



Roanoke Valley-Alleghany

# REGIONAL commission

rvarc.org

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March 17, 2016

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

**DATE:** Thursday, March 24, 2016

**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 ..... *Chairman Wagner*
2. Approval of Consent Agenda Items ..... *Chairman Wagner*
  - A. February 25, 2016 Minutes, pp. 3-6
  - B. Financial Report Ending 2/29/16, pp. 7-10
3. Chairman’s Report ..... *Chairman Wagner*
  - Work Program Update
  - VAPDC Winter Conference Update, Past Chair, Billy Martin, Sr.
4. Executive Director’s Report ..... *Wayne Strickland*
  - Commission’s Legislative Website
  - Regional Legislative Agenda
5. **Presentation:** “What GO Virginia Means for Our Region” ..... *Christopher D. Lloyd  
McGuire Woods Consulting*
6. Update on Broadband Activities in the Region ..... *Matt Miller*

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

**Agenda (Cont'd)**  
**Page 2**

7. Adoption of Resolution Approving the FY 2017 Rural Transportation ..... *Bryan Hill*  
Planning Work Program Scope of Work, p. 11 and Attachment #1
8. RIDE Solutions Program Update ..... *Jeremy Holmes*
9. Other Business
10. Comments from Commission Members and/or Public
11. Adjournment

**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](mailto:bhill@rvarc.org) no later than 48 hours in advance of the posted meeting.



## **MINUTES**

The February meeting of the Roanoke Valley-Alleghany Regional Commission was held on Thursday, February 25, 2016 at 3:00 pm at the Roanoke Valley-Alleghany Regional Commission office (Top Floor Conference Room), 313 Luck Avenue, SW, Roanoke, VA.

### **Voting Members Present**

Shannon Cox  
Richard Shull  
Erin Henderson  
Billy Martin, Sr.  
Clay Goodman, III  
Bob Camicia  
Ronnie Thompson  
Charles Wagner, *Chair*  
Chris Whitlow  
Tom Gates  
Joe McNamara  
Dean Martin  
Joe McNamara  
Lee Osborne  
Bill Bestpitch  
Ray Ferris  
Chris Morrill  
Braxton Naff  
Jane Johnson  
Ben Tripp (*Alt. for Melinda Payne*)  
Johnette Roberts  
James Ervin  
Mayor Brad Grose  
Barry Thompson

### **Non-Voting Liaison Members**

Teresa Hammond  
Joyce Waugh

### **Representing**

Alleghany County  
Alleghany County  
Botetourt County  
Botetourt County  
Craig County  
Franklin County  
Franklin County  
Franklin County  
Franklin County  
Roanoke County  
Roanoke County  
Roanoke County  
Roanoke County  
Roanoke County  
City of Roanoke  
City of Salem  
City of Salem  
Town of Clifton Forge  
Town of Rocky Mount  
Town of Vinton  
Town of Vinton

### **Representing**

Alleghany Highlands Chamber of  
Commerce and Tourism  
Roanoke Regional Chamber of  
Commerce

1. **CALL TO ORDER, ROLL CALL AND INTRODUCTIONS**

Chairman Wagner called the meeting to order at 3:00 pm. A quorum was present. Guests in attendance: Dr. Stephanie Harper, Roanoke City and Alleghany Health District; and Gwen Mason and guest, U.S. Senator Kaine – Roanoke and Shenandoah Valley Office.

2. **APPROVAL OF CONSENT AGENDA ITEMS**

The following Consent Agenda items were distributed earlier: (A) January 24, 2016 Minutes, and (B) Financial Report ending 1/31/16.

**Regional Commission Action:**

Mr. Martin moved approval of items A&B under the Consent Agenda, as distributed. The motion was seconded by Mr. Bestpitch and carried.

