



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

February 15, 2024

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

<b>DATE:</b>	<b>Thursday, February 22, 2024</b>
<b>TIME:</b>	<b>3:00 p.m.</b>
<b>LOCATION:</b>	<b>Roanoke Valley-Alleghany Regional Commission office (Top Floor Conference Room), 313 Luck Ave., SW, Roanoke, VA</b>

**Please Note: RVARC's elevator is under maintenance and currently not in operation. Please contact Bryan Hill, RVARC's ADA Coordinator, at [bhill@rvarc.org](mailto:bhill@rvarc.org) to request remote participation if you need ADA accommodations. We apologize for the inconvenience!**

## AGENDA

1. Call to Order, Roll Call, Introductions ..... *Chair Wallace*
2. **Action Requested:** Approval of Consent Agenda Items ..... *Chair Wallace*
  - A. Approval of Agenda
  - B. January 25, 2024 RVARC Minutes, pp. 3 – 20
  - C. Financial Reports Ending January 31, 2023, pp. 21 – 24
  - D. Approval of a change to the CAC Bylaws, pp. 25 – 30

**ACTION REQUESTED:** Approval of consent agenda items, voice vote
3. Chair's Remarks ..... *Chair Wallace*
4. Executive Director's Report..... *Jeremy Holmes*
5. SERDI Assessment .....*Misty Crosby & Tim Ware*  
**ACTION REQUESTED:** No Action
6. Consideration of Resolution, Authorizing the Application for State.....*Andrea Garland*  
Commuter Assistance Program Operating Assistance Grant & General Project Grant, p. 31  
**ACTION REQUESTED:** Approval of Resolution, voice vote
7. Action to Endorse FY26 SMART SCALE RVARC Candidate Project.....*Bryan Hill*  
Requests, pp. 32 – 36  
**ACTION REQUESTED:** Action, voice vote

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



8. Regional Commission’s Committees Reports

- A. Blue Ridge Interagency Council on Homelessness Report ..... *Bryan Hill*
- B. Roanoke River Blueway Advisory Committee Report..... *Gabriel Irigaray*
- C. Roanoke Valley Collective Response Advisory Committee Report ..... *Robert Natt*
- D. Comprehensive Economic Development Committee Report ..... *Eddie Wells*
- E. Legislative Committee Report..... *Jeremy Holmes*

**ACTION REQUESTED:** No action

9. Other Business

10. Comments from Commission Members and/or the Public

11. Adjournment

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

**Public Input Policy**

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

**ADA Compliance**

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



## 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, <i>Chair</i>	City of Salem
Denise King	City of Salem
Hunter Holliday	City of Salem
Lorie Smith, <i>Vice Chair</i>	Franklin County
Dean Martin, <i>Treasurer</i>	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



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

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



full Commission has had a chance to review and discuss along with SERDI at the February 22<sup>nd</sup> 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**



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.



The motion was seconded by Stephanie Moon Reynolds.

**Regional Commission Action:** Motion carried unanimously.

9. **2023 GREATER ROANOKE REGION TRAVEL SURVEY**

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 7<sup>th</sup> 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 phase.

**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.



**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 25<sup>th</sup> meeting of the RVTPO.

Adjournment at 3:58 p.m.

Jeremy 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 25<sup>th</sup>, 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<sup>rd</sup>**. Please submit your requests to the Executive Director, Jeremy Holmes, via email at [jholmes@rvarc.org](mailto:jholmes@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

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#### 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).

**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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- 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:*
  - 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

**MEMBER GOVERNMENTS:** Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke  
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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.
  - 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.
  - 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.

**MEMBER GOVERNMENTS:** Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke  
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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:*
  - 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**

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

**MEMBER GOVERNMENTS:** Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke  
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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

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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)
- C. 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)

**MEMBER GOVERNMENTS:** Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke  
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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.

# Our region has spoken.

## Highlights from the 2023 Greater Roanoke Region Travel Survey



1

## Background

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.



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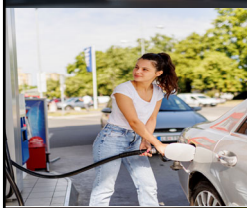
## Key finding #1:

Personal vehicles are the main mode of transportation in our region, but gas prices, maintenance costs and traffic congestion are burdening residents.



3

## 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 traffic congestion costs the average Roanoke region driver is \$629 annually – the result of losing 25 hours stuck in traffic and wasting 11 gallons of fuel.

