

AGENDA
HAMPTON ROADS PLANNING DISTRICT COMMISSION
QUARTERLY COMMISSION MEETING

July 18, 2013

1. Call to Order
2. Approval/Modification of Agenda

WORKSHOP AGENDA

3. FY 2014 Budget – Staff Performance Compensation
4. Housing Program Update
5. Regional Sewer Consolidation Study Update
6. Nominating Committee Appointments

REGULAR AGENDA

7. Submitted Public Comments
8. Public Comment Period
9. Approval of Consent Items
 - A. Minutes of June 20, 2013 Meeting
 - B. Treasurer’s Report of May 31, 2013
 - C. Regional PNRs Reviews
 - D. Regional Environmental Impact Assessment/Statement Review
 - E. FY 2014 Budget – Staff Performance Compensation
 - F. Hampton Roads Hazard Mitigation Plan
 - G. Senior Services of Southeastern Virginia Board of Directors Appointment
 - H. Industrial Stormwater General Permit Comments
 - I. Coastal Zone Program – Coastal Resiliency Final Report
10. HRPDC Three-Month Tentative Schedule
11. Project Status Reports and Advisory Committee Summaries
12. Correspondence of Interest
13. For Your Information
14. 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.

ITEM #2: 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 #3: FY 2014 BUDGET - STAFF PERFORMANCE COMPENSATION

SUBJECT:

Proposed performance based salary adjustment.

BACKGROUND:

The proposed FY 14 Budget was presented to the Commission during its April 18, 2013 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 July 18, 2013 meeting.

The HRPDC Personnel & Budget Committee met on March 21, 2013 just prior to the Commission meeting. The Committee requested the staff provide a comparison of local salary increases to the Commission at the July 18, 2013 Quarterly Meeting.

Attached is a chart detailing the requested information on local salary adjustments and bonuses from FY 09 – FY 14.

The Personnel & Budget Committee will meet on July 18, 2013 just prior to the Quarterly Commission Meeting. The Committee will report its recommendation to the Commission.

Attachment 3

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

Local Government Salary Adjustments Survey
FY 2009-2014
 Prepared by HRPDC - July 18, 2013

Jurisdiction	FY 09	FY 10	FY 11	FY 12	FY 13	FY 14	Raises FY 09-14	Bonuses FY 09-14	Total Salary Adjustment*
Chesapeake	3.0%	0.0%	1.5%	1.5%	0.0%	1.6%	7.6%	\$ -	7.60%
Franklin	0.0%	0.0%	1.5%	0.0%	0.0%	2.0%	3.5%	\$ -	3.50%
Gloucester	2.7%	0.0%	0.0%	0.0%	2.0%	2.0%	6.7%	\$ -	6.70%
Hampton	2.8%	0.0%	0.0%	\$500 bonus	0.0%	1% plus \$1,000 or \$750 to base	3.8% plus \$1,000 to base	\$ 500	4.30%
Isle of Wight	3.0%	0.0%	0.0%	5.0%	0.0%	0.0%	8.0%	\$ -	8.00%
James City	3.0%	0.0%	0.0%	\$1,000 bonus	0.0%	3.0%	6.0%	\$ 1,000	6.33%
Newport News	2.0%	0.0%	\$500 bonus	2.0%	1.5%	2.0%	7.5%	\$ 500	7.67%
Norfolk	3.5%	0.0%	0.0%	\$500 bonus	2.0%	2.0%	7.5%	\$ 500	7.67%
Poquoson	4.0%	0.0%	0.0%	\$1,000 to base & \$1,000 bonus	\$1,000 to base	\$ 525	4% plus \$2,525 to base	\$ 1,000	5.18%
Portsmouth	3.0%	0.0%	0.0%	2% bonus	3% bonus	3.0%	6.0%	5%	6.83%
Southampton	2.0%	0.0%	0.0%	2.0%	0.0%	Unknown	4.0%		4.00%
Suffolk	3.0%	2% bonus	2% bonus	0.0%	3.0%	0.0%	6.0%	4%	6.67%
Surry	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown	
Virginia Beach	2.5%	0.0%	0.0%	2.5%	0.0%	2.0%	7.0%	0	7.00%
Williamsburg	3.0%	0.0%	0.0%	2.0%	0.0%	2.0%	7.0%	0	7.00%
York	5.3%	0.0%	0.0%	\$600 bonus	0.0%	2.0%	7.3%	\$ 600	7.48%
Weighted Local Gov't Average									6.92%
SPSA	2.8%	0%	0%	3.0%	2.0%	2.0%	9.8%		9.8%
HRSD: COLA	4.1%	0%	0%	0%	3.0%	1.7% Bonus*	7.1%	1.7%	8.8%
Merit/Step	4.4%	4.4%	4.4%	4.4%	0%	4.4%	22.0%		
HRPDC	1.8%	0%	0%	2.3%	1.5%	2.0%	7.6%		7.6%

*Based on a \$50,000 annual salary. Includes adjustments to base pay and bonuses.

**Not all employees are eligible for merit/step; depends on employee's step

***35% qualify for merit some time during FY 14; 37% qualify for bonus for those at top of grade for 12 mos., effective 7/1/13



AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #4: HOUSING PROGRAM UPDATE

SUBJECT:

An update of the current housing programs and projects.

BACKGROUND:

The HRPDC continues to work in collaboration with other programs and agencies to provide technical support and program oversight as it relates to various housing efforts. In light of the changing economic conditions, legislative and policy changes, and the continued effects of sequestration, housing continues to be a paramount issue in Hampton Roads.

Shernita L. Bethea, HRPDC Housing Administrator, will provide a brief update to the Commission on HRPDC housing projects to include the Hampton Roads Loan Fund Partnership and the Housing Portal, as well as future initiatives that are in line with current housing conditions and trends.

RECOMMENDED ACTION:

For discussion and informational purposes only.

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #5: REGIONAL SEWER CONSOLIDATION STUDY UPDATE

SUBJECT:

The consulting firm, HDR Engineering, has completed a draft report that evaluates the benefits of consolidating the region's sanitary sewer assets. The recommendations of the study will be discussed and the next steps outlined.

BACKGROUND:

In Hampton Roads, each locality owns and operates their own sanitary sewer collection system carrying sewage away from homes and businesses to facilities owned and operated by the Hampton Roads Sanitation District (HRSD), the regional entity that treats sewage for all of Hampton Roads. The Regional Sewer Consolidation Study evaluated whether there are benefits to consolidating all sanitary sewer assets under HRSD.

The study must be completed and submitted to the EPA by August 31, 2013. The draft report recommends consolidating the sewer systems. Consolidation would save approximately \$1B over 30 years and simplify implementing sewer upgrades to address the Department of Environmental Quality (DEQ) and the Environmental Protection Agency (EPA) compliance actions to reduce sanitary sewer overflow (SSOs).

The schedule approved by DEQ and the EPA requires each governing body to make a decision by February 2014 on whether or not to pursue consolidation. If the decision is to move forward with complete or partial consolidation, an additional year is built into the schedule to work out the details and enter into a binding agreement.

Mr. Glen Elmers, HDR, will brief the Commission on the study recommendations. Mr. Ted Henifin, HRSD General Manager, will brief the Commission on next steps.

RECOMMENDED ACTION:

For information purposes only.

