.51	\$ 843.51	\$ 651.31	\$ 841.54	\$ 280.66	\$ 687.25	\$ 687.25	\$ 727.25	\$ 784.22	\$ 8,717.03	91.8%
Website Update	\$ 7,000.00		\$ 7,000.00	\$ 6,510.00										\$ 490.00		\$ 7,000.00	100.0%
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 Exper	\$ 1,000.00		\$ 1,000.00					\$ 106.56	\$ 502.28		\$ 20.00					\$ 628.84	62.9%
DRPT Mobility Management Expenses	\$ 100,000.00	\$ 26,860.00	\$ 126,860.00	\$ 9,624.63	\$ 8,622.23	\$ 7,824.50	\$ 15,297.52	\$ 14,218.77	\$ 8,950.87	\$ 8,375.71	\$ 7,062.10	\$ 10,303.26	\$ 9,049.72	\$ 15,573.02	\$ 18,821.54	\$ 133,723.87	105.4%
DRPT Section 5310 Operating Expenses	\$ 100,000.00		\$ 100,000.00	\$ 7,043.00	\$ 7,718.50	\$ 7,746.50	\$ 8,932.50			\$ 23,185.85	\$ 7,715.50	\$ 7,111.00	\$ 7,810.50	\$ 8,521.00	\$ 7,314.00	\$ 93,098.35	93.1%
PATH FHN Outreach Expenses	\$ 5,000.00		\$ 5,000.00	\$ 3,400.43							\$ 263.21			\$ 693.87	\$ 676.43	\$ 5,033.94	100.7%
Regional Tourism Expenses	\$ 8,500.00		\$ 8,500.00	\$ 4.99	\$ 322.87	\$ 13.90	\$ 255.39	\$ 124.42	\$ 461.71	\$ 182.64	\$ 2,889.20	\$ 1,818.90	\$ 249.52	\$ 1,849.36	\$ 1,969.93	\$ 10,142.83	119.3%
Rideshare Expenses	\$ 59,500.00		\$ 59,500.00	\$ 417.09	\$ 4,126.20	\$ 4,798.37	\$ 1,240.18	\$ 5,204.63	\$ 5,000.17	\$ 3,496.95	\$ 927.61	\$ 1,428.01	\$ 195.89	\$ 3,209.98	\$ 2,643.99	\$ 32,689.07	54.9%
Rideshare Vanpool Expenses	\$ 8,500.00		\$ 8,500.00		\$ 14.50	\$ 47.00		\$ 41.82	\$ 400.00	\$ 200.00	\$ 200.00					\$ 903.32	10.6%
RTP Expenses	\$ 1,000.00		\$ 1,000.00		\$ 41.76	\$ 31.32			\$ 17.40			\$ 69.43		\$ 500.00		\$ 659.91	66.0%
USDA FMPP Expenses	\$ 61,000.00		\$ 61,000.00	\$ 1,026.74	\$ 44.24	\$ 19,723.24		\$ 17,435.63								\$ 38,229.85	62.7%
VHDA Housing Study Expenses		\$ 25,000.00	\$ 25,000.00										\$ 5,654.90	\$ 5,654.90	\$ 2,827.45	\$ 14,137.25	56.5%
VHSP Expenses	\$ 3,000.00		\$ 3,000.00	\$ 26.83	\$ 207.17	\$ 230.83	\$ 26.83	\$ 130.32	\$ 26.83	\$ 84.13	\$ 26.83	\$ 161.60	\$ 42.82	\$ 496.83	\$ 26.83	\$ 1,487.85	49.6%
VTC Marketing Grant Expenses	\$ 1,257.50		\$ 1,257.50	\$ 108.92	\$ 218.33	\$ 490.34	\$ 683.25	\$ 13.62	\$ (256.96)							\$ 1,257.50	100.0%
Total Expenditures	\$ 945,708.50	\$ 51,860.00	\$ 997,568.50	\$ 73,779.42	\$ 67,565.32	\$ 88,172.34	\$ 69,193.93	\$ 97,647.31	\$ 58,634.20	\$ 82,953.27	\$ 55,677.20	\$ 60,440.75	\$ 65,908.38	\$ 98,410.59	\$ 76,879.23	\$ 895,261.94	89.7%



MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: August 17, 2020
Subject: FY 2021 Year-to-Date Revenues & Expenditures

FY 2021 Revenue and Expenditure reports through July 31, 2020 are enclosed for your review. These are unaudited reports for the first month of the fiscal year.

Revenues are 15% of budget. A few local governments have moved to quarterly disbursements in response to the COVID-19 pandemic, rather than a full disbursement of local funding as in normal years. Staff does not anticipate any cash flow issues as result, but we will continue to monitor as the fiscal year moves along. Grant reimbursements for end of 2020 fiscal year spending have also been received for several projects.

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

REQUESTED ACTION: None required.

Rappahannock-Rapidan Regional Commission
FY 2021 Revenue Snapshot - July 31, 2020

Budget Items	FY 2021 Budget	Adjustments	Adjusted Budget	July	YTD Actual	YTD %
Revenues						
Dues:						
Culpeper County	\$ 26,624.00		\$ 26,624.00		\$ -	0.0%
Fauquier County	\$ 48,430.00		\$ 48,430.00		\$ -	0.0%
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	\$ 5,915.00		\$ 5,915.00	\$ 5,915.41	\$ 5,915.41	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		\$ -	0.0%
Town of Remington	\$ 524.00		\$ 524.00		\$ -	0.0%
Town of Warrenton	\$ 8,185.00		\$ 8,185.00	\$ 8,184.63	\$ 8,184.63	100.0%
Town of Washington	\$ 104.00		\$ 104.00	\$ 103.75	\$ 103.75	99.8%
Interest Income	\$ 2,000.00		\$ 2,000.00	\$ 44.08	\$ 44.08	2.2%
Other Income	\$ 1,000.00		\$ 1,000.00	\$ 100.00	\$ 100.00	10.0%
DEQ Chesapeake Bay PDC Capacity	\$ 52,000.00		\$ 52,000.00		\$ -	0.0%
DRPT Mobility Management Grant	\$ 124,500.00		\$ 124,500.00	\$ 10,150.00	\$ 10,150.00	8.2%
DRPT Section 5310 Operating Grant	\$ 25,000.00		\$ 25,000.00	\$ 7,132.00	\$ 7,132.00	28.5%
PATH Mobility Management/Transportation Collaborative	\$ 40,000.00		\$ 40,000.00		\$ -	0.0%
Regional Housing	\$ 48,604.00		\$ 48,604.00	\$ 19,632.17	\$ 19,632.17	40.4%
Regional Tourism	\$ 7,000.00		\$ 7,000.00	\$ 4,200.00	\$ 4,200.00	60.0%
Rideshare Program	\$ 140,000.00		\$ 140,000.00		\$ -	0.0%
Rideshare Vanpool Grant	\$ 5,000.00		\$ 5,000.00		\$ -	0.0%
Rural Transportation Planning	\$ 58,000.00		\$ 58,000.00		\$ -	0.0%
State Regional Planning Grant	\$ 75,971.00		\$ 75,971.00		\$ -	0.0%
VDEM Wildfire Analysis Grant	\$ 9,090.00		\$ 9,090.00		\$ -	0.0%
VHDA COVID-19 Emergency Grant	\$ 21,525.00		\$ 21,525.00	\$ 21,525.00	\$ 21,525.00	100.0%
VHDA Housing Study	\$ 75,000.00		\$ 75,000.00	\$ 13,784.23	\$ 13,784.23	18.4%
VHSP Grant	\$ 84,500.00		\$ 84,500.00		\$ -	0.0%
Total Revenue	\$ 914,454.00	\$ -	\$ 914,454.00	\$ 135,389.58	\$ 135,389.58	14.8%