3. **EXECUTIVE DIRECTOR'S REPORT**

- **GO Virginia Initiative** – An update on *GO Virginia's* funding provisions, included in both the House and Senate proposed budget plans (as of 2/24/16), was distributed at the meeting. The House includes a total of \$32.5 million, while the Senate funds the program at \$38 million. The State will establish a Statewide Council (an oversight council) in charge of establishing the boundaries of regional councils and reviewing grant applications from the regional councils. There will probably be 8 to 10 regional councils formed throughout the Commonwealth. It is hoped that the boundaries of the regional councils will follow the general boundaries of existing Planning District/Regional Commissions, but that is not certain at this point. Commission members discussed the issue of boundaries and the consensus was that we should try to partner with the New River Valley in forming a regional council.
- **Main Street Program** – This item was discussed at an earlier meeting. Wayne Strickland followed up by stating that localities are allowed to share coordinators for their Main Street Programs. For localities interested in this option, contact staff member Eddie Wells ([ewells@rvarc.org](mailto:ewells@rvarc.org)) for more information.
- **President's FY 2017 Budget** – Mr. Strickland noted that the President has proposed his FY 2017 Budget to Congress. The Budget reflects changes in funding for Transportation (an increase); Housing and Urban Development (a decrease in CDBG but an increase in funding for homelessness); and Economic Development (an increase in USDA's Rural Development).
- A \$3,500 urban grant from the Department of Forestry was awarded to the Regional Commission for Arbor Day events (tree plantings) in several communities. This was a multi-jurisdictional application involving Roanoke County, the City of Salem and the Town of Vinton.

4. **PRESENTATION ON THE HEALTH OPPORTUNITY INDEX**

Dr. Stephanie Harper, Director of the Roanoke City and Alleghany Health District, presented "The Opportunity for Improving Health in Our Region by Using the Health Opportunity Index".

The data for developing the index was obtained through a nationwide survey based on census tracts. The Virginia HOI is an online mapping tool of community health influences that allows advocates, citizens and providers to view the many factors that affect health in our region and across the Commonwealth. The Virginia HOI consists of 13 indicators that act as the building blocks of the HOI. Those 13 indicators are organized into four profiles: (1) Community Environmental (indicator of natural, built and social environment); (2) Consumer Opportunity (measure of consumer resources available); (3) Economic Opportunity (measure of economic opportunities available, highlighting employment and income); and (4) Wellness Disparity (measure of disparate access to health services). For more info: <http://www.vdh.virginia.gov/OMHHE/policyanalysis/virginiahoi.htm>

## 5. **EXECUTIVE COMMITTEE REPORT**

### **Proposed FY 2016 Budget Revisions**

The Commission's budget is re-examined every six months. The Commission's Executive Committee recommended the proposed revisions:

#### **Revenues**

- The original FY 2016 budget was \$1,485,762. The proposed revised FY 2016 Budget is \$1,513,036. This difference resulted from an amended contract for the Roanoke River Total Maximum Daily Load (TMDL). The TMDL project was extended by the Virginia Department of Environmental Quality (DEQ) and included an extra \$37,938 to pay the consultant (Berger) for additional analysis. DEQ also provided the Regional Commission \$2,000 for public outreach assistance in conjunction with the amended contract.
- There was a reduction in cost for the contract entered into with the Virginia Department of Rail and Public Transportation to pay the Regional Transit Vision Plan. The initial amount allocated for the study was reduced since the bid by the consultant (Michael Baker International) came in less than originally budgeted amount of \$90,000.
- The Commission received an IMPLAN request from the Central Shenandoah PDC for a contract amount of \$2,000.

#### **Expenses**

- Funds in the amount of \$37,938 are being used to pay the consultant for work on the Roanoke River TMDL project.
- Salaries and fringe benefits decreased due to the loss of one full-time employee who has not been replaced. The position will be filled in late spring 2016 and will be a Transportation Planner I.

#### **Regional Commission Action:**

Upon motion by Mr. Ferris, seconded by Mr. Martin and carried, the revisions to the FY 2016 budget as proposed by the Executive Committee, were approved, as presented.

## 6. **APPROVAL OF 2016 COMMUNITY DEVELOPMENT BLOCK GRANT PRIORITIES**

Each year the Regional Commission is asked by the Virginia Department of Housing and Community Development (DHCD) to assist with setting Community Development Block Grant (CDBG) priorities for the region. DHCD awards CDBG proposals points on their application score sheet based on the priority group in which the Commission places them. The Commission staff works with our member governments to determine if they have any projects being considered for CDBG funding.

The Commission staff is proposing the following CDBG Priorities for 2016:

**Priority One** (Highest Value = each project type in this category will receive 50 points)

Comprehensive Community Development  
Economic Development – Business District Revitalization  
Economic Development – Job Creation and Retention

**Priority Two** (Medium Value = each project type in this category will receive 30 points)

Housing – Housing Rehabilitation  
Community Facility  
Economic Development – Site Redevelopment

**Priority Three** (Lowest Value = each project type in this category will receive 15 points)

Economic Development – Development Readiness  
Housing – Housing Production Assistance  
Community Service Facility

**Regional Commission Action:**

Upon motion by Mr. Osborne, seconded by Mr. Bestpitch and carried, the proposed Community Development Block Grant Priorities for 2016 were approved, as presented.

