



June 16, 2022

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

DATE:	Thursday, June 23, 2022
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. Action on May 26, 2022 RVARC Minutes, pp. 3 – 25
 - C. Financial Reports Ending May 31, 2022, pp. 26 – 29
3. Chair’s Remarks *Chair North*
4. Executive Director’s Report.....*Jeremy Holmes*
5. Executive Committee’s Report *Chair North*
 - A. **Action Requested:** Adoption of Commission’s Proposed FY2023 Budget, pp. 30 – 31
6. **Action Requested:** 2022 Annual Update of the Regional Comprehensive *Eddie Wells*
Economic Development Strategy (CEDS)
 - A. Background on the 2022 Regional CEDS Annual Update, p. 32
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*

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

- C. Adoption of Resolution Approving the CEDS, p. 33*Chair North*
- 7. **Action Requested:** Adoption of Comprehensive Economic Development *Eddie Wells*
Strategy Committee Bylaws, pp. 34 – 44
- 8. **Action Requested:** Formation and Approval of the Collective’s*Jeremy Holmes*
Advisory Committee Bylaws, pp. 45 – 51
- 9. Other Business
- 10. Comments from Commission Members and/or the 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 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 26, 2022, at 3:00 p.m. at the Roanoke Valley-Alleghany Regional Commission office, 313 Luck Avenue, SW, Roanoke, VA.

1. WELCOME, CALL TO ORDER, INTRODUCTIONS

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

VOTING MEMBERS ATTENDING

Steve Clinton, <i>Vice Chair</i>	Botetourt County
Billy Martin, Sr.	Botetourt County
Dean Martin, <i>Treasurer</i>	Roanoke County
Phil North, <i>Chair</i>	Roanoke County
Lee Osborne	Roanoke County
Allan Tucker	City of Covington
Joseph Cobb	City of Roanoke
Dawn Erdman	City of Roanoke
Stephanie Moon Reynolds	City of Roanoke
Peter Volosin	City of Roanoke
John Saunders	City of Salem
Jim W. Wallace III	City of Salem
Denise King	City of Salem
Debbie Laudermilk	Town of Clifton Forge
Chuck Unroe	Town of Clifton Forge
Robert Wood	Town of Rocky Mount
Mayor Bradley Grose	Town of Vinton

VOTING MEMBERS ABSENT

Shannon Cox	Alleghany County
Reid Walters	Alleghany County
James Griffith	Alleghany County
Gary Larrowe	Botetourt County
Erin Henderson	Botetourt County
Dan Collins	Craig County
Jesse Spence	Craig County
Ronald Mitchell	Franklin County
Mike Carter	Franklin County
Roy Enslow	Franklin County
Lorie Smith	Franklin County



Chris Whitlow	Franklin County
Kevin Hutchins	Roanoke County
Richard Caywood	Roanoke County
David Radford	Roanoke County
Krystal Onaitis (<i>remotely</i>)	City of Covington
Mark Newbill	Town of Rocky Mount
Richard "Pete" Peters	Town of Vinton

Others: Alleyn Harned (via zoom), Virginia Clean Cities; Jay Taliaferro, City of Roanoke, Tommy Miller, City of Salem.

Staff: Gabriel Irigaray, Robin Bruns, Jeremy Holmes, Alison Stinnette, Jonathan Stanton, Sherry Dean, Niles Comer, Emma Howard-Woods, and Amanda McGee.

2. ACTION REQUESTED: APPROVAL OF CONSENT AGENDA ITEMS

The Consent Agenda items were as follows:

- A. Approval of Agenda
- B. April 28, 2022, RVARC Minutes
- C. Financial Reports Ending April 30, 2022

Chair North reported that City of Salem requested to reverse the order of items 5 and 6 on today’s agenda so that Salem’s presenters can attend a 4 PM meeting.

MOTION: by Billy Martin to approve the following items: (A), as amended, (B) and (C), as presented. The motion was seconded by Stephanie Moon Reynolds.

Regional Commission Action: Motion carried unanimously.

3. REMARKS BY THE CHAIR

- Chair North thanked everyone who came out to speak at the May 12th VDOT public hearing on the Six Year Improvement Program. Regional representation from elected officials, administrators, and citizens that spoke passionately about the transportation needs for the region – including advocacy for some projects with significant price tags. According to Secretary Miller, this meeting had both the highest overall turnout and the largest number of folks signed up to speak than any meeting in the state, including Northern Virginia.
- Chair North congratulated the new Alleghany County administrator Mr. Reid Walters, who has been newly appointed as the County’s citizen representative to the Commission. Mr. North also expressed his appreciation for the service and dedication of interim administrator Mr. Pete Huber.



- Chair North recognized both Mr. Robert Wood and Mr. Mark Newbill of Rocky Mount, who were both recently reappointed to serve on the Commission.
- Chair North commented that today, the Thursday before Memorial Day, is recognized as Celebrate Transportation Day in the Commonwealth. At the TPO meeting that took place earlier this afternoon, Chair Billy Martin offered some words recognizing the importance of the day. Chair North echoed his celebration not just of transportation, but of all the planning staff, engineers, VDOT employees, and everyone else who works hard every day to keep our transportation systems safe, running smoothly, and expanding when they need to.

4. EXECUTIVE DIRECTOR'S REPORT

- Mr. Holmes reminded members that May is National Bike Month, and Commission's staff member Andrea Garland has been hard at work organizing a celebration of National Bike to Work Day and related events. There are still a handful of days to participate.
- Mr. Holmes extended his appreciation to Gary Larrowe and his staff at Botetourt County, and the staff of Virginia's Blue Ridge. The Commission was invited to develop and lead a special bicycle safety forum in response to the February death of Botetourt resident and cyclist Tabitha Thompson on Route 11. Route 11's importance as a recreational facility is only growing as a number of key events, including the Ironman and training rides for VBR Team TWENTY24, rely on the road. The County hosted the event at the Greenfield center, and the forum included attendees from locality staff, law enforcement, the Blue Ridge Parkway, and more from across the region. Jessie Singer, author of There Are No Accidents, offered an opening keynote remotely, and a panel representing the League of American Bicyclists, the Virginia Bicycling Federation, and VDOT. This is just the first step in a critical and ongoing conversation, and the support and participation of Botetourt and VBR is much appreciated.
- Mr. Holmes highlighted a story in the online Cardinal News that reported on a little-seen study out of DRPT looking at a possible east-west train connecting Christiansburg to Newport News via Charlottesville and Richmond. The feasibility study identifies a \$416 million project, 98% of which would be spent on a 49-mile section of track and related improvements between Charlottesville and Doswell. Connecting the New River and Roanoke Valleys is only a small incremental cost.

5. LOCALITY HIGHLIGHTS – CITY OF SALEM



Jay Taliaferro, Salem City Manager, and Tommy Miller, Economic Development Director, presented a video highlighting Salem's sports marketing, entertainment options, award winning utilities, downtown revitalization, innovative school divisions, and much more. Mr. Miller also spoke about the economic development in the City of Salem.

6. UPDATE ON ELECTRIC CAR INFRASTRUCTURE FUNDING

Chair North introduced Mr. Alleyn Harned, the Executive Director of Virginia Clean Cities, a member of the U.S. Department of Energy-affiliated Clean Cities Coalitions program. Mr. Harned serves as the President of the Transportation Energy Partners Board of Directors and has served twice as the Mid-Atlantic representative to the Clean Cities Coordinator Council. Mr. Harned has led the coalition through numerous successful projects, including Virginia's 2010 Get Ready EV effort, and 2012 Richmond Electric Vehicle Initiative.

Mr. Alleyn Harned, Virginia Clean Cities, provided an update on electric car infrastructure funding (the PowerPoint presentation is included in the Minutes).

7. 2021 TRAIL AND GREENWAY COUNTS

Amanda McGee presented a presentation on the 2021 traffic trends and greenway and trail counts (the PowerPoint presentation is included in the Minutes).

8. OTHER BUSINESS

No other business was discussed.

9. COMMENTS FROM COMMISSION MEMBERS AND/OR THE PUBLIC

Chair North noted that Franklin County will be presenting in July and Botetourt County in September.

Mr. Joe Cobb commented that the City of Roanoke will present in October.

Chair North noted that the T-Rex Trail at Explore Park is starting this Saturday, May 28th.

Mr. Joe Cobb reminded that Ironman is coming up on June 5th.

Mayor Grose reminded members that there is live music in Vinton every second and fourth Saturday in June, July, and August. In addition, there are cruise nights on the first Saturday in June, July, and August.



Roanoke Valley-Alleghany

REGIONAL
commission

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Mr. Chuck Unroe commented that the farmers market in Clifton Forge is getting ready to open in the first week of June. There will be several summer festivals as well.

Mr. Billy Martin noted that Botetourt farmers market is getting ready to open as well.

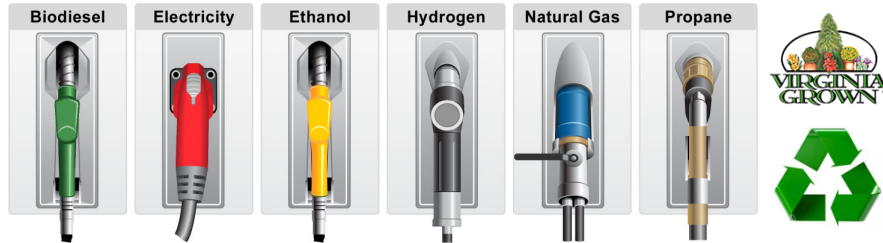
Adjournment at 4:26 p.m.

Jeremy Holmes, Secretary
Secretary to the Regional Commission

Virginia Clean Cities at JMU



- Vehicles and Driver Choices that Increase Fuel Economy
 - Right-size, Idle Reduction – Bikes, Land Use, Transit
- Advanced Vehicles (e.g., HEVs, PHEVs)
- Alternative (non-petroleum) Fuels & Vehicles



- Lower fuel use
 - Lower cost fuels at scale
 - Fuel our economy
- \$33 million to \$15 million per day
 \$2.50 Gasoline to \$1 Renewable Fuel
\$20 million recirculating – daily

Clean Cities / 1

1

Local Partnerships: Clean Cities Coalitions



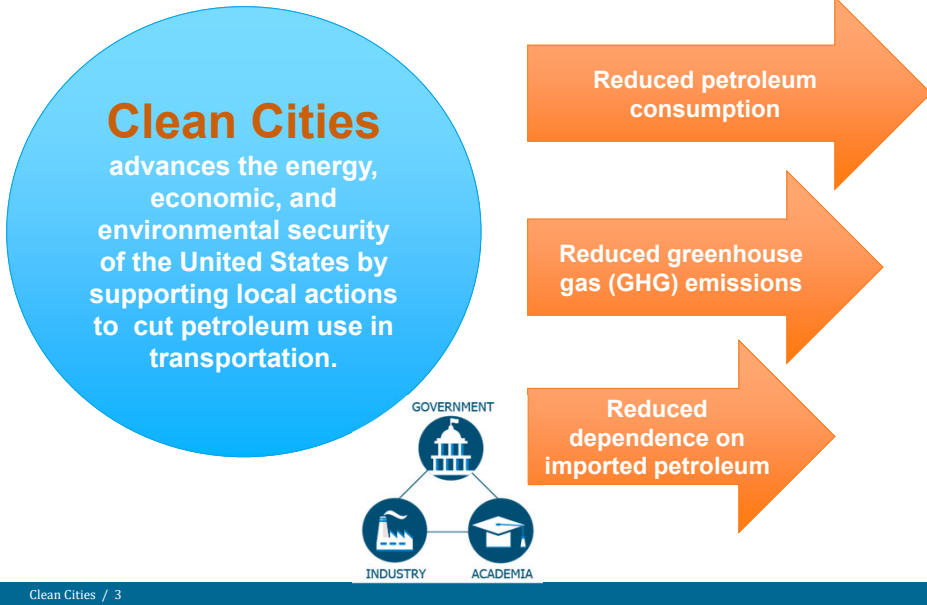
- National network of nearly **75 local coalitions**
- **82% of the total U.S. population** lives inside coalition boundaries
- **500,000 alternative fuel vehicles (AFVs)**
- **VA Coalition DC Coalition MD, WV, VA** closely aligned with energy offices



Clean Cities / 2

2

Why Clean Cities?



