



Photo: Half Way House Restaurant,
Chesterfield County

PlanRVA Commission



If you wish to participate in this meeting virtually, please register through this **[WEBINAR LINK](#)**

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.

PlanRVA Commission Meeting Agenda

Thursday, June 11, 2026 – 9:30 a.m.

Via Teams (webinar link located on agenda cover page)

[PlanRVA Newsletter: The Better Together Connector \(linked\)](#)

A. Call to Order, Welcome & Opening Remarks (10 min)

1. **Pledge of Allegiance** (Chair Jordan Stewart)
2. **Roll Call & Certification of a Quorum** (Sarah-Keel Crews)
3. **Recognition of Guests** (Chair Jordan Stewart)
4. **Consideration of Amendments to the Agenda** (Chair Jordan Stewart)
5. **Public Comment Period** (Chair Jordan Stewart)

B. Decision Items (15 min)

C. Consent Agenda (Martha Shickle, Executive Director)

Motion to approve the consent agenda Items as presented.

Action Item.

- a. **Meeting Minutes** – page 4
Requested Action: Approval of the meeting minutes from April 16, 2026.
- b. **Intergovernmental and Environmental Reviews** – page 12
Information Item.
- c. **FY 2026 YTD Financial Statements**– page 16
Information Item.
- d. **SMART Scale Round 7 Project Selection** – page 18
Requested Action: Approval of a resolution approving the projects for SMART SCALE Round 7 as PlanRVA applications.
- e. **US EDA Request for Economic Development District designation** – page 20
Requested Action: Authorize the Chair of the PlanRVA Commission to request action by the U.S. Economic Development Administration to be designated as an Economic Development District for the PlanRVA region.

- f. **2026 Regional Priorities & CDBG Projects** – page 24
Requested Action: Approval of a submission to the Virginia Department of Housing & Community Development.
 - g. **FY 2027 Virtual Meeting Policy & Remote Participation Policy** – page 28
Requested Action: Readopt the proposed virtual policies for FY2027.
 - h. **FY2027 Committee Appointments** – page 35
Requested Action: Concurrence of appointments proposed by the Chair for the Audit, Finance, & Facilities Committee for FY2027. Call for volunteers for the Public Outreach & Engagement Committee for FY2027.
- 2. **FY27 Annual Budget Presentation** (*Sean Davis / Lauren Shephard*)
Requested Action: Approval of the FY2027 Budget as presented.
 - 3. **Special Recognition** (*Jordan Stewart / Martha Shickle*) – page 37
Requested Action: Approval of the resolution as presented.

C. Regional Roundtable: Innovation & Collaboration Showcase (20 min)

1. Convene the Region – Locality Announcements

Localities will have the opportunity to provide brief updates to the Commission before the board breaks for summer.

D. Adjournment



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PlanRVA Commission Meeting Minutes

April 16, 2026 – 9:30 a.m.

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

Members and Alternates Present (X), Virtual (V):

36 votes / 19 for physical quorum

Town of Ashland	2	Goochland County	2	New Kent County	3
*Anita Barnhart	X	*Jonathan Lyle	X	Rev. Milton Hathaway	X
Steve Trivett (A)		Neil Spoonhower (A)		*Amy Pearson	
Brent Chambers	X	Guy Kemmerly		*Jordan Stewart, Chair	X
Charles City County	1	Hanover County	5	Powhatan County	3
*Ryan Patterson, Vice Chair	X	*Sean Davis	X	*Bill Donati	X
Byron Adkins (A)	V	Sue Dibble (A)	V	*Steve McClung	
Chesterfield County	7	Larry Leadbetter		Robert Powers (A)	
*Kevin Carroll		*Faye Prichard	X	Jessica Winall	
Tim Davey	X	Charlie Waddell	X	City of Richmond	6
*Jim Ingle	X	Henrico County	7	Dr. Priscilla Eddings	X
*Dr. Mark Miller	X	Chris Bast	X	*Katherine Jordan (2)	
Frank Petroski	X	*Rev. Roscoe Cooper (2)	X	Dakia Knight	X
*Jessica Schneider	X	Jaron Dandridge	X	*Cynthia Newbille (2)	
*Dr. LeQuan Hylton	X	*Rev. Tyrone Nelson			
		*Jody Rogish	X		
		*Dan Schmitt			
		*Misty Roundtree	X		

A. Call to Order, Welcome & Opening Remarks

Chair Jordan Stewart welcomed all attendees and called the meeting to order at approximately 9:33 a.m.

After the Pledge of Allegiance, Sarah-Keel Crews, PlanRVA, called the roll for attendance and certified that a physical quorum was present. Chair Stewart then acknowledged there was a guest online, David Blount. Mr. Blount introduced himself as the speaker for the spotlight topic. Afterwards, Chair Stewart asked for an amendment to the agenda, wanting to discuss section C immediately following section A, as some voting members need to leave. On a motion by Sean Davis, seconded by Jessica Schneider, all voted in favor.

Charlie Waddell and Rev. Milton Hathaway entered the meeting at approximately 9:41 a.m.

B. Decision Items

Chair Stewart gave the floor to Sean Davis, who provided a finance update. He reported that PlanRVA is currently undergoing an audit related to the RFP process, which is expected to conclude within approximately two weeks, with an engagement letter for the FY 2026 audit forthcoming. He noted that the year-to-date quarterly financial package and the proposed FY 2027 budget will be shared with the full commission at the June meeting, which is expected to be a substantial meeting. He also stated that preliminary financials are very favorable and thanked the commission and staff for their support of the financial strategy plan, specifically recognizing Ms. Shephard, Ms. Shickle, and staff working behind the scenes.

After the update, the Chair asked whether there were any questions for Mr. Davis, and none were raised. The discussion then moved to the FY 2027 leadership rotation update and meeting schedule, and members were instructed to disregard the schedule included in the agenda packet and instead use the newly revised version approved by the Executive Committee. Chair Stewart explained that, after speaking with Mr. Patterson, Charles City had determined it was not ready to assume the chair position. She expressed appreciation for that decision and stated that, in order to maintain the established rotation, she had agreed to remain in the chair position for an additional term if that was the will of the board, while preserving the succession order. Under the proposed rotation, Richmond City would serve as chair for FY 2028 beginning in July 2027, Henrico would follow for FY 2029 beginning in July 2028, and Goochland County would serve for FY 2030 beginning in July 2029, followed by Chesterfield, Hanover, and Powhatan. A member noted that the board would need to address the bylaw provision limiting the chair to one term, either by incorporating that into the motion or by voting on it separately, and no other concerns were raised.

Sean Davis moved to nominate the current chair, Jordan Stewart, for FY27. He then further moved to suspend Article VI, section 3 of the bylaws. Jim Ingle seconded the motion, and all voted unanimously via roll call. Following the vote, Chair Stewart thanked the board for its confidence in her continued service and thanked the other members for stepping up, while also acknowledging Mr. Patterson for allowing the revised arrangement to proceed and for being willing to serve when ready. Additional clarification was then provided that the remaining officers would continue to advance in the order they would have followed if

Charles City had assumed the chair position, meaning Charles City would serve as vice chair for now and reenter the chair rotation in the future.

