

**AGENDA**  
**HAMPTON ROADS PLANNING DISTRICT COMMISSION**  
**QUARTERLY COMMISSION MEETING**  
**July 19, 2012**

1. Call to Order
2. HRPDC Resolutions of Appreciation
3. Approval/Modification of Agenda

**WORKSHOP AGENDA**

4. Climate Change Report
5. Stormwater Management Regulations
6. Uranium Mining
7. Staff Performance Compensation

**ACTION ITEMS AGENDA**

8. Public Comment
9. Submitted Public Comments
10. Approval of Consent Items
  - A. Minutes of June 21, 2012 Meeting
  - B. Treasure's Report
  - C. Regional Reviews – Monthly Status Report
    - a. PNRS Reviews
    - b. Environmental Impact Assessment/Statement Review
  - D. Climate Change Report approval to distribute
  - E. Regional LiDAR Acquisition
  - F. Staff Performance Compensation

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11. HRPDC Three-Month Tentative Schedule
12. Project Status Reports and Advisory Committee Summaries
13. Correspondence of Interest
14. For Your Information
15. Old/New Business

**ADJOURNMENT**

**AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

**ITEM #1: CALL TO ORDER**

The meeting will be called to order by the Chair at 9:30 a.m.

**AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

**ITEM #2: RESOLUTIONS OF APPRECIATION**

The HRPDC Board will bestow Resolutions of Appreciation on Commissioners Cliff Hayes and Ross Kearney for their contributions to the Hampton Roads Planning District Commission.

**AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

**ITEM #3: APPROVAL/MODIFICATION OF AGENDA**

Members are provided an opportunity to add or delete items from the agenda. Any item for which a member desires consideration from the Hampton Roads Planning District Commission should be submitted at this time, as opposed to under “Old/New Business”.

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #4: REGIONAL CLIMATE CHANGE PROJECT – PHASE III FINAL REPORT**

#### **SUBJECT:**

HRPDC Regional Planning staff has completed the third and final year of a Virginia Coastal Zone Management Program (VCZMP) Focal Area Grant for studying the impacts of climate change on the Hampton Roads region.

#### **BACKGROUND:**

At the June 21, 2012 Executive Committee meeting Benjamin McFarlane, HRPDC Regional Planner, briefed the Commission on the report, entitled *Climate Change in Hampton Roads Phase III: Sea Level Rise in Hampton Roads, Virginia*, which summarizes the third and final year of the Hampton Roads Planning District Commission's Climate Change Adaptation project. The report describes a methodology developed by the U.S. Army Corps of Engineers (USACE) to project local and regional sea level rise based on global sea level rise scenarios. The report also describes a sea level rise exposure analysis that estimates the impacts to Hampton Roads localities in terms of population, property, infrastructure, and natural resources. The report documents HRPDC's coordination and public outreach efforts related to climate change, sea level rise, and flooding.

The Joint Environmental Committee (JEC) and other local staff have reviewed and commented on the draft report. Additionally, the Commission discussed the report and the Committee's comments at length at the June 21, 2012 Executive Committee Meeting.

Benjamin McFarlane, HRPDC Regional Planner will provide an overview of the finalized report focusing on the study methodology results, recommendations, associated issues, how issues raised by the Commission and the JEC have been addressed and next steps.

**Note: This item will be presented for action under agenda Item 10D.**

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #5: STORMWATER MANAGEMENT REGULATIONS**

#### **SUBJECT:**

Revisions to Virginia's Stormwater Management Regulations became effective on September 13, 2011. Local governments must revise existing stormwater programs and receive Soil and Water Conservation Board approval by July 1, 2014.

#### **BACKGROUND:**

In 2004, the General Assembly authorized the Soil and Water Conservation Board (the Board) to adopt regulations that specify minimum technical criteria and administrative procedures for stormwater management programs in Virginia. The Department of Conservation and Recreation has developed new regulations that:

- 1) Require local governments to adopt local programs to review and approve Construction General Permit applications;
- 2) Establish Statewide water quality criteria; and
- 3) Establish a statewide fee schedule for Virginia Stormwater Management Program (VSMP) permits.

These regulations were approved by the Soil and Water Conservation Board and became effective on September 13, 2011.

Local governments must develop local stormwater management programs consistent with the Regulations and submit programs to the Board prior to July 1, 2013. Local governments may be granted up to a one year extension to send programs to the Board for review. Local programs must be approved by the Board, and all ordinances must be effective as of July 1, 2014.

Most localities in Hampton Roads have existing stormwater programs and review proposed development projects for compliance with local ordinances. The revised regulations will require that local governments review existing programs and identify all local ordinances related to stormwater management that need to be revised to be consistent with the new regulations. Expansion of local programs to include review and approval of Construction General Permit applications will result in additional review time for development projects. Local governments need to compare their existing programs to the revised regulations to determine if additional staff will be necessary to maintain a Board approved program.

The HRPDC staff and Regional Stormwater Management Committee have been analyzing the implications of these state regulatory initiatives on the region's local governments and their stormwater management programs. DCR is currently developing a model ordinance and other tools to assist local governments in developing local programs. HRPDC staff is represented on the Stormwater Local Government Advisory Committee that is working with DCR to develop guidance for local governments.

Ms. Jennifer Tribo, Senior Water Resources Planner, will brief the Commission on the changes to the stormwater regulations, expected timeline for program development, and the nature of the actions that will be required by the localities.

**Note: This item will be considered for action at the September 20, 2012 Executive Committee Meeting.**

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #6: URANIUM MINING**

#### **SUBJECT:**

The City of Virginia Beach has requested that the HRPDC consider adopting a resolution opposing the lifting of the state moratorium on uranium mining.

#### **BACKGROUND:**

In 1982, the General Assembly enacted legislation prohibiting the mining of uranium in Virginia. This action was taken following the discovery of a substantial deposit of uranium near Chatham in Pittsylvania County. The issue was not revisited until 2007, when the price of uranium increased significantly, thus renewing the business interest in mining. This has led to reconsideration of the moratorium on uranium mining.

A series of studies has been completed by the National Academies of Sciences at the request of the Virginia Coal and Energy Commission, by several private entities and by the City of Virginia Beach since 2007. These studies have addressed the gamut of issues associated with uranium mining, including technical, economics, environmental impacts, water supply impacts and the regulatory framework.

Following the completion of these studies, the McDonnell Administration established the Uranium Work Group, consisting of staff representatives from the Virginia Departments of Environmental Quality, Health, and Mines, Minerals and Energy to assess whether the moratorium should be lifted and, if so, under what conditions.

The HRPDC Legislative Agenda for 2012 included the following statement: “The HRPDC requests the General Assembly maintain the moratorium on uranium mining or the consideration of such, until at least the 2013 General Assembly session. Furthermore, the General Assembly is requested to direct the Department of Mines, Minerals, and Energy to not pursue development of regulations for uranium mining until after completion of and full consideration of the studies, which are presently underway.”

In 2008, the City of Virginia Beach adopted a resolution conditionally opposing uranium mining in Virginia and the lifting of the legislative moratorium. In June 2012, the City adopted a resolution reaffirming its opposition, based primarily on the unlikely but potentially severe adverse impacts on the region’s water supply if a catastrophic precipitation event were to cause a breach of a tailings disposal cell. Attached for Commission consideration are:

1. A Resolution Reaffirming the City of Virginia Beach’s Opposition to the Mining of Uranium in the Commonwealth of Virginia.
2. Virginia Beach Policy Report: Uranium Mining in Virginia

Mr. Tom Leahy, Virginia Beach Director of Public Utilities, will brief the Commission on the City's concerns about uranium mining and its potential impacts on the Lake Gaston water supply.

Attachments

**Note: This matter will be considered for action at the September 20, 2012 Executive Committee Meeting.**

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #7: STAFF COMPENSATION – FY 13**

#### **SUBJECT:**

Proposed performance based salary adjustment.

#### **BACKGROUND:**

The proposed FY 2013 Budget was presented to the Commission during its April 19, 2012 Quarterly Commission meeting. The budget included a proposed two percent performance based adjustment for staff. The budget was approved with the caveat that the Commission would consider the proposed adjustment during its June 21, 2012 meeting.

The HRPDC Personnel & Budget Committee met on June 21, 2012 just prior to the Commission meeting. The Committee looked at comparisons between localities, and based on their discussions during that meeting, the Committee recommended a performance based adjustment of 1.5%. The Commission requested the staff provide a comparison of local salary increases to the Board, and it was further recommended the issue be reconsidered at the July 19, 2012 meeting.

Attached is a chart detailing the requested information on local salary increases and bonuses from FY09-FY13.

The Personnel & Budget Committee will report its recommendation to the Commission.

**Note: This item will be presented for action under Agenda Item #10F.**

**Local Salary Increase  
by Fiscal Year**

Jurisdiction	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	TOTAL % FY 09-13	Total Bonus FY 09-13
Chesapeake	3.00%	0.00%	1.50%	1.50%	0.00%	6.00%	0
Franklin	0.00%	0.00%	1.50%	0.00%	0.00%	1.50%	0
Gloucester	2.70%	0.00%	0.00%	0.00%	2.00%	4.70%	0
Hampton	2.84%	0.00%	0.00%	Net 1 time perf pay; FT \$500; PT \$250	0.00%	2.84%	\$ 500
Isle of Wight	3.00%	0.00%	0.00%	5.00%	0.00%	8.00%	0
James City	3.00%	0.00%	0.00%	Gross bonus; FT \$1,000; PT \$500	0.00%	3.00%	\$ 1,000
Newport News	2.00%	0.00%	\$500 bonus	2.00%	1.50%	5.50%	\$ 500
Norfolk	3.50%	0.00%	0.00%	\$500 bonus	2.00%	5.50%	\$ 500
Poquoson	4.00%	0.00%	0.00%	\$1,000 to base & \$1,000 bonus	0.00%	4% + \$1,000 to base	\$ 1,000
Portsmouth	3.00%	0.00%	0.00%	2.00% bonus	3.00% bonus	3.00%	5%
Southampton	2.00%	0.00%	0.00%	2.00%	0.00%	4.00%	0
Suffolk	3.00%	2% bonus	2% bonus	0.00%	2.00%	5.00%	4%
Surry	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown
Virginia Beach	2.50%	0.00%	0.00%	2.50%	0.00%	5.00%	0
Williamsburg	3.00%	0.00%	0.00%	2.00%	0.00%	5.00%	0
York County	5.28%	0.00%	0.00%	\$600 Bonus	0.00%	5.28%	\$ 600
<b>Average</b>						4.55%	\$ 683*

HRSD	8.50%	4.40%	4.40%	6.70%	3% bonus	32.80%	3.00%
SPSA	2.80%	0.00%	0.00%	3.00%	2.00%	7.80%	0
HRPDC	1.80%	0.00%	0.00%	2.30%	1.50%	5.60%	0

*\*Average for localities that allocated bonuses*

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #8: PUBLIC COMMENT PERIOD**

Members of the public are invited to address the Hampton Roads Planning District Commission. Each speaker is limited to three minutes.

### **ITEM #9: SUBMITTED PUBLIC COMMENTS**

There are no recently submitted written public comments. Any new written public comments will be distributed as a handout at the meeting.

### **ITEM #10: APPROVAL OF CONSENT AGENDA ITEMS**

Minutes of June 21, 2012 Meeting  
Treasurers' Report  
Regional Reviews – Monthly Status Report  
Climate Change Report Approval to Distribute  
Regional LiDAR Acquisition  
Staff Performance Compensation

**AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

**ITEM #10A: MINUTES**

The Minutes of the HRPDC Executive Committee meeting of June 21, 2012 are attached.

**RECOMMENDED ACTION:**

The HRPDC staff recommends approval of the minutes.

