



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

May 16, 2024

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

<b>DATE:</b>	<b>Thursday, May 23, 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. March 25, 2024 RVARC Minutes, pp. 3 – 9
  - C. Financial Report, Ending April 30, 2024, pp. 10 – 13**ACTION REQUESTED:** Approval of consent agenda items, voice vote
3. Chair's Remarks ..... *Chair Wallace*
4. Executive Director's Report..... *Jeremy Holmes*
5. Update from Blue Ridge Parkway Foundation .....*Kevin Brandt, VA Development Director*  
**ACTION REQUESTED:** No Action
6. Approval of the FY25 RVARC Budget, pp. 14 – 15 .....*Jeremy Holmes*  
**ACTION REQUESTED:** Approval of the Budget, voice vote
7. Approval of FY25 Regional Commission's Work Program, pp. 16 – 40 .....*Jeremy Holmes*  
**ACTION REQUESTED:** Approval of the FY25 Work Program, 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. Approval of 2024 Community Development Block Grant Priorities .....*Jeremy Holmes*  
**ACTION REQUESTED:** Approval of the Priorities, voice vote
  
- 9. Staff Highlights.....*Bailey, Andrea & Elizabeth*  
**ACTION REQUESTED:** No Action
  
- 10. Regional Commission’s Committees Reports
  - A. Blue Ridge Interagency Council on Homelessness Report ..... *Bryan Hill*
  - B. Roanoke River Blueway Advisory Committee Report.....*Amanda McGee*
  - C. Roanoke Valley Collective Response Advisory Committee Report ..... *Robert Natt*
  - D. Comprehensive Economic Development Committee Report ..... *Jeremy Holmes*
  - E. Legislative Committee Report..... *Jeremy Holmes***ACTION REQUESTED:** No action
  
- 11. Other Business
  
- 12. Comments from Commission Members and/or the Public
  
- 13. 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 April meeting of the Roanoke Valley Alleghany Regional Commission was held on Thursday, April 25, 2024, 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**

Reid Walters	Alleghany County
Amy White	Botetourt County
Dawn Erdman	City of Roanoke
Barbara Duerk	City of Roanoke
Peter Volosin	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 (via zoom)</i>	Franklin County
Keri Green	Franklin County
Chris Whitlow	Franklin County
Phil North	Roanoke County
Dean Martin, <i>Treasurer</i>	Roanoke County
Lee Osborne	Roanoke County
Debbie Laudermilk	Town of Clifton Forge
Chuck Unroe	Town of Clifton Forge
Mayor Brad Grose	Town of Vinton
Robert Wood	Town of Rocky Mount

#### **VOTING MEMBERS ABSENT**

James Griffith	Alleghany County
Steve Clinton	Botetourt County
Gary Larowe	Botetourt County
Mayor Tom Sibold	City of Covington
Allen Dressler	City of Covington
Dan Collins	Craig County
Jesse Spence	Craig County
Stephanie Moon Reynolds	City of Roanoke
Mike Carter	Franklin County

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



David Radford  
Richard "Pete" Peters  
David Clements

Roanoke County  
Town of Vinton  
Town of Rocky Mount

**Others Present:** Josh Taylor, Alleghany Highlands Chamber of Commerce & Tourism; Chris Dorsey, City of Salem; Steve Sandy, Franklin County; David Blount (via zoom), VAPDC.

**Staff:** Jeremy Holmes, Tori Williams, Andrea Garland, Sherry Dean, Amanda McGee, Virginia Mullen, Jonathan Stanton, and Elizabeth Elmore.

Chair Wallace reported that Ms. Lorie Smith, representing Franklin County, has requested to participate remotely in today's meeting of the Roanoke Valley Alleghany Regional Commission under the Commission's Policy for Electronic Meeting Participation, allowing for remote participation for emergency, personal, or medical matters, and a physical quorum is present. Ms. Smith is requesting remote access for medical reasons.

**Unanimous Consent Request:** by Chair Wallace to approve the remote participation request by Ms. Smith.

**Action by the Chair:** without objection, the request was approved.

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

The Consent Agenda items were as follows:

- A. Approval of Agenda
- B. March 28, 2024 RVARC Minutes
- C. Financial Reports Ending March 31, 2024
- D. Resolution to Pursue Section 5303 Funding to Support the RVTPO Unified Planning Work Program

**MOTION:** by Dean Martin to approve consent agenda items (A), (B), (C), and (D). The motion was seconded by Reid Walters.

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

## 3. **REMARKS BY THE CHAIR**

- Chair Wallace reported that the Department of Transportation will soon open its second round of Charging and Fueling Infrastructure grants providing financial support for electric vehicle charging station equipment and installation. This grant provides funding for up to 80% of the charging

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



infrastructure which lays a strong foundation for communities of all sizes to invest in eligible charging infrastructure. Cost share can come from the private sector or other non-federal funds. Localities who are interested in pursuing a grant should contact Mr. Holmes for more information. Applications to this program are eligible for grant writing assistance through the Ready LDD Grant Writing Bench for our Appalachian Regional Commission localities.

- Chair Wallace reported Regional Commission staff are participating in a new program of Resilient Virginia called the Resilient Virginia Collaborative Alliance, focused on resiliency issues in non-coastal parts of the Commonwealth and particularly on resiliency needs in the rural parts of the state. Discussions so far have focused on water quality, transportation networks, rural transit, electric vehicle infrastructure, and rural economic resiliency. The Collaborative is interested in working with a community that may be seeking technical assistance on resiliency issues to explore ways in which the group can be of the most assistance. Any community that may need assistance can contact Mr. Jeremy Holmes for more information.
- Chair Wallace announced that the CTB will hold its annual Six-Year Improvement Program public meeting on May 7<sup>th</sup> starting at 4 PM at the Salem Civic Center Community Room. This is an excellent opportunity to voice support for specific projects to be included in the SYIP. Representatives of the Commission will be in attendance to discuss regional priority projects.

#### 4. **EXECUTIVE DIRECTOR'S REPORT**

- Mr. Holmes provided an update on the elevator project, stating that the staff is presently evaluating proposals, with a decision expected next week. Following selection, the process of equipment delivery and construction is anticipated to take up to six months.
- Mr. Holmes announced that Mr. Eddie Wells, who served the Commission for 25 years as Director of Economic Development, has decided to retire. Ms. Amanda McGee will be the new Director of Economic Development at the Commission. Additionally, Mr. Gabriel Irigaray has accepted a position with the Virginia Water Authority.

#### 5. **UPDATE FROM VAPDC AND GENERAL ASSEMBLY**

Mr. David Blount, Executive Director of VAPDC, shared updates on the organization's recent activities. He mentioned that VAPDC's summer conference has been postponed, with the organization focusing on providing training opportunities for PDC staff instead. The training will cover topics such as FOIA, regional-level communications, legislation, and the legislative process, with more topics to follow. The next conference is expected to occur in late 2025, with a focus on infrastructure



financing.

Mr. Bount also discussed the Executives Directors Committee meetings, which occur multiple times a year, providing a platform to discuss various topics and network.

Furthermore, he reported on VAPDC's initiative during the last general assembly session to seek additional state funding for PDCs, requesting an additional \$150,000 per PDC for the next two years.

**6. APPROVAL OF THE FY25 RURAL TRANSPORTATION PLANNING WORK PROGRAM SCOPE OF WORK**

Mr. Tori Williams presented background information and new elements of the FY25 Rural Transportation Planning Program (the PowerPoint presentation is included with the Minutes). The FY25 Rural Plan Program was distributed with the [agenda packet](#) (pages 27 through 36).

**MOTION:** Chris Whitlow to approve the Resolution approving the FY25 Rural Transportation Planning Work Program, as presented. The motion was seconded by Lee Osborne.

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

**7. STAFF HIGHLIGHTS**

Staff members Jonathan Stanton, Amanda McGee, and Virginia Mullen presented a short description of their primary area of work.

**8. REGIONAL COMMISSION'S COMMITTEES REPORTS**

**A. Blue Ridge Interagency Council on Homelessness (BRICH) Report**

There was no report.

**B. Roanoke River Blueway Advisory Committee Report**

Ms. McGee reported that the Blueway Committee has asked RVARC staff to conduct a gap analysis for the future development of the region's Blueway's. The Committee has allocated funds for the redesigning of their brochure and the installation of additional kiosk signage in the upcoming year. Furthermore, Ms. McGee mentioned that the environmental assessment for the Niagradam relicensing has been released, and the Committee intends to address it in their next meeting.

**C. Roanoke Valley Collective Response Advisory Committee Report**

There was no report.

**D. Comprehensive Economic Development Committee (CEDS) Report**

Mr. Jeremy Holmes reported that the next CEDS meeting will be held on May 1<sup>st</sup> at the Riverdale Studio (1860 9<sup>th</sup> Street SE, Roanoke VA 24103).



**E. Legislative Committee Report**

There was no report.

**9. OTHER BUSINESS**

No other business was discussed.

**10. COMMENTS FROM COMMISSION MEMBERS AND/OR THE PUBLIC**

Ms. Duerk commented that Valley to Valley trail is very important and would appreciate it if members advocate for it at the upcoming CTB meeting. Ms. Duerk reminded that she spoke to RVARC members back in September about the Blueridge Parkway safety concern. Ms. Duerk discussed speeding enforcement and paved shoulders as a way to improve safety.

