

Action Summary
Hampton Roads Planning District Commission Meeting
May 21, 2020

The Regional Board Room, 723 Woodlake Drive, Chesapeake, Virginia

1. Call to Order

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

Mr. Robert Crum, HRPDC Executive Director, stated that today's meeting is being held electronically in response to Governor Northam's Executive Order 53 and Executive Order 61 and to protect the public health and safety of the Commission Members, staff, and the general public. He indicated that the HRPDC will continue to hold electronic meetings until advised that it is safe to convene meetings in person. These remote meetings are required to complete essential business on behalf of the region.

Per the requirements of the Code of Virginia, the agenda was posted for today's meeting and all attachments and supporting documentation on the HRPDC's website over one week ago, and electronic copies were provided of this information to the Commission Members and other interested parties. Notice of the meeting was also posted for public review.

Mr. Crum noted that a recording is being made of today's meeting and will be posted on the HRPDC website. In addition, the general public was provided an opportunity to provide comments on today's meeting agenda via two options:

- 1. Members of the public were invited to submit comments to the Commission via email.*
- 2. Members of the public were also invited to call into a dedicated phone line where comments could be recorded for the Commission.*

He stated that members of the public were also invited to call using a phone line where they can listen to today's meeting.

Mr. Crum noted that one public comment was received. The comment, along with the response, was distributed to Commission Members via email prior to the meeting. Mr. Crum summarized the comment from City of Portsmouth resident Mr. Mark Geduldig-Yatrofsky encouraging reinstatement of the monthly HRPDC Chief Administrative Officer meetings, albeit via electronic means, as quickly as possible.

Mr. Crum thanked everyone for their cooperation and patience regarding the electronic meeting. On behalf of the HRPDC and HRTPO staff, he expressed his appreciation for the Commission's commitment to the region.

Attendance was recorded by roll call and a quorum was established.

2. Approval/Modification of Agenda

Approval of the Agenda as presented was moved, seconded, and carried without objections or abstentions.

3. Submitted Public Comments

There were no submitted public comments.

4. Public Comment Period

As previously reported by Mr. Crum, Mr. Mark Geduldig-Yatrofsky, City of Portsmouth resident, encouraged reinstatement of the monthly HRPDC Chief Administrative Officer meetings, albeit via electronic means, as quickly as possible.

5. Executive Director Report

Mr. Robert Crum, HRPDC Executive Director, referenced his monthly report, making particular note of the following:

- HRPDC staff created a COVID-19 dashboard on the HRPDC website (<https://hrcovid19-hrpdc-gis.hub.arcgis.com/>) to provide information, maps/data, and resources concerning the COVID-19 pandemic impact in the Hampton Roads region.
- Mr. Crum, along with the region's Chief Administrative Officers (CAOs) meet on a continuous basis via conference call to discuss a coordinated response to this crisis, share information, and discuss how the localities can assist one another at this time.

6. Consent Agenda

The following items were on the Consent Agenda for approval:

- Meeting Minutes – February 20, 2020 Commission Meeting
- Transcribed Public Comments – February 20, 2020 Commission Meeting
- Treasurer's Report – January 2020
- Treasurer's Report – February 2020
- Treasurer's Report – March 2020
- 2020 Community Block Grant (CDBG) Regional Priorities
- Community Advisory Committee (CAC) Bylaws Amendment
- HRPDC Resolution 2020-01 Amending its Cafeteria Plan
- Consultant Services Contract – Regional Construction Standards Program Support
- Consultant Services Contract – Special Legal Consultant on Stormwater Matters

Mr. Crum proposed amending the agenda note language for the Consultant Services Contract – Special Legal Consultant on Stormwater Matters consent agenda item to add “not to exceed \$22,000” after “Contract Amount: To be determined based on assigned tasks.”

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

7. HRPDC Fiscal Year 2020 Extension Work Program

Mr. Keith Cannady, HRPDC Deputy Executive Director, stated that in response to the ongoing financial impact of the COVID-19 global pandemic on federal, state, and local governments, HRPDC staff are proposing an extension of the Work Program for FY 2020 for work programmed from July 1, 2020 to October 31, 2020 rather than the full FY 2021.

Mr. Cannady presented an overview of the proposed FY 2020 Extension Work Program and stated that a complete FY 2021 will be presented for approval by the Commission at the October 15, 2020 meeting.

A roll call vote was conducted and the Commission unanimously approved the HRPDC FY 2020 Extension Work Program.

8. FY 2021 HRPDC Budget [Action Requested]

Mr. Robert Crum, HRPDC Executive Director, reported that the Joint HRPDC/HRTPO Personnel and Budget (P&B) Committee met electronically via conference call on May 7, 2020 to review the proposed FY 2021 HRPDC/HRTPO Budget. The Personnel and Budget Committee took the following action:

“The HRPDC/HRTPO Personnel and Budget Committee recommends approval of the FY21 Budget by the HRPDC and HRTPO Boards, with the condition that the budget be revisited by both Boards at their October 15, 2020 meetings.”

Mr. Crum stated that the proposed FY 2021 Budget reflects an operating decrease of \$187,398 from FY 2020. Member contributions will remain at the reduced \$0.80 per capita rate approved in FY 2013.

A roll call vote was conducted and the HRPDC unanimously approved the FY 2021 Budget as presented with the condition that the budget be revisited at the October 15, 2020 Annual Meeting.

9. Three-Month Tentative Schedule

This item was for informational purposes.

10. Advisory Committee Summaries

This item was for informational purposes.

11. For Your Information

This item was for informational purposes.

12. Old/New Business

Mr. Robert Crum, HRPDC Executive Director, expressed his appreciation to the Commission Members for their patience during the electronic meeting.

Commissioner Barry Cheatham stated he was not seeking re-election to the Franklin City Council and a new representative from the City would attend the Commission meeting on July 16, 2020.

ADJOURNMENT