

**MINUTES OF THE MEETING OF THE  
GEORGE WASHINGTON REGIONAL COMMISSION**

June 18, 2018  
The Robert C. Gibbons Conference Room  
406 Princess Anne Street, Fredericksburg Virginia

**MEMBERS PRESENT AND VOTING:** Chair – Matt Kelly, **Fredericksburg;** **Caroline County:** Jeff Black & Nancy Long; **Fredericksburg:** Billy Withers; **King George County:** John Jenkins; **Spotsylvania County:** Chris Yakabouski; & **Stafford County:** Meg Bohmke & Cindy Shelton

**MEMBERS ABSENT:** Ruby Brabo, King George County & Greg Benton, Spotsylvania County

**OTHERS IN ATTENDANCE:** Craig Reed & Rodney White, FRED

**STAFF:** Tim Ware, Michele Dooling & Linda Millsaps, GWRC; Paul Agnello, Marti Donley, John Bentley, Colin Cate & Briana Hairfield; FAMPO; Kate Gibson & Sam Shoukas, CoC; & Diana Utz & JoAnna Roberson, GWRC

**CALL TO ORDER:** Mr. Kelly called the meeting to order at 6:02 p.m. with a quorum present; which was followed by the Pledge of Allegiance.

**APPROVAL OF GWRC MEETING AGENDA:** Upon motion made by Mr. Withers and seconded by Ms. Bohmke, with all concurring, the agenda for the June 18th meeting was accepted as presented.

**APPROVAL OF GWRC MEETING MINUTES (June 18, 2018) - (Action Item)**

Upon motion by Mr. Black and seconded by Ms. Bohmke, with Mr. Yakabouski abstaining and all others in concurrence, the minutes from the May 21st meeting were approved as submitted.

**PUBLIC INVOLVEMENT** - None

**DRAFT FINANCIAL REPORT**

Mr. Ware advised the balance sheet is included in tonight's agenda packet. Mr. Ware relayed as of May 31, 2018, the GWRC total assets are \$572,899.65; total liabilities are \$191,962.94; with a positive balance of \$380,936.69. Mr. Ware also relayed that in regard to the agency-wide line item revenues and expenditures sheet, GWRC currently has a \$206,782.96 surplus.

## **EXECUTIVE DIRECTOR'S REPORT**

Mr. Ware advised FAMPO/GWRC now have three new employees hired and on-board. Mr. Ware introduced the new employees as follows: Ms. Briana Hairfield who is replacing Ms. Marti Donley; Ms. Linda Millsaps who is replacing himself as the new GWRC Executive Director; & Ms. Michele Dooling who will be replacing Ms. Barbara Bigelow.

Mr. Ware advised the regional Composting Committee met last Friday. Mr. Ware relayed that a regional composting forum is scheduled to occur on August 21<sup>st</sup> at the University of Mary Washington. Mr. Ware stated it is the committee's request that a member from each of the five jurisdictions plan to attend the August 21<sup>st</sup> meeting.

Mr. Kelly concurred that having at least one member present at the August 21<sup>st</sup> meeting is an important element in the committee being more productive and this is an issue that is going to ultimately revolve in becoming a regional issue and not just a locality issue.

Mr. Kelly stated the forum will allow locality representatives to ask questions on how regional composting has (or has not) worked in other areas across the State; to determine what the next steps in the process would be; to establish consensus from this region on how it wishes to pursue with a regional composting program; etc.

Mr. Withers stated that he personally attended the forum that was held last year and found it to be very informative so he too encouraged all localities to appoint a representative and to have all localities represented at the forum.

## **OLD BUSINESS**

### a.) Vanpool Alliance 5307 Funding Recommendations – Ms. Diana Utz

Ms. Utz advised she is back before the Commission for endorsement on the allocation of funding the region will be receiving as a result of the GWRC Vanpool 5307 funding program. Ms. Utz stated that in 2013, GWRC, PRTC & NVTC entered a MOU to form the Vanpool Alliance program that will generate Section 5307 funds from FTA as a result of the vanpools registered with GWRC reporting its data to FTA.

Ms. Utz stated GWRC will receive approximately \$1m annually and do not require a local match and are drawn down by PRTC on GWRC's behalf. Ms. Utz stated the funding to be received is Transit Capital money and is specific on how the funding can be utilized. For example, Ms. Utz stated the funds could be used to purchase a bus; however, cannot be used to operate it. Ms. Utz stated Section 5307 funding can be used for multi-modal planning, transit capital improvements; and transit preventive maintenance needs.

