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Abstract
The Hampton Roads Planning District Commission (HRPDC) is one of 21 Planning District Commissions in the Commonwealth of Virginia and is a regional organization representing the 17 local governments of the Hampton Roads area. The HRPDC Fiscal Year (FY) 2023 Work Program (WP) details the various planning activities and associated funding for the period from July 1, 2022 to June 30, 2023. The WP is financed in part by several local, state, and federal agencies that provide grants, contracts, and annual contribution support for HRPDC programs.
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<table>
<thead>
<tr>
<th>Department</th>
<th>Staff Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Affairs and Civil Rights</td>
<td>Vacant, Robert Cofield, Graphic and Web Designer, Joseph Turner, Communications and Web Manager</td>
</tr>
<tr>
<td>Environmental Education</td>
<td>Katie Cullipher, Rebekah Eastep</td>
</tr>
<tr>
<td>Finance</td>
<td>Sheila Wilson, Danetta Jankosky, Tiffany Smith, Jaquil Tatum</td>
</tr>
<tr>
<td>General Services</td>
<td>Andrew Margason, Chris Vaigneur</td>
</tr>
<tr>
<td>Housing and Human Services</td>
<td>Shernita Bethea, Deidre Garrett</td>
</tr>
<tr>
<td>Human Resources/Administration</td>
<td>Kelli Arledge, Krista Lauro, Cynthia Mulkey, Felecia Williams</td>
</tr>
<tr>
<td>Information Technology</td>
<td>Dmitry Rekhter</td>
</tr>
<tr>
<td>Planning &amp; Economics</td>
<td>Greg Grootendorst, John Harbin, Sara Kidd, Katherine Rainone</td>
</tr>
<tr>
<td>Water Resources</td>
<td>Whitney Katchmark, Katherine Filippino, Benjamin McFarlane, Jill Sunderland</td>
</tr>
</tbody>
</table>

Hampton Roads Planning District Commission FY 2023 WP - iii
Introduction

HRPDC Structure
HRPDC Regional Strategic Plan
HRPDC Membership
HRPDC Committee Structure

Community Affairs and Civil Rights

Title VI, Environmental Justice, and Public Involvement
Title VI Legislation and Guidance
Title VI of the Civil Rights Act of 1964
The National Environmental Policy Act (NEPA) of 1969
The Civil Rights Restoration Act of 1987
United States President Executive Order 12898
United States Department of Transportation (DOT) Order 5610.2
United States Department of Transportation (DOT) Order 6640.23
Summary of Major Tasks and Activities

Emergency Management

Hampton Roads All Hazards Advisory Committee (AHAC)
Staff Support, Planning, and Technical Assistance
Grants Management
Threat and Hazard Identification and Risk Assessment (THIRA)
Regional Emergency Public Information Plan
Cybersecurity Enhancement
Regional Logistics Planning
Interoperable Communications
Sheltering
Regional Sustainment
Regional Operational Coordination
Summary of Major Tasks and Activities

Environmental Education

Help to Others (H2O) Program
askHRgreen.org
askHRgreen.org: Stormwater Education Subcommittee & Program (HR STORM)
askHRgreen.org: Recycling and Beautification Subcommittee & Program (HR CLEAN)
askHRgreen.org: Fats, Oils and Grease Education Subcommittee & Program (HR FOG)
askHRgreen.org: Water Awareness Subcommittee & Program (HR WET)
Housing and Human Services

Housing and Human Services Technical Assistance
Hampton Roads Loan Fund Partnership (HRLFP) Administrative Support
City of Portsmouth – Down Payment & Closing Cost Program “Come Home to Portsmouth”
City of Chesapeake – Down Payment & Closing Cost Program “Call Chesapeake HOME”
Isle of Wight County – Down Payment & Closing Cost Program “Make Isle of Wight Home”
Virginia Association of Planning District Commissions – Virginia Housing Grant
Development of Regional Housing Service Portal (RHSP)
Summary of Major Tasks and Activities

Planning & Economics

Staff Support and Technical Assistance for Planning
Regional Solid Waste Management Planning
Virginia Telecommunications Initiative
Hampton Roads Regional GIS
Hampton Roads Data Center
Regional Benchmarking
Hampton Roads Economic Monthly
Economic Impact Studies
Annual Economic Forecast
Economic Technical Assistance
Comprehensive Economic Development Strategy (CEDS)
Military Installation Resilience Review (MIRR)
Rural Transportation Planning
Summary of Major Tasks and Activities

Water Resources

Drinking Water Program
Coastal Resiliency Program
Regional Stormwater Management Program
Regional Water Quality Monitoring Program
Regional Wastewater Program
Coastal Resources Management Program – Technical Assistance
Joint Land Use Study – Norfolk and Virginia Beach
Joint Land Use Study – Chesapeake and Portsmouth
Regional Construction Standards
Summary of Major Tasks and Activities

Glossary of Terms

Hampton Roads Planning District Commission FY 2023 WP - v
Introduction

The Hampton Roads Planning District Commission (HRPDC) Work Program (WP) describes planning work to be performed by the HRPDC staff for the period between July 1, 2022 and June 30, 2023. This document replaces the FY 2022 Work Program approved by the Commission at the May 20, 2021 meeting.

This work program includes projects to be undertaken for the region as a whole as well as for sub-regional groupings of localities and agencies. Also included are local projects to be carried out in cooperation with or on behalf of individual member localities. The WP functions as a comprehensive guide to the activities of the HRPDC staff and supporting committees and represents the agreement between the HRPDC staff and the Commission on the functions and services to be accomplished on behalf of the Commission and its member localities. The WP is required by the Virginia Department of Housing and Community Development (DHCD), in part, as the basis for the state’s annual appropriation to support Planning District Commissions.

The primary sources of funding to support the HRPDC are member local governments and state and federal grants. Specific funding sources include:

- **Member Local Governments** – per capita contribution, special contributions for specific programs, and contracts
- **Virginia Department of Housing and Community Development (DHCD)** – annual appropriation and project grants
- **Virginia Office of Commonwealth Preparedness (OCP)**
- **Virginia Department of Environmental Quality (DEQ)**
- **Virginia Department of Emergency Management (VDEM)**
- **United States Department of Homeland Security (DHS)**
- **United States Department of Defense (DOD)/ Office of Local Defense Community Cooperation (OLDCC)**

The planning activities in the WP address a wide range of programs, including Community Affairs and Civil Rights, Economics, Emergency Management, Environmental Education, Housing and Human Services, Regional Planning, and Water Resources. Each of these programs concurrently considers many related issues, such as land use, socioeconomic characteristics, transportation, climate change, environmental justice, public involvement, and outreach. To ensure the most effective service to the Hampton Roads community, many of the HRPDC functions, as well as those of the Hampton Roads Transportation Planning Organization (HRTPO), require integration and coordination of key issues such as recurrent
flooding, hurricane evacuation, economic development, and provision of utility and transportation infrastructure.

**HRPDC Structure**

The HRPDC is one of 21 Planning District Commissions (PDCs) in the Commonwealth of Virginia. The HRPDC was created by the region's local governments in 1990 through the merger of the Peninsula and Southeastern Virginia Planning District Commissions. The Peninsula and Southside PDCs were created by the localities in 1969 pursuant to the Virginia Area Development Act (predecessor to the Regional Cooperation Act, Section 15.2-4207 of the Code of Virginia). The region's localities voluntarily created the HRPDC and its predecessors through a regionally executed charter agreement. Bylaws adopted by the HRPDC govern the operations of the Commission itself.

According to the Regional Cooperation Act, the purpose of PDCs is “to encourage and facilitate local government cooperation and state-local cooperation in addressing, on a regional basis, problems of greater than local significance.” The Act identifies the following purposes of PDCs:

1. To improve public health, safety, convenience, and welfare, and to provide for the social, economic, and physical development of communities and metropolitan areas of the Commonwealth on a sound and orderly basis, within a governmental framework and economic environment, which will foster constructive growth and efficient administration.

2. To provide a means of coherent articulation of community needs, problems, and potential for service.

3. To foster planning for such development by encouraging the creation of effective regional planning agencies and providing the financial and professional assistance of the Commonwealth.

4. To provide a forum for state and local government on issues of a regional nature.

5. To encourage regional cooperation and coordination with the goals of improved services to citizens and increased cost-effectiveness of governmental activities.

6. To deter the fragmentation of governmental units and services.

The Act also identifies the following duties and authority for PDCs:

1. To conduct studies on issues and problems of regional significance;

2. To identify and study potential opportunities for state and local cost savings and staffing efficiencies through coordinated governmental efforts;
3. To identify mechanisms for the coordination of state and local interests on a regional basis;

4. To implement services upon request of member localities;

5. To provide technical assistance to state government and member localities;

6. To serve as a liaison between localities and state agencies as requested;

7. To review local government aid applications as required by §15.2-4213 and other state or federal law or regulation;

8. To conduct strategic planning for the region as required by §§15.2-4209 through 15.2-4212;

9. To develop regional functional area plans as deemed necessary by the Commission or as requested by member localities;

10. To assist state agencies, as requested, in the development of sub-state plans;

11. To participate in a statewide Geographic Information System (GIS), the Virginia Geographic Information Network, as directed by the Department of Planning and Budget; and

12. To collect and maintain demographic, economic, and other data concerning the region and member localities, and act as a state data center affiliate in cooperation with the Virginia Employment Commission.

According to State Statute, the HRPDC Charter, and the HRPDC Bylaws, membership on the Commission is based on population, with each jurisdiction having at least two members. All member localities are represented on the Commission by one or more local elected officials and the Chief Administrative Officer (CAO).

The Executive Director, selected by the HRPDC, manages the daily operations of the HRPDC’s professional staff and serves as the Commission’s elected Secretary. The HRPDC staff serves as a resource of technical expertise to its member jurisdictions on issues pertaining to economics, emergency management, environmental education, housing and human services, regional planning, and water resources.

In carrying out its statutory responsibilities, the HRPDC has adopted the following mission statement:

- To serve as a forum for local and elected officials and chief administrators to deliberate and decide issues of regional importance;
• To provide the local governments and citizens of Hampton Roads credible and timely planning, research, and analysis on matters of mutual concern; and,

• To provide leadership and offer strategies and support services to other public and private, local, and regional agencies, in their efforts to improve the region’s quality of life.

**HRPDC Regional Strategic Plan**

As noted above, the Regional Cooperation Act identifies preparation of a regional strategic plan as one of the duties and authorities of PDCs in the Commonwealth. In November 2016, the HRPDC adopted *ENVISION Hampton Roads* (EHR) as a priority setting framework for regional strategic planning. EHR is based on extensive public and stakeholder input, and it identifies the following priorities:

• Regional Economic Health & Job Creation

• Education and Training

• Diverse Community

• Healthy Community

• Living with Our Environment

• Transportation

The HRPDC staff use these priorities in developing the annual WP. Staff also works with regional partners and stakeholders to promote alignment with the EHR priorities and to establish mechanisms to measure progress over time.
HRPDC Membership

The HRPDC includes the following jurisdictions: Cities of Chesapeake, Franklin, Hampton, Newport News, Norfolk, Poquoson, Portsmouth, Suffolk, Virginia Beach, and Williamsburg; and the counties of Gloucester, Isle of Wight, James City, Southampton, Surry, and York; and the Town of Smithfield. Gloucester County is also a member of the Middle Peninsula PDC and Surry County is also a member of the Crater PDC.

The HRPDC also includes eleven towns, whose interests are represented on the Commission through the counties in which they are located. The Town of Windsor is located in Isle of Wight County. Southampton County encompasses the Towns of Boykins, Branchville, Capron, Courtland, Ivor, and Newsoms. The Towns of Claremont, Dendron, and Surry are included in Surry County. Depending on the program, these towns are involved to various degrees in regional studies and activities. While not a member of the HRPDC, the Town of Windsor is a full and active participant in a number of HRPDC programs.
HRPDC Committee Structure

The HRPDC staff work closely with staff from the member local governments and regional, state, and federal agencies. Local government and state and federal agency staff participate actively in the committee process, which ensures that the HRPDC programs meet the needs of the region’s localities. The HRPDC Committees include subject area experts from each of the member local governments appointed by the CAOs of the localities. Several committees also include representatives from the Town of Windsor and various regional agencies, such as Hampton Roads Sanitation District (HRSD), and Hampton Roads Transit (HRT). Representatives from state and federal agencies with program responsibilities in the activities that fall under the purview of the various committees may also participate in an ex officio capacity.

In several instances, the HRPDC has formalized the operation of programs or projects through Memorandum of Agreements (MOAs) with member local governments, affected towns, and appropriate regional agencies. Examples include:

- Regional Groundwater Mitigation Program
- Regional Water Supply Plan
- Regional Stormwater Management
- Water Quality Monitoring
- Hampton Roads Help To Others (H2O)

Emergency Management Committees

Hampton Roads All Hazards Advisory Committee (AHAC): AHAC is composed of voting members nominated by each locality in Hampton Roads, subject matter experts, as well as emergency management state and federal partners. AHAC’s scope is to foster communication and greater situational awareness among local, state, and federal stakeholders to improve the region’s capacity to plan, collaborate, equip, and ultimately respond to and recover from natural and human-caused threats and disasters. Responsibilities of AHAC include:

- Provide direction and oversight for the development and maintenance of a coordinated and integrated regional approach to emergency management planning and response systems and identify ways for the region to work together and combine resources to address planning gaps.
- Make annual recommendations for funding and budget requirements to the Commission and administer all funds appropriated to accomplish the work of the AHAC.
• Develop and maintain interoperable and operable communications capabilities and associated emergency communications activities.

• Foster regional collaboration and communication for various preparedness stakeholder groups.

• Foster regional communication and coordination for community education and citizen preparedness.

• Strengthen mass casualty response, medical surge, and mass prophylaxis capabilities.

• Develop and coordinate hazard mitigation programs among the member jurisdictions.

• Develop and acquire federal, state, and private grant funding opportunities on behalf of the region and make recommendations as to how the region can most efficiently and effectively utilize financial assistance made available for disaster planning, mitigation, and recovery.

