

**RICHMOND REGIONAL PLANNING DISTRICT COMMISSION**  
**Minutes of Meeting**  
**March 13, 2008**

**Members/Alternates Present**

W.R. Britton, Jr. (A) ..... County of Charles City  
Malvern R. “Rudy” Butler (M)..... County of Goochland  
Amy M. Cheeley (M).....County of Hanover  
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  
James B. Donati (M), Secretary ..... County of Henrico  
Marleen K. Durfee (M).....County of Chesterfield  
Daniel A. Gecker (M) .....County of Chesterfield  
John E. Gordon, Jr. (M) .....County of Hanover  
Kathy C. Graziano (M) .....City of Richmond  
John C. Grier (M).....City of Richmond  
Russell J. Gulley (M) .....County of Chesterfield  
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  
Beverley C. Lacy (M) .....City of Richmond  
William J. Pantele (M), Treasurer.....City of Richmond  
Faye O. Prichard (M) .....Town of Ashland  
Robert R. Setliff (M).....County of Hanover  
Randall R. Silber (A) ..... County of Henrico  
Stran L. Trout (M).....County of New Kent  
Carson L. Tucker (A).....County of Powhatan  
Joseph B. Walton (M) .....County of Powhatan  
Arthur S. Warren, Chairman (M).....County of Chesterfield

**Members Absent**

Richard W. Glover (M)..... County of Henrico  
Jerilynn T. “Jeri” Grigsby (M)..... County of Henrico  
Delores L. McQuinn (M) .....City of Richmond  
Patricia S. O’Bannon (M) ..... County of Henrico  
C. Harold Padgett (M).....County of Hanover  
George K. Roarty (M).....County of Chesterfield  
Ellen F. Robertson (M) .....City of Richmond  
Brenda L. “Sam” Snyder (M) ..... County of New Kent  
Frank J. Thornton (M)..... County of Henrico  
David T. Williams (M) .....County of Powhatan

**Others Present**

John R. Amos..... RRPDC Legal Counsel  
John Anzivino ..... Springsted, Inc.  
John T. Benton ..... Citizen  
Karin Carmack .....County of Powhatan  
Carol David..... Citizen  
Russell E. Holland .....County of Powhatan  
Michael L. Holmes..... County of Charles City  
R.M. “Dickie” King, Jr. ....County of Chesterfield  
Adele MacLean..... Citizen

**Staff Present**

Jo A. Evans ..... Interim Executive Director  
Julie H. Fry..... Executive Secretary  
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 March 13, 2008 RRPDC meeting to order at approximately 1:15 p.m. in the RRPDC board room. He asked Mr. Gulley 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**

Chairman Warren asked if there were any changes in the order of business. There were no changes or additions.

**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 from the public to address the Commission, Chairman Warren closed the public comment period.

#### **D. Chairman's Report**

Chairman Warren welcomed and thanked the former members of the Commission for being in attendance. Their service will be recognized later on the agenda.

He also thanked all members of the Commission for their support in opposition to SB 768. This bill was introduced at the last possible minute and was railroaded through the Senate without any input from the localities. As a result of contact from the Commission, in addition to VACo, VML, High Growth Coalition, and other organizations and individuals, this bill was carried over by the House Rules Committee until the 2009 General Assembly session. This will allow time for members of the Commission to work with the bill patrons in developing a more favorable piece of legislation. The Speaker of the House had been very impressed with the number of local elected officials who had contacted him regarding this legislation. That contact helped the Speaker stop the advance of this legislation. Chairman Warren noted that the VACo board of directors will discuss this further during their meeting on May 3; Chairman Warren sits on that board. During the RRPDC Executive Committee meeting, the need for the Commission to take a role in working with legislators prior to next year's session was discussed. This will be brought up later during the reports from the Jurisdictional Committees.

Chairman Warren brought to the attention of the Commission members, primarily for the benefit of new members, that there is a sign-up sheet passed around during each meeting. Please sign this so there is a record of your attendance. Also, name plates for each member are placed on the table in the anteroom and should be picked up by each member on their way in to the meeting. As a courtesy to members, it is requested that only voting members and alternates be seated at the meeting table.

