

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

February 23, 2015

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

**MEMBERS PRESENT AND VOTING:** Chair – Chris Yakabouski, **Spotsylvania County;**  
**City of Fredericksburg:** Matthew Kelly & Billy Withers; **Caroline County:** Jeff Black; **King**  
**George County:** Jim Howard & Dale Sisson; **Stafford County:** Laura Sellers

**MEMBERS ABSENT:** Jeff Sili – Caroline County; Paul Trampe – Spotsylvania County; & Gary  
Snellings – Stafford County

**OTHERS IN ATTENDANCE:** Al Harf – PRTC; Marcie Parker & Allison Richter – VDOT; &  
Rupert Farley - TAG

**STAFF:** Tim Ware, Executive Director; Andy Waple, FAMPO; Lloyd Robinson, FAMPO; Marti  
Donley, FAMPO; Diana Utz, GWRC; & JoAnna Roberson, GWRC

**CALL TO ORDER:**

Mr. Yakabouski called the meeting to order at 6:00 p.m. with a quorum present, which was followed  
by the Pledge of Allegiance.

**APPROVAL OF GWRC MEETING AGENDA**

Upon motion by Mr. Kelly and seconded by Mr. Sisson, with all in consensus, the agenda for the  
February 23rd meeting was approved as submitted.

**APPROVAL OF GWRC MEETING MINUTES (January 26, 2015) - (Action Item)**

Upon motion by Mr. Kelly and seconded by Ms. Sellers, and all others in consensus, the minutes  
from the January 26th meeting were approved as submitted.

**PUBLIC INVOLVEMENT** - None

**FINANCIAL REPORT**

Mr. Ware relayed that the Financial Report is included in tonight's agenda packet & that overall the  
agency is in fairly good shape. Mr. Ware stated that the Financial Report is pretty self-explanatory  
and that currently GWRC has a year-to-date revenue above expenditures of \$256,431.37. Mr. Ware  
advised the agency is right on schedule with where it should be at this point in the year. Mr. Ware  
relayed that we have received 48% of the revenue that was expected & expended 45% of expected  
expenditures to date.

Mr. Ware advised that the balance sheets have been corrected per Mr. Withers' question/comment from the January meeting in regard to Stellar One Bank being listed. Mr. Ware stated that the balance sheets have been updated and now reflect Union First Market Bank.

Mr. Withers inquired as to whether the Indirect Cost category on the revenues and expenditures page within the financial report is correct. The report reflects that it is at 133.99% of the budgeted allocations. Mr. Ware advised that the Commission is on schedule with its direct costs and he thinks the figure of 133.99 is incorrect. Mr. Ware advised that he would follow-up to ensure this is amended accordingly.

## **EXECUTIVE DIRECTOR'S REPORT**

Mr. Ware advised that it is grant season for GWRC. During the prior month, five grants have been written and submitted all with no expense or cost to the commission. The first grant is from the Mary Washington Foundation for \$25,000 for the Farmer's Market in the City at Hurkamp Park and in Spotsylvania County at the Route 3 West Park & Ride lot. Mr. Ware stated the majority of these grants are to cover the cost of administering the "SNAP" program to citizens who shop at the markets. "SNAP" is a federal program that gives a customer a \$10.00 credit/coupon towards additional purchases when utilizing their awarded food stamps for the purchase of fresh fruits and vegetables.

Mr. Ware stated that the other four grants are from Coastal Zone Management and are for varied water related projects. Two of these grants are for Caroline County for the town of Port Royal and the other is for King George County. The fourth grant being for a regional project.

Mr. Ware advised that for Port Royal, replacement of the pier at the old dock is one grant. Mr. Ware stated that the US Park Service will fund the first 100' of the pier. The second grant is for developing a water trail around the dock which will allow for canoe trips, etc. once completed. Mr. Ware stated that this is a \$25,000 grant that is being partnered with the Rappahannock Wildlife Refuge agency.

The third grant project is for storm water maintenance for King George County which is also a \$25,000 grant being endorsed by the Coastal Zone Management agency.

In regard to regional broadband, Mr. Ware advised that we are currently working with Virginia Tech and that surveys have been provided to localities within Planning District 16. Mr. Ware stated that to date, the speed test survey results have had the most responses from residents of both King George & Stafford counties.