**Hampton Roads Planning District Commission**  
**Executive Committee Meeting**  
**Minutes of June 21, 2012**

The Executive Committee Meeting of the Hampton Roads Planning District Commission was called to order at 9:30 a.m. in the Regional Boardroom, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

**EXECUTIVE COMMITTEE:**

Thomas Shepperd, Chairman (YK)	Mary Jones (JC)
James O. McReynolds, Treasurer (YK)	McKinley Price (NN)
Alan Krasnoff (CH)*	J. Randall Wheeler (PQ)
Barry Cheatham (FR)	Selena Cuffee-Glenn (SU)
Brenda Garton (GL)	John Seward (SY)
Molly Joseph Ward (HA)	Louis R. Jones (VB)
Dee Dee Darden (IW)	Jackson C. Tuttle, II (WM)

**Executive Director:**

Dwight L. Farmer

**EXECUTIVE COMMITTEE (ABSENT)**

Randy Martin (FR)	Michael W. Johnson (SH)
Paul D. Fraim (NO)	Tyrone Franklin (SY)
Kenneth Wright, Vice Chairman (PO)	

**OTHER COMMISSIONERS:**

Eric Martin (CH)	Sharon Scott (NN)*
Ella P. Ward (CH)	Kenneth L. Chandler (PO)
Amar Dwarkanath (CH)	Robert M. Dyer (VB)
Mary Bunting (HA)	Harry E. Diezel (VB)
Douglas Caskey (IW)	Barbara Henley (VB)
Robert Middaugh (JC)	James Spore (VB)
Neil Morgan (NN)	Clyde Haulman (WM)

\*Late arrival or early departure.

**OTHERS RECORDED ATTENDING:**

John Gergely, Christine Gergely - Citizens; Earl Sorey, (CH); Brian DeProfio (HA); Jeff Raliski, Ron Williams, Bryan Pennington (NO); James Moore, Katherine Day, Michael King, Jerri Wilson (NN); Sherri Neil, Charles Whitehead (PO); Eric Nielson (SU); Ellis James, Sierra Club Observer; Mark Geduldig-Yatrofsky, Portsmouth City Watch Org.; Ray Toll, Bob Kugler, Tom Myers, Oceans 2012; Peter Huber, Willcox & Savage; Cathy Aiello, Aiello Enterprises, Inc.; Staff: John Carlock, Camelia Ravanbakht, Sam Belfield, Shernita Bethea, Melton Boyer, Curtis Brown, Rick Case, Robert Case, Jennifer Coleman, Nancy Collins, Greg Grootendorst, Lisa Hardy, Julia Hillegass, Frances Hughey, Jim Hummer, Whitney Katchmark, Sara Kidd, Mike Long, Benjamin McFarlane, Jai McBride, Brian Miller, Keith Nichols, Kelli Peterson, Tiffany Smith, Jennifer Tribo, Joe Turner, Chris Vaigneur.

Chairman Shepperd called the Hampton Roads Planning District Commission Executive Committee meeting to order.

## **PUBLIC COMMENT**

Two people requested to address the Hampton Roads Planning District Commission.

### ***Mark Geduldig-Yatrofsky***

*That was actually probably the least bad pronunciation I have heard. It was rather good. Good morning. Honorable members of the Planning District Commission, I am Mark Geduldig-Yatrofsky a citizen of Portsmouth and of the region. This morning I would like to underscore the news that we all received in the last month about APM and the port deal that they have proposed. As a citizen of Portsmouth I am deeply concerned about this. As we have seen during this economic downturn of the last four years and counting, when times get tough, localities get pushed aside. When the seas get rocky, aid to localities is the first thing that is thrown overboard and Portsmouth is heavily dependent on the tax revenue it receives from the APM facility, but other communities in the region receive tax benefits as well from various aspects of port operations. Newport News, Norfolk as host communities, Suffolk as a community that has distribution centers, Isle of Wight County also in that boat. I want to take a moment to thank Delegate Jones, who has displayed what I consider a reasonable skepticism about the deal. It is encouraging to see that members of the General Assembly, regardless of party, whether they are the governor's party or the opposition, are taking interest in this issue, and I hope that will continue to maintain vigilance about this deal as details come to light. We as a region need to work together to ensure that whatever comes out of the negotiations does not negatively impact our localities. Thank you very much.*

### ***Ellis W. James***

*Thank you, Mr. Chairman, members of the Commission my name is Ellis W. James. I am a lifelong resident of Norfolk. There are several things that I would like to call to your attention this morning. We have been blessed from the perspective of some of us with very cool evenings and cool days for quite some time. We appear to be getting ready to head right straight into some tough sledding for our seniors, for our small children, and for people who do not have air conditioning and so on. I hope that each one of the communities will pay close attention as I did when I went to the library last week and pulled up the map and overview of where the drought conditions are. The southeast is not out of the woods now, and we are now caught in a situation where we have to pay close attention to the extreme heat temperatures and as well as the usage of water. The usage of water and the shortage of water are going to be upon us before we can even turn around. I am convinced of that, and apparently some the scientists are convinced of that because the data and the areas that you can examine also touch us here in the Commonwealth. The second thing that I wanted to call to your attention is something that is pretty important air quality. There is now a big fire burning in northeastern North Carolina and some of us may think, well here we go again, but the fact of the matter is, that air quality is going to be on our plate very quickly, and I hope that each one of the towns, cities, and counties will pay close attention to this. Thank you, Mr. Chairman.*

## **APPROVAL/MODIFICATION OF AGENDA**

Chairman Shepperd asked if there were any modifications or additions/deletions to the agenda. Hearing none he asked for a motion to approve the agenda.

Commissioner McReynolds Moved to approve the agenda; seconded by Commissioner Cheatham. The Motion Carried.

## **CONSENT AGENDA**

Chairman Shepperd stated Item #13 is authorization of a contract with McGuire Woods, LLP, a legal consultant for stormwater. The contact proposal is \$95,000 and the funds will be used when consulting service is needed; otherwise the funds will remain untouched.

The Consent Agenda contained the following Items:

Minutes of April 19, 2012 Executive Committee Meeting

Treasurer's Reports

Regional Reviews

### A. PNRS Items Reviews

FY 2013 Chesapeake Bay Monitoring Program (CWA 117d) – Department of Environmental Quality

FY 2013 Chesapeake Bay Monitoring Program - CWA 117(e)(1)(B) –Department of Environmental Quality

FY 12-14 VADEQ Technical Review and Services for Defense Environmental Restoration Program (DERP) Activities at Active DOD Facilities and Environmental Restoration at Base Closure Sites – Department of Environmental Quality

27<sup>th</sup> Year VA CZM Implementation Application - Department of Environmental Quality

FY 2012 State Revolving Loan Funds Capitalization Application – Department of Environmental Quality

Virginia DEQ DERA2 Project – Department of Environmental Quality

### B. Environmental Impact Assessment/Statement Review

Tactical Vehicle Training Course, Fort Story – DOD/US Navy

Downtown Tunnel/Midtown Tunnel/MLK Extension Project – USDOT/Federal Highway Administration

Ironbound Square Redevelopment Project - U.S. Department of Housing and Urban Development

New Education Building – Old Dominion University

Reissuance of State Programmatic General Permit – DOD/Army/U.S. Army Corps of Engineers

Anti-Terrorism/Force Protection Upgrades to Naval Special Warfare Development Group – DOD/Department of the Navy

Shoreline Restoration and Protection Project at Joint Expeditionary Base Little Creek/Fort Story – DOD/Department of the Navy

Repairs to the Shoreline Protection System at Naval Air Station Oceana, Dam Neck Annex – DOD/Department of the Navy

Atlantic Fleet Training and Testing – DOD/Department of the Navy

Regional Solid Waste Plan for Southeastern Virginia – Amendment No. 2

Consultant Services Contract – United States Geological Survey (USGS) – Groundwater Monitoring

Consultant Services Contracts - Continuing Services Agreements for Water Resources Projects

Consultant Services Contract Task Order – Sanitary Sewer Overflow Reporting System (SSORS)

Consultant Services Contract Task Order – Permit Administration and Review System (PARS)

Consultant Services Contract – Special Legal Consultant on Stormwater Matters

Consultant Services Contract – Marketing and Public Relations Consultant Service for askHR green.org

Consultant Services Contract – Urban Area Security Initiative Effectiveness Report

Reducing Nutrients on Private Property: Evaluation of Programs, Practices and Incentives

Roof Replacement

FY 2012 HRPDC Budget – Amendment No.2

Chairman Shepperd asked for a motion to approve the Consent Agenda.

Commissioner Cuffee-Glenn Moved to approve the Consent Agenda; seconded by Commissioner Cheatham. The Motion Carried.

## **APPOINTMENT TO HRMMRS OVERSIGHT COMMITTEE**

Chairman Shepperd stated Ms. Barbara Henley has agreed to serve a two-year term as the Southside representative to the Hampton Roads Metropolitan Medical Response System (HRMMRS) Oversight Committee.

Commissioner Diezel Moved to appoint Ms. Henley for a two-year term to the HRMMRS Oversight Committee; seconded by Commissioner Chandler. The Motion Carried.

## **COASTAL ZONE MANAGEMENT PROGRAM – FY 2013 GRANTS**

Chairman Shepperd stated his understanding is HRPDC has an agreement between Norfolk and Suffolk and HRPDC is eligible to receive up to \$60,000 in funding.

Mr. Carlock presented brief details on the background on the Coastal Zone Management Grants. This year Department of Environmental Quality had some additional funds which they are making available on a competitive basis to the PDCs. There are five categories of projects that can be proposed, water quality, coastal resiliency, working water fronts, habitat restoration, and public access.

The State had discussions with the PDCs, and it was favorable to doing public access projects. The HRPDC staff briefed the Joint Environmental Committee and the parks and recreation departments and asked for any proposals for public access projects. HRPDC received three projects from Norfolk, Portsmouth, and Suffolk. Unfortunately, the Portsmouth project was ineligible to move forward because the property in question was not in public ownership. The Norfolk and Suffolk projects are public access canoe, kayak launch, fishing docks, some shoreline habitat restoration, and parking related which would be Americans with Disabilities Act compliant.

Mr. Carlock stated the Norfolk project is adjacent to the zoo on the Lafayette River. The Suffolk project is at Constant's Wharf in downtown Suffolk on the Nansemond River. HRPDC staff has talked to the two city staffs and they agreed to scale back their projects in order for HRPDC to put in two proposals that meet the \$60,000 for the region, and those proposals would go forward from the HRPDC. HRPDC staff has agreements, if the projects are funded, with the two cities. The staffs from both cities agreed they will set aside funds to cover HRPDC administrative costs to keep the projects going.

Mr. Carlock indicated the recommended actions are to authorize the Executive Director to submit the two grant proposals to DEQ for funding through the CZM Competitive grants, accept grant offers when they are made and develop agreements with the Cities of Norfolk and Suffolk to permit project implementation following receipt of the grants.

Chairman Shepperd asked for questions.

Chairman Shepperd asked if the projects are in excess of \$60,000, do Norfolk and Suffolk have enough to cover their contributions on the project.

Mr. Carlock stated they have more than sufficient money on the match side to cover the required minimum of \$60,000 and both cities have agreed to keep their projects at the \$30,000 level.

Chairman Shepperd asked for a motion.

Commissioner Cuffee-Gleen Moved to authorize the Executive Director to submit the two grant proposals to DEQ for funding through the CZM Competitive grants, accept grant offers when they are made and develop agreements with the Cities of Norfolk and Suffolk to permit project implementation following receipt of the grants; seconded by Commissioner L. Jones. The Motion Carried.

*(Commissioner Scott arrives)*

## **VRS RESOLUTIONS**

Chairman Shepperd stated recent legislation passed by the General Assembly mandated employees of localities and political subdivisions begin paying their 5% member contribution effective July 1, 2012 and receive an offsetting 5% salary increase. The HRPDC will begin requiring its employees to pay the full 5% contribution and will provide an offsetting salary increase of 5.73%. The additional offset to employees is to cover the increase in FICA taxes. Additionally, the HRPDC must elect to pay either the 7.94% rate certified by the VRS Board of Trustees or the 5.56% alternate rate which is the higher of the current rate certified by the VRS Board. HRPDC staff recommendation is to pay the 7.94% VRS Board of Trustees certified rate for the 2012-2014 biennium beginning July 1, 2012.