Clean Cities / 3

3

Charging EVs and PHEVs



	Current Type	Voltage (V)	Charging Time	Primary Use	Connector	
Level 1	Alternating Current (AC)	120V	2-5 miles of range per hour of charging \$	Residential		
Level 2	AC	208-240V	10-80 miles of range per hour of charging \$-\$\$\$	Residential Commercial		
DC Fast	Direct Current (DC)	208-480V	60-400 miles of range per 20 minutes of charging \$\$\$\$\$	Commercial		
Wireless	AC	240V	10-20 miles of range per hour of charging	Residential Commercial		

Clean Cities / 4

4

Some Funding Right Now!



- EVgo and DEQ 80-100 new charger sites \$16m
 - State funded program
- Electrify America – Expanded network –
 - Bruhs Mill EV charger a good example
- Blink 200 19.2 kWh L2 chargers
 - Hotel Roanoke underway, State Dept of Energy Award
- Greenspot E-mobility hub curbside 6 L2 chargers 24 hubs
 - Highly visible, State Dept of Energy Award
- Volta free charging stations at shopping centers
- Virginia Clean Cities fleet vehicle pilot
 - Single J1772 L2 charger from state contract bid

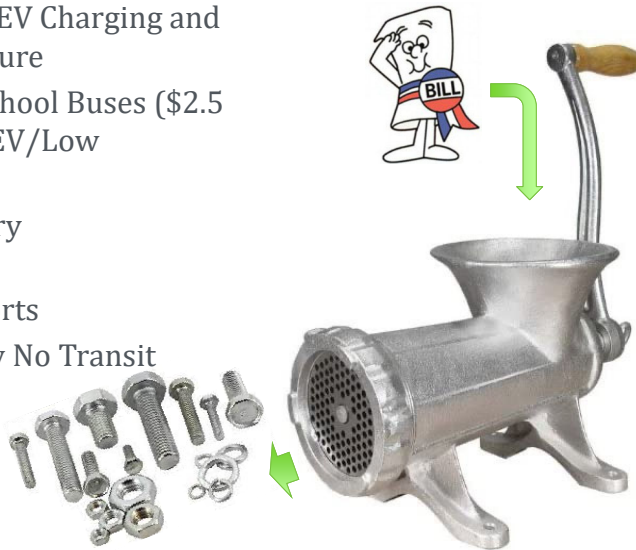
Clean Cities / 5

5

Infrastructure Bill



- \$7.5 Billion for EV Charging and AFV Infrastructure
- \$5 billion for School Buses (\$2.5 Electric + \$2.5 EV/Low Emission)
- \$6 billion battery manufacturing
- \$250 million Ports
- \$5.6 billion Low No Transit
- +++



Clean Cities / 6

6

Infrastructure Bill FHWA Corridors



- FHWA Formula: \$5 Billion for EV Charging on Corridors
 - DOT and DOE Collaboration
 - State Plans, 5 years, VA is \$106 Million
 - Corridor emphasis
- FHWA Competitive \$2.5 Billion Alt Fuel Communities
 - EV, H2, CNG/LNG, LPG
 - 50% set aside for community grants
 - 50% Set aside for corridors Competitive
 - DOT Rural Transportation Grant Program \$2 B set aside
- CMAQ can fund clean fuel vehicles and infrastructure
- DOT State Carbon Reduction Program Formula
- DOT AFV Trends Study

Clean Cities / 7

7

Infrastructure Bill - Transit



- FTA Buses and Bus Facilities Formula:
 - \$ 3.2B
- FTA Transit Accessibility Formula
 - \$ 2.2 Billion
- FTA Competitive Bus and Bus Facilities:
 - \$ 2B
- FTA Low and No Emission Competitive
 - \$ 5.625 Billion

Clean Cities / 8

8

Funding Opportunities



DOT FUNDING AND FINANCING PROGRAMS WITH EV ELIGIBILITIES*

LEGEND

Construction and installation of EV charging infrastructure including parking facilities and utilities.	Workforce development and training related to EV infrastructure.	EV acquisitions and engine conversions - cars or trucks.	Planning for EV charging infrastructure and related projects.	Construction and installation of EV charging infrastructure to support operational, resiliency, national energy security, environmental, and community goals for freight transportation.	Installation of EV charging infrastructure as part of transit capital projects eligible under chapter 53 of title 49, United States Code.

	FY 2022 ¹ AMOUNT						
FORMULA PROGRAMS							
National Highway Performance Program (NHPP)	\$28.4 B ²						
Surface Transportation Block Grant Program (STBG)	\$12.5 B ^{2,3}						
Congestion Mitigation & Air Quality Improvement Program (CMAQ)	\$2.5 B ²						
National Highway Freight Program (NHFP)	\$1.4 B ²						
State Planning and Research (SPR)	\$983.3 M ⁴						
Metropolitan Planning (PL)	\$438.1 M ²						
Carbon Reduction Program	\$1.2 B ^{2,5}						
National Electric Vehicle (NEV) Formula Program	\$685 M ^{2,5,6}						

Clean Cities / 9

9

Funding Opportunities




DISCRETIONARY PROGRAMS							
Rebuilding American Infrastructure with Sustainability and Equity (RAISE) (formerly known as BUILD)	\$1.5 B						
Infrastructure for Rebuilding America (INFRA) Grant Program	\$1.64 B ^{2,7}						
Advanced Transportation and Technologies and Innovative Mobility Deployment	\$60 M ²						
Discretionary Grant Program for Charging and Fueling Infrastructure	\$300 M ^{2,5}						
Rural Surface Transportation Grant Program	\$300 M ^{2,5}						
Reduction of Truck Emissions at Port Facilities Program	\$80 M ^{2,5,7}						
OTHER ALLOCATED PROGRAMS							
Federal Lands and Tribal Transportation Program (FLTTP)	\$1.3 B ^{2,8}						
Puerto Rico Highway Program (PRHP)	\$173 M ²						
Territorial Highway Program (THP)	\$46 M ²						
INNOVATIVE FINANCE PROGRAMS							
State Infrastructure Banks (SIBs)	Varies						
Transportation Infrastructure Financing and Innovation Act (TIFIA)	\$250 M ²						

Clean Cities / 10

10

Infrastructure Bill – EPA School Buses



- EPA: \$5 Billion for Clean School Buses 
 - \$2.5 Billion Dedicated to Electric School Buses
 - Program offered Environmental Justice communities \$300,000 per bus, now \$500 million - \$375,000 w/ \$20,000 infrastructure
 - Roanoke City, Covington City, Craig County
 - \$250,000 per bus \$13,000 per charger
 - “SIMPLE” WEB FORM – Contact info, vehicle detail old diesel
 - \$2.5 Billion Low Emission
 - 5 year program is \$1B Annual funding each year 22-26
- EPA : Diesel Emissions Reduction Act 25-60% funding

Clean Cities / 11

11

Infrastructure Bill – Energy Office



- State Energy Offices \$250 Million for states to offer loans and grants through State Energy Program
- \$500 Million State Energy Program can now fund alternative fuel vehicles and infrastructure
- Weatherization Assistance
 - \$3.5 billion (can AFV infrastructure be eligible energy savings measure)
- Public School Energy Program \$500m
 - (includes AFV fueling charging including school, students, or public)
- Energy conservation at federal facilities \$250 M
- Energy conservation Block Grants
 - \$550m for local govt energy efficiency including renewable energy and AFVs/EVs

Clean Cities / 12

12

Infrastructure Bill R&D Programs



- Clean Hydrogen Hubs
 - \$8 Billion for Four Hubs
- Pumped Storage Hydropower Wind and Solar Integration and System Reliability Initiative
 - \$2 million
- Office of Clean Energy Demonstration
 - \$21.46 Billion for states / tribes
- Grid Reliability and Resilience
 - DOE \$5 billion for states etc to demonstrate innovative approaches to transmission storage and hardened infrastructure
- Deployment technologies to enhance grid flexibility –
 - DOE \$3 billion for reliability resilience and smart grid investments
- Vehicle Technologies Office Pilots often 50% cost share

Clean Cities / 13

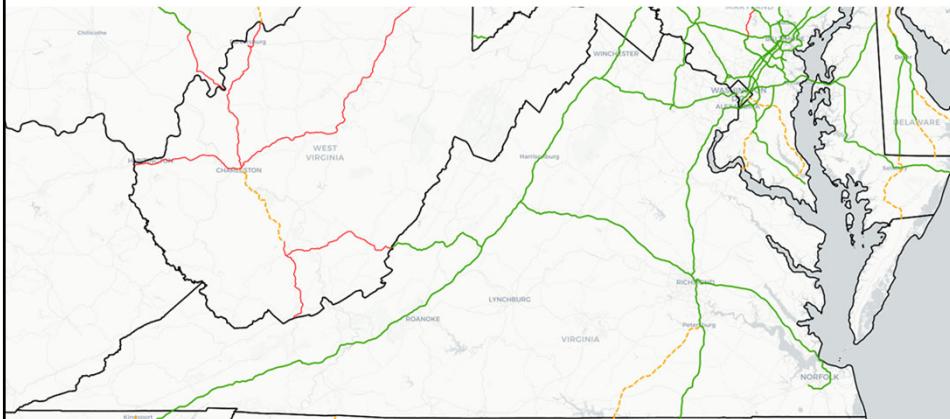
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Designated Alternative Fuel Corridors



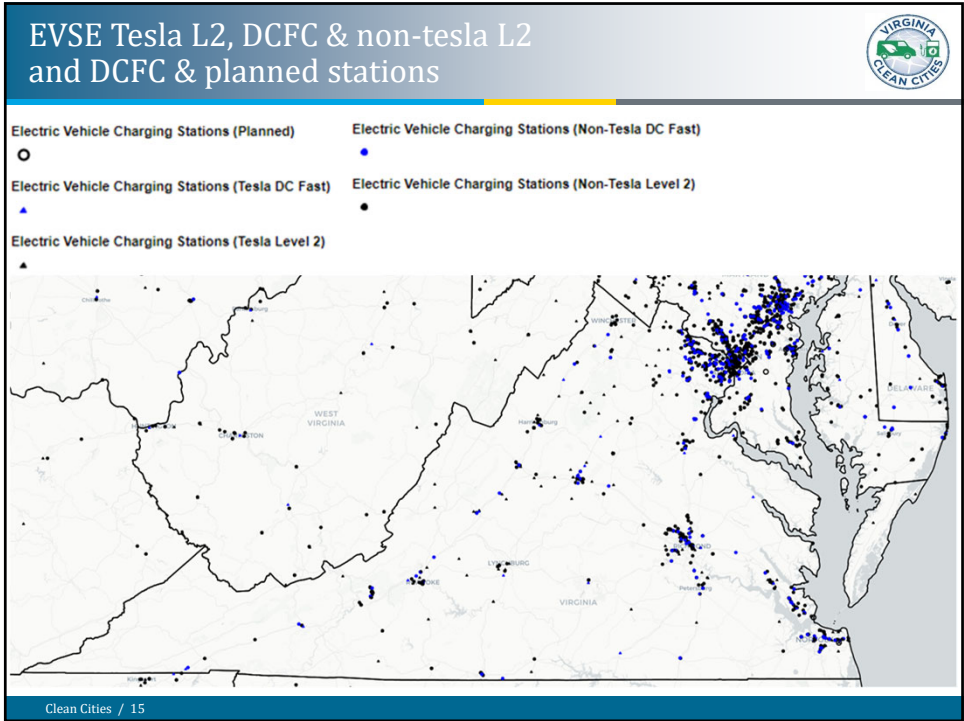
Designated Alternative Fuels Corridor (Round 5)

