

**HAMPTON ROADS
PLANNING DISTRICT COMMISSION
MEETING**

**November 19, 2020
12:30 PM**

**The Regional Building
723 Woodlake Drive, Chesapeake**

Pursuant to the declared state of emergency in the Commonwealth of Virginia in response to the COVID-19 pandemic and to protect the public health and safety of the Commission members, staff, and general public, the Hampton Roads Planning District Commission (HRPDC) meeting will be held electronically.

- 1. Call to Order**
- 2. Approval/Modification of Agenda**
- 3. Submitted Public Comments**

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

- 4. Public Comment Period**

Members of the public are invited to address the HRPDC. Due to the COVID-19 crisis, interested persons may submit comments to the Commission in advance of the meeting by email to [kmiller@hrpdcva.gov](mailto:kmill@hrpdcva.gov) or phone (757) 366-4370. Each comment is limited to three minutes. All comments received 48 hours before the meeting will be provided to the Commission Members and included in the official record.

- 5. Executive Director's Report (Attachment 5)**
- 6. Consent Agenda (Attachment 6)**
 - a. Meeting Minutes – October 15, 2020 Commission Meeting**
 - b. Treasurer's Report – September 2020**
 - c. Retiree Health Insurance**

Due to the requirements of GASB 75 for post-retirement benefits, staff and the Personnel & Budget Committee have had conversations over the past year regarding the organization's challenge to fund its increasing liability

due to the current HRPDC policy on retiree health insurance. One way to address the challenge is to revise the policy for new employees hired on or after January 1, 2021. Employees hired before January 1, 2021 will be grandfathered under the policy currently in effect.

The Personnel and Budget Committee met to discuss this policy change on October 15, 2020 and recommends the Commission grandfather current employees and adopt the new policy for employees hired on or after January 1, 2021.

A copy of the proposed changes to the retiree health insurance policy is attached for the Commission Member's review.

d. FY 2019 Pre-Disaster Mitigation Grant Program Acceptance and Contracting

The Virginia Department of Emergency Management requires the HRPDC to formally authorize the Executive Director to apply for and accept funding through the FY 2019 Pre-Disaster Mitigation Grant Program. The HRPDC has been allocated \$200,000 through this grant to update the Regional Hampton Roads Hazard Mitigation Plan. The grant award includes a \$50,000 in-kind match from the Hampton Roads region.

Staff recommends that the Commission authorize the Executive Director to sign the following:

- Grant Agreement
- Non-Supplanting Certification

Additionally, staff recommends that the Commission authorize the Executive Director the utilize an HRPDC on-call contractor to complete the work associated with updating the Hazard Mitigation Plan.

e. Urban Area Security Initiative (UASI) Grant Contract

A 2019 UASI grant has been awarded to the HRPDC in the amount of \$150,000. The Hampton Roads Cybersecurity Subcommittee has agreed to utilize these funds to update locality cybersecurity policies and procedures. To this end, the subcommittee has identified State Contract Number UCPJMU5318 (Assura Inc.) with cooperative procurement language to complete this work. Depending on how many localities participate in this initiative and the current status of cybersecurity policies and procedures, the subcommittee may also utilize a 2020 UASI cybersecurity grant which also totals \$150,000.

Staff recommends authorizing the Executive Director to initiate a contract

with Assura Inc. under state contract UCPJMU5318 for the work associated with updating locality cybersecurity policies and procedures.

f. Consultant Services Contract Task Order – Support for the National Fish and Wildlife Foundation (NFWF) Small Watershed Technical Assistance Grant

In efforts to support the Chesapeake Bay Total Maximum Daily Load and Virginia’s Phase III Watershed Implementation Plan (Phase III WIP), the HRPDC secured \$50,000 with a \$20,000 match to identify 10-12 businesses in the region willing to implement best management practices (BMPs) to improve local water quality and protect against flooding. The funds will be used to hire a consultant to execute the grant deliverables.

The HRPDC has a consultant services contract with Whitman, Requardt, and Associates, LLP (WRA) to provide professional services, on a task order basis. This project is funded by NFWF.

Task Order Amount: Up to \$50,000

Period of Performance: November 15, 2020 through June 30, 2021

General Scope of Work:

- Conduct a desktop analysis of existing private businesses and industries with large impervious surface areas, that directly discharge to waterways, that may have the potential for flooding or flood concerns, and/or who may already be part of other local environmental stewardship programs.
- In partnership with HRPDC staff, begin building relationships with identified private sector partners, to assess willingness to participate.
- Conduct site visits to 10 - 12 properties to identify potential green infrastructure projects and develop plans and budgets that will result in significant nutrient and sediment reductions and flood protection.
- Finalize 10 - 12 projects with concept plans and/or preliminary design for future implementation.

Staff recommends authorizing the HRPDC Executive Director to issue Task Order 1 to WRA under HRPDC Contract No. PDC-FY2021-C10.

