

**AGENDA**  
**HAMPTON ROADS PLANNING DISTRICT COMMISSION**  
**EXECUTIVE COMMITTEE MEETING**  
**November 21, 2013**

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

**WORKSHOP AGENDA**

3. Coastal Zone Program-Grant Project Updates
4. 2014 Legislative Agenda
5. Study to Forecast Workforce Housing Needs in the Hampton Roads Region for 2033

**REGULAR AGENDA**

6. Submitted Public Comments
7. Public Comment Period
8. Approval of Consent Items
  - A. Minutes of October 17, 2013 Meeting
  - B. Treasurer's Report
  - C. Regional PNRS Reviews – Monthly Status Report
    1. PNRS Reviews
    2. Environmental Impact Assessment/Statement Review
  - D. Budget Amendment – Regional Construction Standards
  - E. Budget Amendment – HRMFFA MOU
  - F. Budget Amendment – SPSA Solid Waste Study 2018
  - G. Budget Amendment – UASI PPE Award
  - H. Budget Amendment – UASI Web EOC
  - I. Budget Amendment – Coastal Zone Award
  - J. Budget Amendment – Year-End Rollovers
  - K. Budget Amendment – TPO Carry-Over Funding
  - L. Budget Amendment – Personnel
  - M. CZM 309 Final Report
  - N. 2014 Legislative Agenda
  - O. Economic Impact of the Department of Defense
  - P. Resolution for Collaborative Government Initiative
  - Q. Hampton Roads 2040 Socioeconomic Forecast and TAZ Allocation
  - R. CZM Program Technical Assistance Final Report
  - S. Authorizing Resolutions and Certification for FY 2013 SHSGP grant
9. HRPDC Three-Month Tentative Schedule
10. Project Status Reports and Advisory Committee Summaries
11. Correspondence of Interest
12. 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: 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 EXECUTIVE COMMITTEE MEETING**

### **ITEM #3: COASTAL ZONE PROGRAM – GRANT PROJECT UPDATES**

#### **SUBJECT:**

The HRPDC staff has completed reports for two grant projects funded by the Virginia Coastal Zone Management (CZM) Program. As part of one of these grants, the HRPDC staff is working with the Virginia Association of Counties (VACo) to study the potential availability and affordability issues related to property insurance for homeowners living in coastal localities.

#### **BACKGROUND:**

The HRPDC regularly receives grants from the Virginia CZM Program to help implement the goals and policies of Virginia's Coastal Zone Management Program. The HRPDC staff has completed work on two grants from the past year.

The first is a Section 309 grant focusing on developing policies for local governments that will improve water quality and assist local governments with regulatory implementation. The primary goal of this project is to help local governments in Hampton Roads address new Virginia Stormwater Regulations and the Chesapeake Bay Total Maximum Daily Load (TMDL).

The second grant covers the HRPDC's Coastal Resources Management Technical Assistance Program. As part of this grant, the HRPDC staff identifies critical and timely issues that could benefit from in-depth study and analysis. VACo requested assistance from the Virginia Association of Planning District Commissions (VAPDC) in studying property insurance issues in coastal localities. The HRPDC staff has been representing VAPDC on the VACo Coastal Insurance Task Force and assisting the effort through geographic information systems (GIS) analysis and mapmaking.

Benjamin McFarlane, HRPDC Regional Planner, will provide an overview of these grant projects.

Enclosure 3-A: Land and Water Quality Protection in Hampton Roads Phase II

Enclosure 3-B Hampton Roads Coastal Technical Assistance Program Fiscal Year 2012-2013

**Note: These items will be presented for action under Consent Agenda Items #8-M and #8-R.**

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

### **ITEM #4: 2014 LEGISLATIVE AGENDA**

#### **SUBJECT:**

Develop a legislative agenda for the Hampton Roads Planning District Commission for the 2014 Session of the Virginia General Assembly.

#### **BACKGROUND:**

In preparation for the 2014 Session of the Virginia General Assembly, the HRPDC staff recommends the HRPDC adopt a legislative agenda.

The HRPDC staff has developed the attached agenda with input from the various advisory committees to focus on issues and programs being carried out by the HRPDC in cooperation with the region's localities and based on comments received at the October 17, 2013, Annual Commission meeting. The incorporated changes are shown in bold in the attachment. However, this draft legislative agenda is not inclusive of all potential state and federal legislative matters that are of interest to the region's localities. It reflects the legislative statements and agendas of the Virginia Municipal League (VML), Virginia Association of Counties (VACO), American Planning Association – Virginia Chapter and the member localities.

HRPDC Public Information and Community Affairs Administrator, Ms. Julia Hillegass, will provide an overview of the updated Legislative Agenda.

Attachment 4

**Note: This item will be presented for action under Consent Agenda Item #8-N**

## **HAMPTON ROADS PLANNING DISTRICT COMMISSION 2014 LEGISLATIVE AGENDA**

In preparation for the 2014 Session of the Virginia General Assembly, the staff of the Hampton Roads Planning District Commission has developed this 2014 Legislative Agenda. It outlines, based on ongoing HRPDC projects, prior HRPDC legislative positions and work of the region's localities, a series of issues that warrant regional attention during the upcoming legislative session. It also provides a recommendation or recommendations addressing each of the issues for consideration by the HRPDC.

### **Uranium Mining**

In September 2012, the HRPDC adopted Resolution 2012-02 reaffirming its opposition to uranium mining and to the lifting of the moratorium on uranium mining. Based on review of the several scientific studies that have been completed and the ongoing work of the state's Uranium Mining Work Group, the HRPDC does not believe that an adequate regulatory framework to address mining operations and waste disposal is either in place or likely to be developed and funded. The Hampton Roads region is dependent upon water from Lake Gaston as an integral component of the region's water supply. A catastrophic incident associated with uranium mining upstream from Lake Gaston, while of small probability, would result in enormous and unacceptable adverse consequences to this region.

The General Assembly of Virginia is requested to maintain the existing moratorium on uranium mining in Virginia.

### **Virginia Housing Trust Fund**

Housing trust funds are distinct funds established by city, county, or state governments that receive ongoing dedicated sources of public funding to support the preservation and production of affordable housing opportunities for families and individuals to access decent affordable housing. Virginia received a total of \$66 million from the National Mortgage Settlement funds. The General Assembly created the Virginia Housing Trust Fund last year utilizing \$7 million of this settlement to provide funding in the second year of the 2012-14 biennium. The HRPDC supports legislation that would appropriate a dedicated funding stream to the VHTF for future housing programs and projects.

### **Emergency Management Funding**

The frequent occurrence of natural disasters affecting the Hampton Roads area has stretched the budgets and capacity of local emergency managers. The HRPDC supports the Virginia Emergency Management Association's intention to propose the establishment of a dedicated funding stream for emergency management to provide adequate funding.

## **Emergency Planning**

The HRPDC supports legislation, proposed previously by the Virginia Emergency Management Association, requiring back-up power, development and certification of emergency plans for nursing homes, assisted living facilities, adult day care centers, and child day centers. The HRPDC supports efforts to minimize or eliminate costs for the required emergency planning for these facilities.

## **State Support for Readily Deployable Assets**

The HRPDC supports efforts to provide liability coverage, hold harmless, and workers compensation to emergency responders. Additionally, the HRPDC supports the use of State resources for sustaining and replacing used/damaged equipment and supplies for the Hampton Roads Medical Metropolitan System Strike Team (HRMMST), Hampton Roads Incident Management Team (HRIMT), and other regional readily deployable assets, without activating the State Mutual Aid agreement and/or obtaining a federal emergency declaration.

## **Stormwater Management Program**

In 2012, the General Assembly passed HB1065/SB407 that integrated the Erosion and Sediment Control Act, Chesapeake Bay Preservation Act, Virginia Stormwater Management Act and expanded the requirement to administer a qualified local program to all localities within the Commonwealth. While the HRPDC supported the intent of these Bills, their implementation has created confusion at the local level and identified inconsistencies in language. The HRPDC supports continued revision of the integrated stormwater management laws to provide clarity and consistency.

The HRPDC also supports amending the Stormwater Management Act to provide localities required to adopt VSMP for land-disturbing activities with the authorities necessary to implement and enforce the provisions of 10.1-603.3 and associated regulations, including the Virginia Stormwater Management Program (VSMP) General Permit for Discharges of Stormwater from Construction Activities. Localities may need explicit authority to conduct post construction inspection of stormwater BMPs on properties outside of MS4 permit boundaries.

## **Expansion of the Nutrient Credit Exchange Program**

In 2012, the General Assembly directed the Soil and Water Conservation Board to adopt regulations to establish statewide procedures for the certification of nutrient credits other than those generated by waste water point sources or certified by the State Water Control Board. The HRPDC supported this action as it will allow the certification of credits generated by urban stormwater improvements and has actively participated in the development of these regulations. Due to the development of these regulations, the HRPDC does not anticipate that any nutrient trading legislation will be proposed during the 2014 session. However, we continue to advocate for a nutrient trading program that protects

local water quality and allows localities the authority to review any trading proposed within their jurisdiction.

### **Water Quality Funding**

*The HRPDC urges the General Assembly to maintain its commitment to water quality through dedicated and adequate state appropriations to the Water Quality Improvement Fund and to make full and timely payments under point source upgrade contracts with local governments.*

*Concurrently, the General Assembly should address costs associated with the permit requirements of Municipal Separate Storm Sewer Systems (MS4) Permits, associated new EPA regulations and the Chesapeake Bay TMDL and Virginia Watershed Implementation Plan. In 2013, the Stormwater Local Assistance Fund was established with a \$35M budget in order to reduce non-point source pollution from stormwater runoff. The HRPDC encourages the General Assembly to approve a second appropriation for the Stormwater Local Assistance Fund and increase the funding to \$50M for FY15.*

*HRPDC encourages the General Assembly to include \$2M in the FY15 budget for land cover analysis throughout Virginia. Land cover GIS data is a key component to establishing the nutrient loads that are used in determining targets for the Chesapeake Bay TMDL and other local TMDLs for impaired waters. A state-wide land cover analysis would provide consistent data to support the state's Watershed Implementation Plan and save localities money by conducting the analysis in one large contract. The land cover data is also useful for other local government programs beyond TMDL implementation plans. Virginia Geographic Information Network (VGIN) already has aerial imagery across the state. The General Assembly should provide the additional funding to analyze the imagery and create a land cover data layer consistent with the Chesapeake Bay Program's Land Use Workgroup's recommendations.*

### **VDOT Requirements for Locality-owned Drainage Easements**

VDOT has recently determined that drainage easements that convey runoff from the State maintained roadways must be owned by the locality. In counties, the secondary highway system, including streets developed for subdivisions and accepted into the secondary system, are County roads for which VDOT has operational control. If the locality will not accept the drainage easements, then VDOT will not accept maintenance responsibilities for these roads. Localities currently require homeowners associations to own the drainage easements and sign a maintenance agreement with the locality. VDOT is unnecessarily burdening localities with additional maintenance responsibilities.

## **Advertising of Required Public Notices**

Many provisions of the Code of Virginia require the advertising of public notices in a “newspaper published or having general circulation in the locality.” As newspaper circulation continues to decline and citizens look increasingly to the internet for news and information, it appears that alternative means of providing public notice would be appropriate. Increasingly, state agencies are using their websites and other electronic media to handle public notice requirements. The HRPDC supports legislation that would allow local governments, planning district commissions and other regional agencies to publish legal advertisements and public notices on their website and to use other media outlets, such as local public access channels, in order to meet legislative requirements for public notices.