- EV Signage Pending
- EV Signage Ready
- EV Signage Unspecified

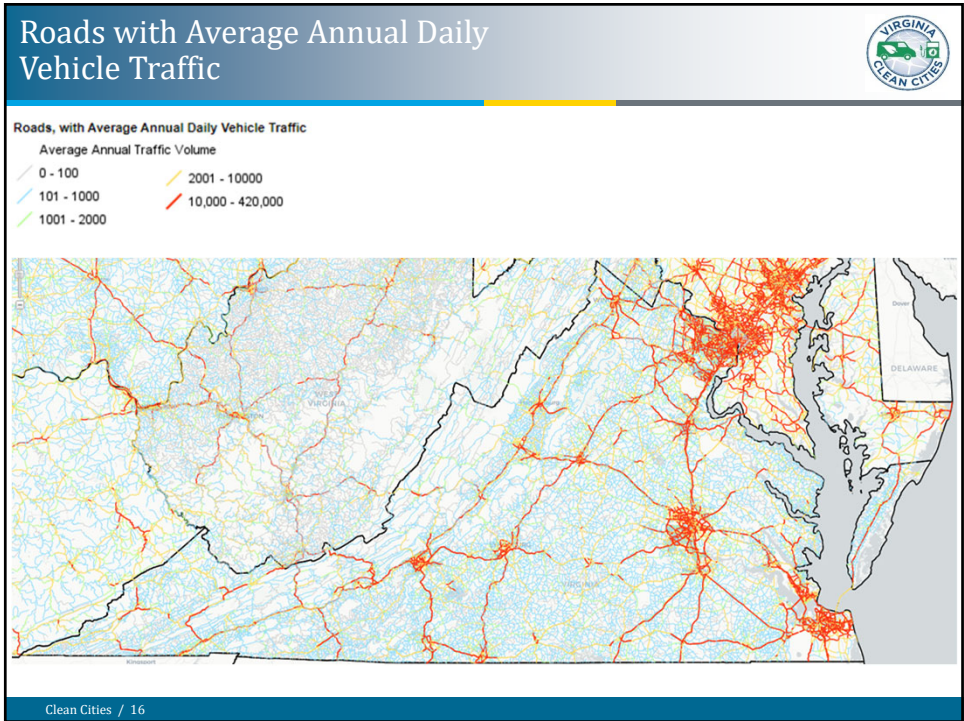


Clean Cities / 14

14



15



16

ELECTRIC



\$72.8 Surface Transportation Block Grant includes EVSE and V-2-G infrastructure	\$13B Congestion Mitigation & Air Quality (CMAQ) Expands medium and heavy-duty vehicle and infrastructure eligibility	MUTCO Standards Update	\$2.5B Grants for charging and fueling infrastructure	\$5B National Electric Vehicle Formula Program	\$250M Reduction of Truck Emissions at Port Facilities	\$355M Energy Storage Demonstration Projects	\$10M Best Practices for Battery Recycling and Labeling Guidelines
Carbon Reduction Program	\$15M Annually Strategic Innovation for Revenue Collection	\$50M National Motor Vehicle Per-Mile User Fee Pilot	\$5M Annually Emerging Technology Research Pilot Program	\$3B Development of Technologies to Enhance Grid Flexibility	\$500M State Energy Program	\$6.135B Battery processing and manufacturing	\$200M Electric drive vehicle battery recycling and second-life applications program
Clean Hydrogen Research and Development Program	\$8B Additional Clean Hydrogen Programs	Expanded Eligibility in Department Of Energy Loan Programs	Data Collection on Electric Vehicle Integration with the Electricity Grids	111(d) Consideration to Promote Greater Electrification of the Transportation Sector	Study on Impact of EVs	Study on impact of forced labor in China on the EV supply chain	Electric Vehicle Working Group
	\$2.25B Port Infrastructure Development Program		-\$3.75B over 5 years Grants for buses and bus facilities	\$5B Clean School Bus Program	\$250M Electric or Low Emitting Ferry Pilot Program		

IIJA and BBB ELECTRIFICATION PROVISIONS

\$5B Clean Heavy-Duty Vehicles	\$3.525B Grants to Reduce Air Pollution at Ports	\$28.9B Greenhouse Gas Reduction Fund	\$60M Diesel Emissions Reductions	\$1B Zero Emissions Vehicle Infrastructure Buildout	\$3.6B DOE Loan and Grant Programs	\$3B Advanced Technology Vehicles Manufacturing Program (ATVM)	\$3.5B Grants Related to Domestic Production of PHEV, BEV and FCVs
\$5B Energy Community Reinvestment Financing Program	\$9.75B Affordable Housing Access Program	\$150M Research, Technical Assistance, and Training	\$7B Community Climate Grants	\$2.9B GSA Clean Fleets	\$2.5B Electric Vehicles for USPS	\$3.4B EV Infrastructure for USPS	\$975M GSA – Emerging Technologies
\$3.125B GSA – Procurement and Technology	\$1B DOE EERE RDAE Projects	Refundable New Qualified Plug-In Electric Drive Motor Vehicle Credit	Alternative Fuel Refueling Property Credit	Previously-Owned Qualified Plug-In Electric Drive Motor Vehicles Credit	2&3 Wheeled Vehicles Credit	Qualified Fuel Cell Vehicles Credit	Extension of the Advanced Energy Project Credit
							Qualified Commercial Electric Vehicles Credit

Greenway and Trail Counts

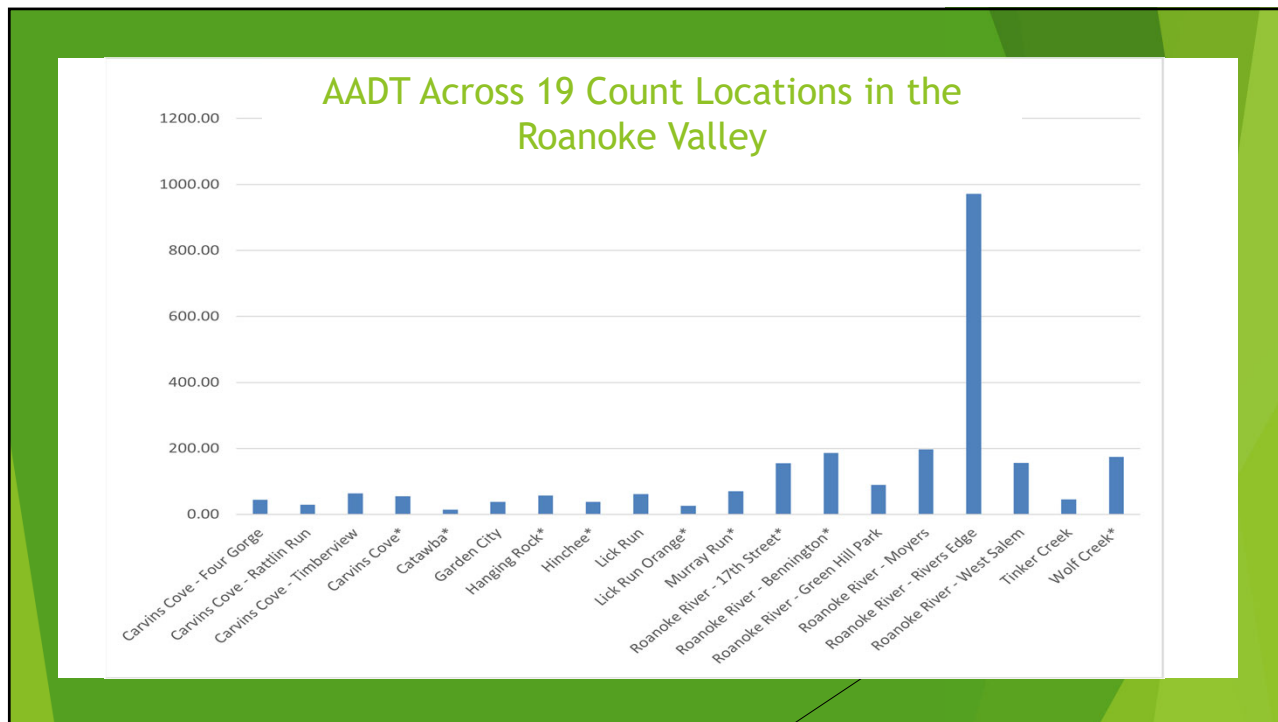
Traffic trends in 2021

Prepared by Amanda McGee
Roanoke Valley - Alleghany Regional Commission
Presented 5/26/22

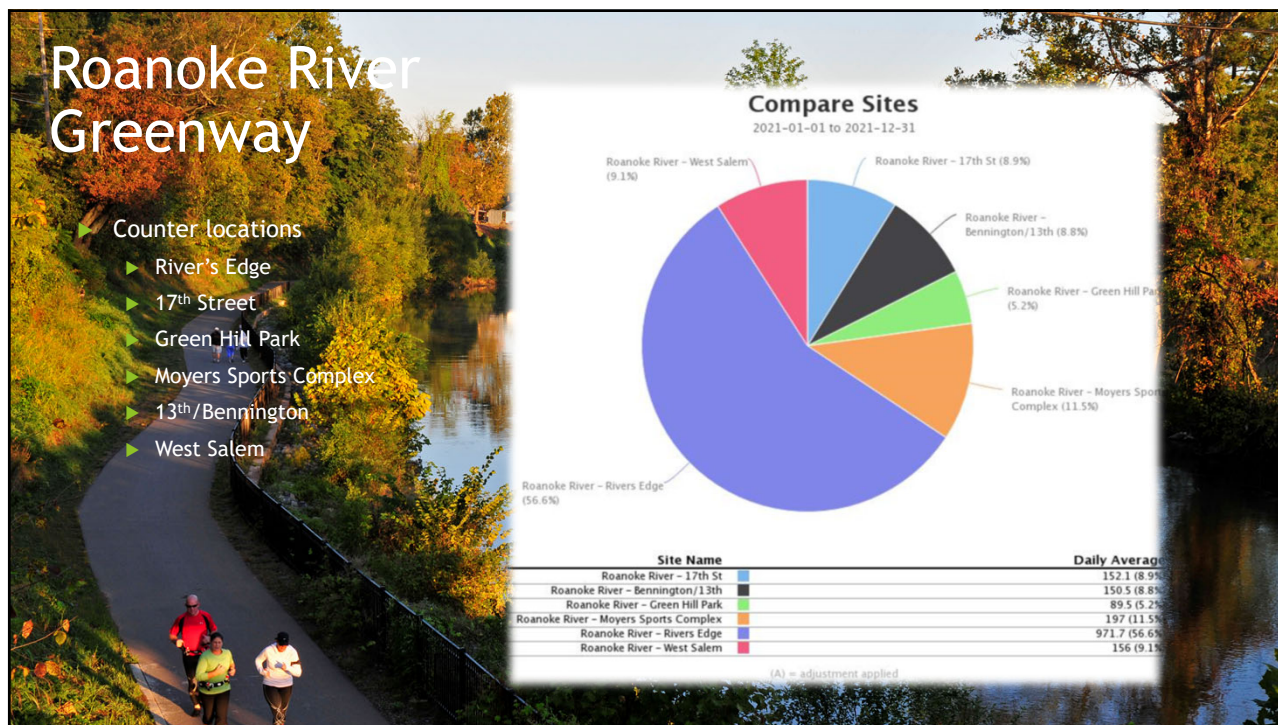
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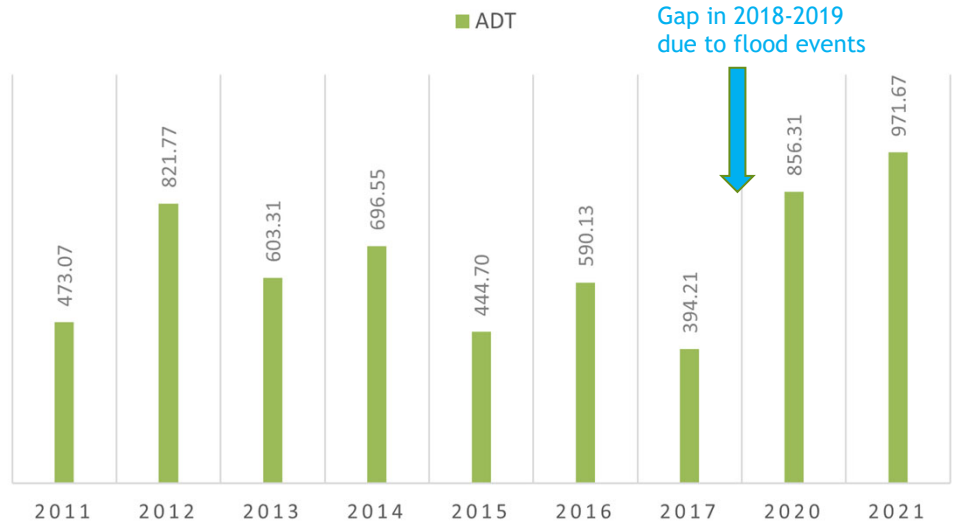
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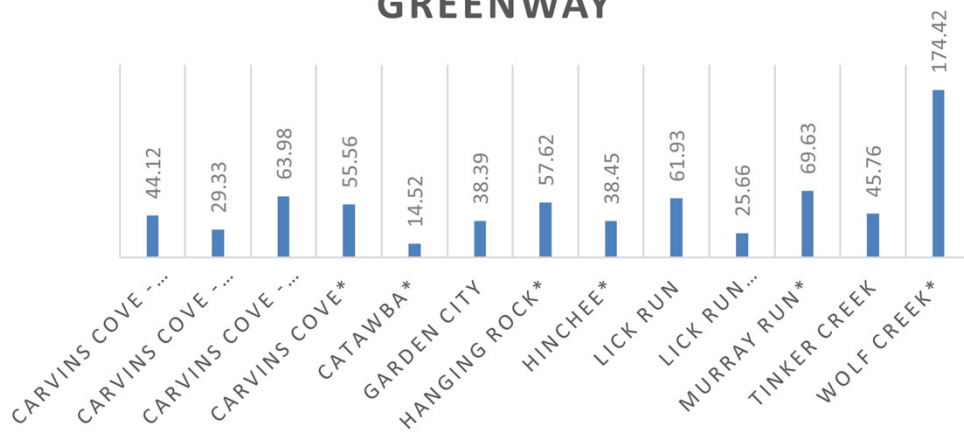
River's Edge,
ADT Year over Year

