

**Hampton Roads Planning District Commission  
Minutes of October 20, 2022 Meeting**

The October 20, 2022 meeting of the Hampton Roads Planning District Commission (HRPDC) was called to order by the Chair at 12:35 p.m. in the Regional Board Room located at 723 Woodlake Drive in Chesapeake, Virginia with the following in attendance:

**Commissioners in Attendance:**

Andria McClellan, Chair (NO)	Courtney Doyle (NO)
David Jenkins, Vice-Chair (NN)	Larry "Chip" Filer (NO)
Christopher Price (CH)	Randy Wheeler (PQ)
Debbie Ritter (CH)*	Tonya Chapman (PO)
Brian Solis (CH)	William Gillette (SH)
Ella Ward (CH)*	Brian Thrower (SH)
Amanda Jarratt (FR)	Michael Stallings (SM)*
Carol Steele (GL)	Albert Moor (SU)
Steven Brown (HA)	Robert Elliott (SY)
Mary Bunting (HA)	Melissa Rollins (SY)
Donnie Tuck (HA)	Patrick Duhaney (VB)
Joel Acree (IW)	Robert Dyer (VB)*
Randy Keaton (IW)	Barbara Henley (VB)*
John McGlennon (JC)	Delceno Miles (VB)
Scott Stevens (JC)	Guy Tower (VB)
Cynthia Rohlf (NN)	Douglas Pons (WM)*
Kenneth Alexander (NO)	Neil Morgan (YK)*

**Commissioners Absent:**

Stephen Best (CH)	T. Carter Williams (SM)
Frank Rabil (FR)	Leroy Bennett (SU)
Phillip Bazzani (GL)	John Moss (VB)
McKinley Price (NN)	Sabrina Wooten (VB)
Danica Royster (NO)	Andrew Trivette (WM)
Shannon Glover (PO)	Sheila Noll (YK)
Gordon Helsel (PQ)	

**Executive Director:**

Robert A. Crum, Jr., Secretary

**Other Participants:**

Mark Geduldig-Yatrofsky (CAC)  
Lisa Lucas-Burke (PO)

*\*Late arrival or early departure*

### **Others Recorded Attending:**

David Westcott (Chesapeake); Angela Hopkins (Newport News); Jessica Dennis and Noell Saunders (Norfolk); Bob Baldwin and Sherri Neil (Portsmouth); Emily Reynolds (Suffolk); Debra Bryan and Andrew Damon (Virginia Beach); Steve Hansen (Hampton Roads Diversity Advocacy Team); Thomas Capstick (PBMares); Ed Reed (Two Capitols Consulting); Diane Kaufman (U.S. Senator Tim Kaine's office); Drew Lumpkin (U.S. Senator Mark Warner's office); Shani Yourman (Women with Will LLC); Judy Hinch (Citizen); and Kelli Arledge, Shernita Bethea, Robert Cofield, Katie Cullipher, Rebekah Eastep, Simone Elmore, KC Filippino, Greg Grootendorst, Grace Hansen, John Harbin, Matthew Harrington, Whitney Katchmark, Sara Kidd, Matt Klepeisz, Ben McFarlane, Cynthia Mulkey, Ivy Ozmon; Dmitry Rekhter, Jill Sunderland, Joey Turner, and Sheila Wilson (HRPDC/HRTPO Staff)

Chair McClellan introduced Ms. Delceno Miles from Virginia Beach as the newest member of the Commission.

### **Approval/Modification of Agenda**

Chair Andria McClellan announced a request to modify the agenda to add Item 6F to the Consent Agenda. Addendum 6F was distributed in advance of the meeting and as a handout.

**Motion:** Commissioner Ella Ward Moved to approve the agenda as amended; seconded by Commissioner Donnie Tuck. The Motion Carried.

### **Public Comments**

Chair McClellan stated that one submitted public comment by Mr. Steven Hansen regarding Equitable Development Addressing Gun Violence was included in the agenda.

Chair McClellan invited members of the public to address the Commission. There was one request to provide public comment.

Mr. Hansen, representing the Hampton Roads Diversity Advocacy Team, commented on a comprehensive plan of action for reducing Hampton Roads gun violence built upon the framework introduced to the Mayors and Chief Administrative Officers. He introduced tier one, two, and three solutions to address gun violence. He noted that out of the four general regional gun violence/public safety legislative priorities, only one is a tier two proposal. Mr. Hansen suggested that the discussion shift to tier one, followed by tier two solutions. He thinks that without addressing the root causes, one will fail to get to the heart of the problem.

