

**Hampton Roads Planning District Commission**  
**Meeting – April 17, 2025**  
**The Regional Building**  
**723 Woodlake Drive, Chesapeake, Virginia**  
**Agenda**

**Lunch – Noon (757 Room)**  
**Call to Order – 12:30 PM (Regional Board Room)**

1. Call to Order
2. Approval/Modification of Agenda [*Action Requested*]
3. Public Comments
  - A. Submitted Public Comments
  - B. Public Comment Period
4. Executive Director's Report
5. Community Advisory Committee Report
6. Consent Agenda [*Action Requested*]
  - A. Meeting Minutes – January 16, 2025 Commission Meeting
  - B. Treasurer's Report – February 2025
  - C. Local and Regional Water Supply Planning Grants
  - D. HRPDC 457 Deferred Compensation Plan
  - E. HRPDC Personnel Manual Update
  - F. Community Advisory Committee Chair Appointment
7. Potential Implications of Changing Federal Priorities to the Hampton Roads Economy – Nikki Johnson
8. General Assembly Update – Robert Crum, HRPDC
9. Regional Building Parking Lot Improvement – Jill Sunderland, HRPDC
10. Upcoming Meetings
11. Advisory Committee Meeting Minutes
12. Technical Committee Meeting Summaries
13. For Your Information
14. Old/New Business
15. Adjournment

**HAMPTON ROADS  
PLANNING DISTRICT COMMISSION  
MEETING**

**Lunch will be available in the 757 Room at Noon  
The meeting will begin at 12:30 PM in the Regional Board Room  
723 Woodlake Drive, Chesapeake**

- 1. Call to Order**
- 2. Approval/Modification of Agenda *[Action Requested]***
- 3. Public Comments**

**A. Submitted Public Comments**

There were no submitted public comments since the last HRPDC meeting. Any written public comments received after the preparation of this agenda will be announced at the meeting.

**B. Public Comment Period**

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

**4. Executive Director's Report**

The Executive Director's Report is included as Attachment 4.

**5. Community Advisory Committee Report**

The HRPDC/HRTPO Community Advisory Committee (CAC) held a regularly scheduled meeting on April 10, 2025, at Nauticus in Norfolk. The agenda/discussion items for this meeting included briefings on the Nauticus facility and cruise ship visits/trends, Hampton Roads Transit 757 Express, and Elizabeth River Trail Foundation. The next CAC meeting is scheduled for Thursday, June 12, 2025.

**6. Consent Agenda *[Action Requested]***

**A. Meeting Minutes – January 16, 2025 Commission Meeting**

The minutes from the January 16, 2025 Commission meeting are included as Attachment 6A.

## **B. Treasurer's Report – February 2025**

The Statement of Revenues and Expenditures for the activities of February 2025 is included as Attachment 6B.

## **C. Local and Regional Water Supply Planning Grants**

The HRPDC will develop the Hampton Roads Regional Water Supply Plan by October 9, 2029, in compliance with the Virginia Local and Regional Water Supply Planning Regulation. The plan will cover two planning areas defined by the Virginia Department of Environmental Quality (VADEQ): Southeast Virginia (Isle of Wight, Southampton and Surry Counties, the Cities of Chesapeake, Franklin, Norfolk, Portsmouth, Suffolk, and Virginia Beach, and the Town of Smithfield) and the York and James River 2 area (Gloucester, James City, and York Counties, and the Cities of Hampton, Newport News, Poquoson, and Williamsburg).

As the Regional Planning Unit Coordinator, HRPDC will collaborate with local water supply planning representatives to gather necessary data. HRPDC has applied for Fiscal Year 2025 VADEQ Water Supply Planning Grant funding to aid its efforts.

Draft resolutions are included as Attachment 6Ci (Resolution 2025-02) and Attachment 6Cii (Resolution 2025-03) for the Commission's consideration and approval. These resolutions must be submitted to VADEQ by June 1, 2025, to be eligible for the grant. HRPDC can apply for \$8,884 per planning area for a total of \$17,768 in Fiscal Year 2025. We anticipate being able to apply for the same amount in Fiscal Year 2026.

HRPDC staff recommend that the Commission approve Resolution 2025-02 and Resolution 2025-03 and authorize the Executive Director to sign the VADEQ Water Supply Planning Grant contract and related documents for Hampton Roads' regional water supply plans.

## **D. HRPDC 457 Deferred Compensation Plan**

The HRPDC currently offers its employees a 457(b) plan through MissionSquare as a retirement investment tool option. The organization would like to offer a Roth option as an additional tool and requires authorization to add the option. In addition, the Secure Act of 2022 requires that certain employees who earn above a designated income threshold must designate age 50 or age 60 to 63 pre-retirement "catch-up" contributions as Roth contributions starting in 2026. A draft resolution for the Commission's consideration is included as Attachment 6D (Resolution 2025-04).

HRPDC staff recommend that the Commission approve Resolution 2025-04 authorizing the HRPDC to add a Roth option to its current retirement investment tools through MissionSquare.

## **E. HRPDC Personnel Manual Update**

The Personnel Manual is a reference for employees of the HRPDC/HRTPO that provides information on current human resource policies, procedures, and benefits

provided by the organization. The manual is regularly reviewed to ensure the most accurate and up-to-date information is provided to employees as it relates to their employment, and updated policies are communicated to staff once they are approved and incorporated as revised policies as appropriate. Recently, the Personnel Manual has undergone a full revision to reflect the current policies and practices of the HRPDC/HRTPO. The Personnel and Budget Committee met with the HRPDC/HRTPO Executive Director and Deputy Executive Director for Administration and Operations on November 21, 2024 and January 16, 2025 to review the updated manual, provide input, and ask questions.

The updated manual is available at the following link:

<https://www.hrpdcva.gov/DocumentCenter/View/14120/2025-Personnel-Policy-Manual-Final-PDF>

The HRPDC/HRTPO Personnel and Budget Committee recommends approval of the Personnel Manual.

#### **F. Community Advisory Committee Chair Appointment**

The CAC Bylaws state that the CAC officers shall consist of a Chair, a Vice-Chair, and such other officers as may be deemed advisable by the CAC. HRPDC/HRTPO staff will recommend a member of CAC to the Commission and HRTPO Board to be appointed as CAC Chair for the duration of their term. The CAC members shall elect the Vice-Chair, and the Vice-Chair's term of office shall coincide with that of the current Chair, provided the Vice-Chair's term shall end notwithstanding the foregoing on the expiration of the Vice-Chair's term as a member of the CAC.

HRPDC staff recommends approval of the appointment of Lauren Roberts Carter as CAC Chair.

***Action Requested: The HRPDC should consider action to approve the April 17, 2025 Consent Agenda.***

#### **7. Potential Implications of Changing Federal Priorities to the Hampton Roads Economy – Nikki Johnson**

Recent federal policy decisions have introduced notable changes to federal employment and spending. The extent of their economic impact will vary across regions, depending on the size and scope of federal jobs and spending in the area.

Ms. Nikki Johnson, HRPDC Regional Economist, will present an overview of the current federal presence in Hampton Roads, along with a preliminary assessment of potential regional impacts.

This item is presented for information and discussion by Commission members.

## 8. General Assembly Update – Robert Crum, HRPDC

Mr. Robert A. Crum, Jr., HRPDC Executive Director, will provide a report on the 2025 General Assembly session and the HRPDC/HRTPO Regional Legislative Priorities.

This item is presented for information and discussion by Commission members.

## 9. Regional Building Parking Lot Improvement – Jill Sunderland, HRPDC

The HRPDC transformed the parking lot of the Regional Building into an environmental showcase that still provides convenient parking for guests and staff. The HRPDC and HRTPO host hundreds of meetings a year at the Regional Building, making it an ideal location for a demonstration project that features porous concrete panels and native plants throughout. Grant funds from DEQ have made the project possible. The parking lot retrofit includes practices designed to 1) retain and treat rain onsite, 2) reduce carbon emissions, 3) lower the ambient air temperature, 4) provide a pollinator habitat, and 5) incorporate recycled materials.

Ms. Jill C. Sunderland, Senior Water Resources Planner, will brief the Commission on the project.

This item is presented for information and discussion by Commission members.

## 10. Upcoming Meetings

### May 15, 2025

- FY 2026 Budget
- FY 2026 Work Program
- Regional Housing Assessment
- Water Supply Planning
- Inflationary Pressure in Local Government Expenditures

### June 2025

*No HRPDC Meeting per Regional Meeting Schedule*

### July 17, 2025

- Strategic Plan
- Buckeye Site Grant
- Journey to Work Analysis

### August, 2025

*No Meeting per Regional Meeting Schedule*

### September, 2025

*No Meeting per Regional Meeting Schedule*

## 11. Advisory Committee Meeting Minutes

HRPDC Advisory Committee meeting minutes approved since the last Commission meeting are included as [Attachment 11](#).

## **12. Technical Committee Meeting Summaries**

Summaries of HRPDC Technical Committee meetings held since the last Commission meeting are included in [Attachment 12](#).

## **13. For Your Information**

- A letter dated January 15, 2025 to the United States National Science Foundation (NSF) Review Panel expressing HRPDC and HRTPO support of Old Dominion University's proposal for Phase I of the NSF Regional Resilience Innovation Incubator (R212) Program is included in [Attachment 13](#).
- A letter dated January 21, 2025 to the members of the Virginia General Assembly expressing HRPDC and HRTPO support of Senate Bill 1097 and House Bill 1982 to provide consistent and equitable treatment for rail transit operations throughout the Commonwealth is included in [Attachment 13](#).
- A letter dated January 29, 2025 from the City of Norfolk appointing Council Members Carlos Clanton and Jeremy McGee as members of the HRPDC is included in [Attachment 13](#).
- A letter dated January 30, 2025 from the City of Chesapeake appointing Council Member Patricia Y. "Pat" King as a member of the HRPDC is included in [Attachment 13](#).
- A letter dated March 11, 2025 to Jason Sweat of the Office of Local Defense Community Cooperation (OLDCC) regarding support for a Military Liaison position to serve Hampton Roads is included in [Attachment 13](#).
- A letter dated March 13, 2025 sent on behalf of the CAO Committee to Governor Glenn Youngkin, Lieutenant Governor Winsome Earle-Sears, and the Hampton Roads Caucus Members requesting state assistance in addressing sheltering needs in Hampton Roads is included in [Attachment 13](#).

## **14. Old/New Business**

## **15. Adjournment**

## **VIRGINIA GENERAL ASSEMBLY**

The Executive Director and staff continued to monitor the General Assembly session and Bills and Budget Amendments that related to the approved HRPDC/HRTPO Regional Legislative Agenda. Visits were conducted with Hampton Roads Caucus members throughout the Session and briefings were provided to Committees in Richmond on an as needed basis. A debrief on the General Assembly session will be provided at the April HRPDC meeting.

## **COMMUNITY ADVISORY COMMITTEE**

The HRPDC/HRTPO Community Advisory Committee (CAC) held its regularly scheduled meeting on February 13 at the Hampton Roads Bridge Tunnel (HRBT) Welcome Center in Norfolk. Agenda items included a Summary Report on HRPDC/HRTPO activities, an update on the HRBT Expansion Project, a presentation by HRPDC Regional Economist Nikki Johnson on the Hampton Roads 2025 Economic Forecast, Selection of Officers and Information Sharing by CAC Members.



## **ISLE OF WIGHT AND SMITHFIELD STRATEGIC PLANS**

In late October, the Executive Director facilitated a day-long retreat at the Regional Building with the Isle of Wight County Board of Supervisors. The information from this retreat was used to create a draft Strategic Plan for the County which was presented in draft form to County management in March.

The Smithfield Town Manager has reached out to the Executive Director with a request to facilitate a similar session for the Town Council. Initial discussions have occurred with a plan for the retreat to be held in the May time frame.





## CHIEF ADMINISTRATIVE OFFICER (CAO) COMMITTEE

The CAO Committee held its regularly scheduled meeting on April 2 at The Barns at Timberneck in Surry County. Agenda items included a discussion of Emergency Management Sheltering and the need for State assistance to develop an effective sheltering strategy, Federal Policies, an update on the General Assembly Session, Transportation Funding and other regional interest items.



## GREAT AMERICAN CLEAN UP

On March 28, the HRPDC/HRTPO staff held its annual Great American Clean Up event over the lunch hour at the Regional Building. I want to thank all of our staff members for taking time to participate in this important effort.



## OTHER MEETINGS AND EXECUTIVE DIRECTOR OUTREACH

- HRPDC staff met with representatives of the Executive Roundtable to discuss the Hampton Roads Coastal Flood Risk Management Study.
- Staff participated in a meeting of the Elizabeth River Trail Foundation Board on February 19.