Mr. Jeremy Holmes remarked on Dr. Smoot's presence as a special guest at the TPO meeting, where transportation issues and the significance of regional cooperation were discussed. Mr. Holmes mentioned that he will be speaking at the upcoming Six Year Improvement meeting and encouraged members to inform him of any specific points they believe should be emphasized. Additionally, Mr. North highlighted the importance for localities to exercise greater diligence in selecting projects for application due to reduced funding availability.

**11. ADJOURNMENT**

Adjournment at 3:56 p.m.

Jeremy Holmes, Secretary  
Secretary to the Regional Commission



Roanoke Valley-Alleghany  
**REGIONAL**  
commission

## FY25 Rural Transportation Planning Work Program

April 25, 2024

[www.rvarc.org](http://www.rvarc.org)

1

## Background

- Required by federal code
- Planning process to address transportation needs of non-metropolitan areas
- 80% federal + 20% local match
  - \$72,500 in total funding
- Includes:
  - A. Specific activities requested by VDOT
  - B. Priorities identified by regional stakeholders

[www.rvarc.org](http://www.rvarc.org)



2



## New Elements in FY25 Plan

- **Microtransit**
  - Identify funding opportunities
  - Assistance with future grant submissions
- **Regional Electric Vehicle Charging Study**
  - Study is underway
  - Continue collaboration with the consultant
  - Delivery of findings
- **Outreach and Engagement**
  - Assistance with Virginia Tech team on NSF autonomous vehicle research project

[www.rvarc.org](http://www.rvarc.org)



3

## QUESTIONS?



Roanoke Valley-Alleghany  
**REGIONAL**  
commission

[www.rvarc.org](http://www.rvarc.org)

4

## Agencywide Line Item Revenues and Expenditures

Roanoke Valley-Alleghany Regional Commission

Run Date: 05/14/2024

Period: 7/1/2023 to 4/30/2024

Run Time: 11:13:53 am

With Indirect Detail

Page 1 of 2

Code	Description	Budget	Current	YTD	Un/Over	% Bud
<b>Revenues</b>						
40000	ARC	101,506.00	0.00	35,332.75	66,173.25	34.81 %
40200	FEDERAL - PL	877,275.00	0.00	125,289.96	751,985.04	14.28 %
40210	VDOT PL	75,284.00	0.00	15,661.24	59,622.76	20.80 %
40400	VDHCD ALLOCATION	89,971.00	22,493.00	89,971.00	0.00	100.00 %
40410	ROANOKE VALLEY BROADBAND AUTHORIT	1,200.00	0.00	660.00	540.00	55.00 %
40411	HUD CITY OF ROANOKE	85,246.00	2,135.96	7,016.86	78,229.14	8.23 %
40500	VIRGINIA DEPT EMERGENCY MGMT	63,900.00	0.00	0.00	63,900.00	0.00 %
40570	ECONOMIC DEVELOPMENT ADMINISTRATI	84,344.00	44,340.92	58,684.99	25,659.01	69.58 %
40580	ARP ACT COLLECTIVE RESPONSE	162,594.00	0.00	162,593.97	0.03	100.00 %
40585	SAMHSA	399,941.00	62,440.98	220,957.03	178,983.97	55.25 %
40590	VOAA CITY OF ROANOKE	500,000.00	0.00	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	18,750.00	6,250.00	75.00 %
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	0.00	37,103.47	133,997.53	21.69 %
41600	VDRPT/STATE TRANSIT	21,388.00	0.00	9,543.24	11,844.76	44.62 %
41800	VDOT/SPR RURAL TRANSP	58,000.00	0.00	16,427.40	41,572.60	28.32 %
41900	VDRPT - RIDESHARE	171,942.00	0.00	52,471.33	119,470.67	30.52 %
41902	VDRPT	60,820.00	0.00	15,129.63	45,690.37	24.88 %
41950	VIRGINIA HOUSING	734,299.00	(4,579.51)	(4,579.51)	738,878.51	(0.62) %
42100	DEPT ENVIRONMENTAL QUALITY	58,000.00	0.00	30,561.16	27,438.84	52.69 %
42150	VIRGINIA ENVIRONMENTAL ENDOWMENT	33,076.00	1,019.00	11,833.87	21,242.13	35.78 %
42400	SOUTHEAST CRESENT REGIONAL COMMISS	15,747.00	0.00	0.00	15,747.00	0.00 %
43000	INTEREST INCOME	40,000.00	7,336.64	53,641.32	(13,641.32)	134.10 %
43200	MISCELLANEOUS INCOME	2,500.00	0.00	2,249.54	250.46	89.98 %
43250	SPONSORSHIPS	2,000.00	0.00	1,818.50	181.50	90.93 %
43707	SERDI	1,538.00	0.00	1,538.00	0.00	100.00 %
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>141,436.99</b>	<b>1,912,056.34</b>	<b>2,410,876.66</b>	<b>44.23 %</b>
<b>Expenses</b>						
50000	SALARIES	1,049,557.00	79,418.48	771,083.63	278,473.37	73.47 %
50500	FRINGE BENEFITS	319,691.00	25,156.59	225,792.82	93,898.18	70.63 %
52000	INSURANCE	5,500.00	371.83	4,163.06	1,336.94	75.69 %
52100	SUPPLIES	29,195.00	223.97	8,709.66	20,485.34	29.83 %
52200	POSTAGE	2,050.00	68.00	782.65	1,267.35	38.18 %
52300	SUBSCRIPTIONS	3,170.00	88.98	517.28	2,652.72	16.32 %
52400	DUES	14,880.00	633.32	14,051.97	828.03	94.44 %

## Agencywide Line Item Revenues and Expenditures

Roanoke Valley-Alleghany Regional Commission

Run Date: 05/14/2024

Period: 7/1/2023 to 4/30/2024

Run Time: 11:13:53 am

With Indirect Detail

Page 2 of 2

Code	Description	Budget	Current	YTD	Un/Over	% Bud
52500	PRINTING	2,000.00	0.00	1,403.74	596.26	70.19 %
52700	TRAINING	13,150.00	0.00	5,642.00	7,508.00	42.90 %
52800	TELEPHONE & INTERNET	8,545.00	1,222.94	6,803.51	1,741.49	79.62 %
52900	TRAVEL	50,321.00	533.51	8,579.19	41,741.81	17.05 %
53000	AUDIT FEES	16,000.00	0.00	15,700.00	300.00	98.13 %
53200	CONFERENCES	11,325.00	37.50	2,713.52	8,611.48	23.96 %
53300	FURNITURE & EQUIPMENT	7,000.00	907.99	2,678.96	4,321.04	38.27 %
53400	DEPRECIATION F & E	500.00	0.00	0.00	500.00	0.00 %
53500	MAIN F & E	10,000.00	478.78	7,041.54	2,958.46	70.42 %
53600	MISCELLANEOUS	2,100.00	50.00	443.84	1,656.16	21.14 %
53650	BANK FEES	1,100.00	102.25	880.75	219.25	80.07 %
53700	ADVERTISING	61,565.00	3,211.43	10,001.71	51,563.29	16.25 %
53800	RECRUITMENT	1,000.00	0.00	4,323.97	(3,323.97)	432.40 %
53900	MEETINGS	11,050.00	66.50	11,617.31	(567.31)	105.13 %
54100	LEGAL FEES	8,250.00	415.20	1,217.46	7,032.54	14.76 %
54400	CONTRACT SERVICES	1,838,950.00	158,239.32	334,992.81	1,503,957.19	18.22 %
54900	COMPUTER SERVICES	37,147.00	1,320.67	22,929.74	14,217.26	61.73 %
55000	DEPRECIATION COMP EQUIPT	1,050.00	86.43	864.30	185.70	82.31 %
55001	AMORTIZATION SOFTWARE	0.00	476.19	1,428.57	(1,428.57)	0.00 %
55200	UTILITIES	14,000.00	1,844.77	12,472.29	1,527.71	89.09 %
55300	LEASE PAYMENTS	5,000.00	393.52	3,935.20	1,064.80	78.70 %
55800	BUILDING MAINTENANCE	36,928.00	1,119.00	16,204.40	20,723.60	43.88 %
56000	DEPRECIATION BUILDING	14,000.00	850.70	7,873.45	6,126.55	56.24 %
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>277,317.87</b>	<b>1,504,849.33</b>	<b>2,818,083.67</b>	<b>34.81 %</b>
	<b>Agency Balance</b>	<b>0.00</b>	<b>(135,880.88)</b>	<b>407,207.01</b>		

## Balance Sheet

Roanoke Valley-Alleghany Regional Commission  
 Period From : 7/1/2023 to 4/30/2024

Run Date: 5/14/24  
 Run Time: 11:01:41 am

Page 1 of 2

**Assets:**

10000	CASH IN BANK TRUIST (OLD BB&T )	156,458.49
10050	LGIP INVESTMENT	1,588,749.61
10300	PETTY CASH	150.00
10700	A/R GRANTORS	(0.05)
10900	PREPAID EXPENSES	4,807.96
11000	PREPAID INSURANCE	15,998.73
11600	PREPAID PHYSICAL ASSETS	650,492.89
11700	PHYSICAL ASSETS, ACCUM DEP	(390,306.65)
12200	PREPAID COMPUTER EQUIPT	5,185.96
12250	PREPAID SOFTWARE	40,000.00
12251	SOFTWARE, ACC AMORTIZATION	(1,428.57)
12300	COMPUTER EQUIPT, ACC DEP	(2,160.75)
12500	PREPAID TELEPHONE EQUIPT	1,591.00
12600	TELEPHONE EQUIPT, ACC DEP	(1,591.00)
12800	PREPAID DUES	3,483.42
	<b>Total Assets:</b>	<b>2,071,431.04</b>

