

AGENDA
HAMPTON ROADS PLANNING DISTRICT COMMISSION
ANNUAL RETREAT
April 21, 2016
9:30 a.m.
The Regional Building
723 Woodlake Drive, Chesapeake

- 1. Call to Order**
- 2. Approval/Modification of Agenda**
- 3. Submitted Public Comments**

No written public comments were received since the last HRPDC meeting. Any new written public comments will be distributed as a handout at the meeting.

- 4. Public Comments**

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

- 5. Executive Directors Report (Attachment 5)**

- 6. Consent Agenda (Attachment 6)**

- A. Urban Area Security Initiative (UASI) Contract for Purchase of Regional Communications Equipment:**

The Hampton Roads Interoperable Communications Advisory Committee and ORION Steering Subcommittee have been using the UASI grant to maintain and expand the Hampton Roads Overlay Regional Interoperable Network (ORION) and the Hampton Roads Tactical Regional Network (HRTacRN) Microwave System. The FY14 UASI grant for communications has been awarded to the HRPDC. This grant provides funds for sustainment of HRTacRN. The current need is to purchase twenty six (26) replacement -48 VDC rectifier systems, replacement batteries and mounting hardware.

A Request for Proposals (RFP) for Replacement DC Rectifier Systems for the Hampton Roads Tactical Regional Network (HRTACRN) Microwave System was released in March of 2016 and proposals are due on April 15, 2016.

This RFP was published in The New Journal and Guide, on the HRPDC website, and on the State's eVA procurement website.

Upon approval the "Intent to Award" will be posted for ten days on the HRPDC website, as well as in the front lobby of the Regional Building and on eVA. A contract will be signed once this ten-day period has ended.

The recommended vendor, based on the review of the proposals, will be presented to the Commission at the Retreat. The Commission is requested to authorize the Executive Director to execute a contract with the selected vendor for equipment needed to sustain and expand the HRTacRan network.

- B. Meeting Minutes - March 17, 2016 Executive Committee Meeting**

2016 Retreat Workshop

7. Comprehensive Economic Development Strategy (CEDS) - presented by Robert Crum and Community Partners

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 should 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.

A regional CEDS would enable localities to qualify for EDA assistance under its Public Works and Economic Adjustment Assistance programs and is a prerequisite for designation by the EDA as an Economic Development District (EDD). In addition, having transportation projects included in the CEDS as important components of the Region’s economic development strategy allows Hampton Roads transportation projects to compete for additional points under the HB2 scoring process.

Hampton Roads’ last CEDS was developed by the Hampton Roads Partnership (which has since been disestablished) with assistance from the Hampton Roads Planning District Commission. The Report was approved in 2010 and has since expired. A new CEDS is required for localities across the region to gain access to EDA assistance and to qualify for funding and assistance in other state and federal programs.

There is an 8-step process for the development of a CEDS, which is as follows:

- Step 1:** Establish and maintain an Economic Development Strategy Committee (Strategy Committee) to oversee the CEDS process.
- Step 2:** Define the Strategy Committee’s role and relationships.
- Step 3:** Leverage staff resources.
- Step 4:** Adopt a program of work.
- Step 5:** Seek stakeholder input. Craft the initial CEDS document and solicit and address public comments.
- Step 6:** Finalize CEDS document.
- Step 7:** Submit a CEDS Annual Performance Report.
- Step 8:** Revise/update the CEDS (at least every five years).

From the regulations governing the CEDS process, the following sections *must* be included in the CEDS document:

- **Summary Background:** A summary background of the economic conditions of the region;
- **SWOT Analysis:** An in-depth analysis of regional strengths, weaknesses, opportunities and threats (commonly known as a “SWOT” analysis);
- **Strategic Direction/Action Plan:** The strategic direction and action plan should build on findings from the SWOT analysis and incorporate/integrate elements from other regional plans (e.g., land use and transportation, workforce development, etc.) where appropriate as determined by the EDD or community/region engaged in development of the CEDS. The action plan should also identify the stakeholder(s) responsible for implementation, timetables, and opportunities for the integrated use of other local, state, and federal funds;
- **Evaluation Framework:** Performance measures used to evaluate the organization’s implementation of the CEDS and impact on the regional economy.

In FY 2013 the EDA awarded approximately \$360 million to support 670 locally-driven economic development projects, including \$4 million that was awarded in Virginia.

The following links provide information about the region’s past CEDS and the process of developing a new plan for Hampton Roads.

One-pager on the region’s past CEDS:

http://hrpdcva.gov/uploads/docs/2010_Vision_Hampton_Roads_1-pager.pdf

Executive summary of Hampton Roads 2010 CEDS

http://hrpdcva.gov/uploads/docs/ExecSummary-Vision_Hampton_Roads_FINAL_Document_Amended_07-12-10.pdf

Economic Development Administration’s CEDS content guidelines

<http://www.eda.gov/ceds/>

The City of Norfolk Deputy CAO – Economic Development, representatives from the Hampton Roads Economic Development Alliance, the Region’s Chambers of Commerce and Workforce Investment Boards will be in attendance to provide comments on the need for a regional CEDS.

Input from HRPDC members is requested on the following questions:

1. ***Should the HRPDC take a lead role in preparing a regional CEDS – if no, what organization should lead this effort?***
2. ***What do you view as opportunities to grow our regional economy?***

8. HRPDC Governance Recommendation – presented by Regional CAO Committee Members (Attachment 8)

During the past several months, the Regional Chief Administrative Officer (CAO) Committee has discussed approaches to improve the effectiveness of the HRPDC regional consensus building process. The Committee has prepared the attached “Recommended Governance Approach” for consideration by the HRPDC. Members of the Regional CAO Committee will present this proposal to the Commission.

Input from HRPDC members is requested on the following questions:

- 1. What parts of the CAO Committee proposal do you support?***
- 2. Do you have any recommended revisions?***

9. Envision Hampton Roads – presented by Jai McBride and Robert Crum

The Code of Virginia requires that each Planning District Commission complete a regional strategic plan with participation from local governing bodies, the business community, citizen organizations and other interested parties. The strategic plan is required to include regional goals, objectives, and strategies to meet those goals and mechanisms for measuring progress. The intent of the plan is to help promote the orderly and efficient development of the physical, social and economic elements of the planning district.

During the past 18 months, the HRPDC staff has completed a public engagement process for Envision Hampton Roads, an effort that represents the first strategic plan for the region. Staff has attended over 80 meetings across the region to receive community input on important issues for the Hampton Roads Region. Staff has prepared a video summarizing this process and presenting 7 regional priorities that will form the basis of this Strategic Plan. This video will be presented to the HRPDC for review and comment.

Input from HRPDC members is requested on the following questions:

- 1. What parts of the draft plan do you support?***
- 2. Are there any priorities you don’t support?***
- 3. Are there any topics missing?***

10. HRPDC Legislative Strategy – presented by Robert Crum and Julia Hillegass

At the March HRPDC meeting, the Commission was provided a debrief on the 2016 General Assembly session, noting areas of success related to the Regional Legislative Agendas adopted by the HRPDC and HRTPO. During this discussion, it was noted that there is an opportunity to have meetings with the Hampton Roads Caucus this Summer to begin identifying issues of interest for the 2017 General Assembly session.

Input from HRPDC members is requested on the following question:

- 1. What regional legislative issues should be discussed with our Hampton Roads Caucus leading up to the 2017 General Assembly session?***

11. Adjournment