

Action Summary
Hampton Roads Planning District Commission Meeting
May 20, 2021

Call to Order

The meeting was called to order by HRPDC Chair Andria McClellan at 12:30 p.m.

Mr. Robert Crum, HRPDC Executive Director, stated that pursuant to the declared state of emergency in the Commonwealth of Virginia in response to the COVID-19 pandemic and to protect the public health and safety of the Commission members, staff, and the general public, the HRPDC meeting was being held electronically via Zoom. These electronic meetings are required to complete essential business on behalf of the region.

Per the requirements of the Code of Virginia, the meeting notice, agenda, and supporting documentation were posted on the HRPDC website for public review. HRPDC staff also provided electronic copies of this information to Commission members and other interested parties.

Mr. Crum indicated that the meeting was being live-streamed and would be available for viewing on the Regional Connection YouTube channel. The meeting was also being recorded and would be available after the meeting through the HRPDC website.

Mr. Crum reviewed a few important housekeeping rules in order for the electronic meeting to run smoothly:

- 1. All Commission members were asked to remain on mute before and after providing input.*
- 2. All Commission members were asked to identify themselves by name and locality when speaking and/or providing a motion or second.*
- 3. All votes must be made by roll call and recorded in the minutes.*

On behalf of the HRPDC staff, Mr. Crum thanked everyone for their commitment to the region and their cooperation and patience during the electronic meeting.

Announcements

Chair McClellan announced the appointment of Gloucester Acting County Administrator Carol Steele and Virginia Beach Councilman John Moss as new Commission Members.

Approval/Modification of Agenda [Action Requested]

Chair McClellan asked for additions or deletions to the HRPDC Agenda. Hearing none, a roll call vote was conducted and the Commission unanimously approved the agenda as presented. The roll call vote also served as the record of attendance and a quorum was confirmed.

Public Comments

Members of the public were invited to submit comments to the Commission in advance of the meeting via email and phone call. Chair McClellan indicated that one public comment was received as of 48 hours before the meeting. Submitted by Mr. Mark Geduldig-Yatrofsky, the public comment referred to public participation in future electronic meetings. The comment was provided to the Commission members prior to the meeting as well as read into the record by Mr. Crum.

Executive Director's Report

Mr. Robert Crum, HRPDC Executive Director, referenced his monthly report and highlighted a new initiative through the HRPDC Environmental Education and Outreach Program askHRgreen.org about the prevalence and harmful impacts of cigarette litter. Mr. Crum ceded his oral report to Ms. Katie Cullipher, HRPDC Principal Environmental Education Planner, to brief the Commission on this program.

Ms. Cullipher described the #NoButtsAboutIt Regional Cigarette Litter Campaign, which includes handmade large-scale model cigarette butt sculptures placed in prominent public places across the region. Signage accompanies the sculptures illustrating facts about cigarette litter, and the campaign coupled with the launch of a new grant program to provide free cigarette waste receptacles to area businesses. The regional initiative garnered a significant amount of media coverage and has been featured by local and national news resources.

Community Advisory Committee (CAC) Report

Ms. Terry Danaher, Chair of the Community Advisory Committee (CAC), provided a brief report of the Committee's activities, noting that HRPDC staff distributed a survey to CAC members regarding its bylaws and goals. She requested that HRPDC staff include an item for Commission consideration at the July Board meeting to formally request that the Commonwealth of Virginia allow organizations the option to convene electronic meetings in order to provide members the flexibility to participate remotely.

Consent Agenda [Action Requested]

Chair McClellan referenced the Consent Agenda, which included the following items for consideration and approval:

- *Meeting Minutes – April 15, 2021 Commission Meeting*
- *Treasurer's Report – March 2021*
- *Fiscal Year 2022 Work Program*
- *Consultant Services Contract – Special Legal Consultant on Stormwater Matters*
- *On-Call Services Contracts*
- *On-Call Services Contracts: Task Order Amendments for FY2022*

A roll call vote was conducted and the Commission unanimously approved the Consent Agenda as presented.

Fiscal Year 2022 Budget [Action Requested]

Mr. Crum reported that the Joint HRPDC/HRTPO Personnel and Budget (P&B) Committee met electronically on April 5 and April 19, 2021 to review the proposed FY2022 HRPDC/HRTPO Budget. The P&B Committee recommended that the FY2022 budget include the following:

- *Increase the Member Per Capita Dues Rate from \$0.80 to \$0.85 per capita*
- *Provide for a 3% salary increase for staff effective July 1, 2021*
- *Budget an additional 1% of total salary to address salary compression and equity issues effective January 1, 2022*
- *Provide for an additional Finance Department position*
- *Include computer replacement and technology to address Organizational needs*

A roll call vote was conducted and the Commission unanimously approved the FY2022 Budget.

