

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

March 28, 2022
6:00 PM
GWRC Conference Room

MEMBERS PRESENT: All Attending In-Person: **First Vice-Chair**, Jason Graham, **City of Fredericksburg**; Matt Kelly, **City of Fredericksburg**; Jeff Sili, **Caroline County**; Cathy Binder & Annie Cupka, **King George County**; Lori Hayes (Alternate) & Chris Yakabouski, **Spotsylvania County**; & Meg Bohmke & Darrell English, **Stafford County** **Attending Virtually:** Jeff Black, **Caroline County**

MEMBERS ABSENT: Tim McLaughlin, Spotsylvania County

OTHERS IN ATTENDANCE: (Attending In-Person): Jonathan Gerlach, Alternate, City of Fredericksburg City Council; Pamela Yeung (Alternate), Stafford County Board of Supervisors; & Ynez Wells, Omni Affordable Housing, Inc. (Attending Virtually): Paul Agnello, Spotsylvania County; Thomas Hastings; Todd Horsley, DRPT; Jamie Jackson, FRED; & Mary Parnell, Exodus Family Institute

STAFF: (Attending In-Person): Chip Boyles, Michele Dooling, Kate Gibson, Ian Ollis, Kari Barber & Anne Marie Kluempfen, (Attending Virtually): Leigh Anderson & Samantha Shoukas

EXECUTIVE COMMITTEE MEETING CALL TO ORDER – First Vice-Chair Jason Graham called the Executive Committee meeting to order. Request was made by Mr. Graham for approval of meeting minutes from the February 16th GWRC Executive Committee meeting. Upon motion by Ms. Bohmke and seconded by Ms. Binder, with all members of the Executive Committee concurring, the minutes of the February 16th GWRC Executive Committee were approved as submitted. The Executive Committee meeting was adjourned.

CALL TO ORDER: Mr. Graham called the regular GWRC meeting to order at 6:04 p.m. with a quorum present; which was followed by the Pledge of Allegiance.

APPROVAL OF GWRC MEETING AGENDA – Meeting March 28, 2022

Upon motion made by Mr. Kelly and seconded by Ms. Bohmke, with all concurring, the March 28th, 2022 GWRC meeting agenda was approved as submitted

APPROVAL OF MINUTES:

a.) February 28, 2022 GWRC Meeting (Action Item)

Upon motion by Ms. Bohmke and seconded by Mr. Kelly, with Ms. Hayes abstaining and all other members concurring, the minutes of the February 28th meeting were approved as submitted.

PUBLIC INVOLVEMENT: None

FINANCIAL REPORT:

a.) Monthly Financial Report (February 2022) – Michele Dooling

Ms. Dooling advised all financial reports to include: Balance Sheet, Agency-wide Income Statement, Dashboard & Cash Flow statement for the month of February, 2022 are included in tonight's agenda packet. There were no questions asked of Ms. Dooling from the GWRC committee members.

PRESENTATIONS:

a.) Ladysmith Bicycle and Pedestrian Plan – Kari Barber, Transportation Planner

Ms. Barber advised that last year FAMPO worked with Caroline County to develop a study for development of a bicycle and pedestrian plan. The plan focused on the residential areas of Lake Land'Or to Route 1. Ms. Barber stated this area currently has approximately 10,000 residents and is one of Caroline County's fastest residential growth areas. Ms. Barber stated that existing residential and commercial areas are less than 2.5 miles away from one another. However, there is limited to no biking or walking infrastructure available outside of or within existing housing developments. Ms. Barber advised the Ladysmith Community plan from 2008 cited "village development" with walkable character as a point of interest. Ms. Barber advised the Caroline County Comprehensive Plan that was adopted in 2010 also called for interconnectivity between residential neighborhoods and other developments.

Ms. Barber stated the activity centers in this area are in two clusters and destinations are either within Founder's Park (the Library, YMCA, school) or at the intersection of US1 and Ladysmith Road (Rt. 639). Ms. Barber advised that currently neither Rt 639 nor US1 have pedestrian facilities; however, desire lines are present and pedestrians were observed walking on Rt 1. Ms. Barber stated the FAMPO recommendations to making the area over a long-term process to a walkable/bikeable village concept includes:

- *placemaking and wayfinding signage
- *shared-use path network
- *sidewalk network
- *safe, well-lit crossings at designated places
- *pedestrian refuge medians to be included in upcoming road widenings
- *connections between residential developments

Ms. Barber stated the summary and next steps include:

- *plan being submitted to Caroline County Planning Commission
- *recommendations to be included in the Transportation Element of the County's Comprehensive Plan
- *recommendations to be included in the regional Rural Long Range Transportation plan for the benefit of future project applications
- *recommendations that can be further developed into future Smart Scale project applications

Mr. Yakabouski asked if this was also included in Caroline County's Comprehensive Plan and Ms. Barber advised it would be included in this year's plan. Mr. Black also stated that even though the recommendations are for long-term that he is requesting that a meeting be held with county representatives, planning representatives, Board of Supervisor representative and FAMPO staff to determine if there are available grants, funding sources, etc. that Caroline County could apply for to expedite and further move forward these project improvements in a quicker time frame.

