

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

MINUTES

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

1. WELCOME, CALL TO ORDER, INTRODUCTIONS

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

VOTING MEMBERS ATTENDING

Steve Clinton **Botetourt County** Dawn Erdman City of Roanoke Barbara Duerk City of Roanoke Peter Volosin City of Roanoke Stephanie Moon Reynolds City of Roanoke Jim W. Wallace III, Chair City of Salem Denise King City of Salem Hunter Holliday City of Salem Lorie Smith, Vice Chair Franklin County Dean Martin, Treasurer Roanoke County Lee Osborne Roanoke County David Radford Roanoke County Robert Wood **Town of Rocky Mount**

Richard "Pete" Peters Town of Vinton
Mayor Brad Grose Town of Vinton

VOTING MEMBERS ABSENT

Reid Walters Alleghany County James Griffith Alleghany County Gary Larrowe **Botetourt County** Mayor Tom Sibold City of Covington Allen Dressler City of Covington **Dan Collins** Craig County Jesse Spence Craig County Keri Green Franklin County Chris Whitlow Franklin County Mike Carter Franklin County Phil North Roanoke County



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David Clements

Debbie Laudermilk

Chuck Unroe

Town of Rocky Mount
Town of Clifton Forge
Town of Clifton Forge

Others Present: Josh Taylor, Alleghany Highlands Chamber of Commerce and Tourism; Steve Sandy, Franklin County; Misty Crosby, Southeastern Regional Directors Institute; Tim Ware, Southeastern Regional Directors Institute.

Staff: Jeremy Holmes, Robert Natt, Gabriel Irigaray, Andrea Garland, Sherry Dean, Eddie Wells, Virginia Mullen, and Elizabeth Elmore.

2. <u>ACTION REQUESTED: APPROVAL OF CONSENT AGENDA ITEMS</u>

The Consent Agenda items were as follows:

- A. Approval of Agenda
- B. December 14, 2023, RVARC Minutes
- C. Financial Reports Ending December 31, 2023

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

Regional Commission Action: Motion carried unanimously.

3. REMARKS BY THE CHAIR

- Chair Wallace noted that today's meeting is being livestreamed on the Commission's Facebook page. This is part of an ongoing effort to improve public awareness of the important work undertaken by the Regional Commission.
- Chair Wallace reported that the Commission is beginning its annual Work Program Development process for the fiscal year 2025. Along with the various continuing and federally required projects the Commission undertakes each year; staff are now accepting work program project requests from our local government members as well as community organizations in partnership with our localities. Executive Director Jeremy Holmes distributed a memo outlining the Commission's various funding sources and the kinds of projects that can be completed under those sources. The memo also outlines a timeline for the work program development process and the Commission's current strategic goals. Commission staff will meet with locality planning staff next week as part of the regular Planner's Luncheon to collect additional ideas.
- Chair Wallace reported that representatives from the Southeastern Directors Institute (SERDI) have conducted interviews and focus group sessions throughout this week to obtain information for their organizational assessment. This assessment will form the basis for RVAR's strategic plan update after the

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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full Commission has had a chance to review and discuss along with SERDI at the February 22nd meeting.

4. **EXECUTIVE DIRECTOR'S REPORT**

- Mr. Holmes updated that the staff is in the process of getting the elevator renovated but the process will take a while. In the meantime, anyone that needs ADA accommodation is encouraged to reach out to staff.
- Mr. Holmes reported that staff recently had the chance to get out in the field and explore projects being undertaken by two major partners in the region. The first was attending an automated vehicle demonstration day at the Virginia Tech Transportation Institute, where together with the Director of Transportation, Tori Williams, had the chance to site with VTTI scientists and engineers working on developing the software and systems that would allow automated vehicles to respond quickly and appropriately in emergency situations, including traffic stops and maneuvering around law enforcement and emergency vehicles. This was an opportunity to observe first-hand the complicated technologies involved in these vehicles and to forge stronger relationships with VTTI, who is a leader in automated vehicle development. Staff then had an opportunity to tour the new Carilion Clinic Cardiovascular center development, led by Carilion VP Mike Abbot. The tour began with an elevator ride up the construction elevator and then continued with a detailed review of the complex infrastructure, technology, and emergency systems in this state-of-the-art healthcare building. This major economic development project is the next huge step in the Roanoke region's continuing evolution as a trains-to-brains economic center.

