

**HAMPTON ROADS PLANNING DISTRICT COMMISSION  
EXECUTIVE COMMITTEE MEETING  
September 17, 2015  
9:30 a.m.  
The Regional Building, 723 Woodlake Drive, Chesapeake**

1. Call to Order
2. HRPDC 25th Anniversary Resolution – Hon. Levar Stoney, Secretary of the Commonwealth
3. Approval/Modification of Agenda
4. Executive Director’s Report

**WORKSHOP AGENDA**

5. Green Sea Blueway and Greenway Management Plan – Mr. Clay Bernick, Virginia Beach
6. askHRgreen.org Campaign Results – Ms. Margaret Cahoon, Cahoon and Cross
7. HRPDC Response to EPA Ozone Concern – Mr. Tom Ballou, VA DEQ
8. Regional Economic Development Strategy – Mr. Bob Crum, HRPDC Staff

**REGULAR AGENDA**

9. Submitted Public Comments
10. Transcribed Public Comments from the July 16, 2015 Quarterly Commission Meeting
11. Public Comment Period
12. Approval of Consent Items
  - A. Minutes of July 16, 2015 Quarterly Commission Meeting
  - B. Treasurer’s Report of July 2015
  - C. askHRgreen.org Campaign Results
  - D. FY 2016 Budget Amendments
  - E. HRPDC Response to Ozone Concern
  - F. Chesapeake Bay Restoration Fund - License Plate Grant
  - G. Consultant Services Contract Task Order – PARS Support
  - H. Consultant Services Contract Task Order – SSORS Support
  - I. Consultant Services Contract Task Order – HR FOG Online Certification Support
  - J. Regional Economic Development Strategy
13. HRPDC Three-Month Tentative Schedule
14. Advisory Committee Summaries
15. Correspondence of Interest
16. For Your Information
17. Old/New Business

**ADJOURNMENT**

## **AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

### **ITEM #1: CALL TO ORDER**

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

### **ITEM #2: HRPDC 25TH ANNIVERSARY RESOLUTION**

Mr. Levar Stoney, Secretary of the Commonwealth will present a resolution celebrating the 1990 merger of the Peninsula and Southeastern Virginia Planning District Commissions to create the HRPDC.

### **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.”

### **ITEM #4: EXECUTIVE DIRECTOR’S REPORT**

Mr. Robert Crum, HRPDC Executive Director, will briefly address the Commission

Attachment 4



*Kenneth I. Wright, Chairman  
Clyde A. Haulman, Vice-Chair*



*McKinley L. Price, Chairman  
Linda T. Johnson, Vice-Chair*

September 8, 2015

**MEMORANDUM #2015-110**

**TO: HRPDC/HRTPO Board Members**

**FROM: Robert Crum, Executive Director**

**RE: Executive Director's Report**

A brief summary of work activities is presented below for review by the HRPDC/HRTPO Board members.

Since beginning work on July 1, the Executive Director has met individually with each of the 43 HRPDC/HRTPO staff members to understand current project assignments and receive input on potential opportunities for the Organization.

The Executive Director has also held meetings with members of the HRPDC/HRTPO Personnel and Budget Committee as well as each of the Region's 17 Chief Administrative Officers.

Informational presentations on the work of the HRPDC/HRTPO have been provided to the following:

- Suffolk City Council
- Chesapeake City Council
- Hampton Roads Association for Commercial Real Estate (HRACRE)
- Hampton Roads Chamber of Commerce Executive Committee

A meeting of the Region's Chief Administrative Officers (CAOs) was held on August 20th.

Staff has initiated efforts to restart the Envision Hampton Roads planning process, which is an effort to produce the Region's first strategic plan.

The HRPDC/HRTPO staff participated in the Africana event held at the Virginia Beach Oceanfront the weekend of August 28 – 30 to distribute information on the work of the HRPDC/HRTPO, and receive input on the Envision Hampton Roads planning process. Staff requests input from HRPDC/HRTPO Board members on community groups within their localities that may be interested in participating in the Envision Hampton Roads process.

The Executive Director has partnered with leaders of other regional organizations to create a regional roundtable to promote the exchange of information and collaboration among community partners.

The Executive Director held a meeting with the leadership of the Hampton Roads Community Foundation to discuss coordination and the complementary relationship between Envision Hampton Roads and Reinvent Hampton Roads.

The Executive Director is serving as chair of a Virginia Association of Planning Districts (VAPDC) Committee that is exploring potential roles for PDCs in the proposed GO Virginia program.

Staff prepared and submitted the HRPDC Annual Report to the Department of Housing and Community Development

The HRTPO staff has initiated internal discussions regarding the TPO's Active Transportation Planning effort.

The HRTPO/HRPDC staff continues to provide support to the Hampton Roads Transportation Accountability Commission (HRTAC) and the HRTAC Executive Director. Areas of assistance have included human resource support regarding the establishment of HRTAC's retirement system, health benefits and payroll, the provision of financial services, maintenance of the HRTAC web site and assistance with public participation efforts.

The HRTPO staff has provided technical assistance to local jurisdictions regarding the HB2 process. In addition, HRTPO staff has completed a congestion analysis to assist in the ranking of regional projects for submission under the HB2 program.

The Executive Director has held discussions with community stakeholders and the Region's CAOs about the potential for the HRPDC to play a lead coordination role regarding regional sea level rise planning efforts. Initial information on this opportunity will be presented to the HRPDC Board in October.

The HRPDC/HRTPO staff provided support during the annual audit of the Agency's finances. The agency's audit report will be presented in November.

The HRPDC staff continues to provide assistance to the DHCD on the National Disaster Resilience Competition (NDRC) grant proposal.

The HRPDC Executive Director met with the President of Tidewater Community College to discuss opportunities to improve broadband service within the Hampton Roads Region.

The HRTPO staff has developed a user-friendly summary of the complementary relationship between HRTPO and HRTAC.

## **AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

### **ITEM #5: GREEN SEA BLUEWAY AND GREENWAY MANAGEMENT PLAN**

#### **SUBJECT:**

The City of Virginia Beach, in partnership with the City of Chesapeake and Currituck County, North Carolina, developed the Green Sea Blueway and Greenway Management Plan, which is a regional sustainable management and development strategy for protecting shared resources in the area known as the Green Sea.

#### **BACKGROUND:**

The purpose of the Green Sea Blueway and Greenway Management Plan is to develop a long-term management strategy that protects, conserves and manages a unique system of natural resources, open space areas, and selectively-chosen recreational uses, activities and facilities that are sustainable for the Green Sea area (North Landing River, Northwest River, and Albemarle-Pamlico Sound watersheds). The Plan calls for the establishment of a nonprofit Partnership group to lead the effort as well as be accountable for and help coordinate Plan implementation. No new layers of local government or ongoing capital expenditures are adopted with this Plan. This Plan proposes a systems approach to establish and cultivate the long-term stewardship of the Green Sea area's natural, cultural, and recreational resources through ongoing outreach and education, protection of the area's ecological integrity, and the provision of passive recreational uses and activities that can coexist with the area's tremendous array of natural resources and amenities. More information about the Plan can be found at <http://www.vbgov.com/greensea>.

The Green Sea Blueway and Greenway Management Plan builds on the success of the Southern Watershed Area Management Program (SWAMP) which was a collaborative management plan effort was led by the HRPDC and the cities of Chesapeake and Virginia Beach.

