



June 15, 2023

The June meeting of the Roanoke Valley-Alleghany Regional Commission will be held as follows:

DATE:	Thursday, June 22, 2023
TIME:	3:00 p.m.
LOCATION:	Roanoke Valley-Alleghany Regional Commission office (Top Floor Conference Room). 313 Luck Ave., SW, Roanoke, VA

AGENDA

1. Call to Order, Roll Call, Introductions *Chair North*
2. **Action Requested:** Approval of Consent Agenda Items *Chair North*
 - A. Approval of Agenda
 - B. May 22, 2023 RVARC Minutes, pp. 3 – 32
 - C. Financial Reports Ending May 31, 2023, pp. 32 – 35

ACTION REQUESTED: Approval of consent agenda items, voice vote
3. Chair’s Remarks *Chair North*
 - Appointment of a Commissioner to Serve as the Regional Commission’s Representative on the Roanoke Valley Transportation Planning Organization (RVTPO) Policy Board (*non-voting liaison member, three-year term July 1, 2023 - June 30, 2026*)
 - July Meeting Cancellation - There will be no Regional Commission Meeting held on July 27, 2023.
 - Upcoming Annual Event for Commissioners & Staff - Salem Red Sox Game on Wednesday, August 9, 2023. More information to follow.
4. Executive Director’s Report..... *Jeremy Holmes*
5. Adoption of Proposed FY24 RVARC Budget, pp. 36 – 38 *Chair North*

ACTION REQUESTED: Approval of FY24 RVARC Budget, voice vote
6. 2023 Nominating Committee Report, p. 39.....*Mayor Grose, Chair, Nominating Committee*
 - A. Recommended Slate of Officers, Additional Nominations from the Floor
 - B. Election of Chair and Vice Chair
 - C. Appointment of Treasurer and Secretary

ACTION REQUESTED: Election of Officers, voice vote

Member Governments: Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke, Cities of Covington, Roanoke and Salem, Towns of Clifton Forge, Rocky Mount and Vinton



- 7. 2023 Annual Update of the Regional Comprehensive Economic Development Strategy..... *Eddie Wells*
 A. Background on the 2023 Regional CEDS Annual Update, p. 40
 Attachment #1: [CEDS Annual Update](#)

B. Public Hearing

PUBLIC HEARING (Sign-Up Requested/3-Minute Limit Per Speaker)

Open Public Hearing – Comment Period – Close Public Hearing*Chair North*

C. Adoption of Resolution Approving the CEDS, p. 41.....*Chair North*

ACTION REQUESTED: Adoption of Resolution, Approving the CEDS; voice vote

- 8. Approval of the Roanoke River Blueway Advisory Committee Bylaws, pp. 42 – 48*Amanda McGee*
ACTION REQUESTED: Approval of bylaws; voice vote

- 9. Annual Update on 2022 Trail and Greenway Counts*Amanda McGee*
ACTION REQUESTED: No action

10. Other Business

11. Comments from Commission Members and/or the Public

12. Adjournment

The meeting will be live streamed on the Regional Commission’s Facebook page at <https://www.facebook.com/rvarc>.

Public Input Policy

“At the end of each Regional Commission meeting, the Commission will allow for an open public forum/comment period. This comment period shall not exceed one-half hour in length and each speaker will be asked to sign up and be allowed a maximum of three (3) minutes to speak.”

ADA Compliance

The Roanoke Valley-Alleghany Regional Commission intends to comply with the Americans with Disabilities Act and confirms that the office located at 313 Luck Avenue, SW, Roanoke, VA is ADA compliant. If you have a disability and wish to request assistance or a special accommodation, please inform Bryan Hill at 540-343-4417 or bhill@rvarc.org no later than 48 hours in advance of the posted meeting.



MINUTES

The May meeting of the Roanoke Valley Alleghany Regional Commission was held on Thursday, May 25, 2023, at 3:00 p.m. at the Roanoke Valley-Alleghany Regional Commission office, 313 Luck Avenue, SW, Roanoke, VA. The meeting was streamed live via the Regional Commission's Facebook page at <https://www.facebook.com/rvarc>.

1. WELCOME, CALL TO ORDER, INTRODUCTIONS

Chair North called the meeting to order at 3:00 p.m. A quorum was present.

VOTING MEMBERS ATTENDING

Reid Walters (<i>via zoom</i>)	Alleghany County
Steve Clinton, <i>Vice Chair</i>	Botetourt County
Billy Martin, Sr.	Botetourt County
Luke Priddy	City of Roanoke
Dawn Erdman	City of Roanoke
Barbara Duerk	City of Roanoke
Stephanie Moon Reynolds	City of Roanoke
Jim W. Wallace III	City of Salem
Denise King	City of Salem
Lorie Smith	Franklin County
Chris Whitlow	Franklin County
Phil North, <i>Chair</i>	Roanoke County
Dean Martin, <i>Treasurer</i>	Roanoke County
Lee Osborne	Roanoke County
David Radford	Roanoke County
Debbie Laudermilk	Town of Clifton Forge

VOTING MEMBERS ABSENT

James Griffith	Alleghany County
Gary Larrowe	Botetourt County
Allen Dressler	City of Covington
Mayor Tom Sibold	City of Covington
Dan Collins	Craig County
Jesse Spence	Craig County
Joshua Gibson	Franklin County
Mike Carter	Franklin County
Chuck Unroe	Town of Clifton Forge
Robert Wood	Town of Rocky Mount
David Clements	Town of Rocky Mount

Member Governments: Counties of Alleghany, Botetourt, Craig, Franklin, and Roanoke, Cities of Covington, Roanoke and Salem, Towns of Clifton Forge, Rocky Mount and Vinton



Mayor Bradley Grose
Richard "Pete" Peters

Town of Vinton
Town of Vinton

Others Present: Richard Caywood, Roanoke County; Madeline Sefcik, Roanoke County; Peter Lubeck, Roanoke County; Martha Hooker, Roanoke County Board of Supervisors, Catawba District; Christie Wills, Roanoke City and Alleghany Health District; Delegate Sam Rasoul; Sonya Waddell (via zoom), Richmond Federal Reserve.

Staff: Jeremy Holmes, Gabriel Irigaray, Eddie Wells, Jonathan Stanton, Amanda McGee, Bailey Helgeson, Robin Bruns, Robert Natt, and Elizabeth Elmore.

2. **ACTION REQUESTED: APPROVAL OF CONSENT AGENDA ITEMS**

The Consent Agenda items were as follows:

- A. Approval of Agenda
- B. April 27, 2023, RVARC Minutes
- C. Financial Reports Ending April 30, 2023
- D. Approval of 2023 Community Development Block Grant Priorities

MOTION: by Lorie Smith to approve consent agenda items (A), (B), (C), and (D), as presented. The motion was seconded by David Radford.

Regional Commission Action: Motion carried unanimously.

3. **REMARKS BY THE CHAIR**

- Chair North noted that today's meeting is being livestreamed on the Commission's Facebook page. This is part of an ongoing effort to improve public awareness of the important work undertaken by the Regional Commission.
- Chair North thanked members that attended the Six Year Improvement Plan meeting hosted by VDOT and the Commonwealth Transportation Board in Salem earlier this month. Over 50 citizens, local elected officials, and locality staff had signed up to speak on issues ranging from I-81 to the Craig-Botetourt Trail. Taking the time to both thank CTB members for their support of our region's transportation needs, and energetically advocating for the projects needed to meet those needs, is critically important to secure important infrastructure investments in our community.
- Chair North announced that beginning with the September Commission Meeting, there will be ongoing agenda items, inviting the Commission's various standing committees to report on their activities to the board. The Commission's current standing committees are the Blue Ridge Interagency Council on Homelessness, the Roanoke River Blueway Advisory Committee, the CEDS Committee, and the Collective's Advisory Committee. Each of these



Committees does important work on behalf of the Commission and provides advice or makes decisions on how funds are spent across several programs, both internal and external to the Commission.

- Chair North reminded that the Nominating Committee will meet briefly after today's Commission meeting. Anyone that is interested in serving as an officer in the upcoming Commission term can contact Chair North or one of the Nominating Committee members: Mayor Grose, Mr. Billy Martin, Ms. Moon Reynolds, and Ms. Smith. Chair North thanked the committee members for their service.

4. EXECUTIVE DIRECTOR'S REPORT

- Mr. Holmes commented that the National Bike Month is near its end. It is an annual event recognizing the importance of cycling to the transportation and recreation options, especially here in the Roanoke Valley-Alleghany Region. Regional Commission staff celebrated by participating in a number of events, including National Bike to Work Week, and taking the League of American Bicyclist's Bicycle Friendly Driver test – which 100% of Commission staff took and passed.
- Mr. Holmes noted that in recognition of Mental Health Awareness Month the Commission staff is wearing green ribbons this month, bringing attention to the challenges that many of our friends and neighbors face navigating mental health issues. The Commission's work touches on several areas dealing with mental health. The Roanoke Valley Collective Response program is working to address the mental health challenges precipitated by the opioid crisis. The Commission has also undertaken many projects to improve access to and the experience of the outdoors in the region since significant evidence shows that simply getting outside for a walk or hike in nature can have a positive effect on mental health. The Commission is proud, along with many partners in the region, to support this effort, and appreciate the leadership of the United Way of the Roanoke Valley in spearheading this campaign.
- Mr. Holmes reported that the Economic Development Administration recently released a Notice of Funding Opportunity for its Tech Hub program, part of the CHIPS Act funding to come from the Bipartisan Infrastructure Law. The Tech Hub program seeks to invest in companies and communities investing in the technologies of the future, while diversifying the country's technology innovation centers outside of the handful of major urban areas in which they currently reside. In this Phase I of the program, consortia of government, industry, and other partners can apply to receive strategy planning funding and/or seek an EDA designation as a Tech Hub to be positioned for future implementation funding. Commission staff are currently working with a number of stakeholders both within and outside of the region on identifying a possible tech hub position for the region with the hopes of making an application by the



August 15th deadline. More information will be provided as it becomes available.

5. LEGISLATIVE UPDATE AND CATAWBA HOSPITAL STATUS

Delegate Sam Rasoul provided an update on the Catawba Hospital project (the PowerPoint presentation is included with the Minutes). Catawba Hospital sits on over 100 acres of land in Southwest Virginia and is a state-run medical facility that currently primarily specializes in geriatric health care and offers both short term and long term treatment. With one of their top services being mental health treatment, Catawba sees many patients that have been impacted by substance use disorder (SUD). The creation of a state-of-the-art and long term stay residential treatment unit for Substance abuse will lower the need for acute care substance abuse beds over time and reduce re-admissions and costs. Approximately 25% of substance use disorder patients are due for re-admissions. The Roanoke and New River Valleys have been disproportionately impacted by the opioid epidemic, with nearly every individual being impacted in some way.

6. STATE OF THE ECONOMY

Ms. Sonya Waddell, Vice President and Economist, Regional and Community Analysis with the Federal Reserve Bank of Richmond, presented national and regional economic update (the PowerPoint presentation is included with the Minutes).

7. APPROVAL OF THE FY24 REGIONAL COMMISSION WORK PROGRAM

Chair North noted that the FY24 RVARC work program was distributed with the agenda packet.

MOTION: by Lee Osborne to approve the FY24 Regional Commission Work Program, as presented. The motion was seconded by Jim Wallace.

Regional Commission Action: Motion carried unanimously.

8. OTHER BUSINESS

No other business was discussed.

9. COMMENTS FROM COMMISSION MEMBERS AND/OR THE PUBLIC

Mr. Osborne asked when will the leadership trip take place and where would the group go. Mr. Holmes replied that details are still being finalized but the trip would probably take place in April 2024.



Roanoke Valley-Alleghany

REGIONAL
commission

rvarc.org

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Ms. Barbara Duerk thanked Mr. Holmes for his presentation at the Six Year Improvement Plan meeting hosted by VDOT and the Commonwealth Transportation Board in Salem earlier this month.

Mr. Osborne thanked Mr. Holmes for his speech at the Kiwanis Club.

Adjournment at 4:26 p.m.

Jeremy Holmes, Secretary
Secretary to the Regional Commission

Catawba Project

Prepared for the Roanoke Valley-Alleghany Regional Commission

Del. Sam Rasoul

DeISRasoul@house.virginia.gov

1

Executive Summary

More than 100,000 people in the United States died from drug overdoses in 2021; 2,656 of those were Virginians. The Roanoke Valley is one of the hardest hit regions of Virginia that is suffering from substance use disorder (SUD), the Commonwealth of Virginia is determined to fight this epidemic.

With the current opioid epidemic, services are being overwhelmed. Because of this we are pushing to transform Catawba's facilities into a state-of-the-art treatment center.

The transformed Catawba Hospital Campus would support serving patients with acute psychiatric diagnoses as it does today, and also support the continuum of services in our region for substance use disorder.

2

Project Overview

3

What Is This Project?

Catawba Hospital sits on over 100 acres of land in Southwest Virginia and is a state-run medical facility that currently primarily specializes in geriatric health care and offers both short term and long term adult treatment.

With one of their top services being mental health treatment, Catawba sees many patients that have been impacted by substance use disorder (SUD).

The creation of a state-of-the-art and long term stay residential treatment unit for Substance abuse will lower the need for acute care substance abuse beds over time and reduce re-admissions and costs. Approximately 25% of substance use disorder patients are due to re-admissions.

4

Why Is This Needed?

The Roanoke and New River Valleys have been disproportionately impacted by the opioid epidemic, with nearly every individual being impacted in some way.

And while there are many efforts to expand and improve SUD treatment, they have not been implemented in state facilities.