AGENDA NOTE - HRPDC QUARTERLY COMMISSION MEETING

ITEM #6: NOMINATING COMMITTEE APPOINTMENTS

SUBJECT:

Appointment of a Nominating Committee.

BACKGROUND:

At its meeting in October, the Commission elects its officers for the upcoming year. The HRPDC Charter and Bylaws limit the terms of Chair and Vice Chair to two (2) consecutive one-year terms. Both the Chair and Vice Chair are eligible for re-election. The Treasurer and Secretary are elected for a term of one year, but may serve consecutive terms. Therefore, the HRPDC needs to elect/re-elect a Chair, Vice Chair, Treasurer and Secretary.

The Chair will appoint a Nominating Committee to bring a list of names for Chair, Vice Chair, Treasurer and Secretary, as well as each local government's representative for the Executive Committee to the HRPDC Annual Meeting on October 17, 2013. The Chair requests the following Commissioners serve on the HRPDC Nominating Committee:

Chesapeake:	Ella P. Ward
Franklin:	Barry Cheatham
Gloucester:	Carter Borden
Hampton:	Will Moffett
Isle of Wight:	Dee Dee Darden
James City:	Mary Jones
Newport News:	Sharon Scott
Norfolk:	Thomas Smigiel
Poquoson:	W. Eugene Hunt
Portsmouth:	Kenneth I. Wright
Southampton:	Barry Porter
Suffolk:	Linda T. Johnson
Surry:	John M. Seward
Virginia Beach:	Louis R. Jones
Williamsburg:	Clyde Haulman
York:	Thomas G. Shepperd, Jr.

The Chair and Vice Chair must come from separate subdivisions and be elected officials. The offices of Secretary and Treasurer must be voted on an annual basis, but need not be elected officials and may succeed themselves.

The current officers and their terms are:

Chair – Thomas G. Shepperd, Jr. – 2011 – 2013
Vice Chair – Kenneth I. Wright – 2011 - 2013
Treasurer – James O. McReynolds – 2011 - 2013 (Since 2002)
Secretary – Dwight L. Farmer – 2011 – 2013 (Since 2008)

As provided in the Bylaws, the Executive Committee is a standing Committee of the Commission. It consists of sixteen members, each from a different participating jurisdiction. At the Annual Meeting in October, the HRPDC will also confirm the Executive Committee appointments of the member localities.

RECOMMENDED ACTION:

The Chair to appoint a Nominating Committee.

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #7: 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 #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: APPROVAL OF REGULAR AGENDA ITEMS

A. MINUTES

The Minutes of the HRPDC Executive Committee meeting of June 20, 2013 are attached.

Attachment 9-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 May 2013 are attached. This statement reflects the financial status of the HRPDC as a whole.

Attachment 9-B

RECOMMENDED ACTION:

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

C. REGIONAL REVIEWS – PNRs

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 June 4, 2013 on these projects.

Attachment 9-C

RECOMMENDED ACTION:

None required.

D. REGIONAL REVIEWS – 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. 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 June 4, 2013 on these projects.

Attachment 9-D

RECOMMENDED ACTION:

None required.

**Hampton Roads Planning District Commission
Executive Committee Meeting
Minutes of June 20, 2013**

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)	Selena Cuffee-Glenn (SU)*
Kenneth Wright, Vice Chairman (PO)	Sharon Scott (NN)
Randy Martin (FR)	Marcus Jones (NO)
Christopher Stuart (HA)	John Seward (SY)
Dee Dee Darden (IW)	James Spore (VB)
Mary Jones (JC)	Clyde Haulman (WM)

Executive Director:

Dwight L. Farmer

EXECUTIVE COMMITTEE (ABSENT)

Dr. Ella P. Ward (CH)	Michael W. Johnson (SH)
Brenda Garton (GL)	Tyrone Franklin (SY)
McKinley Price (NN)	Louis R. Jones (VB)
Paul D. Fraim (NO)	Jackson C. Tuttle, II (WM)
J. Randall Wheeler (PQ)	James O. McReynolds, Treasurer (YK)

OTHER COMMISSIONERS:

James Baker (CH)	Will J. Moffett(HA)
Amar Dwarkanath (CH)	Douglas Caskey (IW)
Debbie Ritter (CH)	Cynthia Rohlf (NN)
Barry Cheatham (FR)	John L. Rowe (PO)
Carter Borden (GL)*	Robert Dyer (VB)

*Late arrival or early departure.

OTHERS RECORDED ATTENDING:

Brian DeProfio (HA); Allen Murphy (JC); Jeff Raliski, Ron Williams (NO); Michael King, Steve Klute, Ross McFarland, Jerri Wilson, (NN); Sherri Neil (PO); Sherry Hunt, Eric Nielsen (SU); Sheila Knoll (YK); Cathy Aiello, Aiello Enterprises Inc.; Margaret Cahoon, Cahoon & Cross; Steve Romine, LeClair Ryan; Dennis Heuer, RK&K; Rich Butala, Patsy Napier, McCormick Taylor; Hugh Bassette, Old Hampton Community Org Ellis James, Sierra Club Observer; Peter Huber, Willcox & Savage; Staff: Randy Keaton, Camelia Ravanbakht, Shernita Bethea, Melton Boyer, Rick Case, Jennifer Coleman, Nancy Collins, Kathlene Grauberger, Greg Grootendorst, Julia Hillegass, Jim Hummer, Whitney Katchmark, Sara Kidd , Mike Long, Jai McBride, Kelli Peterson, Jennifer Tribo, Joe Turner, Chris Vaigneur.

RESOLUTION OF APPRECIATION

Chairman Thomas Shepperd recognized Mr. Neil Morgan for his dedication to the Hampton Roads Planning District Commission.

APPROVAL/MODIFICATION OF AGENDA

Chairman Shepperd asked if there were any modifications or additions/deletions to the agenda.

Commissioner Barry Cheatham Moved to approve the agenda; seconded by Commissioner Robert Dyer. The Motion Carried.

WORKSHOP AGENDA

COASTAL ZONE PROGRAM – COASTAL RESILIENCY FINAL REPORT

Mr. Benjamin McFarlane, HRPDC Regional Planner briefed the Commission on the Final Report of *Coastal Resiliency and Adapting to Climate Change in Hampton Roads*. The report included research from previous grant funded projects which studied the impact and potential responses to climate change in sea level rise in the region.

The three goals of the report included:

- Incorporating sea level rise into local plans
- Providing recommendations to change planning practices for sea level rise
- Continuing public outreach and coordination

The Report is comprised of the following six sections:

- Sea level rise science update and projections
- Adaptive management and sea level rise
- Incorporating sea level rise into local planning
- Sea level rise mapping
- Public education/outreach and coordination
- Findings and conclusions

Two significant changes of the science of sea level rise documented in this report are the observation of accelerating sea level rise, with the Mid-Atlantic being a particularly active location, and the release of the most recent global sea level rise scenarios of 0.2 and 2.0 meters by 2100.

The Commission was shown a graph illustrating the low, intermediate-low, intermediate – high and high sea level rise global projections.

Mr. McFarlane explained the local projections for sea level rise at Sewell's point are between 1.6 and 7.5 feet by the end of the century.