- HRPDC staff provided a presentation to the Poquoson City Council on February 24 on the work of the HRPDC and HRTPO.
- The Executive Director and Deputy Executive Directors attended the 2025 Hampton Roads Alliance Annual Meeting on February 27 at Christopher Newport University.
- The Executive Director and HRTPO staff met with representatives of the Williamsburg City staff on February 28 to discuss design options for Trail757.
- The Executive Director attended a meeting with representatives of Hampton and Newport News on February 28 to discuss the regional fiber network.
- The Executive Director participated in a roundtable meeting with Senator Mark Warner on March 4.
- The Executive Director and staff attended the Chesapeake State of the City Address on March 5.
- Coordinated a meeting with Virginia Wesleyan University (VWU) on March 10 to discuss VWU talent development offerings.
- Attended the Virginia Beach State of the City Address on March 12.
- Participated in weekly status calls on the construction of the Regional Fiber Ring.
- Participated in the regular meetings of the Southside Network Authority on March 14 and April 11.
- Participated in the Hampton Roads Military and Federal Facilities Alliance (HRMFFA) meeting on March 20.
- Attended the Hampton Roads Transportation Accountability Commission (HRTAC) meeting on March 20.
- HRPDC staff attended a tour of the Newport News Choice Neighborhood Project on March 21.
- Participated in the March 25 meeting of the Regional Organization's President's Council.
- Provided welcome comments at the Hampton Roads Feet on the Street Kickoff and In-Person Training at the Regional Building on March 26.
- Attended the March 27 Nuclear Energy 101 meeting hosted by HRMFFA at the Regional Building on March 27.
- Participated in a meeting with RVA757Connects on March 31 to discuss Trail757.
- Held a meeting with Delegate Chad Green on April 1 to discuss the need for State assistance to develop a Statewide Emergency Sheltering Plan.
- Attended the Norfolk State of the City Address on April 4.
- Met with representatives of Christopher Newport University on April 7 to discuss potential venues for a future HRPDC/HRTPO Board meeting.

**Hampton Roads Planning District Commission  
Minutes of January 16, 2025 Meeting**

The January 16, 2025 meeting of the Hampton Roads Planning District Commission (HRPDC) was called to order by the Chair at 12:32 p.m. in the Regional Board Room located at 723 Woodlake Drive in Chesapeake, Virginia with the following in attendance:

**Commissioners in Attendance:**

Douglas Pons, Chair (WM)  
Randy Keaton, Treasurer (IW)\*  
Christopher Price (CH)  
Debbie Ritter (CH)  
Brian Solis (CH)  
Paul Kaplan (FR)  
Rosylen Oglesby (FR)  
Steven Brown (HA)  
Mary Bunting (HA)  
Joel Acree (IW)  
Michael Hipple (JC)  
Scott Stevens (JC)  
Courtney Doyle (NO)  
Patrick Roberts (NO)\*

Steven Carter (PO)  
David Hux (PQ)  
Brian Thrower (SH)  
Albert Moor (SU)  
Walter Hardy (SY)  
Melissa Rollins (SY)  
Stacy Cummings (VB)  
Patrick Duhaney (VB)  
Bobby Dyer (VB)  
Barbara Henley (VB)\*  
Joash Schulman (VB)  
Worth Remick (VB)  
Andrew Trivette (WM)  
Sheila Noll (YK)

**Commissioners Absent:**

Shannon Glover, Vice-Chair (PO)  
Ella Ward (CH), excused  
Phillip Bazzani (GL)  
Carol Steele (GL)  
Alan Archer (NN)  
Phillip Jones (NN)  
Cleon Long (NN)  
Kenneth Alexander (NO)

Randy Wheeler (PQ)  
William Gillette (SH)  
Steven Bowman (SM)  
Michael Stallings (SM)  
Leroy Bennett (SU)  
Amelia Ross-Hammond (VB)  
Mark Bellamy (YK)

**Executive Director:**

Robert A. Crum, Jr., Secretary

**Other Participants:**

Jimmy Gray (HA)  
Mark Hugel (PO)

*\*Late arrival or early departure*

**Others Recorded Attending:**

Jim Icenhour (JC); Angela Hopkins (NN); Rhonda Russell (PO); Ben Green and Natalie Guilmeus (VB); Todd Nichols (HRMFFA); Brenda Roberts (U.S. Representative Jen Kiggans' Office); Angela Effah-Amponsah (VDOT); Brett Hall (WAVY-TV 10); and Greg Grootendorst, Kelli Arledge, Shernita Bethea, Robert Cofield, Emma Corbitt, Katie Cullipher, KC Filippino, Markay Hall, Tealen Hansen, Nikki Johnson, Teresa Johnson, Whitney Katchmark, Sara Kidd, Matt Klepeisz, Andrew Margason, Ben McFarlane, Quan McLaurin, Cynthia Mulkey, Ivy Ozmon, Pavithra Parthasarathi, John Sadler, Tammy Sommer, Jill Sunderland, Tho Tran, Joe Turner, Christopher Vaigneur, and Eric Walberg (HRPDC/HRTPO Staff)

Chair Douglas Pons welcomed and introduced recently appointed Commission members Franklin Mayor Paul Kaplan, Gloucester County Board of Supervisors Member Phillip Bazzani, James City County Board of Supervisors Member Michael Hipple, and Virginia Beach City Council Members Stacy Cummings and Worth Remick.

Chair Pons also announced incoming Commission members Hampton Mayor Jimmy Gray and Norfolk City Council Members Carlos Clanton and Jeremy McGee.

**Approval/Modification of Agenda**

Chair Pons called for a motion to approve the January 16, 2025 agenda as presented.

**Motion:** Commissioner Randy Keaton Moved to approve the agenda as presented; seconded by Commissioner Michael Hipple. The Motion Carried.

**Public Comments**

Mr. Robert Crum, HRPDC Executive Director, stated that there were no submitted public comments. He invited members of the public to address the Commission. There were no requests to provide public comment.

**Executive Director's Report**

Mr. Crum referenced his monthly report in the agenda packet and reported that he will attend the Hampton Roads Caucus meeting next Thursday in Richmond to present the Regional Legislative Agenda.

Mr. Crum invited Ms. Emma Corbitt, HRPDC Resilience Planner, to brief the Commission members on recent work conducted by the HRPDC Resiliency Program regarding regional support for the Community Rating System (CRS).

Ms. Corbitt began her presentation by providing background information on the CRS, a voluntary National Flood Insurance Program (NFIP) incentive program that recognizes and encourages community floodplain management practices. Communities earn points by participating in various flood mitigation activities. These points translate to a class rating

that ranges from nine to one and will earn the communities a discount on flood insurance for their residents.

In Hampton Roads, 11 communities are participating, earning between 5% and 25% discounts. Collectively, Hampton Roads residents saved approximately \$5.8 million in 2023.

In cooperation with consultants and local staff, HRPDC conducted a study to identify opportunities to provide more credit for CRS communities through the development of regional resources. The four major opportunities were identified as follows:

- Enhancement of the elevation certificate database
- Update of the Regional Hazard Mitigation Plan
- Creating new resources, such as a Program for Public Information (PPI)
- Development of a Substantial Damage/Substantial Improvement Plan

Once established, CRS communities can use these resources to earn points and increase their CRS class rating, ultimately increasing the discounts available for residents. In addition to flood insurance savings, local and regional resilience will be enhanced.

Ms. Corbitt's CRS presentation is available on the HRPDC website using the following link: [https://www.hrpdcva.gov/DocumentCenter/View/14049/011625-PDC-04 Presentation-Regional-CRS-Support-PDF?bidId=](https://www.hrpdcva.gov/DocumentCenter/View/14049/011625-PDC-04%20Presentation-Regional-CRS-Support-PDF?bidId=).

*\*Commissioner Barbara Henley arrived*

## **Employee Recognition**

Mr. Crum recognized two employees for their service to the HRPDC and for reaching a milestone anniversary in 2024. He and the Commission members applauded Mr. Andrew Margason, General Services Manager, for five years of service, and Ms. Jillian C. Sunderland, Senior Water Resources Planner, for ten years of service.

## **Community Advisory Committee Report**

Mr. Crum reported that the Community Advisory Committee (CAC) met at the Norfolk International Airport on December 12, 2024 and received a briefing from Mr. Mark Perryman, President and Chief Executive Officer, regarding recent developments.

## **Election of Officers**

The HRPDC Bylaws provide that, at its Annual Meeting in January, the Commission will elect a Chair, Vice-Chair, Secretary, and Treasurer to serve during the upcoming year. During the Commission meeting held on November 21, 2024, Chair Pons requested that the Nominating Committee prepare recommendations for nominees for the officer positions for the upcoming year.

On behalf of the Nominating Committee, Commissioner Sheila Noll reported the following members were recommended to serve as officers for the Commission for 2025:

- Portsmouth Mayor Shannon Glover as Chair
- Hampton Mayor Jimmy Gray as Vice-Chair
- Williamsburg City Manager Andrew Trivette as Treasurer
- HRPDC Executive Director Bob Crum as Secretary

Chair Pons asked if any Commission Members present wished to make further nominations. Hearing none, he closed nominations.

**Motion:** Commissioner Noll Moved to elect the officers as recommended by the Nominating Committee; seconded by Commissioner Bobby Dyer. The Motion Carried.

Mr. Crum stated that as Mayor Glover could not attend the meeting, Chair Pons agreed to chair the remainder of the meeting, and the new Chair and Vice-Chair will preside over the February meeting.

Mr. Crum thanked Chair Pons for his service as Chair of the HRPDC and presented him with a gavel as a sign of appreciation.

Chair Pons stated that it was an honor to serve as Chair. He added that before taking on the role, he did not know the full extent of the regional impact of the HRPDC, but he now recognizes the collaborative efforts that make the region so special.

### **Consent Agenda**

Mr. Crum reported that the Personnel and Budget Committee held a meeting in the morning and requested revisions be made to the HRPDC Personnel Manual; therefore, he recommended that the Commission consider approval of the Consent Agenda as modified to exclude the HRPDC Personnel Manual Update.

Mr. Crum explained that the modified Consent Agenda would include the following items for consideration and approval:

- Meeting Minutes – November 21, 2024 Commission Meeting
- Treasurer's Report – November 2024
- Fiscal Year 2025 Budget Amendment
- PROTECT Grant Application
- Calendar Year 2025 Regional Meeting Schedule
- Executive Director's Contract



**Motion:** Commissioner Hipple Moved to approve the Consent Agenda as modified; seconded by Commissioner Mary Bunting. The Motion Carried.

## **Resilient Design Standards**

Mr. Benjamin J. McFarlane, HRPDC Chief Resilience Officer, briefed the Commission on the proposed design standards, including updates made since the November 21, 2024 Commission Meeting.

Mr. McFarlane stated that design standards are being developed to reduce the current and future risk of flooding in Hampton Roads. The current standards are based on historic observations that are out of date. The new guidelines are built on both observations and future projections. They also consider the risk tolerance for different types of decisions and the life span of those projects.

The resilient design guidelines are divided into three categories: observations, projections, and applications. Observations include sea level trends and historic rainfall. Climate projections are based on the best available science from federal and state agencies and academic partners regarding sea level rise and future rainfall. This information is used to develop applications, including tailwater elevations, rainfall design storms, and joint storm pairs.

Mr. McFarlane elaborated that tailwater elevations represent the water surface elevation for tidally influenced areas. A regional analysis was conducted to cover all tidal watersheds in Hampton Roads. These water surface elevations have been provided to local engineers to use in their models and ensure the infrastructure is designed for projected conditions.

Rainfall design storms consider how climate change affects the intensity and amount of rainfall. Multipliers were developed for each community based on climate projections and impervious cover. These multipliers are then used to calculate various design storm values.

Joint storm pairs were also developed that incorporate both rainfall depths and tidal conditions since these events often occur concurrently.

Different types of development decisions require different types of standards. Therefore, project lifespan and criticality are taken into account during the decision-making process.

The climate is changing with increased sea level rise and increased rainfall. By providing better information and higher standards to reduce the risk, resilient designs can be incorporated into development decisions for the public and the private sector.

Mr. McFarlane stated that it is recommended local governments include the following design standards in their policies:

- Sea level rise scenarios

- Tailwater elevations with sea level rise
- Future precipitation levels
- Joint tidal/rainfall design storms

Commissioner Hipple asked if the design standards were the same across the region or different for coastal areas.

Mr. McFarlane responded that the sea level rise projections are regional. The rainfall predictions are tailored for the individual localities, and the tailwater elevations are on the watershed level, which is even smaller than the localities. The design standards are as targeted as possible depending on the available data.

Commissioner Paul Kaplan noted that the City of Franklin experienced a thousand-year flood in 1999 that devastated the entire downtown area. Additionally, a 500-year flood in 2006 caused considerable damage. He stated that the city favors taking steps to mitigate flooding.

Commissioner Randy Keaton asked if the standards would be included and considered across organizations.

Mr. McFarlane stated that HRPDC worked alongside the Virginia Department of Transportation (VDOT) throughout the development process. Although the recommended standards would not necessarily apply to VDOT, VDOT is developing a resilience plan that includes higher standards, which have already been adopted in some of its divisions.

Commissioner Hipple added that bridges also require attention regarding flooding and that the Hampton Roads Bridge Tunnel (HRBT) was raised to elevate the concrete above the water level and make it more resilient.