The board then reviewed the meeting schedule for the next fiscal year, with meetings set for September 3, November 12, and December 10 for the joint annual meeting, followed in 2027 by February 11, April 8, and June 10. Sarah-Keel Crews shared that calendar invites would come out mid-May. The board also noted that the next meeting, scheduled for June 11, will be held virtually only, following discussion and a decision by the Executive Committee.

The change was made in part to accommodate Ms. Shickle's conflicting obligation and to allow her to participate in both roles. The Chair emphasized the importance of supporting Ms. Shickle's outside service and making practical use of virtual meeting technology. The meeting then moved on to the consent agenda, consisting of approval of the February 12, 2025, meeting minutes and the intergovernmental and environmental review, and the Chair asked whether there were any questions before entertaining a motion for approval. Sean Davis made a motion to approve the consent agenda; it was seconded by Rev. Hathaway. All voted unanimously.

C. Strategic Vision Alignment & Update

The Spotlight Topic for this Commission meeting was the 2026 General Assembly Session Recap. David Blount, the VAPDC Executive Director, gave the recap to help the board understand what happened during the session and what it may mean for local governments and PlanRVA. Chair Stewart explained that several board members had expressed interest in this topic because actions taken in Richmond directly affect localities across the region, and the goal was not only to review legislation but also to consider how state-level decisions should be applied back home while respecting local authority.

In his remarks, David Blount provided background on his role at the Thomas Jefferson Planning District Commission, where he serves as Deputy Director, Director of Government Relations, and also works with the Virginia Association of Planning District Commissions. He noted that this kind of legislative liaison role is somewhat unique among PDCs and is intended to help represent local government interests at the state level. In reflecting on the 2026 session, he emphasized that one of the key challenges for local and regional leaders is understanding both the immediate effects of new legislation and the longer-term downstream impacts on their communities.

Blount's main advice to the board was to stay informed, remain engaged, and continue building strong relationships with legislators, legislative staff, and state agency officials. He stressed that effective government relations depend on trust, consistent communication, and year-round engagement—not just during the General Assembly session itself. He encouraged local and regional officials to educate state leaders about what is happening in their communities, share both successes and challenges, invite them to meetings and events, and use those interactions to strengthen understanding and collaboration over time.

Following David Blount's presentation, Chair Stewart thanked him for the overview and reflected that the General Assembly session had been especially meaningful from a local government perspective, particularly in light of proposals affecting local authority. She then invited both questions for Mr. Blount and a broader discussion among board members about how their localities manage legislative relations, noting that some larger jurisdictions have dedicated legislative liaisons while others, such as New Kent, rely on contract lobbyists. In the discussion, a member asked for more detail on Senate Bill 531 related to accessory dwelling units, specifically whether it included maximum square footage or minimum lot size requirements, and Mr. Blount responded that he believed it did but did not have those details immediately available. Board members then described the importance of maintaining regular communication with legislators throughout the year, not just during the General Assembly session, including holding meetings such as legislative breakfasts to discuss priorities well before bills are filed.

The conversation also highlighted a possible role for PlanRVA as an educational resource for legislators, particularly newer members of the House of Delegates who may have limited local government experience, by helping them better understand local authority and regional issues in a nonpartisan, informational way. Before concluding, a member asked Mr. Blount to clarify his statement about local aid, and he explained that state support to localities had declined from roughly 52 percent in 2009 to about 43 or 44 percent more recently, reflecting a gradual downward trend over approximately 15 years. The Chair then thanked him again for participating and turned the floor over to Dr. Sarin Adhikari, PlanRVA, for the Regional Pulse.

Dr. Adhikari's Regional Pulse presentation focused on the "rewarding work" pillar of RVA Rising and examined whether employment in the PlanRVA region truly supports upward mobility. He explained that this pillar looks not only at whether people can access jobs, but also at the quality of those jobs and whether they provide long-term stability and a pathway to advancement. Using the RVA Rising framework, he noted that rewarding work is one of the region's major drivers of mobility, supported by indicators and specific metrics tracked over time. He also explained that, over the past eight months, three workshop sessions were held to identify the most useful measures from a larger pool of 72 possible metrics.

Dr. Adhikari highlighted several key findings. One measure, hires and separations, was used to assess job stability through what he described as job or labor market churn. He noted that the PlanRVA region shows slightly higher hiring than Virginia overall, but also higher separations, suggesting that while people are finding jobs, many are also leaving them, creating a relatively high-churn and less stable employment environment. He then discussed job quality, using the ALICE threshold—about \$24 per hour—as a benchmark for whether work provides enough income for a household to meet basic needs and maintain stability. This analysis showed a mixed picture: occupations in STEM and management

were more likely to exceed that threshold, while many service, sales, and some education-related jobs fell below it. He also reviewed employment by occupation as a measure of upward mobility, noting that the region has a comparatively larger share of workers in sales and administrative roles, which tend to offer less mobility, while higher-opportunity pathways such as STEM are present but not yet large enough to significantly shift the regional picture.

The presentation also addressed occupational representation by race, showing that racial and ethnic groups are not distributed evenly across occupations. Dr. Adhikari explained that if all occupations reflected the region's overall workforce makeup, there would be no gaps; instead, the data suggest that some groups are underrepresented in higher-wage occupations and more concentrated in lower-paying roles, indicating persistent occupational segregation. He concluded by explaining how these individual measures are combined into three broader dimensions—access to work, quality of work, and sustaining work—which together form a single overall “rewarding work” score for the region. At this stage, the metrics are weighted equally, though weighting could be adjusted in the future as the framework evolves.

Following Dr. Adhikari's presentation, board members asked several clarifying questions about the data and methodology. One member noted that high levels of both hiring and separation could potentially reflect upward mobility rather than instability alone, and Dr. Adhikari agreed that this was possible, emphasizing that the data require some subjective interpretation and do not tell the full story on their own. Another member asked whether the dataset identified the reasons for separations, and he explained that it does not; the data only show that separations and hires occurred, although seasonal hiring patterns can be adjusted for. Members also asked whether the materials would be made available, and staff confirmed that the presentation would be posted online for later review. In response to a question about participation in the workshop sessions used to develop the metrics, staff explained that the sessions included representation from localities, nonprofits, the Chamber, and businesses, with roughly 45 to 50 participants overall, although not everyone attended every session. The discussion concluded with thanks to Dr. Adhikari for the presentation.

Holly Gordon provided a Community Voice update on PlanRVA's recent and upcoming public engagement work, reporting that staff participated in roughly 15 community engagement events over the past month and have about 15 more planned in the coming weeks. She explained that these events span multiple program areas and localities, but often reach a regional audience because residents live, work, and travel across jurisdictional lines. Recent engagement included work related to transportation, economic mobility, churches, chambers, partnerships, and Earth Day events, while upcoming efforts will continue across similar topics. She also highlighted several professional development and partnership opportunities, including PlanRVA staff participation in the Many Hands Climate Forum and collaboration supporting Hack for PlanRVA in connection with the City of Richmond mayoral priorities.