Mr. Clay Bernick, City of Virginia Beach – Environment and Sustainability Office will brief the Commission on the Plan.

**Note: This item is for informational purposes only.**

**AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

**ITEM #6: ASKHRGREEN.ORG: CAMPAIGN RESULTS**

**SUBJECT:**

The annual results of environmental education, advertising and public relations efforts completed under the umbrella of askHRgreen.org are presented and compiled in a report to be used by all participating localities.

**BACKGROUND:**

The Environmental Education Committees facilitated by the HRPDC utilize the umbrella brand of askHRgreen.org with a comprehensive website and media plan which has been implemented for the past five years. Ms. Margaret Cahoon of Cahoon & Cross will provide an overview of the campaign successes and discuss strategies for the coming year.

Enclosure 6 – askHRgreen.org FY 15 Annual Report

**Note: This item will be presented for action under Consent Agenda Item #12-C.**

## **AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

### **ITEM #7: HRPDC RESPONSE TO EPA OZONE CONCERN**

#### **SUBJECT:**

The EPA has proposed changes to the National Standard for Ozone.

#### **BACKGROUND:**

On November 25, 2014, the Environmental Protection Agency (EPA) proposed strengthening the National Ambient Air Quality Standard (NAAQS) for ground-level ozone to a level within the range of 0.065 to 0.070 parts per million (ppm). The EPA is also proposing changes to the ozone monitoring seasons, the Federal Reference Method for monitoring ozone in the ambient air, Federal Equivalent Method procedures for testing, and the Photochemical Assessment Monitoring Stations network. The EPA is under court order to finalize the new standard by October 1, 2015.

The current NAAQS for ground-level ozone is the 2008 standard (0.075 ppm). The value compared against the standard is the annual, fourth-highest daily maximum 8-hour concentration, averaged over three years. The Hampton Roads area has been designated an attainment area for the current standard.

The previous NAAQS for ground-level ozone was the 1997 standard (0.08 ppm). The value compared against the standard was the annual, fourth-highest daily maximum 8-hour concentration, averaged over three years. The Hampton Roads area was designated a maintenance area for the 1997 standard in 2007. However, the EPA has now revoked the 1997 standard.

Mr. Tom Ballou, Director of the Office of Air Data Analysis & Planning, Virginia Department of Environmental Quality, will brief the HRPDC on the status of the air quality rules and potential impacts to Hampton Roads. A proposed letter from the HRPDC Chairman to the EPA has been prepared for approval by the Commission.

Attachment 7

**Note: This item will be presented for action under Consent Agenda item #12-E**

MEMBER  
JURISDICTIONS

September 17, 2015

CHESAPEAKE

Ms. Gina McCarthy  
Administrator

FRANKLIN

United States Environmental Protection Agency  
Mail Code 1101A

GLOUCESTER

1200 Pennsylvania Avenue, N.W.  
Washington, D.C. 20460

HAMPTON

RE: HRPDC Response to Proposed EPA Ozone Requirements

ISLE OF WIGHT

Dear Administrator McCarthy:

JAMES CITY

I am writing on behalf of the Hampton Roads Planning District Commission (HRPDC) to submit comments on the current proposal by the EPA to revise the National Ambient Air Quality Standards (NAAQS) for ozone.

NEWPORT NEWS

The HRPDC is a voluntary organization of seventeen local governments representing 1.7 million residents that encourages and facilitates local government cooperation and state-local cooperation in addressing on a regional basis, problems of greater than local significance. This response to the proposal by the EPA is a perfect example of local governments cooperating on regional issues. Two of our member localities, Virginia Beach and Newport News along with the Hampton Roads Chamber of Commerce have also submitted comments expressing their concerns about the proposal to revise the current ozone standard.

NORFOLK

POQUOSON

PORTSMOUTH

SMITHFIELD

SOUTHAMPTON

Newport News and the Chamber of Commerce noted that the proposed change in ozone regulations would result in a loss of \$69 billion in Gross State Product from 2017 to 2040. Virginia Beach stated that the vast majority of air quality standards exceedances have occurred due to naturally occurring or one-time events such as the large scale fire in the Dismal Swamp National Wildlife Refuge that smoldered for months.

SUFFOLK

SURRY

VIRGINIA BEACH

The Hampton Roads localities are concerned that the consideration of a change in the ozone standard while the current standard is still being implemented will have negative consequences on the economy of the region. Significant progress in improving air quality has been made in the Hampton Roads area in recent years, however, this progress would be negated with an arbitrary change in the standard that would place the region in nonattainment status. The Region is also concerned that the EPA's own Clean Air Scientific Advisory Committee (CASAC) has acknowledged a level of uncertainty in the scientific data regarding this issue.

WILLIAMSBURG

YORK

Ms. Gina McCarthy  
September 17, 2015  
Page 2

Based on all of the aforementioned concerns, the HRPDC recommends that a careful and comprehensive evaluation be completed before any change is made to the current standard with specific consideration to the economic health of the Region.

Thank you for this opportunity to submit comments on the proposal to revise the ozone standard. If you have any questions regarding the above or would like to discuss this topic further, please do not hesitate to contact Mr. Robert A. Crum, Jr., Executive Director at 757-420-8300 or [rcrum@hrpdcva.gov](mailto:rcrum@hrpdcva.gov)

Sincerely,

Kenneth I. Wright  
Chair

MK/jc

Copy: Commissioners

## **AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

### **ITEM #8: REGIONAL ECONOMIC DEVELOPMENT STRATEGY**

#### **SUBJECT:**

Staff has prepared a Regional Economic Development Strategy (REDS) for Hampton Roads.

#### **BACKGROUND:**

In 2010, the Hampton Roads Partnership and the HRPDC co-sponsored an effort to create a Comprehensive Economic Development Strategy (CEDS), titled *Vision Hampton Roads*. The CEDS document was developed by all of the localities of Hampton Roads and created with input from businesses, academia, nonprofits, government, regional organizations, and citizens. The plan worked to identify common goals and objectives that were regionally viable for the purpose of developing a five-year road map of objectives, strategies and actions so that Hampton Roads would be recognized internationally as a region fueled by innovation, intellectual and human capital, infrastructure and a sense of place.

The region's CEDS has since expired; however, the plan remains viable and on-target in identifying common objectives and strategies for regional economic growth. The HRPDC staff has transformed the CEDS into a Regional Economic Development Strategy (REDS) for Hampton Roads. The REDS document contains updated information and analysis, including transportation projects that have been identified as integral to the region's growth.

Mr. Bob Crum, HRPDC Executive Director, will present the Regional Economic Development Strategy to the Commission.

**Note: This item will be presented for action under Consent Agenda Item #12-J**

## **AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

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

No written public comments were received. Any new written public comments will be distributed as a handout at the meeting.

### **ITEM #10: TRANSCRIBED PUBLIC COMMENTS FROM THE JULY 16, 2015 QUARTERLY COMMISSION MEETING**

Each month, the public is invited to verbally comment on the HRPDC, its policies and programs, and items on the Commission agenda. Comments offered during this Public Comment Period are transcribed and submitted with each month's HRPDC agenda packet.

