

**Rappahannock Rapidan Regional Commission  
December 9, 2020 Regular Meeting  
Electronic Meeting**

**MINUTES**

	<b>Culpeper County</b>		<b>Town of Culpeper</b>
X	John Egertson	X	Chris Hively
	Tom Underwood	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	Jack Hobbs		<b>Town of Orange</b>
X	Charlotte Hoffman		Martha Roby
	<b>Orange County</b>	X	Greg Woods, <b>Treasurer</b>
X	James P. Crozier		<b>Town of Remington</b>
X	Theodore Voorhees		Evan H. ‘Skeet’ Ashby
	<b>Rappahannock County</b>		<b>Town of The Plains</b>
X	Garrey W. Curry, Jr.		Lori B. Sisson
X	Christine Smith		<b>Town of Warrenton</b>
		X	Brandie Schaeffer
			<i>Vacant</i>
			<b>Town of Washington</b>
		X	Frederic Catlin

*Others Present: Miles Friedman, Jennifer Goldman*

*Staff Present: Michelle Edwards, Jennifer Little, Patrick Mauney*

**1. Call to Order**

Chairman Coiner called meeting to order at 1:02 p.m. He stated that due to the COVID-19 pandemic and associated State of Emergency and with no quorum of the Commission physically assembled in one location, 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.

**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.

**3. Roll Call & Quorum Determination**

A quorum of the Commission was confirmed.

**4. Agenda Approval**

Upon motion by M Taylor, 2<sup>nd</sup> by J Crozier, the agenda was approved ayes all.

**5. Public Comment**

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

**6. Presentations and Special Recognition**

a) Regional Youth Entrepreneurship Report & GO Virginia application

Chairman Coiner introduced Miles Friedman and Jennifer Goldman to present a summary of a Young Entrepreneur’s Pilot project, recently completed with Fauquier High School, Orange County High School and Wakefield School and for potential expansion of the project via a GO Virginia proposal.

Mr. Friedman and Ms. Goldman reviewed highlights of the pilot program that was funded through GO Virginia with Fauquier County serving as the applicant. The pilot project resulted in three youth entrepreneurship models with the intention of driving entrepreneurship as a career pathway and to support the growth of new businesses within targeted industries in the region based on the GO Virginia Region 9 Growth and Diversification Plan. While there were impacts on the pilot program due to COVID-19, the project enabled Fauquier and Orange County High Schools to expand existing business curriculum and for Wakefield School to implement a stand-alone business and entrepreneurial program for students.

Mr. Friedman and Ms. Goldman indicated that the proposal to expand the pilot project would focus on creating a sustainable region-wide youth entrepreneurship network and support existing programs across the region. In addition to the three models developed in the pilot phase, Career Partners E-Squared model and Tom Tom Foundation’s Crowdfunded Pitch Night model were also committed as part of the proposal. P Mauney indicated that staff was supportive of the proposal and Commission involvement.

P McCulla moved to approve the Commission serving as applicant for a proposal to GO Virginia to support the Regional Young Entrepreneurship program, 2<sup>nd</sup> by J Crozier. The motion carried by roll call vote.

*Aye: Catlin, Coiner, Crozier, Curry, Egertson, Hively, Hobbs, McCulla, Schaeffer, Smith, Taylor, Voorhees, Woods (13); Nay: None; Abstain: None; Not Present: Ashby, Butler, Hoffman, Lamar, Roby, Sisson, Underwood (7)*

**7. Approval of Minutes**

a) October 28, 2020

Chairman Coiner presented the minutes from the October 28<sup>th</sup> RRRC meeting. J Crozier moved to approve the August 26<sup>th</sup> minutes as amended, 2<sup>nd</sup> by M Taylor. The motion carried by voice vote.

## **8. Financial Reports**

### *a) FY2020 Draft Agency Audit*

Chairman Coiner introduced item 8A, noting that the draft audit was provided in October. P Mauney provided summary notes about the audit, and thanked Terry Snead for her work in ensuring another clean audit.

F Catlin moved to adopt the FY 2020 agency audit, 2<sup>nd</sup> by G Woods. The motion carried by roll call vote.

*Aye: Catlin, Coiner, Crozier, Curry, Egertson, Hively, Hobbs, Hoffman, McCulla, Schaeffer, Smith, Taylor, Voorhees, Woods (13); Nay: None; Abstain: None; Not Present: Ashby, Butler, Lamar, Roby, Sisson, Underwood (7)*

### *b) FY2021 YTD Financial Report & Budget Amendment*

Chairman Coiner asked P Mauney to review the financial P Mauney noted revenues at 54% and expenses at 36% of budgeted amounts through November. He also indicated that a final budget amendment would be requested in 2021 to reflect revenue and expense adjustments from the Rappahannock CARES Act business assistance program and DRPT rideshare program.

