



**AGENDA**  
**October 10, 2019**  
**9:00 a.m.**  
**James River Board Room**

**Call to Order**

**Pledge of Allegiance**

**Certification of Meeting Quorum**

**1. Requests for Additions or Changes to Order of Business**

**2. Public Comment Period**

Speakers may address the Commission for up to three (3) minutes on any matters relevant to the body. Any speakers are requested to give their name, locality in which they reside, and if appropriate, the organization they represent.

**3. Minutes for the July 11, 2019 Meeting (Tab 1)**

**Action Requested:** Motion to approve the July 11, 2019 Meeting Minutes.

**4. Regional Forum**

**Changing Demographics in the Region- A Summary of Data and Discussion of Implications (Tab 2)**

- a. Demographics and Education: Dr. Genevieve Siegal-Hawley and Dr. Tom Shields
- b. Demographics and Transportation Planning: Chet Parsons
- c. Questions and Discussion

**5. Reports**

**a. Executive Director's Report and Intergovernmental and Environmental Review Summary (Tab 3):** For information; no action requested.

**b. Executive Committee Report**

- i. 50<sup>th</sup> Anniversary Celebration Recap
- ii. Bylaws and Charter Revisions Update
- iii. FY2020 Meeting Schedule and Topics **(Tab 4)**



**Action Requested:** Motion to establish the start time for the Full Commission meetings in FY2020.

**c. Audit, Facilities & Finance Committee Report**

- i. July 31 and August 30 Financial Statements (Tab 5)

**Action Requested:** Motion to accept the monthly financial reports as presented.

**d. Public Outreach and Engagement Committee Report**

- i. Update on current activities and initiatives

**6. Other Business**

**7. Adjourn:** Target 10:30 am

**Action Requested:** Motion to Adjourn







**MINUTES**  
**July 11, 2019**

**Members and Alternates (A) Present**

Gregory Baka..... Henrico County  
 Steve Elswick..... Chesterfield County  
 Gloria Freye..... Chesterfield County  
 Timothy Davey..... Chesterfield County  
 Kimberly Gray..... City of Richmond  
 Dorothy Jaeckle..... Chesterfield County  
 Angela Kelly-Wiecek..... Hanover County  
 Anne Marie Lauranzon..... Hanover County  
 Susan Lascolette..... Goochland County  
 William Mackey..... Henrico County  
 Tyrone Nelson, Vice Chair..... Henrico County  
 Cynthia Newbille..... City of Richmond  
 Larry Nordvig..... Powhatan County  
 Patricia O'Bannon..... Henrico County  
 Canova Peterson..... Hanover County  
 Daniel Schmitt..... Henrico County  
 George Spagna, Treasurer..... Town of Ashland  
 Christopher Winslow..... Chesterfield County

**Others Present**

Eric Gregory..... Hefty, Wiley and Gore  
 Jill Swinger..... Warren Whitney

**Staff Present**

Martha Shickle..... Executive Director  
 Diane Fusco..... Office Manager  
 Chet Parsons..... Director, Transportation

## **Call to Order/Pledge of Allegiance**

Outgoing Chairwoman Newbille called the regularly scheduled July 11, 2019 meeting to order at approximately 9:10 a.m. in the James River Board Room. She then led members in the pledge of allegiance to the flag.

## **Certification of Meeting Quorum**

Ms. Shickle, Executive Director, reported a quorum was present.

### **1. Requests for Additions or Changes to Order of Business**

Outgoing Chairwoman Newbille asked if there were any requests to change the agenda or order of business. Ms. O'Bannon requested that the June 13 minutes be removed from the consent agenda. Outgoing Chairwoman Newbille agreed to proceed with that modification.

### **2. Public Comment Period**

Speakers may address the Commission for up to three (3) minutes on any matters relevant to the body. Any speakers are requested to give their name, locality in which they reside, and if appropriate, the organization they represent.

As there were no requests from the public to address members of the Commission, Outgoing Chairwoman Newbille closed the public comment period.

### **3. Consent Agenda**

- a. Intergovernmental and Environmental Review Summary (Tab 2)

**Action Requested:** Motion to approve items included in the Consent Agenda.

A motion was made to approve the items included in the consent agenda. Reverend Nelson seconded the motion and the motion carried unanimously.

### **4. Minutes for the June 13, 2019 Meeting (Tab 1)**

Ms. O'Bannon had no comments but asked to abstain and confirmed that she had asked to have this agenda item moved from the consent agenda previously.

Outgoing Chairwoman Newbille asked for a motion to approve the June 13 minutes. Dr. Spagna moved to approve the minutes and Reverend Nelson seconded the motion. There was no discussion and the motion to approve the June 13, 2019 meeting minutes as presented was approved unanimously.

Ms. O'Bannon and Ms. Lauranzon abstained from the vote as they were not in attendance at the June 13 meeting.

### **5. Installation of Officers for Fiscal Year 2020**

Outgoing Chairwoman Newbille confirmed the new officers for Fiscal Year 2020:

Chair: Tyrone Nelson, Henrico County  
Vice Chair: George Spagna, Town of Ashland  
Treasurer: Patricia Paige, New Kent County  
Secretary: Angela Kelly-Wiecek, Hanover County

Outgoing Chairwoman Newbille had the new officers-elect stand to take the oath of office and congratulated the new officers following the administration of the oath. Members of the Board joined in congratulating the new officers with a round of applause.

## **6. Executive Committee Report**

Chairman Nelson mentioned a lengthy conversation during the Executive Committee in closed session and said it had not been possible to go through all the items on the Executive Committee agenda.

Chairman Nelson asked Ms. Shickle to review the executive committee report for the Commissioners. Ms. Shickle updated the members on progress to amend the Commission's Charter and Bylaws. The intent is to present draft Charter amendments to the Executive Committee for review in October. Staff is working to set a schedule for FY2020 meeting topics based on the survey responses from Commissioners. Anyone who wishes to rank the proposed topics in the survey may still do so.

### **a. Committee Appointments**

Ms. Shickle reviewed the current committee appointments and asked the Commissioners to review the list of appointees included under Tab 3 of the agenda package. She reviewed the proposed membership roster for the Public Outreach and Engagement Committee and the Audit, Facilities and Finance Committee that were established last fall.

Ms. Shickle noted that she did not hear that any members wished to step down from the committees and noted the Audit, Facilities and Finance Committee felt it would be appropriate for Ms. Paige to join that committee as the new Treasurer for the Executive Committee. This would be the only change to those who have served over the past year.

Chairman Nelson asked if there were any comments regarding what Ms. Shickle shared about the committee appointees and there was no further discussion.

### **b. Personnel Policy Revisions**

Ms. Shickle noted that the personnel policy revisions were an agenda item for discussion at the last meeting and the primary focus of discussion and feedback then was on retiree health insurance benefits.

She has consulted with the HR roundtable which is comprised of representatives from the localities' Human Resources departments and received helpful feedback and information on how the localities treat retirees with regard to post employment health benefits. Ms. Shickle reviewed the current Commission policy which allows retirees to continue to access health benefits until age 65 and the premium amount is based on years of service with the agency.

The staff recommendation is to amend the policy to continue to allow access to health benefits, but the agency would no longer contribute to the premium cost. Ms. Shickle noted the Commissioners had also expressed a desire to have the policy amended to include a provision about the length of service with the Commission before being eligible to retire with these benefits. She directed attention to Page 26, section 6.62 and the recommendation that the employee serve for at least 10 years with the Commission to be eligible to retire with access to health insurance. Ms. Shickle noted this is consistent with policies for Chesterfield and Henrico.

Mr. Nordvig asked about the age necessary for retirement and VRS implications. Ms. Shickle noted it is not connected with age, but years of service and to be vested a person must have 5 years of service. She noted a retiree must be under the age of 65 and not otherwise eligible for insurance to have access to the agency's health insurance plan.

Ms. Shickle confirmed for Ms. Lascolette that current retirees are grandfathered in with current benefits. She also confirmed an employee must be VRS eligible for retirement to be eligible for access to agency health benefits as a retiree.

Chairman Nelson asked if there were any additional questions and Mr. Nordvig referred to page 16 of 31 concerning computer back-ups and training personnel on the IT system. He asked for details on how the agency operates and how the employee is expected to operate. Mr. Nordvig specifically asked about protocol to prevent hacking.

Ms. Shickle referenced an onboarding document and user guide for new employees and an introduction to the agency's virtual environment. Mr. Nordvig asked about new employee training and suggested adding fraud training. Ms. Shickle agreed this was an important aspect to add to onboarding for new employees.

Chairman Nelson asked if official action was needed in relationship to the personnel policy updates. Ms. Shickle said when the Board is ready, a request for action to approve the changes would be required.

Chairman Nelson asked how much more time was needed to bring this before the Board for action. Ms. O'Bannon asked about compensatory time and if this was only available for exempt employees and Ms. Shickle confirmed this was correct.

Only non-exempt employees are eligible for overtime pay which is paid at time and one-half. Compensatory time is accrued on a one to one basis of time, not wages for exempt employees. .

Chairman Nelson suggested October meeting as timeframe to bring the personnel policy changes to a vote for action.

Mr. Peterson noted this was supposed to go in to effect as of July 12, 2019 assuming it was approved today. Chairman Nelson suggested bringing the revisions to a vote now. Mr. Peterson made the motion to approve and Mr. Nordvig seconded the motion with suggested changes effective July 12, 2019.

Ms. Lascolette confirmed effective date of July 12, 2019.



Mr. Nordvig asked about absences of three days and asked who makes the determination for termination. Ms. Shickle confirmed there is reasonable protection and there is a difference between items that happen that are out of someone's control.

Ms. Kelly-Wiecek pointed out that the language of the policy is good but she does have experience where absence is an issue, so it is necessary to be protected from unreasonable absences. She noted that she hopes there will be a full time HR person at the agency soon.

Mr. Elswick asked if anyone is eligible for retirement in the next 90 days. Ms. Shickle confirmed there is no one planning to retire in the near future and members of staff that are eligible for retirement would not be covered under the health plan due to their eligibility for Medicare.

Ms. Gray asked about the whistle blower protection policy and where it states if a person is not satisfied with their direct supervisor's reaction they are to go to the Executive Director. She asked what happens if the issue is with the executive director. She pointed out there should be a process in place for what should be done in this circumstance or how to escalate.

Chairman Nelson asked Ms. Gray to clarify what should be amended and she confirmed Section 3.12 to include whistle lower protection policy and explains if employee is uncomfortable going to the direct supervisor or Executive Director, the employee may go to the Executive Committee of this Board.