Mr. Ware distributed a hand-out that explains the speed test for internet connections for the region. The hand-out explains that citizens can comment; it also gives an option to indicate you are in an area where no service is available. Ms. Sellers asked if this hand-out was available electronically. Mr. Ware stated that it is and he would forward a copy to the Commission members. Mr. Ware also advised that the hand-out has already been distributed to the local school superintendents, the City Manager & County Administrators and to the local Economic Development directors.

Mr. Ware stated that the Virginia Tech's eCorridors program is asking that residents test the speed of their current internet connections by using the "Accelerate Virginia" speed test. Mr. Ware advised that there is a web-site included which allows anyone to take the "speed" test. This test will provide an instant review of your current internet connection. The test will also show by zip code what other information from other broadband services is being reported. Mr. Ware stated that for Apple iPhone or Android mobile platforms that citizens are encouraged to install the free FCC Speed Test applications to their devices. Lastly, Mr. Ware stated that if a citizen does not have access to high speed internet services there is a contact name & number to be utilized to register broadband dead zones.

Mr. Ware stated that regional broadband capabilities are an on-going issue and the Commission will be kept apprised as new information and updates come forward from the regional broadband committee.

Mr. Ware asked that Ms. Utz give an update on the Meadows registry request from Caroline County. Ms. Utz stated that staff was approached by Caroline County to assist Leigh-Anne Layton who runs the Farm Bureau agency in Caroline County.

Ms. Utz stated that the Meadows is the home of Secretariat and this nomination request is the first one ever submitted from the region. Ms. Utz stated that she was asked to provide assistance to Caroline County in submitting the nomination packet. Ms. Utz advised that this item would be on the agenda for the upcoming March 19<sup>th</sup> meeting of the State Review Board of the Department of Historic Resources with a request for acceptance for it to be placed on the Virginia Historical Registry. If approved at this level, the packet would then be forwarded to request for approval onto the National Registry.

Mr. Ware advised that Ms. Utz had been a tremendous help to Caroline County in compiling this package and he felt her efforts were going to result in a successful packet being submitted and accepted.

Mr. Ware relayed that FAMPO's on-call consultant contracts expire on June 30<sup>th</sup>. Mr. Ware stated that Mr. Waple has the RFP's ready to go out. Two on-call consultants will ultimately be selected. Mr. Waple relayed that the RFP's will be released in March for a 30-day submittal process. VDOT & FAMPO staff will review the contracts submitted and ask that the Commission adopt the staff recommendations at the May 2015 meeting.

Lastly, Mr. Ware advised that Mr. Waple will be leaving his position at FAMPO and will become the Transportation Program Development Manager for Pittsburgh. Mr. Ware stated that Mr. Waple will be at FAMPO for the month of March and will be transitioning to the Pittsburgh area shortly thereafter. Mr. Ware stated that he wished Mr. Waple well on his new career opportunity but that he would be sorely missed here at FAMPO.

**OLD BUSINESS:** None

**NEW BUSINESS:**

**a.) Approval of Resolution No. 15-06, Authorizing Execution of Agreement with the Virginia Department of Rail & Public Transportation – Ms. Diana Utz**

Ms. Utz advised that the PDC has applied for a grant to DRPT annually for the purpose of continuing the rideshare TDM program. Ms. Utz stated that the PDC has applied for this annual grant since the 70's and that funding for the program has been awarded from this grant each year since its conception.

Ms. Utz relayed that a copy of the entire grant application is included in tonight's packet and is self-explanatory. Ms. Utz stated that the amount requested this year is the same amount that has been requested and received for the last 4-5 years. Ms. Utz stated that the grant request is an 80/20 grant proposal with 80% being funded by DRPT and 20% funded by local matches.

Upon motion by Mr. Kelly and seconded by Mr. Sisson, with all in consensus, Resolution No. 15-06 was unanimously adopted.

**b.) Fiscal Year 2016 Rural Transportation Work (RTW) Program –Mr. Andy Waple**

Mr. Waple advised that included in tonight's agenda packet is the FY2016 Rural Transportation Planning Work Program which is an informational item tonight. Mr. Waple stated that endorsement by the Commission will be requested at the March meeting. Mr. Waple stated that staff has contacted both the Planning Directors in Caroline & King George counties to inquire if any assistance is needed from FAMPO. Mr. Waple also relayed that if the Commission members have requests as well to please let staff know as soon as possible.