## **Federal Facilities**

The Hampton Roads region relies significantly on the defense sector. Proposals are moving forward from Hampton Roads localities to maintain state support for the industry and for protection of existing facilities. To assist its member localities to ensure the continued viability of the defense presence in Hampton Roads, the HRPDC supports proposals to:

- Maintain state funding for the land acquisition program supporting mitigation of encroachment around NAS Oceana in Virginia Beach and NALF Fentress in Chesapeake.
- Maintain state funding for the land acquisition program supporting mitigation of encroachment around Joint Base Langley-Fort Eustis in Hampton.
- Amend legislation governing the Federal Action Contingency Trust (FACT) Fund to clarify that such funds are to be used to encourage business growth and protect existing military resources and use of these funds is not contingent upon a new Base Realignment and Closure (BRAC) round or BRAC-like action.
- Ensure that DoD encroachment concerns are given full consideration when making onshore and offshore land use decisions affecting military bases in Hampton Roads. Specifically, carefully monitor all onshore and offshore energy proposals; support the development of any needed JLUS and all anti-encroachment activities.

## **Higher Education**

The HRPDC recognizes the important role that public institutions of higher education play in contributing to the economic vitality of the Commonwealth and the well-being of its citizens. Hampton Roads is home to several public institutions with clear commitments to providing access to a top-quality and affordable higher education experience. The HRPDC supports proposals to ensure adequate funding to hire enough full-time faculty to bring the

faculty student ratios in line with the average of 17-1. In addition, the HRPDC supports elevating the Base Adequacy Funding percentage of all institutions in the region.

### **K-12 Education**

*The lack of adequate state funding support for K-12 public education has placed an inordinate burden on localities. A strong public school system is essential to economic development and prosperity. The HRPDC opposes legislative efforts to further shift K-12 per pupil funding responsibility away from the Commonwealth and onto local governments.*

### **Recycling Requirements**

Each locality in the Commonwealth, individually or through a regional collaboration, is required to achieve a 25% recycling rate. A key constraint to local ability to achieve or exceed this recycling rate has been the lack of markets for the materials as well as access to industries that recycle or reuse the material. Recycling is an economic development tool as well as an environmental tool. Despite increased public awareness of the benefits of recycling, beverage container recycling has been declining in recent years, while the amount of beverage containers that are being sold and consumed has increased over time.

The HRPDC supports legislation that would:

- Grant localities the authority to require certain businesses to recycle glass.
- Prioritize incentives to businesses that recycle materials, such as glass, paper and electronics, while concurrently providing new employment opportunities.

### **Plastic Bags**

Plastic bags that are not properly disposed of contribute to unsightly littering of Virginia's landscape, contaminate various agricultural crops, contribute to mortality of aquatic species and birds and contribute to urban stormwater problems. While voluntary recycling programs and substitution of reusable shopping bags has had some success in reducing the volume of plastic bags that must be disposed of, improper disposal of plastic bags appears to be increasing. In reaction to the problems associated with improper disposal of plastic bags, restrictions on the use of plastic bags by localities throughout the country is becoming more widespread. The HRPDC supports legislation that would provide localities the option of restrictions on the use of plastic bags through increased voluntary programs, incentives, taxes or outright bans.

### **Septic Tanks**

The Chesapeake Bay TMDL establishes limits on the amount of nitrogen, phosphorus, and sediment that can enter the Bay. As part of the effort to meet the nitrogen limits set forth in the TMDL, reductions in the nitrogen load from the onsite sewage system sector must be

achieved. Monitoring of septic tank pump out (once per 5 years), as required by the Chesapeake Bay Preservation Act, should be conducted by the Virginia Department of Health not by localities. The HRPDC supports the following recommendations:

- Seek legislative changes necessary to establish state tax credits for upgrade/replacement of existing conventional systems with nitrogen reducing systems, or connection to existing sewer.
- Look into steps for gaining General Assembly approval to grant all counties the authority to require hook-ups to existing sewer lines when appropriate.
- Develop, in cooperation with state agencies, a legislative proposal to establish a cost share program, similar to what is done with the Agricultural BMP Cost Share Program, to assist with the cost of required upgrades or replacements and incentivize non-failing septic system owners to upgrade to a denitrifying system.
- Amend the Chesapeake Bay Preservation Act to require that regulation and enforcement of septic tank pump out requirements be conducted by the Virginia Department of Health. Localities would continue to maintain an inventory and tracking system for septic tank locations.

### **Sea Level Rise and Coastal Flooding**

The HRPDC has identified the issue of sea level rise as a critical issue facing Hampton Roads. HRPDC staff studies to date have focused on the magnitude of the problem and its potential implications for the region. Ongoing work is addressing options for adaptation. The Virginia Institute of Marine Science, in cooperation with coastal localities and planning district commissions, recently finished a one-year study examining the severity of recurrent flooding in Tidewater Virginia. The Secure Commonwealth Panel has established a sub-panel to consider how to implement the recommendations from the VIMS report.

The HRPDC requests that the appropriate natural resource and emergency management agencies of the Commonwealth work in partnership with Virginia's coastal planning districts to investigate and implement the VIMS study's recommendations. The HRPDC supports this proposed initiative as the next step, along with the Secure Commonwealth Panel's work, in addressing the critical issue of coastal flooding in Hampton Roads and the rest of Tidewater Virginia.

### **Agriculture Programs**

The HRPDC supports a well-financed and fully staffed state program to address the problem of non-point source runoff from agricultural operations. The program continue to include cost-share assistance to agriculture and should effectively encourage and incentivize implementation of priority best management practices such as nutrient management planning, use of cover crops, continuous no-till farming, development of forested riparian buffers, livestock stream exclusion and other practices essential to meeting agriculture's share of the Chesapeake Bay TMDL and Virginia Watershed Implementation Plan.

## **Expand Authority for Tree Canopy Requirements**

The HRPDC supports the amendment of Virginia Code Section 15.2-961.1 that would enable all Virginia localities to adopt an ordinance containing a set of tree canopy preservation requirements based on development density. Section 15.2-961.1 was adopted during the 2008 General Assembly session and is currently applicable only to the localities within Planning District Eight. Increasing the urban tree canopy is an inexpensive method to reduce nutrient loading through runoff reduction and will allow localities to reduce the cost of achieving nutrient reductions for urban stormwater.

## **Increase Funding to PDCs**

In FY 2001, HRPDC received \$366,628 or \$0.24 per capita in basic funding from the Commonwealth's budget through the Department of Housing and Community Development. The legislative agenda of the Virginia Association of Planning District Commissions supports overall funding of Virginia's Planning District Commissions at a level of \$0.35 per capita or a minimum of \$100,000 per commission, whichever is greater.

The Department of Conservation and Recreation (DCR) is relying on PDCs to facilitate the development of locality specific nutrient reductions in Phase II of the State's Watershed Implementation Plan.

The HRPDC supports an increase in funding to Virginia's Planning District Commissions by \$500,000.

## **Collaborative Government Initiative**

The Collaborative Government Initiative seeks to improve the efficiency and effectiveness of Virginia government by improving the capacity of Planning District Commissions (PDCs) to explore opportunities for additional collaboration and thereby reduce the overall cost and scope of governing. This proposal is not about regional government. This proposal seeks to incent local governments to think regionally in approaching common problems and services they already provide. In some instances, the initiative can help state and local government more effectively approach new services where they are needed or mandated.

To take advantage of the potential of costs savings and more efficient and effective regional collaboration, JLARC recommended that the General Assembly may wish to consider "providing financial incentives to encourage local governments, including local school divisions, to voluntarily pursue collaboration opportunities.

The CGI seeks to implement that recommendation in two ways. First to increase the base funding of PDCs by \$500,000 per year and second to implement, as suggested by JLARC a series of pilot program grants that in JLARC's words "demonstrate the potential to yield state benefits."

## **State Fees on Local Government Services (water, sewer, solid waste)**

The HRPDC strongly opposes the imposition of a state fee, tax or surcharge on water, sewer, solid waste or any service provided by a local government or authority to finance the nutrient reductions imposed by the Chesapeake Bay TMDL.

## **Unfunded Mandates**

The HRPDC opposes unfunded mandates by the Commonwealth. When funding for a mandated program is altered, the mandate should be suspended until full funding is restored. When legislation with a cost to localities is passed by the General Assembly, the cost should be borne by the state, and the legislation should contain a sunset clause providing that the mandate is not binding on localities until funding by the Commonwealth is provided. Furthermore, HRPDC opposes the shifting of fiscal responsibility from the state to localities for existing programs. Any unfunded mandate or shifting of responsibility, such as maintenance of state transportation facilities or litter control, should be accompanied by a full fiscal and program analysis to determine the relative costs to the state and to the locality and to assure the state is meeting its full funding responsibility before taking effect. ***A list of unfunded mandates can be found on the following website for the Task Force for Local Government Mandate Review.***

***[www.dhcd.virginia.gov/index.php/commission-on-local-government/mandates-on-local-governments/force-for-local-government-mandates-review](http://www.dhcd.virginia.gov/index.php/commission-on-local-government/mandates-on-local-governments/force-for-local-government-mandates-review)***

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

### **ITEM #5     STUDY TO FORECAST WORKFORCE HOUSING NEEDS IN THE HAMPTON ROADS REGION FOR 2033**

#### **SUBJECT:**

The HRPDC staff, in partnership with Housing Virginia, the National Housing Conference (NHC) and various other funders and supporters, is currently working on a housing forecast that will provide an analysis of current housing needs in Hampton Roads, as well as an employment driven housing demand forecast to 2033.

#### **BACKGROUND:**

The Hampton Roads metropolitan area is expected to experience substantial growth and change over the next two decades, which will affect a number of areas, including housing, employment, regional economic development and infrastructure. The region's ability to house its future workforce will be a critical factor in attracting people and jobs to the area, affecting the region's potential for future growth and the quality of life for its residents. Without a sufficient housing supply consisting of a mix of housing types, prices and locations fitted to the emerging demand patterns of the region's future residents, Hampton Roads is unlikely to realize its full economic potential.

Ms. Shernita Bethea, HRPDC Housing Administrator, will provide an overview of this project.

Note: No action is required at this time. The purpose of the study is to provide local and regional policymakers, business leaders, and non-profit groups in Hampton Roads with the data and tools to develop housing strategies that will help ensure the success of the region's economies and the well-being of their residents.

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

### **ITEM #6: 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 #7: 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 #8: APPROVAL OF CONSENT AGENDA ITEMS**

#### **A. MINUTES**

The Minutes of the HRPDC Annual Commission meeting of October 17, 2013 are attached.

Attachment 8-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 September 2013 are attached. This statement reflects the financial status of the HRPDC as a whole.

Attachment 8-B

#### **RECOMMENDED ACTION:**

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

#### **C. REGIONAL REVIEWS**

##### **1. 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 received as of November 8, 2013.

Attachment 8-C1

**RECOMMENDED ACTION:** None required.

## **2. 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 November 8, 2013 on these projects.

Attachment 8-C2

### **RECOMMENDED ACTION:**

None required.

**Hampton Roads Planning District Commission**  
**Annual Commission Meeting**  
**Minutes of October 17, 2013**

The Annual Commission Meeting of the Hampton Roads Planning District Commission was called to order at 9:35 a.m. in the Regional Boardroom, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

**COMMISSIONERS:**

Thomas Shepperd, Chairman (YK)  
Kenneth Wright, Vice Chairman (PO)  
James Baker (CH)  
Amar Dwarkanath (CH)  
Debbie Ritter (CH)  
Dr. Ella P. Ward (CH)  
Barry Cheatham (FR)  
Randy Martin (FR)  
Brenda Garton (GL)  
Mary Bunting (HA)  
Will J. Moffett (HA)  
Christopher Stuart (HA)  
Anne Seward (IW)  
Mary Jones (JC)  
Robert Middaugh (JC)  
Jim Bourey (NN)

McKinley Price (NN)  
Sharon Scott (NN)  
Thomas Smigiel (NO)  
John Rowe (PO)\*  
Eugene Hunt (PQ)  
J. Randall Wheeler (PQ)  
Michael W. Johnson (SH)  
Barry Porter (SH)  
Selena Cuffee-Glenn (SU)  
Tyrone Franklin (SY)  
Robert Dyer (VB)  
Louis R. Jones (VB)  
James Spore (VB)  
Clyde Haulman (WM)  
Jackson C. Tuttle, II (WM)

**Executive Director:**

Dwight L. Farmer

**COMMISSIONERS ABSENT:**

Scott Matheson (CH)  
Carter Borden (GL)  
Dee Dee Darden (IW)  
Anthony Burfoot (NO)  
Paul Fraim (NO)  
Marcus Jones (NO)  
Angelia Williams (NO)

Linda T. Johnson (SU)  
John Seward (SY)  
Barbara Henley (VB)  
John Moss (VB)  
Amelia Ross-Hammond (VB)  
John Uhrin (VB)  
James McReynolds (YK)

\*Late arrival or early departure.