Virginia Coastal Resilience Master Plan Update

Ms. Ann C. Phillips, Rear Admiral, U.S. Navy (Ret.), Special Assistant to the Governor for Coastal Adaptation and Protection; Mr. Brian Batten, Dewberry Engineers, Inc.; and Mr. Dale Morris, The Water Institute of the Gulf, briefed the Commission on the Virginia Coastal Resilience Master Plan (CRMP).

In response to the growing threat of natural hazards and sea level rise in the Commonwealth, the State's Secretary of Natural Resources and the Special Assistant to the Governor for Coastal Adaptation and Protection have been charged by Governor Northam to create and implement a CRMP for Virginia. A Technical Advisory Committee to support the project was created by Executive Order Seventy-One, which includes representation from the State's coastal Planning District Commissions, key State agency and university partners, and the U.S. Army Corps of Engineers. Guiding CRMP Principles include acknowledging climate change, reducing socioeconomic inequities, prioritizing natural infrastructure, maximizing regional-scale planning, and prioritizing cost-effective projects. The CRMP Goals are as follows:

- *Identify and prioritize projects to increase the resilience of coastal communities, including both built and natural assets at risk due to flooding and sea level rise*
- *Establish a financing strategy, informed by regional differences and equity considerations*
- *Incorporate and promote climate change projections into the Commonwealth's programs addressing coastal adaptation and protection*
- *Coordinate state, federal, regional, and local coastal region adaptation and protection efforts*

A nationally recognized team of coastal engineers and planners has been hired to develop the plan. The CRMP Contractor Team includes Dewberry as Lead Consultant; The Water Institute of the Gulf as Project Advisor; Vision Planning & Consulting, LLC as Outreach Lead; GKY & Associates, Inc. as Technical Support; and The Miles Agency as Outreach Support.

Revenue from the Commonwealth Community Flood Preparedness Fund will support the preparation of the plan and serve as a partial funding source for plan implementation.

Housing and Human Services Program Update and Regional Workforce Housing Grant Opportunity Briefing

Ms. Shernita L. Bethea, HRPDC Housing Administrator, briefed the Commission on the HRPDC Housing and Human Services Program. The HRPDC's Housing and Human Services Department consists of two staff members and serves as the administrator of HOME funds for the regional loan program; a regional representative on various committees and advisory boards in the areas of housing and human services programs and initiatives; and staff support for the Hampton Roads Housing Consortium.

One of the most popular housing initiatives administered through the HRPDC is the Down Payment and Closing Cost Assistance Program. The program provides low-to-moderate income first-time homebuyers an opportunity to make homeownership affordable. The forgivable regional loan is a grant program to assist with covering a large portion of closing cost fees and is contingent upon eligibility requirements as well as living in the home for a set amount of years. The general buyer eligibility requirements include proof of U.S. citizenship or legal residency, no ownership interest in the primary residence for the past three years, a household income at or below 80% AMI, first mortgage qualification, and personal funds to contribute toward the home purchase.

Ms. Bethea presented an overview of the current housing market in Hampton Roads. Sellers are receiving multiple offers, and investor/cash offers are on the rise. Contracts are ratifying over asking price and appraisal values and often without seller concessions or home inspections. The end of the eviction/foreclosure moratorium will most likely decrease an already lacking supply of single-family homes.

Ms. Bethea reported on a potential regional grant opportunity sponsored by Virginia Housing that can aid localities in developing projects that create housing options for the region's workforce. The proposed program supports Virginia Planning District Commissions' efforts to promote regional approaches to housing project/program planning and development, enhance collaboration between regional and local organizations comprising the housing delivery network, and strengthen capacity to address housing opportunities identified in the Virginia Housing Strategic Plan.

Mr. Crum and Ms. Bethea indicated that in the absence of objections from the present Commission members, the intention was for the HRPDC Executive Director to apply for and accept grant funding from Virginia Housing's REACH Virginia (Resources Enabling Affordable Community Housing in Virginia) resource to support workforce housing efforts in the HRPDC service area.

Three-Month Tentative Schedule

This item was for informational purposes.

Advisory Committee Minutes

This item was for informational purposes.

Technical Committee Summaries

This item was for informational purposes.

For Your Information

This item was for informational purposes.

Old/New Business

There was no old/new business.

ADJOURNMENT