Attachment 10

### **ITEM #11: 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 #12: APPROVAL OF CONSENT AGENDA ITEMS**

#### **A. Minutes**

The Minutes of the July 16, 2015 Quarterly Commission Meeting are attached.

Attachment 12-A

#### **Recommended Action:**

The HRPDC staff recommends approval of the minutes.

#### **B. Treasurer's Report**

The Balance Sheet and Statement of Revenue and Expenditure for July 2015 activities is attached. This Statement reflects the financial status of the HRPDC as a whole.

Attachment 12-B

#### **Recommended Action:**

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

One person addressed the HRPDC on July 16, 2015:

**Ellis James**

*Mr. Chairman and members of the Commission, my name is Ellis W. James and I am a life long resident from Norfolk and I am a proud observer of all things environmental in the Commonwealth of Virginia. First of all, Mr. Crum, welcome. We're glad to see you, and we hope that your tenure will be long and fruitful. Mr. Chairman, the Dutch Dialogues that my good friend Mr. McFarlane gave you an excellent review of, I have one troubling aspect to them from my perspective. I would hope that because sea level rise impacts all of us in this body, all of the towns and the counties and the cities in one way or another are being impacted and will be impacted in the future. Ben referenced I think it was six times by the end of the century. Ladies and gentlemen, I would invite your attention to the possibility that sea rise will pick up speed and be a problem even as it is beginning seriously now that we will be surprised by. I don't mean to be pessimistic, but in looking at all of the reports from scientists and people who go to the Artic and the Antarctic to look and see what's happening, it is clear that there is the very real possibility that we will be confronted not only now but in the very near future. So I would not want us to have a mind-set that somehow we've got a lot of spare time between now and the end of the century. Let me close with this: If you look carefully or listened as Ben made his presentation, you will notice that more than likely, all of the above may come into play when it comes to the issue of how Hampton Roads and the Commonwealth of Virginia will deal with sea rise, and I hope that we will continue to take that into account because it may become a combination even possibly some barriers in some areas, I invite your attention to Norfolk successful sea wall in downtown. It works. And I think we should be open to all of these things and be realistic about what we can anticipate will be happening in the not too distant future. Thank you, Mr. Chairman.*

**Hampton Roads Planning District Commission**  
**Quarterly Commission Meeting**  
**Summary Minutes of July 16, 2015**

The Quarterly Commission Meeting of the Hampton Roads Planning District Commission was called to order at 9:32 a.m. in the Regional Boardroom, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

**Commissioners:**

Kenneth Wright, Chairman (PO)  
Clyde Haulman, Vice Chairman (WM)  
Louis R. Jones, Treasurer (VB)  
James Baker (CH)  
Dr. Ella P. Ward (CH)  
Barry Cheatham (FR)  
Randy Martin (FR)  
Sanford B. Wanner (GL)  
Mary Bunting (HA)\*  
George Wallace (HA)  
Dee Dee Darden (IW)  
Anne Seward (IW)  
Mary Jones (JC)  
Jim Bourey (NN)  
Saundra Cherry (NN)  
McKinley Price (NN)

Mamie B. Johnson (NO)  
Marcus Jones (NO)  
Thomas Smigiel (NO)  
J. Randall Wheeler (PQ)  
Barry Porter (SH)  
Michael Johnson (SH)  
Peter Stephenson (SM)  
Patrick Roberts (SU)  
Tyrone Franklin (SY)\*  
John Seward (SY)  
Barbara Henley (VB)  
James Spore (VB)  
Jodi Miller (WM)  
Neil Morgan (YK)  
Thomas Shepperd (YK)

**Executive Director:**

Robert A. Crum, Jr.

**Commissioners (Absent):**

Lonnie Craig (CH)  
Debbie Ritter (CH)  
John Meyer (GL)  
Chris Snead (HA)  
Bryan Hill (JC)  
Paul Fraim (NO)  
Angelia Williams (NO)  
Brannon Godfrey (PO)

Traci-Dale Crawford (PQ)  
T. Carter Williams (SM)  
Linda T. Johnson (SU)  
Robert Dyer (VB)  
John Moss (VB)  
Amelia Ross-Hammond (VB)  
John Uhrin (VB)

\*Late arrival or early departure.

### **Others Recorded Attending:**

Earl Sorey (CH); Brian DeProfio (HA); Ron Williams (NO); Brita Ayers, Bryan Stilley, (NN); Robert Baldwin, Nita Mensia-Joseph, Sherri Neil (PO); Margaret McDevitt (PQ); Eric Nielsen (SU); Cathy Davison (Albemarle Commission); Cathy Aiello (Aiello Enterprises); Don McClarm (Carduo); Helen Brown, James P. Brown, Shirley Confino-Rehder (HRDSB); Ellis James (Sierra Club Observer); Peter Huber (Willcox and Savage); Staff: Randy Keaton, Kelli Arledge, Shernita Bethea, Melton Boyer, Rob Case, James Clary, Jennifer Coleman, Nancy Collins, David Pritchard, Kathlene Grauberger, Greg Grootendorst, Julia Hillegass, Whitney Katchmark, Sara Kidd, Mike Long, Jai McBride, Ben McFarlane, Camelia Ravanbakht, John Sadler, Jill Sunderland, Joe Turner, Chris Vaigneur.

### **Approval/Modification of Agenda**

Chairman Kenneth Wright asked for any modifications or changes to the agenda.

Commissioner McKinley Price Moved to approve the agenda, seconded by Commissioner Louis Jones. The Motion Carried.

### **Comments by Robert A. Crum, Jr., Executive Director**

New HRPDC Executive Director, Robert A. Crum, Jr. introduced himself and outlined his priorities in the upcoming months. Additionally, he complimented the high talent level of the HRPDC staff.

*Commissioner Tyrone Franklin arrives.*

### **Proclamation for the 25th Anniversary of the Americans with Disabilities Act (ADA)**

Chairman Wright and Vice Chairman Clyde Haulman presented a Proclamation for the 25th anniversary of the ADA to the Hampton Roads Disabilities Services Board Chair, Ms. Shirley Confino-Rehder.

Ms. Confino-Rehder reviewed the history and purpose of the Hampton Roads Disabilities Services Board, and thanked the Commission and its members for their continued support.

*Commissioner Mary Bunting arrives.*

### **Dutch Dialogues Report**

Mr. Ben McFarlane, HRPDC Senior Regional Planner, briefed the Commission on the regional progress of the Dutch Dialogues Workshop. He reviewed the event details and praised the staffs of the affected localities for their hard work and ability to collaborate. Additionally, he stated the Dutch partners requested to work with a regional group for the duration of the weekend workshop.

The Commission was provided a series of maps displaying the location of the Region in relation to the East Coast, the current 100 year flood plain and the new updated 100 year

flood plain with moderate sea level rise projections. Mr. McFarlane explained the maps indicated the majority of the Region will be vulnerable to flooding due to sea level rise and subsidence.

Potential Storm Surge barrier locations in the region were identified and the Dutch partners stated this option was viable in the short term and effective for large scale events. A more sustainable solution is adaptive shorelines and adaptive building.

Mr. McFarlane stated the strategies for handling sea level rise in regards to stormwater management depends on the affected area's elevation. The lowest lying areas would be discharge, mid-level elevation would be focused on storage with some option of infiltration, and the highest areas would be infiltration.