Commissioner Diezel asked who watches the VRS investment portfolio.

Commissioner McReynolds stated VRS is governed by a separate body and board appointed by the state. Virginia Retirement System has their separate independent board.

Commissioner Diezel stated VRS can consistently say starting next year there is an increase take it or leave it or if anybody independently did an analysis of their portfolio.

Commissioner McReynolds stated VRS is required to have an independent actuarial study of the liability given the current retirees and those who are anticipated to retire. An independent actuary looks at this every two years and assesses what the rates should be.

Commissioner Diezel asked is there no local or regional input in this process from a group like us.

Commissioner McReynolds stated it is governed by the General Assembly.

Chairman Shepperd asked for a motion.

Commissioner Garton Moved to authorize the Chairman and Executive Director to execute the resolutions pertaining to the HRPDC employer and member contribution rates to VRS; seconded by Commissioner Price. The Motion Carried.

## **2012 HAMPTON ROADS DATA BOOK**

Chairman Shepperd introduced Mr. Greg Grootendorst to brief the Commission on the Hampton Roads Data Book.

Mr. Grootendorst stated the Planning District Commission has been producing some version of the Data Book for years. This is a resource document that contains a great deal of data, historical economic and demographic information, some of which is not available anywhere else. The Data Book does not contain any charts or analysis. This book is used primarily by HRPDC staff, staff from member jurisdictions, other organizations, and the general public. The Data Book is not typically presented to the Commission, however, during the retreat, there was some discussion on presenting data at the jurisdiction level and there is a great deal of information in this document at the jurisdictional levels.

One of the most important reasons for putting this document together is that it is a partial fulfillment of state statute that requires planning district commissions to collect and maintain data. He reiterated this is a resource document, and is not analysis, and, therefore, a lot of these numbers are just presented as data and not within any particular context.

Information in the document includes geographic, demographic and economic. Throughout the report and you can see the diversity and size of jurisdictions from 600 square miles in Southampton to eight square miles in Franklin. There is a great deal of dispersion among localities as well as with respect to population; Virginia Beach with over 440,000 and Surry County just less than 7,000. In raw terms, Chesapeake had the most growth over the past decade, gaining over 23,000 residents. However, on a percent basis there was a 37% growth in James City County and Virginia grew at a rate of 12%, which was double the regional average over that time frame. When looking at population and population growth it is important to look at the net migration. It is no secret that as a region, Hampton Roads has experienced significant out migration over the past decade. Over 21,000 people have migrated out of the region, and on a year to year basis, migration numbers can vary substantially. So you can look at 2008 to 2009 which could vary substantially from the next year depending on projects that are built within the jurisdiction.

Mr. Grootendorst stated two years ago, regional per capita income in the region surpassed the national average for the first time since records were available. Mr. Grootendorst showed a graph of per capita income distribution across the jurisdictions. At the bottom some of the jurisdictions are grouped together, such as Franklin and Southampton, James City, and Williamsburg. This is done by the Bureau of Economic Analysis due to privacy and disclosure issues. There are five localities that are above the state average of \$44,000, and seven of the localities that are above the national average of \$40,000. This chart basically shows you where the employment distributions are by place of work. Norfolk and Virginia Beach have the highest percent respectively. The employment to population ratio is basic

to looking at how many people are employed in the jurisdiction versus the population of that jurisdiction and gives a sense of where the employment centers are, and you can see the regional experience is consistent with the state experience.

Context is the key to understanding data, and that is what this document does, it is merely providing data. When looking through this document you would pull the data to get a sense of what is happening before further analysis is required to understand why things are happening. There are also elevated levels of youth unemployed, which is consistent across the nation, and tourism related seasonality is a big component. When looking at any of this information, simply looking at the data itself without context, you have to watch where those conclusions lead you.

Mr. Grootendorst stated the share of retail sales is one way to look at the dispersion of shopping across the region. When looking at the annualized growth in retail sales, retail sales in the region have grown \$17.5 billion in 2011. The growth in retail sales is going to tend to follow growth in population. On a per capita basis, you can see retail sales in a different light, and that is one of the things this document is pretty useful for because it provides a host of different data types. You can combine different data sets together to begin conducting analysis. For example, look to see where the retail hubs are located.

Mr. Grootendorst showed a graph on building permits. Over a ten year period, the graph showed which jurisdictions were showing growth. In 2001 to 2006, the number of buildings permits issued was roughly double from 2007 to 2011 on an average basis.

The value of real estate when looking at real estate market value, shows the value of real estate on a per capita basis, which gives a much different picture and shows how localities vary. Hampton Roads is below the state average on value of real estate on a per capita basis. Also, when looking at the value of real estate per square mile, it shows how the jurisdictions shift with different perspectives.

The Virginia Tourism Corporation provided HRPDC staff with tourism data. This information varies from year to year. The Department of Motor Vehicles provides staff with passenger vehicle registrations. When looking at the dispersion among localities in the past year vehicle registrations on a per capita basis, Surry County has more passenger vehicle registrations than people. This is a trend that the nation has been heading toward.

The personal property tax collection is the distribution of tax collections across localities. When looking on a per capita basis, each jurisdiction has different tax rates they use based on the specific economy of the jurisdictions, which determine the number and the amount of tax collection.

Mr. Grootendorst stated there is quality of life data in the Data Book as well. One of the things we have in there is on-time graduation rates, the regional on-time graduation rate provided to us by the Virginia Department of Education. The regional average is level with the state average. It also shows the K through 12 enrollments versus the population and which jurisdictions have a high number of kids attending.

Chairman Shepperd asked for questions.

Chairman Shepperd asked if 2010 employment is by job location.

Mr. Grootendorst stated yes. For example, in Newport News it is how many people are working in Newport News not how many Newport News residents are working.

Chairman Shepperd asked if the employment to population ratio reflects retirement.

Mr. Grootendorst stated the amount of people that are working in that jurisdiction divided by the entire population. People who are retired and not working are not considered employed according to the BEA.

Chairman Shepperd stated he thought that would be something to look at in the future and have in the briefing on the retirement portion of the population. It would give some understanding of demand on public services, such as fire and life safety and also the share of retail sales with online activities.

Mr. Grootendorst stated we do not have numbers for on-line activity. What HRPDC has is the expenditures; the total value of goods that have been purchased in the locations that has been reported to the Virginia Department of Taxation.

Chairman Shepperd stated it would be interesting as we progress and we hear more about the on-line businesses and operations, impact on our region. He did not know if the information exists, or if the state has made an effort to find out if you are working in the State of Virginia and have an on-line operation, you are going to pay taxes or collect the taxes, to gather that data to show a relationship between on-line operations and the impact of the operations on the retail sales figures for a particular area.

Mr. Grootendorst stated there have been several attempts to gather that information. There is a limited amount of people that actually declare what they purchased on-line and post that on their income tax forms, as each of us are supposed to pay for the sales tax. That information has not been made available because there are only a few people that have actually done that. That information is not available at a locality level. There is a streamline sales tax project at the national level that is trying to align states in such a way that you can easily and efficiently pull together the sales tax from each of the States for people who are paying on-line. If that was to take place, we would get a much better understanding of what exactly we are losing and how we are losing. At this point in time, the data does not exist.

Chairman Shepperd stated part of the issue of planning is the fact that we are limited, particularly the counties, on sources of revenue and sales. The counties focus is principally on real estate for revenue. The cities have more sources of receiving revenue and understanding the impact of on-line sales to the revenue sourcing for a municipality. To be able to fund services is critical, the Commission could probably do a community a service

by raising at least some awareness or desire to force that a little bit more. Maybe the Commission should draft a resolution or letter and try and get a little more information so we can understand the relationship better between the impact of on-line sales, the loss of revenue, the impact on businesses, because it could be something that could help us understand what is going on in our communities.

Chairman Shepperd referred to the slide on the value of real estate per capita and asked if it included military presence.

Mr. Grootendorst stated it is fair market value but does not include the untaxed land.

Mr. Farmer asked is the military included.

Mr. Grootendorst stated no military or the land the building on is included in the tax rules.

Chairman Shepperd stated he was wondering how that would play out if the military was considered because of their large presence in this area.

Mr. Grootendorst stated there would have to be some way to basically assess those values and then include them, but some of those values are not assessed.

Chairman Shepperd stated what he was getting to was the localities lose opportunity which the federal government is supposed to be paying. York County, for example, 40% of the land is either owned by the state or federal government. It is not a bad thing it helps them to understand what this cost, and looking at the total data helps understand from municipality to municipality the impact. He thought this information will help localities to understand how the different municipalities are dealing with some of the different issues. Looking, at where the dollars were in terms of tourism, you can see that Williamsburg is going to spend a lot more money. James City County and York County are going to spend a lot of money on tourism. Certainly, other areas are not going to spend as much and it helps to understand how the thinking.

Chairman Shepperd asked for a motion to approve the 2012 Hampton Roads Data Book for distribution.

Commissioner Cheatham Moved to approve the 2012 Hampton Roads Data Book for distribution; seconded by Commissioner Chandler. The Motion Carried.

*(Commissioner Krasnoff arrives)*

## **REGIONAL CLIMATE CHANGE PROJECT – PHASE III FINAL REPORT**

Chairman Shepperd introduced Mr. Benjamin McFarlane to provide an overview of the Regional Climate Change Project – Phase III Final Report.

Mr. McFarlane stated he would give an update on HRPDC climate change work. HRPDC staff is currently working with government staff to address concerns and incorporate their comments into the Phase III report which has been distributed to localities through the Joint Environmental Committees.

Ms. McFarlane stated he would give some background information on this project. HRPDC staff has been working on this project since 2008. It is a multi-year focal area grant from the Virginia Coastal Zone Management Program, which is part of the Department of Environmental Quality. HRPDC staff released the first report which identified the general impact of climate change on Hampton Roads in 2010. The second report, which included GIS based analysis of the region's exposure to storm surge, was released in 2011, and the focus of the third and final report this year has been on sea level rise.

The purpose of this study is to answer two questions: First, which areas in Hampton Roads are vulnerable to sea level rise and, second, how much is potentially at risk in those areas in terms of the assets, population, and other resources. In particular, HRPDC has two main goals. The largest component of the work was a GIS based analysis. HRPDC staff wanted to develop a tool that they could use and also localities could use to model the impact of sea level rise. HRPDC also wanted to demonstrate how this tool could be used to assess the region's exposure in terms of population property, infrastructure, economic activity, and natural resources. To do this HRPDC took advantage of data sets from the U.S. Census, local governments, VDOT, DEQ, and others.

Mr. McFarlane stated HRPDC staff's first step was to identify those areas that could be vulnerable to sea level rise. Staff took advantage of previous work by the United States Environmental Protection Agency that provided useful, regionally consistent, elevation data sets. Due to uncertainty in the data set, staff calculated low, middle, and high estimates for one scenario of sea level rise - one meter above current spring high tide. One meter of sea level rise is large enough to balance out the data sets. It is also considered to be a reasonable estimate of global sea level rise by both academics and government agencies.

Mr. McFarlane showed a chart on the difference between the three elevation estimates depending on where one is in the region. Once the areas were identified that were vulnerable, staff used GIS to calculate population assets and resources within those areas that could potentially be affected. The results are included in the report in two formats: 1) staff included maps for each locality in the region that showed the extent of the three estimates; 2) staff also summarized potential impacts to each sector for each elevation estimate for all the localities, and this data will be made available in both GIS and spreadsheet formats to all localities upon request once the report is finalized.