**Liabilities:**

20000	ACCOUNTS PAYABLE	114,896.97
20100	ACCOUNTS PAYABLE1	7,968.85
20300	ACCRUED ANNUAL LEAVE	30,014.60
20400	FICA WITHHELD	3,560.13
20500	FEDERAL TAX WITHHELD	3,831.18
20600	STATE TAX WITHHELD	1,790.43
20700	RETIREMENT	5,507.60
20800	DEFERRED REVENUE	4,905.00
21200	BUILDING FUND	15,000.00
	<b>Total Liabilities:</b>	<b>187,474.76</b>

**Projects**

30100	REGIONAL/LOCAL PROJECTS	(16,639.26)
30140	EDA	(17,981.06)
30210	TREE CANOPY	(24,665.98)
30300	INDUSTRIAL FACILITY AUTHORITY	2,103.26
30305	VIRGINIA ENVIRONMENTAL ENDOWMENT	(8,085.92)
30306	CHESAPEAKE BAY	(15,533.62)
30307	VIRGINIA HOUSING	(25,441.88)
30500	RURAL TRANSPORTATION	(21,042.51)
30600	PL TRANSPORTATION	(118,701.52)
30800	VDRPT/FTA TRANSPORTATION	(39,948.65)
30880	HUD COMMUNITY RESOURCES-CDBG	(1,224.45)
30900	RIDESOLUTIONS	(44,584.95)
30901	REGIONAL BIKE COORDINATION	12,023.16
30902	COMMUTER ASSISTANCE PROGRAM STRATEGIC PLAN	(20,526.99)
30903	ROANOKE RIVER BLUEWAY	30,107.25
30905	BROADBAND	115.94

## Balance Sheet

Roanoke Valley-Alleghany Regional Commission  
 Period From : 7/1/2023 to 4/30/2024

Run Date: 5/14/24  
 Run Time: 11:01:42 am

Page 2 of 2

30906	SERDI	1,184.64
31700	ROANOKE VALLEY COLLECTIVE RESPONSE	149,775.77
31710	SAMHSA FUNDING	(41,195.63)
31720	VIRGINIA OPIOID ABATEMENT AUTHORITY	409,611.84
35106	ARC 2023	(37,489.24)
35150	SOUTHEAST CRESENT	(308.00)
37200	HAZARD MITIGATION	(3,780.59)
37605	COMMUTER OPERATING ASSISTANCE	(1,721.44)
39000	GENERAL OPERATING FUND	241,156.81
39400	UNRESTRICTED FUND BALANCE & INVEST CA	1,470,125.65
	<b>Total Projects</b>	<b>1,877,332.63</b>
	<b>Total Liabilities and Projects</b>	<b>2,064,807.39</b>
	<b>Net Difference to be Reconciled</b>	<b>6,623.65</b>
	<b>Total Adjustment</b>	<b>6,623.65</b>
	<b>Unreconciled Balance</b>	<b>0.00</b>

### Reconciling Items .....

(1)	Paid Salaries are Timesheets show Difference	764,460.00 764,277.44 (182.56)
(2)	Leave accrued this year	6,806.19
(3)	Fringe Pool is Fringe allocated Difference	225,792.83 225,792.82 (0.01)
(4)	Indirect Pool is Indirect Allocated Difference	238,014.63 238,014.66 0.03
	<b>Total adjustments</b>	<b>6,623.65</b>

**Executive Committee Report**  
**SUBJ: Proposed FY 2025 Budget**

Members of the Roanoke Valley-Alleghany Regional Commission's Executive Committee met on May 13, 2024 to discuss the proposed FY 2025 Budget.

Revenues

- The per capita dues rate will increase to \$1.20 per capita for FY 2025 which is a \$66,054 increase and the TPO dues remain at 15 cents per capita.
- Funding from the General Assembly, which authorizes funding to Regional Commissions in the Commonwealth, is included. These funds are distributed by the Virginia Department of Housing and Community Development. The funding amount will remain unchanged for FY25 as of the date of this meeting.
- Federal Highway Administration funding increased by \$105,139 for FY25 which results in an increase in state match and local match as well. These funding increases are due to the federal Infrastructure and Jobs Act funding bill that was approved in FY22.
- The funding awarded from VDOT for the Glade Creek Phase III preliminary engineering project, in the amount of \$275,000, will be used in FY25.
- The Appalachian Regional Commission and Economic Development Administration continue to provide funding to further their programs in the area and the Commission provides an equal match to their funds.
- Several funding streams will go away as projects are completed and the funds are spent out such as the Travel Study, Ride Solutions Strategic Plan, Tree Canopy, Virginia Environmental Endowment, Southeast Crescent and ARP Act funds.
- SAMHSA funding shows an increase due to allowed carryforward of funds from year 1 to year 2, whereas Opioid Abatement Funds did not allow carryforward.

Expenses

- Salary and fringe costs remain stable.
- Computer Service costs have increased due to VOAA funding software needs.
- Contract costs have increased due to VOAA and VA Housing grant funding projects.
- Operating Contingency Reserve consists of a carryforwards allowed for future grant project plans.
- Although the budget is balanced there is an included request for funding in the amount of \$166,073 for the second half of the elevator modernization payment and installing windows on the 1<sup>st</sup> floor.

COMMITTEE RECOMMENDATION:

The Executive Committee recommends that the Roanoke Valley-Alleghany Regional Commission adopt the proposed FY 2025 Budget at its meeting on June 27, 2024.

**Roanoke Valley Alleghany Regional Commission  
Budget Comparison FY2024 to FY2025**

	<b>Budget 2024 Revenues</b>	<b>DRAFT Budget 2025 Revenues</b>	<b>Change</b>
<b>Revenues:</b>			
Localities Per Capita Regional Commission	\$ 335,084	\$ 401,138	\$ 66,054
Localities Per Capita TPO	\$ 35,825	\$ 35,882	\$ 57
Blueway Funding From Localities	\$ 11,491	\$ 11,491	\$ -
Department of Housing & Community Development	\$ 89,971	\$ 89,971	\$ -
Federal Highway Administration - PL	\$ 602,275	\$ 707,414	\$ 105,139
Virginia Department of Transportation - PL	\$ 75,284	\$ 88,427	\$ 13,143
Federal Highway Administration - SPR	\$ 58,000	\$ 58,000	\$ -
Federal STBG VDOT Glade Creek Funding	\$ 275,000	\$ 275,000	\$ -
Virginia Department Rail & Public Transit, FTA Federal	\$ 171,101	\$ 181,507	\$ 10,406
Virginia Department Rail & Public Transit, FTA State	\$ 21,388	\$ 22,688	\$ 1,300
VA Dept. Rail & Public Transit, RideSolutions (Roanoke)	\$ 171,942	\$ 181,865	\$ 9,923
Virginia Department Rail & Public Transit, FTA Travel Study	\$ 8,362	\$ -	\$ (8,362)
Virginia Department Rail & Public Transit RideSolutions Plan	\$ 52,458	\$ -	\$ (52,458)
City of Roanoke Better Bus Stops	\$ 85,246	\$ 85,246	\$ -
Federal Economic Development Administration	\$ 84,344	\$ 70,000	\$ (14,344)
Virginia Department of Forestry	\$ 36,860	\$ 8,000	\$ (28,860)
Tree Canopy Contribution from Localities	\$ 15,560	\$ -	\$ (15,560)
Virginia Department of Environmental Quaility	\$ 58,000	\$ 82,309	\$ 24,309
Roanoke Valley Broadband Authority	\$ 1,200	\$ -	\$ (1,200)
Virginia Environmental Endowment	\$ 33,076	\$ 21,600	\$ (11,476)
Virginia Department of Emergency Management	\$ 63,900	\$ 73,920	\$ 10,020
Appalachian Regional Commission	\$ 76,506	\$ 77,778	\$ 1,272
Appalachian Regional Commission Ready LDD Grant	\$ 25,000	\$ 75,000	\$ 50,000
Southeast Cresent	\$ 15,747	\$ 8,788	\$ (6,959)
City of Roanoke Bike Coordination	\$ 12,000	\$ 12,000	\$ -
ARP ACT City of Roanoke Carryover	\$ 162,594	\$ 50,000	\$ (112,594)
Department of Health & Human Services-Peer Recovery	\$ 399,941	\$ 479,609	\$ 79,668
City of Roanoke Virginia Opioid Abatement Authority Funds	\$ 500,000	\$ 349,741	\$ (150,259)
Western Virginia Regional Industrial Facility Authority	\$ 25,000	\$ 25,000	\$ -
Virginia Housing	\$ 734,299	\$ 1,141,811	\$ 407,512
SERDI Website Administration Contract	\$ 1,538	\$ 1,538	\$ -
RVARC Interest Income	\$ 40,000	\$ 20,000	\$ (20,000)
Miscellaneous Income	\$ 2,500	\$ 2,500	\$ -
Sponsorships	\$ 2,000	\$ 2,000	\$ -
Blueway Carryover	\$ 35,249	\$ 30,000	\$ (5,249)
Regional Bike Carryover	\$ 4,192	\$ 6,500	\$ 2,308
<b>Total Revenues</b>	<b>\$ 4,322,933</b>	<b>\$ 4,676,723</b>	<b>\$ 353,790</b>