4



## Key finding #2:

Many areas throughout our region need more public transportation, bike paths, and safer and better-connected sidewalks.



5

## 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.

6

## Key finding #3:

Commuting in our region can be expensive and frustrating, especially for certain groups – but carpooling and vanpooling could help.



7

## Key Finding #3



According to a TRIP study, drivers in the greater Roanoke region pay an average of **\$407 in yearly vehicle operation costs** as a result of fuel consumption, wear and tear and other factors.

- RIDE Solutions' **free carpooling and vanpooling** assistance program can help ease commuters' costs – but only 27-40% of the RVARC survey's respondents were aware of these services. This shows that carpool and vanpool promotion and education need to be expanded in the Roanoke Region.
- The survey also showed that the top motivator for carpooling or vanpooling is the offer of a **free ride home in case of emergencies** (46%).

8

## Full Report

August 2023

### Moving Forward: 2023 Greater Roanoke Region Travel Survey



9



Roanoke Valley-Alleghany

**REGIONAL**  
**commission**

## Better Bus Stops for Neighborhoods

**Andrea Garland**  
*Director of RIDE Solutions*

10

## 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.



never possible



11

## 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

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## Agencywide Line Item Revenues and Expenditures

Roanoke Valley-Alleghany Regional Commission

Run Date: 02/14/2024

Period: 7/1/2023 to 1/31/2024

Run Time: 3:02:13 pm

Page 1 of 2

Code	Description	Budget	Current	YTD	Un/Over	% Bud
<b>Revenues</b>						
40000	ARC	101,506.00	0.00	49,656.60	51,849.40	48.92 %
40200	FEDERAL - PL	877,275.00	66,880.72	125,290.34	751,984.66	14.28 %
40210	VDOT PL	75,284.00	8,360.09	15,661.24	59,622.76	20.80 %
40400	VDHCD ALLOCATION	89,971.00	22,493.00	67,478.00	22,493.00	75.00 %
40410	ROANOKE VALLEY BROADBAND AUTHORIT	1,200.00	0.00	660.00	540.00	55.00 %
40411	HUD CITY OF ROANOKE	85,246.00	3,095.42	4,880.90	80,365.10	5.73 %
40500	VIRGINIA DEPT EMERGENCY MGMT	63,900.00	0.00	0.00	63,900.00	0.00 %
40570	ECONOMIC DEVELOPMENT ADMINISTRATI	84,344.00	0.00	14,344.07	69,999.93	17.01 %
40580	ARP ACT COLLECTIVE RESPONSE	162,594.00	0.00	162,593.97	0.03	100.00 %
40585	SAMHSA	399,941.00	34,763.15	137,363.43	262,577.57	34.35 %
40590	VOAA CITY OF ROANOKE	500,000.00	500,000.00	500,000.00	0.00	100.00 %
40600	ALLEGHANY COUNTY	11,707.00	0.00	11,707.00	0.00	100.00 %
40604	WVRIFA	25,000.00	6,250.00	12,500.00	12,500.00	50.00 %
40699	BEDFORD COUNTY	240.00	0.00	240.00	0.00	100.00 %
40700	BOTETOURT COUNTY	36,491.00	0.00	36,491.00	0.00	100.00 %
40800	CLIFTON FORGE	3,444.00	0.00	3,444.00	0.00	100.00 %
40900	COVINGTON	5,729.00	0.00	5,729.00	0.00	100.00 %
41000	CRAIG COUNTY	4,885.00	0.00	4,885.00	0.00	100.00 %
41010	FRANKLIN COUNTY	49,476.00	0.00	49,476.00	0.00	100.00 %
41020	MONTGOMERY COUNTY	201.00	0.00	201.00	0.00	100.00 %
41100	CITY OF ROANOKE	139,065.75	0.00	139,065.77	(0.02)	100.00 %
41200	ROANOKE COUNTY	111,738.90	0.00	111,738.90	0.00	100.00 %
41210	ROCKY MOUNT	4,712.00	0.00	4,712.00	0.00	100.00 %
41300	SALEM	31,926.22	0.00	31,926.22	0.00	100.00 %
41400	VINTON	10,344.13	0.00	10,344.13	0.00	100.00 %
41500	VDRPT/FTA - TRANSIT	171,101.00	18,307.47	37,103.47	133,997.53	21.69 %
41600	VDRPT/STATE TRANSIT	21,388.00	2,288.43	4,638.43	16,749.57	21.69 %
41800	VDOT/SPR RURAL TRANSP	58,000.00	10,700.67	16,427.40	41,572.60	28.32 %
41900	VDRPT - RIDESHARE	171,942.00	8,791.44	35,244.44	136,697.56	20.50 %
41902	VDRPT	60,820.00	2,041.63	15,129.63	45,690.37	24.88 %
41950	VIRGINIA HOUSING	734,299.00	0.00	0.00	734,299.00	0.00 %
42100	DEPT ENVIRONMENTAL QUALITY	58,000.00	30,561.16	30,561.16	27,438.84	52.69 %
42150	VIRGINIA ENVIRONMENTAL ENDOWMENT	33,076.00	0.00	10,814.32	22,261.68	32.70 %
42400	SOUTHEAST CRESENT REGIONAL COMMISS	15,747.00	0.00	0.00	15,747.00	0.00 %
43000	INTEREST INCOME	40,000.00	5,940.86	34,473.49	5,526.51	86.18 %
43200	MISCELLANEOUS INCOME	2,500.00	0.00	2,173.54	326.46	86.94 %
43250	SPONSORSHIPS	2,000.00	0.00	1,818.50	181.50	90.93 %
43707	SERDI	1,538.00	0.00	769.00	769.00	50.00 %
44700	DEPT OF FORESTRY	36,860.00	0.00	0.00	36,860.00	0.00 %
49000	CARRYOVER FUNDS	39,441.00	0.00	39,440.57	0.43	100.00 %
	<b>Revenues</b>	<b>4,322,933.00</b>	<b>720,474.04</b>	<b>1,728,982.52</b>	<b>2,593,950.48</b>	<b>40.00 %</b>
<b>Expenses</b>						
50000	SALARIES	1,049,557.00	76,286.74	525,565.54	523,991.46	50.07 %
50500	FRINGE BENEFITS	319,691.00	22,102.91	152,785.28	166,905.72	47.79 %
52000	INSURANCE	5,500.00	371.89	3,047.44	2,452.56	55.41 %
52100	SUPPLIES	29,195.00	3,371.76	6,663.50	22,531.50	22.82 %
52200	POSTAGE	2,050.00	9.65	714.65	1,335.35	34.86 %
52300	SUBSCRIPTIONS	3,170.00	0.00	365.44	2,804.56	11.53 %
52400	DUES	14,880.00	1,940.32	12,097.01	2,782.99	81.30 %