This report contains several findings and recommendations that were made over the course of the grant and through discussions with local government and staff: 1) Necessary elevation data that would make our analysis more accurate and useful. HRPDC staff is presently working with several partners including VDEM to acquire the data; 2) Sea level rise is expected to be a major issue for many Hampton Roads localities, staff recommended

the localities should begin planning for sea level rise through their comprehensive plan and others; 3) While various federal and state agencies and Commissions have recommendations, there is no official state or federal guidance to local government on how to address sea level rise at the local level and the HRPDC staff recommends that the Commission and Hampton Roads local governments work with state and federal elected officials to develop and fund guidance and assistance to affected communities; 4) The U.S. Army Corps of Engineers has developed guidance for incorporating sea level rise projections into infrastructure projects and HRPDC staff recommends that localities and others in the region, including the private sector should consider using this guidance for project planning and design in areas that are potential vulnerable to sea level rise; 5) Subsidence is a significant contributor to sea level rise in Hampton Roads but is not well documented and HRPDC staff recommend that the region continue to study the causes and relative rates of these causes of subsidence in Hampton Roads; 6) The effective adaptation strategies will vary based on context, feasibility, and popular support and staff recommends the region continue studying potential strategies for adapting to sea level rise and impacts of climate change. The final report is currently being reviewed by local government staffs and the HRPDC anticipates seeking approval from the Commission at its July meeting.

Chairman Shepperd asked for questions.

Commissioner Wheeler stated it is difficult for most members of the Commission to respond to a report they have not seen yet. Many of the HRPDC staff members along with the staff in Poquoson have worked very closely, and he appreciates that, the fact that HRPDC staff is listening to what they have to say. Most recently, he stated that he and a Poquoson engineer wrote to the HRPDC staff, to continue to express Poquoson concerns and suggestions. Poquoson concerns start with the lack of data requirement. He also heard the staff report uncertainty in the data set and there was another comment later. The fact that we had to go region wide and put together data sources interjects a lack of refinement and a margin of error in a really important analysis, and that margin of error can have significant impacts on the conclusions as to the planning of substance, some of which Poquoson continues to have concerns about. The impacts are estimated to the dollar on a data set that lacks certainty in the data set with lack of necessary refinement. The way that conclusions are presented is not aligned with the margin of error in the data set. This is certainly not a new thing that the PDC staff has heard. He would encourage all members of the HRPDC staff to speak with their staff that has been participating within this process. This is really important, and the staff has worked really hard on this. They had an almost impossible task. So none of his comments should be interpreted negatively towards the staff working on this, but it is a hard and important thing, and it is worth a read.

Chairman Shepperd stated first his thanks to Mr. McFarlane for a great briefing. Mr. Shepperd stated he was not making these comments in an attempt to degrade any particular organization, federal, state or local, he was making awareness of a problem he saw as the level of frustration was mounting. The issue of how the elected representatives that deal with the constituent problems that are associated with what is called ocean have another problem that is also tied with that as it goes inland and the reason he said inland

because of what happened in York County in particular. The way it works is a body of water that is inland has to drain out towards the ocean; it can be inland just enough that as the tide comes in, the ocean for whatever reason is rising, could be the melting or the lowering of the sea, whatever the reasons are, what it does is it backs the water up inland, and there are techniques to mitigate these problems which the localities are unable to do because of federal guidelines of the EPA, the Corps of Engineers, and DCR. For example, a neighborhood that has been well established for 30 to 40 years in a place that is already starting to experience flooding they never had.

In 1997 there was twenty inches of rain in 24 hours. That was the millennium storm and then all of a sudden there was six and a half inches of rain in twelve hours, then the other day, there was four and a half inches of rain in one hour. There is no stormwater system that is going to be able to handle these problems. Between 2012 and going back to 2000, storm after storm, there was flooding, rain, and the problem of not being able to drain out and impact when the tide comes in, and all of a sudden more of the water is being retained, and you are seeing the streets are being flooded for longer periods of time. In York County, the land was about 25 feet above sea level because it was tied to a large body of water by a ten acre lake that fed out very close into a creek that was tidal that was slowing the flow.

The problem is that the municipalities cannot mitigate the problems. If the cost is so significant that it is prohibitive, and the localities are having trouble with is the application of EPA, and the Corps of Engineers rules that say certain things be done. The wetlands cannot be touched to the point where one would rather have the house flood than have the wetlands touched on houses that has been in place for a long period of time. Every one that has that have houses or communities subdivisions are starting to see more and more of this flooding, but cannot mitigate that in a reasonable manner. The application of that rule is one approach that is not making sense and it is putting property values, quality of life, and safety issues at risk.

Chairman Shepperd stated he talked to his Board of Supervisors about this particular issue. As a district, HRPDC needs to express their concern over the application of these rules. He was not saying to get rid of the EPA application because guidance has come from the federal government through the Corps of Engineers, EPA, and possibly the state have to make sense. Communities cannot have a house or a subdivision that has been there for 40 years and all of a sudden cannot fix a drainage problem because the state allows the building of more subdivisions. Taxes and stormwater drainage fees increase to wetlands at the cost of quality of life.

Chairman Shepperd stated he brought this up, and at the next meeting he can come with a more coherent approach. He has talked to the Board of Supervisors at York County and they agree to take on this subject. There are smart ways of engineering a mitigation plan that will fit without destroying wetlands and destroying the quality of life. The question is what is EPA tied to this? When Mr. McFarlane stated they needed to get more data can the HRPDC approach the EPA, the Corps of Engineers, and the state with any of the data? If you have data that is inconsistent in another place and they try to tie it to another, how can one use this information to help mitigate the problem?

Mr. McFarlane stated one step that can be taken is to take the reports that have been completed and the observances made by localities and reach out to the federal partners, including the Corps of Engineers and EPA, and start a discussion. The larger issue with a sea level raise and climate change in general is that it is going to be causing a lot of these issues that were just discussed and conflicts are going to occur between different adaptation strategies or regulations that are already in place for good reasons in many cases, but they will be more difficult to implement. This will help start that discussion and the next step is to reach out and engage in that dialogue.

Commissioner Price asked did HRPDC fund a study at ODU to look at the federal impact of the value of the impact if the area had flooding and if so, when are the results expected.

Mr. Farmer stated that study is still underway. The purpose of that study was to create sufficient information from a sample of the vulnerable communities again, the key word is sample, to raise the awareness to pursue getting the detailed, high resolution of LIDAR data because at that time it had been two years ago, and at that time we did not have that LIDAR data. The cost of it was millions of dollars. Some events have overrun the area; Dr. Koch is still trying to reach out to get that data from the state and others, but the LIDAR data looks like it is within grasp where it is needed in this community and monies available for that. That was not a definitive study. It was to raise the region's awareness in order to be more successful to get the dollars to get the LiDAR data which is about to happen.

Chairman Shepperd asked when the Commission would see the information.

Mr. Farmer asked Mr. McFarlane did he know when the LiDAR data would be available.

Mr. McFarlane stated staff would be talking about the LiDAR data at the CAO meeting. HRPDC staff had a very exciting opportunity that came about a month ago. He would be happy to have an update on that project at the next month's meeting.

Mayor Krasnoff stated he appreciated what Mr. Wheeler was saying. Chesapeake Council can verify, they have a very similar problem with Main Creek and it might be beneficial based on the comments to go to the localities and include these reports because Chesapeake has a very well established community, that at this point, is threatened because they cannot leave their homes because they are getting flooded to the point where safety concerns are overwhelming, and they have no place to go. With that kind of information, based on what has been said, might be helpful if everyone comes together and lets them see that their impact with numbers is really more of an impact on people's lives and safety.

Chairman Shepperd stated the key to this is that one municipality is not going to have an affect. The Commission has to support this as a group. Chesapeake, Norfolk, or Virginia Beach is not going to affect this bureaucracy. His concern is that somebody is interpreting the rules to the point where it is negative and not taking in the human impact.

Mayor Krasnoff stated that is what he is talking about. Sometimes people are not aware and the Commission needs to make them aware. Hampton Roads has similar communities and he thinks if the Commission makes them aware and shows them the cost to the

citizens, they might at least be sensitive to the fact that people are indeed living in these areas and that there is no fix.

Chairman Shepperd stated HRPDC staff needs to come up with some concept on how this can happen. Perhaps a committee should be formed to pull facts from the municipalities on specific projects and see how the problem can be approached.

Mr. Farmer asked if he was speaking in terms of a Board committee because there are technical people.

Chairman Shepperd stated he thought it would involve gathering data from a lot of municipalities. The HRPDC has a great staff the data needs to be collected because the Commission needs to have factual information.

Mr. Farmer stated the high resolution LiDAR can show with a high degree of certainty where vulnerability is. Vulnerability is a risk, not a certainty in terms of percentage.

Chairman Shepperd stated it is not just the risk but it is also the impact that it is having on the citizens; and the ability of the municipality to fix the problem and how are they going to fix it.

#### **OCEANS 2012 CONFERENCE BRIEFING**

Chairman Shepperd introduced Mr. Ray Toll Chairman of the Conference Organizing Committee.

Mr. Toll stated it was an honor to be here. He is a retired Navy Oceanographer, and has been in the region since 1996. He was here to talk about a conference that has never been in Hampton Roads before. The conference is scheduled for the Virginia Beach Convention Center in October. It is a first, and expects about 2,500 attendees and to the most of these people will be coming from out of town. The conference has been in the plan since 2005. He took it on as a volunteer and after he retired from the Navy and started with the Old Dominion University Marine Technologies Society which led to this conference. This conference is done semiannually, one overseas. The one this past May was in South Korea. In 2012, it is sponsored by the Marine Technology Society and the Ocean Engineering Society of IEEE. It is the largest professional society in the world.

Chairman Shepperd offered Mr. Toll to come back to continue his brief at a later date because time was running short.

Mr. Farmer stated HRPDC staff asked Mr. Toll to come the Mayors and Chairs meeting on Friday and brief the committee.

#### **FY 2013 BUDGET – STAFF COMPENSATION**

Chairman Shepperd stated this is a proposed base salary adjustment for the HRPDC staff. The Personnel and Budget Committee met and their recommendation is 1.5%. The committee looked at a comparison of municipalities and the HRPDC was within the range.

There is the VDOT and the public law planning money that about \$145,000. This will cover the proposed raise which will be somewhat less than is about \$50,000. The 1.5% adjustment will be covered. The Personnel and Budget Committee recommendation is to approve the 1.5% salary adjustment and this is going to be performance based. HRPDC staff has very extensive analysis and an appraisal.

Commissioner Bunting asked is this in addition to the VRS offset adjustment.

Chairman Shepperd stated is that correct.

Mr. Farmer stated the VRS is an offset.

Commissioner Bunting stated she just wanted to make sure everyone was clear on the total compensation.

Mayor Ward stated she wished there was more time to discuss this. She knows the City of Hampton was unable to give their employees a raise this year, and it has been very difficult for a lot of municipalities. She wanted to hear what everybody else experienced.

Commissioner M. Jones stated she agree with what Mayor Ward said, James City County employees did not receive a raise. It has been very challenging for the past several years, and she would be very hesitant to support this with all due respect, endorsing it here and not having it in my own locality. She asked to defer this for more discussion till next month if possible.

Chairman Shepperd asked is this time sensitive?

Mr. Farmer stated it could be brought back, and staff has collected for personnel and budget the best available knowledge of what everyone has done.

Chairman Shepperd stated he had a handout that the Commissioners did not receive and the important part though is that localities need to step up. There are a lot of unknowns on the handout. This is what was used for a recommendation. Does Commission want to defer this to the next meeting?

Commissioner M. Jones stated yes in order to get more information.

Commissioner Cuffee-Glenn asked what is more information?

Chairman Shepperd stated a comparison chart of all municipalities, and it shows on the chart what has happened between 2009 and 2013, the cumulative data. So that is why he supports the delay.

Commissioner Diezel stated the Commission should have a side bar on this.

Mr. Farmer stated would the Commission like for HRPDC to provide its data in the agenda packet when it is sent out for next month's meeting?