Several techniques can be incorporated to assist local governments in planning for sea level rise. These include:

- Scenario planning
- Adaptive Management
- Build-out analysis
- Mapping
- Vulnerability analysis
- Safe growth audits

Commissioner Selena Cuffee-Glenn arrives

The report features updated sea level rise inundation maps which incorporated LIDAR data as compared to the low accuracy data previously used, and directly corresponds to the newest sea level rise predictions.

Mr. McFarlane provided an example of the map quality and informed the Commission the GIS data used to create these maps has been provided to local government staff for review and use. Additional LIDAR data is expected to be available by the end of the year.

Chairman Shepperd questioned the difference between some of the projections having a linear appearance and others exponential.

Mr. McFarlane explained the historic rate used is linear but global warming is causing the rate of sea level rise to increase faster than expected.

Chairman Shepperd asked the cause of global warming.

Mr. McFarlane answered the causes are not known exactly but the Climate Assessment Reports indicate the reason is mainly man made.

Mr. Dwight Farmer confirmed the particular visual Chairman Shepperd was referencing was for Sewells Point specifically, and Mr. McFarlane's presentation was about sea level rise, which is only a component of climate change.

Chairman Shepperd inquired about the HRPDC providing the State information to assist in finding a solution and noted some insurance companies have stopped writing policies for coastal areas.

Mr. McFarlane stated the HRPDC staff recently attended a Virginia Association of Counties (VACO) and Virginia Municipal League (VML) meeting to address the insurance issue previously mentioned and referenced a partnership with Virginia Institute of Marine Science (VIMS) and Old Dominion University (ODU) on implementing recommendations from a recurrent flood study.

Mr. Farmer reiterated the superb quality of the LIDAR data and the ability of using the upgraded maps to further understand the risks and plan more efficiently in the future.

Chairman Shepperd voiced his concern about the time between briefings on certain topics and any action being taken.

2013 HURRICANE FORECAST

Mr. Curtis Brown, HRPDC Regional Emergency Management Administrator, briefed the Commission on the 2013 predictions from the National Oceanic and Atmospheric Administration (NOAA). An active or extremely active season is forecasted with 13 to 20 named storms, 7 to 11 hurricanes with three to six of those being Category 3 and above.

The Commission was shown a series of graphs comparing the discrepancies of the predictions to the actual season and the actual number of storms affecting the east coast.

Ready Hampton Roads (RHR) was formed through the local governments' emergency managers to create a comprehensive website for preparedness information. The HRPDC received \$10,000 through the State Homeland Security Grant which will enable staff to implement the long term strategy which includes:

- Provide year-round preparedness information
- Aggregate event information in one location
- Drive traffic from social media & outreach events to RHR site
- Incorporate social media in cooperative monthly campaigns to build audience and increase traffic
- Develop interactive media rich site
- Develop more accessible information for non-english speakers, deaf/hard of hearing, and low/no vision

Mr. Brown informed the Commission that August is typically the most active time for the region and will arrange a briefing from the regional catastrophic planning team in the near future.

askHRgreen.org SURVEY RESULTS

Margaret Cahoon, partner of Cahoon and Cross stated the most recent survey conducted was the second of three to assist in the implementation of the askHRgreen.org campaign. The first survey results were used as a benchmark to gauge the effectiveness of the askHRgreen.org campaign.

Overall improvement has been seen in target audiences of single females with an income below \$75, 000 and who were aware of the askHRgreen.org campaign.

Although recycling increased to 85% in 2012, individuals are only recycling 60-80% of the time. Common barriers included not knowing what materials qualified and the bins filling too quickly.

In the stormwater sector, fertilizing is still common. The number of people who have the ability to test their soil is 65% and 96% fertilize one to four times a year and 23% more than three times. Respondents did not understand the negative effects of fertilizer on water quality.

Ms. Cahoon stated there was a decrease of 12% of individuals disposing of grease down the drain entirely and people who continue to do it, are less frequent about it. Additionally, minimizing the use of garbage disposals was documented. Individuals who regularly drink tap water increased to 81.8% and an additional 13.7% increase in people who think tap water is a good value. Another significant behavior noted was a 50% increase in respondents drinking tap water and the main reasons people did not drink tap water was taste and health/safety concerns.

The following steps for FY 14 were outlined:

- Use research to guide outreach efforts
- Make the connection between behavior and the effect on the individual
- Adjust target audience selections where necessary
- Continue to build awareness of askHRgreen.org and positive environmental behaviors
- Drive more visitors to the website

Ms. Cahoon noted the askHRgreen.org campaign is successful in beginning change, assists the localities in educating the public, and helps efficiently meet State requirements.

CHESAPEAKE BAY LOCAL GOVERNMENT ADVISORY COMMITTEE UPDATE

Ms. Whitney Katchmark, HRPDC Principal Water Resources Engineer, informed the Commission the Chesapeake Bay Local Government Advisory Committee (LGAC) is comprised of members from multiple states, and includes three local representatives. The main purpose of this Committee is to act as a liaison between the localities and the Chesapeake Bay Executive Council and assist in creating proactive and reactive policies which are easy to implement. Membership of the Chesapeake Bay Executive Council includes:

- Governors of Maryland, Pennsylvania and Virginia
- Mayor of the District of Columbia
- Environmental Protection Agency (EPA) Administrator
- Chairman of the Chesapeake Bay Commission

A letter was written to Governor Robert McDonnell voicing the LGAC concerns of lack of communication between the State, localities and the Chesapeake Bay Program, and transition of the Stormwater Program from Department of Conservation and Recreation (DCR) to the Department of Environmental Quality (DEQ). The letter also included possible solutions to these problems.

Ms. Katchmark noted the response letter by the Secretary of Natural Resources did not address any specific points in the original letter. Specific examples the HRPDC desired clarification on included:

- Transparency between the State and the localities.
- Improved process for submitting data
- Better organization and easily available DEQ staff contacts

Commissioner Carter Borden arrives

The HRPDC staff was scheduled to meet with Russ Baxter, Chesapeake Bay Coordinator, to discuss specific issues important to the member localities and HRPDC staff on June 21, 2013.

Chairman Shepperd reiterated his frustration with the lack of responses contained in the letter and acknowledged the hard work of the HRPDC staff throughout the entire process.

Ms. Debbie Ritter reminded the Commission the Total Maximum Daily Load (TMDL) is a federal mandate, and the localities prepare specific implementation plans based on the information given by the State. She stated any comments from the Commission were appreciated to assist the LGAC in fulfilling its purpose in the most effective way possible. Additionally, Ms. Ritter voiced concern for the residents of the region because of the consequences of the TMDL legislation.

HAMPTON ROADS REGIONAL STRATEGIC PLAN

Ms. Jai McBride, HRPDC Principal Regional Planner, recapped the Regional Strategic Plan was a product of the retreat. According to Virginia State Code, Planning District Commissions are required to create such a plan. The initial procedure was to create a scoring, rating and ranking system to pre-score regional initiatives.

Following the February Retreat, Urban Land Institute (ULI) hosted the Reality Check meeting at ODU and Robert Growe, President and CEO of Envision Utah spoke about the successful community-based plan and approach demonstrated in the Greater Wasatch Area of Utah. By first defining community values, he stated a vast majority of elected officials and stakeholders were able to build a consensus.