Rappahannock-Rapidan Regional Commission
FY 2021 Expenditure Snapshot - July 31, 2020

Budget Items	FY 2021 Budget	Adjustments	Adjusted Budget	July	YTD Actual	YTD %
Expenditures						
Advertising	\$ 500.00		\$ 500.00	\$ 18.95	\$ 18.95	3.8%
Annual Meeting/Workshops/Meetings	\$ 5,000.00		\$ 5,000.00		\$ -	0.0%
Audit/Legal	\$ 5,000.00		\$ 5,000.00		\$ -	0.0%
Equipment/Software	\$ 12,500.00		\$ 12,500.00	\$ 14.99	\$ 14.99	0.1%
FICA	\$ 29,500.00		\$ 29,500.00	\$ 2,053.80	\$ 2,053.80	7.0%
Health & Dental	\$ 63,000.00		\$ 63,000.00	\$ 5,230.04	\$ 5,230.04	8.3%
Meals	\$ 2,500.00		\$ 2,500.00		\$ -	0.0%
Membership Dues	\$ 4,200.00		\$ 4,200.00	\$ 4,013.27	\$ 4,013.27	95.6%
Miscellaneous	\$ 500.00		\$ 500.00	\$ 19.60	\$ 19.60	3.9%
Mortgage	\$ 23,916.00		\$ 23,916.00	\$ 1,993.00	\$ 1,993.00	8.3%
Office & P.O. Liability Insurance	\$ 1,350.00		\$ 1,350.00	\$ 1,343.00	\$ 1,343.00	99.5%
Office Maintenance	\$ 12,000.00		\$ 12,000.00	\$ 691.40	\$ 691.40	5.8%
Payroll Expenses	\$ 382,063.00		\$ 382,063.00	\$ 29,062.36	\$ 29,062.36	7.6%
Postage	\$ 500.00		\$ 500.00		\$ -	0.0%
Printing	\$ 3,000.00		\$ 3,000.00	\$ 30.86	\$ 30.86	1.0%
Subscriptions and Books	\$ 500.00		\$ 500.00	\$ 14.00	\$ 14.00	2.8%
Supplies	\$ 4,500.00		\$ 4,500.00	\$ 241.41	\$ 241.41	5.4%
Technology	\$ 9,500.00		\$ 9,500.00	\$ 2,920.45	\$ 2,920.45	30.7%
Travel & Training	\$ 8,000.00		\$ 8,000.00	\$ 75.13	\$ 75.13	0.9%
Utilities	\$ 6,500.00		\$ 6,500.00	\$ 292.32	\$ 292.32	4.5%
VRS	\$ 13,000.00		\$ 13,000.00	\$ 705.52	\$ 705.52	5.4%
Workman's Comp	\$ 500.00		\$ 500.00	\$ 500.00	\$ 500.00	100.0%
Chesapeake Bay PDC Capacity Expenses	\$ 1,000.00		\$ 1,000.00		\$ -	0.0%
Mobility Management Expenses	\$ 123,625.00		\$ 123,625.00	\$ 330.63	\$ 330.63	0.3%
DRPT Section 5310 Operating Expenses	\$ 25,000.00		\$ 25,000.00	\$ 7,923.50	\$ 7,923.50	31.7%
Regional Tourism Expenses	\$ 10,000.00		\$ 10,000.00	\$ 334.52	\$ 334.52	3.3%
Rideshare Expenses	\$ 80,000.00		\$ 80,000.00	\$ 79.32	\$ 79.32	0.1%
Rideshare Vanpool Expenses	\$ 4,800.00		\$ 4,800.00		\$ -	0.0%
Rural Transportation Expenses	\$ 1,000.00		\$ 1,000.00		\$ -	0.0%
VHDA COVID-19 Emergency Grant Expenses	\$ 18,000.00		\$ 18,000.00	\$ 13,000.46	\$ 13,000.46	72.2%
VHDA Housing Study Expenses	\$ 60,000.00		\$ 60,000.00		\$ -	0.0%
VHSP Expenses	\$ 3,000.00		\$ 3,000.00	\$ 26.83	\$ 26.83	0.9%
Total Expenditures	\$ 914,454.00	\$ -	\$ 914,454.00	\$ 70,915.36	\$ 70,915.36	7.8%



MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: August 17, 2020
Subject: RRRC Financial Account FY 2020 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

The Virginia Investment Pool accounts are generally considered as the Commission's reserve funds, available to cover long-term debt (mortgage) and provide for emergency operating costs or other targeted expenditures. 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 2020 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 2020 (April to June) reflect spending on operating costs and grants, with the latter reimbursements usually received as reimbursements in the following fiscal year.