Mr. Peterson and Mr. Nordvig both accepted this amendment to the previous motion and the motion to adopt the proposed Personnel Policy with amendments carried unanimously.

### **c. August Meeting Cancellation**

**Action Requested:** Motion to cancel the regular Commission meeting scheduled for August 8, 2019.

Ms. Kelly-Wiecek made the motion to cancel the August meeting. Mr. Nordvig seconded the motion and the motion was carried unanimously.

### **d. Virginia Beach Strong Letter**

Ms. Shickle confirmed that the letter was sent on behalf of the Commission based on the item brought up at last meeting.

## **7. Audit, Facilities & Finance Committee Report**

### **a. May 31 Financials (Tab 6)**

Chairman Nelson asked Dr. Spagna to review the financial report and he turned over the review to staff since he was absent for the last committee report. Ms. Shickle asked Ms. Swinger to provide highlights of the financials.

Ms. Swinger reviewed May results which showed bottom line of \$7,000 generation in revenue versus budget of \$2,000.

She reviewed summary financials and noted federal funding is behind budget but will catch up in June. State funding was ahead of budget due to focused effort in the rural transportation program. There were no other capital expenses in May. Ms. Swinger confirmed there is much improvement over last fiscal year.

Ms. O'Bannon asked about Capital Region Collaborative budget and being below for local funding. Ms. Swinger said there is currently no one focusing on this work, so we are not earning revenue.

Ms. Shickle confirmed she is involved in ongoing conversation with the leadership of the Collaborative and the Chamber about this function. Chairman Nelson added that the localities are also involved in this discussion.

**Action Requested:** Motion to accept the monthly financial reports as presented.

Chairman Nelson asked if there were any additional questions and since there were none, Dr. Spagna moved to approve the May financials as presented. Ms. Gray seconded the motion and the motion carried unanimously.

## **8. Public Outreach and Engagement Committee Report**

### **d. 50<sup>th</sup> Anniversary Celebration**

Mr. Nordvig asked if there was a meeting scheduled on the same day as the anniversary event and Ms. Shickle confirmed there is not a meeting scheduled on the day of the open house event as discussed previously. Ms. Shickle confirmed the open house concept with light breakfast items being served and remarks to be made at some point.

She is waiting to confirm invitation list. Mr. Nordvig agreed to work with Ms. Shickle to schedule next meeting for Public Outreach and Engagement Committee.

## **9. Environmental Programs Update: Water Quality, Compliance and Economic Vitality - Sarah Stewart, AICP, PlanRVA Planning Manager**

Chairman Nelson asked Ms. Shickle to introduce Ms. Stewart for this portion of the meeting. She reviewed the environmental program and noted the main themes of regional engagement and coordination, partnership with Virginia Coastal Zone Management Program, and DEQ Chesapeake Bay Water Quality Program. Ms. Stewart's presentation detailed many of the environmental programs underway including:

- Capturing Value of the Lower Chickahominy
- Below the Falls of the James
- Plant RVA Natives

Ms. Stewart distributed Plant RVA Natives booklets to the Commissioners. Chairman Nelson thanked Ms. Stewart for her informative presentation.

## **10. Other Business**

Ms. O'Bannon previously mentioned a booklet from Henrico County regarding regional collaboration and brought copies to share. Brochures were passed out to the commissioners and lists many items that show examples of collaboration.

Chairman Nelson presented a gift to Outgoing Chair Newbille on behalf of the Commission. The gift basket contained many items donated by the localities and representative of the jurisdictions. The members thanked Outgoing Chair Newbille for her service with a round of applause.

Mr. Peterson invited all members to the Hanover tomato festival over the upcoming weekend.

**11. Adjourn**

**Action Requested:** Motion to Adjourn

No other business was identified to bring before the Board and Chairman Nelson adjourned the meeting at approximately 10:15 a.m.

---

Martha Shickle  
Executive Director

---

Tyrone Nelson  
Chair







## Changing Demographics in the Region- A Summary of Data and Discussion of Implications



**Genevieve Siegel-Hawley, Ph.D**

Dr. Genevieve Siegel-Hawley is an associate professor in the School of Education at Virginia Commonwealth University. She examines the scope and dynamics of school segregation and resegregation in U.S. metropolitan areas, along with policies for promoting more integrated schools and communities. Siegel-Hawley has published numerous articles dealing with these topics in journals like *Teachers College Record*, the *Harvard Educational Review*, *Educational Researcher*, and the *Urban Review*. She is also the author of *When the Fences Come Down: 21st Century Lessons from Metropolitan School Desegregation*, an analysis of school and housing segregation in four southern metropolitan areas. Siegel-Hawley received her doctorate in urban schooling from UCLA and her master's in educational policy and management from Harvard. She is a Richmond native and a proud graduate of and former teacher in Richmond Public Schools.



**Dr. Thomas J. Shields, Ph.D.**

Thomas J. Shields is an associate professor of education and leadership studies, chair of graduate education, and the associate dean for academic and student affairs in the School of Professional and Continuing Studies at the University of Richmond. Shields also has a joint appointment in the Jepson School of Leadership Studies. He was the founding chair of the Educational Leadership and Policy Studies Program and the founding director of the Center for Leadership in Education. Shields has also taught at the Sorensen Institute for Political Leadership at the University of Virginia. He has published articles in *School Leadership & Management*, *Educational Administration Quarterly*, *Academic Exchange Quarterly*, *Journal of Black Studies*, and *Politics and Policy* and opinion pieces in the *Richmond Times-Dispatch*, *Style Weekly*, and *Richmond Magazine*. Prior to his work in academia, Shields was involved in politics in Virginia. He was one of the

first staffers for Congressman Bobby Scott, who is currently the chairman of the House Education & Labor Committee. In 2009, Shields ran for the Virginia House of Delegates in the 73rd District. He is a graduate of the University of Scranton, where he majored in history. He received his master's degree in teaching and doctoral degree in public policy and administration from Virginia Commonwealth University.











## Executive Director's Report

October 27, 2019

The following is an update of major activities of the organization since July 1<sup>st</sup>. Each section covers primary activities and accomplishments in advancing the organization's strategic planning framework, our programmatic areas and committees of the Commission.

### Strategic Planning Framework Update

The Strategic Planning Framework (adopted June 14, 2018) identifies "strategic focus areas" to drive performance. Progress in each is described below.

#### Strengthen the Organization

##### *Talent Development & Retention*

PlanRVA welcomed four new staff members to team in July, August and September: Myles Busching, Planner; Terry Eckhout, Director of Finance; Sara Rozmus, Planner; and Lark Washington, VCU Wilder Fellow. Michael Weaver completed his internship in August. With all open positions filled, work program and team assignments have been completed. A current copy of the staff organizational chart is included in this report.

##### *Events, Training & Development*

We kicked off the new fiscal year with a schedule for staff outings to promote greater awareness of regional assets. On July 29<sup>th</sup>, staff members visited VCU's Rice Rivers Center in Charles City County and on August 20<sup>th</sup>, we took a ride on the Pulse line from the Science Museum to City Hall for a briefing from Mayor Stoney. Our next visit will be to see progress on the Lower Appomattox Trail development.

Several staff members and their family or guests attended one of two special nights at the Diamond (TriCities and RVA Public Safety nights) August 20<sup>th</sup> and 21<sup>st</sup>.

##### *Board Engagement*

The survey for proposed topics for Regional Forums at Commission Meetings was tallied and a schedule has been developed to meet top requests submitted. A draft schedule is included in the meeting materials for the Executive Committee meeting on October 10<sup>th</sup>.

##### *Operational Best Practices*

We continue to implement the agency's financial improvement plan and are looking for additional opportunities to incorporate cost saving efficiencies and improved internal controls within the agency. Examples include routine review of monthly financial statements, automation of certain internal workflows and adjustments to our staff timekeeping system. Major focus on the FY2019 Audit review will shift in the second quarter to implementation of updated procedures for purchasing and record retention.

A soft launch of a pilot employee intranet/SharePoint site is underway that includes news and updates from our benefits provider, a newly compiled employee handbook and improved organization of useful forms and guides staff may regularly need. We are working with our IT partner to more fully leverage SharePoint as a tool for content management and continue to evaluate other products and services that would make collaboration and content management more streamlined and efficient.

The Virginia Association of Planning District Commissions (VAPDC) hosted another successful conference July 24-26 in Williamsburg which included recognition of the 50<sup>th</sup> anniversary of planning district commissions in Virginia. An ad hoc committee has been working to promote a request for increased funding from the General Assembly in the 2020 session. FY2008 appropriations from the General Assembly totalled \$2,463,771 while FY2020 appropriations total \$1,785,321 to planning district Commissions. We are coordinating a request for an additional \$294,000 next fiscal year which would result in an additional \$14,000 to each planning district commission. These unrestricted general funds support general operations of planning district commissions and help each organization fulfill requirements of state code and are often used to leverage federal and local funding to deliver programs and services in the regions.

### Build a Regional Resource Center

#### *Data Visualization and Storytelling*

Following the launch of the new agency website, we now have increased capability and capacity to use innovative tools for data representation. The use of Storyaps can increase public understanding of projects and processes with which PlanRVA is involved. A new storymap was launched to better describe the transportation funding process and projects underway in the region. Visit [this page](#) to learn more! We are continuing to evaluate new tools that can help get the word out about projects in the region and provide information to our citizens in a more useful way.

#### *Public Outreach*

We've been working with Henrico County's litter prevention program (Keep Henrico Beautiful) leaders to develop a strategy for implementing a Regional Anti-Litter Campaign. The County received a small grant from the DEQ for stickers, posters and other promotional information that could be used across the region (in this case the same footprint served by the Central Virginia Waste Management Alliance) to promote litter prevention and anti-litter campaigns. "Don't Trash Central Virginia" is the tagline used to encourage participation among the jurisdictions. Over the next year, PlanRVA will assist in coordinating a regional campaign. We are coordinating with the local litter prevention program managers and the local government public information officers and communicators to develop the program.

## Promote Regional Success

### *Social Media Presence, Website & Collateral*

The PlanRVA social media accounts got a facelift this summer and we're boosting our efforts to regularly post new content and share news about the region. Please like or follow us on FaceBook, LinkedIn or Twitter!

In addition to the new content (Storymaps, event updates and program announcements) on our Transportation section of the website, we're launching the Environment section of the website in October. This is the first section of our website developed entirely in house following the phase one design project. We now offer pens and stickers with the PlanRVA logo at public events and outreach activities. Shirts and nametags are on order for staff and we continue to develop other collateral material as needed including a popup banner to use when we take the PlanRVA show on the road to promote our programs and opportunities for public involvement.