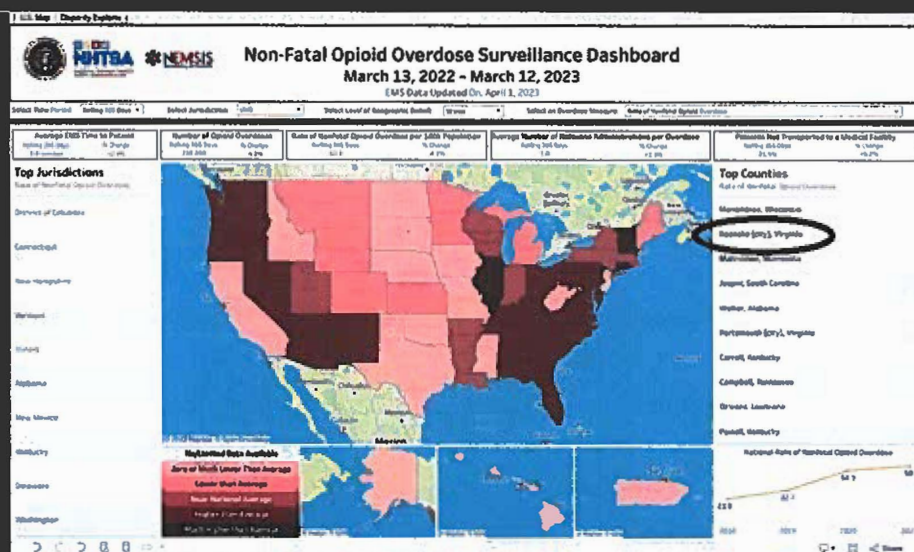
The DBHDS data analysis showed that between 35% and 55% of all patients at the three hospitals (Western State Hospital, Catawba Hospital and Southwestern Mental Health Institute) had SUD and a mental health illness, and only 10% of the patients were diagnosed with SUD with no underlying mental illness. After fully analyzing the IBM/Watson data and the DBHDS historical data, it was determined that there is a need for approximately 100 – 150 Acute Behavioral Health Beds, 80 - 120 residential SUD treatment beds and 16 Detox Beds in the surrounding Catawba Hospital area through 2030.

5

Why Is This Needed In SWVA?

Roanoke City is ranked 2nd in the nation for most non-fatal overdoses.

Two Virginia cities are in the top 10.



<https://nemsis.org/opioid-overdose-tracker/>

6

How Do We Make This Happen?

To transform Catawba Hospital into a state-of-the-art facility, we will need to update existing building and begin to add new. This transformation won't be cheap, at minimum the state will need to spend nearly \$147 million dollars.

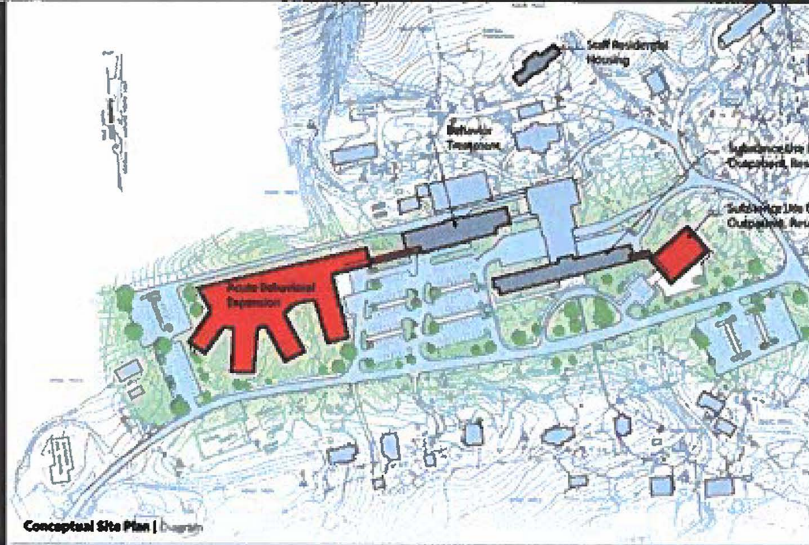
To make Catawba the best it can be we will increase the number of available beds, provide inpatient and outpatient treatment options, clinical treatments, and research/educational opportunities to build on what we learn from these programs about SUD recovery.

7

Proposed Renderings

8

New Site Map



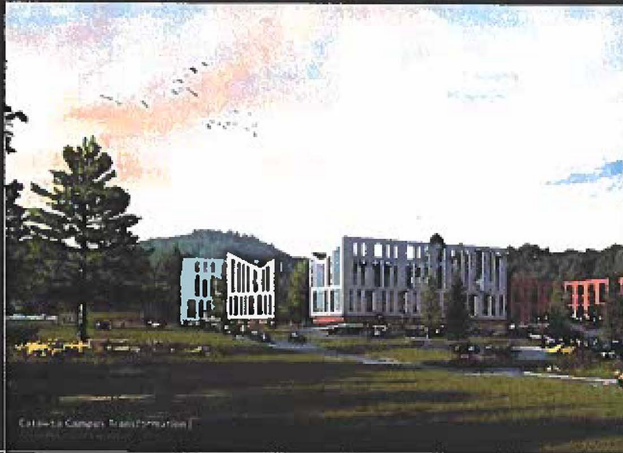
9

Updating the Old Structure



10

Creating New Buildings



11

What Will This Look Like

12

What Options Were Put On The Table?

Option C - Enhanced Continuum of Care Model

For this model, building 15 would have 4 floors dedicated to residential treatment of SUD patients - providing 128 beds. The 16-bed detox unit would be moved out of building 15 to the new behavioral health building.

The 128 behavioral health patient beds would be provided in a new behavioral health building that will meet best practices and conform it into a state-of-the-art building that is desired by the Commonwealth. The existing treatment mall would be renovated and updated to current treatment standards. The 16-bed detox unit formerly located in building 15 per Options A and B will now be in the new behavioral health building. No beds of acute behavioral beds remain in building 15 and Floor 1 of residential treatment beds.

A new 70,000 square foot four-story outpatient facility services, additional administrative, clinical, educational and research space unique to SUD treatment would be shell space for future growth.

This option will require significant upgrades to the existing treatment mall. The team considered the option of a full replacement resulting in project costs nearly twice as high for this

Option B - Base Continuum of Care Model

To accomplish this model, building 15 would have 2½ floors dedicated to residential treatment of SUD patients - providing 80 beds. One-half of a floor would become the detox unit for the facility which would provide 16 beds. The result would be to provide 96 beds dedicated to SUD patients.

The 96 behavioral health patient beds would be provided in a new building that will meet best practices and conform it into a state-of-the-art building that is desired by the Commonwealth. The existing treatment mall would be renovated and updated to current treatment standards. This option will require significant upgrades to the existing treatment mall. The team considered the option of a full replacement resulting in project costs nearly twice as high for this

A new 52,000 square foot, three-story outpatient facility services, additional administrative, clinical, educational and research space unique to SUD treatment would be built adjacent to building 15 to provide outpatient services, additional administrative, clinical, educational and research space unique to SUD treatment.

Option A - Mini-Continuum of Care Model

This model is considered the minimum effort necessary to effectively deal with the increasing SUD cases in the area. To accomplish this, building 15 would have 1½ floors dedicated to residential treatment of SUD patients - providing 48 beds. One-half of a floor would become the detox unit for the facility which would provide 16 beds. The result would be to provide 64 beds dedicated to SUD patients.

Sixty-four behavioral health patient beds would be provided in a new building that will meet best practices and conform it into a state-of-the-art building that is desired by the Commonwealth. The existing treatment mall would be renovated and updated to current treatment standards. Forty-six beds of acute behavioral would remain in building 15.

A new 52,000 square foot three-story outpatient facility would be built adjacent to building 15 to provide outpatient services, additional administrative, clinical, educational and research space unique to SUD treatment.

13

Changes Currently Proposed To The GA

Option A - Mini-Continuum of Care Model

This model is considered the minimum effort necessary to effectively deal with the increasing SUD cases in the area. To accomplish this, building 15 would have 1½ floors dedicated to residential treatment of SUD patients - providing 48 beds. One-half of a floor would become the detox unit for the facility which would provide 16 beds. The result would be to provide 64 beds dedicated to SUD patients.

Sixty-four behavioral health patient beds would be provided in a new building that will meet best practices and conform it into a state-of-the-art building that is desired by the Commonwealth. The existing treatment mall would be renovated and updated to current treatment standards. Forty-six beds of acute behavioral would remain in building 15.

A new 52,000 square foot three-story outpatient facility would be built adjacent to building 15 to provide outpatient services, additional administrative, clinical, educational and research space unique to SUD treatment.

14

Renovations - Residential Treatment

1.5 floors of this main building will be dedicated to residential SUD treatment.

This will account for 48 beds.



15

Renovations - Detox Wing

Half of a floor of the main building will be dedicated to detox treatment.

This will account for another 16 beds.



16

New treatment building

64 behavioral health beds will be placed in the new treatment building.

This brings the total beds dedicated to behavioral health at Catawba to 89.

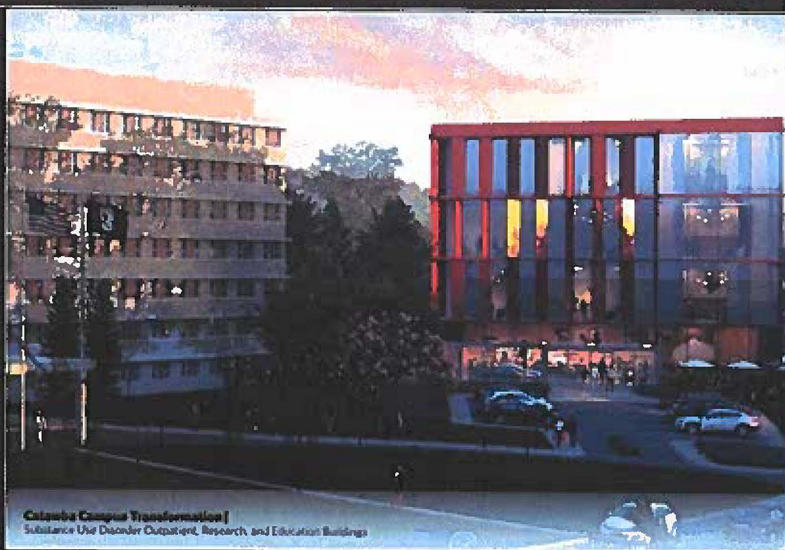


17

New outpatient facilities

Outpatient treatments will be located in the new multi-purpose building.

This building will house outpatient treatment, research and education, and administrative offices.



18

What Has The General Assembly Approved?

The first phase has been authorized and the renovations to the existing main treatment building at Catawba Hospital, to begin the addition of residential treatment beds and detox wing.

Administration	FY22-23	FY23-24
Department of General Services	\$0	\$14,842,275 GF
Language:		
Page 611, after line 4, insert:		
*C-2.60 Improvements: Catawba Hospital	\$0	\$14,842,275
Fund Sources: General	\$0	\$14,842,275 *

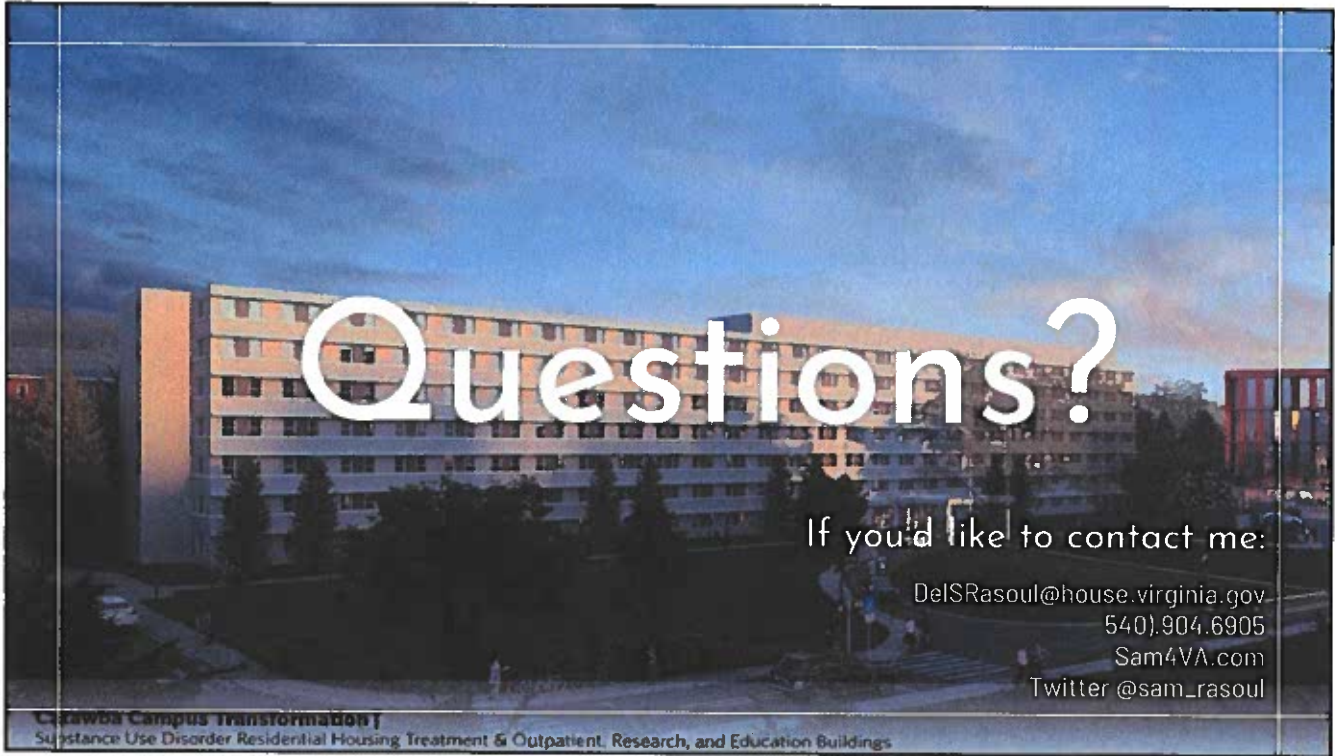
Page 611, after line 4, insert:
 "There is hereby authorized a capital project to transform Catawba Hospital into a state-of-the-art facility at which to receive a continuum of substance abuse treatment and recovery services, which are to be provided in addition to other behavioral health services currently provided at this facility to geriatric individuals in need of mental health care. Funding allocated by this item is intended for detailed planning for the renovation of the existing Buildings 15 and 17 on the existing facility campus. Any funding provided herein that is in excess of that which is needed for detailed planning costs, shall remain dedicated to this project and shall be utilized for future project costs."

Regional Collaboration

This project has received monumental support from key players across the region.

Notably there are 16 regional legislators backing this proposal along with half a dozen localities, including the planning district commission, that are committing a portion of their opioid abatement funds to help support this effort.