No actions were taken on this agenda item.

OLD BUSINESS:

a.) Round 5 Smart Scale Pre-Applications (Action Item)– Kari Barber, Transportation Planner

Ms. Barber advised FAMPO is looking for verbal authorization from GWRC to proceed with the submission of the pre-applications for Round 5 of the Smart Scale process. Ms. Barber advised the pre-applications needs to be submitted to VDOT for review by April 1st. The final application process will occur in August. Ms. Barber stated the final FAMPO review process will occur in June. Ms. Barber stated there are currently ten different applications being submitted for VDOT pre-approvals from both FAMPO and GWRC. Ms. Barber relayed that GWRC is eligible to submit up to eight different applications (4 from FAMPO and 4 from GWRC) for the final application process so one project from each entity (FAMPO & GWRC) will need to be deleted prior to final submission. Ms. Barber advised that the two deleted projects will come from recommendations from local planning departments, the FAMPO Technical Advisory committee, and both the FAMPO and GWRC boards and feedback on project removals will need to be provided to FAMPO by the end of May, 2022. There was unanimous verbal endorsement from the GWRC committee members for FAMPO to move forward with the pre-application process to VDOT for consideration of the ten projects as listed: GWRC: US-1 Layhill Roadway & Ped Improvements (Stafford County request); US-1 Rt. 628 American Legion Road Lane Improvements (Stafford County request); Warrenton Road

Pedestrian Improvements (Stafford County request); Dixon Street Multimodal Improvements (City of Fredericksburg & Spotsylvania County request) and Lafayette Boulevard Multimodal Improvements (City of Fredericksburg & Spotsylvania County request); and FAMPO: VCR Regional Project (City of Fredericksburg & Spotsylvania County request); I-95 Widening Project (NB/SB) from Exit 130 to 126 (Spotsylvania County request – could also include City of Fredericksburg request); Rt 3 Gordon Road to I-95 improvements (Spotsylvania county request – could also include City of Fredericksburg request); US R1 Lassen Lane to Idlewild Boulevard Improvement Project (Spotsylvania County request – could also include City of Fredericksburg request); and US1 Multimodal Improvement Project at Guinea Station Road/Massaponax Church Road (Spotsylvania County request).

NEW BUSINESS:

a.) GWRC's CoC Planning Application for Homeless and Special Needs Housing Funding– Sam Shoukas, Continuum of Care Program Director

Ms. Shoukas advised the CoC planning application for Homeless/Special Needs Housing funding request is being presented to GWRC tonight for informational purposes only. Ms. Shoukas stated the application request is to run the CoC and to assist HMIS. Ms. Shoukas stated the grant application funding request is more than needed or more than to be received but wants to ensure that funding is available for salaries for CoC staff; salaries to cover additional staff members to be added; and funding to cover cost of data base operations for the HMIS programs that GWRC oversees. Ms. Shoukas stated the pre-screening process for application funding request was submitted by GWRC on March 4th and to date, has not received any negative feedback and/or required revisions. Ms. Shoukas stated the HMIS project also receives allocated funding from the following sources: HUD CoC Planning (\$13,788); HUD HMIS funds (\$55,125); and Local Matches (\$17,500). The CoC planning budget includes a total renewal amount of \$48,328 which includes salaries, training and travel expenses and \$124,000 is being requested. The HMIS budget that covers computer costs, fees/licenses, staffing, and training is \$14,000 and \$100,000 is requested. The Administration budget request is \$7,672.00 and again \$100,000 is the expansion amount.

The budget narratives are as follows: \$46,328 is the renewal amount for salaries that will be paired with both federal and local funds that will support a full-time CoC Program Director position as well as a portion for a full-time Program Coordinator. The requested expansion amount is for an increase in the CoC planning line item to the full allowable 10%. Without knowing the full allowable funding allocations, this is why the total requested is higher than will be needed in all categories. The \$14,000 HMIS staffing funds will be used to support the HMIS oversight that GWRC provides and the HMIS lead for the CoC. The requested expansion amount is 5% of the allowable to GWRC. The \$7,672.00 in Administration funds supports the

indirect costs of administering the CoC Planning project. The requested expansion amount is the 5% allowable.

b.) Resolution 22-14: reallocation of Vanpool Alliance Section 5307 Funding
(Action Item) – Kate Gibson, Deputy Director

Ms. Gibson advised Resolution 22-14 is time-sensitive in nature and did not allow GWRC to provide documentation and discussion prior to tonight’s meeting. Ms. Gibson stated that GWRC is requesting consideration and approval of Resolution 22-14 at tonight’s meeting. Ms. Gibson advised all corresponding paperwork in regard to resolution request is included in tonight’s agenda packet and dollar amounts are not changing. What is changing is a request to re-allocate funds appropriated to FRED’s electronic fare box project to FRED’s Radio and Emergency Management system project. Ms. Gibson advised that on June 18, 2018, GWRC approved allocation of \$350,000 to FRED for the Electronic Farebox project. However, FRED is now operating on a fare-free model effective February 28, 2022 and the Emergency Management system project has an existing funding gap for completion of the project in the amount of \$259,953. GWRC is requesting that the approved 5307 funding be re-allocated to the Radio and Emergency Management system project.

