

**HAMPTON ROADS
PLANNING DISTRICT COMMISSION
MEETING**

**July 19, 2018
12:30 PM**

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

- 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 distributed as a handout at the meeting.

- 4. Public Comment Period**

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

- 5. Executive Director's Report (Attachment 5)**
- 6. Appointment of Nominating Committee**

The HRPDC Bylaws provide that, at its Annual Meeting in October, the Commission will elect a Chair, Vice-Chair, Secretary and Treasurer to serve during the upcoming year. The Chair and Vice Chair must come from separate localities and be elected officials. The offices of Secretary and Treasurer must be voted on an annual basis but need not be elected officials and may succeed themselves.

The Chair requests the following Commissioners serve on the HRPDC Nominating Committee and provide a report to the Commission at its October meeting:

Chesapeake – Dr. Ella Ward
Franklin – Barry Cheatham
Gloucester – Phillip Bazzani
Hampton – Donnie Tuck
Isle of Wight – William McCarty
James City – Michael Hipple
Newport News – Sharon Scott
Norfolk – Andria McClellan
Poquoson – David Hux

Portsmouth – John Rowe
Smithfield – T. Carter Williams
Southampton – Barry Porter
Suffolk – Leroy Bennett
Surry – John Seward
Virginia Beach – Louis Jones
Williamsburg – Paul Freiling
York – Thomas Shepperd

7. Consent Agenda (Attachment 7)

- a. Meeting Minutes – May 17, 2018 Commission Meeting**
- b. Transcribed Public Comments – May 17, 2018 Commission Meeting**
- c. Treasurer’s Report of May 17, 2018**
- d. Resolution Authorizing Sheila Wilson, Chief Financial Officer effective October 1, 2018**

Since the current CFO, Nancy K. Collins, will be retiring before the next authorized Commission meeting, a resolution needs to be in place authorizing the incoming CFO, Sheila S. Wilson, as a signatory on all financial accounts effective October 1, 2018. This agenda item requests the Commissioners to authorize this change effective October 1, 2018 in order for all financial transactions to continue seamlessly once Ms. Collins retires. A copy of the proposed resolution is attached.

e. Fiscal Year 2018 Budget Amendment #2

The previously approved amended budget totaled \$13,284,488. This request adds an additional \$52,329 bringing the total Operating and Pass-Through budget to \$13,336,817. This increase is the result of a new Local Special Program Assessment for a Flood Insurance Campaign, a new DEQ grant for Litter Prevention, and a new Chesapeake Bay Restoration grant. The majority of the localities involved in the Flood Insurance Campaign requested they be billed in FY2018 (\$41,358), with the remaining localities to be billed in FY2019. The total of this project will be \$51,192 once all localities are invoiced. The DEQ grant was funding for a Litter Prevention Campaign (\$5,971). The \$5,000 Bay Restoration grant was funded from Baystar Homes. All of these new funds will be pass-through, and not affect the Operating Budget. The remaining \$11,881 shown in Amendment 2 is to cover internal promotions and reorganization of the HRTPO due to the retirement of the Deputy Executive Director. Funds for this increase came out of the HRTPO Contingency reserve account.

Staff recommends approval of the FY2018 Budget Amendment #2.

f. FY 2019 Hampton Roads Regional Meeting Schedule

The FY 2019 meeting schedule for the HRPDC and HRTPO is attached for the Commission’s approval.

Action Requested: The HRPDC should take action to approve the July 19, 2018 Consent Agenda.

8. Coastal Resiliency Program Update - Ben McFarlane, HRPDC Senior Regional Planner

The HRPDC Coastal Resiliency Program's goals are to develop policy recommendations for local governments, coordinate with state and federal agencies and academic institutions, and advocate for additional state and federal support for local and regional efforts. The HRPDC staff is currently working on a number of efforts with local and regional partners, including the Coastal Resiliency Committee, to help achieve these goals. Efforts underway include:

- Developing policy recommendations for addressing sea level rise and more intense rainfall in the planning and design of infrastructure
- Acquiring or developing new datasets to improve local planning
- Advocating for new federal programs and authorizations for local and regional projects, including projects that support military installations
- Encouraging Hampton Roads residents to purchase flood insurance through a new outreach campaign

HRPDC staff will provide a summary of the various efforts underway and next steps.

9. HRPDC Sea Level Rise Subcommittee - Robert Crum, HRPDC Executive Director

During the March and May HRPDC meetings, Commission Member Andria McClellan requested the HRPDC consider the formation of a subcommittee to consider issues related to sea level rise in Hampton Roads. The goal of this subcommittee would be to formulate legislative positions for consideration at the State and Federal level to address policy and funding issues that would assist Hampton Roads localities as they work to address this important topic. Ms. McClellan and HRPDC Chair Dr. Ella Ward requested that HRPDC members who are interested in serving on this subcommittee contact the Executive Director or Ms. McClellan to allow this subcommittee to be appointed at the July HRPDC meeting.

