



VAPDC Business Meeting – 2019 Summer Conference

Thursday, July 25, 2019; 11:15 am – 12:00 pm

Williamsburg Lodge, Williamsburg, Virginia

Minutes

Call to Order - Robert K. Coiner, President called the meeting to order and thanked the group for being in attendance. The following PDCs were represented constituting a quorum: Cumberland Plateau PDC; Mount Rogers PDC; New River Valley RC; Roanoke Valley-Alleghany RC; Central Shenandoah PDC; Northern Shenandoah PDC; Rappahannock-Rapidan RC; Thomas Jefferson PDC; West Piedmont PDC; Southside PDC; Commonwealth RC; Plan RVA (Richmond Regional PDC); George Washington RC; Northern Neck PDC; Crater PDC; Accomack-Northampton PDC; and Hampton Roads PDC.

President's Report – Bob Coiner provided the following highlights from the past year (FY19):

- ▽ Introduced its first executive director at the Summer Conference in 2018 and has been pleased to have David Blount on board.
- ▽ Redesigned the VAPDC website to make it more user friendly.
- ▽ Continued strategic planning efforts with a Leadership Retreat in April and set direction for the Board and Executive Director for the coming year.
- ▽ Casted a wider net to build new relationships and partnerships, meeting with agency heads and senior staff at VDOT, DRPT, DCR, and VADCS.
- ▽ Signed on as a member of the Commonwealth Connect Coalition for broadband.
- ▽ Hosted a successful federal briefing with some of Virginia's Congressional representatives in Washington, DC for the second year.
- ▽ Presented the VAPDC Legislator of the Year Award to retiring Delegate Riley Ingram.
- ▽ Conducted a successful Training Conference in partnership with VAMPO.
- ▽ Planned and implemented the 2019 Summer Conference in Williamsburg.
- ▽ Celebrated 50 Years of regional planning:
 - Continued successful partnership with VACo during their Legislative Day and conducted a well-attended reception, attracting agency officials and including informative exhibits.
 - PDC members were introduced on the House and Senate floors of the Virginia General Assembly.
 - Received a resolution approved by the General Assembly that commended the work of PDCs on the 50th Anniversary.
 - Received commendation letters from the Speaker of the House, the Governor and Virginia's two Senators.
 - Released a 50th Anniversary Commemorative book to highlight PDC history and successes.
 - Introduced a new logo with new colors.

Executive Director's Report - David Blount expressed his gratification for the support of the Board and Executive Directors during his first year as executive director. He noted that the Board has been very deliberate in its efforts to address the needs of the Association moving forward. He emphasized the initial outreach that had been made to state agencies and other partners that has helped to raise the profile of PDCs. He also noted that the VAPDC would be working in the coming year to examine the structure of the Association through a review of its bylaws and an analysis of the leadership pipeline.

Review of Minutes - Kevin Byrd, Secretary noted that the minutes from the 2017 Business Meeting were contained in the meeting packets provided. A motion was made and seconded to approve the minutes as presented. The minutes were approved on a voice vote.

Treasurer's Report - Kevin Byrd, Treasurer provided the financial reports for the membership.

▽ **2019 Audit Committee Report** - Robert K. Coiner, Audit Chair provided the Audit Committee report for FY19. The Audit Committee has reviewed the financial activity of the VAPDC for the past twelve-month period, beginning July 1, 2018 and ending June 30, 2019, for both the regular checking account as well as the Market Index (Investment) account and has determined that all activity was relevant to the operations of the Association, and fell within the guidelines for expenditures as detailed in the budget and approved by the Board of Directors.

The Audit Committee consisted of Robert K. Coiner, Mayor of Gordonsville, Rappahannock-Rapidan RC, VAPDC Audit Committee Chair; Stephanie Creedle, Southside PDC; Dennis Morris, Executive Director, Crater PDC; and Kevin Byrd, Executive Director, New River Valley RC, VAPDC Secretary/Treasurer.