A series of maps were displayed detailing the edge conditions of Hampton Roads. Mr. McFarlane stated HRPDC Committees were going to apply the lessons learned from the two test areas of the Workshop and would utilize those best management practices across the region.

He noted the high cost of major events, such as hurricanes, can be mitigated with adaptation strategies, although frequent smaller scale storms can have a higher cumulative economic impact.

Mr. McFarlane stated the Dutch partners reiterated the need for governance and outlined the following options:

- Start a Sea Level Rise Compact with CAOs, with the support of the business alliance.
- Regional leadership and resources with the PDC leading the regional effort, using existing statutory authority.

### **Regional Solid Waste Management Plan for Southeastern Virginia**

Mr. Randy Keaton, HRPDC Deputy Executive Director, stated the HRPDC in 2012 was designated the regional solid waste planning agency for Southeastern Virginia which includes the eight cities and counties on the Southside. State regulations require the solid waste planning agency to develop a regional plan and perform an update every five years. Additionally, the agency needs to achieve the required 25% recycling rate. The actual recycling rate for calendar year 2014 was 30.8%.

Waste generation estimates per person were reduced by 45% since 2010 and total waste for the region was reduced by 20%. Additionally, he reviewed the capacity limits for the SPSA landfill, Bethel Landfill, Wheelabrator RDF Plant and the Virginia Beach Landfill and Portsmouth CDD Landfill.

The public comment period for the plan update was through July 15, 2015 and a public hearing was held at the regional building on July 1, 2015. Mr. Keaton indicated the SPSA Board will take action on July 22, 2015, if Commission approval was granted.

## **Briefing on the Hampton Roads Real Estate Market**

Mr. James Clary, HRPDC Senior Economist, stated the real estate market can vary and the information presented is an average. He reviewed the rise and fall of the year over year growth and indexed housing prices for the region and compared Hampton Roads to fellow Metropolitan Statistical Areas (MSAs) in regards to home price index decline and growth.

He explained that the MSAs experiencing an increase in housing prices are having parallel growth in employment. Although, the region's employment grew by .6% in the last year, housing prices have risen 77% since 2000.

Single family housing permits are below average at 300 units per month, with multi-family housing permits having an increased role, accounting for more than one third of all housing permits in the Region. This is due to land use decisions, and increased efficiency.

The Commission was shown a series of graphs detailing the financial burdened homeowners and renters in comparison to other MSAs.

Mr. Clary noted real estate trends include:

- Land/lot costs account for a higher percentage of the purchase price of new homes.
- "Tear downs" comprise 50% of new buildouts.

## **FY 2016 Budget – Staff Compensation**

Chair Kenneth Wright reminded the Commission the 2% staff compensation adjustment was included in the FY16 budget presented at the April 16, 2015 meeting. He noted a spreadsheet detailing member localities' compensation adjustments for FY 16 was attached. Additionally, he outlined the bonus compensation for Mr. Randy Keaton assuming Interim Executive Director duties over the past year.

## **REGULAR AGENDA**

### **Submitted Public Comments**

Chairman Wright indicated there were no Submitted Public Comments.

### **Transcribed Public Comments for the June 18, 2015 Executive Committee Meeting**

Chairman Wright highlighted the Transcribed Public Comments from the June 18, 2015 Executive Committee Meeting.

### **Public Comment**

Ellis W. James, Norfolk Resident, commented on the Dutch Dialogues and the imminent effect of Sea Level Rise.

## **Approval of Consent Items**

- A. Minutes of June 18, 2015 Executive Committee Meeting
- B. Treasurer's Report of May 2015
- C. FY 2016 Budget – Staff Compensation
- D. Evaluation of Interim Executive Director
- E. Consultant Services Contract – Special Legal Consultant on Stormwater Matters
- F. Letter of Support for Grant Applications
- G. Regional Solid Waste Management Plan for Southeastern Virginia

Commissioner Thomas Shepperd Moved to approve the consent items, seconded by Commissioner Barry Cheatham. The Motion Carried.

## **Nominating Committee Appointments**

Chairman Wright asked Commissioner Thomas Smigiel to Chair the Nominating Committee and made the following appointments:

Chesapeake:	Ella P. Ward
Franklin:	Barry Cheatham
Gloucester:	John C. Meyer
Hampton:	George Wallace
Isle of Wight:	Dee Dee Darden
James City:	Mary Jones
Newport News:	Saundra Nelson Cherry
Norfolk:	Thomas Smigiel
Poquoson:	Traci-Dale Crawford
Portsmouth:	Kenneth I. Wright
Smithfield:	T. Carter Williams
Southampton:	Barry Porter
Suffolk:	Linda T. Johnson
Surry:	John M. Seward
Virginia Beach:	Louis R. Jones
Williamsburg:	Clyde Haulman
York:	Thomas G. Shepperd, Jr.

## **Joint HRPDC/HRTPO Personnel and Budget Committee Appointments**

Chair Wright recommended Commissioners J. Randall Wheeler and James Baker be appointed to the Joint Personnel and Budget Committee due to a number of vacancies in recent months.

Commissioner Clyde Haulman Moved to approve the appointments to the Joint Personnel and Budget Committee, seconded by Commissioner Ella Ward. The Motion Carried.

### **HRPDC Secretary Appointment**

Chairman Wright reiterated Mr. Robert Crum, the new HRPDC Executive Director, started on July 1, 2015 and the Secretary position is historically held by the Executive Director.

Commissioner Ward Moved to appoint HRPDC Executive Director, Robert Crum as Secretary, seconded by Commissioner Barry Cheatham. The Motion Carried.

### **HRPDC Three Month Tentative Schedule**

Chairman Wright reviewed the Three Month Schedule section of the agenda and reminded the Commission the August meeting is cancelled.

### **Advisory Committee Summaries**

Chairman Wright discussed the Advisory Committee Summaries section of the agenda.

### **Old/New Business**

Chairman Wright indicated there was no Old/New Business

### **Adjournment**

With no further business to come before the Hampton Roads Planning District Commission, the meeting adjourned at 10:25 a.m.

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Kenneth I. Wright  
Chairman

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Robert A. Crum, Jr.  
Executive Director

**FISCAL YEAR 2016  
7/31/15  
BALANCE SHEET**

**ASSETS**

Cash & Cash Equivalents	\$ 294,526
Accounts Receivables	3,048,299
Investments	4,543,797
Other Current Assets	664
Net Capital Assets	<u>1,336,643</u>