Ms. Gordon then reviewed current engagement initiatives and their status. She noted that transportation engagement has recently concluded for the regional safety plan and the Transportation Improvement Program, while outreach for the Long-Range Transportation Plan was still active, with public input closing the following day. She also previewed two newer efforts: a recycling barriers study with the Central Virginia Waste Management Authority, with engagement expected over the summer, and the Weaver Awards program, supported through the Aspen Institute, which will recognize and provide small grants to individuals doing important community-building work. She described the Weaver Awards as both a grantmaking opportunity and a way to build stronger on-the-ground community relationships and noted that additional information sessions and outreach materials were available.

She also shared engagement data showing that the transportation safety plan generated the strongest response among completed efforts, with particularly high public participation and more than 1,000 survey contributions. She said the feedback consistently reflected concerns about pedestrian safety, inattentive driving, and speeding. By comparison, engagement around the Transportation Improvement Program drew less participation, which she attributed in part to the shorter timeframe and the more technical, project-specific nature of that process, though it still generated thoughtful comments about greenhouse gas reduction, project choices, transit, active transportation, and GRTC improvements. In discussion, a board member asked whether PlanRVA is effectively showing the public how earlier feedback informs later project decisions. Gordon said that PlanRVA is working toward doing that more clearly through its engagement site and more intentional follow-up, acknowledging that the organization still has room to improve in showing residents how their repeated input influences outcomes. The discussion closed with appreciation for the Weaver Awards outreach already underway and confirmation that applications are expected to open in June.

D. Regional Roundtable: Innovation & Collaboration Showcase

After Ms. Gordon's presentation, Chair Stewart moved on to the next agenda item, the Regional Roundtable. During the Mission Moment, Ms. Shickle highlighted a potential partnership opportunity connected to Leadership Metro Richmond and encouraged board members to consider how PlanRVA might work more strategically with that network. She noted that many local leaders are preparing to attend the Chamber's intercity visit to Phoenix and explained that Leadership Metro Richmond is currently recruiting new members, with applications due May 1. She said she has been in discussions with the organization's new executive director, Chris Edwards, about how PlanRVA, its advisory partners, and the Leadership Metro Richmond alumni network might better collaborate. She described the alumni group as an active pool of civically engaged residents who care about the region and may be a valuable resource for local board and commission appointments, particularly where jurisdictions are seeking broader and more diverse community participation. She also noted that the program's small-group project work

could potentially be better aligned with PlanRVA's regional priorities so that ideas developed through the leadership program have a place to continue and grow after the class ends.

Jessica Schneider then shared her experience as a current participant in the program, describing it as a strong opportunity for regional networking, leadership development, and collaborative problem-solving. She explained that participants meet regularly around different regional topics, hear from subject-matter experts, and work in smaller groups to address specific community challenges. She said her subgroup is focused on food insecurity and is developing a "living map" of locations where residents can access food, including details such as hours, contact information, and site locations. She noted that the group is interested in identifying a way to sustain and house that resource long term and suggested that PlanRVA might potentially serve as a home for it. Overall, both Ms. Shickle and Ms. Schneider emphasized the value of the program as a way to connect engaged residents to real regional issues and potentially turn leadership training into practical, ongoing community solutions.

Bill Donati presented Powhatan County's commissioner engagement update, highlighting the county's Economic Development Authority's recent involvement in a conduit bond financing opportunity for a hotel development in Chesterfield County. He explained that, although this type of financing was outside the Powhatan EDA's usual experience, it presented a meaningful opportunity for organizational learning, growth, revenue generation, and increased visibility in the marketplace. The project involved the Springline at District 60 development in Chesterfield, including a 270-room full-service Hilton hotel and conference center as well as a 109-room Residence Inn, representing a total investment of approximately \$107 million. He noted that the project had already been approved by Chesterfield's EDA before Powhatan's EDA was approached to participate in the bonding process.

Mr. Donati said that once Powhatan's EDA was approached, it moved quickly to review, evaluate, and vote on the opportunity within roughly two months, demonstrating responsiveness, coordination, and due diligence. He emphasized that the experience created several benefits for Powhatan: it allowed the EDA to use an economic development tool it had not previously exercised, generated revenue to support Powhatan's own initiatives, introduced the authority to the bond market, and strengthened its capacity in that area. He also framed the effort as an example of effective regional collaboration, showing how one locality's EDA can support a major project in another jurisdiction while advancing broader regional economic development goals.

After Mr. Donati's presentation concluded, Chair Stewart asked for any additional commentary. Charlie Waddell raised a cautionary point about data centers, noting recent information suggesting that over the long term they may contribute to warming in the ground and surrounding environment, and he encouraged localities considering data

center development to examine those potential environmental impacts closely. The Chair then reminded members that the next meeting, on June 11, 2026, will be held virtually and asked everyone to register in advance so they will receive the meeting link.

A brief discussion followed about board onboarding, with members expressing interest in participating in future onboarding sessions and staff offering to share scheduled dates or arrange additional sessions for interested board members.

E. Adjournment

With no other commentary, Chair Stewart adjourned the meeting at approximately 11:05 a.m. The next meeting is scheduled for June 11, 2026, at 9:30 a.m. via Teams.



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Environmental & Intergovernmental Reviews Report

PlanRVA Commission Meeting

DATE: June 11, 2026

Item B.1.b.

In cooperation with State Agencies, PlanRVA routinely is requested to provide environmental and intergovernmental reviews. PlanRVA staff circulate the review requests among member locality staff for comments and questions prior to submitting a response to the requesting State Agency.

Environmental reviews can include:

- **Environmental Assessments and Impact Reports** - Virginia code requires state agencies to prepare an environmental impact report (EIR) for each major state project.
- **Coastal Consistency Determinations and Certifications** - Due to receipt of Federal funds or permits, proposed projects must prove consistency with the enforceable policies of Virginia's Coastal Zone Management Program.
- **Groundwater Withdrawal Permits** - PlanRVA staff receives notice of Groundwater Withdrawal Permits in the Eastern Virginia Ground Water Management Area (GWMA). The eastern portion of PlanRVA is located in the Eastern Virginia GWMA. All jurisdictions in the Eastern Virginia GWMA are notified of pending permits as part of this process, therefore PlanRVA receives review requests for projects outside of the Richmond region. For more information about the Eastern Virginia GWMA see <https://www.deq.virginia.gov/permits/water/water-withdrawal>.
- **Virginia Water Protection (VWP) Permits** - DEQ issues VWP Permits for activities related to the quality of surface waters in the Commonwealth including the filling, dredging, draining or excavation of wetlands, streams, or other state waters. Surface water withdrawals are also permitted through VWP permits.
- **Virginia Pollutant Discharge Elimination System (VPDES) Permits** - DEQ issues VPDES permits to any person who discharges any pollutant into surface waters of the Commonwealth from a point source.
- **Virginia Pollution Abatement Permit** - A VPA permit may be issued by DEQ whenever an owner handles waste and wastewater in a manner that does not involve a point-source discharge to state waters.