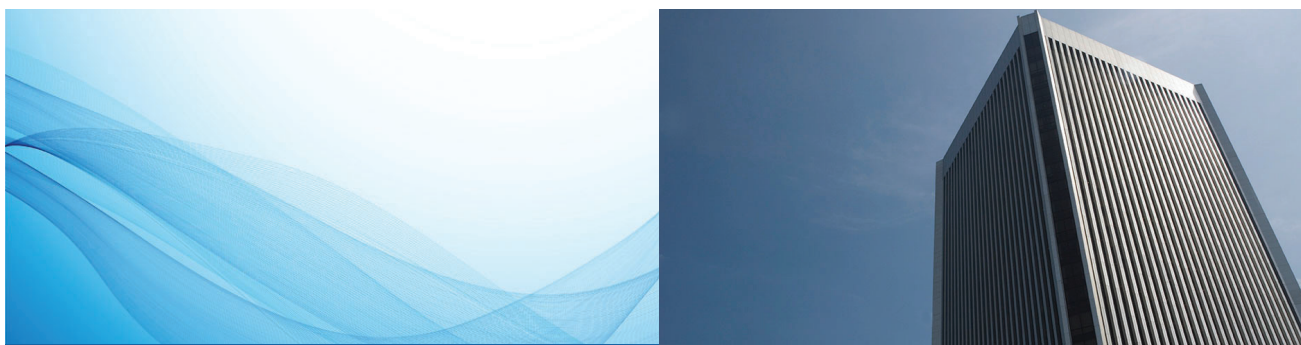


Questions?

If you'd like to contact me:

DelSRasoul@house.virginia.gov
540).904.6905
Sam4VA.com
Twitter @sam_rasoul

Crawba Campus Transformation |
Substance Use Disorder Residential Housing Treatment & Outpatient, Research, and Education Buildings



National and Regional Economic Update

Roanoke Valley Regional Commission

May 25, 2023



Sonya Ravindranath Waddell
Vice President and Economist, Regional and Community Analysis



The views and opinions expressed herein are those of the author. They do not represent an official position of the Federal Reserve Bank of Richmond or the Federal Reserve System.

The key (state of the economy) questions of the day

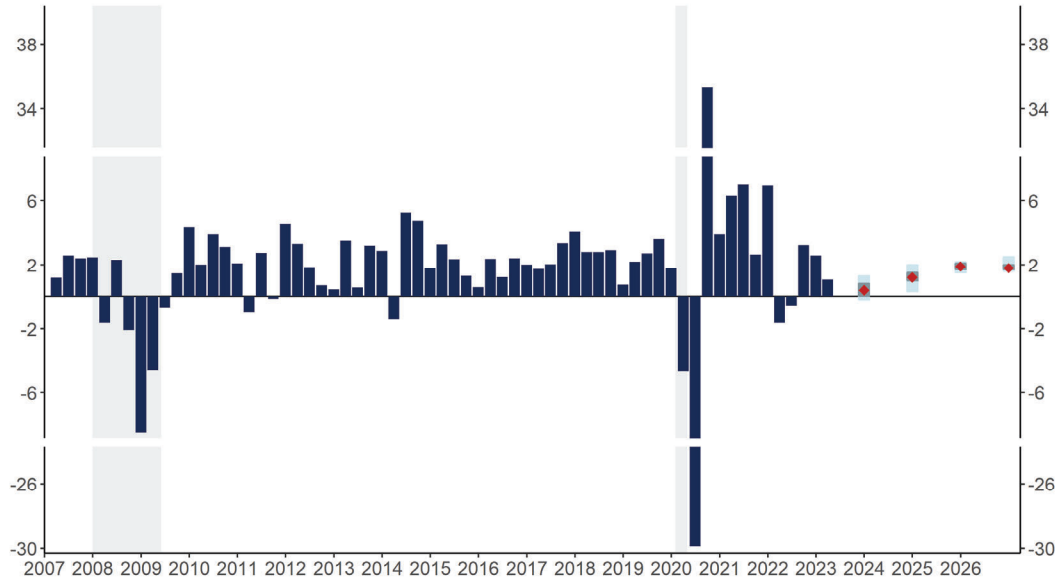
What do we know about current (and future) economic activity?

Where are we on inflation and how is policy responding?

What do we know about labor market conditions, including in Virginia?

GDP growth has slowed since 2022, and the projection is for continued slowing

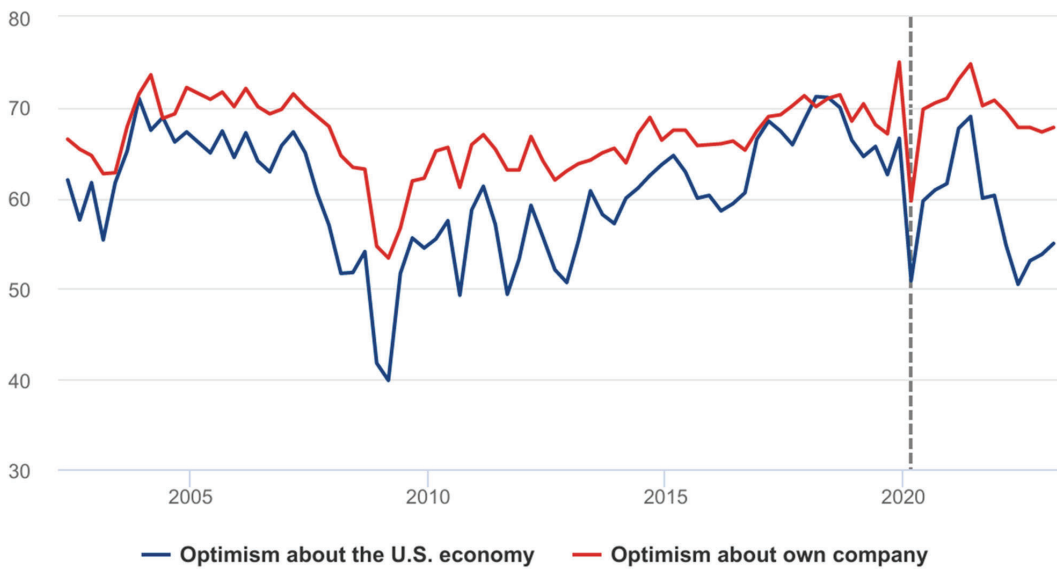
Real Gross Domestic Product
Percent change from previous quarter at annual rate



Source: Bureau of Economic Analysis via Haver Analytics & Federal Reserve Board

Financial leaders are more optimistic for their own firm prospects than for the overall economy

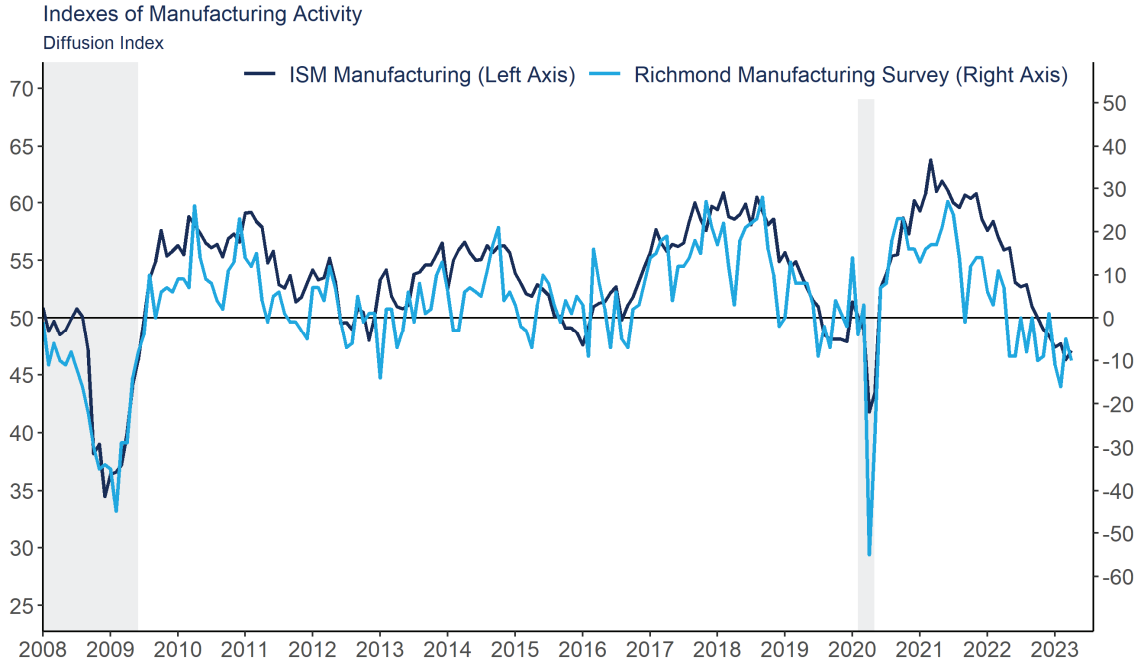
The CFO Survey: Optimism Indexes



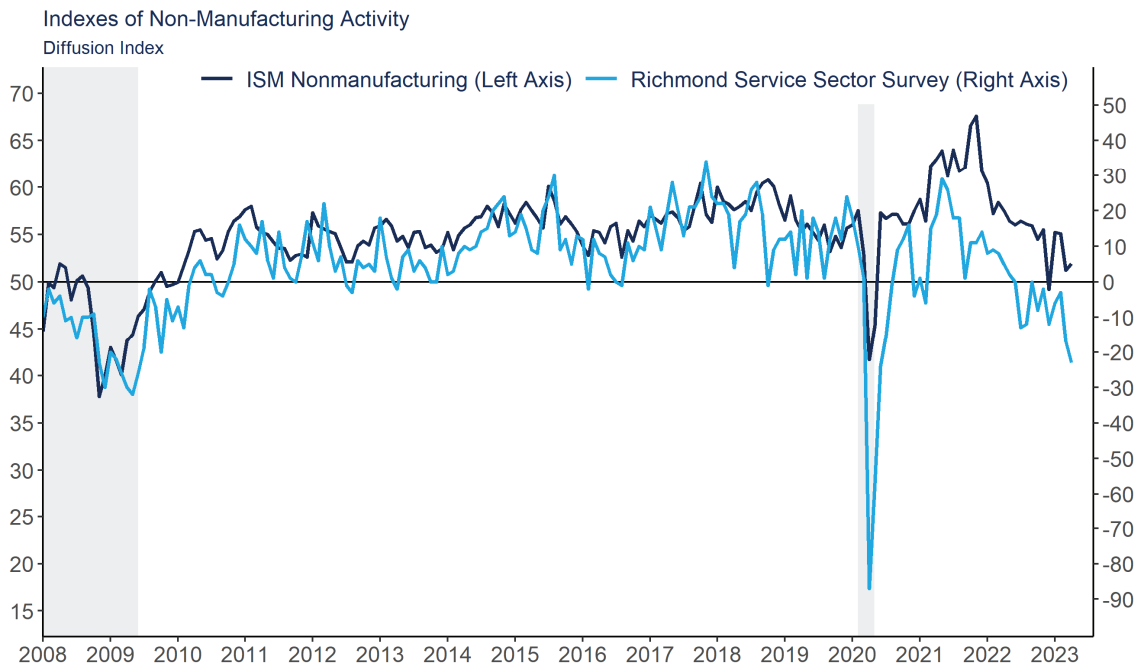
Note: The dashed vertical line denotes a moderate change in the question wording and presentation.

Source: Duke University, FRB Atlanta and FRB Richmond, The CFO Survey - Q1 2023 (February 27 - March 10, 2023)

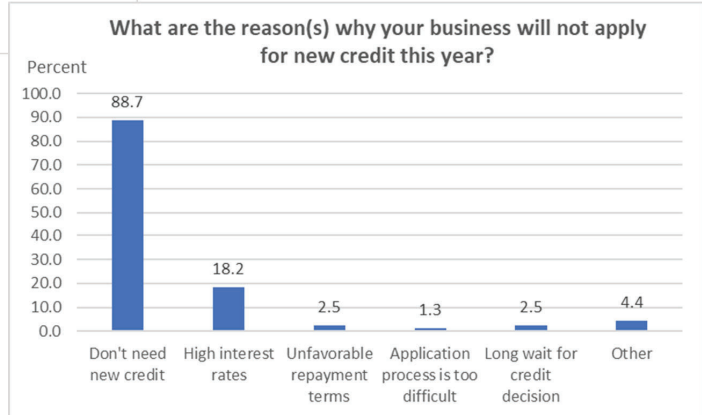
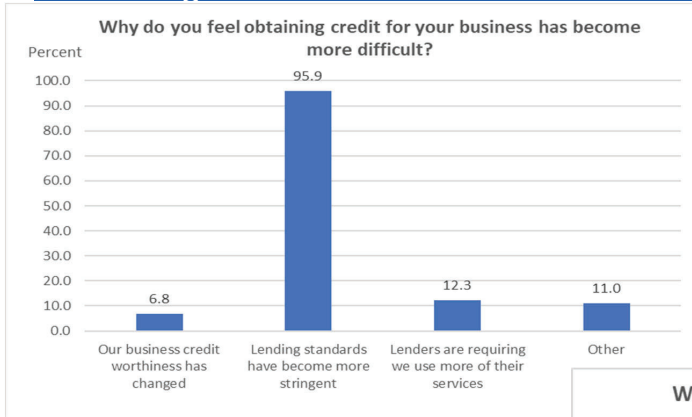
Fifth District manufacturing activity is slower



Fifth District service sector activity has also softened

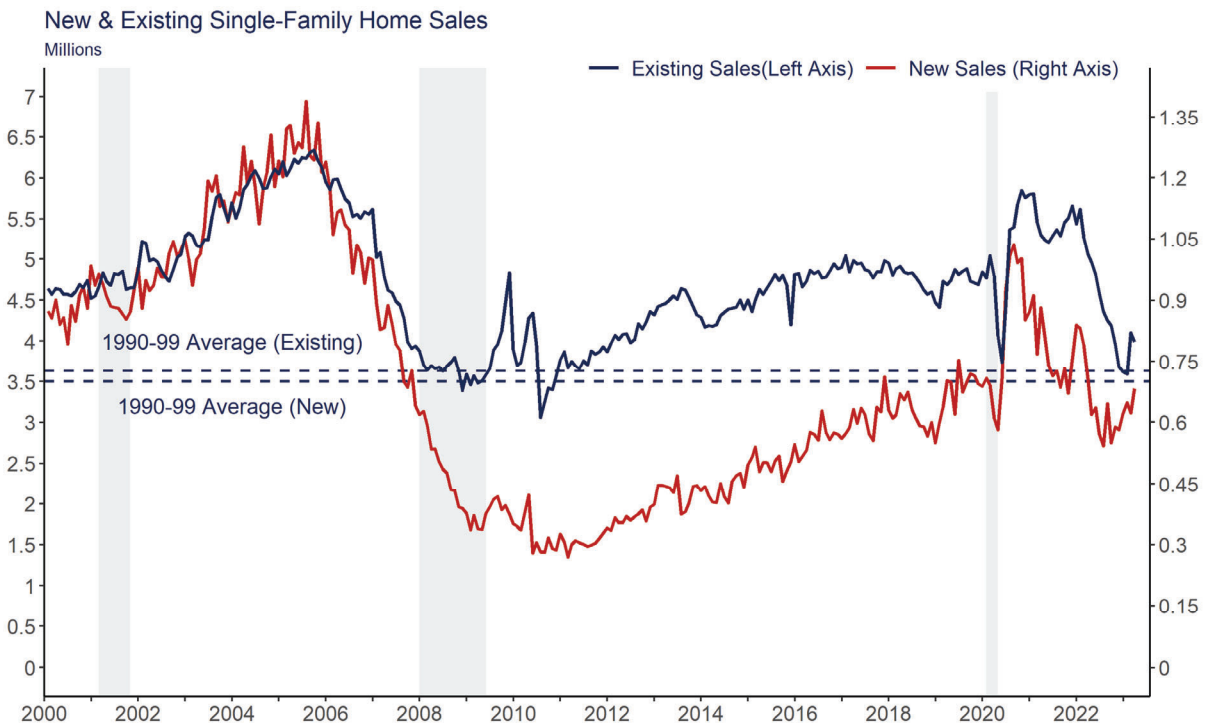


Will there be an impact of tightening credit conditions on firm borrowing?



