

**AGENDA**  
**HAMPTON ROADS PLANNING DISTRICT COMMISSION**  
**QUARTERLY COMMISSION MEETING**  
**January 15, 2015**

1. Call to Order
2. Approval/Modification of Agenda

**WORKSHOP AGENDA**

3. 2015 Economic Forecast
4. Resolution on Freeboard Requirements
5. Land Subsidence
6. Participation in the Hampton Roads Intergovernmental Planning Pilot Project

**REGULAR AGENDA**

7. Submitted Public Comments
8. Transcribed Public Comments from the November 20, 2014 Executive Committee Meeting
9. Public Comment Period
10. Approval of Consent Items
  - A. Minutes of November 20, 2014 Executive Committee Meeting
  - B. Treasurer's Report of November 2014
  - C. FY 2015 Budget Amendments
  - D. CZM Program – Technical Assistance Final Report
  - E. 2015 Economic Forecast
  - F. Resolution on Freeboard Requirements
  - G. Land Subsidence
  - H. Participation in the Hampton Roads Intergovernmental Planning Project
  - I. Consultant Services Contract Task Order – FOG Online Certification Website
  - J. CZM Program – FY 2016 Grants
11. HRPDC Three-Month Tentative Schedule
12. Advisory Committee Summaries
13. Correspondence of Interest
14. For Your Information
15. Old/New Business

**ADJOURNMENT**

**AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

**ITEM #1: CALL TO ORDER**

The meeting will be called to order by the Chair at 9:30 a.m.

**ITEM #2: APPROVAL/MODIFICATION OF AGENDA**

Members are provided an opportunity to add or delete items from the agenda. Any item for which a member desires consideration from the Hampton Roads Planning District Commission should be submitted at this time, as opposed to under “Old/New Business.”

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #3: 2015 ECONOMIC FORECAST**

#### **SUBJECT:**

The annual HRPDC regional economic forecast for 2015.

#### **BACKGROUND:**

Each January since 1990, the HRPDC Economics Staff have delivered a regional economic forecast for the coming year. The forecast presentation includes a review of local and national trends and provides a forecast for gross regional product, employment, unemployment, retail sales, and residential construction. The HRPDC economic forecast was approved as part of the FY15 HRPDC Unified Work Program.

Mr. Greg C. Grootendorst, Chief Economist, will present the 2015 Economic Forecast to the Commission.

#### **STAFF COMMENTARY:**

The HRPDC Economic Forecast is the staff assessment of what the region can expect for the coming year. The Commission's forecast is often used in planning purposes by staff from member jurisdictions as well as other regional organizations. Approving the release of the Economic Forecast will provide public access to the information.

**Note: This will be presented for action under Consent Agenda Item #10-E.**

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #4: RESOLUTION ON FREEBOARD REQUIREMENTS**

#### **SUBJECT:**

The HRPDC Special Committee on Recurrent Flooding and Sea Level Rise has recommended the Commission adopt a resolution encouraging local governments to consider adopting freeboard requirements or increasing existing requirements as part of their floodplain management strategies.

#### **BACKGROUND:**

On March 20, 2014 the HRPDC voted to establish a Special Committee on Recurrent Flooding and Sea Level Rise. One of the objectives of this Committee is to develop specific recommendations related to recurrent flooding and sea level rise adaptation and mitigation for local governments. On December 19, 2014, the Committee voted to recommend the Commission adopt a resolution encouraging local governments to consider adopting or increasing freeboard requirements as part of their floodplain management strategies.

Mr. Ben McFarlane, HRPDC Senior Regional Planner will be present the freeboard recommendations to the Commission.

Attachment 4

**Note: This will be presented for action under Consent Agenda Item #10-F**



**HAMPTON ROADS PLANNING DISTRICT COMMISSION  
RESOLUTION 2015-01**

**RESOLUTION OF THE HAMPTON ROADS PLANNING DISTRICT COMMISSION  
ENCOURAGING LOCAL GOVERNMENTS IN HAMPTON ROADS TO CONSIDER ADOPTING  
NEW OR HIGHER FREEBOARD REQUIREMENTS TO REDUCE THE IMPACTS OF  
RECURRENT FLOODING AND SEA LEVEL RISE ON PUBLIC AND PRIVATE PROPERTY.**

**WHEREAS**, the “Recurrent Flooding Study for Tidewater Virginia,” completed at the request of the General Assembly by the Center for Coastal Resources Management of the Virginia Institute of Marine Science, found that “recurrent flooding is a significant issue in Virginia coastal localities and one that is predicted to become worse over reasonable planning horizons.”

**WHEREAS**, reports by the Hampton Roads Planning District Commission staff have found the Hampton Roads region to be vulnerable to flooding and sea level rise.

**WHEREAS**, implementing freeboard requirements makes structures safer and better able to withstand damage from flooding.

**WHEREAS**, incorporating freeboard into residential construction can result in lower flood insurance premiums for individual homeowners.

**WHEREAS**, higher freeboard requirements can help communities earn credit through the Community Rating System, which can reduce flood insurance premiums community-wide.

**WHEREAS**, freeboard requirements can provide continued protection against flooding by keeping structures above the base flood elevation as sea level rises.

**NOW THEREFORE, BE IT RESOLVED**, the Hampton Roads Planning District Commission hereby encourages localities in Hampton Roads to consider adopting freeboard requirements as part of their floodplain management regulations if they have not already done so and to consider adopting higher freeboard requirements if such requirements are already included in local regulations.

**APPROVED AND ADOPTED** by the Hampton Roads Planning District Commission this 15<sup>th</sup> day of January 2015.

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Kenneth I. Wright  
Chair

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Randy R. Keaton  
Interim Executive Director/Secretary

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #5 LAND SUBSIDENCE**

#### **SUBJECT:**

The HRPDC staff will recommend an approach to obtain better data to predict future rates of land subsidence.

#### **BACKGROUND:**

The HRPDC partnered with U.S. Geological Survey (USGS) in 2012-13 to evaluate the existing measurements of land subsidence in the region. The USGS report, *Land Subsidence and Relative Sea-level Rise in the Southern Chesapeake Bay Region* notes that land subsidence has been observed since the 1940s in the southern Chesapeake Bay region at rates of 1.1 to 4.8 millimeters per year, and subsidence continues today. Data indicates that land subsidence has been responsible for more than half the relative sea-level rise measured in the region. The existing data is not adequate to predict future rates of land subsidence.

The HRPDC staff presented the following options at the November 20, 2014 meeting:

1. The HRPDC could fund USGS to assess the methods of monitoring land subsidence and develop cost estimates. The resulting report could be used to support a state budget request or future grant opportunities. Estimated costs = \$50,000 (proposal attached-5A).
2. The HRPDC could issue a request for proposals for InSar analysis. The analysis would compare land elevations from the 1990s to 2000s to create a map of historic land subsidence across the region. Estimated costs = \$250,000.

The Commission requested that HRPDC staff consult with the advisory committees to make a specific recommendation on the two options. The Special Committee on Recurrent Flooding and Sea Level Rise and the Directors of Utilities Committee recommended Option 1.

Ms. Whitney Katchmark, HRPDC Principal Water Engineer, will brief the Commission.

Attachment 5

**Note: This will be presented for action under Consent Agenda Item #10-G**

## PROPOSAL

### DEVELOPMENT OF A LAND SUBSIDENCE MONITORING PLAN, HAMPTON ROADS PLANNING DISTRICT

Prepared By: U.S. Geological Survey – Virginia Water Science Center (USGS-VWSC)  
Cooperator: Hampton Roads Planning District Commission (HRPDC)  
Project Period: January 1, 2014 to October 2014  
Cost: Total – \$86,000: HRPDC - \$50,000 + USGS - \$36,000

#### Problem

Land subsidence contributes to rising water levels in the Hampton Roads Planning District (HRPD)<sup>1</sup>. Since 1930, relative sea-level has risen 14.5 inches in the HRPD, the highest rate on the US Atlantic Coast<sup>2</sup>. More than half of relative sea-level rise in the HRPD is attributable to land subsidence<sup>1</sup>. Land subsidence in the HRPD can be at least partly controlled or mitigated if land subsidence patterns and rates are better known and resources managed appropriately. But very little subsidence monitoring has taken place over the past 20 years in the HRPD. This proposed study will determine the best options for subsidence monitoring and estimate costs and requirements.

#### Objectives

Objectives of the study are to describe land subsidence monitoring options and produce a ranked list of options with associated costs that Hampton Roads Planning District Commission can use to guide decisions about investment in land subsidence monitoring.

1. Describe available techniques and methods for measuring land subsidence in the HRPD
2. Inventory existing monitoring data, infrastructure, and ongoing data collection efforts
3. Organize meetings of a stakeholder group of public officials and scientists
4. Develop a matrix ranking monitoring options according to data needs
5. Develop cost estimates for the most promising monitoring options

#### Workplan and Schedule

The workplan consists of 5 work components to be completed over a 10 month period (Table 1).

1. Describe techniques and methods for measuring land subsidence - Various methods are available to measure land subsidence, each producing different data and having different benefits, costs, and uncertainties. These methods will be described in terms of their capability to meet HRPDC needs.
2. Inventory existing monitoring activities, infrastructure, and data - A USGS expert (Michelle Sneed) will be flown from California to HRPD to assess two abandoned extensometers for possible rehabilitation. Benchmarks from a 1970s geodetic survey will be field scouted to assess suitability for a resurvey. InSAR satellite data availability and processing errors will be assessed.
3. Organize stakeholder advisory group - A stakeholder advisory group will be organized to aid communication between scientists and public officials who will use the subsidence data. Officials will learn about subsidence monitoring and scientists will learn about public use of subsidence data.
4. Rank monitoring options according to data needs – Rankings will be developed in coordination with the stakeholder group to guide future decisions about investment in subsidence monitoring.
5. Estimate monitoring option costs – Preliminary scopes of work and preliminary budgets will be developed for each of the monitoring options.