Other regions with success in creating community based plans include:

- San Diego
- San José
- Orlando
- Baltimore
- Southeastern Louisiana
- Greenville, South Carolina.
- Houston
- Chicago

With new information available to the HRPDC staff, the original process was altered to incorporate a community-based planning process. First, values, or what people want, must be addressed followed by, vision, strategy, plan, funding and finally building.

Ms. McBride noted values are the necessary first step because they are stable, widely shared and create consensus among diverse groups.

The process for identifying the regions' values are:

- Establish a Working Group
- Establish stakeholders, committees and subcommittees
- Create guiding principals
- Engage the community

This segment of the Regional Strategic Plan will last approximately 12 months, with the first stakeholders meeting tentatively scheduled for August 2013.

Chairman Shepperd observed the dramatic shift from the process agreed upon at the retreat.

Mr. Farmer stated Mr. Grow explained that elected officials felt more comfortable supporting the regional strategic plan after a community values survey was performed because of the consensus of the constituents. He also informed the Commission about a teleconference with Mr. Burrell Saunders, Mr. John Peterson, Dr. Quinton Kidd and Mr. Christopher Bonney regarding the pooling of resources and reaching out to stakeholders to develop a statistically valid survey.

REGULAR AGENDA

Public Comment

One person requested to address the Hampton Roads Planning District Commission.

Ellis W. James

Thank you, Mr. Chairman, Members of the Commission, my name is Ellis W. James. I'm a lifelong resident of Norfolk, Virginia. Two items that I want to call to your attention. There has been within the last week, mention of a new study that deals with the impacts and potential connection to bad quality air having an impact on the problem of autism. I hope that the staff here will take note of that, and I hope that also the communities will pay close attention to that. That has very serious implications for our area since we're downwind from so many places. The second thing that I wanted to call to your attention is the reintroduction of offshore drilling. I have a real problem and concern about what is being bantered about back and forth, about what the Navy's position is and whether or not somebody has claimed one thing or another. The fact of the matter is that for any offshore drilling to take place, you're going to have to do a lot of seismic testing and that could have devastating impacts on dolphins and whales, especially the endangered white whale, and it could interfere greatly with Virginia Beach's wonderful tours that come out of Rudee Inlet. I would suggest that also,

this is the wrong location, the wrong place for us to consider offshore drilling because should there be an accident, and I would remind you that in the gulf mobile bay was the recipient of a major, major, problem, the danger to the economy of Virginia Beach, the danger to the economy of Virginia, and the damage that could be done to our beaches if there is offshore drilling and then if there is an accident or a spill, would be devastating to the basic underpinning of Virginia Beach and Norfolk's economic base, and I just don't think that's a very good idea. Thank you, Mr. Chairman.

Submitted Public Comments

Chairman Shepperd indicated there were no submitted public comment.

Approval of Consent Items

Chairman Shepperd asked for approval of the following consent items:

- A. Minutes of April 18, 2013 Meeting
- B. Treasurer's Report of April 30, 2013
- C. Regional PNRS Reviews
- D. Regional Environmental Impact Assessment/Statement Review
- E. FY 2013 HRPDC Budget Amendment
- F. Consultant Services Contracts – Continuing Services Agreements for Water Resources Projects
- G. Consultant Services Contract Task Order – Sanitary Sewer Overflow Reporting System (SSORS)
- H. Consultant Services Contract Task Order – Permit Administration and Review System (PARS)
- I. Consultant Services Contract – Special Legal Consultant on Stormwater Matters
- J. Coastal Zone Program – Coastal Resiliency Final Report
- K. Coastal Zone Management Program – FY 2013 and FY 2014 Grants

Chairman Shepperd stated the April 18, 2013 HRPDC minutes, Workshop Agenda #3, FY 2014 Budget, would be amended from:

“A reduction in expenditures, included personnel, pass thru and operations were reduced by 47%, 43% and 10% respectively” to “Personnel, pass thru and operations comprise 47%, 43%, and 10% of the total expenditures respectively.”

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

HRPDC Three Month Tentative Schedule

Chairman Shepperd outlined the three month agenda schedule and noted the following items of interest were the budget will be re-presented, an additional hurricane briefing and a review of the sewer rates across the region.

Mr. Farmer clarified the budget presentation only includes the employee compensation portion with a table being provided to the Commission comparing the proposed amount of merit increase to the rest of the actions of the localities. Additionally, he clarified the sewer consolidation update will include two major sections, governance and rates.

Chairman Shepperd requested the HRPDC staff perform the supplementary tasks of a recycling analysis and the effect of pesticide use, specifically mosquito, on the honey bee population.

Project Status Reports

Chairman Shepperd highlighted the Project Status Reports section of the agenda.

Correspondence of Interest

Chairman Shepperd stated there were items in the Correspondence of Interest section of the agenda.

For Your Information

Chairman Shepperd noted the For Your Information part of the agenda.

Old/New Business

Commissioner Ritter referenced the State Commission on the Retention of Military Installations meeting held at the HRPDC and stated the Commonwealth is overwhelmingly better represented than previously in relation to the Base Realignment and Closures (BRAC). Secondly, she voiced her concern about North Carolina legislation regarding landfills in Camden County and how it will interfere with a critical Navy mission.

Mr. Farmer explained the HRPDC was the host but this meeting was a Hampton Roads Military and Federal Facilities Alliance (HRMFFA) initiative.

Commissioner Ritter noted the information does not always get disseminated to the localities.

Chairman Shepperd asked Ms. Ritter if she would like the HRMFFA Executive Director to brief the Commission.

Commissioner Ritter confirmed the topic at hand strongly affects the entire region.

Commissioner Wright stated he was the Chairman of HRMFFA and it was possible to get the Executive Director, Admiral Craig Quigley to prepare formal remarks.

Adjournment

With no further business to come before the Hampton Roads Planning District Commission, the meeting adjourned at 10:28 a.m.

Thomas G. Shepperd, Jr.
Chairman

Dwight L. Farmer
Executive Director/Secretary

FISCAL YEAR 2013
5/31/13
BALANCE SHEET

ASSETS		LIABILITIES & NET ASSETS	
Cash & Cash Equivalents	257,836	Current Liabilities	1,377,204
Accounts Receivables	967,015	Net Assets	3,942,054
Investments	2,688,286		
Other Current Assets	664		
Net Capital Assets	<u>1,405,456</u>		
Total Assets	<u>5,319,258</u>	Total Liabilities & Equity	<u>5,319,258</u>

STATEMENT OF REVENUES AND EXPENDITURES

REVENUES	<u>Annual Budget</u>	<u>Current Month</u>	<u>YTD</u>
Grant and Contract Revenue	6,583,611	384,267	5,631,212
VDHCD State Allocation	151,943	-	151,943
Interest Income	18,000	400	9,597
Local Jurisdiction Contributions	1,362,302	-	1,329,438
Other Local Assessment	1,661,727	-	1,358,602
Sales and Miscellaneous Revenue	18,150	1,327	32,112
Special Contracts/Pass thru	3,857,246	-	-
Total Revenue	<u>13,652,979</u>	<u>385,993</u>	<u>8,512,904</u>
EXPENDITURES			
Personnel	4,532,387	361,797	4,016,228
Standard Contracts	209,869	5,446	143,938
Special Contracts / Pass-Through	8,006,908	625,181	4,605,816
Office Services	903,815	28,897	425,205
Capital Assets	-	-	-
Total Expenses	<u>13,652,979</u>	<u>1,021,322</u>	<u>9,191,187</u>
Agency Balance	<u>-</u>	<u>(635,329)</u>	<u>(678,283)</u>

Project Notification and Reviews

Date 7/2/2013 **CH #** VA130613-0723760

Title 28th Year VA CZM Implementation Application

Applicant Virginia Dept. of Environmental Quality

State/Federal Program NOAA - Coastal Management Programs

Type of Impact Coastal Zone

Project Staff Sara Kidd

Project Description

This grant will allow the Commonwealth to continue funding activities of Virginia state agencies and local governments to improve the management and protection of Virginia's coastal resources. It includes funding for technical assistance from planning district commissions to their local government members and for special projects such as sea level rise studies.

