

RICHMOND REGIONAL PLANNING DISTRICT COMMISSION
Minutes of Meeting
December 13, 2007

Members/Alternates Present

Malvern R. "Rudy" Butler (M)..... County of Goochland
Amy M. Cheeley (M)..... County of Hanover
Robert R. Cosby (M)..... County of Powhatan
John E. Gordon, Jr. (M) County of Hanover
Kathy C. Graziano (M) City of Richmond
John C. Grier (M)..... City of Richmond
Harvey L. Hinson (A) County of Henrico
Michael L. Holmes (M), Vice Chairman County of Charles City
Courtney Hyers (M)..... County of Goochland
David A. Kaechele (M)..... County of Henrico
R. M. "Dickie" King, Jr. (M), Chairman County of Chesterfield
Elizabeth W. Moorhouse (M) County of Hanover
Patricia S. O'Bannon (M) County of Henrico
William J. Pantele (M), Treasurer..... City of Richmond
George K. Roarty (M)..... County of Chesterfield
Brenda L. "Sam" Snyder (M) County of New Kent
Donald D. Sowder (M) County of Chesterfield
Stran L. Trout (M)..... County of New Kent
Arthur S. Warren (M) County of Chesterfield

Members Absent

Thomas M. Branin (M)..... County of Henrico
James B. Donati (M), Secretary County of Henrico
Richard W. Glover (M)..... County of Henrico
Jerilynn T. "Jeri" Grigsby (M)..... County of Henrico
Russell E. Holland (M) County of Powhatan
Renny B. Humphrey (M) County of Chesterfield
Beverley C. Lacy (M) City of Richmond
Sherman W. Litton (M)..... County of Chesterfield
Delores L. McQuinn (M) City of Richmond
Kelly E. Miller (M) County of Chesterfield
Faye O. Prichard (M) Town of Ashland
Ellen F. Robertson (M) City of Richmond
Robert R. Setliff (M)..... County of Hanover
Frank J. Thornton (M)..... County of Henrico
David T. Williams (M) County of Powhatan

Others Present

John R. Amos..... RRPDC Legal Counsel
Harry Black.....City of Richmond
George M. Homewood..... County of New Kent
Trip PollardSouthern Environmental Law Center
Jim RegimbalFiscal Analytics
Frances Stanley Virginia Local Initiatives Support Coalition
Gary Thompson VCU Wider School of Government and Public Affairs

Staff Present

Jo A. Evans Interim Executive Director
Julie H. Fry..... Executive Secretary
Daniel N. Lysy Director of Transportation
Allyson Finchum.....Principal Planner
Barbara Nelson.....Principal Planner
Sarah Smith.....Associate Planner
Jackie S. Stewart Director Planning/IS
David Stinson..... Intern
Peter M. Sweetland Finance and Contracts Administrator
Patricia Villa Communications Coordinator

Call to Order

Chairman King called the regularly scheduled December 13, 2007 RRPDC meeting to order at approximately 1:15 p.m. in the RRPDC board room. At this time Chairman King asked Mr. Kaechele to lead the Commission in the pledge of allegiance to the flag.

I. ADMINISTRATION

A. Certification by Commission Interim Executive Director of Meeting Quorum

As Ms. Evans had stepped away from the meeting, Chairman King asked the Executive Secretary, Ms. Fry, to certify that a quorum of members was present. Ms. Fry indicated a quorum was present.

B. Requests for Additions or Changes in Order of Business

Chairman King asked if there were any changes in the order of business. The Chairman recognized Ms. Snyder (New Kent County) who asked if an agenda item could be added to request staff assistance with transportation impact fees. Chairman King said this item would be added under New Business, as Item D.

C. Open Public Comment Period

Chairman King asked if there was anyone from the public in attendance who wished to make a comment. As there were no requests from the public to address the Commission, Chairman King closed the public comment period.

D. Approval of Minutes – November 8, 2007 Meeting

Chairman King presented minutes of the RRPDC meeting held on November 8, 2007 on behalf of Mr. Donati, who was not in attendance. A motion to approve the minutes was made by Mr. Butler and seconded by Mr. Pantele. There being no further discussion, the minutes were unanimously approved as presented.

