

**Richmond Regional Planning District Commission
Minutes of Meeting
July 12, 2001**

Members/Alternates Present

Patricia S. O'Bannon (M), ChairmanCounty of Henrico
Rebecca M. Ringley (M), Vice Chairman County of New Kent
Angela L. LaCombe (M), TreasurerTown of Ashland
John E. Gordon (M), SecretaryCounty of Hanover
Richard W. Ayers (M)County of Powhatan
Gregory R. Baka (M)County of Henrico
W. R. Britton, Jr. (A)County of Charles City
James B. Donati (M)County of Henrico
Richard W. Glover (M).....County of Henrico
Roy J. Harrison, Jr. (M)County of Powhatan
William Russell Jones, III (M).....City of Richmond
David A. Kaechele (M).....County of Henrico
Charles D. McGhee (M)County of Hanover
John L. McHale (M)County of Chesterfield
Floyd H. Miles, Sr. (M)County of Charles City
Kelly E. Miller (M)County of Chesterfield
George K. Roarty (M).....County of Chesterfield
M. D. Stith, Jr. (A)County of Chesterfield
Allen J. Taylor (M)County of Henrico
James T. Taylor (A)County of Goochland
Frank J. Thornton (M).....County of Henrico
Arthur S. Warren (M)County of Chesterfield

Members Absent

Edward B. Barber (M)County of Chesterfield
Joseph E. Brooks (M)City of Richmond
Malvern R. Butler (M)County of Goochland
Mark S. Daniel (M).....County of New Kent
John G. Dankos (M).....County of Hanover
Russell J. Gulley (M)County of Chesterfield
Gwen C. Hedgepeth (M).....City of Richmond
Renny B. Humphrey (M)County of Chesterfield
Timothy M. Kaine (M)City of Richmond
Joseph T. Lacy, Jr. (M)County of Goochland
Delores L. McQuinn (M)City of Richmond
Joseph D. O'Connor (M)County of Hanover

Others Present

John R. Amos..... RRPDC Legal Counsel
Jo Ann Hunter.....County of Henrico
Anne DaleWorkforce One
Dee AudetWorkforce One
Paul E. FisherIncoming RRPDC Executive Director
Jack T. Ward..... Hanover County Board of Supervisors

Staff Present

Jo A. EvansAssistant Executive Director
Katherine E. BarrettExecutive Secretary
Daniel N. Lysy Director of Transportation
Peter M. Sweetland Finance and Contracts Administrator
Jackie S. Stewart.....Principal Planner
Patricia A. VillaCommunications Coordinator
Alan GregoryPrincipal Planner
Chester A. ParsonsSenior Planner
Christine Holt.....Associate Planner
Leigh MedfordPlanning Technician

Call to Order

Chairman Patricia S. O'Bannon called the regular monthly meeting of the Richmond Regional Planning District Commission to order at 1:00 p.m. on July 12, 2001.

Mr. Jack Ward, Chairman of the Hanover County Board of Supervisors, presented two bushels of Hanover tomatoes to members and guests.

Mr. Ward introduced Mr. Charles McGhee as the new Hanover County Board of Supervisors representative to serve on the Richmond Regional Planning District Commission, replacing Mr. Thomas Giles.

Chairman O'Bannon introduced Mr. Frank Thornton as the new Henrico County Board of Supervisors representative to serve on the Richmond Regional Planning District Commission.

I. ADMINISTRATION

A. Certification by Commission Assistant Executive Director of Meeting Quorum, Including Required Majority of Elected Officials

Ms. Evans certified that a majority of the Richmond Regional Planning District Commission members were present to constitute a quorum of 21 members (15 elected and 6 non-elected).

B. Installation of RRPDC Officers for FY 02

Ms. Evans administered the oath of office for the following FY 02 RRPDC officers:

Patricia S. O'Bannon, Chairman, Henrico County
Rebecca M. Ringley, Vice Chairman, New Kent County
Angela L. LaCombe, Treasurer, Town of Ashland
John E. Gordon, Secretary, Hanover County

C. Presentation of Gavel to Outgoing Chairman Brooks

Chairman O'Bannon stated that the outgoing Chairman, Joe Brooks, was out-of-town attending a conference; therefore, the presentation was postponed until the next meeting.

D. Introduction of New RRPDC Executive Director

Chairman O'Bannon introduced and welcomed the new Executive Director, Mr. Paul E. Fisher. Mr. Fisher's position will be effective July 30, 2001.

Chairman O'Bannon thanked Rebecca Ringley as Chairman of the Personnel and Operating Policies Committee for a great job in the recruitment process for the new Executive Director.

E. Approval of Minutes of June 14, 2001 Meeting

Mr. Gordon presented the minutes of the June 14 meeting. There being no corrections or additions, on motion of Mr. McHale, seconded by Mr. Miles, the Richmond Regional Planning District Commission unanimously approved the minutes of the June 14, 2001 meeting.

F. Open Public Comment Period

There were no requests to address the Richmond Regional Planning District Commission at this time and Chairman O'Bannon closed the public comment period.