• Provide technical guidance and serve as a clearinghouse for homeland security issues for the HRPDC.

• Develop a “whole of community” approach to planning and preparedness by including jurisdictions outside the HRPDC region and representation from critical entities such as the military, the National Voluntary Organizations Active in Disaster (VOAD), non-governmental organizations, and private service agencies and industry.

• Conduct Threat and Hazard Identification and Risk Assessments (THIRA) on behalf of the region on a periodic basis as recommended by the Federal Emergency Management Agency (FEMA) through the National Preparedness System and the Commonwealth of Virginia Emergency Operations Plan (COVEOP).

AHAC has also established and directs the following working group and subcommittees:

• **Interoperable Communications Subcommittee (aka, HR RPAC-I):** plans, develops, and maintains regional interoperable communications between first responders and emergency managers.

• **Public Information Subcommittee:** addresses the challenges of providing coordinated, emergency management related public information to the residents and visitors of Hampton Roads.
• **Urban Area Working Group (UAWG):** coordinates the application and allocation of regional grant programs that address emergency management and homeland security needs in the region.

• **Hampton Roads Emergency Diversity, Equity, and Inclusion (IEP) Subcommittee:** addresses the challenges of protecting the lives of our most vulnerable citizens by collaborating with and leveraging our community partners to provide the most effective guidance, enhancement, and support of local and regional emergency management efforts.

• **Cybersecurity Subcommittee:** promote cybersecurity throughout Hampton Roads through collaboration amongst regional information security partners and investment in regional cyber initiatives.

• **Hazard Mitigation Subcommittee:** updates the Hampton Roads Regional Hazard Mitigation Plan.

**Hampton Roads Metropolitan Medical Response System (HRMMRS)**

• **HRMMRS Strike Team Committee:** The HRMMRS Strike Team Committee was established to recruit and review recommendations for new and replacement members; conduct a periodic review of operating procedures; identify training courses; facilitate participation in regional exercises; evaluate the need for additional and replacement equipment and supplies; and support the role of the Strike Team in regional agencies, organizations, exercises, and events, review and recommend funding sources for above duties. Membership consists of Strike Team Task Force Leaders and Operations Sections Chiefs, a representative from each jurisdiction that has sponsored a member, one representative from each jurisdiction that supports a Strike Team equipment cache, HRPDC Staff, and HRMMRS Staff. It is co-chaired by a Task Force Leader from the Peninsula and a Task Force Leader from the Southside.

**Environmental Education Committees**

*askHRgreen.org* is a comprehensive environmental education program, composed of the existing HR CLEAN, HR FOG, HR STORM, and HR WET Programs. Staffed by the HRPDC, askHRgreen.org is overseen by an Executive Committee representing the HRPDC’s four long-standing environmental education committees.

• **askHRgreen.org: Recycling and Beautification Subcommittee (HR CLEAN):** This Subcommittee is charged with developing a cooperative regional education program addressing litter control, recycling, and beautification. Membership includes the local Clean Community Coordinators (or similar positions) from the member local governments and the HRPDC. Local recycling haulers and Goodwill participate as nonvoting members.
• **askHRgreen.org: Fats, Oils and Grease Subcommittee (HR FOG):** The HR FOG Subcommittee was established to develop a regionally consistent program for managing fats, oils, and grease in the wastewater system. This effort includes training and supports compliance with the Regional SSO Consent Order. Representatives from the affected local governments (wastewater operations), HRSD, and HRPDC participate on the subcommittee.

• **askHRgreen.org: Stormwater Education Subcommittee (HR STORM):** The Stormwater Education Subcommittee was established by the Regional Stormwater Management Committee to develop and implement a regional stormwater education program. A primary purpose of this initiative is to support local government compliance with the Phase I and Phase II Stormwater Permits. The Subcommittee includes education, technical and public information staff from the public works and related departments and the HRPDC. The military, the Soil and Water Conservation District, the Virginia Department of Transportation, and the Department of Conservation and Recreation participate in an ex officio capacity.

• **askHRgreen.org: Water Awareness Subcommittee (HR WET):** This Subcommittee was initially established to develop and implement a regional water conservation education program. Its mission has been expanded to include all aspects of drinking water quality and value. It includes education and public information staff representing the participating local government public utility departments and representatives from HRSD and HRPDC.

**Hampton Roads Help To Others (H2O):** The H2O Program is a 501(c)(3) nonprofit corporation, organized by the region’s localities, HRPDC, and HRSD to assist local residents who are unable to pay their water or sewer bill due to an emergency situation. The H2O Board is charged with oversight and direction of the H2O Program and it consists of the Director of Utilities or his/her designee from the member localities, the Town of Windsor, and HRSD.

The HRPDC provides administrative staff support to the H2O Program, while HRSD manages the financial aspects of the Program. An MOA among the H2O Board, HRPDC, and HRSD governs the program management relationship among the three entities.

**Planning & Economics Committees**

**Hampton Roads Planning Directors:** The HRPDC facilitates a regular meeting of local government planning directors. The goals of the meeting are to develop and improve working relationships, share best practices, and collaborate to address regulatory and technical matters related to community development. The meeting is also used as a forum to communicate with and receive input from local planners regarding the work of regional organizations and provide input to the Chief Administrative Officers (CAO) as requested. The group meets on the last Thursday of the month. Agendas indicating the meeting location and time are distributed approximately one week prior to the meeting dates.
Regional Environmental Committee (REC): The Regional Environmental Committee addresses technical and administrative issues associated with environmental planning, land use, water quality, stormwater, environmental education, as well as a broad range of other coastal and planning issues. The committee meets on the first Thursday of the month. Agendas indicating the meeting location and time are distributed approximately one week prior to the meeting date. For additional information about Regional Environmental Committee meetings or to be included in agenda distribution, please contact the HRPDC at (757) 420-8300.

Water Resources Planning Committees

Coastal Resiliency Committee (CRC): The responsibilities of the Coastal Resiliency Committee include: 1) developing recommendations related to flooding and sea level rise adaptation and mitigation, 2) advocating for state and federal government support and action on coastal resilience topics, and 3) serving as the primary regional contact for collaboration with federal agencies and academic institutions. The Committee includes senior representatives from local government planning, public works, and community development departments, as well as the City Manager’s office. The Coastal Resiliency Committee meets quarterly on the fourth Friday of the month. Agendas indicating the meeting location and time are distributed approximately one week prior to the meeting dates. For additional information about Coastal Resiliency Committee meetings or to be included in agenda distribution, please contact the HRPDC at (757) 420-8300.

Directors of Utilities Committee (DUC): The Directors of Utilities Committee addresses technical and administrative issues associated with the planning and operation of the region’s water supply and wastewater systems, as well as a broad range of other water resource management issues. The Committee includes the Director of Utilities or a senior representative from the member jurisdictions, the towns of Smithfield and Windsor, the Hampton Roads Sanitation District (HRSD), and the HRPDC. Semiannually, the committee meets jointly with the local Directors of Health and the Virginia Department of Health to discuss issues of mutual concern associated with drinking water and other water quality issues. The Committee nominates members of their staffs to participate in project specific subcommittees as needed. The subcommittees vet details of the data collection, analysis, and project objectives. The Directors of Utilities Committee meets on the first Wednesday of the month. Agendas indicating the meeting location and time are distributed approximately one week prior to the meeting date. For additional information about Directors of Utilities Committee meetings or to be included in agenda distribution, please contact the HRPDC at (757) 420-8300.

Regional Construction Standards Full Committee: The Regional Construction Standards represent a collaborative effort of the seventeen HRPDC member jurisdictions, the HRSD, and the Hampton Roads Utility and Heavy Contractors Association (HRUHCA) to develop uniform construction standards for improvements in public rights of way. The Full Committee, consisting of up to two voting representatives from each jurisdiction and one
voting member from HRSD and HRUHCA, is the governing body for the Standards and approves and recommends new editions for adoption by the Commission.

**Regional Environmental Committee (REC):** The Regional Environmental Committee addresses technical and administrative issues associated with environmental planning, land use, water quality, stormwater, environmental education, as well as a broad range of other coastal and planning issues. The committee meets on the first Thursday of the month. Agendas indicating the meeting location and time are distributed approximately one week prior to the meeting date. For additional information about Regional Environmental Committee meetings or to be included in agenda distribution, please contact the HRPDC at (757) 420-8300.

**Water Quality Technical Workgroup:** The Water Quality Technical Workgroup addresses technical aspects of water quality-related issues. Topics related to best management practices, developing research, and emerging water quality concerns are discussed by technical experts and interested locality practitioners, consultants, scientists, planners, and educators. The workgroup meets quarterly on the first Thursday in March, June, September, and December following the Regional Environmental Committee meetings. Agendas indicating the meeting location and time are distributed approximately one week prior to the meeting date. To be included in agenda distribution, please contact the HRPDC at (757) 420-8300.

**External Committees**

In addition to the many HRPDC staff level Committees, Subcommittees, and working groups, the HRPDC staff, on behalf of the region's localities, serve on a number of federal, state, regional, and local government advisory committees. The HRPDC staff also represents the region on advisory committees established by various nonprofit, public interest organizations that provide particular expertise in support of or complementary to the initiatives of the HRPDC and its member local governments. External committee participation by HRPDC ranges from broad program committees to technical advisory committees for specific regulatory initiatives. The HRPDC frequently plays a leadership role in these external committees.
Community Affairs and Civil Rights

Total budget including pro-rata share of Administration

$105,081
As the fiduciary agent for the Hampton Roads Transportation Planning Organization (HRTPO), the HRPDC follows the guidance and oversight administered by the U.S. Department of Transportation and the Federal Highway Administration as it pertains to the observance of Title VI and Environmental Justice in all planning practices engaged by the HRPDC.

Additionally, the HRPDC receives Federal funds and as such, is guided by Title VI and Environmental Justice as well.

The importance of public involvement in the planning and programming process is recognized in federal law and it is reflected in the programs of the HRPDC. Recipients of federal funds are encouraged to use a variety of methods to inform and involve interested parties in planning processes. Specifically, federal regulations require the development of a public participation plan.

Although they are separate, Title VI, Environmental Justice, and Public Involvement complement one another in ensuring a fair and equitable planning process and access to that process. Effective public involvement not only provides the HRPDC with new ideas but also alerts them to potential Environmental Justice concerns during the planning stage of a project. The HRDPC is committed to ensuring that Environmental Justice, as outlined by the 1994 Executive Order, is considered in our planning and outreach efforts, as well as our programs and initiatives, by assuring that all residents of Hampton Roads are represented fairly and not discriminated against in the planning process. In addition to adhering to the principles of Environmental Justice, the HRPDC will work to implement Title VI of the Civil Rights Act of 1964. HRPDC is required to:

- Comply with the public involvement and Title VI requirements of Federal and State regulations.
- Provide specific opportunities for citizens and citizen-based organizations to discuss their views and provide input on the subject areas addressed in plans, projects, or policies of the HRPDC.
- Ensure full and fair participation by all potentially affected communities in the planning decision-making process.
- Inform and educate citizens and other interested parties about ongoing HRPDC planning activities, and their potential role in those activities.
- Focus study and plan recommendations on investments that promote quality of life and mitigate adverse impacts for residents of Hampton Roads.
- Utilize Public Comment Opportunities presented by Partner Agencies, and other state and federal agencies to lend a Title VI/Environmental Justice perspective to HRPDC policies, reports, and project documents.
Create materials that effectively inform the public of HRPDC’s obligations and commitments under Title VI of the Civil Rights Act of 1964.

Title VI Legislation and Guidance

Title VI of the Civil Rights Act of 1964 created a foundation for future Environmental Justice regulations. Since the establishment of Title VI, Environmental Justice has been considered in local, state, and federal transportation projects. Section 42.104 of Title VI and related statutes require Federal agencies to ensure that no person is excluded from participation in, denied the benefit of, or subjected to discrimination under any program or activity receiving Federal financial assistance on the basis of race, color, national origin, age, sex, disability, or religion.

The National Environmental Policy Act of 1969 (NEPA) addresses both the social and economic impacts of Environmental Justice. NEPA stresses the importance of providing for “all Americans safe, healthful, productive, and aesthetically pleasing surroundings”, and provides a requirement for taking a “systematic, interdisciplinary approach” to aid in considering environmental and community factors in decision making.

The Civil Rights Restoration Act of 1987 further expanded Title VI to include all programs and activities of Federal-aid recipients, sub-recipients, and contractors whether those programs and activities are federally funded or not.

On February 11, 1994, President Clinton signed Executive Order 12898: Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations. This piece of legislation directed every Federal agency to make Environmental Justice part of its mission by identifying and addressing all programs, policies, and activities that affect human health or the environment so as to identify and avoid disproportionately high and adverse effects on minority populations and low-income populations.

Rather than being reactive, Federal, State, local and tribal agencies must be proactive when it comes to determining better methods to serve the public who rely on transportation systems and other federally funded programs and services to increase their quality of life.

In April 1997, as a reinforcement to Executive Order 12898, the United States Department of Transportation (DOT) issued an Order on Environmental Justice (DOT Order 5610.2), which summarized and expanded upon the requirements of Executive Order 12898 to include all policies, programs, and other activities that are undertaken, funded, or approved by the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), or other U.S. DOT components.
In December 1998, the FHWA issued the FHWA Actions to Address Environmental Justice in Minority Populations and Low-Income Populations (DOT Order 6640.23) which mandated the FHWA and all its subsidiaries to implement the principles of Executive Order 12898 and U.S. DOT Order 5610.2 into all of its programs, policies, and activities.

On October 7, 1999, the FHWA and the FTA issued a memorandum Implementing Title VI Requirements in Metropolitan and Statewide Planning. This memorandum provided clarification for field offices on how to ensure that Environmental Justice is considered during current and future planning certification reviews. The intent of this memorandum was for planning officials to understand that Environmental Justice is equally as important during the planning stages as it is during the project development stages.