E. Approval of October 2007 Financial Reports

Chairman King asked Mr. Pantele to present the financial reports for October 2007. Mr. Pantele called the members' attention to the report under Tab 2. He noted expenses in categories that appear to be over budget are directly related to the office relocation. Mr. Butler asked how a salary for an executive director would impact what was being presented. Ms. Evans indicated the budget had been adjusted to reflect this. Mr. Pantele moved that the report be accepted; Ms. Graziano seconded the motion. There being no further questions or discussion, the October 2007 financial reports were unanimously approved as presented and accepted for audit.

F. Chairman's Report

Chairman King noted his written report was under Tab 3 of the agenda book. He indicated the Meet and Greet event had been held on November 29. Approximately 30 persons attended, representing seven of the nine jurisdictions. The two jurisdictions that were not represented had conflicting meetings. Those present felt a great enthusiasm to continue forward based on the agreement from the last Commission meeting. Several of the newly elected officials were present and were able to meet current Commission members.

One of the guest speakers at today's meeting will be Jim Regimbal, with Fiscal Analytics, who will discuss the state's upcoming budget proposals and its potential impact. A presentation will also be made on the "Connections and Choices" report by Frances Stanley of Virginia Local Initiatives Support Coalition; Trip Pollard with Southern Environmental Law Center; and Gary Thompson with the VCU Wilder School of Government and Public Affairs.

An overview will be given of the FY 08 and FY 09 budgets and work programs.

Mr. Pantele will give an update on the search for a new executive director.

Chairman King indicated he would cancel the January meetings due to the fact that many jurisdictions will not have organizational meetings to appoint new members to the Commission until January.

G. Interim Executive Director's Report for October/November 2007

Ms. Evans stated the report of staff activities over the past two months was included in the agenda book under Tab 4. She encouraged members to read the report for details of work being done by staff on behalf of each jurisdiction. If there are any questions, Ms. Stewart and Mr. Lysy can address those.

II. OLD BUSINESS

A. Jurisdictional Committees Report

Chairman King noted that Ms. Prichard could not be at today's meeting and asked Mr. Gordon if he had a report to give to the Commission members.

Mr. Gordon stated he and Ms. Prichard had met with Ms. Evans and Chairman King on November 20 to discuss a course of action following the Commission's vote on setting the future direction of RRPDC during the November meeting. Some recommendations from that meeting are included under Tab 5.

Mr. Gordon stated the recommendations were in no particular order. The first recommendation was that the two jurisdictional committees should meet independently in January. At that time, the committees will further clarify the priorities already approved and develop proposals for strategies or actions to implement the priorities as well as to develop new priorities over time. Mr. Gordon asked if the Chairman would like to discuss each point or if he'd prefer that Mr. Gordon make his full report and then entertain questions. Chairman King stated it would be his recommendation that a full discussion be held on each bullet point once a new board is seated; however, if members would like to discuss the items now, that would be appropriate as well.

Mr. Gordon stated the group's consensus was that they didn't want things to move too quickly. There is some good momentum as an organization, and everyone supports the new direction. He said he felt the organization should move forward at a deliberate pace and thus Chairman King's suggestion to wait would be appropriate. However, there are a few recommendations that he would like to have the Commission endorse at this time, such as the proposal for the two committees to meet in January. Mr. Gordon asked if anyone objected to those meetings.

Mr. Butler made a motion that the two jurisdictional committees meet in January as proposed by Mr. Gordon. Ms. Graziano seconded the motion. There was no further discussion, and the motion was carried.

Mr. Gordon continued with his review of the priorities and recommendations. For the next item, he indicated three of the priorities had been grouped together (Regional Infrastructure Assessment and/or Initiatives; GIS Regional Initiatives, and Assistance with Identifying Grant Opportunities and with Writing Grant Proposals). The recommendation for this item was to assess the elements of the FY 09 work program for consistency with specific strategies and actions identified by the committees. Mr. Gordon asked Ms. Evans if she had any additional information to add.

Ms. Evans said she would just mention that when the budget discussion takes place today (Tab 8), it will begin by highlighting tasks within the work programs that have been identified as meshing with the priorities agreed upon during the November meeting.

