



**AGENDA  
POWHATAN COUNTY BOARD OF SUPERVISORS  
WORKSHOP MEETING  
FEBRUARY 12, 2021  
1:00 PM CALL TO ORDER**

This meeting is being held in the Village Building Auditorium and is open to the public to attend in person, but several remote options remain available to participate or watch the meeting.

If you would like to participate in the meeting, go to <https://us02web.zoom.us/j/83998792911> by computer or smartphone with the Zoom app.

or by phone, dial 1-301-715-8592 or 1-312-626-6799 or 1-929-205-6099 or 1-253-215-8782 or 1-346-248-7799 or 1-669-900-6833

Type Webinar ID: 839 9879 2911

Or iPhone one-tap :

US: +13017158592, 83998792911# or +13126266799, 83998792911#

\*\*During the public comment period, you may raise your hand using the zoom controls on your screen or press \*9 on your phone. Visit the Zoom Help Center for more information.

If you would like to watch in real-time, use this link: <http://powhatanva.gov/432/Live-Stream-of-Powhatan-County-Meetings>

If you would like to watch the meeting at your convenience later use this link: <http://powhatanva.gov/433/County-Meetings-and-Workshop-Videos-On-D>

Public comments may also be submitted to [administration@powhatanva.gov](mailto:administration@powhatanva.gov) or by leaving a voicemail at (804) 598-5612. Any comments received up until 12:00 PM of the day of the meeting shall be entered into the meeting minutes.



- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Invocation**
- 4. Requests to Postpone Agenda Items and Additions, Deletions or Changes in the Order of Presentation**
- 5. Formal Approval of Agenda**
- 6. Public Comment** (time limit 3 minutes per individual/5 minutes per group, 30 minutes total time limit that can be extended by the Board)
- 7. Old Business**
  - A. Resolution R-2020-71 Approval of Amendments to the Richmond Regional Planning District Commission (PlanRVA) Charter Agreement
- 8. New Business**
  - A. Discussion of FY22 Budget
  - B. District 2 Supervisor appointment- Process discussion
- 9. Public Comment** (time limit 3 minutes per individual/5 minutes per group, 30 minutes total time limit that can be extended by the Board)
- 10. County Attorney Comments**
- 11. County Administrator Comments**
- 12. Board Comments**
- 13. Adjournment**

Pages 3-11

**RESOLUTION R-2020-71**

**APPROVAL OF AMENDMENTS TO THE RICHMOND REGIONAL PLANNING DISTRICT COMMISSION CHARTER AGREEMENT**

**WHEREAS**, Powhatan County is a member jurisdiction of the Richmond Regional Planning District Commission (PlanRVA); and

**WHEREAS**, PlanRVA initiated discussion of proposed Charter Revisions more than a year ago and were directed by staff to identify necessary revisions; and

**WHEREAS**, some of the necessary revisions include increased flexibility and cost savings in determining a future location of office space, and developing an alternative appointment structure to provide maximum flexibility to member jurisdictions; and

**WHEREAS**, the proposed revisions are in compliance with Virginia Code and attached to this resolution.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of Powhatan County approve and ratify the amendments to the Charter Agreement of the Richmond Regional Planning District Commission endorsed by the Commission and submitted to the member jurisdictions for consideration.

**ADOPTED BY THE POWHATAN COUNTY BOARD OF SUPERVISORS ON FEBRUARY 12, 2021.**

\_\_\_\_\_  
**Karin M. Carmack, Chair**  
**Powhatan County Board of Supervisors**

**Recorded Vote:**

*David T. Williams* \_\_\_\_\_  
*Vacant (District 2)* \_\_\_\_\_  
*Michael W. Byerly* \_\_\_\_\_  
*Bill L. Cox* \_\_\_\_\_  
*Karin M. Carmack* \_\_\_\_\_

**ATTEST:**

\_\_\_\_\_  
**Ned Smither, Clerk**  
**Powhatan County Board of Supervisors**

**CHARTER AGREEMENT  
OF THE  
RICHMOND REGIONAL PLANNING DISTRICT COMMISSION**

This Charter Agreement to organize a Planning District Commission made this 14th day of August, 1969, by and between the undersigned member jurisdictions as authorized by the Virginia Area Development Act (Title 15.1, Chapter 34, Sections 15.1-1400, et seq., Code of Virginia (1950), as amended), and subsequently amended this \_\_\_\_\_ day of \_\_\_\_\_, 2021, as authorized by the Regional Cooperation Act, Chapter 42 of Title 15.2 of the *Code of Virginia* (as amended) (Va. Code § 15.2-4200, et seq.):

NOW, THEREFORE, it is agreed that:

**ARTICLE I  
Name, Location, Authority, Purpose**

Section 1

The name of this organization shall be the Richmond Regional Planning District Commission, hereinafter called the "COMMISSION."