### **OTHERS RECORDED ATTENDING:**

Brian DeProffio (HA); Christine Morris, Bryan Pennington, Jeff Raliski (NO); Michael King, Jerri Wilson (NN); Nita Mensia-Joseph, Sherri Neil (PO); Sherry Hunt, Eric Nielsen (SU); W. Dewey Hurley, Branscome Inc; Christine Duncan, Dixon, Hughes, Goodman; Robert Whitacre, Legal & Business Consulting; Mark Geduldig-Yatrofsky, Portsmouth City Watch.org; Angela Bezik, Principle Advantage; Dennis Heuer, RK & K ; Ellis James, Sierra Club Observer; L. Frank Mach, U.S. DOT Maritime Administration; Martha McClees, VB Vision; Scott Smizik, Eric Stringfield, VDOT; Kevan Danker, WATA; Bruce Schwenneker, Whitman, Requirdt; Peter Huber, Willcox & Savage; Cathy Aiello, Aiello Enterprises, Inc.; Cliff Dunn, John Gergely, Citizen; Staff: Randy Keaton, Camelia Ravanbakht, Shernita Bethea, Melton Boyer, Curtis Brown, James Clary, Jennifer Coleman, Nancy Collins, Kathlene Grauberger, Greg Grootendorst, Julia Hillegass, Jim Hummer, Mike Long, Jai McBride, Benjamin McFarlane, Joe Paulus, Kelli Peterson, Tiffany Smith, Joe Turner, Chris Vaigneur, Felecia Williams.

### **APPROVAL/MODIFICATION OF AGENDA**

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

Commissioner Randy Martin Moved to approve the agenda; seconded by Commissioner Ella Ward. The Motion Carried.

*Commissioner John Rowe arrives*

### **CLOSED SESSION**

Chairman Shepperd stated the HRPDC would go into closed session at 9:41 and read the following statement:

*The next item of business before the HRPDC is to advise all members of the COMMISSION present that it is in my judgement appropriate to enter into a closed meeting as authorized by the Virginia Freedom of Information Act. This closed meeting will be restricted to only those matters specifically exempted from disclosure pursuant to §2.2-3711(A). The closed meeting is to be held for the purpose of:*

- *Personnel matters under §2.2-3711.A.1, to discuss the Executive Director's performance and salary.*

*It should be noted for the record that a motion to enter into closed meeting for the aforesaid purpose has been made by Commission Kenneth Wright and seconded by Commissioner Barry Cheatham and unanimously approved by an affirmative vote by all voting members present.*

The closed session concluded at 10:00 a.m. and Chairman Shepperd asked for a motion to certify:

- Only public business matters, lawfully exempted from open meeting requirements under this chapter, and
- Only such public business matters as were proposed under the motion under which the closed meeting was convened were heard, discussed, or considered on the topic  
Attachment 8-A

Commissioner Cheatham Moved terminate the closed session; seconded by Commissioner Robert Dyer. A roll call vote was taken:

Commissioner Baker:	Yes
Commissioner Ward:	Yes
Commissioner Ritter:	Yes
Commissioner Dwarkanath:	Yes
Commissioner Cheatham:	Yes
Commissioner Martin:	Yes
Commissioner Garton:	Yes
Commissioner Moffet:	Yes
Commissioner Stuart:	Yes
Commissioner Bunting:	Yes
Commissioner Seward:	Yes
Commissioner Middaugh:	Yes
Commissioner Jones:	Yes
Commissioner Price:	Yes
Commissioner Scott:	Yes
Commissioner Bourey:	Yes
Commissioner Smigiel:	Yes
Commissioner Wheeler:	Yes
Commissioner Hunt:	Yes
Commissioner Wright:	Yes
Commissioner Rowe:	Yes
Commissioner Porter:	Yes
Commissioner Johnson:	Yes
Commissioner Cuffee-Glenn:	Yes
Commissioner Franklin:	Yes
Commissioner Dyer:	Yes
Commissioner Jones:	Yes
Commissioner Spore:	Yes
Commissioner Tuttle:	Yes
Commissioner Haulman:	Yes
Commissioner Shepperd:	Yes

Chairman Shepperd clarified the HRPDC Executive Director position will always require an employment contract.

Commissioner Kenneth Wright summarized the employment contract of Mr. Dwight Farmer, HRPDC Executive Director, will be extended through June 30, 2014 with the same conditions of deferred compensation and car allowance but includes a two percent increase in base salary.

Commissioner Wright Moved to extend the HRPDC Executive Director's Contract; seconded by Commissioner Ward. The Motion Carried

## **WORKSHOP AGENDA**

### **2014 LEGISLATIVE AGENDA**

Ms. Julia Hillegass, HRPDC Public Information and Community Affairs Administrator, briefed the Commission on the 2014 Legislative Agenda.

She indicated a number of initiatives included in the 2014 Legislative Agenda were previously submitted in the 2013 Legislative Agenda:

- Maintaining the existing moratorium on uranium mining.
- Funding for the Virginia Housing Trust Fund.
- Required back-up power and certified emergency plans for nursing homes, assisted living facilities, and adult/child day care centers.
- Maintain State funding for land acquisitions programs.
- Support mitigation of encroachment.
- Oppose imposition of state surcharge on local government surcharge on local government services.
- Unfunded mandates.

Additional items being submitted for emergency management are support of a dedicated funding stream and State support for readily deployable assets.

Stormwater and water quality items such as continued improvement of the integrated stormwater management laws, amendment of the Stormwater Management Act and development of nutrient credits for urban stormwater BMPs have also been addressed in the 2014 Legislative Agenda.

Ms. Hillegass noted higher education priorities were crafted with assistance from local public colleges and universities and highlighted a lower student-to-faculty ratio of 17 to 1 and elevation of the base adequacy funding percentage. The amount of these funds are determined by need, tuition level and enrollment.

Further topics outlined are:

- Recycling initiatives to raise the region's recycling rate from 25% to the State average of 45.5%
- Tax credits for septic tank upgrades and transfer of enforcement responsibilities from the localities to the Virginia Department of Health (VDH).
- Increase of funding to Planning District Commissions across the State.
- Support for the Collaborative Government Initiative.

Commissioner Eugene Hunt asked if a consolidated list of all unfunded State mandates existed, and suggested the HRPDC compile one to show local legislators the financial burdens on the localities.

Chairman Shepperd stated the Commonwealth does produce a book which lists all 630 unfunded mandates.

Commissioner Hunt noted the aggregate HRPDC membership has a powerful political presence and should raise awareness of the unintended consequences of unfunded mandates.

Commissioner Brenda Garton stated a task force had been created to analyze the viability of unfunded mandates.

Commissioner Robert Dyer indicated he was a member of the task force and reiterated the underlying mission was to convey to the General Assembly the burdens placed on localities.

Commissioner Hunt suggested the HRPDC prioritize the unfunded mandates and present the top number to the regions General Assembly Delegation.

Commissioner Thomas Smigiel expressed his concern in regards to the lack of K-12 education on the 2014 Legislative Agenda.

Commissioners Ward and Hunt were in concurrence with Commissioner Smigiel's comments.

## **ECONOMIC IMPACT OF THE DEPARTMENT OF DEFENSE**

Mr. James Clary, HRPDC Senior Economist, informed the Commission the Department of Defense (DoD) is the most significant basic sector industry to Hampton Roads. The amount of money spent in the region on defense is reliant upon U.S. defense spending which declined to \$809 billion in 2012 from \$850 billion in 2010. Additionally, in 2012, defense spending only accounted for 5.16% of Gross Domestic Product (GDP).

The Commission was shown a series of graphs displaying the comparisons of national defense budget proposals and base defense budget future years defense program versus actual budget authority.

The Base Structure Report by the DoD formally identifies 14 bases in the Hampton Roads region, and due to the large geographic spread, cover a major section of the region.

Mr. Clary identified the following five main categories of economic impacts by the DoD:

- Military personnel; wages and earnings
- Military dependents; labor supply
- Federal civilian employees
- Federal contracts and contractors
- Veterans; labor supply and retiree benefits.

The number of military personnel in the region is currently 93,000 which comprises 9.3% of regional employment. The majority consists of Navy personnel at 78% which is different from the national trend of 17%.

Military earnings have been increasing since 2000 due to salary increases, however, since 2005, benefits such as healthcare and college education tax credits have accounted for a larger portion of the increased earnings.

Mr. Clary explained the military employment multiplier is 1.873, which is an additional 873 jobs created for every one service member in the region, therefore a total of 81,000 jobs are created. Additional jobs created by the DoD include:

- Military dependents – 4,400
- Federal civilian employees – 44,400
- Defense contracting – 45,000
- Military veterans – 20,300

The Commission was shown a table detailing the total impact of defense spending in the region in regards to direct, indirect and full employment were 18.9%, 20.7% and 39.6% respectively.

Commissioner Wright requested clarification of the share of Army personnel in Hampton Roads.

Mr. Clary stated the army comprises 8% locally, but is 42% nationally.

### **FY 2013 AUDIT REPORT**

Ms. Nancy Collins, HRPDC Chief Financial Officer informed the Commission the financial audit for the HRPDC by Dixon, Hughes and Goodman was complete. The auditing firm identified the “financial statements present fairly in all material respects the financial position of the PDC” and were found to have none of the following:

- Material weaknesses
- Significant deficiencies
- Material non-compliance
- Material findings
- Questionable costs
- Deficiencies in internal controls

The HRPDC reserves continue to be funded, and by planning for unexpected expenditures, operating costs can be kept constant. The indirect cost rate, authorized by the Virginia Department of Transportation (VDOT) to be charged to federal and State awards, is 19.13%. This is the lowest rate ever charged by the HRPDC in part to improved accounting practices, but the rate is expected to increase because of the reduced amount of grant funds available.

Ms. Collins stated the unrestricted fund balance available is approximately \$2 million but includes federal mandates such as GASB retiree liability and HRPDC leave balances, therefore leaving \$220,000 for new initiatives.

### **REGULAR AGENDA**

Chairman Shepperd recognized several employees for their years of dedication to the HRPDC.

## Submitted Public Comments

Chairman Shepperd indicated there was no submitted public comments.

## Public Comment

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

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

*Thank you, Mr. Chairman. My name is Ellis W. James, I'm a lifelong resident of Norfolk and very pleased to see you this morning. Before I tackle the shutdown costs, I'd like to endorse the comments both from my friend right here, Mr. Hunt, and Mr. Smiegel. I think, I've been going door to door for a particular organization in the City of Norfolk and you cannot imagine how well received this brochure with all of the candidates of one particular party. They have been enthusiastic about the fact that we brought that information to their attention. Now, I'm not trying to make it a political thing, I found going door to door that Republicans, independents, and Democrats have focused on that information and they are very delighted to see it all pulled together. So I think Mr. Hunt's suggestion is a good one. Mr. Smiegel, thank you for, once again, bringing the education funding issues to the legislative agenda forward. I just like to share with each one of the communities a piece of information for those of you who I'm sure have been very busy and have not been tracking everything that's happening with the government shutdown. The fact of the matter is, the votes were taken last night. We're out of the woods momentarily and temporarily, but I believe firmly that all of the communities need to be communicating with their officials, especially their Congressmen and Senators for the State of Virginia. The shutdown cost the American taxpayers \$24 billion. That's billion. That money's lost, that's gone. The Commonwealth of Virginia's share, I believe, and you can call me to task if I get the number wrong, but I believe the Commonwealth of Virginia because of its heavy investment in the Department of Defense and all of the military installations is about \$6.3 billion dollars. So this issue is not going away. It is huge, as I'm sure all of you in this room are aware of, but I assure you that the taxpayers and voters are tracking this information and this situation. They're telling me that day after day after day, and I've been walking and talking now for about 3 and a half months. Thank you, Mr. Chairman.*

## Approval of Consent Items

Chairman Shepperd asked for approval of the following consent items:

- A. Minutes of September 19, 2013 Meeting
- B. Treasurer's Report
- C. Regional Reviews – Monthly Status Report
  - 1. PNRS Reviews
  - 2. Environmental Impact Assessment/Statement Review
- D. FY 2013 Audit Report

Commissioner Tyrone Franklin Moved to approve the consent items, seconded by Commissioner Garton. The Motion Carried.

