



May 19, 2016

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

Date:	Thursday, May 26, 2016
Time:	3:00 pm
Location:	Roanoke Valley-Alleghany Regional Commission (Top Floor Conference Room), 313 Luck Avenue, SW, downtown Roanoke

AGENDA

1. Welcome, Call to Order, Roll Call, Introductions *Chairman Wagner*
2. Approval of Consent Agenda Items *Chairman Wagner*
 - April 28, 2016 Minutes, pp. 3-7
 - Financial Reports Ending 4/30/16, pp. 8-11
3. Chairman’s Remarks *Chairman Wagner*
4. Executive Director’s Report *Wayne Strickland*
5. Presentation of the Draft Roanoke Valley Transit Vision Plan *David Miller*
Foursquare Integrated Transportation Planning
Draft Transit Plan available for review at www.rvarc.org/transit
6. Work Program Committee Report, pp. 12-13 *Billy Martin, Committee Chair*
 - Adoption of the Proposed 2016-17 Work Program [Attachment #1](#)
7. Other Business
8. Comment Period
9. 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 no later than 48 hours in advance of the posted meeting.



MINUTES

The April meeting of the Roanoke Valley-Alleghany Regional Commission was held on Thursday, April 28, 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
Jon Lanford
Billy Martin, Sr.
Clay Goodman, III
Bob Camicia
Charles Wagner, *Chair*
Chris Whitlow
George Assaid
Tom Gates
Joe McNamara
Dean Martin
Lee Osborne
Richard Douglas
Allan Tucker
Ray Ferris
Chris Morrill
Melinda Payne
Darlene Burcham
Johnette Roberts
James Ervin
Mayor Brad Grose, *Vice Chair*
Barry Thompson

Representing

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

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: Josh Baumgartner, Roanoke Regional Chamber; Evan Fitts, Senator Tim Kaine's Roanoke-Shenandoah Valley office; Charles Kowalski, Town of Bedford; and David Phelps, Bedford-Franklin Regional Rail Initiative/Citizen.

2. **APPROVAL OF CONSENT AGENDA ITEMS**

The following Consent Agenda items were distributed earlier: (A) March 24, 2016 Minutes, and (B) Financial Report ending 3/31/16.

Regional Commission Action:

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

3. **CHAIRMAN'S REPORT**

- A brief meeting of the Commission's Work Program Committee will be held at the conclusion of the Commission meeting to discuss recommending the FY 2017 Work Program to the Regional Commission for action at the May meeting.
- Commission staff will receive two 2016 Excellence in Regional Transportation Awards from the National Association of Development Organizations for their work on: "A Basic Guide to the Transportation Improvement Program" and "The Pedestrian Vision Plan".
- The Roanoke Valley Broadband Authority's ribbon cutting was held on April 26, 2016 at Blue Ridge Public Television. Over 150 people attended the event to announce the completion of the Broadband Authority's 50-mile network.

4. **EXECUTIVE DIRECTOR'S REPORT**

- **GO Virginia Update** – Mr. Strickland informed Commission members that the Virginia Association of Planning District Commissions (VAPDC) has been discussing the GO Virginia initiative. In order to be proactive about possible boundaries for proposed Regional Councils that will be established under Go Virginia, the VAPDC worked with the 21 PDCs to develop number of map scenarios for consideration. The map agreed on by the 21 showed how the State could be divided into 9 Regional Councils. The map was presented at the Regional Commission meeting. Mr. Strickland reported that the VAPDC map proposed combining the Roanoke Valley-Alleghany Regional Commission, the New River Valley Regional Commission, and Region 2000 Regional Commission (Lynchburg) into on Regional Council. Mr. Strickland stated that this proposed region could be a tool for marketing the greater region. The population of the proposed region would be 780,000. Mr. Strickland asked if now was the time for the Commission to think about adopting a resolution. Mr. Osborne suggested a joint resolution by all 3 regional commissions. No action on a resolution was taken at this time.
- **EDD Designation Update** – Staff anticipates hearing by this fall if the region will be designated an Economic Development District (EDD).
- **Roanoke River Blueway Presentation** – The Roanoke River Blueway was recently recognized by Governor McAuliffe as a Silver Medal recipient of the 2016 Governor's Environmental Excellence Award for the demonstrated commitment to the stewardship of Virginia's natural resources through the implementation of the Virginia Outdoors Plan. The Governor presented the award to staff member Shane Sawyer.