**Total Assets** \$ 9,223,929

**LIABILITIES & NET ASSETS**

Current Liabilities	\$ 2,170,259
Net Assets	7,053,670

**Total Liabilities & Equity** \$ 9,223,929

**STATEMENT OF REVENUES AND EXPENDITURES**

<b>REVENUES</b>	<b>Annual Budget</b>	<b>Previous YTD</b>	<b>Current Month</b>	<b>YTD</b>	<b>% of Year Expended 8%</b>
Grant and Contract Revenue	\$ 4,376,793	\$ -	\$ 353,696	\$ 353,696	8%
VDHCD State Allocation	151,943	-	-	-	0%
Interest Income	10,000	-	354	354	4%
Local Jurisdiction Contributions	1,366,797	-	1,366,800	1,366,800	100%
Other Local Assessment	1,163,373	-	1,163,375	1,163,375	100%
Sales and Miscellaneous Revenue	25,250	-	1,707	1,707	7%
Special Contracts/Pass thru	<u>2,112,188</u>	<u>-</u>	<u>-</u>	<u>-</u>	0%
<b>Total Revenue</b>	<u><b>9,206,344</b></u>	<u><b>-</b></u>	<u><b>2,885,932</b></u>	<u><b>2,885,932</b></u>	31%
<b>EXPENDITURES</b>					
Personnel	\$ 4,570,037	\$ -	\$ 360,679	\$ 360,679	8%
Standard Contracts	230,855	-	12,295	12,295	5%
Special Contracts / Pass-Through	3,957,724	-	53,342	53,342	1%
Office Services	<u>447,728</u>	<u>-</u>	<u>25,734</u>	<u>25,734</u>	6%
<b>Total Expenses</b>	<u><b>9,206,344</b></u>	<u><b>-</b></u>	<u><b>452,050</b></u>	<u><b>452,050</b></u>	5%
<b>Agency Balance</b>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 2,433,882</u></u>	<u><u>\$ 2,433,882</u></u>	

**AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

**ITEM #12-C: ASKHRGREEN.ORG: CAMPAIGN RESULTS**

**SUBJECT:**

The annual results of environmental education, advertising and public relations efforts completed under the umbrella of askHRgreen.org are compiled in a report to be used by all participating localities.

**BACKGROUND:**

The Environmental Education Committees facilitated by the HRPDC utilize the umbrella brand of askHRgreen.org with a comprehensive website and media plan which has been implemented for the past five years.

This Item and Enclosure were presented under Workshop Agenda Item# 6

**RECOMMENDED ACTION:**

Approve the Report for distribution.

## **AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

### **ITEM #12-D: FY 2016 BUDGET AMENDMENTS**

#### **SUBJECT:**

There were several changes to the FY 2016 budget originally approved in April 2015. These changes were in 1) Homeland Security Grant funding; 2) Projected carry-over figures for operations; 3) Federal RSTP and UASI grant funding; 4) State RSTP and DRPT 2014 funding; and 5) projected carry-over figures for pass-through payments.

#### **BACKGROUND:**

Various elements carry forward from year to year. The FY 2016 budget created in February and approved in April of 2015 estimated the amounts that would be on hand at June 30, 2015 to carry over into FY 2016. Some anticipated expenditures did not materialize in elements that are funded from non-grant sources, and some expenditures occurred sooner than expected. Whatever remained unencumbered at the end of the fiscal year carried forward into the subsequent year to continue the programs established by the various committees. Notes 2 and 5 below, address this amendment change. Grant funding can occur either sooner, or later, than anticipated. Notes 1, 3 and 4 further address this amendment change.

#### **AMENDMENT NARRATIVE:**

- 1) Homeland Security Grant Funding:** UASI Program Management fund expenditures were less than anticipated for FY 2015, leaving more funds available for FY 2016.
- 2) Project Carryover Funding for Operations:** Local program expenditures for operations were more than anticipated for FY 2016, leaving less funding available for FY 2016 operating costs. They affected the following areas of funding: HR Green, Water Resources, Planning, Emergency Management, and Housing.
- 3) RSTP, DRPT and Homeland Security Federal funding:** FY 2015 RSTP pass-through funding anticipated to be expended in FY 2016 is no longer needed and FY 2015 DRPT pass-through funding was expended in FY 2015, thus reducing the budget in FY 2016, while a small increase in carry over for FY 2014 was added for DRPT. Homeland Security funds for some on-going projects were fully expensed in FY 2015, while a new award was received for FY 2016.
- 4) RSTP and DRPT State funding:** FY 2015 RSTP pass-through funding anticipated to be expended in FY 2016 is no longer needed, and FY 2015 DRPT pass-through funding was expended in FY 2015, thus reducing the budget in FY 2016, while a small carry over for FY 2014 was added for DRPT.
- 5) Project Carryover Funding for Pass-Through:** Local program expenditures for consultant payments were less than anticipated for FY 2015 leaving more funding available for FY 2016. They affected the following areas of funding: HR Green, Water Resources, Planning, Emergency Management, Housing, and Municipal Construction Standards.

Attachment 12-D

#### **RECOMMENDED ACTION:**

Approve the budget amendment for this period.

**HAMPTON ROADS PLANNING DISTRICT COMMISSION  
HAMPTON ROADS TRANSPORTATION PLANNING ORGANIZATION**

**FY2016 BUDGET**

**REVENUES**

**OPERATIONS**

	TPO APPROVED	PDC PASS-THRU	PDC PASS-THRU	TPO OPS	PDC OPS	AMENDMENT	AMENDED BUDGET	TPO PASS-THRU	PDC PASS-THRU	TPO OPS	PDC OPS
FEDERAL GRANTS	2,518,597			2,362,937	155,660	70,810	2,589,407			2,400,457	188,950
STATE GRANTS	381,868			334,368	47,500	4,690	386,558			339,058	47,500
STATE GRANT TO PDCs	151,943				151,943	0	151,943				151,943
LOCAL:											
Member Dues	1,366,797			301,368	1,065,429	0	1,366,797			306,058	1,060,739
Member Programs	637,732				637,732	0	637,732				637,732
Special Programs	4,000				4,000	0	4,000				4,000
Deferred from Prior Years	408,270				408,270	(173,139)	235,131				235,131
Other Local Programs	20,000				20,000	0	20,000				20,000
MISCELLANEOUS	111,162				111,162	0	111,162				111,162
<b>TOTAL OPERATIONS</b>	<b>5,600,369</b>	<b>0</b>	<b>0</b>	<b>2,998,673</b>	<b>2,601,696</b>	<b>(97,639)</b>	<b>5,502,730</b>	<b>0</b>	<b>0</b>	<b>3,045,573</b>	<b>2,457,157</b>
<b>PASS-THROUGH FUNDS</b>											
FEDERAL GRANTS	1,237,679	792,000	501,679			(298,183)	939,496	453,781	541,715		
STATE GRANTS	120,000	64,000				(7,279)	112,721	56,721			
LOCAL OTHER	1,367,340		1,367,340			0	1,367,340		1,367,340		
OTHER	6,000		6,000			0	6,000		6,000		
DEFERRED FROM PRIOR YEARS	779,000		779,000			499,057	1,278,057		1,278,057		
<b>TOTAL PASS-THROUGH FUNDS</b>	<b>3,510,019</b>	<b>856,000</b>	<b>2,654,019</b>	<b>0</b>	<b>0</b>	<b>193,595</b>	<b>3,703,614</b>	<b>510,502</b>	<b>3,193,112</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE</b>	<b>9,110,388</b>	<b>856,000</b>	<b>2,654,019</b>	<b>2,998,673</b>	<b>2,601,696</b>	<b>95,956</b>	<b>9,206,344</b>	<b>510,502</b>	<b>3,193,112</b>	<b>3,045,573</b>	<b>2,457,157</b>

**EXPENDITURES**

PERSONNEL	4,570,037			2,327,040	2,242,997	0	4,570,037			2,327,040	2,242,997
STANDARD CONTRACTS	234,555			114,547	120,008	0	234,555			114,547	120,008
SPECIAL CONTRACTS	73,460			43,531	29,929	0	73,460			43,531	29,929
PASS-THROUGH ACTIVITY	3,510,019	856,000	2,654,019			193,595	3,703,614	510,502	3,193,112		
OPERATING SCHEDULES	444,028			224,346	219,682	50,922	494,950			224,346	270,604
CONTINGENCIES/RESERVES	278,289			289,209	(10,920)	(148,561)	129,728			336,109	(206,381)
<b>TOTAL EXPENDITURES</b>	<b>9,110,388</b>	<b>856,000</b>	<b>2,654,019</b>	<b>2,998,673</b>	<b>2,601,696</b>	<b>95,956</b>	<b>9,206,344</b>	<b>510,502</b>	<b>3,193,112</b>	<b>3,045,573</b>	<b>2,457,157</b>

## **AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

### **ITEM #12-E: HRPDC RESPONSE TO EPA OZONE CONCERN**

#### **SUBJECT:**

The EPA has proposed changes to the National Standard for Ozone.