## Agencywide Line Item Revenues and Expenditures

Roanoke Valley-Alleghany Regional Commission  
 Period: 7/1/2023 to 1/31/2024

Run Date: 02/14/2024  
 Run Time: 3:02:13 pm  
 Page 2 of 2

Code	Description	Budget	Current	YTD	Un/Over	% Bud
52500	PRINTING	2,000.00	24.66	1,403.74	596.26	70.19 %
52700	TRAINING	13,150.00	4,450.00	5,117.00	8,033.00	38.91 %
52800	TELEPHONE & INTERNET	8,545.00	613.07	4,354.90	4,190.10	50.96 %
52900	TRAVEL	50,321.00	460.95	4,689.47	45,631.53	9.32 %
53000	AUDIT FEES	16,000.00	0.00	15,700.00	300.00	98.13 %
53200	CONFERENCES	11,325.00	257.50	2,386.02	8,938.98	21.07 %
53300	FURNITURE & EQUIPMENT	7,000.00	(50.00)	643.77	6,356.23	9.20 %
53400	DEPRECIATION F & E	500.00	0.00	0.00	500.00	0.00 %
53500	MAIN F & E	10,000.00	370.37	5,126.42	4,873.58	51.26 %
53600	MISCELLANEOUS	2,100.00	(151.03)	393.84	1,706.16	18.75 %
53650	BANK FEES	1,100.00	87.00	593.25	506.75	53.93 %
53700	ADVERTISING	61,565.00	384.34	5,574.99	55,990.01	9.06 %
53800	RECRUITMENT	1,000.00	24.65	4,028.97	(3,028.97)	402.90 %
53900	MEETINGS	11,050.00	410.65	10,765.70	284.30	97.43 %
54100	LEGAL FEES	8,250.00	157.50	599.76	7,650.24	7.27 %
54400	CONTRACT SERVICES	1,838,950.00	37,271.81	86,140.58	1,752,809.42	4.68 %
54900	COMPUTER SERVICES	37,147.00	1,314.85	16,636.19	20,510.81	44.78 %
55000	DEPRECIATION COMP EQUIPT	1,050.00	86.43	605.01	444.99	57.62 %
55200	UTILITIES	14,000.00	1,320.90	8,757.58	5,242.42	62.55 %
55300	LEASE PAYMENTS	5,000.00	0.00	1,967.60	3,032.40	39.35 %
55800	BUILDING MAINTENANCE	36,928.00	1,761.86	12,951.75	23,976.25	35.07 %
56000	DEPRECIATION BUILDING	14,000.00	737.66	5,375.54	8,624.46	38.40 %
90000	OPERATING RESERVE	747,909.00	0.00	0.00	747,909.00	0.00 %
	<b>Expenses</b>	<b>4,322,933.00</b>	<b>153,616.44</b>	<b>895,050.94</b>	<b>3,427,882.06</b>	<b>20.70 %</b>
	<b>Agency Balance</b>	<b>0.00</b>	<b>566,857.60</b>	<b>833,931.58</b>		