## Nominating Committee Report/Election of Officers

Chairman Shepperd indicated the need of the election for the positions of Chair, Vice Chair, Treasurer and Secretary. The terms of Chair and Vice Chair are a maximum of two

Attachment 8-A

consecutive one-year terms and the elected officials must be from different sub-divisions. Treasurer and Secretary positions are approved by the Commission.

The Nominating Committee Chair, Chairman Shepperd reported the following nominees; Commissioner Kenneth Wright for Chair, Commissioner James McReynolds for Treasurer and Mr. Dwight Farmer for Secretary. The Vice Chair position was contested with the two nominees being Commissioner Clyde Haulman and Commissioner Sharon Scott.

Commissioner John Rowe Moved to close the nominations; seconded by Commissioner Smigiel. The Motion Carried.

Commissioner Dyer Moved to approve the nominations of Chair, Treasurer and Secretary as noted above; seconded by Commissioner Ward. The Motion Carried.

Chairman Shepperd called for a roll call vote for the contested position of Vice Chair.

Commissioner Baker:	Sharon Scott
Commissioner Ward	Sharon Scott
Commissioner Ritter	Clyde Haulman
Commissioner Dwarkanath	Sharon Scott
Commissioner Martin	Clyde Haulman
Commissioner Garton	Clyde Haulman
Commissioner Moffett	Sharon Scott
Commissioner Stuart	Sharon Scott
Commissioner Bunting	Sharon Scott
Commissioner Seward	Clyde Haulman
Commissioner Middaugh	Clyde Haulman
Commissioner Jones	Clyde Haulman
Commissioner Price	Sharon Scott
Commissioner Scott	Sharon Scott
Commissioner Bourey	Sharon Scott
Commissioner Smigiel	Clyde Haulman
Commissioner Wheeler	Clyde Haulman
Commissioner Hunt	Clyde Haulman
Commissioner Wright	Clyde Haulman
Commissioner Rowe	Sharon Scott
Commissioner Porter	Clyde Haulman
Commissioner Cuffee-Glenn	Sharon Scott
Commissioner Franklin	Sharon Scott
Commissioner Dyer	Clyde Haulman
Commissioner Jones	Clyde Haulman
Commissioner Spore	Clyde Haulman
Commissioner Tuttle	Clyde Haulman
Commissioner Haulman	Clyde Haulman
Commissioner Shepperd	Clyde Haulman

Chairman Shepperd indicated the results of were 12 votes for Commissioner Sharon Scott and 19 votes for Commissioner Clyde Haulman. Commissioner Clyde Haulman was elected to serve as Vice Chair.

## **HRPDC Three Month Tentative Schedule**

Chairman Shepperd outlined the Three Month Tentative Schedule section of the agenda.

## **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 section of the agenda.

## **Old/New Business**

Chairman Shepperd identified the Old/New Business section of the agenda

## **Adjournment**

With no further business to come before the Hampton Roads Planning District Commission, the meeting adjourned at 10:45 a.m.

---

Kenneth I. Wright  
Chairman

---

Dwight L. Farmer  
Executive Director/Secretary

**AGENDA NOTE - HRPDC EXECUTIVE COMMITTEE MEETING**

**ITEM 8-B: TREASURER’S REPORT**

**FISCAL YEAR 2014  
9/30/13  
BALANCE SHEET**

<b>ASSETS</b>		<b>LIABILITIES &amp; NET ASSETS</b>	
Cash & Cash Equivalents	131,126	Current Liabilities	1,464,000
Accounts Receivables	690,683	Net Assets	3,359,381
Investments	2,636,269		
Other Current Assets	664		
Net Capital Assets	<u>1,364,639</u>		
<b>Total Assets</b>	<b><u>4,823,381</u></b>	<b>Total Liabilities &amp; Equity</b>	<b><u>4,823,381</u></b>

**STATEMENT OF REVENUES AND EXPENDITURES**

<b>REVENUES</b>	<b>Annual Budget</b>	<b>Current Month</b>	<b>YTD</b>
Grant and Contract Revenue	4,591,533	655,965	1,029,020
VDHCD State Allocation	151,943	37,985	37,985
Interest Income	18,000	-	775
Local Jurisdiction Contributions	1,340,182	-	-
Other Local Assessment	1,548,624	-	-
Sales and Miscellaneous Revenue	94,350	754	3,264
Special Contracts/Pass thru	1,889,236	-	-
<b>Total Revenue</b>	<b><u>9,633,868</u></b>	<b><u>694,704</u></b>	<b><u>1,071,044</u></b>
<b>EXPENDITURES</b>			
Personnel	4,499,834	360,389	1,531,887
Standard Contracts	202,945	28,703	53,657
Special Contracts / Pass-Through	4,199,391	452,192	890,966
Office Services	731,698	45,072	112,338
Capital Assets		-	-
<b>Total Expenses</b>	<b><u>9,633,868</u></b>	<b><u>886,356</u></b>	<b><u>2,588,848</u></b>
<b>Agency Balance</b>	<b><u>-</u></b>	<b><u>(191,652)</u></b>	<b><u>(1,517,804)</u></b>

HRPDC Executive Committee Meeting - November 21, 2013

# Project Notification and Reviews

**Date** 10/23/2013 **CH #** VA140823-0423175

**Title** Fire Station Construction in Capron, VA

**Applicant** Capron Volunteer Fire Department & First Aid Squad, Inc. (CVFD)

**State/Federal Program** USDA - Rural Development Community Facilities Loan Program

**Type of Impact** Southampton County

**Project Staff** Sara Kidd

## Project Description

The Capron Volunteer Fire Department & First Aid Squad is proposing to construct a new fire station on Main Street in Capron, VA. The CVFD is applying for funding from the USDA to assist in the cost.

<b>Federal</b>	\$500,000.00	<b>Local</b>	\$0.00
<b>Applicant</b>	\$250,000.00	<b>Other</b>	\$0.00
<b>State</b>	\$0.00	<b>Income</b>	\$0.00
<b>TOTAL</b>			\$750,000.00

# Environmental Impact Reviews

**Received** 10/10/2013

**Number** 13-178F

**Name** Chesapeake Energy Center Shoreline Erosion Repairs - Priority 1 Area

**Sponsor** DOD/Dept. of the Army/Army Corps of Engineers

## **Description**

The Norfolk District of the U.S. Army Corps of Engineers (Corps) is reviewing a Joint Permit Application submitted by Dominion Virginia Power (Dominion) for the issuance of an individual permit pursuant to Sections 401 and 404 of the Clean Water Act (CWA) (Public Law 95-217) and Section 10 of the Rivers and Harbors Act of 1899 (RHA) (33 U.S.C. 403) for impacts to jurisdictional waters of the United States from the proposed Chesapeake Energy Center shoreline erosion repairs, Priority 1 Area project located in the City of Chesapeake. A shoreline stabilization project at the facility was completed in 2011 along the east and west shorelines of the bottom ash pond/sedimentation pond at the south end of the perimeter shoreline. With the decommissioning of the station planned for December 2014, Dominion is currently pursuing the necessary repairs for the remainder of the perimeter shoreline known as Priority 1 Area, Priority 2 Area, and Priority 3 Area. Priority 1 Area is an approximately 1,000 foot long area on the east side of the property. The area is bordered by the Elizabeth River to the east and the Columbia Gas property to the west. The proposed work includes reducing the width of the service road along the crest of the dike to one lane, steepening the bottom half of the slope from 2.5H:1V to 2H:1V, and modifying the riprap revetment geometry at the south end of the Priority 1 Area to result in a smaller footprint and a more efficient tie-out of the proposed grading. The total affected area of wetlands to be impacted by the proposed construction is 20,870 square feet (0.479 acres). Dominion has submitted a Federal Consistency Certification that finds the proposal consistent with the Virginia Coastal Zone Management Program.

**Affected Localities** Chesapeake

## **Finding**

**Comments Sent**

**Final State Comments Received**

**Received** 10/10/2013

**Number** 13-177F

**Name** Willoughby Spit and Vicinity Coastal Storm Damage Reduction Project

**Sponsor** DOD/Dept. of the Army/Army Corps of Engineers

**Description**

The U.S. Army Corps of Engineers (Corps) proposes to perform beach nourishment activities along the Willoughby Spit-Ocean View shoreline in the City of Norfolk. The project would provide for a beach berm along 7.3 miles of shoreline from the inlet at Little Creek to the tip of Willoughby Spit, where an adequate berm does not presently exist, to include periodic nourishment as needed. The protective beach would consist of a berm 60 feet wide at elevation of 3.5 feet with a foreshore slope of 1 on 20 extending to the natural bottom. This will require approximately 1.2 million cubic yards of sandy fill from the Thimble Shoal Auxiliary Channel to be placed along the shoreline initially to increase the effectiveness of the existing beach in preventing storm damage. The Thimble Shoal Auxiliary Channel is located within the lower Chesapeake Bay, east of the project area. Periodic beach renourishment would be required to maintain the 30-foot design berm and the effectiveness of the storm damage prevention, and the selected plan would require approximately 445,100 cubic yards of sand to be placed on the project beach on an average of every 9 years depending upon weather conditions, availability of funding, and behavior of subsequently placed material at the project site. The beach nourishment proposal is the preferred alternative evaluated in an Environmental Assessment and has been submitted by the Corps to the commonwealth for review and comment.

**Affected Localities** Norfolk

**Finding**

**Comments Sent**

**Final State Comments Received**

**Received** 10/17/2013                      **Number** 13-180S

**Name**            Baseball Batting Cage Facility

**Sponsor**      Old Dominion University

**Description**

Old Dominion University submitted an environmental impact report for the construction of a new baseball batting cage facility on its campus in the City of Norfolk. This project proposes to demolish the existing batting cages and storage facilities with a fixed, square shaped one-story 4, 880-gross-square-foot building with supporting infrastructure. The project site consists of the existing cages, asphalt pavement and a small grassy area. The surrounding area is comprised of pedestrian walkways, pavement, a baseball field and institutional buildings.

**Affected Localities**    Norfolk

**Finding**

**Comments Sent**

**Final State Comments Received**

**Received** 10/18/2013                      **Number** 13-182F

**Name**            Lynnhaven River Basin Ecosystem Restoration

**Sponsor**      DOD/Dept. of the Army/Army Corps of Engineers

**Description**

The U.S. Army Corps of Engineers (Corps) proposes to conduct an ecosystem restoration project in the Lynnhaven River in the City of Virginia Beach. The project includes four elements: (1) ninety-four acres in the main stem and Broad Bay will be seeded to produce submerged aquatic vegetation (SAV) habitat; (2) twenty-two acres of bay scallops will be grown in the SAV habitat to build a self-sustaining population once the SAV becomes established; (3) hard reef structures will be placed on thirty-one acres in Broad Bay and Lynnhaven Bay; and (4) restoration activities will occur at four wetland sites covering thirty-eight acres. The Corps has submitted a Final Feasibility Report and Integrated Environmental Assessment for review and comment under the National Environmental Policy Act and the Corps' water resources planning process and requirements.