#### **BACKGROUND:**

On November 25, 2014, the Environmental Protection Agency (EPA) proposed strengthening the National Ambient Air Quality Standard (NAAQS) for ground-level ozone to a level within the range of 0.065 to 0.070 parts per million (ppm). The EPA is also proposing changes to the ozone monitoring seasons, the Federal Reference Method for monitoring ozone in the ambient air, Federal Equivalent Method procedures for testing, and the Photochemical Assessment Monitoring Stations network. The EPA is under court order to finalize the new standard by October 1, 2015.

The current NAAQS for ground-level ozone is the 2008 standard (0.075 ppm). The value compared against the standard is the annual, fourth-highest daily maximum 8-hour concentration, averaged over three years. The Hampton Roads area has been designated an attainment area for the current standard.

The previous NAAQS for ground-level ozone was the 1997 standard (0.08 ppm). The value compared against the standard was the annual, fourth-highest daily maximum 8-hour concentration, averaged over three years. The Hampton Roads area was designated a maintenance area for the 1997 standard in 2007. However, the EPA has now revoked the 1997 standard.

This Item and Attachment were discussed under Workshop Agenda Item# 7.

#### **RECOMMENDED ACTION:**

Authorize the Chair to transmit a letter to the EPA.

## **AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

### **ITEM #12-F: CHESAPEAKE BAY RESTORATION FUND - LICENSE PLATE GRANT**

#### **SUBJECT:**

Virginia's Chesapeake Bay Restoration Fund Advisory Committee is accepting applications for nearly \$308,000 in grant funding for Chesapeake Bay-related education and restoration activities. The funding is from sales of Virginia's "Friend of the Chesapeake" license plates. Two types of project proposals will be accepted: projects that increase public awareness about Chesapeake Bay restoration, and action-oriented projects that help restore and conserve the Bay.

#### **BACKGROUND:**

Through the environmental education committees of askHRgreen.org, the HRPDC staff would like to produce a second Green Learning Guide for elementary aged children. The first guide, for middle school students was a huge success and remains an evergreen resource on the website: <http://askhrgreen.org/wp-content/uploads/2012/11/Green-Learning-Educational-Guide1.pdf>. Total estimated cost to research, design, print, distribute and digitize the guide is **\$27,067**

Localities participating in askHRgreen.org have contributed to the pet waste station pilot program to implement it region wide. Future coverage from this grant will be targeted specifically to those Bay watersheds with TMDLs for bacterial impairments. A total of **\$8,075** will be requested for pass thru costs for this effort.

#### **RECOMMENDED ACTION:**

Authorize staff to submit grant proposals to the Chesapeake Bay Restoration Fund to support the askHRgreen Green Learning Guide for elementary students and a pet waste station implementation grant, as well as to accept grant offers.

## **AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

### **ITEM #12-G: CONSULTANT SERVICES CONTRACT TASK ORDER – PERMIT APPLICATION AND REVIEW SYSTEM (PARS) SUPPORT**

#### **SUBJECT:**

Authorize issuance of a task order under Contract No. PDC-FY2016-C01 with CH2M HILL Engineers, Inc. (Consultant) for maintenance of the Permit Administration and Review System (PARS).

#### **BACKGROUND:**

The web-based PARS database was developed in 2007 to help localities comply with data reporting requirements of Municipal Separate Stormwater Sewer System (MS4) permits. The database tracks the construction of stormwater management facilities (BMPs). PARS data may also be used to provide documentation for the Chesapeake Bay TMDL implementation.

This project is funded by the localities through the Regional Stormwater Management Program.

Contract Amount: Up to \$13,900

Period of Performance: September 17, 2015 through June 30, 2016

#### **General Scope of Work:**

- User assistance (i.e. new users not familiar with the system, forgotten passwords, browser or access issues)
- Database maintenance support (i.e. data corruption, storage attachment issues, backup management)
- Server administration support (i.e. server issues, monitoring capacity and bandwidth)
- General troubleshooting issues (i.e. bug fixes, server issues)
- Minor updates and enhancements
- Coordination and management of task order

#### **RECOMMENDED ACTION:**

Authorize the Executive Director to issue Task Order 2 to CH2M HILL Engineers, Inc. under Contract No. PDC-FY2016-C01 for PARS support.

## **AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

### **ITEM #12-H: CONSULTANT SERVICES CONTRACT TASK ORDER – SANITARY SEWER OVERFLOW REPORTING SYSTEM (SSORS) SUPPORT**

#### **SUBJECT:**

Authorize issuance of a task order under Contract No. PDC-FY2016-C01 with CH2M HILL Engineers, Inc. (Consultant) for maintenance of the Sanitary Sewer Overflow Reporting System (SSORS).

#### **BACKGROUND:**

SSORS is a web-based spill reporting and tracking system that assists localities with the initial notification and five day letter reporting requirements for sanitary sewer overflows. The Virginia Department of Environmental Quality, the Hampton Roads Sanitation District, the HRPDC, and participating Hampton Roads localities have privileges within SSORS.

This project is funded by the localities through the Regional Wastewater Program.

Contract Amount: Up to \$19,827

Period of Performance: September 17, 2015 through June 30, 2016

#### **General Scope of Work:**

- User assistance (i.e. new users not familiar with the system, forgotten passwords, browser or access issues)
- Database maintenance support (i.e. data corruption, storage attachment issues, backup management)
- Server administration support (i.e. server issues, monitoring capacity and bandwidth)
- General troubleshooting issues (i.e. bug fixes, server issues)
- Minor updates and enhancements
- Coordination and management of task order

#### **RECOMMENDED ACTION:**

Authorize the Executive Director to issue Task Order 1 to CH2M HILL Engineers, Inc. under Contract No. PDC-FY2016-C01 for SSORS support.

## **AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

### **ITEM #12-I: CONSULTANT SERVICES CONTRACT TASK ORDER – HAMPTON ROADS FATS, OILS, AND GREASE (HRFOG) ONLINE CERTIFICATION SUPPORT**

#### **SUBJECT:**

Authorize issuance of a task order under Contract No. PDC-FY2016-C01 with CH2M HILL Engineers, Inc. (Consultant) for maintenance of the Hampton Roads Fats, Oils, and Grease (FOG) Online Certification website.