Federal	\$2,372,500.00	Local	\$0.00
Applicant	\$853,038.00	Other	\$440,990.00
State	\$582,472.00	Income	\$0.00
TOTAL		\$4,249,000.00	

Date 7/2/2013 **CH #** VA130628-0823760

Title FY2013 Section 319(h) Nonpoint Source Implementation Grant Application

Applicant Virginia Department of Environmental Quality

State/Federal Program Environmental Protection Agency

Type of Impact Statewide

Project Staff Sara Kidd

Project Description

These funds will be used to support Virginia's Nonpoint Source Pollution (NPS) Management Program administered by DEQ from July 1, 2013 to December 31, 2016. The NPS programs are required by federal and state law. Programs include erosion and sediment control, stormwater management, nutrient management, agricultural best management practices, NPS TMDL and watershed implementation, orphaned mine land inventory and abatement, and watershed coordination.

Federal	\$2,933,000.00	Local	\$0.00
Applicant	\$1,955,334.00	Other	\$0.00
State	\$0.00	Income	\$0.00
TOTAL		\$4,888,334.00	

Environmental Impact Reviews

Received 6/10/2013

Number 13-115F

Name Lake Kennedy - Housing Hampton Roads

Sponsor U.S. Department of Housing and Urban Development

Description

The U.S. Department of Housing and Urban Development (HUD) proposes to provide federal financial assistance through the HOME Investment Partnership Program to Housing Hampton Roads, for the construction of the proposed Lake Kennedy-Housing Hampton Roads project in the City of Suffolk. HOME provides formula grants to states and localities that communities use, often in partnership with local nonprofit groups, to fund a wide range of activities that build, buy, and/or rehabilitate affordable housing for rent or homeownership or provide direct rental assistance to low-income people. The proposed project will involve the construction of up to 12 single family homes on an approximately 2-acre parcel located at White Marsh Road and Lake Kennedy Drive. Current surrounding land use is primarily residential and commercial. HUD has submitted a Federal Consistency Determination that finds the proposed action consistent, to the maximum extent practicable, with the enforceable policies of the Virginia Coastal Zone Management Program.

Affected Localities Suffolk

Finding

Comments Sent

Final State Comments Received

Received 6/11/2013

Number 13-114S

Name Brock Commons Arts District Plaza

Sponsor Old Dominion University

Description

Old Dominion University (ODU) submitted an environmental impact report for the proposed Arts District Plaza on its campus in the City of Norfolk. The development will include a plaza, amphitheater, a fountain wall, pedestrian bridge, walkway, park and a canopy structure designed to enhance the view along Monarch Way. The existing site is a terraced lawn area built between two existing storm ponds along 47th Street. In addition, ODU plans to remove half of the Gresham Hall surface parking lot and convert it into green space.

Affected Localities Norfolk

Finding

Comments Sent

Final State Comments Received

Received 6/14/2013

Number 13-117F

Name Partial Parallel Taxiway Construction, Franklin Municipal-John Beverly Rose Airport

Sponsor USDOT/Federal Aviation Administration

Description

The City of Franklin proposes to construct a partial parallel taxiway connecting an existing taxiway with Runway 27 at the Franklin Municipal-John Beverly Rose Airport (FKN) in Isle of Wight County. The airport is located approximately two miles northeast of the City of Franklin and immediately north of State Route 58. The proposed project will occur along the south side of the runway, near the approach end of Runway 27. The proposed activity will result in approximately 5.3 acres of land disturbance for the taxiway construction. Project activities associated with the proposed action include: constructing a 35-foot wide partial parallel taxiway along the south side of Runway 9-27 with two connecting taxiways to the end of Runway 27 which will result in approximately 1.6 acres of new impervious surface; grading the Taxiway Object Free Area (131 feet wide) on both sides of the proposed taxiway; installing three new 131-foot long culverts under the proposed taxiway, aligned with existing drainage ditches to manage stormwater; and establishing a temporary staging area on an abandoned ramp immediately north of and adjacent to the existing terminal area for the storage of taxiway construction equipment. The City has submitted a Short Environmental Assessment (EA) Form for the project that includes a Federal Consistency Certification (FCC). The FCC finds the proposed project consistent with the enforceable policies of the Virginia Coastal Zone Management Program.

Affected Localities Franklin Isle of Wight

Finding

Comments Sent

Final State Comments Received

Received 6/18/2013

Number 13-119F

Name Implementation of NASA Langley Research Center Master Plan

Sponsor National Aeronautics & Space Administration

Description

The National Aeronautics and Atmospheric Administration (NASA) submitted an environmental assessment (EA), which includes a federal consistency determination (FCD), for the implementation of the Langley Research Center (LaRC) Master Plan, which is the proposed action. The master plan includes a 20-year revitalization strategy that expands and extends the New Town project work that began in 2009. The proposed action includes constructing state-of-the-art facilities, renovating critical infrastructure, vacating and/or demolishing non-essential facilities, and performing other general infrastructure maintenance and improvement activities throughout LaRC. In total, the proposed action includes 22 building construction, building rehabilitation and infrastructure projects, and 31 building and tunnel demolition projects. Infrastructure projects include storm hardening of facilities and utilities to include storm sewer upgrades, perimeter flood barriers, utility tunnel upgrades, electrical substation protection, and heating, ventilation, and air conditioning (HVAC) system upgrades. According to the FCD, the project would be consistent with the enforceable policies of the Virginia Coastal Zone Management Program (VCP).

Affected Localities Hampton Poquoson

Finding

Comments Sent

Final State Comments Received

Received 6/19/2013

Number 13-120F

Name Safety Zone Establishment for July 4th Stars and Stripes Explosion Event

Sponsor DHS/U.S. Coast Guard

Description

The Coast Guard intends to promulgate a regulation to establish a safety zone to support the July 4th Stars and Stripes Explosion, a fireworks event to be held in the Atlantic Ocean offshore of 14th Street in Virginia Beach. The event sponsor is Beach Events/Integrated Management Group, LLC. The safety zone will encompass a 700-foot radius around the position 37-50-35N/075-58-09W, and it will be enforced from 9:15 PM to 10:15 PM on July 4, 2013. The purpose of the safety zone is to protect mariners and spectators from the hazards associated with the fireworks display: accidental discharge, dangerous projectiles, and falling hot embers or other debris. The Coast Guard states that the proposed event will be consistent, to the maximum extent practicable, with the enforceable policies of the Virginia Coastal Zone Management Program.