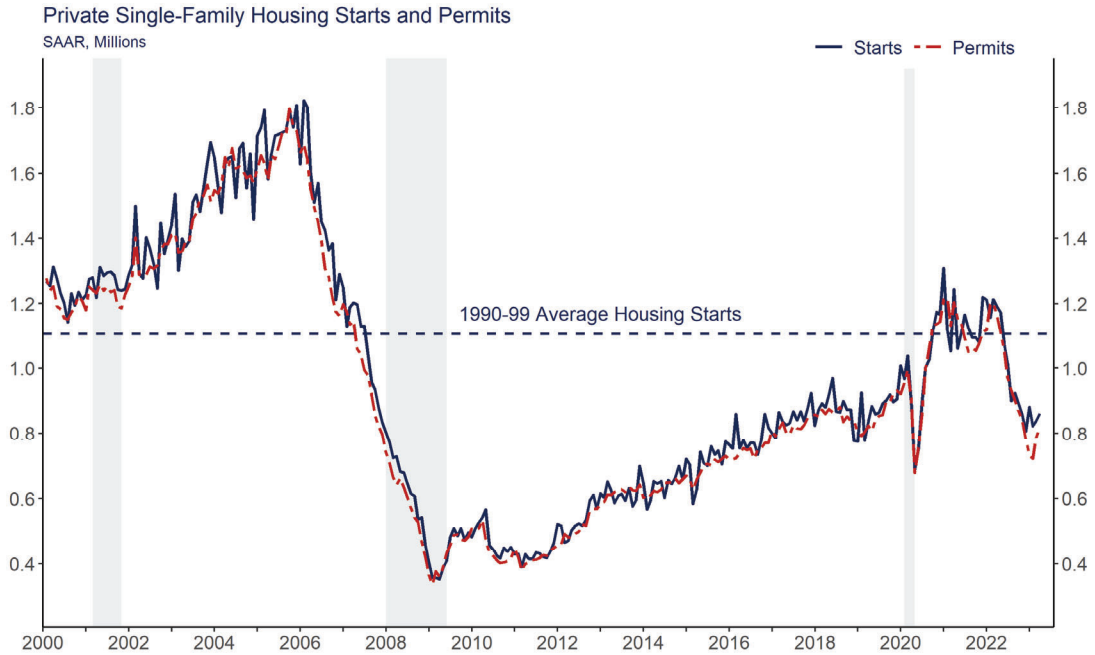
Source: Federal Reserve Bank of Richmond 7

Residential home sales are back at or below the average of the 1990s

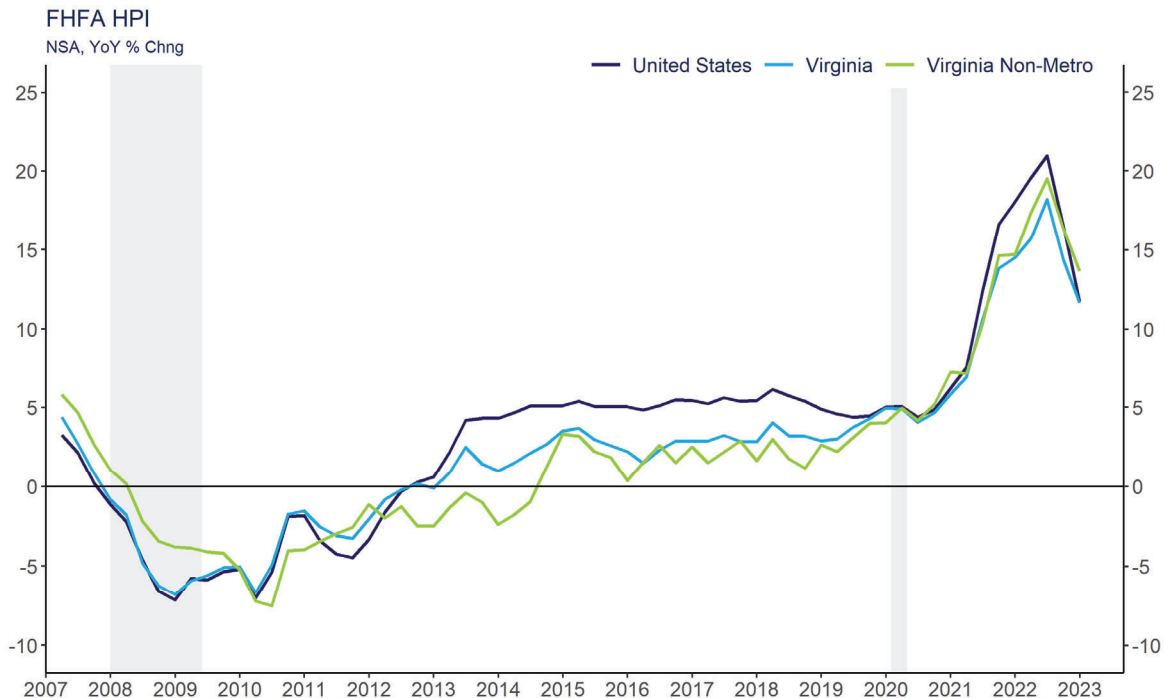


Source: Census Bureau via Haver Analytics

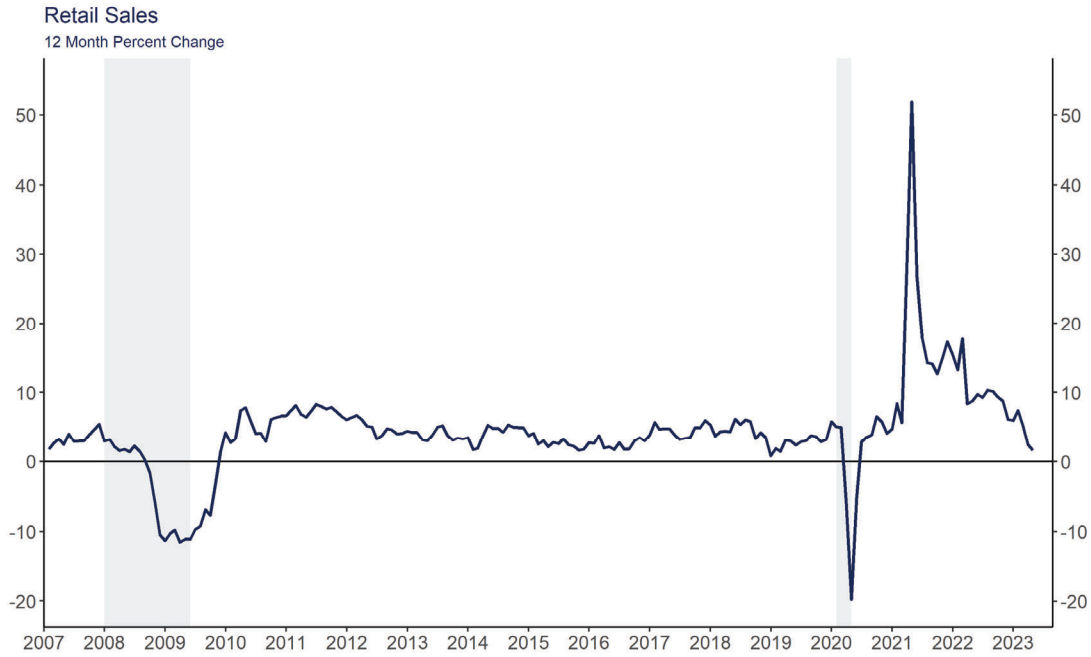
Residential construction activity remains low



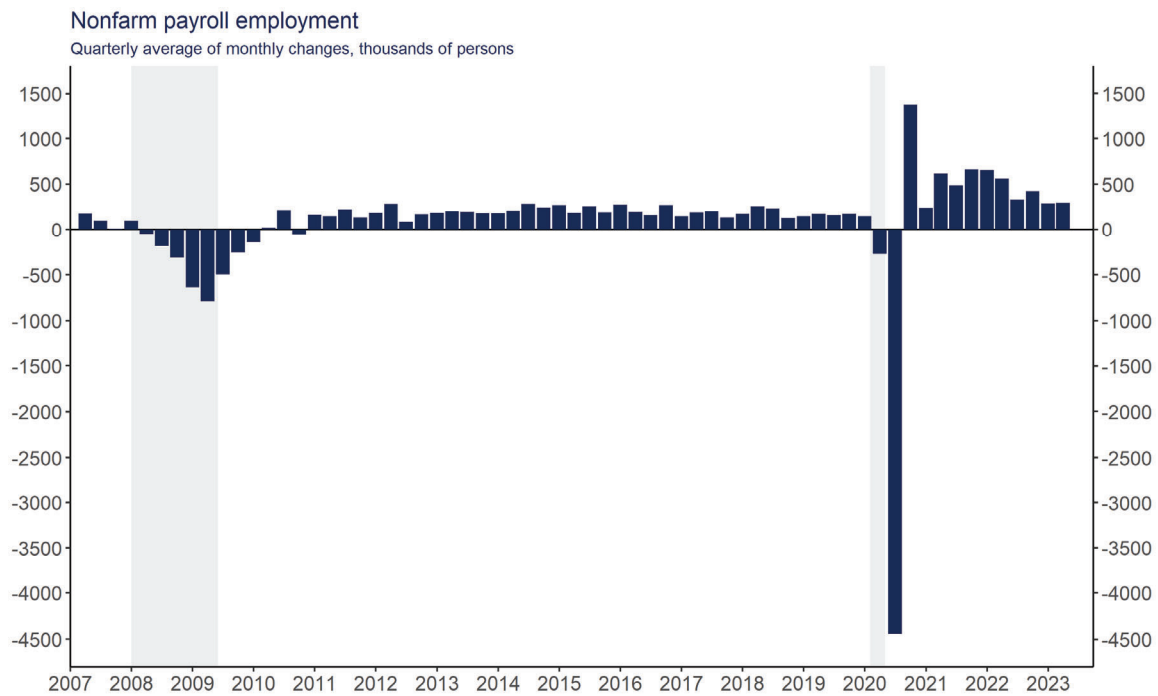
House price growth has started to come down—but prices remain high



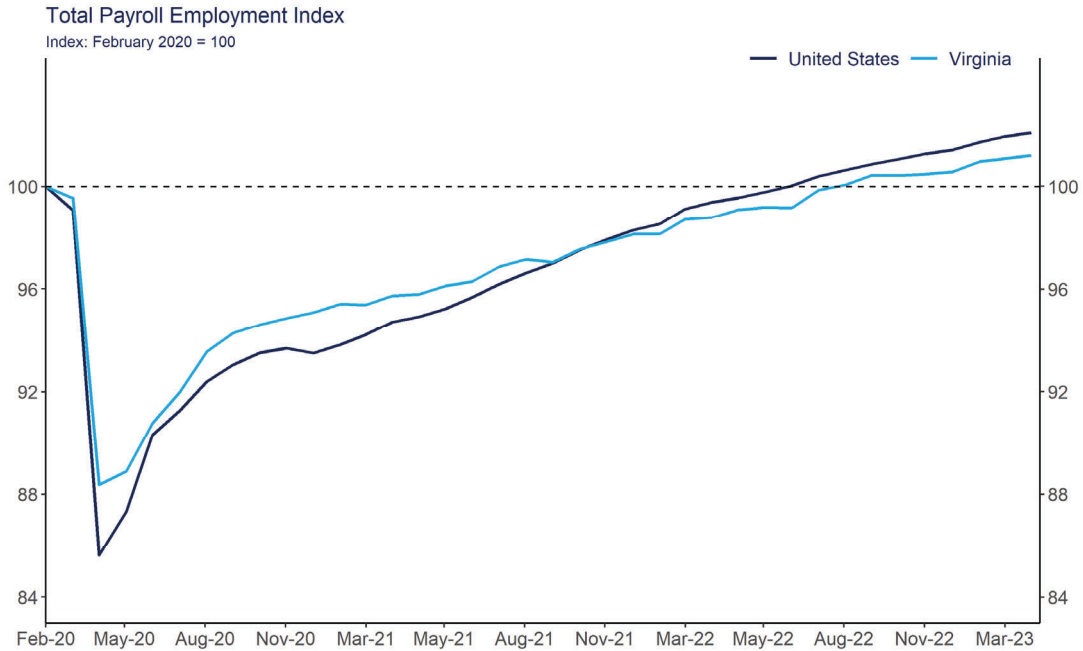
Consumer spending resilience continues



Employment growth continues



Virginia is further below pre-COVID employment than the nation as a whole



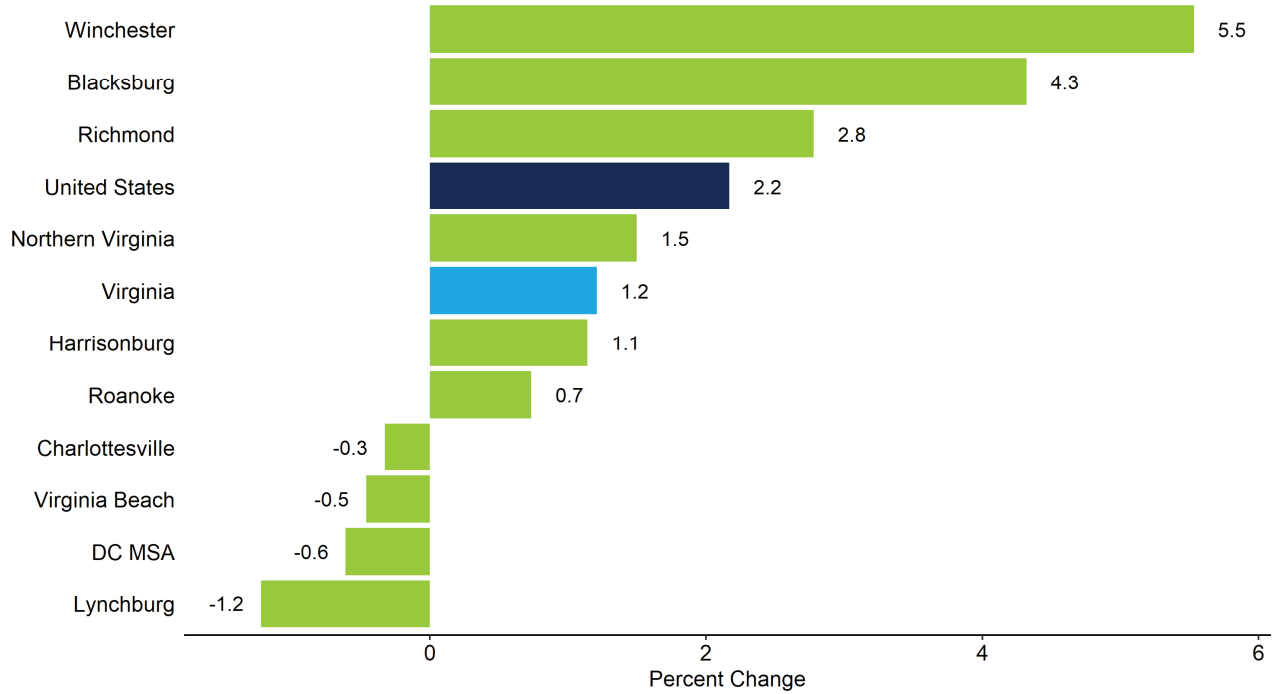
Some sectors have recovered more fully than others...

