

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

October 15, 2018

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

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

MEMBERS ABSENT: Greg Benton & Chris Yakabouski Spotsylvania County

OTHERS IN ATTENDANCE: Denise Nelson, Berkley Group; Tim Barody – City of Fredericksburg; Mark Taylor – County of Spotsylvania

STAFF: Linda Millsaps, Michele Dooling & Kate Gibson GWRC; Paul Agnello, Nick Quint, Briana Hairfield, John Bentley & Colin Cate, FAMPO; & Diana Utz, Leigh Anderson & JoAnna Roberson, GWRideConnect

CALL TO ORDER: Ms. Bohmke called the meeting to order at 6:03 p.m. with a quorum present; which was followed by the Pledge of Allegiance.

APPROVAL OF GWRC MEETING AGENDA: Upon motion made by Mr. Kelly and seconded by Ms. Brabo, with all concurring, the agenda for the October 15th meeting was accepted as presented.

APPROVAL OF GWRC MEETING MINUTES (September 17, 2018) - (Action Item)

Upon motion by Ms. Brabo and seconded by Mr. Black, with all others concurring, the minutes from the September 17th meeting were approved as submitted.

PUBLIC INVOLVEMENT - None

DRAFT FINANCIAL REPORT – Ms. Michele Dooling

Ms. Dooling advised the balance sheet and expenditure report are included in tonight's agenda packet. Ms. Dooling stated GWRC is currently at 29% of expenses and this number varies monthly as sometimes it is a 6-8 week span of time before reimbursements are allocated. Ms. Dooling relayed that currently GWRC is at 29% of its budgeted expenses and that 25% is the target percentage hoping to attain so we are close to reaching this goal.

Ms. Dooling advised the beginning cash on hand is \$37,908.51; the cash-in is \$438,926.87; the cash-out is \$410,275.43; the profit/loss is \$28,651.44; & the ending cash on hand is \$66,559.95. Ms. Dooling advised that also included in tonight's agenda packet is a quarterly GWRC financial report. Ms. Dooling asked if there were any questions or anything the Commission wanted to see done

differently. The Commission thanked Ms. Dooling for her efforts and relayed the new accounting reports were thorough and well done.

Upon motion by Mr. Kelly and seconded by Ms. Brabo, with all concurring, the draft financial report for October, 2018 was approved as submitted.

a.) Budget Update

Ms. Millsaps provided a handout that includes changes and updates in the budget previously adopted. Ms. Millsaps stated that GO Virginia funding is now being utilized for a portion of Ms. Gibson's salary. Ms. Millsaps advised that previously this funding source was not used as at the time of Mr. Ware's tenure as it was unknown at that time whether the GO Virginia program would be remain consistent. Ms. Millsaps stated that in order for the Commission to now expend these available funds, the Commission needed to be made aware of the budget revisions.

PRESENTATIONS

a.) Phase III Watershed Implementation Plan (WIP III) – Ms. Denise Nelson, Berkley Group

Ms. Nelson advised that on-going work has occurred for the last several months in working with the localities on the Phase III Watershed Implementation Plan (WIP III). Ms. Nelson stated currently we are at 50% through the process.

Ms. Nelson relayed that on December 29, 2010, EPA established the Chesapeake Bay Total Maximum Daily Load (TMDL) which is a historic and comprehensive cleanup plan to guide federal, state and local actions as the communities clean up the Chesapeake Bay and its connected streams, creeks and rivers.

Ms. Nelson advised that in the State of Virginia, the TMDL calls for a 20.5% reduction in nitrogen; 25.2% reduction in phosphorus; & a 20.8% reduction in sediment that is delivered to the Bay. The objective is to have clean up practices, referred to as Best Management Practices (BMP) in place by 2025 in order to reach the goal of a clean Chesapeake Bay that meets water quality standards.

Ms. Nelson stated that Watershed Implementation Plans (WIP) is a roadmap for how the Bay states and the District of Columbia who are in partnerships with both federal & local governments will attain the Chesapeake Bay TMDL.

Ms. Nelson advised the Phase III WIP is underway and will include an update of state and federal strategies and the identifications of new pollutant reduction strategies with a special focus on the sustained local engagements and strategies. Ms. Nelson stated that the GWRC region touches on the Potomac, Rappahannock & York Rivers. Ms. Nelson stated there are 5 major basins; 32 SWCD's; 15 planning district commissions; & 96 localities (counties/cities) in Virginia's Chesapeake Bay basin region.

Ms. Nelson defined some terms & acronyms which are as follows: TMDL = total maximum daily load (this is a calculation that determines the amounts of pollutants that can occur in a waterway; however, still allowing them to meet water quality standards and ensure clean water; LAPG = local area planning goals and are pollutant reduction goals established for the local communities; Input

Deck = a list of BMP combinations that address local planning goals; & WIP = Watershed Implementation plans which is a holistic combination of BMP actions & programmatic strategies that are aimed at reducing pollutants in the local waterways in achieving the TMDL calculations. Ms. Nelson advised the objective is to have a BMP in place by 2025 that will reach the goal of a clean Chesapeake Bay (& local waterways) that will meet water quality standards.

