

**RICHMOND REGIONAL PLANNING DISTRICT COMMISSION  
MINUTES  
SEPTEMBER 11, 2003**

**Members/Alternates Present**

Angela L. LaCombe (M), Chairman.....Town of Ashland  
John E. Gordon, Jr. (M), Vice Chairman.....County of Hanover  
Roy J. Harrison, Jr. (M), Treasurer.....County of Powhatan  
Malvern R. Butler (M), Secretary.....County of Goochland  
Richard W. Ayers (M).....County of Powhatan  
Edward B. Barber (M).....County of Chesterfield  
Gentry Bell (M).....County of Henrico  
W. R. Britton, Jr. (A).....County of Charles City  
Russell J. Gulley (M).....County of Chesterfield  
Harvey L. Hinson (A).....County of Henrico  
Michael L. Holmes (M).....County of Charles City  
E. Ray Jernigan (M).....County of Henrico  
David A. Kaechele (M).....County of Henrico  
John L. McHale, III (M).....County of Chesterfield  
Kelly E. Miller (M).....County of Chesterfield  
Patricia S. O'Bannon (M).....County of Henrico  
William J. Pantele (M).....City of Richmond  
Rebecca M. Ringley (M).....County of New Kent  
Frank J. Thornton (M).....County of Henrico  
J.T. "Jack" Ward (M).....County of Hanover  
Arthur S. Warren (M).....County of Chesterfield

**Members Absent**

Mark S. Daniel (M).....County of New Kent  
John G. Dankos, Jr. (M).....County of Hanover  
James B. Donati (M).....County of Henrico  
Richard W. Glover (M).....County of Henrico  
Renny B. Humphrey (M).....County of Chesterfield  
Joseph T. Lacy, Jr. (M).....County of Goochland  
Delores L. McQuinn (M).....City of Richmond  
George K. Roarty (M).....County of Chesterfield  
Robert R. Setliff (M).....County of Hanover

**Others Present**

John R. Amos.....RRPDC Legal Counsel (Amos & Amos PLLC)  
James Dunn.....Greater Richmond Chamber of Commerce  
Pete Bouisseau.....Greater Richmond Chamber of Commerce Consultant

**Staff Present**

Paul E. Fisher ..... Executive Director  
Katherine E. Barrett ..... Executive Secretary  
Jo A. Evans ..... Assistant Executive Director  
Daniel N. Lysy ..... Director of Transportation  
Jackie S. Stewart ..... Director of Planning & Information Systems  
Peter M. Sweetland ..... Finance and Contracts Administrator  
Patricia A. Villa ..... Communications Coordinator  
Christine Fix ..... Senior Planner  
Larry Hagin ..... Principal Planner

**Call to Order**

Chairman Angela LaCombe called the regularly scheduled September 11, 2003 meeting to order at 1:00 p.m. in the RRPDC conference room.

**I. ADMINISTRATION**

**A. Certification by Commission Executive Director of Meeting Quorum**

Mr. Fisher certified that a majority of the voting members/alternates (17) were present to constitute a quorum.

**B. Requests for Additions or Changes in Order of Business**

There were no requests for additions or changes in the order of business.

**C. Approval of Minutes of June 12, 2003 RRPDC Meeting**

Mr. Butler presented the minutes of the June 12 meeting. There being no corrections or additions, on motion of Mr. McHale, seconded by Mr. Holmes, the Richmond Regional Planning District Commission unanimously approved the minutes of the June 12, 2003 meeting.

**D. Approval of Minutes of July 10, 2003 RRPDC Meeting**

Mr. Butler presented the minutes of the July 10 meeting. There being no corrections or additions, on motion of Mr. McHale, seconded by Mr. Holmes, the Richmond Regional Planning District Commission unanimously approved the minutes of the July 10, 2003 meeting.

**E. Open Public Comment Period**

There were no requests to address the Commission at this time and Chairman LaCombe closed the public comment period.