#### **E. Approval of Minutes – February 14, 2008 Meeting**

Chairman Warren asked Mr. Donati to present minutes of the RRPDC meeting held on February 14, 2008. A motion to approve the minutes was made by Mr. Donati and seconded by Ms. Prichard. There being no further discussion, the minutes were unanimously approved as presented.

#### **F. Approval of January 2008 Financial Reports**

Chairman Warren asked Mr. Pantele to present the financial reports for January 2008. Mr. Pantele called the members' attention to the reports under Tab 2. He noted expenses appear to be in order. There being no further questions or discussion, on motion made by Mr. Pantele and seconded by Mr. Butler, the January 2008 financial reports were 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 are welcome to call RRPDC staff at any time with questions or concerns regarding work done for the jurisdictions.

With regard to the current legislative session, the budget bill now before the General Assembly will more than likely be approved today. It cuts this agency's appropriation by about \$8,200.00 each year over the next two years. This will not be an insurmountable problem for the agency. Ms. Graziano's office provided an update this morning from VML that notes the conferees had reached an agreement on the budget, and it would be voted on today. The notice indicated the state will be expanding state programs and implementing new ones, at the expense of local governments, totaling approximately \$50 million. Amendments to the budgets are being printed and will be made available later today. These will be reviewed by VML and an analysis will be provided by that group. The governor will call a special session within the next two months to discuss transportation funding. A work group recommended by the Jurisdictional Committees should be in place by that time and can work on those issues. A veto session will be held on April 23.

## **II. OLD BUSINESS**

### **A. Resolutions of Appreciation**

Chairman Warren noted resolutions of appreciation to outgoing Commission members had been approved during last month's meeting. At this time, he will present these resolutions to those former members who are in attendance. Ms. Evans read a list of those members being honored and noted some of them had contacted staff to say they could not attend today's meeting. Their resolutions will be mailed to them. She then read a copy of the resolution.

Chairman Warren asked Mr. King, Mr. Holland, and Mr. Holmes to step forward. On behalf of the Richmond Regional Planning District Commission, Chairman Warren thanked each of them for their service, noting their efforts had contributed to the success the Commission is now enjoying. He wished each one well in their future endeavors and asked if they had any comments.

Mr. Holmes stated it was good to see everyone again and that it was good to see the Commission is taking action on legislative issues. This was something that had been attempted for the past several years, and he was glad to see the Commission move forward in this area. He noted this work will benefit not only members of the Commission but all residents of the region.

Mr. Holland commented it had been an honor and privilege to work with everyone on the Commission board. He thanked the Commission for providing immeasurable services to the smaller counties, such as GIS programs and assistance. He thanked members for the work being done in cooperation by the smaller and larger counties, especially on the Jurisdictional Committees. Mr. Holland said he thinks the work being done by the two committees will pave a path for bigger and better things for the agency. He feels the Commission is the best agency available to foster regional cooperation.

Mr. King said it was important to retain confidence in the Commission in order to move forward as determined previously and not to let others take the lead on issues as they relate to the region. In meetings he had attended, it was always agreed that the smaller jurisdictions were important, and it was also important to remember to recognize that they have a disadvantage of not having the same resources as the larger jurisdictions to accomplish projects. This board must continue to work together. Mr. King thanked everyone for the opportunity to be a part of the Commission's successes.

Chairman Warren also presented a plaque to Mr. King in appreciation of the time he served as Chairman of the Commission. Chairman Warren noted that the Commission will continue to build on the foundation laid down by Mr. King during his tenure as Chairman. Chairman Warren asked Mr. King to continue to offer advice to the Commission and thanked him for his service. Mr. King said he wanted to reiterate the groundwork had been laid by the three previous chairmen; he had only used that foundation to build on. He again thanked the Commission members for the recognition.

## **B. Executive Director Search Update**

Mr. Pantele, chairman of the Personnel and Operating Policies Committee, introduced Mr. John Anzivino, from Springsted, the firm which is facilitating the search efforts for a new executive director.

Mr. Anzivino noted his firm had been working with the Commission since last fall to help identify the direction in which the Commission wanted to go in its search for a new executive director. The firm stepped back when it was realized there would be some changes in the Commission makeup due to local elections. Once new members were appointed, a survey was developed and mailed to all Commissioners to ask for input on what qualities, experience, and education would make an ideal candidate for a new executive director for the Commission.