#### **BACKGROUND:**

The FOG Certification website was developed in 2012 to help localities inform and train individuals working in the food service industry on proper maintenance of grease control devices and the harmful effects of fats, oils and grease (FOG) on the region's sanitary sewer systems. Certification is required by FOG ordinances in some Hampton Roads localities and the site offers two programs at no cost: one for food service establishment employees and another for individuals hauling grease from food service establishments. In addition to the free certification programs, the website also provides training materials and resources from detailed presentations and step-by-step instructional guides, to posters and educational brochures that can be downloaded and printed.

This project is funded by the localities through the Regional Wastewater Program.

Contract Amount: Up to \$19,827

Period of Performance: September 17, 2015 through June 30, 2016

#### **General Scope of Work:**

- User assistance (i.e. new users not familiar with the system, forgotten passwords, browser or access issues)
- Database maintenance support (i.e. data corruption, storage attachment issues, backup management)
- Server administration support (i.e. server issues, monitoring capacity and bandwidth)
- General troubleshooting issues (i.e. bug fixes, server issues)
- Minor updates and enhancements
- Coordination and management of task order

#### **RECOMMENDED ACTION:**

Authorize the Executive Director to issue Task Order 3 to CH2M HILL Engineers, Inc. under Contract No. PDC-FY2016-C01 for Hampton Roads FOG Online Certification support.

## **AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

### **ITEM #12-J: REGIONAL ECONOMIC DEVELOPMENT STRATEGY**

#### **SUBJECT:**

Staff has prepared a Regional Economic Development Strategy (REDS) for Hampton Roads.

#### **BACKGROUND:**

In 2010, the Hampton Roads Partnership and the HRPDC co-sponsored an effort to create a Comprehensive Economic Development Strategy (CEDS), titled *Vision Hampton Roads*. The CEDS document was developed by all of the localities of Hampton Roads and created with input from businesses, academia, nonprofits, government, regional organizations, and citizens. The plan worked to identify common goals and objectives that were regionally viable for the purpose of developing a five-year road map of objectives, strategies and actions so that Hampton Roads would be recognized internationally as a region fueled by innovation, intellectual and human capital, infrastructure and a sense of place.

The region's CEDS has since expired; however, the plan remains viable and on-target in identifying common objectives and strategies for regional economic growth. The HRPDC staff has transformed the CEDS into a Regional Economic Development Strategy (REDS) for Hampton Roads. The REDS document contains updated information and analysis, including transportation projects that have been identified as integral to the region's growth.

This Item was presented under Workshop Agenda Item #8

#### **RECOMMENDED ACTION:**

Approve the Document for distribution.

## **AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

### **ITEM #13: HRPDC 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.

#### **October 2015**

HRPDC Officer Elections  
State Water Supply Plan  
Envision Hampton Roads  
Affordability Analysis  
Legislative Agenda

#### **November 2015**

Audited Financial Statements  
Legislative Agenda  
GO Virginia  
Recommendations from the Executive Director

#### **December 2015**

Meeting cancelled

**AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

**ITEM #14: ADVISORY COMMITTEE SUMMARIES**

**A. DIRECTORS OF UTILITIES COMMITTEE**

The summaries of the July 8, 2015, August 7, 2015 and September 2, 2015 Directors of Utilities Committee meetings are attached.

Attachment 14-A1

Attachment 14-A2

Attachment 14-A3

**B. REGIONAL ENVIRONMENTAL COMMITTEE**

The summaries of the August 6, 2015 and September 3, 2015 Regional Environmental Committee meetings are attached.

Attachment 14-B1

Attachment 14-B2

## **MEETING OF THE DIRECTORS OF UTILITIES COMMITTEE**

The Directors of Utilities Committee met on July 8, 2015. The following items were discussed during the meeting:

- The Committee participated in a workshop-style discussion of groundwater levels in the Coastal Plain aquifer system and discussed whether the data indicates trends of water level decline or recovery in different portions of each aquifer. The Committee also discussed factors that influence aquifer response and noted the value of:
  - Additional calibration of the regional groundwater model with water level data to date; and
  - Model runs to develop water level predictions for the next ten years.
- The Committee discussed the membership of the state Groundwater Advisory Committee. The first tier of the Committee, which will focus on policy issues, consists of 24 members, including James City County Administrator Bryan Hill, Chesapeake City Manager James Baker, and legal counsel for the Western Tidewater Water Authority (City of Suffolk and Isle of Wight County).
- As follow-up to the November 12, 2014 meeting, the Committee revisited the idea of forming a subcommittee for integrated planning. At this time, the Committee is not ready to move forward with forming a subcommittee.
- The Committee was briefed on HRSD's two sewer system rehabilitation pilot projects that are underway to evaluate different planning approaches and project delivery methods.
- The Committee recognized Mr. Anthony Reyes, Hampton Public Works Director, for his service and contributions to the region with a resolution of appreciation.

## **MEETING OF THE DIRECTORS OF UTILITIES COMMITTEE**

The Directors of Utilities Committee met on August 5, 2015. The following items were discussed during the meeting:

- Ms. Christine Morris, Norfolk's Chief Resilience Officer, briefed the Committee on the Rockefeller Foundation's 100 Resilient Cities initiative and the City's efforts to develop a strategy for social, economic, and physical resilience.
- The HRPDC staff briefed the Committee on Phase 2 of the National Disaster Resilience Competition (NDRC) grant program being offered by the U.S. Department of Housing and Urban Development.
- The Committee discussed draft FY 2017 budgets for the Regional Water Program and the Regional Wastewater Program. Final budgets will be presented to the Committee for consideration at the September 2, 2015 meeting.
- The HRPDC staff reviewed the components of the customer affordability "data package" prepared for each locality, including the 2020 regional cost scenarios, socio-economic indicator data tables, and residential rates affordability assessment tool. The Committee directed staff to develop a presentation for the HRPDC Executive Committee.
- The HRPDC staff recommended that utilities coordinate with locality stormwater staff about anticipated requirements for localities to conduct sewer line inspections. The draft permits are also anticipated to have impacts on loose leaf collection activities.
- The HRPDC staff will compile information on utility policies and fees for service turn on/off, after hours and weekend service, tampering and illegal connections, and other services such as lab work.
- Staff reports included a summary of the July 22, 2015 State Water Commission Meeting, and update on the transition plan for online database management, and notice of the upcoming FY16 water and sewer rates data call.

## **MEETING OF THE DIRECTORS OF UTILITIES COMMITTEE**

The Directors of Utilities Committee met on September 2, 2015. The following items were discussed during the meeting:

- The HRPDC staff briefed the Committee on the [askHRgreen.org](http://askHRgreen.org) **FY 2015 Annual Report** and highlighted program activities for HR WET and HR FOG, including media outreach, events and promotions, partnerships and research.
- The Committee members present at the meeting endorsed the FY 2017 budgets for the Regional Water Program and the Regional Wastewater Program. For localities not represented at the meeting, the HRPDC staff will contact Committee members to confirm that the locality is aware of and supports the program budgets.
- HRSD briefed the Committee on the results of Phase 1 of the Sustainable Water Recycling (Aquifer Replenishment System) – Concept Feasibility Evaluation. This study evaluates the feasibility of using clean water for aquifer replenishment to protect groundwater supplies, reduce nutrients discharged to the Chesapeake Bay, mitigate land subsidence and saltwater intrusion, and provide multiple other benefits. The Phase 1 Feasibility Study found that injecting clean water into the aquifer is technically feasible and provides significant benefits. The HRSD Commission approved additional funding for Phase 2 work at its [August 25, 2015 meeting](#).
- The Committee discussed the August 18, 2015 meeting of the Eastern Virginia Groundwater Management Advisory Committee. Suffolk Public Utilities led a discussion about a concept to address long-term aquifer protection while allowing utilities appropriate time to get value out of existing facilities and transition to alternative sources.
- Staff reports included an update on the transition plan for online database management and a reminder of the response deadline for the FY16 water and sewer rates data call.