## Balance Sheet

Roanoke Valley-Alleghany Regional Commission  
 Period From : 7/1/2023 to 1/31/2024

Run Date: 2/14/24  
 Run Time: 3:09:47 pm

Page 1 of 2

**Assets:**

10000	CASH IN BANK TRUIST (OLD BB&T )	608,938.29
10050	LGIP INVESTMENT	1,269,589.21
10300	PETTY CASH	150.00
10700	A/R GRANTORS	244,983.10
10900	PREPAID EXPENSES	7,773.55
11000	PREPAID INSURANCE	17,305.26
11600	PREPAID PHYSICAL ASSETS	608,262.89
11700	PHYSICAL ASSETS, ACCUM DEP	(387,808.74)
12200	PREPAID COMPUTER EQUIPT	5,185.96
12250	PREPAID SOFTWARE	40,000.00
12300	COMPUTER EQUIPT, ACC DEP	(1,901.46)
12500	PREPAID TELEPHONE EQUIPT	1,591.00
12600	TELEPHONE EQUIPT, ACC DEP	(1,591.00)
12800	PREPAID DUES	5,383.38
	<b>Total Assets:</b>	<b>2,417,861.44</b>

**Liabilities:**

20000	ACCOUNTS PAYABLE	32,679.56
20100	ACCOUNTS PAYABLE1	7,989.97
20300	ACCRUED ANNUAL LEAVE	30,014.60
20400	FICA WITHHELD	2,910.33
20500	FEDERAL TAX WITHHELD	2,674.23
20600	STATE TAX WITHHELD	1,422.38
20700	RETIREMENT	6,315.51
20800	DEFERRED REVENUE	4,136.00
21200	BUILDING FUND	15,000.00
	<b>Total Liabilities:</b>	<b>103,142.58</b>

**Projects**

30100	REGIONAL/LOCAL PROJECTS	(60,161.98)
30140	EDA	(45,902.51)
30210	TREE CANOPY	(9,339.98)
30300	INDUSTRIAL FACILITY AUTHORITY	1,067.05
30305	VIRGINIA ENVIRONMENTAL ENDOWMENT	(754.23)
30306	CHESAPEAKE BAY	258.07
30307	VIRGINIA HOUSING	76,788.55
30500	RURAL TRANSPORTATION	(5,923.62)
30600	PL TRANSPORTATION	(10,470.63)
30800	VDRPT/FTA TRANSPORTATION	(7,138.67)
30880	HUD COMMUNITY RESOURCES-CDBG	(1,010.33)
30900	RIDESOLUTIONS	(37,731.65)
30901	REGIONAL BIKE COORDINATION	13,407.03
30902	COMMUTER ASSISTANCE PROGRAM STRATEGIC PLAN	(3,478.75)
30903	ROANOKE RIVER BLUEWAY	42,826.56
30905	BROADBAND	88.73
30906	SERDI	640.41

## Balance Sheet

Roanoke Valley-Alleghany Regional Commission  
 Period From : 7/1/2023 to 1/31/2024

