

RICHMOND REGIONAL PLANNING DISTRICT COMMISSION
Minutes of Meeting
June 12, 2008

Members/Alternates Present

Malvern R. "Rudy" Butler (M).....County of Goochland
Karin Carmack (M).....County of Powhatan
Deborah B. Coats (A)County of Hanover
Robert R. Cosby (M).....County of Powhatan
Timothy W. Cotman, Sr., Vice Chairman (M) County of Charles City
Marleen K. Durfee (M).....County of Chesterfield
Daniel A. Gecker (M)County of Chesterfield
Richard W. Glover (M)..... County of Henrico
John E. Gordon, Jr. (M)County of Hanover
Kathy C. Graziano (M)City of Richmond
Jerilynn T. "Jeri" Grigsby (M)..... County of Henrico
John C. Grier (M).....City of Richmond
Russell J. Gulley (M)County of Chesterfield
Evan Fabricant (M).....County of Hanover
James M. Holland (M)County of Chesterfield
Courtney G. Hyers (M).....County of Goochland
Dorothy Jaeckle (M)County of Chesterfield
E. Ray Jernigan (M)..... County of Henrico
David A. Kaechele (M)..... County of Henrico
Patricia S. O'Bannon (M) County of Henrico
C. Harold Padgett (M).....County of Hanover
William J. Pantele (M), Treasurer.....City of Richmond
Faye O. Prichard (M)Town of Ashland
Ellen F. Robertson (M)City of Richmond
Robert R. Setliff (M).....County of Hanover
Randall R. Silber (A) County of Henrico
Millard D. Stith, Jr. (A).....County of Chesterfield
Stran L. Trout (M)..... County of New Kent
Arthur S. Warren, Chairman (M).....County of Chesterfield

Members Absent

James B. Donati (M), Secretary..... County of Henrico
Beverley C. Lacy (M)City of Richmond
Delores L. McQuinn (M)City of Richmond
George K. Roarty (M).....County of Chesterfield
Brenda L. "Sam" Snyder (M) County of New Kent
Frank J. Thornton (M)..... County of Henrico
Joseph B. Walton (M)County of Powhatan

Others Present

John R. Amos..... RRPDC Legal Counsel
Maggi BeckstofferGRCC
William Boshier GRCC/VCU
Jim Dunn.....GRCC
Robert Grey.....GRCC
George M. Homewood..... County of New Kent
Stephanie KirkseyGRCC

Staff Present

Jo A. Evans Interim Executive Director
Julie H. Fry..... Executive Secretary
Anne Darby Intern
Daniel N. Lysy Director of Transportation
Jackie S. Stewart Director Planning/IS
Peter M. Sweetland Finance and Contracts Administrator

Call to Order

Chairman Warren called the regularly scheduled June 12, 2008 RRPDC meeting to order at approximately 1:05 p.m. in the RRPDC board room. He asked Mr. Cosby to lead the Commission members in the pledge of allegiance to the flag.

I. ADMINISTRATION

A. Certification by Commission Interim Executive Director of Meeting Quorum

Ms. Evans certified that a quorum of members was present.

B. Requests for Additions or Changes in Order of Business

There were no changes or additions.

At this time Chairman Warren recognized Mr. Trout who said that Ms. Snyder sent apologies for not being able to attend today’s meeting. She has been ill recently and hopes to attend the next meeting.

Mr. Setliff said he wanted to introduce a new member from Hanover County. Mr. Evan Fabricant has been appointed as the county’s Citizen Representative to the Commission.

Chairman Warren welcomed Mr. Fabricant and asked everyone to join in giving Mr. Fabricant a round of applause.

C. Open Public Comment Period

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

D. Chairman's Report

Chairman Warren thanked everyone for the opportunity to serve as Chairman over the past six months. He said he felt that a lot of things had been accomplished including the collaborative effort with the Chamber of Commerce in the visioning process. The Commission had voted unanimously to partner with the Chamber in this effort, which is now well underway. He noted an update on this project will be given today.

