

RICHMOND REGIONAL PLANNING DISTRICT COMMISSION
MINUTES OF MEETING
July 13, 2006

Members/Alternates Present

Chris W. Archer (M)..... County of Henrico
W.R. Britton, Jr. (A) County of Charles City
Malvern R. Butler (M), Outgoing ChairmanCounty of Goochland
Amy M. Cheeley (M).....County of Hanover
Robert R. Cosby (M).....County of Powhatan
Richard W. Glover (M)..... County of Henrico
Kathy C. Graziano (M)City of Richmond
John C. Grier (M).....City of Richmond
Jerilynn T. Grigsby (M) County of Henrico
Michael L. Holmes (M), Incoming Treasurer..... County of Charles City
William Russell Jones, III (M).....City of Richmond
Kelly E. Miller (M)County of Chesterfield
Elizabeth W. Moorhouse (M)County of Hanover
Patricia S. O’Bannon (M) County of Henrico
William J. Pantele (M), Incoming SecretaryCity of Richmond
George K. Roarty (M).....County of Chesterfield
Ellen F. Robertson (M)City of Richmond
Robert R. Setliff (M).....County of Hanover
Frank J. Thornton (M)..... County of Henrico
Stran L. Trout (M)..... County of New Kent
Arthur S. Warren (M)County of Chesterfield
David T. Williams (M)County of Powhatan

Members Absent

James B. Donati (M)..... County of Henrico
Thomas W. Evelyn (M) County of New Kent
John E. Gordon, Jr. (M)County of Hanover
Frank M. Hartz (M).....County of Goochland
Russell E. Holland (M), Incoming ChairmanCounty of Powhatan
Renny B. Humphrey (M)County of Chesterfield
David A. Kaechele (M)..... County of Henrico
R. M. “Dickie” King, Jr. (M), Incoming Vice ChairmanCounty of Chesterfield
Sherman W. Litton (M).....County of Chesterfield
Eugene A. Mason (M).....City of Richmond
Faye O. Prichard (M)Town of Ashland

Others Present

John Amos RRPDC Legal Counsel
Marilyn Blake County of Hanover
Anne Holmes Citizen, County of Charles City
George Homewood County of New Kent

Staff Present

Paul E. Fisher Executive Director
Jo A. Evans Assistant Executive Director
Julie H. Fry Executive Secretary
Allyson Finchum Principal Planner
Daniel N. Lysy Director of Transportation
Peter M. Sweetland Finance and Contracts Administrator
Patricia A. Villa Communications Coordinator

Call to Order

Chairman Butler called the regularly scheduled July 13, 2006 RRPDC meeting to order at approximately 1:20 p.m. in the RRPDC conference room. Chairman Butler then led the Commission in the pledge of allegiance to the flag.

I. ADMINISTRATION

A. Certification by Commission Executive Director of Meeting Quorum

Mr. Fisher certified that a quorum of 22 members/alternates was present.

B. Installation of FY 07 Officers

Mr. Butler, outgoing Chairman, administered the oath of office to Mr. Holmes and Mr. Pantele, installing them as FY 07 RRPDC Treasurer and Secretary, respectively. Mr. Fisher indicated staff would contact Mr. Holland and Mr. King to set a time for them to come to the RRPDC offices to be sworn in as Chairman and Vice Chairman, respectively, by the Executive Director. In the absence of Mr. Holland, Mr. Holmes chaired the remainder of the meeting.

C. Requests for Additions or Changes in Order of Business

Mr. Holmes asked if there were any changes to be made to the order of business. Mr. Butler indicated that during the Executive Committee meeting held earlier, he proposed a resolution to state that the U.S. Congress should initiate programs for alternate sources of energy, mass transit, and promotion of more fuel efficient vehicles. He stated this type of action is being done by other planning associations at the national level. Mr. Glover suggested this should be postponed

to the next Commission meeting so that exact wording could be included for Commission review. Mr. Holmes stated more discussion could be held during the Other Business portion of today's meeting.

Mr. Fisher indicated under Tab 6, there was a resolution asking for authorization to submit an application for a coastal resources management program grant. The application had been submitted previously due to time constraints, so the resolution was being brought to the Commission after the fact. In the interim, Mr. Fisher had been informed the application had been declined. He recommended the item be struck from the agenda. It was the consensus of the Commission members to strike the item as recommended.

D. Open Public Comment Period

As there were no requests from the public to address the Commission, Mr. Holmes closed the public comment period.

E. Approval of Minutes – June 8, 2006 Meeting

Mr. Pantele presented the minutes of the RRPDC meeting held on June 8, 2006. On motion made by Mr. Pantele and seconded by Mr. Butler, the minutes were approved as presented. Ms. O'Bannon abstained from the vote as she was not in attendance at that meeting.

F. Approval of May 2006 Financial Reports

Mr. Holmes presented the financial reports for May 2006. On motion made by Mr. Pantele and seconded by Ms. O'Bannon, the May financial reports were unanimously approved as presented and accepted for audit.

G. Chairman's Report

There was no Chairman's Report due to Mr. Holland's absence from the meeting.