Intergovernmental reviews can include:

- State Agency grant applications for Federal funding, including:
 - CERCLA grant funds from US EPA (Superfund programming and site remediation)
 - Virginia Coastal Zone Management Program funding from the



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- National Oceanic and Atmospheric Administration
- Diesel Emission Reduction Act (DERA) State Clean Diesel funds from US EPA
- Capitalization funds for the Virginia Clean Water Revolving Loan Fund for wastewater treatment facility improvements from US EPA
- FHWA Section 5310 funding for projects involving transit and mobility enhancements for seniors and individuals with disabilities.

For additional information on the reviews, please go to the following:
<https://planrva.org/environment/reviews/>.

Environmental and Intergovernmental Reviews

Date Completed	Review Title	Environmental					Intergovernmental		
		Federal Consistency Determinations/Certifications	Groundwater Withdrawal Permit	Environmental Assessments and Impact Statements or	Virginia Pollution Abatement	VPDES Permits	Virginia Water Protection Permits	State Corporation Commission	Superfund

Locality/ Area

Located within the Richmond Region

Chesterfield

Rountrey Sections 5 and 10, VWP Permit No. 25-2654 3/19/2026						X			
ACOE Project Skye, DEQ 26-033F 3/25/2026	X								
VPDES Permit No. VA0090344 Reissuance, Matoaca High School 4/2/2026					X				
Project Loch DEQ 26-036F 4/2/2026	X								
ACOE Henricus Park Access Project, DEQ 26-053F 5/21/2026	X								

City of Richmond

VPA Richmond Marine Terminal GO Zero Now Project, DEQ 26-031S 3/25/2026	X								
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Hanover

Reissuance VPA00829 Synagro Central LLC Hanover 4/2/2026				X					
ACOE Route 1/30 Road Improvements, DEQ 26-051F 5/21/2026	X								

Virginia

Brownfields FY26 CWAGST (BIL) 4/2/2026									X
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For additional information on the reviews, please go to the following:

http://www.richmondregional.org/planning/environmental/eig_reviews/

Date Completed	Review Title	Environmental					Intergovernmental			
		Determinations/Certifications	Federal Consistency	Groundwater Withdrawal Permit	Environmental Assessments and Impact Statements or	Virginia Pollution Abatement	VPDES Permits	Virginia Water Protection Permits	State Corporation Commission	Superfund
Located outside - but potentially impacting - the Richmond Region										
<i>Essex</i>										
4/16/2026	Chesapeake Bay Program IJJA - Most Effective Basins									X
<i>Gloucester</i>										
4/24/2026	Gloucester County Water System GWI000539		X							
<i>Middlesex</i>										
4/2/2026	GWI000697 Eastern Middlesex County Regional Water System		X							
<i>Westmoreland</i>										
3/19/2026	Potomac Supply, LLC (GWI000504)		X							

For additional information on the reviews, please go to the following:
http://www.richmondregional.org/planning/environmental/eig_reviews/



FY 2026 Q3 YTD Operating Budget

Note on format - The FY 2026 budget was approved with the understanding that certain line-item descriptions may change during the mid-year transition to a new financial management system. Total budget amounts by category remain unchanged.

	FY 2026 Board Approved Budget	FY 2026 Q3 YTD Actuals	Variance: Actuals less Budget	Narrative
Revenues				
Federal Funding	3,257,976	2,459,888		
State Funding	459,992	288,833		
State Appropriations		114,717		
Local Funding	863,112	1,835		
Local Membership dues		542,334		
Private Funding	240,664	1,223,412		
CVTA Service		444,301		
Investment Income -		5,993		
Bank Interest		24		
Total Revenue	4,821,744	5,081,337	259,593	Variance is favorable - Additional federal [MERIT] and private grants [VA Housing] were awarded after the FY26 budget was approved, and as previously reported, salary and benefits for staff exclusively supporting CVTA are now included in revenues and offset below in expenses
Expenses				
Direct Expense				
Labor	1,829,231	1,657,834		
Professional Fees	290,245	1,225,020		
Consultant Costs		50,556		
Subcontractor Costs		5,000		
Travel		10,554		
Technology		7,649		
Office Expenses		17,550		
Professional Development		16,186		
Other Costs (ODCs)		10,340		
Total Direct Expenses	2,119,477	3,000,690		
Fringe Expense				
Total Fringe Expense	818,442	893,105		
Indirect Expense				
Labor	1,003,525	412,584		
Professional Fees	98,955	50,490		
Consultant Costs	-	375		
Travel		15,737		
Technology	304,797	145,530		
Office Expenses	39,500	50,555		
Professional Development	101,000	29,319		
Occupancy	332,312	88,657		
Depreciation		36,948		
Other Costs		1,232		
Interest Expense		55,034		
Amortization Expense		138,729		
Total Indirect Expenses	1,880,088	1,025,190		
Total Expenses	4,818,007	4,918,985	100,978	Additional expenses are appropriate given the above referenced increases in revenue
Net Income (Loss)	3,737	162,352	158,615	Variance is favorable - projected positive net income related to intentional building of operating reserves



Balance Sheet	03/31/2026	06/30/2025	Variance	%
Assets				
Current Assets				
Cash & Cash Equivalents	782,299.04	95,828.08	686,470.96	87.75%
Investments	213,407.88	57,451.82	155,956.06	73.08%
Account Receivable	1,401,161.16	1,741,227.45	(340,066.29)	-24.27%
Prepays	14,685.49	20,700.02	(6,014.53)	-40.96%
Total Current Assets	2,411,553.57	1,915,207.37	496,346.20	20.58%
Other Assets				
Fixed Assets	395,516.52	318,543.95	76,972.57	19.46%
Right of Use Asset	1,495,193.81	1,633,923.14	(138,729.33)	-9.28%
Deferred Outflows - VRS	293,002.00	293,002.00		
Total Other Assets	2,183,712.33	2,245,469.09	(61,756.76)	-2.83%
Total Assets	4,595,265.90	4,160,676.46	434,589.44	9.46%
Liabilities				
Current Liabilities				
Accounts Payable	125,644.16	129,936.48	(4,292.32)	-3.42%
Accrued Expenses	170,391.57	260,748.96	(90,357.39)	-53.03%
Accrued Salaries	382,715.29	290,527.77	92,187.52	24.09%
Other Current liabilities	395,394.35	13,884.00	381,510.35	96.49%
Total Current Liabilities	1,074,145.37	695,097.21	379,048.16	35.29%
Other Liabilities				
Right Of Use Liability	1,664,124.30	1,770,531.94	(106,407.64)	-6.39%
Long Term Liabilities	299,240.71	299,644.23	(403.52)	-.13%
Deferred Inflows - VRS	161,134.00	161,134.00		
Total Other Liabilities	2,124,499.01	2,231,310.17	(106,811.16)	-5.03%
Total Liabilities	3,198,644.38	2,926,407.38	272,237.00	8.51%
Net Position				
Fund Balance	1,234,269.08	1,003,461.38	230,807.70	18.7%
Net Income / (Loss)	162,352.44	230,807.70	(68,455.26)	-42.16%
Total Net Position	1,396,621.52	1,234,269.08	162,352.44	11.62%
Total Liabilities & Net Position	4,595,265.90	4,160,676.46	434,589.44	9.46%

Narrative:

As of March 31, 2026, PlanRVA’s balance sheet remains healthy, with total assets of \$4.6M, up \$435K, or 9.5%, as compared to June 30, 2025.

