



**Executive Committee
Zoom Virtual Meeting
Meeting Minutes
February 11, 2020
8:15 a.m.**

Members Present

<u>LOCALITY</u>	<u>NAME</u>	X (attended)
Charles City County	William Coda	
Chesterfield County	Christopher M. Winslow, Vice-Chair	X
City of Richmond	Dr. Cynthia Newbille	X
Goochland County	Neil Spoonhower, Chair	X
Hanover County	Canova Peterson, Treasurer	X
Henrico County	Tyrone Nelson	X
New Kent County	Patricia Paige	X
Powhatan County		
Town of Ashland	Mr. Daniel McGraw	X

Others Present

Eric Gregory Hefty, Wiley & Gore, PC

Staff Present

Martha Heeter Executive Director
 Diane Fusco Office Manager
 Sidd Kumar Project Coordinator

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

Call to Order

Chairman Spoonhower called the PlanRVA Executive Committee meeting to order at approximately 8:15 a.m.



Attendance Roll Call & Certification of a Quorum

Chairman Spoonhower referred to the opening statement for Electronic Meetings included in the agenda packet.

Ms. Fusco took attendance by roll call and confirmed a quorum of the body was present.

Meeting Minutes

Chairman Spoonhower notified the Executive Committee that the Commission's Secretary, Mr. Nordvig from Powhatan, resigned his position on the Board of Supervisors for Powhatan County. Powhatan County will notify staff when a replacement for Mr. Nordvig's appointment has been made.

Mr. Winslow offered a motion to approve the minutes from the December 10, 2020 meeting, which was seconded by Dr. Newbille. Chairman Spoonhower asked for a vote by acclamation which carried unanimously.

Charter Revision Update

Ms. Heeter stated there was an action taken from the last Executive Committee meeting to postpone the discussion of the Charter Revisions until February to allow for continued local deliberation. She advised that the subject is also included in the full Commission meeting agenda and asked that Mr. Winslow provide an update.

Mr. Winslow explained one jurisdiction was not ready to pass the full package of amendments and recommended the full body try for the previously approved and recommended revisions less additional apportionment of seats relative to the increase in population.

Mr. Peterson asked the Committee if there is any room for movement on the Charter revisions update relative to the jurisdiction that is still having an issue.

Dr. Newbille advised that the City of Richmond's Council will consider the matter at their next council session on February 22nd and confirmed concerns were raised relative to the items pertaining to increased number of votes for jurisdictions in excess of 250,000 population.

Chairman Spoonhower advised that he would ask for a motion in the Full Commission meeting to defer the discussion on the charter revisions to the March meeting to allow for the additional time for the City Council to consider a revised set of revisions.

FY2021 Imperatives

Chairman Spoonhower introduced the item with brief comments summarizing the assignment he'd recommended to Ms. Heeter- to prepare an overview of the organization's major objectives, or imperatives, for Fiscal Year 2021. Ms. Heeter reviewed the five identified Imperatives for Fiscal Year 2021: stabilize financial position, manage core

operations, increase revenues, drive new initiatives, and advance special priorities. She highlighted each imperative and steps to achieve each goal and timeline.

Chairman Spoonhower thanked Ms. Heeter for sharing the imperative and asked the Executive Committee for feedback. Mr. Winslow said he found the information helpful and Dr. Newbille agreed the presentation was strategic and well laid out.

Ms. Heeter would review these with all Commissioners at the full body's meeting later that morning as an information item. All Commissioners will be invited to submit feedback prior to the March Commission meeting when the Imperatives will be resubmitted for approval.

Adjourn

Chairman Spoonhower adjourned the meeting at approximately 8:45 a.m.

DRAFT