**7. OTHER BUSINESS**

- Wayne Strickland announced that Olivia Dooley, the Commission’s Finance Director, has submitted her resignation and will be leaving the Commission this summer. Commission members noted that Ms. Dooley’s departure will be a loss to the organization.
- Chairman Wagner reported that a brief meeting of the Work Program Committee would be held at the conclusion of the Commission meeting.

The meeting was adjourned at 4:00 p.m.

Submitted by:

Wayne Strickland  
Secretary to the Regional Commission

## Balance Sheet

Roanoke Valley-Alleghany Regional Commission

Period From : 07/01/15 to 02/29/16

Run Date: 3/1/16  
 Run Time: 1:41:13 pm  
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**Assets:**

10000	CASH IN BANK BB&T	403,929.76
10100	INVESTMENT CUSTODY ACCT BB&T	63,569.60
10101	BBT&T WIOA ACCOUNT	1,500.00
10110	CAPITAL ONE CD	125,148.19
10111	WELLS FARGO	100,067.77
10300	PETTY CASH	150.00
10400	A/R REGIONAL BROADBAND AUTHORITY	5,000.00
10600	A/R MISC	311.52
10700	A/R GRANTORS	685.81
11000	PREPAID INSURANCE	1,206.00
11600	PREPAID PHYSICAL ASSETS	553,881.25
11700	PHYSICAL ASSETS, ACCUM DEP	-299,947.83
12200	PREPAID COMPUTER EQUIPT	4,340.00
12300	COMPUTER EQUIPT, ACC DEP	-3,254.85
12500	PREPAID TELEPHONE EQUIPT	1,591.00
12600	TELEPHONE EQUIPT, ACC DEP	-1,591.00
12800	PREPAID DUES	2,866.64

**Total Assets:**

**\$959,453.86**

**Liabilities:**

20000	ACCOUNTS PAYABLE	19,426.03
20300	ACCRUED ANNUAL LEAVE	50,044.74
20800	DEFERRED REVENUE	344.00
20900	UNITED WAY	778.92
21200	BUILDING FUND	15,000.00
21600	POSTAGE DUE	250.00

**Total Liabilities:**

**\$85,843.69**

**Projects**

30100	REGIONAL/LOCAL PROJECTS	-14,692.70
30500	RURAL TRANSPORTATION	-12,003.86
30600	PL TRANSPORTATION	-34,465.16
30800	VDRPT/FTA TRANSPORTATION	-30,855.53
30870	VDRPT TMP	0.31
30871	SAVE-A-TON	2,963.50
30900	RIDESOLUTIONS	2,545.03
30903	ROANOKE RIVER BLUEWAY	11,144.30
31100	WORK FORCE DEVELOPMENT	-14,380.62
31300	WIOA FUNDS	-28,310.26
31400	WIF GRANT	-1,060.77
31500	TAP GRANT	-72.84
31600	ARC GRANT ASSISTANCE	-2,170.66
35000	ARC 2016	-20,951.53
36010	OTHER GRANTS	-5,093.30
37000	ROANOKE RIVER TMDL	-10,755.72
37600	BIKE MONTH SPONSORSHIP	6,237.08
38000	LEADERSHIP TRIPS	4,696.47

## Balance Sheet

Roanoke Valley-Alleghany Regional Commission

Run Date: 3/1/16  
 Run Time: 1:41:13 pm  
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Period From : 07/01/15 to 02/29/16

39000	GENERAL OPERATING FUND	182,351.31
39400	UNRESTRICTED FUND BALANCE & INVEST CA	844,273.96
	<b>Total Projects</b>	<b><u>879,399.01</u></b>
	<b>Total Liabilities and Projects</b>	<b><u>965,242.70</u></b>
	<b>Net Difference to be Reconciled</b>	<b><u>\$-5,788.84</u></b>
	<b>Total Adjustment</b>	<b><u>\$-5,788.84</u></b>
	<b>Unreconciled Balance</b>	<b><u>\$0.00</u></b>

### Reconciling Items .....

(1)	Paid Salaries are Timesheets show Difference	527,617.96 527,617.96	0.00
(2)	Leave accrued this year	-5,788.86	
(3)	Fringe Pool is Fringe allocated Difference	182,360.15 182,360.16	0.01
(4)	Indirect Pool is Indirect Allocated Difference	203,247.40 203,247.41	0.01
	<b>Total adjustments</b>	<b><u>\$-5,788.84</u></b>	

