

RICHMOND REGIONAL PLANNING DISTRICT COMMISSION
Minutes of Meeting
March 8, 2007

Members/Alternates Present

William R. Britton, Jr. (A)..... County of Charles City
Malvern R. Butler (M).....County of Goochland
Amy M. Cheeley (M).....County of Hanover
Robert R. Cosby (M).....County of Powhatan
James B. Donati (M)..... County of Henrico
John E. Gordon, Jr. (M).....County of Hanover
Kathy C. Graziano (M).....City of Richmond
John C. Grier (M).....City of Richmond
Jerilynn T. “Jeri” Grigsby (M)..... County of Henrico
Harvey L. Hinson (A)..... County of Henrico
Russell E. Holland (M), Chairman.....County of Powhatan
Michael L. Holmes (M), Treasurer..... County of Charles City
R. M. “Dickie” King, Jr. (M), Vice Chairman.....County of Chesterfield
David A. Kaechele (M)..... County of Henrico
Kelly E. Miller (M).....County of Chesterfield
William J. Pantele (M), Secretary.....City of Richmond
Faye O. Prichard (M).....Town of Ashland
Ellen F. Robertson (M).....City of Richmond
Robert R. Setliff (M).....County of Hanover
Donald D. Sowder (M).....County of Chesterfield
Millard D. “Pete” Stith, Jr.(A).....County of Chesterfield
Stran L. Trout (M)..... County of New Kent
David T. Williams (M).....County of Powhatan

Members Absent

Thomas M. Branin (M)..... County of Henrico
Richard W. Glover (M)..... County of Henrico
Frank M. Hartz (M).....County of Goochland
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
Elizabeth W. Moorhouse (M).....County of Hanover
Patricia S. O’Bannon (M)..... County of Henrico
George K. Roarty (M).....County of Chesterfield
Brenda L. “Sam” Snyder (M)..... County of New Kent
Frank J. Thornton (M)..... County of Henrico
Arthur S. Warren (M).....County of Chesterfield

Others Present

John Amos RRPDC Legal Counsel
Susan Keith Virginia Retirement System

Staff Present

Paul E. Fisher Executive Director
Jo A. Evans Assistant Executive Director
Julie H. Fry Executive Secretary
Daniel N. Lysy Director of Transportation
Jackie S. Stewart Director of Planning/IS
Peter M. Sweetland Finance and Contracts Administrator
Patricia A. Villa Communications Coordinator

Call to Order

Chairman Holland called the regularly scheduled March 8, 2007 RRPDC meeting to order at approximately 1:00 p.m. in the RRPDC conference room. Chairman Holland 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 23 members/alternates was present.

B. Requests for Additions or Changes in Order of Business

Chairman Holland indicated he would be adding an item to the agenda under Old Business: RRPDC-VRS Work Session Report. He asked if there were any other changes or additions to the order of business. There were no other changes.

C. Open Public Comment Period

Chairman Holland 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 Holland closed the public comment period.

D. Approval of Minutes – February 8, 2007 Meeting

Mr. Pantele, Secretary, presented minutes of the RRPDC meeting held on February 8, 2007. On motion made by Mr. Pantele and seconded by Mr. Setliff, the minutes were unanimously approved as presented.

F. Approval of January 2007 Financial Report

Mr. Holmes presented the financial reports for January 2007. On motion made by Mr. Holmes and seconded by Mr. Pantele, the January 2007 financial report was unanimously approved as presented and accepted for audit.

G. Chairman's Report

Chairman Holland stated that he did not have a formal report. He announced that Ms. Beverley C. Lacy had been appointed to replace Mr. William Russell Jones as the City of Richmond Planning Commission's representative to the Commission. Ms. O'Bannon has resigned her appointment to the RRPDC and MPO Executive Committees. Mr. James Donati, chairman of the Henrico County Board of Supervisors, will replace Ms. O'Bannon on those committees.

H. Executive Director's Report for February 2007

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.

II. OLD BUSINESS

A. RRPDC - Virginia Retirement System (VRS) Work Session

Chairman Holland asked Mr. Amos to present his report, which was distributed to Commission members at this time.

Mr. Amos stated in reference to the Commission work session held on February 22, 2007, several issues had arisen concerning the Commission's history with the Virginia Retirement System (VRS), the Commission's eligibility to join VRS in 2001, and the suggestion that at one time the Commission had not been eligible to join VRS.

In conjunction with Ms. Susan Keith, from VRS, and Ms. Jo Evans, Mr. Amos stated he had been able to review historical information that led him to offer his report and opinion today. When the Richmond Regional Planning Commission (RRPC) was created in 1956, by a Concurrent Resolution of Chesterfield and Henrico Counties and the City of Richmond, pursuant to Chapter 455 of the Acts of the Virginia General Assembly of 1950, the five employees of the Commission were probably not covered by a retirement plan.

The RRPC joined VRS by resolution, effective July 1, 1968. When RRPC ceased to exist in 1969 with the creation of Richmond Regional Planning District Commission (RRPDC), VRS notified RRPDC that VRS was working to

determine if RRPDC would be eligible to enter into membership with VRS. It was determined by the Department of Health, Education and Welfare that RRPDC would be considered a separate entity from RRPC and would thus be eligible to enter into a membership with VRS. The executive director of RRPDC responded to VRS it was the intention of RRPDC not to cover its employees under VRS, and as a result, RRPC membership with VRS was terminated in November 1969, the date of RRPC dissolution.

RRPDC sought to join VRS by resolution in 2001. It is Mr. Amos' opinion that the resolution to join VRS executed in 2001 was administratively and legally proper.