5. APPOINTMENT OF AT LARGE MEMBER TO THE EXECUTIVE COMMITTEE

Chair Wallace reported that with the departure of Mr. Billy Martin as the at-large member to the Executive Committee, he had asked Mayor Grose of Vinton to return as the Committee's at large member. Mayor Grose has been a long-time member of the Executive Committee and now enters his twentieth year of service on the Regional Commission. His experience and insight on the Executive Committee are appreciated.

MOTION: by Lee Osborne to approve the appointment of Mayor Grose as at-large member to the Executive Committee. The motion was seconded by Barbara Duerk.

Regional Commission Action: Motion carried unanimously.

6. APPROVAL OF REVISED FY24 BUDGET



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Mr. Holmes reported that members of the RVARC's Executive Committee met on January 12, 2024 to discuss the proposed revised FY2024 budget. The staff report (page 42 of the agenda packet) outlines the revisions in the revenues and expenses. The Executive Committee recommended the approval of the revised FY24 budget by the full Board.

MOTION: by David Radford to approve the revised FY 2024 budget, as presented. The motion was seconded by Dawn Erdman.

Regional Commission Action: Motion carried unanimously.

7. WORK PROGRAM COMMITTEE APPOINTMENT

Mr. Jeremy Holmes reported that every year a Work Program Committee is formed to work closely with the Executive Director and staff to develop a Work Program for the next fiscal year. It is anticipated that the Committee will meet three times between January and April, typically following the adjournment of the monthly Commission meeting. The final Work program will be brought before the Commission at the April or May 2024 meeting.

Chair Wallace appointed the following Commissioners to serve on the Regional Commission's FY25 Work Program Committee:

Billy Martin – Botetourt County, Committee Chair Stephanie Moon Reynolds – City of Roanoke Robert Wood – Town of Rocky Mount Chuck Unroe – Town of Clifton Forge Jim Wallace – City of Salem, Ex Officio

MOTION: by Peter Volosin to approve the appointments to the RVARC's FY25 Work Program Committee, as presented. The motion was seconded by Dee King.

Regional Commission Action: Motion carried unanimously.

8. ROANOKE CITY FY25 HUD GRANT APPLICATION – BETTER BUS STOPS FOR NEIGHBORGOODS

- 1. Program Scope
- 2. Approval of Certification of Application

Ms. Andrea Garland reported that Better Bus Shelter for Neighborhoods is a program by RIDE Solutions with the goal to facilitate the process to acquire and install bus shelters in neighborhoods served by the region's transit service- Valley Metro (the PowerPoint presentation is included in the Minutes).

MOTION: by Barbara Duerk to approve the certification application, 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



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The motion was seconded by Stephanie Moon Reynolds.

Regional Commission Action: Motion carried unanimously.

9. <u>2023 GREATER ROANOKE REGION TRAVEL SURVEY</u>

Ms. Andrea Garland presented an update on the 2023 Greater Roanoke Region Travel Survey (the PowerPoint presentation is included with the Minutes).

10. REGIONAL COMMISSION'S COMMITTEES REPORTS

A. Blue Ridge Interagency Council on Homelessness (BRICH) Report There was no report.

Mr. Lee Osborne commented that while most of the burden falls on Roanoke City, homelessness is a regional issue and the Commission should look into a regional approach to homelessness.

B. Roanoke River Blueway Advisory Committee Report

Mr. Gabriel Irigaray commented that the January Blueway meeting was rescheduled to February 7th due to weather and there is nothing to report at this time.