Commissioner Joash Schulman noted that projects will cost a considerable amount of money. He asked how likely state funding for coastal storm risk management will be and how to ensure that Virginia Community Preparedness Fund (CFPF) money will be available.

Mr. Crum stated that he would discuss this with the Caucus members. The issue occurs both on the Southside and the Peninsula, and these project costs are enormous. Oftentimes, a 35% local match is required to receive federal money. He stated that these issues are included in the legislative agenda, and the HRPDC will advocate for either receiving state funding to help with the non-federal match or reducing the match.

Commissioner Debbie Ritter stated that the governor released his proposed budget, and amendments have been filed. She inquired about the status of the program.

Mr. Crum stated that they are hopeful that the funds might be considered during the budget negotiation process.

**Motion:** Commissioner Keaton Moved to approve proposed Resolution 2024-05 recommending that local governments in Hampton Roads incorporate resilient design standards into their local plans and policies; seconded by Commissioner Kaplan. The Motion Carried.

The resilient design standards presentation is available on the HRPDC website using the following link: [https://www.hrpdcva.gov/DocumentCenter/View/14050/011625-PDC-09 Presentation-Regional-Resilient-Design-Standards-PDF?bidId=](https://www.hrpdcva.gov/DocumentCenter/View/14050/011625-PDC-09%20Presentation-Regional-Resilient-Design-Standards-PDF?bidId=).

## **Hampton Roads 2025 Economic Forecast**

Ms. Nikki Johnson, HRPDC Regional Economist, briefed the Commission on the 2025 Hampton Roads Economic Forecast.

Ms. Johnson stated that the national economy continued to show incredible resilience over the last few years. The U.S. inflation-adjusted Gross Domestic Product (GDP) remained well above pre-pandemic trends, but over the past year, a slight slowdown in the inflation-adjusted GDP has occurred. This is signaling a normalization of pre-pandemic trends rather than an impending downturn.

Inflation moderated significantly over the past year. In June 2022, prices were up 8% year-over-year, which marked the highest rate in decades. By December 2023, the inflation rate was around 3%. In the past year, there was a stall, in December 2024 the rate of inflation was 2.9%.

On a national level, wage gains have outpaced inflation for the last year and a half, which boosted consumer spending. While consumers are more selective in their buying as inflation remains elevated, the retail sales in Hampton Roads are up year-over-year.

Job growth on the national level slowed down and the monthly job gains were 170,000, which was slightly below the previous year with 210,000. The job gains are signaling a slowdown to pre-pandemic trends rather than an impending downturn. In Hampton Roads, a similar trend is noticeable. All the jobs lost during the pandemic recovered in 2023, but there has been a slowdown during the past year. Prior to the pandemic, the region tended to lag the national average in job growth, some of which was due to the federal budget sequestration in 2013, which slowed the recovery from the Great Recession. Hampton Roads took an extra six months to recover compared to the nation. However, over the past year, national job growth has decelerated at a faster rate.

Labor force and employment also made a full recovery in 2023 with a slowdown in the past year. This trend reflects a general cooling of the labor market conditions. On a national level, in this elevated interest rate environment, firms are more hesitant regarding hiring and expansion, and they are also more hesitant about layoffs. This caused a slowdown in hiring.

The main contributors to job growth in the past year were construction, followed by business services, and government jobs. Leisure and hospitality jobs made a full recovery in 2023 and

are up year-over-year; however, in general, there has been a slowdown in the tourism industry. Hotel revenues declined over the past year, which might be related to the bifurcation in the hotel performance market. In the initial aftermath of the pandemic, Hampton Roads benefited more than other areas from the drive-in leisure travelers. Over the past year, however, lower-income and middle-income households have slowed in their demand for travel, while the upscale luxury market is still showing stronger growth.

Defense spending in Hampton Roads increased to \$14.6 billion in 2024. This marked the third year of rising defense spending, and the 2019 level was outpaced. Military pay raises are expected through the National Defense Authorization Act for next year, which will help boost the economy.

Ms. Johnson stated that the Bureau of Economic Analysis discontinued the military employment tables, which was the only public source. Therefore, no updated numbers related to military employment can be provided at this time.

Despite the strikes and slower global growth rates, the Port of Virginia continued to show robust performance. On a fiscal year basis, containers were up year over year, and continued growth is expected.

Home sales have declined significantly from the initial surge in 2021 and 2022. However, the decline did slow down compared to 2023. The driver of the slower growth in home sales is the historic rise in mortgage rates. In 2023, mortgage rates peaked at 7.6%. While federal rate cuts are expected, it will take some time to have lower rates again.

While home sales slowed down, inventory has yet to reach their pre-pandemic levels. At the current pace of sales, it would take 2.2 months to sell a home. While sales have slowed, with insufficient supply, home values remain stubbornly high. When comparing home values in Hampton Roads from January to November, the values are up 48%. The national average is 53%. High housing costs are a driver of inflation since they are the largest single payment that all households make.

Rent prices in Hampton Roads have accelerated faster than the national average in the past year. The current housing market environment has exacerbated the housing affordability crisis. The number of households spending more than 30% of their income on housing increased over 2023 for the region and nationally.

Overall, the economy's fundamentals remain strong. The 2025 outlook is steady growth with a clouded horizon. GDP is expected to moderate in 2025. Defense spending will continue to provide a boost to the regional economy. Inflation remains elevated but continues its gradual movement toward the 2% target. Further federal cuts will ease mortgage rates, which will boost home sales. Elevated uncertainty around policy direction and geopolitical risks casts a shadow over the 2025 outlook.

Chair Pons asked if there is a prediction of how house prices will change over the next few years. Ms. Johnson stated that the trend from the past four years showed a spike in housing

prices due to the pandemic. Going forward, the trend is expected to make slow improvements and will likely reach pre-pandemic levels.

Commissioner Ritter asked why food and energy are the biggest drivers of inflation and if there is a way to evaluate the costs that residents are spending on food and energy.

*\*Commissioner Patrick Roberts departed*

Ms. Johnson responded that when considering inflation, it is important to consider wage gains. The average American received a raise in the past years. However, often times, raises are deposited in bank accounts and are not necessarily visible to the consumer, whereas food prices are more noticeable. Therefore, when the economy is doing well, it means that the average person receives larger wage gains than consumables increased in price.

Commissioner Ritter asked if there is data regarding food and energy available on a regional level.

Ms. Johnson responded that there is no regional data available. The center of research measures the cost of living for the region, which shows how the regional cost of living compares to the national average, but there is no data available to track how prices within the region are changing.

Commissioner Ritter added that it would be beneficial to improve people's confidence.

*\*Commissioner Randy Keaton departed*

Ms. Johnson agreed and stated that the initial shock when prices increased from 2% to 8% caused a disconnect.

Commissioner Dyer stated that the cost of government has increased significantly due to inflation. Projects are more expensive and have gone up 99% since 2018. He added that it is difficult to reduce the costs of high housing prices due to the increasing costs of government.

Ms. Johnson stated that supply and demand factors drive much of the inflation. Construction costs have increased drastically, and there will be continuing issues regarding government costs and how to address these issues.

Mr. Crum stated that Ms. Johnson had been invited to Virginia Beach to report on economic trends and is scheduled to present in Williamsburg. He encouraged the Commission members to contact Ms. Johnson to request information or invite her to present during budget planning season.

The Hampton Roads 2025 Economic Forecast presentation is available on the HRPDC website using the following link:

[https://www.hrpdcva.gov/DocumentCenter/View/14051/011625-PDC-10 Presentation-Hampton-Roads-2025-Forecast-PDF?bidId=.](https://www.hrpdcva.gov/DocumentCenter/View/14051/011625-PDC-10 Presentation-Hampton-Roads-2025-Forecast-PDF?bidId=)



## **Regional Legislative Agenda**

Mr. Crum briefed the Commission on items emerging at the General Assembly relative to the Regional Legislative Agenda.

State funding for Planning District Commissions (PDCs) is currently \$190,943, while 20 years ago, the funding was \$365,000. Budget amendments to ask for an additional \$190,000 have been submitted to both the Senate and the House. Senator Christie New Craig and Delegate Cliff Hayes are advocating for additional funding for the HRPDC specifically by submitting these budget amendments.

House Bill (HB) 2126 would impact the HRPDC and local governments. It requires PDCs to develop regional energy plans by July 2026. These plans should address energy generation, storage, and use that demonstrates a meaningful contribution to the Commonwealth's energy goals. The bill also establishes a Virginia Energy Facility Review Board to provide oversight and report to the state level on how PDCs are progressing with their energy plans. The bill would provide \$190,000 per PDC to develop their plan. Additionally, it includes provisions that impact local zoning and permitting for energy facilities. Mr. Crum added that the Regional Legislative Agenda includes a position statement that the region wants the protection of local land use authority so that local governments can decide what projects to implement and where.

Mr. Crum noted that HB 2059, the Virginia Great Outdoors Act, provides a potential opportunity for trail funding as requested in the Regional Legislative Agenda. The bill states that beginning July 1, 2026, no less than \$200 million of remaining recordation revenues shall be distributed for land protection and preservation purposes. Additionally, \$30 million would be made available each year for infrastructure improvements and other capital projects for state parks.

HB 1982 Light Rail created a new allocation from the Commonwealth Mass Transit Fund for the Hampton Roads Transit (HRT) Light Rail System (Tide). It is the only Light Rail System in Virginia and is currently in funding programs with other conventional transit systems, such as buses. HB 1982 would place the Tide in the Commonwealth Mass Transit Fund, the same funding stream as the Washington Metropolitan Area Transit Authority (WMATA) in Northern Virginia. This funding stream also supports maintenance and component replacement of the system.

Commissioner Rosylen Oglesby stated that the Hampton Roads Caucus discussed this bill earlier today, and the members suggested addressing it regionally to counter Northern Virginia opposition.

Mr. Crum continued his presentation by noting that HB 2466 Transportation Funding would increase the regional sales tax from 7/10 of a penny to a full penny to fund primary and secondary roads connecting to the interstate system. Currently, sales and gas taxes are used to finance almost \$6 billion of interstate highway improvements in Hampton Roads. There

are no federal monies for these projects, and with the exclusion of Surry County and Gloucester County, the residents are paying for these interstate highway projects. HB 2466 would create the Hampton Roads Interstate Highway Corridor Improvement Program and the Hampton Roads Highway Coastal Resilience Fund. This increase would generate approximately \$84 million per year. Two-thirds of the funding would support improvements to new and existing highway connections to surrounding or paralleling interstate highways. The remaining one-third would support transportation infrastructure that is at risk due to recurrent and coastal flooding.

Mr. Crum invited Mr. John A. Sadler, HRPDC Emergency Management Administrator, to brief the Commission on an emerging issue related to shelter capacity and evacuation enhancements in Hampton Roads.

Mr. Sadler stated that the region has just passed through a difficult hurricane season, leading to questions about what can be done regarding hurricane preparedness on a regional level. Traditionally, these efforts were led primarily by the localities and the state, but the HRPDC has been asked to get involved. A study conducted by the Virginia Department of Emergency Management (VDEM) shows that the sheltering capacity for the region needs to be increased. He suggested asking for funding to help build shelters and augment pre-existing structures. Additionally, it would be beneficial to have financial independence from VDEM as a substantial portion of its efforts are driven by grant funding, which has requirements and restrictions. Furthermore, he recommended asking the state to help with staffing issues. Staffing is one of the most significant shortcomings in terms of operating a shelter, and qualified and trained personnel need to be identified.

Mr. Crum recommended presenting this item to the Chief Administrative Officers (CAOs) to discuss strategy and tactics, determine a path forward, and report back to the Commission in February.

Commissioner Hipple stated that local governments would rather not involve the HRPDC in local land use decisions. Many governments have solar policies and would prefer to determine the type and location of projects. James City County, for example, has policies in place that preserve farmland and do not allow the use of the land for solar. Each jurisdiction is different and already has to comply with policies from the state. It would also be unfavorable to have the HRPDC involved in these decisions.

Mr. Crum agreed and stated that the PDCs, in unison, agreed that the idea of energy planning is beneficial, but involvement in local permitting and land use decision-making should be avoided.

Chair Pons agreed that land use decisions are better handled by the local jurisdictions as every community is different.

Mr. Crum's Regional Legislative Agenda presentation is available on the HRPDC website using the following link:

[https://www.hrpdcva.gov/DocumentCenter/View/14052/011625-PDC-11\\_Presentation-General-Assembly-Update-PDF?bidId=](https://www.hrpdcva.gov/DocumentCenter/View/14052/011625-PDC-11_Presentation-General-Assembly-Update-PDF?bidId=).

### **Upcoming Meetings**

Mr. Crum noted that the next Commission meetings are scheduled for February 20, 2025 and April 17, 2025. There is no HRPDC meeting scheduled for March 2025.

### **Advisory Committee Minutes**

Mr. Crum stated that links to HRPDC/HRTPO Community Advisory Committee (CAC) meeting minutes approved since the last Commission meeting were provided in the agenda packet for Commission member information.

### **Technical Committee Meeting Summaries**

Mr. Crum indicated that summaries of HRPDC Technical Committee meetings held since the last Commission meeting were included in the agenda for Commission member information.