He said other accomplishments included the establishment, at the direction of the Commission members, of the Transportation Funding Strategies Work Group. This group has met once and will meet again next week. Mr. Gecker was appointed chairman of this group. He asked Mr. Gecker if he had a report on the meeting. Mr. Gecker said the group has been charged with having a report to bring to the Commission by September 15, 2008. He said he believes there will be a good range of ideas on how to address transportation funding issues.

Chairman Warren noted that by unanimous vote, the Commission had agreed to oppose SB 768 (impact fees). He said he knows the Commission will continue to work on this issue in the coming months.

He also noted the Commission had taken a unanimous stand in passing a resolution stating that transportation funding is the responsibility of state government.

Chairman Warren thanked the members for their support over the past six months.

E. Approval of Minutes – May 8, 2008 Meeting

Chairman Warren presented minutes of the RRPDC meeting held on May 8, 2008, on behalf of Mr. Donati, who was not able to attend today. On motion made by Ms. O'Bannon and seconded by Mr. Butler, the minutes were unanimously approved as presented.

F. Approval of April 2008 Financial Report

Chairman Warren asked Mr. Pantele to present the financial reports for April 2008. Mr. Pantele called the members' attention to the report under Tab 2. There being no further questions or discussion, on motion made by Mr. Pantele and

seconded by Chairman Warren, the March 2008 financial report was unanimously approved as presented and accepted for audit.

G. Interim Executive Director's Report

Ms. Evans stated the report of staff activities over the past month was included in the agenda book under Tab 3. 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 now, or members can call RRPDC staff at any time with questions or concerns regarding work done for the jurisdictions.

Ms. Evans stated that concluded her report.

II. OLD BUSINESS

A. Jurisdictional Committees Reports

Chairman Warren asked Ms. Prichard if she would like to give a report from the Small Jurisdictions Committee.

Ms. Prichard reported that the Small Jurisdictions Committee did not meet in June but will meet in July. She said she will meet with Mr. Homewood on June 13 to discuss the impact fees/ proffers issue and to develop a recommendation to bring to the Commission during its next meeting.

Mr. Gordon said the Large Jurisdictions Committee has not met since the last Commission meeting; however, the work is ongoing. Along with Chairman Warren, he met with representatives from the Greater Richmond Chamber of Commerce (GRCC) to begin defining the visioning process. Ms. Prichard had not been able to join the discussion due to some circumstances beyond her control. Those in the meeting were able to walk through a process they feel will lead to an effective vision for the region. There will be many other people involved, including citizens, business leaders, and elected officials. It is felt that this work will result in a vision that can and will be implemented. Representatives from GRCC are in attendance today and will offer more information. Mr. Gordon asked if the diagram outlining the process could be distributed.

Mr. Gordon noted the diagram outlines a fairly detailed process that will involve many people. Each step is critical in completing the process. Everyone is optimistic that the process can be completed quickly and that it should be completed in the right way. The first series of boxes indicate planning, which has already been completed. The next series involve bringing together participants. There will be a group of 40 persons to serve as advisors, including established and emerging leaders in the region. There will be a press conference to introduce these individuals. Data will be collected from the localities for review and

analysis. This will lead to a report, and there may be town hall meetings to discuss this. The information will also be posted on a website. Activity groups will be created to include some of the advisors in addition to other people who have expertise in specific areas. Once these activity groups meet, a plan will be devised, followed by review and discussion. While this is a long process, it is believed it will lead to success. There have been many other attempts to do this type of exercise that have not have succeeded fully.

Chairman Warren asked Mr. Grey and Dr. Boshier if they would like to make any comments.