Run Date: 2/14/24  
 Run Time: 3:09:47 pm

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31700	ROANOKE VALLEY COLLECTIVE RESPONSE	108,563.01
31710	SAMHSA FUNDING	(21,152.62)
31720	VIRGINIA OPIOID ABATEMENT AUTHORITY	485,635.90
35106	ARC 2023	1,758.86
35150	SOUTHEAST CRESENT	(26.20)
37200	HAZARD MITIGATION	(3,178.00)
37605	COMMUTER OPERATING ASSISTANCE	(1,201.38)
39000	GENERAL OPERATING FUND	310,368.00
39400	UNRESTRICTED FUND BALANCE & INVEST CA	1,470,125.65
<b>Total Projects</b>		<b>2,304,057.27</b>
<b>Total Liabilities and Projects</b>		<b>2,407,199.85</b>
<b>Net Difference to be Reconciled</b>		<b>10,661.59</b>
<b>Total Adjustment</b>		<b>10,661.59</b>
<b>Unreconciled Balance</b>		<b>0.00</b>

### Reconciling Items .....

(1)	Paid Salaries are Timesheets show Difference	514,903.89 514,903.89 0.00
(2)	Leave accrued this year	10,661.65
(3)	Fringe Pool is Fringe allocated Difference	152,785.30 152,785.28 (0.02)
(4)	Indirect Pool is Indirect Allocated Difference	174,413.77 174,413.73 (0.04)
<b>Total adjustments</b>		<b>10,661.59</b>





Roanoke Valley-Alleghany

**REGIONAL**  
**commission**

RVARC.ORG

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## **STAFF REPORT**

### **February 15, 2024**

#### **RVCR Advisory Committee Bylaws Update**

The Advisory Committee for the Roanoke Valley Collective Response requests an adjusted meeting cycle to facilitate increased planning and participation. This action requires amending the Bylaws and approval of the Commission Board.

The attached Bylaws of the Advisory Committee for the Roanoke Valley Collective Response have been amended to alter the meeting cycle from the second Wednesday of the month to the third Wednesday of the Month. This change is reflected in Article III, Section 1, Line 2.

This revision also includes minor grammatical changes to correct a typo and eliminate redundancy.

This was unanimously approved by the RVCR Advisory Committee on February 14th, 2024.

**Recommended Action:** Vote to approve amended Bylaws.



Roanoke Valley-Alleghany  
**REGIONAL**  
**commission**

*Approved by CAC 2-14-24*  
*Approved by RVARC Board – \_\_\_\_\_*

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

**ARTICLE I**

**NAME AND GENERAL AUTHORITY**

- Section 1            The name of this committee shall be the Roanoke Valley Collective Response 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 third 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 capacity.
- Section 5           The Vice Chair shall serve as Chair in the absence of the Chair.
- Section 6           A vacancy in the office of Chair or Vice Chair shall be filled for the unexpired term at an election during the next 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 2024 Update*  
*Approved by the RVARC Date: \_\_\_\_\_*



Roanoke Valley-Alleghany

**REGIONAL**  
**commission**

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

The 22<sup>nd</sup> day of February 2024

## **RESOLUTION**

**by the**

**Roanoke Valley-Alleghany Regional Commission**

**Authorizing the Application for State Commuter Assistance Program Operating Assistance and General Project Grant**

**BE IT RESOLVED** by the Roanoke Valley-Alleghany Regional Commission, hereafter referred to as the RVARC, that the Executive Director is authorized to execute and file an application to the Department of Rail and Public Transportation, Commonwealth of Virginia, hereafter referred to as the DEPARTMENT, for a grant of financial assistance in the amount of \$227,331 to defray the costs borne by the RVARC for operating a commuter assistance program, and to accept from the DEPARTMENT grant in such amount as may be awarded, and to authorize the Executive Director to furnish to the DEPARTMENT such documents and other information as may be required for processing the grant request.

The Roanoke Valley-Alleghany Regional Commission certifies that the funds shall be used in accordance with the requirements of Section 58.1-638.A.4 of the Code of Virginia, and will provide funds, in the amount of \$45,466, which will be used to match the state funds in the ratio as required in such Act, that the records of receipts of expenditures of funds granted the RVARC may be subject to audit by the DEPARTMENT and by the State Auditor of Public Accounts, and that funds granted to the RVARC for defraying the expenses of the RVARC shall be used only for such purposes authorized in the Code of Virginia.