HISTORICAL AVERAGE DAILY
TRAFFIC, RIVER'S EDGE



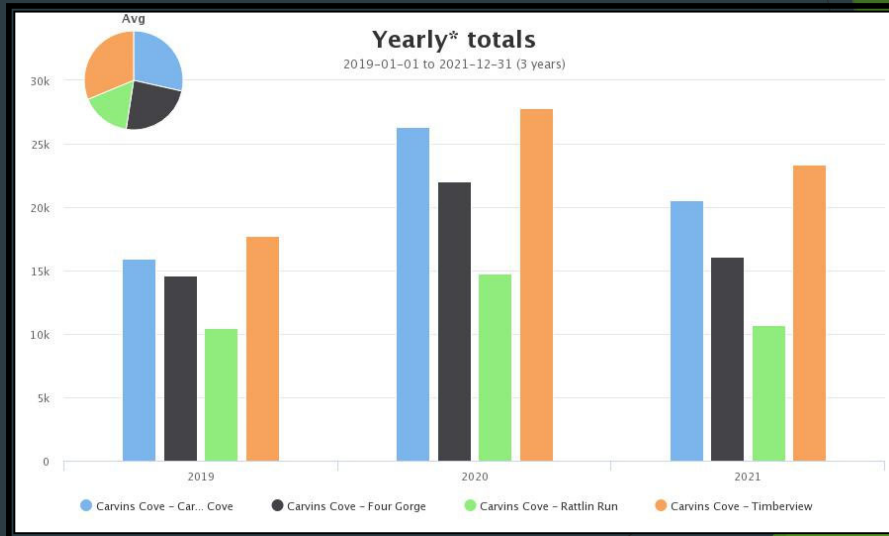
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ROANOKE VALLEY LOCATIONS
EXCLUDING ROANOKE RIVER
GREENWAY



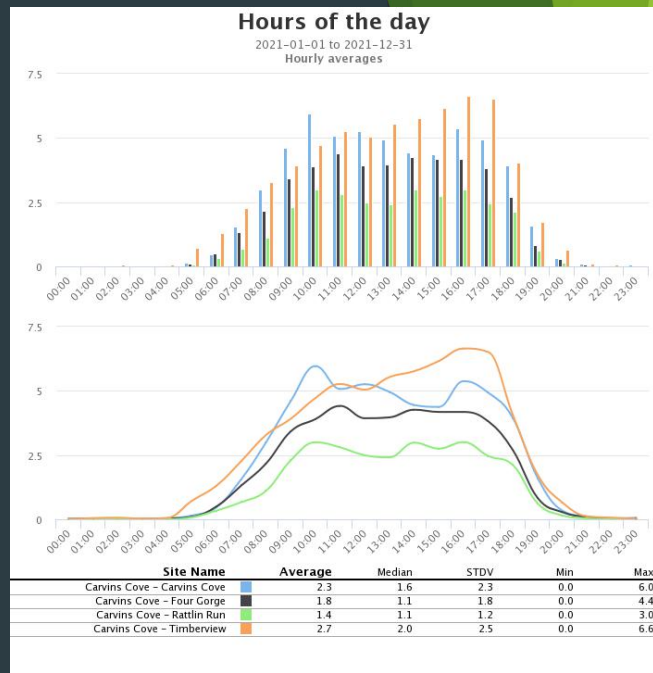
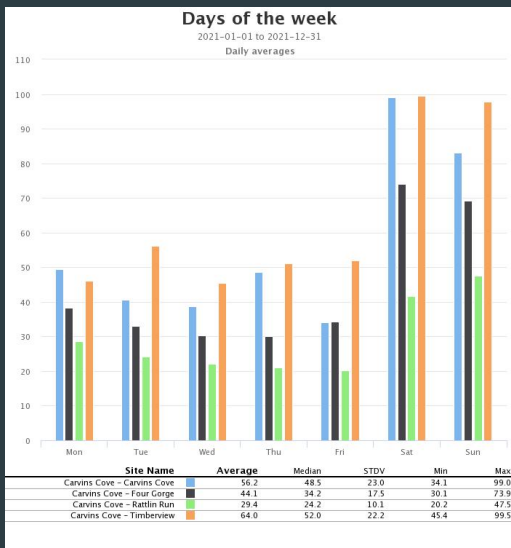
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Carvins Cove



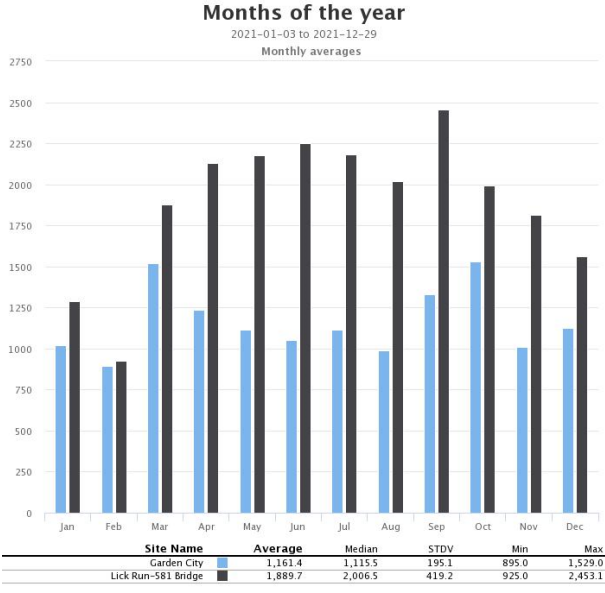
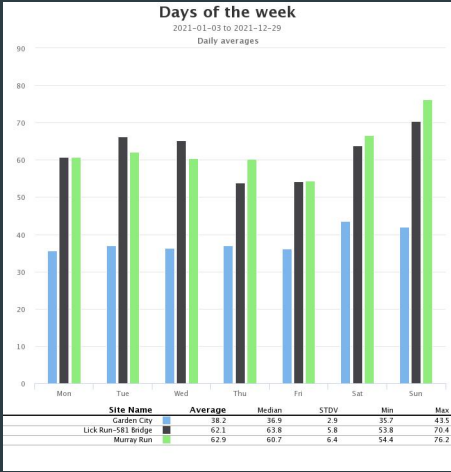
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Carvins Cove



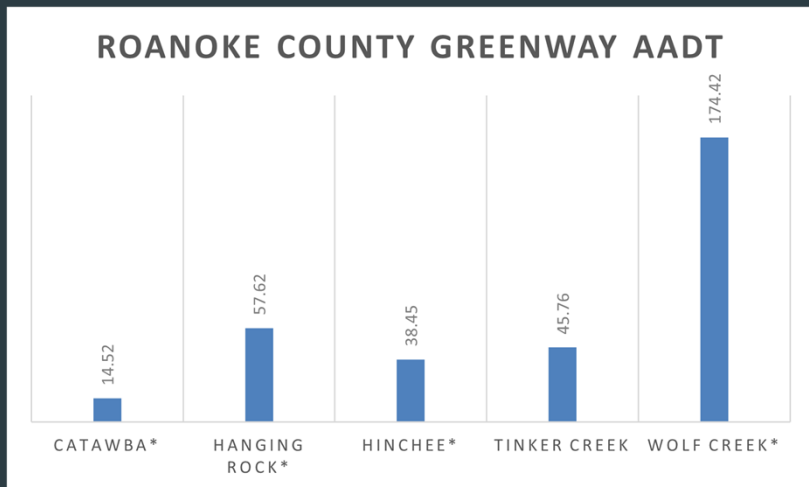
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Other Roanoke City Greenways



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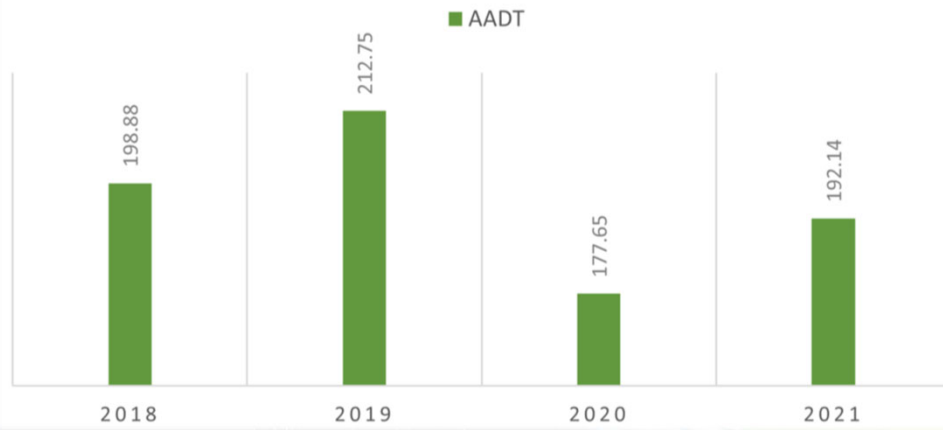
Greenways in Roanoke County



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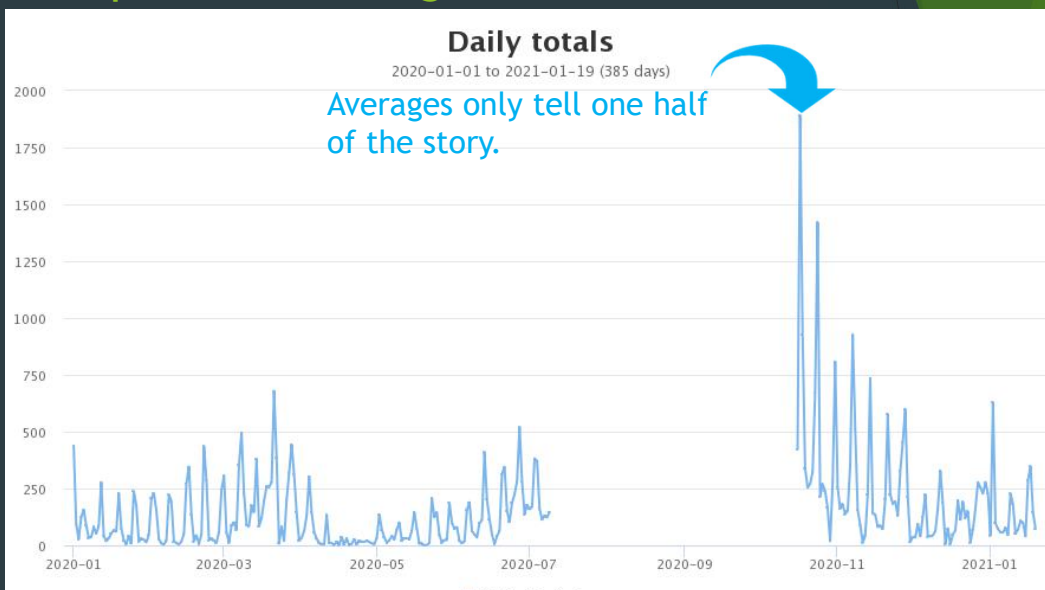
Appalachian Trail