C. Roanoke Valley Collective Response Advisory Committee Report

Mr. Robert Natt reported that Collective Response decided at their January Meeting to reengage and update their asset mapping process. Currently they are working on the scope of the project and in close partnership with the Virginia Institute of Policy and Governance. The Collective Response continues to devote significant effort in supporting localities through the identification and prioritization of prospective projects for the Virginia Opioid Abatement Authority. Additionally, the Collective Response will be facilitating a workshop in late February, more information will be forthcoming. In March 2024, the Collective Response will enter their strategic planning face.

D. Comprehensive Economic Development Committee (CEDS) Report

Mr. Eddie Wells reported that the CEDS met in December at Stave and Cork Restaurant in Salem. At that meeting, Mr. Tommy Miller presented several of the City of Salem's economic development projects. Mr. Joe Cobb was elected as the new chair of the committee. The Committee has started work on the annual demographic update. The next CEDS meeting will be held in March.

E. Legislative Committee Report

Mr. Holmes reported that the legislative committee approved the legislative priorities in December. The one sheet summary of the legislative priorities was sent out to legislators and delegates. The committee also created the 2024 legislative priorities pamphlet card – the card is easy to fold and carry in a pocket. Mr. Holmes added that the 2024 legislative priorities are listed on the Commission's website. If any member would like a hard copy they can send in a request to Mr. Holmes.



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11. OTHER BUSINESS

Mr. Jeremy Holmes commented that the price of legal ads in the local newspaper had increased tremendously. Typically, public hearing notices are being advertised for a week but with the high price of the advertisement is becoming a huge financial strain. The General Assembly had revisited the request to change the requirement a number of times and it had failed. There is another attempt to make that change this year. Mr. Holmes asked members if the Commission has permission to support the effort in changing the requirement to advertise in the local newspaper.

MOTION: by Dee King to approve the request. The motion was seconded by Stephanie Moon Reynolds.

Regional Commission Action: Motion carried unanimously.

12. COMMENTS FROM COMMISSION MEMBERS AND/OR THE PUBLIC

Ms. Barbara Duerk shared a concern on bicycle safety issues, vulnerable road users' definition according to code of Virginia and raised attention to the Virginia Bicycle safety bills that are coming forward. Ms. Duerk also stated that currently 2% of the maintenance money is supposed to be directed to paved shoulders.

Vice Chair Lorie Smith commented that she would like the Commission to investigate ways to support the rural localities footprint regarding transportation.

Vice Chair Smith announced that the Commonwealth Transportation Board representative for our region, Dr. Ray Smoot, will be attending the April 25th meeting of the RVTPO.

Adjournment at 3:58 p.m.

Jereny Holmes, Secretary

Secretary to the Regional Commission



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MEMORANDUM

To: Commissioners, Chief Executive Officers, Planning Directors

From: Jeremy Holmes, Executive Director

Date: January 25th, 2024

Subject: FY25 Work Program Project Request Guidance

The Regional Commission is undertaking its annual Work Program Development Process and invites member localities to submit project requests by **Friday**, **February 23**rd. Please submit your requests to the Executive Director, Jeremy Holmes, via email at iholmes@rvarc.org.

The annual Work Program captures the projects that the Commission is expected to undertake in the following fiscal year, and is a combination of continuing work, mandated state and Federal activities, staff-initiated projects, locally requested projects, and general technical support. The work program development process is a collaborative effort between Commission and locality staff, with input and direction from the Commission-appointed Work Program Committee and the full Board.

Please keep the following in mind when submitting project requests:

- Project requests must align with staff capacity and any limitations imposed by our various funding sources.
- Project requests without an identified funding source may require a separate charge at an hourly rate.
- To support the Commission's mission of addressing issues of more than local significance, projects that support two or more localities are generally preferred.
- Projects that require third-party support through a consultant can be considered.
- Projects can pool resources from several funding sources when appropriate.
- Project/plan hour requirements can range from 5 to 10 hours for a small research, GIS, or analytical
 project, to 200-500 hours for a full plan, comprehensive plan chapter, corridor study, or similarly scoped
 effort.

