



AGENDA COMMISSION MEETING

October 8, 2020 -- 9:00 a.m.

Members of the public may observe the meeting via YouTube:
<https://www.youtube.com/channel/UC9ASolCv7PbihiCYdncLsOA>

Members will receive a link to the Zoom meeting via email prior to the meeting.

1. Welcome and Introductions (Spoonhower)

a. Pledge of Allegiance to the United States of America

b. Statement regarding Virtual Meetings for PlanRVA page 1

c. Roll Call of Attendees and Certification of a Quorum (Fusco)

d. Public Comments (Heeter)

Staff will share any comments that were received in advance of the meeting with members.

2. Requests for Additions or Changes to Order of Business (Spoonhower)

3. Action Item: Meeting Minutes (Nordvig)Page 3

Requested Action: Motion to accept the September 10, 2020 meeting minutes.

4. Old Business

a. Discussion Item: Voting Procedures (Heeter)

As a follow up to the September Commission meeting, staff has identified options to reduce the time taken for roll call voting. While roll call votes may be required in certain instances, these options may meet general needs of the Commission and streamline meetings.

Options include:

- Regular/Broader use of a Consent Agenda (reducing total number of actions)
- Consensus based decision making
- Voting by acclamation
- Visual Voting

5. Standing Committee and Other Reports

a. Executive Committee & Chairman’s Report (Spoonhower)

b. Audit, Facilities & Finance Committee Report (Holland/Eckhout)

i. Action Item: Financial Statements Page 10

Requested Action: Motion to accept the Financial Statements for August 30, 2020.

c. Public Outreach and Engagement Committee (Davey)

d. Executive Director’s Report (Heeter)

i. Intergovernmental and Environmental Review Summarypage 16

6. Commissioner Comments

Adjourn

Targeted Adjournment is 10 a.m.



**Opening Statement for Electronic Meetings
PlanRVA Regional Commission Meeting, October 8, 2020**

Due to the 2020 COVID-19 virus, meetings of the Richmond Regional Planning District Commission have transitioned to a virtual format in accordance with provisions of Virginia Code § 2.2-3708.2 and related legislation approved by the General Assembly of Virginia during the current period of the Governor's State of Emergency Declaration for COVID.

While we meet in a remote/virtual format, we remain committed to public accessibility and opportunity to participate. Staff provided notice of this meeting to members and the public on Monday September 28, 2020. As this meeting will be recorded, audio and visual recordings and materials will be accessible through the PlanRVA website. Any member of the public participating as an observer during the meeting may submit comments or questions at any time via email at info@PlanRVA.org. Additional information for how members of the public may participate are included in the meeting materials and on our website.

For the members who are participating in the meeting today, we ask that you identify yourself first when speaking so we can accurately record the activities of the meeting. Please remember to mute your line when not speaking to minimize additional noise and feedback. You may unmute your line at any time to request acknowledgement from the Chair. Staff will be monitoring the chat functions throughout the meeting to assure we do not overlook anyone wishing to participate, as appropriate, in the discussion.

Does anyone have any questions regarding the process for assuring effective facilitation of this meeting or for how members of the public may participate?

By reading this statement, staff certifies that we have followed the approved procedures for appropriate notice of this meeting and the means by which we are convening.

Now, please indicate your presence by saying "HERE" when your name is called during the roll call. Staff members will also be asked to identify themselves and anyone else who wishes to identify themselves following the roll call of members will be invited to do so.

<PAUSE for Roll Call>



PlanRVA has taken steps to improve accessibility in a virtual setting for the Regional Commission and its subcommittees and work groups. More information on how to engage is contained below.

Public Participation

Members of the public are invited to participate in public meetings of PlanRVA and their respective committees. The following are new ways members of the public can participate in and follow the business of PlanRVA during this time:

1. **Be an Observer:** Anyone wishing to participate as an observer in a public meeting may do so. Members of the public may observe the meeting via YouTube Live Streaming by clicking on the following link:
<https://www.youtube.com/channel/UC9ASolCV7PbihiCYdncLsOA>
2. **Share Your Opinion and Ask Questions:** Anyone wishing to submit comments or questions prior to the meeting may do so via email at info@PlanRVA.org. All written comments received by 5 pm the business day preceding the meeting will be provided to members of the public body within a reasonable time period and included in the administrative record.
3. **Inclusive Agenda:** All comments and questions submitted via email during or after the meeting will be reviewed following the meeting and to the extent practical, responses may be provided or posted on the PlanRVA website.