## **9. Executive Director's Report**

Chairman Coiner asked P Mauney to review the Director's report. P Mauney noted that Jennifer Little was hired in November as a part-time regional planner focused on housing and other community development activities. He also noted that the Regional Housing Study would be brought to the Commission in February, with changes requested in October and by the study workgroup in November.

P Mauney also shared a draft scope of work for the 2021 Chesapeake Bay Watershed Implementation Plan activities under contract with the Department of Environmental Quality and an update on funding resources that have been received by Foothills Housing Network partners related to COVID-19 and homelessness response in the region.

## **10. Staff Updates**

## **11. New Business**

### *a) RRRC application to DRPT for FY 2022 FTA Section 5310 Grant Program for Mobility Management*

Chairman Coiner asked P Mauney to review item 11A for an application to DRPT for the regional mobility management program. P Mauney reviewed the request, noting that the program funds the 0.5 FTE mobility manager at the Commission, as well as 1.5 FTEs under contract at Rappahannock-Rapidan Community Services, which operates the FAMS One-Call Center. P Mauney also stated that this funding source has stabilized since a presentation in October 2019, but that the Commission was also building off of this program with the recent award from the PATH Foundation in

support of the Regional Transportation Collaborative.

R Coiner moved to approve the application to DRPT, 2<sup>nd</sup> by J Hobbs. The motion carried by roll call vote.

*Aye: Catlin, Coiner, Crozier, Curry, Egertson, Hively, Hobbs, Hoffman, McCulla, Schaeffer, Smith, Taylor, Voorhees, Woods (13); Nay: None; Abstain: None; Not Present: Ashby, Butler, Lamar, Roby, Sisson, Underwood (7)*

*Note: Commissioner Hoffman exited the meeting after Item 11A.*

*b) RRRC application to VDEM for Hazard Mitigation Plan update*

Chairman Coiner introduced item 11B and asked P Mauney to review the grant request for the five-year review and update to the Hazard Mitigation plan. P Mauney stated that he had indicated in October that an application would not be moving forward this year, but that the Department of Emergency Management reached out in late November with a request that RRRC submit the request under this grant cycle. He stated that the plan is required by the Department of Homeland Security to ensure eligibility for several FEMA-related funding programs related to Hazard Mitigation and that the planning process would not likely occur until 2022 if the application was funded.

M Taylor moved to approve the application to VDEM for the Hazard Mitigation Plan update, 2<sup>nd</sup> by P McCulla. The motion carried by roll call vote.

*Aye: Catlin, Coiner, Crozier, Curry, Egertson, Hively, Hobbs, McCulla, Schaeffer, Smith, Taylor, Voorhees, Woods (13); Nay: None; Abstain: None; Not Present: Ashby, Butler, Hoffman, Lamar, Roby, Sisson, Underwood (7)*

*c) Regional Legislative Platform discussion*

Chairman Coiner introduced the draft Regional Legislative Platform from Mr. Eldon James and indicated that the Commission has the option to endorse the platform as it has in past years. The Commission reviewed the platform and the regional legislative program in general, noting that the jurisdictions in the Fredericksburg region were looking at alternate legislative options this year and in the future. Consensus was reached that the jurisdictions in the Rappahanock-Rapidan region benefit from the regional approach and would support continuing with the structure in place.

T Voorhees moved to endorse the 2021 platform, 2<sup>nd</sup> by P McCulla. The motion carried by roll call vote.

*Aye: Catlin, Coiner, Crozier, Curry, Egertson, Hively, Hobbs, McCulla, Schaeffer, Smith, Taylor, Voorhees, Woods (13); Nay: None; Abstain: None; Not Present: Ashby, Butler, Hoffman, Lamar, Roby, Sisson, Underwood (7)*

*d) Formation of Nominating Committee*

Chairman Coiner stated that Commission must appoint a nominating committee to identify officers and executive committee members for terms beginning March 1, 2021, and also stated that the Executive Committee traditionally serves in that role. However, other Commissioners may also serve on the nominating committee as desired by the Commission.

J Crozier moved to appoint the Executive Committee as the Nominating Committee, 2<sup>nd</sup> by P McCulla. The motion carried by voice vote.

## **12. Regional Roundtable**

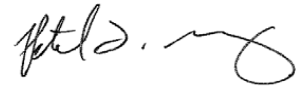
Commission members shared information of note from their communities.

Chairman Coiner made reference to the previous Living Towns Planning Workshop series, noting the impact on Gordonsville and his enjoyment of the workshops in other towns and villages in the region and asked any Commissioners interested in revisiting the workshop in their locality to contact himself or the Executive Director.

## **13. Adjournment**

Upon motion by P McCulla, 2<sup>nd</sup> by J Crozier, the meeting was adjourned at 2:25 p.m.

Respectfully Submitted by:



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Patrick L. Mauney  
Secretary & Executive Director