Reference to the Commission being a federal agency came from an internal VRS memo regarding a fund balance in the amount of \$419.08 in the name of RRPC in which the memo stated the "...entity's status was altered when it was absorbed by a Federal agency in November of 1969 and as a result is no longer eligible for VSRS membership." This was a false statement and would have been corrected by the Commission if the issue had been raised at that time. As it was not raised, it was not an issue in 2001 when RRPDC joined VRS.

It is unclear as to the dispensation of the fund balance in the amount of \$419.08.

Mr. Amos indicated that he has reviewed the proposed resolution to authorize purchase of VRS service credit and finds it to be in proper form and content.

Chairman Holland asked if there were any questions.

Mr. Hinson asked if meeting minutes from November 1969 indicated action taken by the Commission regarding VRS. Mr. Amos responded that he did not have the minutes available; he was basing his opinion on copies of correspondence between VRS and RRPDC. Chairman Holland stated that if such a reference could be found in meeting minutes, a copy would be forwarded to Mr. Hinson.

Mr. Hinson asked if VRS could look into what happened to the fund balance. Ms. Keith stated this was being done, but she did not have the information at this time.

Chairman Holland asked if anyone had any further questions.

Mr. Fisher stated that based on the additional work done, thanks to issues being brought out by Henrico County during the work session, and work done by Mr. Amos and Ms. Keith, staff could have a package completed for presentation at the April Commission meeting. Mr. Hinson asked if this would include new language in the resolution on use of ICMA funds to purchase VRS service credit. Mr. Fisher confirmed the resolution would be revised to include this language.

Mr. Holmes made a motion to defer this item to the April meeting. The motion was seconded by Ms. Graziano and passed unanimously.

On behalf of Henrico County, Mr. Hinson thanked those who attended the work session, Ms. Keith from VRS, and RRPDC staff for their work in resolving this issue. He said he appreciated getting the additional information. Chairman Holland thanked Mr. Hinson for his efforts and asked members to contact staff with any additional questions they may have prior to the April meeting.

III. NEW BUSINESS

A. 2007 Virginia Community Development Block Grant Program Regional Priorities

Chairman Holland asked Mr. Fisher to present this item.

Mr. Fisher stated this is one of three items brought to the attention of the Commission each year at this time. This item will be to authorize funding assistance to the non-entitled localities of the region: the Town of Ashland, and the counties of Charles City, Goochland, Hanover, New Kent, and Powhatan. These localities may submit projects that benefit low- and moderate-income persons to the Department of Housing and Community Development for funding assistance.

On motion made by Mr. King and seconded by Ms. Prichard, the motion to adopt the priority list as presented for submission to the Department of Housing and Community Development was carried unanimously.

B. Grant Application – Virginia Coastal Zone Management Program

Mr. Fisher noted that last year this grant provided \$27,500 for coastal program planning and required a match of \$27,500 from RRPDC. Amounts for this year are expected to be the same. These funds are used to continue work with member governments on coastal projects such as GIS data development, tributary strategy development, and support of the Commission's Environmental Technical Advisory Committee.

Mr. Miller asked what projects are done with this funding. Mr. Fisher stated there are a number of GIS maps completed for member localities. He asked Ms. Stewart if she had any additional work examples. She stated other examples include a low-impact development website with information on storm water management; James River mapping; and comprehensive plans for zoning.

Mr. Butler asked why Powhatan and Goochland counties had not been included if work was being done on the upper James River area. Ms. Stewart replied that

while these counties were not part of the official work plan, they were included unofficially in any work that was done.

Mr. Hinson noted that the line separating Henrico and Goochland counties is located in the center of Tuckahoe Creek. Water on the Henrico side is included in the Chesapeake Bay Act while water on the Goochland side is not.

Chairman Holland asked if there was any further discussion. There being none, on motion made by Ms. Graziano and seconded by Mr. Kaechele, the motion to authorize the executive director to submit a request for coastal funding was carried. Mr. Butler abstained from the vote.

C. Request to Apply for Rural Transportation Planning Program Funds

Mr. Fisher indicated this is the annual rural transportation planning grant from the Department of Transportation. The annual program budget is \$60,000 of which \$48,000 is funded by VDOT and the remaining amount by RRPDC to assist the smaller jurisdictions with rural transportation plans.

Mr. Kaechele asked if this would involve GRTC. Mr. Fisher stated it could as the Regional Mass Transit Study was currently underway. One of the things the rural localities asked was to make sure connections with GRTC are considered in the study.

Chairman Holland asked if there was any further discussion and if not, a motion would be in order. On motion made by Mr. Butler and seconded by Mr. King, the Commission authorized the executive director to submit the scope of work to VDOT for its approval. The motion carried unanimously.

IV. OTHER BUSINESS

A. Announcements

There were no announcements.

Chairman Holland recognized Mr. Kaechele who asked if anyone knew whether the GRTC Taxi Commission was still in existence and if so, the status of that advisory board. Mr. Fisher stated the staffing function for the Regional Taxi Advisory Board had been shifted to GRTC. While the board still exists, Mr. Fisher was not aware of any involvement by RRPDC or the MPO. Staff will find out the status of the advisory board and report back to the Commission on its findings.

B. For Your Information

The following item had been included for the Commission's information:

1. Letter distributed to members of the Richmond Regional Caucus stating the Commission's opposition to HB 3109.

V. ADJOURNMENT

There being no further business to come before the Commission, on motion duly made and seconded, Chairman Holland adjourned the meeting at approximately 1:30 p.m.

Paul E. Fisher
Executive Director

Russell E. Holland
Chairman