*Full transcription of the public comment will be included in the subsequent Commission meeting's agenda, which will be available on the HRPDC website.*

### **Executive Director's Report**

Mr. Robert A. Crum, Jr., HRPDC Executive Director, referenced his monthly report in the agenda package and highlighted a few items of interest for Commission member information.

- Mr. Crum introduced and welcomed new HRPDC employees: Ms. Simone Elmore, Administrative Assistant II, Ms. Grace Hanson, Coastal Planner, and Ms. Ivy Ozmon, Water Resource Planner III.
- On September 16, Team HRPDC won the inaugural Hampton Roads Datathon hosted by the City of Norfolk. The theme was “Analyzing, Promoting, and Protecting Biodiversity in Hampton Roads.” Mr. Crum recognized the HRPDC Team members John Harbin, Jill Sunderland, KC Filippino, Ben McFarlane, Sara Kidd, and Grace Hanson for their presentation on “Drowning Nature; How Sea Level Rise Will Impact Hampton Roads Biodiversity.”
- Mr. Crum expressed his appreciation to Katie Cullipher and Rebekah Eastep from the HRPDC for their efforts in promoting and celebrating October 20 as Imagine A Day Without Water, a national day of action to bring communities together to advance equitable investment in water. The HRPDC works with the Salvation Army and the Hampton Roads Sanitation District (HRSD) to support The Help To Others (H2O) program. Hampton Roads water and wastewater utility customers can receive up to \$500 bill payment assistance through the regional program. Mr. Crum presented a video about the program and asked for help spreading the word.

Commissioner Tuck commented that this was the first time he was hearing of residents having challenges to pay their water bills. He said that if it were known that residents in the City of Hampton were experiencing these issues, then actions that do not depend on the charity of others would have been taken to help the residents.

Chair McClellan mentioned that working with a family in Norfolk whose water had been cut off, made her realize how critical it was. She asked that more data be provided to the Commission at a future meeting.

Mr. Crum thanked Commissioner Tuck for his comments and leadership. He stated that the data requested would be provided and shared with the Commission.

### **Community Advisory Committee Report**

Mr. Mark Geduldig-Yatrofsky, Chair of the Community Advisory Committee (CAC), reported that the last CAC meeting was held on October 19, 2022. The two presentation items on the agenda were the Regional Connectors Study (RCS) with upcoming public input sessions in several cities and the proposed regional legislative priorities.

Mr. Geduldig-Yatrofsky reported that there was consensus by the CAC on most of the legislative priorities and majority support for all the items. Some members expressed concern regarding funding for transit, economic development sites, offshore wind, trails, and flooding issues. Other members expressed support for the comprehensive list, economic development sites, transportation construction, transit funding, the alignment of Temporary Detention Order roles with existing legislation, and offshore wind. The CAC also recommended requesting added flexibility to the Freedom of Information Act (FOIA) language regarding electronic participation in public meetings.

## Consent Agenda

The Consent Agenda included the following items for consideration and approval:

- Meeting Minutes – July 21, 2022 Commission Meeting
- Treasurer’s Report – August 2022
- Fiscal Year 2022 Preparedness Grants
- SMART SCALE Request for HRPDC/HRTPO Resolution of Support
- Notice of Intended Regulatory Action (NOIRA) to Repeal Virginia’s Participation in RGGI
- Resolutions for Community Flood Preparedness Fund Proposals

**Motion:** Commissioner Tonya Chapman Moved to approve the Consent Agenda as amended; seconded by Commissioner Ward. The Motion Carried.

Commissioner Miles abstained from the approval of the July Meeting Minutes as she was not a Commission member in July.

## HRPDC Bylaws

Mr. Crum briefed the Commission on the proposed updates to the HRPDC Bylaws. The updates included:

- Moving the Annual Meeting from October to January based on the recommendation of the Joint Personnel and Budget (P&B) Committee
- Moving the annual election of officers from October to January to better align with the November election cycle
- Other minor technical revisions

Per the HRPDC Bylaws, any proposed amendment of the bylaws shall be presented in writing and read for the first time at any regular or special meeting of the COMMISSION. Such proposal may be considered and amended at such meeting, but shall not be acted upon by the COMMISSION until a subsequent meeting which may be held no earlier than thirty (30) days after the first meeting. At a subsequent meeting, the proposal may be adopted only by the affirmative vote of at least two-thirds (2/3) of the entire COMMISSION members.