MCAFEE KNOB AADT YEAR OVER YEAR



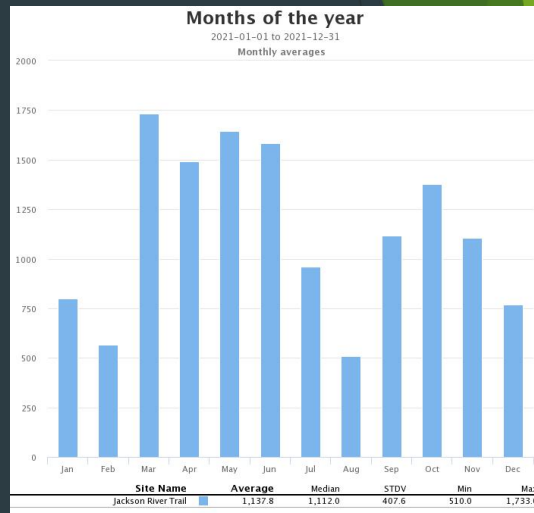
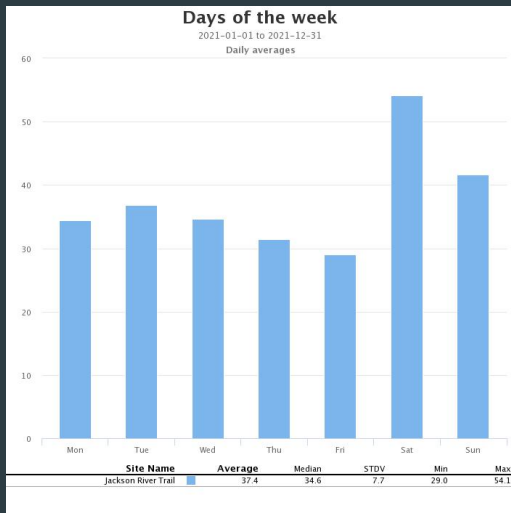
11

2020 Spike and Management



12

Jackson River Trail



13

Franklin

- ▶ Full year of data, but not a full calendar year
- ▶ Locations:
 - ▶ Summit View
 - ▶ Smith Mountain Lake
 - ▶ Waid Park (2 sites)
- ▶ Suspicion around counters - education needed



14

Major Takeaways

- ▶ Usership remains high across all trails
- ▶ 2022 will show us if higher year over year counts at River's Edge are "new normal"
- ▶ Upcoming infrastructure changes may change user volume on certain facilities
- ▶ Quality control on data allows us to make more useful comparisons and plug gaps when counters fail



15

Going Forward

- ▶ Counters are aging
- ▶ Reference counts versus rotating locations - is this feasible?
- ▶ Meeting rural locality requests
- ▶ Better quality control of data (there's more we can do!)



16



Questions?

17

Agencywide Line Item Revenues and Expenditures

Roanoke Valley-Alleghany Regional Commission

Period: 7/1/2021 to 5/31/2022

With Indirect Detail

Run Date: 06/06/2022

Run Time: 11:10:10 am

Page 1 of 2

Code	Description	Budget	Current	YTD	Un/Over	% Bud
Revenues						
40000	ARC	59,900.00	0.00	69,641.52	(9,741.52)	116.26 %
40001	ROANOKE REGIONAL PARTNERSHIP	3,333.00	0.00	3,475.43	(142.43)	104.27 %
40200	FEDERAL - PL	416,077.00	0.00	154,963.00	261,114.00	37.24 %
40210	VDOT PL	52,010.00	0.00	19,370.38	32,639.62	37.24 %
40350	COMMUNITY ASSOC. TRANSPORTATION OF	20,000.00	0.00	18,204.85	1,795.15	91.02 %
40400	VDHCD ALLOCATION	89,971.00	22,492.75	89,971.00	0.00	100.00 %
40410	ROANOKE VALLEY BROADBAND AUTHORITY	14,820.00	588.00	9,204.49	5,615.51	62.11 %
40570	ECONOMIC DEVELOPMENT ADMINISTRATIC	70,000.00	0.00	17,500.00	52,500.00	25.00 %
40580	ARP ACT COLLECTIVE RESPONSE	141,155.00	0.00	390,600.00	(249,445.00)	276.72 %
40600	ALLEGHANY COUNTY	11,458.00	0.00	11,458.00	0.00	100.00 %
40602	WORK FORCE DEVELOPMENT	2,333.00	0.00	2,475.43	(142.43)	106.11 %
40604	WVRIFA	25,000.00	0.00	18,750.01	6,249.99	75.00 %
40699	BEDFORD COUNTY	263.00	0.00	263.00	0.00	100.00 %
40700	BOTETOURT COUNTY	36,182.00	0.00	36,182.00	0.00	100.00 %
40800	CLIFTON FORGE	3,494.00	0.00	3,494.00	0.00	100.00 %
40900	COVINGTON	5,694.00	0.00	5,694.00	0.00	100.00 %
41000	CRAIG COUNTY	5,108.00	0.00	5,108.00	0.00	100.00 %
41010	FRANKLIN COUNTY	51,058.00	0.00	51,058.00	0.00	100.00 %
41020	MONTGOMERY COUNTY	210.00	0.00	210.00	0.00	100.00 %
41100	CITY OF ROANOKE	131,450.00	0.00	131,450.00	0.00	100.00 %
41200	ROANOKE COUNTY	101,650.00	0.00	101,650.00	0.00	100.00 %
41208	REGION 2000	0.00	419.42	419.42	(419.42)	0.00 %
41209	WEST PIEDMONT WFDB	0.00	0.00	50.00	(50.00)	0.00 %
41210	ROCKY MOUNT	4,724.00	0.00	4,724.00	0.00	100.00 %
41211	WEST PIEDMONT PDC	0.00	321.98	321.98	(321.98)	0.00 %
41300	SALEM	30,500.00	0.00	30,500.00	0.00	100.00 %
41400	VINTON	9,753.00	0.00	9,753.00	0.00	100.00 %
41500	VDRPT/FTA - TRANSIT	135,734.00	0.00	90,663.00	45,071.00	66.79 %
41600	VDRPT/STATE TRANSIT	16,967.00	0.00	11,334.00	5,633.00	66.80 %
41800	VDOT/SPR RURAL TRANSP	58,000.00	0.00	30,540.98	27,459.02	52.66 %
41900	VDRPT - RIDESHARE	153,121.00	8,284.00	84,355.00	68,766.00	55.09 %
41950	VIRGINIA HOUSING	37,642.00	13,389.40	33,389.40	4,252.60	88.70 %
42100	DEPT ENVIRONMENTAL QUALITY	58,000.00	0.00	32,369.00	25,631.00	55.81 %
43000	INTEREST INCOME	900.00	318.15	938.67	(38.67)	104.30 %
43200	MISCELLANEOUS INCOME	3,500.00	30.00	2,196.37	1,303.63	62.75 %
43250	SPONSORSHIPS	0.00	0.00	3,613.46	(3,613.46)	0.00 %
43400	NRV	0.00	880.75	880.75	(880.75)	0.00 %
43707	SERDI	1,538.00	0.00	1,538.00	0.00	100.00 %
44700	DEPT OF FORESTRY	8,922.00	0.00	451.75	8,470.25	5.06 %
49000	CARRYOVER FUNDS	40,629.00	0.00	40,629.10	(0.10)	100.00 %
	Revenues	1,801,096.00	46,724.45	1,519,390.99	281,705.01	84.36 %

Expenses

50000	SALARIES	817,482.00	70,245.53	676,603.03	140,878.97	82.77 %
50500	FRINGE BENEFITS	281,209.00	19,682.45	226,582.39	54,626.61	80.57 %
52000	INSURANCE	5,000.00	341.35	4,199.15	800.85	83.98 %
52100	SUPPLIES	28,782.00	335.80	12,143.52	16,638.48	42.19 %
52200	POSTAGE	2,100.00	63.51	606.26	1,493.74	28.87 %
52300	SUBSCRIPTIONS	1,000.00	58.00	435.86	564.14	43.59 %
52400	DUES	15,084.00	778.97	14,580.63	503.37	96.66 %
52500	PRINTING	8,150.00	0.00	1,828.63	6,321.37	22.44 %

Agencywide Line Item Revenues and Expenditures

Roanoke Valley-Alleghany Regional Commission

Period: 7/1/2021 to 5/31/2022

With Indirect Detail

Run Date: 06/06/2022

Run Time: 11:10:10 am

Page 2 of 2

Code	Description	Budget	Current	YTD	Un/Over	% Bud
52700	TRAINING	5,696.00	0.00	1,289.00	4,407.00	22.63 %
52800	TELEPHONE	9,000.00	552.81	6,387.51	2,612.49	70.97 %
52900	TRAVEL	30,376.00	1,446.79	9,031.79	21,344.21	29.73 %
53000	AUDIT FEES	11,300.00	0.00	11,300.00	0.00	100.00 %
53200	CONFERENCES	11,643.00	900.00	6,303.56	5,339.44	54.14 %
53300	FURNITURE & EQUIPMENT	8,000.00	799.00	2,137.03	5,862.97	26.71 %
53400	DEPRECIATION F & E	500.00	0.00	0.00	500.00	0.00 %
53500	MAIN F & E	8,663.00	1,608.88	8,400.55	262.45	96.97 %
53600	MISCELLANEOUS	2,000.00	30.00	381.72	1,618.28	19.09 %
53650	BANK FEES	1,100.00	83.50	938.34	161.66	85.30 %
53700	ADVERTISING	33,675.00	4,231.24	11,931.15	21,743.85	35.43 %
53800	RECRUITMENT	500.00	0.00	1,359.35	(859.35)	271.87 %
53900	MEETINGS	6,000.00	277.39	6,379.15	(379.15)	106.32 %
54100	LEGAL FEES	7,000.00	0.00	150.00	6,850.00	2.14 %
54400	CONTRACT SERVICES	22,300.00	299.00	9,860.36	12,439.64	44.22 %
54700	CONSULTANTS	175,000.00	23,474.85	67,265.42	107,734.58	38.44 %
54900	COMPUTER SERVICES	35,799.00	2,696.01	33,417.44	2,381.56	93.35 %
55000	DEPRECIATION COMP EQUIPT	0.00	86.43	172.86	(172.86)	0.00 %
55200	UTILITIES	13,500.00	945.96	10,611.42	2,888.58	78.60 %
55300	LEASE PAYMENTS	5,000.00	787.04	4,328.72	671.28	86.57 %
55800	BUILDING MAINTENANCE	25,000.00	579.14	20,563.89	4,436.11	82.26 %
56000	DEPRECIATION BUILDING	13,000.00	721.97	9,535.68	3,464.32	73.35 %
90000	OPERATING RESERVE	217,237.00	0.00	0.00	217,237.00	0.00 %
	Expenses	1,801,096.00	131,025.62	1,158,724.41	642,371.59	64.33 %
	Agency Balance	0.00	(84,301.17)	360,666.58		

Balance Sheet

Roanoke Valley-Alleghany Regional Commission
 Period From : 7/1/2021 to 5/31/2022

Run Date: 6/6/22
 Run Time: 11:09:39 am

Page 1 of 2

Assets:

10000	CASH IN BANK BB&T	377,687.22
10050	LGIP INVESTMENT	987,767.85
10300	PETTY CASH	150.00
10600	A/R MISC	87.98
10700	A/R GRANTORS	21,672.80
10800	A/R CONTRACTS	588.00
10900	PREPAID EXPENSES	7,347.10
11000	PREPAID INSURANCE	16,350.26
11600	PREPAID PHYSICAL ASSETS	589,742.31
11700	PHYSICAL ASSETS, ACCUM DEP	(372,721.65)
12200	PREPAID COMPUTER EQUIPT	5,185.96
12300	COMPUTER EQUIPT, ACC DEP	(172.86)
12500	PREPAID TELEPHONE EQUIPT	1,591.00
12600	TELEPHONE EQUIPT, ACC DEP	(1,591.00)
12800	PREPAID DUES	2,681.29
	Total Assets:	1,636,366.26