**Table 1. Schedule**

Work Component	Month									
	1	2	3	4	5	6	7	8	9	10
1: Describe Methods	■	■	■							
2: Inventory Activities, Data, and Infrastructure		■	■	■	■	■				
3: Stakeholder Group				■			■			■
4: Rank Options According to Need						■	■	■		
5: Estimate Costs						■	■	■	■	
6: Prepare Information Product and Present Results									■	■

**Products**

Findings from the study will be presented to the HRPDC and also compiled in a general information product. The information product will be reviewed by HRPDC and USGS prior to final drafting and will contain at a minimum:

- Descriptions of stakeholder group discussion about how subsidence monitoring data will or could be used to guide policy decisions.
- Listing of available land subsidence monitoring methods, including description of past and current use in the Hampton Roads Planning District, the types of data each produces, and their suitability for future use.
- Ranking of each land subsidence monitoring method and associated cost estimates

**Budget**

The budgeted cost is \$86,000, with HRPDC contributing \$50,000 and USGS \$36,000 (subject to availability). The majority of the budget pays for the time of a hydrologist and the remainder pays for travel and field work costs.

Category	Cost
Travel	\$ 14,500
Personnel	\$ 67,500
Science Support	\$ 4,000
<b>Total</b>	<b>\$ 86,000</b>

**References Cited**

- 1) Eggleston, Jack, and Pope, Jason, 2013, Land subsidence and relative sea-level rise in the southern Chesapeake Bay region: U.S. Geological Survey Circular 1392, 30 p., <http://dx.doi.org/10.3133/cir1392>.
- 2) Thieler, ER, and Hammar-Klose, ES, 1999, National assessment of coastal vulnerability to sea-level rise; U.S. Atlantic Coast, USGS Open-File Report 99-593.

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #6: PARTICIPATION IN THE HAMPTON ROADS INTERGOVERNMENTAL PLANNING PILOT PROJECT**

#### **SUBJECT:**

The Hampton Roads Sea Level Rise Preparedness and Resilience Intergovernmental Planning Pilot Project (Intergovernmental Pilot Project)

#### **BACKGROUND:**

Recurrent flooding is a significant challenge for many localities in Hampton Roads, and sea level rise will increase the vulnerability of the region to coastal storms and tidal flooding. Because this important issue crosses city boundaries and all aspects of the regional economy, the HRPDC assumed a leadership role in coordinating the region's response to the issue of recurrent flooding and sea level rise with establishment of the Special Committee on Recurrent Flooding and Sea Level Rise. The issue also affects the large Federal presence in Hampton Roads, especially the region's military installations, and critical Commonwealth facilities, such as the Virginia Port Authority terminals. The Intergovernmental Pilot Project was established to take a "whole of government" approach to coordinating the preparedness and resilience planning of the Federal, Commonwealth agencies and Local governments in Hampton Roads. The goal of the Intergovernmental Pilot Project is, upon completion of the Pilot Project in 2016, Hampton Roads will have in place intergovernmental planning organizational arrangements and procedures that can effectively coordinate the sea level rise preparedness and resilience planning of Federal, Commonwealth and local government agencies and the private sector, taking into account the perspectives and concerns of the citizens of the region.

The Special Committee on Recurrent Flooding and Sea Level Rise voted at their meeting on December 19, 2014, to recommend the HRPDC participate in the Intergovernmental Pilot Project and use its Special Committee as the local government work group.

Mr. Randy Keaton, HRPDC Interim Executive Director, will brief the Commission on this item.

**Note: This will be presented for action under Consent Agenda Item #10-H**

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #7: SUBMITTED PUBLIC COMMENTS**

Written public comments are attached. Any new written public comments will be distributed as a handout at the meeting.

### **ITEM #8: TRANSCRIBED PUBLIC COMMENTS FROM THE NOVEMBER 20, 2014 EXECUTIVE COMMITTEE MEETING**

Each month, the public is invited to verbally comment on the HRPDC, its policies and programs, and items on the Commission agenda. Comments offered during this Public Comment Period, are transcribed and submitted with each month's HRPDC meeting minutes.

Attachment 8

### **ITEM #9: PUBLIC COMMENT PERIOD**

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

### **ITEM #10: APPROVAL OF CONSENT AGENDA ITEMS**

#### **A. Minutes**

The Minutes of the November 20, 2014, Meeting are attached.

Attachment 10-A

#### **Recommended Action:**

The HRPDC staff recommends approval of the minutes.

#### **B. Treasurer's Report**

The Balance Sheet and Statement of Revenue and Expenditure for November 2014 activities are attached. This Statement reflects the financial status of the HRPDC as a whole.

Attachment 10-B

#### **Recommended Action:**

The HRPDC staff recommends the Treasurer's Report be accepted.

Four people addressed the Hampton Roads Planning District Commission:

**David Architzel:**

*Good afternoon, everyone. I'm going to just say that in April of this year, we came and spoke to you about an initiative from the White House to create a group to study sea level rise, climate change. But the discussion you just had, I think was interesting, land subsidence, we immediately tend to jump to that issue and say we're going to solve that problem. This is not what this is about. This is about creating a group that can look across federal, state municipality, whole of government, whole of community and be able to become organized around an issue that is going to impact Hampton Roads. Hampton Roads is picked because we're one of the areas in the country that this has issue to deal with most, perhaps only behind New Orleans. Already recognized is that we're already organizing it. I would tell you that we have a mission to go on. With my aviation background, I will tell you that you can immediately start to focus on the landing you're going to make, but the first thing you better do is think about the planning and take off. We want to put this together and I want to turn it over to Ray because on December 2nd we're going to have a major kickoff with the FEMA event, which is going to tee up an issue of sea level and climate change issues and impacts, but it's really about how do we galvanize the effort to bring the communities, municipalities, cities, state, federal agencies, bring them together and be able to organize around how do we address that holistically. That would be a model for the future. I'll turn it over to Ray for that discussion.*

**Ray Toll:**

*Remember last April, I was up here when we announced the roll-out would be June 3rd. We're now five months into it. The White House is coming December 2nd because they want to galvanize this effort. The charter is done, we have a Steering Committee that span a spectrum of government, all those folks that Craig Quigley briefed you on, Mr. Keaton is on it, we're trying to do it now, December 2nd is a roll into the community. So we've got ten working groups and advisory committees, advisory committee is run by Virginia Marine Science and Old Dominion University. We have a half dozen folks from NASA Langley as an example. So I'm up here to invite you all if you're interested in coming. This is FEMA's national exercise division, will run a Category 3 nor'easter or a hurricane through with the general trace scenario of today's generation. Sea level rise projections in 2044 and 2084. So your children and grandchildren generations. If you want to come, it's [centerforsealevelrise.org](http://centerforsealevelrise.org). That's the registration link. I'm happy to send that link to anybody in the room. The doors will open 7:30. Three White House offices are going to be there to manage it. I think Governor McAuliffe may show that day. Thank you.*

**Mark Geduldig-Yatrofsky**

*Good morning, Mr. Chair, honorable Commissioners, fellow citizens. With regard to what you have heard immediately prior to this presentation, I want to follow up by saying that there were actually two items back and back that relate to one another. What the Commonwealth plans to do with reducing groundwater permitting, reducing the amount allowed, amount of groundwater extracted will have a favorable impact in all likelihood on our subsidence issue. So although it will cause some inconveniences, some hardships, it will also improve our situation. With regard to subsidence and sea level rise, I think it's important that we look not just to the end of the century, but we look at the intermediate stages, because certain of the problems will be incremental, that is to say, in some places in our region, before mid century,*

*there will be areas that are cut off because they are permanently under water, and it's vitally important that we not try to cover up the issue, but we make people aware of what is happening and recognize that what will happen at the end of the century is not what will happen along the way. There used to be a statistic. I don't know if it's altered significantly, but 20 percent of the population moves every five years. Now, that means that if your house is in a future flood plain, it's not unsellable because somebody may be here for a five-year period and find that an ideal location. If they're here to the end of the century, that's a different problem. So we need to take a rational, reasonable approach based on the best science, recognize that the landscape may become a seascape over time, and cope with it with the best ideas that are available to us. Let's not try to bury information that is unpleasant but deal with it as reasonable people. Thank you.*

**Ellis James:**

*Thank you, Mr. Chairman. My name is Ellis W. James and I reside at 2021 Kenlake Place in the city of Norfolk. Such a big apple in so many minutes to try to chomp on it this morning. As you can see probably, I've just gotten back from Richmond. The meeting yesterday in Richmond of the Commerce Committee was extremely important, along the lines of what you're hearing this morning. We've just got several disappointing announcements allowing fracking to move the east of I-95, which I have called to your attention previously. Strikes at the heart of Whitney's presentation, and the reason up on the screen -- and this is not meant to be disrespectful. The reason it was, one of the slides showed rough awareness or no assessment, rough assessment. Fracking alone will take billions of gallons of water, and if we don't understand the alarm bells that are going off already, I'll use an example from the west. Usually I like to stay close to home, but in the west, the aquifer that's being most impacted has now dropped from a hundred feet lower than it was a short time ago to two hundred feet. You don't have to take my word for it. Check 60 Minutes and the program went into great detail and it was a very, very important news item. I would like you to know that in Richmond yesterday, at the Commerce Committee meeting, we filled the chamber, people from all over the Commonwealth of Virginia concerned about the efforts to this water, stop, put dead in the water the EPA Clean Power Plan. Now, that's important because offshore drilling, which I think you know I'm very much opposed to, adds to the whoas that we have with respect to sea level rise, and the other part of the equation is that the people from all over the Commonwealth of Virginia, including the very tip in the southwest, where in large numbers standing room only around the walls and a number of the representatives from Hampton Roads generally were very, very surprised, and they got an earful, respectfully, but they got an earful and they were quite surprised by the numbers of people that turned out. I would hope that you would pay close attention to what's coming. Even the representative my friend David Paylor couldn't answer several of the questions of the many that were asked of them, and he gave an hour-long presentation. Thank you, Mr. Chairman.*