**Commission Meeting
GoToMeeting Virtual Meeting
Meeting Minutes
September 10, 2020
9:00 a.m.**

Members Present (A = Alternate)

<u>Charles City County</u>		<u>Town of Ashland</u>		<u>Goochland County</u>	
William Coad		Kathy Abbott (A)		Susan Lascolette (A)	
Michelle Johnson (A)		Mr. Daniel McGraw	X	Neil Spoonhower	X
Rhonda Russell (A)	X				
<u>Chesterfield County</u>		<u>City of Richmond</u>		<u>Hanover County</u>	
Kevin Carroll	X	Nolen Blackwood (A)		Sean Davis, Secretary	X
Tim Davey	X	Jacob Giovia	X	Anne Marie Lauranzon	
Gloria Freye	X	Kim Gray		Canova Peterson	X
Leslie Haley	X	Kristen Larson	X	Faye Prichard (A)	
James Holland	X	Stephanie Lynch		Randy Whittaker	X
Jim Ingle	X	Dr. Cynthia Newbille, Past Chair	X		
Jesse Smith (A)	X	Rodney Poole			
Chris Winslow	X				
<u>Henrico County</u>		<u>New Kent County</u>		<u>Powhatan County</u>	
Chris Archer	X	John Lockwood (A)		Michael Byerly	
Thomas M. Branin		John Moyer	X	Bobby Hall	X
William Mackey	X	Patricia Paige, Treasurer	X	Larry Nordvig	
Tyrone Nelson, Chair	X				
Patricia O'Bannon	X				
Daniel J. Schmitt	X				
Frank Thornton	X				

Others Present:

Eric Gregory.....Hefty, Wiley & Gore, PC

Staff Present

Martha Heeter.....Executive Director
 Terry Eckhout..... Director of Finance
 Diane Fusco.....Office Manager
 Sidd Kumar..... Project Coordinator
 Chet Parsons.....Director of Transportation



The PlanRVA Regional Commission meeting was held by electronic communication means as set forth by the April 22, 2020 actions of the General Assembly in response to the continued spread of novel coronavirus, or COVID-19. The technology used for this meeting was a web-hosted service created by GoToMeeting and was open and accessible for participation by members of the public. Voting record tables are included in Appendix A. A recording of this meeting is available on our [Plan RVA YouTube Channel](#).

Call to Order

Chairman Spoonhower called the PlanRVA Commission meeting to order at approximately 9:00 a.m.

Attendance Roll Call & Certification of a Quorum

Ms. Heeter read an opening statement for Electronic Meetings.

Ms. Fusco took attendance by roll call and Ms. Heeter confirmed a quorum was present.

Requests for Additions or Changes to Order of Business

On motion of Ms. O'Bannon, seconded by Mr. Holland, the Commission approved amending the agenda to include an additional opportunity for public comment as detailed in the opening statement. A roll call vote was completed to confirm, and the motion carried unanimously (Appendix A).

On motion of Ms. O'Bannon, seconded by Mr. McGraw the Commission approved including the Pledge of Allegiance to the agenda. A roll call vote was completed to confirm, and the motion carried unanimously (Appendix A).

Chairman Spoonhower confirmed there were no additional requests for additions or changes to the order of business.

Public Comment Period

Since there were no requests from the public to address members of the Commission, Chairman Spoonhower closed the public comment period.

Pledge of Allegiance

Ms. O'Bannon led the Commission in the Pledge of Allegiance to the flag.

Minutes for the August 13, 2020 Meeting

On motion of Mr. Holland, seconded by Ms. O'Bannon, the Commissioners approved the minutes of the August 13, 2020 meeting by roll call vote. The motion carried (Appendix A).

Chair's Report

Chairman Spoonhower shared information about his background and aspirations for his time as Chairman of the Commission.

Audit, Facilities & Finance Committee Report

Mr. Holland asked Ms. Eckhout to review the July 2020 financial statements. She noted the FY2020 audit is currently underway and there could be small adjustments to the figures being presented.

Ms. Eckhout presented the balance sheet and profit and loss statement for the month of July that was included in the agenda packet. Ms. Eckhout noted items that exceeded the threshold of a variance of 25% when compared to budget.

On motion of Mr. Holland, seconded by Ms. O'Bannon, the Commissioners approved the July 2020 financial statements by roll call vote. The motion carried (Appendix A).

Executive Director's Report

Ms. Heeter reviewed information related to a request for an extension of the vacation leave deadline. She said staff is requesting a temporary extension of the deadline for use of vacation leave from December 31, 2020 to June 30, 2021 due to COVID-19.

On motion of Mr. Peterson, seconded by Mr. Carroll, the Commissioners approved the extension of the vacation leave deadline by roll call vote. The motion carried (Appendix A).

Ms. Heeter referenced recent Commissioner Orientation sessions hosted this summer and said additional sessions will be offered on a quarterly basis going forward.

Ms. Heeter updated Commissioners on work being done to move to a new platform for electronic meetings that will improve Commission member and public observer experience and streamline procedures for public participation. Ms. O'Bannon mentioned security issues with Zoom and Ms. Heeter noted Zoom has added new security measures. Rev. Nelson and Mr. Winslow agreed that Zoom has improved their security protocols.

Public Comment Period

Since there were no requests from the public to address members of the Commission, Chairman Spoonhower closed the public comment period.

Other Business

As Chair of the Capital Region Airport Commission, Ms. O'Bannon announced that improvements to Concourse A at the Richmond International Airport is almost complete and JetBlue will be providing direct nonstop service to Tampa, Las Vegas, and Los Angeles.

Rev. Nelson acknowledged the new aquatic center opening in Henrico. Supervisor Frank Thornton was honoured at the ribbon cutting with a surprise announcement that the center has been named for him. Mr. Holland also congratulated Mr. Thornton on this event.