We're working to let our partners and the community know about our PlanRVA rebrand and our programs and are looking for/accepting invitations for speaking opportunities. In August, we visited with Senior Connections' Foster Grandparents and in September met with leadership of Venture Richmond, visited the Powhatan County Board of Supervisors and attended Richmond's 4<sup>th</sup> District Citizens meeting. We've been invited to October meetings of New Kent County Planning Commission and Chesterfield County Board of Supervisors.

## Prioritize Based on Customer Needs

### *New Project Development*

Staff is working on two exciting projects in our Community Development program area including support of Goochland Cares in leading a housing needs assessment and project management for a regional Analysis of Impediments to Fair Housing.

### *Member Jurisdiction Outreach*

We're working with staff at Charles City County to identify opportunities for partnership and technical assistance.

## Create Value for the Region

### *Expanding Regional Partnerships & Collaboration*

We've been a lead partner with the Capital Region Collaborative for more than twelve years and have been an active participant in the evaluation of its progress and opportunities for a new evolution. Enclosed is the most recent communication forwarded to members of the Organizing Council, Action Teams and interested parties. We're currently awaiting concurrence from participating local governments and private funders to move forward with a more significant update to the Regional Indicators project. If approved, PlanRVA will take the lead in coordinating with several community partners to evaluate the data reported for each of the priority areas and provide a refresh of the data on a determined

**Ashland | Charles City | Chesterfield | Goochland | Hanover | Henrico | New Kent | Powhatan | Richmond**

Richmond Regional Planning District Commission

9211 Forest Hill Avenue, Suite 200 | Richmond, VA 23235 | (804).323.2033

frequency. We hope this can evolve into an ongoing data review, refresh and analysis and be incorporated into the PlanRVA Annual Work Program.

## **Programmatic Updates**

### Community Development

#### *Richmond Regional Housing Framework*

PlanRVA is represented on the Steering Committee for the project led by the Partnership for Housing Affordability. PlanRVA also received an award of \$10,000 to complete a project inventorying the services available to those vulnerably housed in the rRichmond region. We are partnering with VA211, the United Way, Richmond Memorial Health Foundation and Homeward to complete the work. The report will be included/referenced as an appendix to the regional housing framework.

### Emergency Management

#### *Emergency Management Grants*

In addition to the regular administrative support and logistics provided to the Emergency Management Alliance of Central Virginia, PlanRVA serves as grant administrator and fiscal agent for several grants awarded by VDEM for regional projects. These grants fund regional public outreach activities, regional CERT activities, acquisition of shelter supplies and equipment and development of specific plans that promote coordination and continuity of operations across local boundaries.

#### *Public Outreach*

Regional PlanSafe Workshops (rebranded from Survivor Day workshops in 2019) were held across the region on Saturday September 7<sup>th</sup>. We implemented new promotional techniques (social media and community outreach) this year to attract a different demographic from the typical attendance. The workshops cover the same basic curriculum with some sections tailored to the local community.

### the Environment

#### *Regional Water Quality Planning*

The DEQ notified planning district commissions in the Chesapeake Bay Watershed that additional funds are expected to be available October 1<sup>st</sup> to continue regional support and coordination of Bay TMDL WIP3 planning. While the funds are intended to focus on non-MS4 areas of the region, we encourage all localities to participate to assure increased communication and coordination of voice to the state regarding funding and policy to meet the Bay TMDL goals.

## Transportation

We have several planning activities underway in the Transportation program area including the regional Park and Ride Investment Strategy, Transit Vision Plan, and Regional Trails Planning. Each of these are moving forward as projected.

As we look forward to the next update of the Long-Range Transportation Plan, staff has been evaluating our capability to implement scenario planning tactics and local interest in the methodology. Staff hosted a Scenario Planning Workshop in August in partnership with the Consortium of Scenario Planning and Mid-America Regional Council (MARC).

We participated in two different opportunities for public engagement in September including PARKing Day on September 20<sup>th</sup> and the RRTPO hosted Complete Streets Workshop on September 23<sup>rd</sup> at the Tuckahoe Library.

## **Commission Committees**

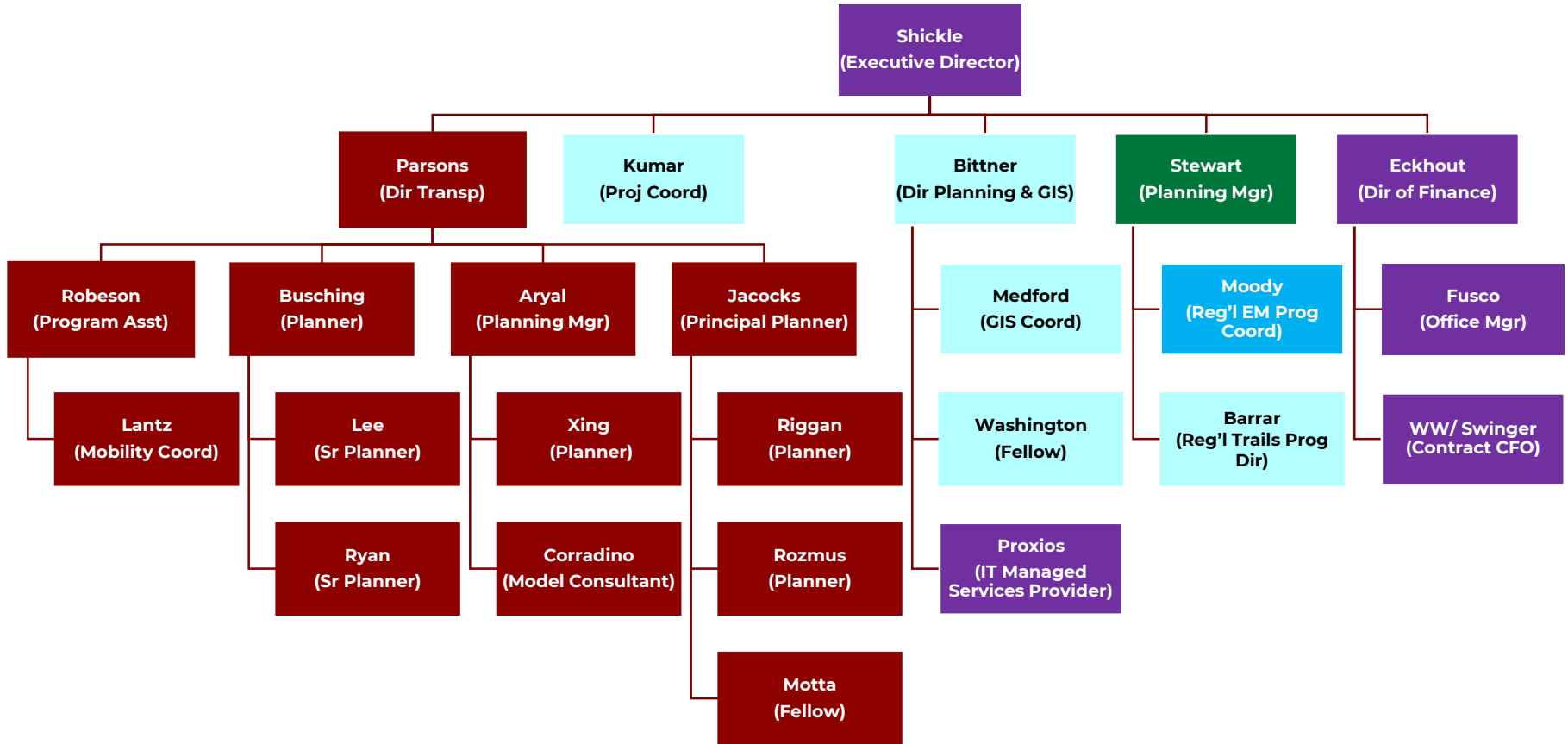
### Audit, Facilities & Finance

Members of the Audit, Facilities & Finance Committee will host a regular call to review monthly financial statements prior to inclusion in the regular Commission meeting materials distribution. While not meetings of the committee, the calls are open to anyone who wishes to hear a more detailed explanation of the financial statements. The next meeting of the Committee will be scheduled to review the FY2019 Financial Audit and to discuss next steps and recommendations for PlanRVA lease expiration.

### Public Outreach & Engagement

Members of the Public Outreach & Engagement Committee are assisting staff to schedule adoption of the 50<sup>th</sup> Anniversary Resolutions at the localities over the next few months in addition to identifying other opportunities for community outreach. We continue to build out our capacity to carry out our communications plan and the Committee members are providing valuable direction as we work to be more strategic in our communications.

# Organizational Chart by Position Type



Dark Purple: Administration  
 Burgundy: Transportation  
 Turquoise: Reg'l Planning/Support  
 Green: the Environment  
 Blue: Emergency Management



*Sent via email to Organizing Council, Action Teams and Interested Parties from M. Shickle on 8/12/2019*

### **Capital Region Collaborative Update**

As most of you know, we've been working diligently over the last several months to put together a framework for the next evolution of the Capital Region Collaborative. We've been doing a lot of listening and have had the opportunity to gather a lot of valuable feedback from so many of the Collaborative's stakeholders including our funders and key leaders. So first, we want to say thanks to each of you for your contributions in informing what we think is a very exciting next chapter for our region.

Much has occurred over the last twelve years and we're proud of the significant shift in how community approaches partnerships and opportunities to address our region's biggest needs. We have seen tremendous growth in the capacity of our not for profit sector. Backbone and support/coordinating organizations have increased their ability to lead in so many priority areas. Local government cooperation is at an all-time high and the public and private sectors have announced many joint ventures to move the needle on some really pressing issues.

Congratulations to everyone who has been a part of this work. It's your effort that has made the region successful and this behavior, these partnerships, and the attitude that we can get good work done together aligns so well with the values and intent of the Collaborative.

As we've reflected on some of the major accomplishments over the last few years, we are proud to say that there are partnerships forming every day that are making significant progress on a number of important issues.

- ✓ The Chamber launched FutureRVA to mobilize the business and educational community to work together to design educational pathways that prepare our young students of today for tomorrow's jobs and the Community Foundation is leading an important effort to align nonprofit providers in the community around key workforce goals.
- ✓ GO Virginia is still moving forward and to date has advanced 4 projects that were approved for funding by the state board focusing on site development, entrepreneurship, training and workforce preparation and talent attraction and retention.
- ✓ Through leadership from the Partnership for Housing Affordability, we'll have a regional housing framework that articulates a menu of goals and objectives our region can pursue to make housing affordability a reality for more people in Chesterfield, Hanover, Henrico and the City of Richmond.