**Hampton Roads Planning District Commission**  
**Executive Committee Meeting**  
**Summary Minutes of November 20, 2014**

The Executive Committee Meeting of the Hampton Roads Planning District Commission was called to order at 9:35 a.m. in the Regional Boardroom, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

**COMMISSIONERS:**

Kenneth Wright, Chairman (PO)	J. Randall Wheeler (PQ)
Clyde Haulman, Vice Chairman (WM)	Michael Johnson (SH)
James Baker (CH)	Barry Porter (SH)
Amar Dwarkanath (CH)	Peter Stephenson (SM)
Debbie Ritter (CH)	Selena Cuffee-Glenn (SU)
Dr. Ella P. Ward (CH)	Tyrone Franklin (SY)
Randy Martin (FR)	John Seward (SY)
George Wallace (HA)	Robert Dyer (VB)
Anne Seward (IW)	Barbara Henley (VB)
Bryan Hill (JC)*	Louis R. Jones (VB)
Mary Jones (JC)	James Spore (VB)
Jim Bourey (NN)	Jackson C. Tuttle (WM)
Saundra Cherry (NN)	J. Mark Carter (YK)
McKinley Price (NN)	Thomas Shepperd (YK)
Marcus Jones (NO)	

**INTERIM EXECUTIVE DIRECTOR:**

Randy R. Keaton

**EXECUTIVE COMMITTEE: (ABSENT)**

Brenda Garton (GL)	Paul Fraim (NO)
Dee Dee Darden (IW)	T. Carter Williams (SM)

\*Late arrival or early departure.

**OTHERS RECORDED ATTENDING:**

Earl Sorey (CH); Brian DeProfio (HA); Britta Ayers, Bryan Stilley (NN); Bryan Pennington, Jeff Raliski, Ron Williams (NO); Dallas O Jones (SH); Sherri Neil, (PO); Zach LeMaster (Senator Norment's Office); Cathy Aiello (Aiello Enterprises); David Architzel, Ray Toll (ODU); Mark Geduldig-Yatrofsky (Portsmouthcitywatch.org) Ellis James (Sierra Club Observer); Angel Deem, Scott Smizik (VDOT); Jessica Forbes, John Gergely (Citizen); Staff: Kelli Arledge, Shernita Bethea, Melton Boyer, James Clary, Jennifer Coleman, Rebekah Eastep, Nancy Collins, Katie Cullipher, Kathlene Grauberger, Greg Grootendorst, Julia Hillegass, Whitney Katchmark, Sara Kidd, Mike Long, Jai McBride, Ben McFarlane, Camelia Ravanbakht, John Sadler, Tiffany Smith, Jill Sunderland, Jennifer Tribo, Joe Turner, Chris Vaigneur.

## **APPROVAL/MODIFICATION OF AGENDA**

Chairman Wright asked for any modifications or additions/deletions to the agenda.

Chairman Wright introduced recently appointed Commission Members from Hampton and York County, Ms. Saundra Cherry and Mr. J. Mark Carter.

HRPDC Interim Executive Director, Mr. Randy Keaton announced the new HRPDC IT Manager, Mr. Melton Boyer.

Commissioner Thomas Shepperd Moved to approve the agenda; seconded by Commissioner Clyde Haulman. The Motion Carried.

## **PHASE I MS4 PERMIT RENEWALS BRIEFING**

Ms. Whitney Katchmark, HRPDCD Principal Water Resources Engineer, reviewed the status of the MS4 permit renewals for Phase I localities. The draft permits were expected to be submitted to the Phase I localities in December from the Department of Environmental Quality (DEQ) and in January, the State would submit them to the Environmental Protection Agency (EPA).

Major concerns of the permits which need to be resolved include:

- Monitoring requirements – A regional monitoring network is under development.
- Chesapeake Bay watershed planning – localities are not receiving credit for projects prior to 2009. Offsets are required for those projects which were built to code at the time and for grandfathered projects.
- Locality planning – possible creation of state and local review of locality's selection of retrofit projects.
- Industrial inspections – DEQ issues the permit but requires the locality to inspect.

The Stormwater Managers and the HRPDC are currently working with legal counsel to draft regional comments.

*Commissioner Bryan Hill arrives.*

## **FEDERAL FACILITIES BRIEFING**

Mr. Greg Grootendorst, HRPDC Chief Economist, stated the Hampton Roads Military and Federal Facilities Alliance (HRMFFA) was created in 2005 as a result of the Base Realignment and Closure Act (BRAC). Future trends include increased defense activities moving to the Pacific, a smaller Army and Marine Corps, and a heavier focus on Navy and Air Force.

Federal employment in the Region is comprised mainly of Navy personnel at 74%. Air Force, Army, Federal Civilian, Coast Guard, and Marines contribute 9%, 7%, 5% 3% and 2% respectively.

The region's various attractions for the Department of Defense (DOD) include personnel, education and the port. Potential growth areas are:

- Cyber
- Unmanned systems with the commercial component
- Special ops.

Mr. James Clary, HRPDC Senior Economist, stated federal employment through the DOD is the primary channel for economic impact. Trends indicate a decline over time for both uniform and federal civilian personnel.

The defense budget is lower than expected and due to inflation; the region would see a decline in economic activity. U.S. Navy ship movements and other DOD activity would result in the region losing 3600 jobs. This, combined with flat federal spending, would decrease employment by another 2,200 jobs, which is a total loss of 5,800 jobs in Hampton Roads.

## **GROUNDWATER ECONOMIC IMPACT ANALYSIS**

Ms. Whitney Katchmark, HRPDC Principal Water Resources Engineer, reviewed with the Commission the outcome of the November 5, 2014 meeting with DEQ. Groundwater permits need to be drafted by June or July 2015 to ensure major damage does not occur to the aquifer system. The new permits will be adjusted from the current ten year window to between five and eight years.

She noted DEQ was going to work with permit holders to develop long-term solutions. This included holding individual permittee meetings and meeting collectively with the largest users. Additionally, DEQ expects to hear viable solutions and cost estimates from the permittees and although they are not the lead, DEQ agreed a long term economic development solution is needed.

An Economic Impact Analysis was completed by Abt Associates and Virginia Tech. The main focus was on calculating new demand projections for public water systems. The Report additionally included descriptions of how industries use groundwater and data on capital costs and maintenance of developing new water sources.

Ms. Katchmark noted new demand projections were calculated, and although the projections are lower than previously expected, localities' assets will be strained and investments for groundwater will be lost. The paper mill in West Point and the James City Service Authority will be the two largest permittees affected by the groundwater permit cuts.

Two unresolved issues include the amount of water available for economic development and the volume of residential and commercial growth outside of the public water system service area.

### **LAND SUBSIDENCE**

Ms. Whitney Katchmark, HRPDC Principal Water Resources Engineer, briefed the Commission on the importance of studying land subsidence in Hampton Roads. The current tidal station measurements do not distinguish between sinking land and rising waters. In response to this, the HRPDC collaborated with the United States Geological Service (USGS) for the Report, *Land Subsidence and Relative Sea-Level Rise in the Southern Chesapeake Bay Region*.

USGS concluded aquifer compaction is the main source of land subsidence, and large groundwater withdrawals increase the rate of compaction. She noted the findings were preliminary and the HRPDC needed to develop better predictions of future rates of land subsidence.

The HRPDC Staff presented the Commission with two options for action:

- Fund USGS to assess the methods of monitoring land subsidence and develop cost estimates. The cost estimate is \$50,000.
- Issue a request for proposals for InSar analysis. The cost estimate is \$250,000.

After a lengthy discussion the Commission requested HRPDC staff return with a recommendation at the January 15, 2015 meeting.

## **REGULAR AGENDA**

### **Public Comment**

Mr. David Architzel informed the Commission about the importance of a regional group in regards to sea level rise and climate change.

Mr. Ray Toll briefed the Commission in regards to a Federal Emergency Management Agency (FEMA) exercise to be held at Old Dominion University on December 2, 2014.

Mr. Mark Geduldig-Yatrofsky referenced the connection between reducing groundwater permits and land subsidence and urged the transparency of information related to sea level rise.

Mr. Ellis James stated his concern with the actions of fracking east of I-95 and the EPA Clean Power Plan.

### **Submitted Public Comments**

Chairman Wright noted the submitted public comments section of the Agenda.

## **Approval of Consent Items**

- A. Minutes of October 16, 2014 Annual Commission Meeting
- B. Treasurer's Report of September 2014
- C. Procurement Manual
- D. Coastal Zone Program – Section 309 Land and Water Quality Phase III Final Report
- E. 20105 Virginia Watershed Roundtable Support Grant
- F. Modification to the Legislative Agenda

Commissioner Shepperd Moved to approve the consent items, seconded by Commissioner Selena Cuffee-Glenn. The Motion Carried.

## **Election of Treasurer**

Chairman Wright indicated the treasurer position was vacant due to the untimely death of Mr. James O. McReynolds.