The following HRPDC members have indicated that they would be willing to serve on the HRPDC Sea Level Rise Subcommittee:

Barbara Henley	Virginia Beach
Andria McClellan	Norfolk
Mayor McKinley Price	Newport News
Mayor John Rowe	Portsmouth
Mayor Donnie Tuck	Hampton
Dr. Ella Ward	Chesapeake

Action Requested: The Commission should take action to form the HRPDC Subcommittee on Sea Level Rise

10. Department of Environmental Quality (DEQ) Chesapeake Bay TMDL Phase III Watershed Implementation Plan (WIP) Contract: Locality Coordination – Whitney Katchmark, HRPDC Principal Water Resources Engineer

In support of the Chesapeake Bay Phase III Watershed Implementation Plan (WIP) efforts, the Virginia Department of Environmental Quality (DEQ), in cooperation with the Chesapeake Bay Program Partnership and other state and federal partners, has made grant funds available as authorized in the federally-funded 2017 Commonwealth of Virginia Chesapeake Bay Regulatory and Accountability Program Work Plan approved by EPA. The intent of this project initiative is for the HRPDC (and other participating PDCs) to convene local and regional officials, staff and stakeholders to provide input and recommendations for meeting Local Area Planning Goals in accordance with DEQ's outlined initiatives. Funding in the amount of \$50,000 will be used by the HRPDC to complete the following tasks:

- Coordinate efforts with localities and other partners
- Revise best management practice input decks for modeling purposes
- Identify programmatic actions for Phase III WIP implementation related to urban, forest and specific issues.

The HRPDC took action at its May 17, 2018 meeting to approve the scope of work and contract with DEQ. Since this meeting, the HRPDC staff and the region's stormwater managers have had continued conversations with DEQ that have resulted in some revisions to the scope of work. A copy of the revised scope of work that reflects these comments/revisions is attached for the Commission's review. HRPDC staff will provide a summary overview of the revised scope of work and request approval from the Commission.

Action Requested: The HRPDC should take action authorizing the Executive Director to execute the contract between HRPDC and DEQ in the amount of \$50,000 from July 2, 2018 to December 14, 2018.

11. Regional Legislative Agenda – Robert Crum, HRPDC Executive Director

The HRPDC/HRTPO adopts a regional legislative agenda to convey to the General Assembly and Federal delegation issues of regional significance that should be addressed on behalf of the Hampton Roads region. Over the past three years, the HRPDC staff has worked with the region's legislative liaisons to increase the HRPDC's visibility and participation during the General Assembly session. Examples of success resulting from regional advocacy efforts over the past three years have included:

- Coordination of an effort among all Urban Crescent localities and school divisions resulting in increased State funding for K-12 public education purposes.
- Re-designation of the Hampton Roads region as an Urban Areas Security Initiative (UASI) community and securing \$1.5 million of UASI funding on an annual basis to support homeland security efforts in our region.

- Inclusion of \$500,000 in the State budget to be used as a local match for Army Corps of Engineers 3X3X3 studies.
- Working through the Chief Administrative Officers Committee to represent the region's interests and influence national guidance related to permitting within flood hazard areas.
- Establishment of a floor on the regional gas tax to increase funding to the Hampton Roads Transportation Fund and Hampton Roads Transportation Accountability Commission to support the construction of regional priority projects.
- Pursuit of federal/state funding for the widening of I-64 between Hampton Roads and Richmond. The Virginia Commonwealth Transportation Board has awarded Smart Scale Funding to fund a 5-mile segment from the Interstate 295 Interchange eastward to the Bottoms Bridge/Quinton Interchange.

In preparing the draft Legislative Agenda for the upcoming General Assembly session, staff recommends that the Commission continue to use the following guiding principles:

- Develop a short and targeted list of regional legislative priorities
- Include items of regional significance that benefit all jurisdictions

The HRPDC will be asked to officially approve a regional legislative agenda at its October or November meeting. In addition, staff is exploring the possibility of a work session between the HRPDC/HRTPO and the Hampton Roads Caucus to discuss potential topic areas.

To begin the process of developing the Regional Legislative Agenda, the Executive Director will provide an overview of potential topic areas for consideration.

12. Three Month Tentative Schedule

August 2018

Joint Legislative Meeting with HRTPO and General Assembly Caucus
(Please note special meeting date - August 29, 2018)

September 2018

No meeting per Regional Meeting Schedule

October 2018 (Annual Meeting)

Election of Officers
HRPDC Briefing on Public Participation Plan
Economic Benchmarking

13. Advisory Committee Summaries (Attachment 13)

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

14. For Your Information (Attachment 14)

Letter from the City of Suffolk appointing Leroy Bennett and reappointing Patrick Roberts to the Hampton Roads Planning District Commission.

15. Old/New Business

16. Adjournment