**Affected Localities**    Virginia Beach

**Finding**

**Comments Sent**

**Final State Comments Received**

**Received** 10/31/2013

**Number** 13-188F

**Name** Center Point Intermodal Center Permit Modification, Kenyon Road Connector

**Sponsor** DOD/Dept. of the Army/Army Corps of Engineers

**Description**

Center Point Intermodal Center Permit Modification, Kenyon Road Connector

**Affected Localities** Suffolk

**Finding**

**Comments Sent**

**Final State Comments Received**

**Received** 11/5/2013

**Number** 13-189F

**Name** Modifications to the Construction and Operation of a U.S. Army Reserve Center

**Sponsor** DOD/Department of the Army

**Description**

Modifications to the Construction and Operation of a U.S. Army Reserve Center

**Affected Localities** Suffolk

**Finding**

**Comments Sent**

**Final State Comments Received**

**AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

**ITEM #8-D: BUDGET AMENDMENT – REGIONAL CONSTRUCTION STANDARDS**

**SUBJECT:**

The consultant, CDM, prepares and updates the construction standards for the region.

**BACKGROUND:**

The HRPDC has contracted with CDM to monitor, edit, and update the Construction Standards Manual for the region. CDM has requested a mid-year increase of \$9,329 as their costs have risen, and the contract amount has not increased for over ten years. The locality portion of this increase is \$4,329, as the Hampton Roads Utility & Heavy Contractors Association (HRUCHA) will be contributing \$5,000.

Attachment 8-D

**RECOMMENDED ACTION:**

Approve the amendment for this mid-year increase.

**FY2014 BUDGET AMENDMENT  
November 21, 2013**

**REGIONAL CONSTRUCTION STANDARDS  
(Mid-Year Increase)**

<b>REVENUES</b>			<b>Original</b>		<b>Amended</b>	<b>TPO</b>	<b>PDC</b>	<b>TPO</b>	<b>PDC</b>	
<b>NEW REVENUES</b>		<b>Code</b>	<b>Element</b>	<b>Budget</b>	<b>Amendment</b>	<b>Budget</b>	<b>Pass-Thru</b>	<b>Pass-Thru</b>	<b>Operations</b>	<b>Operations</b>
	Regional Construction Standards	47100	670514	61,242	9,329	70,571	0	70,571	0	0
	<b>TOTAL AMENDED BUDGET - REVENUE</b>			<b>61,242</b>	<b>9,329</b>	<b>70,571</b>	<b>0</b>	<b>70,571</b>	<b>0</b>	<b>0</b>
 <b>EXPENDITURES</b>										
	CDM Consultant	71000	670514	61,242	9,329	70,571	0	70,571	0	0
	<b>TOTAL AMENDED BUDGET - EXPENDITURES</b>			<b>61,242</b>	<b>9,329</b>	<b>70,571</b>	<b>0</b>	<b>70,571</b>	<b>0</b>	<b>0</b>

**AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

**ITEM #8-E: BUDGET AMENDMENT – HAMPTON ROADS MILITARY AND FEDERAL FACILITIES ALLIANCE (HRMFFA) MEMORANUM OF UNDERSTANDING (MOU)**

**SUBJECT:**

The HRPDC is now hosting HRMFFA.

**BACKGROUND:**

With the dissolution of the Hampton Roads Partnership, the HRPDC is now hosting Admiral Craig Quigley, Executive Director of HRMFFA, in its offices at the Regional Bldg. An MOU has been signed between HRMFFA and the HRPDC detailing what will be involved with the HRPDC hosting HRMFFA for an annual fee of \$20,500.

Attachment 8-E

**RECOMMENDED ACTION:**

Approve the amendment for hosting services for HRMFFA.

**FY2014 BUDGET AMENDMENT  
November 21, 2013**

**HAMPTON ROADS MILITARY & FEDERAL FACILITIES ALLIANCE  
(Memorandum of Understanding)**

<b>REVENUES</b>			<b>Original</b>	<b>Amended</b>	<b>TPO</b>	<b>PDC</b>	<b>TPO</b>	<b>PDC</b>	
<b>NEW REVENUES</b>			<b>Budget</b>	<b>Budget</b>	<b>Pass-Thru</b>	<b>Pass-Thru</b>	<b>Operations</b>	<b>Operations</b>	
	<b>Code</b>	<b>Element</b>	<b>Amendment</b>						
HRMFFA	49900	752000	0	20,500	20,500	0	0	0	20,500
<b>TOTAL AMENDED BUDGET - REVENUE</b>			<b>0</b>	<b>20,500</b>	<b>20,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,500</b>
 <b>EXPENDITURES</b>									
Hosting Fee	various	752000	0	20,500	20,500	0	0	0	20,500
<b>TOTAL AMENDED BUDGET - EXPENDITURES</b>			<b>0</b>	<b>20,500</b>	<b>20,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,500</b>

**AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

**ITEM #8-F: BUDGET AMENDMENT – SOUTHEASTERN PUBLIC SERVICE AUTHORITY (SPSA) SOLID WASTE STUDY 2018**

**SUBJECT:**

The contract continuation for the consultant, SCS, in regards to the SPSA Solid Waste Study 2018.

**BACKGROUND:**

With the dissolution of SPSA projected for 2018, the region has been conducting studies as to what should occur once this happens. The consultant, SCS has been conducting this regional study for years. Currently, carry over funds have been utilized to pay for this study and the Commission authorized the Executive Director to execute a contract to continue the study on March 21, 2013 for a total of \$146,550. This amendment appropriates funding from the localities to fund the continuation of the study.

Attachment 8-F

**RECOMMENDED ACTION:**

Approve the amendment for the new work.

**FY2014 BUDGET AMENDMENT  
November 21, 2013**

**SPSA SOLID WASTE PLANNING 2018**

<b>REVENUES</b>			<b>Original</b>		<b>Amended</b>	<b>TPO</b>	<b>PDC</b>	<b>TPO</b>	<b>PDC</b>
<b>NEW REVENUES</b>	<b>Code</b>	<b>Element</b>	<b>Budget</b>	<b>Amendment</b>	<b>Budget</b>	<b>Pass-Thru</b>	<b>Pass-Thru</b>	<b>Operations</b>	<b>Operations</b>
Solid Waste 2018	49900	219700	0	146,550	146,550	0	146,550	0	0
<b>DEFERRED REVENUES (from Prior Years)</b>									
Solid Waste 2018	49900	219700	<u>5,000</u>	<u>0</u>	<u>5,000</u>	<u>0</u>	<u>5,000</u>	<u>0</u>	<u>0</u>
<b>TOTAL AMENDED BUDGET - REVENUE</b>			<b>5,000</b>	<b>146,550</b>	<b>151,550</b>	<b>0</b>	<b>151,550</b>	<b>0</b>	<b>0</b>
<b>EXPENDITURES</b>									
Solid Waste 2018 - SCS Consultant	71000	219700	<u>5,000</u>	<u>146,550</u>	<u>151,550</u>	<u>0</u>	<u>151,550</u>	<u>0</u>	<u>0</u>
<b>TOTAL AMENDED BUDGET - EXPENDITURES</b>			<b>5,000</b>	<b>146,550</b>	<b>151,550</b>	<b>0</b>	<b>151,550</b>	<b>0</b>	<b>0</b>
<b>SURPLUS / (DEFICIT)</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

**ITEM #8-G: BUDGET AMENDMENT – URBAN AREAS SECURITY INITIATIVE (UASI)  
PERSONAL PROTECTIVE EQUIPMENT (PPE) AWARD**

**SUBJECT:**

The New UASI Homeland Security Award.

**BACKGROUND:**

The HRPDC has received a new award from Homeland Security, passed through the Virginia Department of Emergency Management for the purchase of PPE for first responders in the region for a total of \$930,000.

Attachment 8-G

**RECOMMENDED ACTION:**

Approve this new award.

**FY2014 BUDGET AMENDMENT  
November 21, 2013**

**UASI PPE  
(New Homeland Security Award)**

<b>REVENUES</b>			<b>Original</b>		<b>Amended</b>	<b>TPO</b>	<b>PDC</b>	<b>TPO</b>	<b>PDC</b>	
<b>NEW REVENUES</b>		<b>Code</b>	<b>Element</b>	<b>Budget</b>	<b>Amendment</b>	<b>Budget</b>	<b>Pass-Thru</b>	<b>Pass-Thru</b>	<b>Operations</b>	<b>Operations</b>
	Urban Areas Security Initiative	46903	650311	0	930,000	930,000	0	930,000	0	0
	<b>TOTAL AMENDED BUDGET - REVENUE</b>			<b>0</b>	<b>930,000</b>	<b>930,000</b>	<b>0</b>	<b>930,000</b>	<b>0</b>	<b>0</b>
 <b>EXPENDITURES</b>										
	Personal Protective Equipment	80000	650311	0	930,000	930,000	0	930,000		
	<b>TOTAL AMENDED BUDGET - EXPENDITURES</b>			<b>0</b>	<b>930,000</b>	<b>930,000</b>	<b>0</b>	<b>930,000</b>	<b>0</b>	<b>0</b>

**AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

**ITEM #8-H: BUDGET AMENDMENT – URBAN AREAS SECURITY INITIATIVE (UASI) WEB EOC**

**SUBJECT:**

The New UASI Homeland Security Award.

**BACKGROUND:**

The HRPDC has received a new award from Homeland Security, passed through the Virginia Department of Emergency Management (VDEM) to pay for WebEOC licenses, program management, and bandwidth to sustain the regional WebEOC for a total cost of \$388,448.

Attachment 8-H

**RECOMMENDED ACTION:**

Approve this new award.

**FY2014 BUDGET AMENDMENT  
November 21, 2013**

**UASI Web EOC  
(New Homeland Security Award)**

<b>REVENUES</b>			<b>Original</b>		<b>Amended</b>	<b>TPO</b>	<b>PDC</b>	<b>TPO</b>	<b>PDC</b>	
<b>NEW REVENUES</b>		<b>Code</b>	<b>Element</b>	<b>Budget</b>	<b>Amendment</b>	<b>Budget</b>	<b>Pass-Thru</b>	<b>Pass-Thru</b>	<b>Operations</b>	<b>Operations</b>
	Urban Areas Security Initiative	46903	650711	0	388,448	388,448	0	388,448	0	0
	<b>TOTAL AMENDED BUDGET - REVENUE</b>			<b>0</b>	<b>388,448</b>	<b>388,448</b>	<b>0</b>	<b>388,448</b>	<b>0</b>	<b>0</b>
 <b>EXPENDITURES</b>										
	Web EOC licenses, bandwidth	80000	650711	0	388,448	388,448	0	388,448		
	<b>TOTAL AMENDED BUDGET - EXPENDITURES</b>			<b>0</b>	<b>388,448</b>	<b>388,448</b>	<b>0</b>	<b>388,448</b>	<b>0</b>	<b>0</b>

**AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

**ITEM #8-I: BUDGET AMENDMENT – COASTAL ZONE AWARDS**

**SUBJECT:**

Changes to the Coastal Zone Awards.

**BACKGROUND:**

Two Coastal Zone Awards were received for FY 2014. One increased by \$40,000 (\$20,000 award and a match of \$20,000) for a new total of \$120,000. The other decreased by \$5,400, for a new total of \$84,600.

Attachment 8-I

**RECOMMENDED ACTION:**

Approve the amended balance for these awards.