This increase is driven primarily by a stronger cash position related to timeliness of invoicing and intentional focus on collections, partially offset by a reduction in receivables.

Total liabilities increased to \$3.2M, an increase of \$272K or 8.5%, primarily related to an increase in deferred revenue (aka advances on funding), offset by a decrease in accrued expenses.

Total net position stands at \$1.4M, an increase of \$162K since the prior fiscal year end, indicating continued overall financial stability.



e: PlanRVA@PlanRVA.org
p: 804.323.2033
w: www.PlanRVA.org

Memorandum

To: PlanRVA Commissioners
From: Myles Busching, Director of Transportation
Re: SMART SCALE Round 7 Applications
Date: June 11, 2026

Agenda Item: B.1.d.

Background:

The SMART SCALE program is the principal competitive program for awarding state and federal transportation funding in Virginia. This process helps Virginia meet its most critical transportation needs using limited tax dollars. It evaluates potential transportation projects based on key factors like how they improve safety, reduce congestion, increase accessibility, contribute to economic development, promote efficient land use, and affect the environment. The SMART SCALE program consists of two separate competitions, (1) the District Grant Program (DGP) where local governments compete within the highway construction district and (2) the High Priority Projects Program (HPPP) where eligible project types on designated corridors of regional or statewide importance compete on a statewide basis.

Each round, the PlanRVA is eligible to submit up to four (4) regional projects to compete in the statewide High-Priority Projects Program (HPP). In recent rounds, the Richmond Regional Transportation Planning Organization (RRTPO) has recommended projects for the Commission’s consideration, reflecting regional priority projects which exceed the RRTPO’s application limits.

Attachments:

- 1. [Detailed Project Summaries](#)
- 2. [Resolution of Approval](#)



Requested Action:

Approve a resolution approving the following projects for SMART SCALE Round 7 as PlanRVA applications:

- US-301/Chamberlayne Road Improvements, Phase 1 (Henrico)
- O Norfolk Street Bridge Connection (Richmond)
- Rt 10 (Jessup Rd-Addison Gate Dr) Safety & Op. Impr Phase I (Chesterfield)
- Rt 10 (Jessup Rd-Addison Gate Dr) Safety & Op. Impr Phase II (Chesterfield)



e: PlanRVA@PlanRVA.org
p: 804.323.2033
w: www.PlanRVA.org

RESOLUTION

2026-06-11

SMART SCALE Round 7

WHEREAS, the SMART SCALE program is the process Virginia use to meet its most critical transportation needs using limited tax dollars; and,

WHEREAS, the Richmond Regional Planning District Commission is eligible to submit up to four (4) applications for consideration in this process; and,

WHEREAS, the Richmond Regional Transportation Planning Organization (RRTPO) has recommended four (4) projects for the Commission’s consideration; and,

WHEREAS, these projects have been reviewed and vetted by locality and Commission staff and found to address regional transportation needs; and,

WHEREAS, the SMART SCALE process requires a resolution of approval adopted in a public meeting from the submitting body; and,

NOW, THEREFORE, BE IT RESOLVED, that the Richmond Regional Planning District Commission approves the following projects for SMART SCALE Round 7 applications:

- US-301/Chamberlayne Road Improvements, Phase 1 (Henrico)
- O Norfolk Street Bridge Connection (Richmond)
- Rt 10 (Jessup Rd-Addison Gate Dr) Safety & Op. Impr Phase I (Chesterfield)
- Rt 10 (Jessup Rd-Addison Gate Dr) Safety & Op. Impr Phase II (Chesterfield)

Martha Shickle, Executive Director

Jordan T. Stewart, Chair

June 11, 2026

June 11, 2026

Date

Date

This is to certify that the PlanRVA Commission adopted the above resolution at its meeting held June 11, 2026.



Memorandum

To: PlanRVA Commissioners
From: Barbara Jacocks, Director of Community Development
Re: Commission Letter to the U.S. Economic Development Administration Regarding Economic Development District Designation
Date: June 11, 2026

Agenda Item: B.1.e.

Background:

PlanRVA is currently in the process of preparing an application to the U.S. Economic Development Administration (EDA) for designation as an Economic Development District (EDD). One of the baseline requirements for an EDD application was recently completed – the preparation of a regional Comprehensive Economic Development Strategy (CEDS), which was adopted by the PlanRVA Commission on November 13, 2025. The CEDS document and related appendices are accessible from the PlanRVA’s website: <https://planrva.org/community-development/economic-development/>.

PlanRVA is now compiling supporting documentation for the EDD application. One required element is a letter from the Chair of the District Organization requesting EDA action. This letter must be written on District Organization letterhead and address the reasons why the organization is requesting action. Staff has prepared a draft of this letter for Chair Stewart’s signature and requests Board authorization to proceed.

The proposed designated EDD region would encompass all nine (9) local governments in our region. Our CEDS addresses the needs of areas of distress, pockets of poverty below average household incomes and higher unemployment while offering enhanced opportunities for upward economic mobility within these areas. These economic distress factors, together with our region's diverse economic base, strong higher education systems, a growing multi-modal transportation network, and ongoing workforce training initiatives and collaborative approaches to more affordable housing underscore the challenges and opportunities that an EDD designation could help address. EDD designation would enhance the region’s capacity to secure additional federal resources, stimulate coordinated public-private partnerships, and assertively address shared regional challenges.

Attachments:

1. [Resolution of Approval](#)

Requested Action:

Approve a resolution authorizing the Chair to proceed with signing a letter on behalf of the Commission requesting U.S. EDA action on PlanRVA's request for Economic Development District designation.

RESOLUTION

2026-6-11

Authorization to Request Economic Development District Designation

WHEREAS, the Richmond Regional Planning District Commission adopted the Richmond Regional Comprehensive Economic Development Strategy on November 13, 2025; and

WHEREAS, PlanRVA is preparing an application to the U.S. Economic Development Administration (EDA) for designation as an Economic Development District (EDD) as the next step in the process; and

WHEREAS, the proposed EDD region would encompass all nine (9) local governments; and

WHEREAS, the CEDS addresses the needs of areas of distress, pockets of poverty below average household incomes and higher unemployment while offering enhanced opportunities for upward economic mobility within these areas; and

WHEREAS, these economic distress factors, together with our region's diverse economic base, strong higher education systems, a growing multi-modal transportation network, ongoing workforce training initiatives and collaborative approaches to more affordable housing underscore both the challenges and opportunities in our region that an EDD designation can help address; and

WHEREAS, EDD designation would enhance the region's capacity to secure additional federal resources, stimulate coordinated public-private partnerships, and assertively address shared regional challenges; and

WHEREAS, one required element of the EDD submission is a letter from the Chair of the District Organization requesting EDA action.