On motion of Mr. Holland, seconded by Ms. O'Bannon, Chairman Spoonhower adjourned the meeting at 10:15 a.m.



APPENDIX A

PlanRVA Board of Commissioners - Voting Record

Date of Meeting: September 10, 2020

Amend agenda to include additional public comment period

Members Present (A = Alternate)

<u>Locality</u>	<u>Member</u>	<u>AYE</u>	<u>NAY</u>	<u>Abstain</u>
Charles City County	Rhonda Russell (A)	X		
Town of Ashland	Dan McGraw	X		
Goochland County	Neil Spoonhower	X		
Chesterfield County	Kevin Carroll	X		
Chesterfield County	Tim Davey	X		
Chesterfield County	Gloria Freye	X		
Chesterfield County	Leslie Haley	X		
Chesterfield County	James Holland	X		
Chesterfield County	Jim Ingle	X		
Chesterfield County	Jesse Smith (A)	X		
Chesterfield County	Chris Winslow	X		
City of Richmond	Jacob Giovia	X		
City of Richmond	Kristen Larson			
City of Richmond	Dr. Cynthia Newbille	X		
Hanover County	Sean Davis	X		
Hanover County	Canova Peterson			
Hanover County	Randy Whittaker	X		
Henrico County	Chris Archer	X		
Henrico County	William Mackey			
Henrico County	Tyrone Nelson	X		
Henrico County	Patricia O'Bannon	X		
Henrico County	Daniel Schmitt	X		
Henrico County	Frank Thornton	X		
New Kent County	John Moyer	X		
New Kent County	Patricia Paige	X		
Powhatan County	Bobby Hall	X		



Motion to include Pledge of Allegiance to Agenda

Members Present (A = Alternate)

Locality	Member	AYE	NAY	Abstain
Charles City County	Rhonda Russell (A)	X		
Town of Ashland	Dan McGraw	X		
Goochland County	Neil Spoonhower	X		
Chesterfield County	Kevin Carroll	X		
Chesterfield County	Tim Davey	X		
Chesterfield County	Gloria Freye	X		
Chesterfield County	Leslie Haley	X		
Chesterfield County	James Holland	X		
Chesterfield County	Jim Ingle	X		
Chesterfield County	Jesse Smith (A)	X		
Chesterfield County	Chris Winslow	X		
City of Richmond	Jacob Giovia	X		
City of Richmond	Kristen Larson	X		
City of Richmond	Dr. Cynthia Newbille	X		
Hanover County	Sean Davis	X		
Hanover County	Canova Peterson			
Hanover County	Randy Whittaker	X		
Henrico County	Chris Archer	X		
Henrico County	William Mackey			
Henrico County	Tyrone Nelson	X		
Henrico County	Patricia O'Bannon	X		
Henrico County	Daniel Schmitt	X		
Henrico County	Frank Thornton	X		
New Kent County	John Moyer	X		
New Kent County	Patricia Paige	X		
Powhatan County	Bobby Hall	X		



Item 4bi. July 2020 Financial Statements
Members Present (A = Alternate)

<u>Locality</u>	<u>Member</u>	<u>AYE</u>	<u>NAY</u>	<u>Abstain</u>
Charles City County	Rhonda Russell (A)	X		
Town of Ashland	Dan McGraw	X		
Goochland County	Neil Spoonhower	X		
Chesterfield County	Kevin Carroll	X		
Chesterfield County	Tim Davey	X		
Chesterfield County	Gloria Freye	X		
Chesterfield County	Leslie Haley	X		
Chesterfield County	James Holland	X		
Chesterfield County	Jim Ingle	X		
Chesterfield County	Jesse Smith (A)	X		
Chesterfield County	Chris Winslow	X		
City of Richmond	Jacob Giovia	X		
City of Richmond	Kristen Larson	X		
City of Richmond	Dr. Cynthia Newbille	X		
Hanover County	Sean Davis	X		
Hanover County	Canova Peterson	X		
Hanover County	Randy Whittaker	X		
Henrico County	Chris Archer	X		
Henrico County	William Mackey	X		
Henrico County	Tyrone Nelson	X		
Henrico County	Patricia O'Bannon	X		
Henrico County	Daniel Schmitt	X		
Henrico County	Frank Thornton	X		
New Kent County	John Moyer	X		
New Kent County	Patricia Paige	X		
Powhatan County	Bobby Hall	X		



Item 4ci. Extension of Vacation Leave Deadline

Members Present (A = Alternate)

