

**Richmond Regional Planning District Commission
Minutes of Meeting
September 13, 2001**

Members/Alternates Present

Rebecca M. Ringley (M), Vice Chairman County of New Kent
Angela L. LaCombe (M), TreasurerTown of Ashland
Richard W. Ayers (M)County of Powhatan
Joseph E. Brooks (M)City of Richmond
Malvern R. Butler (M) County of Goochland
Mark S. Daniel (M)..... County of New Kent
James B. Donati (M).....County of Henrico
Roy J. Harrison, Jr. (M)County of Powhatan
Gwen C. Hedgepeth (M).....City of Richmond
Renny B. Humphrey (M) County of Chesterfield
William Russell Jones, III (M).....City of Richmond
David A. Kaechele (M).....County of Henrico
Floyd H. Miles, Sr. (M)County of Charles City
Kelly E. Miller (M) County of Chesterfield
George K. Roarty (M)..... County of Chesterfield
M. D. Stith (A) County of Chesterfield
Allen J. Taylor (M)County of Henrico
Frank J. Thornton (M).....County of Henrico
Arthur S. Warren (M) County of Chesterfield

Members Absent

Patricia S. O'Bannon (M), ChairmanCounty of Henrico
John E. Gordon (M), SecretaryCounty of Hanover
Gregory R. Baka (M)County of Henrico
Edward B. Barber (M) County of Chesterfield
John G. Dankos (M).....County of Hanover
Richard W. Glover (M).....County of Henrico
Russell J. Gulley (M) County of Chesterfield
Timothy M. Kaine (M)City of Richmond
Joseph T. Lacy, Jr. (M) County of Goochland
Charles D. McGhee (M) County of Hanover
John L. McHale (M) County of Chesterfield
Delores L. McQuinn (M)City of Richmond
Joseph D. O'Connor (M)County of Hanover

Others Present

John R. Amos..... RRPDC Legal Counsel
J. T. Ward.....County of Hanover
Doug Moseley..... AMEC Earth & Environmental
Arthur D. PetriniCounty of Henrico
Felicia H. Woodruff Ridefinders
Anne Dale Workforce One
Jim Ponticello..... Virginia Department of Environmental Quality
John Daniel Virginia Department of Environmental Quality
Tom Ballou Virginia Department of Environmental Quality
John Marlles.....County of Henrico

Staff Present

Paul E. Fisher Executive Director
Jo A. EvansAssistant Executive Director
Katherine E. BarrettExecutive Secretary
Daniel N. Lysy Director of Transportation
Peter M. Sweetland Finance and Contracts Administrator
Jackie S. StewartPrincipal Planner
Patricia A. Villa Communications Coordinator
Chester A. ParsonsSenior Planner

Call to Order

Vice Chairman Rebecca M. Ringley called the regular monthly meeting of the Richmond Regional Planning District Commission to order at 1:10 p.m. on September 13, 2001.

Vice Chairman Ringley asked for a moment of silence for all in this country due to the September 11 act of terrorism in the United States.

Vice Chairman Ringley led the Pledge of Allegiance to the Flag of the United States of America.

Vice Chairman Ringley welcomed Mr. Paul Fisher, new Executive Director, for his first full Commission meeting.

Vice Chairman Ringley noted the changes in the agenda, and welcomed comments/suggestions from Commission members. She complimented Mr. Fisher on the changes, and stated it was very user-friendly and will be effective in making the Commission’s work more efficient and beneficial for the region.

I. ADMINISTRATION

A. Certification by Commission Executive Director of Meeting Quorum, Including Required Majority of Elected Officials

Mr. Fisher certified that a majority of the Richmond Regional Planning District Commission members were present to constitute a quorum of 15 members (10 elected and 5 non-elected).

B. Approval of Minutes of July 12, 2001 RRPDC Meeting

There being no corrections or additions, on motion of Mr. Harrison, seconded by Mr. Miles, the Richmond Regional Planning District Commission unanimously approved the minutes of the July 12, 2001 meeting.

C. Approval of Minutes of August 9, 2001 Executive Committee Meeting

There being no corrections or additions, on motion of Mr. Butler, seconded by Mr. Harrison, the Richmond Regional Planning District Commission unanimously approved the minutes of the August 9, 2001 Executive Committee meeting.

D. Open Public Comment Period

There were no requests to address the Richmond Regional Planning District Commission at this time and Vice Chairman Ringley closed the public comment period.

E. Approval of June 2001 Financial Report

Mr. Fisher briefly explained the unspent balance for FY 01, a copy having been included in the agenda packet.

There being no corrections, on motion of Ms. Humphrey, seconded by Mr. Brooks, the Richmond Regional Planning District Commission unanimously accepted the financial report for June 2001 for audit.