G. Approval of May 2001 Financial Report

Ms. LaCombe presented the financial report for May 2001. There being no corrections, on motion of Mr. McHale, seconded by Ms. Ringley, the Richmond Regional Planning District Commission unanimously accepted the financial report for audit.

H. Chairman's Report

Chairman O'Bannon reported that she is on the Local Government Advisory Committee of the Chesapeake Bay Commission and noted that the new Chesapeake 2000 Agreement includes a section where local governments would have input on how the Agreement is implemented. Chairman O'Bannon reported that there would be two meetings in Virginia to allow local government participation in what the actual plan will be in the future. Chairman O'Bannon encouraged local government staff and/or Board of Supervisors members to attend the meeting.

Mr. Parsons discussed the following scheduled meetings:

July 23, 2001 at Crater Planning District Commission

July 25, 2001 at Northern Virginia Planning District Commission

I. Assistant Executive Director's Report for June 2001

Ms. Evans presented the written status report for June, a copy having been included in the agenda.

Ms. Evans also reported that the office renovations are near completion. She met with space designers to rework the conference room and audiovisual equipment. The Central Virginia Waste Management Authority uses the conference room for their meetings, and they have agreed to contribute funds to improve the efficiency of the room.

Mr. Parsons reported that on June 15 the staff volunteered their labor with Habitat for Humanities to build a home on Merriewood Road in Chesterfield County off of Jefferson Davis Highway. Mr. Parsons stated that staff would like to continue this volunteer work sometime in the fall,

if acceptable. Mr. Parsons invited Board members who would like to come out and help.

II. OLD BUSINESS

There was no Old Business to report.

III. NEW BUSINESS

Request to Add Two (2) Agenda Items

On motion of Mr. Harrison, seconded by Mr. Warren, the Richmond Regional Planning District Commission added Item III.E., Regional Competitiveness Act-Workforce One Fourth Quarter Reimbursement, and Item III.F., Cancellation of RRPDC August 9, 2001 Meeting.

A. Mapping River Hazardous Sites Inventory

Chairman O'Bannon reported that this item came to her through the Local Emergency Planning Committee in Henrico County. Henrico County Acting Fire Chief, R. C. Dawson raised a concern with Chairman O'Bannon regarding the lower portion of the James River in Henrico County. Mr. Dawson received a call for the river patrol that there had been a hazardous waste spill in Chesterfield County. While Henrico County has done a watershed mapping on their GIS system, Chesterfield County has not done that to her knowledge. This is something that the RRPDC does with their GIS system which is mapping watersheds in the smaller localities. For instance, if there were a spill in Goochland or Powhatan counties and it would come toward Henrico County, the question that Mr. Dawson had was where to put the call to stop it from coming into the river. The report has to be made to the EPA by the business. They have to go through the official channels, and Mr. Dawson was called because they were afraid the dam was going to burst. Mr. Dawson's concern was that he was unable to locate the exact creek that this was going to come down. Therefore, they had to put the booms farther down the creek. Also, he indicated that in examining the creek, he saw several pipes that were unidentified as to what was coming out of the pipes. When Henrico County did their watershed assessment, they actually identified where every pipe was stuck in the river and where it was coming from.

Chairman O'Bannon stated that this is a regional type project that would be useful for the river patrol to have locations of any possible hazardous waste sites. Chairman O'Bannon felt this was a PDC GIS project to map where the different watersheds empty into the river. She stated that this

was not a formal request, but wanted to discuss the matter since this is the type of item that should come before this Commission. Henrico County would like to pull it up on the GIS system, map out the entire area of Richmond, Henrico, and Chesterfield counties and then know which creek to go into.

Mr. Allen Taylor said that is a waterway of the United States and the responsibility of the Corp of Engineers to patrol and also to catalog those discharges, wouldn't the Corp of Engineers have a registry. Chairman O'Bannon responded that each individual county does the GIS mapping of these watersheds. Mr. Taylor asked if this wasn't a list that the Corp of Engineers would have by license requirements that we could use and then geographically plot those. Chairman O'Bannon stated that was the problem, Mr. Dawson was told that it was a spill from a certain company, at a certain location and what they did was get a map (like one from the 7-11) and pinpoint where the company was located to figure out which creek it was that he was navigating up. He did not know which creek or branch to go up. Mr. Dawson was concerned that there was not an arrangement where he could pull up a GIS in Chesterfield County watershed so he could quickly find out exactly which creek to go up.

Chairman O'Bannon stated that this matter is an expressed interest by the Acting Fire Chief to ask this Commission to work on this project.

Mr. Ayers stated that the Department of Environmental Quality would have information on the discharge points, not the Corp of Engineers. Actually the Department of Environmental Quality also will have the information on the hazardous chemical storage under the Citizens Right to Know law that inventories this data. Therefore, one call to the Department of Environmental Quality should get one started on finding out locations and storage of hazardous chemicals and the point source discharges. It would not necessarily give the information needed about where the streams are in relation to this. You would have to identify those locations and then enter that information (latitude and longitude of those locations) into the same system that has the stream overload and then link the two. However, he did not think that was available at this time. Chairman O'Bannon stated that County-by-County could do the mapping, but it's not a regional map.