Mr. Waple advised that RTW funds amount to \$58,000 being allocated from VDOT which requires a local match of \$14,500 that is to be used to conduct rural transportation planning activities for an MPO. Mr. Waple stated that for Planning District 16, the only localities which are eligible for this funding are Caroline & King George counties.

**c.) Regional Landfill Issues – Mr. Tim Ware**

Mr. Ware advised that this agenda item was a request from Mr. Kelly so he would turn the discussion over to him. Mr. Kelly asked for committee feedback on long-term options for the possibility of a regional landfill project. Mr. Kelly asked if the members thought this is worthwhile to look into further.

It was committee consensus that this item definitely has merit and is something that the Commission should at least consider. The Commission asked that Mr. Ware & Mr. Kelly provide information to review at the upcoming March meeting on what options other localities/areas are utilizing as a preliminary discussion process.

Mr. Howard relayed that a forum meeting is scheduled in King George County on April 26<sup>th</sup> and this would also be a good time to have hand-outs available for distribution to citizens to get feedback and additional options to consider on a long-term basis.

**d.) Vanpool NTD Update – Mr. Al Harf**

Mr. Harf, with PRTC, gave an update on the Vanpool NTD program. Mr. Harf stated that PRTC is one of 3 partners in the Vanpool Alliance program with the other 2 being NVTC & GWRC.

Mr. Harf stated that discussion on this topic initially began 3 years ago and there was common interest among the 3 partners to explore a publically sponsored vanpool program. This program would promote an increase in vanpooling throughout the region as a congestion relief strategy. The program would also generate federal dollars to the region that would ultimately make the vanpool programs a financially self-supporting entity and an income producer for additional transportation investments.

Mr. Harf stated that the initial enrollment period for vanpool operators to sign up to report their data on a monthly basis began in October of 2013. State-wide, there are over 500 vanpools operating and 207 of these enrolled to participate within the first month. The program has continued to experience growth each month since the initial launch and has had 10 new vans sign-up concurrently.

Mr. Harf advised that GWRC is the primary source of vanpool originations within the region at 51%; & PRTC at 17%; & other at 17%. The NTD program tracks 3 enrollment statistics: the number of enrolled vans; the number of applications received; and the number of vans who sign-up to report their monthly data.

Mr. Harf stated that the program would begin to generate additional funding to a region two years after the project conception. Mr. Harf advised that the local contribution from the 3 partners was \$800K. Both PRTC & NVTC fronted GWRC's local match expenses and will fully recover this loan with the net earnings. PRTC & NVTC will begin to receive its net earnings in FY2017 and GWRC's will begin in FY2018.

Mr. Harf relayed that the program will generate 4M net annually and will be divided among the 3 partners with both GWRC & PRTC receiving 25% each & NVTC receiving 50%. Mr. Harf stated that the program does require a 20% local match; however, the local match does not have to be a cold cash match but instead can be in-kind. Mr. Harf stated that the 50/25/25 rule was a preliminary planning estimate and that the final determination of earnings per agency will be based on the number of miles travelled through each jurisdiction.

Mr. Waple stated that after the 2-year time frame, that 1M of funding will be allocated to the region. This funding can be used for 5307 projects that could include: capital improvements to FRED; funding of TDM programs; construction of Park & Ride lots; bicycle/pedestrian trails; etc. Mr. Waple stated that as these are federal funds that all localities within Planning District 16 are eligible to receive them. Mr. Waple stated that all projects to be funded through the program will need to be included within FAMPO's TIP. Mr. Harf advised that PRTC is the applicant of the grant. Mr. Robinson also relayed that as these are federal monies that strict FTA rules & regulations are also in place and will be adhered to.

**e.) Strategic Plan Discussion – Mr. Tim Ware**

Mr. Ware stated that a Strategic Plan discussion occurred at the Commission level approximately 2 years ago. Mr. Ware asked if the Commission wanted to re-visit this discussion item. It was committee consensus to table the discussion tonight and to have it as an agenda item for the upcoming March meeting.

Mr. Sisson stated that as some preliminary efforts have already been undertaken on this topic, that he would ask that Mr. Ware provide some data and feedback for the commission members to review. Mr. Sisson stated some things to consider would be the following: proposed schedule; milestones & objectives of the plan development; a time frame in which to work on; lessons learned from the previous exercise – what was workable – what was not workable, etc.

**f.) Other New Business (if any) - None**

**Adjourn** The GWRC meeting was adjourned at 6:58 p.m. The next GWRC meeting is March 16, 2015 at 6:00 p.m.

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