

**\*RICHMOND REGIONAL PLANNING DISTRICT COMMISSION  
MINUTES OF MEETING  
September 8, 2005**

**Members/Alternates Present**

Gentry Bell (M)..... County of Henrico  
Malvern R. Butler (M), Chairman .....County of Goochland  
Amy M. Cheeley (M).....County of Hanover  
Thomas W. Evelyn (M) ..... County of New Kent  
Richard W. Glover (M)..... County of Henrico  
John E. Gordon, Jr. (M) .....County of Hanover  
Frank M. Hartz (M).....County of Goochland  
Harvey L. Hinson (A) ..... County of Henrico  
Michael L. Holmes (M), Secretary ..... County of Charles City  
William Russell Jones, III (M).....City of Richmond  
David A. Kaechele (M)..... County of Henrico  
R. M. “Dickie” King, Jr. (M).....County of Chesterfield  
Sherman W. Litton (M).....County of Chesterfield  
Eugene A. Mason (M).....City of Richmond  
Kelly E. Miller (M) .....County of Chesterfield  
Elizabeth W. Moorhouse (M) .....County of Hanover  
William J. Pantele (M) .....City of Richmond  
George K. Roarty (M).....County of Chesterfield  
Ellen F. Robertson (M) .....City of Richmond  
Robert R. Setliff (M).....County of Hanover  
Millard D. Stith, Jr. (A).....County of Chesterfield  
Stran L. Trout (M)..... County of New Kent  
Carson L. Tucker (A).....County of Powhatan  
David T. Williams (M) .....County of Powhatan

**Members Absent**

Edward B. Barber (M), Treasurer.....County of Chesterfield  
Robert R. Cosby (M).....County of Powhatan  
James B. Donati (M)..... County of Henrico  
Kathy C. Graziano (M) .....City of Richmond  
John C. Grier (M).....City of Richmond  
Russell E. Holland (M), Vice Chairman .....County of Powhatan  
Renny B. Humphrey (M) .....County of Chesterfield  
Angela L. LaCombe (M).....Town of Ashland  
Patricia S. O’Bannon (M) ..... County of Henrico  
Frank J. Thornton (M)..... County of Henrico  
Ernest B. Vanarsdall (M) ..... County of Henrico  
Arthur S. Warren (M) .....County of Chesterfield

**Others Present**

John Amos ..... RRPDC Legal Counsel  
Jack Ward.....County of Hanover  
K. Alferio ..... City Celebrations

**Staff Present**

Paul E. Fisher ..... Executive Director  
Julie H. Fry..... Executive Secretary  
Jo A. Evans ..... Assistant Executive Director  
Allyson Finchum.....Principal Planner  
Daniel N. Lysy ..... Director of Transportation  
Jackie S. Stewart ..... Director of Planning and Information Systems  
Peter M. Sweetland ..... Finance and Contracts Administrator  
Patricia A. Villa ..... Communications Coordinator  
Ben Berbert ..... RRPDC Intern  
Amy George..... RRPDC Intern

**Call to Order**

Chairman Butler called the regularly scheduled September 8, 2005, RRPDC meeting to order at approximately 1:10 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 (24) was present to constitute a quorum.

**B. Installation of Officers**

Chairman Butler administered the oath of office to Michael L. Holmes as Secretary of the Commission, having been duly elected to the position at the Commission’s July 14, 2005 meeting. Oaths of office for the Chairman and Treasurer, Malvern R. Butler and Edward B. Barber respectively, had been administered by the Executive Director and witnessed by the Executive Secretary in August.

Chairman Butler led the Commission in a moment of silence in remembrance of those who had suffered and those who had died as a result of Hurricane Katrina on the Gulf Coast as well as those who are involved in continuing recovery efforts. Following the moment of silence, Chairman Butler led the Commission in the pledge of allegiance to the flag.

### **C. Requests for Additions or Changes in Order of Business**

There were no requests to change the order of business.

### **D. Open Public Comment Period**

As there were no requests to address the Commission, Chairman Butler closed the public comment period.

### **E. Approval of Minutes, July 14, 2005 Meeting**

Secretary Holmes presented the minutes of the RRPDC meeting held on July 14, 2005. On motion made by Mr. Holmes and seconded by Mr. Gordon, the minutes were approved as presented.

### **F. Approval of June and July, 2005 Financial Reports**

Chairman Butler presented the financial reports on behalf of Mr. Barber, who was not able to be in attendance. Mr. Fisher noted that at the end of the fiscal year, 93% of the approved budget had been utilized. On motion made by Mr. Pantele and seconded by Mr. Setliff, the June and July financial reports were unanimously approved as presented and accepted for audit.

### **G. Chairman's Report**

Chairman Butler announced appointments to RRPDC standing committees, a copy having been included in the agenda. On motion duly made and seconded, all committee appointments were approved as presented, and a list of all committee members follows these minutes.