- i. 5307 Reprogramming Request from Fredericksburg Regional Transit
- ii. GWRC Resolution 18-18
- iii. GWRC April 26, 2021 Minutes

Upon motion by Mr. Kelly and seconded by Ms. Cupka, with all members concurring, Resolution 22-14 was approved at the March 28th GWRC meeting

c.) FY23 Rural Transportation Work Plan Update – Kari Barber

Ms. Barber advised the FY23 Rural Transportation Work Plan for King George County has been completed. Ms. Barber stated Caroline County will be finalizing their plan update later this week. Ms. Barber stated both of the Rural Transportation Work Plans for Caroline and King George will be presented for draft review in April and copies will be provided to GWRC committee members for review. Ms. Barber stated once the plans have been approved, they will become part of FAMPO’s LRTP.

d.) FY23 GWRC Budget Schedule – Chip Boyles

Mr. Boyles advised the draft FY23 GWRC budget is underway with the budget schedule being presented at tonight’s GWRC meeting. The FY23 Program budget requests are due to him by April 13, 2022. Mr. Boyles stated this is the first budget that he has been at GWRC for and he has already met with county/city staff for budget development. Mr. Boyles also stated that in his

previous jobs the PDC has met with the Executive Committee in advance of the annual budget being submitted for consideration and he asked if GWRC would like the same to occur. There was unanimous consent from member locality representatives that pre-budget meetings with the Executive Committee occur. Mr. Boyles stated the first Executive Committee review for the FY23 budget approval process could occur at 5:00 p.m. on April 25th, which is the next regularly scheduled GWRC Commission meeting. Mr. Boyles stated a draft copy of the FY23 budget will be provided to all Commission members at the 6:00 p.m. April 25th GWRC meeting. Mr. Boyles relayed that if needed, an additional Executive Committee review meeting will be held in May. Mr. Boyles stated at the May 23rd GWRC meeting the Commission members will be asked to endorse the proposed FY23 GWRC budget. Mr. Boyles stated the budget needs to be approved by July 1st, 2022 and if an additional date is needed for FY23 budget considerations to be finalized, then this would occur on June 27, 2022. Mr. Boyles advised that currently the City of Fredericksburg and the Counties of Spotsylvania and Stafford locality budgets have been recommended for full funding; with Caroline and King George counties meeting to finalize in the near future.

There was member discussion that for an upcoming GWRC meeting the discussion in regard to re-establishing a regional legislative committee be re-explored. Mr. Kelly asked that future regional connectivity will need to occur in regard to regional solid waste and recycling management. It was suggested that localities who already have solid waste programs in place would provide updates to the committee on what each locality is currently doing; what are the current processes being implemented; and what the future plans include so this will enable the committee to look for the best solutions for future regional waste management services.

e.) Executive Director's Report – Chip Boyles

i. Staffing Updates & Introductions

Mr. Boyles advised that Kari Barber has now transitioned from a part-time FAMPO employee to a full-time staff member. Colie Touzel is the newly hired Title VI Coordinator for FAMPO; Becky Golden is the new FAMPO Assistant Director; and Brooklyn Bare is an intern working for the CoC. Mr. Boyles advised GWRC will be welcoming our second Ian to the staff. Ian Ginger has been hired as the new program director for Go Virginia and will begin his work with GWRC on April 1st.

Mr. Boyles advised GWRC has re-signed the lease agreement for office space where we are at 406 Princess Anne Street. The new lease provides for a 5-year lease with a 5-year option to renew.

ii. Program Updates

Mr. Boyles stated program updates were included in agenda packet provided in advance of tonight's meeting night. Mr. Boyles did relay that the Strategic Plan was approved by the Commission several months ago and finalized copies are available tonight for member review.

Mr. Black asked that at a future GWRC meeting could staff request an update on river basin projects. Mr. Boyles stated staff will follow-up with this request and added there was a large turn-out at the Rappahannock River Basin Commission quarterly meeting. Mr. Boyles stated GWRC was selected to serve again as the fiscal agent for the Rappahannock River Basin Commission.

Mr. Boyles advised that staff is meeting again on a monthly basis with the City Manager and County Administrators and meeting quarterly with CAO's and regional service provider stakeholders. GWRC also meets quarterly with regional Planning Directors and will add a quarterly meeting of regional locality planning staff for topic specific discussions.

CORRESPONDENCE: Correspondence is included in tonight's agenda packet for member review.

ADJOURN GWRC MEETING – The March 28th George Washington Regional Commission meeting adjourned at 7:06 p.m. The next scheduled GWRC meeting will be held on April 25, 2022 at 6:00 p.m.

Respectfully Submitted, Chip Boyles, Executive Director
(Draft Minutes prepared by JoAnna Roberson)