Locality	Member	AYE	NAY	Abstain
Charles City County	Rhonda Russell (A)	X		
Town of Ashland	Dan McGraw	X		
Goochland County	Neil Spoonhower	X		
Chesterfield County	Kevin Carroll	X		
Chesterfield County	Tim Davey	X		
Chesterfield County	Gloria Freye	X		
Chesterfield County	Leslie Haley	X		
Chesterfield County	James Holland	X		
Chesterfield County	Jim Ingle	X		
Chesterfield County	Jesse Smith (A)	X		
Chesterfield County	Chris Winslow	X		
City of Richmond	Jacob Giovia	X		
City of Richmond	Kristen Larson	X		
City of Richmond	Dr. Cynthia Newbille	X		
Hanover County	Sean Davis			
Hanover County	Canova Peterson	X		
Hanover County	Randy Whittaker	X		
Henrico County	Chris Archer	X		
Henrico County	William Mackey	X		
Henrico County	Tyrone Nelson	X		
Henrico County	Patricia O'Bannon	X		
Henrico County	Daniel Schmitt	X		
Henrico County	Frank Thornton	X		
New Kent County	John Moyer	X		
New Kent County	Patricia Paige	X		
Powhatan County	Bobby Hall	X		

PlanRVA
Statement of Net Position

Balance Sheet

August 31, 2020

**Statement of
Net Position Balance Sheet**

ASSETS

Current Assets

Checking/Savings

1050 · LGIP-Virginia Dept of Treasury	918,662	918,662
1070 · SunTrust Checking 8921	63,232	63,232

Total Checking/Savings	981,894	981,894
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Accounts Receivable

1200 · Accounts Receivable	363,014	363,014
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Total Accounts Receivable	363,014	363,014
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Other Current Assets

1150 · Prepaid Expenses	19,805	19,805
1250 · Miscellaneous Receivables	447,778	447,778
1300 · Due from CVTA	7,488	7,488

Total Other Current Assets	475,071	475,071
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Total Current Assets	1,819,979	1,819,979
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Fixed Assets

1300 · Property & Equipment	351,458	351,458
1350 · Accumulated Depreciation	(246,398)	(246,398)

Total Fixed Assets	105,060	105,060
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Other Assets	259,333	0
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2,184,372	1,925,038	
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TOTAL ASSETS

LIAI Liabilities

Current Liabilities

Accounts Payable

2000 · Accounts Payable	64,220	64,220
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Total Accounts Payable	64,220	64,220
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Other Current Liabilities

2050 · Accrued Expenses	69,093	69,093
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2500 · Compensated Absences	91,214	52,389
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2525 · Deferred Revenue	520,383	520,383
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2600 · Security Deposit	2,665	2,665
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Total Other Current Liabilities	683,354	644,529
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Total Current Liabilities	747,574	708,749
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Long Term Liabilities

2800 · Deferred Rent Liability	22,959	0
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2900 · Net Pension Liability	584,259	0
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2950 · Deferred Inflows	130,799	0
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Total Long Term Liabilities	738,017	0
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Total Liabilities	1,485,591	708,749
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****Fund Balance (see proposed restatement below)**

Fixed Asset	105,060	105,060
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Unassigned Fund Balance	593,721	1,111,229
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Total Fund Balance	698,781	1,216,289
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2,184,372	1,925,038	
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Discussion at AFFC April 29th meeting. Balance Sheet liabilities are not current and due

\$1m is target

PlanRVA
Statement of Net Position
Balance Sheet
August 31, 2020

TOTAL LIABILITIES & Fund Balance

Unrestricted Reserve - End of FY 20 (adjusted)	1,110,789
Net Surplus (Deficit) August YTD 2020	(29,682)
Special Assessments FY21	30,122
Unrestricted Reserve - 8/31/20	<u><u>1,111,229</u></u>

PlanRVA
Profit & Loss Statement
August 2020 YTD

	Aug-20	Jul-20	YTD Actual Total	Annual Budget	16.67% Total Budget	YTD Notes for +/- 16.67%
Income						
4100 Federal Funding						
4101 MPO FHWA/PL Funds - Fed share	78,809	99,483	178,292	1,204,736	14.80%	
4102 MPO Sect 5303 Funds - Fed share	21,316	21,635	42,951	433,984	9.90%	
4105 MPO Pass-Through	6,420		6,420	450,077	1.43%	
4110 DEQ-FY18/19Coastal	7,767	8,505	16,272	123,530	13.17%	
4111 FY20 Rural Coastal VA Mktg			0	9,095	0.00%	
4112 FY20 Lower Chickahominy			0	18,087	0.00%	
4113 FY20 Coastal TA & Resiliency			0	44,990	0.00%	
Item A 4115 CBRAP - WIP3/Fed Share	4,220	8,032	12,252	20,460	59.88%	Project ending date 12/31
4120 VDEM SHSP	6,297	3,228	9,525	95,650	9.96%	
4130 VDEM Pass-through grants			0	216,125	0.00%	
4140 Hazard Mitigation	745		745	140,625	0.53%	
Item B 4190 Analysis of Impediments	9,355		9,355	5,000	187.10%	CO from FY20; Project extended thru 3/31/21 with budget amendment forthcoming
Total 4100 Federal Funding	\$134,929	\$140,883	275,812	\$2,762,359	9.98%	
4200 State Funding						
4201 MPO FHWA/PL Funds - State share	9,726	12,435	22,161	150,592	14.72%	
4202 MPO Sec. 5303 - State share	2,665	2,705	5,370	54,248	9.90%	
4205 State MPO Pass-Through	1,605		1,605	112,519	1.43%	
4210 VDOT Rural Planning	0	915	915	58,000	1.58%	
4230 State Appropriation	9,549	9,549	19,097	113,900	16.77%	
Total 4200 State Funding	\$23,545	\$25,604	49,148	\$489,259	10.05%	
4300 Local Funding						
4301 TPO Assessment	4,204	4,204	8,408	50,447	16.67%	
4310 Local Membership Dues	45,440	45,061	90,501	544,903	16.61%	
4320 Capital Region Collaborative			0	24,290	0.00%	
Total 4300 Local Funding	\$49,644	\$49,265	98,909	\$619,640	15.96%	
4400 Private Funding						
4410 Restricted Contributions			0			
4360 FOLAR Grant	6,246	6,246	12,492	74,957	16.67%	
Total 4410 Restricted Contributions	\$6,246	\$6,246	12,492	\$74,957	16.67%	
5000 Other Income						
5001 Interest Income	578	132	710	0	0.00%	
Total 5000 Other Income	578	132	710	0	0.00%	