Commissioner Ella Ward Moved to elect Commissioner Selena Cuffee-Glenn as Treasurer, seconded by Commissioner Haulman. The Motion Carried.

## **HRPDC Three Month Tentative Schedule**

Chairman Wright reminded the Commission the December meeting is cancelled and the Retreat will be held in February.

## **Old/New Business**

Chairman Wright referenced the Old/New Business section of the agenda.

## **Resolution of Condolence**

Chairman Wright and HRTPO Chairman McKinley Price presented a Resolution of Condolence to the Family of Mr. James O. McReynolds. They noted his dedication and commitment to the HRPDC, HRTPO and Hampton Roads.

## **Adjournment**

With no further business to come before the Hampton Roads Planning District Commission the meeting adjourned at 10:40 a.m.

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Kenneth I. Wright  
Chairman

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Randy Keaton  
Interim Executive Director

**FISCAL YEAR 2015  
11/30/14  
BALANCE SHEET**

<b>ASSETS</b>		<b>LIABILITIES &amp; NET ASSETS</b>	
Cash & Cash Equivalents	\$ 466,197	Current Liabilities	\$ 1,716,925
Accounts Receivables	1,920,196	Net Assets	6,564,048
Investments	4,643,955		
Other Current Assets	664		
Net Capital Assets	<u>1,249,961</u>		
<b>Total Assets</b>	<b><u>\$ 8,280,973</u></b>	<b>Total Liabilities &amp; Equity</b>	<b><u>\$ 8,280,973</u></b>

**STATEMENT OF REVENUES AND EXPENDITURES**

<b>REVENUES</b>	<b>Annual Budget</b>	<b>Previous YTD</b>	<b>Current Month</b>	<b>YTD</b>
Grant and Contract Revenue	\$ 5,475,927	\$ 2,100,445	\$ 6,491	\$ 2,106,936
VDHCD State Allocation	271,943	75,971	-	75,971
Interest Income	16,000	5,132	1,345	6,478
Local Jurisdiction Contributions	1,402,710	1,358,370	-	1,358,370
Other Local Assessment	1,124,190	1,208,295	-	1,208,295
Sales and Miscellaneous Revenue	11,000	6,967	670	7,637
Special Contracts/Pass thru	-	-	-	-
<b>Total Revenue</b>	<b><u>\$ 8,301,770</u></b>	<b><u>\$ 4,755,181</u></b>	<b><u>\$ 8,506</u></b>	<b><u>\$ 4,763,687</u></b>
<b>EXPENDITURES</b>				
Personnel	4,957,156	1,314,061	330,299	1,644,361
Standard Contracts	235,756	78,812	12,296	91,108
Special Contracts / Pass-Through	2,713,679	646,761	190,936	837,698
Office Services	395,179	142,954	26,648	169,602
Capital Assets	-	-	-	-
<b>Total Expenses</b>	<b><u>\$ 8,301,770</u></b>	<b><u>\$ 2,182,589</u></b>	<b><u>\$ 560,180</u></b>	<b><u>\$ 2,742,769</u></b>
<b>Agency Balance</b>	<b><u>\$ -</u></b>	<b><u>\$ 2,572,592</u></b>	<b><u>\$ (551,674)</u></b>	<b><u>\$ 2,020,917</u></b>

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM 10-C: FY 2015 BUDGET AMENDMENTS**

#### **SUBJECT:**

There were three budget amendments to the HRPDC approved budget this period. These changes were in Project Carryover Funding and UASI Homeland Security.

#### **AMENDMENT 1:**

##### **Project Carryover Funding:**

This amendment updates budget carryover estimates that were not included in the originally approved budget.

#### **BACKGROUND:**

##### **Project Carryover Funding:**

Various elements carry forward from year to year. The FY 2015 budget that was created in February 2014 and approved in April could only estimate the amounts that would be on hand June 30, 2014 to carry over into FY 2015. This amendment updates the estimates that were not included in the originally approved budget by overall program category.

Each year, some anticipated expenditures do not materialize in elements that are funded through non-grant sources, mainly from local jurisdiction contributions. Whatever funds remain unencumbered at the end of the fiscal year carry forward into the subsequent fiscal year to continue the programs established by the various committees.

#### **AMENDMENT 2:**

##### **Homeland Security – UASI:**

Homeland Security budgets for UASI Program Management needed to be amended to reflect an unanticipated carryover and a change in one of the programs for consultant services.

#### **BACKGROUND:**

##### **Homeland Security - UASI:**

Contract for W.B.B. Consultants covering additional tasks requested by the Urban Areas Security Working Group. These funds are available due to an unanticipated carry over from FY 2014 due to W.B.B. Consultants working on this project later than expected, thus carrying over the project into FY 2015.

**AMENDMENT 3:**

**Homeland Security – UASI:**

A new award supporting the MMRS Strike Team was received in the fall of 2014 in the amount of \$133,200.

**BACKGROUND:**

**Homeland Security - UASI:**

Homeland Security funding was increased to fund supplies for the Metropolitan Medical Response System Strike Team. These funds will be used for Personal Protective Equipment.

Attachment 10-C

**RECOMMENDED ACTION:**

Approve the budget amendments for this period.

**FY2015 BUDGET AMENDMENTS SCHEDULE**  
**(From July 1 - November 30, 2014)**

	<b>TOTAL</b>	<b>TPO Pass-Thru</b>	<b>PDC Pass-Thru</b>	<b>TPO Operations</b>	<b>PDC Operations</b>
<b>REVENUES</b>					
<b>Original Approved Budget</b>	<b>7,663,551</b>	<b>1,033,000</b>	<b>1,152,787</b>	<b>2,893,693</b>	<b>2,584,071</b>
<b>AMENDMENTS:</b>					
Year-End Rollovers & Adjustments:					
Water/Environmental Programs	1,301,970		842,457		459,513
Emergency Management	90,924				90,924
Transportation	143,150	97,774		45,376	
Homeland Security/UASI	(29,600)				(29,600)
Construction Standards	1,507		1,507		
New Awards/Grant Adjustments:					
Homeland Security/UASI	223,073		216,412		6,661
HRMFFA	3,500				3,500
<b>TOTAL AMENDMENTS</b>	<b>1,734,524</b>	<b>97,774</b>	<b>1,060,376</b>	<b>45,376</b>	<b>530,998</b>
<b>TOTAL REVENUES BUDGET (as amended)</b>	<b>9,398,075</b>	<b>1,130,774</b>	<b>2,213,163</b>	<b>2,939,069</b>	<b>3,115,069</b>
<b>EXPENDITURES</b>					
<b>Original Approved budget</b>	<b>7,663,551</b>	<b>1,033,000</b>	<b>1,152,787</b>	<b>2,893,693</b>	<b>2,584,071</b>
<b>AMENDMENTS:</b>					
Audit Services	11,000			5,500	5,500
Pass-Through	1,158,150	97,774	1,060,376		
Operations/Fund Balance	565,374			39,876	525,498
<b>TOTAL AMENDMENTS</b>	<b>1,734,524</b>	<b>97,774</b>	<b>1,060,376</b>	<b>45,376</b>	<b>530,998</b>
<b>TOTAL EXPENDITURES BUDGET (as amended)</b>	<b>9,398,075</b>	<b>1,130,774</b>	<b>2,213,163</b>	<b>2,939,069</b>	<b>3,115,069</b>
<b>DIFFERENCE (Revenues - Expenditures)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #10-D: CZM PROGRAM – TECHNICAL ASSISTANCE FINAL REPORT**

#### **SUBJECT:**

The Virginia Department of Environmental Quality manages the Virginia Coastal Zone Management (CZM) Program. During FY 2014, the HRPDC received a grant to support the Virginia CZM Program's Technical Assistance Program. The HRPDC staff has completed the final Report for this grant.

#### **BACKGROUND:**

In March 2013, the HRPDC applied for and received grant funding from the Virginia CZM Program to continue the HRPDC Coastal Resources Management Technical Assistance Program. The HRPDC has received annual funding through this grant program since 1986. This program encompasses: HRPDC staff review of state and federal Environmental Impact Assessment/Statements, support for the Hampton Roads Chesapeake Bay Committee, the evolving Chesapeake Bay-wide TMDL process, and the provision of regular technical assistance on environmental issues. It also supports HRPDC staff participation in the Chesapeake Bay Program and a variety of state and federal environmental initiatives. In the past, this program has provided the seed money for the establishment of the regional water, stormwater and environmental education programs.

The HRPDC staff has completed the Report, *Hampton Roads Coastal Resources Technical Assistance Program Fiscal Year 2013-2014*. The Report documents HRPDC CZM Technical Assistance Program activities for the period from October 1, 2013 through December 31, 2014.

The Report was reviewed by the Regional Environmental Committee at its January 8, 2015 meeting. The Committee recommended approval of the report.

Enclosure 10-D – Hampton Roads Coastal Resources Technical Assistance Program Fiscal Year 2013-2014

#### **RECOMMENDED ACTION:**

The HRPDC staff and Regional Environmental Committee recommend the Commission approve the Report as meeting the requirements of the Grant and Work Program and for public distribution.

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #10-E: 2015 ECONOMIC FORECAST**

#### **SUBJECT:**

The annual HRPDC regional economic forecast for 2015.

#### **BACKGROUND:**

Each January since 1990, the HRPDC Economics Staff have delivered a regional economic forecast for the coming year. The forecast presentation includes a review of local and national trends and provides a forecast for gross regional product, employment, unemployment, retail sales, and residential construction. The HRPDC economic forecast was approved as part of the FY 15 HRPDC Unified Work Program.

This item was presented under Workshop Agenda #3.