Jim Wallace,  
Chair



**STAFF REPORT**

**RVARC Meeting February 22, 2024**

**SUBJ: Recommendation on FY26 SMART SCALE RVARC Candidate Project Requests**

On February 5, 2024, staff received candidate project request forms submitted by member urban and rural localities from the RVTPO and RVARC for the FY26 round of SMART SCALE.

For Round 6, the RVARC has a maximum of four applications to submit by August 2024 but may initiate five pre-applications in March. Staff received one project request form from Franklin County for the Iron Ridge Road and Route 220 Intersection Improvement project. This project will provide a Restricted Crossing U-Turn, or RCUT, at the intersection of U.S. 220 and Iron Ridge Road in Franklin County.

The project request form follows this staff report.

For informational purposes, the RVTPO Policy Board will consider three requests from Roanoke County for their four application slots at their February 22 meeting (noted in table below).

No.	Agency	Project Name
1	Roanoke County	Peters Creek Road/Williamson Road Multimodal and Safety Improvements
2	Roanoke County	Peters Creek Road at Valleypointe Parkway Intersection Improvements
3	Roanoke County	Route 11/460/West Main Street at Dow Hollow Road Intersection Safety Improvements

Staff recommends to the Board the acceptance of Franklin County’s project request for Round 6 of SMART SCALE.

**RVARC Policy Board Action:**

Consideration of FY26 SMART SCALE RVARC candidate project requests.



**Candidate Project Request Form for RVARC and RVTPO SMART SCALE Applications**

Upload the completed Project Request Form through this link:

<https://netorgft2106167->

[my.sharepoint.com/:f:/g/personal/bhill\\_rvarc\\_org/EsAufW2il0ZBns9OijGalBw16BqJA13G3TrBdpCkOj1w](https://netorgft2106167-my.sharepoint.com/:f:/g/personal/bhill_rvarc_org/EsAufW2il0ZBns9OijGalBw16BqJA13G3TrBdpCkOj1w)

**Form to be submitted no later than Monday, February 5, 2024**

Date Submitted: **02/05/2024**

Submitter's Name: **Stephanie Mathena**

Organization: **Franklin County**

Submitter's Email and Phone #: **stephanie.mathena@franklincountyva.gov 540-482-6700**

Project Title: **Iron Ridge Road and Route 220 Intersection Improvement**

Project Description/Scope: **Intersection improvements at the intersection of Iron Ridge Road and Route 220 to provide an R-Cut.**

Project Cost Estimate: **\$8,789,397**

1. Is this project in the Roanoke Valley Transportation Plan?

Yes - Please reference project/page #:

No - If no, please state the project's purpose and need.

**Franklin County is not included in Roanoke Valley Transportation Plan, but as a member of another PDC, it is included in the West Piedmont Planning District Commission's 2035 Rural Long-Range Transportation Plan. This Plan specifically calls out the need for improvements around the proposed intersection. Priority #26 in Franklin County is improvements from VA-775 (Iron Ridge Road) from Route 220 to VA 697 (Wirtz Road), effectively including the intersection of Iron Ridge Road and Route 220.**

[https://westpiedmontpdc.org/wp-content/uploads/2021/06/west\\_piedmont\\_2035\\_rlrp\\_final.pdf](https://westpiedmontpdc.org/wp-content/uploads/2021/06/west_piedmont_2035_rlrp_final.pdf)

**Additionally, this intersection is identified as a needed improvement in VDOT's 2020 US 220 Arterial Preservation Program Report. This Report identifies the intersection of Iron Ridge Road and Route 220 as a "safety improvement" need and stated that the intersection has been studied and identified as an "emerging intersection," with a 2016 PSI Rank (Salem District) of 133. While more recent data is available, it should be noted that this intersection has been identified by VDOT, WPPDC, and Franklin County as needing a safety improvement.**

If no, why is it more important for the region to pursue this project now rather than other projects in the Plan?

**As noted above, while this intersection is not found in the Roanoke Valley Transportation Plan, its significance and regional importance is noted in other entities' transportation plans.**

2. Is this project in the Roanoke Urbanized Area (RVTPO Service Area)? No  Yes   
If so, which organization are you requesting to submit the application? RVTPO  RVARC
3. Is this project in the Rural portion of the Roanoke Valley-Alleghany Region? No  Yes
4. In what way does this project serve a Corridor of Statewide Significance or Regional Network?  
Please identify needs from the 2021 InteractVTrans Mid-Term Needs and Priorities  
(<https://vtrans.org/interactvtrans/map-explorer>).