	Aug-20	Jul-20	YTD Actual Total	Annual Budget	16.67% Total Budget	YTD Notes for +/- 16.67%
Total Income	\$214,941	\$222,129	\$437,070	\$3,946,215	11.08%	5.5% below YTD Straight Line Target 55% salary reimbursements
Expenses						
6000 Salary & Wages						
6100 Wages	126,521	126,298	252,819	1,442,094	17.53%	Includes Leave Wages (6101)
6101 Leave Wages				150,000	0.00%	
6102 Leave PTO Adjusted				10,000	0.00%	
6200 Payroll Taxes	9,422	9,377	18,799	115,464	16.28%	
6500 Benefits						
6512 Healthcare	17,957	18,290	36,247	225,133	16.10%	
Item C 6531 VRS Retirement Contribution	10,758	10,758	21,516	101,880	21.12%	VRS rate increase
6535 Hybrid 401 A (matching funds)	379	379	759	0	0.00%	
6541 LTD	970	970	1,940	10,565	18.36%	
6542 Hybrid VRS ST & LT Disability	175	175	350		0.00%	
6550 FSA/HSA Section 125 Plans	105	106	211		0.00%	
6580 Payroll Fees	160	166	326	3,000	10.88%	
6590 Training	165	15,667	15,832	85,000	18.63%	
7720 Legal Fees - Other	(3,000)	3,000	0	7,500	0.00%	August fees recorded as "due from CVTA"
7721 General Counsel	2,000	2,000	4,000	24,000	16.67%	
Total 7720 Legal Fees	(\$1,000)	\$5,000	\$4,000	31,500	12.70%	
7730 Contracted Services	\$0	\$0	0	25,000	0.00%	
Total 7100 Professional Fees	(\$1,000)	\$5,000	\$4,000	\$56,500	7.08%	
7200 Office Expenses						
7220 Computer Operations						
7221 Virtual Desktop Operations	9,026	8,960	17,986	95,000	18.93%	
7222 Software	586	395	981	35,000	2.80%	
Item D 7223 Broadband/network/telephone	1,313	3,294	4,607	9,750	47.25%	New phones, still adjusting
7224 Desktops & Support	1,076	1,076	2,153	12,000	17.94%	
7226 Technology services	2,577	0	2,577	10,000	25.77%	recorded annual contract for services
Total 7220 Computer Operations	\$14,578	\$13,725	\$28,303	\$161,750	17.50%	Overbudget < 1%
7230 Printing	2,579	3,813	6,392	37,400	17.09%	
Item E 7235 Supplies	2,721	1,566	4,287	10,000	42.87%	Covid19 supplies, VRSA grant offset
7245 Postage	22		22	2,000	1.10%	
7250 Advertisements			0	7,500	0.00%	
7290 Miscellaneous Expenses			0	10,000	0.00%	
7295 Bank Fees	100	115	215	1,500	14.33%	
Total 7200 Office Expenses	\$20,000	\$19,219	\$39,219	\$230,150	17.04%	Overbudget < 1%
7400 Program Expenses						
7410 Organizational Dues	1,337	1,248	2,585	17,500	14.77%	
7420 Travel - Board			0	3,500	0.00%	
7425 Travel - Agency	0	76	76	32,500	0.23%	
7430 Books & Periodicals	12	12	24	1,000	2.40%	
7450 Pass-through and Matching funds			0			
7451 Pass Through Funds - MPO	8,025		8,025	593,550	1.35%	
7452 Pass Through Funds (VDEM)			0	216,125	0.00%	
7454 Pass-through funds - Lower Ck			0	100,000	0.00%	
7457 Pass-Thru Hazard Mitigation			0	120,000	0.00%	
Item F 7459 Other Pass-Thru Expenses	9,355		9,355	0	0.00%	Analysis of Impediments; budget amendment forthcoming (refer Item B)
Total 7450 Pass-thru and Matching funds	17,380	0	17,380	1,029,675	1.69%	
Total 7400 Program Expenses	\$18,729	\$1,336	\$20,065	\$1,084,175	1.85%	Below budget of 16.67%
7600 Infrastructure						
7210 Rent	20,875	20,190	41,065	249,156	16.48%	Rent increased in Aug20
7240 Insurance	573	573	1,146	7,390	15.51%	