Affected Localities Virginia Beach

Finding

The proposed project is consistent with local and regional plans and policies.

Comments Sent 6/24/2013

Final State Comments Received 7/1/2013

Received 7/1/2013

Number 13-126F

Name Oceana Youth Center

Sponsor DOD/Department of the Navy

Description

The Department of the Navy proposes to construct a youth center at Oceana Naval Air Station. The proposed center project site is located in the central area of Oceana NAS in Virginia Beach and bordered by Hornet Drive to the northwest, D Avenue to the southeast, and the Galley to the northeast. The total project site consists of approximately 5.6 acres of which approximately 3.8 acres have been designated as the area of disturbance. The remainder of the site will remain as open space. The facility design includes an approximately 17,800 square foot (SF) slab on grade structure and approximately 58,000 SF of additional impervious surfaces, including sidewalks, patios, and driveways/parking lots. Parking lots comprised of nine (9) and 47 parking spaces are located north and south of the building, respectively. Heating and cooling for the building is scheduled to be provided by a ground based, electrically powered package unit.

Affected Localities Virginia Beach

Finding

Comments Sent

Final State Comments Received

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #9-E: FY 2014 BUDGET – STAFF PERFORMANCE COMPENSATION

SUBJECT:

Proposed performance based salary adjustment.

BACKGROUND:

The proposed FY 14 Budget was presented to the Commission during its April 18, 2013 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 July 18, 2013 meeting.

The HRPDC Personnel & Budget Committee met on March 21, 2013 just prior to the Commission meeting. The Committee requested the staff provide a comparison of local salary increases to the Commission at the July 18, 2013 Quarterly Meeting.

The Personnel & Budget Committee will meet on July 18, 2013 just prior to the Quarterly Commission Meeting. The Committee will report its recommendation to the Commission.

RECOMMENDED ACTION:

Authorize the two percent performance adjustment for HRPDC staff.

Note: This item was presented under Workshop Item #3.

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #9-F: HAMPTON ROADS HAZARD MITIGATION PLAN

SUBJECT:

The Hazard Mitigation Planning Grant Application on behalf of Hampton Roads.

BACKGROUND:

By Code of Federal Regulations 44, Title 201.6, each locality must have a hazard mitigation plan in place that is updated and approved by the Federal Emergency Management Agency (FEMA) at least once every five years to remain eligible for FEMA hazard mitigation assistance funds. In general, a mitigation plan takes two to three years to complete. FEMA offsets the costs of writing/updating mitigation plans by providing Federal funds with a 25% local match requirement.

In 2011, the HRPDC facilitated the updates of the Franklin, Southampton and Southside Hampton Roads Mitigation Plans. HRPDC staff are currently facilitating the update to Poquoson's plan that is required by September 14, 2014. Chesapeake is updating its plan that expires in April 2014. The HRPDC met the 25% match requirement by tracking local and regional in-kind support.

If awarded, planning grant funds remaining from last year's derecho will support the development of a consolidated regional hazard mitigation plan that will incorporate the Poquoson and Chesapeake updates and serve as the updates for the current Southside Hampton Roads Hazard Mitigation Plan, Peninsula Hazard Mitigation Plan, Franklin All Hazards Mitigation Plan, and Southampton All Hazards Mitigation Plan that will all expire in 2016. Through FEMA and with the approval of the Commission, HRPDC staff intends to submit a grant application requesting funds to support the development of a consolidated Hampton Roads Hazard Mitigation Plan to be accomplished by early 2016.

There is \$200,139.00 in funds available from FEMA to cover 75% of the project cost. HRPDC will track in-kind costs to meet the 25% requirement of \$66,713.00. The total cost of the project over three years will be \$266,852.00.

RECOMMENDED ACTION:

Authorize the Executive Director to sign the Hazard Mitigation Grant Program application for the Hampton Roads Mitigation Plan and to accept the grant if awarded.

AGENDA NOTE - HRPDC QUARTERLY COMMISSION MEETING

ITEM #9-G: SENIOR SERVICES OF SOUTHEASTERN VIRGINIA BOARD OF DIRECTORS APPOINTMENT

SUBJECT:

Appointment of HRPDC staff to the Senior Services of Southeastern Virginia Board.

BACKGROUND:

Senior Services of Southeastern Virginia (SSSEVA), a regional Area Agency on Aging (AAA), provides advocacy, education, information and comprehensive services that supports and enriches the lives of seniors and their families throughout the Hampton Roads region. SSSEVA is governed by a 30 member regional Board of Directors which is advised by the 19 member regional Services Advisory Council on all matters relating to the development and administration of the area plan, volunteer programs and other initiatives and activities of the organization and its subsidiaries. Since its inception in 1972, the HRPDC has served on the organization's board and related committees offering expertise and guidance on several regional issues.

Mr. Dwight L. Farmer and Ms. Shernita L. Bethea currently serve on this Committee. Mr. Farmer's tenure on the board will end on July 25, 2013. The HRPDC staff request that the Chair appoint HRPDC Deputy Executive Director, Randy Keaton as a representative to the Board of SSEVA to replace HRPDC Executive Director, Dwight L. Farmer. Staff also requests the reappointment of Ms. Shernita Bethea.

RECOMMENDED ACTION:

Appoint Mr. Randy Keaton and reappoint Ms. Shernita Bethea for a two-year term to SSSEVA.

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #9-H: INDUSTRIAL STORMWATER GENERAL PERMIT COMMENTS

SUBJECT:

Submit comments to The Virginia Department of Environmental Quality (DEQ) on the proposed amendment and reissuance of the Virginia Pollutant Discharge Elimination System (VPDES) General Permit Regulation for Storm Water Discharges Associated with Industrial Activity (9 VAC 25 - 151).

BACKGROUND:

Pursuant to the federal Clean Water Act as amended and Virginia's administration of the Virginia Pollutant Discharge Elimination System (VPDES) program, the State Water Control Board has proposed the amendment and reissuance of the VPDES General Permit for Stormwater Discharges Associated with Industrial Activity. The general permit establishes permit conditions and monitoring requirements for point source discharges of storm water associated with industrial activity to surface waters. The public comment period is from July 15, 2013 through September 13, 2013.

The regulation amendment is being proposed with significant changes from the existing (2009) general permit, which expires on June 30, 2013. The Hampton Roads Chesapeake Bay Committee and the Regional Stormwater Management Committee have developed recommendations to provide for consistency between the proposed regulation and Virginia's Phase I Watershed Implementation Plan for the Chesapeake Bay TMDL. The recommendations are detailed in the attached comment letter.

Attachment 9-H

RECOMMENDED ACTION:

Authorize the Chair to sign the attached letter and submit to DEQ the HRPDC's comments on the proposed VPDES General Permit Regulations for Stormwater Discharges Associated with Industrial Activity (9VAC25-151).

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #9-H: INDUSTRIAL STORMWATER GENERAL PERMIT COMMENTS

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BACKGROUND:

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The regulation amendment is being proposed with significant changes from the existing (2009) general permit, which expires on June 30, 2013. The Hampton Roads Chesapeake Bay Committee and the Regional Stormwater Management Committee have developed recommendations to provide for consistency between the proposed regulation and Virginia's Phase I Watershed Implementation Plan for the Chesapeake Bay TMDL. The recommendations are detailed in the attached comment letter.