Mr. Grey noted this had been a process of engaging business and government with the next step of trying to engage the citizens of the region. There have been other attempts by various groups working independently to do what is being done now with the hope that all of the efforts would match at the end of the process. What is being undertaken now is to bring all of these groups together at once and work together. The goal is to make a regional vision that will make everyone proud of where we all live. He said the input from Chairman Warren, Mr. Gordon, and Ms. Prichard has been fabulous. The input has helped the business community get it right and to focus. It has been a wonderful process of discussion to come up with what is now being proposed. Mr. Grey indicated that Dr. Boshier is the one person who has been instrumental in keeping everyone on track. Mr. Grey introduced Ms. Stephanie Kirksey, a senior vice president with GRCC, who has helped organize the effort. He also introduced Maggi Beckstoffer, who has created all of the visual aids that will be used to communicate what is being accomplished in the discussions. Mr. Grey also thanked Mr. Jim Dunn for his support.

Dr. Boshier thanked members of the Commission for their support. He reviewed the diagram previously distributed. He noted that the Commission is now growing in its impact on and services to the communities represented. This is the first major initiative undertaken where elected officials and business leaders have come together. When the Chamber first said it was going to work on a regional vision, the Commission said it wanted to help in that creation and not just buy in to what GRCC had already done. The first step in getting commitment and participation from all those involved has taken place. The next step is to identify those from the Commission who will sit with business leaders in a smaller group. This focus group should meet very quickly. The press conference shown on the diagram will happen later in the summer or early fall. There may be an earlier press conference to introduce this leadership group to the press.

This group of elected officials and business leaders will need to bring on board other individuals. Dr. Boshier asked that a second handout be distributed. It showed various categories to consider in identifying individuals to serve on this next group. Half of the group should be comprised of leaders, formal and informal, who are already established in their communities. The other half should

be those young, emerging leaders, who will implement the vision that is put in place. The established leaders should be matched with an emerging leader.

The first step is to identify business leaders to serve with the elected officials. Dr. Boshier said it would be advantageous to have this group in place within the next two to three weeks. A press conference might be helpful to let the public know this is moving forward. A website is being created for those interested in participating. The document just distributed will assist in selecting individuals to participate. This exercise must be perceived to be one that will encompass the entire area, not just certain areas.

Dr. Boshier said the support from the Commission members will be appreciated in identifying those who might serve on this focus group.

Mr. Kaechele asked why some of the categories on the sheet were left blank.

Dr. Boshier said these were left blank for other categories that might have been missed. Mr. Grey pointed out that the characteristics/traits on the left are those that show a reason as to why the nominee should serve. Mr. Grey also noted there should be as much transparency to the public as possible. The website can be used for other individuals to sign up. There will be many ways to participate other than serving on the governing board. Activity groups will allow people to serve where they have expertise. This effort will be sustainable and will require involvement from people who will be willing to stay engaged as the vision evolves.

Dr. Boshier commented that the form had been distributed to begin a thought process on who should be on this group and to get feedback on the form itself and whether or not it should be changed.

Ms. O'Bannon asked if members of the Commission should offer names on who should be on the advisory committee. Dr. Boshier said that was correct.

Ms. Robertson asked if the advisory group will be the group to create a vision that will be adopted by everyone else. She said data has been collected previously to create a regional vision but those efforts had failed. She said she wanted to know how the regional partners will endorse this effort and what sort of support would be needed to make the visioning effort happen.

Dr. Boshier said this is a process and not a product. To talk about products would involve discussing fiscal responsibility. This is about creating a mechanism that will sustain those at the table in talking about potential projects. One of the efforts will be to collect data from the localities to see where there are common interests. At this stage, it's about participation and commitment. Products will come later.

Ms. Durfee asked about the role of the advisory team.

Dr. Boshier said the advisory team will lead the charge. This leadership will be dispersed to a larger group of perhaps 40-50 persons who will assist. These people will need to report back to the elected officials.

Mr. Grey said part of this is an evolution of taking down some of the barriers and to find a way to make them less obstructive and more of a support. Everyone in the region has something to gain. Citizens will have a large role to play and will come from a diverse background that will be a good representation of a larger community. The entire region will be represented.