Ms. Nelson advised the WIP III is a voluntary process for Virginia's Chesapeake Bay watershed localities that will identify pollutant reduction strategies for nitrogen & phosphorus that comes from the unregulated urban & developed lands. Ms. Nelson stated that DEQ has made available \$50,000 in grant funding that has been allocated to each of the 15 PDC's within the Bay Watershed region that will support the WIP III development process.

Ms. Nelson relayed that September 15th the WIP III Planning Assistance Grant Interim report is due and on December 14, 2018, the WIP III planning assistance grant project will end. Ms. Nelson advised that there are other synergies & co-benefits of implementation of a WIP III plan and these include economic development opportunities and tourism. Ms. Nelson stated the Rappahannock River which is in the GWRC region has an infrastructure report; a hazard mitigation plan which measures & enhances safety/security and a lot of natural rehab/restoration in place which also ultimately support the viability of the Bay. Ms. Nelson stated there are many non-profit agencies involved within the Fredericksburg region and all are interested in partnering in order to install/maintain BMT's.

Ms. Nelson stated that currently Virginia has obtained a grade of "C" on its report card so progress has been made and more needs to materialize. Ms. Long asked if other states have a "report card" system in place as well. Ms. Nelson stated she was not sure but would follow-up and provides copies of all information obtained on other state regulations to the GWRC staff for distribution to the Commission members.

Ms. Nelson advised the next steps in the process are to move forward with the submittal of the draft play to DEQ for approval on Friday. The next regional meeting will be held at GWRC on November 9th at 10:00 a.m. and there is also a joint meeting scheduled on November 28th at Germanna College Fredericksburg site that begins at 1:00 p.m. This meeting will be with all stake holders, local planning representatives, DEQ, EPA, VDOT, etc. Ms. Nelson stated the final report will be submitted to DEQ on December 14th.

Ms. Nelson advised the local monthly GWRC meetings include representatives from FOR, Forestry department, VDOT, Health Department, as well as representatives from both state & local government entities. Ms. Nelson relayed that each locality represented in the GWRC region has regular staff participation in attendance at the monthly meetings.

Ms. Nelson relayed the joint meeting on November 28th will include representation from conservation districts, agriculture, forestry representatives, neighboring PDC members, etc. This meeting the top 10 goals & top 10 recommendations for attaining goals for presentation to DEQ will be discussed at this joint meeting.

Ms. Nelson relayed that as models are not always reliable based on variances of how model data is collaborated, local issues, etc. so they are also relying on DEQ for extended data they have compiled as this data is regularly monitored and gets reported to EPA.

Ms. Nelson stated that she will ensure that staff receives a copy of the draft plan that will then be distributed to the Commission members. Ms. Nelson also asked if Commission members had any additional comments/feedback to please forward these to her attention.

OLD BUSINESS

a.) Legislative Committee & Goals – Mr. Matt Kelly

Mr. Kelly advised that the Legislative Committee has met with the legislators and another upcoming meeting will be forthcoming. Mr. Kelly stated that Ms. Millsaps will provide more information on the proposed meeting dates in her Executive Director's report.

Mr. Kelly stated that the main legislative agenda items that have been agreed on as of September, 2018 include broadband as the number one priority. The Children's Services Act, Proffers & Impact Fees, Smart Scale & Taxing authorities for some of the county localities are also items of interest. Mr. Kelly stated that request has been made to submit specific items rather than submitting all items as a packaged deal.

Mr. Agnello advised the legislative agenda items is also an item of discussion at tonight's FAMPO meeting and the FAMPO list may be different than what has been submitted tonight at GWRC so the current list will possibly need to be updated.

b.) Executive Director's Report – Ms. Linda Millsaps

i. **Intergovernmental Funding Applications**

Ms. Millsaps advised that included in tonight's agenda packet are copies of Resolution No. 14-02 that was adopted on July 15, 2013 that is the MOU between GWRC & FAMPO. Ms. Millsaps also advised that copies of the current by-laws, etc. are included for member review. Ms. Millsaps stated that no action would be taken tonight; however, these are documents that will result in discussion at an upcoming Commission meeting. Ms. Millsaps asked that members review the current documents, make any amendments/edits they would like to have discussed, etc. and submit the changes to her. The changes will then be compiled and reviewed/endorsed at a future meeting.

ii. **Economic Development Plan**

Ms. Millsaps advised that a "Letter of Intent" in regard to a GWRC regionally community based economic development plan. Ms. Millsaps advised GWRC is interested in applying for an FY2019 funding application grant through GO Virginia Region 6. The "Letter of Intent" is now out for comments. Ms. Millsaps advised this information was just presented to FRA today at 5:00 p.m. and feedback was positive and were in support of application being submitted. Ms. Millsaps stated an upcoming meeting/forum is being planned by staff that will target specific speakers with expertise in a specific field to be presenting. The meeting will also focus on checking/setting trends for moving forward and techniques on how to overcome a community's resiliency.