Section 2

The office of the COMMISSION shall be centrally located within Planning District 15.

Section 3

The COMMISSION shall be a public body corporate and politic with all the powers and duties granted to it by the laws of the Commonwealth of Virginia including the Regional Cooperation Act.

Section 4

The purpose of the COMMISSION shall be to promote the orderly and efficient development of the physical, social, and economic elements of Planning District 15 by planning and encouraging and assisting member jurisdictions to plan for the future.

**ARTICLE II  
Membership**

Section 1

COMMISSION members shall be appointed by the respective governing bodies of those member jurisdictions which are parties to this Charter Agreement provided, however, that at least a majority, but not substantially more than a majority, of the COMMISSION's members shall be elected officials of the governing bodies of the member jurisdictions within the Planning District with each participating county, city, and town of more than 3,500 population

having at least one representative, and the other members being qualified voters and residents of the District who hold no office elected by the people.

Section 2

Member jurisdictions which are parties to this Charter Agreement shall appoint members to the COMMISSION to represent the number of voting seats on the following basis:

Number and Type of Voting Seats

<u>Population</u>	<u>Governing Body</u>	<u>Planning Commission</u>	<u>Citizen</u>
3,501 - 7,500	1	-	-
7,501 - 25,000	1	1	-
25,001 - 50,000	2	1	-
50,001 - 100,000	2	1	1
100,001 - 175,000	3	1	1
175,001 - 250,000	4	1	1
250,001 - 325,000	5	1	1
325,001 - 400,000	6	1	1
400,001 - 475,000	7	1	1
475,001 - 550,000	8	1	1

Appointed Governing Body members may represent more than one Governing Body voting seat if authorized by the member jurisdiction. Governing Body members are the only members eligible to represent more than one voting seat for the member jurisdiction.

For purposes of defining population of a jurisdiction under the terms of this Section, the numbers to be used will be the latest of the official U.S. Census count or the most recent preliminary population estimate prepared by the Weldon Cooper Center for Public Service at the University of Virginia.

Section 3

Vacancies on the COMMISSION shall be filled for the unexpired term in the same manner as the original appointment was made.

Section 4

Any member of the COMMISSION shall be eligible for reappointment but may be removed for cause by the governing body which appointed him.

Section 5

Each governing body belonging to the COMMISSION may appoint an alternate member who is also an elected official of the governing body to the COMMISSION who may serve in lieu of one of the elected officials of that governing body. An alternate member shall only serve in the absence of the designated governing body official and when serving in this capacity, shall hold the same voting authority as the designated governing body official.

**ARTICLE III**  
**Terms of Office and Voting Rights**

Section 1

The terms of office of COMMISSION members shall be determined by the respective governing body. The terms of alternate members shall be coincident with the terms of office of their designated member of the governing body.

Section 2

Each member of the COMMISSION shall have one equal vote in all matters before the COMMISSION unless designated to represent more than one voting seat by the appointing member jurisdiction.

Section 3

Each alternate member appointed to the COMMISSION shall hold the same voting authority as the designated governing body official for whom they are serving as the alternate.

**ARTICLE IV**  
**Officers**

Section 1

Officers of the COMMISSION shall consist of a Chairman, Vice-Chairman, Treasurer, and Secretary who shall be elected by a majority of the voting seats of the COMMISSION.

Section 2

The Chairman, Vice-Chairman, Treasurer, and Secretary shall be elected for terms of one year.

Section 3

The Chairman shall not be eligible to serve consecutive terms. No member jurisdiction shall

have more than one representative serving as a COMMISSION officer except that the Treasurer, when reelected for a consecutive term, may serve even though another COMMISSION officer is from the same member jurisdiction.

Section 4

The COMMISSION shall appoint an Executive Director who shall be an employee of the COMMISSION and shall serve at the pleasure of a majority of the voting seats.

**ARTICLE V**  
**Addition, Withdrawal, or Removal of Member Jurisdictions**

Section 1

Any member jurisdiction within Planning District Number 15 which is not a party to this Charter Agreement at the effective date thereof may, thereafter, join the COMMISSION provided that such member jurisdiction is eligible for membership and that it adopts and executes this Agreement.