The July 21, 2022 Commission meeting did not have two-thirds (2/3) members in attendance. As a result, the HRPDC vote was deferred to the October 20, 2022 meeting. The full bylaws document, including all of the recommended revisions, was included in the May and July Commission agendas as well as in the current agenda package. Mr. Crum requested that the Commission consider action.

**Motion:** Commissioner Miles Moved to approve the proposed updates to the HRPDC Bylaws as presented; seconded by Commissioner Brian Thrower. The Motion Carried.

## **Audited Financial Statements**

Chair McClellan recognized Mr. Thomas Capstick, PBMAres Audit Manager, to address the Commission.

Mr. Capstick briefed the Commission on the review of the FY2022 financial statements of the HRPDC and the HRTPO. He reported that the independent Auditors' Report prepared by PBMAres states that the basic financial statements of the HRPDC/HRTPO presented fairly in all material aspects. There were no material weaknesses or deficiencies identified in any of the internal controls or processes of the financial activity, and all information was free of any material misstatements.

The audited financial statements, along with supplemental management letters, and the auditor's opinion report, based on census data reported to the Virginia Retirement System (VRS), are available on both websites.

Chair McClellan thanked Mr. Capstick for his comments and recognized Ms. Sheila Wilson, HRPDC/HRTPO Chief Financial Officer, and her team for doing a great job once again.

**Motion:** Commissioner Randy Keaton Moved to approve the Audited Financial Statements as presented; seconded by Commissioner Ward. The Motion Carried.

*\*Commissioner Michael Stallings arrived*

## **Regional Housing Discussion**

Chair McClellan recognized Ms. Shernita Bethea, HRPDC Housing Administrator, to address the Commission.

Mr. Crum noted the importance of discussing housing efforts at a regional level in Hampton Roads. He informed the Commission that the HRPDC has formed an internal staff working group to work on housing efforts.

Ms. Bethea thanked the Commission and Ms. Ritter for bringing the topic to the forefront and provided an overview of HRPDC housing programs, the complexities of housing, and the region's housing climate.

Ms. Bethea briefed the Commission on the core housing programs of HRPDC:

- Administrator of HOME funds for regional down payment and closing cost assistance program
- Regional administrator for SPARC, Virginia's Housing mortgage interest rate reduction program
- Project lead for the Virginia Housing - Virginia Association of Planning District Commissions (VAPDC) Affordable Housing Initiative

- Serves as a regional representative on various committees and advisory boards in the areas of housing and human services programs and initiatives
- Provides staff support for the Hampton Roads Housing Consortium, a coalition of non-profit and for-profit organizations for housing authorities

Ms. Bethea summarized the down payment and closing cost assistance program, noting this program provides assistance to low to moderate income first-time homebuyers by covering a large portion of closing cost fees through a forgivable loan that is contingent on the buyer living in the home for a set amount of years. Funding for this program is provided by the U.S. Department of Housing and Urban Development (HUD), and the HRPDC administers the program for residents in the Cities of Portsmouth, Chesapeake, Williamsburg, and Poquoson, the counties of Isle of Wight, James City, York, and Gloucester, and the Town of Smithfield. Ms. Bethea reported the HRPDC was awarded \$3.2 billion in mortgage allocation credit for this program; however, due to interest rate increases, the funding for the current fiscal year has already been allocated.

Ms. Bethea provided a brief overview of the Virginia Housing/VAPDC initiative. Approximately \$3 million in gap funding has been provided for existing projects in our region. The HRPDC has been working with the region's localities and has identified projects that will receive funding through this initiative.

Ms. Bethea continued her presentation by noting that any regional housing plan needs to be a holistic and collaborative effort and one must consider the components where housing intersects with other sectors, such as health, transit, culture, economic development, employment, poverty/wealth, quality of life, education, and safety/well-being.