F. Approval of July 2001 Financial Report

Ms. LaCombe presented the financial report for July 2001. There being no corrections, on motion of Ms. Humphrey, seconded by Mr. Harrison, the Richmond Regional Planning District Commission unanimously accepted the financial report for July 2001 for audit.

G. Vice Chairman's Report

Vice Chairman Ringley noted that the staff prepared an ABCs of the PDC and MPO booklet which was distributed at the New Members Orientation held on September 7. If there are members who would like a copy, please see Mr. Fisher after the meeting.

H. Executive Director's Report for July/August 2001

Mr. Fisher reported on the following activities that he and staff have undertaken during August:

1. Mr. Fisher met with eight of the nine Chief Administrative Officers. The meeting with the City of Richmond scheduled for September 11 was postponed because of the crisis in New York and Washington, DC. Mr. Fisher also indicated that he would like to attend some of the local Board/Council meetings.
2. RRPDC New Member Orientation held on September 7. Mr. Fisher noted that attendance was poor, and that Chairman O'Bannon and Vice Chairman Ringley agreed a similar presentation should be on the October or November Commission agenda.
3. Mr. Fisher and Ms. Villa attended the Capital Region Legislative Caucus meeting on September 10.
4. Additional report of work tasks included in the agenda packet.

II. OLD BUSINESS

There was no old business to report.

III. NEW BUSINESS

A. Regional Competitiveness Program – Ratification of Executive Committee Action on Workforce One Reimbursement Request and Discussion and Action on Workforce One FY 01 Contract

1. Ratification of Executive Committee Action on Workforce One Reimbursement Request

Vice Chairman Ringley reported that the Executive Committee, at its August meeting, approved payment of \$9,286.00 for the Regional Competitiveness Program Workforce One contract for FY 01. Vice Chairman Ringley requested that the Commission ratify the Executive Committee action.

On motion of Mr. Harrison, seconded by Mr. Brooks, the Richmond Regional Planning District Commission approved the recommendation to reimburse Workforce One in the amount of \$9,286.00. Mr. Butler abstained.

2. Regional Competitiveness Program Discussion and Action on FY 01 Workforce One Contract

Mr. Fisher reported that the Commission, at its July meeting, approved an amendment to the FY 01 Workforce One contract which extended the deadline for six months for the Greater Richmond Chamber of Commerce to use the balance of FY 01 Regional Competitiveness Act funds for Workforce One. The revised draft contract stipulated a termination date of December 27 which is 180 days beyond the original contract termination date of June 30.

Workforce One staff, through its legal counsel, felt a final reimbursement date of December 27 would allow expenditures to be made only through November instead of through December. Workforce One requested that the date be adjusted so that invoices could be submitted to the Commission in the first week of January so that all expenses could be included through December 31.

Mr. Fisher stated that the Executive Committee recommended approval of the extension through December 31 with submittal of payment requests due by January 8, 2002.

There being no discussion, on motion of Mr. Harrison, seconded by Mr. Brooks, the Richmond Regional Planning District Commission approved for signature the revisions to the FY 01 Workforce One contract extending the period of performance to December 31, 2001.

B. FY 02 RRPDC/Department of Housing and Community Development Contract

Mr. Fisher reported that each year planning districts and the Virginia Department of Housing and Community Development enter into a contract that provides state funding pursuant to the provisions of certain items as required by the Regional Cooperation Act. Requirements include a report on regional planning activities; information on board membership, finances and work program; copies of reports produced during the year; and a status report on the region's strategic plan development and implementation. State funds for the Richmond Regional Planning District Commission for FY 02 total \$203,957.67 which is a decrease of \$13,223.33, or 6.1 percent from the FY 01 funding level of \$217,181.00.

Mr. Fisher requested Commission approval to execute contract as presented.

There being no discussion, on motion of Mr. Butler, seconded by Mr. Taylor, the Richmond Regional Planning District Commission unanimously approved execution of the contract with the Virginia Department of Housing and Community Development in the amount of \$203,957.67.

C. Revisions to the Richmond Area Ozone SIP

Mr. Lysy introduced Mr. Tom Ballou and Mr. Jim Ponticello of the Virginia Department of Environmental Quality, who briefed the Commission on the pending revision to the one-hour ozone standard maintenance plan for the Richmond area.

Mr. Lysy noted that this item is for information only, and does not require action by the Commission.

Mr. Ballou presented a status report on the air quality of the Richmond area regarding the one-hour ozone standard and information on the revision that the Department of Environmental Quality has prepared for the air quality planning in the region to be submitted to EPA.