Virginia Employment Change from February 20 to April 23



...As have some metro areas

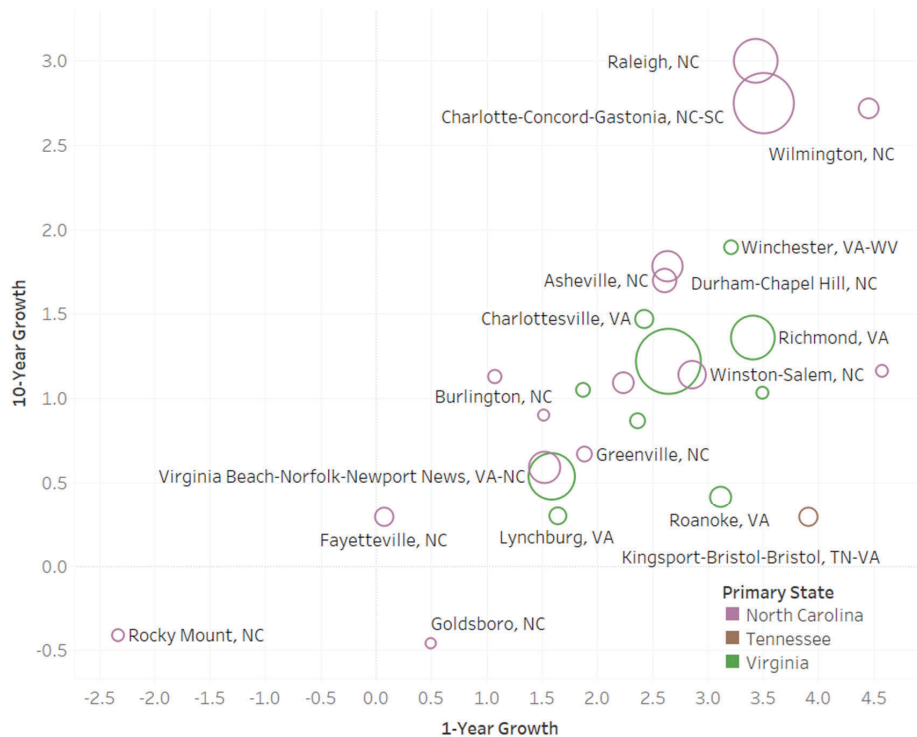
Employment Change from February 20 to April 23



Source: Bureau of Labor Statistics/Haver Analytics

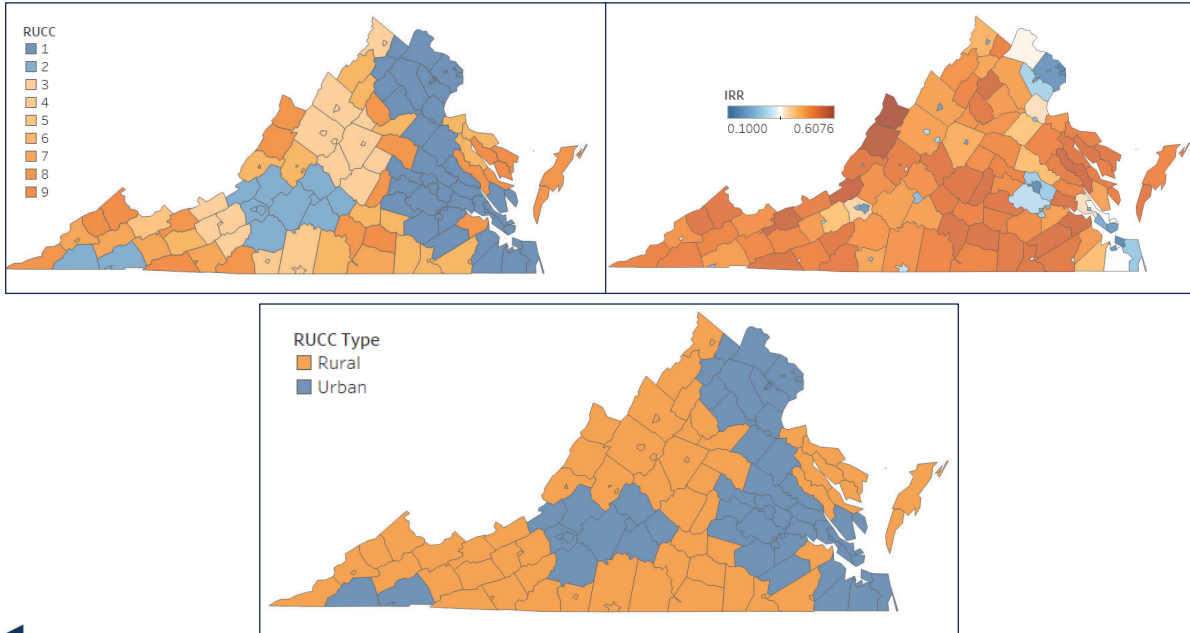
Source: Bureau of Labor Statistics/Haver Analytics

Virginia metro areas have been trailing NC metro areas for quite some time

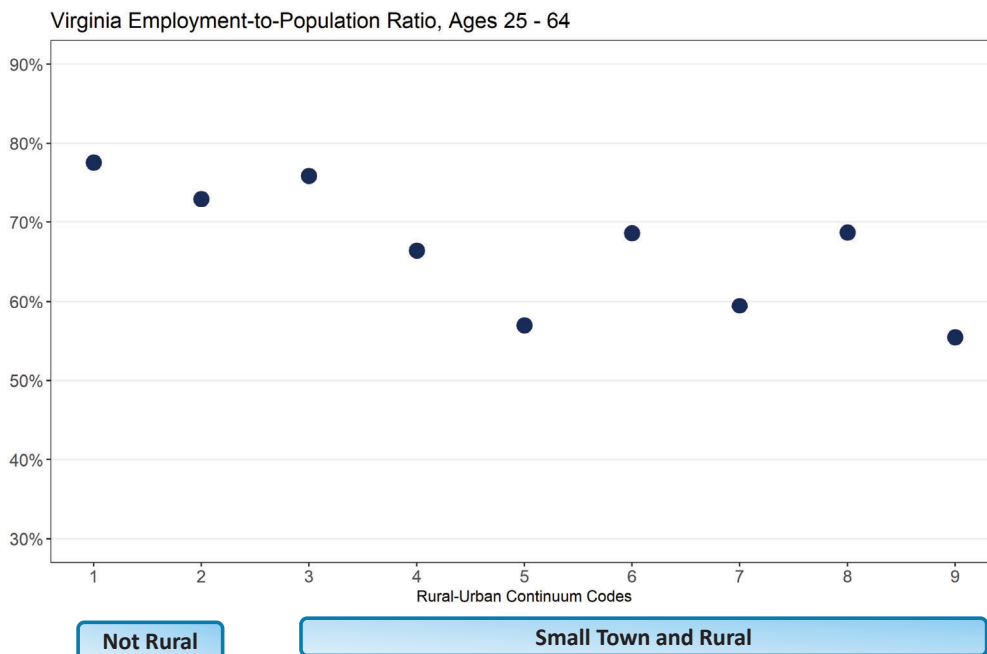


Source: Bureau of Labor Statistics/Haver Analytics

How do we categorize areas?

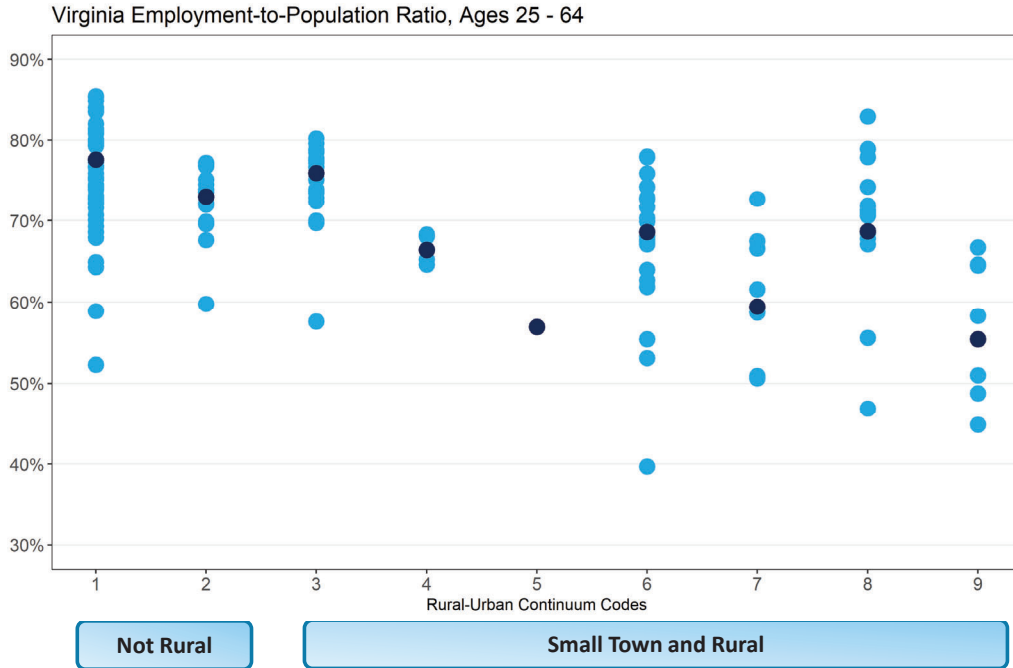


Employment tends to be lower in rural counties in Virginia...



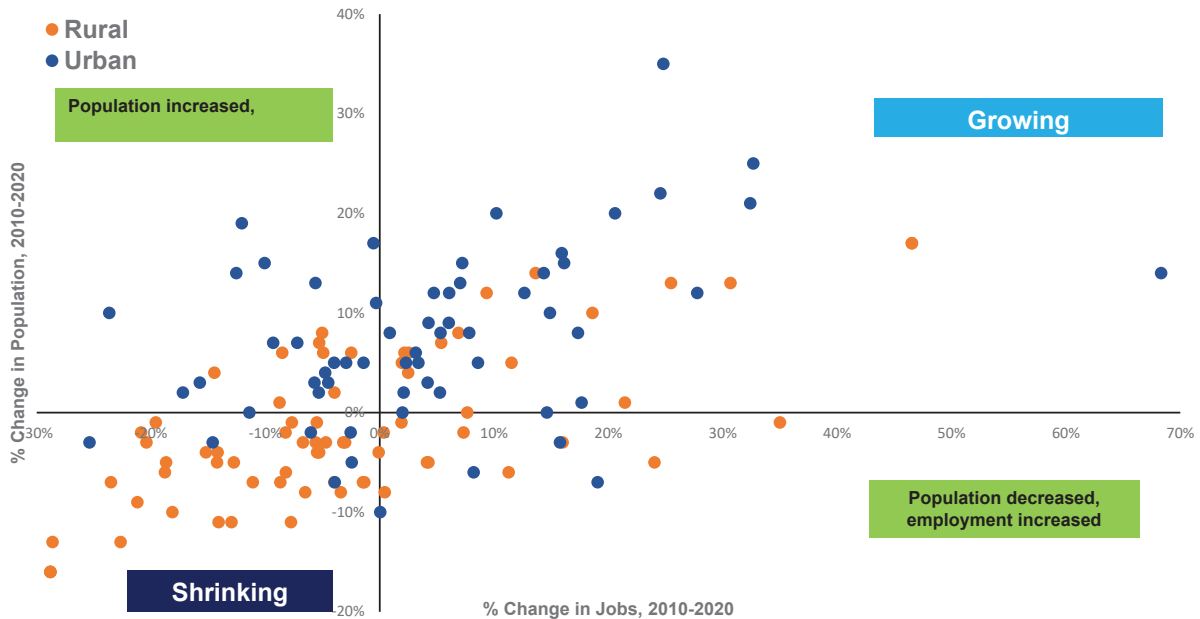
Sources: U.S. Census Bureau 2016-2020 American Community Survey (ACS) 5-year estimates; U.S. Department of Agriculture Rural-Urban Continuum Codes

... but there's a lot of variation



Sources: U.S. Census Bureau 2016-2020 American Community Survey (ACS) 5-year estimates; U.S. Department of Agriculture Rural-Urban Continuum Codes

More urban areas are more likely to be growing, but again there is a lot of variation