Ms. Utz stated preventive maintenance for FRED will include all related expenses such as labor, supplies, parts, or contracted services as defined as capital expenses. Ms. Utz stated currently this cost is \$625,000 and with the allocation of the 5307 funds, this will reduce the local cost needed to \$125,000.

Ms. Utz advised \$225,000 is allocated for the cost of buses for new transit services and/or for expansion or replacement buses. The 5307 funding will reduce the local cost needed to \$45,000. Ms. Utz relayed implementation of electronic fare boxes and related software needs are \$350,000 with 5307 funding reducing the local cost to \$70,000. Lastly, Ms. Utz stated that \$100,000 will be allocated for surplus funding that can be used in FY2021 and will continue going forward each year.

Ms. Utz stated GWRC recommendation for utilization of the 5307 allocations are to have the funds applied to the Route 3 East new proposed commuter park & ride lot. Ms. Utz stated the new parking lot will be for 150 spaces and would serve the citizens of the region travelling to Dahlgren as well as the commuters coming from Caroline/King George counties who may be heading to Northern Virginia & Washington, DC. Ms. Utz stated the cost estimate received to date from VDOT is \$6.3m.

Ms. Utz stated that FRED is utilizing 1 of their available 4 Smart Scale application slots on GWRC's behalf for consideration in Round 3 of the Smart Scale process. Ms. Utz stated by FRED submitting the application, it freed up an additional slot that could be utilized by GWRC. Ms. Utz stated that \$1.4m is being allocated to the construction of the park & ride lot from FAMPO & \$1m being allocated from GWRC.

Ms. Utz stated the parcel that is being proposed for moving forward is located in front of the Wal Mart on Route 3 east. There was concern from GWRC members about whether the parcel being considered is the only lot that was available.

Ms. Long stated that it seemed feasible that other parcels five miles further down on Route 3 east would be less costly to obtain and asked if other parcels were in fact considered. Ms. Utz stated that at least 5-6 properties along the corridor were looked at. Ms. Long asked how the land properties were done and how the decision was made to select the property in question.

Ms. Utz stated that a property further down on Route 3 east where the old renaissance fair site was previously held was considered and submitted for approval under Round 2 of the Smart Scale application process. Ms. Utz stated the property was not easily visible from the road; had access/ingress concerns; and had right-of-way issues that resulted in the application in Round 2 not being considered or approved.

There was concern from the commission members that \$42,000 per parking space was outrageous and robbery. Ms. Utz stated these initial cost estimates were forwarded to staff from VDOT and the cost is based on similar projects on Route 17 in both Spotsylvania & Stafford counties. Ms. Utz relayed the actual property of the former renaissance fair site came back with an even higher cost for construction than the lot in front of the Wal Mart.

Commission members clarified they were in support of a p&r lot being constructed along the Route 3 east corridor but felt the \$42,000 per space fee provided from VDOT and the current property being considered carried very high price tags.

Mr. Yakabouski asked if the project is approved in Round 3 of the Smart Scale process, then when would the region begin to receive the allocated funding. Mr. Agnello stated the allocation would be in 5 years. Mr. Yakabouski asked how confident we are that if money is allocated to the lot in front of the Wal Mart now that it will still be available in 5 years. Mr. Agnello stated that as the property has already been chosen as the best site that if we purchase the property now, then it will be locked in even if construction does not begin until FY2023. Mr. Withers asked if the property presented tonight is not purchased now, then what happens – do you get to set other options; are you allowed to move forward with another project; etc. Ms. Utz stated the project site in question could go away but the funding sources and requirements would still be available for the region to choose to implement annually.

Mr. Kelly stated that he encouraged his colleagues to look back at the CLRP to see how projects fall into space and request that consideration be given to approve the resolutions presented tonight.

b.) Approval of GWRC-PRTC MOU – Ms. Diana Utz

Ms. Utz advised the MOU is the authorization for PRTC to draw down the region's funds on GWRC's behalf. Upon motion by Mr. Withers and seconded by Mr. Jenkins, with all concurring, the MOU was adopted by GWRC at the June 18<sup>th</sup> meeting.

c.)GWRC-PRTC Sub grant Agreement – Ms. Diana Utz

Ms. Utz advised the Sub grant Agreement is part of the MOU and gives more detailed explanation of the MOU. Ms. Utz stated a copy of the Sub grant Agreement is included in tonight's agenda presentation for member review only.