Mr. Butler added he would think at some point the budget would need to be adjusted to employ a full time grant writer who could help with grants on a regional basis. These types of grants typically receive more consideration than grant applications submitted by each individual locality. Chairman King said this was a great point to make as everyone was beginning to see the organization as one that could work for the benefit of the entire region.

Mr. Gordon noted this group of priorities is an example of those that can be further refined by the jurisdictional committees. The first process would be to identify what is already being done, which is what Ms. Evans was suggesting. Once this is identified, it can be built upon for additional recommendations.

The next priority is Communications, Visibility and Effectiveness. Mr. Gordon said the recommendation for this item is that the role of the organization in developing a regional and unified vision should be determined. The suggestion of initiating a meeting of all stakeholders was made. Chairman King commented that other organizations should be included as stakeholders, such as the Urban Land Institute and the Chesterfield County Chamber of Commerce.

Mr. Gordon said there are other organizations and groups that are now looking to identify or refine a regional vision. He said the Commission needs to get out in front and take part in this. He hopes the committees will look at this recommendation in detail and provide a recommendation to the Commission in February.

Ms. O'Bannon noted about 15 years ago the Richmond Chamber of Commerce worked in conjunction with the PDC to develop a regional vision. While this was supposed to be a partnership with the PDC, the Chamber assumed the lead role. She wanted to know if there were any current Commission members who were part of that process. Chairman King said he had not been a part of that discussion, but he had heard the same as well. He felt that RRPDC should take the lead; Mr.

Gordon agreed. Mr. Gordon said other organizations should be partnered in, but RRPDC should take the lead role to guide the process. Mr. Gordon further stated he felt the Commission should be careful in how it proceeds with carrying out these priorities so as not to appear to be reacting to the recently published Crupi Report. RRPDC had been talking about this long before Mr. Crupi came back on the scene. Chairman King indicated he felt it didn't matter who received credit for this as long as RRPDC takes the lead to get the job done.

Mr. Holmes said he felt the Crupi Report might pave the way for RRPDC to approach these other groups for support.

Mr. Gordon continued by reviewing the last priority of identifying a regional legislative program. The recommendation for this is to identify issues of common interest. Mr. Gordon noted that each member had received a copy of the booklet containing the legislative programs for each of the jurisdictions. He asked if Commission members had a copy of the one-sheet summary of the legislative issues common to all of the jurisdictions. Ms. Evans asked Mr. Sweetland to make copies for distribution. Once this list was distributed, Mr. Gordon said this was, at a minimum, the legislative package the Commission should support this year.

Chairman King noted this list was one everyone agreed on. He emphasized that, as pointed out by Mr. Gordon during the Executive Committee meeting, there are some additional issues that would benefit all jurisdictions even if they were not listed in each jurisdiction's legislative program.

Mr. Gordon stated that as time is a concern for this year's legislative program, he would recommend that this one-sheet list be adopted for this year's program. He further reminded members that efforts should be made to contact federal legislators as well as those at the state level.

Mr. Trout asked if this list should be acted on today or if it was something that should go back to the smaller committees in January. Mr. Gordon said he would like the Commission to endorse what has been done by the committees to date. Chairman King suggested the one-sheet listing be endorsed for work this year and perhaps the entire report from the two committees could be endorsed at a later time.

Mr. Butler moved that the Commission adopt the one-sheet list of legislative initiatives as this year's legislative program. The motion was seconded by Ms. Graziano. Mr. Gordon suggested that under Land Use (page 3), the word "local" be inserted. This was agreed to by Mr. Butler and Ms. Graziano. There was no further discussion, and the motion was carried as amended. [A copy of the list is included in this tab section and will be filed with the approved minutes.]

Mr. Trout offered a motion that the report from the two jurisdictional committees following the meeting on November 20, as included in the agenda packet, be endorsed by the Commission. The motion was seconded by Mr. Butler. There was no additional discussion, and the motion was carried.

Chairman King asked Ms. Evans to read the applicable portion from the Crupi Report.

Today, there is no structure that aligns regional planning. The Greater Richmond Chamber has done an outstanding job of bringing issues to the fore and keeping key issues before its members and the community but has no real way to implement regional priorities around a common vision. The Richmond Regional Planning District Commission has a staff in place, and its board is made up of public officials from the city and surrounding counties. However, the commission in recent years has lost visibility and stature in the community, and its staff is perceived as overly bureaucratic. Many question whether it should be dissolved and its resources be directed to more productive efforts.