## Agencywide Line Item Revenues and Expenditures

Roanoke Valley-Alleghany Regional Commission

Run Date: 03/01/2016  
Run Time: 1:41:52 pm  
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Period: 07/01/2015 to 02/29/2016

**With Indirect Detail**

Code & Description		Budget	Current	YTD	Un/Ovr	% Bud
<b>Revenues</b>						
40000	ARC	60,814.00	0.00	26,253.87	34,560.13	43.17%
40200	FEDERAL - PL	321,862.00	72,078.74	142,520.18	179,341.82	44.28%
40210	VDOT PL	40,231.00	9,009.84	17,815.02	22,415.98	44.28%
40400	VDHCD ALLOCATION	75,971.00	0.00	56,978.00	18,993.00	75.00%
40410	ROANOKE VALLEY BROADBA	30,000.00	6,037.50	12,450.00	17,550.00	41.50%
40600	ALLEGHANY COUNTY	10,265.00	0.00	10,265.00	0.00	100.00%
40602	WORK FORCE DEVELOPMENT	49,985.00	53,289.77	88,124.05	-38,139.05	176.30%
40699	BEDFORD COUNTY	288.00	0.00	288.00	0.00	100.00%
40700	BOTETOURT COUNTY	31,096.00	0.00	31,096.00	0.00	100.00%
40800	CLIFTON FORGE	3,301.00	0.00	3,301.00	0.00	100.00%
40900	COVINGTON	5,320.00	0.00	5,320.00	0.00	100.00%
41000	CRAIG COUNTY	4,509.00	0.00	4,509.00	0.00	100.00%
41010	FRANKLIN COUNTY	44,009.00	0.00	44,009.00	0.00	100.00%
41020	MONTGOMERY COUNTY	114.00	0.00	114.00	0.00	100.00%
41100	CITY OF ROANOKE	101,913.00	0.00	107,113.00	-5,200.00	105.10%
41200	ROANOKE COUNTY	87,306.00	0.00	89,831.00	-2,525.00	102.89%
41208	REGION 2000	13,200.00	2,195.22	4,300.52	8,899.48	32.58%
41209	WEST PIEDMONT WFDB	10,000.00	3,203.43	3,203.43	6,796.57	32.03%
41210	ROCKY MOUNT	4,079.00	0.00	4,079.00	0.00	100.00%
41300	SALEM	25,274.00	0.00	26,607.00	-1,333.00	105.27%
41400	VINTON	8,098.00	0.00	8,531.00	-433.00	105.35%
41500	VDRPT/FTA - TRANSIT	125,542.00	0.00	60,855.00	64,687.00	48.47%
41600	VDRPT/STATE TRANSIT	15,693.00	0.00	7,607.00	8,086.00	48.47%
41800	VDOT/SPR RURAL TRANSP	58,000.00	10,674.40	24,773.59	33,226.41	42.71%
41900	VDRPT - RIDESHARE	273,180.00	0.00	173,012.00	100,168.00	63.33%
41901	VDRPT-TMP	34,000.00	0.00	9,997.00	24,003.00	29.40%
42100	DEPT ENVIRONMENTAL QUAL	39,938.00	0.00	0.00	39,938.00	0.00%
43000	INTEREST INCOME	1,000.00	110.01	570.45	429.55	57.05%
43200	MISCELLANEOUS INCOME	16,750.00	3,500.00	21,460.24	-4,710.24	128.12%
43300	LEADERSHIP TRIPS	0.00	0.00	4,696.47	-4,696.47	0.00%
43400	NRV	9,261.00	2,093.82	4,910.38	4,350.62	53.02%
43700	GREATER ROANOKE TRANSIT	11,337.00	0.00	0.00	11,337.00	0.00%
43702	HOMELESSNESS INTERAGEN	700.00	0.00	0.00	700.00	0.00%
<b>Revenues</b>		<b>1,513,036.00</b>	<b>162,192.73</b>	<b>994,590.20</b>	<b>518,445.80</b>	<b>65.73%</b>

**Expenses**

50000	SALARIES	670,525.00	66,393.68	521,829.10	148,695.90	77.82%
50500	FRINGE BENEFITS	269,889.00	21,897.87	182,360.16	87,528.84	67.57%
51300	HEALTH INSURANCE	0.00	1,094.00	6,017.00	-6,017.00	0.00%
51400	FICA EMPLOYER WVWDB	0.00	919.92	5,314.23	-5,314.23	0.00%
51500	LIFE & LT DISABILITY	0.00	71.30	201.81	-201.81	0.00%
51700	STATE UNEMPLOYMENT WVW	0.00	0.00	70.40	-70.40	0.00%
51800	RETIREMENT WVWDB	0.00	390.00	1,560.00	-1,560.00	0.00%
52000	INSURANCE	5,000.00	261.92	2,399.86	2,600.14	48.00%
52100	SUPPLIES	13,500.00	1,378.81	9,987.90	3,512.10	73.98%