	Aug-20	Jul-20	YTD Actual Total	Annual Budget	16.67% Total Budget	YTD Notes for +/- 16.67%
7680 Depreciation Expense	2,103	2,103	4,205	21,575	19.49%	
Total 7600 Infrastructure	23,551	22,866	46,417	278,121	16.69%	
Total Expenses	229,045	231,760	460,805	3,792,082	12.15%	
Net Operating Income	(\$14,104)	(\$9,631)	(23,735)	\$154,133	-15.40%	
Other Expenses						
Item G 7900 Capital Expense Projects	5,947		5,947	20,000	29.74%	Kitchen Improvements (COVID-19)
7950 Transfer to/from Reserves			0	101,888	0.00%	
7951 Trf to Reserves - Fund Balance Goal	0	0	0	32,245	0.00%	
Total Other Expenses	5,947	0	5,947	154,133	3.86%	
Net Income (Loss)	(\$20,051)	(\$9,631)	(29,682)	\$0	0.00%	

Notes:

YTD Net Loss is (\$29,682)

Total Income is underbudget 5.59%; 55% salary reimbursements

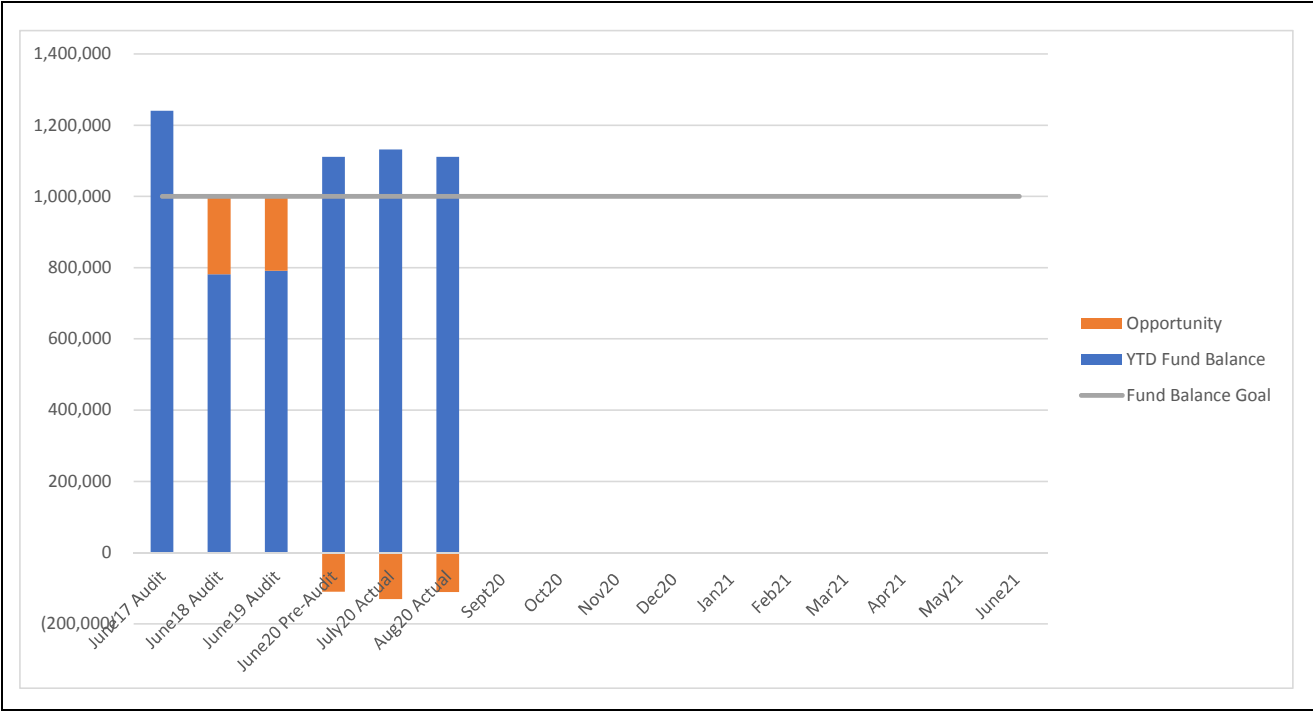
Salaries & Wages are in line YTD with budget