- ✓ Richmond Region Tourism launched a Tourism Master Plan earlier this year that sets the stage for action we all can take to assure our region is known as one of the best to visit. This is especially exciting given their own expansion to include the Town of Ashland and New Kent and Powhatan Counties in their service area.
- ✓ We've seen transit expansion in our communities and a renewed interest in discussing the whole of our transportation planning needs of the region as we prepare for a new round of funding and prioritization for state and federal investments. The Richmond Regional Transportation Planning Organization, made up of local elected officials has been working to identify our region's most pressing transportation needs and actively seeking every opportunity to make these needs a priority for funding.

There are so many examples of exciting new partnerships in our region, we can't name them all. We know that while not all of these can be directly connected to the work through the Collaborative, it's certainly a credit to the culture we've built in the region. Let's not forget we continue to experience a significant transition in leadership across the region's most influential and active organizations. The real test of leadership is the ability to stay the course in the midst of these shifts and we've certainly done that.

While it sounds like we're declaring victory on so much that we set out to accomplish back in 2007 (and we are), there is still more to do and we need your help to move to the next chapter of the Capital Region Collaborative. As mentioned, we learned a lot over the last several months from your feedback suggestions and ideas. We know we need to continue in three key areas:

- Tracking progress on key indicators to drive success;
- Communication and information sharing about the needs, opportunities and partnerships in our region; and
- Capacity building and support when needed to form coalitions, seed ideas and go to scale.

Over the next few months, we'll be looking for our partners in the Collaborative to join us in thinking about how we can come together to move forward in these key areas. As a first step, we'd like to form two working groups focused on Regional Branding, and Communications and the Indicators. The Community Foundation has agreed to take the lead on the first, and PlanRVA will continue its role in supporting the production of the indicators.

In each case, we'd like to ask you to consider your availability to participate in these two major efforts. If you're already working through an Action Team or other critical initiative in the community- thank you. That work is so important, and we want to be sure we as a region are celebrating and tracking the progress (and challenges) as you encounter it. If you'd like to be involved in one of these two initiatives, please

contact [Sherrie Armstrong](#) or [Martha Shickle](#) to learn more about how to get involved.

We'll be forming these groups over the next few months and will keep everyone who wishes to be on the email list for future communications. Meetings as we've known them will be redesigned to be more inclusive but less frequent- delving into specific topics and informing how we think about new partnerships and initiatives and learn more about what's happening in the region.

Thanks again,

Kim and Martha



## 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	Environmental					Intergovernmental					
			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	7/23/2019	Project Peanut - AKA American Tobacco	X										
Chesterfield	8/5/2019	C & R Battery								X			
Chesterfield	8/13/2019	Moore's Lake Phase II	X										
Chesterfield	8/27/2019	Moorefield Commons Property: Vehicle Repair Garage & Parking Lot Expansion		X									
Chesterfield	9/16/2019	Capital One Data Center - Meadowville Technology Park	X										
Goochland	9/5/2019	Mosaic - Phase I and II					X						
Goochland	9/16/2019	Elk Hill Farm WWTP				X							
Hanover	7/2/2019	H & H Burn Pit								X			
Hanover	8/27/2019	Property Acquisition: Studley Road & Times Dispatch Blvd		X									
Hanover	8/27/2019	Chickahominy Falls					X						
Hanover	9/16/2019	Missionary Learning Center Sewage				X							

Jurisdiction	Response Date	Review Name	Environmental						Intergovernmental				
			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
		Treatment Plant											
Hanover	9/19/2019	Rhapsody Industrial Park				X							
Henrico	7/2/2019	Rentokil							X				
Henrico	8/5/2019	Highland Springs High School	X										
Henrico	8/27/2019	National Air Toxics Trend Station (NATTS)							X				
Henrico	9/16/2019	Carriage Club Continuin Care Retirement Community	X										
Multiple Locations, including Henrico & New Kent	7/2/2019	Preliminary Assessment/ Site Investigation (PASI)								X			
Multiple Locations, including Henrico & Richmond	7/2/2019	Formerly Used Defense Sites (FUDS)								X			
Richmond & Henrico	7/12/2019	Community-wide Browfields Coalition Assessment Grant											X
Virginia	7/2/2019	Superfund Core								X			

Jurisdiction	Response Date	Review Name	Environmental						Intergovernmental				
			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
Virginia	8/5/2019	State Revolving Loan Capitalization 2019							X				
Virginia	8/5/2019	Coastal Zone Management 34th Year							X				
Virginia	8/5/2019	Chesapeake Bay Implementation Grant - Amendment 2							X				
Virginia	9/11/2019	Brownfields Small Community Grant FY20							X				
Virginia	9/11/2019	604(b) - Amendment 1							X				
Virginia	9/11/2019	Leaking Underground Storage Tank Program (LUST) FY 20 - 22							X				
Virginia	9/11/2019	Clean Deisel (DERA)							X				
Virginia	9/11/2019	Chesapeake Bay Monitoring 117 (e) Amendment 8							X				

Jurisdiction	Response Date	Review Name	Environmental						Intergovernmental				
			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
Virginia	9/11/2019	Chesapeake Bay Regulatory and Accountability Program (CBRAP III)							X				
Virginia	9/11/2019	LUST Prevention FY 20 - 22							X				
<b>Reviews Outside PlanRVA</b>													
Buckingham	7/2/2019	Buckingham Landfill								X			
Culpeper	7/2/2019	Culpeper Wood								X			
Loudoun	7/2/2019	Hidden Lane Landfill								X			
Nelson	7/2/2019	US Titanium								X			
Pittsylvania	7/2/2019	First Piedmont								X			
Portsmouth	7/2/2019	Peck Iron & Metal								X			
Portsmouth	7/2/2019	Atlantic Wood								X			
Portsmouth	7/2/2019	Abex Corporation								X			
Saltville	7/2/2019	Saltville RIFS OU4								X			
Saltville	7/2/2019	Saltville RA OU3								X			
Westmoreland	8/5/2019	Arrowhead Associates/ Scovill Corp								X			
York	7/2/2019	Chisman Creek PRP LR RA OU2								X			



			Environmental						Intergovernmental				
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
York	7/2/2019	Chisman Creek PRP LR OUI								X			

# Environmental and Intergovernmental Reviews

July - September 2019

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

### **Project Peanut- AKA American Tobacco**

*Chesterfield*

The proposed project will develop the site for use as a large-scale data center with associated infrastructure including three buildings, seven electrical substations, water and sewer pump stations, five equipment yards, road access and parking, and stormwater management infrastructure. A 160-foot electrical easement will be maintained around the northern, eastern, and western boundary of the site. Approximately 3.65 acres of Palustrine Forested (PFO) wetlands will be permanently impacted during site development, 2.17 acres of which are jurisdictionally isolated. Additionally, 1.34 acres of PFO wetlands will be converted to palustrine emergent wetlands as a result of easement development and maintenance

### **C&R Battery**

*Chesterfield*

DEQ seeks \$10,000 in Federal funding to continue project management and coordination related to this Superfund site. About the site: C&R Battery is located near the James River in Chesterfield County. Between the early 1970's and 1985, C&R Battery Co. used the site to dismantle batteries from cars, trucks, and commercial applications in order to recover lead and lead oxide. The process involved cutting open batteries and draining acid into on-site ponds. These practices contaminated soil, sediment and surface water with lead and other hazardous chemicals. The site was added to the NPL in 1987. More information about the site is available here: <https://cumulis.epa.gov/supercpad/cursites/csitinfo.cfm?id=0302581> .

### **Moore's Lake Phase II**

*Chesterfield*

The proposed undertaking includes the new construction of Phase II of the Moore's Lake Apartments, to consist of one (1) residential building housing 185 units, 0.51 acres of open space, and associated asphalt-paved parking and landscaping. Utilities will run 3-6 feet below grade. The property has been partially cleared for construction directly behind Phase I of the Moore's Lake Apartments; the remainder of the property consists of historical roadways and undeveloped wooded land. A wetland delineation has not been performed on the property, however, the NWI and visual observations indicate wetland areas on the property. The property also includes a portion of a non-jurisdictional pond and three existing stormwater retention ponds on the east adjacent property. AEI has recommended filing a restrictive deed to protect delineated wetlands on site and obtaining a letter from the civil engineer confirming that the project will have no indirect impacts on the off-site delineated wetlands/storm water retention ponds. Based on the proposed development plan, AEI has determined that the proposed Moore's Lake Phase II will not have an adverse effect on the coastal uses and/or natural resources of Virginia.

## **Moorefield Commons Property: Vehicle Repair Garage & Parking Lot Expansion**

### *Chesterfield*

The proposed project involves the construction of a proposed garage development totaling 4,600 square feet and additional paved and landscaped areas. The existing property is developed with an office building and parking lot that will be leased and used as the new headquarters building for the Virginia Department of Emergency Management (VDEM). As part of their expanding operations, VDEM requires onsite repair facilities primarily for their mobile response units. The new headquarters building has adequate office and administrative space, but lacks the necessary maintenance garage. The proposed building is intended to be utilized for maintenance and repair of VDEM vehicles. The proposed development will be located on a portion of Chesterfield County Parcel No. 749706792600000, located southwest of the intersection of Farrar Court and Moorefield Park Drive in Chesterfield County, Virginia. The project site proposed for future development is part of the 6.8 acre parent parcel which also includes an existing two-story, 50,108 square foot office building. It is located in a mixed light industrial, commercial, and residential area of Chesterfield County. The area of the proposed garage currently consists of an asphalt-paved parking lot and a landscaped area with grassy cover.

At this time, the project is still in the design phase, 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.

## **Capital One Data Center - Meadowville Technology Park**

### *Chesterfield*

The purpose of the project is to expand an existing financial services call and data center located in the Meadowville Technology Park in Chesterfield County by adding a second building and ground parking. The project will impact approximately 2.56 acres of jurisdictional wetlands regulated by the U.S. Army Corps of Engineers (USACE). Capital One certifies that the proposed expansion of the existing call center complies with the enforceable policies of Virginia's Coastal Zone Management Program (VCP) and will be conducted in a manner consistent with the VCP. The project will involve activities in non-tidal forested wetlands totaling 2.56 acres of fill for the construction of a multi-story office building and ground parking. Impacts will be mitigated at a USACE approved mitigation bank or through payments to the Virginia Aquatic Restoration Trust Fund. A Joint Permit Application (JPA) has been submitted to VMRC, DEQ, and the Corps for review and approval.