▽ **2018-2019 Financial Report** - Treasurer Kevin Byrd provided the year-end balance sheet financial report as of June 30, 2019. He noted that VAPDC's total assets totaled \$189,941.46. A motion was made and seconded to approve the FY19 Financial Report. It was approved on a voice vote.

▽ **Approval of FY20 VAPDC Budget** - Kevin Byrd noted that the draft budget for FY19 was included in the Business Meeting packets. Kevin noted that the Board of Directors has recommended approval of the draft budget. A motion was made and seconded to approve the FY20 proposed budget was approved on a voice vote.

New Business

▽ **PDC Responsibilities and Funding Ad Hoc Committee Report** – Robert Coiner and David Blount prepared the following report and recommendation to the membership for approval:

Background: In the Fall of 2018, an Ad Hoc Committee was established to examine state funding for planning district commissions and their roles and responsibilities as required by State Code. Group members reviewed various documents related to this charge prior to their discussions. It was noted that state funding to the 21 PDCs in FY08 was approximately \$2.5 million, while the current budgeted amount (for FY20) of \$1.8 million is about 27.5% less than the FY08 amount.* It also was noted that PDCs provide value beyond their regions to their state and federal agency partners. This includes identifying and addressing critical community development needs and administering and brokering key local and regional projects of importance to the agencies. In order to do this, PDCs depend on state funds for to help maintain a basic level of core competency. A key barrier to successful, sustained regional collaboration is insufficient funding to initiate or sustain collaboration.

Recommendations: The VAPDC should embark on a process, as outlined below, that has the goal of increasing state funding for PDCs:

1. The VAPDC should work with the Department of Housing and Community Development to request that a lump sum increase in PDC funding be recommended for inclusion in the governor's introduced state budget for FY20, and for FY21 and FY22. The request would be for additional state funding of at least \$294,000 per year to provide each of the 21 PDCs with an increase of at least \$14,000 per year.
2. The VAPDC should conduct ongoing work to link future increases in state funding to the value provided by PDCs, as well as to explore additional, alternative funding apportionments and methodologies for funds received from the state.
3. VAPDC members should support this advocacy approach and work collectively to secure additional state funding for each of the 21 planning district commissions.

*Actual FY08 amount was \$2,463,771; actual FY20 amount is \$1,785,321.

▽ **Nominating Committee Report** – Wayne Strickland provided the Nominating Committee report on behalf of Billy W. Martin, Sr., Immediate Past President and Nominating Committee Chair who was unable to attend. The slate of officers and directors was presented as follows:

2019-2020 PROPOSED SLATE OF OFFICERS & DIRECTORS

Officers

- ✓ **President:** Allen Kimball "Kim" Callis, Southside PDC
- ✓ **First Vice President:** Donald Hart, Accomack-Northampton PDC
- ✓ **Second Vice President:** Martha Shickle, Plan RVA (Richmond Regional PDC)
- ✓ **Secretary/Treasurer:** Kevin Byrd, New River Valley RC
- ✓ **Immediate Past President:** Robert K. Coiner

Directors

- ✓ **Board Member:** Thomas Gleason, Commonwealth Regional Council
- ✓ **Board Member:** Deborah Gosney, Southside PDC
- ✓ **Board Member:** Bob Lazaro, Northern Virginia RC
- ✓ **Board Member:** Patrick Mauney, Rappahannock Rapidan RC
- ✓ **Board Member:** Linda Millsaps, George Washington RC
- ✓ **Board Member:** Lou Ann Wallace, Cumberland Plateau PDC

Wayne Strickland asked for nominations from the floor and hearing none, called for a motion to close the nominations and elect the offices and directors as presented. The motion was seconded and approved on a voice vote. The slate was accepted as presented.

Recognitions and Announcements - Incoming President Kim Callis thanked everyone for the opportunity to serve as VAPDC President for the coming year and thanked Bob Coiner for his leadership and service as President for the past three years.

Adjournment – There being no further business the meeting was adjourned at 12:00 pm

Minutes prepared by:

Connie Long, Association Builders

Reviewed and respectively submitted by:

Kevin Byrd, Secretary/Treasurer