Action Requested: The HRPDC should take action to approve the Consent Agenda.

7. Buy Local Virginia – presented by Lisa Renée Jennings, LOVEVA Program Manager (Attachment 7)

Buying local keeps our dollars invested in our communities. A Buy Local Month, scheduled November 15 – December 15, 2020, would be an opportunity to build awareness of the benefits of supporting local independent businesses.

Ms. Lisa Renée Jennings, LOVEVA Program Manager, will brief the Commission on the Buy Local Virginia Campaign.

Last year the HRPDC took action to acknowledge and support the Buy Local Month and effort.

Staff recommends that the Commission approve the attached HRPDC Resolution 2020-04 Acknowledging November 15, 2020 through December 15, 2020 as Buy Local Month.

Action Requested: The HRPDC should take action to approve HRPDC Resolution 2020-04 Acknowledging Buy Local Month.

8. Resolution of Support – Commercial Property Assessed Clean Energy (C-PACE) Program – presented by Ms. Whitney Katchmark, HRPDC Principal Water Resources Engineer (Attachment 8)

C-PACE is an innovative and tested tool that encourages private sector investment in energy use reductions in many cases where traditional commercial financing approaches are not feasible. These improvements can involve clean energy, energy efficiency, water efficiency, resiliency, or stormwater improvements for both existing properties and new construction.

The HRPDC Coastal Resilience Subcommittee has discussed the C-PACE program and is recommending that the HRPDC adopt a resolution encouraging local governments in Hampton Roads to consider adopting local C-PACE programs and coordinating with the Department of Mines, Mineral, and Energy to determine whether local administration or participation in the state program is the preferred option. The resolution would also direct the HRPDC Coastal Resiliency Committee to keep apprised of developments related to C-PACE programs.

Attached for the Commission’s consideration is a resolution for consideration.

The HRPDC Coastal Resilience Subcommittee recommends that the Commission approve the attached resolution of support.

Action Requested: The HRPDC should take action to approve HRPDC Resolution 2020-03 Encouraging Local Adoption of C-PACE Programs.

9. Regional Proclamation – Impact of Tolls on the Downtown and Midtown Tunnels (Attachment 9)

Over the past several years, there has been significant discussion across the region about the impact that the tolls at the Downtown and Midtown Tunnels have on residents and businesses in the Hampton Roads region. Concerns about the current Elizabeth River Crossing (ERC) Toll Agreement, signed by the Commonwealth of Virginia and the current ERC concessionaire, led to the HRTPO Board forming an Elizabeth River Crossing Task Force.

Based on comments expressed at ERC Task Force meetings and throughout the region, the attached guiding principles have been prepared that express potential goals for the region to work towards to mitigate the impacts of these tolls on the Hampton Roads region. These guiding principles and goals are included in the attached Proclamation to be considered by the HRTPO, HRPDC, and HRTAC Boards in a unified regional statement regarding this issue.

ERC Task Force Chair John Rowe and HRPDC Executive Director Bob Crum will present this information for consideration by the Commission.

Action Requested: The HRPDC should take action to approve the Regional Proclamation supporting efforts to mitigate the impact of the Downtown and Midtown Tunnel tolls on Hampton Roads region's residents and businesses.

10. Environmental Education Program Update – presented by Ms. Katie Cullipher, HRPDC Principal Environmental Education Planner

Launched in 2011, askHRgreen.org is an award-winning comprehensive environmental public outreach initiative administered through the HRPDC. The program combines traditional and social media with grassroots outreach efforts to not only educate, but inspire residents of Hampton Roads to make changes that have a positive impact on the environment. Through askHRgreen.org, the HRPDC facilitates a variety of environmental education efforts, assisting member localities in notifying residents and meeting regulatory requirements by combining local expertise and taking advantage of economies of scale. For citizens, it has become a one-stop shop to find resources and inspiration for a cleaner, greener Hampton Roads.

Ms. Katie Cullipher, HRPDC Principal Environmental Education Planner, will brief the Commission on the program.

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

11. Three Month Tentative Schedule

December 2020

No Meeting per the Regional Meeting Schedule

January 21, 2021

Hampton Roads 2021 Economic Forecast

Emergency Management Program

Legislative Update

February 18, 2021

Housing and Human Services Program

General Assembly Update

Legislative Update

12. Advisory Committee Summaries (Attachment 12)

Summaries of HRPDC Advisory Committee meetings that were held since the last HRPDC meeting are attached for review.

13. For Your Information (Attachment 13)

- Letter from City of Williamsburg announcing the appointment of Mayor Doug Pons as a voting member of the Hampton Roads Planning District Commission
- Article from *The Smithfield Times* titled “HRPDC has plans for Western Tidewater” regarding HRPDC Chair Andria McClellan
- Article from the *Energy News Network* titled “For Virginia transit agency, electric buses to meet climate, equity goals” related to sustainability and alternative energy

14. Old/New Business

15. Adjournment