**This intersection is along Route 200, a CoSS. Additionally, it has designated UDA needs according to VTrans, as it is in the 220-North Corridor Designated Growth Area.**

5. Is this project in the RVARC's Regional Comprehensive Economic Development Strategy (CEDS)?

If yes, list page #.

If no, please state project's purpose & need.

**While Franklin County is not included in RVARC's CEDS, it is included in the West Piedmont Planning District Commission's CEDS. The WPPDC CEDS includes priority projects related to various topics, including infrastructure. The WPPDC CEDS priority projects lists "Transportation Improvements – Smart Scale Projects" as a Priority 1, intended for road and intersection improvements to improve safety by reducing fatalities and accidents. While the WPPDC CEDS does not list specific intersections, the CEDS does highlight the significance of Route 220 and the increased traffic and development that occurs along the corridor, particularly in proximity to Summit View Business Park.**

<https://westpiedmontpdc.org/wp-content/uploads/2022/03/West-Piedmont-CEDS-Final-2-3.24.2022.pdf>

If no, why is it more important for the region to pursue this project now rather than other projects in the CEDS?

**As noted above, while this project, nor Franklin County, are listed in the RVARC CEDS, the call for intersection improvements along Route 220 is evident in other Plans, including those have regional significance.**

6. Is this project within a certain travel distance to an eligible VirginiaScan project as outlined in Figure 10.2 on Page 88 of the SMART SCALE Technical Guide?  
**Yes**
7. Has this project been submitted for previous rounds of SMART SCALE? If so, which round(s)?  
**Yes; Rounds 4 and 5.**
8. Has this project had funds previously committed to it (STBG, CRP, TA, Local funds, Other)?  
**No.**

9. Is it anticipated that new or additional funds will be committed by the sponsor organization or requested from the RVTPO?