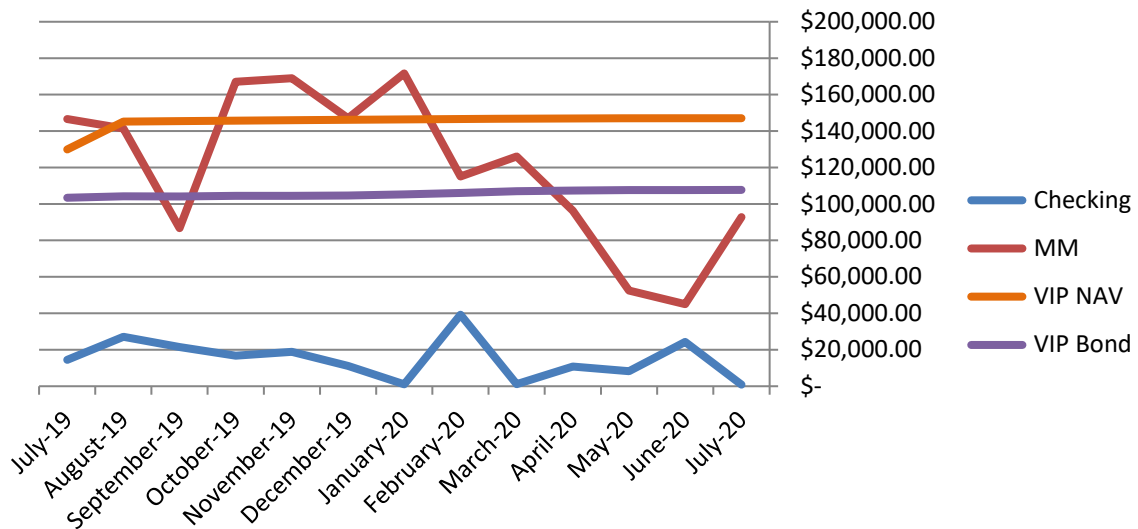
Operating Accounts			
Month (End)	Checking (Union)	Money Market (Union)	Operating Total
July-19	\$ 14,481.11	\$ 146,611.22	\$ 161,092.33
August-19	\$ 27,079.93	\$ 141,461.85	\$ 168,541.78
September-19	\$ 21,475.00	\$ 86,678.19	\$ 108,153.19
October-19	\$ 16,756.93	\$ 167,037.68	\$ 183,794.61
November-19	\$ 18,802.05	\$ 168,993.70	\$ 187,795.75
December-19	\$ 11,095.77	\$ 147,029.81	\$ 158,125.58
January-20	\$ 1,014.25	\$ 171,639.01	\$ 172,653.26
February-20	\$ 39,267.96	\$ 115,038.81	\$ 154,306.77
March-20	\$ 1,082.56	\$ 126,084.24	\$ 127,166.80
April-20	\$ 10,801.71	\$ 96,283.41	\$ 107,085.12
May-20	\$ 8,224.88	\$ 52,439.01	\$ 60,663.89
June-20	\$ 24,287.28	\$ 45,010.27	\$ 69,297.55

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 other operating costs, as needed.

Reserve Accounts			
Month (End)	VIP NAV	Long-Term Bond	Reserve Total
July-19	\$ 129,955.56	\$ 103,433.30	\$ 233,388.86
August-19	\$ 145,233.18	\$ 104,204.87	\$ 249,438.05
September-19	\$ 145,495.57	\$ 104,135.26	\$ 249,630.83
October-19	\$ 145,748.42	\$ 104,483.57	\$ 250,231.99
November-19	\$ 145,972.07	\$ 104,437.82	\$ 250,409.89
December-19	\$ 146,193.53	\$ 104,618.32	\$ 250,811.85
January-20	\$ 146,413.82	\$ 105,212.67	\$ 251,626.49
February-20	\$ 146,614.75	\$ 106,040.41	\$ 252,655.16
March-20	\$ 146,786.14	\$ 106,997.60	\$ 253,783.74
April-20	\$ 146,913.16	\$ 107,378.34	\$ 254,291.50
May-20	\$ 147,000.15	\$ 107,581.24	\$ 254,581.39
June-20	\$ 147,051.33	\$ 107,640.82	\$ 254,692.15

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 2020)



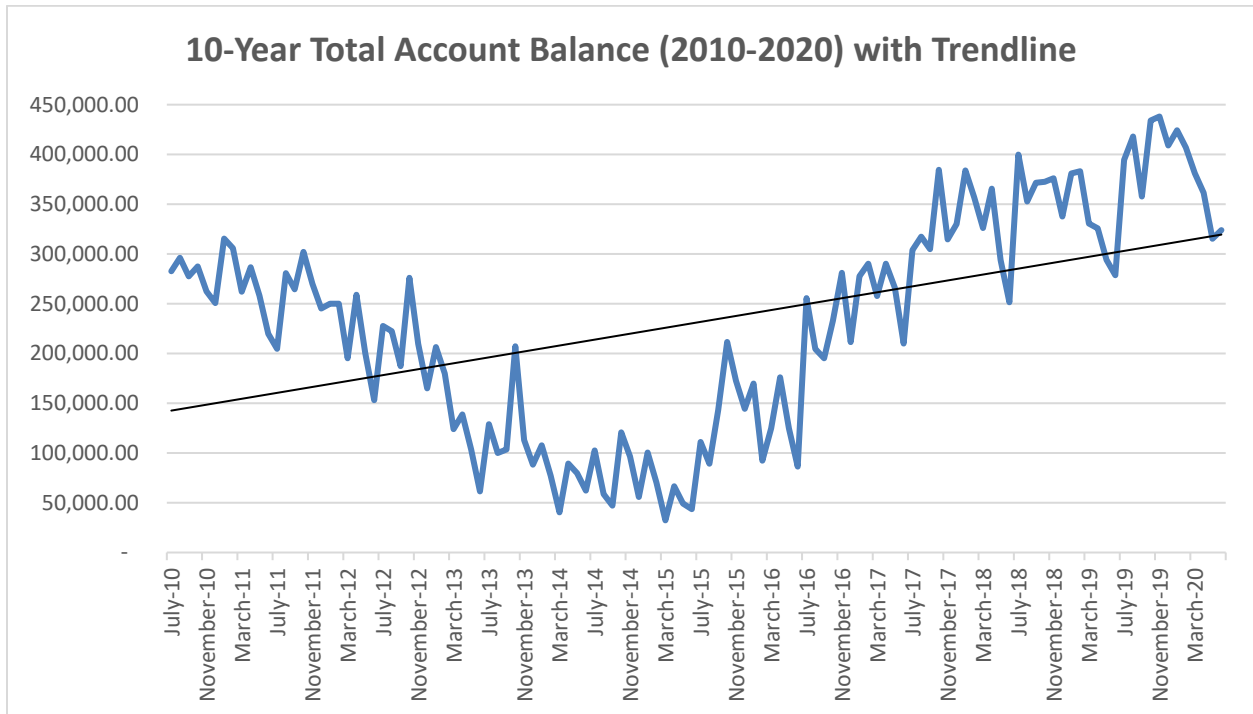
Overall account values are shown below for the end of each month in FY 2020. Fluctuations in year to year value are primarily the result of grant reimbursement timing.

RRRC Total Account Value (FY 2020)		
Month (End)	Total Accounts	Year over Year
July-19	\$ 394,481.19	(5,284.95)
August-19	\$ 417,979.83	65,241.53
September-19	\$ 357,784.02	(13,684.81)
October-19	\$ 434,026.60	61,522.42
November-19	\$ 438,205.64	62,115.07
December-19	\$ 408,937.43	71,340.26
January-20	\$ 424,279.75	43,428.93
February-20	\$ 406,961.93	23,885.93
March-20	\$ 380,950.54	50,357.85
April-20	\$ 361,376.62	35,623.27
May-20	\$ 315,245.28	21,238.93
June-20	\$ 323,989.70	45,393.30

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 are beginning of fiscal year local contributions.



Executive Director's Report August 19, 2020



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:

- End of year grant reporting is complete for most projects, including Rural Transportation, Rideshare, Mobility Management, and Virginia Housing Solutions Program.
- Staff continues to respond and meet requirements related to COVID-19 including the Virginia Department of Labor and Industry regulations released in July. RRRC staff are all classified as low-risk, but we continue to track guidance from DOLI as far as required or optional training and communications.
- Telework remains available for staff, but most are in the office 2-3 days per week at this time with required logs completed for each day of telework tied to grant and project activities.