#### **STAFF COMMENTARY:**

The HRPDC Economic Forecast is the staff assessment of what the region can expect for the coming year. The Commission's forecast is often used in planning purposes by staff from member jurisdictions as well as other regional organizations. Approving the release of the Economic Forecast will provide public access to the information.

#### **RECOMMENDED ACTION:**

Approve the release of the 2015 Economic Forecast.

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #10-F: RESOLUTION ON FREEBOARD REQUIREMENTS**

#### **SUBJECT:**

The HRPDC Special Committee on Recurrent Flooding and Sea Level Rise has recommended the Commission adopt a resolution encouraging local governments to consider adopting freeboard requirements or increasing existing requirements as part of their floodplain management strategies.

#### **BACKGROUND:**

On March 20, 2014, the HRPDC voted to establish a Special Committee on Recurrent Flooding and Sea Level Rise. One of the objectives of this Committee is to develop specific recommendations related to recurrent flooding and sea level rise adaptation and mitigation for local governments. On December 19, 2014, the Committee voted to recommend the Commission adopt a resolution encouraging local governments to consider adopting or increasing freeboard requirements as part of their floodplain management strategies.

This item and related attachment were presented under Workshop Agenda Item #4.

#### **RECOMMENDED ACTION:**

The HRPDC Special Committee on Recurrent Flooding and Sea Level Rise and HRPDC staff recommend the Commission approve the Resolution.

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #10-G: LAND SUBSIDENCE**

#### **SUBJECT:**

The HRPDC staff will recommend an approach to obtain better data to predict future rates of land subsidence.

#### **BACKGROUND:**

The HRPDC partnered with U.S. Geological Survey (USGS) in 2012-13 to evaluate the existing measurements of land subsidence in the region. The USGS report, *Land Subsidence and Relative Se Level Rise in the Southern Chesapeake Bay Region* notes that land subsidence has been observed since the 1940s in the southern Chesapeake Bay region at rates of 1.1 to 4.8 millimeters per year, and subsidence continues today. Data indicates that land subsidence has been responsible for more than half the relative sea-level rise measured in the region. The existing data is not adequate to predict future rates of land subsidence.

HRPDC staff presented the following options at the November 20, 2014 meeting:

1. The HRPDC could fund USGS to assess the methods of monitoring land subsidence and develop cost estimates. The resulting report could be used to support a state budget request or future grant opportunities. Estimated costs = \$50,000.
2. The HRPDC could issue a request for proposals for InSar analysis. The analysis would compare land elevations from the 1990s to 2000s to create a map of historic land subsidence across the region. Estimated costs = \$250,000.

The Commission requested the HRPDC staff ask the advisory committees to make a specific recommendation on the two options. The HRPDC Special Committee on Recurrent Flooding and Sea Level Rise and the Directors of Utilities Committee recommended Option 1.

This item was presented under Workshop Agenda Item #5.

#### **RECOMMENDED ACTION:**

Approve Option 1 and use existing HRPDC funding to support the USGS project.

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #10-H: PARTICIPATION IN THE HAMPTON ROADS INTERGOVERNMENTAL PLANNING PILOT PROJECT**

#### **SUBJECT:**

The Hampton Roads Sea Level Rise Preparedness and Resilience Intergovernmental Planning Pilot Project (Intergovernmental Pilot Project)

#### **BACKGROUND:**

Recurrent flooding is a significant challenge for many localities in Hampton Roads, and sea level rise will increase the vulnerability of the region to coastal storms and tidal flooding. Because this important issue crosses city boundaries and all aspects of the regional economy, the HRPDC assumed a leadership role in coordinating the region's response to the issue of recurrent flooding and sea level rise with establishment of the Special Committee on Recurrent Flooding and Sea Level Rise. The issue also affects the large Federal presence in Hampton Roads, especially the region's military installations, and critical Commonwealth facilities, such as the Virginia Port Authority terminals. The Intergovernmental Pilot Project was established to take a "whole of government" approach to coordinating the preparedness and resilience planning of the Federal, Commonwealth agencies and Local governments in Hampton Roads. The goal of the Intergovernmental Pilot Project is, upon completion of the Pilot Project in 2016, Hampton Roads will have in place intergovernmental planning organizational arrangements and procedures that can effectively coordinate the sea level rise preparedness and resilience planning of Federal, Commonwealth and local government agencies and the private sector, taking into account the perspectives and concerns of the citizens of the region.

The Special Committee on Recurrent Flooding and Sea Level Rise voted at their meeting on December 19, 2014, to recommend the HRPDC participate in the Intergovernmental Pilot Project and use its Special Committee as the local government work group.

This item was presented under Workshop Agenda #6.

#### **RECOMMENDED ACTION:**

The HRPDC assume a leadership role in the Intergovernmental Pilot Project by having the Commission Chair, Vice Chair or other designated Commissioner, serve as voting members on the Pilot Project Steering Committee, and having HRPDC Staff serve on Working Groups and Advisory Committees as directed by the Interim Executive Director. The Interim Executive Director shall ensure close coordination between the Intergovernmental Pilot Project and the HRPDC Special Committee on Recurrent Flooding and Sea Level Rise, and other HRPDC standing committees as appropriate.

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #10-I: CONSULTANT SERVICES CONTRACT TASK ORDER – FOG ONLINE CERTIFICATION WEBSITE**

#### **SUBJECT:**

Authorize issuance of a task order under the existing URS Corporation Continuing Services Contract for maintenance of and enhancements to the FOG Online Certification website.

#### **BACKGROUND:**

The FOG Certification website was developed in 2012 to help localities inform and train individuals working in the food service industry on proper maintenance of grease control devices and the harmful effects of fats, oils and grease (FOG) on the region's sanitary sewer systems. Certification is required by FOG ordinances in some Hampton Roads localities and the site offers two programs at no cost: one for food service establishment employees and another for individuals hauling grease from food service establishments. In addition to the free certification programs, the website also provides training materials and resources from detailed presentations and step-by-step instructional guides, as well as, posters and educational brochures that can be downloaded and printed.

This project is funded by the localities through the Regional Wastewater Program.

Contract Amount: Up to \$30,274.

Period of Performance: January 1, 2015 through June 30, 2015

General Scope of Work: URS shall provide the following:

#### Maintenance:

- Ensure that the database and webpages are working properly.
- Monitor the backup process to ensure that redundant backups are successfully maintained.
- Respond to user questions and issues forwarded by HRPDC staff, and assist HRPDC in responding to user inquiries.
- Provide general troubleshooting services.
- Ensure that system security measures are adequately provided.
- Monitor the database to anticipate and solve problems.

#### Enhancements:

- Provide enhanced backend user access to create, delete, or modify information for user profiles and company associations.

Attachment 10-I

#### **RECOMMENDED ACTION:**

Authorize the Interim Executive Director to issue a task order to maintain and perform site enhancements to the FOG Online Certification website under the Continuing Services Contract with URS Corporation.

## **SCOPE OF WORK**

### **HRFOG SUPPORT FY15 & ENHANCEMENTS**

The Hampton Roads Planning District Commission (HRPDC) and URS Corporation (URS) developed an Internet-based training and certification program to help member jurisdictions minimize sanitary sewer overflows and related problems caused by Fat, Oil and Grease (FOG) deposits in the sanitary sewer system. The HRFOG site became fully operational in 2012 and was enhanced in 2014 to add capabilities requested by local HRFOG Committee members and HRPDC administrative users. Current maintenance is scheduled to expire for the HRFOG site on December 31, 2014.

The system is running well and is gaining widespread use throughout Hampton Roads—as of November 2014 there are over 3,500 registered HRFOG users. There is an ongoing need for contractor maintenance, driven in part by questions from new or infrequent users who are unfamiliar with HRFOG. Other items, such as general troubleshooting issues, or solving potential problems encountered by users also create the need for ongoing support. Changes in server or software technology are constant, and often need to be addressed to maintain a stable system. This scope of services provides for hosting the HRFOG on a commercial server, and support and maintenance of the HRFOG system from January 1, 2015 through June 30, 2015.

This Task Order also provides funding for developing enhancements and modifications to the FOG website, as requested by HRPDC.

URS shall use Virginia Technology Group as a subconsultant on this assignment. URS and Virginia Technology Group have completed similar web development and implementation assignments for HRPDC in the past, and enjoy a good working relationship with HRPDC and its member jurisdictions.

#### **Task 1: Services (January 1, 2015 through June 30, 2015)**

URS and its sub-consultant shall provide monthly system support and maintenance, up to an average of fourteen (14) labor hours per month of technical support. Specific work includes time to:

- Ensure that the database and webpages are working properly.
- Monitor the backup process and ensure that redundant backups are successfully maintained.
- Respond to user questions and issues forwarded by HRPDC staff, and assist HRPDC in responding to user inquiries.
- Provide general troubleshooting services, such as monitoring capacity and bandwidth usage on the host server.
- Ensure that system security measures are adequately provided.
- Proactively monitor the database to anticipate and solve problems, such as potential data corruption and storage limitations on the server.

This scope of work also includes hosting the HRFOG system on a commercial-grade server system (Azure) for a period of six (6) months.

## **Task 2: Enhance Capabilities for HRPDC Administrative Users**

HRPDC has requested URS to create additional administrative capabilities that would allow (only) HRPDC users to perform additional edits on records created by end users. HRPDC administrative users already have a dedicated and isolated landing page that provides the ability to:

- Add the results of paper tests (for both grease hauler and FSE worker tests);
- Add or remove FSEs associated with users (including adding new FSEs); and
- Edit associated company data for grease haulers.