5. **PRESENTATION ON BEDFORD RAIL STUDY**

For informational purposes. Bob Camicia, representing the Bedford-Franklin Regional Rail Initiative (BFRRRI), presented a PowerPoint on the “Town of Bedford Passenger Rail Station Feasibility Study and Conceptual Plan”. Mr. Camicia noted that BFRRRI was formed in early 2015 to demonstrate the need for an Amtrak stop in Bedford. BFRRRI includes the Counties of Bedford and Franklin, the Town of Bedford, as well as regional groups and businesses. The group has met with the Virginia Department of Rail and Public Transportation for direction on the study and to also make sure their findings complement the Roanoke efforts and not interfere with the 2017 date for service. Highlights of the Study included:

- History: 2008 Virginia State Rail Plan showed a rail stop in Bedford; One outgrowth, Amtrak Route 46, in 2014 did not show a Bedford stop; BFRRRI formed in 2015.
- Ridership Study showed over 45,000 people within a 20 to 30-mte. drive of a Bedford Station.
- Funding was obtained for a Patronage Study and Economic Benefits Analysis.
- Executive Summary from Patronage Study showed:
 - Opening of Roanoke – 50% increase in traffic for Amtrak Route 46, Lynchburg 66k and Roanoke 42k.
 - Opening of Bedford – further 24% increase of traffic, Lynchburg 58k, Roanoke 44k and Bedford 32k.
 - Projected patronage at Virginia Amtrak Stations, total 22 – Lynchburg - #7, Roanoke - #11, and Bedford - #13.
 - Highlights from Table #4 (Annual Rail Boardings/Alightings for Roanoke Extension Without Bedford Station) and Table #5 (Annual Rail Boardings/Alightings for Roanoke Extension With Bedford Station).
 - Economic Impact: \$3.4 million/year in spending; 9 jobs; benefits for riders - \$4.5 million; and estimated initial investment \$2.0 million.
- Next Steps –
 - Review study with interested parties in Roanoke and Lynchburg.
 - Establish a direct communication path with Roanoke planners.
 - Meet with DRPT to begin discussions with Amtrak and Norfolk Southern.
 - Move forward to implement passenger rail service throughout the region, beginning with Roanoke.

7. **ADOPTION OF RESOLUTION TO EXECUTE AND FILE SECTION 5303 APPLICATION**

Each year the Regional Commission files an application with the Virginia Department of Rail and Public Transportation for a grant for federal funds under Section 5303 of the Federal Transit Act of 1991, As Amended, to aid in the financing of the transit section of the Roanoke Valley Transportation Planning Organization’s (TPO) FY 2017 Unified Planning Work Program. The application is submitted by the Regional Commission who serves as staff and fiscal agent for the Roanoke Valley TPO.

The total amount of this year’s grant is \$159,010 (\$127,208 Federal, to be matched by \$15,901 State, and \$15,901 Local). The amount of funds is determined by the Virginia Department of

Rail and Public Transportation. These funds will be used to support the TPO's FY 2017 Unified Planning Work Program, which was adopted by the TPO Policy Board at their April 28, 2016 meeting held at 1:00 pm (*prior to the Commission meeting*).

A resolution authorizing the Executive Director to execute and file the Section 5303 application was distributed earlier to Commission members for consideration.

Regional Commission Action:

Mr. Gates moved that the Regional Commission adopt the resolution authorizing the Executive Director to execute and file an application with the Virginia Department of Rail and Public Transportation, on behalf of the Roanoke Valley-Alleghany Regional Commission, for a grant for federal funds in the amount of \$127,208, to be matched by \$15,901 State, and \$15,901 Local, under Section 5303 of the Federal Transit Act of 1991, As Amended. The motion was seconded by Mr. Assaid and carried.

8. UPCOMING BIKE MONTH & CLEAN COMMUTE ACTIVITIES

Tyler Godsey, a Commission staff member working with RIDE Solutions, shared some of the upcoming events to celebrate Bike Month in May. Visit <http://ridesolutions.org/bikemonth> for information on all the events.