Transportation

- Staff received positive feedback from the PATH Foundation on the Transportation and Mobility Collaborative grant that was submitted in February. We anticipate a formal award in the next few weeks and will begin the coordination process with existing volunteer transportation organizations and other transportation stakeholders over the next several months.
- Staff worked with Fauquier County, Madison County and Orange County and VDOT to complete Smart Scale applications for three projects submitted by the Commission, as well as locally submitted projects in Madison County and Orange County.
- The Rural Transportation Committee met in July with discussion focused on the ongoing 2045 Long Range Transportation Plan update. This update will incorporate new projects based on VTrans and Smart Scale programs, as well as other locally identified priorities.

Environmental/Natural Resources

- The Rappahannock-Rapidan Food Council met in July with a presentation from Tom McDougal with 4P Foods and the impacts of COVID-19 on local food and markets. The Council also held discussions of the various local food distribution programs and possible need for additional funding to support the growing need in each community.
- The Land Use and Environment committee is meeting on August 20th and will hear updates on the Upper Rappahannock Watershed Plan and an update on the GIS web mapping effort that will support that effort.

Homelessness/Affordable Housing

- Staff continues to coordinate with DHCD, Culpeper Housing & Shelter Services, Culpeper Human Services and other partners to shelter unsheltered households or those seeking emergency shelter in motels. A meeting of the Culpeper Crisis Committee will be held on August 24th to determine potential options, as we expect funding supporting temporary hotel/motel shelter to end at some point before 2021.
- RRRC staff is also coordinating resources with People Incorporated and other FHN partners to expand rapid re-housing options.

- The Regional Housing Study continues to progress. A stakeholder workgroup meeting was held on August 6th to review the draft Housing Demand Analysis and a revised version of that document will be available next week. I will share some general comments from the study thus far on the 26th. The next steps include revision of the demand analysis, and shift focus toward local and regional recommendations and strategies. The most recent information can be found at: https://www.rrregion.org/program_areas/housing/regional_housing_study.php

Economic Development & Tourism

- Comprehensive Economic Development Strategy (CEDS) application is in development with TJPDC. We have developed a draft and are currently working with EDA staff to review and anticipate submission in September. Letters of support received from five counties, as well as several Chambers of Commerce and/or downtown organizations

Emergency Planning/Hazard Mitigation

- Staff held a kickoff meeting with Virginia Department of Emergency Management for the wildfire analysis grant received in June. This project will allow RRRC staff to update the wildfire assessment that is included in the region's Hazard Mitigation Plan, as well as incorporate local data. One outcome of the project will be an improved understanding of structure clusters that may benefit from increased wildfire mitigation education.
- Staff is beginning to pull together an application for the next update for the Hazard Mitigation Plan. The plan does not expire until 2023, but guidance from FEMA and VDEM is to submit grant applications well in advance to ensure adequate time for the update to be completed.
- Staff continues to participate with Rappahannock-Rapidan Health District on jurisdiction calls related to COVID-19 and background support for outreach and testing sites



MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: August 17, 2020
Subject: Resolution of Support for FY 2022-2027 Smart Scale Funding Applications by RRRC

The Commonwealth Transportation Board (CTB) is currently soliciting application for funding through the Smart Scale prioritization process with the application deadline set for August 17th. Due to COVID-19 impacts, governing bodies are able to submit Resolutions of Support following the application deadline.

In the Rappahannock-Rapidan region, each eligible County and Town, as well as the Regional Commission, may submit up to four (4) applications. If you recall, the Regional Commission is eligible to submit projects located on a Corridor of Statewide Significance – Interstate 66, Route 17, or Route 29 within the region. Fauquier County has requested that the Regional Commission submit three applications for projects along Corridors of Statewide Significance within the County. Conceptual drawings of the projects are attached.

Interstate 66 Eastbound Exit 28 Ramps and Winchester Road (Route 17) R-CUT

Installation of a Restricted Crossing U-Turn at Carters Run Road (Route 691) and Route 17 and ramp improvements on I-66 Eastbound Exit 28 and Route 17.

Interstate 66 Westbound Exit 28 Ramps and Winchester Road (Route 17) Roundabout

Installation of a Roundabout at Interstate 66 Westbound Exit 28 and Route 17 and ramp improvements on both entrance and exit ramps at Exit 28.

James Madison Highway (Route 15/17/29) and Lees Mill Road (Route 651) R-CUT

Installation of a Restricted Crossing U-Turn at Route 15/17/29 and Route 651 (Lees Mill Road) along with median closures south of the intersection

REQUESTED ACTION: Consider adoption of the attached Resolution of Support for FY 2022-2027 Smart Scale Applications by RRRC



Rappahannock-Rapidan Regional Commission

Resolution of Support for Regional Transportation Project applications to the FY 2022 Smart Scale Program

WHEREAS, The Rappahannock-Rapidan Regional Commission, hereafter referred to as the Commission, recognizes the importance of ensuring the safe and efficient movement of people and goods along public roadways in the region; and

WHEREAS, the Commission and its member jurisdictions have identified transportation projects which are critical to the safe and efficient movement of people and goods along public roadways in the region; and

WHEREAS, the Virginia General Assembly enacted legislation on April 6, 2014 in the form of House Bill 2, hereafter referred to as "Smart Scale", and established new criteria and methodology for the allocation of transportation funding in Virginia via the Six-Year Improvement Program ("SYIP"); and

WHEREAS, the Commission, as a regional entity, is eligible to submit applications for transportation projects on Corridors of Statewide Significance or Regional Networks; and

WHEREAS, the Commission and its member jurisdictions have identified four projects to submit for funding through the FY 2022 SYIP;

NOW, THEREFORE, BE IT RESOLVED that the Commission does hereby endorse the submission of Smart Scale applications requesting funding for the following transportation projects:

- I-66 Eastbound Exit 28 Ramps and Winchester Road (Route 17) R-CUT in Fauquier County
- I-66 Westbound Exit 28 Ramps and Winchester Road (Route 17) Roundabout in Fauquier County
- James Madison Highway (Route 15/17/29) and Lees Mill Road (Route 651) R-CUT in Fauquier County

Resolved this 26th day of August, 2020 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