Ms. Brabo stated that King George County has its own chamber of commerce and association of builder's organization (& thinks other localities may have the same already established as well). Ms.

Brabo stated that she thinks it is important to include these entities in on the meeting. Ms. Brabo also noted that for this region, Germanna Community College is a community asset; however, for King George County they are serviced by Rappahannock Community College and outreach to this organization could be helpful as well. Ms. Long stated that consideration should also be given to making outreach to the following military partners which include Quantico in Stafford County; Dahlgren in King George County; & A.P. Hill in Caroline County. Ms. Millsaps advised contact would be made accordingly.

Ms. Millsaps replied to Mr. Kelly's previous mention of an upcoming legislative meeting date. Ms. Millsaps stated the following 4 dates are being considered & asked for member feedback on which ones should be pursued & which ones should be avoided. The dates being considered are: October 29th; November 7th; November 13th & November 14th. Ms. Bohmke stated November 7th is the day after the election & Stafford County has already moved its Board meeting from the 6th to the 7th. Ms. Brabo stated that the VACO conference is on November 13th so this would be the least preferred date as well.

Ms. Millsaps advised that meeting request information will be forwarded to all delegates asking for their availability for attendance at either October 29th or November 14th. Ms. Millsaps advised once date has been confirmed, information will be forwarded to the GWRC committee members.

iii. **Accounting System**

Ms. Millsaps advised that neither she nor Ms. Dooling like the current GMS system. This system also requires a \$300 a month licensing fee so it is likely GWRC will be converting over to Quick Books. Ms. Millsaps stated there is a one-time \$200.00 fee for utilization of the Quick Books system; however, the monthly fee will be eliminated and this will also be a cost-saving avenue for GWRC.

Ms. Brabo asked if Quick Books is accepted by the auditors. Ms. Millsaps concurred that it is. Mr. Black also advised that the Caroline Progress is a line item listed and this company is no longer in business so the reports would need to be updated accordingly.

iv. **Reports, Grants & Other Activities of GWRC Staff**

Ms. Millsaps advised that currently there is no new information or topics on reporting, grants, etc. and the Commission will be kept apprised as new items arise.

NEW BUSINESS

a.) **GWRC/FAMPO Organizational Update**

Ms. Bohmke advised that the Executive Committee met in closed session with attorney, Mr. Eric Gregory. Ms. Bohmke relayed the following members were in attendance: herself; Mr. Benton, Ms. Brabo, Mr. Kelly & Ms. Millsaps. Ms. Bohmke stated no action was taken at the closed meeting; however, clarification on specific items was received and these items will be discussed at tonight's FAMPO meeting.

Ms. Bohmke advised the specific items addressed were as follows: confirmation that the existing MOU from 2013 between GWRC/FAMPO is still active and concludes that FAMPO is under GWRC. Ms. Bohmke stated that Stafford County completes payroll for GWRC and all employees are classified as GWRC employees and not FAMPO employees. Ms. Bohmke relayed that Mr. Gregory stated that FAMPO is an advisory board only for transportation related issues & are under the structure of GWRC and the FAMPO board holds no legal authorities.

b.) Resolution 19-01: GWRC 2020 Local Dues Structure

Ms. Millsaps stated that in tonight's agenda packet is Resolution No. 19-01 asking for endorsement from the Commission on the FY2020 dues structure. Ms. Bohmke advised that there are 3 types of fees paid from localities to GWRC & these include the following: population dues; Eldon James & Associate dues; & Regional Emergency Planning Committee dues. Ms. Bohmke stated that each locality has been tasked to speak with their respective finance directors to see if payments can be made no later than the first month of each quarter. Ms. Brabo advised that beginning in January of 2019, King George County has agreed to make payments twice a year so this will be a change from this locality.

Upon motion by Mr. Kelly and seconded by Ms. Long, with all concurring, Resolution 19-01 was adopted by GWRC at the October 15th meeting.

c.) Move November 2018 Board Meeting Date

Due to Thanksgiving holiday schedules, Ms. Millsaps asked for consideration of moving the November GWRC meeting from November 19th (3rd Monday) to November 26th (4th Monday).

Upon motion by Ms. Brabo and seconded by Mr. Kelly, with all concurring, the November GWRC meeting will be held at 6:00 p.m. on Monday, November 26th.

ADJOURN

The October 15th GWRC meeting adjourned at 7:00 p.m.

Respectfully Submitted, Linda Millsaps, Executive Director
(Draft Minutes prepared by JoAnna Roberson)