- **Bike Shorts Film Festival Premieres** -- the Film Festival features short films produced by local, national and international filmmakers featuring bicycles, bicyclists, and bicycling in interesting, creative, and surprising ways. **Screenings:** *Roanoke, Grandin Theatre*, Friday, May 6th, Opening Reception from 6:00 – 7:00 pm, followed by Screening and Awards from 7:00 – 9:00 pm; *Lynchburg, Academy Center of the Arts*, Tuesday, May 10th, Reception from 5:30 – 6:30 pm, followed by Screening and Awards from 6:30 – 8:00 pm; *Martinsville, Rives Theatre*, Wednesday, May 11th, Screening and Awards from 6:30 – 8:00 pm; and *Blacksburg, Lyric Theatre*, Wednesday, May 18th, Screening and Awards from 6:30 – 8:00 pm. <http://ridesolutions.org/bikeshorts>
- **Clean Commute Challenge** – The Clean Commute Challenge supports making our region more bike-friendly, which will help the region enjoy the benefits of cleaner air, reduced traffic congestion, less time and traffic and more time and money for yourself. <http://ridesolutions.org/cleancommute>
- **Night Rider's Ball** -- This event wraps up Bike Month. The event will be held at Martin's in downtown Roanoke on Saturday, May 21 at 6:00 pm. Ride a bike and get in free with bike valet parking. General Admission \$15.00. <http://ridesolutions.org/nightridersball>

9. OTHER BUSINESS/COMMENTS

Upcoming events in the region announced by Commission members: April 30 – Vinton Dogwood Festival Parade; Boones Mill will hold its first produce auction the first week in May; May 21 – three bike races in Clifton Forge; June 3 – first use of auditorium at Masonic Theatre in Clifton Forge – premiere showing of documentary “Gift from a Yankee”; July 1 – grand opening of Masonic Theatre. Franklin County is working to help farmers sell their products to regional businesses. Commissioner Camicia (representative of Franklin County) stated that

this idea came out of meetings held by the Regional Commission (staffed by Eddie Wells). Mr. Camicia thanked Mr. Wells for the support he provided the County.

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 04/30/16

Run Date: 5/6/16
 Run Time: 10:56:57 am
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Assets:

10000	CASH IN BANK BB&T	369,004.92
10100	INVESTMENT CUSTODY ACCT BB&T	63,566.81
10101	BBT&T WIOA ACCOUNT	1,500.00
10110	CAPITAL ONE CD	125,148.19
10111	WELLS FARGO	100,072.71
10300	PETTY CASH	150.00
10400	A/R REGIONAL BROADBAND AUTHORITY	5,000.00
11000	PREPAID INSURANCE	603.00
11600	PREPAID PHYSICAL ASSETS	563,877.89
11700	PHYSICAL ASSETS, ACCUM DEP	-301,934.57
12200	PREPAID COMPUTER EQUIPT	4,340.00
12300	COMPUTER EQUIPT, ACC DEP	-3,399.51
12500	PREPAID TELEPHONE EQUIPT	1,591.00
12600	TELEPHONE EQUIPT, ACC DEP	-1,591.00
12800	PREPAID DUES	1,799.96
Total Assets:		\$929,729.40

Liabilities:

20000	ACCOUNTS PAYABLE	19,442.21
20300	ACCRUED ANNUAL LEAVE	50,044.74
20800	DEFERRED REVENUE	344.00
20900	UNITED WAY	1,457.84
21200	BUILDING FUND	15,000.00
Total Liabilities:		\$86,288.79

Projects

30100	REGIONAL/LOCAL PROJECTS	-9,717.80
30500	RURAL TRANSPORTATION	-20,574.54
30600	PL TRANSPORTATION	-98,873.89
30800	VDRPT/FTA TRANSPORTATION	-14,930.86
30870	VDRPT TMP	-8,472.41
30871	SAVE-A-TON	1,080.31
30900	RIDESOLUTIONS	45,137.91
30903	ROANOKE RIVER BLUEWAY	10,170.17
31100	WORK FORCE DEVELOPMENT	-2,839.77
31300	WIOA FUNDS	-29,420.39
31400	WIF GRANT	-947.25
31500	TAP GRANT	-431.59
31600	ARC GRANT ASSISTANCE	-540.54
35000	ARC 2016	6,917.53
36010	OTHER GRANTS	-6,650.64
37000	ROANOKE RIVER TMDL	-1,219.86
37600	BIKE MONTH SPONSORSHIP	6,182.08
38000	LEADERSHIP TRIPS	4,696.47
39000	GENERAL OPERATING FUND	124,896.14
39400	UNRESTRICTED FUND BALANCE & INVEST CA	844,273.96
Total Projects		\$848,735.03

Balance Sheet

Roanoke Valley-Alleghany Regional Commission

Period From : 07/01/15 to 04/30/16

Run Date: 5/6/16
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Total Liabilities and Projects	935,023.82
Net Difference to be Reconciled	\$-5,294.42
Total Adjustment	\$-5,294.42
Unreconciled Balance	\$0.00