	<b>Budget 2024 Expenditures</b>	<b>DRAFT Budget 2025 Expenditures</b>	<b>Change</b>
<b>Expenses</b>			
Salaries	\$ 1,049,557	\$ 1,058,399	\$ 8,842
Fringe Benefits	\$ 319,691	\$ 315,789	\$ (3,902)
Advertising	\$ 15,565	\$ 25,000	\$ 9,435
Advertising-RIDE Solutions	\$ 46,000	\$ 55,000	\$ 9,000
Auditing Fees	\$ 16,000	\$ 15,900	\$ (100)
Bank Fees	\$ 1,100	\$ 1,100	\$ -
Building Maintenance	\$ 36,928	\$ 37,000	\$ 72
Building Depreciation	\$ 14,000	\$ 19,200	\$ 5,200
Computer Services & Software	\$ 37,147	\$ 59,841	\$ 22,694
Computer Equipment Depreciation	\$ 1,050	\$ 1,040	\$ (10)
Software Amortization	\$ -	\$ 5,700	\$ 5,700
Conferences	\$ 11,325	\$ 7,400	\$ (3,925)
Contracts	\$ 1,838,950	\$ 1,995,210	\$ 156,260
Program Services	\$ -	\$ 2,014	\$ 2,014
Dues and Subscriptions	\$ 18,050	\$ 15,380	\$ (2,670)
Furniture and Equipment	\$ 7,000	\$ 8,000	\$ 1,000
Furniture and Equipment Depreciation	\$ 500	\$ 500	\$ -
Insurance	\$ 5,500	\$ 6,276	\$ 776
Lease on copier	\$ 5,000	\$ 5,000	\$ -
Legal Fees	\$ 8,250	\$ 8,100	\$ (150)
Maintenance Contracts: Elevator & Varney	\$ 10,000	\$ 11,800	\$ 1,800
Miscellaneous	\$ 2,100	\$ 3,099	\$ 999
Meetings	\$ 11,050	\$ 11,500	\$ 450
Postage	\$ 2,050	\$ 1,250	\$ (800)
Printing	\$ 2,000	\$ 2,449	\$ 449
Recruitment	\$ 1,000	\$ 1,000	\$ -
Supplies	\$ 29,195	\$ 17,245	\$ (11,950)
Telephone & Internet	\$ 8,545	\$ 8,000	\$ (545)
Staff Training	\$ 13,150	\$ 7,500	\$ (5,650)
Travel	\$ 50,321	\$ 40,804	\$ (9,517)
Utilities	\$ 14,000	\$ 15,000	\$ 1,000
Operating Contingency Reserve-grant carryforwards	\$ 747,909	\$ 915,227	\$ 167,318
<b>Total Expenses</b>	<b>\$ 4,322,933</b>	<b>\$ 4,676,723</b>	<b>\$ 353,790</b>
<b>Budget Difference</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Requested Use of Reserve:

RVARC Windows	\$	22,000.00
RVARC Elevator	\$	144,073.00



# Annual Work Program, Fiscal Year 2025

*Approved May 23, 2024*

Staff, Roanoke Valley-Alleghany Regional Commission

Report #PR-20240523-02

Published: May 2024



## Welcome

---

The FY25 Work Program sets the basic schedule of work for the Roanoke Valley-Alleghany Regional Commission over the 2024-2025 fiscal year. It is comprised of ongoing tasks, staff-generated projects, locality requested projects, required activities under our various grants, and general technical assistance.

## Contents

---

- Welcome ..... 1
- Introduction..... 2
- Strategic Priorities ..... 2
- Transportation ..... 4
- Mobility & Transportation Demand Management ..... 6
- Economic Development Administration ..... 7
- Appalachian Regional Commission ..... 8
- Housing ..... 10
- Roanoke Valley Collective Response ..... 12
- General Regional Projects ..... 14
- General Local Projects ..... 19
- Roanoke Valley-Alleghany Regional Commission  
Operations and Development ..... 20
- Boards, Associations, and Workgroups ..... 21
- Appendix A: Regional Commission Staff..... 22
- Appendix B: Regional Commission Service Area..... 24

## Introduction

---

The annual Comprehensive Work Program is the basis for achieving the objectives and strategies outlined in the Roanoke Valley-Alleghany Regional Commission's Strategic Plan. The Commission strives to maximize its limited staff and resources by developing a comprehensive work plan based on current and anticipated needs and priorities of the region while providing flexibility to take advantage of opportunities as they arise over the year.

Projects are submitted by Commission members, local Chief Administrative Officials, staff of planning and economic development departments of member governments, and generated internally by Commission staff. From time to time, projects submitted by other regional organizations or nonprofits may be considered on a fee basis or under one of the Commission's existing funding sources as approved by the Commission and impacted member government(s).

To meet State and Federal requirements several program areas are required to have specially formatted work programs which are also submitted and approved separately from the RVARC work program. While these work programs are separate documents, a summary of their activities is included in this document for reference.

### **How Projects Get into the Work Program**

Projects enter the work program in a variety of ways, through initiatives identified by staff and approved by the impacted local governments, to formal submissions from locality administration or state agencies. Many projects enter the work program during the January through March period of each year, aligning with Commission and locality budgeting timelines. Project ideas may also arise throughout the year through Commission meetings, our Chief Administrative Officer luncheons, and our quarterly Planner's Lunches. Commission staff seek to be proactive in identifying issues of regional significance, with a particular focus on leveraging local planning resources towards larger Federal implementation programs like DOT's RAISE grants, ARC's ARISE grant, and EDA Economic Adjustment Assistance.

While the Commission does its best to identify its annual scope of work before the start of the fiscal year, we recognize that needs change throughout the year through unexpected changes and opportunities. The Work Program is intended to be flexible enough to respond to these needs, with sufficient general technical assistance built in to field requests throughout the year, and the capacity to reschedule or change the scope of projects as necessary to free up resources.

## 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.

MEMBER GOVERNMENTS: Counties of Alleghany, Botetourt, Craig, Franklin, and Roanoke; Cities of Covington, Roanoke, and Salem; Towns of Clifton Forge, Rocky Mount, and Vinton. [www.rvarc.org](http://www.rvarc.org)

It is the intention of the Commission to undertake an updated comprehensive strategic planning effort in the coming years. In the interim, the strategic goals for this work program are derived from both the CEDS and the 2019 Strategic Plan.

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 the 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)

### **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 the project listings, below, projects will reference which strategic priority or priorities they support by reference to the category (I – VI) and subcategory (A – C) of each priority.

## Transportation

---

### *Roanoke Valley Transportation Planning Organization*

---

The Roanoke Valley Transportation Planning Organization (RVTPO) manages transportation planning activities within the census-defined urbanized core of the Roanoke Valley-Alleghany Region. This includes the counties (or portions thereof) of Roanoke, Botetourt, Bedford, and Montgomery; the cities of Roanoke and Salem; and the town of Vinton.

The RVTPO is staffed by the Regional Commission.

Key activities of the RVTPO include the development and maintenance of the region’s long-range transportation plan, management of the Transportation Improvement Program process, support for regional SMART SCALE applications, and management of the Surface Transportation Block Grant program and Carbon Reduction program. RVTPO staff also manage numerous short- to mid-range planning efforts.

Projects undertaken by the RVTPO are documented in the annual Unified Planning Work Program (UPWP).

### *Rural Transportation Summit*

---

In partnership with the West Piedmont Planning District Commission, the Regional Commission will organize and host a Rural Transportation Summit to be hosted at The Harvester in Rocky Mount. The summit will focus on organizing regional leaders, members of the General Assembly, private sector partners, and others to identify the growing needs of rural transportation infrastructure and map a path forward.

<i>Strategic Priorities</i>	1.A
<i>Deliverables</i>	Action plan, legislative priorities, or other document
<i>Localities Served</i>	City of Covington; Counties of Alleghany, Botetourt, Craig, Franklin, and Roanoke; Towns of Clifton Forge and Rocky Mount
<i>Project Leader</i>	Tori Williams
<i>Funding and Hours</i>	PLARC – 25; Rural – 25; ARC – 25

### *Rural Microtransit Support*

---

The Commission will provide outreach, coordination, and technical support to rural communities interested in implementing new microtransit strategies.

<i>Strategic Priorities</i>	1.A
<i>Deliverables</i>	Technical support, surveys, coordination with providers and DRPT, feasibility studies

MEMBER GOVERNMENTS: Counties of Alleghany, Botetourt, Craig, Franklin, and Roanoke; Cities of Covington, Roanoke, and Salem; Towns of Clifton Forge, Rocky Mount, and Vinton. [www.rvarc.org](http://www.rvarc.org)

*Localities Served* City of Covington; Counties of Alleghany, Botetourt, Craig, Franklin, and Roanoke; Towns of Clifton Forge and Rocky Mount  
*Project Leader* Tori Williams  
*Funding and Hours* Rural – 110

*Transportation and Economic Development (TED) Study Update*

---

Staff will update the 2018 *Regional Study on Transportation Project Prioritization for Economic Development and Growth* (TED Study), with a particular focus on the implications of new SMART SCALE scoring rubrics that take into account the Virginia Economic Development Partnership’s (VEDP) priorities.