**FY2014 BUDGET AMENDMENT  
November 21, 2013**

**COASTAL ZONE 2014  
(Award Reduction)**

<b>REVENUES</b>			<b>Original</b>		<b>Amended</b>	<b>TPO</b>	<b>PDC</b>	<b>TPO</b>	<b>PDC</b>	
<b>NEW REVENUES</b>		<b>Code</b>	<b>Element</b>	<b>Budget</b>	<b>Amendment</b>	<b>Budget</b>	<b>Pass-Thru</b>	<b>Pass-Thru</b>	<b>Operations</b>	<b>Operations</b>
	VCZMP - TA 14	40800	246000	40,000	20,000	60,000	0	0	0	60,000
	VCZMP - Water Quality 14	40800	246300	90,000	(5,400)	84,600				84,600
	VCZMP - Match 14	45400	246000	40,000	20,000	60,000				60,000
	<b>TOTAL AMENDED BUDGET - REVENUE</b>			<b>170,000</b>	<b>34,600</b>	<b>204,600</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>204,600</b>
 <b>EXPENDITURES</b>										
	Operations	various	246000	80,000	40,000	120,000	0	0	0	120,000
	Operations	various	246300	90,000	(5,400)	84,600	0	0	0	84,600
	<b>TOTAL AMENDED BUDGET - EXPENDITURES</b>			<b>170,000</b>	<b>34,600</b>	<b>204,600</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>204,600</b>

**AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

**ITEM #8-J: BUDGET AMENDMENT – YEAR END ROLLOVERS**

**SUBJECT:**

Deferred Revenue year-end balances revised after June 30, 2013 closing and year-end audit.

**BACKGROUND:**

Balances reported on the approved budget for Deferred Revenues were estimates as of February 2013 when the budget was established. After year-end closing, some of these balances changed due to either increased or decreased activity on projects. This amendment corrects the estimates made last February.

Attachment 8-J

**RECOMMENDED ACTION:**

Approve the audited amended balances.

**FY2014 BUDGET AMENDMENT  
November 21, 2013**

**DEFERRED REVENUE FROM PRIOR YEARS  
(Year-End Rollovers)**

<b>REVENUES</b>			<b>Original</b>		<b>Amended</b>	<b>TPO</b>	<b>PDC</b>	<b>TPO</b>	<b>PDC</b>
<b>DEFERRED REVENUES</b>	<b>Code</b>	<b>Element</b>	<b>Budget</b>	<b>Amendment</b>	<b>Budget</b>	<b>Pass-Thru</b>	<b>Pass-Thru</b>	<b>Operations</b>	<b>Operations</b>
Year-End Balance Adjustments	47800	various	1,407,736	116,238	1,523,974	0	1,000,885	0	523,089
<b>TOTAL AMENDED BUDGET - REVENUE</b>			<b>1,407,736</b>	<b>116,238</b>	<b>1,523,974</b>	<b>0</b>	<b>1,000,885</b>	<b>0</b>	<b>523,089</b>
<b>EXPENDITURES</b>									
Year-End Balance Adjustments	various	various	1,407,736	116,238	1,523,974	0	1,000,885	0	523,089
<b>TOTAL AMENDED BUDGET - EXPENDITURES</b>			<b>1,407,736</b>	<b>116,238</b>	<b>1,523,974</b>	<b>0</b>	<b>1,000,885</b>	<b>0</b>	<b>523,089</b>

**AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

**ITEM #8-K: BUDGET AMENDMENT – TRANSPORTATION PLANNING ORGANIZATION (TPO) CARRY OVER FUNDING**

**SUBJECT:**

Department of Rail and Public Transportation (DRPT) and CMAQ FY 2013 carry-over funding.

**BACKGROUND:**

All of the funding for the Transportation pass-through for DRPT was not utilized in FY 2013. This amendment places the remaining funds of \$137,539 in FY2014 for utilization.

Additional expenditures were incurred after the FY 2014 budget process was finalized, resulting in a reduction of available CMAQ funds for High Speed Rail of \$116,517 with an additional \$283,483 remaining for FY 2014 activity.

Attachment 8-K

**RECOMMENDED ACTION:**

Approve the budget amendment.

**FY2014 BUDGET AMENDMENT**

November 21, 2013

**TRANSPORTATION PASS-THROUGH REVENUE**

REVENUES			Original		Amended	TPO	PDC	TPO	PDC
NEW REVENUES	Code	Element	Budget	Amendment	Budget	Pass-Thru	Pass-Thru	Operations	Operations
DRPT FTA FY13 Fed	40006	426013	0	122,256	122,256	122,256	0	0	0
DRPT FTA FY13 State Match	40006	426713		15,283	15,283	15,283	0	0	0
CMAQ	40006	493714	<u>400,000</u>	<u>(116,517)</u>	<u>283,483</u>	<u>283,483</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL AMENDED BUDGET - REVENUE</b>			<b>400,000</b>	<b>21,022</b>	<b>421,022</b>	<b>421,022</b>	<b>0</b>	<b>0</b>	<b>0</b>

**EXPENDITURES**

DRPT FY13 Pass-Through	55000	426013	0	122,256	122,256	122,256	0	0	0
DRPT FY13 Pass-Through	55000	426713	0	15,283	15,283	15,283	0	0	0
CMAQ	71000	493714	<u>400,000</u>	<u>(116,517)</u>	<u>283,483</u>	<u>283,483</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL AMENDED BUDGET - EXPENDITURES</b>			<b>400,000</b>	<b>21,022</b>	<b>421,022</b>	<b>421,022</b>	<b>0</b>	<b>0</b>	<b>0</b>

**AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

**ITEM #8-L: BUDGET AMENDMENT – PERONNEL**

**SUBJECT:**

Personnel costs increased 1% due to the creation of one part-time position (to assist with hosting HRMFFA), and internal promotions.

**BACKGROUND:**

In the agreement signed between the HRPDC and HRMFFA, the HRPDC agreed to provide financial and administrative assistance to HRMFFA's Executive Director in exchange for HRMFFA paying the HRPDC a hosting fee. The creation of a part-time accountant position was the result of this agreement. It is also the practice of the HRPDC/HRTPO to promote staff for reaching milestones.

Attachment 8-L

**RECOMMENDED ACTION:**

Approve the budget amendment.

<b>PERSONNEL ADJUSTMENTS</b>	<b>Original Total</b>	<b>Amendment</b>	<b>Amended Total</b>
<b>Base Salary</b>	3,497,255	39,003	3,536,258
<b>Benefits</b>	<u>1,014,329</u>	<u>8,606</u>	<u>1,022,935</u>
<b>Total Personnel</b>	<b>4,511,584</b>	<b>47,609</b>	<b>4,559,193</b>

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

### **ITEM #8-M: COASTAL ZONE PROGRAM – LAND AND WATER QUALITY PROTECTION IN HAMPTON ROADS PHASE II – FINAL REPORT**

#### **SUBJECT:**

The HRPDC staff Phase II has completed the FY 2013 Land and Water Quality Protection in Hampton Roads Phase II Final Report. This report was funded, in part, by a grant provided by the Virginia Coastal Zone Management Program.

#### **BACKGROUND:**

The final report, entitled *Land and Water Quality Protection in Hampton Roads Phase II*, provides a summary of the second year of the HRPDC's work under a Section 309 Grant from the Virginia Coastal Zone Management Program. The goal of this work is to develop implementable policies, which will enable local governments to address new Virginia Stormwater Management Regulations and the Chesapeake Bay Total Maximum Daily Load (TMDL). The report contains three major sections. The first section provides guidance to local governments for documenting recommended stormwater best management practices for coastal areas. The second section describes a review of two Hampton Roads localities, Norfolk and Suffolk, to identify potential opportunities for ordinance or policy changes, and includes some potential changes to consider. The third section demonstrates how Geographic Information Systems (GIS) can be used during the site design process.

The report has been reviewed by the Regional Environmental Committee at the November 7, 2013 meeting, which recommended approval of the report.

This item and related enclosure were presented in Workshop Agenda item #3

#### **RECOMMENDED ACTION:**

The HRPDC staff and Regional Environmental Committee recommend the Commission approve the report as meeting the requirements of the Grant and Work Program and for public distribution.

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

### **ITEM #8-N: 2014 LEGISLATIVE AGENDA**

#### **SUBJECT:**

Develop a Legislative Agenda for the Hampton Roads Planning District Commission for the 2014 Session of the Virginia General Assembly.

#### **BACKGROUND:**

In preparation for the 2014 Session of the Virginia General Assembly, the HRPDC staff recommends the HRPDC consider developing a Legislative Agenda.

After discussion at the October 17, 2013 HRPDC Annual Meeting, the HRPDC staff revised the draft Legislative Agenda. The revisions were highlighted during the presentation and discussion under Workshop Agenda Item #4.

#### **RECOMMENDED ACTION:**

The HRPDC staff recommends the Commission adopt the Legislative Agenda.

**AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

**ITEM #8-0: ECONOMIC IMPACT OF THE DEPARTMENT OF DEFENSE**

**SUBJECT:**

Report on the economic impact of the defense presence in Hampton Roads.

**BACKGROUND:**

The Department of Defense (DoD) is an integral component of the regional economy. Fluctuations in defense spending and changes in defense strategy can have a significant impact on the region's economic wellbeing. To gain a better understanding of the current and potential impact of the defense presence, staff conducted an in-depth analysis of the DoD's regional economic footprint. This analysis will enable a more accurate assessment of the economic role of the DoD as well as the impact of future DoD actions. Mr. James A. Clary, HRPDC Senior Economist, presented the impact of the defense presence to the Commission at the October 17, 2013 meeting.

Enclosure – Economic Impact of the Department of Defense Report

**RECOMMENDED ACTION:**

HRPDC staff recommends the approval of the Economic Impact of the Department of Defense report.

**AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

**ITEM #8-P: COLLABORATIVE GOVERNMENT INITIATIVE**

**SUBJECT:**

Resolution in support of Collaborative Government Initiative

**BACKGROUND:**

The Virginia Association of Planning District Commissions (VAPDC) recently completed a three year strategic plan that outlines goals and action steps including Collaborative Government Initiatives (CGI). The CGI recommends an increase in State funding for Planning District Commissions, implementation of JLARC recommendations to encourage regional cooperation, and the issuance of an Executive Order for supporting regional cooperation by State agencies.

Attachment 8-P

**RECOMMENDED ACTION:**

The HRPDC staff recommends approval of the Collaborative Government Initiative Resolution.



**HAMPTON ROADS PLANNING DISTRICT COMMISSION  
RESOLUTION 2013-02**

**A RESOLUTION TO SUPPORT THE COLLABORATIVE GOVERNMENT INITIATIVE**

**WHEREAS**, the Hampton Roads Planning District Commission is a member of the Virginia Association of Planning District Commissions (VAPDC), an association representing the 21 Planning District Commissions in the Commonwealth; and

**WHEREAS**, the VAPDC recently completed a three year Strategic Plan that outlines a set of key strategic goals and action steps to build an understanding and market the capacity of Planning Districts; and

**WHEREAS**, the Strategic Plan outlined an action step referred to as Collaborative Government Initiatives (CGI); and

**WHEREAS**, the CGI recommends an increase in State funding in the amount of \$500,000 to support Planning District Commissions; and

**WHEREAS**, the CGI recommends implementation of Joint Legislative Audit and Review Committee's (JLARC) recommendation to encourage regional cooperation through State incentives; and

**WHEREAS**, the CGI recommends the new Administration issue an Executive Order for supporting regional cooperation by State agencies; and

**NOW THEREFORE BE IT RESOLVED**, that the Hampton Roads Planning District Commission fully supports VAPDC's Strategic Plan recommendation and VAPDC's Collaborative Government Initiative.

**APPROVED AND ADOPTED** by the Hampton Roads Planning District Commission this 21st day of November 2013.

---

Kenneth I. Wright  
Chairman

---

Dwight L. Farmer  
Executive Director/Secretary

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

### **ITEM #8-Q: HAMPTON ROADS 2040 SOCIOECONOMIC FORECAST**

#### **SUBJECT:**

The final report on the 2040 Socioeconomic Forecast and TAZ Allocation for use in other regional planning programs.

#### **BACKGROUND:**

Every four years the Hampton Roads Transportation Planning Organization (HRTPO) develops a Long-Range Transportation Plan (LRTP) as required by federal regulations. One of the first steps of development is to conduct a regional long-range socioeconomic forecast to serve as input data for the HRTPO's travel demand model.

As in previous years, the HRPDC economics staff was tasked with developing the control totals for the long-range socioeconomic forecast for the LRTP. The forecast includes estimates for the year 2040 for employment, population, workers, households, and vehicles for the sixteen Hampton Roads jurisdictions.