### **For Your Information**

Mr. Crum referenced the correspondence of interest included in the agenda packet for Commission member information.

### **Old/New Business**

There was no old or new business.

### **Adjournment**

With no further business to come before the Commission, the meeting was adjourned at 1:54 p.m.

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Shannon E. Glover  
Chair

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Robert A. Crum, Jr.  
Executive Director/ Secretary

**FISCAL YEAR 2025**  
**2/28/25**  
**STATEMENT OF REVENUES AND EXPENDITURES**  
**67% OF FISCAL YEAR COMPLETE**

<b>REVENUES</b>	<b>Annual Budget</b>	<b>Previous YTD</b>	<b>Current Month</b>	<b>YTD</b>	<b>% Received /Expended</b>
State PDC Revenue	\$ 190,943	\$ 143,207	\$ -	\$ 143,207	75%
DEQ	1,260,754	78,284.44	\$ 243,857.00	322,141.44	26%
Environmental Protection Agency (EPA)	2,704,114	236,631.54	\$ -	236,631.54	9%
Housing DHCD/ Portsmouth/ Chesapeake/IoW	1,132,026	151,920.08	\$ 61,188.10	213,108.18	19%
Virginia Housing VAPDC Grant	2,260,000	650,000.33	\$ -	650,000.33	29%
Virginia Housing VHDA Spac Grant	5,000	-	\$ 2,300.00	2,300.00	46%
Natl Fish & Wildlife Foundation	377,379	51,950.13	\$ -	51,950.13	14%
Water Quality Assessment	670,200	670,200.00	\$ -	670,200.00	100%
SCRC LDD	29,634	29,634.49	\$ -	29,634.49	100%
VDEM	3,239,701	476,375.41	\$ -	476,375.41	15%
Local Jurisdiction Membership Dues	1,753,239	1,352,660.00	\$ 117,630.75	1,470,290.75	84%
Local Jurisdiction Programs	1,916,799	1,606,676.00	\$ 116,141.75	1,722,817.75	90%
HRMFFA	55,000	11,337.34	\$ -	11,337.34	21%
HR Economic Development Site Readiness	1,588,823	21,875.67	\$ 865.91	22,741.58	1%
DCR Community Flood Preparedness Fund Grant	53,253	1,488.60	\$ -	1,488.60	3%
Wetlands Watch	44,532	-	\$ -	-	0%
Solid Waste Planning Unit	20,000	-	\$ -	-	0%
Southside Network Authority	80,000	26,791.08	\$ -	26,791.08	33%
VA Telecommunications	19,275,717	2,321,977.82	\$ 320,533.48	2,642,511.30	14%
Start Smart, Recycle Right Program	33,333	16,500.00	\$ -	16,500.00	50%
SALES, INTEREST & MISC	287,815	198,851.65	\$ 29,040.03	227,891.68	79%
VDOT-PL SEC 112	5,398,229	1,066,543.97	\$ -	1,066,543.97	20%
HRTAC	301,645	33,327.09	\$ -	33,327.09	11%
VDRPT 5303/ Pass Through	1,292,464	432,866.98	\$ -	432,866.98	33%
SP&R	72,500	30,421.00	\$ -	30,421.00	42%
Special Contracts/Deferred/Pass Through	839,282	-	\$ -	-	0%
<b>Total Revenue</b>	<b>44,882,382</b>	<b>9,609,521</b>	<b>891,557</b>	<b>10,501,078</b>	23%
<b>EXPENDITURES</b>					
PERSONNEL	\$ 6,743,418	\$ 2,961,068	\$ 407,148	\$ 3,368,216	50%
STANDARD CONTRACTS	275,935	9,914	\$ 4,549	14,463	5%
SPECIAL CONTRACTS/PASS THROUGH	36,831,637	3,853,987	\$ 406,761	4,260,748	12%
OFFICE SERVICES	1,031,392	408,396	\$ 37,266	445,662	43%
INDIRECT COSTS	-	1,083,419	148,971	1,232,390	0%
<b>Total Expenses</b>	<b>44,882,382</b>	<b>8,316,785</b>	<b>1,004,695</b>	<b>9,321,479</b>	21%
<b>TOTALS</b>	<b>\$ -</b>	<b>\$ 1,292,736</b>	<b>\$ (113,138)</b>	<b>\$ 1,179,598</b>	*

\* HRTPO grants operate on a quarterly reimbursement basis; as such the total YTD does not reflect the commission's current financial position.



**HAMPTON ROADS PLANNING DISTRICT COMMISSION  
RESOLUTION 2025-02**

**RESOLUTION OF THE HAMPTON ROADS PLANNING DISTRICT COMMISSION REGARDING LOCAL AND REGIONAL WATER SUPPLY PLANNING AND APPLICATION FOR A FISCAL YEAR 2025 WATER SUPPLY PLANNING GRANT**

**WHEREAS**, the Virginia General Assembly has mandated the development of regional water supply plans throughout the Commonwealth and the State Water Control Board has developed regulations to implement this planning process; and

**WHEREAS**, based upon these regulations The Counties of Isle of Wight, Southampton and Surry; the Cities of Chesapeake, Franklin, Norfolk, Portsmouth, Suffolk, and Virginia Beach; and the Town of Smithfield are required to contribute towards a regional water supply plan that fulfills the regulations by deadlines established in 9VAC25-780-50.A, specifically:

“Each locality in a regional planning area shall assist its regional planning unit in developing and submitting a single jointly produced regional water supply plan to the Department within **five years from October 9th, 2024**”

**WHEREAS**, regional planning areas are designated by 9VAC25-780-45.B, and a local government may request that the Department change its designated regional planning area to an adjoining planning area in accordance with 9VAC25-780-45.C.

**WHEREAS**, the following elements must be included in regional water supply plans in accordance with 9VAC25-780:

- A description of existing water sources in accordance with the requirements of 9VAC25-780-70;
- A description of existing water use in accordance with the requirements of 9VAC25-780-80;
- A description of existing water resource conditions in accordance with the requirements of 9VAC25-780-90;
- An assessment of projected water demand in accordance with the requirements of 9VAC25-780-100;
- A statement of need for the regional planning unit in accordance with the requirements of 9VAC25-780-100;
- An alternatives analysis to address projected deficits in water supplies in accordance with the requirements of 9VAC25-780-100;
- A description of water management actions in accordance with the requirements of 9VAC25-780-110 and 9VAC25-780-120;
- A description of drought response and contingency plans for each local government in the RPU, in accordance with the requirements of 9VAC25-780-120;



- An identification of water supply risks and regional strategies to address identified risks in accordance with the requirements of 9VAC25-780-125; and
- A map identifying important elements discussed in the water supply plan that may include existing environmental resources, existing water sources, significant existing water uses, and proposed new sources, and

**WHEREAS**, the Virginia Department of Environmental Quality has announced the availability of grant funds to assist Regional Planning Units and offset some of the costs related to the development of these Plans and are encouraging RPU's to submit applications for grant funds; and

**WHEREAS**, for purposes of this DEQ water supply grant fund program, The Counties of Isle of Wight, Southampton and Surry; the Cities of Chesapeake, Franklin, Norfolk, Portsmouth, Suffolk, and Virginia Beach; and the Towns of Smithfield and Windsor will participate within the Hampton Roads - Southeast Virginia Planning Area Regional Planning Unit, and

**WHEREAS**, the Regional Planning Unit, through the lead agent wishes to apply for and secure DEQ grant funds to help offset the cost of regional water supply plan development.

**Now, therefore, be it resolved** by the Hampton Roads Planning District Commission that the Counties of Isle of Wight, Southampton and Surry; the Cities of Chesapeake, Franklin, Norfolk, Portsmouth, Suffolk, and Virginia Beach; and the Town of Smithfield agree to participate with all local governments and water authorities within the Hampton Roads - Southeast Virginia Planning Area Regional Planning Unit in the development of a regional water supply plan that will comply with mandated regulations; and

**Be it further resolved** by the Hampton Roads Planning District Commission that the lead agent is authorized to develop an application for water supply planning grant funds to offset to the extent feasible the cost of developing said regional water supply plan; and

**Be it further resolved** by the Hampton Roads Planning District Commission that the lead agent agrees to manage all grant funds received and allocate these shared funds towards the tasks and deliverables proposed in the grant application for the benefit of the entire Regional Planning Unit, and

**Be it finally resolved** by the Hampton Roads Planning District Commission that Robert A. Crum, Jr., HRPDC Executive Director, is authorized to sign the DEQ contract and other appropriate documents related to the water supply planning grant and the regional water supply plan.

**APPROVED and ADOPTED** by the Hampton Roads Planning District Commission at its meeting on the 17th day of April 2025.

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Shannon E. Glover  
Chair

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Robert A. Crum, Jr.  
Executive Director/Secretary



**HAMPTON ROADS PLANNING DISTRICT COMMISSION  
RESOLUTION 2025-02**

**RESOLUTION OF THE HAMPTON ROADS PLANNING DISTRICT COMMISSION REGARDING LOCAL AND REGIONAL WATER SUPPLY PLANNING AND APPLICATION FOR A FISCAL YEAR 2025 WATER SUPPLY PLANNING GRANT**

**WHEREAS**, the Virginia General Assembly has mandated the development of regional water supply plans throughout the Commonwealth and the State Water Control Board has developed regulations to implement this planning process; and

**WHEREAS**, based upon these regulations The Counties of Gloucester, James City, and York; and the Cities of Hampton, Newport News, Poquoson, and Williamsburg are required to contribute towards a regional water supply plan that fulfills the regulations by deadlines established in 9VAC25-780-50.A, specifically:

“Each locality in a regional planning area shall assist its regional planning unit in developing and submitting a single jointly produced regional water supply plan to the Department within **five years from October 9th, 2024**”

**WHEREAS**, regional planning areas are designated by 9VAC25-780-45.B, and a local government may request that the Department change its designated regional planning area to an adjoining planning area in accordance with 9VAC25-780-45.C.

**WHEREAS**, the following elements must be included in regional water supply plans in accordance with 9VAC25-780:

- A description of existing water sources in accordance with the requirements of 9VAC25-780-70;
- A description of existing water use in accordance with the requirements of 9VAC25-780-80;
- A description of existing water resource conditions in accordance with the requirements of 9VAC25-780-90;
- An assessment of projected water demand in accordance with the requirements of 9VAC25-780-100;
- A statement of need for the regional planning unit in accordance with the requirements of 9VAC25-780-100;
- An alternatives analysis to address projected deficits in water supplies in accordance with the requirements of 9VAC25-780-100;
- A description of water management actions in accordance with the requirements of 9VAC25-780-110 and 9VAC25-780-120;
- A description of drought response and contingency plans for each local government in the RPU, in accordance with the requirements of 9VAC25-780-120;

- An identification of water supply risks and regional strategies to address identified risks in accordance with the requirements of 9VAC25-780-125; and
- A map identifying important elements discussed in the water supply plan that may include existing environmental resources, existing water sources, significant existing water uses, and proposed new sources, and

**WHEREAS**, the Virginia Department of Environmental Quality has announced the availability of grant funds to assist Regional Planning Units and offset some of the costs related to the development of these Plans and are encouraging RPU's to submit applications for grant funds; and

**WHEREAS**, for purposes of this DEQ water supply grant fund program, The Counties of Gloucester, James City, and York; and the Cities of Hampton, Newport News, Poquoson, and Williamsburg will participate within the Hampton Roads – York and James River 2 Planning Area Regional Planning Unit, and

**WHEREAS**, the Regional Planning Unit, through the lead agent wishes to apply for and secure DEQ grant funds to help offset the cost of regional water supply plan development.

**Now, therefore, be it resolved** by the Hampton Roads Planning District Commission that the Counties of Gloucester, James City, and York; and the Cities of Hampton, Newport News, Poquoson, and Williamsburg agree to participate with all local governments and water authorities within the Hampton Roads – York and James River 2 Planning Area Regional Planning Unit in the development of a regional water supply plan that will comply with mandated regulations; and

**Be it further resolved** by the Hampton Roads Planning District Commission that the lead agent is authorized to develop an application for water supply planning grant funds to offset to the extent feasible the cost of developing said regional water supply plan; and

**Be it further resolved** by the Hampton Roads Planning District Commission that the lead agent agrees to manage all grant funds received and allocate these shared funds towards the tasks and deliverables proposed in the grant application for the benefit of the entire Regional Planning Unit, and

**Be it finally resolved** by the Hampton Roads Planning District Commission that Robert A. Crum, Jr., HRPDC Executive Director, is authorized to sign the DEQ contract and other appropriate documents related to the water supply planning grant and the regional water supply plan.