URS will add the following record-editing capabilities:

- **For Grease Hauler records**, the ability to edit: First Name, Last Name, Email, Company Name, Address, City, and Zip Code.
- **For Food Service Establishment records**, the ability to edit: Locality, Food Establishment Name, and Address.
- **For Individual User records**: the ability to edit First Name, Last Name, Email, Job Title, Hauler Company or Associated FSEs. (Note that FSE records that originate from the VDH database system will not be affected by these edits, as they will be overwritten with the next VDH database import.)
- The ability to delete any Grease Hauler, FSE Worker, or FSE establishment entered by end users. (Note that FSE records that originate from the VDH database system will not be affected by these edits, as they will be overwritten with the next VDH database import.)

HRFOG currently produces complete lists of all records in the form of spreadsheets, which can be used to filter and sort records that need to be corrected or otherwise revised. With the new capabilities, HRPDC staff will be able to make edits to the HRFOG database directly on the website, without having to request URS to edit the records in the underlying HRFOG database.

### **Assumptions and Limitations:**

This is a simple and straightforward task and a continuation of certain services formerly performed by URS and Virginia Technology Group for HRPDC. The tasks described in this Scope of Work are being priced using the following assumptions and limitations:

- i. The above services are budgeted assuming that the maintenance work can be completed within an average of fourteen (14) labor hours per month. Some months may require more or less than 14 hours of labor for maintenance, but the average shall not exceed 14 hours per month.
- ii. The primary contact for end users shall continue to be a designated representative at HRPDC. HRFOG users should not contact URS or Virginia Technology Group directly. If HRPDC's designated support representative directs URS or Virginia Technology Group to contact end users, URS or Virginia Technology Group will do so. This check is put in place to prevent end users from consuming the budget without approval from HRPDC.
- iii. Work for end users that may require several hours of labor, and/or potential work at end-user sites will be performed only when directed by HRPDC.
- iv. URS and HRPDC agree to shape this work to allow the deliverables under this scope of services to be reasonably produced for the accompanying fee estimate.

- v. This project will be developed assuming the following design specifications:
  - a. The site will support the current major browsers (IE, Firefox, and Chrome) with a “Current Version minus Two” approach, meaning the current version, plus the previous two versions, (currently 11, 24, 30, respectively).
  - b. Microsoft Azure WebSites and VMs
  - c. Microsoft SQL Azure
  - d. Microsoft Azure Table and Blob Storage
  - e. SendGrid
  - f. ASP.NET 4.0+ MVC 3+ (Server)
- vi. In order to keep development costs down, additional cross-browser compatibility is not part of these design requirements, nor is compatibility with alternate operating systems or database systems. URS will try to avoid design components that are problematic across different browser platforms, but will use the browser specification above for this assignment.
- vii. Web pages will not be designed to any web coding standard, requirement, code, or protocol, such as the Americans with Disabilities Act.
- viii. Because the anticipated changes are straightforward, and because scoping and progress meetings will take place during the course of this assignment, final training is not required.

**Deliverables and Schedule:**

URS will provide up to an average of fourteen (14) hours of system support and maintenance per month, plus monthly system hosting on a commercial server, from January 1, 2015 through June 30, 2015. URS will produce a user’s guide in the form of a PowerPoint help file for HRPDC administrative users. The enhancements will be substantially completed within **four (4) months** of Notice to Proceed.

ATTACHMENT B

**TIME AND MATERIALS TASK ORDER NO. 14**

In accordance with the Agreement for Consulting and Professional Services between the Hampton Roads Planning District Commission (Commission) and URS Corporation (Consultant), dated April 2, 2010 and amended effective July 1, 2014, this Task Order describes the Services, Schedule, and Payment Conditions for Consultant's Services on the Project known as:

FOG Online Certification Website Maintenance & Enhancements

**Commission Authorized**

**Representative:** Randy Keaton  
**Address:** 723 Woodlake Drive  
Chesapeake, VA 23320  
**Telephone No.:** (757) 420-8300

**Consultant Authorized**

**Representative:** Bill Cashman  
**Address:** 277 Bendix Road, Suite 500  
Virginia Beach, VA 23452  
**Telephone No.:** (757) 499-4224

**SERVICES.** The Services shall be described in Attachment B14 to this Task Order.

**SCHEDULE.** The Estimated Schedule shall be set forth in Attachment B14 to this Task Order. Because of the uncertainties inherent in the Services, Schedules are estimated and are subject to revision unless otherwise specifically described herein.

**PAYMENT.** Consultant charges shall be on a "time and materials" basis and shall be in accordance with the Consultant's fee proposal for this Task Order as set forth in Attachment B14.

**TERMS AND CONDITIONS.** The terms and conditions of the Agreement referenced above shall apply to this Task Order, except as expressly modified herein.

**ACCEPTANCE** of the terms of this Work Authorization is acknowledged by the following signatures of the Authorized Representatives.

COMMISSION

CONSULTANT

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

Randy Keaton  
Interim Executive Director/Secretary

\_\_\_\_\_  
Typed Name/Title

\_\_\_\_\_  
Typed Name/Title

\_\_\_\_\_  
Date of Signature

\_\_\_\_\_  
Date of Signature

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #10-J: CZM PROGRAM – FY 2016 GRANTS**

#### **SUBJECT:**

The Virginia Coastal Zone Management Program (VCZMP), part of the Virginia Department of Environmental Quality, regularly makes available grant opportunities to Planning District Commissions (PDC) in Virginia's Coastal Zone. The VCZMP has announced two grant opportunities under Sections 306 and 309 of the Coastal Zone Management Act for Coastal Zone PDCs for the federal fiscal year beginning October 1, 2015.

#### **BACKGROUND:**

In October 1986, Virginia received its first grant from the National Oceanic and Atmospheric Administration (NOAA) for the Virginia Coastal Zone Management Program. Since that time, the HRPDC and its predecessors have received over \$2.5 million through this program to provide technical assistance on environmental issues to local governments and to complete a variety of technical studies.

The VCZMP has announced the availability of Section 306 and Section 309 grants for Coastal Zone PDCs for the federal fiscal year beginning October 1, 2015. Each PDC is allowed to apply for up to two individual projects for each grant type, with the combined requested funding for each pool no greater than \$40,000. Matching funds will be required for Section 306 grants. Any grants awarded will begin October 1, 2015 and end September 30, 2016.

Applications are due to VCZMP staff by 5:00 pm Friday, February 13, 2015. The Regional Environmental Committee will review proposals at its February 5, 2015 meeting.

#### **RECOMMENDED ACTION:**

The HRPDC staff and Regional Environmental Committee recommend the Commission authorize the Interim Executive Director, in consultation with the Regional Environmental Committee, to submit grant proposals to the Virginia Coastal Zone Management Program for FY15-16, and accept grant offers if and when they are made.

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #11: HRPDC THREE-MONTH TENTATIVE SCHEDULE**

The HRPDC staff has developed a tentative schedule of issues that will come before the Commission for action over the next three months. These issues are the primary action items the Commission will be considering. Other items may be added depending on new priority requests from the Commission, state and federal legislative and regulatory activities and new funding opportunities.

#### **February 2015**

Annual Retreat

#### **March 2015**

Budget Presentation

#### **April 2015**

Unified Planning Work Program

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #12: ADVISORY COMMITTEE SUMMARIES**

#### **A. DIRECTORS OF UTILITIES COMMITTEE SUMMARY MINUTES**

The summary minutes of the December 3, 2014 Joint Health Directors and Directors of Utilities Meeting and January 7, 2015 meeting are attached.

Attachment 12-A1

Attachment 12-A2

#### **B. REGIONAL ENVIRONMENTAL COMMITTEE MEETING SUMMARIES**

The summary of the December 4, 2014 and January 8, 2015 meetings of the Regional Environmental Committee are attached.

Attachment 12-B1

Attachment 12-B2

#### **C. SPECIAL COMMITTEE ON RECURRENT FLOODING AND SEA LEVEL RISE MEETING SUMMARIES**

The summary of the December 19, 2014 meeting of the Special Committee on Recurrent Flooding and Sea Level Rise is attached.

Attachment 12-C

**JOINT MEETING OF THE  
DIRECTORS OF UTILITIES COMMITTEE AND  
DIRECTORS OF HEALTH**

The Directors of Utilities Committee and the Directors of Health met on December 3, 2014. The following items were discussed during the meeting:

- The Committee agreed to develop a regional Source Water Protection Plan. The Directors of Utilities Committee would serve as the Local Advisory Committee for plan development. HRPDC staff will continue to liaison with VDH and proceed with drafting the plan with input from utility staff volunteers.
- Mr. Dan Horne, Virginia Department of Health (VDH), Office of Drinking Water (ODW), provided an update on regulatory issues, including the proposed revisions to the Virginia Waterworks Regulations; the implementation strategy and draft regulations for the Revised Total Coliform Rule; the development of a knowledge base of surface water sources and cyanobacteria toxin risks; and the Preliminary Regulatory Determination for Candidate Contaminant List 3.
- The group participated in a planning discussion for future joint meetings of the Committee and Health Directors. Topics of common interest, examples of valuable past presentations and projects, and suggestions for future meetings were identified.
- The Committee was briefed on the November 20, 2014 HRPDC presentation on groundwater permit cuts. It was suggested that a small group of Committee members meet to discuss the information needs for regional solutions and how to frame associated issues like economic development, land subsidence, and long-term resiliency.
- The Committee was briefed on the November 20, 2014 HRPDC presentation on land subsidence and the need for better data to predict future trends. The Committee will consider making a recommendation to the Commission in January after the December 19, 2014 meeting of the HRPDC Special Committee on Recurrent Flooding and Sea Level Rise.
- The Committee was briefed on the Hampton Roads Sea Level Rise Preparedness and Resilience, Intergovernmental Planning Pilot Project.
- Public notice of the State Water Control Board Order by Consent was published in the Virginia Register of Regulations on November 17, 2014. To date, no public comments have been received by DEQ.
- HRPDC staff presented the final 2014 Eastern Virginia Groundwater Management Area permit summary and interactive web viewer.