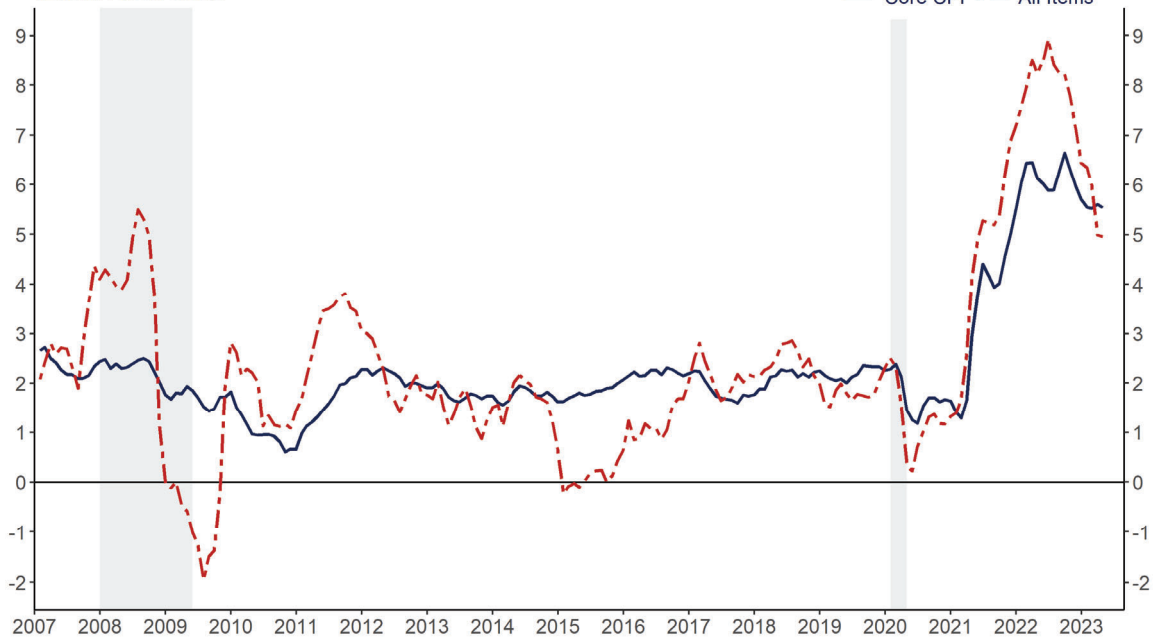


Sources: U.S. Census Bureau Vintage Population Estimates; U.S. Bureau of Labor Statistics Quarterly Census of Employment and Wages (QCEW); U.S. Department of Agriculture Rural-Urban Continuum Codes

Inflation is falling, but remains high

Consumer Price Indexes

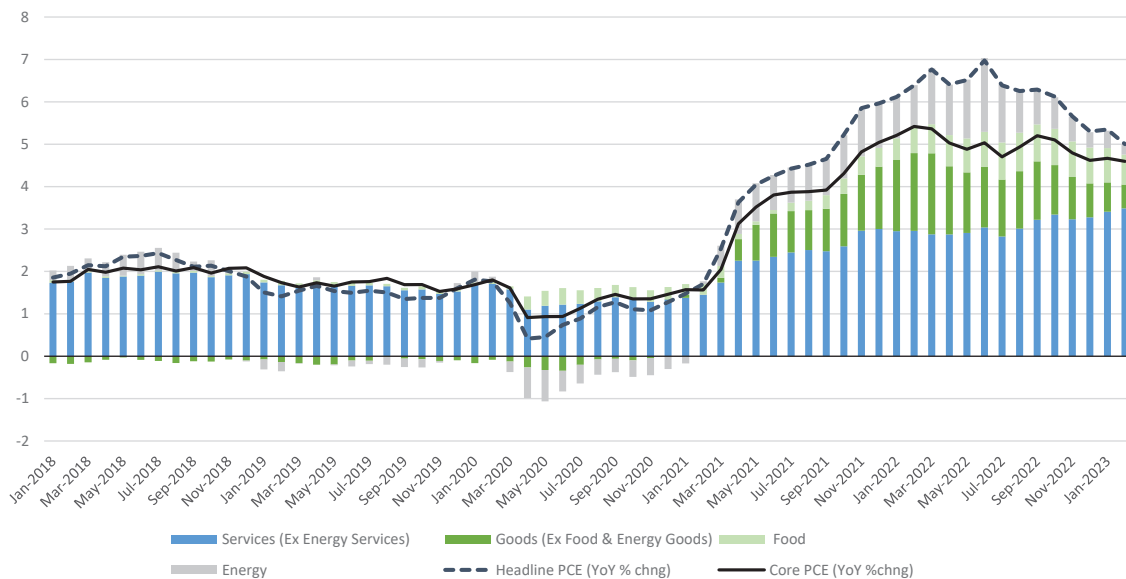
12 Month Percent Change



Source: Bureau of Labor Statistics/ Haver Analytics

Inflation is now being driven by services and rent price growth

Contribution to Headline YoY PCE Inflation



Source: Bureau of Economic Analysis via Haver Analytics

The key questions of the day

What do we know about current (and future) economic activity?

- Growth is cooling from 2022
- There is more apparent weakness in the business sector than in the consumer sector

Where are we on inflation and how is policy responding?

- Inflation is falling, but remains high
- Unlike in 2021/early 2022 when the price of goods was growing quickly, inflation is now driven by growth in service prices and, particularly, rents
- The FOMC has continued to raise the target fed funds rate

What do we know about labor market conditions?

- Job growth continues apace and there are still a record number of job openings for every unemployed worker in the U.S.
- The unemployment rate continues to be at an historic low
- Employment growth in Virginia continues to trail the U.S. and its southern neighbors



25

We Want To Hear From You! Sign up to be a Survey Panelist!

By participating, you can:

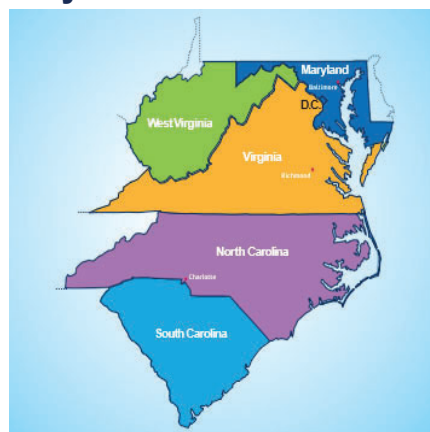
- Inform monetary policy-making
- Get access to information from our Fed economists

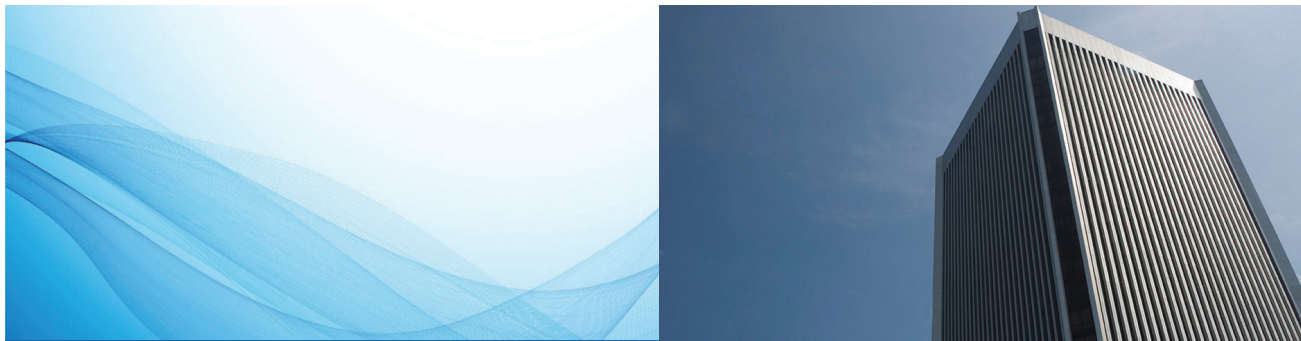
Responding to our business survey will:

- Take about 7 minutes each month
- Be confidential. Your personal information and responses will never be shared.

To sign-up, you can:

- Tell me!
- Email our Survey Director Jason Kosakow at jason.kosakow@rich.frb.org
- Follow this link to sign-up yourself: bit.ly/SurvBizForm
- Scan the QR code on the right





Questions?
sonya.waddell@rich.frb.org



Agencywide Line Item Revenues and Expenditures

Roanoke Valley-Alleghany Regional Commission
 Period: 7/1/2022 to 5/31/2023
 With Indirect Detail

Run Date: 06/12/2023
 Run Time: 10:45:52 AM
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Code	Description	Budget	Current	YTD	Un/Over	% Bud
Revenues						
40000	ARC	76,506.00	0.00	89,438.88	(12,932.88)	116.90 %
40200	FEDERAL - PL	527,512.00	0.00	185,054.06	342,457.94	35.08 %
40210	VDOT PL	65,939.00	0.00	23,131.76	42,807.24	35.08 %
40351	FEDERAL HIGHWAY ADMINISTRATION	751.00	0.00	751.29	(0.29)	100.04 %
40400	VDHCD ALLOCATION	89,971.00	0.00	67,478.00	22,493.00	75.00 %
40410	ROANOKE VALLEY BROADBAND AUTH	6,000.00	43.60	3,703.60	2,296.40	61.73 %
40500	VIRGINIA DEPT EMERGENCY MGMT	49,923.00	0.00	0.00	49,923.00	0.00 %
40570	ECONOMIC DEVELOPMENT ADMINIS1	84,344.00	0.00	49,344.07	34,999.93	58.50 %
40580	ARP ACT COLLECTIVE RESPONSE	175,001.00	0.00	277,033.37	(102,032.37)	158.30 %
40581	ARP ACT ROANOKE COUNTY	53,616.00	0.00	0.00	53,616.00	0.00 %
40585	SAMHSA	227,296.00	0.00	47,773.87	179,522.13	21.02 %
40600	ALLEGHANY COUNTY	11,668.00	0.00	11,668.00	0.00	100.00 %
40604	WVRIFA	25,000.00	0.00	18,749.97	6,250.03	75.00 %
40699	BEDFORD COUNTY	240.00	0.00	240.00	0.00	100.00 %
40700	BOTETOURT COUNTY	36,441.00	0.00	36,441.00	0.00	100.00 %
40800	CLIFTON FORGE	3,555.00	0.00	3,555.00	0.00	100.00 %
40900	COVINGTON	5,737.00	0.00	5,737.00	0.00	100.00 %
41000	CRAIG COUNTY	4,892.00	0.00	4,892.00	0.00	100.00 %
41010	FRANKLIN COUNTY	49,574.00	0.00	49,574.00	0.00	100.00 %
41020	MONTGOMERY COUNTY	201.00	0.00	201.00	0.00	100.00 %
41100	CITY OF ROANOKE	179,975.00	4,942.89	146,222.61	33,752.39	81.25 %
41200	ROANOKE COUNTY	105,980.00	6,220.90	112,200.90	(6,220.90)	105.87 %
41210	ROCKY MOUNT	4,903.00	0.00	4,903.00	0.00	100.00 %
41300	SALEM	30,481.00	1,774.22	32,255.22	(1,774.22)	105.82 %
41400	VINTON	9,701.00	564.13	10,265.13	(564.13)	105.82 %
41500	VDRPT/FTA - TRANSIT	168,355.00	0.00	132,376.00	35,979.00	78.63 %
41600	VDRPT/STATE TRANSIT	21,045.00	0.00	16,548.00	4,497.00	78.63 %
41800	VDOT/SPR RURAL TRANSP	58,000.00	0.00	30,647.94	27,352.06	52.84 %
41900	VDRPT - RIDESHARE	154,633.00	4,816.00	80,911.00	73,722.00	52.32 %
41902	VDRPT	89,977.00	0.00	11,859.00	78,118.00	13.18 %
41950	VIRGINIA HOUSING	881,380.00	0.00	60,780.72	820,599.28	6.90 %
42100	DEPT ENVIRONMENTAL QUALITY	58,000.00	0.00	27,463.12	30,536.88	47.35 %
42150	VIRGINIA ENVIRONMENTAL ENDOWM	21,551.00	0.00	13,002.51	8,548.49	60.33 %
43000	INTEREST INCOME	14,000.00	4,958.66	35,209.50	(21,209.50)	251.50 %
43200	MISCELLANEOUS INCOME	3,500.00	0.00	1,597.57	1,902.43	45.64 %
43250	SPONSORSHIPS	2,000.00	215.00	2,051.75	(51.75)	102.59 %
43707	SERDI	1,538.00	0.00	1,538.00	0.00	100.00 %
44700	DEPT OF FORESTRY	8,850.00	0.00	0.00	8,850.00	0.00 %
49000	CARRYOVER FUNDS	42,228.00	0.00	42,228.22	(0.22)	100.00 %
Revenues		3,350,264.00	23,535.40	1,636,827.06	1,713,436.94	48.86 %
Expenses						
50000	SALARIES	1,020,528.00	68,953.97	806,345.62	214,182.38	79.01 %
50500	FRINGE BENEFITS	330,773.00	20,599.35	252,857.01	77,915.99	76.44 %
52000	INSURANCE	5,200.00	371.33	4,529.13	670.87	87.10 %
52100	SUPPLIES	27,429.00	225.23	6,932.52	20,496.48	25.27 %
52200	POSTAGE	2,000.00	0.00	626.02	1,373.98	31.30 %
52300	SUBSCRIPTIONS	4,625.00	86.34	575.65	4,049.35	12.45 %
52400	DUES	14,000.00	633.32	16,042.50	(2,042.50)	114.59 %
52500	PRINTING	1,150.00	0.00	499.12	650.88	43.40 %
52700	TRAINING	10,133.00	125.00	5,599.64	4,533.36	55.26 %
52800	TELEPHONE & INTERNET	9,971.00	610.84	6,105.18	3,865.82	61.23 %
52900	TRAVEL	48,936.00	1,510.55	20,629.55	28,306.45	42.16 %
53000	AUDIT FEES	12,100.00	0.00	12,100.00	0.00	100.00 %
53200	CONFERENCES	11,475.00	350.00	7,065.01	4,409.99	61.57 %
53300	FURNITURE & EQUIPMENT	4,000.00	0.00	2,732.34	1,267.66	68.31 %
53400	DEPRECIATION F & E	550.00	0.00	0.00	550.00	0.00 %
53500	MAIN F & E	9,500.00	1,704.63	8,861.48	638.52	93.28 %
53600	MISCELLANEOUS	2,000.00	6.27	832.65	1,167.35	41.63 %
53650	BANK FEES	1,100.00	88.83	976.82	123.18	88.80 %
53700	ADVERTISING	43,500.00	4,586.30	22,634.11	20,865.89	52.03 %
53800	RECRUITMENT	1,600.00	1,677.89	4,374.52	(2,774.52)	273.41 %
53900	MEETINGS	9,800.00	539.30	9,250.75	549.25	94.40 %
54100	LEGAL FEES	15,500.00	495.00	5,557.50	9,942.50	35.85 %
54400	CONTRACT SERVICES	1,293,916.00	5,174.43	174,569.38	1,119,346.62	13.49 %
54900	COMPUTER SERVICES	46,391.00	2,373.09	23,746.85	22,644.15	51.19 %
55000	DEPRECIATION COMP EQUIPT	1,040.00	86.43	950.73	89.27	91.42 %
55200	UTILITIES	13,500.00	1,014.32	13,062.56	437.44	96.76 %
55300	LEASE PAYMENTS	5,000.00	393.52	4,328.72	671.28	86.57 %
55800	BUILDING MAINTENANCE	36,000.00	1,934.00	36,051.19	(51.19)	100.14 %
56000	DEPRECIATION BUILDING	13,000.00	773.20	8,233.16	4,766.84	63.33 %
90000	OPERATING RESERVE	355,547.00	0.00	0.00	355,547.00	0.00 %
Expenses		3,350,264.00	114,313.14	1,456,069.71	1,894,194.29	43.46 %
Agency Balance		0.00	(90,777.74)	180,757.35		