To assist in determining whether a project aligns with the Commission's resources, please refer to the following list of our primary funding sources, approximate pool of available hours, and project guidance based on the scope and limitations set by the funding source. Please note that the hour budget provided is an estimate and can be impacted by available funding, travel or materials costs, consultant support, and other considerations.

Project Guidance

Urban Transportation Program

- General Description: Projects and activities undertaken under the Roanoke Valley Transportation
 Planning Organization focused on the urban surface transportation network: e.g., roads, greenways,
 pedestrian facilities, freight, et al.
- Budget: Approximately 2,000 hours
- Project guidance:
 - Plans focused on analysis of safety, performance, impact of surface road network.
 - Plans focused on analysis of congestion management tools and strategies (TDM, park and ride capacity).



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- Plans focused on analysis of transportation technology (safety measures, EV and related infrastructure).
- Modal plans (bike, transit, pedestrian, other).
- o Grant writing and technical assistance for VDOT or Federal funding (such as RAISE).
- Development and deployment of GIS tools to visualize transportation performance.
- Example projects from previous Work Programs:
 - 419 Corridor Study
 - Active Transportation Plan
 - Transit Vision Plan

Rural Transportation Program:

- General Description: Projects and activities studying the rural surface transportation network: e.g., roads, greenways, pedestrian facilities, freight, et al. Available to Franklin, Botetourt, Craig, and Alleghany Counties and their towns and cities.
- Budget: Approximately 750 hours
- Project guidance:
 - Plans focused on analysis of safety, performance, impact of surface road network.
 - Plans focused on analysis of congestion management tools and strategies (TDM, park and ride capacity).
 - Plans focused on analysis of transportation technology (safety measures, EV and related infrastructure).
 - Modal plans (bike, transit, pedestrian, other).
 - Grant writing and technical assistance for VDOT or Federal funding (such as RAISE).
 - Development and deployment of GIS tools to visualize transportation performance.
- Example projects from previous Work Programs:
 - Rural Transportation Plan
 - Transportation Chapter in Clifton Forge Comprehensive Plan
 - Rural Bikeway Plan

Appalachian Regional Commission (ARC):

- General Description: Projects and plans supporting our Appalachian Regional Commission-member localities: Alleghany County, Botetourt County, Craig County, Covington, and Clifton Forge.
- Budget: Approximately 2,000 hours
- Project guidance:
 - Plans and projects supporting community development, economic development, workforce development, and general quality of life in ARC communities.
 - Grant writing assistance for VA, ARC, or other Federal grant sources
- Example projects from previous Work Programs:
 - Clifton Forge Comprehensive Plan
 - Alleghany Highlands Microtransit Research
 - Fincastle Rezoning Project
 - Alleghany Highlands Outdoors Plan

Economic Development Administration (EDA):

- General Description: Planning funds supporting general economic development activities and studies in our EDD region which consists of Alleghany County, Botetourt County, Craig County, Roanoke County, Covington, Roanoke, Salem, Clifton Forge, and Vinton.
- Budget: Approximately 1,600 hours



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- Project guidance:
 - Grant writing, particularly for EDA Economic Adjustment Assistance grants and other EDA-family grants.
 - Workforce-related studies and data analysis.
 - Economic analysis including demographic, economic impact, and job creation impacts.
 - o Comprehensive Economic Development Strategy updates and implementation.
 - GIS visualization of economic trends, activities, status, etc.
- Example projects from previous Work Programs
 - Economic Impact of the Arts
 - Broadband Deployment
 - Regional Food System Planning
 - Blue Ridge Marathon Economic Impact

Virginia Housing PDC Housing Development Program:

- General Description: Primarily construction funding for recipients of the Virginia Housing PDC Housing Development grant, but there is some capacity for research and analysis of other regional housing needs.
- Budget: Approximately 400 hours
- Project guidance:
 - Research or activities focused on increasing workforce housing (80% AMI or better) supply in the region.
- Example projects from previous Work Programs:
 - Funding to date has primarily focused on the administration of the housing construction subsidies and initial program design.