Reconciling Items

(1)	Paid Salaries are Timesheets show Difference	661,861.02 661,861.02	0.00
(2)	Leave accrued this year	-5,294.43	
(3)	Fringe Pool is Fringe allocated Difference	226,294.73 226,294.73	0.00
(4)	Indirect Pool is Indirect Allocated Difference	253,549.27 253,549.28	0.01
Total adjustments		\$-5,294.42	

Agencywide Line Item Revenues and Expenditures

Roanoke Valley-Alleghany Regional Commission

Run Date: 05/06/2016
Run Time: 10:57:51 am
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Period: 07/01/2015 to 04/30/2016

With Indirect Detail

Code & Description		Budget	Current	YTD	Un/Ovr	% Bud
Revenues						
40000	ARC	60,814.00	15,452.50	57,158.87	3,655.13	93.99%
40200	FEDERAL - PL	321,862.00	0.00	142,520.18	179,341.82	44.28%
40210	VDOT PL	40,231.00	0.00	17,815.02	22,415.98	44.28%
40400	VDHCD ALLOCATION	75,971.00	18,993.00	75,971.00	0.00	100.00%
40410	ROANOKE VALLEY BROADBA	30,000.00	7,250.00	19,700.00	10,300.00	65.67%
40600	ALLEGHANY COUNTY	10,265.00	0.00	10,265.00	0.00	100.00%
40602	WORK FORCE DEVELOPMENT	49,985.00	29,046.60	133,487.86	-83,502.86	267.06%
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	2,000.00	91,831.00	-4,525.00	105.18%
41208	REGION 2000	13,200.00	3,751.78	8,052.30	5,147.70	61.00%
41209	WEST PIEDMONT WFDB	10,000.00	0.00	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	36,294.00	97,149.00	28,393.00	77.38%
41600	VDRPT/STATE TRANSIT	15,693.00	4,537.00	12,144.00	3,549.00	77.38%
41800	VDOT/SPR RURAL TRANSP	58,000.00	0.00	24,773.59	33,226.41	42.71%
41900	VDRPT - RIDESHARE	273,180.00	86,506.00	259,518.00	13,662.00	95.00%
41901	VDRPT-TMP	34,000.00	0.00	21,052.00	12,948.00	61.92%
42100	DEPT ENVIRONMENTAL QUAL	39,938.00	0.00	10,388.39	29,549.61	26.01%
43000	INTEREST INCOME	1,000.00	107.00	791.35	208.65	79.14%
43200	MISCELLANEOUS INCOME	16,750.00	1,050.00	26,410.24	-9,660.24	157.67%
43300	LEADERSHIP TRIPS	0.00	0.00	4,696.47	-4,696.47	0.00%
43400	NRV	9,261.00	0.00	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%
Revenues		1,513,036.00	204,987.88	1,256,805.08	256,230.92	83.07%

Expenses

50000	SALARIES	670,525.00	67,449.39	656,566.59	13,958.41	97.92%
50500	FRINGE BENEFITS	269,889.00	22,052.38	226,294.73	43,594.27	83.85%
51300	HEALTH INSURANCE	0.00	1,094.00	8,205.00	-8,205.00	0.00%
51400	FICA EMPLOYER WVWDB	0.00	919.92	7,175.18	-7,175.18	0.00%
51500	LIFE & LT DISABILITY	0.00	71.30	344.41	-344.41	0.00%
51700	STATE UNEMPLOYMENT WVW	0.00	39.26	109.66	-109.66	0.00%
51800	RETIREMENT WVWDB	0.00	390.00	2,340.00	-2,340.00	0.00%
52000	INSURANCE	5,000.00	261.92	2,923.70	2,076.30	58.47%
52100	SUPPLIES	13,500.00	3,613.18	15,935.20	-2,435.20	118.04%

Agencywide Line Item Revenues and Expenditures

Roanoke Valley-Alleghany Regional Commission

Run Date: 05/06/2016
Run Time: 10:57:52 am
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Period: 07/01/2015 to 04/30/2016