NOW, THEREFORE, BE IT RESOLVED, that the Richmond Regional Planning District Commission authorizes the Chair of Commission to execute the letter on District Organization letterhead that addresses the reasons stated above for which the Commission is requesting this action.

Martha Shickle, Executive Director

Jordan T. Stewart, Chair

June 11, 2026

June 11, 2026

Date

Date

This is to certify that the PlanRVA Commission adopted the above resolution at its meeting held June 11, 2026.



Memorandum

To: PlanRVA Commissioners
From: Barbara Jacocks, Community Development Director
Re: Community Development Block Grant Program – Responding to Virginia Department of Housing and Community Development Information Request
Date: June 11, 2026

Agenda Item: B.1.f.

Background:

The Virginia Department of Housing and Community Development (DHCD) has requested information from Planning District Commissions to inform the Small Cities Community Development Block Grant (CDBG) program in 2026. The Small Cities program applies to “non-entitlement” areas, which in our region includes Hanover, Ashland, Goochland, Powhatan, New Kent, and Charles City. CDBG funds are intended to help develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons.

DHCD has requested that Planning District Commissions (PDCs) rank the project types into three priority groups (rank 1, 2, 3, with 1 as highest priority) as appropriate to their region. Up to three project types can be assigned a priority ranking group (three 1’s, three 2’s, three 3’s). Project proposals aligned with PDC Regional Priorities would receive modest scoring consideration as DHCD reviews CDBG applications. The six project types DHCD lists are:

- A. Economic Development –Job Creation/Retention, Business District Revitalization
- B. Infrastructure –Water/Sewer, Housing Production, Community Service Facility
- C. Housing – Housing Rehabilitation
- D. Public Service Projects – Childcare, Health, or Food Security Services
- E. Open Submission – Urgent Need
- F. Other _____

Project types A-D listed by DHCD all align with the Richmond Regional Comprehensive Economic Development Strategy (CEDS) adopted by the Board in November 2025 (A-CEDS Goals 2,4; B-CEDS Goals 3,5; C-CEDS Goal 5; D-CEDS Goal 1). Based on this alignment, staff recommends ranking project types A, B and C as priority 1, and ranking project type D as priority 2. Staff is not aware of any urgent need or other project types at this time; however, these two project types could be assigned as priority ranking 2 in case an urgent or other need does arise.

DHCD also asks for a list of anticipated 2026 CDBG Small Cities project proposals expected to originate in the PlanRVA region in 2026. DHCD requests that the list include all types of CDBG grant applications (ex. Project Grants and Planning Grants), with the locality name, project name, and project type. Based on on-going interactions with locality planning, housing, and economic development staff, PlanRVA staff is not aware of any planned CDBG grant applications to list in the form at this time but would be glad to include any known to the Board.

Attach

1. [Resolution of Approval](#)

Requested Action:

Approve a resolution approving priority rankings for the PlanRVA region, specifically, a ranking of priority 1 for project types A-C and a ranking of priority 2 for project types D-F.

In addition, for the non-entitlement localities, staff also seeks Board input on any known pending or under-development CDBG applications to list in the DHCD form.

RESOLUTION

2026-6-11

FFY26 Regional Community Development Block Grant Priorities

WHEREAS, the Virginia Department of Housing and Community Development (DHCD) has requested information from Planning District Commissions to inform the Small Cities Community Development Block Grant (CDBG) program in 2026; and

WHEREAS, the Small Cities program applies to “non-entitlement” areas, which in our region includes: Hanover, Ashland, Goochland, Powhatan, New Kent, and Charles City; and

WHEREAS, the CDBG funds are intended to help develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons; and

WHEREAS, DHCD has requested that PDCs rank the project types into three priority groups (rank 1, 2, 3, with 1 as highest priority); up to three project types can be assigned a priority ranking group (three 1’s, three 2’s, three 3’s); and

WHEREAS, project proposals aligned with Planning District Regional Priorities would receive modest scoring consideration as DHCD reviews CDBG applications; and

WHEREAS, the six project types DHCD lists are:

- A. Economic Development–Job Creation/Retention, Business District Revitalization
- B. Infrastructure –Water/Sewer, Housing Production, Community Service Facility
- C. Housing – Housing Rehabilitation
- D. Public Service Projects- Childcare, Health, or Food security services
- E. Open Submission – Urgent Need
- F. Other_____

NOW, THEREFORE, BE IT RESOLVED, that the Commission finds that Project types A-D listed by DHCD all align with the Richmond Regional Comprehensive Economic Development Strategy (CEDS) adopted by the Board in November 2025 (A-CEDS Goals 2,4; B-CEDS Goals 3,5; C-CEDS Goal 5; D-CEDS Goal 1); and

BE IT FURTHER RESOLVED, based on this alignment, the Commission ranks project types A, B and C as priority 1, and ranks project types D, E and F as priority 2.

Martha Shickle, Executive Director

Jordan T. Stewart, Chair

June 11, 2026

June 11, 2026

Date

Date

This is to certify that the PlanRVA Commission adopted the above resolution at its meeting held June 11, 2026.

PLANRVA – THE REGIONAL COMMISSION

POLICY FOR MEETINGS HELD THROUGH ELECTONIC COMMUNCIATIONS MEANS DURING DECLARED STATES OF EMERGENCY OR OTHERWISE

Adopted: June 12, 2025

1. AUTHORITY AND SCOPE

a. This policy is adopted pursuant to the authorization of §§ 2.2-3708.2 and 2.2-3708.3 of the *Code of Virginia* (“Va. Code”) and is to be strictly construed in conformance with the Virginia Freedom of Information Act (VFOIA), Va. Code §§ 2.2-3700—3715.

b. This policy rescinds and supersedes the Policy for the Remote Participation of Members and the Policy for All-Virtual Public Meetings, both of which were adopted on October 6, 2022.

c. This policy shall be reviewed and re-adopted or amended annually in compliance with applicable provisions of VFOIA.

2. DEFINITIONS

a. “**PlanRVA**” means PlanRVA, the Regional Commission, or the Richmond Regional Planning District Commission or any committee, subcommittee, or other PlanRVA entity.

b. “**Member**” means any member of PlanRVA.

c. “**Remote participation**” means participation by an individual member of PlanRVA by electronic communication means in a public meeting where a quorum of PlanRVA is physically assembled, as defined by Va. Code § 2.2-3701.

d. “**Meeting**” means a meeting as defined by Va. Code § 2.2-3701.

e. “**Notify**” or “**notifies**,” for purposes of this policy, means written notice, such as email or letter. Notice does not include text messages or communications via social media.

3. MEETINGS HELD THROUGH ELECTRONIC COMMUNICATION MEANS DURING DECLARED STATES OF EMERGENCY

PlanRVA may meet by electronic communication means without a quorum of the public body physically assembled at one location when the Governor or the locality in which the body is assembling for the meeting has declared a state of emergency in accordance with applicable law, provided that (i) the

catastrophic nature of the declared emergency makes it impracticable or unsafe to assemble a quorum in a single location and (ii) the purpose of the meeting is to provide for the continuity of operations or the discharge of its lawful purposes, duties, and responsibilities. Under such circumstances, PlanRVA:

- a. Give public notice using the best available method given the nature of the emergency, which notice shall be given contemporaneously with the notice provided to members conducting the meeting;
- b. Make arrangements for public access to such meeting through electronic communication means, including video-conferencing;
- c. Provide the public with the opportunity to comment when public comment is customarily received during meetings; and
- d. Otherwise comply with the VFOIA.