Work activities for the Community Affairs and Civil Rights department include the following:

1. Develop a comprehensive Title VI, Public Involvement and Civil Rights program.

2. Develop opportunities to inform the public by participating in community events and coordinating regional forums on regional planning issues, initiatives, and projects. This includes coordination with regional, state, and federal agencies, and HRPDC member jurisdictions.

3. Participate in public meetings, committee meetings, and hearings held by the HRPDC plus those held by local, state, and federal agencies as appropriate.

4. Use Social Media Platforms (Facebook, Twitter, etc.) to promote HRPDC, engage partner organizations, and increase awareness of the HRPDC by the public.

5. Respond to information requests from the general public.

6. Create publications that highlight the efforts of the HRPDC.

7. Support staff in public communications, engagement, and participation in HRPDC programs and projects, studies, plans, and programs.

8. Prepare newsletters and special features on timely issues.

9. Update the HRPDC website to enhance public participation and highlight various events and publications.

10. Respond to and/or facilitate response to general comments received via www.hrpdcva.gov, or by other means of communication from the general public, members of governments, and other stakeholders.

11. Review and evaluate public participation strategies, as necessary, to ensure effectiveness and outreach to a broad audience. Create public participation documents, such as the Public Participation Plan, as needed, to reflect federal
mandates. Create and implement the HRPDC Title VI Plan and the HRPDC LEP Plan which include Title VI, Environmental Justice, and related authorities.

12. Provide training for public involvement staff to build, enhance, and broaden public involvement techniques.

13. Develop and implement outreach activities tailored to engage low-income and/or minority communities or households. Key activities include partnering with regional agencies that advocate for and/or provide services for traditionally underserved persons and creating a community impact assessment tool.

14. Provide translation and/or interpreter services on an as-requested basis.

15. Meet with community groups from varied sectors and with varied interests to provide information about the HRPDC’s primary purpose and functions and gather input on key issues, programs, and activities they feel are critical.

16. Enhance and refine a Title VI/Environmental Justice methodology used to identify Title VI/Environmental Justice communities as well as the benefit/burden analyses (including conducting a broad review of Environmental Justice methodologies by other agencies and investigating potential data sources).

17. Incorporate Title VI/Environmental Justice analysis into individual studies, programs, and plans contained in the HRPDC Work Program.

18. Update and maintain the HRPDC website.

19. Refine the HRPDC Communications Plan.

20. Create special reports as needed.

21. Create a digital platform for public involvement.

22. Develop surveys to be accessed via the HRPDC social media sites, the HRPDC website, and libraries across the region.

Community Affairs and Civil Rights (CACR) Summary of Major Tasks and Activities

<table>
<thead>
<tr>
<th>Task or Activity</th>
<th>Lead Staff Member</th>
<th>Project Schedule (Key Milestones)</th>
<th>End Product or Outcome</th>
<th>Funding (Amount &amp; Source)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tasks 1 – 22</td>
<td>CACR Administrator (Vacant)</td>
<td>Ongoing</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Emergency Management

Total budget including pro-rata share of Administration

$1,516,764
Hampton Roads All Hazards Advisory Committee (AHAC)

The HRPDC staff will provide project management support for the All Hazards Advisory Committee (AHAC). This committee is a consolidated organization assuming the missions of the Regional Emergency Management Technical Advisory Committee, Hampton Roads Urban Area Working Group, Hampton Roads Regional Catastrophic Planning Team, Hampton Roads Metropolitan Medical Response System Oversight Committee, and Hampton Roads Interoperable Communications Advisory Committee. The group was established to reduce duplication of efforts, enhance collaboration, and establish a governance structure with the necessary flexibility to enhance disaster prevention, preparedness, response, recovery, and mitigation in the Hampton Roads region while serving in an advisory capacity to the Hampton Roads Planning District Commission. Staff will also support AHAC’s mission by partnering with Federal and State agencies, private entities, and the citizens of Hampton Roads. The following AHAC Subcommittees will be supported:

- AHAC Public Information Subcommittee
- AHAC Interoperable Communications Subcommittee
- AHAC Urban Area Working Group
- AHAC D.E.I Emergency Planning Subcommittee
- AHAC Cybersecurity Subcommittee

Staff Support, Planning, and Technical Assistance

HRPDC staff support and technical assistance are provided on a regional basis, not only to its member local jurisdictions, but also to a variety of regional homeland security, emergency management, and voluntary organizations. This participation involves a number of different types of services that, when viewed separately, do not constitute a separate and distinct work element.

Grants Management

The HRPDC staff will provide management and administration of emergency management and homeland security grants and associated project management to fill capability gaps within the region. In addition to coordinating the regional application of these grants, emergency management staff also provide direct management of several regional projects. These grants and projects include:

- The Urban Areas Security Initiative (UASI): UASI program funds address the unique risk-driven, capabilities-based planning, organization, equipment, training, and exercise needs of high-threat, high-density urban areas and assists them in building an enhanced
and sustainable capacity to prevent, protect against, mitigate, respond to, and recover from acts of terrorism.

- The State Homeland Security Program (SHSP): SHSP supports the implementation of risk-driven, capabilities-based State Homeland Security Strategies to address capability targets set in Urban Area, State, and regional Threat and Hazard Identification and Risk Assessments (THIRAs). The capability targets are established during the THIRA process and assessed in the State Preparedness Report (SPR) and inform planning, organization, equipment, training, and exercise needs to prevent, protect against, mitigate, respond to, and recover from acts of terrorism and other catastrophic events.

Associated Projects Managed by the HRPDC:

<table>
<thead>
<tr>
<th>FY20 UASI All Hazards Planner</th>
<th>FY21 UASI Cybersecurity</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY20 UASI Cybersecurity</td>
<td>FY21 UASI PPE</td>
</tr>
<tr>
<td>FY20 UASI Election Cybersecurity</td>
<td>FY21 UASI Tent Generator</td>
</tr>
<tr>
<td>FY20 UASI Election Security</td>
<td>FY21 UASI THIRA</td>
</tr>
<tr>
<td>FY20 UASI MCI and Mass Care</td>
<td>FY20 SHSP HRMMRS Inventory Equipment</td>
</tr>
<tr>
<td>FY20 UASI THIRA</td>
<td>FY20 SHSP Mass Care</td>
</tr>
<tr>
<td>FY21 UASI MCI I and II</td>
<td>FY21 UASI All Hazards Planning</td>
</tr>
<tr>
<td>FY21 UASI All Hazards Planning</td>
<td>FY21 UASI THIRA</td>
</tr>
</tbody>
</table>

**Threat and Hazard Identification and Risk Assessments (THIRA)**

HRPDC staff facilitates the annual THIRA. The THIRA is a three-step risk assessment process that helps the region document risks and plan what needs to be done to address them. This document seeks to answer the following:

1. What threats and hazards can affect Hampton Roads?
2. If they occurred, what impacts would those threats and hazards have on our region?
3. Based on those impacts, what capabilities should the regional community have?

Product: FY22 THIRA
Regional Emergency Public Information Plan

During an emergency, providing factual, accurate, and timely information to the public, the media, and state and federal officials is crucial to an effective response. This plan is intended to serve as a framework for all Hampton Roads localities and relevant agencies involved in the creation and dissemination of emergency public information with the goal of enhancing preexisting coordination and collaboration.

Product: Regional Emergency Public Information Plan/Framework

Cybersecurity Enhancement

Cybersecurity is the state or process of protecting and recovering networks, devices, and programs from any type of cyberattack. Cyberattacks are an evolving danger to organizations, employees, and the public. In recent years, there has been an increase in cyberattacks on government agencies. The HRPDC seeks to assist cybersecurity efforts for local governments in Hampton Roads.

Products: Cybersecurity Assessments, Cybersecurity Policies and Procedures, Cyberattack Response Plans, Cyberattack Business Impact Analysis

Regional Logistics Planning

Logistics are an essential component of emergency response plans at local, regional, state, and national levels to ensure the availability of the right products in the right location at the right time and in the right quantities. Logistics planning for a disaster requires knowledge of the geographic, social, political, cultural, and physical characteristics of the region. In general, logistics planning addresses the following questions:

- What resources are needed and in what quantity?
- How can they be procured?
- How can they be transported to the affected location?
- How can they be received, staged, stored, distributed, and tracked?
- Which organizations have critical roles and responsibilities in the logistics supply chain?
- How is coordination regarding logistics activities achieved between different organizations?
Building on recent efforts of the Regional Catastrophic Preparedness Grant, the HRPDC seeks to update and potentially consolidate regional logistics planning efforts.

Product: Regional Logistics Plan/Framework

**Interoperable Communications**

During an emergency, interoperable communications are vital to an effective response. Hampton Roads has invested heavily in interoperable communications equipment. The HRPDC is tasked with assisting with planning efforts to ensure strategic investment and sustainment of these critical assets.

Product: Regional Interoperable Communication Strategic Planning

**Sheltering**

Sheltering plays a large part in the disaster response in Hampton Roads. Traditionally, sheltering has been managed by localities with state assistance. In recent months, stakeholders have identified potential, regional collaboration possibilities to enhance sheltering operations. The HRPDC will work with state and local stakeholders to explore and implement these strategies where appropriate.

Product: To Be Determined

**Regional Sustainment**

The Hampton Roads region has received numerous homeland security and emergency management grants to enhance preparedness. These grants have been used to build critical emergency response capabilities that must be sustained.

Product: Sustainment Planning

**Regional Operational Coordination**

During an emergency, it is imperative that local, state, and federal entities work together and share information. Several possibilities have been identified to increase regional, emergency coordination. The HRPDC will work with AHAC to identify and implement a solution to enhance coordination.

Product: Enhanced regional coordination.
## Emergency Management Summary of Major Tasks and Activities

<table>
<thead>
<tr>
<th>Task or Activity</th>
<th>Lead Staff Member</th>
<th>Project Schedule (Key Milestones)</th>
<th>End Product or Outcome</th>
<th>Funding (Amount &amp; Source)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Committee Support</td>
<td>John Sadler / Riana Rich</td>
<td>N/A</td>
<td>N/A</td>
<td>39800</td>
</tr>
<tr>
<td>Grants Management</td>
<td>John Sadler / Riana Rich</td>
<td>Ongoing (various projects)</td>
<td>Multiple</td>
<td>UASI / SHSP</td>
</tr>
<tr>
<td>UASI Application</td>
<td>John Sadler / Riana Rich</td>
<td>Awaiting on Federal NOFO</td>
<td>Completed Application</td>
<td>39800</td>
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<tr>
<td>THIRA</td>
<td>John Sadler / Riana Rich</td>
<td>Project Underway</td>
<td>Updated THIRA</td>
<td>UASI Grant</td>
</tr>
<tr>
<td>Public Information Plan /</td>
<td>John Sadler / Riana Rich</td>
<td>Working Group identified to</td>
<td>Regional Emergency Public Information Plan/Framework</td>
<td>UASI Grant Funded Staff</td>
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<tr>
<td>Framework</td>
<td></td>
<td>determine next steps</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cybersecurity Enhancement</td>
<td>John Sadler / Riana Rich</td>
<td>The contractor working with</td>
<td>Multiple</td>
<td>UASI Grant</td>
</tr>
<tr>
<td></td>
<td></td>
<td>localities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Regional Logistics Plan /</td>
<td>John Sadler / Riana Rich</td>
<td>Working Group identified to</td>
<td>Regional Logistics Plan / Framework</td>
<td>UASI Grant Funded Staff</td>
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<tr>
<td>Framework</td>
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<td>determine next steps</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interoperable Communications</td>
<td>John Sadler / Riana Rich</td>
<td>Dependent on an upcoming</td>
<td>Sustainable, Regional Interoperable Communications</td>
<td>UASI Grant</td>
</tr>
<tr>
<td>Strategic Planning</td>
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<td>committee vote.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sheltering</td>
<td>John Sadler / Riana Rich</td>
<td>Working Group identified to</td>
<td>Enhanced sheltering capabilities.</td>
<td>39800</td>
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<tr>
<td></td>
<td></td>
<td>determine next steps</td>
<td></td>
<td></td>
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<tr>
<td>Regional Sustainment</td>
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<td>Working Group identified to</td>
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<td></td>
<td>determine next steps</td>
<td></td>
<td></td>
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<tr>
<td>Regional Operational</td>
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</tr>
</tbody>
</table>
Environmental Education

Total budget including pro-rata share of Administration

$798,697
Help to Others (H2O) Program

In 1999, the localities of Hampton Roads created the Help to Others (H2O) Program to provide one-time financial assistance to individuals going through a financial hardship and unable to pay their water and wastewater utility bills.

All seventeen member localities, the Town of Windsor, and HRSD participate in the program. Assistance to individuals is funded through contributions made by citizens.

The HRPDC staff has taken steps to incorporate the Program as a nonprofit to ensure the deductibility of donations. The State Corporation Commission (SCC) approved the incorporation of the H2O Program in November 2007. The H2O Program Board of Directors held its organizational meeting in March 2009. In early 2011, the Internal Revenue Service (IRS) formally approved the non-profit status of the program and the tax-deductibility of donations. A Memorandum of Agreement (MOA) has been executed among the HRPDC, HRSD, and the H2O Program Board. A companion agreement has been executed between the H2O Program Board and the Salvation Army, providing for the Salvation Army to conduct eligibility screening on behalf of the program. This task provides for program coordination with participating entities, required financial reporting, development and promotion of the program, and procurement of donation envelopes and other materials.

Administration of the H2O program is funded through the Regional Water Program by a special local government contribution and all donations to the program go directly to helping local families in need.