## **Mosaic - Phase I and II**

### *Goochland*

HHHunt Mosaic LLC has applied for a new permit for the Mosaic – Phase 1 and 2 project. The project site is located east of Hockett Road, south of Tuckahoe Creek Parkway, and west of Capital One Drive in Goochland County, Virginia. The permit will allow the applicant to fill wetland and stream bed. The proposed activity would impact 4.72 acres of wetland and 2,320 linear feet of stream bed. The activity proposed in the permit will affect Broad Branch and unnamed streams and wetlands in the James River watershed. To compensate for the affected area, the applicant would purchase 7.72 wetland credits and 2,967 stream credits from a DEQ approved mitigation bank that is authorized to sell credits to the permitted impact site and/or the Virginia Aquatic Resources Trust Fund. DEQ's preliminary decision is to issue the permit.

## **Elk Hill Farm WWTP**

### *Goochland*

Elk Hill Farm, Inc. has applied for reissuance of a permit for the private Elk Hill Farm WWTP. The applicant proposes to release treated sewage wastewaters from residential areas at a rate of 12,500 gallons per day into a water body. The sludge will be transported by a contractor to Richmond's WWTP. The facility proposes to release the treated sewage in an unnamed tributary to Little River in Goochland in the James River watershed. The permit will limit the following pollutants to amounts that protect water quality: organic matter, solids, chlorine, and bacteria.

## **H&H Burn Pit**

### *Hanover*

DEQ seeks \$15,000 in Federal funds to continue project management and coordination at this Superfund site. About the site: This 1 acre site is located on Route 33 in Hanover County. Haskell Chemical Company used the site between 1960 and 1976 for disposal of dried printing inks, solvents, and resins. These materials were emptied into shallow unlined pits and burned. EPA sampling in 1984 revealed that PCBs were being discharged off site through surface drainage. The site was included on the NPL on March 21, 1989. More information about the site is available here: <https://cumulis.epa.gov/supercpad/cursites/csinfo.cfm?id=0302659> .

## **Property Acquisition: Studley Road & Times Dispatch Blvd**

### *Hanover*

The proposed project involves the acquisition of the property and the subsequent development of multiple interconnected buildings ranging from one to three stories and totaling approximately 183,000 square feet. The proposed buildings are intended to be utilized as wet and dry lab space as well as office space for the Central Virginia Office of the Department of Forensic Science (DFS) and the Office of the Chief Medical Examiner (OCME). The property is comprised of three parcels totaling approximately 24.804 acres located at the southeast corner of Studley Road and Times Dispatch Boulevard in Mechanicsville, Hanover County, Virginia. The project site proposed for future development consists of approximately 15-acres of the 24.804-acre property, and is currently undeveloped. It is located in a mixed light industrial, commercial, and residential area of Hanover County and the desired start of construction is Spring of 2021.

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.

## **Chickahominy Falls**

### *Hanover*

CFalls, LLC has applied for a new permit for the Chickahominy Falls – Sections I, II, IV and Remaining Phase I project. The project site is located south of Cedar Lane (Route 623), east of Holly Hill Road (Route 713), and west of Washington Highway (Route 1) in Hanover County, VA. The project consists of the construction of a residential development, which includes single-family homes, townhomes, multi-family homes, utility infrastructure and stormwater management facilities. The project also consists of roadway improvements along Cedar Lane at the intersection of Holly Hill Road. The proposed activity will result in permanent impacts to no more than 0.42 acre palustrine forested wetland, 0.10 acre isolated forested wetland, 0.19 acre palustrine scrub-shrub wetland, 0.29 acre isolated scrub-shrub wetland, 0.47 acre palustrine emergent wetland, 0.85 acre isolated emergent wetland, 210 linear feet of stream bed, 649 linear feet of jurisdictional ditch, 64 linear feet of isolated jurisdictional ditch and 0.04 acre of permanent conversion of palustrine forested wetland to palustrine emergent wetland. Additionally, the project shall result in temporary impacts to no more than 0.03 acre palustrine forested wetland, 145 square feet palustrine scrub-shrub wetland, 172 square feet palustrine emergent wetland, 40 linear feet of jurisdictional ditch, and 133 linear feet of stream bed. The applicant will provide compensation for permanent impacts to wetlands and streams authorized by this permit through the purchase of 3.13 wetland mitigation bank credits and 288 USM stream mitigation bank credits from a mitigation bank in the same or adjacent watershed. If sufficient wetland or stream mitigation bank credits are not available, the permit allows the permittee to purchase credits from an in-lieu-fee fund. The DEQ's preliminary decision is to issue the permit.

## **Missionary Learning Center Sewage Treatment Plant**

### *Hanover*

The International Mission Board of the Southern Baptist Convention has applied for reissuance of a permit for the private Missionary Learning Center Sewage Treatment Plant. The applicant proposes to release treated sewage wastewaters at a rate of 40,000 gallons per day into a water body. Sludge generated from the treatment process is hauled to a permitted off-site wastewater treatment facility when necessary. The facility proposes to release the treated sewage wastewater into the South Anna River in Hanover County in the York River watershed. The permit will limit the following pollutants to amounts that protect water quality: organic matter, solids, nutrients, and bacteria.

## **Rhapsody Industrial Park**

### *Hanover*

CIRCAM Corporation has applied for reissuance of a permit for Rhapsody Industrial Park/Purgo. The applicant proposes to release treated sewage wastewaters at a rate of 5,000 gallons per day into an unnamed tributary of the North Anna River in Hanover County, VA in the York River watershed. The permit will limit the following pollutants to amounts that protect water quality: nutrients, organic matter, and solids.

## **Rentokil**

### *Henrico*

DEQ seeks \$15,000 in Federal funding to continue project management and coordination of this Superfund site. About the site: The Rentokil site is located on 10 acres in Henrico County. It was used for wood preserving operations between 1956 and 1990. During this period different wood preserving chemicals were used including creosote, copper chromated arsenate (CCA), and pentachlorophenol (PCP). Soil, ground water, and surface water were contaminated. EPA added the site to the NPL in 1989. More information about the site is available here: <https://cumulis.epa.gov/supercpad/cursites/csitinfo.cfm?id=0302607>.

## **Highland Springs High School**

### *Henrico*

The proposed activity involves the construction of a new school building, parking areas, athletic facilities, and appurtenance facilities (utilities, stormwater, fencing, etc.) The Project lies within the Lower James watershed and drains to an unnamed tributary of Gillie Creek, ultimately discharging into the James River. A wetland delineation was previously conducted to identify the presence and location of jurisdictional wetlands and streams within the Project limits. The development of the Project will require unavoidable impacts to 4.01 acres of palustrine forested (PFO) wetlands, 0.043 acres of palustrine scrub-shrub (PSS) wetlands, 0.26 acres of palustrine unconsolidated bottom (PUB) wetlands and 125 linear feet of intermittent (R4) stream channel. Compensatory mitigation for these unavoidable impacts will be achieved through the purchase of off-site mitigation credits from a Wetlands and Stream Mitigation Bank approved for use in the Lower James watershed.

## **National Air Toxics Trend Station (NATTS)**

### *Henrico*

DEQ is requesting \$383,464 in Federal Funds from EPA to support operation of the NATTS (National Air Toxics Trends Station) Program, a site of which is located in Henrico County. There are currently 187 hazardous air pollutants (HAPs), or air toxics, regulated under the Clean Air Act (CAA) that have been associated with a wide variety of adverse health effects, including cancer and neurological effects. This site is part of a national network of air toxics monitoring stations. The primary purpose of the NATTS network is tracking trends in ambient air toxics levels to facilitate measuring progress toward emission and risk reduction goals.

## **Carriage Club Continuing Care Retirement Community**

### *Henrico*

The proposed project is the new construction of the new Carriage Club CCRC facility. The project consists of 1 assisted living building housing 125 units, an assisted living courtyard, a memory care courtyard, a dog park, a stormwater management pond, asphalt-paved parking, and associated landscaping. The site is currently undeveloped and includes 9,967 square feet of palustrine forested wetlands as delineated in a Preliminary Jurisdictional Waters of the US Delineation. The developers of the proposed project intend to use HUD's LEAN Section 232/223(f): Mortgage Insurance for the new construction or substantial rehabilitation of residential care facilities, thereby necessitating a review.

## **Preliminary Assessment/ Site Investigation (PASI)**

*Multiple Locations, including Henrico & New Kent*

DEQ seeks \$125,000 in Federal funds for site assessment and pre-remedial program activities associated with various sites across Virginia. These activities are intended to determine what, if any, cleanup actions should be taken at uncontrolled hazardous waste sites. Specifically, funding will be used by DEQ staff for administrative tasks, program planning, dissemination of information, and laboratory QA/QC for preliminary assessments and site investigations for Superfund sites. New Kent Wood Preservers and the Virginia Air National Guard property in Henrico County is Included on the list of sites associated with the grant. In addition, the Schneider Landfill in Henrico County is included in the "Landfill Strategy."

## **Formerly Used Defense Sites (FUDS)**

*Multiple Locations, including Henrico & Richmond*

DEQ seeks \$135,000 in Federal funds to continue implementation of the Virginia FUDS strategy through this and future years. With the requested funding, intended to cover 1 year, DEQ will continue field investigations and sampling at Priority and Secondary sites. The Secondary Sites listing includes two locations in the Richmond region: James River Shipbuilding in Richmond and Byrd Field in Henrico.

## **Community-wide Brownfields Coalition Assessment Grant**

*Richmond & Henrico*

The City of Richmond is the lead applicant for an EPA Brownfields grant in partnership with Henrico County and project:HOMES. The proposed project budget is \$600,000. The City will focus its efforts in a target area known as Southside; Henrico will target its efforts in an area adjacent to the City known as Northside that includes the Laburnum Gateway. The localities will focus on commercial sites within these target areas. Project:HOMES will utilize appropriate sites in the two target areas for affordable housing opportunities.

## **Superfund Core**

*Virginia*

DEQ seeks \$76,383 in Federal funding to continue project management and coordination for the Superfund program at DEQ Central Office. Those Federal funds will be matched with \$8,487 for a total cost of \$84,870 associated with the program. Activities in the work program associated with this funding include: supervision and delegation of responsibilities to Division staff, recruitment and selection activities if staff vacancies occur, monitoring and dissemination of information to staff about CERCLA, review and management of the Superfund program MOA and Comprehensive Accomplishment Plan with EPA, etc.

## **State Revolving Loan Capitalization 2019**

*Virginia*

Virginia DEQ is requesting \$32,518,000 in EPA Federal funds to be matched with \$6,503,600 in applicant funding for a total cost of \$39,021,600. This grant request is Virginia's FY 2019 Clean Water State Revolving Fund Capitalization Grant Application. This Federal program provides communities a source of low-cost financing for water quality infrastructure projects. More information can be found here: <https://www.epa.gov/cwsrf>.