Commissioner Cuffee-Glenn stated yes.

Commissioner Cheatham asked when was the last time the HRPDC staff had a raise. Did they have one last year?

Chairman Shepperd stated yes they did.

Mr. Farmer stated that is why HRPDC went back to 2009, and for the personnel and budget committee, staff did cumulative research because when the information does change, and has historically stayed in the middle of the pack. Going from 2% to 1.5% it puts us in the middle. What staff does not know with certainty is that the HRPDC has been able to get all of the localities merit increase information into the database. Staff is going to try to do that again.

Chairman Shepperd stated the Commissioners will get more information on this and it is deferred until the next meeting.

#### **HRPDC ACTION ITEMS: THREE MONTH TENTATIVE SCHEDULE**

No questions or comments noted.

#### **PROJECT STATUS REPORTS**

No questions or comments noted.

#### **CORRESPONDENCE OF INTEREST**

No questions or comments noted.

#### **OLD/NEW BUSINESS**

No questions or comments noted.

#### **ADJOURNMENT**

With no further business to come before the Hampton Roads Planning District Commission, the meeting adjourned at 10:35 a.m.

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Thomas G. Shepperd  
Chairman

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Dwight L. Farmer  
Executive Director/Secretary

**AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

**ITEM #10B: TREASURER’S REPORT**

**SUBJECT:**

Monthly financial activity for the HRPDC.

**BACKGROUND:**

The Balance Sheet and Statement of Revenues and Expenditures for the previous month’s activities are attached. These statements reflect the financial status of the HRPDC as a whole.

**RECOMMENDED ACTION:**

The HRPDC staff recommends the Treasurer’s Report be accepted.

**AGENDA NOTE - HRPDC QUARTERLY COMMISSION MEETING**

**ITEM #10B: TREASURER’S REPORT**

**FISCAL YEAR 2012  
6/30/12 Preliminary  
BALANCE SHEET**

<b>ASSETS</b>		<b>LIABILITIES &amp; NET ASSETS</b>	
Cash & Cash Equivalents	38,076	Current Liabilities	1,069,681
Accounts Receivables	204,104	Net Assets	4,364,712
Investments	3,838,742		
Other Current Assets	664		
Net Capital Assets	<u>1,352,808</u>		
<b>Total Assets</b>	<b><u>5,434,394</u></b>	<b>Total Liabilities &amp; Equity</b>	<b><u>5,434,394</u></b>

**STATEMENT OF REVENUES AND EXPENDITURES**

<b>REVENUES</b>	<b>Annual Budget</b>	<b>Current Month</b>	<b>YTD</b>
Grant and Contract Revenue	7,837,893	-	5,783,353
VDHCD State Allocation	151,943	-	151,943
Interest Income	15,000	-	12,187
Local Jurisdiction Contributions	1,362,766	-	1,365,187
Other Local Assessment	1,696,891	-	1,362,045
Sales and Miscellaneous Revenue	71,150	5,792	49,880
Special Contracts	1,917,405	20,704	74,199
<b>Total Revenue</b>	<b><u>13,053,048</u></b>	<b><u>26,496</u></b>	<b><u>8,798,794</u></b>
<b>EXPENDITURES</b>			
Personnel	4,334,115	342,834	4,144,978
Standard Contracts	216,160	10,761	184,374
Special Contracts / Pass-Through	7,619,900	518,447	4,659,349
Office Services	882,873	24,251	496,268
Capital Assets		-	-
<b>Total Expenses</b>	<b><u>13,053,048</u></b>	<b><u>896,294</u></b>	<b><u>9,484,970</u></b>
<b>Agency Balance</b>	<b><u>-</u></b>	<b><u>(869,797)</u></b>	<b><u>(686,176)</u></b>

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #10C: REGIONAL REVIEWS – MONTHLY STATUS REPORT**

a. PNRs Items (Initial Review)

The HRPDC staff is routinely involved in the review of applications for grants to support projects involving federal or state funding. To ensure that all Commissioners are aware of projects being reviewed, brief summaries of these projects and anticipated review schedules are included in the Agenda. The HRPDC staff will continue to request comments directly from staff in localities that appear to be directly affected by a project. Review and comment by more than one locality is requested when a project may affect the entire region or a sub-regional area. There were no outstanding comments as of July 6, 2012 on these projects.

Attachment 10C-a - PNRs

b. Environmental Impact Assessment /Statement Review

The HRPDC staff is routinely involved in the review of environmental impact assessments and statements for projects involving federal funding or permits as well as state development projects. To ensure that all Commissioners are aware of projects being reviewed, brief summaries of these projects and anticipated review schedules are included in the Agenda. The HRPDC staff will continue to request comments directly from staff in localities that appear to be directly affected by a project. There were no outstanding comments as of July 6, 2012 on these projects.

Attachment 10C-b – Environmental Impact Assessment/Statement Review

**RECOMMENDED ACTION:**

None required.

# Project Notification and Reviews

**Date** 7/5/2012      **CH #** VA120621-2423760

**Title** FY 2012 Drinking Water State Revolving Fund Program - Safe Water Drinking Act

**Applicant** Virginia Department of Health

**State/Federal Program** EPA – Safe Drinking Water Revolving Fund

**Type of Impact** Statewide

**Project Staff** Sara Kidd

## Project Description

This grant will allow the Virginia Department of Health to continue to fund the Drinking Water State Revolving Fund Program. The program provides non-project funds or set-asides to ensure waterworks' long-term capacity and protect construction loan investments, and provides project funds for construction of public drinking water systems. The development of an annual Intended Use Plan is a required part of the application of the SDWA for a capitalization grant.

<b>Federal</b>	\$15,215,000.00	<b>Local</b>	\$0.00
<b>Applicant</b>	\$0.00	<b>Other</b>	\$0.00
<b>State</b>	\$3,043,000.00	<b>Income</b>	\$0.00
<b>TOTAL</b>		\$18,258,000.00	

# Environmental Impact Reviews

**Received** 6/15/2012

**Number** 12-119F

**Name** Princess Anne WMA - Canal Maintenance Dredge and Wave Screen - Virginia Beach

**Sponsor** U.S. Fish and Wildlife Service

## **Description**

The Virginia Department of Game and Inland Fisheries (DGIF) submitted a federal consistency certification (FCC) for a project at the entrance to Back Bay from the Princess Anne Wildlife Management Area boat launch facility. The project site is located in the City of Virginia Beach. The project includes dredging and replacement of jetties at the canal entrance to Back Bay to protect the mouth of the canal and improve safety of navigation for hunters and fishermen. The U.S. Fish and Wildlife Service is the sponsoring federal agency for the project. According to the FCC, the project would be consistent with the enforceable policies of the Virginia Coastal Zone Management Program (VCP) (formerly called the Virginia Coastal Resources Management Program).

**Affected Localities** Virginia Beach

## **Finding**

**Comments Sent**

**Final State Comments Received**

**Received** 6/28/2012

**Number** 12-125S

**Name** Modified EIR for Master Plan Parking Lots and Acquisition

**Sponsor** Christopher Newport University

**Description**

Christopher Newport University (CNU) submitted a modified environmental impact report (EIR) for a redesign of Phase 2 of the Master Plan Parking Lot project on its campus in the City of Newport News. The original EIR addressed CNU's intent to construct several new parking lots between University Place, Prince Drew Road, Merritt Road and Warwick Boulevard. The original parking lots were expected to cover approximately 15 acres and be built in phases. The modified EIR expands the Phase 2 parking lot by 26 additional spaces for a total of 265 parking spaces and includes acquisition of a small lot next to CNU property. Overall, the Master Plan Parking Lot project represents approximately 1,114 spaces.

**Affected Localities** Newport News

**Finding**

**Comments Sent**

**Final State Comments Received**

**Received** 6/29/2012

**Number** 12-120F

**Name** Project CH12 POD-005, Columbia Gas Transmission

**Sponsor** DOE/Federal Energy Regulatory Commission

**Description**

Columbia Gas Transmission is applying to the Federal Energy Regulatory Commission (FERC) for a license to make improvements to an existing gas pipeline located in Isle of Wight County. A tap and 27 feet of 2-inch pipe will be installed at a measurement station. In addition, measurement, flow control and gas conditioning equipment will be installed. The site is within a maintained right-of-way. Approximately 1,600 square feet of land will be disturbed. According to the federal consistency certification (FCC), the project would be consistent with the enforceable policies of the Virginia Coastal Zone Management Program (VCP) (formerly called the Virginia Coastal Resources Management Program).

**Affected Localities** Isle of Wight

**Finding**

**Comments Sent**

**Final State Comments Received**

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #10D: REGIONAL CLIMATE CHANGE PROJECT – PHASE III FINAL REPORT**

#### **SUBJECT:**

HRPDC Regional Planning staff has completed the third and final year of a Virginia Coastal Zone Management Program (VCZMP) Focal Area Grant for studying the impacts of climate change on the Hampton Roads region.

#### **BACKGROUND:**

The final report, entitled *Climate Change in Hampton Roads Phase III: Sea Level Rise in Hampton Roads, Virginia*, summarizes the third and final year of the Hampton Roads Planning District Commission's Climate Change Adaptation project. The report describes a methodology developed by the U.S. Army Corps of Engineers (USACE) to project local and regional sea level rise based on global sea level rise scenarios. The report also describes a sea level rise exposure analysis that estimates the impacts to Hampton Roads localities in terms of population, property, infrastructure, and natural resources. The report also documents HRPDC's coordination and public outreach efforts related to climate change, sea level rise, and flooding.

The Joint Environmental Committee and other local staff have reviewed and commented on the draft report. The Commission received a presentation from HRPDC staff at its June 21, 2012 Executive Committee Meeting and will receive a presentation during the Workshop portion of the Quarterly Commission Meeting.

Note: This item was covered under Workshop Agenda Item #4.

#### **RECOMMENDED ACTION:**

The HRPDC staff recommends approval of the Climate Change report for distribution.

Enclosure

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #10E: REGIONAL LiDAR ACQUISITION**

#### **SUBJECT:**

The HRPDC has been given the opportunity to contribute toward the acquisition of LiDAR data for eight Hampton Roads localities through a partnership with the United States Geological Survey (USGS) and the National Geospatial Intelligence Agency (NGA).

#### **BACKGROUND:**

Over the past several years, the HRPDC staff has undertaken a series of studies addressing the issue of sea level rise and its potential impacts on the Hampton Roads region. These studies have identified the need for high resolution LiDAR data for the region to improve the accuracy of the analytical work. This issue was discussed with the HRPDC Board at the February Retreat and has been contained in HRPDC staff presentations on the sea level rise work. Original estimates from the state and others indicated that the cost of acquiring LiDAR data for the entire region would be several million dollars.

Recently, the state, through the Virginia Information Technologies Agency (VITA) and the Virginia Geographic Information Network (VGIN), has identified an opportunity to work with the USGS and the NGA to acquire high resolution LiDAR coverage for a substantial portion of the region at a significantly lower cost. The NGA has a specific area of interest (which includes partial jurisdictions) and in partnering with the USGS, has offered to collect data for entire jurisdictions if the cost difference can be supported by the region. The proposed project would cover localities which are more vulnerable to sea level rise (Chesapeake, Hampton, Newport News, Norfolk, Poquoson, Portsmouth, Virginia Beach, and York). The proposed project would collect LiDAR at a higher resolution and with tidal coordination in order to produce a dataset more useful for sea level rise and flooding studies than the LiDAR data that is currently available.

Jurisdictions outside of the proposed project area received LiDAR data through different federal programs in 2010. Hampton Roads would have full, up-to-date LiDAR coverage when this proposed project is completed.

Preliminary estimates are that the local/regional share of this initiative would be less than \$103,000. The state has identified additional partners who have committed funds, including Old Dominion University and the Hampton Roads Sanitation District, which will further reduce the local/regional share of this effort.