d.)Approval of Resolution No. 18-18, Allocating Federal Fiscal Year 2020 Section 5307 Funds from the Federal Transit Administration (FTA) Obtained as a Result of GWRC's Membership in the Vanpool Alliance – Ms. Diana Utz

Upon motion by Mr. Withers and seconded by Mr. Yakabouski, with all concurring, Resolution No. 18-18 was adopted by GWRC at its June 18<sup>th</sup> meeting.

e.) Approval of Resolution No. 18-19, Allocating Federal Fiscal Year 2023, 2024 and 2025 Section 5307 Funds from the Federal Transit Administration (FTA) Obtained as a Result of GWRC's Membership in the Vanpool Alliance to assist with the construction of a Park and Ride Lot on Route 3 East – Ms. Dianna Utz

Ms. Utz advised that currently GWRC is leasing 105 parking spaces throughout the region and the construction of a lot on the corridor would eliminate this expense of \$27,000 annually. Ms. Utz stated that CMAQ dollars are allocated to the construction cost of a park & ride lot and that FHWA has supported the lease option over the years with the understanding that this was a temporary solution that would ultimately result in a permanent location being obtained.

Ms. Bohmke asked if we are currently leasing spaces at the existing Wal Mart store site. Ms. Utz relayed several years ago, prior to the Wal Mart being converted to a Super Wal Mart, that

commuters were utilizing the Wal Mart parking lot for free. However, at the discretion of private property owners at any given time, they can restrict commuters from utilizing parking spaces on their property which is what happened to the commuters who were previously using the Wal Mart location for commuting start-up points. Ms. Utz stated at that time, Wal Mart was not interested in obtaining an official leasing agreement with GWRC and just wanted the commuters gone. Ms. Utz stated that new negotiations with Wal Mart have not been initiated. Both Ms. Bohmke and Mr. Yakabouski asked for staff to provide additional information to the committee in regard to cost comparisons for individual park & ride lot spaced projects versus parking deck options and to also provide FAMPO history of the costs of other commuter lots built within the region – i.e. Route 3 lot at Gordon Road in Spotsylvania County; Route 17 lot in Spotsylvania County, etc. It was also a request that staff ask VDOT to re-evaluate cost estimates provided to ensure these costs are accurate. Mr. Agnello stated staff felt the cost estimates were very high as well and have already asked VDOT to re-evaluate the estimates provided. Mr. Withers stated that he too felt the cost estimate is high; however, also stated that the further east you go to obtain property, the cost would still be high and would likely result in less usage.

Upon motion by Mr. Withers and seconded by Ms. Bohmke, with all concurring, Resolution No. 18-19 was adopted by GWRC at its June 18<sup>th</sup> meeting.

Ms. Shelton asked again for clarification as to where 5307 funds can be applied. Ms. Utz stated the funds allocated, if not utilized, expire in 5 years. Ms. Utz stated the funding cannot be applied to highways, roads, or for operating costs to any project. Ms. Utz stated in addition to park & ride lots, the money can be allocated for transit capital expenses, bike trails, etc. and the commission may decide that next year's allocated funding be applied to bike trails rather than park & ride lots.

f.) Other Old Business – None

## **NEW BUSINESS**

a.) Approval of Resolution No. 18-20, Approving the Slate of Officers to Serve in Fiscal Year 2019 – Mr. Matt Kelly

Mr. Kelly advised the slate of officers for GWRC for FY2018-2019 are as follows:

Chairperson – Ms. Meg Bohmke (Stafford County)  
First Vice-Chair – Mr. Greg Benton (Spotsylvania County)  
Second Vice-Chair – Ms. Ruby Brabo (King George County)  
Treasurer – Mr. Jeff Black (Caroline County)  
Secretary – Mr. Matt Kelly (City of Fredericksburg)

Upon motion by Mr. Withers and seconded by Ms. Shelton, with all concurring, Resolution No. 18-20 was adopted by GWRC at its June 18<sup>th</sup> meeting.