*Strategic Priorities* 1.A,  
*Deliverables* Website dashboard update, report, and associated collateral development,  
*Localities Served* RVTPO membership  
*Project Leader* Tori Williams  
*Funding and Hours* PL – 125; EDA – 110

*Truck Parking Study*

---

The RVTPO will study the impacts of truck parking demand in the Roanoke Valley, complementing recent efforts by VDOT and the Appalachian Regional Commission, with a particular focus on the quality of life, congestion, land use, and other impacts of unmanaged truck parking on the Roanoke Valley’s infrastructure.

*Strategic Priorities* 1.A  
*Deliverables* Study on impact and recommendation for strategies to address  
*Localities Served* RVTPO membership  
*Project Leader* Tori Williams  
*Funding and Hours* PL – 110

*VDOT Locally Administered Project: Glade Creek Greenway Phase III PE*

---

Regional Commission staff will serve as the Town of Vinton’s Local Project Administrator for the administration of STBG-funded Glade Creek Greenway Phase III Preliminary Engineering. Staff will work with VDOT and locality stakeholders to develop a project scope and schedule, research existing conditions, conduct RFP and contractor negotiations per VDOT’s guidelines, work with the consultant to develop 100% design plans, and identify ROW challenges.

*Strategic Priorities* I.B, III.A, IV.A  
*Deliverables* Development of project scope, acquisition of consultant to produce preliminary engineering, coordination with VDOT and Town of Vinton on alignment challenges such as planned ROW acquisition

*Localities Served* Town of Vinton  
*Project Leader* Amanda McGee  
*Funding and Hours* STBG – 150 Hours

## Mobility & Transportation Demand Management

---

The Director of RIDE Solutions will work with stakeholders toward addressing the transportation demand and mobility priority needs in the Region, identifying possible and preferred solutions, and pursuing funding.

### *Bicycle Friendly Business*

---

The Roanoke Valley Alleghany Regional Commission will strive to improve its ranking in the League of American Bicyclists’ Bicycle Friendly Business rankings. Staff will work with our Public Engagement Manager and Director of RIDE Solutions to communicate our progress and use our success to model opportunities for other area businesses and local government facilities to apply for and achieve designation.

*Strategic Priorities* III.A, V.A  
*Deliverables* Silver-level Bicycle Friendly Business designation  
*Localities Served* Commission operations  
*Project Leader* Andrea Garland  
*Funding and Hours* Local – 50 hours

### *City of Roanoke Bicycle and Pedestrian Support*

---

Provide planning and outreach support for bicycle and pedestrian programs, including support for the City’s Vision Zero plan, annual traffic safety media campaigns, and city bicycle parking program

*Strategic Priorities* I.B, IV.A, VI.A  
*Deliverables* Technical Assistance for Bicycle and Pedestrian Planning  
*Localities Served* City of Roanoke  
*Project Leader* Andrea Garland  
*Funding and Hours* City of Roanoke - 191 hours

### *City of Roanoke Better Bus Stops for Neighborhoods*

---

RVARC staff has secured a City of Roanoke HUD Neighborhood Development Grant to coordinate the installation of 3 Bus Shelters in a low-income neighborhood for the City of Roanoke. RVARC staff will work with Valley Metro Staff, the City of Roanoke Transportation division, the Roanoke City Art Commission, and Neighborhood Services, to complete this project.

<i>Strategic Priorities</i>	I.B, IV.A, VI.A
<i>Deliverables</i>	Technical Assistance for Bicycle and Pedestrian Planning
<i>Localities Served</i>	City of Roanoke
<i>Project Leader</i>	Andrea Garland
<i>Funding and Hours</i>	City of Roanoke - 215 hours

*Commuter Assistance Program - Operations*

---

Staff will operate the regional Commuter Assistance Program, RIDE Solutions, under the direction of the DRPT Commuter Assistance Program requirements. Operations of the program include providing a central resource for the Roanoke Valley localities about access and use of transportation options for employers in the region, including transit, vanpooling, and ridesharing services.

RIDE Solutions will conduct two primary marketing campaigns: 1.) Commuter and Employer Communications campaign to Increase awareness of the transportation solutions provided by RIDE Solutions to the Roanoke Valley-Alleghany Region travelers. 2) 2025 Writer by Bus Campaign, to engage the local artist community to get inspired by public transportation and create art that inspires others to use the service. RIDE Solutions will also perform ongoing general social media and media relations campaigns throughout the year.

<i>Strategic Priorities</i>	I.B, III.A, IV.A
<i>Deliverables</i>	Ongoing commuter and employer support services
<i>Localities Served</i>	All member localities
<i>Project Leader</i>	Andrea Garland
<i>Funding and Hours</i>	DRPT CAP- 1680 hours

*Economic Development Administration*

---

The Roanoke Valley-Alleghany Region was designated an Economic Development District in 2017, and the Commission now receives planning funds to carry out the development and implementation of the Comprehensive Economic Development Strategy. The EDA requires a separate 3-year comprehensive work plan for that program, but certain local and regional project requests can be funded under the EDA partnership planning grant. Some of those projects are noted below.

*Comprehensive Economic Development Strategy Update*

---

Staff will work with the localities to promote economic development in the region, including updating the Comprehensive Economic Development Strategy required by the Economic Development Administration.

<i>Strategic Priorities</i>	I, II, and III
<i>Deliverables</i>	Updated CEDS document and website

MEMBER GOVERNMENTS: Counties of Alleghany, Botetourt, Craig, Franklin, and Roanoke; Cities of Covington, Roanoke, and Salem; Towns of Clifton Forge, Rocky Mount, and Vinton. [www.rvarc.org](http://www.rvarc.org)

<i>Localities Served</i>	Cities of Covington, Roanoke, and Salem, Counties of Alleghany, Botetourt, Craig, and Roanoke, and Towns of Clifton Forge and Vinton
<i>Project Leader</i>	Eddie Wells
<i>Funding and Hours</i>	EDA - 400 hours

*Indicator Dashboard Development and Maintenance*

---

Staff will develop and maintain a robust Indicators Dashboard on [www.rvarc.org](http://www.rvarc.org). The dashboard will include information on economic status, housing, environmental resiliency, quality of life, public health, and more.

<i>Strategic Priorities</i>	IV.A, VI.A
<i>Deliverables</i>	Website pages with quarterly updates
<i>Localities Served</i>	All member localities
<i>Project Leader</i>	TBD
<i>Funding and Hours</i>	EDA - 100 hours

*Regional Food System Planning*

---

Staff will continue to work with regional stakeholders to promote economic development, healthy living, environment, and natural resources stewardship within the region. Staff will work with our member governments to promote regional agribusiness/agritourism initiatives, sites, and activities as requested.

<i>Strategic Priorities</i>	IV.A, IV.C
<i>Deliverables</i>	Regional food plan
<i>Localities Served</i>	All member localities
<i>Project Leader</i>	Amanda McGee
<i>Funding and Hours</i>	EDA - 100 hours

*Regional Greenway Economic Impact*

---

Staff will coordinate with the Greenway Commission to provide an Economic Impact of the Greenways report.

<i>Strategic Priorities</i>	I.A, III.A
<i>Deliverables</i>	Economic impact report, economic impact dashboard on website, update to the CEDS
<i>Localities Served</i>	Cities of Roanoke and Salem, Counties of Botetourt and Roanoke, and the Town of Vinton
<i>Project Leader</i>	Amanda McGee
<i>Funding and Hours</i>	EDA – 35 hours



## Appalachian Regional Commission

---

The Roanoke Valley-Alleghany Regional Commission partners with the multi-state Appalachian Regional Commission (ARC) to provide planning support, technical assistance, and grant-writing assistance to those localities located within the ARC: the counties of Alleghany, Botetourt, and Craig, the City of Covington, and the Town of Clifton Forge. ARC funding provides a wide range of allowable activities, from transportation and community development to natural resources management and tourism promotion, to industrial site development and infrastructure investment. Like the EDA program above, ARC activities are listed in their own comprehensive work program, but certain local and regional projects may be completed in whole or in part with ARC funding. Some of those ongoing and FY23 requests are listed below.

### *Alleghany Highlands Outdoor Recreation*

---

Provide technical assistance for implementation of the Alleghany Highlands Outdoor Recreation Plan. Activities may include the preparation of grant applications to fund the development of outdoor assets, participation in planning sessions for the creation of site plans, organizing workshops to build capacity and support business development, and distributing data and map products.

<i>Strategic Priorities</i>	I.A, II.A, VI.A
<i>Deliverables</i>	Technical Assistance and Grant Applications
<i>Localities Served</i>	Alleghany County, City of Covington, Towns of Clifton Forge and Iron Gate
<i>Project Leader</i>	TBD
<i>Funding and Hours</i>	ARC – 100 hours; EDA - 100 hours.

### *Fincastle Community Revitalization Project Planning Grant*

---

Staff will work with Town staff and the Planning Grant Management Team to assist in carrying out the tasks outlined in the CDBG Planning grant.

<i>Strategic Priorities</i>	IB, II.B, III.A
<i>Deliverables</i>	Technical assistance for planning grant activities
<i>Localities Served</i>	Town of Fincastle
<i>Project Leader</i>	Eddie Wells
<i>Funding and Hours</i>	ARC – 150 hours

*Ready LDD Grant-Writing Bench*

---

The Roanoke Valley-Alleghany Regional Commission will continue to engage its grant-writing contractors to aid localities and locality-approved organizations in accessing federal and other grant programs. The Commission will use *Ready LDD* funding via the Appalachian Regional Commission during this fiscal year to cover grant writing expenses.