The nature of the emergency, the fact that the meeting was held by electronic communication means, and the type of electronic communication means by which the meeting was held shall be stated in the meeting minutes. These policy provisions shall be applicable only for the duration of the declared emergency under applicable law.

4. **MEETINGS HELD THROUGH ELECTRONIC COMMUNICATION MEANS**
(SITUATIONS OTHER THAN DECLARED STATES OF EMERGENCY)

- a. Individual members may use remote participation instead of attending a meeting in person if, in advance of the meeting, the member notifies the chair that:
 - i. The member has a temporary or permanent disability or other medical condition that prevents the member's physical attendance.
 - ii. A medical condition of a member of the member's family requires the member to provide care that prevents the member's physical attendance or the member is a caregiver who must provide care for a person with a disability at the time the public meeting is being held.
 - iii. The member's principal residence is more than 60 miles from the meeting location identified in the meeting notice; or
 - iv. The member is unable to attend the meeting due to a personal matter, the nature of which is identified with specificity. The member may not rely upon this rationale more than two meetings per calendar year or 25% of the meetings held per calendar year rounded up to the next whole number, whichever is greater.

- v. The reason for the member's remote participation and the general location from which the member participates shall be recorded in the meeting minutes.
 - vi. If a member's remote participation is disapproved because such participation would violate this policy, the disapproval shall be recorded in the meeting minutes.
- a. An all-virtual public meeting may be held under the following circumstances:
- i. The meeting notice shall indicate whether the meeting will be an in-person or all-virtual meeting and that the meeting arrangements will not be changed without providing an updated notice, pursuant to VFOIA;
 - ii. Public access to the all-virtual meeting is provided via electronic communication means, which allows the public to hear all members participating in the all-virtual meeting and, when audio-visual technology is available, to see the members;
 - iii. A phone number or other live contact information is provided as a means to report if the audio or video transmission of the meeting fails;
 - iv. A copy of the proposed agenda and all agenda packets and, unless exempt, all materials furnished to members are made available to the public in electronic format at the same time that such materials are provided to the members;
 - v. The public is afforded the opportunity to comment through electronic means, including by way of written comments;
 - vi. No more than two members are together in any one remote location unless that remote location is open to the public;
 - vii. If a closed session is held during an all-virtual public meeting, transmission of the meeting to the public resumes before the public body votes to certify compliance with VFOIA;
 - viii. All-virtual meetings shall not be conducted (i) more than two times per calendar year or 50 % of the meetings held per calendar year rounded up to the next whole number, whichever is greater, or (ii) consecutively with another all-virtual meeting; and
 - ix. Minutes of all-virtual meetings shall include the fact that the meeting was held by electronic communication means and the type of electronic communication means by which the meeting was held.

- x. If a member's participation from a remote location is disapproved it shall be recorded in the minutes with specificity.

5. **PROCESS TO AUTHORIZE AN ALL-VIRTUAL PUBLIC MEETING**

a. PlanRVA may schedule its all-virtual public meetings at the same time and using the same procedures used by PlanRVA to set its meeting calendar for the calendar year; or

b. If PlanRVA wishes to have an all-virtual public meeting on a date not scheduled in advance on its meetings calendar, and an all-virtual public meeting is authorized under Section 4 above, PlanRVA Chair may schedule an all-virtual public meeting provided that any such meeting comports with this policy and VFOIA notice requirements.

PLANRVA – THE REGIONAL COMMISSION

POLICY FOR THE REMOTE PARTICIPATION OF MEMBERS

Adopted: June 12, 2025

1. AUTHORITY AND SCOPE

a. This policy is adopted pursuant to the authorization of Va. Code § 2.2-3708.3 and is to be strictly construed in conformance with the Virginia Freedom of Information Act (VFOIA), Va. Code §§ 2.2-3700—3715.

b. This policy shall not govern an electronic meeting conducted to address a state of emergency declared by the Governor or the Board of Supervisors. Any meeting conducted by electronic communication means under such circumstances shall be governed by the provisions of Va. Code § 2.2-3708.2. This policy also does not apply to an all-virtual public meeting.

2. DEFINITIONS

a. **“PlanRVA”** means PlanRVA, the Regional Commission, or the Richmond Regional Planning District Commission or any committee, subcommittee, or other PlanRVA entity.

b. **“Member”** means any member of PlanRVA.

c. **“Remote participation”** means participation by an individual member of PlanRVA by electronic communication means in a public meeting where a quorum of PlanRVA is physically assembled, as defined by Va. Code § 2.2-3701.

d. **“Meeting”** means a meeting as defined by Va. Code § 2.2-3701.

e. **“Notify”** or **“notifies,”** for purposes of this policy, means written notice, such as email or letter. Notice does not include text messages or communications via social media.

3. MANDATORY REQUIREMENTS

Regardless of the reasons why the member is participating in a meeting from a remote location by electronic communication means, the following conditions must be met for the member to participate remotely:

a. A quorum of PlanRVA must be physically assembled at the primary or central meeting location; and

b. Arrangements have been made for the voice of the remotely participating member to be heard by all persons at the primary or central meeting location. If at

any point during the meeting the voice of the remotely participating member is no longer able to be heard by all persons at the meeting location, the remotely participating member shall no longer be permitted to participate remotely.

4. **PROCESS TO REQUEST REMOTE PARTICIPATION**

a. On or before the day of the meeting, and at any point before the meeting begins, the requesting member must notify PlanRVA Chair (or the Vice-Chair if the requesting member is the Chair) that they are unable to physically attend a meeting due to (i) a temporary or permanent disability or other medical condition that prevents the member's physical attendance, (ii) a family member's medical condition that requires the member to provide care for such family member, thereby preventing the member's physical attendance, (iii) their principal residence location more than 60 miles from the meeting location, or (iv) a personal matter and identifies with specificity the nature of the personal matter.

b. The requesting member shall also notify PlanRVA staff liaison of their request, but their failure to do so shall not affect their ability to remotely participate.

c. If the requesting member is unable to physically attend the meeting due to a personal matter, the requesting member must state with specificity the nature of the personal matter. Remote participation due to a personal matter is limited each calendar year to two meetings or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater. There is no limit to the number of times that a member may participate remotely for the other authorized purposes listed in (i)—(iii) above.

d. The requesting member is not obligated to provide independent verification regarding the reason for their nonattendance, including the temporary or permanent disability or other medical condition or the family member's medical condition that prevents their physical attendance at the meeting.

e. The Chair (or the Vice-Chair if the requesting member is the Chair) shall promptly notify the requesting member whether their request is in conformance with this policy, and therefore approved or disapproved.