## Agencywide Line Item Revenues and Expenditures

Roanoke Valley-Alleghany Regional Commission

Run Date: 03/01/2016  
 Run Time: 1:41:52 pm  
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Period: 07/01/2015 to 02/29/2016

**With Indirect Detail**

Code & Description	Budget	Current	YTD	Un/Ovr	% Bud
52200 POSTAGE	4,000.00	40.44	3,872.15	127.85	96.80%
52300 SUBSCRIPTIONS	1,000.00	0.00	74.00	926.00	7.40%
52400 DUES	13,800.00	1,098.59	9,441.67	4,358.33	68.42%
52500 PRINTING	14,000.00	59.00	962.41	13,037.59	6.87%
52600 PUBLIC RELATIONS	2,000.00	0.00	350.00	1,650.00	17.50%
52700 TRAINING	8,500.00	0.00	6,133.00	2,367.00	72.15%
52800 TELEPHONE	11,100.00	672.82	7,744.39	3,355.61	69.77%
52900 TRAVEL	25,314.00	538.76	14,141.72	11,172.28	55.87%
53000 AUDIT FEES	9,500.00	0.00	9,450.00	50.00	99.47%
53200 CONFERENCES	8,295.00	500.00	3,345.00	4,950.00	40.33%
53300 FURNITURE & EQUIPMENT	3,500.00	0.00	1,153.00	2,347.00	32.94%
53400 DEPRECIATION F & E	900.00	72.33	578.64	321.36	64.29%
53500 MAIN F & E	12,000.00	968.00	2,972.10	9,027.90	24.77%
53600 MISCELLANEOUS	3,500.00	211.24	2,361.58	1,138.42	67.47%
53700 ADVERTISING	81,629.00	6,812.06	39,475.28	42,153.72	48.36%
53800 RECRUITMENT	500.00	25.00	25.00	475.00	5.00%
53900 MEETINGS	10,300.00	67.28	5,871.87	4,428.13	57.01%
54100 LEGAL FEES	500.00	0.00	269.50	230.50	53.90%
54200 LIBRARY & MAPS	500.00	0.00	479.00	21.00	95.80%
54400 CONTRACT SERVICES	0.00	105.75	3,429.07	-3,429.07	0.00%
54500 SUBCONTRACT PAYMENTS	96,180.00	5,555.23	42,333.07	53,846.93	44.01%
54700 CONSULTANTS	178,604.00	2,900.00	32,985.73	145,618.27	18.47%
54900 COMPUTER SERVICES	15,000.00	752.11	14,901.92	98.08	99.35%
55200 UTILITIES	15,000.00	1,307.92	7,576.56	7,423.44	50.51%
55300 LEASE PAYMENTS	6,500.00	360.92	2,887.36	3,612.64	44.42%
55800 BUILDING MAINTENANCE	22,000.00	1,517.50	9,662.13	12,337.87	43.92%
56000 DEPRECIATION BUILDING	10,000.00	910.06	7,248.53	2,751.47	72.49%
<b>Expenses</b>	<b>1,513,036.00</b>	<b>116,882.51</b>	<b>959,465.14</b>	<b>553,570.86</b>	<b>63.41%</b>
<b>Agency Balance</b>	<b>0.00</b>	<b>45,310.22</b>	<b>35,125.06</b>		



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

The 24<sup>th</sup> day of March, 2016

## **RESOLUTION**

### **Approval of the FY 2017 Rural Transportation Planning Work Program Scope of Work**

**WHEREAS**, the FY 2017 Rural Transportation Planning Work Program Scope of Work will serve as the basis for all federal Department of Transportation (DOT) and/or Virginia Department of Transportation (VDOT) funding participation and will be included in all requests for DOT/VDOT planning funds within the rural planning area of the Roanoke Valley-Alleghany region; and

**WHEREAS**, this Planning Work Program Scope of Work details all transportation and transportation-related planning activities anticipated within the rural area of the region during the coming fiscal year.

**NOW, BE IT THEREFORE RESOLVED**, that the Roanoke Valley-Alleghany Regional Commission does hereby approve and adopt the FY 2017 Rural Transportation Planning Work Program Scope of Work, as presented.

Charles Wagner  
Chairman