H2O Program Summary of Major Tasks and Activities

<table>
<thead>
<tr>
<th>Budget</th>
<th>Funding Source</th>
<th>Lead Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>$33,036</td>
<td>Program contributions from member jurisdictions &amp; HRSD</td>
<td>Katie Cullipher</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Activities</th>
<th>Schedule</th>
<th>Products</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fundraising</td>
<td>Ongoing</td>
<td>Paypal account management, fundraising campaigns, promotional materials, social media, public relations</td>
</tr>
<tr>
<td>Shareh2o.org website</td>
<td>Ongoing</td>
<td>Website hosting, development tasks, content management, and maintenance</td>
</tr>
<tr>
<td>Financial reporting</td>
<td>Tax filing is due November 15, the End of the fiscal year</td>
<td>IRS Forms 990, donation and local utility distribution and usage reporting</td>
</tr>
<tr>
<td>Program administration &amp; partner coordination</td>
<td>September Board of Directors Annual Meeting, ongoing</td>
<td>Annual Meeting of the H2O Board of Directors, HRSD coordination, H2O Program partner meetings, general correspondence</td>
</tr>
</tbody>
</table>
askHRgreen.org

Environmental education efforts are focused on four key topic areas: water conservation and awareness; stormwater education and pollution prevention; recycling, litter prevention, and community beautification; and sanitary sewer overflow prevention. Four separate regional committees comprised of technical experts oversee each of these environmental education initiatives but blend their messages under the umbrella brand of askHRgreen.org.

With both qualitative and quantitative research guiding this effort, the askHRgreen.org website was created as the region’s portal to engage Hampton Roads residents in the green conversation. In FY 2023, the focus will be on continuing and enhancing successful public relations efforts to gain added value media, seeking new media and community partners, increasing website visitation and newsletter subscribers, enhancing our social media presence, and building engagement across all platforms. The campaign will continue to use the results of marketing research to further improve branding and messaging as well as support media strategies and public relations initiatives.

This program is funded through special local government contributions provided through the Water & Wastewater, Stormwater, and Recycling & Beautification Environmental Education Program budgets.

askHRgreen.org: Stormwater Education Subcommittee & Program (HR STORM)

The HRPDC will continue to staff the Stormwater Education Subcommittee. This effort includes the facilitation of the subcommittee process; management of the budget and consultant contracts; development and implementation of a comprehensive and cost-effective marketing program; coordination of stormwater, water quality, and watershed management education programs; and development of stormwater-specific educational materials and programs. The HRPDC staff will prepare the askHRgreen.org annual report, which is used by localities with MS4 permits to document public outreach initiatives.

Information is delivered under the umbrella of askHRgreen.org. In FY 2023, messaging and outreach will focus on reducing pollution of Hampton Roads waterways by increasing watershed awareness and promoting best management practices to residents and businesses.

This program is supported through the Regional Stormwater Management Program by a special local government contribution.
HR STORM Program Summary of Major Tasks and Activities

<table>
<thead>
<tr>
<th>Budget</th>
<th>Funding Source</th>
<th>Lead Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>$131,390</td>
<td>Program contributions from member jurisdictions</td>
<td>Katie Cullipher, Rebekah Eastep</td>
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</table>

<table>
<thead>
<tr>
<th>Activities</th>
<th>Schedule</th>
<th>Products</th>
</tr>
</thead>
<tbody>
<tr>
<td>askHRgreen.org website</td>
<td>Ongoing</td>
<td>Website hosting, development tasks, content management, maintenance, blog articles, event calendar</td>
</tr>
<tr>
<td>Promotions</td>
<td>Ongoing</td>
<td>Educational materials, paid media campaigns, public relations, social media, community events, special projects, and graphic design</td>
</tr>
<tr>
<td>Procurement</td>
<td>Ongoing, fiscal year-end</td>
<td>Committee budget, consultant contracts, promotional and print materials</td>
</tr>
<tr>
<td>Regional partner coordination</td>
<td>Ongoing, monthly</td>
<td>Monthly committee meetings, annual askHRgreen all-hands meeting, special events, general correspondence, Bay Star Homes Program, Bay Star Business Program</td>
</tr>
<tr>
<td>Grants management</td>
<td>Ongoing</td>
<td>askHRgreen environmental education mini-grant program, askHRgreen pet waste station grant program, askHRgreen cigarette receptacle grant program, Chesapeake Bay Restoration Fund Grant Program</td>
</tr>
<tr>
<td>Reporting</td>
<td>September</td>
<td>askHRgreen fiscal year annual report, grant reporting</td>
</tr>
</tbody>
</table>

askHRgreen.org: Recycling and Beautification Subcommittee & Program (HR CLEAN)

askHRgreen.org: Recycling and Beautification Subcommittee is a regional coalition of local Clean Community and Recycling Coordinators that promotes litter prevention, recycling, beautification, and general environmental awareness. HRPDC staff facilitates the subcommittee process; management of the budget and consultant contracts; development and implementation of a comprehensive and cost-effective marketing program; coordination of programs and events; and development of educational materials.

Information is delivered under the umbrella of askHRgreen.org. In FY 2023, messaging and outreach will focus on waste reduction, improving the quantity and quality of materials collected through municipal recycling and hazardous waste disposal programs, and reducing litter in Hampton Roads communities.

This program is funded through a special local government contribution.
HR CLEAN Program Summary of Major Tasks and Activities

<table>
<thead>
<tr>
<th>Budget</th>
<th>Funding Source</th>
<th>Lead Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>$107,000</td>
<td>Program contributions from member jurisdictions</td>
<td>Katie Cullipher, Rebekah Eastep</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Activities</th>
<th>Schedule</th>
<th>Products</th>
</tr>
</thead>
<tbody>
<tr>
<td>askHRgreen.org website</td>
<td>Ongoing</td>
<td>Website hosting, development tasks, content management, maintenance, blog articles, event calendar</td>
</tr>
<tr>
<td>Promotions</td>
<td>Ongoing</td>
<td>Educational materials, paid media campaigns, public relations, social media, community events, special projects, and graphic design</td>
</tr>
<tr>
<td>Procurement</td>
<td>Ongoing, fiscal year-end</td>
<td>Committee budget, consultant contracts, promotional and print materials</td>
</tr>
<tr>
<td>Regional partner coordination</td>
<td>Ongoing, monthly</td>
<td>Monthly committee meetings, annual askHRgreen all-hands meeting, special events, general correspondence</td>
</tr>
<tr>
<td>Grants management</td>
<td>Ongoing</td>
<td>askHRgreen environmental education mini-grant program, askHRgreen cigarette receptacle grant program, DEQ Litter Prevention and Recycling Competitive Grant</td>
</tr>
<tr>
<td>Reporting</td>
<td>September</td>
<td>askHRgreen fiscal year annual report, grant reporting</td>
</tr>
</tbody>
</table>

askHRgreen.org: Fats, Oils and Grease Education Subcommittee & Program (HR FOG)

During FY 2004-2005, the Directors of Utilities Committee and the HRPDC finalized the direction and scope of the HR FOG (Fats, Oils and Grease) educational program. HRPDC staff facilitates the subcommittee process; management of the budget and consultant contracts; development and implementation of a comprehensive and cost-effective marketing program; coordination of programs and events; and development of educational materials.

Information is delivered under the umbrella of askHRgreen.org. In FY 2023, messaging will continue to focus on proper disposal of fats, oils, grease, and food waste in both home and commercial kitchens as well as reminding citizens of “what not to flush.” In addition, co-promotions will be coordinated with the Water Awareness Subcommittee’s efforts regarding various water and wastewater infrastructure issues.

The regional Fats, Oils and Grease Program includes regional coordination of training for local food service establishment employees and grease haulers. A web-based training program for both of these sectors is available at www.hrfog.com and ongoing maintenance support and development.
are necessary to maintain and enhance the website. HRPDC staff also facilitates updates to the Hampton Roads Model FOG Ordinance and the Hampton Roads Technical Standards for Grease Control Devices.

This program is funded through the Regional Wastewater Program by a special local government contribution.

**HR FOG Program Summary of Major Tasks and Activities**

<table>
<thead>
<tr>
<th>Activities</th>
<th>Schedule</th>
<th>Products</th>
</tr>
</thead>
<tbody>
<tr>
<td>askHRgreen.org website</td>
<td>Ongoing</td>
<td>Website hosting, development tasks, content management, maintenance, blog articles, event calendar</td>
</tr>
<tr>
<td>Hrfog.com website</td>
<td>Ongoing</td>
<td>Website hosting, development tasks, training resources and content management, and maintenance</td>
</tr>
<tr>
<td>Promotions</td>
<td>Ongoing</td>
<td>Educational materials, paid media campaigns, public relations, social media, community events, special projects, and graphic design</td>
</tr>
<tr>
<td>Procurement</td>
<td>Ongoing, fiscal year-end</td>
<td>Committee budget, consultant contracts, promotional and print materials</td>
</tr>
<tr>
<td>Regional partner coordination</td>
<td>Ongoing, monthly</td>
<td>Monthly committee meetings, annual askHRgreen all-hands meeting, special events, general correspondence, Model FOG Ordinance, GCD Technical Standards</td>
</tr>
<tr>
<td>Grants management</td>
<td>Ongoing</td>
<td>askHRgreen environmental education mini-grant program</td>
</tr>
<tr>
<td>Reporting</td>
<td>September</td>
<td>askHRgreen fiscal year annual report</td>
</tr>
</tbody>
</table>

**askHRgreen.org: Water Awareness Subcommittee & Program (HR WET)**

The HRPDC will continue to act as the administrative agent for the askHRgreen.org Water Awareness Subcommittee. This program, which began as a cooperative water conservation education program in 1994, involves promoting the value of the region’s safe drinking water supply, encouraging wise water use, and educating citizens on the importance of maintaining the region’s vast network of water infrastructure. HRPDC staff facilitates the subcommittee process; management of the budget and consultant contracts; development and implementation of a comprehensive and cost-effective marketing program; coordination of programs and events; and development of educational materials.
Information is delivered under the umbrella of askHRgreen.org. In FY 2023, messaging and outreach will focus on conservation, communicating the value of tap water, the importance of maintaining our infrastructure, and other related drinking water topics.

Funding is provided through the Regional Water Program by a special local government contribution.

**HR WET Program Summary of Major Tasks and Activities**

<table>
<thead>
<tr>
<th>Budget</th>
<th>Funding Source</th>
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<tbody>
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<table>
<thead>
<tr>
<th>Activities</th>
<th>Schedule</th>
<th>Products</th>
</tr>
</thead>
<tbody>
<tr>
<td>askHRgreen.org website</td>
<td>Ongoing</td>
<td>Website hosting, development tasks, content management, maintenance, blog articles, event calendar</td>
</tr>
<tr>
<td>Promotions</td>
<td>Ongoing</td>
<td>Educational materials, paid media campaigns, public relations, social media, community events, special projects, and graphic design</td>
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<tr>
<td>Procurement</td>
<td>Ongoing, fiscal year-end</td>
<td>Committee budget, consultant contracts, promotional and print materials</td>
</tr>
<tr>
<td>Regional partner coordination</td>
<td>Ongoing, monthly</td>
<td>Monthly committee meetings, annual askHRgreen all-hands meeting, special events, general correspondence</td>
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<tr>
<td>Grants management</td>
<td>Ongoing</td>
<td>askHRgreen environmental education mini-grant program</td>
</tr>
<tr>
<td>Reporting</td>
<td>September</td>
<td>askHRgreen fiscal year annual report</td>
</tr>
</tbody>
</table>
Housing and Human Services

Total budget including pro-rata share of Administration

$4,085,165
Housing and Human Services - Technical Assistance

The HRPDC staff participates in and exists as a liaison between a number of multi-jurisdictional organizations concerned with housing and human services issues, such as programs and initiatives pertaining to affordable housing, services, and programs for the disabled, as well as services for seniors. Due to its unique access and regional orientation, the HRPDC is frequently asked to provide planning and needs assessment information to support the work of these organizations. The following activities are anticipated:

- Act as Regional Administrator and fiscal agent for the Hampton Roads Loan Fund Partnership, a state-sponsored homeownership program for low-income households.
- Support the research, educational and professional training activities of the Hampton Roads Housing Consortium (HRHC), a regional association of government, non-profit and private sector housing organizations. Staff will also assist in the development of a five-year strategic plan as well as the implementation of a new training center for regional housing partners.
- Provide staff support and assistance to the Hampton Roads Disabilities Board.
- Host periodic meetings of Consolidated Plan coordinators from city governments.
- Participate as a Board Member for Senior Services of Southeastern Virginia (SSSEVA).

In addition to the external assistance noted above, the staff will monitor U.S. Census releases and other available data to identify significant trends in housing, income distribution, and social characteristics with particular emphasis on:

- Composition, age, quality, and market value of the housing stock.
- Housing availability and affordability for various demographic groups.
- Housing Studies that evaluate and analyze transit/transportation planning

Products: Studies, Reports, Seminars, Letters/Memoranda, Speaking Appearances, Update Articles

Hampton Roads Loan Fund Partnership (HRLFP) Administrative Support

The HRLFP was organized in late 1996 to enable participation in the Virginia Single Family Regional Loan Fund, a statewide homeownership assistance program for low income households. Throughout the years, the program design has changed to meet the current
trends in addressing the disparity in homeownership for low- and moderate-income buyers. Currently, the program provides flexible gap financing for first-time homebuyers at or below 80 percent of the area median income (AMI) to purchase homes that are safe, decent, and accessible. Funding for this program is made possible through funding from the Department of Housing and Urban Development (HUD). The down payment assistance is provided in the form of a grant with a mandatory “affordability period” for the applicant to continue to occupy the house as their primary residence.

Along with its goals for expanding homeownership opportunities, the HRLFP supports local community development priorities by providing information and referral to community resources for projects in targeted neighborhoods and redevelopment areas. HRLFP partner organizations include Redevelopment and Housing Authorities, local governments, and nonprofit housing organizations. By mutual agreement of the partner organizations, the HRPDC acts as Regional Administrator for the HRLFP and fiscal agent for administrative support funds. Direct allocations are also administered for Chesapeake, Portsmouth, and Isle of Wight/Smithfield. (see additional tasks below)

HRLFP funds are divided into two elements for accounting purposes:

- **Element 3004** administrative funds are provided by the Virginia Department of Housing and Community Development (VDHCD) to offset program-related labor, document reproduction, mailing, telephone charges, and miscellaneous costs incurred by the HRPDC staff.
- **Element 3005** is a pass-through account for processing federal down payment and closing cost assistance funds provided through VDHCD.