Program Expenses are 14.85% below expected due to program deadlines extended

Computer Operations and Office Expenses are over budget <1%

Salaries of \$6,977 for CVTA incurred are recorded in September 20

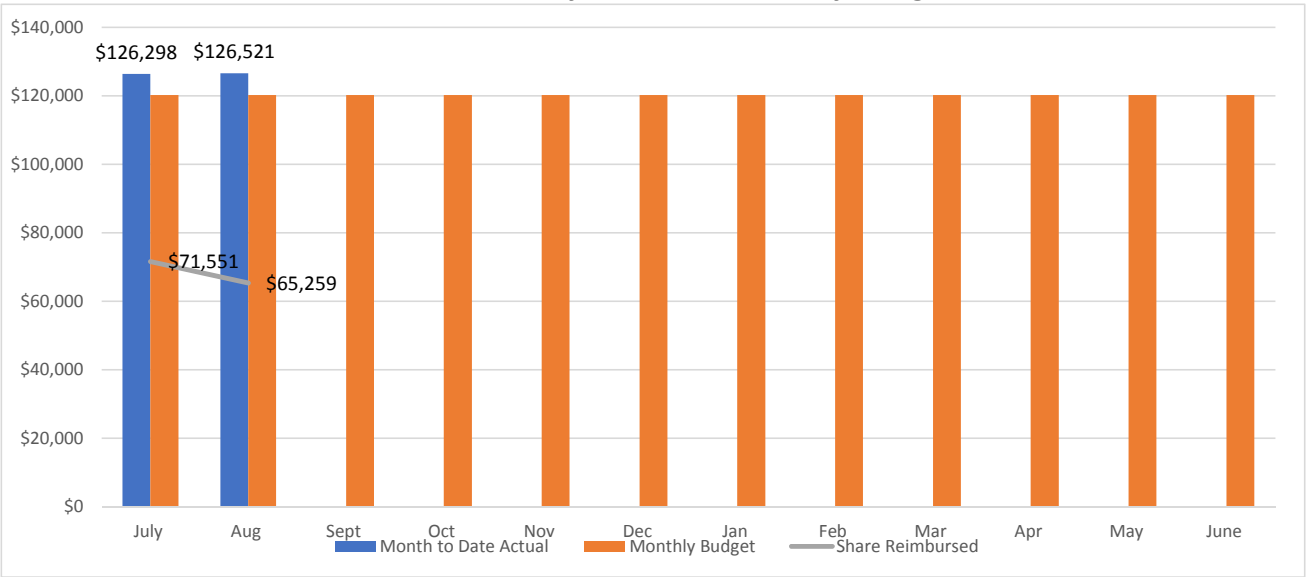
**Plan RVA
Fund Balance Projection
Fiscal Year 2020-2021**



The goal is to meet \$1 million target fund balance by Jun 21; change to accrual accounting in FY19 prevents detailed comparison prior to FY 19.

Unrestricted Reserve - End of FY 20 (adjusted)	1,110,789
Net Surplus (Deficit) August YTD 2020	(29,682)
Special Assessments FY21	<u>30,122</u>
Unrestricted Reserve - 8/31/20	<u><u>1,111,229</u></u>

Salaries - Monthly Actual vs Monthly Budget



Environmental & Intergovernmental Reviews

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 <http://www.deq.virginia.gov/Programs/Water/WaterSupplyWaterQuantity/WaterWithdrawalPermittingandCompliance.aspx>.
- **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.

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 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/>.

Jurisdiction	Response Date	Review Name	Coastal Consistency Determination or Certification	Environmental Assessment, Impact Statement, or Impact Report	Groundwater Withdrawal Permit	VPDES Permit	VWP Permit	PSD Permit (Air Quality)	Federal funding of State Program	Superfund Remediation Application	FTA Section 5310 Funding	State Corporation Commission Application	Other
Chesterfield	9/24/2020	Magnolia Green Phase III					X						
Henrico	8/31/2020	Heavy Wall Tee Replacement	X										
Richmond	9/2/2020	Dominion Energy Materials and metering Service Center				X							
Richmond	9/16/2020	Brookland Park Apts	X										
Richmond	9/24/2020	VCU Athletics Project		X									
Virginia	8/28/2020	2020 Wetlands Program						X					
Isle of White	9/24/2020	Clydesdale Mobile Home Park			X								
Southampton	8/27/2020	Southampton Meadows			X								

Environmental and Intergovernmental Reviews

September 2020

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.

Located within the Richmond Region

Magnolia Green Phase III

Chesterfield

Moseley LP has requested to modify its current Virginia Water Protection (VWP) permit for the Magnolia Green – Phase III project. The project consists of the construction of a residential development and the site is located north of U.S. Route 360 (Hull Street Road) and west of State Route 667 (Otterdale Road) in Chesterfield County. The proposed permit modification will allow the permittee to fill stream bed in order to construct associated roads and appurtenant infrastructure for a newly proposed Magnolia Academy Children's Center. The activity proposed in the permit modification will affect wetlands and streams that drain to Blackman Creek in the James River watershed. The DEQ's preliminary decision is to issue the permit modification. PlanRVA staff received no comments from locality staff as part of the review process. PlanRVA staff responded with no comments about the proposed permit.

