

Mary Ball Washington Regional Council
GO Virginia
September 11, 2017
Rappahannock Community College Glens Campus

Call to Order	Carlton Revere
Introductions	Carlton Revere
Public Involvement	Carlton Revere
August 22, 2017 Meeting Minutes Approval	Carlton Revere
Financial Report	Tim Ware
Plan Addendum Approval	Neal Barber
Project Solicitation & Review Process Approval	Neal Barber
<ul style="list-style-type: none">• Application Package• Application Manual• Review Criteria	
Meeting Schedule	Kate Gibson
Adjournment	Carlton Revere

**MINUTES OF THE MEETING OF THE
MARY BALL WASHINGTON REGIONAL COUNCIL**

August 22, 2017
Bowling Green Town Hall
Bowling Green, Virginia

MEMBERS PRESENT AND VOTING: **Chair** – William Beale, **Vice-Chair** – Carlton Revere, Wally Beauchamp, Elizabeth Crowther, Bruce Davis, Kent Farmer, Lisa Hull, Mike Jenkins, John Wells

MEMBERS ABSENT: Lou Belcher, Mike Broz, Darryl Fisher, Kim McClellan, Leslye McDade Morrison, Troy Paino, Deirdre Powell-White, Anne Richardson, Bryan Taliaferro

OTHERS IN ATTENDANCE: Neal Barber, Jerry Davis, Steve Goodall, Fletcher Mangum, Curry Roberts, David Zorn

STAFF: GWRC – Kate Gibson, Tim Ware

CALL TO ORDER:

Mr. Beale called the meeting to order at 11:00 am with a quorum present.

APPOINTMENT OF NEW COUNCIL MEMBER

Regional Council members discussed the need to fill the vacancy left by Mike Broz, who is no longer at the Nestle/Purina plant in King William County. Steve Goodall of West Rock was recommended as a potential successor representing a large business from Middle Peninsula.

Ms. Crowther moved to appoint Steve Goodall to the Regional Council, and Mr. Farmer seconded the motion. The motion passed unanimously. Staff will submit this selection to the State Board for final approval.

PUBLIC INVOLVEMENT

No members of the public wished to speak.

AUGUST 14, 2017 MEETING MINUTES APPROVAL

Ms. Crowther moved to approve the August 14, 2017 Meeting Minutes, and Mr. Beauchamp seconded the motion. The motion passed unanimously.

ECONOMIC GROWTH & DIVERSIFICATION PLAN APPROVAL

The consultants from Mangum Economics presented the final Economic Growth & Diversification Plan.

Mr. Neal Barber reviewed the changes that had been made to the plan since the last meeting, which included mostly grammatical edits as well as revising the first few sentences of the vision statement to clarify the benefits of MSA designation.

Mr. Farmer moved to approve the Economic Growth & Diversification Plan and Mr. Jenkins seconded the motion. The motion passed unanimously.

Staff will submit the plan to the State Board for final approval at its September 13 meeting.

PROJECT SOLICITATION & REVIEW DISCUSSION

Mr. Barber distributed a proposed timeline for the application solicitation and review process, as well as draft project evaluation criteria. Council members discussed these documents and provided feedback. Mr. Beale asked Council members to send any additional feedback to Ms. Gibson or Mr. Barber. Mr. Barber will present a final application package, application manual, and set of review criteria to the Council at its August 22 meeting.

Council members discussed setting aside some grant money specifically for capacity building projects with separate impact criteria. Ms. Crowther moved to allocate \$200,000 of grant funds to capacity building projects and the remainder of available funds to projects aimed at job creation. Mr. Farmer seconded the motion. The motion passed unanimously.

CONTRACT ADDENDUM APPROVAL

Mr. Beale presented a proposed addendum to the Council's contract with Mangum Economics, outlining services they would provide for the application solicitation and review process. Mr. Ware explained that the additional funds requested in the addendum are already included in the existing budget, as the plan development budget includes a 10% contingency.