Product: Homeownership Assistance Loans, Progress and Status Reports

**City of Portsmouth – Down Payment & Closing Cost Program “Come Home to Portsmouth”**

The HRPDC staff serves as the administrator of HOME funds in the City of Portsmouth in administering down payment and closing cost assistance. This city-wide program is designed to expand homeownership opportunities to low and moderate income households.

The program works in partnership with HUD-Approved Housing Counseling partners that provide homeownership education and pre-purchase counseling to buyers in an effort to ensure the buyer is successful in homeownership. By mutual agreement with the City of Portsmouth, the HRPDC acts as Administrator for the HOME funding and fiscal agent for administrative support funds.
Funds are divided into two elements for accounting purposes:

- Element 3090 administrative funds are provided by the City of Portsmouth to offset program-related labor, document reproduction, mailing, telephone charges, and miscellaneous costs incurred by the HRPDC staff.

- Element 3005 is a pass-through account for processing federal HOME down payment and closing cost assistance funds provided through the City of Portsmouth.

Product: Homeownership Assistance Loans, Progress and Status Reports

City of Chesapeake – Down Payment & Closing Cost Program “Call Chesapeake HOME”

The HRPDC staff serves as the administrator of HOME funds in the City of Chesapeake in administering down payment and closing cost assistance. This city-wide program is designed to expand homeownership opportunities to low and moderate income households.

The program works in partnership with HUD-Approved Housing Counseling partners that provide homeownership education and pre-purchase counseling to buyers in an effort to ensure the buyer is successful in homeownership. By mutual agreement with the City of Chesapeake, the HRPDC acts as Administrator for the HOME funding and fiscal agent for administrative support funds.

Funds are divided into two elements for accounting purposes:

- Element 3006 administrative funds are provided by the City of Chesapeake to offset program-related labor, document reproduction, mailing, telephone charges, and miscellaneous costs incurred by the HRPDC staff.

- Element 3005 is a pass-through account for processing federal HOME down payment and closing cost assistance funds provided through the City of Chesapeake.

Product: Homeownership Assistance Loans, Progress and Status Reports

Isle of Wight County/Smithfield – Down Payment & Closing Cost Program “Make Isle of Wight HOME”

The HRPDC staff serves as the administrator of HOME funds for Isle of Wight County/Smithfield in administering down payment and closing cost assistance. This county-wide program is designed to expand homeownership opportunities to low- and moderate-income households.
The program works in partnership with HUD-Approved Housing Counseling partners that provide homeownership education and pre-purchase counseling to buyers in an effort to ensure the buyer is successful in homeownership. By mutual agreement with the Isle of Wight/Smithfield, the HRPDC acts as Administrator for the HOME funding and fiscal agent for administrative support funds that are managed through a consortium of cities and counties of the Western Tidewater Consortium.

Funds are divided into two elements for accounting purposes:

- Element 3008 administrative funds are provided by Isle of Wight/Smithfield to offset program-related labor, document reproduction, mailing, telephone charges, and miscellaneous costs incurred by the HRPDC staff.

- Element 3005 is a pass-through account for processing federal HOME down payment and closing cost assistance funds provided through the Isle of Wight/Smithfield in conjunction with the Western Tidewater Consortium.

Product: Homeownership Assistance Loans, Progress and Status Reports

**Virginia Association of Planning District Commissions-Virginia Housing Grant**

HRPDC staff will continue to provide project management and oversight for the regional $3 million grant project sponsored by Virginia Housing in partnership with the Planning District Commissions represented under the Virginia Association of Planning District Commissions’ umbrella. Projects identified through local government and housing authorities were identified and PDC staff will be responsible for providing needed gap funding to ensure projects are completed. Current projects identified encompass affordable rental units, homeownership opportunities, and several adaptive use projects where mixed-use features are included.

Product: Delivery of new affordable units throughout project timeline.

**Development of Regional Housing Service Portal (RHSP)**

The HRPDC Staff will continue to provide information and tools through the Regional Housing Service Portal for the HRPDC. This effort will continue through FY 2023 with the completion of the online customer website. The purpose of this tool is to continue to provide a “one-stop-shop” environment for obtaining and accessing reliable and legitimate services for housing such as first-time homebuyer education and counseling and foreclosure prevention.

There are numerous housing-related organizations in Hampton Roads that provide varied down-payment/closing cost assistance, first-time homebuyer education, foreclosure...
prevention, rental counseling, and housing services for persons with disabilities. The HRPDC staff will work to continue to update services and programs in the web portal for consumers and housing providers to utilize. Staff will identify gaps in housing services and continue creating a toolbox of resources for housing providers.

Product: RHSP Web Portal, Reports, Studies, Update Articles

**Housing & Human Services Summary of Major Tasks and Activities**

<table>
<thead>
<tr>
<th>Task or Activity</th>
<th>Funding (Amount &amp; Source)</th>
<th>Project Schedule</th>
<th>Deliverables or Outcome</th>
<th>Lead Staff Member</th>
</tr>
</thead>
</table>
| Pass-through funds to closings for down payment and closing cost assistance | $75,000 (Annual Period)  
H.O.M.E funds – Department of Housing & Urban Development (HUD) – Funding from the Department of Housing & Community Development (DHCD) | Ongoing assistance to low- and moderate-income buyers/Monthly reporting to City/Annual reporting and budget management | Recorded Closing Settlement from Buyer’s Closing | Shernita Bethea, Housing Administrator |
<p>| Regional Coordination                                | Pending                   | Ongoing                                                                          | Educational materials, meetings, and outreach to community partners                    | Shernita Bethea                      |</p>
<table>
<thead>
<tr>
<th>Task or Activity</th>
<th>Funding (Amount &amp; Source)</th>
<th>Project Schedule</th>
<th>Deliverables or Outcome</th>
<th>Lead Staff Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>Come HOME to Portsmouth</td>
<td>~$195,000 (fiscal) H.O.M.E funds – Department of Housing &amp; Urban Development (HUD) - Allocation from the City of Portsmouth</td>
<td>Ongoing assistance to low- and moderate-income buyers/Monthly reporting to City/Annual reporting and budget management</td>
<td>Closing documentation, recorded deed from City. (Creation of new homebuyer)</td>
<td>Deidre Garrett, Housing Specialist</td>
</tr>
<tr>
<td>Call Chesapeake HOME</td>
<td>~$100,000 (fiscal) H.O.M.E funds – Department of Housing &amp; Urban Development (HUD) - Allocation from the City of Chesapeake</td>
<td>Ongoing assistance to low- and moderate-income buyers/Monthly reporting to City/Annual reporting and budget management</td>
<td>Closing documentation, recorded deed from City. (Creation of new homebuyer)</td>
<td>Deidre Garrett, Housing Specialist</td>
</tr>
<tr>
<td>VAPDC – Virginia Housing Grant</td>
<td>$3 million (passthrough and program management costs included)</td>
<td>Ongoing project oversight to 9 grantees and 11 projects</td>
<td>Qualified quarterly receipts and documents submitted to Staff as proof of project status</td>
<td>Shernita L. Bethea and Finance Staff.</td>
</tr>
<tr>
<td>Staff Support of regional housing consortium / network (HRHC)</td>
<td>Pending</td>
<td>Monthly support/Quarterly training and outreach</td>
<td>Reports, Training</td>
<td>Shernita L. Bethea</td>
</tr>
<tr>
<td>Task or Activity</td>
<td>Funding (Amount &amp; Source)</td>
<td>Project Schedule</td>
<td>Deliverables or Outcome</td>
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<tr>
<td>Housing &amp; Commuting Study (LRTP)</td>
<td>3001 TA</td>
<td>1st Half (FY23)</td>
<td>Compilation of studies, reports, and data for preparation of formal needs study</td>
<td>Shernita L. Bethea</td>
</tr>
<tr>
<td>Make Isle of Wight HOME</td>
<td>~Funding part of revolving pool H.O.M.E funds – Department of Housing &amp; Urban Development (HUD) - Allocation from the Western Tidewater Consortium</td>
<td>Ongoing assistance to low-and moderate-income buyers/Monthly reporting to City/Annual reporting and budget management</td>
<td>Closing documentation, recorded deed from County. <em>Creation of new homebuyer</em></td>
<td>Deidre Garrett, Housing Specialist</td>
</tr>
</tbody>
</table>
Planning and Economics

Total budget including pro-rata share of Administration

$35,788,262
The Planning & Economics department supports a broad range of activities both within the HRPDC and HRTPO, as well as among our member jurisdictions, and our regional, state, and federal partners. Much of the day-to-day “technical assistance” in regional Planning & Economics supports these diverse efforts, focusing specifically on applying a regional approach to advance the efforts of our numerous partners.

In this coming year, there are several priorities that staff are excited to tackle. With respect to regional planning, we will continue to convene the Regional Planning Directors to facilitate a forum for discussion, enable networking opportunities, as well as to identify and address planning-specific issues across member jurisdictions. We will be working with the Chesapeake Bay Preservation Act Workgroup and the Regional Environmental Committee to provide information and analysis to local planning staff in the hopes of addressing issues of mutual concern. The Department of Housing and Community Development requires that Planning District Commissions maintain a strategic plan, and staff will be looking to update the HRPDC’s existing plan to ensure that it remains relevant and forward-facing. Staff will also be looking to investigate whether there is potential for a regional approach to recycling efforts, and are participating in the Commonwealth’s Waste Diversion & Recycling Task Force. Staff will continue to search for brownfield funding opportunities to assist our localities in gaining access to funding opportunities.

Over the past three years, staff has worked hard to develop a regional spatial dataset portal to collect, organize, and advance the use of spatial datasets in an efficient and consistent manner at HRGEO.com. Maintaining and improving this portal will remain a priority this year, as we work to advance regional GIS tools for organizations across Hampton Roads.

Working to better understand how the region’s federal sector impacts Hampton Roads is also a priority for the coming year. In addition to participating in a federal planning cohort, the staff is also managing a Military Installation Resilience Review (MIRR) grant, to better understand how to protect our region’s military installations. We are working to develop relationships within the military community so that we can fill in the data gaps that exist in the resources that are currently available.

Staff recently completed a Regional Comprehensive Economic Development Strategy (CEDS), rolling the work of the 757 Economic Recovery and Resiliency Action Framework into the existing economic development plans, which was submitted to the Economic Development Administration for approval. Staff will be monitoring CEDS activities and reporting to the EDA as required.

On December 14, 2021, HRPDC, in partnership with Charter Communications, was awarded a $21 million Virginia Telecommunications Initiative (VATI) grant to bring universal broadband coverage to the City of Suffolk and Counties of Isle of Wight and Southampton. The grant will provide needed funding to build a high-speed, reliable, and affordable fiber internet network to areas of western Hampton Roads that are currently without service. As a regional effort, this project supports the Hampton Roads Regional Broadband Initiative, which is endorsed by all 17-member localities of the HRPDC and will harness the opportunities presented by the subsea cables coming ashore in Virginia Beach.
HRPDC staff will be managing the VATI grant throughout the buildout process that is expected to be completed in 2024.

Finally, staff continues to look for opportunities to advance efforts on diversity, equity, and inclusion, as well as environmental justice across a variety of platforms. We will be looking to better understand what data and tools are available to assist local and regional planning efforts to include a lens of social equity when making planning decisions. If applicable, staff will begin working to compile data and develop tools that could assist in the planning and evaluation process.

Staff Support and Technical Assistance for Planning

In the Regional Cooperation Act, the Code of Virginia calls for planning district commissions to:

- Collect, maintain and analyze demographic, economic, and geographic information.
- Provide for sound and orderly social, economic, and physical development of the region.
- Conduct regional strategic planning.

In order to fulfill this role, the HRPDC staff will provide staff support and technical assistance on a regional basis to its member jurisdictions as well as a variety of regional organizations. The following is a list of organizations that will receive some form of staff support or technical assistance.

- HRPDC Commission and Member Jurisdictions
- Chief Administrative Officers
- Hampton Roads Mayors and Chairs Caucus
- Regional Construction Standards Committee
- Hampton Roads Sanitation District
- Southeastern Public Service Authority of Virginia
- Virginia Peninsula Public Service Authority
- South Hampton Roads Resource Conservation and Development Council
Throughout the fiscal year, the HRPDC staff will meet with members of the region’s General Assembly and Congressional Delegations, as appropriate, to advise and discuss matters of regional importance and meet with staff of the region’s major news media to advise them on matters of regional importance. This Task also includes the ongoing Regional Intergovernmental Review Process.

The HRPDC will continue to serve as the Regional Clearinghouse for Intergovernmental Reviews of federal grant applications pursuant to Executive Order 12372.

Technical assistance will be provided to the jurisdictions on short-term projects such as grant applications, review of plans and studies, geographic information systems (GIS) technical support, assistance with regulatory proposals, comments on other planning matters, facilitation of various local and agency initiatives, and analysis of state and federal actions. When requested, the staff will provide ongoing technical input to major local planning efforts, such as:

- City, County, and Town Comprehensive Plans
- City, County, and Town Development Ordinances
The HRPDC will work with various media outlets in providing citizens with public information and education concerning the activities of the HRPDC. This will include newsletter articles, public forums, as well as online polls, and representation in the various regional speakers’ bureaus.

The staff will perform specific technical assistance projects, including technical analyses, graphic design, and printing for other governmental agencies, non-profit entities, and private enterprises. Payment for such efforts will include personnel costs as well as other direct and indirect costs.

Products: Letters, Memoranda, Reports

**Regional Solid Waste Management Planning**

In 2012, the HRPDC was designated as the regional solid waste planning agency with responsibility for maintaining the regional solid waste management plan and completing the annual Recycling Rate Reports for the localities in the SPSA-service area.

During the fiscal year, the HRPDC staff will maintain the Regional Solid Waste Plan for Southeastern Virginia (SPSA service area) and complete the annual Recycling Rate Reports for the SPSA member communities.