<i>Strategic Priorities</i>	VI.A
<i>Deliverables</i>	Assistance on writing and/or developing 15 grants
<i>Localities Served</i>	City of Covington; Counties of Alleghany, Botetourt, Craig; and Town of Clifton Forge
<i>Project Leader</i>	Jeremy Holmes
<i>Funding and Hours</i>	ARC – 25 hours

**Housing**

---

The Regional Commission’s housing planning efforts are a growing element of our annual work program, to provide strategic housing planning and implementation guidance to our local governments to meet the dynamic and growing housing needs driven by our economic development successes in the region. Our housing work is intended to complement local housing needs studies and is not intended to replace local land use zoning and other regulatory mechanisms except in an advisory capacity as requested by our member localities.

*Assistance to the Blue Ridge Interagency Council on Homelessness*

---

Staff will continue coordination of the BRICH and related tasks as needed to encourage and facilitate cooperation between local governments, service providers, and community-based organizations to address homelessness in the Blue Ridge Continuum of Care region.

<i>Strategic Priorities</i>	II.A, VI.A
<i>Deliverables</i>	Continued coordination of the BRICH and technical support and administration. Update of the BRICH Bylaws.
<i>Localities Served</i>	All member localities
<i>Project Leader</i>	Bryan Hill
<i>Funding and Hours</i>	Local - 35 hours

*PDC Housing Development Program Grant*

---

Provide oversight and quality control on the implementation of the Virginia Housing PDC Development grant towards the construction of a minimum of 20 affordable housing units in the region.

<i>Strategic Priorities</i>	II.C
<i>Deliverables</i>	Quality control and reimbursement of contractor expenses, 20+ units.
<i>Localities Served</i>	All member localities

MEMBER GOVERNMENTS: Counties of Alleghany, Botetourt, Craig, Franklin, and Roanoke; Cities of Covington, Roanoke, and Salem; Towns of Clifton Forge, Rocky Mount, and Vinton. [www.rvarc.org](http://www.rvarc.org)

*Project Leader* Bryan Hill  
*Funding and Hours* Virginia Housing - 375 hours.

*Clifton Forge Downtown Housing Study*

---

To achieve strategies from the 2019 Comprehensive Plan, the Town of Clifton Forge seeks a study to assess the capacity for creating upper-story housing opportunities in its downtown. The study will consider current demographics, and market conditions, and assess the impacts of downtown living on the economy and quality of life in Clifton Forge.

*Strategic Priorities* II.C  
*Deliverables* Downtown Housing Capacity Study  
*Localities Served* Town of Clifton Forge  
*Project Leader* Bryan Hill  
*Funding and Hours* ARC – 75

*Regional Homelessness Technical Support*

---

The Commission will provide expanded technical support and coordination to BRICH and other homelessness stakeholders to better communicate the complex issues surrounding homelessness in the region.

*Strategic Priorities* II.A, VI.A  
*Deliverables* Development of reports, dashboards, and other communications with BRICH and other regional stakeholders.  
*Localities Served* All member localities  
*Project Leader* Bryan Hill  
*Funding and Hours* Local - 95 hours

*Regional Housing Summit*

---

The Commission will coordinate with BRICH and other regional homeless and housing organizations to host a regional Housing Summit. Topics of the summit will include not just homelessness but general housing trends, barriers, needs, and regional data.

*Strategic Priorities* II.C  
*Deliverables* One day/half day event with resulting action plan  
*Localities Served* All member localities  
*Project Leader* Bryan Hill  
*Funding and Hours* Local - 95 hours

### *Southeast Crescent Regional Commission Promotion*

---

The Southeast Crescent Regional Commission is a new Federal regional commission focused on poverty reduction programs in the southeast crescent of the United States, in those counties not served by the Appalachian Regional Commission. RVARC’s activities under the SCRC planning funds are focused on identifying and overcoming barriers to housing development in our target SCRC communities, Roanoke City and Franklin County. Activities include general housing planning support, the development and support of a Developer’s Roundtable, and the creation and promotion of pro-housing educational materials.

<i>Strategic Priorities</i>	II.C
<i>Deliverables</i>	Regular meetings of a Developers Committee, presentations to boards and councils, website materials
<i>Localities Served</i>	City of Roanoke, Franklin County
<i>Project Leader</i>	Jeremy Holmes
<i>Funding and Hours</i>	SCRC – 140 hours

### *Roanoke Valley Collective Response*

---

Launched in September 2018 as an all-volunteer effort, the Collective Response is a multi-sector approach working across systems to find new and effective strategies to solve the opioid and addiction crisis across the Roanoke Valley. It was formalized as a program of the Regional Commission in the Fall of 2021. RVCR members span law enforcement, Emergency Medical Services, healthcare, local and state government, education, community support organizations, faith community, business community, and individuals and families personally touched by addiction. Using a collective impact model, RVCR seeks to: 1) Tackle the root causes of the addiction crisis by influencing changes in policies, practices, social support, cultures and norms, and the physical environment; 2) Combine evidence-based practices with local insight and personal stories to recommend, develop, and implement regional solutions addressing critical aspects of prevention, treatment, overdose reversal, recovery, and child and family support.

### *Collective’s Advisory Committee & Stakeholder Committee Management*

---

Convene monthly meetings of the Collective’s Advisory Committee (CAC) to identify project opportunities, new stakeholders, and potential expansion of CAC as necessary to reflect the geographic boundaries and service offerings of the Roanoke Valley-Alleghany Region. Staff will also manage the convening of the monthly Stakeholder meetings.

<i>Strategic Priorities</i>	IV.B, IV.C, VI.A
<i>Deliverables</i>	Monthly meetings of the CAC
<i>Localities Served</i>	All member localities
<i>Project Leader</i>	Robert Natt
<i>Funding and Hours</i>	ARPA – 50 hours; OAA – 50 hours

MEMBER GOVERNMENTS: Counties of Alleghany, Botetourt, Craig, Franklin, and Roanoke; Cities of Covington, Roanoke, and Salem; Towns of Clifton Forge, Rocky Mount, and Vinton. [www.rvarc.org](http://www.rvarc.org)

*Opioid Abatement Authority Coordination*

---

Staff will coordinate among member localities to identify and provide technical support to projects seeking funding through the Virginia Opioid Abatement Authority’s annual grantmaking window. Staff will provide grant-writing support on multi-jurisdictional Cooperative project grants, and advise, technical assistance, and grant-writing assistance on local projects as requested by member localities.

- Strategic Priorities* VI.A
- Deliverables* Project submissions to the annual VOAA grant cycle.
- Localities Served* All member localities
- Project Leader* Robert Natt.
- Funding and Hours* OAA – 80 hours

*Blueprint for Action Implementation*

---

Staff will undertake activities to implement the recommendations for the Blueprint for Action, establishing and pursuing annual priorities with the assistance of the CAC. Staff will also undertake annual updates of the Blueprint for Action. Activities will include marketing and public awareness, stakeholder engagement, connections to funding opportunities through SAMHSA, OAA, and others, and coordination among wraparound service opportunities through the Commission’s transportation and community development programs.

- Strategic Priorities*
- Deliverables* Annual update and action plan
- Localities Served* All member localities
- Project Leader* Robert Natt
- Funding and Hours* OAA – 1,272 hours;

*Peer Recovery Network*

---

The Peer Recovery Network was created to ensure the area’s Peer Recovery Specialists are effectively collaborating across all segments of recovery services, systems, and resources to broaden their impact on the communities they serve. The Peer Recovery Network will continue to facilitate networking and professional development and seeks to fulfill the priorities of the 2022 White Paper which includes connecting Peer Recovery Specialists to First Responders and increasing the amount of Peer Recovery Specialists in the workforce.

- Strategic Priorities* VI.A
- Deliverables* Annual update and action plan
- Localities Served* All member localities
- Project Leader* Bailey Helgeson
- Funding and Hours* SAMHSA - 1,335 hours

### *Conference Support*

---

RVCR staff will provide support to VT, Carilion, and others in developing and promoting annual conferences on issues of addiction and recovery.

<i>Strategic Priorities</i>	VI.A
<i>Deliverables</i>	Conference sessions, training, and certification opportunities
<i>Localities Served</i>	All member localities
<i>Project Leader</i>	Robert Natt
<i>Funding and Hours</i>	OAA – 100; SAMHSA - 50 hours

### *General Regional Projects*

---

Regional projects are non-transportation programs that support two or more localities. They are generally funded by one or more funding sources depending on the scope and nature of the project, so may include funding from EDA, ARC, or other program areas cited above. Transportation projects are contained in the Unified Planning Work Program of the Roanoke Valley Transportation Planning Organization.

### *Chesapeake Bay Watershed*

---

Staff will work with the Department of Environmental Quality, relevant Soil and Water Conservation Districts, and localities to undertake Phase III of the statewide Chesapeake Bay Watershed Implementation Plan. The focus will be on identifying effective combinations of DEQ best management practices and cost estimates for implementation.