Attachment 9-H

RECOMMENDED ACTION:

Authorize the Chair to sign the attached letter and submit to DEQ the HRPDC's comments on the proposed VPDES General Permit Regulations for Stormwater Discharges Associated with Industrial Activity (9VAC25-151).

MEMBER JURISDICTIONS

July 19, 2013

CHESAPEAKE

Mr. Burton R. Tuxford
Environmental Specialist II
Department of Environmental Quality
629 East Main Street
PO Box 1105
Richmond, VA 23218

FRANKLIN

GLOUCESTER

Re: Virginia Pollutant Discharge Elimination System (VPDES) General Permit Regulation for Storm Water Discharges Associated with Industrial Activity [9 VAC 25 - 151]

HAMPTON

Dear Mr. Tuxford,

ISLE OF WIGHT

The Hampton Roads Planning District Commission (HRPDC) appreciates DEQ's efforts to reissue a Virginia Pollutant Discharge Elimination System (VPDES) General Permit Regulation for Storm Water Discharges Associated with Industrial Activity [9 VAC 25 - 151] that is consistent with Virginia's Phase I Watershed Implementation Plan for the Chesapeake Bay TMDL. However, the following recommendations are submitted on behalf of the HRPDC's member localities.

JAMES CITY

NEWPORT NEWS

NORFOLK

1. **Section 60 Registration Statement and Storm Water Pollution Prevention Plan (SWPP):** C5 requires the facility to identify whether or not it discharges, or will discharge, to an MS4. If so, the permittee must provide the name of the MS4 owner. This provision is important because permit special condition #12 requires the permittee to notify the MS4 owner in writing of the existence of the discharge within 30 days of coverage under this permit. In order to facilitate timely identification and notification of the MS4, the HRPDC encourages DEQ to include a table of MS4 localities and program administrator contact information with the Registration Statements that are made available to potential permittees.

POQUOSON

PORTSMOUTH

SOUTHAMPTON

SUFFOLK

2. **Part IB - Special Conditions:** The HRPDC recommends that facilities be required to collect monitoring data for total nitrogen, total phosphorus, and total suspended solids for the entire permit cycle rather than just the first two years. While the data collected in the first two years will serve to characterize the discharge, the subsequent monitoring can be used to determine continued compliance with the TMDL.

SURRY

VIRGINIA BEACH

WILLIAMSBURG

YORK

Sincerely,

Thomas G. Shepperd
Chairman

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #9-I: COASTAL ZONE PROGRAM - COASTAL RESILIENCY FINAL REPORT

SUBJECT:

The HRPDC Regional Planning staff has completed the Coastal Resiliency Final Report for a project funded by the Virginia Coastal Zone Management Program (VCZMP).

BACKGROUND:

The final report, titled *Coastal Resiliency: Adapting to Climate Change in Hampton Roads*, summarizes the findings and activities funded in part by a PDC competitive grant from the VCZMP. The report describes the current state of the science on sea level rise and how it will affect Hampton Roads. Secondly, it covers how local governments can incorporate planning for sea level rise into their local plans and policies and how new practices can help local governments cope with uncertainty in planning. Thirdly, it documents the HRPDC's coordination and public outreach efforts related to climate change, sea level rise, and flooding. Finally, the report features updated sea level rise inundation maps, which utilize the best elevation data currently available.

The report and mapbook were distributed to local governments for comment and review in early June. Comments received by June 30, 2013 have been addressed and incorporated into the final report as necessary.

Enclosure

RECOMMENDED ACTION:

Approve the report, *Coastal Resiliency: Adapting to Climate Change in Hampton Roads*, for publication and distribution.

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #10: 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 2013

Planned Cancellation

September 2013

Defense Analysis

Utility Rates

Coastal Insurance Update

Regional Strategic Plan Update

Building Codes

October 2013

Election of Officers

Environmental Education Annual Report

Legislative Agenda

FY 2013 Audited Financial Statements

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #11: PROJECT STATUS REPORTS AND ADVISORY COMMITTEE SUMMARIES

A. DIRECTORS OF UTILITIES COMMITTEE SUMMARY MINUTES

The Directors of Utilities Committee meeting was cancelled for the month of July. The next Committee meeting will be held on August 7, 2013

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

Hampton Roads Chesapeake Bay Committee and Regional Stormwater Management Committee Meetings summary will be included in the September 19, 2013 Agenda Packet.

C. PROJECT STATUS REPORT

Attached are the project status reports on other HRPDC programs.

Attachment 11-C

PROJECT STATUS REPORTS

1. Regional Housing Program

Housing & Human Services Technical Assistance

Staff members continue to assist the Hampton Roads Housing Consortium (HRHC) and recently completed an interactive networking event entitled "Pathways to Partnership". This event brought professionals from the public, private and non-profit organizations together to discuss important issues such as expanding housing opportunities for low and moderate income households. This event was the first program of a two-part initiative to bridge the "knowledge gap" between housing programs and services and other community services such as human services programs, mental health programs, services for the disabled and the elderly. A symposium will be held in late 2013 to discuss best practices.

Staff members recently attended the Federal Housing Policy Symposium held in Charlottesville, Virginia. Senator Mark Warner, HUD Deputy Secretary Maurice Jones and other key experts in federal and state housing policy participated in the statewide policy forum. Regional efforts are underway to discuss and analyze the impact of these policies to local programs and services.

Hampton Roads Loan Fund Partnership

The staff is continuing to provide down payment and closing cost assistance to qualified first-time homebuyer in the region. Due to housing market and the recent record increase in interest rates, the inquiries concerning the program and assistance has dramatically increased. Staff is working to increase local administrator participation in localities where request for assistance is identified.

2. Regional Economics Program

Technical Assistance

Economics staff routinely provides technical assistance and support to member jurisdictions and regional organizations. Both the HRPDC Data Book and the Commission's Benchmarking Study provide easy access to a great deal of regional information. Staff also provides special reports and newsletter articles on topics of timely significance, such as payroll and unemployment reports. Over the past month, staff has provided briefings to member localities (per request), provided interviews for information purposes, and has responded to information requests from individuals, member localities, regional organizations, and the media.

Analysis of Department of Defense Presence

The Department of Defense (DoD) plays a significant role in the Hampton Roads economy, a role that is continuously being re-defined. In an attempt to better understand the economic impact of the DoD on the region, staff have begun work on

an in-depth analysis of the federal presence in Hampton Roads, specifically as it relates to defense activities. A report on the DoD presence in Hampton Roads will be presented at the September Commission meeting.

Hampton Roads Data Center

In keeping with the state mandate that calls for Planning District Commissions to collect and maintain demographic, economic, and other data concerning the region and member localities, and to act as a state data center affiliate in cooperation with the Virginia Employment Commission, staff routinely collect and maintain a variety of data sets. This year, as per the Commission's work program, staff are moving from the publication of data in an annual Data Book, to an online data repository that will enable efficient access for those seeking regional data. Staff are in the process of moving to an online system; a process that is expected to be ongoing as new information is released.