**No.**

10. For locality applicants only, is this project listed as a priority in the comprehensive plan?

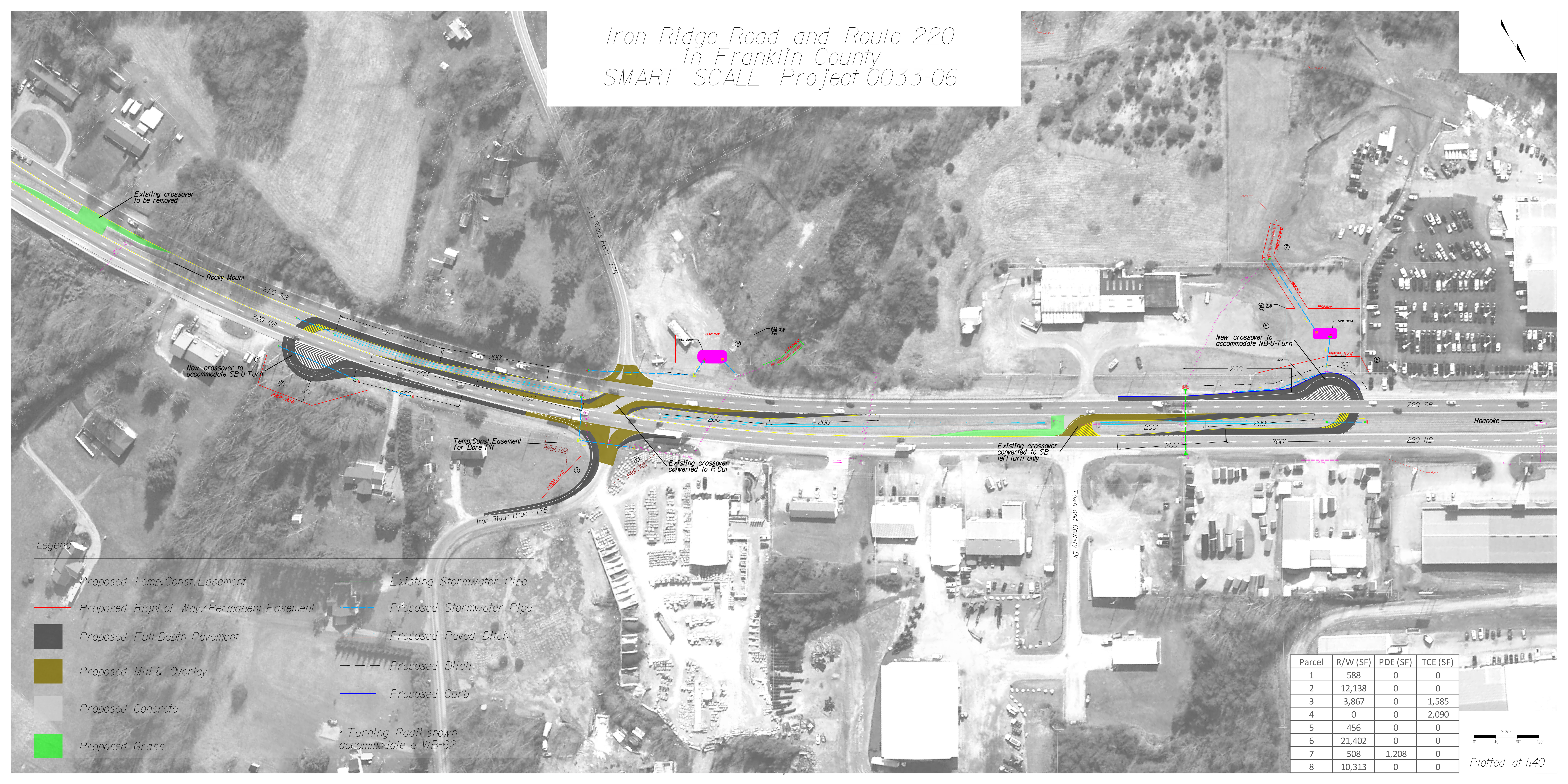
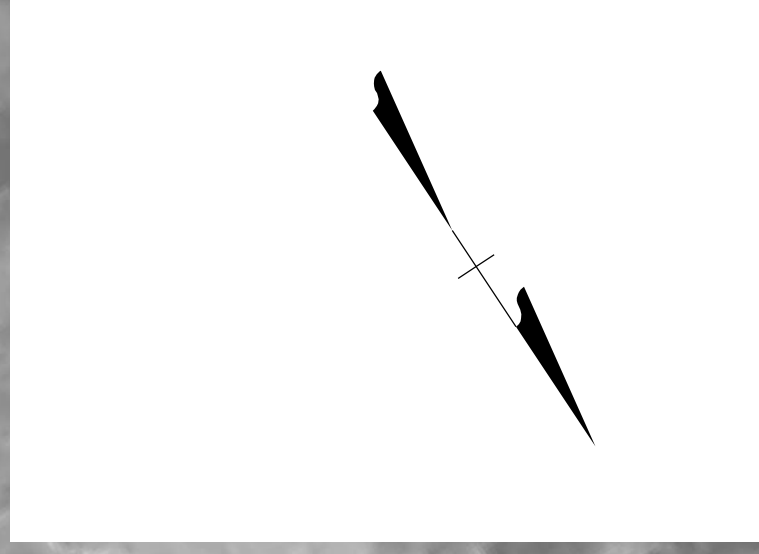
Yes - Please reference project/page #:

No - If no, please state the project's purpose and need.

If no, why is it more important for the region to pursue this project now rather than other projects in the Plan?

**The current Franklin County Comprehensive Plan was last updated in 2007; an update is currently underway and will include an updated list and mapping of priority projects throughout the County. Nonetheless, this intersection has been a priority of the County for some time and was a Smart Scale application in previous years. The County will be including this as a priority project in the next Comprehensive Plan update. Other projects that are listed in the Plan have either been funded in previous Smart Scale rounds, or circumstances have changed, and priorities have shifted. Thus, there is a current focus on Iron Ridge Road and Route 220.**

# Iron Ridge Road and Route 220 in Franklin County SMART SCALE Project 0033-06



- Legend**
- Proposed Temp. Const. Easement
  - Proposed Right of Way/Permanent Easement
  - Proposed Full Depth Pavement
  - Proposed Mill & Overlay
  - Proposed Concrete
  - Proposed Grass
  - Existing Stormwater Pipe
  - Proposed Stormwater Pipe
  - Proposed Paved Ditch
  - Proposed Ditch
  - Proposed Curb
- \* Turning Radii shown accommodate a WB-62

Parcel	R/W (SF)	PDE (SF)	TCE (SF)
1	588	0	0
2	12,138	0	0
3	3,867	0	1,585
4	0	0	2,090
5	456	0	0
6	21,402	0	0
7	508	1,208	0
8	10,313	0	0

SCALE  
0 40 80 120'  
Plotted at 1:40