Liabilities:

20000	ACCOUNTS PAYABLE	6,595.67
20100	ACCOUNTS PAYABLE1	5,656.82
20300	ACCRUED ANNUAL LEAVE	30,992.28
20400	FICA WITHHELD	2,714.96
20500	FEDERAL TAX WITHHELD	3,101.59
20600	STATE TAX WITHHELD	1,549.55
20700	RETIREMENT	2,065.34
20800	DEFERRED REVENUE	769.00
21200	BUILDING FUND	15,000.00
	Total Liabilities:	68,445.21

Projects

30100	REGIONAL/LOCAL PROJECTS	(23,160.77)
30140	EDA	(44,447.83)
30300	INDUSTRIAL FACILITY AUTHORITY	3,744.48
30306	CHESAPEAKE BAY	(19,182.75)
30307	VIRGINIA HOUSING	(5,285.14)
30308	COMMUNITY MOBILITY DESIGN CHALLENGE	(974.66)
30500	RURAL TRANSPORTATION	(14,427.18)
30600	PL TRANSPORTATION	(14,218.08)
30800	VDRPT/FTA TRANSPORTATION	(34,867.77)
30900	RIDESOLUTIONS	(28,302.92)
30901	REGIONAL BIKE COORDINATION	10,187.97
30903	ROANOKE RIVER BLUEWAY	43,296.94
30905	BROADBAND	(19.25)
30906	SERDI	417.99
31700	ROANOKE VALLEY COLLECTIVE RESPONSE	291,460.49
35104	ARC 2021	(290.68)

Balance Sheet

Roanoke Valley-Alleghany Regional Commission
 Period From : 7/1/2021 to 5/31/2022

Run Date: 6/6/22
 Run Time: 11:09:39 am

Page 2 of 2

35105	ARC 2022	9,447.21
36010	OTHER GRANTS	139.60
37600	BIKE MONTH SPONSORSHIP	(721.84)
37605	COMMUTER OPERATING ASSISTANCE	(1,305.54)
39000	GENERAL OPERATING FUND	200,397.67
39400	UNRESTRICTED FUND BALANCE & INVEST CA	1,195,237.74
	Total Projects	1,567,125.68
	Total Liabilities and Projects	1,635,570.89
	Net Difference to be Reconciled	795.37
	Total Adjustment	795.37
	Unreconciled Balance	0.00

Reconciling Items

(1)	Paid Salaries are Timesheets show Difference	675,807.63 675,807.63 0.00
(2)	Leave accrued this year	795.40
(3)	Fringe Pool is Fringe allocated Difference	226,582.42 226,582.39 (0.03)
(4)	Indirect Pool is Indirect Allocated Difference	249,611.83 249,611.83 0.00

	795.37
Total adjustments	

Executive Committee Report
SUBJ: Proposed FY 2023 Budget

Members of the Roanoke Valley-Alleghany Regional Commission's Executive Committee met on May 26, 2022 to discuss the proposed FY 2023 Budget.

Revenues

- The per capita dues rate remains at \$1.00 per capita for FY 2023 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 was increased by \$14,000 in FY22 and will remain unchanged for FY23.
- Federal Highway Administration funding increased by \$56,768 for FY23 and Federal Transit funding increased by \$32,621 which results in an increase in state match and local match as well. These funding increases are due to the federal Build Back Better infrastructure funding bill that was approved last year.
- A Community Conservation Grant from the Virginia Environmental Endowment was awarded to the Commission and partner Roanoke County. The \$68,600 grant starts in FY23 and provides funding, for three years, to educate the public and provide septic tank pump outs, to eligible citizens, in Roanoke County.
- Virginia Department of Emergency Management awarded funds to update the regional hazard mitigation plan. The funding, to be received over 2 years, is \$60,000 with the Commission providing a \$20,000 match.
- The Appalachian Regional Commission increased funding in FY23 by \$16,606.
- 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 2nd year of this funding usage will occur in FY23.
- Virginia Housing awarded the Commission \$2 million of funding in FY22, which covers a three-year period to produce 20 new housing units in the region. FY23 will include the start of housing construction and thus a higher level of spending with corresponding revenue to be received.

Expenses

- Salary and fringe costs increased due to the hiring of three new staff members and a slight increase in healthcare insurance costs.
- Computer services costs increased due to the transportation programs and Ride Solutions projected need for additional/updated software.
- Legal fees increased due to the legal services that will be needed in the VA Housing grant for the housing contracts.
- Meetings, travel and training expenses have increased due to new staff coming on board and more in person meetings and conferences post-covid.
- Operating Contingency Reserve for FY23 consists of a carryforward of Blueway, Federal Highway Transportation, Federal Transit, EDA and Commission funds to continue operations in future years.

COMMITTEE RECOMMENDATION:

The Executive Committee recommends that the Roanoke Valley-Alleghany Regional Commission adopt the proposed FY 2023 Budget at its meeting on June 23, 2022.

**Roanoke Valley Alleghany Regional Commission
Budget Comparison FY2022 to FY2023**

	Budget 2022 Revenues	DRAFT Budget 2023 Revenues
Revenues:		
Localities Per Capita Regional Commission	\$ 333,546	\$ 336,211
Localities Per Capita TPO	\$ 34,507	\$ 35,882
Blueway Funding From Localities	\$ 11,491	\$ 11,491
Department of Housing & Community Development	\$ 89,971	\$ 89,971
Federal Highway Administration - PL	\$ 320,597	\$ 377,365
Virginia Department of Transportation - PL	\$ 40,075	\$ 47,171
Federal Highway Administration - PL C/O	\$ 95,480	\$ 150,147
Virginia Department of Transportation - PL C/O	\$ 11,935	\$ 18,768
Federal Highway Administration - SPR	\$ 58,000	\$ 58,000
Virginia Department Rail & Public Transit, FTA Federal	\$ 135,734	\$ 168,355
Virginia Department Rail & Public Transit, FTA State	\$ 16,967	\$ 21,045
VA Dept. Rail & Public Transit, RideSolutions (Roanoke)	\$ 153,121	\$ 154,728
Federal Economic Development Administration	\$ 70,000	\$ 70,000
Virginia Department of Forestry	\$ 8,922	\$ 5,000
Virginia Department of Environmental Quaility	\$ 58,000	\$ 58,000
Roanoke Valley Broadband Authority	\$ 14,820	\$ -
Virginia Environmental Endowment	\$ -	\$ 21,551
Virginia Department of Emergency Management	\$ -	\$ 49,923
Appalachian Regional Commission	\$ 59,900	\$ 76,506
City of Roanoke Bike Coordination	\$ 12,000	\$ 12,000
Collective Response	\$ 141,155	\$ 175,003
Western Virginia Regional Industrial Facility Authority	\$ 25,000	\$ 25,000
Virginia Housing	\$ 37,642	\$ 881,380
National Center for Mobility Management	\$ 20,000	\$ -
SERDI Website Administration Contract	\$ 1,538	\$ 1,538
Roanoke Partnership Implan Use	\$ 1,000	\$ -
Roanoke Partnership Jobs EQ share	\$ 2,333	\$ -
Work Force Jobs EQ share	\$ 2,333	\$ -
RVARC Interest Income	\$ 900	\$ 900
Miscellaneous Income	\$ 3,500	\$ 3,500
Deferred Revenue Blueway C/O	\$ 38,881	\$ 29,334
Deferred Revenue Regional Bike Coordination	\$ 1,748	\$ -
	\$ -	\$ -
Total Revenues	\$ 1,801,096	\$ 2,878,769

**Roanoke Valley Alleghany Regional Commission
Budget Comparison FY2022 to FY2023**

	Budget 2022 Expenditures	DRAFT Budget 2023 Expenditures
Expenses		
Salaries	\$ 817,482	\$ 944,157
Fringe Benefits	\$ 281,209	\$ 304,346
Advertising	\$ 12,500	\$ 7,500
Advertising-RIDE Solutions	\$ 21,175	\$ 36,000
Auditing Fees	\$ 11,300	\$ 12,100
Bank Fees	\$ 1,100	\$ 1,100
Building Maintenance	\$ 25,000	\$ 30,000
Building Depreciation	\$ 13,000	\$ 13,000
Computer Services & Software	\$ 35,799	\$ 46,191
Conferences	\$ 11,643	\$ 11,475
Contracts	\$ 197,300	\$ 1,037,522
Dues and Subscriptions	\$ 16,084	\$ 18,625
Furniture and Equipment	\$ 8,000	\$ 4,000
Furniture and Equipment Depreciation	\$ 500	\$ 550
Insurance	\$ 5,000	\$ 5,200
Lease on copier	\$ 5,000	\$ 5,000
Legal Fees	\$ 7,000	\$ 15,500
Maintenance Contract (Varney)	\$ 4,963	\$ 5,200
Maintenance Contract (Elevator)	\$ 3,700	\$ 4,300
Miscellaneous	\$ 2,000	\$ 2,000
Meetings	\$ 6,000	\$ 9,800
Postage	\$ 2,100	\$ 2,000
Printing	\$ 8,150	\$ 2,150
Recruitment	\$ 500	\$ 1,000
Supplies	\$ 28,782	\$ 19,000
Telephone & Internet	\$ 9,000	\$ 9,000
Staff Training	\$ 5,696	\$ 10,133
Travel	\$ 30,376	\$ 47,441
Utilities	\$ 13,500	\$ 13,500
Operating Contingency Reserve-grant carryforwards	\$ 217,237	\$ 260,979
	\$ -	\$ -
Total Expenses	\$ 1,801,096	\$ 2,878,769
Budget Difference	\$ -	\$ -



Roanoke Valley-Alleghany

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STAFF REPORT

SUBJ: 2022 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 2022 Annual Update at their May 25, 2022 meeting and is forwarding the draft to the Regional Commission for action at their June 23, 2022 meeting. The 2022 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 2022 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 2022 Roanoke Valley-Alleghany Regional Comprehensive Economic Development Strategy Annual Update, as presented, and adoption of the attached supporting resolution.



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The 23th day of June, 2022

RESOLUTION

Approving the 2022 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 2022 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 2022 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



STAFF REPORT
SUBJ: 2022 Roanoke Valley-Alleghany Regional
Comprehensive Economic Development Strategy Committee
Bylaws Revision

The Roanoke Valley-Alleghany Regional Commission has been working with the US Economic Development Administration on the Comprehensive Economic Development Strategy (CEDS) and associated Economic Development District designation (approved in January 2017) since 2008. The Commission has received EDA planning and project funds a few times in the past, usually for a one-year period, to keep the CEDS process moving along and the document up to date. In 2021 EDA had the additional funds to include the Commission in its Planning Partnership Program which provides funds for a three-year period. This has been a recurring source of funding for the other EDDs/PDCs in the state and we hope that it will be for the Commission too. The inclusion in this program is one of the reasons we are updating the bylaws and membership structure of the committee.

The EDA guidelines that originally regulated the membership of the committee required that it be at least 51% business sector representatives. The guidelines have changed over the years and are now more flexible allowing for more stakeholder and local staff involvement.

The major change being proposed for the bylaws is making the Technical Advisors (local government staff representatives) voting members and reducing the number of business sector representatives from 18 to 9 members. This would allow one business sector representative per locality.

CEDS Committee Voting Members

Member Category	Current	Proposed
Local Elected Official members	9	9
Business Sector Representatives	18	9
Stakeholder Groups Representatives	8	8
Technical Advisors	0	10
Total	35	36

Allowing the Technical Advisor members to vote is something that they and many of the localities have been asking for since the formation of the committee and could be a means to address ongoing issues with having a quorum at the meetings. This will also give those frontline economic development staff members - the ones managing the projects and meeting with businesses directly - a more substantial form of input.

The second reason for the changes in membership is that recruitment of business sector representatives has been an issue in the past. It is difficult to get management level personnel or owners to attend afternoon meetings, especially those such as the CEDS Committee that are held at differing locations throughout the region and can sometimes take up an entire afternoon. The CEDS Committee has 18 business sector slots available and currently only 6 of those are filled.