5. **PROCESS TO CONFIRM APPROVAL OR DISAPPROVAL OF PARTICIPATION FROM A REMOTE LOCATION**

When a quorum of PlanRVA has assembled for the meeting, the PlanRVA shall vote to determine whether:

a. The Chair's decision to approve or disapprove the requesting member's request to participate from a remote location was in conformance with this policy; and

b. The voice of the remotely participating member can be heard by all persons at the primary or central meeting location.

6. **RECORDING IN MINUTES**

a. If the member is allowed to participate remotely due to a temporary or permanent disability or other medical condition, a family member's medical condition that requires the member to provide care to the family member, or because their principal residence is located more than 60 miles from the meeting location PlanRVA shall record in its minutes (1) PlanRVA's approval of the member's remote participation; and (2) a general description of the remote location from which the member participated.

b. If the member is allowed to participate remotely due to a personal matter, such matter shall be cited in the minutes with specificity, as well as how many times the member has attended remotely due to a personal matter, and a general description of the remote location from which the member participated.

c. If a member's request to participate remotely is disapproved, the disapproval, including the grounds upon which the requested participation violates this policy or VFOIA, shall be recorded in the minutes with specificity.

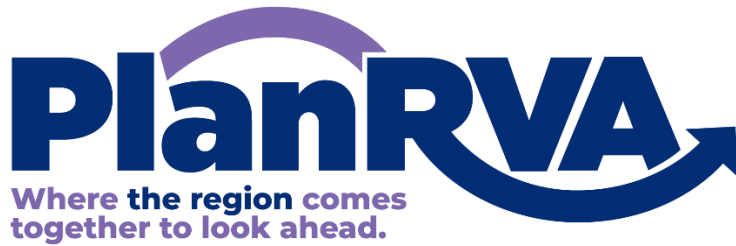
7. **CLOSED SESSION**

If PlanRVA goes into closed session, the member participating remotely shall ensure that no third party is able to hear or otherwise observe the closed meeting.

8. **STRICT AND UNIFORM APPLICATION OF THIS POLICY**

This Policy shall be applied strictly and uniformly, without exception, to the entire membership, and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting.

The Chair (or Vice-Chair) shall maintain the member's written request to participate remotely and the written response for a period of one year, or other such time required by records retention laws, regulations, and policies.



Audit, Finance, & Facilities Committee (AFFC)

June 2026

Expectations:

The Audit, Finance and Facilities Committee is charged with reviewing and recommending Commission approval of the following:

- Policies and procedures for the agency and any proposed amendments to those.
- The annual audit report.
- The annual work program and budget and any proposed amendments to those.
- Agency key imperatives.
- The agency's office space and lease.
- Agency financial statements.

The committee meets quarterly to address these matters and is comprised of three regular members and one ex officio member. For FY2027, the Chair has appointed the following members:

- Rev. Roscoe Cooper
- Mr. Sean Davis
- Dr. Cynthia Newbille



Public Outreach and Engagement (PO&E) Committee

June 2026

Expectations:

- Help educate the public by sharing information about the work of what planning district commissions do and why that matters
- Help us connect to:
 - underrepresented communities
 - rural communities
 - groups you are part of and close to where trust already exists
 - be present with us at these as is applicable
- Represent PlanRVA at events and opportunities
- Encourage and request input from your networks on open engagements
 - Hang fliers and share virtually and in person

Other ways to support:

- Connect with local press to share information about your role, the work of PDCs, or opportunities for input
- Be a Weaver Awards ambassador and/or application reviewer
- Do you have a specific skill that's relevant to share? Let us know!

Frequency:

Meetings: two times a year

Expectation of amplifying the work to your networks in between—expect to hear from us with resources and input opportunities.

Meetings Schedule Suggested:

-August 2026 : kickoff, get to know each other, who's in your community exercise, upcoming engagement needs

-February 2027

We will ask the group, once it is determined, for preferred meeting dates and times.

VIRGINIA: At a regular meeting of the Richmond Regional Planning District Commission held online in Richmond, Virginia on the 11th day of June 2026, at 9:30 a.m.



RESOLUTION

WHEREAS Barbara Jacocks has devoted 48 years to the planning profession, serving communities across Virginia in both the public and private sectors since 1978; and

WHEREAS Barbara Jacocks earned a Bachelor of Arts in Urban Studies from Virginia Tech in 1975 and a Master's in Urban Planning from the University of Tennessee in 1978; and

WHEREAS Barbara Jacocks began her planning career as Planner II in Chesterfield County in 1978, and went on to serve with K.W. Poore & Associates, Community Development Planners, from 1979 to 1988; Higgins Associates Landscape Architects & Planners from 1988 to 1997; and McKinney and Company, Architects, Engineers, & Planners, from 1997 to 2009; and

WHEREAS Barbara Jacocks has served the Richmond Regional Planning District Commission since 2009, contributing 17 years of dedicated service to the region; and

WHEREAS Barbara Jacocks has mentored many young planners throughout her career, sharing her wisdom, encouraging best practices, and supporting professional certification; and

WHEREAS Barbara Jacocks is a member of the Virginia Chapter of the American Planning Association and a charter member of the American Institute of Certified Planners, and has contributed to the planning profession across the Commonwealth through assistance with major planning documents and related initiatives; and

WHEREAS Barbara Jacocks led the initial development of the Comprehensive Economic Development Strategy in 2014 and the subsequent updates thereto; and

WHEREAS Barbara Jacocks has been integral to the development of numerous significant PlanRVA initiatives, including the Regional Green Infrastructure Report, Water & Sewer Reports, Chapel Island trail and signage installation, early existing and future land use regional GIS layers, the Bus Rapid Transit Pulse Corridor Plan, the Richmond Regional Transit Vision Plan Near Term Strategic Analysis, BikePedRVA, the Trolley Line Public History Project, and the Market Value Analysis; and

WHEREAS Barbara Jacocks has been key to laying the foundation for PlanRVA's current housing work and developing the housing strategic plan; and

WHEREAS Barbara Jacocks has been a deft facilitator of collaboration among a wide range of regional stakeholders, helping advance complex initiatives through thoughtful leadership and partnership-building; and

WHEREAS Barbara Jacocks is a member of the Leadership Metro Richmond Class of 2017; and

WHEREAS Barbara Jacocks has also demonstrated a strong commitment to social justice work through her church and through a coalition of 22 metro-area churches focused on addressing affordable housing, gun violence, and the creation of decent, safe, and sanitary housing; and

WHEREAS Barbara Jacocks will retire from PlanRVA on June 30, 2026, leaving a lasting legacy of professional excellence, regional leadership, and public service; and

NOW, THEREFORE, BE IT RESOLVED that the members of PlanRVA do hereby express their sincere appreciation to Barbara Jacocks for her dedicated service.

BE IT FURTHER RESOLVED that PlanRVA extends its best wishes that she shall have continued success, prosperity, and enjoyment of life for many years to come.

On motion duly made and seconded, the members of the PlanRVA Commission voted unanimously to adopt this resolution.

Date: June 11, 2026

Jordan Stewart, Chair