H. Executive Director's Report for May/June 2006

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

Mr. Fisher indicated he has served as Secretary/Treasurer of VAPDC over the past four years. Mr. Fisher had informed the VAPDC leadership that given the nature of the Secretary/Treasurer's position, he recommended the position be rotated out to another VAPDC member for fiscal proprietary reasons. The executive director of the Hampton Roads PDC has agreed to fill this slot. Mr. Fisher thanked Peter Sweetland for supporting him in the position.

II. OLD BUSINESS

There was no old business to review at this time.

III. NEW BUSINESS

A. Resolution of Appreciation for Outgoing Chairman

Mr. Fisher brought to the attention of the Commission a resolution thanking Mr. Butler for his service as chairman during the past year. He recommended the Commission approve the resolution, which will be presented to Mr. Butler, along with a plaque, during the next Commission meeting. Such a motion was made by Ms. O'Bannon and seconded by Mr. Pantele, and the motion was carried unanimously. A copy of the resolution will be filed with these minutes.

B. Appointment of Standing Committees

This item will be deferred until the next Commission meeting when Mr. Holland will make appointments to standing committees for FY 07.

C. Virginia Coastal Resources Management Program Grant Application

As indicated earlier, this item was struck from the agenda as the application submitted was not selected.

D. National Association of Counties 2007 Conference.

Mr. Fisher introduced Ms. Marilyn Blake, assistant administrator for Hanover County, who presented information on the upcoming 2007 National Association of Counties conference, which will be held in Richmond July 13-17, 2007.

Ms. Blake first gave an overview of activities planned by the Richmond Region 2007 committee in conjunction with Jamestown 2007 celebrations. She then reviewed events planned for the National Association of Counties 2007 conference. A copy of her presentation will be filed with these minutes.

IV. OTHER BUSINESS

A. Announcements

Mr. Holmes asked Mr. Butler if he had any further comments relating to his proposed energy resolution. Mr. Butler stated a resolution should be finalized by the September Commission meeting as congress will be adjourning for election cycle recess shortly thereafter. Consensus was that staff should draft a resolution for consideration during the September Commission meeting.

B. Committee Reports

Mr. Holmes asked if there were any committee reports.

Emergency Broadcast Communications

Ms. O'Bannon gave a brief update on the Emergency Broadcast Communications Sub-Committee. She stated a memorandum of understanding (MOU) had been sent by WCVE to all localities for review by the county attorneys and Chief Administrative Officials. Ms. O'Bannon asked Mr. Britton to update the Commission on motions in congress to dismantle FEMA. He stated any reference to FEMA in the MOU for reimbursements should be eliminated. Instead, it should be noted that if the localities are not reimbursed by the federal government for any fees paid by the localities (approximately \$200/hour) to the radio station for emergency broadcast services, these fees should be waived by the radio station. He also emphasized that each locality may also use other media outlets to disseminate information to its citizens in times of emergencies. Ms. O'Bannon stated that localities are not obligated to sign the MOU with WCVE, but she hoped all jurisdictions will sign on in support of this regional project.

Office Space Sub-Committee

Mr. Pantele informed the Commission that the Stony Point location is still the location of preference for RRPDC's new office space. Central Virginia Waste Management Authority (CVWMA) will be determining at their meeting on August 10, if they will be seeking to share office space with RRPDC. Negotiations are also continuing with two downtown sites: United Way building and Theatre Row. Downtown parking is a concern with these two sites. It is hoped a lease will be negotiated for one of the sites and be ready to present to the Commission during its September meeting.

There was a question on when the current RRPDC lease ends and how long it would take to outfit the new offices for occupancy. Mr. Pantele indicated the current lease expires in May 2007, and the space could be ready for occupancy within 90 days. CVWMA's lease ends in December 2006. Approving a lease in September would still allow time for the space to be readied for CVWMA to occupy in January.

Mr. Fisher stated that if the Commission cancels its August meeting, and if there is a competitor interested in the same space, a special meeting could be called to address this one issue. He also reminded the Commission that a quorum would be required to take any action on a lease.

Mr. Pantele said the current Stony Point tenant is vacating in October only because they have outgrown the space. The building is very desirable as it meets all requirements as set by the Commission: accessibility via public transportation,

located within Richmond City limits, and ample, free parking. Negotiations are continuing to lower the cost per square foot.

Other

Mr. Setliff informed the Commission members that Jack Ward, member of the Hanover County Board of Directors, had brought in boxes of Hanover tomatoes for everyone to enjoy. He invited Commission members to pick up tomatoes on their way out of the meeting.

Ms. O'Bannon brought to the attention of Commission members a new financial reporting law for elected officials that became effective on July 1. She recommended Commission members speak with their local registrars regarding this new procedure.

C. For Your Information

Items included for the Commission's information:

1. Letter from Jan Harris, acting program manager with the U.S. Department of the Interior, Park Planning and Special Studies, responding to the resolution sent by the Commission to the Department of the Interior in support of the Caption John Smith trail.

V. ADJOURNMENT

Mr. Holmes asked if there was any further business and recognized Mr. Pantele, who made a motion that the August Commission meeting be cancelled. The motion was seconded by Ms. Graziano. Mr. Holmes reminded Commission members there may be a need to call a special meeting in August to take action on any lease negotiations. The motion was carried unanimously.

There being no further business to come before the Commission, Mr. Holmes adjourned the meeting at approximately 2:20 p.m.

Paul E. Fisher
Executive Director

Michael L. Holmes
Treasurer and Acting Chairman