Southeast Crescent Regional Commission (SCRC)

- General Description: The SCRC is a new Federal regional commission similar to the ARC but focused on
 the communities from Virginia to Florida not covered by the ARC. In our region, this covers Roanoke and
 Franklin Counties, the cities of Roanoke and Salem, and the towns of Rocky Mount and Vinton. Our
 SCRC activities are focused on increasing affordable housing supply in Franklin County and the City of
 Roanoke.
- Budget: Approximately 200 hours
- Project guidance:
 - Housing studies and research.
 - Development of outreach materials and coordination of stakeholder meetings and input.
 - o GIS visualization of housing needs, trends, and activities in the target region.
- Example projects from previous Work Programs:
 - SCRC funding is new to RVARC for FY24 so no projects have been completed to date.

Commuter Assistance Program (RIDE Solutions):

- General Description: Program focused on the efficient management of the region's surface road network through behavior change programs encouraging carpooling, biking, telework, vanpool, and other Transportation Demand Management strategies. All RVARC member localities have access to these services.
- Budget: Approximately 1,000 hours
- Project guidance:
 - Targeted employer outreach based on geography or sector.
 - Targeted commuter outreach based on geography.



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- General community education.
- Local government consultation and technical support.
- Commute pattern analysis, research, and GIS visualization.
- Example projects from previous Work Programs:
 - Park and Ride Study
 - National Bike Month Support
 - Bicycle Friendly Community/Business technical support
 - VA Medical Center Vanpool Formation

Roanoke Valley Collective Response (RVCR):

- General Description: Program focused on the regional response to the opioid addiction crisis, including
 crisis response, law enforcement support, human services coordination, new program development,
 recovery housing, and workforce reentry. Activities under the RVCR are particularly focused on the
 regional response to the crisis and the recognition that where people live and where they receive services
 may cross jurisdictional boundaries. All RVARC members have access to these services.
- Budget: Approximately 3,000 hours
- Project guidance:
 - Projects and activities specifically related to opioid addiction abatement.
 - Workforce training and support for those in recovery.
 - Peer training, development, networking, and support.
 - Research and analysis of the impact of addiction, including GIS visualization
- Example projects from previous Work Programs:
 - o 2023 white paper Building on Hope
 - Technical assistance for Virginia Opioid Abatement Authority (VOAA) grant writing.

General Regional/Local Projects:

- General Description: All projects paid for out of local dues/DHCD/other unrestricted funds that do not fall
 into one of the program areas above. The most flexible project funding source we have, but projects here
 compete for the use of these funds as matching funds against other grants Transportation, Commuter
 Assistance, EDA, ARC all require a local match.
- Budget: Approximately 1,500 hours
- Project guidance:
 - Recreational infrastructure and activities planning and analysis.
 - Environmental planning and analysis including stormwater, tree canopy, and others.
 - Purely local support projects not included in a category above.
- Example projects from previous Work Programs:
 - Blue Ridge Interagency Council on Homelessness administration
 - Regional Trail Counter Program
 - Regional Greenway Plan
 - Solar@Scale Workshop

Work Program Development Calendar

- January 25: Appointment of Work Program Committee
- January 26: Invitation to request projects distributed to regional stakeholders.
- Week of January 29th; Work Program Committee meets to discuss process sand priorities.
- January 31: Staff hosts regional planners lunch to generate project ideas.