Heavy Wall Tee Replacement

Henrico

TC Energy Company, is proposing to perform a dig project to replace an existing 18"x18" standard thickness tee with a heavier wall thickness tee on the existing Line VM-107 in Henrico County, Virginia. The proposed project is located to the west of Virginia State Route 150/Chippenham Parkway approximately 0.4-mile south of the intersection with River Road and approximately 0.3 mile north of the James River. The project area consists of vegetated and developed (paved) right-of-way and meter station lot and overhead electric transmission line right-of-way. As this project has the potential to affect Virginia's coastal uses and/or resources, it will be constructed and operated in a manner which is consistent with the Virginia Coastal Zone Management (CZM) Program. Columbia has documented that the proposed activity should not have an adverse effect on the environmental or natural resources of the Commonwealth of Virginia's coastal zone. The proposed Project is located within a RMA due to being located within the 100-year floodplain and in areas with highly erodible soils. Approximately 0.06 acres of RMA will be temporarily impacted for excavation and stockpiling activities and will be restored to pre-construction contours upon completion of the project. PlanRVA staff received no comments from locality staff about this review. PlanRVA staff had no concerns about the proposed project.

Dominion Energy Materials and Metering Services Center

Richmond

Dominion Energy has applied for reissuance of a permit for the private Materials and Metering Services Center. The applicant proposes to release storm water at a rate of 1.1 million gallons per day into a water body. The facility proposes to release the storm water to the Grindall Creek in the City of Richmond, Virginia in the James River watershed. The permit will limit the following pollutants to amounts that protect water quality: inorganics. PlanRVA staff received no comments from locality staff. PlanRVA staff responded with no concerns about the proposed permit.

Brookland Park Apartments

Richmond

The project involves the redevelopment of the property into a multi-family apartment complex, The Brookland Park Apartments. The proposed apartment complex will contain 66 units over 4 levels, 2 common areas and courtyards, a community room and gym, parking to the north along Newbury Avenue, decorative fencing, and various native landscaping plants. Based on the proposed development plan, CPDC has determined that the construction and operation of The Brookland Park Apartment project will have no adverse effect on the coastal uses and/or natural resources of Virginia that are addressed by the nine (9) enforceable policies of the Virginia Coastal Zone Management (CZM) Program. PlanRVA staff received no comments from locality staff. PlanRVA staff responded with no comments or concerns about the proposed project.

VCU Athletics Project

Richmond

The proposed project is the acquisition and future redevelopment of an existing salvation Army store located at the northeast corner of Hermitage Road and Rhoadmiller Street in Richmond. The proposed project will include the demolition of the existing building on-site. The concept for the future redevelopment includes a large athletic facility for Virginia Commonwealth University (VCU). VCU also recently submitted a Part I EIR for review for the acquisition of the adjoining property to the north. The subject property is comprised of a single parcel totaling approximately 4.053-acres. The project site is currently developed with a large commercial warehouse which was formerly utilized as a Salvation Army facility and is now unoccupied. It is located in a mixed light industrial and commercial area of the City of Richmond. A desired start of construction has not yet been determined and plans or design for future development is still in the very preliminary planning phase.

At this time, project specific plans are not available as the project is still in preliminary conceptual design phases, but based on preliminary information provided for the proposed facility and the review of the natural and cultural resources existing at the site, the potential project impacts appear to be limited and are not expected to be significant given the highly disturbed and developed nature of the site and surrounding area. PlanRVA staff received no comments about the proposed project from locality staff. PlanRVA staff responded with no concerns about the proposed project.

2020 Wetlands Program

Virginia

DEQ is requesting \$329,000 in federal funds to fund agency staff who will oversee the development of TMDLs, TMDL alternatives, and TMDL Implementation Plans in Virginia. These funds will also be used with other funds to support creation of TMDL plans. Background: DEQ has developed lists of impaired waters in every even year since 1992. The "Final 2018 305(b)/303(d) Water Quality Assessment Integrated Report" was approved by EPA in September 2019. The report details the pollutant responsible for the violations, and the cause and probable sources of the pollutant. Since 1998, DEQ has developed plans, with public input, to restore and maintain the water quality for the impaired waters. These plans are called "Total Maximum Daily Loads," or TMDLs. Detailed Implementation Plans are then developed to design specific BMPs to address impairments. PlanRVA responded with no concerns about the grant application.

Located outside - but potentially impacting - the Richmond Region

Clydesdale Mobile Home Park

Isle of Wight

Bracey Enterprises, Inc. has applied for a reissuance of a permit for Clydesdale Mobile Home Park in Isle of Wight County, Virginia. The permit would allow the applicant to withdraw an average of 41,096 gallons per day. The groundwater withdrawal will support the potable water needs of the mobile home park. The proposed withdrawal will utilize the Potomac aquifer at a depth between 310 feet to 400 feet below the land surface at the withdrawal site. Computer modeling predicts that the aquifer will not experience one foot of drawdown due to the withdrawal. PlanRVA staff received no comments about this permit from locality staff. PlanRVA staff responded with no comments to DEQ staff.

Southampton Meadows

Southampton

Southampton Park, L.L.C. has applied for a reissuance of a permit for Southampton Meadows Mobile Home Park in Southampton County, Virginia. The permit would allow the applicant to withdraw an average of 70,137 of gallons per day. The groundwater withdrawal will support the potable water needs in the park. The proposed withdrawal will utilize the Virginia Beach aquifer at a depth between 152 feet to 185 feet below the land surface at the withdrawal site. PlanRVA staff did not receive any comments from locality staff. PlanRVA staff had no comments about the proposed permit.