Ms. Graziano asked who the advisory group will advise.

Mr. Grey responded that this will be an advisory *council* because this term does not have any preconceived definition. It is hoped this group will be the policy making body. It will receive information, perform research, and analyze the information to give feedback. The activity groups will then act on the information from the advisory council.

Dr. Boshier said the activity groups will discuss specific disciplines.

Mr. Glover asked how this was different from the Focus on the Future exercise that had been done a few years ago. He also wanted to know who within the Commission had the foresight to put this plan of action on paper. He said Focus on the Future had been led by outside groups and not the elected officials.

Dr. Boshier said the Focus on the Future exercise had been project-oriented. The current exercise came after discussions between representatives from the Large and Small Jurisdictions Committees and GRCC. This came after the Commission voted to participate in the GRCC visioning exercise.

Mr. Pantele noted that the Commission has spent many years trying to understand what the Commission is all about. Within the last twelve months it was realized that the Commission represents over one million residents from nine jurisdictions. The Commission has a responsibility to serve these residents. The Commission went through its own visioning process, thanks in part to many of those sitting around the table now, as well as the Jurisdictional Committees, at a level not seen before and with a desire to take the entire region to another level. Unconnected to those discussions was the Crupi Report, which was led by the business community. This was a challenge for the region to think about the region strategically. After a lot of discussion, it was determined these efforts should be brought together, which is what is being done now. Additionally, Mr. Pantele pointed out that the business community has been invited to participate in the selection process for a new executive director. It is important for these groups –

business leaders, elected officials, and citizens represented by the elected officials – to come together to implement the vision once it's created.

Mr. Glover asked if there is an objective at the end of the process.

Mr. Pantele responded that the process will help define the objective. The objectives have to be reached together if progress is going to be made. There will be many more conversations as this goes ahead. The jurisdictions can't do this without support from each other. Political will is having an understanding of where we need to go and being able to bring people along. This sets everyone going down the same path.

Dr. Boshier said it was critical to be involved with the elected officials in setting this process in motion.

Mr. Butler said it is important that the Chambers of Commerce in the smaller jurisdictions need to be a part of this process. These people have been forgotten in previous efforts which may have contributed to the failure of those previous efforts.

Dr. Boshier said he understood what Mr. Butler was trying to communicate.

Mr. Grey stated that part of the matrix that was being proposed is to identify business leaders in all communities, not just in the larger ones. It's through the participation of the smaller chambers that will give this effort credibility.

Mr. Gordon said there are no small wheels in this process. Everyone in the region has something to contribute. He said the leadership so far in this process subscribes to this same philosophy. It will be an open process. This is an opportunity for suggestions and revisions. The process will lead to several projects, including a plan of action and implementation plans. As this moves forward, there will be a chance to make changes in the process. It is important for this to succeed. It is the Capital Region's opportunity to get it right. Everyone will have representation – business leaders, elected officials, and citizens. If everyone remains enthusiastic, excited, and optimistic for the chances for success, there is no doubt this will succeed.

Mr. Glover said he did not mean to imply that Focus on the Future was a failure. He thinks it was successful. Those who made the decisions on the outcome made them based on what the people of the region said. There may not have been enough time to accomplish more. He does not disagree with what is now being proposed.

Chairman Warren noted this is both a short-term and long-term process and will require input from everyone.

Mr. Gordon noted he, Chairman Warren, and Ms. Prichard had some discussion on who would represent RRPDC on the advisory council. Mr. Gordon said he would like to place into nomination the following persons: Chairman Warren, John Gordon, David Kaechele, and Bill Pantele to represent the larger jurisdictions; Faye Prichard and Stran Trout to represent the smaller jurisdictions; and two county administrators, Virgil Hazelett (Henrico) and Jay Stegmaier (Chesterfield).