3. Emergency Management Project Update

Ready Hampton Roads

Staff continues to support the Ready Hampton Roads program. Current efforts include:

- Launch of a Ready Hampton Roads Twitter account
- Development of a coordinated, regional social media campaign
- Website improvement planning
- Increased use of Ready Hampton Roads giveaway items
- Increased outreach events

Regional and Local Jail Exercise

Staff continues to support the Hampton Roads Inmate Evacuation committee. Current efforts include project management of a regional and local jail exercise series. The Southside and Peninsula sub regional exercises have been successfully accomplished with great participation and feedback. The regional exercise is scheduled to occur July 10 in Chesapeake.

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 May 28, 2013

Mitigation Planning

- Poquoson Multi-Hazard Mitigation Plan Update
HRPDC has been awarded the funds to pursue updating the 2009 Multi-Hazard Poquoson mitigation plan and will move forward with RFP development.

- **Hampton Roads Hazard Mitigation Plan**
EM Staff are in the process of applying for planning grant funds remaining from the 2012 derecho that will be used to develop a Hampton Roads Hazard Mitigation Plan. This will consolidate the existing six plans in the region into a more effective and efficient document that can be more easily updated in the future. The grant has a three year performance period. The 25% local match requirement will be met completely with in-kind resources.

Special Needs Subcommittee

The REMTAC Special Needs Subcommittee continues to be supported by the Regional Special Needs Planner and EM Staff as needed. The Subcommittee last met May 21, 2013

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). Recent activity includes:

- **Closeout of UASI Grants**
All FY08 and FY09 projects have been closed out. HRPDC is in the process of closing out FY 2010 UASI grants by July 31, 2013. After which, FY 2011 will be the last of the UASI grant received by the region with a performance period ending in July 2013.
- **Sustainment**
Stakeholders have narrowed down UASI funded projects to five initiatives that will require sustainment funding. A linkages meeting was held to determine how these initiatives are codependent on one another in order to drive sustainment discussion and prioritization. These five initiatives have completed a preliminary 10-year operating budget to forecast ongoing sustainment costs.
- **UAWG Restructuring**
In order to function in a new role of strategic regional collaboration and coordination, the UAWG has begun a restructuring process. In this efforts, three subcommittees have been established, one of which is responsible for updating the UAWG Bylaws. Stakeholders in this committee have begun looking into legal frameworks for the operations of a new preparedness committee.
- **State Homeland Security Grant Program (SHSGP) Submission**
The HRPDC is coordinating a regional submission for the FY 2013 SHSGP. This will help the region work together and minimize duplication of efforts.

Hampton Roads Interoperable Communications Advisory Committee (HRICAC)

Beginning in June, 2013, the HRPDC has begun providing management and support for the HRICAC and associated tasks and subcommittees. Recent activity includes the management of Interoperable Communications Grants. The HRPDC has agreed to manage the FY 2011 UASI grant for interoperable communications. This grant will support the completion of a regional communications plan and augmentation of the end-user equipment that allows emergency managers to securely collaborate with data/voice/video conference over the HRTacRan microwave ring.

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #12: CORRESPONDENCE OF INTEREST

- A. Letter from the Ms. Judy Wiggins, MMC, Assistant City Manager/City Clerk, City of Poquoson to Mr. Dwight Farmer, Executive Director, HRPDC, June 11, 2013.**

Attached is a letter from Ms. Judy Wiggins, MMC, Assistant City Manager/City Clerk, City of Poquoson to Mr. Dwight Farmer stating that the City reappointed Mayor W. Eugene Hunt, Jr and City Manager J. Randall Wheeler to the Hampton Roads Planning District Commission with terms to expire on June 30, 2015.

Attachment 12-A

- B. Letter from Mr. Stephen Coe, Environmental Specialist, Department of Environmental Quality to Mrs. Jai McBride, Principal Regional Planner, HRPDC, June 18, 2013.**

Attached is a letter from Mr. Stephen Coe, Environmental Specialist, Department of Environmental Quality (DEQ) to Mrs. Jai McBride, Principal Regional Planner, HRPDC, stating that DEQ has reviewed and accepted the SPSA localities 2012 Recycling Rate Report.

Attachment 12-B



CITY OF POQUOSON

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

Office of the City Manager

J. Randall Wheeler

June 11, 2013

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

Dear Mr. Farmer:

At its meeting last night, June 10, 2013, City Council reappointed Mayor W. Eugene Hunt, Jr. and City Manager, J. Randall Wheeler, to the Hampton Roads Planning District Commission with terms to expire on June 30, 2015.

If I can be of any assistance to you, please feel free to call.

Sincerely,

Judy F. Wiggins, MMC
Assistant City Manager/City Clerk

JFW:ei

RECEIVED

JUN 14 2013

HRPDC

Attachment 12-A



COMMONWEALTH of VIRGINIA

DEPARTMENT OF ENVIRONMENTAL QUALITY

Street address: 629 East Main Street, Richmond, Virginia 23219

Mailing address: P.O. Box 1105, Richmond, Virginia 23218

TDD (804) 698-4021

www.deq.virginia.gov

Douglas W. Domenech
Secretary of Natural Resources

David K. Paylor
Director

(804) 698-4000
1-800-592-5482

June 18, 2013

Ms. Jimontanae McBride
Hampton Roads PDC
723 Woodlake Drive
Chesapeake, Virginia 23320

Dear Ms. McBride:

We have completed our review of the Hampton Road PDC's 2012 Recycling Rate Report submitted pursuant to The Virginia Regulations for Solid Waste Management Planning (9VAC-20-130-165). State law (10.1-1411) and section 120.B. of the regulations require each city, county, town or region to maintain a minimum recycling rate and to report the data for the previous calendar year to DEQ by April 30 of each year. The members of the region were to meet or exceed a 25% mandated recycling rate based upon the criteria established in 2006.

We accept your data with one category edit for data eligibility, and HRPDC's calculated recycling rate for CY 2012 will be reported as 31.8%. This information has been forwarded to DEQ's Office of Waste Permitting and Compliance for consideration during their reviews of the Solid Waste Management Plans.

Attached for your review and filing is our worksheet that shows the DEQ review of your report. Please contact me with any questions.

Sincerely,

G. Stephen "Steve" Coe

G. Stephen Coe
Environmental Specialist - Recycling
Office of Land Protection & Revitalization

Enclosure
cc: RRR file

Attachment 12-B

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #13: FOR YOUR INFORMATION

A. Virginia Retirement System – Virginia Local Disability Program

The 2012 General Assembly created the Virginia Local Disability Program (VLDP) for political subdivision and school division employees who will be covered under the VRS Hybrid Plan effective January 1, 2014. The Hybrid Plan will apply to most new employees hired on or after January 1, 2014 and current employees who opt to switch to the plan. Coverage for employees is automatic under the VLDP unless a governing body elects to opt out and provide a comparable employer-paid program.

The VLDP provides income protection if an employee cannot work because of a non-work related or work-related illness, injury or other conditions and includes both short-term and long-term disability coverage. This places both an administrative and cost burden on smaller entities such as PDCs that participate in VRS. Employees who are grant funded are of particular concern. At this time, the HRPDC plans to participate in the VRS VLDP. However, the Virginia Association of Planning District Commissions (VAPDC) is exploring opportunities whereby PDCs may be able to pool resources and purchase a policy that would reduce the risk to any individual PDC. The HRPDC plans to request an extension from VRS of its decision of whether to opt out of the VLDP program and provide a comparable program.

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #14: OLD/NEW BUSINESS