DRAFT

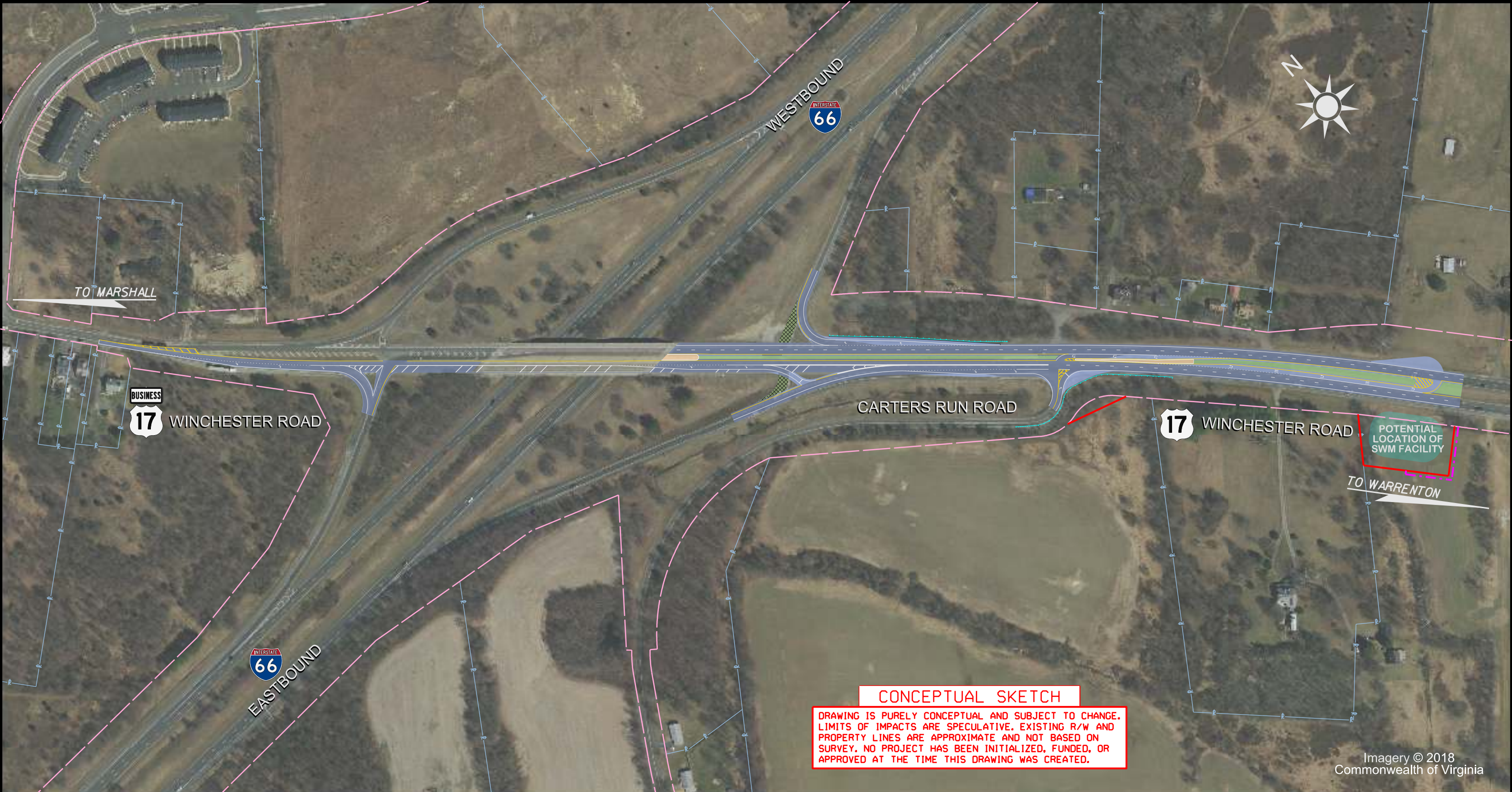
Legend

- Full Depth Pavement
- Variable Depth Mill & Overlay
- Concrete Median
- Obscuring Roadway
- Grass Area
- Proposed Guardrail
- Proposed Utility Easement
- Proposed Right-of-Way
- Exist. ROW/Exist. Limited Access (from GIS)

Location: Fauquier County

SCALE
0' 250' 500'

Sheet 1/1



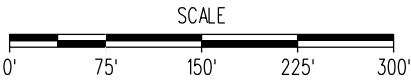
CONCEPTUAL SKETCH

DRAWING IS PURELY CONCEPTUAL AND SUBJECT TO CHANGE. LIMITS OF IMPACTS ARE SPECULATIVE. EXISTING R/W AND PROPERTY LINES ARE APPROXIMATE AND NOT BASED ON SURVEY. NO PROJECT HAS BEEN INITIALIZED, FUNDED, OR APPROVED AT THE TIME THIS DRAWING WAS CREATED.