- b.) Approval of Resolution No. 18-21, Authorizing Support for the George Washington Regional Commission Smart Scale Project Applications – Mr. Paul Agnello

Mr. Agnello advised that Resolution No. 18-21 is asking for approval of the 4 Smart Scale applications to be submitted by GWRC for Round 3 of the Smart Scale application process. Mr. Agnello stated the 4 projects have an estimated \$86m total project cost and include the following projects:

- I-95 @ Exit 136 – interchange improvements & Enon Road improvements (Stafford County)
- US 17 STARS Study improvements & new US17 Business park & ride lot (Stafford County)
- Route 3 STARS Study improvements & Exit 130 interchange improvements (City of Fredericksburg)
- Route 3 STARS Study improvements, Exit 130 interchange improvements & Gateway Boulevard extension project from Route 3 to Cowan Boulevard (City of Fredericksburg)

Upon motion by Ms. Bohmke and seconded by Mr. Withers, with all concurring, Resolution No. 18-21 was adopted by GWRC at the June 18<sup>th</sup> meeting.

- c.) Approval of Resolution No. 18-22, Supporting Caroline and King George County 2018 Smart Scale Project Applications – Mr. Paul Agnello

Mr. Agnello advised that Resolution No. 18-22 is in support of the 2018 Smart Scale application projects being submitted by the counties of Caroline & King George. Mr. Agnello stated a total of 6 applications will be submitted for consideration; 2 in Caroline County & 4 in King George County. Mr. Agnello stated the projects being submitted are as follows:

- I-95 Exit 104 interchange improvements (Caroline County)
- US 301 crossover consolidation/removal and conversion to a Restricted Crossing U-Turn Superstreet (Caroline County)
- US 301 & Route 3 median U-Turn intersection project (King George County)
- Route 206 & Route 218 right-turn lane project (King George County)
- US 301 & Commerce Drive pedestrian improvement project (King George County)
- US 301 & Route 206 median U-Turn intersection project (King George County)

Upon motion by Mr. Black and seconded by Mr. Withers, with all concurring, Resolution No. 18-22 was adopted by GWRC at its June 18<sup>th</sup> meeting.

- d.) Approval of Resolution No. 18-23, Endorsing the George Washington Region Transportation Opportunities for Economic Growth Report – Mr. Paul Agnello

Mr. Agnello advised Resolution No. 18-23 is asking for GWRC endorsement on the region's opportunities for economic growth plan. Mr. Agnello stated the plan is not new or a new process and is just a plan that required an update.

Upon motion by Ms. Bohmke and seconded by Mr. Withers, with all concurring, Resolution No. 18-23 was adopted by GWRC at its June 18<sup>th</sup> meeting.

e.) Approval of Resolution No. 18-24, Recognizing the Dedicated Service of Matthew Kelly – First Vice Chair Meg Bohmke

Due to the lateness of tonight's meeting and a special presentation still on the agenda for comments from Congressman Wittman, Mr. Kelly stated he was deferring action/discussion on Resolution No. 18-24.

f.) Honoring of Retirees – Mr. Matt Kelly

Mr. Kelly advised that GWRC has experienced a lot of changes and opportunities over the last several years. Mr. Kelly stated that tenured GWRC/FAMPO employees are leaving their current positions and heading into a retirement phase. Mr. Kelly stated the employees leaving have been essential components for the Commission to head in the right direction and he thanked them for their service, commitment, & dedication to both FAMPO/GWRC.

Mr. Kelly stated that Ms. Marti Donley has 12 years of service to FAMPO and has served efficiently as a Principle Planner and Public Involvement/Outreach coordinator. Mr. Kelly stated that Ms. Donley has done a fantastic job in public outreach, Title VI coordination, minority outreach, etc. Mr. Kelly advised Ms. Donley that all of her efforts have been greatly appreciated.

Ms. Donley stated it has been a pleasure to be associated with GWRC and Ms. Briana Hairfield has been hired as her replacement and she is certain that she will continue to move forward efficiently in representing GWRC/FAMPO.

Mr. Kelly stated that during Mr. Ware's tenure, there were some rough times financially prior to Mr. Ware coming on board. Mr. Kelly stated that Mr. Ware worked diligently to get the commission back on its feet and to have a positive cash flow come into play. Mr. Kelly stated that Mr. Ware has worked efficiently with the Commission; has responded to Commission requests quickly and diligently and that the commission is much more solid & stable as a result of Mr. Ware's leadership.

Mr. Ware introduced Ms. Millsaps as the new executive directory and stated he felt she would continue moving forward with the policies/procedures already in place; as well as secure additional new opportunities for the commission.