Chairman King said Mr. Crupi reached the same conclusion the Commission reached internally. Chairman King said the agency is at a crossroads and must take action now, or the agency will be right back where it was before the members went through this exercise. He further recommended that the Commission take to heart what the Crupi Report has laid on the table and do something about it now.

Chairman King said Ms. Graziano had commented to him that she hoped what was said during the last meeting was real, and she believed something can be done, but she is looking for the Commission to take a step forward and not just talk about it. He feels everyone probably thinks the same way. This legislative program is a start, and he hopes the Commission will build upon it.

III. NEW BUSINESS

A. Virginia's 2008-10 Budget and a Primer on Public Education Issues

Chairman King introduced Mr. James Regimbal, from Fiscal Analytics, who gave an overview of the upcoming General Assembly budget and public education issues to Commission members.

Mr. Regimbal noted that as the projector was not working, he would refer members to the copy of his presentation that had been handed out previously. He continued with his presentation noting projected budget shortfalls and how these may be met by the governor. While Mr. Regimbal didn't think the governor

would cut public education funding, he was concerned that the General Assembly might.

Following his presentation, Chairman King asked if any of the members had questions for Mr. Regimbal. Mr. Amos asked about children who are in foster care within the Department of Social Services. These children are normally given the option when they turn 18 of staying within the system or going out on their own. Governor Kaine has mentioned he would like to expand the system to offer more educational benefits, independent living training, etc. Mr. Amos asked how this additional cost would fit into the current system. Mr. Regimbal indicated this would be beyond the current system. He believes some funding not already in use will be pulled back to try to fund the governor's priorities. Mr. Regimbal also noted that since 1998, overall taxes had been cut more than what had been taken in as revenue. This was also part of what was contributing to the current budget shortfall.

Chairman King thanked Mr. Regimbal for his presentation. At this time he apologized to the remaining speakers noting that due to time constraints, he would like to change the order of business to take up the agency's budget discussion while a quorum of members was still in attendance. One Commission member had already had to leave, and it was important for the Commission to take action on the budgets today.

C. Review of Revised FY 08 Budget and Work Program and Review of Preliminary FY 09 Budget and Work Program

Chairman King asked Ms. Evans to present this information to the Commission members.

Ms. Evans noted that the presentation will be made orally since the projector does not seem to be working. There are only a few changes to note in the FY 08 budget from what the Commission approved in May. Those changes include a new senior planner vacancy in Planning/IS, which has decreased the personnel costs, as well as the assumption that the executive director's position will be filled as of March 1. It is anticipated that \$55,300.00 will be needed from the unrestricted fund balance, a reduction of \$17,000.00 from what was anticipated when the budget was presented in May. During today's Executive Committee meeting, one change was requested: to remove \$3,500.00 from the supplies category which was to be used to install an automatic handicapped accessible door leading in to the board room. It was determined this expenditure should be further researched prior to being included in the budget.

Chairman King asked if there were any questions. Mr. Butler moved that the revised FY 08 budget be approved as amended by removing the \$3,500.00 expenditure. The motion was seconded by Mr. Pantele. Ms. O'Bannon asked for

clarification on where this expenditure was located. Ms. Evans noted it was listed on page 9, line 14. There being no further discussion, the motion was carried.

Ms. Evans continued by noting this is the first time the Commission members will be reviewing the preliminary FY 09 budget. She indicated some items are certain; however, the state appropriation is not known. The current year's revenue stream has been cut by 5% per the governor's request, as has the preliminary FY 09 budget. Membership dues will increase by \$5,500.00, while the rate remains at the 1992 level, due to an estimated increase in population. Final population figures will be received in either January or February and will then be reflected in the budget that will be presented to the Commission in May. There are some changes in Urban Transportation, shown beginning on page 11. On page 12, revenues are anticipated to be in excess of expenditures by \$30,000.00. If this is realized, the monies will be returned to the unrestricted fund. The MPO will act on the unified work program in April, which will reflect all final figures. The proposed FY 09 budget includes costs for full staffing, including an estimated salary for the new executive director.