HRPDC staff briefed the CAOs on this initiative during their meeting on June 21, 2012. The CAOs indicated that the HRPDC should fund this initiative if possible. The HRPDC staff has determined that sufficient funds are available in HRPDC unallocated reserves to support the project, on behalf of the localities.

**RECOMMENDED ACTION:**

The HRPDC staff recommends the Executive Director be authorized to contribute up to \$80,000 out of the HRPDC reserve fund toward the acquisition of regional LiDAR data.

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #10F: STAFF COMPENSATION – FY 13**

#### **SUBJECT:**

Proposed performance based salary adjustment.

#### **BACKGROUND:**

The proposed FY 2013 Budget was presented to the Commission during its April 19, 2012 Quarterly Commission meeting. The budget included a proposed two percent performance based adjustment for staff. The budget was approved with the caveat that the Commission would consider the proposed adjustment during its June 21, 2012 meeting.

The HRPDC Personnel & Budget Committee met on June 21, 2012 just prior to the Commission meeting. The Committee looked at comparisons between localities, and based on their discussions during that meeting, the Committee recommended a performance based adjustment of 1.5%. The Commission requested the staff provide a comparison of local salary increases to the Board, and it was further recommended the issue be reconsidered at the July 19, 2012 meeting.

Attached under item #7 is a chart detailing the requested information on local salary increases and bonuses from FY09-FY13.

The Personnel & Budget Committee will report its recommendation to the Commission during the workshop Agenda Item #7.

#### **RECOMMENDED ACTION:**

Per Personnel & Budget Committee Recommendation.

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #11: HRPDC ITEMS: THREE-MONTH TENTATIVE SCHEDULE**

The HRPDC staff has developed a tentative schedule of issues that will come before the Commission for action over the next three months. These issues are the primary action items the Commission will be considering. Other items may be added depending on new priority requests from the Commission, state and federal legislative and regulatory activities and new funding opportunities.

#### **August 2012**

Planned cancellation

#### **September 2012**

Reality Check

Regional Alternative Energy Study

South Hampton Roads Resource Conservation & Development Council Board Appointments

#### **October 2012**

Election of Officers

UASI Sustainment Strategy

Redevelopment Options for TMDL Study

**AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

**ITEM #12: PROJECT STATUS REPORTS AND ADVISORY COMMITTEE SUMMARIES**

**A. DIRECTORS OF UTILITIES COMMITTEE SUMMARY MINUTES**

The summary minutes of the June 14, 2012 Directors of Utilities Committee Meetings are attached. The summary of the July 11, 2012 Directors of Utilities meeting will be included in the September Executive Committee Meeting Agenda.

Attachment 12A

**B. HAMPTON ROADS CHESAPEAKE BAY COMMITTEE AND REGIONAL STORMWATER MANAGEMENT COMMITTEE MEETING SUMMARY**

The summary of the July 12, 2012 Hampton Roads Chesapeake Bay Committee and Regional Stormwater Management Committee Meeting will be included in the September Executive Committee Meeting Agenda.

**C. PROJECT STATUS REPORT**

Attached are status reports on other HRPDC programs.

Attachment 12C

## MEETING OF THE DIRECTORS OF UTILITIES COMMITTEE

The Directors of Utilities Committee held a work program planning meeting on June 14, 2012. The following items were addressed during the meeting:

- HRPDC staff reviewed the purpose of the meeting and provided handouts outlining discussion topics, the FY 2013 Water and Wastewater Program budgets, summary of year to date program funding and expenses, and a summary of program budgets from FY 1997 to FY2013.
- Mr. Mark Bennett, USGS, provided a summary of recent work under the HRPDC-USGS cooperative investigation of Coastal Plain groundwater resources and presented potential future projects to build on existing studies. During discussion, Committee comments generally considered budget constraints and the absence of state programmatic support and cost sharing for the research funded by the Committee. The Committee decided not to fund any new research projects. Also, the Committee agreed to cease funding the chloride and water level monitoring programs at the end of FY12, as “localities are unable to continue funding the programs.” The monitoring programs have been operating for over 15 years. Due to time constraints, the Committee did not reach consensus regarding the suggestions to contact the state to propose a partnership, cost sharing program, or request assistance in the future.
- HRPDC staff provided an overview of the water education programs and budget elements. The Committee discussed the HRWET program messaging and differences in locality priorities for outreach needs. The HRWET committee is holding a planning meeting in June; it was agreed that HRPDC staff will vet the recommendations from the June HRWET planning meeting with the Directors of Utilities Committee. Due to time constraints, the Committee agreed to discuss other water-related HRPDC staff work program items at a future meeting.
- HRPDC staff provided an overview of the wastewater education programs and budget elements. The online FOG training program is currently under development; however, only about half of the localities have adopted FOG ordinances. The Committee noted push-back from restaurants that are deactivating grease traps, as well as vendor promotion of the use of a FOG-emulsifying liquid drain treatment in restaurants, which is prohibited in FOG ordinances. It was suggested that HRPDC staff examine how FOG messaging has helped reduce the number of stoppages. The Committee endorsed the HRFog committee’s idea of including messaging on what not to flush, as the intent of such a message is to prevent stoppages.
- The Committee discussed the timing of the HRPDC/Committee budget development, and the annual Committee retreat. In order to coordinate the retreat and budget discussion with locality budget development, it was agreed that the annual retreat should be held in late September/early October.

## **PROJECT STATUS REPORTS**

### **1. Regional Housing Program**

#### **Hampton Roads Loan Fund Partnership**

The staff is continuing to provide down payment and closing cost assistance to qualified first-time homebuyers in the region. The Department of Housing and Community Development (DHCD) has issued an extension on FY12 HOME funding until August 31, 2012. HRPDC staff is still awaiting notification from DHCD on FY 13 HOME funding.

#### **Housing & Human Services Technical Assistance**

Staff members continue to assist the Hampton Roads Housing Consortium (HRHC) and are currently assisting with the planning of a legislative event for July to focus on housing-related initiatives for the 2013 General Assembly. HRHC is also requesting input from local housing agencies on the utilization of the Housing Trust Fund.

### **2. Regional Economics Program**

#### **Technical Assistance**

Economics staff routinely provides technical assistance and support to member jurisdictions and regional organizations. Information from both the HRPDC Data Book and the Commission's Benchmarking Study provides easy access to a great deal of regional information. Staff also provides special reports on topics of timely significance, most recently on the economic impact of Navy ship movements. Over the past month, staff has delivered presentations to various community organizations and has responded to information requests from individuals, member localities, regional organizations, and the media.

#### **Analysis of Energy Development Strategies**

Staff is continuing work on an analysis of energy development strategies in Hampton Roads. At present, very little is commonly understood as to the feasibility and ability for the region to capitalize on various forms of energy development. Staff is collecting and compiling information on the region's capacity to develop energy and researching the potential economic benefits associated with energy development.

#### **HRPDC Socio - Economic Forecast**

Every four years the Federal Highway Administration requires that the Hampton Roads Transportation Planning Organization (HRTPO) complete a long-range transportation plan. One of the first steps in putting the plan together is to conduct a regional socio-economic forecast.

HRPDC economics staff is in the process of developing the 2040 forecast for the region that will include information on the region's population, households, employment, workers and passenger vehicles. Staff has met with the planning staffs from almost half of the localities, and is scheduled to meet with the rest before the end of the month. This work product will be conducted in concert with the HRTPO and member jurisdictions and will comply with the regulations of the FHWA. Staff will also work to include the needs of other local and regional organizations that rely on the socio-economic forecast for their planning efforts.

### **3. Emergency Management Project Update**

#### **Hazard Mitigation**

HRPDC Emergency Management staff continues to support Hazard Mitigation Planning Committees for updates to the Southside Hampton Roads Hazard Mitigation Plan, City of Franklin Hazard Mitigation Plan, and Southampton County Hazard Mitigation Plan. At this time staff is awaiting final approval letters from the Federal Emergency Management Agency.

#### **Ready Hampton Roads**

The HRPDC Emergency Management staff continues to support the ReadyHamptonRoads.org website upgrades. The modifications will improve the functionality and allow the website to serve as a comprehensive public outreach tool as well as a document repository for emergency management professionals. Staff recently hired a summer intern to support the website through the development of a marketing plan and supporting outreach materials. Television ads, purchased with Citizen Corps grant funds, will be advertising the site from July 1, 2012 through September, primarily aimed at recruiting volunteers.

#### **Regional Emergency Management Technical Advisory Committee (REMTAC)**

The Emergency Management staff continues to manage and support the Regional Emergency Management Technical Advisory Committee and its associated tasks and committees. The REMTAC last met on June 26, 2012. Recent activities included:

- Continued support of regional debris management planning efforts, formation of a Debris Workgroup, and review of Automated Debris Management Systems scheduled for July 17, 2012 at HRPDC.
- Participated in a data source assessment survey for the Repetitive Flood Study being undertaken by the Virginia Institute of Marine Science and others as part of a study required by a recent resolution by the General Assembly.
- Briefed by FEMA's Mr. Antwane Johnson, Division Director, Integrated Public Alert and Warning System (IPAWS), National Continuity Programs, to

continue to be aware of how best to effectively communicate with the public in emergencies.

- Accepted several recommendations made by the Special Needs Subcommittee on agreed upon baseline usage of the regional registry and further recommended to have the WebEOC Subcommittee develop standardized reports to better analyze registrants in a more effective and efficient manner.

### **FY 12 Healthcare Organization Emergency Preparedness Seminars (HOEPS)**

Planning has begun for HOEPS 2013 in June. Based on survey information received along with committee input, the focus for 2013 will be a no-notice event. Initial planning for dates/locations and presentation ideas is currently in progress.

### **Hampton Roads Medical Special Needs**

The Special Needs Subcommittee met in June. Chair Andrea Clontz (Isle of Wight) presented a plaque and resolution to Sara Ruch (Hampton), outgoing Chair, for her outstanding contributions to the Committee over the past six years. The Subcommittee elected Scott Mahone (Norfolk), as Vice Chair. The Subcommittee heard recommendations from the volunteer workgroup regarding seven Registry/Committee issues which were accepted by the full Subcommittee. This information was presented at the June REMTAC meeting. The workgroup also presented messaging points that will be incorporated in current and future marketing materials and presentations in order to present information that is accurate and consistent for all localities. The Regional Special Needs Planner presented an outreach plan for review by the Committee. The Special Needs Subcommittee is continuing with its efforts to work more closely with HRT with a recent meeting between HRPDC and HRT staffs. Follow-up meetings are being planned.

### **Hampton Roads Tactical Regional Area Network (HRTacRAN)**

HRPDC and VDEM staff has obtained an extension to the FY 2008 UASI grant from FEMA. The extension extends the FY08 performance period until February 28, 2013. Communications stakeholders have indicated that the new timeframe allows for sufficient time to complete the augmentation of the HRTacRAN system. Since the extension has been received, communications stakeholders have published a request for proposals to complete the associated work.

### **Urban Area Security Initiative (UASI)**

The Emergency Management staff continues to manage and support the Hampton Roads Urban Areas Security Initiative (UASI) Grant Program for the Urban Area Working Group (UAWG). In February 2012, the HRPDC received official notice that Hampton Roads has been eliminated from the UASI program in fiscal year 2012. As such, the HRPDC and UAWG leadership have been primarily focusing on the

sustainment of UASI funded initiatives after September 2014 (end of fiscal year 2011 performance period). This involves:

- a) The collection and analysis of UASI sustainment data  
HRPDC staff has worked with the Virginia Modeling, Analysis, and Simulation Center (VMASC) of Old Dominion University to create a UASI database. The database will serve as both an online program management tool and avenue to collect sustainment information from UASI project managers. A training session occurred on June 18, 2012.
- b) The creation of a sustainment plan  
Once the necessary data has been collected and entered into the database, HRPDC and VMASC staff will conduct a prioritization analysis based on capability gaps as identified in the FY 2008 funding gap analysis and capabilities assessment.
- c) Presidential Policy Directive 8  
The federal government has adopted Presidential Policy 8 (PPD-8) which is designed to facilitate an integrated, all-of-nation/whole community, capabilities-based approach to preparedness. Involving federal partners, state, local and tribal leaders, the private sector, non-governmental organizations, faith based and community organizations – and most importantly the general public – is vital to keeping people and communities safe and preventing the loss of life and property when disasters strike. The HRPDC will work with stakeholders to transition regional preparedness efforts into the PPD-8 framework. This involves working with the state to draft an all encompassing Virginia Preparedness Plan and Regional Threat and Hazard Identification and Risk Assessment (THIRA).
- d) UASI Effectiveness Study  
Since the inception of the Hampton Roads region into the UASI program, over \$35 million has been invested to assist in building and sustaining capabilities to prevent, protect against, respond to, and recover from threats or acts of terrorism. Currently, the HRPDC is identifying funds to conduct an effectiveness study to identify the contributions of UASI funding to the region's preparedness and outline the need to sustain the program in Hampton Roads.