## **Coastal Zone Management 34th Year**

### *Virginia*

Virginia DEQ is requesting \$2,882,000 of Federal funds to be matched with \$729,237 in state funds, \$643,779 in local funds, and \$1,005,984 in CZM program applicant funds for a total program cost of \$5,261,000. These funds are used to operate the Virginia Coastal Zone Management Program housed at DEQ. More information about the program can be found here:

<https://www.deq.virginia.gov/Programs/CoastalZoneManagement.aspx> . Projects funded through the CZM Program include ocean planning, state and local coordination, GIS and mapping support, coastal resilience planning, and working waterfronts planning. PlanRVA currently receives 2 grants from the Virginia CZM Program. One grant funds local technical assistance and coordination, in part through the PlanRVA Environmental Technical Advisory Committee; the second grant funds a project focused on the economics of natural resource conservation in the Lower Chickahominy watershed.

## **Chesapeake Bay Implementation Grant - Amendment 2**

### *Virginia*

Virginia DEQ is requesting Federal funds through the Chesapeake Bay Implementation Grant (CBIG) authorized under the Clean Water Act. This amendment requests additional funds over previous grant requests and transfers a portion of local funding from CBIG to the Chesapeake Bay Regulatory and Accountability Program (CBRAP) funding. Specifically, this grant amendment requests an additional \$247,407 in Federal funds to be matched 1:1 with state funds for \$494,814 total additional funds. These additional funds will be added to the previous grant total of \$16,865,732. With the additional amendment funds, the total, four year project cost will be \$17,360,546. These funds will be used to accomplish objectives of the Virginia Chesapeake Bay TMDL Phase III Watershed Implementation Plans and Virginia's Milestones, with an emphasis on nonpoint source pollution reduction programs. The Chesapeake Bay Implementation Grant is part of Virginia's overall effort for Chesapeake Bay restoration complementing existing regulatory, incentive-based grant programs. Activities to be funded with these grant funds include: Bay TMDL Implementation Support Roundtables, Chesapeake Bay Preservation Act implementation tasks that align with Phase III WIP initiatives, funding for expansion of the VCAP program, Agricultural BMP cost-share program & SWCD technical assistance, and DEQ grant management.

## **Brownfields Small Community Grant FY20**

### *Virginia*

The grant amount requested for this project is \$20,000.00; there are no state match funds required. This grant will be focused on bringing technical assistance, research, and training intended to facilitate the revitalization of brownfields sites across an area. The target area is made up of three localities to include the Town of Appalachia, Town of Big Stone Gap, and City of Norton. Virginia is already providing assistance with the development of a section of an abandoned rail trail that will eventually connect all three communities as part of the Powell River Trail system.

## **604(b) - Amendment 1**

### *Virginia*

Virginia DEQ is seeking \$332,000 in Federal funds from EPA. DEQ is seeking a waiver regarding the requirement that 40% of the FFY18-19 funds be provided to "regional public comprehensive planning organizations and interstate organizations." VADEQ proposes to instead provide 20% (\$65,600) of the FFY19 funds to these regional or interstate organizations. These funds will be used to develop several local TMDLs across Virginia and to support citizen monitoring programs.



## **Leaking Underground Storage Tank Program (LUST) FY 20 - 22**

*Virginia*

Virginia DEQ seeks \$3,622,512 in Federal funds to be matched with \$402,501 in state funds for a total project cost of \$4,025,013. These funds will be used by DEQ staff to manage the LUST program which mitigates the impact of accidental or intentional releases of petroleum from underground storage tanks by cleaning up and restoring contaminated sites or properties to appropriate levels.

## **Clean Deisel (DERA)**

*Virginia*

The total amount requested by the Virginia Department of Environmental Quality (DEQ) DERA 2019 Project is \$326,561. Paired with a state match amount of \$276,750, the total amount of funding for the project is \$603,311. The Port of Virginia activities generate significant diesel truck traffic in the surrounding metropolitan area. The goals of this project are to reduce impacts of diesel particulate emissions and to prevent the deterioration of air quality in the Port's metropolitan area. With DERA funding from FY 2019 the initiative will continue to provide financial incentives for participants in the Virginia Port Authority "Green Operator" (GO) Program, which encourages truck companies and individual owner/operators serving the Port to replace old dray trucks with newer and cleaner engine dray trucks to reduce emissions.

## **Chesapeake Bay Monitoring 117€ - Amendment 8**

*Virginia*

Virginia DEQ is requesting \$32,030 in Federal funds to be matched with \$32,030 in state funds for this amendment. These funds will be used by DEQ to support monitoring of the Chesapeake Bay mainstem and tidal tributaries. Monitoring will include benthic and phytoplankton communities, habitat conditions, SAV, and baseline status and trend analyses.

## **Chesapeake Bay Regulatory and Accountability Program (CBRAP III)**

*Virginia*

The total amount of Federal funds requested by the Virginia Department of Environmental Quality (DEQ) for the 2019-21 CBRAP Grant is \$6,836,638. These funds will be matched with the same amount of state funding for a total program cost of \$13,673,276. The Phase III WIP Local Engagement objective will begin the transition from planning to implementation, building on the momentum gained through the local engagement process. The Second objective is Chesapeake Bay Preservation Act Liaison positions. The focus of the CBPA is to reduce the ongoing impacts of land uses on water quality. Other objectives associated with the funding include Agricultural BMP tracking and reporting, support for VCAP, Forestry BMP monitoring and enforcement, and septic system tracking.

## **LUST Prevention FY 20 - 22**

*Virginia*

Virginia DEQ seeks \$1,803,936 in Federal funding to be matched with \$601,311 in state funding for a total project cost of \$2,405,247. The LUST Prevention program seeks to reduce the risks to human health and the environment from Underground Storage Tank (UST) releases by properly managing petroleum and hazardous substances. The funding will be used by DEQ staff to implement the additional requirements of the 2015 UST Amendments and continue management of the LUST program.

## Located outside - but potentially impacting - the Richmond Region

### **Buckingham Landfill**

#### *Buckingham*

DEQ seeks \$22,500 in Federal funding to continue project management and coordination of this Superfund site. About the site: The site is a former waste disposal facility that operated between 1962 and 1982. The site consists of a 2-acre hazardous waste disposal area (HDWA) and surrounding areas where hazardous substances from the HDWA have migrated or otherwise come to be located. The HDWA is contaminated with VOCs, SVOCs, and metals. A 7-acre municipal solid waste landfill (MSWL) is located directly south of the HDWA. The MSWL was covered and closed in 1979 by Buckingham County under supervision of the Virginia State Board of Health. The site was added to the NPL in 1989. More information about the site is available here: <https://cumulis.epa.gov/supercpad/cursites/csitinfo.cfm?id=0302624> .

### **Culpeper Wood**

#### *Culpeper*

DEQ seeks \$30,000 in Federal funding to continue project management and coordination of this Superfund site. About the site: Culpeper Wood Preservers (CWP) lies on approximately 21.5 acres in Culpeper, VA. CWP pressure treated wood with chromated copper arsenate (CCA) from 1976 to 2002. From 1976 – 1980, treated wood was stored outdoors for drying with no runoff protection. In early 1981, approximately 100,000 gallons of CCA-contaminated wastewater escaped from an unlined impoundment containing neighboring surface waters, primarily Jonas Run. In 1981, the Virginia State Water Control Board conducted groundwater testing and concluded that the groundwater was contaminated with arsenic and chromium from the wood treatment process. Contaminated soil containing chromium, copper and arsenic was discovered at the site in 1983. The site was listed on the National Priorities List on October 4, 1989. Groundwater sampling in 2007, 2008, 2016, and 2017 confirmed that contamination has reached private wells to the north of CWP property affecting 25 – 30 private homes and businesses. More information about the site is available here: <https://cumulis.epa.gov/supercpad/cursites/csitinfo.cfm?id=0302592> .

### **Hidden Lane Landfill**

#### *Loudoun*

DEQ seeks \$35,000 in Federal funds to continue project management and coordination of this Superfund site. About the Site: The Hidden Lane landfill was operated as an unlined dump from 1971 – 1984. The dump accepted a wide range of construction and non-construction wastes. The landfill was forced to close in 1984 since it was shown that they were accepting domestic solid waste and hazardous waste. Upon inspection by EPA in 1988 semi-volatile (SVOC) and volatile (VOC) contamination was found in ground water, surface water, and sediment samples. In 1989 VOCs were first detected in private drinking wells west of the landfill. In 2005 EPA completed an integrated site assessment; Trichloroethylene (TCE), a carcinogenic industrial solvent, was detected in surface and subsurface soil samples and in downgradient residential wells. The landfill site was placed on the NPL on March 19, 2008. More information about the site is available here: <https://cumulis.epa.gov/supercpad/cursites/csitinfo.cfm?id=0302762> .

## **US Titanium**

### *Nelson*

DEQ seeks \$17,500 in Federal funds for project management and coordination of this Superfund site. About the site: The former titanium dioxide manufacturing facility operated from 1931 to 1971. In the sulfate process, the ilmenite ore was treated with sulfuric acid to dissolve titanium dioxide; waste streams from this process included acid contaminated un-reacted ore, spent sulfuric acid, and solid copperas waste. The solid copperas waste materials from decades of mining and manufacturing were piled along a hillside adjacent to the Piney River. Six major fish kills occurred in the river from 1977 to 1981 due to acidic runoff. The site was placed on the NPL in September 1983; site concerns include Piney River water quality, acidic leachate, and groundwater contamination. A formerly unknown debris mound was discovered in February 2016; radioactive materials were discovered in the debris mound. More information about the site is available here: <https://cumulis.epa.gov/supercpad/cursites/csitinfo.cfm?id=0302737> .

## **First Piedmont**

### *Pittsylvania*

DEQ seeks \$15,000 in Federal funding to continue project management and coordination of this Superfund site. About the Site: The site was initially operated as a quarry for crushed stone; it was subsequently used as an industrial landfill. Drainage from the site goes to Lawless Creek. Between 1970 and 1972, the site was operated as a disposal site for solid and hazardous waste. In July 1972, VDH ordered the site closed after a spontaneous fire. Lead and zinc were found in the surface waters and wetland areas at levels potentially harmful to aquatic life. No contaminants were found in the testing of wells serving a neighboring community. The Remedial Investigation and Feasibility Study indicated that hundreds of drums were buried in the landfill/quarry; leachate was found on the western edge of the quarry and also found to discharge to 2 north ponds onsite and eventually into a drainage area north of the landfill. Constituents of concern in the leachate were arsenic, barium, cadmium, lead, antimony, and zinc. The site was formally added to the EPA's NPL on July 21, 1987. More information about the site is available here: <https://cumulis.epa.gov/supercpad/cursites/csitinfo.cfm?id=0302708> .