In developing the forecast, the HRPDC staff worked with the Transportation Technical Advisory Committee (TTAC) and the LRTP Subcommittee. As part of the forecast process, HRPDC Chief Economist Greg Grootendorst met with planning staff from each of the localities to discuss future development assumptions and verify current comprehensive planning documents.

Mr. Grootendorst presented the draft socioeconomic forecast to the HRTPO's LRTP Subcommittee on September 5, 2012 and presented to the TTAC on October 3, 2012. The draft forecast underwent public review and comment through October 12, 2012.

TTAC recommended approval of the Hampton Roads 2040 Socioeconomic Forecast at its November 7, 2012 meeting. The HRTPO board unanimously approved the Hampton Roads 2040 Socioeconomic Forecast during its November 15, 2012 meeting, and the HRPDC board approved the adoption of the control totals during its meeting on January 17, 2013. Since that time, HRTPO member localities and HRTPO staff have allocated the forecast to Transportation Analysis Zones (TAZs). The final report, complete with TAZ allocations, was approved by the HRTPO board at its meeting on October 17, 2013. The Hampton Roads Socioeconomic Forecast has been included as part of the HRPDC agenda for the purpose of using the forecast data in other HRPDC regional planning programs. Attached is an overview of the 2040 Socioeconomic Forecast with a link to the full report.

Attachment 8-Q

#### **RECOMMENDED ACTION:**

The HRPDC staff recommends approval of the final report on the 2040 Socioeconomic Forecast and TAZ Allocation for use in other regional planning programs.

## Overview: Hampton Roads 2040 Socioeconomic Forecast and TAZ Allocation

The primary purpose of a forecast is to improve the decision making process in matters that have future implications. Large and costly infrastructure projects that are designed for current and future use are a prime example of the need for forecasting.

According to federal regulations, the Metropolitan Planning Organization (MPO) of each designated urbanized area is required to submit a long-range transportation plan with a minimum 20-year horizon. The planning process requires projections for various socioeconomic data points to serve as inputs to the regional travel demand model in order to model future growth patterns. In the development of the region's Long-Range Transportation Plan (LRTP), the Hampton Roads Transportation Planning Organization (HRTPO) requires a forecast of several elements, including: population, households, number of workers, passenger vehicle registrations, and sector employment (retail, industrial, office, and other).

As in previous years, HRPDC economics staff was tasked with developing the control totals for the long-range socioeconomic forecast for the LRTP. Upon completion and approval of the control totals, each locality was tasked with allocating future growth/decline to the Transportation Analysis Zones (TAZs) within their respective jurisdiction.

The forecast for the regional control totals are as follows:

<b>2040 Socioeconomic Forecast for Hampton Roads</b>						Forecast
	1970	1980	1990	2000	2010	2040
<b>Population</b>	<b>1,108,393</b>	<b>1,213,999</b>	<b>1,454,183</b>	<b>1,566,801</b>	<b>1,666,310</b>	<b>2,037,000</b>
<b>Workers by Place of Residence</b>	NA	<b>552,970</b>	<b>723,785</b>	<b>761,207</b>	<b>829,358</b>	<b>984,700</b>
<b>Households</b>	<b>310,997</b>	<b>390,531</b>	<b>504,180</b>	<b>579,107</b>	<b>626,083</b>	<b>773,200</b>
<b>Vehicles</b>	<b>341,797</b>	<b>618,228</b>	<b>892,287</b>	<b>1,119,966</b>	<b>1,276,687</b>	<b>1,656,600</b>
<b>Employment</b>	<b>542,081</b>	<b>663,144</b>	<b>870,688</b>	<b>963,231</b>	<b>994,089</b>	<b>1,277,700</b>
Retail	NA	NA	NA	NA	218,506	272,500
Office	NA	NA	NA	NA	363,565	479,000
Industrial	NA	NA	NA	NA	179,357	223,800
Other	NA	NA	NA	NA	232,661	302,400

Sources of Historical Data: U.S. Census Bureau, Bureau of Economic Analysis, Virginia Department of Motor Vehicles, and HRPDC

The regional & locality control totals were approved by the HRTPO board in November 2012, and approved by the HRPDC board in January of 2013. The report on the 2040 socioeconomic forecast includes an explanation of the methodology employed in the forecast process as well as detailed tables and maps of the forecast data. The report is available for review at: [http://www.hrpdcva.gov/uploads/docs/Hampton%20Roads\\_2040\\_Socioeconomic\\_Forecast\\_and\\_TAZ\\_Allocation\\_Final\\_Report.pdf](http://www.hrpdcva.gov/uploads/docs/Hampton%20Roads_2040_Socioeconomic_Forecast_and_TAZ_Allocation_Final_Report.pdf)

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

### **ITEM #8-R: CZM PROGRAM – TECHNICAL ASSISTANCE FINAL REPORT**

#### **SUBJECT:**

The Virginia Department of Environmental Quality manages the Virginia Coastal Zone Management (CZM) Program. During FY 2013, the HRPDC received a grant to support the Virginia CZM Program's technical assistance program. The HRPDC staff has completed the final report for this grant.

#### **BACKGROUND:**

In March 2012, the HRPDC applied for and received grant funding from the Virginia CZM Program to continue the HRPDC Coastal Resources Management Technical Assistance Program. The HRPDC has received annual funding through this grant program since 1986. This program encompasses the HRPDC staff to review state and federal Environmental Impact Assessment/Statements, support the Hampton Roads Chesapeake Bay Committee, the evolving Chesapeake Bay-wide TMDL process, and provide regular technical assistance on environmental issues. It also supports HRPDC staff participation in the Chesapeake Bay Program and a variety of state and federal environmental initiatives. In the past, this program has provided the seed money for the establishment of the regional water, stormwater and environmental education programs.

The HRPDC staff has completed the report, *Hampton Roads Coastal Resources Technical Assistance Program Fiscal Year 2012-2013*. The report documents HRPDC CZM Technical Assistance Program activities for the period from October 1, 2012 through September 30, 2013.

The report has been reviewed by the Regional Environmental Committee at its November 7, 2013 meeting, which recommended approval of the report.

This item and related enclosure were presented in Workshop Agenda item #3

#### **RECOMMENDED ACTION:**

The HRPDC staff and Regional Environmental Committee recommend the Commission approve the report as meeting the requirements of the Grant and Work Program and for public distribution.

**AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

**ITEM #8-S: AUTHORIZING RESOLUTIONS AND CERTIFICATIONS FOR FY 2013  
STATE HOMELAND SECURITY GRANT (SHSGP)**

**SUBJECT:**

Accept grants under the FY 2013 SHSGP program.

**BACKGROUND:**

For FY 2013 the HRPDC has applied for and received allocations in the amount of

- FY 2013 Program Management – \$100,000
- FY 2013 MCI and Mass Care Capability Sustainment – \$50,950

It is requested that the Commission permit the Executive Director to accept and receive these funds.

**RECOMMENDED ACTION:**

Authorize the HRPDC Executive Director to accept FY 2013 SHSGP grants.

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

### **ITEM #9: 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.

#### **December 2013**

Planned Cancellation

#### **January 2014**

Economic Forecast

#### **February 2014**

HRPDC Retreat

**AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

**ITEM #10: PROJECT STATUS REPORTS AND ADVISORY COMMITTEE SUMMARIES**

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

The Directors of Utilities Committee Summary Minutes from the November 6, 2013 meeting is attached.

Attachment 10-A

**B. REGIONAL ENVIRONMENTAL COMMITTEE MEETING SUMMARY**

The Regional Environmental Committee Meeting Summary from the November 7, 2013 meeting is attached.

Attachment 10-B

**C. PROJECT STATUS REPORT**

Attached are the project status reports on other HRPDC programs.

Attachment 10-C

**MEETING OF THE  
H2O - HELP TO OTHERS – PROGRAM BOARD OF DIRECTORS  
AND THE  
DIRECTORS OF UTILITIES COMMITTEE**

The H2O – Help to Others – Program Board of Directors held the annual meeting on November 6, 2013. The following items were discussed:

- HRPDC staff provided a program status update; fundraising, assistance distribution, and budget allocations for FY 2014 and FY 2015 were reviewed.
- The Board elected Mr. Scott Dewhirst, Newport News Waterworks Assistant Director, to the Board to replace Mr. Brian Ramaley (retired Newport News Waterworks Director) and voted to continue the terms of the other current officers.

The Directors of Utilities Committee met on November 6, 2013. The following items were addressed during the meeting:

- The Committee discussed future hosting of the askHRgreen.org mobile trailer. Portsmouth Public Utilities agreed to host the trailer for two years from July 1, 2014 to June 30, 2016.
- The Committee discussed sewer system consolidation. HRSD reviewed the outcomes of the October 29, 2013 meeting with the U.S. Environmental Protection Agency (EPA) on the alternative concept for HRSD to implement the regional wet weather capacity improvements. A follow-up meeting with HRSD and localities is scheduled for November 14, 2013 at HRSD.
- HRPDC staff briefed the Committee on the October 31, 2013 meeting of the Directors of Utilities Groundwater Subcommittee. Progress was reported on the groundwater management criteria white paper, the USGS subsidence white paper, and the HRPDC-USGS chlorides white paper.
- The Committee provided feedback to HRPDC staff on an upcoming data call to support the FY14 project on affordability research.
- Mr. Bill Meyer, the Committee's representative on the Hampton Roads Urban Area Working Group (UAWG), noted that very limited FY2013 Homeland Security Grant Program funds were awarded to the region and that Committee members are encouraged to attend a meeting scheduled for December 17, 2013 at HRPDC, which will focus on developing a sustainable means of supporting security investments in the region.
- The Committee discussed access and administrative issues associated with allowing telecommunication facilities to lease space on utility property.

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

The Regional Environmental Committee met on November 7, 2013. The following items were discussed.

- HRPDC staff briefed the Committee on the final report for the Section 309 Grant Project, *Land and Water Quality Protection in Hampton Roads Phase II*. The Committee voted to recommend approval of the report by the HRPDC for publication and distribution.
- Ms. Whitney Katchmark, HRPDC, briefed the Committee on recent developments concerning nutrient trading regulation, including the Nutrient Trading Regulatory Advisory Panel (RAP).
- Tidewater DEQ staff briefed the Committee on the status of various Total Maximum Daily Loads (TMDLs) and Implementation Plans for water bodies in Hampton Roads.
- Mr. Randy Keaton, HRPDC, updated the Committee on the status of an effort by the Virginia Association of Counties (VACo) studying issues related to the availability and affordability of property insurance for homeowners in coastal areas. HRPDC staff has been assisting this effort by providing GIS and mapping support.
- Ms. Jai McBride briefed the Committee on the final report for the Virginia CZM Program-funded Technical Assistance grant, *Hampton Roads Coastal Resources Technical Assistance Program, Fiscal Year 2012 – 2013*. The Committee voted to recommend approval of the report by the HRPDC for publication and distribution.
- Mr. Noah Hill, DEQ, updated the Committee on the rollout of stormwater regulations affecting local governments.
- Status reports and updates from HRPDC staff and locality staff.

## **PROJECT STATUS REPORTS**

### **1. 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 and presentations for information purposes, and has responded to information requests from individuals, member localities, regional organizations, and the media.

#### **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.

#### **HRPDC Annual Economic Forecast**

Each January, the HRPDC Economics Department delivers a regional economic forecast. This effort includes a review of trends in the regional economy over the preceding year along with a detailed regional forecast for the coming year. Staff are beginning preparations for the forecast which will be delivered at the HRPDC Quarterly Meeting on January 16, 2014.

### **2. Emergency Management Project Update**

#### **Ready Hampton Roads**

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

- Development of a coordinated, regional social media campaign
- Website improvement planning
- Development and adoption of a strategic plan for RHR that establishes ReadyHR.org as a 'one stop shop' for citizens looking for emergency and disaster related public information and educational information

- Redesign of practitioner side of ReadyHR.org to include calendar syncing, and group/committee collaboration sites that include mobile access capabilities and document collaboration.
- Development of a RHR virtual joint information center for aggregating regional emergency public information and providing a way for public information officers to collaborate, share and validate information during response operations

To this end, in addition to staff efforts, an RFQ has been developed and will be issued on EVA to contract out certain website development with \$10,000 in federally awarded grant funds.