Balance Sheet

Roanoke Valley-Alleghany Regional Commission
 Period From : 7/1/2022 to 5/31/2023

Run Date: 6/8/23
 Run Time: 3:11:53 pm

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Assets:

10000	CASH IN BANK TRUIST (OLD BB&T)	97,198.88
10050	LGIP INVESTMENT	1,224,479.18
10300	PETTY CASH	150.00
10700	A/R GRANTORS	21,432.68
10800	A/R CONTRACTS	43.60
10900	PREPAID EXPENSES	5,609.35
11000	PREPAID INSURANCE	12,700.10
11600	PREPAID PHYSICAL ASSETS	608,262.89
11700	PHYSICAL ASSETS, ACCUM DEP	(381,660.00)
12200	PREPAID COMPUTER EQUIPT	5,185.96
12300	COMPUTER EQUIPT, ACC DEP	(1,210.02)
12500	PREPAID TELEPHONE EQUIPT	1,591.00
12600	TELEPHONE EQUIPT, ACC DEP	(1,591.00)
12800	PREPAID DUES	2,533.44
	Total Assets:	1,594,726.06

Liabilities:

20000	ACCOUNTS PAYABLE	13,475.13
20100	ACCOUNTS PAYABLE1	5,986.86
20300	ACCRUED ANNUAL LEAVE	28,718.40
20400	FICA WITHHELD	2,705.73
20500	FEDERAL TAX WITHHELD	2,714.87
20600	STATE TAX WITHHELD	1,034.56
20700	RETIREMENT	4,504.95
20800	DEFERRED REVENUE	769.00
21200	BUILDING FUND	15,000.00
	Total Liabilities:	74,909.50

Projects

30100	REGIONAL/LOCAL PROJECTS	(101,651.48)
30140	EDA	(20,838.95)
30210	TREE CANOPY	15,560.02
30300	INDUSTRIAL FACILITY AUTHORITY	4,961.09
30305	VIRGINIA ENVIRONMENTAL ENDOWMENT	(8,114.72)
30306	CHESAPEAKE BAY	(24,895.33)
30307	VIRGINIA HOUSING	(2,587.35)
30500	RURAL TRANSPORTATION	(6,145.28)
30600	PL TRANSPORTATION	(17,928.19)
30800	VDRPT/FTA TRANSPORTATION	(67,158.44)
30880	HUD COMMUNITY RESOURCES-CDBG	(1,239.00)
30900	RIDESOLUTIONS	(28,589.59)
30901	REGIONAL BIKE COORDINATION	9,703.37
30903	ROANOKE RIVER BLUEWAY	35,217.86
30905	BROADBAND	309.67
30906	SERDI	31.46
31700	ROANOKE VALLEY COLLECTIVE RESPONSE	168,129.15

Balance Sheet

Roanoke Valley-Alleghany Regional Commission
 Period From : 7/1/2022 to 5/31/2023

Run Date: 6/8/23
 Run Time: 3:11:53 pm

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31710	SAMHSA FUNDING	(53,930.86)
35106	ARC 2023	(10,403.96)
37605	COMMUTER OPERATING ASSISTANCE	(1,458.29)
39000	GENERAL OPERATING FUND	291,786.16
39400	UNRESTRICTED FUND BALANCE & INVEST CA	1,335,445.32
	Total Projects	1,516,202.66
	Total Liabilities and Projects	1,591,112.16
	Net Difference to be Reconciled	3,613.90
	Total Adjustment	3,613.90
	Unreconciled Balance	0.00

Reconciling Items

(1)	Paid Salaries are Timesheets show Difference	802,731.72 802,731.72 0.00
(2)	Leave accrued this year	3,613.90
(3)	Fringe Pool is Fringe allocated Difference	252,857.02 252,857.01 (0.01)
(4)	Indirect Pool is Indirect Allocated Difference	268,927.67 268,927.68 0.01
	Total adjustments	3,613.90



Executive Committee Report
SUBJ: Proposed FY 2024 Budget

Members of the Roanoke Valley-Alleghany Regional Commission's Executive Committee met on May 18, 2023 to discuss the proposed FY 2024 Budget.

Revenues

- The per capita dues rate remains at \$1.00 per capita for FY 2024 and the TPO dues remain at 15 cents per capita.
- Funding from the General Assembly, which authorizes funding to Regional Commissions in the Commonwealth, is included. These funds are distributed by the Virginia Department of Housing and Community Development. The funding amount will remain unchanged for FY24.
- Federal Highway Administration funding increased by \$74,763 for FY24 which results in an increase in state match and local match as well. These funding increases are due to the federal Infrastructure and Jobs Act funding bill that was approved in FY22.
- New funding was awarded from VDOT for the Glade Creek Phase III preliminary engineering in the amount of \$275,000.
- The Department of Forestry awarded new funding of \$24,860 with contributing match total of \$15,560 from the localities of City of Roanoke, Roanoke County, City of Salem and Town of Vinton.
- Virginia Department of Emergency Management awarded funds to update the regional hazard mitigation plan. The funding is \$63,900 with the Commission providing a \$21,300 match.
- The Appalachian Regional Commission and Economic Development Administration continue to provide funding to further their programs in the area and the Commission provides an equal match to their funds.
- In FY22, the City of Roanoke provided the Roanoke Valley Collective Response with American Rescue Plan funding of \$390,000, to be used over a three-year period to facilitate combating the opioid addiction crisis. The 3rd year of this funding usage will occur in FY24. Additionally, Roanoke County also provided American Rescue Plan funds of \$200,000 which are included in the budget for same.
- The federal Substance Abuse and Mental Health Administration Department of Health and Human Services (SAMHSA) grant awarded in FY23, which provides funding for peer recovery specialists to assist local first responders with services for the opioid addiction crisis will continue into FY24 as well. This is a four-year grant.
- Virginia Housing grant to produce housing units will continue into FY24.

Expenses

- Salary and fringe costs remain on track based on mix of staff tenure.
- Contract costs have increased due to STBG and SAMHSA grant funding projects.
- Operating Contingency Reserve for FY24 consists of a carryforward of Blueway, Federal Highway Transportation, Roanoke County ARP Act, and Commission funds to continue operations in future years.

Member Governments: Counties of Alleghany, Botetourt, Craig, Franklin, and Roanoke, Cities of Covington, Roanoke and Salem, Towns of Clifton Forge, Rocky Mount and Vinton

- Although the budget is balanced there is an included request for funding in the amount of \$90,000 for a Commission website upgrade and new Commission Strategic Plan for future years.

COMMITTEE RECOMMENDATION: The Executive Committee recommends that the Roanoke Valley-Alleghany Regional Commission adopt the proposed FY 2024 Budget at its meeting on June 22, 2023.

**Roanoke Valley Alleghany Regional Commission
Budget Comparison FY2023 to FY2024**

	Budget 2023 Revenues	DRAFT Budget 2024 Revenues	Change
Revenues:			
Localities Per Capita Regional Commission	\$ 336,211	\$ 335,084	\$ (1,127)
Localities Per Capita TPO	\$ 35,882	\$ 35,825	\$ (57)
Blueway Funding From Localities	\$ 11,491	\$ 11,491	\$ -
Department of Housing & Community Development	\$ 89,971	\$ 89,971	\$ -
Federal Highway Administration - PL	\$ 527,512	\$ 602,275	\$ 74,763
Virginia Department of Transportation - PL	\$ 65,939	\$ 75,284	\$ 9,345
Federal Highway Administration - SPR	\$ 58,000	\$ 58,000	\$ -
Federal STBG VDOT Glade Creek Funding	\$ -	\$ 275,000	\$ 275,000
Virginia Department Rail & Public Transit, FTA Federal	\$ 168,355	\$ 171,101	\$ 2,746
Virginia Department Rail & Public Transit, FTA State	\$ 21,045	\$ 21,388	\$ 343
VA Dept. Rail & Public Transit, RideSolutions (Roanoke)	\$ 154,633	\$ 171,942	\$ 17,309
Virginia Department Rail & Public Transit, FTA Travel Study	\$ 89,977	\$ 8,362	\$ (81,615)
Virginia Department Rail & Public Transit RideSolutions Plan	\$ -	\$ 52,458	\$ 52,458
Federal Highway Administration	\$ 751	\$ -	\$ (751)
City of Roanoke Better Bus Stops	\$ 47,762	\$ 85,246	\$ 37,484
Federal Economic Development Administration	\$ 84,344	\$ 84,344	\$ -
Virginia Department of Forestry	\$ 8,850	\$ 29,860	\$ 21,010
Tree Canopy Contribution from Localities	\$ -	\$ 15,560	\$ 15,560
Virginia Department of Environmental Quality	\$ 58,000	\$ 58,000	\$ -
Roanoke Valley Broadband Authority	\$ 6,000	\$ 1,200	\$ (4,800)
Virginia Environmental Endowment	\$ 21,551	\$ 33,076	\$ 11,525
Virginia Department of Emergency Management	\$ 49,923	\$ 63,900	\$ 13,977
Appalachian Regional Commission	\$ 76,506	\$ 76,506	\$ -
City of Roanoke Bike Coordination	\$ 12,000	\$ 12,000	\$ -
ARP ACT City of Roanoke Carryover	\$ 175,003	\$ 126,031	\$ (48,972)
Collective Response-Roanoke County	\$ 53,616	\$ 200,000	\$ 146,384
Department of Health & Human Services-Peer Recovery	\$ 227,296	\$ 399,941	\$ 172,645
Western Virginia Regional Industrial Facility Authority	\$ 25,000	\$ 25,000	\$ -
Virginia Housing	\$ 881,380	\$ 734,299	\$ (147,081)
SERDI Website Administration Contract	\$ 1,538	\$ 1,538	\$ -
RVARC Interest Income	\$ 14,000	\$ 10,000	\$ (4,000)
Miscellaneous Income	\$ 3,500	\$ -	\$ (3,500)
Sponsorships	\$ 2,000	\$ 2,000	\$ -
Blueway Carryover	\$ 32,147	\$ 30,377	\$ (1,770)
Regional Bike Carryover	\$ 10,081	\$ 2,000	\$ (8,081)
Total Revenues	\$ 3,350,264	\$ 3,899,059	\$ 548,795

	Budget 2023 Expenditures	DRAFT Budget 2024 Expenditures	Change
Expenses			
Salaries	\$ 1,020,528	\$ 1,049,557	\$ 29,029
Fringe Benefits	\$ 330,773	\$ 319,691	\$ (11,082)
Advertising	\$ 7,500	\$ 5,565	\$ (1,935)
Advertising-RIDE Solutions	\$ 36,000	\$ 46,000	\$ 10,000
Auditing Fees	\$ 12,100	\$ 16,000	\$ 3,900
Bank Fees	\$ 1,100	\$ 1,100	\$ -
Building Maintenance	\$ 36,000	\$ 40,000	\$ 4,000
Building Depreciation	\$ 13,000	\$ 14,000	\$ 1,000
Computer Services & Software	\$ 46,391	\$ 30,597	\$ (15,794)
Computer Equipment Depreciation	\$ 1,040	\$ -	\$ (1,040)
Conferences	\$ 11,475	\$ 11,325	\$ (150)
Contracts	\$ 1,293,916	\$ 1,713,950	\$ 420,034
Dues and Subscriptions	\$ 18,625	\$ 18,050	\$ (575)
Furniture and Equipment	\$ 4,000	\$ 10,000	\$ 6,000
Furniture and Equipment Depreciation	\$ 550	\$ 500	\$ (50)
Insurance	\$ 5,200	\$ 5,500	\$ 300
Lease on copier	\$ 5,000	\$ 5,000	\$ -
Legal Fees	\$ 15,500	\$ 8,250	\$ (7,250)
Maintenance Contract (Varney)	\$ 5,200	\$ 5,000	\$ (200)
Maintenance Contract (Elevator)	\$ 4,300	\$ 5,000	\$ 700
Miscellaneous	\$ 2,000	\$ 2,100	\$ 100
Meetings	\$ 9,800	\$ 11,050	\$ 1,250
Postage	\$ 2,000	\$ 2,050	\$ 50
Printing	\$ 1,150	\$ 3,000	\$ 1,850
Recruitment	\$ 1,600	\$ 1,000	\$ (600)
Supplies	\$ 27,429	\$ 26,100	\$ (1,329)
Telephone & Internet	\$ 9,971	\$ 8,545	\$ (1,426)
Staff Training	\$ 10,133	\$ 5,150	\$ (4,983)
Travel	\$ 48,936	\$ 45,821	\$ (3,115)
Utilities	\$ 13,500	\$ 14,000	\$ 500
Operating Contingency Reserve-grant carryforwards	\$ 355,547	\$ 475,158	\$ 119,611
Total Expenses	\$ 3,350,264	\$ 3,899,059	\$ 548,795
Budget Difference	\$ -	\$ -	\$ -

Requested Use of Reserve:

RVARC Strategic Plan	\$	15,000.00
RVARC Website	\$	75,000.00



2023 Nominating Committee Report

The Regional Commission Bylaws state that the Chair and Vice Chair shall be elected at the regular June meeting held in each odd-numbered year for a two-year term commencing at the October annual meeting following the election and terminating at the October meeting two years later.

At the April 2023 meeting of the Commission, Chair North appointed a Nominating Committee, consisting of Mayor Brad Grose, Billy Martin, Lorie Smith, and Stephanie Moon Reynolds, to recommend individuals to serve as the next Chair and Vice-Chair. The Committee met on May 25th and is holding an email vote to select the candidates for the officer positions.

Recommendation of the Nominating Committee

The Nominating Committee is recommending the following slate of nominees be considered to serve as Regional Commission officers for the coming two years (October 2023 – October 2025):

- Chair: Jim Wallace (City of Salem representative)
- Vice Chair: Lorie Smith (Franklin County representative)

(*Additional nominations may be made from the floor during the meeting at which the election is held.)