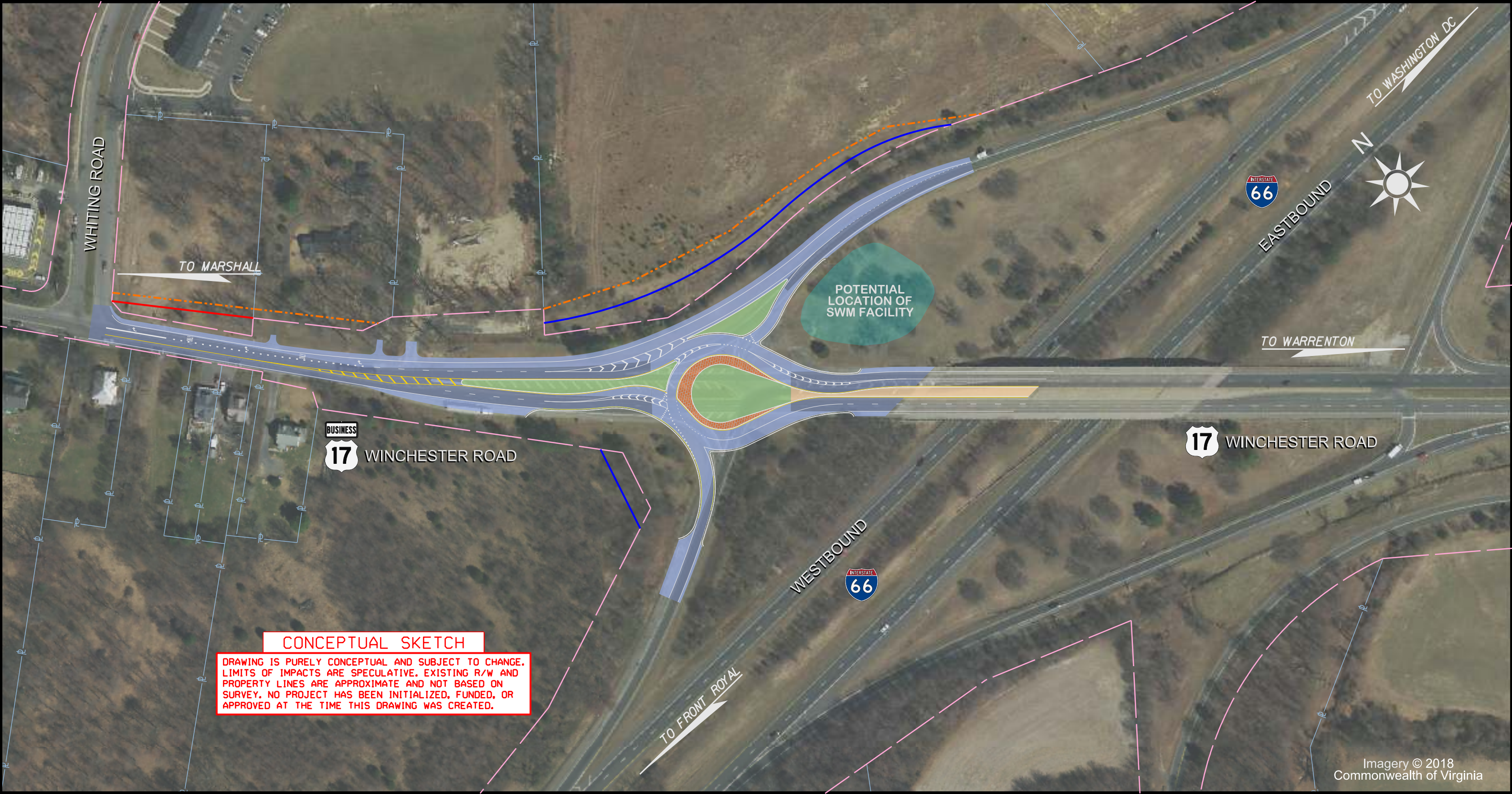
Legend

- Full Depth Pavement
- Variable Depth Mill & Overlay
- Concrete Median
- Truck Apron
- Grass/Landscape Area
- Proposed Limited Access
- Proposed Right-of-Way
- Proposed Temp. Constr. Easement
- Exist. ROW/Exist. Limited Access (from GIS)

Location: Fauquier County



Sheet 1/1







MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: August 17, 2020
Subject: Resolution of Support for FY 2022 Smart Scale Funding Applications by Local Governments

The Commonwealth Transportation Board (CTB) is currently soliciting application for funding through the Smart Scale prioritization process with the application period open through August 17, 2020.

As part of the Smart Scale process, regional organizations such as the Regional Commission are asked to provide resolutions of support for applications submitted by local governments. Resolutions are required for projects meeting an identified VTrans need on a Corridor of Statewide Significance, and may be included for other projects submitted by local governments.

The resolution for consideration includes projects from Fauquier County, Town of Warrenton, Madison County, Orange County and the Town of Culpeper. Staff will be available during the meeting to answer questions about the projects, as needed.

REQUESTED ACTION: Consider adoption of the attached Resolution of Support for FY 2022 Smart Scale applications by local governments in the Rappahannock-Rapidan region.



Rappahannock-Rapidan Regional Commission

Resolution of Support for Regional Transportation Project applications to the FY 2022 Smart Scale Program Submitted by Local Governments

WHEREAS, The Rappahannock-Rapidan Regional Commission, hereafter referred to as the Commission, recognizes the importance of ensuring the safe and efficient movement of people and goods along public roadways in the region; and

WHEREAS, the Commission and its member jurisdictions have identified transportation projects which are critical to the safe and efficient movement of people and goods along public roadways in the region; and

WHEREAS, the Virginia General Assembly enacted legislation on April 6, 2014 in the form of House Bill 2, hereafter referred to as "Smart Scale", and established new criteria and methodology for the allocation of transportation funding in Virginia via the Six-Year Improvement Program ("SYIP"); and

WHEREAS, the Smart Scale program requires that those projects located on Corridors of Statewide Significance require a Resolution of Support from the regional entity where the project is located; and

WHEREAS, the Commission desires to support its member jurisdictions in their Smart Scale projects meeting other identified transportation needs within the region; and

WHEREAS, the Commission and its member jurisdictions have identified transportation projects addressing critical needs within the region to submit for funding through the FY 2022 SYIP;

NOW, THEREFORE, BE IT RESOLVED that the Commission does hereby endorse and conveys its full support for the submission by local governments within the Rappahannock-Rapidan region of Smart Scale applications requesting funding for the following transportation projects:

- Orange Road (Route 15) and Fredericksburg Road (Route 3) Intersection Improvements in the Town of Culpeper
- James Madison Highway (Route 15) and Ira Hoffman Road Intersection Improvement in the Town of Culpeper
- James Madison Highway (Route 15) and Montanus Road Intersection Improvements in the Town of Culpeper

- John Marshall Highway (Route 55) and Belvoir/Zulla Road (Route 709) Roundabout in Fauquier County
- Lee Highway (Route 29) and Vint Hill Road (Route 215) Dual Right Turn Lanes in Fauquier County
- Lee Highway (Route 29) and Broad Run Church Road (Route 600) Dual Left Turn Lanes in Fauquier County
- Marsh Road (Route 17) and Covingtons Corner Road (Route 663)/Balls Mill Road (Route 663) R-CUT in Fauquier County
- Broadview Avenue (Route 17/211), Lee Highway (Route 211) and Winchester Street Roundabout in the Town of Warrenton
- Broadview Avenue (Route 17) and Roebling Street Roundabout in the Town of Warrenton
- Bear Wallow Road and Roebling Street Roundabout in the Town of Warrenton
- Orange Road (Route 230), Blue Ridge Turnpike (Route 231), and Fairground Road (Route 687) Roundabout in Madison County
- Germanna Highway (Route 3) and Constitution Highway (Route 20) Intersection Improvements in Orange County
- Constitution Highway (Route 20) and Zachary Taylor Highway (Route 522) Roundabout in Orange County
- Route 231 (West Gordon Avenue) and North High Street Roundabout in the Town of Gordonsville

Resolved this 26th day of August, 2020 by the Rappahannock-Rapidan Regional Commission, being duly assembled that the Commission supports the submission of the projects listed above to the Smart Scale Program by member jurisdictions.

Robert K. Coiner, Chair
Rappahannock-Rapidan Regional Commission

ATTEST:

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



MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: June 18, 2020
Subject: Rappahannock County CARES Act Business Assistance Program

Several jurisdictions within the region have authorized and implemented COVID-19 business relief programs utilizing CARES Act funding received from the U.S. Department of Treasury via the Commonwealth of Virginia. As you may also be aware, local governments in Virginia are not able to make grants directly to businesses. Many local governments are utilizing local Economic Development Authorities (EDA) or Industrial Development Authorities (IDA) or third-party organizations to administer these COVID-19 business relief programs.

Rappahannock County is exploring the option of a business relief program utilizing CARES Act funding, but does not have a local EDA or IDA in place, and has requested the Regional Commission consider serving as a fiscal agent for such program. The Code of Virginia § 15.2-4205 allows Planning District Commissions to “apply for and accept, disburse and administer, for itself or for member localities so requesting, loans and grants of money or materials or property at any time from any private or charitable source or the United State of America or the Commonwealth, or any agency or instrumentality thereof.”

At this time, it is anticipated that the Commission will serve solely as fiscal agent and that the County and other organizations will conduct application review and program administration.

REQUESTED ACTION: Authorize Executive Director to execute agreements with Rappahannock County and other organizations, as needed, for the Regional Commission to serve as fiscal agent for Rappahannock County COVID-19 business relief program



MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: June 18, 2020
Subject: Mid-Atlantic Broadband / Southside PDC Support Request

Commission staff received a request from Southside Planning District on behalf of Mid-Atlantic Broadband for support for an application from those entities to the U.S. Economic Development Administration for funding to support a non-construction engineering and design project. The proposed project would fund engineering and design of new middle-mile open access fiber infrastructure over a wide geographic area encompassing five planning districts.