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- March 4 8: Work Program Committee reviews draft projects with staff recommendations.
- March 14: RVTPO Transportation Technical Committee reviews the draft Roanoke Valley Unified Planning Work Program (UPWP) – the urban transportation element of the RVARC Work Program.
- March 28: RVTPO Policy Board reviews the draft UPWP the urban transportation element of the RVARC Work Program.
- March 28: RVARC Board approves Rural Transportation Work Program.
- March 28: Work Program Committee approves draft RVARC Work Program.
- April 11: RVTPO Transportation Technical Committee reviews the draft UPWP.
- April 25; RVTPO Policy Board approves the UPWP.
- April 25: RVARC members review the draft RVARC Work Program.
- May 23: RVARC reviews and approves the complete RVARC Work Program, inclusive of the UPWP and Rural Transportation Work Program.

RVARC Strategic Priorities

The Roanoke Valley-Alleghany Regional Commission has identified its Comprehensive Economic Development Strategy (CEDS) plan as the organization's strategic plan. In addition, the Commission completed a strategic planning effort in 2019 that identified several goals focused on communications, improving staff capacity, and strengthening the organization.

This year, the Commission is working with the Southeastern Regional Directors Institute to update our Strategic Plan. To the extent possible, recommendations from the revised plan will be considered when finalizing the FY25 Work Program.

Our strategic priorities are as follows:

I. Economic Growth

- A. The Commission will ensure the region has adequate infrastructure in place to facilitate the growth of higher-wage industry clusters and to ensure connectivity with regions nationally and globally. (CEDS 2022)
- B. The Commission will improve the Multimodal Transportation Network of the Roanoke Valley-Alleghany Region. (CEDS 2022)

II. Quality of Life

- A. The Commission will address resiliency through coordination of the Regional Pre-Disaster Mitigation Plan, COVID-19 response activities, and CEDS. (CEDS 2022)
- B. The Commission will seek to reuse existing underutilized commercial, institutional, and industrial properties and target them for redevelopment. (CEDS 2022)
- The Commission will seek to ensure that the region offers a strong and diverse mix of housing opportunities. (CEDS 2022)

III. Sustainability

A. The Commission will seek to maintain and promote the region's natural beauty as well as its cultural amenities and seek sustainable growth opportunities. (CEDS 2022)

IV. Communication and Outreach

- A. Project a positive identity for the Roanoke Valley Alleghany Region. (CEDS 2022)
- B. The Commission will improve Communication among RVARC and its stakeholders. (2019 Strategic Plan)
- C. The Commission will improve engagement among RVARC and its members. (2019 Strategic Plan)



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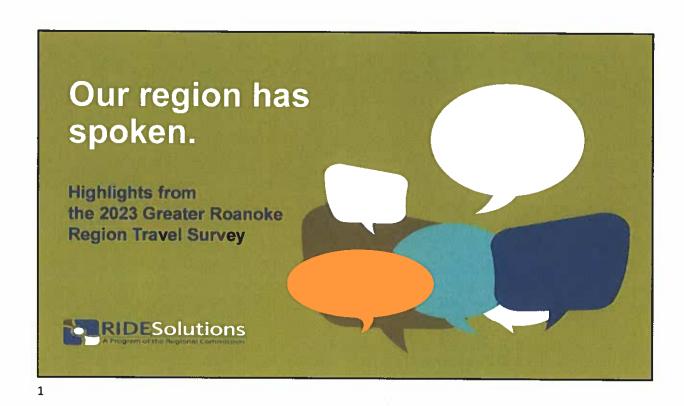
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V. Organizational Capacity

A. The Commission will adequately prepare for the future. (2019 Strategic Plan)

VI. Local Technical and Implementation Support

A. The Commission will continue in its role as a convener of regional stakeholders on issues of more than local significance and implementer of programs on behalf of our local government members.