**APPROVED and ADOPTED** by the Hampton Roads Planning District Commission at its meeting on the 17th day of April 2025.

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Shannon E. Glover  
Chair

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Robert A. Crum, Jr.  
Executive Director/Secretary



**HAMPTON ROADS PLANNING DISTRICT COMMISSION  
RESOLUTION 2025-04**

**RESOLUTION OF THE HAMPTON ROADS PLANNING DISTRICT COMMISSION AUTHORIZING  
THE ADDITION OF A ROTH 457 OPTION AS A RETIREMENT INVESTMENT TOOL TO ITS  
DEFERRED COMPENSATION PLAN**

**WHEREAS**, the Hampton Roads Planning District Commission currently offers its employees a 457(b) retirement option as a retirement investment tool; and

**WHEREAS**, the Roth 457 option has been identified as an additional benefit that can assist employees to save for retirement by expanding their portfolio options to include additional possible tax advantages; and

**WHEREAS**, the Secure 2.0 Act of 2022 requires that certain employees who earn above a designated income threshold must designate age 50 or age 60 to 63 pre-retirement “catch-up” contributions as Roth contributions starting in 2026; and

**WHEREAS**, the Hampton Roads Planning District Commission wishes to offer the Roth 457 option to all employees effective July 1, 2025.

**Now, therefore, be it resolved** by the Hampton Roads Planning District Commission that the Executive Director is authorized to amend its current 457 Deferred Compensation Plan to allow for both before tax and after tax (Roth) contributions.

**APPROVED and ADOPTED** by the Hampton Roads Planning District Commission at its meeting on the 17th day of April 2025.

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Shannon E. Glover  
Chair

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Robert A. Crum, Jr.  
Executive Director/Secretary

**Summary Minutes of the HRPDC/HRTPO  
Community Advisory Committee (CAC) Meeting  
December 12, 2024**

The December 12, 2024, meeting of the Hampton Roads Planning District Commission (HRPDC)/ Hampton Roads Transportation Planning Organization (HRTPO) Community Advisory Committee (CAC) was held at the Norfolk International Airport at 2200 Norview Ave, Norfolk, VA 23518 in the Norfolk Airport Authority Board Room.

The meeting was called to order by the Chair at 12:10 PM with the following in attendance:

**CAC Members in Attendance**

Mark Geduldig-Yatrofsky, Chair (PO)	Garry Harris (PO)
Sharon D. Anderson (PO)	Maleah Amos (PO)
Brad Martin (VB)	Frank Cotrupi (NN)
Lauren Roberts Carter(NO)	

**CAC Members Absent**

Delceno Miles (VB)	Travis Davidson (NO)
Anthony Piglowski (SU)	

**HRPDC/HRTPO Staff**

Quan McLaurin	Matt Klepeisz
Robert A. Crum, Jr.	Joe Turner
Nikki Johnson	Greg Grootendorst

**Others Recording Attending**

Queen Crittendon (VDOT)	Angela E. Amponsah (VDOT)
Susan Sheaffer (ORF)	Lacy Dickinson (ORF)
Chris Jones (ORF)	Steve Djunaedi (ORF)

**Approval/Modification of Agenda**

The Chair, Mr. Geduldig-Yatrofsky, asked the committee if there were any amendments or discussions surrounding the agenda's approval. There was no discussion or amendments brought forth.

Brad Martin motioned to accept the agenda. Sharon D. Anderson seconded the motion. The committee unanimously approved the agenda.

**Public Comments**

- **Submitted Public Comments**



Mr. Quan McLaurin reported that no public comments had been submitted.

- **Public Comment Period**

Members of the public were invited to address the CAC, but no in-person requests for public comment were received.

## **Summary Minutes**

The Chair, Mr. Geduldig-Yatrofsky, asked the committee if there were any requested modifications or discussions surrounding the approval of the summary minutes (June, August, October, and December 2023, as well as minutes from February, April, June, August, and October 2024). There was no additional discussion or requested modifications.

Lauren Carter Roberts motioned to approve the minutes. Frank Cotrupi seconded the motion. The motion passed unanimously.

## **HRPDC/HRTPO Summary Report – Quan McLaurin, HRPDC, DEI & Title VI Civil Rights Liaison**

Mr. McLaurin shared the HRPDC/HRTPO Summary report with the committee with specific emphasis on the most recent Executive Director's Report from the November 2024 Commission meeting, the Public Engagement Plan, and the State of Transportation in Hampton Roads 2024 Report.

## **Briefing on the State of the Norfolk International Airport and Adjacent Land – Mark Perryman, President & CEO of Norfolk International Airport**

Mr. Crum introduced Mr. Perryman. Mr. Perryman's presentation focused on ORF's current development projects, future plans, and the importance of regional collaboration. Mr. Perryman covered the following during his presentation.

- **Attracting European Airlines:** The airport is actively pursuing direct routes from European airlines, bypassing major connecting hubs and offering more convenient travel options. This requires securing minimum revenue guarantees, necessitating financial support from municipalities, businesses, and the state.
- **Regional Collaboration:** The success of attracting airlines and achieving broader development goals hinges on regional cooperation. Mr. Perryman emphasized the need to overcome parochialism and work together as a unified region, citing examples like Tampa Bay and Cincinnati/Northern Kentucky.
- **Passenger Profile & Customer Experience:** ORF serves a balanced mix of leisure and business travelers. ORF is prioritizing customer experience through improved amenities, updated wayfinding, and a new park-and-wait lot. Recent improvements include new gate seating and plans for consolidated security checkpoints.

- **Billion-Dollar Development Program:** A major development program is underway, funded by a combination of federal grants, state funding, private investment, airline contributions, and airport authority bonds. Projects include runway improvements, pedestrian bridge upgrades, a new customs facility, a hotel, parkway improvements, a rental car facility, and a terminal redevelopment.
- **Land Redevelopment:** The decommissioning of the crosswind runway will free up land for redevelopment. The airport is working with Virginia Beach and Norfolk to explore options, including multi-family housing, commercial, and industrial uses. The goal is to return these properties to productive, taxable use, while working with the community.
- **Newport News Airport (PHF) Future:** The future of PHF is uncertain due to industry trends. Mr. Perryman suggested the airport focus on other aviation-related activities like heavy industry, unmanned systems, and military partnerships, rather than pursuing commercial passenger service.
- **Garden of Tomorrow:** The upcoming Garden of Tomorrow at Norfolk Botanical Garden was highlighted as a valuable regional asset that complements the airport and its development plans.

CAC members inquired about providing opportunities for small and local businesses within the airport, and Mr. Perryman shared that this is an initiative that the Airport is excited to be currently working on and that they have recently hired a Diversity Business Manager to assist with.

CAC members shared a strong desire to have bus transit available for the airport. Mr. Perryman echoed those sentiments and shared that they are working with Hampton Roads Transit to explore opportunities.

Mr. Crum and Mr. McLaurin encouraged CAC members to engage with their respective communities and to bring any redevelopment ideas that they may have related to the adjacent parcels of land to Mr. Perryman and ORF.

## **Public Engagement Plan (PEP) – Quan McLaurin, HRPDC, DEI & Title VI/Civil Rights Liaison**

Mr. McLaurin provided the group with an update on the Public Engagement Plan that was out for review at the time. Mr. McLaurin encouraged members to review the draft document and to provide staff with any feedback that they may have. Additionally, Mr. McLaurin shared that feedback from the FHWA from the recent Certification review in August 2024 would be incorporated into the document when the agency receives the final report. The plan emphasizes meaningful engagement, particularly with historically disadvantaged communities, and outlines various methods, from traditional notices to social media and virtual meetings. The CAC's role in public engagement was emphasized.

Mr. McLaurin shared different engagement methods that the agency employs to connect with

the public at large.

**Website and Social Media:** The updated website and active social media presence were highlighted as successful engagement tools.

**Survey Results:** The CAC reviewed results from recent surveys on regional safety, transportation priorities, and long range planning.

**Improving Engagement:** The committee discussed strategies to further enhance public engagement, including partnerships with community organizations and exploration of new platforms. The Young Professionals Forum was deemed a success and suggested as an annual or bi-annual event.

**Neighborhood-Level Engagement:** The CAC discussed the need to expand engagement to the neighborhood level and requested members' assistance in connecting with neighborhood associations, civic leagues, and community groups.

### **Nomination of Officers – Quan McLaurin, HRPDC, DEI & Title VI/Civil Rights Liaison**

Mr. McLaurin shared that in alignment with the terms set forth for current officers, it is time for the CAC to nominate a new Chair and Vice Chair. Members are eligible to nominate a Chair and Vice Chair. Members can vote for members at the February 2025 CAC meeting. Members who have been nominated, voted for, and accepted the nomination will be brought to the HRPDC and HRTPO boards for approval at their respective upcoming meetings.

Members nominated Lauren Carter Roberts, Maleah Amos, Garry Harris, and Sharon D. Anderson for officer positions.

Mr. McLaurin shared that in alignment with recently amended bylaws that after officer selection the CAC will be able to stand up its Membership Subcommittee, and so members are advised to begin considering candidates for the CAC.

### **CAC 2024 Review – Quan McLaurin, HRPDC, DEI & Title VI/Civil Rights Liaison**

Mr. McLaurin emphasized the importance of celebrating and highlighting the accomplishments of the CAC over the last year. Mr. McLaurin highlighted and reminded the CAC of the following items.

- Discussions around Economic Outlook for Hampton Roads, Violence Interrupters, PFAs, Mental Health First Aid, Shockoe Hill African Burying Ground and passenger rail,
- Provided direct input into the regional climate action plan as part of the Climate Pollution Reduction Grant.
- Provided direct input on the Hampton Roads Rail Crossing Study.
- Provided direct input into the Regional Legislative Priorities Agenda.
- Convened the bylaws subcommittee.
- Visited and toured the HRSD SWIFT Research Facility.

**Next Meeting**

Mr. McLaurin shared that the next CAC meeting is scheduled for Thursday, February 13, 2024.

**Old/New Business**

There was no new old/new business to address.

**Adjournment**

With no further business, Chair Geduldig-Yatrofsky adjourned the meeting at 2:10 pm.

**Hampton Roads Planning District Commission  
Chief Administrative Officer Committee Meeting  
Summary Minutes of November 6, 2024**

The November 6, 2024 meeting of the Chief Administrative Officer (CAO) Committee was called to order at 11:30 a.m. by CAO Committee Vice-Chair Chris Price at the Emergency Operations Center at the Williamsburg Fire Department located at 440 N Boundary Street, Williamsburg, VA 23185

**CAO Committee Members in Attendance:**

Chris Price, Vice-Chair (Chesapeake)  
Rosylen Oglesby (Franklin)  
Carol Steele (Gloucester County)  
Randy Keaton (Isle of Wight County)  
Scott Stevens (James City County)  
Alan Archer (Newport News)  
Randy Wheeler (Poquoson)  
Steven Carter (Portsmouth)  
Brian Thrower (Southampton County)  
Al Moor (Suffolk)  
Melissa Rollins (Surry County)  
William Saunders (Town of Windsor)  
Mark Bellamy (York County)

**CAO Committee Members Absent:**

Mary Bunting, Chair (Hampton)  
Patrick Roberts (Norfolk)  
Michael Stallings (Town of Smithfield)  
Patrick Duhaney (Virginia Beach)  
Andrew Trivette (Williamsburg)

**Executive Director:**

Robert Crum

**Other Participants:**

Brian DeProfio (Hampton)

**Others Recorded Attending:**

Drew Lumpkin (Hampton Roads Executive Roundtable)  
Brenda Roberts (U.S. Representative Jen Kiggans' Office)  
Diane Kaufman (U.S. Senator Tim Kaine's Office)  
Jerri Wilson (Newport News)  
Whitney Katchmark (HRPDC)  
Ivy Ozmon (HRPDC)  
Eric Walberg (HRPDC)

## **Approval of Agenda**

The agenda for the November CAO meeting was approved.

## **Public Comment**

No public comments were offered.

## **Approval of Minutes:**

The minutes of the October 2024 CAO meeting were approved.

## **Strategic Plan for Hampton Roads**

The Code of Virginia requires Planning District Commissions to create regional strategic plans for the regions they serve. In 2014, the HRPDC carried out an extensive stakeholder engagement process to identify shared community values. Envision Hampton Roads resulted in a set of aspirations for the region. Building on this work, the HRPDC is launching a new initiative that will identify regional metrics, associated goals, and action plans for a set of priority regional issues. Eric Walberg, Principal for Planning and Economics, and Tho Tran, Senior Regional Planner provided an overview of the project. Key points from the presentation include the following:

- The Strategic Plan development process will provide an opportunity to advance regional collaboration to address key challenges and opportunities.
- HRPDC Board engagement will be modeled on the July 2024 HRPDC and HRTPO meetings where breakout groups were focused on specific topic areas.
- Step one in the plan development process will include compilation of regional statistics, analysis and comparison of existing plans, and stakeholder engagement to identify a set of regional metrics.
- Step two will focus on improvement of quality of life for our residents and will utilize stakeholder engagement to establish goals linked to the regional metrics and subsequently develop action plans for a priority subset of the goals.
- Step three will focus on enhancing regional competitiveness and is the facet of the project that will link most directly to the Comprehensive Economic Development Strategy (CEDS) for the region. The process will be similar to step two, utilizing stakeholder engagement to establish goals linked to the regional metrics and subsequently develop action plans for a priority subset of the goals.
- The timeline for the project is for step one to be completed by the end of Q2 in 2025 and steps two and three to be completed in Q4 of 2025.
- Discussion following the presentation:
  - Mr. Wheeler asked why Envision Hampton Roads did not progress beyond step two in the seven-step process that was outlined?