Chairman Butler thanked the Commission for the opportunity to serve as Chairman and stated that a planning session for the full Commission will be held during the regular meeting in either October or November. He would like input from Commission members on the future direction of the PDC and MPO and suggestions for speakers.

### **H. Executive Director's Report for August 2005**

Mr. Fisher presented the written staff status report, a copy having been included in the agenda. He urged the Commission members to read the report which details activities staff has undertaken in each of the localities.

## **II. OLD BUSINESS**

### **A. Resolution of Appreciation – John E. Gordon, Jr.**

Chairman Butler presented a Resolution of Appreciation and a plaque to outgoing PDC Chairman John E. Gordon, Jr. A copy of the resolution was included in the agenda. Chairman Butler thanked Mr. Gordon for his leadership over the past

year. Mr. Gordon thanked the Commission for the opportunity to work with the Commission in the chairmanship capacity. He stated he was looking forward to continuing to serve the Commission.

#### **B. Resolution of Appreciation – Richard W. Ayers**

A similar resolution of appreciation (included with agenda) was presented to former Commission member Richard W. Ayers in absentia. Staff will forward the resolution to Mr. Ayers.

### **III. NEW BUSINESS**

#### **A. FY 06 RRPDC/DHCD Contract**

Mr. Fisher presented for the Commission's consideration the annual contract between RRPDC and the Department of Housing and Community Development. The contract provides state funding pursuant to the provision of certain items as required by the Regional Cooperation Act, including a report on regional planning activities; information on board membership, finances, and work programs; copies of reports produced during the year; and, a status report on the region's strategic plan development and implementation. State funds for FY 06 will be provided at the same level as FY 05 in the amount of \$165,277.00.

On motion made by Mr. Pantele and seconded by Mr. Setliff, the Commission authorized the Executive Director to execute the contract.

#### **B. Virginia Legislative Services Grant Application**

Mr. Fisher presented information on a grant application to request \$20,000.00 from the Virginia Division of Legislative Services and Chesapeake Bay Restoration Fund Advisory Committee. The funds will be used to implement a region-wide media campaign targeted at reducing the amount of litter and pollutants entering the region's streams and water bodies. The grant application was recommended by the Richmond Regional Environmental Technical Advisory Committee.

On motion duly made and seconded, the Commission authorized the Executive Director to submit the grant application requesting \$20,000.00 to be used for the above stated purpose. This will be matched with \$10,000.00 of staff time.

#### **C. Resolution on VDOT's Responsibility to Maintain Secondary Roads**

As a result of a request made by Chesterfield County at the July 14, 2005 Commission meeting, a resolution was prepared by staff stating RRPDC's opposition to the transferring of maintenance and/or construction responsibilities for Virginia Department of Transportation maintained and operated roads to local governments unless such transfers are at the request of the appropriate local governments.

On motion duly made and seconded, the Commission approved the resolution as presented, with one typographical correction. In the third paragraph, the word “county” should be changed to read “country.” The Commission authorized staff to submit the approved and corrected resolution to the Virginia Association of Counties, the Virginia Department of Transportation, and members of the Virginia General Assembly with a request that the resolution be included in 2006 legislative agendas.

Chairman Butler noted that a delegation from the Jackson, Mississippi Chamber of Commerce will be in Richmond on September 25-27, 2005, as part of an InterCity visit. A presentation on regional cooperation will be made to the delegation by several members of the Commission.

### **C. Presentation on the National Folk Festival**

Mr. Fisher introduced Ms. K. Alferio, executive director of City Celebrations, who presented information to the Commission on the upcoming National Folk Festival, which will be held in Richmond for the next three years. The three-day event will be held this year in downtown Richmond on October 7-9, 2005, and will feature a variety of performers celebrating diversity in traditional American music, dance, crafts, and storytelling.

## **IV. OTHER BUSINESS**

### **A. Announcements**

There were no announcements.

### **B. Committee Reports**

There were no committee reports at this time.

### **C. For Your Information**

1. Chairman Butler directed the Commission’s attention to an item that had been included in the agenda for their information.
2. Mr. King reported that Mr. Lane Ramsey’s mother had passed away recently. Mr. Ramsey is the Chesterfield County Administrator.
3. Chairman Butler introduced Mr. Jack Ward, member of the Hanover County Board of Supervisors, who presented the Commission with two boxes of Hanover tomatoes. Chairman Butler thanked Mr. Ward for his generous gesture and invited members of the Commission to help themselves to some of the tomatoes on their way out of the meeting.

V. **ADJOURNMENT**

There being no further business to come before the Commission, Chairman Butler adjourned the meeting at approximately 1:55 p.m.

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Paul E. Fisher  
Executive Director

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Malvern R. Butler  
Chairman