With Indirect Detail

Code & Description	Budget	Current	YTD	Un/Ovr	% Bud
52200 POSTAGE	4,000.00	-196.91	4,007.70	-7.70	100.19%
52300 SUBSCRIPTIONS	1,000.00	35.00	331.95	668.05	33.20%
52400 DUES	13,800.00	533.34	10,508.35	3,291.65	76.15%
52500 PRINTING	14,000.00	0.00	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	-700.00	5,433.00	3,067.00	63.92%
52800 TELEPHONE	11,100.00	697.70	9,236.66	1,863.34	83.21%
52900 TRAVEL	25,314.00	2,070.09	17,747.55	7,566.45	70.11%
53000 AUDIT FEES	9,500.00	0.00	9,450.00	50.00	99.47%
53200 CONFERENCES	8,295.00	0.00	4,725.00	3,570.00	56.96%
53300 FURNITURE & EQUIPMENT	3,500.00	0.00	1,153.00	2,347.00	32.94%
53400 DEPRECIATION F & E	900.00	72.33	723.30	176.70	80.37%
53500 MAIN F & E	12,000.00	197.72	3,255.82	8,744.18	27.13%
53600 MISCELLANEOUS	3,500.00	214.10	2,736.25	763.75	78.18%
53700 ADVERTISING	81,629.00	14,131.32	56,929.32	24,699.68	69.74%
53800 RECRUITMENT	500.00	350.00	749.95	-249.95	149.99%
53900 MEETINGS	10,300.00	347.78	6,476.64	3,823.36	62.88%
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	1,424.15	5,385.47	-5,385.47	0.00%
54500 SUBCONTRACT PAYMENTS	96,180.00	22,460.86	64,793.93	31,386.07	67.37%
54700 CONSULTANTS	178,604.00	11,222.41	69,380.82	109,223.18	38.85%
54900 COMPUTER SERVICES	15,000.00	1,462.75	16,784.05	-1,784.05	111.89%
55200 UTILITIES	15,000.00	892.97	9,589.33	5,410.67	63.93%
55300 LEASE PAYMENTS	6,500.00	360.92	3,609.20	2,890.80	55.53%
55800 BUILDING MAINTENANCE	22,000.00	1,822.43	18,146.06	3,853.94	82.48%
56000 DEPRECIATION BUILDING	10,000.00	993.37	9,235.27	764.73	92.35%
Expenses	1,513,036.00	154,283.68	1,252,344.00	260,692.00	82.77%
Agency Balance	0.00	50,704.20	4,461.08		



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

FY 2017 Work Program Committee Report

Work Program Committee Members:

Shannon Cox, Alleghany County

Clay Goodman, Craig County

Bob Camicia, Franklin County

Joe McNamara, Roanoke County

Allan Tucker, City of Covington

Bill Bestpitch, City of Roanoke

Bill Jones, City of Salem

Johnette Roberts, Town of Clifton Forge

James Ervin, Town of Rocky Mount

Mayor Brad Grose, Town of Vinton

Charles Wagner, Ex-Officio

FROM: Billy Martin, Sr., Chairman, FY 2017 Work Program Committee

The FY 2017 Work Program Committee held its first meeting on January 22, 2016 to discuss the process for generating and evaluating projects for inclusion into next year's work program. It was noted that the urban transportation related projects for the Annual Work Program would be handled by the Policy Board of the Roanoke Valley Transportation Planning Organization. As in past years, the Committee agreed that the work program would focus predominantly on regional projects (i.e., projects that impacts multiple governments), but we would also try to accommodate at least one technical assistance project requested from our member governments.

Instructions on how to complete the "Work Program Request Form" were discussed with Committee members. This form allowed each locality to provide information on three regional/local projects they would like the Commission to pursue. The form requested the following information: the title of the project, its priority ranking for the locality, what role the Commission staff would play in the project, the scope of work, deliverables, time schedule, project resources and stake holders. This form makes it easier for staff to understand details about the suggested project.

The Committee sent a letter to the city/town managers and county administrators of the eleven member localities and to Commission members asking that all suggested projects be sent through the chief administrative official of the locality for his/her review before it is considered for inclusion in the Commission's FY 2017 Work Program.

The Work Program Committee met again on February 26, 2016 to review initial project requests. Following that meeting, the requests for projects were discussed among the staff and reviewed by the Executive Director. A Committee meeting was not held in March to allow time for the staff to assess resources required to accommodate requested projects.

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

The Commission staff reviewed in detail the hours needed to accommodate the proposed projects, as well as the projects that are required by contracts and other funding sources. The purpose of this assessment was to determine if all of the required and proposed projects could be accommodated with the Commission's resources.

The draft Work Program was emailed to the Committee members on Monday, April 25, 2016. On April 28, 2016, the Work Program Committee held its final meeting. The Committee discussed several items on the draft work program.

COMMITTEE RECOMMENDATION:

The FY 2017 Work Program Committee recommends that the Regional Commission adopt the proposed FY 2017 Work Program, as presented, at the May 26, 2016 meeting.