In 2023, The Roanoke Valley
Allegheny Regional Commission
(RVARC) hired a research company
to survey local residents about
travel patterns, trip satisfaction and
transportation options. The
following insights reflect the
answers given by the survey's
1,662 responses



Key Finding #1



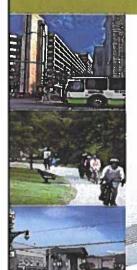
Of all the people surveyed, almost half (42%) work outside the home. Among those, 87% drive to work alone, and 61% are commuting to the city of Roanoke and/or Roanoke County. These commuters face a number of challenges:

- A majority of those surveyed (59%) said high gas prices were the biggest challenge for commuting in a personal vehicle.
- 39% said the cost and time of personal vehicle maintenance was a challenge.
- 40% said traffic congestion is a challenge.*

Note Research from the national transportation research nonprofit TRIP found that the charge time are age Roanoke region driver in \$629 annually – the result of losing 25 hours stuck in traffic and wasting 11 gallons of fuel



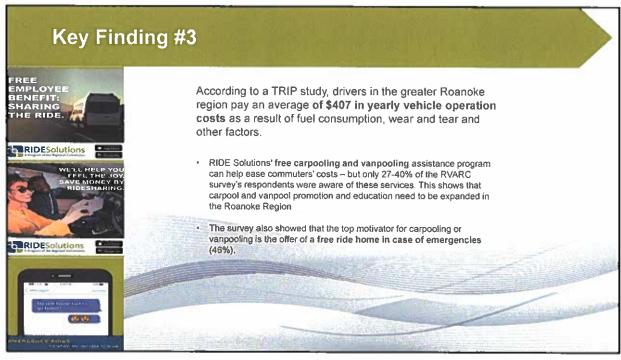
Key Finding #2

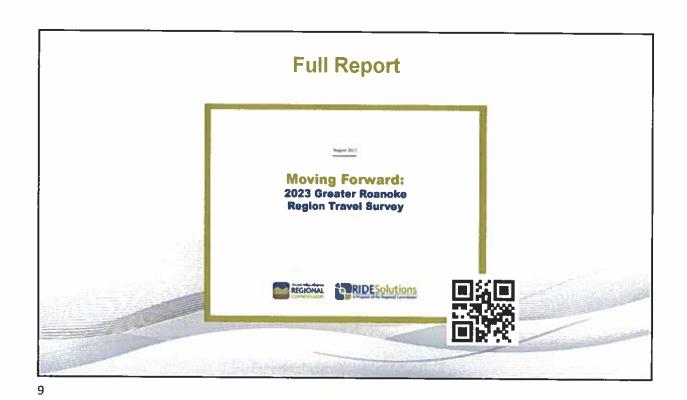


According to the survey, most people believe we need better solutions for transit in the Roanoke Valley

- About half of respondents (43%-59%) agreed that our area needs more public transportation, with younger adults agreeing most strongly.
- The majority of respondents said our Region needs better bike paths, with Roanoke City (66%), Roanoke County (67%) and the City of Salem (70%) leading the way in their agreement.
- Many respondents (40%-55%) strongly favor improving the sidewalks in their communities.







Roanoke Valley-Alleghany
REGIONAL
commission

Better Bus Stops for Neighborhoods

Andrea Garland
Director of RIDE Solutions

Background

Better Bus Stops For Neighborhoods 2023 Northwest Roanoke Bus Shelters

With the support of federal Community
Development Block Grant funds, the Regional
Commission partnered with Valley Metro, and artist
Dan Kuehl to add additional shelters to Northwest
Roanoke.

- · Lansdowne Park (2624 Salem Turnpike, NW,
- · Burrell Center (611 McDowell Ave. NW) and
- Melrose Park (Melrose Ave & 15th Street NW).

We are continuing the artistic bus shelter effort as part of the target area strategy, and creative work is already underway in Southeast Roanoke.







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Action

City of Roanoke HUD CDBG Grant Application Approval

- · Install 3 bus shelters in Southeast Roanoke in 2025
- Proposed Budget: \$79,667
- · ACTION: Approval of Certification of Application