## **Peck Iron & Metal**

### *Portsmouth*

DEQ seeks \$35,000 in Federal funding to continue project management and coordination of this Superfund site. About the site: The site is an inactive 33-acre scrap metal storage, processing, and recycling facility located in Portsmouth, Virginia. From 1945 to 1999, Peck purchased, processed, stored, and shipped metal scrap from various military bases; other federal, state, and local government agencies; and local businesses. EPA added the Site to the National Priorities List on November 3, 2009. More information about this site is available here: <https://cumulis.epa.gov/supercpad/cursites/csitinfo.cfm?id=0306115> .

## **Atlantic Wood**

### *Portsmouth*

DEQ seeks \$50,000 in Federal funding to be matched with \$5,556 for staff to continue project management and coordination of this Superfund site. About the Site: From 1926 to 1992, a wood-treating facility operated at the site using both creosote and pentachlorophenol (PCP). The site was contaminated from the treatment operation, storage of treated wood and disposal of wastes. At one time, the Navy leased part of the property from AWI and disposed of waste on site, including used abrasive blast media from the sand blasting of naval equipment resulting in contamination with heavy metals such as copper, lead, zinc and arsenic. The Navy also disposed of sludge from the production of acetylene in a wetland on the border of the Southgate Annex of the Shipyard and the AWI site. Sediments in the Elizabeth River contain heavy metals and visible creosote. The groundwater and soil at the site are also contaminated with creosote and heavy metals. The site was added to the NPL in 1990. More information about the site is available here: <https://cumulis.epa.gov/supercpad/cursites/csitinfo.cfm?id=0302836> .

## **Abex Corp**

### *Portsmouth*

DEQ seeks \$20,000 in Federal funding for staff to continue project management and coordination of this Superfund site. About the Site: From 1928 to 1978, the Abex Superfund site was a foundry that melted used railroad car journal bearings and recast the material into new bearings. Spent casting sand laden with heavy metals, primarily lead, was disposed in a 1 acre are north of the foundry facility. In 1986, EPA identified high lead concentrations in the foundry waste, in soil around the process area, and in off-site soil in residential lots next to the site. This site was listed on the National Priorities List in 1990. More information about this site is available here: <https://cumulis.epa.gov/supercpad/cursites/csitinfo.cfm?id=0302667>

## **Saltville RIFS OU4**

### *Saltville*

DEQ seeks \$32,500 in Federal funding to continue project management and coordination for the remedial investigation and feasibility study and immediate actions required to protect public health related to this Superfund site. About the Site: The Saltville Waste Disposal Ponds Site is located along the North Fork of the Holston River between the Town of Saltville and the community of Allison Gap in western Smyth County and eastern Washington County. From 1895 to 1972, Olin Chemical Corporation and its predecessor used the site for various chemical operations, including the production of chlorine gas. Chlorine gas and sodium hydroxide were produced by passing brine between electrodes; the cathode used in this process was mercury. Industrial wastewater containing mercury was released into 2 large adjacent wastewater treatment ponds. The ponds were primarily used for the containment of ammonia soda ash wastes, which are naturally high in pH. Mercury contamination of the North Fork of the Holston river and contamination of fish within the river has been the primary basis for the Superfund Site. The contaminants of concern are mercury and methylmercury. High pH groundwater is also a concern. The site was added to the NPL in 1983. More information about the site is available here: <https://cumulis.epa.gov/supercpad/cursites/csitinfo.cfm?id=0302526> .

## **Saltville RA OU3**

### *Saltville*

DEQ seeks \$15,000 in Federal funding to continue project management and coordination for remedial action, closeout activities, and site monitoring and maintenance of this Superfund site. About the Site: The Saltville Waste Disposal Ponds Site is located along the North Fork of the Holston River between the Town of Saltville and the community of Allison Gap in western Smyth County and eastern Washington County. From 1895 to 1972, Olin Chemical Corporation and its predecessor used the site for various chemical operations, including the production of chlorine gas. Chlorine gas and sodium hydroxide were produced by passing brine between electrodes; the cathode used in this process was mercury. Industrial wastewater containing mercury was released into 2 large adjacent wastewater treatment ponds. The ponds were primarily used for the containment of ammonia soda ash wastes, which are naturally high in pH. Mercury contamination of the North Fork of the Holston river and contamination of fish within the river has been the primary basis for the Superfund Site. The contaminants of concern are mercury and methylmercury. High pH groundwater is also a concern. The site was added to the NPL in 1983. More information about the site is available here: <https://cumulis.epa.gov/supercpad/cursites/csitinfo.cfm?id=0302526> .

## **Arrowhead Associates/ Scovill Corp**

### *Westmoreland*

DEQ seeks \$30,000 in Federal funding for staff to continue project management and coordination of this Superfund site. About the Site: From 1966 to 1979 Scovill, Inc and Arrowhead Associates, Inc manufactured cosmetic cases on site. Copper zinc, cyanide and acid/alkali solutions were used and chlorinated solvents were used for degreasing. Wastewater was pre-treated prior to discharge into onsite settling ponds. Supernatant from the ponds was either reused by the facility or discharged to a nearby stream, Scates Branch, pursuant to VPDES permit. Concerns at the site include groundwater and soil contamination and impacts to Scates Branch. The site was added to the NPL in 1990. More information about the site is available here: <https://cumulis.epa.gov/supercpad/cursites/csitinfo.cfm?id=0302565> .

## **Chisman Creek PRP LR RA OU2**

### *York*

DEQ seeks \$15,000 in Federal funding to continue project management and coordination of this Superfund site. OU-2 addresses surface drainage modifications for ponds A, B, and C and a monitoring program for the ponds, Chisman Creek estuary, and a freshwater tributary. About the site: The Chisman Creek site is 27 acres consisting of 4 former sand and gravel pits in which an estimated over 500,000 tons of fly ash for the Yorktown Power Generating Station was disposed from 1957 to 1974. The fly ash was removed from one of the pits and placed in another pit in the 1970s. In the early 1980s, the Virginia State Board of Health, the Virginia State Water Control Board, and the Virginia Institute of Marine Science sampled residential wells and the surface water in the area in response to complaints. These investigations found heavy metal contamination in Chisman Creek and the groundwater in and near the fly ash disposal areas. The Chisman Creek site was added to the National Priorities List on September 8, 1983. More information about the site is available here: <https://cumulis.epa.gov/supercpad/cursites/csitinfo.cfm?id=0302756> .

## **Chisman Creek PRP LR OU1**

*York*

DEQ seeks \$20,000 in Federal funding to continue project management and coordination of this Superfund site. OU-1 requires remediation of three fly ash pits and the associated groundwater. About the site: The Chisman Creek site is 27 acres consisting of 4 former sand and gravel pits in which an estimated over 500,000 tons of fly ash for the Yorktown Power Generating Station was disposed from 1957 to 1974. The fly ash was removed from one of the pits and placed in another pit in the 1970s. In the early 1980s, the Virginia State Board of Health, the Virginia State Water Control Board, and the Virginia Institute of Marine Science sampled residential wells and the surface water in the area in response to complaints. These investigations found heavy metal contamination in Chisman Creek and the groundwater in and near the fly ash disposal areas. The Chisman Creek site was added to the National Priorities List on September 8, 1983. More information about the site is available here: <https://cumulis.epa.gov/supercpad/cursites/csitinfo.cfm?id=0302756>.









## FY2020 Proposed Meeting Schedule and Topics

### **Executive Committee (8:15 am or 8:30 am?):**

July 11, 2019:

- Executive Director Evaluation

August 8, 2019: Cancelled

September 12, 2019: Cancelled

October 10, 2019: Charter and Bylaws Revisions

November 14, 2019:

December 12, 2019:

January 9, 2020:

February 13, 2020:

- Personnel Policy Review (as needed)

March 12, 2020:

April 9, 2020:

- Officer Nominations (FY2021)

May 14, 2020:

June 11, 2020:



**Full Commission (9 am or 9:30 am?):**

July 11, 2019:

- Officer Inductions; Committee Appointments; FY20 Meeting Schedule
- Environmental Program Update: Water Quality, Compliance and Economic Vitality

August 8, 2019: Cancelled

September 12, 2019:

- 50<sup>th</sup> Anniversary Celebration (no business)

October 10, 2019:

- Changing Demographics in the Region & SocioEconomic Data Preview

November 14, 2019:

- FY2019 Annual Audit
- FY2021 Member Dues
- CAO/Manager Panel

December 12, 2019

- Scenario Planning for the Richmond Region

January 9, 2020:

- Recommend Cancelling for local governments to hold organizational meetings

February 13, 2020:

- Regional Housing Framework
- FY2020 MidYear Budget Review
- FY2021 Rural Transportation Work Program Resolution

March 12, 2020:

- Tourism Master Plan Update

April 9, 2020:

- Personnel Policy Review (as needed)
- Community Development & Local Government Technical Assistance
  - o Large Scale Solar
  - o Broadband

May 14, 2020:

- Emergency Preparedness Update
- Transportation Program Update

June 11, 2020:

- FY2021 Work Program and Budget
- FY2020 Officer Elections
- Environmental Program Update





**PlanRVA**  
**Profit & Loss Budget Performance**  
July 2019

	Column A	Column B	Column C	Column D	Column E	
	<b>Actual</b>	<b>Budget</b>	<b>\$ Variance</b>	<b>Budget</b>	<b>Annual Budget</b>	
1	<b>Ordinary Income/Expense</b>					
2	<b>Income</b>					
3	4100 · Federal Funding	172,285.18	182,913.66	-10,628.48	94.19%	2,194,963.37
4	4200 · State Funding	42,139.75	34,281.66	7,858.09	122.92%	411,380.25
5	4300 · Local Funding	53,388.10	53,388.10	0.00	100.00%	640,657.42
6	4400 · Other Contributions	6,933.87	6,933.87	0.00	100.00%	83,206.44
7	5000 · Other Income	324.16	0.00	324.16	100.00%	0.00
8	<b>Total Income</b>	<b>275,071.06</b>	<b>277,517.29</b>	<b>-2,446.23</b>	<b>99.12%</b>	<b>3,330,207.48</b>
9						
10	<b>Expense</b>					
11	6000 · Salary & Wages	133,462.28	159,323.25	-25,860.97	83.77%	1,930,988.28
12	7100 · Professional Fees	16,310.00	12,421.69	3,888.31	131.30%	74,060.00
13	7200 · Office Expenses	13,331.20	24,360.13	-11,028.93	54.73%	210,223.32
15	7400 · Program Expenses	77,311.95	67,708.41	9,603.54	114.18%	812,500.26
16	7600 · Infrastructure	20,060.45	20,060.45	0.00	100.00%	248,010.70
17	<b>Total Expense</b>	<b>260,475.88</b>	<b>283,873.93</b>	<b>-23,398.05</b>	<b>91.76%</b>	<b>3,275,782.56</b>
18	<b>Net Ordinary Income</b>	<b>14,595.18</b>	<b>-6,356.64</b>	<b>20,951.82</b>	<b>7.36%</b>	<b>54,424.92</b>
19						
20	7900 · Capital Expense Projects	0.00	0.00	0.00	0.00%	0.00
21	7901 · Transfer to Reserve Account	0.00		0.00	0.00%	53,718.70
22	<b>Net Income</b>	<b>14,595.18</b>	<b>-6,356.64</b>	<b>20,951.82</b>	<b>-229.61%</b>	<b>706.22</b>