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #13: CORRESPONDENCE OF INTEREST**

- A. Letter to Virginia Coastal Zone Management Partners from Ms. Barbara Young, Virginia Department of Education and Council Chair, June 8, 2012.**

Attached is a letter to Virginia Coastal Zone Management (CZM) Partners from Ms. Barbara Young, Virginia Department of Education and Council Chair, which announces the Virginia Coastal Zone Management Program as this year's recipient of the Otter Award. A copy of the Otter Award Certificate presented to the HRPDC as a Virginia CZM Partner is also attached.

Attachment 13A

- B. Letter to Mr. Dwight Farmer, Executive Director, HRPDC from Mr. Robert Orlando, HRACRE, Chair and Mr. Donald Britt, HRACRE, Vice Chair, June 12, 2012.**

Attached is a letter to Mr. Dwight Farmer, Executive Director, HRPDC from Mr. Robert Orlando, HRACRE, Chair and Mr. Donald Britt, HRACRE, Vice Chair, thanking him for attending and presenting at the HRACRE Local Affairs Committee meeting.

Attachment 13B

- C. Letter to Mr. Kenneth Chandler, City Manager, City of Portsmouth and copied to Mr. Dwight Farmer, Executive Director, HRPDC from Ms. Debra White, City Clerk, City of Portsmouth, June 22, 2012.**

Attached is a letter to Mr. Kenneth Chandler, City Manager, City of Portsmouth and copied to Mr. Dwight Farmer, Executive Director, HRPDC from Ms. Debra White, City Clerk, City of Portsmouth notifying him of his re-appointment to the Hampton Roads Planning District Commission.

Attachment 13C

- D. Letter to Honorable Kenneth Wright, Mayor, City of Portsmouth and copied to Mr. Dwight Farmer, Executive Director, HRPDC from Ms. Debra White, City Clerk, City of Portsmouth, June 22, 2012.**

Attached is a letter to Honorable Kenneth Wright, Mayor, City of Portsmouth and copied to Mr. Dwight Farmer, Executive Director, HRPDC from Ms. Debra White, City Clerk, City of Portsmouth notifying him of his re-appointment to the Hampton Roads Planning District Commission.

Attachment 13D

**E. Letter to Mr. Dwight Farmer, Executive Director, HRPDC from Ms. Judy Wiggins, Assistant City Manager, City of Poquoson, June 28, 2012.**

Attached is a letter to Mr. Dwight Farmer, Executive Director, HRPDC from Ms. Judy Wiggins, Assistant City Manager, City of Poquoson notifying him of the re-appointment of Mayor Eugene Hunt to the Hampton Roads Planning District Commission.

Attachment 13E

**F. Letter to Honorable Delores Darden, Isle of Wight and copied to Mr. Dwight Farmer, Executive Director, HRPDC from Ms. Carey Storm, Clerk, County of Isle of Wight, July 5, 2012.**

Attached is a letter to Honorable Delores Darden, Isle of Wight and copied to Mr. Dwight Farmer, Executive Director, HRPDC from Ms. Carey Storm, Clerk, County of Isle of notifying Ms. Darden of her re-appointment to the Hampton Roads Planning District Commission.

Attachment 13F

**G. Letter to Mr. Douglas Caskey, County Administrator, Isle of Wight and copied to Mr. Dwight Farmer, Executive Director, HRPDC from Ms. Carey Storm, Clerk, County of Isle of Wight, July 5, 2012.**

Attached is a letter to Mr. Douglas Caskey, County Administrator, Isle of Wight and copied to Mr. Dwight Farmer, Executive Director, HRPDC from Ms. Carey Storm, Clerk, County of Isle of Wight notifying Mr. Caskey of his re-appointment to the Hampton Roads Planning District Commission.

Attachment 13G



**Virginia Resource-Use Education  
Council**  
**P.O. Box 11104**  
**Richmond, Virginia 23230-1104**

**State & Federal Agency Members**

Danville Science Center  
Dept. of Agriculture & Consumer Services  
Dept. of Conservation & Recreation  
Dept. of Education  
Dept. of Environmental Quality  
Dept. of Forestry  
Dept. of Game & Inland Fisheries  
Dept. of Health  
Dept. of Historic Resources  
Dept. of Mines, Minerals & Energy  
Dept. of Transportation  
Marine Resources Commission  
NOAA  
Science Museum of Virginia  
Shenandoah National Park  
Smithsonian Conservation Research Center  
USDA Natural Resources Conservation  
Service  
VA Museum of Natural History  
VA Master Naturalists

**Institutes of Higher Education Members**

George Mason University  
Longwood University  
Lynchburg College/Claytor Nature Center  
Mary Baldwin College  
Old Dominion University  
UVA State Arboretum of Virginia  
Virginia Commonwealth University  
VA State University  
VA Tech  
Virginia Institute of Marine Science

**Private Organizational Members**

Chesapeake Bay Foundation  
VA Association of Science Teachers  
VA Foundation for Ag in the Classroom  
VA Council for Litter Prevention & Recycling  
VA Science Education Leadership Assoc  
VA Soil & Water Conservation Districts

**MEMO**

Date: June 8, 2012

To: Virginia Coastal Zone Management Partners

From: Barbara Young, VA Dept. of Education and Council Chair

The Virginia Resource-Use Education Council is pleased to announce this year's recipient of the Otter Award is the **Virginia Coastal Zone Management Program**. The award was presented to Laura McKay, CZM Manager, by Dr. Greg Eaton, Vice Chair of the Council and Director Claytor Nature Study Center at Lynchburg College, at the Council's annual meeting and awards ceremony in Richmond on May 30, 2012. Superintendent Dr. Pat Wright and Doug Domenech, Secretary of Natural Resources assisted in the presentation.

The following text is from the presentation: "Every four years, VRUEC awards its "Oscar" –The Otter—for outstanding contribution to Environmental Education in Virginia. This year, we want to recognize, not a person, but a program—the Virginia CZM. Every year, since 1989, the Virginia CZM has funded a grant project called Environmental Education. The CZM program director is Laura McKay at DEQ. The CZM program is a network, much like VRUEC, comprised of state and local agencies. The NOAA program manager is John Kuriawa, who is unable to be here today but sends his congratulations. The project manager of the Environmental Education program (Task 4) is Ann Regn at DEQ. The grant has initiated and coordinated professional development of teachers, an annual conference and a resource directory and other projects. In the early years the program focused specifically on the Chesapeake Bay. In 2001 the program was recognized as the Virginia Office of Environmental Education. The office also coordinates the work of the Council. The office has worked with the Department of Education and VRUEC agencies to implement the standards through Virginia Naturally and the Commonwealth's commitments to Chesapeake Bay education and restoration. In 2004 measurable goals for specific projects—Meaningful Watershed Experiences, Classroom Grants, Professional Development, EE Leadership and School Recognition—were developed and the office staff, funded by CZM, coordinated implementation. We are happy to report today those environmental science concepts—from estuary science and Chesapeake Bay stewardship to pollution prevention as well as other environmental literacy concepts—is solidly integrated throughout K-12 education in Virginia's Science Standards of Learning and Virginia's 8<sup>th</sup> graders rank fifth in the nation in science. Over the last 23 years, the program has leveraged more than \$2 million dollars in other public and private funding to support environmental education in Virginia. Through sustained support from CZM, Virginia's environmental education (EE) program has matured to being one of the leading EE programs in the country. Today's other awards given to Virginia's two national Green Ribbon Schools and to our EE and watershed leaders are tangible measures of environmental education progress and success. On behalf of the Council we'd like say thank you to the Coastal partner agencies."

Virginia Resource Use Education Council  
Presents

# “The Otter”

To the Virginia Coastal Zone Management Partner:

## Hampton Roads Planning District Commission

In appreciation of 23 years of support for environmental  
education in the Commonwealth.



Presented on May 30, 2012

Barbara Young, Chair





## **VRUEC Environmental Education Award**

The **VRUEC Environmental Education Award** recognizes an outstanding Virginian who has made major contributions to promoting public knowledge and understanding of natural resources in the Commonwealth. This award is given to a person who has demonstrated state and/or regional leadership in fostering working relationships and programs that benefit the educators and students of Virginia. Recipient may not receive the award more than once. Nominee must be a resident of Virginia.

The Virginia Resource-Use Education Council (VRUEC) is comprised of representatives from Virginia's state and federal natural resources agencies, the Dept. of Education, institutes of higher education and private organizations dedicated to environmental education.

Nominations will be evaluated by a panel of judges representing a cross section of environmental agencies and groups. Selection of winner will be based on demonstrated commitment to Environmental Education throughout their career and documented accomplishments in the field of environmental education.

Award will be presented at the VRUEC annual meeting or the Virginia Naturally conference of partners. The award will be presented at following year's spring meeting.

### **Nomination Requirements:**

1. One-page biography of the nominee, and supporting material as needed.
2. A one page abstract giving as overview of contributions and accomplishments.
3. Detailed description of local, regional and statewide educational projects/activities and their impact on the educators and students in Virginia. Include objectives and results of activities. No more than three pages.
4. Describe nominee's ability to inspire and encourage environmental awareness.

### **Deadline:**

Nominations must be submitted to the VRUEC Awards Committee by **July 1 of the current year**. Nominations postmarked later than July 1st will not be considered. Individuals may nominate themselves.

### **Send nominations to:**

VRUEC Award Committee  
c/o Suzie Gilley – Chair  
P.O. Box 11104  
Richmond, VA 23230-1104



## The "Otter"

The **VRUEC Environmental Education Award** recognizes an outstanding Virginian who has made major contributions to promoting public knowledge and understanding of natural resources in the Commonwealth. This award is given to a person who has demonstrated state and/or regional leadership in fostering working relationships and programs that benefit the educators and students of Virginia.

### **Past Recipients:**

Secretary John P Woodley

Jim Firebaugh

Laurie Sorabella

Jeff Kirwin

**The 2012 recipient is ???**

## History of the Virginia Resource – Use Education Council

**1952** – Mr. Quinn, the Director of CGIF called together representatives from the various natural resource agencies, the Dept of Public Instruction and several colleges. The first project the newly formed Council took on was the publication and distribution of the booklet, “**A Look at Virginia’s Natural Resources**” More than 25,000 copies were distributed to elementary schools statewide.

**1956** – The Council began the first “**Conservation Short Course**” at VPI with 29 educators. The teachers spent 3 weeks learning about all aspects of natural resources. The Course was divided into small 2-3 day sessions followed by an exam. A typical session covered all aspects of a resource along with one or more field trips. A representative of a resource agency taught each topic. The course rapidly expanded to William and Mary, Virginia State University, Longwood and several other universities. Teachers spent the 3 weeks on campus, receiving full or partial scholarships from the Council.

Due to declining enrollment and changes in the teacher re-certification process the Council decided to discontinue the course in 1993.