Mr. Ballou stated that the Richmond State Implementation Plan Maintenance Area (Richmond, Henrico, Hanover, Chesterfield, Hopewell, Colonial Heights, and a small portion of Charles City) had violations of the one-hour ozone air quality standard recorded during 1997 to 1999. As a result, implementation of a vehicle inspection and maintenance program as the first contingency measure. Inspection and maintenance calls for the annual inspection of cars and trucks to ensure that vehicle emissions are within acceptable limits. The Department of Environmental Quality has found that inspection and maintenance programs are not as effective as other programs nor are they as desirable at this time. Mr. Ballou stated that the Department of Environmental Quality will instead propose the following be included as contingency measures and implemented before inspection and maintenance:

1. Open burning restrictions.
2. Emissions standards for small gasoline engines (new federal requirement).
3. Regional reductions in nitrogen oxides from utility and industrial sources.

D. Chesapeake Bay 2000 Agreement Update

Ms. Villa briefly explained the bill passed by the General Assembly in 2001 regarding the Chesapeake Bay 2000 Agreement annual report regarding specific progress made in implementing the provisions of the Chesapeake Bay

2000 Agreement. The report is due by November 1 of each year and shall include a description of the programs, activities, and initiatives developed and implemented by state and local government agencies to meet each of the goals and commitments contained in the Agreement and an assessment of projected state funding necessary to meet the goals and commitments.

Mr. Parsons reported that local government focus groups were held in Virginia on July 23 and July 25 of 2001. The purpose of these focus groups was to collect initial feedback on how to best incorporate local governments into the policy decision-making process of the Chesapeake Bay 2000 Agreement. This requirement is called for as part of the Local Government Participation Action Plan. This Plan was roughed out during these focus groups and will be further defined this Fall when ICMA visits with each local government to get their input.

Mr. Parsons noted several areas of concern to local governments include the importance of watershed management plans, differentiating between perennial and intermittent streams, water quality goals, preserving 20 percent of land from development, GIS, and defining harmful sprawl. Mr. Parsons also noted that funding was an important item raised by local governments at the focus group. One problem was the ability to share ordinances. There are a lot of localities that have things in place that might be useful to those that do not. The ability of localities to share ordinances would be something of importance.

Mr. Parsons stated that the next step is a draft to be complete before September 17 when the Executive Committee of the Chesapeake Bay Program meets. Ms. O'Bannon will present the draft at that meeting.

E. James River Tributary Strategies Development

Mr. Doug Moseley, Water Resources Planner, AMEC Earth and Environment, Inc. briefly discussed the efforts of the Piedmont Region James River Basin Tributary Strategy Steering Committee.

Mr. Moseley's presented an overview of the process, Richmond Regional PDC in the James River Basin, James River Tributary Strategy Goals document which included nutrient and sediment reduction goals, implementation schedule, and upcoming changes in targeted reduction levels, and potential impacts of the strategy at the local level.

IV. OTHER BUSINESS

A. Announcements

1. Vice Chairman Ringley presented a resolution of appreciation to Mr. Jack Ward for his service as Chairman of the Regional Competitiveness Committee.
2. Vice Chairman Ringley presented a gavel to Mr. Joseph Brooks in recognition of his service as Chairman of the Richmond Regional Planning District Commission for FY 01.
3. Vice Chairman Ringley presented a resolution of appreciation to Ms. Jo Evans, Assistant Executive Director, commending her leadership in the absence of an Executive Director from January to August 2001.
4. Mr. Brooks thanked staff for their work in the absence of an Executive Director, and a special thanks and congratulations to Vice Chairman Ringley, Chairman of the Personnel Committee, for her hard work in seeking out and employing the new Executive Director.
5. Mr. William Russell Jones, RRPDC City of Richmond Planning Commission representative, reported that the Richmond Planning Commission would like to host a Regional Planning Commissioners Forum for Richmond, Henrico, and Chesterfield. Mr. Jones stated that the City of Richmond will host the meeting at City Hall. Mr. Jones said the two topics suggested for the agenda were the Convention Center and transportation. Mr. Jones requested that other agenda items be sent to Mr. Fisher.

Mr. Fisher responded that this matter was brought up at the recent monthly meeting of the RRPDC area Planning Directors attended by he and Ms. Jackie Stewart. One of the ideas from the meeting was to conduct a forum similar to that done in the Hampton Roads PDC over the years where once a year the Planning Commissioners from all member jurisdictions are invited to meet together to learn from each others experiences. Mr. Fisher said that is the concept that was discussed with the Planning Directors where all nine communities would meet together and have a program agenda. Mr. Fisher stated that what Mr. Jones reported today was a little different from what the Planning Directors discussed and that this issue would be discussed further with staff from the RRPDC member jurisdictions.

B. Committee Reports

There were no committee reports.

C. For Your Information

Mr. Fisher included correspondence in the agenda from U. S. Department of Transportation stating that the FY 02 Unified Work Program for the Richmond area has been approved.

V. **ADJOURNMENT**

There being no further business, the Vice Chairman adjourned the meeting at 2:25 p.m.

Paul E. Fisher
Executive Director

Rebecca M. Ringley
Vice Chairman