



**Town of Gordonsville, Virginia  
Agenda Item Summary  
May 15, 2023**

<p><b><u>AGENDA ITEM 11b</u></b> New Business</p> <p><b><u>AGENDA TITLE:</u></b> Consideration of Memorandum of Agreement for Boundary Adjustment Technical Assistance</p> <p><b><u>PRESENTER:</u></b> Mayor Robert Coiner</p>	<p><b><u>DISPOSITION:</u></b> <input checked="" type="checkbox"/> Action Required    <input type="checkbox"/> For Discussion <input type="checkbox"/> Consent Agenda    <input type="checkbox"/> Closed Session <input type="checkbox"/> Informational</p> <p><b><u>ATTACHMENTS:</u></b> <input checked="" type="checkbox"/> yes                      <input type="checkbox"/> no</p>
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**BACKGROUND:**

The Town is evaluating options for a voluntary settlement agreement with Orange County as pertains to an adjustment of the corporate boundary of the town. This evaluation includes the development of an economic impact analysis, to include estimated impacts of the potential boundary line adjustment on Town and County revenues, expenditures and capital outlay, as per 1VAC50-20-600 of the Virginia Administrative Code.

The Town seeks assistance in the development of this analysis, and the Rappahannock Rapidan Regional Commission has indicated its desire and ability to help the Town in this regard.

Attached for Council's consideration is a draft Memorandum of Agreement for services in this regard. This document has been provided to the Town Attorney for his review and comment.

How does Council wish to proceed in this matter?

## MEMORANDUM OF AGREEMENT

### BETWEEN TOWN OF GORDONSVILLE AND THE RAPPAHANNOCK-RAPIDAN REGIONAL COMMISSION FOR SERVICES IN SUPPORT OF BOUNDARY ADJUSTMENT TECHNICAL ASSISTANCE

This agreement is between the Rappahannock-Rapidan Regional Commission (“COMMISSION”) and the Town of Gordonsville (“TOWN”).

WHEREAS the TOWN Council and TOWN staff are presently evaluating options for a Voluntary Settlement Agreement in coordination with Orange County (“COUNTY”) related to adjustment of the TOWN corporate boundary; and

WHEREAS the TOWN seeks assistance in development of documents, data and reports related to potential boundary line adjustments and voluntary settlement agreements; and

WHEREAS the mission of the COMMISSION is to provide professional planning and technical assistance to its member jurisdictions, a concerted approach to regional cooperation, planning coordination with program delivery, and a forum for the interaction of citizen and government officials; and

WHEREAS the COMMISSION is able and willing to provide such assistance as required by the TOWN;

THEREFORE, the parties mutually agree to the following.

The TOWN agrees to:

- Compensate the COMMISSION in the amount not to exceed \$10,000 for RRRC staff costs to support development of an economic analysis to include estimated impacts of potential boundary line adjustments on TOWN and COUNTY revenues, expenditures and capital outlays.
- Reimburse RRRC for travel costs at the prevailing rate set by the Internal Revenue Service for travel within the Rappahannock-Rapidan region in support of the project.
- Identify TOWN staff that will serve in the lead role in communication and interaction related to the project, and will serve as primary point of contact for requests.
- Identify areas of consideration for potential boundary line adjustment at the tax parcel level at the beginning of the project. Changes to the areas of consideration during or after analysis may require modification of not to exceed amounts and this agreement generally.

- Convene meetings between TOWN, COUNTY and COMMISSION representatives to review data, reports and documents, as needed.
- Have primary responsibility for review and acceptance of documents and reports created under this agreement.

COMMISSION agrees to:

- Develop report document, with relevant supporting material obtained from TOWN and COUNTY sources, that delineates estimated impact on TOWN and COUNTY revenues, expenditures and capital outlays for areas identified by TOWN as part of potential boundary line adjustment.
- Make applicable staff members available for in-person and/or virtual meetings of TOWN and/or COUNTY meetings.
- Track staff time spent directly on tasks in support of this agreement and submit invoices to the TOWN, at minimum on a quarterly basis, and maintain regular communication regarding significant changes in scope impacting the not to exceed total above.

The term of this agreement is April 1, 2023 to March 31, 2024.

Terms of the agreement, including scope and fee, may be modified by mutual written agreement of the parties.

For TOWN:

For COMMISSION:

\_\_\_\_\_  
Deborah S. Kendall, Town Manager

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Patrick L. Mauney, Executive Director

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Date

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Date