<i>Strategic Priorities</i>	III.A
<i>Deliverables</i>	Grant writing and technical assistance, environmental education, coordinate stakeholder group meetings, and project support.
<i>Localities Served</i>	City of Covington; Counties of Alleghany, Botetourt, Craig, and Roanoke; and Town of Clifton Forge
<i>Project Leader</i>	Gabriel Irigaray
<i>Funding and Hours</i>	DEQ – 1,305 hours

### *General Technical Assistance*

---

The staff will research, develop, maintain, and analyze data for use in a variety of technical and planning support activities, including issues related to federal and state legislation relevant to the region.

<i>Strategic Priorities</i>	IV.B, IV.C, VI.A
<i>Deliverables</i>	Technical assistance
<i>Localities Served</i>	All member localities
<i>Project Leader</i>	Staff
<i>Funding and Hours</i>	Local - 225 hours, ARC - 498 hours

MEMBER GOVERNMENTS: Counties of Alleghany, Botetourt, Craig, Franklin, and Roanoke; Cities of Covington, Roanoke, and Salem; Towns of Clifton Forge, Rocky Mount, and Vinton. [www.rvarc.org](http://www.rvarc.org)

*Grant Writing*

---

The staff will continue to aid localities in writing grant applications and researching funding opportunities for regional and local development projects.

*Strategic Priorities* IV.C, VI.A  
*Deliverables* Grant applications  
*Localities Served* All member localities  
*Project Leader* Staff  
*Funding and Hours* ARC - 295 hours, Local - 128 hours

*Legislative Agenda Promotion*

---

Under the guidance of the Legislative Committee, the Commission will develop an annual agenda of legislative priorities to promote to its General Assembly members.

*Strategic Priorities* V.A  
*Deliverables* Legislative agenda, website, summary document, postcard, and other collateral.  
*Localities Served* All member localities  
*Project Leader* Jeremy Holmes  
*Funding and Hours* Local - 120 hours

*Regional Energy Initiative*

---

Staff will continue to assist in coordinating responses to new green energy technology and trends, including solar, wind, and other sources.

*Strategic Priorities* III.A, VI.A  
*Deliverables* Technical assistance on energy-related tasks  
*Localities Served* All member localities  
*Project Leader* Amanda McGee  
*Funding and Hours* ARC – 50 hours, Local - 25 hours

*Regional Greenway Technical Assistance (Recreational)*

---

Staff will be responsible for data collection from trail counters on local recreational greenways and trails including the Appalachian Trail. Staff will work to maintain materials, calibrate data, and expand count locations as needed. Staff will provide other assistance for greenways if feasible.

*Strategic Priorities* I.B, III.A, VI.A  
*Deliverables* Trail counts, mapping, and other data will be used to support grant applications and justify expenditures on greenways and trails  
*Localities Served* Cities of Roanoke and Salem, Counties of Botetourt and Roanoke, and the Town of Vinton

MEMBER GOVERNMENTS: Counties of Alleghany, Botetourt, Craig, Franklin, and Roanoke; Cities of Covington, Roanoke, and Salem; Towns of Clifton Forge, Rocky Mount, and Vinton. [www.rvarc.org](http://www.rvarc.org)

*Project Leader* Amanda McGee  
*Funding and Hours* Local - 200 hours

*Regional Hazard Mitigation Plan Update*

---

The project proposed is the update of the 2019 Roanoke Valley-Alleghany Regional Pre-Disaster Mitigation Plan. The Roanoke Valley-Alleghany Regional Commission will conduct a comprehensive update of the existing hazard mitigation plan to assure region-wide safety and adequate preparation for the protection of the life and property of the citizens of the region. The proposed revision and update will meet the FEMA requirements and will ensure that the changes in hazards and vulnerabilities within the region are identified and addressed by appropriate mitigation strategies.

*Strategic Priorities* II.A, III.A  
*Deliverables* Updated Roanoke Valley-Alleghany Regional Pre-Disaster Mitigation Plan  
*Localities Served* All member localities  
*Project Leader* Eddie Wells  
*Funding and Hours* VDEM - 839 hours

*Regional Leadership Trip*

---

In partnership with the Roanoke Regional Chamber of Commerce and other regional business and government leaders, the Executive Director will develop and schedule a leadership trip to a nearby community to explore what the Roanoke Valley-Alleghany Region can learn from their economic and community development successes.

*Strategic Priorities* I.B, III.A, VI.A  
*Deliverables* Several-day trip, agenda, and all associated logistical elements  
*Localities Served* All member localities  
*Project Leader* Jeremy Holmes  
*Funding and Hours* Local - 25 hours; ARC – 10 hours; EDA – 10 hours

*Regional Stormwater Management Technical Assistance*

---

Staff will assist Municipal Separate Storm Sewer System (MS4) localities in developing regional stormwater branding, education, and public outreach and continue coordination of the Regional Stormwater Advisory Committee.

*Strategic Priorities* III.A, VI.A  
*Deliverables* Quarterly meetings, and technical assistance to localities.  
*Localities Served* Cities of Roanoke and Salem, Counties of Botetourt, Franklin, and Roanoke, and the Towns of Vinton and Rocky Mount  
*Project Leader* Gabriel Irigaray.  
*Funding and Hours* Local - 75 hours.

MEMBER GOVERNMENTS: Counties of Alleghany, Botetourt, Craig, Franklin, and Roanoke; Cities of Covington, Roanoke, and Salem; Towns of Clifton Forge, Rocky Mount, and Vinton. [www.rvarc.org](http://www.rvarc.org)



*Roanoke River Blueway Advisory Committee Coordination*

---

Staff will continue the development and promotion of the Roanoke River Blueway through the Roanoke River Blueway Advisory Committee. In FY25 the Blueway Committee will . Other priorities may be identified throughout the year by the committee.

<i>Strategic Priorities</i>	III.A, IV.A, VI.A
<i>Deliverables</i>	Marketing, grant writing, and mapping
<i>Localities Served</i>	Cities of Roanoke and Salem, Counties of Franklin and Roanoke, and the Town of Vinton
<i>Project Leader</i>	Amanda McGee
<i>Funding and Hours</i>	Local - 120 hours., EDA – 100 hours.

*Regional Leadership Collaboration*

---

Staff will coordinate and facilitate regular meetings of the Mayors and Chairs, as well as Chief Administrative Officials in the region.

<i>Strategic Priorities</i>	VI.A
<i>Deliverables</i>	Organize and attend meetings
<i>Localities Served</i>	All member localities
<i>Project Leader</i>	Jeremy Holmes
<i>Funding and Hours</i>	ARC – 75 hours EDA – 50 hours Local – 110 hours

*Roanoke Valley Broadband Authority Support*

---

Staff will assist the regional broadband authority by providing technical assistance for mapping and planning activities.

<i>Strategic Priorities</i>	I.A
<i>Deliverables</i>	Provide data for required FCC filings
<i>Localities Served</i>	Cities of Roanoke and Salem, Counties of Botetourt, and Roanoke
<i>Project Leader</i>	TBD
<i>Funding and Hours</i>	Roanoke Valley Broadband Authority – 20 hours

*Roanoke Valley Urban Forestry Support*

---

Staff will work with local government staff to submit grant request to the VDOF Virginia Trees for Clean Water program as part of the annual Arbor Day celebrations. Staff will conduct or assist with other urban forestry activities as requested, including further analysis of the FY24 Urban Tree Canopy Assessment deliverables.

<i>Strategic Priorities</i>	III.A, VI.A
<i>Deliverables</i>	Technical assistance, grant writing
<i>Localities Served</i>	Cities of Roanoke and Salem, Roanoke County, and the Town of Vinton

MEMBER GOVERNMENTS: Counties of Alleghany, Botetourt, Craig, Franklin, and Roanoke; Cities of Covington, Roanoke, and Salem; Towns of Clifton Forge, Rocky Mount, and Vinton. [www.rvarc.org](http://www.rvarc.org)

*Project Leader* Amanda McGee  
*Funding and Hours* Local – 60 hours

*SolSmart Designation Maintenance and Improvement*

The Commission will pursue and achieve a Silver level designation in the national SolSmart program, which will improve our capacity to provide solar energy-related technical support to our member localities and promote the region as friendly to, and ready for, investments in solar renewable energy.

*Strategic Priorities* III.A  
*Deliverables* Website maintenance and solar impact dashboard, regional training opportunities  
*Localities Served* All member localities  
*Project Leader* Amanda McGee  
*Funding and Hours* Local - 90 hours; EDA – 60 hours; ARC – 20 hours

*Triple Crown Visitor Use Management Plan Technical Assistance*

The proposed plan will address issues relating to the management of the recreational assets associated with the Appalachian Trail, McAfee Knob, Dragons Tooth, and Tinker Cliffs to promote sustainability and responsible use. The project will be coordinated by the Appalachian Trail Conservancy in partnership with local governments, RVARC, the Roanoke Valley Greenway Commission, the National Park Service, Virginia's Blue Ridge, Virginia Tech, the US Forest Service, and other key stakeholders.

*Strategic Priorities* I.A, III.A, IV.A  
*Deliverables* Technical Assistance to a Visitor Use Management Plan  
*Localities Served* City of Roanoke and Counties of Botetourt and Roanoke  
*Project Leader* Amanda McGee  
*Funding and Hours* Local – 25 hours; ARC – 25 hours

*Western Virginia Regional Industrial Facility Authority Support*

Provide staff assistance for meetings, financial management, and operations of the Western Virginia Regional Industrial Facility Authority.