Selections of Treasurer and Secretary

Article V, Section 9 of the Commission Bylaws states... “The appointed officers of the Commission shall be a Treasurer and Secretary, who shall be appointed by the Commission membership for terms of two years to run concurrent with those of the elected officers. The Treasurer shall be a member of the Commission. The Secretary need not be a member of the Commission. Both the Treasurer and Secretary may succeed themselves in office. Vacancies occurring in the office of Treasurer and Secretary may be filled by appointment by the Commission Chair subject to ratification by the Commission.”

Presently, Dean Martin (Roanoke County representative) serves as Treasurer, and Jeremy Holmes serves as Secretary. Both have expressed interest in serving for another two year term.



Roanoke Valley-Alleghany

REGIONAL
commission

rvarc.org

313 Luck Avenue, SW | Roanoke, Virginia 24016 | P: 540.343.4417 | F: 540.343.4416 | rvarc@rvarc.org

STAFF REPORT

SUBJ: 2023 Roanoke Valley-Alleghany Regional Comprehensive Economic Development Strategy (CEDS) Annual Update

Staff of the Roanoke Valley-Alleghany Regional Commission worked with the Roanoke Valley-Alleghany Regional Comprehensive Economic Development Strategy (CEDS) Committee in 2008 to develop the Roanoke Valley-Alleghany Regional CEDS document. The CEDS is updated annually and is a regional strategy that reflects local economic development needs and priorities. The CEDS planning process is a continuous process that enhances regional economic competitiveness and facilitates the implementation of regional priorities for investment. It establishes regional goals and objectives and includes a regional data profile, prioritized projects, performance measures, and an action plan for project implementation.

The CEDS Strategy Committee reviewed the 2023 Annual Update at their May 10, 2023 meeting and is forwarding the draft to the Regional Commission for action at their June 22, 2023 meeting. The 2023 Roanoke Valley-Alleghany Regional CEDS Annual Update will be submitted to the U.S. Economic Development Administration (EDA) for their approval once it has been adopted by the Regional Commission. An EDA-approved CEDS is required in order to maintain designation as an Economic Development District.

A draft of the 2023 Roanoke Valley-Alleghany Regional CEDS Annual Update may be accessed via a link from the CEDS project website at <http://rvarc.org/CEDS>.

RECOMMENDATION: Staff recommends approval of the 2023 Roanoke Valley-Alleghany Regional Comprehensive Economic Development Strategy Annual Update, as presented, and adoption of the attached supporting resolution.

Member Governments: Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke, Cities of Covington, Roanoke and Salem, Towns of Clifton Forge, Rocky Mount and Vinton



Roanoke Valley-Alleghany

REGIONAL
commission

rvarc.org

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The 22th day of June, 2023

RESOLUTION

Approving the 2023 Roanoke Valley-Alleghany Regional Comprehensive Economic Development Strategy (CEDS) Annual Update

WHEREAS, in 2007 the Roanoke Valley-Alleghany Regional Commission updated its Strategic Plan, which called for the development of a regional Comprehensive Economic Development Strategy (CEDS) for the Roanoke Valley-Alleghany region and for pursuing designation as an Economic Development District by the U.S. Economic Development Administration; and

WHEREAS, the Roanoke Valley-Alleghany Regional Comprehensive Economic Development Strategic Committee has been engaged in reviewing CEDS priority projects and in preparing the 2023 CEDS, which fulfills requirements as set forth by the Economic Development Administration in applicable federal regulations pertaining to CEDS reports; and

WHEREAS, the CEDS planning process is a continuous planning process that will enhance regional economic competitiveness and will prove vital in implementing regional priorities for investment.

NOW, THEREFORE, BE IT RESOLVED, that the Roanoke Valley-Alleghany Regional Commission does hereby approve the *2023 Roanoke Valley-Alleghany Regional Comprehensive Economic Development Strategy Annual Update*, as presented.

Phil North
Chair

Member Governments: Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke, Cities of Covington, Roanoke and Salem, Towns of Clifton Forge, Rocky Mount and Vinton



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STAFF REPORT

June 22, 2023

SUBJ: Adoption of Roanoke River Blueway Advisory Committee Bylaws

The Roanoke River Blueway Advisory Committee was first formed in 2014 to guide the *Roanoke River Blueway* promotional and outreach efforts of the Commission. The goal of this effort is to promote the Roanoke River as a tourism, recreation, and economic development amenity for the localities through which it runs. This includes the development and installation of signage along the river; the design, printing, and distribution of brochures and other promotional materials; and assistance with development of infrastructure such as put-ins. This effort is funded through annual contributions from member governments averaging approximately \$11,491 per year.

In FY23, the Blueway funds totaled \$40,825.05, which included \$29,334.05 of carryover from FY22. Funding was allocated to staff time in the amount of \$7,476.00. Expenditures in FY21 and FY22 have included \$10,000 allocated to Wayside Park access improvements as match for a grant from Roanoke Outside and \$3,389.64 in signage printing for wayfinding signage at access locations. Expected costs in FY24 include a \$10,000 grant match for improvements at 13th Street/Bennington and further wayfinding signage. The budget for FY24 is under development.

At the request of Executive Director Jeremy Holmes, Senior Planner Amanda McGee, who staffs the Blueway Committee, has worked this fiscal year to create formal bylaws to govern membership and operations in order to provide transparency for expenditures from this fund. These bylaws are enclosed.

Current membership of the Blueway Committee is proposed as follows:

Member Name	Organization
Rachel Pence	City of Roanoke
Katie Slusher	City of Roanoke
Jeff Caesar	City of Salem
Brian Epperley	Roanoke County
Lindsay Webb	Roanoke County
Nathan McClung	Town of Vinton
Matthew Micale (alternate Dawn Leonard)	Blue Ridge Parkway
Courtney Plastar	Clean Valley Council
Bill Tanger	Friends of the Rivers of Virginia
Frank Maguire	Greenway Commission
Liz Belcher	Pathfinders for Greenways



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The City of Salem and Town of Vinton both also have a second seat to which they may appoint a voting member. Appointments are made at the discretion of the local governing body.

Elections will be held over the summer following the establishment of the Blueway Committee membership and bylaws. A nominating committee has been appointed and includes Pete Eshelman (Roanoke Outside), Lindsay Webb (Roanoke County), and Amanda McGee (staff).

Recommended Action: Approve current membership and enclosed bylaws for the Roanoke River Blueway Advisory Committee.

**BYLAWS
of the
ROANOKE RIVER BLUEWAY ADVISORY COMMITTEE**

**ARTICLE I
NAME AND GENERAL AUTHORITY**

Section 1 The name of this committee shall be the Roanoke River Blueway Advisory Committee, hereinafter referred to as the “Blueway Committee”, and shall be a technical advisory committee to the Roanoke Valley-Alleghany Regional Commission, hereafter referred to as “RVARC.”

Section 2 As a part of the RVARC’s fiduciary responsibility to partner localities, state and federal agencies, and other stakeholders in pursuit of developing and marketing a regional blueway along the Roanoke River, the Blueway Committee is responsible for advising the RVARC Board and providing technical advice to RVARC staff on activities related to the Roanoke River Blueway.

Section 3 The Blueway Committee shall provide the RVARC subject matter expertise and technical advice pertaining to the distribution of funds to support the Roanoke River Blueway provided by member localities; as well as the development and maintenance of a Roanoke River Blueway Strategic Plan for development and preservation of this recreational asset; along with other programs as initiated by the staff of the RVARC or undertaken by the RVARC on behalf of its partner localities. The Blueway Committee shall also undertake other duties that may be requested by the RVARC.

**ARTICLE II
MEMBERSHIP**

Section 1 The membership of the Blueway Committee shall be composed of representatives of contributing member governmental subdivisions contained in the RVARC service area and other related organizations and stakeholders as deemed appropriate by the Blueway Committee and the RVARC Board.

Section 2 The Blueway Committee shall be composed of the following voting members.

- Members of financially contributing local governments:
 - City of Roanoke; two (2) Members
 - City of Salem; two (2) Members
 - County of Roanoke; two (2) Members
 - Town of Vinton; two (2) Members
- Additional stakeholders along the following areas of interest, as

needed, not to exceed seven (7) members:

- Non-contributing government agencies, one (1) member per interested government;
- Non-governmental land management organizations in the Roanoke River corridor, one (1) member per participating organization;
- Trail planning and building organizations, one (1) member per participating organization;
- Regional tourism organizations, one (1) member per participating organization ;
- Water quality organizations, one (1) member per participating organization;
- Outdoor recreation businesses with local outlets, one (1) member per organization;
- Interested citizen stakeholders.

- Section 3 No minimum number of additional stakeholders as defined in Article II, Section 2 is required to be represented on the Blueway Committee. Voting members may be added on recommendation of the Blueway Committee to the RVARC Board. Each fiscal year the roster of voting members of the Blueway Committee shall be provided to the RVARC Board as part of the annual report to that body.
- Section 4 Blueway Committee voting members representing specific stakeholder or member locality organizations shall be appointed by the director, chief administrative officer, or other principal management position of their respective organizations.
- Section 5 Roanoke River Blueway voting members shall be appointed for a term of two years following the RVARC fiscal year calendar of July through June.
- Section 6 Any representative may be re-appointed for consecutive terms.
- Section 7 In the case of a vacancy in the Blueway Committee voting membership, the voting membership position shall be filled by a member appointed by the organization listed in Article II Section 3 until the term of membership expires.
- Section 8 The Blueway Committee may invite non-voting, interested organizations to participate in Blueway Committee meetings. The non-voting members representing the interested organizations shall be appointed by their respective organizations.
- Section 9 All Blueway Committee members who are not employed by and representing a governmental agency must sign a Conflict of Interest form at the start of every fiscal year.

**ARTICLE III
MEETINGS**

- Section 1 Meetings of the Blueway Committee shall be held in the Conference Room of the Roanoke Valley-Alleghany Regional Commission unless otherwise designated by the Chair. Meetings shall be held bi-monthly at a date and time as determined by the Chair and the Secretary.
- Section 2 Meetings may be canceled if no business is to be conducted. Notice of cancellations shall be mailed or electronically communicated to each member at least five days prior to the scheduled meeting date.
- Section 3 Special meetings of the Blueway Committee shall be held at the discretion of the Chair.
- Section 4 Notice stating the time, date, place and agenda for all meetings of the Blueway Committee shall be mailed or electronically communicated to each member at least five days prior to the meeting date.

**ARTICLE IV
ATTENDANCE**

- Section 1 Whenever a voting member fails to attend three (3) consecutive meetings, the Secretary of the Blueway Committee shall notify the member by email. If five (5) consecutive meetings are missed, the Secretary will notify, by letter, both the member and the appointing agency, confirming the agency’s desire to retain the delinquent member as its representative. If six (6) consecutive meetings are missed by a representative of an additional stakeholder organization as defined in Article II, Section 2, the Chair may call for a vote to remove the stakeholder organization from the voting membership.

**ARTICLE V
VOTING RIGHTS AND PROCEDURES**

- Section 1 Each voting member in attendance shall be entitled to one equal vote in all matters before the Blueway Committee.
- Section 2 Except where indicated otherwise in these bylaws, all actions of the Blueway Committee shall be approved by a majority vote of the members present.
- Section 3 Six (6) voting members, with three (3) localities represented by at least one (1) voting member each, in attendance shall constitute a quorum at meetings of the Blueway Committee.

ARTICLE VI OFFICERS

- Section 1 The officers of the Blueway Committee shall include a Chair and a Vice Chair who shall be elected from the membership of the Blueway Committee.
- Section 2 The Chair and Vice Chair shall serve for a two-year term or until their successors are elected and shall be eligible for re-election for up to two consecutive terms or unlimited non-consecutive terms. The election of officers shall be held at the July meeting of every odd numbered year and those members elected to office shall assume their duties at the conclusion of the meeting.
- Section 3 At least one month prior to the election, the Chair shall appoint a nominating committee of at least two members. The nominating committee shall mail or electronically communicate to each Blueway Committee member the name(s) of the nominee(s) for the offices of Chair and Vice Chair one week prior to the meeting at which the election will be held. Additional nominations may be made from the floor at the time the elections are held.
- Section 4 The Chair shall preside over all Blueway Committee meetings, shall sign all actions necessary to carry out the will of the Blueway Committee, shall have the authority to assign routine administrative functions to the Secretary, and shall be eligible to vote on all matters before the Blueway Committee. The Chair of the Blueway Committee shall serve on the RVARC Board in a non-voting, ex-officio capacity.
- Section 5 The Vice Chair shall serve as Chair in the absence of the Chair.
- Section 6 A vacancy in the office of Chair or Vice Chair shall be filled for the unexpired term at an election during the next Blueway Committee meeting following occurrence of the vacancy, except that no such action shall be taken unless placed on the agenda mailed or electronically communicated to all members.
- Section 7 The Chair and Vice Chair of the Blueway Committee shall not be representatives of the same governmental subdivision nor of the same area of interest if representing a non-governmental agency.
- Section 8 A member of the staff of the Roanoke Valley – Alleghany Regional Commission shall be appointed as Secretary to the Blueway Committee by the Executive Director of the RVARC. The Chair shall appoint an acting Secretary in the absence of the appointed Secretary.
- Section 9 The Secretary shall prepare and maintain a permanent written record of all Blueway Committee proceedings and shall transmit notices and agenda to the membership and shall transmit a copy of the minutes of each Blueway Committee meeting to each member prior to the next regular meeting.

**ARTICLE VII
STANDING AND SPECIAL COMMITTEES**

- Section 1 The Blueway Committee may establish subcommittees and workgroups as far as it deems necessary and shall determine the instructions for and method of appointing members to each subcommittee.

- Section 2 All appointments to subcommittees and workgroups shall be for a term determined by the Blueway Committee.

- Section 3 The Chair of the Blueway Committee shall be an ex-officio member of all subcommittees and workgroups.

- Section 4 Reports of all subcommittees and workgroups shall be in writing and shall be made part of the permanent records of the Blueway Committee.

**ARTICLE VIII
AMENDMENT**

- Section 1 Any proposed amendment to these bylaws shall be mailed or electronically communicated to each member at least five (5) days prior to the meeting at which they are to be voted upon. A majority vote of eleven (11) members of the Blueway Committee, voting at a regular meeting, shall be required to recommend adoption to the RVARC of any proposed amendment to the bylaws.

**ARTICLE IX
EFFECTIVE DATE**

- Section 1 These bylaws and any amendments shall become effective immediately upon approval by the RVARC Board.