Products: Regional Plan Updates, Annual Recycling Rate Reports

**Virginia Telecommunications Initiative**

In December of 2021, HRPDC and Charter Communications were awarded a $21 million Virginia Telecommunications Initiative (VATI) grant to bring universal broadband coverage to the City of Suffolk and Counties of Isle of Wight and Southampton. The grant will provide needed funding to build a high-speed, reliable, and affordable fiber internet network to areas of western Hampton Roads that are currently without service. In total, 12,223 homes, businesses, and community anchors will gain access to broadband.

Universal access to broadband will allow Hampton Roads to continue to develop as a nationally connected 21st-century community and international information gateway, and provide our region with the necessary infrastructure to support economic growth, new ways of learning, and access to healthcare services. As a regional effort, this project supports the Hampton Roads Regional Broadband Initiative, which is endorsed by all 17-member localities of the HRPDC and will harness the opportunities presented by the subsea cables coming ashore in Virginia Beach.
HRPDC staff, along with representatives from each of the three participating localities and Charter Communications will work together to build out the network, which is anticipated to be completed in 2024.

Products: Grant Administration, Meeting Facilitation, Presentations

**Hampton Roads Regional GIS**

The HRPDC will work in partnership with the Hampton Roads Sanitation District (HRSD) and other local stakeholders to continue building the regional GIS data portal called HRGEO. HRGEO houses dozens of regional GIS data layers related to HRPDC/HRTPO projects as well as “collaborative” regional layers. Collaborative regional GIS data layers are created by combining existing local GIS data and converting it to regional data standards. Further work on collaborative layers will involve holding workshops with stakeholders to develop additional regional data standards.

The goal is to build on the foundation of regional GIS data which can then be used for new applications and analyses in the future.

Products: Workshops, Reports, Training, GIS Data

**Hampton Roads Data Center**

In the Regional Cooperation Act, the Code of Virginia calls for planning district commissions to collect and maintain demographic, economic, and other data concerning the region and member localities, and act as a state data center affiliate in cooperation with the Virginia Employment Commission. To this end, staff routinely collects and maintains a variety of socio-economic information for Hampton Roads and its localities.

Historically, much of the collected information was published on an annual basis in the Commission’s Data Book. The HRPDC Staff now provides access to expanded data sets through the Commission’s website. Available data series include such items as employment, income, population, retail sales, unemployment, building permits, recently released census data as well as other indicators. Complete data sets are made available for download via the HRPDC website. Staff will also work with localities and other regional organizations to ensure that the best information is made available to the public in a uniform and consistent manner throughout Hampton Roads. This task serves as one of several critically important components of the region’s economic database.

Product: Website Updates
Regional Benchmarking

The HRPDC staff will produce the annual benchmarking study. This Report will contain text, graphs, and tables designed to reveal changes in long-term trends in the region. Comparisons will be made against changes occurring in competitor or “reference” metropolitan regions across the country. The Report will be designed to be diagnostic in nature so as to help the leaders of Hampton Roads identify the region’s strengths and weaknesses. Indicators reviewed in the Report will include population, employment, unemployment, retail sales, defense spending, transportation conditions, education, military activity as well as other related statistics. Benchmarking study indicators will be made readily available through the Commission’s website as part of the Hampton Roads Data Center. The Regional Benchmarking Study will continue to be used as a basis for preparing and delivering presentations to interested parties across the region.

Product: Website Updates, Presentations

Hampton Roads Economic Monthly

The region’s economy is in a constant state of change. Expectations change as new information becomes available and forecasts are revised in the face of unforeseen developments. Economics staff will provide up-to-date information that is regionally significant through the Hampton Roads Economic Monthly. This report will include the most current relevant economic indicators to help assess the current condition of the region’s economy.

Product: Monthly Reports

Economic Impact Studies

The economics staff will continue its efforts to provide economic impact information to the cities and counties in Hampton Roads in addition to studies conducted for area businesses, colleges and universities, military bases and other public sector entities as well as for members of the local media. Staff will release “impact briefs” as appropriate to the Commission on issues that might significantly impact the region’s economy. The staff will rely primarily on the REMI and IMPLAN models for this work. Staff will also work to produce White Papers on relevant topics of regional interest such as sea level rise and education. The purpose of these studies is to provide a basis for making informed decisions on issues that impact the regional economy.

Product: Interviews, Studies, Update Articles, and Reports
Annual Economic Forecast

The staff will produce a forecast for the regional economy for 2023. This work effort will contain a review of trends in the regional economy over the preceding year along with a detailed forecast for 2023. The forecast will cover employment, unemployment, gross regional product, retail sales, residential building permits, and other relevant information. A presentation will be made at the quarterly Commission meeting in January. Additional presentations of the forecast will be made available to local governments and organizations throughout the region.

Product: Presentation, News Release, Update Article, Speaking Appearances

Economic Technical Assistance

This work element covers a variety of activities – many of which are ongoing efforts from one year to the next. This activity will include the extensive effort made to prepare and present data, ideas, analysis, and information to public and private sector entities. Also included are presentations/briefings to local governments and other groups, providing economic consultations, as well as the preparation of charts, graphs, and other visual displays, and the writing of material for public distribution. This task will include technical and data support for member jurisdictions as well as regional/statewide efforts including GO Virginia and ReInvent Hampton Roads. Responding to calls and letters from the general public and the local media is also included in this work task. Efforts to meet economic analysis requests regarding Virginia General Assembly and other policy matters are included under this element of the work program. The staff will also extend the Commission’s basic research efforts into new areas of the local economy not thoroughly understood at present.

Product: Studies, Reports, Letters/Memoranda, Speaking Appearances

Comprehensive Economic Development Strategy (CEDS)

The Economic Development Administration (EDA) describes a Comprehensive Economic Development Strategy (CEDS) as “a strategy-driven plan for regional economic development.” The CEDS process brings together the public and private sectors to develop a regionally-owned plan to build capacity and guide the economic prosperity and resiliency of a region. This effort would result in individuals, organizations, local governments, institutions of learning, and private industry engaging in meaningful conversation and working together to plan and prioritize investments in a manner that best serves the economic development interests across a region. Staff will work with the Hampton Roads Alliance and ReInvent Hampton Roads to manage and report on the region’s approved CEDS.

Product: CEDS Maintenance, Presentations, Reports
Military Installation Resilience Review (MIRR)

HRPDC staff is facilitating a Military Installation Resilience Review funded by a U.S. Department of Defense Office of Local Defense Community Cooperation grant for Navy installations located in the Cities of Norfolk and Virginia Beach. The MIR Review is a cooperative, strategic planning process among the HRPDC, Norfolk, Virginia Beach, the Commonwealth of Virginia, and the four participating Navy installations. The goal of the MIR Review is to facilitate the identification of threats to installation operations from natural and manmade hazards, determine risks from those hazards, develop recommendations for strategies to address those risks, and develop a plan for implementing those recommendations.

Product: Grant Administration, Meeting Facilitation, Presentations

Rural Transportation Planning

The Virginia Department of Transportation (VDOT) allocates part of the State Planning and Research (SPR) funding to provide annual transportation planning assistance for non-urbanized areas within the Commonwealth. The Rural Transportation Planning (RTP) Work Program was created to aid the State in fulfilling the requirements of the State Planning Process to address the transportation needs of non-metropolitan areas. Funds appropriated under 23 U.S.C. 505 (SPR funds) are used in cooperation with the Department of Transportation and the Commonwealth of Virginia for transportation planning as required by Section 135, Title 23, U.S. Code. These Federal funds provide 80% funding and require a 20% local match.

In FY 2023, each planning district commission/ regional commission that has rural areas will receive $58,000 from VDOT’s Rural Transportation Planning Assistance Program. The corresponding planning district commission/ regional commission will provide a local match of $14,500 to conduct rural transportation planning activities. This resource may be supplemented with additional planning funds. The arrangement of all such funds involves the development of a scope of work, approval, and other coordination with the VDOT’s Transportation & Mobility Planning Division administrative work programs.

In Hampton Roads, the RTP Work Program covers the City of Franklin and the Counties of Gloucester, Southampton, and Surry. Through a series of Memorandums of Understanding between the HRPDC and HRTPO (which outline the provision of planning and administrative staff support) and HRPDC/HRTPO Resolutions of Support directing staff to assist VDOT in transportation-related matters as necessary to comply with the provisions of 23 U.S.C. 135, the RTP Work Program is conducted by HRTPO staff, with support from HRPDC staff. More information about planned rural transportation tasks, schedules, and anticipated work products can be found in the HRTPO FY 2023 Unified Planning Work Program (UPWP) under Task 13.0 – Rural Transportation Planning (available on the

Hampton Roads Planning District Commission FY 2023 WP – Page 46
As Surry County is the only locality that is not a member of the HRTPO Board, any RTP work task that involves Surry County will be presented to the HRPDC Board. Finally, as with the RTP Work Program, there are other tasks in the HRTPO FY 2023 UPWP in which HRPDC staff provide planning and administrative support. Please refer to the HRTPO FY 2023 UPWP for more details.

### Planning and Economics Summary of Major Tasks and Activities

<table>
<thead>
<tr>
<th>Task or Activity</th>
<th>Lead Staff Member</th>
<th>Project Schedule (Key Milestones)</th>
<th>End Product or Outcome</th>
<th>Funding (Amount &amp; Source)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regional Solid Waste Management Planning</td>
<td>John Harbin</td>
<td>Recycling Rate Report, Amendments to the RSWMP</td>
<td>DEQ approval of Recycling and SWMP reporting and planning</td>
<td>$20,000, SPSA</td>
</tr>
<tr>
<td>Hampton Roads Regional GIS</td>
<td>Sara Kidd</td>
<td>Monthly input and maintenance</td>
<td>Ongoing maintenance and updates to HRGEO</td>
<td>$63,646, Local Contributions</td>
</tr>
<tr>
<td>Regional Data Center</td>
<td>Greg Grootendorst</td>
<td>Monthly input and maintenance</td>
<td>Updates to website and data assistance</td>
<td>$11,275, Local Contributions</td>
</tr>
<tr>
<td>Regional Benchmarking</td>
<td>Greg Grootendorst</td>
<td>Reports delivered on a bi-monthly basis</td>
<td>Series of reports and presentations on socioeconomic indicators</td>
<td>$40,118, Local Contributions</td>
</tr>
<tr>
<td>Hampton Roads Economic Monthly</td>
<td>Katherine Rainone</td>
<td>Monthly</td>
<td>Monthly reports on the current condition of the regional economy, presentations.</td>
<td>$26,769, Local Contributions</td>
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<tr>
<td>Economic Impact Studies</td>
<td>Greg Grootendorst</td>
<td>As requested</td>
<td>Economic impact assistance and analysis</td>
<td>$16,058, Local Contributions</td>
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<tr>
<td>Regional Forecasting</td>
<td>Greg Grootendorst</td>
<td>January and as requested</td>
<td>Presentation to commission and member jurisdictions</td>
<td>$43,195, Local Contributions</td>
</tr>
<tr>
<td>Task or Activity</td>
<td>Lead Staff Member</td>
<td>Project Schedule (Key Milestones)</td>
<td>End Product or Outcome</td>
<td>Funding (Amount &amp; Source)</td>
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<td>--------------------------</td>
</tr>
<tr>
<td>MIRR Grant</td>
<td>Katherine Rainone</td>
<td>Complete by June of 2023</td>
<td>Identify potential hazards to naval installations and provide recommendations on hazard mitigation.</td>
<td>$319,507, Local Contributions &amp; OLDCC</td>
</tr>
<tr>
<td>VATI Grant</td>
<td>John Harbin</td>
<td>Complete 2024</td>
<td>Broadband coverage to Suffolk, Isle of Wight, and Southampton.</td>
<td>$34,989,576, Local Contributions, Charter Communications, &amp; DHCD</td>
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<tr>
<td>Strategic Plan</td>
<td>John Harbin</td>
<td>Ongoing</td>
<td>Updates to the Hampton Roads Strategic Plan</td>
<td>$23,846, Local Contributions</td>
</tr>
</tbody>
</table>
Water Resources

Total budget including pro-rata share of Administration

$3,014,086
The Water Resources department’s planning priorities for FY23 are to support the Commonwealth’s policy and planning initiatives and provide input by developing regional positions or encouraging localities to submit comments. Areas of particular interest are climate change and sea level rise and integration with water quality improvements, water supply management and protection, and efforts to meet the Chesapeake Bay TMDL implementation deadline of 2025. Priorities for the Water Resources Drinking Water and Wastewater programs include encouraging coordination between water and wastewater utilities on assistance programs, sharing best practices regarding operations and resiliency planning and coordinating on HRSD’s integrated plan including SWIFT (groundwater injection). Priorities for the Stormwater program include monitoring state regulations and permit requirements that impact municipal stormwater permits. The Coastal Resiliency program continues to work on design standards, flood risk awareness, and implementing Joint Land Use Study recommendations. The Coastal Zone Management grant supports extensive locality collaboration and small research projects and data analysis based on emerging topics of interest.

**Drinking Water Program**

The Directors of Utilities Committee guides the Drinking Water Program’s priorities. Through this task, the HRPDC staff will facilitate Committee efforts to address these priorities, including undertaking appropriate technical studies and analyses.

The following efforts are included in this task:

- Research industry trends such as changing rate structures, affordability programs, declining demands, and conservation programs.
- Research different state and regional approaches to water management and permitting.
- Collect and compile annual water rate information.
- Update and distribute the Water Quality Response Plan points of contact and guidelines.
- Review the State Water Supply Plan and assess its applicability to the region.
- Complete updates to the Regional Water Supply Plan as needed.
- Regularly update data and maps for the Regional Source Water Protection Plan.
- Assess initiatives identified in the Water Supply Assessment and Emergency Response Training project.
• Monitor legislative and regulatory issues affecting public water supply and coordinate regional comments as needed. Areas of recent interest are lead service lines and PFAS.

• Serve on regulatory advisory panels and coordinate information sharing between regional representatives and other localities regarding potential regulatory changes.