### **Special Needs Subcommittee**

The REMTAC Special Needs Subcommittee continues to be supported by the Regional Special Needs Planner and EM Staff as needed. A HIPAA consultant met with stakeholders on October 24 at the HRPDC to give an overview and answer questions on how HIPAA impacts the region and localities. The meeting was live streamed and can be reviewed from a link off the HIPAA resource page developed on [ReadyHamptonRoads.org](http://ReadyHamptonRoads.org) located at:

<http://readyhamptonroads.org/Practitioners/HIPAA.aspx>

HRPDC staff continues to research the impact of HIPAA and will follow up at the next Subcommittee meeting that is scheduled for November 19, 2013.

### **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 will next meet November 12, 2013.

### **Mitigation Planning**

#### **Poquoson Multi-Hazard Mitigation Plan Update**

HRPDC has negotiated a contract with Salter's Creek to assist with the 2009 Multi-Hazard Poquoson mitigation plan, while Poquoson has formed a robust Hazard Mitigation Planning Committee.

- Hampton Roads Hazard Mitigation Plan

EM Staff, in coordination with the REMTAC, are in the process of developing a planning strategy to encompass the concerns of a few emergency managers in order to best move forward and utilize funds for mitigation planning that are anticipated to be awarded to HRPDC later in the year. Final decisions regarding whether the region uses the funds are delayed until after further analysis by REMTAC and the grant award decision by FEMA.

### **WebEOC Subcommittee**

The REMTAC WebEOC Subcommittee continues to be supported by HRPDC staff. The Subcommittee met on October 7, 2013 and HRPDC staff is assisting follow-up with:

- WebEOC Regional usage/data sharing policy issues
- Medical Special Needs data WebEOC usage/HIPPA
- Updating system Admin Contacts

### **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:

- **FY 2013 State Homeland Security Grant Program (SHSGP) Submission**  
The HRPDC and UAWG have recently completed a lengthy, regional application to the state for grant funding under the SHSGP. The regional request totaled \$2.1 million. However, only \$156,000 was received.
- **Regional Sustainment Analysis**  
During the FY 2013 SHSGP, the UAWG and HRPDC identified critical, regional capabilities that will require on-going sustainment costs. These projects were required to complete an in-depth sustainment budget, projected out for ten years. In light of the low award from the state homeland security grant program, an all stakeholders meeting has been scheduled for December to discuss other sustainment solutions for capabilities built utilizing the UASI grant.

### **Hampton Roads Interoperable Communications Advisory Committee (HRICAC)**

Beginning in June 2013, the HRPDC began providing project management and support for the HRICAC and associated tasks and subcommittees. Recent activity includes:

- **Regional Interoperability Communication Plan**  
The HRPDC applied for and received an FY 2011 UASI grant for the completion of a regional interoperability communication plan. The HRPDC has contracted for professional services and work is under way. One of two workshops was held on September 11, 2013. During this workshop, regional communications stakeholders begin the process for identifying regional communications goals and objectives. The final workshop, held on October 15, 2013, provided an opportunity for stakeholders to review the draft plan completed using input given in the first workshop. The plan is complete and being distributed to interoperable communications stakeholders.

- HRTacRan End User Equipment

The HRPDC applied for a received an FY 2011 UASI grant for the replacement of HRTacRan end user equipment. The HRPDC has issued a PO to provide the necessary equipment. The equipment will be placed in each locality's Emergency Operation Center and allow for video conferencing over the internet and Hampton Roads Microwave Ring.

### **3. Housing Project Updates**

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

The staff is continuing to provide downpayment and closing cost assistance to qualified first-time homebuyer in the region through HOME Funding from the Virginia Department of Housing and Community Development (DHCD). To date, all funds have been reserved to qualified buyers with anticipated closings in the next months. The program funding period ends December 31, 2013.

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

HRPDC Staff members recently held a symposium entitled "*Housing 2020*". This report was recently released by Housing Virginia on a state level. In this study, Housing 2020 analyzes the future of housing in Virginia through four aspects; Demographics, Economics, Finance and the "Green" Housing. This event brought a regional focus to this data and provided participants with a snapshot of housing trends in the region. Representatives from Housing Virginia, the HRPDC, and Old Dominion University presented.

Staff continues to assist the Hampton Roads Housing Consortium and will represent the region at the upcoming Governor's Housing Conference on November 20-22, 2013 in Norfolk, Virginia. The Governor's Housing Conference is the largest and most comprehensive housing-related event in Virginia. Each year, the Housing and Human Services staff oversees the development of the regional exhibit that showcases affordable housing opportunities and activities in Hampton Roads. Staff was also asked to facilitate a session on Creating Productive Regional Partnerships.

### **4. Public Information & Community Affairs Project Updates**

#### **H2O: Help to Others**

H2O is a community-based program that assists people in crisis through the generosity of donations. Through H2O, families or individuals in danger of losing residential water service because of a family crisis can receive one-time financial assistance to pay their local public utility and/or HRSD bill.

H2O was established in 1999 by the Hampton Roads Planning District Commission with the Hampton Roads Sanitation District (HRSD) and the public utilities

departments of our member localities. In 2011, the Help to Others program received nonprofit, 501(c)(3) status making all program donations tax-deductible.

The Board of Directors recently held their annual meeting, appointing Scott Dewhirst, Newport News Waterworks to serve as an officer, replacing Brian Ramaley. Reports were completed for the State Corporation Commission and staff reviewed receipts and disbursements to date.

- Received January-October 2013: 5,615 donations totaling \$38,119.00.
- Assisted: January-October 2013: 281 customers received \$56,615.28 in aid.

	# Customers	Assistance \$	Average Assistance
Gloucester	1	88.93	88.93
Hampton	26	5,940.36	228.48
Chesapeake	33	7,418.65	224.81
James City	4	844.16	211.04
Newport News	31	6,832.66	220.41
Norfolk	50	9,493.29	189.87
Portsmouth	3	521.36	173.79
Suffolk	27	4,696.77	173.95
Virginia Beach	92	18,602.71	202.20
Williamsburg	1	140.96	140.96
York County	1	179.05	179.05
Southampton County	0	0.00	0.00
Smithfield	1	250.00	250.00
Isle of Wight	11	1606.38	146.03
Poquoson	0	0.00	0.00
<b>Total</b>	<b>281</b>	<b>\$56,615.28</b>	<b>\$201.48</b>

### **askHRgreen.org**

Progress continues in the environmental education programs via the coordinated efforts of askHRgreen.org. Season campaigns kick off with America Recycles Day events, awareness campaigns about lawn fertilization and leaves, as well as

preventing fats, oils and grease from entering the sanitary sewer system. Additional activities include:

- Website improvement planning
- Social media calendar
- Search engine optimization
- Search engine marketing
- Various media interviews

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

### **ITEM #11: CORRESPONDENCE OF INTEREST**

**A. Letter to Ms. Dawn Brantley, HRPDC Special Needs Planner, from Gloucester County Commonwealth Attorney Office, October 7, 2013.**

Attached is a letter to Ms. Dawn Brantley, HRPDC Special Needs Planner, from Gloucester County Commonwealth Attorney Office recognizing her participation in the Gloucester County Senior Safety Fair.

Attachment 11-A

**B. Letter to Mr. Dwight Farmer, HRPDC Executive Director, from Ms. Cathy Lewis Executive Director of CIVIC Leadership Institute, October 30, 2013.**

Attached is a letter to Mr. Dwight Farmer HRPDC Executive Director, from Ms. Cathy Lewis Executive Director of CIVIC Leadership Institute, thanking him for his involvement in the 2014 CIVIC Class Retreat.

Attachment 11-B

**C. A card to Ms. Shernita Bethea, HRPDC Housing and Human Services Administrator, from Ms. Gloria Spealley.**

Attached is a card to Ms. Shernita Bethea, HRPDC Housing and Human Services Administrator, from Ms. Gloria Spealley showing appreciation for the assistance in home closing funds.

Attachment 11-C

HOLLY B. SMITH  
COMMONWEALTH'S ATTORNEY

DEPUTY COMMONWEALTH'S ATTORNEY  
MEGAN C. ZWISOHN



ASSISTANT  
COMMONWEALTH'S ATTORNEYS:

T. ALEXANDER CLOUD, JR.  
LAURA B. MAUST  
CASEY J. SIMPSON

COMMONWEALTH'S ATTORNEY  
COUNTY OF GLOUCESTER

P.O. BOX 456  
GLOUCESTER, VIRGINIA, 23061  
Phone (804) 693-4995 Fax (804) 693-9425

October 7, 2013

Dawn Brantley  
Medical Needs Registry  
723 Woodlake Drive  
Chesapeake, VA 23320

Dear Ms. Brantley,

Thank you so much for your recent participation in the Gloucester County Senior Safety Fair. As you could see, it was a resounding success! We have received wonderful feedback from the attendees. In fact, one group approached me at the end of the day and asked if we could host one every month! Many participants shared that they made good connections for services that they were in need of and learned so much from both speakers and exhibitors alike. I am sure you saw how much fun they had as well!

As you may know, Sheriff Warren and I recently signed a cooperative agreement with the Office of the Attorney General that renews our commitment to the Senior Citizens of Gloucester County. We have committed to work together to enhance the quality of life for our older citizens. Our purpose is to heighten awareness and focus our efforts in mobilizing community resources to ascertain the needs and concerns of older citizens and to provide the tools for meeting those needs. The sharing of resources is just the first step. It is my hope that by participating in our Senior Safety Fair, you, like me, found a renewed sense of responsibility for the security and general well being of older citizens.

The secret to the success of the fair is really no secret at all—it's you! The wonderful speakers and exhibitors alike made for such a fulfilling and educational day. We truly owe the successes of the day to you! We are hoping to make this a yearly event and hope you will want to continue to be a part of it. Thank you again for sharing your time and talents with us.

Sincerely,

A handwritten signature in cursive script that reads "Holly B. Smith".

Holly B. Smith  
Commonwealth's Attorney  
Gloucester County

Interim Chair, SALT Council

RECEIVED

OCT 09 2013

HRPDC

Attachment 11-A



October 30, 2013

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

Dear Dwight:

Thank you so much for your presentation at our opening retreat for the CIVIC class of 2014. Your presentation about the state of Hampton Roads was, as usual, compelling and candid. It's such a pleasure to have an open-ended, direct conversation about the challenges that face us, so that when we have people in the room who can move an issue forward, they have the information they need to make that happen.

This is one of the things I most enjoy about you.  
Thanks again for playing an important part in making the event a success.

Sincerely

A handwritten signature in cursive script that reads "Cathy Lewis".

Cathy M. Lewis  
Executive Director

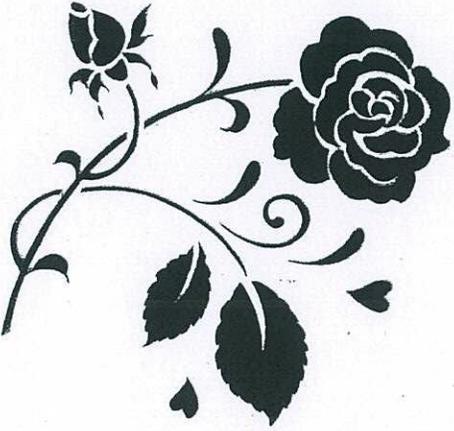
RECEIVED

OCT 31 2013

HRPDC

Attachment 11-B

With  
Sincere  
Appreciation



Thank you  
so much.

For the \$10,000.00 Home  
Clearing funds. Words  
cannot express how  
grateful I am for  
all you did to make  
me the recipient of  
these funds.

Thank you  
Honi Guttery

**AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING**

**ITEM #12: OLD/NEW BUSINESS**