*Strategic Priorities* I.A, II.B  
*Deliverables* Staff support  
*Localities Served* Cities of Roanoke and Salem, Counties of Botetourt, Franklin, and Roanoke; and the Town of Vinton  
*Project Leader* Sherry Dean  
*Funding and Hours* WVRIFA - 363 hours

MEMBER GOVERNMENTS: Counties of Alleghany, Botetourt, Craig, Franklin, and Roanoke; Cities of Covington, Roanoke, and Salem; Towns of Clifton Forge, Rocky Mount, and Vinton. [www.rvarc.org](http://www.rvarc.org)

### *White Paper Development*

---

Staff will identify, research, and public technical reports on a variety of issues that affect the region. White papers will provide general but region-specific context for local, statewide, or national issues, such as questions surrounding census analysis, funding opportunities, the impact of pending federal legislation, etc. White papers will be developed as needed as determined by staff or requested by localities.

<i>Strategic Priorities</i>	IV.B, IV.C, VI.A
<i>Deliverables</i>	White paper technical reports.
<i>Localities Served</i>	All member localities
<i>Project Leader</i>	Jeremy Holmes
<i>Funding and Hours</i>	Local - 50 hours., ARC - 50 hours., EDA - 50 hours

### *Workshops*

---

The staff will continue to participate in various required workshops related to funding agencies, continuing education, and outreach.

<i>Strategic Priorities</i>	IV.C, V.A
<i>Deliverables</i>	Workshop attendance and action report submitted to Executive Director
<i>Localities Served</i>	All member localities
<i>Project Leader</i>	Staff
<i>Funding and Hours</i>	Local - 200 hours, ARC – 93 hours

### *General Local Projects*

---

Local projects are non-transportation programs that support a single locality. Projects listed in this section are generally funded by local dollars, contributions from the locality in question, or a specific grant. Local projects funded entirely by EDA or ARC funds are listed in those program areas. Transportation projects are contained in the Unified Planning Work Program of the Roanoke Valley Transportation Planning Organization.

### *Neighborhood Data Profiles*

---

The Commission will work with the City of Roanoke to provide neighborhood data profiles to include demographic, housing, transportation, environmental, and economic data; interpretation and analysis of data to guide policy formulation; utilize comparative data over time to identify trends; and develop projections on selected data as appropriate.

This will build from the data sheets created for the City of Roanoke in 2017, and potentially be expanded to cover other jurisdictions as requested.

<i>Strategic Priorities</i>	VI.A
-----------------------------	------

*Deliverables* Datasheet for each Roanoke City neighborhood  
*Localities Served* City of Roanoke  
*Project Leader* Bryan Hill  
*Funding and Hours* EDA – 100

*Franklin County Trail Counters*

---

Staff will be responsible for data collection from trail counters on Franklin County trails and assist county staff with data provision and analysis.

*Strategic Priorities* I.B, III.A, VI.A  
*Deliverables* Trail counts and reporting  
*Localities Served* Franklin County  
*Project Leader* Amanda McGee  
*Funding and Hours* Local - 60 hours

**Roanoke Valley-Alleghany Regional Commission Operations and Development**

---

To better support our local government members, the Regional Commission undertakes several projects focused on increasing the capacity, effectiveness, and financial efficiency of our organization. We also pursue professional development opportunities for Commission staff to bring new and enhanced skill sets to existing or future projects.

*Green Initiative*

---

The Regional Commission will undertake several internal sustainability efforts focused on reducing its carbon footprint while showing a positive ROI on its utility bills and related building performance expenses. The Green Initiative will also include internalizing programs of the RIDE Solutions program to serve as examples for other business outreach efforts. Commission staff will communicate impacts to stakeholders and the public.

*Strategic Priorities* III.A, IV.B, V.A  
*Deliverables* Reduction in utility bills, capital improvement plan, greenhouse gas emission reduction  
*Localities Served* Commission operations  
*Project Leader* Amanda McGee  
*Funding and Hours* Local – 20 hours

*Public Engagement and Communications*

---

The staff will continue with the publication of brochures, newsletters, website updates, social media, and other outreach activities to promote activities and programs of the Commission.

MEMBER GOVERNMENTS: Counties of Alleghany, Botetourt, Craig, Franklin, and Roanoke; Cities of Covington, Roanoke, and Salem; Towns of Clifton Forge, Rocky Mount, and Vinton. [www.rvarc.org](http://www.rvarc.org)

Staff will research and build a new website for RVARC and RVTPC. Staff will continue implementing the Public Relations and Communications Plan.

<i>Strategic Priorities</i>	IV.A, IV.B, IV.C
<i>Deliverables</i>	Various newsletters, documents, news releases, and digital media products.
<i>Localities Served</i>	All member localities
<i>Project Leader</i>	Elizabeth Elmore
<i>Funding and Hours</i>	Local - 265 hours; EDA – 75 hours

### *Regional Liaison Program*

---

Commission staff will commit to visiting each of our member localities at least twice a year to present on projects completed or advanced throughout the year relevant to each member locality.

<i>Strategic Priorities</i>	IV.A, IV.C
<i>Deliverables</i>	Presentations on project status to boards and councils
<i>Localities Served</i>	All member localities
<i>Project Leader</i>	Jeremy Holmes
<i>Funding and Hours</i>	Per project

### *RVARC Strategic Plan Update*

---

Building from the FY24 SERDI Organizational Assessment, RVARC will update its five-year strategic plan, guided by a Strategic Planning Committee and developed internally with existing Commission resources.

<i>Strategic Priorities</i>	IV.A, IV.B, IV.C
<i>Deliverables</i>	Five-year strategic plan and implementation guidelines
<i>Localities Served</i>	Commission operations
<i>Project Leader</i>	Jeremy Holmes
<i>Funding and Hours</i>	Local - 200 hours

## **Boards, Associations, and Workgroups**

---

Staff will promote and assist with regional planning initiatives by participating in the following local, regional, state, and national organizations.

### National

- American Planning Association
- Association of Metropolitan Planning Organizations
- Development District Association of Appalachia and Network Appalachia
- National Association of Development Organizations Board of Directors
- Southeastern Regional Directors Institute

MEMBER GOVERNMENTS: Counties of Alleghany, Botetourt, Craig, Franklin, and Roanoke; Cities of Covington, Roanoke, and Salem; Towns of Clifton Forge, Rocky Mount, and Vinton. [www.rvarc.org](http://www.rvarc.org)

- Association of Pedestrian and Bicycle Professionals
- Association for Commuter Transportation

#### State

- Virginia Association of Metropolitan Planning Organizations
- Virginia Association of Planning District Commissions
- Virginia Chapter of the American Planning Association
- Virginia Chapter of the American Planning Association Legislative Affairs Committee
- Virginia Transit Association

#### Regional

- Alleghany Highlands Outdoor Recreation Stakeholders
- Blue Ridge Interagency Council of Homelessness
- Blue Ridge Transportation Safety Board
- Greater Roanoke Workforce Development Board
- Healthy Roanoke Valley Steering Committee
- I-81 Corridor Coalition
- Regional Stormwater Management Committee
- Resilient Virginia Collaborative Alliance
- RADAR Advisory Committee
- Roanoke City Parks Foundation
- Roanoke Foodshed Network
- Roanoke Outside Advisory Board
- Roanoke Regional Chamber of Commerce Board
- Roanoke Regional Chamber of Commerce – Transportation Advocacy Committee
- Roanoke Regional Housing Network
- Roanoke Valley Greenway Commission
- United Way Community Investment Council
- Upper and Middle James Riparian Consortium
- Upper James River Resource Conservation and Development District (RC&D)
- Valley Metro Advisory Committee
- Virginia Western Community College-Integrated Environmental Studies Advisory Group
- Freedom First Credit Union Board of Directors

#### Local

- Clifton Forge Parks and Trails Committee

## Appendix A: Regional Commission Staff

---

### Leadership

Jeremy Holmes, *Executive Director*

MEMBER GOVERNMENTS: Counties of Alleghany, Botetourt, Craig, Franklin, and Roanoke; Cities of Covington, Roanoke, and Salem; Towns of Clifton Forge, Rocky Mount, and Vinton. [www.rvarc.org](http://www.rvarc.org)

Sherry Dean, *Director of Finance*  
Andrea Garland, *Director of RIDE Solutions*  
Bailey Helgeson, *Interim Director of the Roanoke Valley Collective Response*  
Amanda McGee, AICP, *Director of Community Development Programs*  
Tori Williams, *Director of Transportation*

**Planning and Program Staff**

Elizabeth Elmore, *Public Engagement Manager*  
Bryan Hill, AICP, CZA, *Regional Planner III*  
Virginia Mullen, *Office Manager*  
Joseph Rosenberg, *Program and Grant Administrator*  
Jonathan Stanton, *Transportation Planner II*  
Alison Stinnette, *Transportation Planner I*

**Certifications:**

AICP	American Institute of Certified Planners
CZA	Certified Zoning Administrator
LEED AP	Leadership in Energy & Environmental Design Accredited Professional
LEED GA	Leadership in Energy & Environmental Design Green Associate

## Appendix B: Regional Commission Service Area



MEMBER GOVERNMENTS: Counties of Alleghany, Botetourt, Craig, Franklin, and Roanoke; Cities of Covington, Roanoke, and Salem; Towns of Clifton Forge, Rocky Mount, and Vinton. [www.rvarc.org](http://www.rvarc.org)