Ms. Bethea highlighted a housing workshop over the summer regarding the most pressing issues surrounding housing in the region. The six major categories identified were:

- Rental (affordability, eviction, housing choice vouchers, and short-term housing)
- Homeownership (affordable housing stock, lack of resources, and location)
- Special Populations (senior housing, accessible housing, and veterans/military housing)
- Existing Homeowners (aging housing, foreclosures, aging in place, and rehab)
- Poverty (deconcentration of poverty, crime reduction, and mobility)
- Homelessness (transitional, shelter housing, and permanent supportive housing)

Ms. Bethea stated that in this region, housing is complex in terms of the different sectors. There are many key players in addition to HUD, including; 1) Federal institutions such as the Department of Health and Human Services, the Department of Justice, and the Department of Agriculture/Veterans Administration; 2) State institutions, such as Virginia Housing/Department of Housing and Community Development (DHCD), Virginia Department of Professional and Occupational Regulation, and Virginia Department of Behavioral Health and Development Services; 3) Regional institutions, including non-profits, trade associations, faith-based organizations, health care systems, and government; and 4) Local institutions, such as local governments, housing authorities, civic leagues/neighborhood associations, and public & political will.

Ms. Bethea recommended completing a housing assessment to determine what programs already exist and what housing types are needed. Once the assessment is complete, prioritizing the regional needs that build on the strengths and integrity of the individual localities will be required. In addition, key players and financial support will need to be identified in order to complete the assessment. The assessment should also focus on being competitive in the workforce, attracting new businesses and jobs, and complementing the need of the aging population in Hampton Roads.

Ms. Bethea introduced the HRPDC Team involved with the housing program: Greg Grootendorst, Chief Economist; Deidra Garrett, Housing Specialist; John Harbin, Senior Regional Planner.

Chair McClellan thanked Ms. Bethea for her presentation and opened the topic for discussion.

Commissioner Steven Brown asked about overseeing the HOME funds. He wanted to know how the localities find out about the program and whether home buyer seminars or classes are available.

Ms. Bethea commented that most clients come through the HRPDC website, but there is also a strong partnership with realtors and lenders. The HRPDC works with local housing authorities and other non-profits which are providing first-time home buyer classes. Due to time issues, the seminars cannot be conducted internally, but interested parties will be referred to a network of other non-profits such as Urban League, Catholic Charities, Hampton Roads Redevelopment and Housing, and the Up Center.

Commissioner Bob Dyer commented that he is from Newark, New Jersey, where high-price and high-power properties had been taken down to build affordable homes. Taking on such a major challenge was a game changer for Newark and is why it is now known as "Renaissance City". He mentioned barriers to success that need to be tackled, such as running out of land to build on, stormwater regulations that raise rates and affordability, and minimum wage discussions. Mr. Dyer offered to serve on any panel to help with this matter.

Commissioner Debbie Ritter hopes the regional housing model will be adaptive to local governments. Commissioner Ritter thanked Mayor Alexander for his leadership in putting together and helping with the new programs on violence and crime. She was honored to represent the city of Chesapeake and believes that all these topics will come together.

Commissioner Miles commented that it is necessary to identify the type of housing for the next generation as it may not be what our grandparents or the current generation are accustomed to. She also mentioned the importance of having the community developers at the table to ensure a model that makes sense for them from the business perspective.

Chair McClellan thanked everyone for their input. She noted that some municipalities have land available but no transit. These are all pieces of a puzzle that need to be considered.

Mr. Crum added that a regional housing assessment with an independent analysis is important to understanding where we are and how to complete the assessment.

Chair McClellan clarified that the committee's goals would be to identify what that study would do and what the deliverables would be. The committee would not provide the deliverables but work with consultants who are experts in the area and be guided in an RFP or RFI by the subcommittee.

**Motion:** Commissioner Dyer Moved to approve the appointment of a Commission Subcommittee to develop a strategy for completing a Regional Housing Assessment; seconded by Commissioner Miles. The Motion Carried.

Commissioner Tuck mentioned he thinks such a committee is in place and asked if the motion was to expand this committee to bring in other partners.

Chair McClellan stated that she needed clarification from Mr. Crum.

Mr. Crum clarified that they began the process by sharing information on potential strategies with the HRTPO Chair Tuck and HRPDC Chair McClellan and would now like to take the opportunity to add to that core and supplement it as it has not been approved as an official subcommittee by the Commission.

Commissioner Brown asked if the subcommittee members will be elected or if it is possible to volunteer to participate.

Chair McClellan responded to let her know within the next week if anyone has ideas and is personally interested in joining the subcommittee.

*\*Commissioners Debbie Ritter, Ella Ward, Neil Morgan, and Douglas Pons departed.*

## **Regional Legislative Update**

Mr. Robert Crum, HRPDC Executive Director, briefed the Commission on last year's Regional Legislative Agenda and related actions by the General Assembly.