B. Resolution of Appreciation to Dr. Robert M. de Voursney

Ms. Ringley reported that Dr. de Voursney was unable to attend the meeting, and recommended postponement until another meeting. On motion of Ms. Ringley, seconded by Ms. LaCombe, presentation of the resolution was deferred until a future meeting.

C. Appointments to RRPDC Standing Committees

Chairman O'Bannon appointed members to serve on the following committees:

Executive Committee

Patricia S. O'Bannon, Chairman, Henrico County
Rebecca M. Ringley, New Kent County
Angela L. LaCombe, Town of Ashland
John E. Gordon, Hanover County
Joseph E. Brooks, City of Richmond
Floyd H. Miles, Sr., Charles City County
Malvern R. Butler, Goochland County
Roy J. Harrison, Jr., Powhatan County
Edward B. Barber, Chesterfield County

Personnel and Operating Policies Committee

Rebecca M. Ringley, Chairman, New Kent County
Malvern R. Butler, Goochland County
Floyd H. Miles, Sr., Charles City County
John L. McHale, Chesterfield County
John G. Dankos, Hanover County
Roy J. Harrison, Jr., Powhatan County
Angela L. LaCombe, Town of Ashland
Joseph E. Brooks, City of Richmond
James B. Donati, Henrico County

Audit Committee

Angela L. LaCombe, Chairman, Town of Ashland
Malvern R. Butler, Goochland County
Roy J. Harrison, Jr., Powhatan County
David A. Kaechele, Henrico County

Regional Competitiveness Committee

Roy J. Harrison, Jr., Chairman

Charter and Bylaws Committee

To be appointed at a later date

D. Appointment of Paul E. Fisher, Executive Director, to MPO as RRPDC Voting Member

On motion of Ms. Ringley, seconded by Mr. Warren, the Richmond Regional Planning District Commission unanimously voted to appoint Mr. Paul E. Fisher, Executive Director, to serve as the RRPDC voting member on the MPO.

E. Regional Competitiveness Act – Workforce One Fourth Quarter Reimbursement

Ms. Evans presented the reimbursement request for \$228,164 for expenses incurred during April, May, and June 2001 by the Greater Richmond Chamber of Commerce for the Workforce One project. These are Regional Competitive Act funds that have been allocated to the region. Their progress report appears to be on track and the Executive Committee recommended approval.

On motion of Mr. McHale, seconded by Mr. Harrison, the Richmond Regional Planning District Commission unanimously approved the Executive Committee's recommendation to reimburse Workforce One for the fourth quarter expenses incurred.

Ms. Evans also reported that of the FY 01 funds that were allocated to Greater Richmond Chamber of Commerce Workforce One, \$320,000 of those funds were not spent by June 30, 2001. The Greater Richmond Chamber of Commerce requested that they be allowed to encumber those funds which is to earmark them for continued Workforce One projects. Mr. John Amos, RRPDC Legal Counsel was asked to review this request in light of the contract, and it was determined that the contract clearly states that no funds can be obligated beyond the end of the contract date. However, the Commission does have latitude at its sole discretion to extend the period of performance. The Executive Committee recommended to extend the period of performance for six months so that these funds would continue to be made available to the Chamber for the Workforce One project. The funds would be again part of the recommendation that the funds be on a reimbursement basis as per the contract. It was also requested that the Commission consider a monthly reimbursement schedule rather than a quarterly reimbursement schedule.

On motion of Mr. Harrison, seconded by Mr. McHale, the Richmond Regional Planning District Commission unanimously approved the reimbursement request as recommended by the Executive Committee.

F. Cancellation of August RRPDC Meeting

On motion of Mr. Miles, seconded by Mr. Harrison, the Richmond Regional Planning District Commission cancelled the August 9, 2001 meeting.

The Executive Committee will meet on August 9, 2001 at 11:30 A.M.

IV. OTHER BUSINESS

A. Announcements

Chairman O'Bannon announced that the Virginia Association of Planning District Commissions meeting would be held on July 19-21, 2001 at the Virginia Beach Resort and Conference Center. The Commission has budgeted four Board members to attend the conference. Chairman O'Bannon stated if any member would like to attend please contact Kathy Barrett or Jo Evans by Monday, July 16, 2001.

Ms. O'Bannon noted that she is scheduled to speak at the Conference on Thursday on the Chesapeake Bay 2000 Agreement.

Chairman O'Bannon also introduced Ms. Anne Dale and Ms. Dee Audet of the Greater Richmond Chamber of Commerce Workforce One.

B. Committee Reports

On recommendation and motion of Mr. Warren, seconded by Ms. Ringley, the Richmond Regional Planning District Commission requested staff to prepare a resolution to Mr. Jack Ward for his service as Chairman of the Regional Competitiveness Committee.

V. ADJOURNMENT

There being no further business, the Chairman adjourned the meeting at 1:55 p.m.

Jo A. Evans
Assistant Executive Director

Patricia S. O'Bannon
Chairman