During the Executive Committee meeting, two documents had been provided (also distributed at this time to Commission members): a memorandum outlining the process and a profile of the ideal candidate, operations within the region, and a summary of the profile. Eighteen responses to the survey had been received (one today). The candidate, as indicated from survey responses, should be a visionary,

aggressive in leadership within the confines of established policies and practices as set by the board, and someone who can help lead the region to solve problems that go across jurisdictional lines. The candidate should have a bachelors degree, with a masters degree preferred, in planning, business, or public administration, or a related field. The candidate should have extensive experience in a responsible, comparative position, and be able to interact with a variety of other civic and government leaders. It will be important for the candidate to take time and make an effort to work for the Commission to help move it and the region forward as issues are identified.

The Executive Committee had spent some time discussing the profile and the suggested timeline. It would be Mr. Anzivino's preference to being advertising tomorrow if he is authorized to do so. Applications will be received through April 20, and a preliminary report will be brought back to the Commission at the May 8 meeting. The interview process will be determined in cooperation with Mr. Pantele and Ms. Prichard including how to involve other entities within the region such as administrative officers of local governments and other regional partners.

Mr. Anzivino noted some of the advertising venues, including local resources, that will be used in the national search.

Mr. Gulley asked if the responses from the survey would be published. Mr. Anzivino said he would make that information available.

Mr. Pantele moved that the recommendation from the Personnel and Operating Policies Committee, as presented to the Executive Committee, to authorize Mr. Anzivino to move forward with the search, as outlined in the memorandum, be accepted by the Commission. The motion was seconded by Mr. Butler. Mr. Gordon asked about the requirement for a bachelors degree supplemented with a masters degree. He said he would interpret that to mean that a masters degree would be preferred. Mr. Anzivino noted he would alter that to allow flexibility. Mr. Kaechele asked if there would be a contract with the applicant. Mr. Pantele said that had not been discussed but would be once candidates were identified. He said he would anticipate there would be a contract to be renewed annually. Chairman Warren stated he thought that would be negotiated with the candidate and then presented to the Commission for approval. He also noted a new executive director will be called on to offer stability as members come on to and leave the Commission and would hopefully be on board for a number of years. Chairman Warren also noted the motion as presented by Mr. Pantele was also the recommendation of the Executive Committee. There being no further discussion, the motion was approved unanimously.

### **C. Jurisdictional Committees Report**

Chairman Warren asked Mr. Gordon to present his report from the Large Jurisdictions Committee.

Mr. Gordon reported that the committee met on February 29, and that attendance was very good and included elected and administrative officials from each jurisdiction. Mr. Trout attended to represent the Small Jurisdictions Committee. There were also attendees from the Greater Richmond Chamber of Commerce (GRCC).

The purpose of the meeting was to discuss the development of a regional vision and the transportation funding strategy. Mr. Dunn, GRCC, gave a very detailed presentation on the activities of GRCC in creating a regional vision. There was a lot of discussion regarding the process and the role that RRPDC might play in the process. After this discussion, Mr. Dunn left the meeting, and the committee continued its discussion on how or if RRPDC would participate with GRCC's process.

It is the recommendation of the committee that a meeting be held with GRCC to communicate that it is the desire and intent of RRPDC to lead the regional visioning exercise instead of assisting in the process. This meeting is scheduled for March 19, at 4:00 p.m. In addition to Mr. Gordon, those who will attend the meeting, with approval of the Commission members, will be Mr. Pantele, Ms. Prichard, Chairman Warren, and Mr. Rhu Harris (Hanover County Administrator).

The committee also discussed the proactive legislation process, and in particular, the transportation funding strategy as it relates to regional transportation authorities. During the meeting, news of the Virginia Supreme Court's decision to declare all current transportation authorities illegal was delivered. At that point, the committee decided to take no action on the regional transportation discussion. However, the committee feels the problem will be ongoing and should be addressed by this agency in cooperation with the decision makers.

Chairman Warren asked if there was any action the committee would like for the Commission to take based on the report. Mr. Gordon said one issue that does need to be considered is legislation relating to impact fees and proffers. Legislation on these issues was tabled until the 2009 General Assembly session. It would be the recommendation of the committee to interact with the bill sponsors to assist in developing an option that can be endorsed by the Commission. Mr. Gordon said the committee would like the Commission to authorize a work group that can be established by the Executive Committee to move forward with this.