• Facilitate discussions of best practices with a focus on utility management.

• Continue enhancement of communications between the local Departments of Health and Utilities.

• Provide administrative and technical support to the Directors of Utilities Committee and facilitate the Committee process.

On behalf of the local governments, the HRPDC will continue the Regional Groundwater Mitigation Program. The Memorandum of Agreement (MOA) for the Groundwater Mitigation Program was renewed in 2021, extending the program for another five-year MOA. Through this program, the HRPDC provides groundwater hydrology and computer modeling expertise to the participating member local governments.

This effort includes the following activities:

• Hampton Roads Regional Mitigation Program, including analysis of impacts of groundwater withdrawals and administration of the program. HRPDC is currently contracting USGS to provide technical assistance and research on the Coastal Plain groundwater model.

• Manage the Potomac Aquifer Recharge Oversight committee. Serve as the chair as of March 2022.

• Local groundwater studies.

• Groundwater education.

• Administrative support and coordination for cooperative groundwater program with the U.S. Geological Survey (USGS).

• Work with USGS, the Department of Environmental Quality, and the localities to refine the implementation of the state groundwater regulatory programs.

• Continue analysis to estimate the sustainable yield of the Virginia Coastal Plain aquifer system.
• Participate in Mission H2O’s Groundwater Subcommittee to provide stakeholder coordination and track regulatory initiatives.

• Track technical and policy changes in DEQ's application of the regional groundwater model in the evaluation of permits.

This project is funded through a special local government contribution.

Product: Technical studies and analyses

**Coastal Resiliency Program**

The HRPDC has recognized the significance of potential sea level rise and increased recurrent flooding. The Commission created an advisory committee in 2014 to address these issues. The committee’s objectives include:

• Developing specific recommendations related to recurrent flooding and sea level rise adaptation and mitigation for local governments.

• Advocating for support and action by the state government and federal government.

• Serving as the primary regional contact to coordinate efforts with federal agencies and academic institutions.

The Coastal Resiliency Program will promote effective long-term planning for sea level rise and flooding adaptation. HRPDC staff will facilitate information sharing among localities and work to develop consistency in local and state policies. This program will build on previous efforts to increase the region’s knowledge base and technical capacity to plan for sea level rise. In particular, this program will continue to provide technical assistance for local governments and outreach, education, and coordination efforts on this and related issues such as flooding, hazard mitigation, and planning for sustainable communities.

**Hampton Roads Adaptation Forum:** The Hampton Roads Adaptation Forum is a partnership between the HRPDC, Virginia Sea Grant, and Old Dominion University. The goal of the forum is to establish a regional dialogue for local government staff and representatives from federal and state agencies to discuss needs and best practices for adapting to flooding and sea level rise. The focus of this forum will continue to be on developing strategies that are specifically suited for our region, with the goal of building a resource that can be readily accessed by local governments seeking information, case studies, and data needed for local planning and adaptation efforts. The forum was originally funded by a grant from the national Sea Grant program, with matching, in-kind funding (in the form of staff time) from the HRPDC and Hampton Roads' local governments. The partners have continued to staff this effort and find new funding for forum events and speakers' travel expenses.
Get Flood Fluent website: HRPDC staff work with localities, a consultant, and ODU to maintain a website to promote awareness of flood risks and the benefits of flood insurance. The work program includes updates such as Risk Rating 2.2 and has led to training opportunities with real estate professionals.

Roadway Flooding Sensors: HRPDC staff manages the contract to establish a regional network of sensors to detect roadway flooding. The pilot project was launched in FY21 and will be completed in the summer of 2022. It is anticipated that the network will be expanded in FY23.

Subsidence monitoring: HRPDC has contracted with the United States Geological Survey (USGS) to perform annual benchmarking surveys to monitor land subsidence. HRPDC staff will also coordinate with multi-agency technical workgroups to share other monitoring data and pursue funding for extensometers to measure aquifer compaction.

Research Projects and Studies with Academic Partners: The HRPDC staff regularly collaborates with academic partners on an informal basis to support HRPDC technical projects and academic research projects. Regular partners include researchers at VIMS, Old Dominion University, and the University of Virginia. HRPDC anticipates partnering with the Norfolk District of the Army Corps of Engineers on a study of potential sites and beneficial uses of dredged materials.

Intergovernmental Coordination: The HRPDC staff regularly coordinates and collaborates with other governmental partners in Hampton Roads and Virginia on projects related to sea level rise and recurrent flooding. Regular partners include the VIMS, ODU, the U.S. Army Corps of Engineers, USGS, NOAA, the Chesapeake Bay Program, other federal and state agencies, and local governments. The HRPDC staff will also provide support for HRTPO efforts related to recurrent flooding and sea level rise.

Technical Assistance: The HRPDC staff will provide technical assistance to local governments upon request to support efforts to incorporate sea level rise and recurrent flooding into local plans and policies, including providing source material, presentations, GIS data, and map products.

This program is supported by a special local government contribution.

Products: Letters, memoranda, reports, seminars, public speaking

Regional Stormwater Management Program

The Regional Stormwater Management Committee guides the Stormwater Management Program’s priorities. Through this task, the HRPDC staff will facilitate Committee efforts to address these priorities, including undertaking technical analysis; tracking legislative and regulatory issues; supporting the regional coordination process; consultant management;
and education. A Memorandum of Agreement (MOA) formally establishing the Hampton Roads Regional Stormwater Management Program was executed by the HRPDC and the region’s localities in 2003 and renewed in 2008, 2013, and 2018. The MOA outlines the roles and responsibilities of the HRPDC, the localities, and the Committee in carrying out the program.

The Regional Stormwater Management Program includes the following components.

**Permit Strategy:**

The region’s six communities governed by the Phase I Stormwater Permit Regulations (Chesapeake, Hampton, Newport News, Norfolk, Portsmouth, and Virginia Beach) applied for new permits in 2005. The permitting process stalled and eventually, the program shifted from DCR to DEQ. HRPDC staff helped the six localities jointly negotiate permits that were finalized in July 2016.

The cities of Poquoson, Suffolk, and Williamsburg and the counties of James City and York are governed by Phase II General Permits, as required by state and federal regulations. The Phase II localities in Hampton Roads are covered under a revised General VSMP permit for small MS4s issued in 2013 and then updated in 2018 based on the expiration of the permit’s five-year term. This most recent Phase II permit requires the localities to focus an increased amount of resources on BMP reporting and retrofits to support the Chesapeake Bay TMDL. This task supports the ongoing implementation and refinement of the local stormwater management programs to meet the new regulatory requirements.

**Technical Support:**

- Legislative and regulatory monitoring: This activity includes technical review of legislative and regulatory proposals, development of consensus position statements, and participation on state and federal advisory committees. HRPDC staff continues to serve on the Consolidated Stormwater Regulatory Advisory Panel (RAP) and Stormwater Fees RAP and anticipates serving on the Construction General Permit RAP.

- Complete Annual Reports required by the stormwater discharge permits for the six Phase II localities.

- Develop and conduct pollution prevention and stormwater management training programs, as required by the local permits. HRPDC maintains a library of training materials and hosts webinars to minimize training costs for localities.

- Assist Phase II localities with ongoing program development, implementation, and evaluation.
• Track developments in BMP innovation including state and national efforts to create performance standards for testing proprietary manufactured treatment devices.

**Water Quality Initiatives:**

The HRPDC staff provides research and coordination to develop watershed studies. Staff may conduct studies or manage contracts for specific studies if requested and funded by localities.

• The HRPDC staff provides coordination and information on the development of the Polychlorinated Biphenyl Total Maximum Daily Load (PCB TMDL) for the Elizabeth River and supports the development of more effective TMDL implementation strategies for PCBs.

• Staff works with HRSD to increase coordination with local stormwater programs on integrated planning initiatives including SWIFT MOUs for nutrient credits and bacteria source tracking studies.

• Staff participates in advisory committees for water quality studies initiated by non-governmental organizations such as the Elizabeth River Project.

• Staff conducts quarterly Water Quality Workgroup meetings to share information about water quality impairments, restoration projects, and emerging research. Participants include public agencies, academic institutions, and NGOs.

**Chesapeake Bay TMDL:**

In 2010, the U.S. Environmental Protection Agency (EPA) completed a TMDL study for the Chesapeake Bay and its tributaries. Concurrently, the Commonwealth of Virginia completed Phase I of its Watershed Implementation Plan (WIP), establishing the broad framework for how Virginia plans to achieve the TMDL requirements. In 2012, Virginia completed the Phase II WIP, which includes more details on how local governments will implement the necessary programs and controls to achieve the TMDL. Virginia further refined its strategies in the Phase III WIP submitted to the EPA in August 2019.

• The HRPDC staff participates in the Chesapeake Bay Program’s Urban Stormwater Workgroup, was elected to the Water Quality Goal Implementation Team, and tracks many additional Bay Program policy workgroups. This effort allows the region to provide input during the development of policies and revisions to the Chesapeake Bay TMDL models. HRPDC staff also collects information on the state’s initiatives for the implementation of the Chesapeake Bay TMDL to share with localities.

• The HRPDC staff chairs the Land Use Workgroup in the Bay Program. Staff continues to advocate for transparency and local input for current and future land use data sets.
The HRPDC staff serves on the Chesapeake Bay Climate Resiliency workgroup and the subgroup looking at BMPs that are more resilient to sea level rise and changes in precipitation patterns.

The HRPDC staff serves on Virginia’s Chesapeake Bay TMDL Stakeholder Advisory Group which is tasked with supporting the development and execution of the Phase III Watershed Implementation Plan.

The HRPDC staff also supports the region’s representative on the Local Government Advisory Committee with background information and technical expertise as needed.

HRPDC staff provides input to the Commonwealth on the development of WIP strategies and data to support those efforts.

HRPDC has established a Chesapeake Bay Preservation Act workgroup to discuss the implementation of local programs, share best practices, and develop training materials. Staff served on the regulatory Stakeholder Advisory Group for 2021-2022 revisions, developed extensive regional comments, and continues to work on draft guidance.

Consultant Management:

- The HRPDC has retained a legal consultant to assist localities with stormwater permits and regulatory issues on an as-needed basis.

- New consultant contracts (Continuing Services Agreements) have been executed for stormwater-related activities on an as-needed basis.

This program is supported by a special local government contribution and DEQ Chesapeake Bay WIP grant.

Products: Letters, memoranda, reports, seminars, public speaking

Regional Water Quality Monitoring Program

In 2014, the Regional Water Quality Monitoring Program was established. The cities of Chesapeake, Hampton, Newport News, Norfolk, Portsmouth, and Virginia Beach signed a Memorandum of Agreement to create the program, establish responsibilities and identify funding. The program monitors stormwater in a manner that quantifies the nitrogen, phosphorus, and sediment loads associated with specific land uses in Hampton Roads. The USGS and HRSD are under contract with the HRPDC to provide sampling and data analysis.

The objective of the Regional Water Quality Monitoring Program is to collect data at a regional scale that will accurately measure the number of nutrients and sediments delivered...
to waterways by the local MS4 systems. The data will be submitted to the Virginia DEQ and/or the Chesapeake Bay Program for updates to improve the accuracy of existing computer models, provide a basis upon which to administer local stormwater programs with a greater degree of precision and improve action plans to meet the Chesapeake Bay TMDL and other local TMDLs for impaired waters.

The Regional Water Quality Monitoring Program was based on a five-year work plan that has been renewed for another five years to provide compliance with the monitoring requirements in the Phase I MS4 permits issued in 2016.

Products: Contract management

**Regional Wastewater Program**

The HRPDC staff will facilitate a regional wastewater planning program to develop regional solutions to wastewater management issues identified by the Directors of Utilities Committee in cooperation with HRSD. Issues being addressed include:

**Sanitary Sewer Overflows:** The process of addressing this issue began in December 2000. Since that time, the Sanitary Sewer Overflow Reporting System (SSORS) training materials for local staff and a web-based reporting procedure have been developed. Consultant assistance is used to maintain SSORS. HRPDC staff will continue to manage the system and provide routine assistance to the localities, Virginia Health Department, and DEQ.

**Consent Orders:** The HRPDC staff will continue to coordinate the regional process involving DEQ, HRSD, and the thirteen localities, to develop the Regional Wet Weather Management Plan and related policies and standards required by the federal Consent Decree. HRSD is under the federal Consent Decree which establishes regional responsibilities for addressing sanitary sewer overflows. The original state Consent Order was executed by the localities, HRSD and DEQ in September 2007. The Consent Order has been terminated and replaced with a Consent Order signed in December 2014 as part of the sewer consolidation effort. The new order requires localities to implement their sanitary sewer management, operation, and maintenance (MOM) programs. HRSD is not a party to the Consent Order. HRSD will develop the Regional Wet Weather Management Plan with locality input, but HRSD will fund the projects included in the plan. The regional Capacity Team continues to work on policies to support coordination and implementation.

**Wastewater Priority Projects:** During the course of the year, additional projects may be identified by the Directors of Utilities Committee. HRPDC staff will continue to support regional collaboration and communication related to HRSD’s integrated plan (Sustainable Water Initiative for Tomorrow) which proposes to inject highly treated water into the Coastal Plain Aquifer. HRPDC staff is also focused on sharing best practices and innovations for bacteria source tracking and efforts to improve bacteria-impaired waterways and beaches. Future research will likely focus on affordability and customer assistance programs.
New consultant contracts (Continuing Services Agreements) have been executed for wastewater-related activities on an as-needed basis.

This program is funded through a special local government contribution.

Products: Reports, Presentations, Contract Management

**Coastal Resources Management Program - Technical Assistance**

The HRPDC has received a grant from DEQ through the Virginia Coastal Zone Management Program (VCZMP) to continue its program of technical assistance to the local governments on environmental issues. The grant funding has been expanded to support additional efforts related to resiliency and related state initiatives like the Coastal Resiliency Master Plan. This effort will focus on activities that directly support the core elements of the VCZMP and that provide a communication link between the region’s localities and state and federal environmental programs. Under this program, the staff will undertake the following activities:

- Coordinate local and regional review of and response to state and federal environmental impact statements, regulatory and legislative initiatives, shoreline development, and other environmental issues and proposals.