Section 2

Any member jurisdiction may withdraw from the COMMISSION by submitting to the COMMISSION in writing a notice of intent to withdraw. Such withdrawal shall not become effective until the end of the COMMISSION's then current fiscal year.

Section 3

Any member jurisdiction which is a party to this Agreement, shall automatically cease to be a member of the COMMISSION if it fails to comply with ARTICLE VI of this Agreement.

**ARTICLE VI**  
**Financial Obligations of Member Jurisdictions**

Section 1

All member jurisdictions within Planning District Number 15 which are a party to this Charter Agreement shall contribute funds to the COMMISSION in accordance with an Annual Budget approved prior to the beginning of the COMMISSION'S fiscal year, provided that said Annual Budget is adopted by the affirmative vote of three-fourths (3/4) of the voting seats present and voting.

Section 2

In the event that the dues of a member jurisdiction are based on an estimate of population for that jurisdiction, the population estimate to be utilized will be the latest of the official U.S. Census count or the most recent preliminary population estimate prepared by the Weldon Cooper Center for Public Service at the University of Virginia.

Section 3

The local contribution of each member jurisdiction is due on July 1 of the current fiscal year and shall be paid in a single lump sum payment by each member jurisdiction prior to July 31 of that year.

Section 4

An additional assessment may be made upon a member jurisdiction for particular services of a local nature, which are requested by said member jurisdiction and which may or may not be included in the Work Program adopted by the COMMISSION. This assessment shall be agreed upon with the appropriate member jurisdiction.

**ARTICLE VII**

**Appointment of an Executive Committee and Adoption of Bylaws**

Section 1

The COMMISSION may designate an Executive Committee and delegate to it such powers as the COMMISSION may determine, provided that these powers are not inconsistent with provisions of the Regional Cooperation Act, Chapter 42 of Title 15.2 of the *Code of Virginia* (as amended) (Va. Code § 15.2-4200, *et seq.*). Said powers will be specifically stated in the Bylaws of the Commission.

Section 2

The COMMISSION may adopt Bylaws and such other rules as it deems necessary to govern its operations.

**ARTICLE VIII**

**Meetings**

Section 1

The COMMISSION shall hold regular meetings on a schedule which will be determined by the membership.

Section 2

Meetings of the COMMISSION and its committees shall be open to the public as provided by the Virginia Freedom of Information Act.



**ARTICLE IX  
Amendments**

Section 1

This Charter Agreement may be amended, supplemented, or superseded only by concurring resolutions of all member jurisdictions of the COMMISSION. All proposed amendments shall be submitted to the COMMISSION for its review and comment and to the member jurisdictions for consideration.

**ARTICLE X  
Date of Organization**

Section 1

The organization of the Richmond Regional Planning District Commission shall be effective on the 31st day of August, 1969, or at such time after this date when the Charter Agreement has been adopted and signed by that member jurisdictions whose population when added to the aggregate population of those who have already adopted and signed the Charter Agreement embraces the majority of the population within Planning District Number 15.

\* \* \* \* \*

**Amendments Adopted By  
Richmond Regional Planning District Commission  
September 14, 1989  
and  
Final Ratification by All Nine Local Governments  
January 10, 1990  
and  
Final Ratification by All Nine Local Governments  
[Month Day, 2021]**

**RATIFIED BY THE RICHMOND REGIONAL PLANNING DISTRICT COMMISSION'S  
MEMBER JURISDICTIONS ON THE DATES INDICATED**

**MEMBER JURISDICTION**

**DATE OF RATIFICATION**

**CHARLES CITY COUNTY:**

\_\_\_\_\_  
By:

**CHESTERFIELD COUNTY:**

\_\_\_\_\_  
By:

**CITY OF RICHMOND**

\_\_\_\_\_  
By:

**GOOCHLAND COUNTY**

\_\_\_\_\_  
By:

**HANOVER COUNTY**

\_\_\_\_\_  
By:

**RATIFIED BY THE RICHMOND REGIONAL PLANNING DISTRICT COMMISSION'S  
MEMBER JURISDICTIONS ON THE DATES INDICATED**

**MEMBER JURISDICTION**

**DATE OF RATIFICATION**

**HENRICO COUNTY**

By: \_\_\_\_\_

\_\_\_\_\_

**NEW KENT COUNTY**

By: \_\_\_\_\_

\_\_\_\_\_

**POWHATAN COUNTY**

By: \_\_\_\_\_

\_\_\_\_\_

**TOWN OF ASHLAND**

By: \_\_\_\_\_

\_\_\_\_\_