**F. Approval of May 2003 Financial Report**

Mr. Harrison presented the financial report for May 2003. There being no corrections or additions, on motion of Mr. McHale, seconded by Ms. Ringley, the Richmond Regional Planning District Commission unanimously accepted for audit the financial report for May 2003.

**G. Approval of June 2003 Financial Report**

Mr. Harrison presented the financial report for June 2003. There being no corrections or additions, on motion of Mr. McHale, seconded by Ms. Ringley, the Richmond Regional Planning District Commission unanimously accepted for audit the financial report for June 2003.

**H. Approval of July 2003 Financial Report**

Mr. Harrison presented the financial report for July 2003. There being no corrections or additions, on motion of Mr. McHale, seconded by Ms. Ringley, the Richmond Regional Planning District Commission unanimously accepted for audit the financial report for July 2003.

**I. Chairman's Report**

There was no Chairman's report.

**J. Executive Director's Report for July and August 2003**

In addition to the written status report included in the agenda, Mr. Fisher gave a brief report on the following items:

During July the Annual Summer Conference of the Virginia Association of Planning District Commissions was held in Virginia Beach. Chairman Angela LaCombe and Commissioner Roy Harrison, along with the Executive Director, represented RRPDC at the conference. At the annual business meeting, Mr. Fisher was re-elected Secretary/Treasurer of the Association.

On August 8, 2003, Mr. Fisher attended a briefing conducted by Congressman Forbes on the status of efforts to protect Fort Lee and the

Defense Supply Center Richmond during the next base realignment and closure process. Commissioner Renny Bush Humphrey and Chesterfield County Administrator Lane Ramsey also attended the briefing.

## II. OLD BUSINESS

### A. **Resolution of Appreciation for Outgoing FY 03 Chairman**

On motion of Mr. Harrison, seconded by Ms. O'Bannon, the Richmond Regional Planning District Commission unanimously adopted the following resolution:

**WHEREAS**, the Honorable Rebecca M. Ringley has provided her valuable leadership and insight to the Richmond Regional Planning District Commission since January 1998; serving as Chairman from July 2002 through June 2003; and

**WHEREAS**, she provided immeasurable guidance to the many Richmond Regional Planning District Commission standing committees, fostering regional cooperation, enhancing civic responsiveness, and building consensus for action; and

**WHEREAS**, her unwavering public commitment to advancing the Richmond Regional Planning District Commission's visions and goals was demonstrated wholly and sincerely, serving the Region with dedication and advocating community involvement for the good of the Region; and

**NOW, THEREFORE BE IT RESOLVED**, that the Richmond Regional Planning District Commission sincerely appreciates her important contributions and leadership as Chairman;

**AND, BE IT FURTHER RESOLVED**, that the Richmond Regional Planning District Commission, this 11th day of September 2003, acknowledges and commends her dedicated efforts.

Chairman LaCombe presented the executed resolution to Ms. Rebecca M. Ringley and commended her for her services to the Commission. Chairman LaCombe also presented a plaque to Ms. Rebecca M. Ringley in recognition of her services and leadership as Chairman for Fiscal Year 2003.

**B. Resolutions in Appreciation of The Honorable Joseph E. Brooks to Mrs. Pauline Brooks and City of Richmond**

On motion of Mr. Butler, seconded by Ms. O'Bannon, the Richmond Regional Planning District Commission unanimously approved the resolutions for presentation at the next meeting.

**III. NEW BUSINESS**

**A. FY 04 RRPDC/Virginia Department of Housing and Community Development Contract**

Mr. Fisher stated that each year planning districts and the Virginia Department of Housing and Community Development (VDHCD) enter into a contract that provides state funding pursuant to the provision of certain items as required by the Regional Cooperation Act. Requirements include a report on regional planning activities; information on board membership, finances and work program; copies of reports produced during the year; and a status report on the region's strategic plan development and implementation.

State funds to be provided for FY 04 total \$183,641 which is an increase of \$1,141, or 0.6 percent, from the FY 03 funding level of \$182,500.