## **MEETING OF THE DIRECTORS OF UTILITIES COMMITTEE**

The Directors of Utilities Committee met on January 7, 2015. The following items were discussed during the meeting:

- The Directors of Utilities Committee was briefed on the December 19, 2014 meeting of the HRPDC Special Committee on Recurrent Flooding and Sea Level Rise and the Special Committee's recommendation for assessing land subsidence in the region. The Directors of Utilities Committee recommended pursuing the USGS study to assess land subsidence monitoring methods and to develop cost estimates.
- Mr. Ted Henifin, HRSD, briefed the Committee on HRSD's aquifer recharge study. The Phase I of the study is currently underway to evaluate impact to the aquifer and assess technologies and feasibility of implementation. Depending on the Phase I results in mid-2015, Phase II will consist of a cost analysis to be completed in late 2015.
- The Committee discussed groundwater management issues, including: the December 15, 2014 State Water Commission Meeting discussion; DEQ proposals for regulating small capacity withdrawals. Also, Committee approved support for Mission H2O's lobbying effort to pursue legislation requiring formation of a Groundwater Advisory Committee to evaluate regional solutions to groundwater management in the Eastern Virginia Groundwater Management Area, and prohibiting DEQ from requiring individual permit reductions while this evaluation is taking place.
- The HRPDC staff provided an update on the Regional Source Water Protection Plan. Staff is coordinating with VDH to acquire appropriate GIS data.
- The Committee was briefed on a forthcoming RFP. Two Committee representatives volunteered to participate in the RFP development and review process.
- Regarding planning for the FY16 Committee Retreat, it was agreed that the retreat discussion will be incorporated into the agenda for a regular monthly meeting.

**MEETING SUMMARY**  
**REGIONAL ENVIRONMENTAL COMMITTEE**

The Regional Environmental Committee met on December 4, 2014. The following items were discussed.

- Mr. Chris Burkett, Virginia Department of Game and Inland Fisheries, gave a presentation to the Committee on plans for the update to the Virginia Wildlife Action Plan.
- Ms. Whitney Katchmark, HRPDC, briefed the Committee on the annual report on Virginia's impaired waters and Chesapeake Bay TMDL implementation progress.
- Ms. Katie Cullipher, HRPDC, briefed the Committee on a white paper, "The State of Recycling in Hampton Roads," produced by the askHRgreen.org Recycling and Beautification Committee.
- Ms. Katchmark updated the Committee on discussions about whether and how to proceed with monitoring regional land subsidence.
- Mr. Ben McFarlane, HRPDC, updated the Committee on matters related to sea level rise and recurrent flooding.
- Mr. McFarlane updated the Committee on matters related to the Virginia Coastal Zone Management Program, including PDC grants for FY15-16.
- Several Committee members and guests provided status reports.

## **MEETING SUMMARY REGIONAL ENVIRONMENTAL COMMITTEE**

The Regional Environmental Committee met on January 8, 2015. The following items were discussed.

- Mr. Chris Moore, Chesapeake Bay Foundation, gave a presentation to the Committee on a report evaluating the economic benefits of implementing the Chesapeake Bay TMDL.
- Mr. James Davis-Martin, DEQ, briefed the Committee on an opportunity for PDCS, counties, cities, and towns to receive funding for the collection of stormwater best management practice data to help with the development and calibration of the Chesapeake Bay Phase 6 Watershed Model.
- Mr. Ben McFarlane, HRPDC, updated the Committee on matters related to sea level rise and recurrent flooding.
- Mr. James Clary, HRPDC, gave a presentation to the Committee on various ways to analyze the economic impacts of sea level rise and flooding.
- Mr. McFarlane briefed the Committee on the FY13-14 HRPDC Coastal Resources Technical Assistance Program Final Report. The Committee voted to recommend that the Commission approve the report for publication and distribution.
- Ms. Whitney Katchmark, HRPDC, updated the Committee on the status of nutrient credit trading regulations.
- Ms. Whitney Katchmark, HRPDC, updated the Committee on a discussion about whether and how to study regional land subsidence.
- Mr. McFarlane updated the Committee on matters related to the Virginia Coastal Zone Management Program, including PDC grants for FY15-16. The Committee voted to recommend that the Commission authorize the Interim Executive Director, in consultation with the Regional Environmental Committee to submit grant proposals to the Virginia Coastal Zone Management Program and accept grant awards if and when they are made.
- Two Committee members volunteered to serve on the review committee for a Request for Proposals for Continuing Professional Services.
- Several Committee members and guests provided status reports.

**MEETING SUMMARY**  
**SPECIAL COMMITTEE ON RECURRENT FLOODING AND SEA LEVEL RISE**

The Special Committee on Recurrent Flooding and Sea Level Rise met on December 19, 2014. The following items were discussed.

- Ms. Whitney Katchmark, HRPDC, briefed the Committee on options for studying and monitoring regional land subsidence. The Committee recommended that the Commission approve working with the U.S. Geological survey to study the merits of various methodologies before pursuing a monitoring plan.
- Mr. Ben McFarlane, HRPDC, briefed the Committee on the development of updated regional sea level rise and flooding inundation maps. The Committee advocated mapping sea level rise in one-foot increments instead of using climate scenarios.
- The Committee discussed whether and how to participate in the ODU/Federal Pilot Project. The Committee recommended that the Commission participate in the project and work with ODU to make any necessary changes to the charter.
- Mr. McFarlane updated the Committee on state-level efforts related to recurrent flooding and sea level rise.
- Mr. McFarlane briefed the Committee on a meeting held to continue planning for a Dutch Dialogues workshop in Hampton Roads.
- The Committee discussed a proposal to advocate for localities adopting freeboard requirements. The Committee voted in favor of the Commission adopting a resolution encouraging local governments to adopt or increase freeboard requirements as part of their floodplain management strategies.
- Several Committee members and guests provided status reports.

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

### **ITEM #13: CORRESPONDENCE OF INTEREST**

#### **A. City of Norfolk Appointment Letter**

Attached is a letter from the City of Norfolk reappointing Mr. Thomas R. Smigiel, Ms. Angelia M. Williams, Mr. Marcus D. Jones and appointing Ms. Mamie B. Johnson to the Hampton Roads Planning District Commission.

Attachment 13-A

#### **B. Letter of Appreciation**

Attached is a letter to HRPDC Interim Executive Director, Mr. Randy Keaton thanking him for his presentation at the 2015 CIVIC Class Opening Retreat.

Attachment 13-B

#### **C. City of Poquoson Appointment Letter**

Attached is a letter from the City of Poquoson appointing Ms. Traci D. Crawford to the Hampton Roads Planning District Commission.

Attachment 13-C



City of Norfolk  
Virginia

Office of the City Clerk

December 1, 2014

Mr. Randy Keaton, Interim Executive Director  
Hampton Roads Planning District  
Commission  
723 Woodlake Drive  
Chesapeake, VA 23320

Dear Mr. Keaton:

Attached for your records is a copy of the adopted Resolution #1,603 by the Norfolk City Council on Tuesday, November 25, 2014, reappointing Thomas R. Smigiel, Angelia M. Williams, Marcus D. Jones and appointing Mamie B. Johnson to the Hampton Roads Planning District Commission for certain terms.

Should you have any questions, please do not hesitate to call me at 664-4253.

Sincerely,

R. Breckenridge Daughtrey  
City Clerk

Attachment

RECEIVED

DEC 10 2014

HRFDC

Form and Correctness Approved:

By

Office of the City Attorney

NORFOLK, VIRGINIA

Contents Approved:

By

DEPT.

Legislative

## Resolution 1, 603

R-27

A RESOLUTION APPOINTING OR REAPPOINTING 33 PERSONS TO 6 BOARDS, 6 COMMISSIONS, 1 COMMITTEE, AND 1 AUTHORITY FOR CERTAIN TERMS.

BE IT RESOLVED by the Council of the City of Norfolk:

Section 1:- That the following persons are hereby reappointed to the **Bicycling and Pedestrian Trails Commission**:

1. Catherine McCoy, for a term beginning February 28, 2014 and expiring February 27, 2017.
2. Elizabeth Schleeper, for a term beginning February 28, 2014 and expiring February 27, 2017.

Section 2:- That Cynthia Powell is hereby appointed to the **Civic Facilities Commission** for a term beginning November 25, 2014 and expiring December 31, 2017.

Section 3:- That Elizabeth "Betsy" Murphy is hereby reappointed to the **Norfolk Botanical Garden Society Board of Trustees** for a term beginning July 1, 2014 and expiring June 30, 2017.

Section 4:- That the following persons are hereby reappointed to the **Commission on Aging Long Term Care**:

1. Lynne Berg (citizen at large), for a term beginning March 27, 2014 and expiring March 26, 2017.
2. Susan Long Murray (citizen at large), for a term beginning March 27, 2014 and expiring March 26, 2017.
3. Candice Skinner, M.S.W. (citizen at large), for a term beginning March 27, 2014 and expiring March 26, 2017.

Section 5:- That the following persons are hereby appointed and reappointed to the **Economic Development Authority**:

1. W. Craig Reilly, appointed, for a term beginning November 25, 2014 and expiring July 23, 2018.

2. Adrien Christopher Latta, appointed, for a term beginning November 25, 2014 and expiring July 23, 2016, which is the unexpired term of Nikita Houchins, resigned.
3. Ursula D. Rhodes, reappointed, for a term beginning September 5, 2014 and expiring September 4, 2018.