- Mr. Walberg responded that creation of a CEDS become the top priority given that the region did not have a CEDS at that point and that was limiting access to federal grants.
- Mr. Crum concurred with that and mentioned there was staff turnover during that period. Mr. Crum also emphasized that several of the priorities identified in Envision Hampton Roads have been the focus of subsequent work and that significant progress has been made in implementing the plan's recommendations.
- Mr. Lumpkin asked if the Strategic Plan would integrate current regional efforts such as new economic development priorities.
- Mr. Walberg confirmed that would be the case and indicated that the project pillar focused on enhancing regional competitiveness would be the logical connection point.

## **Regional Water Supply Plan**

HRPDC staff are beginning the process of updating the Water Supply Plan (WSP) for the region. The updated Plan is due to the Virginia Department of Environmental Quality by October of 2029. Whitney Katchmark, Principal Water Resources Engineer, and Ivy Ozmon, Water Resources Planner, provided an overview of the update process. Key points from the presentation are as follows:

- VADEQ will complete kick-off meetings with regional planning units by April of 2025.
- Localities will need to select representatives for the process. In some cases staff that participated in development of the 2011 Plan are still in place.
- Localities will need to supply information on their water systems including existing sources and uses, projected demands, drought response, and risk assessments.
- Discussion following the presentation:
  - Mr. Price asked about the 2011 WSP regulation “carrots and sticks”, vaguely recalling that DEQ assessment/ plan approval could lead to restrictions on economic development if supplies were not adequate to meet projected demands. Ms. Katchmark shared that the WSP goal is to document supplies, demands, risks, etc. to help DEQ identify conflicts that need to be resolved. Hampton Roads does not currently rely on any water supplies where conflicts are a concern.
  - Mr. Keaton asked about Locality responsibilities when they receive VDH notices of violation for small private water systems that experience fluoride exceedances and whether those details would be captured in the WSP. Ms. Katchmark shared that general descriptions of overarching water quality concerns are captured in narrative descriptions of all water systems in Hampton Roads. We do not have great insight into what VDH expectations of the Locality are at this time, but we will discuss the matter with VDH at the upcoming joint meeting of the Utility Directors and Local VDH health directors.



- Ms. Katchmark briefly discussed the WSP detailing water supply concerns more than water quality concerns since most public water systems source raw water where water quality is not an issue. Supplies with contaminant concerns are typically avoided, where possible, to avoid the need to implement expensive treatment processes beyond typical conventional drinking water treatment.

### **Items of Regional Interest**

- Mr. Crum stated that the Nominating Committee needs to identify candidates by January. Mayor Glover would likely move up when Mayor Pons steps down as HRPDC Chair. A new Vice-Chair would be needed from the Peninsula, and a new Treasurer would be needed due to Mr. Keaton's pending retirement. A similar situation exists for the HRTPO Board. A new Chair will be needed from the Peninsula, and a new Vice-Chair will be needed from the Southside.
- Mr. Crum also asked the group if it is time for the State to take a comprehensive look at evacuation plans.
- Mr. Archer spoke on this topic, relaying the experience that Newport News had during a previous hurricane when the State opened regional shelters at William and Mary, Christopher Newport, and Virginia Commonwealth Universities. The required resources available exceed what localities could provide.

### **Other Business**

No other business was discussed.

### **Next Scheduled Meeting**

The next regularly scheduled CAO meeting falls on January 1 and will need to be rescheduled.

### **Adjournment**

With no further business to come before the CAO Committee, the meeting was adjourned at 1:30 p.m.

**Hampton Roads Planning District Commission  
Chief Administrative Officer (CAO) Committee Meeting  
Summary Minutes of February 5, 2025**

The February 5, 2025 meeting of the Chief Administrative Officer (CAO) Committee was called to order at 11:30 am. by CAO Committee Chair Mary Bunting at the Apex Room located at 555 Belaire Avenue in Chesapeake, Virginia.

**CAO Committee Members in Attendance**

Alan Archer	Newport News
Mary Bunting, Chair	Hampton
Steven Carter	Portsmouth
Patrick Duhaney	Virginia Beach
Randy Keaton	Isle of Wight County
Al Moor	Suffolk
Rosylen Oglesby	Franklin
Chris Price, Vice-Chair	Chesapeake
Pat Roberts	Norfolk
Melissa Rollins	Surry County
William Saunders	Windsor
Michael Stallings	Smithfield
Carol Steele	Gloucester County
Scott Stevens	James City County
Brian Thrower	Southampton County
Andrew Trivette	Williamsburg
Randy Wheeler	Poquoson

**Executive Director:**

Robert Crum

**Others Recorded Attending:**

Ron Carlee	Old Dominion University
Greg Grootendorst	HRPDC
Whitney Katchmark	HRPDC
Diane Kaufman	Senator Tim Kaine
Ben McFarlane	HRPDC
Renee McKinna	All Hazards Advisory Committee, Vice-Chair
Brenda Roberts	Representative Jen Kiggans
Sara Ruch	All Hazards Advisory Committee, Chair
John Sadler	HRPDC
Tammy Sommer	HRPDC
Eric Walberg	HRPDC

## **Approval of Agenda**

Mr. Crum requested that the CAO Committee adjust the order of the agenda and move Mr. McFarlane's briefing on Resilient Design Standards to the first business item on the agenda. The Committee concurred and approved the agenda as amended.

## **Approval of Minutes**

The minutes of the November 6, 2024 CAO Committee meeting were approved as presented.

## **Resilient Design Standards**

Mr. McFarlane briefed the Committee on the Resilient Design Standards that were endorsed by the HRPDC. He noted that the design standards are guidelines that can be adopted based on local needs and considerations in each locality. The guidelines consider both sea level rise and changing precipitation patterns, and the precipitation projects take climate change trends into account. He noted that the standards will be posted to the HRPDC website with associated maps also posted to HRGEO. In response to a question, Mr. McFarlane noted that development and engineering consultants in the region are discussing these standards with their clients. He noted that decisions on the application of standards often depend on several factors, including project location and flooding risk.

The CAOs held a discussion on the Resilient Design Standards, including the following items:

- The Design Standards provide a comprehensive set of guidelines that can be used as a cafeteria menu that each locality can choose from to meet their specific needs.
- Overall, the CAOs are supportive of the standards but recognized challenging concerns about housing costs. Costs have gone up for stormwater management and flood prevention, and these costs are added to the price of housing.
- It is important to monitor General Assembly actions that enhance state control over local decision-making.
- A good place to start might be with local government facilities that can serve as examples of best practices for the development community.
- Working together as a region on this issue will be important.

## **All Hazards Advisory Committee (AHAC) Sheltering and Preparedness**

Mr. Sadler provided an overview of a proposed request for the State to provide enhanced support for emergency sheltering efforts in the Hampton Roads region. Mr. Crum reminded CAO members that this item was discussed at the last HRPDC meeting, and the Commission forwarded this topic to the CAOs with a request that they provide direction on this item. He noted that Mr. Sadler was joined by All Hazards Advisory Committee (AHAC) Chair Sara Ruch from James City County and AHAC Vice-Chair Renee McKinna from Virginia Beach.

Mr. Sadler noted that a study completed by the Virginia Department of Emergency Management (VDEM) found that Hampton Roads has a deficit of shelter space. The AHAC recommends that the CAOs make the following request for State assistance:

- Funding to increase shelter capacity
- Enhanced State funding for VDEM to reduce dependency on Federal grants
- Improve shelter staffing

It was noted that our region is not receiving needed cooperation and support from the State on shelter preparedness. In particular, Hampton Roads is having a difficult time identifying a sufficiently large building on the Peninsula for shelter use. Christopher Newport University is the primary facility of interest with William and Mary also containing some buildings that could work for this purpose. It was also noted, based on experience with previous events and difficulty in partnering with the State, that enhanced regional coordination among localities may be advisable.

Several CAOs noted that the message to the State needs to be that it is beyond the capabilities of the localities to successfully respond to a major disaster without significant State support. It was also noted that the State has asked localities to work with communities to the west on evacuation plans and sheltering. This is another reason why increased State support is needed.

Following this discussion, the CAO Committee unanimously agreed to authorize the CAO Committee Chair and Vice-Chair to send correspondence to State leadership (Governor, Lieutenant Governor, and Hampton Roads Caucus) requesting increased assistance from the Commonwealth on Emergency Sheltering and Preparedness.

### **Roadway Flooding Sensors**

Mr. Crum noted that the CAOs have received previous briefings on our Roadway Flooding Sensor project and that staff were asking for input on how to expand this pilot program in the region.

Ms. Katchmark provided a synopsis of the Flooding Sensor Pilot project, noting that Xylem was the project consultant, and the pilot effort resulted in the installation and monitoring of twenty sensors. Two types of sensors were tested: pressure level sensors and radar sensors. The pilot project found that the pressure sensors have been difficult to work with, while the radar sensors are less expensive and less subject to damage. The data from the sensors is monitored and shared on the Waze application platform for use by the public.

Staff are currently evaluating two possible funding sources to support the next phase of work. The Community Flood Preparedness Fund, a State grant through the Department of Conservation and Recreation, requires a 50 percent local match, and the Federal "Protect" grant program requires a 20 percent match.

In response to a question, Ms. Katchmark noted that the cost to expand to 50 sensors would be about \$240,000. Although the HRPDC will not know if the State grant is approved until next fall, the plan is to provide the local match through the HRPDC Coastal Resilience Fund. The funding would allow the purchase of equipment and would cover the costs for three years of maintenance. After that initial three-year time frame, the HRPDC would request that the localities hosting the sensors take over the annual maintenance costs at a price of \$900 per sensor per year. Ms. Katchmark asked if there was general agreement with this approach, and the CAO Committee agreed that this was a good path forward.

A question was raised about any challenges with rights of way (ROW) and locality policies on the installation of sensors in the ROWs. Discussion occurred about the differing approaches that have been encountered in various localities and the need for better coordination at the local level. The CAOs agreed that a specific point of contact needs to be identified for each locality and that localities also need to provide input on the location of future sensors as we build out the regional network.

### **Items of Regional Interest**

During a roundtable discussion, the CAOs shared items of regional interest and reported on developments at the General Assembly of local and regional interest.

### **Other Business**

It was noted that the next scheduled meeting will be held on April 2, 2025 at 11:30 a.m. and will be hosted by Surry County.

### **Adjournment**

With no other business to come before the CAO Committee, the meeting adjourned at approximately 1:15 p.m.

Respectfully submitted,  
Robert A. Crum, Jr.

## **MEETING SUMMARY**

### **askHRgreen.org Environmental Education Committees**

The askHRgreen.org Environmental Education Committees met in January to discuss the following ongoing programs and initiatives.

#### ***askHRgreen.org Recycling & Beautification Committee – January 14***

- The Committee is implementing a three-year EPA Recycling Education and Outreach (REO) Grant. The Committee finalized the web-based recycling education tools, finalized plans for a locally-funded recycling confidence survey, and continued to plan for a route-level recycling audit and cart-tagging project. *As of February 5, federal funding for this EPA grant is currently paused.*
- The Committee is planning for the 2025 Great American Cleanup scheduled for March 28-29, 2025. Cleanup and beautification projects will happen across the region this weekend with the help of thousands of local volunteers. Localities are encouraged to participate by planning community cleanup and beautification projects and promoting volunteer opportunities.

#### ***askHRgreen.org Stormwater Education Committee – January 17***

- The Committee is planning for special promotions and giveaways for Chesapeake Bay Awareness Week in June 2025.
- The Committee is promoting the regional pet waste station grant program to local neighborhoods and civic leagues and looking into rebranding the Bay Star Homes and Bay Star Business programs for 2025.

#### ***askHRgreen.org Fats, Oils, & Grease Education Committee – January 21***

- The Committee continues to explore options to expand training resources for limited English proficiency populations.
- The Committee will produce a new brochure to highlight the use of high-capacity grease control devices by food service establishments. These devices are highly effective at preventing FOG from entering the sanitary sewer system.

#### ***askHRgreen.org Water Awareness Committee – January 23***

- The Committee launched a new “Adopt a Drop” fundraising campaign for the Hampton Roads Help 2 Others program. The program provides water bill payment assistance for Hampton Roads residents experiencing a financial hardship. New resources include rack cards, posters, donation point-of-purchase displays, and a social media toolkit.
- The Committee discussed ongoing public communication efforts under the new Lead and Copper Rule requirements.

## **MEETING SUMMARY**

### **askHRgreen.org Environmental Education Committees**

The askHRgreen.org Environmental Education Committees met in February/March to discuss the following ongoing programs and initiatives.