Mr. Crum presented priorities from the last session where progress was made, which included:

- Funding for I-64 Gap
- 3rd Passenger Rail Train to Norfolk
- 2nd Passenger Rail Train to Newport News
- Economic Development Site Readiness Funding
- Increased Flexibility for Broadband Funding through the State VATI Program
- Increased discussion for Coastal Resiliency – Commonwealth Flood Board

Mr. Crum presented potential regional legislative priorities for the 2023 General Assembly session. He reported that the Regional Legislative Committee was formed last year and consists of the leadership of the HRPDC, the HRTPO, as well as the Chair and Vice Chair of the Regional Chief



Administrative Officer Committee. He also stated that the regional legislative agenda is complementary to the local legislative priorities.

Mr. Crum noted the meetings with various committees and working groups that provided input on the priorities and he noted that earlier the HRTPO Board approved the following transportation legislative priorities:

- Full funding for the I-64 Gap
- Elizabeth River Crossing (ERC) Toll Agreement
- Enhanced Passenger Rail connections from Hampton Roads to the I-95 corridor
- Funding to construct the extension of the Virginia Capital Trail
- Transit Funding - Preserving and providing adequate transit funding for all the region's public transit systems (HRT, WATA, and Suffolk)

Mr. Crum highlighted the agreement, signed between the Commonwealth of Virginia and a private entity under which a private entity agreed to finance and construct the Downtown and Midtown tunnels and the Martin Luther King Expressway. In order to realize a return on their investment, the private entity imposed tolls that have escalated over time and significantly impacted Hampton Roads residents. Mr. Crum reported that a new low-income toll assistance program would be starting November 1st. Funding for the program will increase from \$500,000 per year to \$3.2 million. The annual income to participate in the program is increasing from \$30,000 to \$50,000 and is based on an individual's income, not family income. Mr. Crum also reported that the requirement for participants to live in Norfolk or Portsmouth to be eligible for the toll assistance program had been changed to allow residents of all 17 localities to participate.

Mr. Crum briefly highlighted the request for funding for the I-64 Gap and the extension of the Capital Trail as the remaining transportation legislative priorities.

Mr. Crum continued his presentation with the recommended legislative priorities for the HRPDC. He referenced the draft 2023 Regional Legislative Priorities in the agenda and presented the following as potential regional legislative priorities for consideration:

- Full funding for I-64 Gap
- Elizabeth River Crossings (ERC) Toll Agreement
- Enhanced Passenger Rail Service from Hampton Roads to I-95 corridor
- BoAT Trail Funding/Cap Trail Extension
- Decrease Time Demands of Temporary Detention Order Duties
- Conflict Resolution/Mediation Skills in School Curriculum
- Allow Retired Law Enforcement Officers to Perform Full Time Local Public Safety Duties
- Request Study to Evaluate Code of VA Regarding Use of Technology to Address Crime/Violence
- Dedicated State/Federal Funding for Flooding/Resiliency
- Coastal Resiliency – Structure for State Coordination for Resiliency/Flood Prevention
- State Support for Jefferson Lab
- State Support for Offshore Wind

- Economic Development Site Readiness
- Adequate Transit Funding
- Oppose Unfunded Mandates
- Support Housing Programs and Policies that Promote Housing for All
- Public Meeting Notices – Allow Flexibility for Electronic Options

Chair McClellan thanked the Legislative Liaisons from the municipalities for their efforts and assistance during the General Assembly session.

**Motion:** Commissioner Dyer Moved to approve the 2023 Regional Legislative Agenda as presented; seconded by Commissioner Miles. The Motion Carried.

*\*Commissioners Bob Dyer and Barbara Henley departed.*

### **Three-Month Tentative Schedule**

Mr. Crum noted that the next meeting is scheduled for November 17, 2022.

### **Advisory Committee Minutes**

Chair McClellan stated that the HRPDC Advisory Committee and CAO Committee meeting minutes approved since the last Commission meeting are provided for information purposes.

### **Technical Committee Meeting Summaries**

Chair McClellan indicated that the summaries of HRPDC Technical Committee meetings held since the last Commission meeting were included in the agenda for information purposes.

### **For Your Information**

Chair McClellan noted the correspondence of interest included for information purposes.

### **Old/New Business**

There was no old or new business.

## Adjournment

With no further business to come before the Commission, the meeting adjourned at 2:00 p.m.

---

Andria P. McClellan  
Chair

---

Robert A. Crum, Jr.  
Executive Director/ Secretary