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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In addition to the membership changes several smaller changes have been made and include the following:

- Revised stakeholder terms to make sure everyone has the same number of years
- Revisions to organization names that have changed

The recommended changes to the CEDS Committee Bylaws are described in greater detail in the attached summary.

RECOMMENDATION: Staff recommends approval of the revised Roanoke Valley-Alleghany Regional Comprehensive Economic Development Strategy Committee bylaws as presented.

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

CEDS Strategy Committee Bylaws
Summary of Proposed Revisions
March 9, 2022

Article III - Membership

Section 1 Maximum number of Committee members is blank for the time being until decisions are made for subsections 1.a. through 1.k.

Section 1.b. Updated Western Virginia Workforce Development Board to Virginia Career Works - Blue Ridge Region

Section 1.e. Updated Roanoke Valley Economic Development Partnership to Roanoke Regional Partnership

Section 1.h. Removed annual community college representative rotation and made it a 3-year appointment to be consistent with other members of the Committee

Section 1.i. Removed annual four-year higher education institution representative rotation and made it a 3-year appointment to be consistent with other members of the Committee

Section 1.j. Reduced the number of private sector representatives from each locality from two (2) to one (1). Private sector membership has always been lacking on the committee and finding volunteers to serve continues to be an issue. This change opens up the opportunity to add local staff representative as a voting member (see Section 1.k)

Section 1.k. This new subsection was added to allow the CAO or their designated appointee of each participating locality to serve a voting member of the Committee. This is added to address the need to have members present for a quorum. The local managers and/or their appointed representatives from economic development or other departments have been the most consistent in attending the meetings, participating in the CEDS update, and sharing their knowledge of relevant projects.

Section 2 Removed language related to the one-year terms for representatives from community and higher education for consistency with changes to Sections 1.h. and 1.i.

Section 4 Removed this section since the intent of this item was unclear. CEDS meetings are open to the public. There did not seem to be a need to appoint non-voting members from interested organizations. This has not been done since the Committee was formed.

Article IV Officers and Elections

Section 5 Changed the word "mail" to "send" to reflect current practice of emailing materials to Committee members.

Article V Meetings

Section 1 Changed the number of meetings from four (4) times per year to "a minimum of" four (4) times per year since the Committee has on occasion in the past met more than 4 times. Changed "Special meetings" to "Called meetings" for clarity, unsure of the definition of a special meeting.

Section 2 Inserted "chief administrative officials or their designees" to be consistent with changes to membership in Art. II Section 1.k. that added them as voting members to the Committee.

Section 5 Removed the option for electronic meetings. Since the CEDS Committee is an official standing committee of the Roanoke Valley-Alleghany Regional Commission as a requirement for EDA's Economic Development District designation, the Committee must follow the same meeting attendance procedures as the RVARC Board. This change is a result of multiple conversations during and after the COVID emergency declaration by the Governor relating to the ability of local governments and regional agencies to hold official meetings without physical a quorum. The ability to hold electronic meetings was convenient but until the laws are revised by the General Assembly or another Emergency Declaration is made the Committee will be meeting in person.

Article VI Subcommittees

Sections 1, 2, and 3 were combined for clarity and elimination of unnecessary language. While the Committee has had short-term subcommittees in the past - for example the regional priorities group in 2021 - it has not appointed a standing committee to date.

Article VIII Effective Date

Section 1 A blank space has been inserted for the effective date of the bylaws.

**Roanoke Valley - Alleghany Regional CEDS Strategy Committee
Membership FY 2021-22**

Officers:

Chairman - The Honorable Mike Stovall
Vice-Chair - The Honorable James Griffith

Elected Officials:

Alleghany County
The Honorable James Griffith

Botetourt County
The Honorable Steve Clinton

City of Covington
Vacant

Town of Clifton Forge
The Honorable Robert Umstead

Craig County
Vacant

City of Roanoke
The Honorable Vivian Sanchez-Jones

Roanoke County
The Honorable Paul Mahoney

City of Salem
The Honorable Randy Foley

Town of Vinton
The Honorable Mike Stovall

Stakeholder Organizations:

Dr. John Rainone
Dabney S. Lancaster Community College

Ms. Teresa Hammond
Alleghany Highlands Chamber of
Commerce & Tourism

Mr. John Hull
Roanoke Regional Partnership

Ms. Morgan Romeo
VA Career Works- Blue Ridge

Vacant
NAACP

Ms. Joyce Waugh (Terry Durkin)
Roanoke Regional Chamber of Commerce

President Michael Maxey
Roanoke College

Mr. Chuck Simpson
Communications Workers of America

March 31, 2022

Private Sector/Institutional/Other:

Alleghany County

Vacant
Vacant

City of Covington

Vacant
Vacant

Craig County

Vacant
Vacant

Roanoke County

Ms. Rebecca L. Walter, Walter Chiropractic
Vacant

Town of Vinton

Vacant
Vacant

Botetourt County

Mr. John Kilby
Vacant

Town of Clifton Forge

Joan Vannorsdall
Jeremy Bastian

City of Roanoke

Mr. Joe Cobb, Hermitage Roanoke
Mr. Matt Clark, City Space, LLC

City of Salem

Vacant
Vacant

Technical Advisors (non-voting):

Mr. Pete Huber
Alleghany County Administrator

Ms. Krystal Onaitis
Covington City Manager

Mr. Dan Collins
Craig County Administrator

Ms. Jill Loope
Roanoke County Director of
Economic Development

Mr. Pete Peters
Vinton Director of
Economic Development

Ken McFadyen (Luke Campbell)
Botetourt County Director of Economic
Development

Mr. Chuck Unroe
Clifton Forge Town Manager

Ms. Aisha Johnson
Roanoke City Economic Development
Specialist

Mr. Jay Taliaferro
Salem City Manager

Ms. Terri McClung
Alleghany Highlands Economic
Development Corporation

BYLAWS

ROANOKE VALLEY – ALLEGHANY REGIONAL COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY COMMITTEE

ARTICLE I – NAME AND AUTHORITY

- Section 1 The name of this organization shall be known as the Roanoke Valley – Alleghany Regional Comprehensive Economic Development Strategy Committee, hereinafter referred to as “COMMITTEE”.
- Section 2 The COMMITTEE shall have the authority prescribed to it when created by the Roanoke Valley – Alleghany Regional Commission. Further, the COMMITTEE shall have authority necessary to carry out its purpose and objectives as delineated in Article II of these bylaws.

ARTICLE II – PURPOSE AND OBJECTIVES

- Section 1 The purpose of the COMMITTEE is to develop, maintain, pursue implementation of and complete annual reporting requirements related to the Roanoke Valley - Alleghany Regional Comprehensive Economic Development Strategy document, [hereafter referred to as “CEDS”](#).
- Section 2 The COMMITTEE shall be charged with the following objectives, which include, but are not limited to, the following:
- a. To support the ongoing economic development planning process in a portion of the Roanoke Valley – Alleghany Region. The CEDS planning region shall consist of the Counties of Alleghany, Botetourt, Craig, and Roanoke; the Cities of Covington, Roanoke, and Salem; and the Towns of Clifton Forge and Vinton. ~~Franklin County and the towns of Boones Mill and Rocky Mount are not part of the RVARC CEDS since they are part of the West Piedmont CEDS.~~
 - b. To prepare draft CEDS documents, CEDS annual reports, annual implementation schedules, and other documents to be sent to the US Economic Development Administration for review and approval by the Roanoke Valley – Alleghany Regional Commission.
 - c. To bring to the attention of the Roanoke Valley – Alleghany Regional Commission and the member localities of the Commission various approaches to solving community and economic development related problems.
 - d. To provide participating jurisdictions, organizations, and private sector entities with information on [CEDS-EDA](#) initiatives, relevant grant programs, and other related news.

ARTICLE III – MEMBERSHIP

Section 1 The voting membership of the COMMITTEE shall not exceed 35 voting members. ~~A simple majority (51%) of the members of the COMMITTEE must be private sector representatives.~~

The voting membership of the COMMITTEE shall consist of:

- a. one (1) elected official representative each from the Counties of Alleghany, Botetourt, Craig, Roanoke; the Cities of Covington, Roanoke, and Salem; and the Towns of Clifton Forge and Vinton.
- b. one (1) representative from the ~~Western Virginia Workforce Development Board~~ Virginia Career Works – Blue Ridge Region.
- c. one (1) representative from the Roanoke Regional Chamber of Commerce.
- d. one (1) representative from the Alleghany Highlands Chamber of Commerce.
- e. one (1) representative from the Roanoke ~~Valley Economic Development Partnership~~ Regional Partnership.
- f. one (1) representative from a chapter of the National Association for the Advancement of Colored People.
- g. one (1) representative from a labor union in the region.
- h. one (1) representative from either community college in the region. ~~This seat shall rotate between Dabney S. Lancaster Community College and Virginia Western Community College and shall have a one-year term.~~
- i. one (1) representative from either four-year higher education institution in the region. ~~This seat shall rotate between Roanoke College and Hollins University and shall have a one-year term.~~
- j. a total of ~~nineteen (189)~~ private sector representatives. Each locality participating in the CEDS shall nominate ~~two~~ one private sector representatives to represent that locality on the COMMITTEE. These private sector members must be a member of senior management or an executive holding a key decision-making position or that person's designee.
- k. The chief administrative official from each participating locality or that person's designee.
- ~~j.~~

~~The chief administrative official from each participating locality shall also serve on the COMMITTEE as a non-voting technical advisor.~~

Section 2 COMMITTEE members may serve for a term of 3 years, and may serve an unlimited number of consecutive ~~terms with the exception of those COMMITTEE members representing institutions of higher education which have terms of 1 year and must alternate terms with their counterpart institution terms~~. Any elected official representative who is not re-elected or otherwise vacates their position in their local government must vacate their position on the COMMITTEE, at which time the respective local government will appoint a replacement for the elected official who vacates the office.

Section 3 If a non-elected member fails to attend or fails to send an alternate to half of the scheduled meetings in any given fiscal year, the member's seat on the committee will be vacated and an ad-hoc nominating committee will convene to choose a replacement for that member. If an elected member fails to attend or send an alternate to half of the scheduled meetings in a fiscal year, a letter will be sent to the governing body of the locality notifying that body of the absences. Any member failing to attend or to send an alternate to at least half of the scheduled meetings in any given fiscal year will no longer be in good standing with the COMMITTEE.

~~Section 4 — The COMMITTEE may invite non-voting members from interested organizations to participate in COMMITTEE meetings. The non-voting members representing the interested organizations shall be appointed by their respective organizations.~~

ARTICLE IV – OFFICERS AND ELECTIONS

Section 1 The officers of the COMMITTEE shall include a chair and a vice-chair who shall be elected from the membership of the COMMITTEE and shall serve for a ~~two~~three-year term or until their successors are elected and shall be eligible for re-election.

Section 2 The chair shall preside over the COMMITTEE meetings.

Section 3 The vice-chair shall assume the responsibilities of the chair in the absence of the chair.

Section 4 The election of officers shall be held at the December meeting when elections are necessitated by the expiration of terms and those members elected to office shall assume their duties at the conclusion of the meeting.

Section 5 One meeting prior to the election, the chair shall appoint a nominating committee of at least three members. The nominating committee shall ~~mail~~send to each COMMITTEE member the name(s) of nominee(s) for the offices of chair and vice-chair at least one week prior to the meeting at which the election will be held. Additional nominations may be made from the floor at the time elections are held.

Section 6 The secretary of the COMMITTEE shall be a member of the staff of the Roanoke Valley – Alleghany Regional Commission.

ARTICLE V – MEETINGS

Section 1 The COMMITTEE shall make a special meeting schedule in years when a complete CEDS document must be developed and/or revised. CEDS documents must be completely revised on a 5-year schedule. The COMMITTEE shall meet a minimum of four (4) times per year. A full meeting schedule for the year shall be produced and placed on the

Roanoke Valley – Alleghany Regional Commission website at the beginning of each fiscal year in July. ~~Special Called~~ meetings may be held at other times if the Chair deems it necessary. The secretary will announce meetings at least one month in advance of a planned meeting and distribute an agenda at least one week in advance. Meeting agendas and minutes shall also be posted on the Roanoke Valley – Alleghany Regional Commission website.