#### ***askHRgreen.org Recycling & Beautification Committee – February 25***

- The Committee is implementing a three-year EPA Recycling Education and Outreach Grant. The Committee finalized plans for the Feet on the Street (recycling cart-tagging) project, conducted recycling audits from sample recycling routes, and launched a regional recycling confidence survey. Feet on the Street began March 31 and includes the following localities: James City County, Newport News, Norfolk, Suffolk, Virginia Beach, and York County.
- The Committee organized the Hampton Roads Great American Cleanup, which was held on March 28-29. Cleanup results will be compiled and shared in mid-April.

#### ***askHRgreen.org Stormwater Education Committee – February 21, March 21***

- The Committee has received a \$4,700 grant from the Chesapeake Bay Restoration Fund for educational mini grants, rain barrel workshops, and new stormwater education display materials.
- The Committee is working to rebrand the Bay Star Homes & Business programs with an anticipated relaunch of the programs for Chesapeake Bay Awareness Week in June 2025.

#### ***askHRgreen.org Fats, Oils, & Grease Education Committee – February 18, March 18***

- The Committee is currently developing a Food Service Employee FOG training video in both Spanish and Chinese to better serve limited English proficiency populations.
- The Committee is currently developing a new brochure to highlight the benefits of high-capacity grease control devices by food service establishments and a new coloring and activity book for youth education and outreach.

#### ***askHRgreen.org Water Awareness Committee – February 27***

- The Committee continues to promote the “Adopt a Drop” fundraising campaign for the Hampton Roads Help 2 Others program. The program provides water bill payment assistance for Hampton Roads residents experiencing a financial hardship. New resources include rack cards, posters, donation point-of-purchase displays, and a social media toolkit.
- The Committee discussed plans for a Drinking Water Week promotion in May, including the introduction of a new water drop mascot to be used for public outreach initiatives.



## **MEETING SUMMARY DIRECTORS OF UTILITIES COMMITTEE**

The Directors of Utilities Committee met in Newport News on February 5, 2025. The following items were discussed:

- Richmond's recent water outage and details of utility emergency response plans in Hampton Roads.
- HRSD updates on economic development partnerships.
- HRPDC staff summarized recent national reports on water affordability issues and strategies to address them, and staff provided updates on the status of the Federal Low-Income Household Water Assistance Program (LIHWAP) legislation.
- Newport News Waterworks and Norfolk Public Utilities committee members shared their experiences with recent water system inspections by the Environmental Protection Agency (EPA).
- HRPDC staff provided updates on General Assembly legislation affecting water and wastewater utilities, and the recent Virginia Department of Health (VDH) Waterworks Advisory Finance subcommittee meetings were summarized.
- HRPDC staff reviewed the findings of the Virginia Department of Environmental Quality (VADEQ) groundwater monitoring network assessment. A Virginia House bill proposing to extend the charge of the Eastern Virginia Groundwater Management Advisory Committee was also discussed.

**MEETING SUMMARY**  
**DIRECTORS OF UTILITIES COMMITTEE**

The Directors of Utilities Committee met virtually on March 5, 2025. The following items were discussed:

- Directors discussed the impacts of federal funding freezes and shared recent observations of cost increases. They also raised concerns about the potential water quality impacts in Lake Gaston that could result from the passage of a bill recently introduced in Congress to designate uranium as a critical mineral.
- HRPDC staff presented updated data for the Fiscal Year 2025 Water and Sewer Rate Report.
- HRPDC staff shared the updated groundwater permit map and summary for the Eastern Virginia Groundwater Management Area.
- HRPDC staff provided updates on Water Supply Planning efforts. The kickoff meeting for the plan is scheduled on April 2, and the HRPDC will apply for Virginia Department of Environmental Quality (VADEQ) Water Supply Planning Grant Funds.
- HRSD and HRPDC representatives shared their experiences from a recent visit from Congressional Fellows from the National Academies. Fellows chose Hampton Roads as their destination of choice to learn about regional efforts on climate resilience projects.

**MEETING SUMMARY**  
**DIRECTORS OF UTILITIES COMMITTEE**

The Directors of Utilities Committee met in Chesapeake and via Teams on April 2, 2025. The following items were discussed:

- VADEQ staff presented information on the process for Regional Water Supply Planning, satisfying the requirement to hold a kickoff meeting for the Hampton Roads plan development.
- Directors shared that many utilities from the region participated in an emergency management exercise focused on responding to a loss of water system pressure, similar to the recent water emergency in Richmond.
- HRPDC staff reviewed the purpose of the Regional Water Quality Response Plan and requested that committee members share updates to their emergency contact information. The updated contact list will be distributed to the committee ahead of the hurricane season.
- HRPDC staff introduced the water droplet mascot that will be used for askHRgreen and locality environmental education outreach and events.

**MEETING SUMMARY**  
**PLANNING DIRECTORS COMMITTEE**

The Planning Directors of the Hampton Roads region met on January 30, 2025. The following items were discussed.

- Mr. Jan Rasmussen, a planning expert with the City of Copenhagen, Denmark, provided an overview of the Copenhagen Cloudburst Formula. This plan integrates green and gray infrastructure approaches to managing stormwater associated with heavy downpours. Many of the green infrastructure elements serve as public spaces, enhancing the quality of life while also providing significant stormwater storage capacity.
- Mr. Rasmussen also discussed planning for new initiatives to deal with sea level rise. In combination, the two initiatives address many of the challenges here in Hampton Roads, providing an opportunity for future sharing and collaboration.
- Following the presentation, the Directors shared updates on local progress and challenges. Topics covered included evolving data center ordinances, sign ordinances, growth studies, comprehensive plan updates, and economic development initiatives.

**MEETING SUMMARY**  
**PLANNING DIRECTORS COMMITTEE**

The Planning Directors of the Hampton Roads region met on January 27, 2025. The following items were discussed.

- Mr. Joe Lerch, Director of Local Government Policy with the Virginia Association of Counties, provided a synopsis of the 2025 Virginia General Assembly session. He focused on three topic areas:
  - Housing bills
  - Solar Energy and related bills
  - Data Centers
- Key bills that have been signed by the Governor include HB 2660, which shortens timeframes for site plan approval; HB 2533, which clarifies that local comprehensive plans may include accessory dwelling units; and HB 2024, which prevents localities from banning cadmium telluride solar panels.
- Significantly, SB 1190, which would have potentially limited local control over the approval of industrial-scale solar projects, did not pass.
- Following the presentation, the Directors shared updates on local progress and challenges. The topics covered included new housing projects and studies and comprehensive plan updates.

**MEETING SUMMARY**  
**PLANNING DIRECTORS COMMITTEE**

The Planning Directors of the Hampton Roads region met on March 27, 2025. The following items were discussed.

- The planned presentation on the Newport News Marshall-Ridley Choice Neighborhood Project did not occur due to a last-minute conflict on the part of the invited speaker. The presentation will be shifted to the April 24, 2025, meeting.
- Following the presentation, the Directors shared updates on local progress and challenges. Topics covered included rezoning for a new housing project in Newport News, progress on several planning initiatives in Chesapeake, including the Greenbrier Area Plan, Comprehensive Plan update, and Master Transportation Plan update; development of an ordinance for utility-scale battery storage facilities in Surry; and an urban growth study in Isle of Wight.

## **MEETING SUMMARY**

### **REGIONAL ENVIRONMENTAL COMMITTEE**

The Regional Environmental Committee met on February 6, 2025. The following items were discussed.

- Ms. Ella DiPetto from the Elizabeth River Project (ERP) presented an overview of their initiative to advance thin layer placement (TLP) in the Elizabeth River Watershed.
- Ms. Katie Cullipher, HRPDC and askHRgreen.org, provided an update on the Recycling Education and Outreach grant, which awarded \$1.96 million to support recycling education initiatives.
- Ms. Whitney Katchmark provided an update on the region's Comprehensive Climate Action Plan (CCAP) and recent public engagement efforts.
- HRPDC staff provided an update on bills moving through the General Assembly related to resilience, stormwater, planning, solar, trees, data centers, and the budget.



## **MEETING SUMMARY**

### **REGIONAL ENVIRONMENTAL COMMITTEE**

The Regional Environmental Committee met on March 6, 2025. The following items were discussed.

- Ms. Meredith Sealey, Assistant Professor at the Virginia Institute of Marine Science, provided an overview of global plastic pollution, the sources of microplastic pollution in Hampton Roads and the environmental effects of plastics.
- Mr. John Larson, Director of Public Policy and Economic Development with Dominion Energy, provided an overview of the 2024 Integrated Resource Plan and updated the committee on the Coastal Virginia Offshore Wind (CVOW) project.
- HRPDC staff provided an overview of the bills that have passed the General Assembly and are waiting for action by the Governor.
- Ms. Jill Sunderland, HRPDC, presented a summary of the retrofit of the HRPDC/HRTPO parking lot at the Regional Building, highlighting the green stormwater features incorporated into the design.

## **MEETING SUMMARY**

### **REGIONAL ENVIRONMENTAL COMMITTEE**

The Regional Environmental Committee met on April 3, 2025. The following items were discussed.

- Ms. Elizabeth Andrews, University of Virginia Institute for Engagement and Negotiation, provided an overview of *Proactive Planning for Resilience*, an online tool designed to help communities assess climate risks, explore adaptation strategies, and develop implementation plans.
- Ms. Mary-Carson Stiff and Ms. Stacie McGraw, Wetlands Watch, provided an overview of *Designing Living Shorelines for Sea Level Rise in Virginia*, a recently released resource for shoreline professionals.
- Mr. Scott Smith, City of Hampton, and Mr. Natale Carollo, Hazen & Sawyer, briefed the committee on a collaborative effort between the City of Hampton and Wetlands Watch to mitigate flooding and reduce pollution in the historic Aberdeen Gardens neighborhood. The presentation provided an overview of the planned resilience projects and the community's role in shaping them.
- Mr. Ben McFarlane, HRPDC, updated the committee on the Virginia Coastal Zone Management (CZM) Program's Section 309 process.

January 15, 2025

RE: NSF R2I2: AI-assisted Geodesign for Co-developing Solutions and Plans to Mitigate Climate Risk and Impacts in the Southeast

Dear NSF Review Panel:

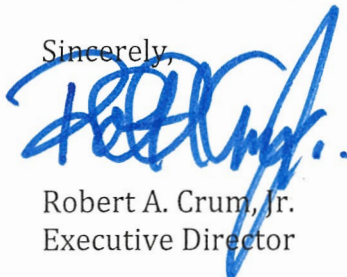
On behalf of the Hampton Roads Planning District Commission (HRPDC) and the Hampton Roads Transportation Planning Organization (HRTPO), please accept this letter of support for Old Dominion University's proposal for Phase I of the NSF Regional Resilience Innovation Incubator (R2I2) Program. The Hampton Roads region has been working collectively to address flooding, sea level rise, water quality, habitat protection, and other coastal challenges for many years. This proposal, "AI-assisted Geodesign for Co-developing Solutions and Plans to Mitigate Climate Risk and Impacts in the Southeast," will help further regional resilience goals and initiatives throughout our region.

The HRPDC is composed of seventeen local governments representing approximately 1.8 million people. We are one of 21 like agencies throughout the Commonwealth of Virginia, with the purpose of encouraging and facilitating local government cooperation within the region and fostering cooperation between local, state, and federal agencies and other partners. As the metropolitan planning organization, the HRTPO, in coordination with localities and appropriate state and federal agencies, is the entity responsible for regional transportation planning and implementation including developing the region's Long-Range Transportation and the Transportation Improvement Program. Coastal resilience is a high priority for both organizations and our communities, as evidenced by the various local and regional planning and implementation activities underway across Hampton Roads.

The proposal will further several of these initiatives by enhancing the ability of researchers to more effectively engage with local staff and decision-makers on issues such as coastal flooding, compound flooding, and extreme heat. If the proposal is selected for funding, it is our intent to collaborate with the project team as detailed in the proposal, including by providing opportunities for engagement with our local government stakeholders.

Thank you for your consideration of this request. We look forward to your response.

Sincerely,



Robert A. Crum, Jr.  
Executive Director

BJM/cm

January 21, 2025

Virginia General Assembly  
1000 Bank Street  
Richmond, VA 23219

RE: Support for SB1097 and HB1982 – Consistent Treatment for Rail Transit

Dear Members of the Virginia General Assembly:

I am writing to express strong support for SB1097 and HB1982, sponsored by Senator Rouse and Delegate Askew, which aim to provide consistent and equitable treatment for rail transit operations throughout the Commonwealth.

The Virginia General Assembly, successive Administrations, the Department of Rail and Public Transportation (DRPT), and the Commonwealth Transportation Board (CTB) have long recognized the distinct needs of rail transit compared to bus systems. While the Washington Metropolitan Area Transit Authority (WMATA) and Virginia Railway Express (VRE) are evaluated using performance metrics tailored to rail transit, light rail transit in Hampton Roads continues to be grouped with bus transit under DRPT's "MERIT" program.

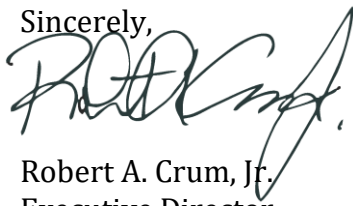
This approach fails to account for the fundamental differences between rail and bus systems, including their capital requirements, cost structures, and operating characteristics. Light rail transit deserves to be evaluated using performance measures that reflect its unique nature.