Mr. Gordon said this would be in the form of a motion. The motion was duly seconded. Mr. Gordon said these persons will represent the Commission and elected officials as part of the advisory council that will meet with their counterparts from the business community to coordinate the process of identifying those who will serve on the other groups.

Mr. Holland asked how long these appointments will last. Mr. Gordon said if an individual leaves the Commission, then another would be nominated to replace the person. Chairman Warren said the membership could be fluid so that replacements can be named as needed. Chairman Warren also pointed out this is to the benefit of everyone in determining how to protect local governments and still build regional partnerships. More can be accomplished by working together. This opportunity is being offered by GRCC. Nothing will be done in a vacuum; reports will be brought back to the Commission members. If members of the Commission don't buy in to what is being done then it will not be effective in the region.

Chairman Warren called for a vote on the motion. The vote was unanimous except for Mr. Butler's nay vote. Mr. Butler said there should be administrative representation from the smaller jurisdictions as there are two administrators from the larger jurisdictions. Chairman Warren noted this objection and thanked Mr. Butler for his input.

B. Executive Director Search Update

Chairman Warren asked Mr. Pantele if he had an update to report.

Mr. Pantele reported that the Personnel and Operating Policies Committee had met twice. Mr. Pantele noted that John Anzivino, from Springsted, has done a fantastic job in this search effort. Mr. Anzivino and his staff reviewed over 50 applications and narrowed those down to a list of the top ten. The committee narrowed that list down to four finalists; the names will be kept confidential at this time. The next step is to begin the interview process. Mr. Anzivino will be contacting some members of GRCC for their participation in the interview process in addition to assistance from Dr. Boshier. The region's CAOs will also be asked to participate.

Mr. Kaechele asked when a new executive director might be hired. Mr. Pantele said at this point the goal is toward the end of July or mid-August.

Mr. Glover asked if, going back to Mr. Butler's objection to the previous motion, there could be additional nominations of persons to serve on the advisory council. Chairman Warren said the Commission could change the membership of that group if it so desired. Mr. Glover said he would like to make a motion for Mr. Butler to serve on the advisory council, if Mr. Butler would be agreeable. Mr. Butler said he wanted an administrator to serve. Mr. Glover asked if Mr. Butler's county administrator might be willing to serve. Chairman Warren said this could be discussed at the next Commission meeting. Mr. Glover said he would withdraw the motion.

III. NEW BUSINESS

A. Report of the Nominating Committee for FY 09 Officers

Chairman Warren said he had appointed the following members to serve on the Nominating Committee: Ms. Prichard, Mr. Butler, and Mr. Cosby. He asked if they were ready to give a report.

Mr. Butler reported that based on the established jurisdictional rotation, the following slate of officers was being recommended to the Commission for action:

Mr. Cotman, Charles City County	Chairman
Ms. Graziano, City of Richmond	Vice Chairman
Mr. Donati, Henrico County	Treasurer
Mr. Trout, New Kent County	Secretary

Mr. Butler said the committee would present this slate in the form of a motion for approval by the Commission. As no second was required, Chairman Warren called for a vote on the motion. The motion carried unanimously. All officers-elect will be sworn in during the July Commission meeting.

B. Resolution of Appreciation

Chairman Warren made a motion to approve the resolution of appreciation for outgoing member Amy Cheeley. The motion was seconded by Ms. O'Bannon. There was no further discussion and the motion carried. Ms. Cheeley will be invited to attend the July Commission meeting to receive the resolution.

IV. OTHER BUSINESS

A. Committee Reports

There were no other committee reports.

B. Announcements

There were no announcements.

C. For Your Information

Included in this section for the members' information were the following:

- various news articles related to the partnership between RRPDC and GRCC to establish a regional vision

V. ADJOURNMENT

There being no further business to come before the Commission, on motion duly made and seconded, Chairman Warren adjourned the meeting at approximately 2:10 p.m.

Jo A. Evans
Interim Executive Director

Arthur S. Warren
Chairman