- Complete regional environmental studies, which are of relatively small scale and short duration.

- Facilitate local government consideration of major coastal resource issues; including land conservation, energy policy, and recurrent flooding.

- Serve as a liaison and information clearinghouse between state and federal environmental programs, such as the Chesapeake Bay Program, and the local governments.

- Assist local jurisdictions, as requested, in the development of comprehensive plans, development ordinances, and studies, which may have an impact on coastal resources, including assistance to CBPA implementation efforts.

- Provide information and education about coastal resources to local government staff and the public.

- Maintain and coordinate the environmental elements of the HRPDC Geographic Information System.

- Maintain the elements of the Public Access to Waterways website [www.fishswimplay.com](http://www.fishswimplay.com) created in FY18.
The project is scheduled to be completed by September 30, 2022.

HRPDC staff will apply for another grant for the period of October 1, 2022 to September 30, 2023 to continue providing technical assistance related to Coastal Resources Management.

Products: Letters, memoranda, reports, seminars, public speaking

**Joint Land Use Study – Norfolk and Virginia Beach**

HRPDC has been awarded two grants from the Department of Defense’s Office of Economic Adjustment to fund Joint Land Use Studies (JLUSs). These studies will address conflicts, incompatibilities, and opportunities for collaboration between localities and U.S. Navy facilities in South Hampton Roads.

The first JLUS involved the Cities of Norfolk and Virginia Beach and four Navy installations (Joint Expeditionary Base Little Creek-Fort Story, Naval Air Station Oceana, Naval Station Norfolk, and Naval Support Activity Hampton Roads). This study focused on identifying the impacts of flooding and sea level rise within the two participating localities and how those impacts affect operations and readiness at the Navy installations. The study has been completed. HRPDC staff is working with Norfolk and Virginia Beach to apply for implementation grants from OLDCC to fund recommendations from the study.

Products: Grant management, contract management, reports, presentations

**Joint Land Use Study – Chesapeake and Portsmouth**

The second JLUS involves the Cities of Chesapeake and Portsmouth and the following Navy installations: NSA Hampton Roads-Portsmouth Annex, NSA Norfolk Naval Shipyard, and Naval Supply Center Craney Island Fuel Terminal. This study was completed in 2021 and addresses issues such as congestion, parking, and land use, in addition to sea level rise and flooding. HRPDC staff is working with the cities to apply for implementation grants from OLDCC to fund recommendations from the study.

Products: Grant management, contract management, reports, presentations

**Regional Construction Standards**

HRPDC first published the Regional Construction Standards in 1999. The Standards are intended to provide quality construction throughout the region, simplify the bidding and construction administration process, and reduce construction costs. The initial direction of the Standards was to address “horizontal” improvements and those involving the major elements of roadways, drainage, and utilities (water distribution and wastewater collection).
The latest version, the 6th Edition, was adopted by HRPDC in 2016. The committee has decided to begin development of the next edition in the spring of 2022.

The Standards are continually updated through a collaborative effort of staff from the 17 member communities of HRPDC, the Hampton Roads Sanitation District (HRSD), and the Hampton Roads Utility and Heavy Contractors Association (HRUHCA). HRPDC staff manages a consultant that provides administrative support and technical expertise to evaluate changes to the standards and provide training.

This program is funded through a special local government contribution and contributions from HRSD and HRUHCA.

Products: Report, website, training, contract management

### Water Resources Summary of Major Tasks and Activities

<table>
<thead>
<tr>
<th>Task or Activity</th>
<th>Lead Staff Member</th>
<th>Project Schedule (Key Milestones)</th>
<th>End Product or Outcome</th>
<th>Funding (Amount &amp; Source)</th>
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<td>Stormwater</td>
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<td>Regional Cooperation Summary</td>
<td>Technical Assistance</td>
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<td>Coastal Resiliency</td>
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<td>CZM report</td>
<td>Technical Assistance, Special Projects</td>
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<td>Coastal Zone Management</td>
<td>Ben McFarlane</td>
<td>CZM report</td>
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<td>$50,000 plus $1948,000 if get grant in October. Grant, Per Capita</td>
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<td>Regional Construction Standards</td>
<td>Whitney Katchmark</td>
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<td>Standards, Technical Assistance, Training</td>
<td>$79,900 Locality Special Assessment, HRSD, and Hampton Roads Utility and Heavy Contractors Association</td>
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</table>
## Glossary of Terms

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Full Form</th>
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<tbody>
<tr>
<td>AHAC</td>
<td>Hampton Roads All Hazards Advisory Committee</td>
</tr>
<tr>
<td>ARC</td>
<td>American Red Cross</td>
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<tr>
<td>ASPR</td>
<td>Office of the Assistant Secretary for Preparedness and Response</td>
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<tr>
<td>BMP</td>
<td>Best Management Practices</td>
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<tr>
<td>CAO</td>
<td>Chief Administrative Officer</td>
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<tr>
<td>CBPA</td>
<td>Chesapeake Bay Preservation Act</td>
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<tr>
<td>CEDS</td>
<td>Comprehensive Economic Development Strategy</td>
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<tr>
<td>COE</td>
<td>United States Army Corps of Engineers</td>
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<tr>
<td>COVEOP</td>
<td>Commonwealth of Virginia Emergency Operations Plan</td>
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<tr>
<td>CRC</td>
<td>Coastal Resiliency Committee</td>
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<tr>
<td>DCR</td>
<td>Virginia Department of Conservation and Recreation</td>
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<tr>
<td>DEQ</td>
<td>Virginia Department of Environmental Quality</td>
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<tr>
<td>DHCD</td>
<td>Virginia Department of Housing and Community Development</td>
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<tr>
<td>DHS</td>
<td>United States Department of Homeland Security</td>
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<tr>
<td>DOD</td>
<td>United States Department of Defense</td>
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<tr>
<td>DOT</td>
<td>United States Department of Transportation</td>
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<tr>
<td>DUC</td>
<td>Directors of Utilities Committee</td>
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<tr>
<td>EDA</td>
<td>Economic Development Administration</td>
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<td>EHR</td>
<td>ENVISION Hampton Roads</td>
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<tr>
<td>EOP</td>
<td>Emergency Operations Plan</td>
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<tr>
<td>EPA</td>
<td>United States Environmental Protection Agency</td>
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<tr>
<td>FEMA</td>
<td>Federal Emergency Management Agency</td>
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<td>FHWA</td>
<td>Federal Highway Administration</td>
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<td>FSE</td>
<td>Food Service Establishment</td>
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<tr>
<td>FTA</td>
<td>Federal Transit Authority</td>
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<tr>
<td>FY</td>
<td>Fiscal Year</td>
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<tr>
<td>GI</td>
<td>Green Infrastructure</td>
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<tr>
<td>GIS</td>
<td>Geographic Information System(s)</td>
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<td>H2O</td>
<td>Help to Others Program</td>
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<td>HR CLEAN</td>
<td>askHRgreen.org: Recycling and Beautification Subcommittee</td>
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<tr>
<td>HR FOG</td>
<td>askHRgreen.org: Fats, Oils and Grease Subcommittee</td>
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<tr>
<td>HR STORM</td>
<td>askHRgreen.org: Stormwater Education Subcommittee</td>
</tr>
<tr>
<td>HR WET</td>
<td>askHRgreen.org: Water Education Subcommittee</td>
</tr>
<tr>
<td>HRHC</td>
<td>Hampton Roads Housing Consortium</td>
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<tr>
<td>HRICAC</td>
<td>Hampton Roads Interoperable Communications Advisory Committee</td>
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<tr>
<td>HRLFP</td>
<td>Hampton Roads Loan Fund Partnership</td>
</tr>
<tr>
<td>HRMFFA</td>
<td>Hampton Roads Military and Federal Facilities Alliance</td>
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<tr>
<td>HR GEO</td>
<td>Regional GIS Data Portal</td>
</tr>
<tr>
<td>HRMMRSE</td>
<td>Hampton Roads Metropolitan Medical Response System</td>
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<tr>
<td>HRPDC</td>
<td>Hampton Roads Planning District Commission</td>
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<tr>
<td>HR SD</td>
<td>Hampton Roads Sanitation District</td>
</tr>
<tr>
<td>HRT</td>
<td>Hampton Roads Transit</td>
</tr>
<tr>
<td>HRUHCA</td>
<td>Hampton Roads Utility and Heavy Contractors</td>
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### Glossary of Terms (continued)

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Description</th>
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<tbody>
<tr>
<td>HRTPO</td>
<td>Hampton Roads Transportation Planning Organization</td>
</tr>
<tr>
<td>HUD</td>
<td>United States Department of Housing and Urban Development</td>
</tr>
<tr>
<td>IEP</td>
<td>Inclusive Emergency Planning</td>
</tr>
<tr>
<td>IMPLAN</td>
<td>Impact Analysis for Planning</td>
</tr>
<tr>
<td>IRS</td>
<td>Internal Revenue Service</td>
</tr>
<tr>
<td>IT</td>
<td>Information Technology</td>
</tr>
<tr>
<td>JLUS</td>
<td>Joint Land Use Study</td>
</tr>
<tr>
<td>LEP</td>
<td>Limited English Proficient</td>
</tr>
<tr>
<td>MOA</td>
<td>Memorandum of Agreement</td>
</tr>
<tr>
<td>MOM</td>
<td>Management, Operation, and Maintenance</td>
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<tr>
<td>MOU</td>
<td>Memorandum of Understanding</td>
</tr>
<tr>
<td>MS4</td>
<td>Municipal Separate Storm Sewer System</td>
</tr>
<tr>
<td>NEPA</td>
<td>National Environmental Policy Act of 1969</td>
</tr>
<tr>
<td>NOAA</td>
<td>National Oceanic and Atmospheric Administration</td>
</tr>
<tr>
<td>NSA</td>
<td>National Security Agency</td>
</tr>
<tr>
<td>OCME</td>
<td>Office of the Chief Medical Examiner</td>
</tr>
<tr>
<td>OCP</td>
<td>Virginia Office of Commonwealth Preparedness</td>
</tr>
<tr>
<td>ODU</td>
<td>Old Dominion University</td>
</tr>
<tr>
<td>ORION</td>
<td>Overlay Regional Interoperability Network</td>
</tr>
<tr>
<td>NGO</td>
<td>Non-Governmental Organization</td>
</tr>
<tr>
<td>PARS</td>
<td>Permit Administration and Reporting System</td>
</tr>
<tr>
<td>PCB</td>
<td>Polychlorinated Biphenyl</td>
</tr>
<tr>
<td>REC</td>
<td>Regional Environmental Committee</td>
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<tr>
<td>REMI</td>
<td>Regional Economic Models Inc.</td>
</tr>
<tr>
<td>RHSP</td>
<td>Regional Housing Service Portal</td>
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<td>SCC</td>
<td>State Corporation Commission</td>
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<td>SHSP</td>
<td>State Homeland Security Program</td>
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<tr>
<td>SPA</td>
<td>State Preparedness Report</td>
</tr>
<tr>
<td>SPSA</td>
<td>Southeastern Public Service Authority</td>
</tr>
<tr>
<td>SSO</td>
<td>Sanitary Sewer Overflow</td>
</tr>
<tr>
<td>SSORS</td>
<td>Sanitary Sewer Overflow Reporting System</td>
</tr>
<tr>
<td>SSSEVA</td>
<td>Senior Services of Southeastern Virginia</td>
</tr>
<tr>
<td>Stormwater Phase I</td>
<td>The cities of Chesapeake, Hampton, Newport News, Norfolk, Portsmouth, and Virginia Beach</td>
</tr>
<tr>
<td>Stormwater Phase II</td>
<td>The cities of Poquoson, Suffolk, Williamsburg and the counties of Isle of Wight, James City and York</td>
</tr>
<tr>
<td>SWIFT</td>
<td>HRSD’s Sustainable Water Initiative for Tomorrow</td>
</tr>
<tr>
<td>THIRA</td>
<td>Threat and Hazard Identification and Risk Assessment</td>
</tr>
<tr>
<td>TMDL</td>
<td>Total Maximum Daily Load</td>
</tr>
<tr>
<td>UASI</td>
<td>Urban Areas Security Initiative</td>
</tr>
<tr>
<td>UAWG</td>
<td>Urban Area Working Group</td>
</tr>
<tr>
<td>USGS</td>
<td>United States Geological Survey</td>
</tr>
<tr>
<td>VCZMP</td>
<td>Virginia Coastal Zone Management Program</td>
</tr>
<tr>
<td>VDEM</td>
<td>Virginia Department of Emergency Management</td>
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Glossary of Terms (continued)

<table>
<thead>
<tr>
<th>Acronym</th>
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<tbody>
<tr>
<td>VDH</td>
<td>Virginia Department of Health</td>
</tr>
<tr>
<td>VDHCD</td>
<td>Virginia Department of Housing and Community Development</td>
</tr>
<tr>
<td>VDOT</td>
<td>Virginia Department of Transportation</td>
</tr>
<tr>
<td>VEC</td>
<td>Virginia Employment Commission</td>
</tr>
<tr>
<td>VIMS</td>
<td>Virginia Institute of Marine Science</td>
</tr>
<tr>
<td>VOAD</td>
<td>Volunteer Organizations Active in Disasters</td>
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<tr>
<td>VPDES</td>
<td>Virginia Pollutant Discharge Elimination System</td>
</tr>
<tr>
<td>VSMP</td>
<td>Virginia Stormwater Management Program</td>
</tr>
<tr>
<td>WebEOC</td>
<td>Web-Based Emergency Operations Center Software</td>
</tr>
<tr>
<td>WHRO</td>
<td>Public Telecommunications Center for Hampton Roads</td>
</tr>
<tr>
<td>WIP</td>
<td>Watershed Implementation Plan</td>
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<tr>
<td>WP</td>
<td>Work Program</td>
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