The proposed legislation codifies consistent treatment for light rail transit, aligning it with the precedents set for WMATA and VRE. This represents the most equitable and efficient approach to addressing the specific needs of light rail systems and provides clear legislative guidance for future funding and policy decisions.

I respectfully urge your favorable consideration of SB1097 and HB1982. Their passage would be an important step forward for equitable and effective transit operations in Hampton Roads.

Thank you for your attention to this important matter.

Sincerely,



Robert A. Crum, Jr.  
Executive Director



# City of Norfolk Virginia

Office of the City Clerk

January 29, 2025

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

Dear Mr. Crum:

Attached for your records is a copy of the Resolution adopted by the Norfolk City Council on Tuesday, January 28, 2025, appointing Councilman Jeremy McGee (Superward 6), Councilman Carlos Clanton (Superward 7).

Should you have any questions, please do not hesitate to call me at #757-664-4296.

Sincerely,

Richard A. Bull  
City Clerk

cc: Cynthia Mulkey, Senior Administrative Assistant

Form and Correctness Approved:

*BAP*

Contents Approved:

#5122 RES

By: *BAP in L*  
Office of the City Attorney

By: *Richard A. Buell*  
DEPT. Clerk

NORFOLK, VIRGINIA

**R-7**

## **RESOLUTION NO. 1,936**

A RESOLUTION APPOINTING  
2 MEMBERS TO 2 COMMISSIONS and 1 BOARD FOR  
CERTAIN TERMS.

- - -

BE IT RESOLVED by the City Council of the City of Norfolk:

Section 1:- That Honorable Jeremy D. McGee (Councilman, Superward 6), is hereby appointed to the **Erosion Advisory Commission** and the **Coastal Management and Review Board** for a term beginning January 28, 2025, and expiring October 10, 2025, the unexpired term of Honorable Andria P. McClellan, resigned.

Section 2:- That the following persons are hereby appointed to the **Hampton Roads Planning District Commission**:

1. Honorable Jeremy D. McGee (Councilman, Superward 6), for a term beginning January 28, 2025, and expiring June 30, 2026, the unexpired term of Honorable Andria P. McClellan, resigned.
2. Honorable Carlos J. Clanton (Councilman, Superward 7), for a term beginning January 28, 2025, and expiring June 30, 2025, the unexpired term of Honorable Danica J. Royster, resigned.



Section 3:- That this resolution shall be in effect from and after its adoption.

Adopted by Council January 28, 2025  
Effective January 28, 2025



*Richard A. Bull*

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RICHARD ALLAN BULL

BY:

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January 30, 2025

Council Member Patricia Y. "Pat" King  
Chesapeake City Council  
306 Cedar Road  
Chesapeake, VA 23322

Dear Council Member King:

I am pleased to advise you that City Council, at its meeting of January 28, 2025, appointed you to your first term on the Hampton Roads Planning District Commission. Your term begins on January 29, 2025 and expires on July 12, 2026. Your certificate of appointment is enclosed.

Should you have any questions, please feel free to call me or Deputy City Clerk Jenifer Freeman at 757-382-6151.

Sincerely,



Sandra M. Madison, MMC  
City Clerk

Enclosure

cc: City Attorney  
Commonwealth's Attorney  
Cynthia Mulkey, HRPDC



## CERTIFICATE OF APPOINTMENT

I, Sandra M. Madison, City Clerk, City of Chesapeake,  
Virginia, do hereby certify that

***Patricia Y. "Pat" King***

was appointed by City Council to serve on the

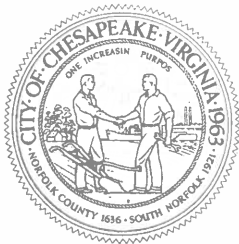
***Hampton Roads Planning  
District Commission***

for a term to begin January 29, 2025  
and expires July 12, 2026

IN WITNESS WHEREOF, I hereunto set my hand and cause  
the Seal of the City of Chesapeake, Virginia, to be affixed  
hereto this Thirtieth day of January, 2025.



Sandra M. Madison, MMC  
City Clerk



**Member  
Jurisdictions**

March 11, 2025

Chesapeake

Mr. Jason Sweat  
Office of Local Defense Community Cooperation  
2231 Crystal Drive, Suite 520  
Arlington, VA 22202

Franklin

Gloucester

RE: Military Liaison for Hampton Roads Region

Hampton

Dear Mr. Sweat:

Isle of Wight

Following up on my letter of August 23, 2024, the Hampton Roads Planning District Commission (HRPDC) has developed a specific proposal for OLDCC support for a Military Liaison position to serve the Hampton Roads Region. The attached document outlines the need, scope of work, and budget for the position. This position will structure and enhance implementation activities associated with previous Joint Land Use Studies (JLUS) and the recently completed Military Installation Resilience Review for the Norfolk-Virginia Beach JLUS. Additionally, the position will support identifying, prioritizing, and implementing new lines of work. In closing, the addition of this position at the HRPDC will benefit the military facilities in the region and their host communities.

James City

Newport News

Norfolk

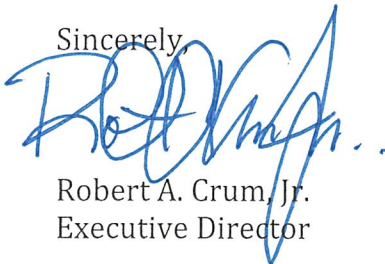
Poquoson

Thank you for considering this request, and should you wish, I am happy to arrange a meeting to discuss it further.

Portsmouth

Sincerely,

Smithfield

A handwritten signature in blue ink, appearing to read "Robert A. Crum, Jr.", is written over the typed name and title.

Robert A. Crum, Jr.  
Executive Director

Southampton

Suffolk

EW/cm

Surry

Attachment

Virginia Beach

Williamsburg

York

## **Introduction**

Hampton Roads is among the most important hubs for the Department of Defense (DOD) in the Nation, home to 18 military installations and 120,000 active duty, reserve, and civilian personnel from all six military service branches. It is also the only region in the U.S. to host four different 4-star commands. Additionally, defense spending accounts for approximately 40% of the region's \$125 billion economy. There is a strong interdependence between the region's 17 localities and the defense community. The military and civilian workforces on the installations depend on the region's communities for housing, education, transportation, and recreation.

The Hampton Roads Planning District Commission (HRPDC) has a long history of managing projects and relationships that bridge the gap between our member communities and the military facilities in the region. The HRPDC managed the Norfolk-Virginia Beach and the Portsmouth-Chesapeake Joint Land Use Studies (JLUS), and participated in the Hampton-Langley, Fort Eustis, and Hampton Roads JLUS efforts. The HRPDC also recently completed a follow-on Military Installation Resilience Review (MIRR) for the Norfolk-Virginia Beach JLUS. In addition, the HRPDC supports other ongoing regional and state resilience initiatives, including advocating for and supporting installations participating in U.S. Army Corps of Engineers Coastal Storm Risk Management studies and the Virginia Coastal Resiliency Master Plan. Specifically, the HRPDC drafted language and requested authorization for Corps studies and continues to advocate for greater coordination with and involvement by military installations in these efforts.

While the encroachment, resilience and land use issues addressed in the JLUS & MIRR process continue to be important and are deserving of additional effort, an expanded set of issues, including housing, energy infrastructure, childcare, and quality of life for enlisted personnel have surfaced. Addressing this expanded set of issues will require a focused, structured, and sustained regional response.

## **Military Liaison Position at the HRPDC**

The addition of a dedicated military liaison to the HRPDC staff will support the establishment of a regional military working group and development of strategies for addressing this expanded set of concerns. The following functions will be supported through the new position:

- **Follow through on existing lines of work:**
  - The previously mentioned JLUS and MIRR projects resulted in a prioritized set of projects. While a few of these projects are moving forward, in many cases additional effort is needed to commission additional studies and research and to identify project funding. One responsibility of the dedicated military liaison will be to coordinate needed follow-on and implementation activities.
- **Establishment of a Military Working Group:**
  - Hampton Roads does not currently have an ongoing regional forum for liaison with the military on planning and implementation for interconnected issues such as resilience, transportation, housing, economics, land use, and infrastructure. The military working group (MWG) will focus on advancement of regional priorities that are shared by HRPDC

member localities and the military organizations in the region. The MWG will be composed of representatives from the HRPDC member localities and the multiple military facilities located in Hampton Roads.

- Specifically, the MWG will meet regularly to:
  - Create a standing structure that will enable military personnel to directly connect with locality staff.
  - Identify and prioritize crosscutting locality/facility problems and needs,
  - Consistently share data on changing demographics, workforce, economics, and facilities.
  - Share status and pending changes in facilities, staffing and mission.
- **Identification, Prioritization, and Implementation of New Lines of Work:**
  - In conjunction with the MWG, the military liaison will pursue solutions to priority issues including project scoping, funding, and implementation management.
  - The military liaison will coordinate the work of the MWG and project partners to move the new lines of work forward.

#### Regional Benefits

- Consistent, structured, and sustained communication between the HRPDC, member localities, and military facilities within the region on issues of shared interest, responsibility, and need.
- Improved information sharing.
- Sustained, coordinated planning and implementation around shared regional priorities.
- Long-term benefit to the organizations participating in the MWG as regional issues such as resiliency, housing and quality of life for service members are addressed.

#### Budget

The base salary is set to \$101,791 per year bringing the total burdened cost to \$206,555 per year. The table below shows the annual expense categories associated with the position. Assuming the OLDCC would initially fund the position for a period of 18 months, the total cost for that period is projected to be \$309,833.

EXPENDITURES				Hours	Compensation
	Salaries	50000			101,791
	Fringe Benefits	50500			36,770
	Indirect Costs	59700			57,694
	Travel				10,000
	Memberships				300
					0
TOTAL EXPENDITURE				1,824	206,555

**Member  
Jurisdictions**

March 13, 2025

Chesapeake

The Honorable Glenn A. Youngkin  
Governor of Virginia  
P.O. Box 1475  
Richmond, VA 23218

Franklin

Gloucester

The Honorable Winsome Earle-Sears  
Lieutenant Governor of Virginia  
P.O. Box 1195  
Richmond, VA 23218

Hampton

Isle of Wight

Hampton Roads Caucus Members  
1000 Bank Street  
Richmond, VA 23219

James City

**RE: Request for State Assistance in Shelter Capacity, Staffing, and  
Utilization of State Shelters**

Newport News

Dear Governor Youngkin, Lieutenant Governor Earle-Sears, and Hampton Roads  
Caucus Members:

Norfolk

Poquoson

On behalf of the Hampton Roads Chief Administrative Officers (CAOs), we are reaching out to request state assistance in addressing critical sheltering needs in our region. As our communities continue to face increasing demands for emergency shelter services, it has become clear that additional support is necessary to ensure the safety and well-being of our residents, particularly during extreme weather events and other emergencies.

Portsmouth

Smithfield

To that end, we respectfully request assistance in the following areas:

Southampton

1. **Increasing Shelter Capacity** – Many of our existing local shelters are operating at or near capacity, limiting our ability to provide adequate housing for those in need. We seek state support in expanding shelter facilities through funding, infrastructure improvements, and the identification of additional locations to accommodate displaced individuals.

Suffolk

Surry

Virginia Beach

2. **Increasing Shelter Staffing** – Ensuring that shelters are adequately staffed remains a significant challenge. We request state assistance in recruiting, training, and deploying personnel to help manage shelter operations effectively. This includes coordination in mobilizing state resources to assist with local shelters.

Williamsburg

York

3. **Working with Localities in the Utilization of State Shelters** – Improved collaboration between the state and local governments is essential to maximizing the use of state-operated shelters. We request enhanced coordination efforts to ensure that these facilities are used in the most efficient manner.
4. **Implement a Shelter Registration System** – A state-operated shelter registration system is essential for enhancing situational awareness and tracking during disasters. It enables authorities to monitor shelter occupancy/capacity in real-time, ensuring efficient resource allocation and preventing overcrowding. This system would also allow jurisdictions to coordinate more effectively with one another and the state to ensure the safety of Virginia citizens.

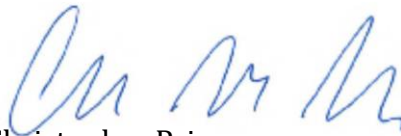
We appreciate your leadership and partnership in strengthening Virginia's emergency preparedness efforts. The Hampton Roads region remains committed to working closely with the Commonwealth to enhance sheltering capabilities and protect our residents during emergencies. We welcome the opportunity to discuss these matters further and explore potential solutions.

Thank you for your time and consideration. We look forward to your response and the opportunity to collaborate on these critical issues.

Sincerely,



Mary Bunting  
City Manager, City of Hampton  
Chair, Hampton Roads CAO Committee



Christopher Price  
City Manager, City of Chesapeake  
Vice-Chair, Hampton Roads CAO Committee

Copy: Secretary of Public Safety and Homeland Security Terrance C. Cole