Mr. Fisher also noted that VDHCD now distributes funds monthly whereas prior to last year the entire amount was distributed upon receipt of the contract and annual report.

Mr. Fisher requested that the Commission approve for signature the Commonwealth of Virginia Financial Assistance Contract Number 115-03.

On motion of Ms. Ringley, seconded by Mr. McHale, the Richmond Regional Planning District Commission unanimously approved the FY 04 VDHCD contract for signature.

**B. Resolution Authorizing the Executive Director to Submit a Virginia Division of Legislative Services Grant Application**

Mr. Fisher stated that the Richmond Regional Environmental Technical Advisory Committee, comprised of local staff from each of the region's nine local governments, has been discussing the need to implement a region-wide media campaign targeted at reducing litter and other pollutants entering the region's streams and water bodies. Local staff have

raised the concern that this type of stream pollution has been on the increase. Local staff believes that greater economies of scale will be achieved if such a campaign is implemented region-wide rather than by individual localities, and that such a campaign can help achieve some of the phase II public education requirements for the localities required to meet new federally mandated National Pollutant Discharge Elimination System (NPDES) standards.

To achieve this dual objective, Mr. Fisher stated that planning district commission staff are proposing to request \$15,000 in funds from the Virginia Division of Legislative Services, Chesapeake Bay Restoration Fund Advisory Committee. The main element of the grant is to run public service announcements in conjunction with local radio traffic reports. The grant funds will be dedicated to airing the ads while staff time to coordinate the effort will be provided as an in-kind contribution. The grant funds will not be used to supplement personnel costs.

On motion of Mr. Warren, seconded by Mr. McHale, the Richmond Regional Planning District Commission unanimously approved the following resolution:

**WHEREAS**, the Virginia Division of Legislative Services has promulgated a request for proposals for the grants to private not-for-profit conservation organizations, schools and universities, and governmental agencies whose projects will affect water bodies that are located within the Chesapeake Bay watershed; and

**WHEREAS**, the Richmond Regional Planning District Commission is the eligible entity under the grants to private not-for-profit conservation organizations, schools and universities, and governmental agencies whose projects will affect water bodies that are located within the Chesapeake Bay watershed; and

**WHEREAS**, The Richmond Regional Environmental Technical Advisory Committee has met and requested planning district commission assistance in developing and implementing a region-wide media campaign to promote the reduction of trash, litter and other similar pollutants into the region's streams and waterways; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Richmond Regional Planning District Commission authorizes the executive director to apply for a grant in the amount of \$15,000 from the Virginia Division of Legislative Services for the purpose of developing and implementing a

region-wide media campaign to promote the reduction of trash, litter and other similar pollutants into the region's streams and waterways.

**C. Presentation by Greater Richmond Chamber of Commerce on Richmond 2007 Initiatives**

Mr. Fisher introduced the guest speakers, Mr. Jim Dunn with the Greater Richmond Chamber of Commerce and Mr. Pete Bouisseau of the consulting team, whose subject was Richmond 2007 activities.

The 400<sup>th</sup> anniversary of the first permanent English settlement in this country is being commemorated as "Jamestown 2007." Over the past several months community leaders have been meeting periodically to discuss how the Richmond region can most appropriately parallel the "Jamestown 2007" activity with a "Richmond 2007" series of events. In fact, one of the reasons the annual inter-city visit was to St. Louis was to learn more about how they were benefiting from the 2004 Lewis and Clark anniversary activities.

A coalition of community organizations and local governments (Chesterfield, Hanover, Henrico, and Richmond) has hired a consulting group to develop a plan for "Richmond 2007" activities.

Chairman LaCombe thanked Mr. Dunn and Mr. Bouisseau for their very informative presentations.

**IV. OTHER BUSINESS**

**A. Announcements**

There were no announcements at this time.

**B. Committee Reports**

There were no committee reports at this time.

**C. For Your Information**

Mr. Fisher noted informational material was provided in the agenda.

**V. ADJOURNMENT**

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

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Paul E. Fisher  
Executive Director

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Angela L. LaCombe  
Chairman