Section 6:- That the following persons are hereby appointed and reappointed to the **Military Economic Development Advisory Committee**:

1. David Architzel, USN (Ret.), reappointed, for a term beginning September 11, 2014 and expiring September 10, 2017.
2. Henry C. Giffin, III, USN (Ret.), reappointed, for a term beginning September 11, 2014 and expiring September 10, 2017.
3. John T. "Jack" Kavanaugh, USN (Ret.), reappointed, for a term beginning September 11, 2014 and expiring September 10, 2017.
4. CAPT. Michael "Jake" Johansson, appointed, for a term beginning November 25, 2014 and expiring September 10, 2017.

Section 7:- That Shirley Confino-Rehder (business rep.) is hereby reappointed to the **South Hampton Roads Disability Services Board** for a term beginning March 16, 2014 and expiring March 15, 2017.

Section 8:- That Arthur M. Eason, III, is hereby appointed to the **Employees Retirement System Board of Trustees** for a term beginning November 25, 2014 and expiring December 31, 2015.

Section 9:- That the following persons are hereby appointed and reappointed to **The Tree Commission**:

1. Kenneth Danser (citizen at large), reappointed, for a term beginning April 12, 2014 and expiring April 11, 2017.
2. Helen Jones (photographer), reappointed, for a term beginning April 12, 2014 and expiring April 11, 2017.
3. Samantha Sink (citizen at large), appointed, for a term beginning November 25, 2014 and expiring April 11, 2017.

Section 10:- That the following persons are hereby reappointed to the **Norfolk Police-Fire Trial Board**:

1. Henry P. Henson, for a term beginning July 1, 2014 and expiring June 30, 2015.
2. Donna B. Alexander, for a term beginning July 1, 2014 and expiring June 30, 2015.

3. Peter G. Decker, III, for a term beginning July 1, 2014 and expiring June 30, 2015.

Section 11:- That Jared U. Turner is hereby appointed to the **Tidewater Community College Board** for a term beginning November 25, 2014 and expiring June 30, 2015, which is the unexpired term of Joseph C. Lindsey, resigned.

Section 12:- That the following persons are hereby appointed and reappointed to the **Hampton Roads Planning District Commission**:

1. Mamie B. Johnson, appointed, for a term beginning November 25, 2014 and expiring June 30, 2015.
2. Thomas R. Smigiel, reappointed, for a term beginning July 1, 2014 and expiring June 30, 2016.
3. Angelia M. Williams, reappointed, for a term beginning July 1, 2014 and expiring June 30, 2016.
4. Marcus D. Jones, reappointed, for a term beginning July 1, 2014 and expiring June 30, 2016.

Section 13:- That the following persons are hereby appointed to the **Norfolk Wetlands Board/Erosion Advisory Commission**:

1. China C. Burton, appointed, for a term beginning November 25, 2014 and expiring February 17, 2018, which is the unexpired term of Gloria Stevenson-Clark, resigned.
2. Charlene Brassington, (alternate), appointed, for a term beginning November 25, 2014 and expiring February 17, 2019.
3. Linwood Fisher, (alternate), appointed, for a term beginning November 25, 2014 and expiring February 17, 2019.

Section 14:- That the following persons are hereby appointed and reappointed to the **Veterans Affairs Commission**:

1. Milton Jacobs, reappointed, for a term beginning September 11, 2014 and expiring September 10, 2017.
2. William P. Knight, reappointed, for a term beginning September 11, 2014 and expiring September 10, 2017.
3. John Butler, appointed, for a term beginning November 25, 2014 and expiring September 10, 2017.

Section 15:- That this Resolution shall be in effect from and after its adoption.

Adopted by Council November 25, 2014  
Effective November 25, 2014

TRUE COPY  
TESTE:

\_\_\_\_\_  
R. BRECKENRIDGE DAUGHTREY, CITY CLERK

BY: \_\_\_\_\_  
DEPUTY CITY CLERK



December 17, 2014

Mr. Randy Keaton  
Interim Executive Director  
Hampton Roads Planning District Commission  
723 Woodlake Drive  
Chesapeake, VA 23320

Dear Randy:

Thank you so much for your presentation at our opening retreat for the CIVIC class of 2015. Your presentation about the state of Hampton Roads was compelling and candid. It's such a pleasure to have an open-ended, direct conversation about the challenges that face us, so that when we have people in the room who can move an issue forward, they have the information they need to make that happen.

Thanks again for playing an important role in making the event a success.

Sincerely,

A handwritten signature in cursive script that reads "Cathy M. Lewis".

Cathy M. Lewis  
President and CEO  
CIVIC Leadership Institute

**RECEIVED**

DEC 19 2014

**HRPDC**



**CITY OF POQUOSON**

Office of the Mayor

500 City Hall Avenue, Poquoson, Virginia 23662-1996  
(757)868-3000 Fax (757)868-3101

December 29, 2014

Mr. Randy Keaton  
Interim Executive Director  
Hampton Roads Planning District Commission  
The Regional Building  
723 Woodlake Drive  
Chesapeake, VA 23320

Dear Mr. Keaton:

At the Poquoson City Council meeting held on December 8, 2014, Councilwoman Traci D. Crawford was appointed, effective immediately, to be my replacement as the City's HRPDC representative. Ms. Crawford's contact information is as follows:

Email: [tcrawford@gmail.com](mailto:tcrawford@gmail.com)

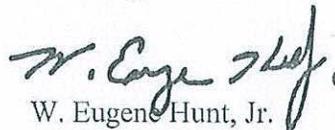
Home phone: (757) 868-8861

Cell phone: (757) 876-3443

Address: 45 Bunting Lane, Poquoson, VA 23662

I am confident that Ms. Crawford will be an excellent addition to this important group and will successfully fulfill her responsibilities as the City's new representative.

Sincerely,



W. Eugene Hunt, Jr.  
Mayor, City of Poquoson

WEHjr:vhd

**RECEIVED**

**DEC 29 2014**

**HRPDC**

Attachment 13-C

## **AGENDA NOTE – HRPDC QUARTERLY COMMISSON MEETING**

### **ITEM #14: FOR YOUR INFORMATION**

- A.** The Sanitary Sewer Consent Order has been signed and finalized effective December 19, 2014. This order replaces the existing orders and limits local requirements to the implementation of maintenance, operation and management (MOM) programs. Approving this Consent Order was a critical requirement of the hybrid solution for the regional Consent Decree. Under the hybrid solution, HRSD will be responsible for the Regional Wet Weather Management Plan.
  
- B.** The HRPDC Directors of Utilities Committee approved support for Mission H2O's lobbying effort to pursue legislation requiring formation of a Groundwater Advisory Committee to evaluate regional solutions to groundwater management in the Eastern Virginia Groundwater Management Area, and prohibiting DEQ from requiring individual permit reductions while this evaluation is taking place. This proposal is in response to DEQ's proposed cuts to the largest groundwater permit holders in the region. Ms. Andrea Wortzel with Troutman Sanders is leading this effort. This effort will be supported by the existing HRPDC Water Program funds and does not require additional funding. The HRPDC staff will coordinate with Ms. Wortzel and provide updates to the Directors of Utilities Committee on this initiative.

Attachment 14-B

## Proposed Legislation – Groundwater Permits / Advisory Committee

Be it enacted by the General Assembly of Virginia:

1. That the Code of Virginia is amended by adding a section numbered 62.1-\_\_\_ as follows:

*62.1-44. \_\_\_ Eastern Virginia Groundwater Management Advisory Committee established.*

*A. The Eastern Virginia Groundwater Management Advisory Committee (the Committee) is hereby established as an advisory committee to assist the Department of Environmental Quality in developing, revising, and implementing a management strategy for groundwater in the Eastern Virginia Groundwater Management Area. The Committee shall be appointed by the Director of the Department of Environmental Quality and shall be composed of nonlegislative citizen members representing industrial and municipal water users; public and private water providers; developers and representatives from the economic development community; agricultural, conservation and environmental organizations; state and federal agencies; and university faculty with expertise in water resources-related issues. The Committee shall meet at least four times each calendar year.*

*Members of the Committee shall receive no compensation for their service and shall not be entitled to reimbursement for expenses incurred in the performance of their duties.*

*B. The Committee shall examine (i) options for developing a long term alternative water source, including but not limited to water reclamation and reuse, groundwater recharge, desalination and surface water options, including creation of storage reservoirs; (ii) local and regional water supply plans within the Eastern Groundwater Management Area for purposes of determining water demand and possible solutions for meeting that demand; (iii) potential funding options both for study and implementation of management options; (iv) alternative management structures including but not limited to a water resource trading program, formation of a long-term groundwater water management committee, and formation of a commission; (v) additional data needed to more fully assess aquifer health and sustainable groundwater management strategies; (vi) current groundwater permitting criteria; and (vii) other policies and procedures that the Director of the Department of Environmental Quality determines may enhance the effectiveness of groundwater management in the Eastern Virginia Groundwater Management Area.*

*C. The Department shall take no action to require reductions to permitted groundwater withdrawal volumes until the reports required by Subsection D have been presented at a meeting of the State Water Commission.*

*D. The Committee shall issue a report including the results of its examination and related recommendations on or before July 31, 2017. The Department shall issue a report responding to the Committee's recommendations on or before October 31, 2017.*

2. That this act shall expire on December 31, 2017.

**AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING**

**ITEM #15: OLD/NEW BUSINESS**