



Photo: Sliding Hill Road, Hanover County

PlanRVA Executive Committee



NOTES

This meeting is open to the public. Members of the public are invited to attend virtually. Please alert PlanRVA staff at PlanRVA@PlanRVA.org if electronic transmission of this meeting fails for the public. Please refer to our [Statement Regarding Virtual Meeting Participation by Members of the Public](#) for more information.

Check out our complete [Public Participation Guide](#) online to learn about the different ways you can stay connected and involved.

Meetings are also live streamed and archived on our YouTube Channel at [Plan RVA - YouTube](#).

Members of the public are invited to submit public comments either verbally or in writing. Written comments can be submitted through the Q&A/Chat function on Zoom by email to PlanRVA@PlanRVA.org.

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PlanRVA is where the region comes together to look ahead. Established in 1969, PlanRVA promotes cooperation across the region's nine localities and supports programs and organizations like the Richmond Regional Transportation Planning Organization, Central Virginia Transportation Authority, the Emergency Management Alliance of Central Virginia, Lower Chickahominy Watershed Collaborative and Don't Trash Central Virginia.



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AGENDA

PlanRVA Executive Committee
February 13, 2025 – 8:30 a.m.
PlanRVA James River Boardroom, 424 Hull Street, Suite 300,
Richmond, VA 23224 and via Zoom

If you wish to participate in this meeting virtually, please register via Zoom at the following link:
https://planrva-org.zoom.us/webinar/register/WN_Lq3trSGgR9-MNxiPliZemA

Welcome and Introductions *(Dr. McGraw)*

Pledge of Allegiance *(Dr. McGraw)*

Roll Call of Attendees and Certification of a Physical Quorum *(Janice Scott)*

A. Administrative Items

1. Confirmation of Member Participation from a Remote Location *(Dr. McGraw)*

Action requested: motion to confirm that the Chair’s decision to approve or disapprove the member(s) request to participate from a remote location was in conformance with the PlanRVA Commission Policy for Remote Participation of Members and the voice of the remotely participating member(s) can be heard by all persons at the primary or central meeting location (voice vote).

2. Consideration of Amendments to the Agenda *(Dr. McGraw)*

3. Public Comment Period *(Dr. McGraw)*

4. Approval of Meeting Minutes- November 14, 2024 *(Dr. Newbille)* – page 4

Action item: motion to approve the meeting minutes as presented (voice vote).

B. New Business

1. Resolution naming Partnership for Housing Affordability as implementation Partner for Virginia Housing Grant *(Martha Shickle)* – page 6

Action item: motion to recommend Commission adoption of resolution authorizing the Executive Director to execute an MOU with PHA to administer a grant award from Virginia Housing.

2. FY2025 Key Imperatives Update *(Martha Shickle)*
Information item.

3. PlanRVA's Mission Alignment with 2025 Federal Priorities *(Martha Shickle)*
Discussion item.

4. FY2026 Key Imperatives *(Martha Shickle)*
Discussion item.

5. Staff Continuity and Succession Management Plan Update *(Martha Shickle)*
Discussion item.

C. Adjournment – target adjournment time: 9:25 a.m.

Executive Committee Meeting Minutes

November 14, 2024 – 8:30 a.m.

PlanRVA James River Boardroom, 424 Hull Street, Suite 300,
Richmond, VA 23224 and via Zoom

LOCALITY	NAME	X (attended)
Town of Ashland	Dr. Daniel McGraw, Chair	X
Charles City County	Byron Adkins, Treasurer	X
Chesterfield County	Jim Ingle	X
Goochland County	Neil Spoonhower	X
Hanover County	Sean Davis	X
Henrico County	Reverend Tyrone Nelson	
New Kent County	Jordan Stewart, Vice Chair	X
Powhatan County	Steve McClung	
City of Richmond	Dr. Cynthia Newbille, Secretary	X

The technology used for the PlanRVA Executive Committee meeting was a web-hosted service created by Zoom and YouTube Live Streaming and was open and accessible for participation by members of the public. A recording of this meeting is available on our [Plan RVA YouTube Channel](#).

Welcome and Introductions

Chair McGraw called the meeting to order at 8:30 a.m. and welcomed all attendees.