**1964** – Governor Harrison with the VRUEC invited over 3,000 citizens to attend a conference on the future of conservation education in Virginia. 1,200 citizens met at the John Marshall Hotel here in Richmond to discuss ways to increase conservation and stewardship among Virginians.

During the 60’s the Council produced two 16mm films on Virginia. These were available on loan from the Department of Education and several other agency loan libraries. The films were also shown on PBS across the Commonwealth.

**1975** – The booklet “**Virginia Natural Resources**” was updated and sent to all the schools in Virginia. The booklet was again updated and distributed in 1999, renamed the “**Virginia’s Natural Resources Education Guide**” it is currently available on the Virginia Naturally website, [www.vanaturally.com](http://www.vanaturally.com)

**1995** – The Council collaborates on an **Environmental Education Directory** that currently exists on the Virginia Naturally Web Site.

**1998**– The Council receives Litter grant and produces **Pollution Solutions** – holding teacher workshops statewide and training hundreds of teachers in waste management and pollution prevention and dozens of local litter and recycling coordinators in EE.

**2000**–VRUEC is recognized by the General Assembly to serve as staff for the newly created Governor’s Environmental Education Advisory Committee. The Council is also named as the interagency work group for the recently signed Chesapeake Bay 2000 Agreement.

**2002** – In an effort to assist teachers in meeting Bay educational goals, the Council partners with natural resource agencies, NOAA and the VEE to establish and administer a small grants program for classroom teachers.

**2003** – The Council receives a NOAA grant to offer professional development for teachers. The residential one-week course focuses on the Chesapeake Bay to help teachers meet the meaningful watershed educational goals of the Bay Agreement.

**2005** – The Council expands its efforts to include a headwaters course on the Chesapeake Bay Watershed. The 2 Bay Academies reach over 50 teachers. To assist teachers in providing a Meaningful Watershed Educational Experience (MWEE) the Council awards over \$50,000 in classroom grants to schools.

**2006** - Survey of Virginia School Systems shows that 80% of schools are meeting their MWEE goals. Survey for Virginia Outdoors Plan to be distributed to partners to assess suitability of sites for field education. Member agencies are continuing to support MWEE and other goals in the Environmental Education Business Plan.

**2009**-- The Virginia Office of Environmental Education reports that there are 936 Virginia Naturally Partners.

**2010**—The Council expands its Bay Academies to 4 sites. Tenth anniversary of Virginia Naturally is celebrated. 65 schools recognized as Virginia Naturally schools demonstrating exemplary practices in environmental education. Many classrooms around the state are conducting “Meaningful Watershed Educational Experiences” thanks to the Virginia Naturally Classroom Grants and Partner Grants. Combined, 654 grants have been awarded for a total of \$538,250 since start of program. Discussion begins on revising the state Business Plan and integrating national Environmental Literacy Plan criteria.

**2012**—The Bay Academies expand to 6 sites and 100 teachers. More than 1,000 partners and 10 regional teams participate in the network. The Council participates in the development of a regional Mid-Atlantic Environmental Literacy Plan. 2 Schools are recognized by USED as Green Ribbon Schools.



June 12, 2012

Dwight Farmer  
 Executive Director  
 Hampton Roads Planning District Commission  
 723 Woodlake Drive  
 Chesapeake, VA 23320

Dear Dwight:

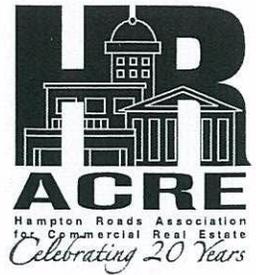
I would like to thank you for attending and presenting at the HRACRE Local Affairs Committee meeting last week. Your comments were most helpful in helping the committee understand the Hampton Roads transportation situation. In that regard, we would be delighted to assist the Hampton Roads Planning District Commission in any way possible. Please keep us posted as to how we may help.

As you can probably imagine, we've received very positive feedback from our committee members on your presentation.

Sincerely,

Robert Orlando *du*  
 Chair  
 HRACRE Local Affairs Committee

Donald H. Britt, CPA *du*  
 Vice Chair  
 HRACRE Local Affairs Committee



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- Stewart J. "Skip" Sacks, *President-elect*
- Richard A. Costello, *Secretary/Treasurer*
- Lawrence J. Colorito, Jr., *Past President*
- Craig A. Cope
- Ann K. Crenshaw
- Michael B. Divaris
- Gregory D. Lydon
- Alvin J. Owens

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JUN 14 2012

**HRPDC**



**CITY OF PORTSMOUTH, VIRGINIA**

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**Office of the City Clerk**

(757) 393-8639 • Fax: (757) 393-5378

**Debra Y. White, CMC**  
City Clerk

**Anita Y. Sherrod**  
Chief Deputy Clerk

June 22, 2012

**Wendy R. Ford**  
Senior Deputy City Clerk

**Keia D. Waters**  
Deputy City Clerk

Mr. Kenneth R. Chandler  
City Manager  
City of Portsmouth  
801 Crawford Street  
Portsmouth, Virginia 23704

Dear Mr. Chandler:

This is to notify you that at the City Council meeting of June 12, 2012, you were re-appointed as a member of the Hampton Roads Planning District Commission for a term ending June 30, 2014.

The City Council and the citizens of Portsmouth appreciate your acceptance of this important civic duty and your continued interest in the City of Portsmouth.

Sincerely,

Debra Y. White, CMC/AE  
City Clerk

cc: Dwight Farmer, HRPDC



801 Crawford Street • 6th Floor • P. O. Box 820 • Portsmouth, VA 23705-0820



**CITY OF PORTSMOUTH, VIRGINIA**

Established 1752

**Office of the City Clerk**

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June 22, 2012

**Wendy R. Ford**  
Senior Deputy City Clerk

**Keia D. Waters**  
Deputy City Clerk

The Honorable Kenneth I. Wright  
Mayor  
City of Portsmouth  
801 Crawford Street  
Portsmouth, Virginia 23704

Dear Mayor Wright:

This is to notify you that at the City Council meeting of June 12, 2012, you were re-appointed as a member of the Hampton Roads Planning District Commission for a term ending June 30, 2014.

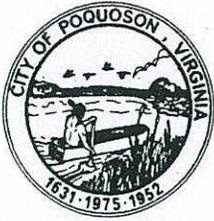
The City Council and the citizens of Portsmouth appreciate your acceptance of this important civic duty and your continued interest in the City of Portsmouth.

Sincerely,

Debra Y. White, CMC/AE  
City Clerk

cc: Dwight Farmer, HRPDC





## CITY OF POQUOSON

500 CITY HALL AVENUE, POQUOSON, VIRGINIA 23662-1996  
(757) 868-3000 FAX (757) 868-3101

Office of the City Manager

J. Randel Wheeler

June 28, 2012

Mr. Dwight Farmer  
Executive Director/Secretary  
Hampton Roads Planning District Commission  
723 Woodlake Drive  
Chesapeake, VA 23320

Dear Mr. Farmer:

On Monday, June 25, 2012 Poquoson City Council reappointed Mayor W. Eugene (Gene) Hunt, Jr. to the Hampton Roads Planning District Commission for a term which expires on June 20, 2014.

Please let me know if you need any additional information.

Sincerely,

Judy F. Wiggins  
Assistant City Manager

cc: The Honorable W. Eugene Hunt, Jr.

JFW:ei

**RECEIVED**

JUL 02 2012

**HRPDC**

Attachment 13E



# COUNTY of ISLE OF WIGHT

THE COURTHOUSE

July 5, 2012

The Honorable Delores C. Darden  
16249 Bowling Green Road  
Smithfield, Virginia 23430

Dear Supervisor Darden:

As you know, the Board of Supervisors, at its regular meeting of June 28, 2012 reappointed you to serve on the Hampton Roads Planning District Commission for an additional two-year term which will expire in June of 2014.

Thank you for your willingness to serve in this capacity.

Sincerely,

Carey Mills Storm  
Clerk  
Board of Supervisors

/cms

Cc: Mr. Dwight L. Farmer, Executive Director, HRPDC

**RECEIVED**

JUL 06 2012

**HRPDC**

Attachment 13F



# COUNTY of ISLE OF WIGHT

THE COURTHOUSE

July 5, 2012

Mr. W. Douglas Caskey  
County Administrator  
Isle of Wight County  
Post Office Box 80  
Isle of Wight, Virginia 23397

Dear Doug:

As you know, the Board of Supervisors, at its regular meeting of June 28, 2012 reappointed you to serve on the Hampton Roads Planning District Commission for an additional two-year term which will expire in June of 2014.

Thank you for your willingness to serve in this capacity.

Sincerely,

Carey Mills Storm  
Clerk  
Board of Supervisors

**RECEIVED**

JUL 06 2012

**HRPDC**

/cms

Cc: Mr. Dwight L. Farmer, Executive Director, HRPDC ✓

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #14: FOR YOUR INFORMATION**

#### **Hampton Roads Sustainable Living Expo**

On September 28 and 29, 2012, the City of Virginia Beach is organizing and hosting the Hampton Roads Sustainable Living Expo. The goal of the Expo is to begin an honest dialogue on what it means to be sustainable, focusing on a balance among social, economic and environmental issues, in the Hampton Roads Region.

Attached for your information is a flyer about the event, including the September 28, 2012 business luncheon. More information can be obtained from the Expo website <http://www.hrsustainablelivingexpo.com>

# Hampton Roads Sustainable Living Expo



**What:** A regional two-day event designed to engage the greater Hampton Roads community in exploring the balance between social, economic and environmental responsibility. The goal of the Hampton Roads Sustainable Living Expo is to begin an honest dialogue on what it means to be sustainable in the Hampton Roads Region. There are already many local, public and private community leaders in our area addressing sustainability. These organizations are quietly moving towards a sustainable model, while many other organizations are looking for a way to begin.

**When:** September 28-29, 2012

**Where:** Virginia Beach Convention Center

**Who:** Hampton Roads Residents, Businesses, Private Organizations, Local Governments

**Highlights:**

**Friday September 28 11:30 am – 1:25 pm**  
**Business Luncheon with Nationally Recognized Speaker**

*(\$25.00 registration fee waived for City Manager/County Administrator AND Mayor/Board of Supervisors Chair)*

**Saturday September 29 10:00 am – 4:00 pm**

**Shuttle bus from Newtown Light Rail Station to Convention Center**

**Outside Events (E-Cycle, Shred-It, Alternative Fueled Vehicles)**

**Inside Events (vendors, displays, talks, films, presentations)**

*(Highlight your local sustainable activities and initiatives!)*

**19<sup>th</sup> Street eastbound to Boardwalk (rickshaws, vendors, entertainment, Neptune Festival activities)**



## Hampton Roads Sustainable Living Expo Web Links:

- **Website**  
<http://www.hrsustainablelivingexpo.com>
- **Brochure**  
<http://content.yudu.com/Library/A1x5zy/2012HamptonRoadsSust/resources/index.htm?referrerUrl=http%3A%2F%2Ffree.yudu.com%2Fitem%2Fdetails%2F539039%2F2012-Hampton-Roads-Sustainable-Living-Expo-Brochure>
- **Sponsorship & Exhibitor Opportunities**  
<http://content.yudu.com/Library/A1x6i5/2012HamptonRoadsSust/resources/index.htm?referrerUrl=http%3A%2F%2Ffree.yudu.com%2Fitem%2Fdetails%2F539541%2F2012-Hampton-Roads-Sustainable-Living-Expo-----Sponsorship---Exhibitor-Opportunities>
- **HRPDC Newsletter**  
<http://www.hrpdcva.gov/HamptonRoadsReview/post/2012-Hampton-Roads-Sustainable-Living-Expo.aspx>
- **HRPDC Blog - askHRgreen.org**  
<http://askhrgreen.org/hampton-roads-sustainable-living-expo/>
- **HR Partnership Blog**  
<http://smartregion.org/2012/06/hampton-roads-sustainable-living-expo/>

**AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

**ITEM #15: OLD/NEW BUSINESS**