Chairman Warren asked if there was any discussion on this request. Mr. Butler said he would like Senator Watkins to be involved in any discussions that might take place in addition to members from the localities the Senator represents, such as Goochland or Powhatan. Chairman Warren asked if the Commission would agree to allow the Executive Committee to establish this work group.

Ms. Durfee said there should be some clarification with regard to SB 768. She asked if anyone had clarification on this. As she understands, the House Rules Committee will take up this bill on December 4, but she is not sure if there will be additional study or if the committee will take action at that time. A work group to be involved in this would be appropriate.

Mr. Butler said he thought the bill had been tabled until 2009. Chairman Warren said he understood that the House Rules Committee will meet on December 4 to consider all legislation that had been passed by during this session.

Ms. Evans noted this is another reason a work group should be established.

Mr. Gordon made a motion that the Executive Committee establish a work group to study impact fees and proffers and to assist in developing recommendations for the next General Assembly session. The motion was seconded by Ms. Durfee. There being no further discussion, the motion passed.

Chairman Warren asked if anyone would like to serve on the work group to please contact him.

Ms. Graziano asked if there had been any recommendation from the Large Jurisdictions Committee with regard to the change in RMA membership. Mr. Gordon said this issue had been raised by Mr. Pantele. While no action was taken, it was agreed that some discussion and action needed to be taken prior to the 2009 General Assembly.

Chairman Warren asked Ms. Prichard to give her report from the Small Jurisdictions Committee.

Ms. Prichard noted that the committee had met on February 28, the day before the Large Jurisdictions Committee had met. As this was prior to the Supreme Court decision on transportation authorities, much of the discussion held during the committee meeting on this issue was no longer applicable.

Discussions by the committee on Communications, Visibility, and Effectiveness for the most part mirrored those had by the Large Jurisdictions Committee. It was agreed that RRPDC should be the body to spearhead any regional visioning process and not join in with any other organization's process. The vision being developed by GRCC is that of the business community. The committee feels that more voices should be brought into the process, such as those representing the

disabled, those groups concerned with the environment, and those who live in and conduct business in the region.

With regard to the transportation funding resolution and the resulting Supreme Court rendering, the committee feels there is still a need for solutions to the long-range transportation needs of the region. The committee would like to see a work group established by the Executive Committee that would include Whitt Clement, Senator Watkins, Delegate O'Bannon, as well as two members from each of the Jurisdictional Committees (elected and staff), and representatives from mass transit, GRCC, other PDCs and real estate. Ms. Prichard said this recommendation would be in the form of a motion from the committee. The motion was seconded by Ms. Graziano. There being no further discussion, the motion was passed.

### **III. NEW BUSINESS**

#### **A. Approval of Regional Community Development Block Grant (CDBG) Program Regional Priorities.**

Chairman Warren asked Ms. Stewart to present this. She noted that each year the Virginia Department of Housing and Community Development (VHCD) offers funding assistance to non-entitlement localities statewide. RRPDC staff has worked with the region's non-entitlement localities to prioritize projects to submit to VHCD for funding requests. The listing is included in the agenda book under Tab 7. Staff requests that the Commission adopt this priority list as presented for submission to VHCD.

Ms. Graziano so moved with Ms. Prichard offering a second to the motion. There being no further discussion, the motion was carried.

### **IV. OTHER BUSINESS**

#### **A. Committee Reports**

There were no other committee reports.

#### **B. Announcements**

There were no announcements.

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

Items included in this section:

1. Letter in opposition to Senate Bill 768 sent to members of the Virginia State Senate and House of Delegates in addition to other governmental officials and regional authorities and all MPO/RRPDC members.
2. Transportation Funding Strategy Resolution sent to members of the Virginia State Senate and House of Delegates in addition to other governmental officials and MPO/RRPDC members.
3. Letter to all RRPDC members asking them to contact their legislators and members of the House Rules Committee to voice opposition to SB 768.
4. Copies of responses from various legislators to the above correspondence.
5. Copy of letter from Chairman Warren to House Speaker Howell thanking him for his help in getting SB 768 carried over to the 2009 General Assembly session.

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 1:50 p.m.

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Jo A. Evans  
Interim Executive Director

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Arthur S. Warren  
Chairman