Pledge of Allegiance

The Pledge of Allegiance was led by Chair McGraw.

Roll Call and Certification of a Quorum

Janice Scott, Board Relations Manager, took roll call of attendees and certified that a quorum was present.

A. Administration Items

1. Confirmation of Member Participation from a Remote Location

There were no members participating remotely.

2. Agenda Amendments / Approval

There were no requested amendments to the agenda.

3. Public Comments

There were no public comments received or requests to address the Committee.

4. Approval of Meeting Minutes- September 12, 2024

On motion by Cynthia Newbille, seconded by Jim Ingle, the members of the PlanRVA Executive Committee voted to approve the meeting minutes as presented (voice vote).

B. Other Business

1. Member Pulse Survey Results: Capacity, Planning and FY26 Strategic Planning

Martha Shickle reviewed the results of the recent survey that was distributed to Executive Committee members.

Members discussed the answers that were received and options to increase the level of satisfaction from respondents. The range of services/focus areas Planning District Commissions are authorized to engage in was also discussed.

Chair McGraw shared information on the following upcoming events:

- 2024 Regional Action Summit, hosted by ChamberRVA , on November 19th (8:30 a.m. - 3:30 p.m. at the Chester campus of Brightpoint Community College.
 - Local elected officials' registrations for the event are complimentary (\$199 regular fee).
- 2024 Virginia Economic Summit & Forum on International Trade, hosted by the Virginia Chamber, on December 6th (9:00 a.m.- 2:45 p.m. at the Greater Richmond Convention Center).
 - PlanRVA, as a participating host and has available 5 complimentary registrations for the event.
- 2025 State of Housing in the Richmond Region, hosted by Partnership for Housing Affordability, on January 23, 2025 (4:00 p.m. – 7:00 p.m. at the Virginia Museum of History and Culture).

C. Adjournment

1. Upcoming Events:

Chair McGraw reviewed the following upcoming events:

- i.* Joint Annual Meeting: December 5, 2024, at 8:30 a.m. at PlanRVA**
- ii.* Next Regular Commission Meeting: February 13, 2025**

Chair McGraw adjourned the meeting at 9:18 a.m.



**RESOLUTION
2025-01**

WHEREAS, the Richmond Regional Planning District Commission (PlanRVA) will seek competitive funding from the Regional Housing Development Program for PDCs supported by Virginia Housing to address regional housing needs; and

WHEREAS, PlanRVA is a member organization of the Partnership for Housing Affordability (PHA), a non-profit organization formed as a coalition of public and private sector partnership focused on coordination, education and leadership to champion affordable housing policies and developments that meet the needs of all citizens and strengthen the region’s economic vitality, attractiveness, and competitiveness; and

WHEREAS, PHA developed a regional Housing Framework to establish a common understanding of the housing needs and opportunities in the Counties of Chesterfield, Hanover and Henrico and the City of Richmond; and

WHEREAS, PlanRVA is an avid supporter of the work including the Richmond Regional Housing Framework and has identified the Framework as a foundational document to guide investment of the Virginia Housing funds in the covered communities, and

WHEREAS, PlanRVA and PHA successfully collaborated on the execution of the previous capacity building program supported by Virginia Housing, spending \$3,000,000 to build 268 units of affordable housing for those in the greater Richmond region making 80% or less of Area Median Income (AMI).

NOW THEREFORE, the Richmond Regional Planning District Commission hereby authorizes the Executive Director to execute an implementation partnership agreement with PHA to carry out the requirements of the Virginia Housing Regional Housing Development Program Grant, if awarded.

BE IT FURTHER RESOLVED that the agreement shall specify specific terms of the implementation partnership, including funding such that PlanRVA shall retain 10% of awarded funds to fulfill grant administrative responsibilities of the Virginia Housing Award and the remaining funds will be transferred to PHA on a basis specified in the agreement and providing up to 10% to PHA for capacity building and program implementation fees.



This is to certify that the PlanRVA Commission adopted the above resolution at its meeting held February 13, 2025.

WITNESS:

BY:

Janice Scott
Board Relations Manager
PlanRVA

Daniel McGraw
Chairman
PlanRVA Commission