Mr. Ware stated that it has been his pleasure to serve in the capacity as Executive Director and the commission has employees who have faithfully served for over 30 years and this is the real tribute to the organization. Mr. Ware stated he has served for 6 years and has found the position to be a rewarding one; however, tenured and valuable staff assistance has always been a true asset. Mr. Ware also advised that Ms. Michele Dooling has been hired as the accounting director and is filling the position that Ms. Barbara Bigelow has held for 34 years.

The GWRC commission members thanked the staff who will be retiring and welcomed the new staff members on board.

g.) Other New Business – None

#### **REMARKS FROM CONGRESSMAN ROB WITTMAN**

Congressman Wittman stated that he has appreciated his work with GWRC in the past and looks forward to continued interaction. Congressman Wittman stated tonight he specifically wanted to provide what is underway with broad band services and the current General Assembly.

Congressman Wittman stated the broad band issue has had a series of starts/stops/stagnations; however, now has moved to obtaining endorsement at the federal levels for providing broad band service opportunities to the underserved areas within the region.

Congressman Wittman relayed the General Assembly, both at the regional level and the state level, for implementation for telecommuting and broad band initiatives to areas within the region that currently have no service capability.

Congressman Wittman stated \$4m state dollars annually are going to be allocated into establishment of a broad band program to all areas within the region. Congressman Wittman relayed at \$630m bill is being submitted to the federal level for the development and structure of a broad band system to be implemented. Congressman Wittman stated service providers are being addressed; maps for specific coverage areas being drawn; and specifications for services to be by households rather than by districts. Congressman Wittman stated these documents are requested to be completed and available by next year.

Congressman Wittman stated public partnerships are being looked for so that public partnership financial support can then be combined with the state/federal dollars currently being allocated.

Congressman Wittman stated capital investments for towers/wires, etc. will not be the only requirement but also will provide an education presentation to all consumers. Congressman Wittman stated the educational process will educate the consumers on what broad band is; what it can do; how it can be of benefit; & how it can continue to build-out its resources.

Congressman Wittman stated that currently now efforts are underway with USDA to provide for a public comment period on how dollars received should be allocated to what specific projects/programs. Congressman Wittman stated that public comment is essential and critical and he encouraged all members here tonight, both individually and collectively from respective Board of Supervisors, City Councils, & GWRC to reply during the public comment period. Congressman Wittman stated implantation of an enhanced broad band system to all regions is essential. For example, he stated that in Caroline County, there is 100,000 population with 80% of the population have no broad band services.

Congressman Wittman stated that in the past, Verizon has been the sole provider, with limited to no competition so their service and reliability were constant concerns. Congressman Wittman stated in the past Verizon has not initiated any efforts on providing additional services; have refused and/or been hesitant to participate and overall showed no interest in participating in pursuing the efforts forward.

Mr. Black asked Congressman Wittman how receptive the cable companies are to coming to an area to speak before a respective Board of Supervisors meeting. Mr. Black stated that speaking for Caroline County only, requests have been made by the Board to have presentations made from the cable companies on how broad band services could be made available to all areas in their county other than to the high density areas that currently have service capabilities. Mr. Black asked Congressman Wittman if there are “success story” data available whereby cable provider presentations have been made that have resulted in services being expanded to under-served areas within a locality. Congressman Wittman stated there are & he would forward this information to GWRC.

Congressman Wittman also stated that if localities have had poor follow-through from cable providers on board presentations, etc. to please notify him and he will ensure that the concerns, questions, desires, etc. are forwarded.

Ms. Long asked when the public comment period will end. Congressman Wittman stated he was not sure but would also forward the public comment notices to GWRC. Congressman Wittman stated he was certain the public comment period just started and the committee will have ample time to respond & again should the time end prior to the next GWRC Commission meeting whereby

comments can be compiled for submission from the Commission, that he too will ensure these comments are forwarded to where they need to go.

Mr. Kelly stated the next Commission meeting will be on August 20<sup>th</sup> and this will give time for Congressman Wittman to forward GWRC the requested information & will give the Commission time to formulate thoughts/questions/comments that have been received either individually or from respective Boards that then can be compiled into feedback from the region as well.

The GWRC members thanked Congressman Wittman for his time and stated they looked forward to having continued conversations.

**ADJOURN GWRC MEETING** – The June 18th GWRC meeting was adjourned at 7:18 p.m. The next meeting will be held on August 20, 2018.

Respectfully Submitted, Timothy Ware, Executive Director  
(Draft Minutes prepared by JoAnna Roberson)