Chairman King asked if there was a motion to accept the preliminary FY 09 budget as presented. Ms. Graziano so moved, and the motion was seconded by Ms. O'Bannon. Mr. Butler asked if this was a temporary budget. Ms. Evans noted that was correct. Mr. Amos clarified the bylaws required a preliminary budget be approved in December with a final budget being presented in May. There were no further questions or discussion, and the motion was carried.

B. Connections and Choices: Affordable Housing and Smart Growth in the Greater Richmond Area

Chairman King introduced the following speakers and thanked them for their patience:

Mr. Trip Pollard, Southern Environmental Law Center (SELC)

Ms. Frances Stanley, Virginia Local Initiatives Support Coalition

Mr. Gary Thompson, VCU Wilder School of Government and Public Affairs

Each of these speakers addressed issues included in the report "Connections and Choices: Affordable Housing and Smart Growth in the Greater Richmond Area."

As discussion progressed, Ms. O'Bannon noted that during a meeting she had recently with officials from GRTC, the statistics on congestion and the length of commutes were different from what was being presented by Mr. Pollard. Chairman King noted GRTC might have been speaking of time and not distance.

Mr. Hinson stated that he had a lot of respect for the Southern Environmental Law Center. However, he said it was disturbing to him to hear data being presented in a way that could be perceived as negative. He said, with all due respect, he thought data should be reviewed with more balance when projected into the

future. Mr. Hinson said he feels some of the trends taking place within the local jurisdictions were the opposite of what was being presented. He noted that the Henrico County Board of Supervisors had recently approved an urban mixed use development for the county that will allow mixed uses within the same structure and site as well as varying price levels for housing.

Mr. Pollard said he would be interested to see the data used by GRTC. Ms. O'Bannon noted again that the meeting she had attended with GRTC pointed to the opposite of what had been presented today.

Mr. Pollard said, according to SELC data, the total congestion in the Richmond region has increased at a more rapid rate than any other region in the state. He said his final point to make is that the trends are very clear and can be seen in some of the local fiscal and environmental impacts. What he would like to stress is the list of choices included in the report, and he noted that changes are being implemented in the localities based on this list.

At this time, Mr. Thompson presented some closing remarks, suggesting that RRPDC may be the appropriate agency to help the region address its challenges in affordable housing, smart growth, and transportation.

Chairman King thanked each of the speakers for their time and presentations.

D. Transportation Impact Fees Assistance (new item)

Chairman King asked Ms. Snyder if, in the interest of time, she would be agreeable to working with Ms. Stewart in developing a model to be used by the localities to work with transportation impact fees. Ms. Snyder indicated she would be willing to work directly with Ms. Stewart. Chairman King asked that Ms. Stewart present this information to the Commission at its next meeting.

IV. OTHER BUSINESS

A. Committee Reports

Personnel and Operating Policies Committee

Chairman King asked the committee chairman, Mr. Pantele, to provide an update on the search for a new executive director.

Mr. Pantele reported that he had met with the search firm's (Springsted) representative, John Anzivino. Mr. Anzivino will be working through staff to send a survey to all Commission members asking for input on various elements of the executive director's position, including job responsibilities and salary. This information will be summarized and brought to the Personnel and Operating Policies Committee for review. This will in turn be brought to the Executive

Committee for further discussion. It is hoped that advertising for the position can begin in late January. All of this information will be brought back to the Commission for discussion and action. Mr. Pantele asked that when members receive this survey, whether via email or regular mail, they please complete it and return it as soon as possible.

B. Announcements

There were no announcements.

C. For Your Information

Enclosed for the Commission's information was a letter from Mr. Kelly Miller, expressing his thanks for the opportunity to serve on the Commission. Chairman King noted that Mr. Miller's health issues are a concern, but he is doing well.

Chairman King thanked everyone for the opportunity to serve the Commission as chairman. He wished everyone success in continuing the work that has begun on setting the future direction of the Commission. Chairman King said he hoped that he had contributed in some way to helping move the Commission forward and if he had, it had made his time in public service very worthwhile.

V. ADJOURNMENT

There being no further business to come before the Commission, Chairman King adjourned the meeting at approximately 3:00 p.m.

Jo A. Evans
Interim Executive Director

R.M. "Dickie" King, Jr.
Chairman