REQUESTED ACTION: Consider offering support to the project proposed Southside PDC and Mid-Atlantic Broadband



Enhanced Capacity Building (ECB) Application (For Administrative Approval)

REGION: 3

SUPPORT ORGANIZATION: Southside Planning District Commission (SPDC)

APPLICANT: Mid-Atlantic Broadband Communities Corporation (MBC)

- Primary Contact: Tad Deriso, President/CEO, tad.deriso@mbc-va.com or 804-855-4057

PROJECT NAME: Middle Mile Expansion for Economic Growth

1. Participating localities:

- Region 3: Buckingham, Cumberland, Lunenburg, Mecklenburg, Nottoway, Prince Edward
- Region 4: Dinwiddie, Sussex
- Region 9: Albemarle, City of Charlottesville, Louisa, Madison, Orange, Culpeper

2. Budget and sources of matching funds:

MBC is currently applying for a grant from the U.S. Department of Commerce, Economic Development Administration (EDA) under their recently expanded Coronavirus Aid, Relief and Economic Security (CARES) act funding for a Non-Construction Engineering and Design project. The EDA CARES Act application will be strengthened with commitment of State Matching funds through GO Virginia, which will be used to help leverage Federal and Private dollars. EDA funding applications require a 20% Match.

The total project budget is approximately \$1 Million with 80% funded by the EDA, 10% funded by GO Virginia, and 10% funded by MBC.

- Total Project Cost: \$1,000,000
- EDA CARES Act Funds (Federal) at 80%: \$800,000
- GO Virginia Region 3 ECB Funds (State) at approximately 10%: \$100,000
- MBC Match Funds (Private) at approximately 10%: \$100,000

For detail, please see Attachment B: Estimated Construction Costs by GOVA Region and Attachment C: EDA Project Budget.



3. Summary of project:

Mid-Atlantic Broadband Communities Corporation (MBC) is ready and willing to help drive collaborative, cross-regional, economic development through further expansion of its existing 1,900-mile, open-access fiber optics infrastructure to help combat the digital divide and strengthen the Commonwealth's economic competitiveness.

MBC proposes to engineer and design 206 miles of new middle-mile open-access fiber infrastructure that will span three GO Virginia Regions (3, 4, and 9) in partnership with private sector providers (COX Business and Central Virginia Electric Cooperative). The new middle mile route will provide connections to existing business, industrial and technology parks. An initial review of VEDP Virginia Scan indicates there are 28 economic development sites within the new routes, representing 4,582 available acres for development. Additionally, initial reviews indicate there are seven (7) large healthcare facilities along the route which will benefit from improved middle mile route diversity and carrier neutral connectivity options.

Specific project activities include planning and design/engineering of 432+ strand fiber cable routes, building new points of presence facilities in key areas. MBC has existing fiber in certain areas, thus drastically reducing the overall cost of this middle mile expansion project that ties together multiple regions.

Please see Attachment A for the map of the proposed middle mile expansion and how the expansion will connect to MBC's existing 1,900 fiber network.

4. Why this project is a priority for the Regional Councils:

Broadband expansion is widely accepted as a top priority for improved outcomes in economic development across all sectors, including manufacturing, technology, data centers, agriculture and forestry, education, and healthcare. With the onset of the coronavirus pandemic, the digital divide is worsening with each passing day due to the increased reliance on broadband for business, education, and healthcare.

This project gives the Regional Council these key opportunities:

- To use state funds to leverage federal dollars
- To lead a cross-regional initiative
- To manage risk by partnering with MBC, a known entity with a proven middle-mile open access fiber business model
- To invest in a self-sustaining project (once built, the routes will generate revenue and be a part of the larger MBC middle mile system throughout the Commonwealth).



5. How this project aligns with the Region's Economic Growth and Diversification Plan:

As stated in the Region 3 Growth & Diversification plan, "Lack of broadband remains a barrier to business formation, expansion and attraction and to talent development and recruitment in the region." As discussed earlier, this barrier is being further exacerbated by the coronavirus pandemic.

The proposed middle mile expansion will have direct economic impact by:

- Connecting critical healthcare and research organizations in the Charlottesville/Albemarle area to the MBC network, which extends to other critical healthcare and research organizations in Southern Virginia, the Roanoke/Blacksburg area, and Hampton Roads.
- Supporting expansion of target industries and traded sectors, by enhancing the competitiveness of industrial sites and buildings (Attachment D).
- Supporting diverse fiber expansion for existing data centers in Mecklenburg County, Henrico County and Culpeper.
- Enabling access to higher quality of life broadband for business and remote workers to support the new way of work and life, including teleworking, telemedicine, and online school.

New open-access middle mile fiber infrastructure will also support these outcomes:

- More high paying jobs through increasing competitiveness of existing business and attracting new technology and service businesses
- Talent recruitment and retention, to meet the modern worker's expectations for high speed broadband

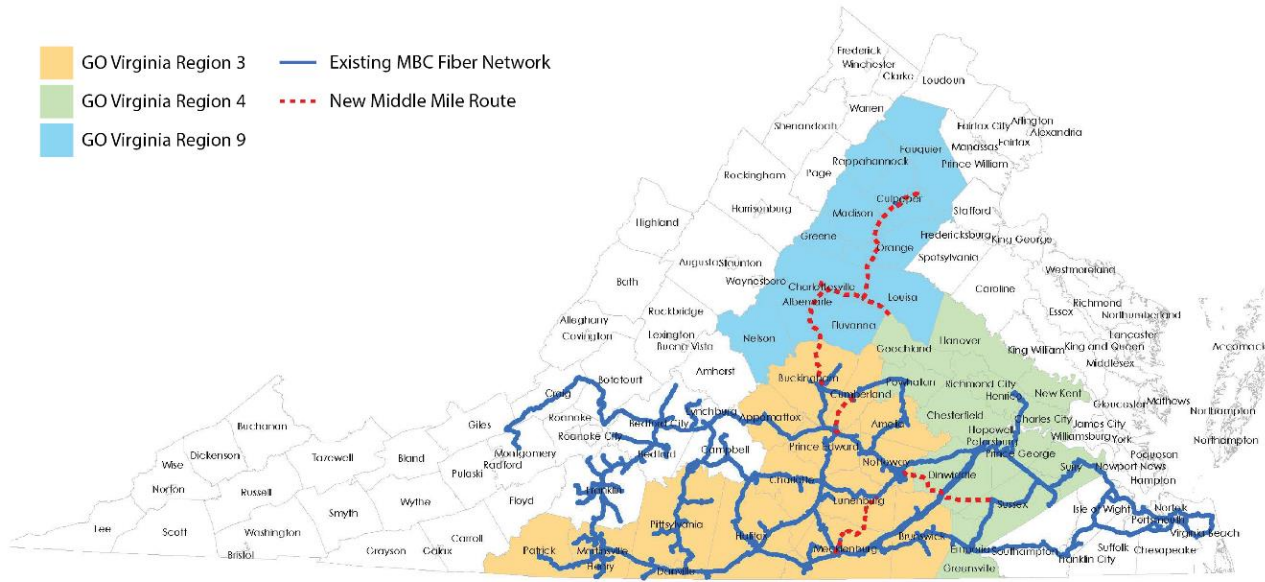
6. Attachments:

- Attachment A: Maps
- Attachment B: Design/Engineering Budget
- Attachment C: EDA Budget
- Attachment D: List of Key Buildings/Sites Connected
- GO Virginia Sources and Uses of Funds Spreadsheet



ATTACHMENT A: MBC Fiber and Proposed Middle Mile Expansion

(Revised 06/29/20)





ATTACHMENT B: Planning and Engineering Costs

EDA Regional Breakdown of Middle Mile Fiber Infrastructure Planning & Engineering Costs								6/29/2020
						</		



ATTACHMENT C: EDA Project Budget

EDA Budget Information - Construction Programs		
<u>Object Cost Categories</u>	<u>Total Cost</u>	<u>Notes</u>
Personnel	\$ -	
Fringe Benefits	\$ -	
Travel	\$ -	
Equipment	\$ -	
Supplies	\$ -	
Contractual	\$ 904,000	OSP Engineering + Environmental Assessment (\$80k)
Construction	\$ -	
Other	\$ 96,000	Grant Administration & Project Support
TOTAL DIRECT CHARGES	\$ 1,000,000	
Indirect Charges		
TOTALS	\$ 1,000,000	
Program Income	\$ -	
TOTAL Project Cost	\$ 1,000,000	
EDA (Federal) @ 80%	\$ 800,000	
GO Virginia (State) @ 10%	\$ 100,000	
MBC (Private) @ 10%	\$ 100,000	



ATTACHMENT D

Economic Development Sites			
VEDP VirginiaScan			
Name	Locality	Available Acres	Contiguous Acres
McKenney Industrial Site	Dinwiddie	22.6	22.6
Pickett Park	Nottoway	900	900
Blackstone Industrial Park #2	Nottoway	105	92
Timmons Site 6	Prince Edward	491	185
Timmons Site 7	Prince Edward	279	101
Prince Edward DC Site (NEW)	Prince Edward	280	200
Prince Edward County Industrial Park	Prince Edward	295	170
Patriot Ridge	Cumberland	20.6	20.6
Cumberland Business Industrial Park	Cumberland	56	53
SEAY Property	Buckingham	31.55	29
Buckingham County Commerce Business P	Buckingham	197	130
Zion Town Center	Louisa	20	13
Spring Creek Business Park	Louisa	70	25
Route 15 Zion Crossroads Site 1	Louisa	29.7	28.4
Sommerfield Park	Louisa	22.8	11.7
Shannon Hill Regional Business Park	Louisa	670	700
Zion Station Industrial Park	Fluvanna	8.4	5.4
Alexander-Williams Site	Fluvanna	159	159
Liberty Park	Orange		
Monitbello Building	Orange		
York Property	Orange	30	30
Royal Foundations Industrial Park	Orange	50	50
Thomas E Lee Industrial Park	Orange	50	17
13160 James Madison Hwy Site	Orange	24	24
Wingspread Industrial Site	Culpeper	266	135
Dalro Site	Culpeper	136	136
Culpeper/Route 29 LTD Partnership	Culpeper	316	316
Elkwood Downs Site	Culpeper	20	15
13200 Willow Run Drive Site	Culpeper	33	33
		4582.65	3601.7
Medical Related Facilities			
Novant Health UVA Culpeper Medical Cen	501 Sunset Lane, Culpeper, VA 22701		
UVA Health System: Univ Physicians - Orar	661 University Ln, Orange, VA 22960		
Sentara Martha Jefferson Hospital	500 Martha Jefferson Dr, Charlottesville, VA 22911		
Sentara Buckingham Family Medicine	65 Brickyard Dr, Dillwyn, VA 23936		
Sentara Spring Creek Family Medicine	29 Jefferson Ct, Zion Crossroads, VA 22942		
Dinwiddie Medical Center	13855 Courthouse Rd, Dinwiddie, VA 23841		
UVA Primary Care - Commonwealth Medic	16268 Bennett Rd, Culpeper, VA 22701		



MEMORANDUM

To: Members of the Rappahannock-Rapidan Regional Commission
From: Patrick L. Mauney, Executive Director
Date: August 18, 2020
Subject: FY 2022 Local Funding Requests

The Regional Commission expects to receive annual dues requests from local governments beginning in September in advance of the local budget cycle for FY 2022. Reviewing these requests 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.

The Regional Commission annually submits two funding requests to member local governments – annual per capita dues and Foothills Housing Network capacity funding.

Per Capita Request

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. 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.

In April, the Executive Committee directed that the FY 2021 budget use the lower of adopted FY 2020 or proposed FY 2021 dues requests to local governments for FY 2021. Staff requests the Commission's direction as to the FY 2022 requests.

Foothills Housing Network Capacity Request

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 \$700,000 in FY 2021. Most of these funds support non-profit partners in the region and are not reflected in RRRC's budget.

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, using 2013 population estimates, for all jurisdictions. These amounts are shown in the attachment.

REQUESTED ACTION: Provide direction to staff regarding FY 2022 per capita rate and Authorize staff to submit funding requests to member jurisdictions as received

RRRC Annual Per Capita Rate (FY 2022 Discussion)

County Estimates Do Not Include 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	FY 2021/22 (Adopted 8/2019)	FY 2021 Actual
Culpeper County	\$ 26,623.91	\$ 27,589.20	\$ 26,623.91
Fauquier County	\$ 48,429.67	\$ 49,677.16	\$ 48,429.67
Madison County	\$ 10,673.80	\$ 10,833.16	\$ 10,673.80
Orange County	\$ 24,038.46	\$ 24,891.70	\$ 24,038.46
Rappahannock County	\$ 6,027.46	\$ 5,915.41	\$ 5,915.41
Town of Culpeper	\$ 14,944.98	\$ 15,453.77	\$ 14,944.98
Town of Gordonsville	\$ 1,313.89	\$ 1,332.15	\$ 1,313.89
Town of Madison	\$ 180.94	\$ 201.69	\$ 180.94
Town of Orange	\$ 4,140.04	\$ 4,190.67	\$ 4,140.04
Town of Remington	\$ 523.73	\$ 541.16	\$ 523.73
Town of The Plains	\$ 189.24	\$ 194.22	\$ 189.24
Town of Warrenton	\$ 8,184.63	\$ 8,247.71	\$ 8,184.63
Town of Washington	\$ 104.58	\$ 103.75	\$ 103.75
Assessment Total	\$ 145,375.33	\$ 149,171.75	\$ 145,262.45

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