**MEETING SUMMARY**  
**REGIONAL ENVIRONMENTAL COMMITTEE**

The Regional Environmental Committee met on August 6, 2015. The following items were discussed.

- Mr. Clay Bernick, Virginia Beach, gave a presentation to the Committee on the city's Green Sea Blueway and Greenway Management Plan.
- Mr. Ed Heide, Suffolk, gave a presentation to the Committee on a stormwater best management practice retrofit project that the city is constructing to help meet its Chesapeake Bay TMDL nutrient reduction targets.
- Ms. Sara Kidd, HRPDC, briefed the Committee on a grant proposal to improve the regional green infrastructure plan using technical assistance from the Green Infrastructure Center.
- Mr. Benjamin McFarlane, HRPDC, briefed the Committee on the output from the regional team at the recently held Dutch Dialogues workshop.
- Ms. Whitney Katchmark, HRPDC, led a discussion of the FY17 Draft Stormwater Budget.
- Several Committee members and guests provided status reports.

**MEETING SUMMARY**  
**REGIONAL ENVIRONMENTAL COMMITTEE**

The Regional Environmental Committee met on September 3, 2015. The following items were discussed.

- Ms. Julia Hillegass, HRPDC, provided an update to the Committee on the regional native plants strategic planning project.
- Ms. Sara Kidd, HRPDC, updated the Committee on the status of a state project to acquire and develop land cover data.
- Mr. James Clary, HRPDC, gave a presentation to the Committee on various types of analyses that can be done to quantify the impacts of sea level rise on local and regional economies.
- Mr. Benjamin McFarlane, HRPDC, updated the Committee on matters related to sea level rise and recurrent flooding.
- Several Committee members and guests provided status reports.

**AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

**ITEM #15: CORRESPONDENCE OF INTEREST**

**A. HRPDC Appointment Letter**

Attached is a letter to Mr. Robert Crum, HRPDC Executive Director, from Mayor Clyde Haulman, City of Williamsburg, appointing Mr. Marvin Collins to the Commission and as the Executive Committee Member.

Attachment 15-A

**B. HRPDC Appointment Letter**

Attached is a letter to Mr. Robert Crum, HRPDC Executive Director, from Ms. Mary Ellen Simmons, York County Senior Legislative Assistant, appointing the County's Chief Administrator Officer, Mr. Neil Morgan to the Commission. His term is two years and set to expire on May 31, 2017.

Attachment 15-B



# CITY OF WILLIAMSBURG

Office of the City Manager

July 14, 2015

Robert A. Crum  
Executive Director  
Hampton Roads Planning District Commission/  
Transportation Planning Organization  
723 Woodlake Drive  
Chesapeake, VA 23320

Dear Mr. Crum:

Interim City Manager Jodi M. Miller will represent the City of Williamsburg as a voting member on the Hampton Roads Planning District Commission meeting on July 16, 2015.

Thereafter, effective August 1, 2015, City Manager Marvin E. Collins III will serve as the City of Williamsburg Executive Committee Member.

Sincerely,

Clyde A. Haulman  
Mayor

**RECEIVED**

**JUL 16 2015**

**HRPDC**

COUNTY ADMINISTRATOR  
Neil A. Morgan



BOARD OF SUPERVISORS  
Walter C. Zaremba  
District 1  
Sheila S. Noll  
District 2  
Donald E. Wiggins  
District 3  
George S. Hrichak  
District 4  
Thomas G. Shepperd, Jr.  
District 5

July 23, 2015

Mr. Robert A. Crum  
Executive Director  
Hampton Roads Planning District Commission  
723 Woodlake Drive  
Chesapeake, Virginia 23320

Dear Mr. Crum:

Attached please find a copy of Resolution R15-73 appointing Neil A. Morgan, as York County's Chief Administrative Officer, to the Hampton Roads Planning District Commission for a term of two years beginning June 15, 2015, and expiring May 31, 2017.

If you have any questions concerning the above information, please do not hesitate to contact me at 890-3325.

Sincerely,

Mary Ellen Simmons, MMC  
Senior Legislative Assistant

mes

Attachment

RECEIVED

JUL 27 2015

HRPDC

224 Ballard Street • P.O. Box 532 • Yorktown, Virginia 23690-0532 • (757) 890-3320  
Fax: (757) 890-4002 • TDD (757) 890-3300 • Email: [bos@yorkcounty.gov](mailto:bos@yorkcounty.gov)  
*A Hampton Roads Community*

Attachment 15-B

BOARD OF SUPERVISORS  
COUNTY OF YORK  
YORKTOWN, VIRGINIA

Resolution

At a regular meeting of the York County Board of Supervisors held in York Hall, Yorktown, Virginia, on the 21st day of July, 2015:

---

<u>Present</u>	<u>Vote</u>
Thomas G. Shepperd, Jr., Chairman	Yea
George S. Hrichak, Vice Chairman	Yea
Sheila S. Noll	Yea
Donald E. Wiggins	Yea

Absent

Walter C. Zarembo

---

On motion of Mr. Shepperd, which carried 4:0, the following resolution was adopted:

A RESOLUTION TO APPOINT THE CHIEF ADMINISTRATIVE OFFICER OF YORK COUNTY TO THE HAMPTON ROADS PLANNING DISTRICT COMMISSION

BE IT RESOLVED by the York County Board of Supervisors this the 21st day of July, 2015, that Neil A. Morgan, York County Administrator, be, and he is hereby, appointed to the Hampton Roads Planning District Commission for a term of two years, such term to begin June 15, 2015, and expire May 31, 2017.

A Copy Teste:



Mary E. Simmons  
Deputy Clerk

## **AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

### **ITEM #16: FOR YOUR INFORMATION**

#### **A. askHRgreen Golf Tournament**

The registration for the 2nd Annual Keep Hampton Roads Beautiful Golf Tournament is now open. This year's tournament will take place on Monday, October 12, 2015 at the Greenbrier Country Club in Chesapeake. We will be bringing back fabulous food, prizes and a great day of golf, all to benefit askHRgreen.org and Keep Virginia Beautiful. The tournament is open to the public and registration includes 18 holes of golf, cart rental, range balls, beverages, prizes and an awards dinner. Register your team online today or for more information about the tournament, visit [askHRgreen.org](http://askHRgreen.org). Funds raised from the tournament will support local litter prevention, beautification, as well as recycling education and outreach programs

#### **B. HRPDC Legislative Committee**

In order to prepare for the upcoming General Assembly Session beginning, January 13, 2016, the next meeting of the HRPDC Legislative Committee will convene on September 24, 2015 at 8:30 a.m. in the Regional Building. A draft Legislative Agenda will be prepared from discussion and presented to the Commission at the October 15, 2015 Annual Meeting.

**AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

**ITEM #17: OLD/NEW BUSINESS**