Section 2 Members in attendance, either elected officials, chief administrative officials or their designees, or private sector representatives, representing a majority of the member governments participating in the CEDS process shall constitute a quorum.

Section 3 The secretary will prepare and maintain a permanent written record of all COMMITTEE proceedings and shall transmit a copy of minutes to all COMMITTEE members upon their completion.

Section 4 The agenda for each COMMITTEE meeting shall be prepared jointly between the chair and the secretary. All items desired by members or necessary for inclusion on the agenda shall be submitted not less than ten (10) days prior to the meeting date.

~~Section 5 — Members may attend meetings via electronic means including, but not limited to, teleconference and webinar. Information about the method of communication, including necessary phone numbers and/or websites, will be sent to members with the agenda at least one week in advance of the meeting.~~

ARTICLE VI – ~~STANDING~~ SUBCOMMITTEES

Section 1 The COMMITTEE may establish an “Executive Subcommittee” standing or special subcommittees for the purpose of discussing, evaluating, ~~preparing~~ preparing, and recommending actions and/or priorities concerning routine COMMITTEE functions, such as but not limited: Comprehensive Economic Development Strategy development, CEDS monitoring, economic development planning issues, and/or new opportunities ~~that may arise between regularly scheduled CEDS meetings~~.

~~Section 2 — The COMMITTEE may establish other standing and special subcommittees as far as it deems necessary and shall determine the instructions for, and method of appointing members to each subcommittee. The COMMITTEE chair shall fill vacancies in subcommittees.~~

~~Section 3 — All appointments to standing subcommittees shall be for a term of 3 years concurrent with the terms of the officers in the COMMITTEE.~~

ARTICLE VII – AMENDMENT

~~December 12, 2013~~ January 2022

Section 1 These bylaws may be amended by a simple majority vote of the Roanoke Valley – Alleghany Regional Commission after approval by motion by the COMMITTEE to forward proposed changes to the Commission. Proposed changes in the bylaws shall be transmitted to each Commissioner and each COMMITTEE member seven (7) days prior to the meeting when the potential action is scheduled to be considered.

ARTICLE VIII – EFFECTIVE DATE

Section 1 These bylaws shall become effective on ~~January 1, 2014~~ _____.

Section 2 Amendments to the COMMITTEE bylaws shall become effective immediately upon ratification by the COMMITTEE.



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

Report of the Collective Action Committee Regional Commission Meeting June 23, 2022

SUBJ: Formation and Approval of the Bylaws of the Collective's Advisory Committee

In December 2021, the Roanoke Valley Collective Response (RVCR), a regional collective combatting the addiction crisis in the Roanoke Valley, was formalized as a program of the Roanoke Valley Alleghany Regional Commission using American Rescue Plan Act funding from the City of Roanoke. The RVCR had been operating since 2018 under the guidance of a Steering Committee comprised of representatives of various organizations and individual programs providing services in the recovery and addiction space. After the formalization of the RVCR under RVARC, a desire was expressed by Steering Committee members to formalize that body as an official advisory body to RVCR staff under the Regional Commission.

Beginning in May of 2022, RVCR Director Niles Comer and RVARC Executive Director Jeremy Holmes developed a set of bylaws for the operations of the Collective's Advisory Committee (CAC), based roughly on the bylaws of the Transportation Technical Committee of the Roanoke Valley Transportation Planning Organization. After working with the RCVR Steering Committee, a final draft of these bylaws were approved at the June 8, 2022 meeting of that body and now come before the Regional Commission for adoption. A brief summary of the Bylaws along with the initial membership of the CAC follows.

Current CAC Membership Requirements

The CAC, as outlined in the bylaws, will be made up of representatives of nonprofit organizations, human service agencies, and other organizations providing addiction-related services within the service area of the RVARC. The CAC must be comprised of members from the following areas of interest

- At least 2 members representing a health system and/or medical provider
- At least 2 members representing a mental health system and/or service provider
- At least 2 members representing higher education/academic institutions
- At least 2 members representing law enforcement and/or first responders

Additionally, at least 50% of the total membership must be persons with lived experience of addiction and recovery as per the VA State Board of Behavioral Health and Developmental Services Regulation 12VAC35-250-40. The initial membership of the CAC will be comprised of one of the co-chairs of each of the CAC's existing working groups, then additional members will be determined per the rules outlined above. The seven existing RVCR Working groups are: Crisis Response, Law Enforcement/ Judicial, Prevention and Education, Recovery Housing, Recovery Services, Treatment, and Workforce. If adopted, the CAC will take immediate action to incorporate the RVCR working groups as official subcommittees of the CAC

RVCR Staff and the RVARC Executive Director, with the approval of the existing RVCR Steering Committee, is recommending the following members to serve on the initial CAC:



Roanoke Valley-Alleghany

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Name	Organization	Area of Interest	Working Group	Term Exp. Date
Lee Clark (Chair)	Rescue Mission of Roanoke	Mental Health System and Lived Experience	Recovery Housing	2024
Fabricio Drumond *	Vinton Police	Law Enforcement	Law Enforcement/Judicial	2023
Nancy Hans	Prevention Council of Roanoke County	Academic Institutions and Lived Experience	Prevention and Education	2024
Dr. Cheryl Hartman	Carilion Clinic	Health System, Mental Health System, Academic Institutions, and Lived Experience	Treatment	2024
Jeremy Hartman*	Salem Fire and EMS	Law Enforcement/First Responders	Crisis Response	2024
Letitia Hawkins-Beatty	Blue Ridge Behavioral Health	Mental Health System and Lived Experience	Treatment	2023
Linda Hentschel	Family Service of Roanoke Valley	Mental Health System	Prevention and Education	2023
Robert Natt	Robert Natt Productions	Academic Institutions	Workforce	2024
Eric Orange*	Roanoke County Police	Law Enforcement/First Responders	Law Enforcement/Judicial	2024
Janine Underwood (Vice Chair)	Bradley Free Clinic	Health System, Mental Health System, and Lived Experience	Recovery Services	2023
Christine Wright	Bradley Free Clinic, HOPE Initiative	Health System, Mental Health System, and Lived Experience	Recovery Services	2024

* Not yet accepted position on CAC as of 6/9/2022

Regional Commission Action: Approve the Bylaws of the Roanoke Valley Collective Response Collective's Advisory Committee.



2022 Bylaws Created
Approved by RVARC Board – XX/XX/XXXX

**BYLAWS
of the
ROANOKE VALLEY COLLECTIVE RESPONSE
PROGRAM ADVISORY COMMITTEE**

**ARTICLE I
NAME AND GENERAL AUTHORITY**

- Section 1 The name of this committee shall be the Roanoke Valley Collective Response Collective’s Advisory Committee, hereinafter known as the “CAC”, and shall be a program advisory committee to the Roanoke Valley-Alleghany Regional Commission, hereinafter 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 identifying strategies and building programs to address the regional addiction crisis and its related mental health challenges, the CAC is responsible for advising the RVARC Board and providing technical advice to the RVARC staff on activities related to the regional response to the addiction crisis.
- Section 3 The CAC shall provide the RVARC subject matter expertise and technical advice pertaining to the execution of the Roanoke Valley Collective Response Blueprint for Action, the Roanoke Valley Collective Response strategic plan, and other such programs as initiated by the staff of the Roanoke Valley-Alleghany Regional Commission or undertaken by the RVARC on behalf of its partner localities. The CAC shall also undertake other duties that may be requested by the RVARC.

**ARTICLE II
MEMBERSHIP**

- Section 1 The membership of the CAC shall be composed of representatives of appropriate nonprofits, human services agencies, and other organizations providing addiction-related services within the service area of the Roanoke

Valley-Alleghany Regional Commission and other agencies as deemed necessary by the RVARC.

Section 2 The CAC shall be composed of individuals representing the following areas of interest:

1. At least 2 members representing a health system and/or medical provider.
2. At least 2 members representing a mental health system and/or service provider.
3. At least 2 members representing higher education/academic institutions.
4. At least 2 members representing law enforcement and/or first responders.
5. At least 50% of the total membership are persons with lived experience of addiction and recovery, per the Virginia State Board of Behavioral Health and Developmental Services regulation 12VAC35-250-40.

A member may represent more than one area of interest.

Section 3 CAC membership shall be comprised initially of the chair or co-chair, as designated by the CAC, of each Workgroup of the Roanoke Valley Collective Response. Any gaps in the composition of membership as defined in Article II Section 2 shall then be appointed through the process outlined in Section 5 or 7 of this article.

Section 4 CAC voting members shall be appointed as noted below for a term of two years following the RVARC fiscal year calendar of July through June. Members appointed ex officio shall serve a term contemporaneous with their term in office and shall be succeeded by their successor in office

Section 5 At the May meeting each year, the CAC will consider and vote on a slate of candidates to fill any seats that may become open the following July. The slate will be provided to the CAC by the Chair at least five days before the meeting. Any member of the CAC may put forward a candidate for open seats, and any interested candidates may submit their name to the Chair for consideration.

Section 6 Representatives who are not ex-officio may serve up to two consecutive terms.

Section 7 In the case of a vacancy in the CAC voting membership, the Chair will provide the CAC with a candidate to consider and vote upon at the next meeting after which the vacancy occurs, allowing such candidate meets the requirements of Section 2 of this Article.

Section 8 The CAC may invite non-voting, interested organizations to participate in CAC meetings with voice, but not vote. The non-voting members representing the interested organizations shall be appointed by their respective organizations.

Section 9 All CAC members shall sign a Conflict of Interest statement before the start of their initial term.

ARTICLE III MEETINGS

Section 1 Meetings of the CAC shall be held in the Conference Room of the Roanoke Valley-Alleghany Regional Commission at 9:00 am, on the second Wednesday of every month, except that when a meeting day falls on or adjacent to a State-recognized holiday, the meeting shall be held as determined by the CAC 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 CAC shall be held at the discretion of the Chair.

Section 4 Notice stating the time, date, place and agenda for all meetings of the CAC 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 CAC shall notify the member by email and/or letter. If five (5) consecutive meetings are missed, the Chair may call for a vote to remove the member and nominate a replacement to be voted on at the next meeting of the CAC.

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 CAC.

Section 2 Except where indicated otherwise in these bylaws, all actions of the CAC shall be approved by a majority vote of the members present.

Section 3 50% of the total voting membership in attendance shall constitute a quorum at meetings of the CAC.

Section 4 In all matters of voting or other procedures not specifically covered by these bylaws, Roberts Rules of Order, latest edition as modified for small boards, shall

be observed.

ARTICLE VI OFFICERS

- Section 1 The officers of the CAC shall include a Chair and a Vice Chair who shall be elected from the membership of the CAC.
- 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. The election of officers shall be held at the July meeting of every even 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 CAC 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 CAC meetings, shall sign all actions necessary to carry out the will of the CAC, shall have the authority to assign routine administrative functions to the Secretary, and shall be eligible to vote on all matters before the CAC. The Chair of the CAC shall serve on the RVARC in a non-voting, ex-officio caCACity.
- 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 CAC 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 CAC shall not be representatives of the same organization or area of interest as defined in Article II Section 2.
- Section 8 The Director of the Roanoke Valley Collective Response shall be the Secretary to the CAC. The Chair shall appoint an acting Secretary in the absence of the appointed Secretary.
- Section 9 The Secretary is responsible for the preparation and storage of written records of all CAC proceedings and shall transmit notices and agenda to the membership and shall transmit a copy of the minutes of each CAC meeting to each member prior to the next regular meeting.

**ARTICLE VII
STANDING AND SPECIAL COMMITTEES**

- Section 1 The CAC may establish standing and special subcommittees and workgroups as it deems necessary and shall determine the instructions for and method of appointing members to each subcommittee.
- Section 2 All appointments to standing and special subcommittees shall be for a term determined by the CAC.
- Section 3 The Chair of the CAC 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 CAC.

**ARTICLE VIII
AMENDMENT**

- Section 1 Any proposed amendment to these bylaws shall be mailed or electronically communicated to each member at least five days prior to the meeting at which they are to be voted upon. A majority vote (10 members or more) of all members of the CAC, 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.

*CAC Bylaws 2018 Update Approved by the RVARC
Date: June 28, 2018*