	Column A	Column A
	July 31, 2019	7/31/2019

1	<b>ASSETS</b>		
2	<b>Current Assets</b>		
3	<b>Checking/Savings</b>		
4	1050 · LGIP-Virginia Dept of Treasury	159,422.02	159,422.02
5	1070 · SunTrust Checking 8921	65,287.12	65,287.12
6	<b>Total Checking/Savings</b>	224,709.14	224,709.14
7	<b>Accounts Receivable</b>		
8	1200 · Accounts Receivable	1,213,387.17	1,213,387.17
9	<b>Total Accounts Receivable</b>	1,213,387.17	1,213,387.17
10	<b>Other Current Assets</b>		
11	1150 · Prepaid Expenses	25,418.54	25,418.54
12	1250 · Miscellaneous Receivables	201,724.16	201,724.16
13	1600 · Miscellaneous A/R-EE		
14	1620 · Employee Receivable	(102.50)	(102.50)
15	<b>Total 1600 · Miscellaneous A/R-EE</b>	(102.50)	(102.50)
16	<b>Total Other Current Assets</b>	227,040.20	227,040.20
17	<b>Total Current Assets</b>	1,665,136.51	1,665,136.51
18	<b>Fixed Assets</b>		
19	1300 · Property & Equipment	389,789.80	389,789.80
20	1350 · Accumulated Depreciation	(267,458.21)	(267,458.21)
21	<b>Total Fixed Assets</b>	122,331.59	122,331.59
22	<b>Other Assets</b>		
23	1950 · Deferred outflows - VRS Pymts	77,475.13	0.00
24	1951 · Deferred Outflows-Diff Proj vs	97,606.00	0.00
25	<b>Total Other Assets</b>	175,081.13	0.00
26	<b>TOTAL ASSETS</b>	<b>1,962,549.23</b>	<b>1,787,468.10</b>
27	<b>LIABILITIES &amp; EQUITY</b>		
28	<b>Liabilities</b>		
29	<b>Current Liabilities</b>		
30	<b>Accounts Payable</b>		
31	2000 · Accounts Payable	100,808.94	100,808.94
32	<b>Total Accounts Payable</b>	100,808.94	100,808.94
33	<b>Other Current Liabilities</b>		
34	2050 · Accrued Expenses	53,196.81	53,196.81
35	2500 · Compensated Absences	69,894.39	0.00
36	2525 · Deferred Revenue	625,934.35	625,934.35
37	2600 · Security Deposit	2,664.66	2,664.66
38	<b>Total Other Current Liabilities</b>	751,690.21	681,795.82
39	<b>Total Current Liabilities</b>	852,499.15	782,604.76
40	<b>Long Term Liabilities</b>		
41	2800 · Deferred Rent Liability	42,638.58	0.00
42	2900 · Net Pension Liability	377,872.00	0.00
43	2950 · Deferred Inflows	220,651.00	0.00
44	<b>Total Long Term Liabilities</b>	641,161.58	0.00
45	<b>Total Liabilities</b>	1,493,660.73	782,604.76
46	<b>Fund Balance</b>		
47	Fixed Asset	122,331.59	122,331.59
48	Other Unrestricted Reserve	346,556.91	882,531.75
49	<b>Total Fund Balance</b>	468,888.50	1,004,863.34
50	<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>1,962,549.23</b>	<b>1,787,468.10</b>
51			
52	Unrestricted Reserve - End of FY 19 (adjusted)		790,619.57
53	Net Surplus (Deficit) July YTD 2019		14,595.18
54	Special Assessments July YTD 2019		77,317.00
55	Unrestricted Reserve - 7/31/19		<b>882,531.75</b>

## PlanRVA Profit & Loss Budget Performance August 2019

	Column A	Column B	Column C	Column D	Column E	
	<b>Actual</b>	<b>Budget</b>	<b>\$ Variance</b>	<b>Budget</b>	<b>Annual Budget</b>	
1	<b>Ordinary Income/Expense</b>					
2	<b>Income</b>					
3	4100 · Federal Funding	144,474.50	182,913.66	-38,439.16	78.99%	2,194,963.37
4	4200 · State Funding	29,881.99	34,281.66	-4,399.67	87.17%	411,380.25
5	4300 · Local Funding	53,388.12	53,388.10	0.02	100.00%	640,657.42
6	4410 · Other Contributions	8,140.75	6,933.87	1,206.88	117.41%	83,206.44
7	5000 · Other Income	214.00	0.00	214.00	100.00%	0.00
8	<b>Total Income</b>	<b>236,099.36</b>	<b>277,517.29</b>	<b>-41,417.93</b>	<b>85.08%</b>	<b>3,330,207.48</b>
9						
10	<b>Expense</b>					
11	6000 · Salary & Wages	155,917.13	159,323.88	-3,406.75	97.86%	1,930,988.28
12	7100 · Professional Fees	8,600.00	12,421.67	-3,821.67	69.23%	74,060.00
13	7200 · Office Expenses	18,889.47	24,260.29	-5,370.82	77.86%	210,223.32
15	7400 · Program Expenses	24,786.56	67,708.35	-42,921.79	36.61%	812,500.26
16	7600 · Infrastructure	20,060.45	20,722.75	-662.30	96.80%	248,010.70
17	<b>Total Expense</b>	<b>228,253.61</b>	<b>284,436.94</b>	<b>-56,183.33</b>	<b>80.25%</b>	<b>3,275,782.56</b>
18	<b>Net Ordinary Income</b>	<b>7,845.75</b>	<b>-6,919.65</b>	<b>14,765.40</b>	<b>4.83%</b>	<b>54,424.92</b>
19						
20	7900 · Capital Expense Projects	0.00	0.00	0.00	0.00%	0.00
21	7901 · Transfer to Reserve Account	0.00		0.00	0.00%	53,718.70
22	<b>Net Income</b>	<b>7,845.75</b>	<b>-6,919.65</b>	<b>14,765.40</b>	<b>-113.38%</b>	<b>706.22</b>

Column A	Column A
August, 2019	8/31/2019

1	<b>ASSETS</b>		
2	<b>Current Assets</b>		
3	<b>Checking/Savings</b>		
4	1050 · LGIP-Virginia Dept of Treasury	559,625.61	559,625.61
5	1070 · SunTrust Checking 8921	319,258.26	319,258.26
6	<b>Total Checking/Savings</b>	878,883.87	878,883.87
7	<b>Accounts Receivable</b>		
8	1200 · Accounts Receivable	252,237.70	252,237.70
9	<b>Total Accounts Receivable</b>	252,237.70	252,237.70
10	<b>Other Current Assets</b>		
11	1150 · Prepaid Expenses	46,545.77	46,545.77
12	1250 · Miscellaneous Receivables	353,369.27	353,369.27
13	1600 · Miscellaneous A/R-EE		
14	1620 · Employee Receivable	(222.00)	(222.00)
15	<b>Total 1600 · Miscellaneous A/R-EE</b>	(222.00)	(222.00)
16	<b>Total Other Current Assets</b>	399,693.04	399,693.04
17	<b>Total Current Assets</b>	1,530,814.61	1,530,814.61
18	<b>Fixed Assets</b>		
19	1300 · Property & Equipment	389,789.80	389,789.80
20	1350 · Accumulated Depreciation	(267,458.21)	(267,458.21)
21	<b>Total Fixed Assets</b>	122,331.59	122,331.59
22	<b>Other Assets</b>		
23	1950 · Deferred outflows - VRS Pymts	77,475.13	0.00
24	1951 · Deferred Outflows-Diff Proj vs	97,606.00	0.00
25	<b>Total Other Assets</b>	175,081.13	0.00
26	<b>TOTAL ASSETS</b>	<b>1,828,227.33</b>	<b>1,653,146.20</b>
27	<b>LIABILITIES &amp; EQUITY</b>		
28	<b>Liabilities</b>		
29	<b>Current Liabilities</b>		
30	<b>Accounts Payable</b>		
31	2000 · Accounts Payable	29,661.83	29,661.83
32	<b>Total Accounts Payable</b>	29,661.83	29,661.83
33	<b>Other Current Liabilities</b>		
34	2050 · Accrued Expenses	53,196.81	53,196.81
35	2500 · Compensated Absences	69,894.39	0.00
36	2525 · Deferred Revenue	554,913.81	554,913.81
37	2600 · Security Deposit	2,664.66	2,664.66
38	<b>Total Other Current Liabilities</b>	680,669.67	610,775.28
39	<b>Total Current Liabilities</b>	710,331.50	640,437.11
40	<b>Long Term Liabilities</b>		
41	2800 · Deferred Rent Liability	42,638.58	0.00
42	2900 · Net Pension Liability	377,872.00	0.00
43	2950 · Deferred Inflows	220,651.00	0.00
44	<b>Total Long Term Liabilities</b>	641,161.58	0.00
45	<b>Total Liabilities</b>	1,351,493.08	640,437.11
46	<b>Fund Balance</b>		
47	Fixed Asset	122,331.59	122,331.59
48	Other Unrestricted Reserve	354,402.66	890,377.50
49	<b>Total Fund Balance</b>	476,734.25	1,012,709.09
50	<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>	<b>1,828,227.33</b>	<b>1,653,146.20</b>
51			
52	Unrestricted Reserve - End of FY 19 (adjusted)		790,619.57
53	Net Surplus (Deficit) August YTD 2019		22,440.93
54	Special Assessments FY20		77,317.00
55	Unrestricted Reserve - 8/31/19		<b>890,377.50</b>