Mr. Farmer moved to approve the contract addendum and Ms. Crowther seconded the motion. The motion passed unanimously.

COUNCIL MEMBERSHIP CHANGES

Mr. Beale informed Council members that Jeron Hayes has resigned from the Council due to scheduling conflicts, and that efforts are being made to find another Dahlgren representative to serve on the Council.

Mr. Beale informed the Council that staff will work on an application process for prospective Council members, so that the Council can make informed decisions around filling vacancies and appointing new members.

POTENTIAL OUTREACH EFFORTS

Mr. Beale reminded Council members to let Ms. Gibson know if they have personal relationships with members of the Virginia General Assembly, so that the Council can strategically reach out to these members in the future.

MEETING SCHEDULE

The next meeting of the Regional Council will take place on September 11.

ADJOURNMENT

Being no further business, the meeting was adjourned at 12:15 pm.

Respectfully submitted,
Kate Gibson, Senior Planner
George Washington Regional Commission

DRAFT

GO Virginia Region 6 Upcoming Meetings

Mary Ball Washington Regional Council Meetings

September 11: 11 AM-1 PM

Rappahannock Community College Glens Campus
12745 College Drive
Glens, VA 23149

October 16: 11 AM-1 PM

Rappahannock Community College Warsaw Campus
52 Campus Drive
Warsaw, VA 22572


November 13: 11 AM-1 PM

Bowling Green Town Hall
117 Butler St
Bowling Green, VA 22427

December 11: 11 AM-1 PM

Rappahannock Community College Glens Campus
12745 College Drive
Glens, VA 23149

MBWRC Financial Report: April-August 2017 (excluding August Administration)

Date: 9/11/2017			
Agency Name: Mary Ball Washington Regional Council (Region 6)			
Budget Period: Date of Approval - 6/30/2018			
	Budget	YTD	Under/Over
A Administration			
Salary & Wages	29,000.00	3,223.48	25,776.52
Fringe Benefits	10,600.00	1,262.96	9,337.04
Other Administrative Costs	21,500.00	2,459.77	19,040.23
Equipment	-	-	-
Total Administration Expenses:	\$ 61,100.00	\$ 6,946.21	\$ 54,153.79
B Direct Planning Expenses:			
Meetings/Training Workshops	7,000.00	1,240.01	5,759.99
Marketing/Outreach	5,000.00	521.68	4,478.32
Consulting/Contract Services			
Growth and Diversification Plan	95,990.00	50,000.00	45,990.00
Type 2 Contract/Consultant	25,000.00	-	25,000.00
Type 3 Contract/Consultant	-	-	-
Type 4 Contract/Consultant	-	-	-
Project Reserves <i>*This shall remain committed to the region for future grant allocations</i>	449,010.00	-	449,010.00
Other <i>Insurance</i>	2,000.00	-	2,000.00
<i>Legal</i>	4,000.00	-	4,000.00
<i>Travel</i>	900.00	609.66	290.34
Total Direct Planning Expenses:	\$ 588,900.00	\$ 52,371.35	\$ 536,528.65
TOTAL Expenses:	\$ 650,000.00	\$ 59,317.56	\$ 590,682.44

Narrative:

A. Administration

Salary & Wages

 Kate Gibson - George Washington Regional Commission(GWRC) - Senior Planner - 33.3% FTE

 Tim Ware - GWRC Executive Director - 6% FTE

Fringe Benefits - 36.81%

Other Administrative Costs - 54.25% These Costs are agency Indirect Costs

B. Direct Planning Expenses

Meetings/Training Workshops -

 6 Meetings at \$500 per Meeting - \$3,000

 Board Training - \$4,000 - Subject to be Determined at a later time

Marketing/Outreach during the Growth and Diversity Plan Process- \$5,000

Consulting/ Contract Services

Growth & Diversification Plan - Mangum Economics- \$95,990 (\$86,900 + 10% Contingency)

Future Consulting Needs \$25,000

C. Other

Insurance - Estimate - \$2,000

Legal - Estimate \$4,000

Travel- Estimate \$900