

AGENDA
HAMPTON ROADS PLANNING DISTRICT COMMISSION
EXECUTIVE COMMITTEE MEETING

December 15, 2010

- 9:30 1. Call to Order
2. Public Comment
3. Approval/Modification of Agenda

CONSENT AGENDA

- 9:35 4. Minutes of November 17, 2010 Meeting
5. Treasurer's Report
6. Regional Reviews – Monthly Status Report
 A. PNRS Reviews
 B. Environmental Impact Assessment/Statement Review
7. Authorizing Resolution and Certifications for FY 2010 Metropolitan Medical Response System Grant Application
8. Urban Area Security Initiative Contract Addendum for WebEOC Technical Support
9. Urban Area Security Initiative Contract Addendum for Target Capabilities Assessment
10. Authorizing Resolutions and Certifications for FY 2010 Urban Areas Security Initiatives Grant Applications
11. Hazard Mitigation Planning Contract
12. Agreement with James City County for Bandwidth Reimbursement Using UASI Funds
13. Hampton Roads Watershed Roundtable Grant

REGULAR AGENDA

- 9:40 14. HRPDC Meeting Schedule
9:45 15. Hampton Roads Regional Benchmarking Study
10:00 16. Chesapeake Bay Total Maximum Daily Load (TMDL): Recommended Local Government Actions
10:15 17. HRPDC Action Item: Three month Tentative Schedule
10:20 18. Project Status Report
19. Correspondence of Interest
20. Old/New Business

ADJOURNMENT

AGENDA NOTE - HRPDC EXECUTIVE COMMITTEE MEETING

ITEM #1: CALL TO ORDER

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

AGENDA NOTE - HRPDC EXECUTIVE COMMITTEE MEETING

ITEM #2: PUBLIC COMMENT PERIOD

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

AGENDA NOTE- HRPDC EXECUTIVE COMMITTEE MEETING

ITEM #3: APPROVAL/MODIFICATION OF AGENDA

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

Hampton Roads Planning District Commission
Executive Committee Meeting
Minutes of November 17, 2010

The Executive Committee Meeting of the Hampton Roads Planning District Commission was called to order at 9:30 a.m. at the Regional Boardroom, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

EXECUTIVE COMMITTEE:

Stan D. Clark, Chairman (IW)	McKinley Price (NN)
Thomas Shepperd, Vice Chairman (YK)	Kenneth L. Chandler (PO)
James O. McReynolds, Treasurer (YK)	J. Randall Wheeler (PQ)*
Alan P. Krasnoff (CH)*	Selena Cuffee-Glenn (SU)
Brenda Garton (GL)*	Tyrone Franklin (SY)
Greg McLemore (FR)*	William D. Sessoms (VB)*
Ross A. Kearney (HA)	Jackson C. Tuttle, II (WM)
Bruce Goodson (JC)	

EXECUTIVE COMMITTEE (ABSENT)

June Fleming (FR)	Michael W. Johnson (SH)
Molly Joseph Ward (HA)	Clyde Haulman (WM)
Paul D. Fraim (NO)	

OTHER COMMISSIONERS:

Amar Dwarkanath (CH)*	Sharon Scott (NN)
William E. Harrell (CH)	Gordon C. Helsel, Jr. (PQ)*
Ella P. Ward (CH)	John Seward (SY)
Clifton Hayes (CH)	Louis R. Jones (VB)
Gregory Woodard (GL)*	Harry E. Diezel (VB)
Douglas Caskey (IW)	Barbara Henley (VB)*
Robert Middaugh (JC)	

*Late arrival or early departure.

OTHERS RECORDED ATTENDING:

John Gergely, Henry Ryto, Terri Boothe, Frank Roberts (Citizens); Ellis James, Eileen Levandoski (Sierra Club Observer); Earl Sorey (CH); Keith Cannady (HA); Bryan Pennington, Jeff Raliski, Stanley Stein (NO); Kenneth Wright (PO); Bob Matthias (VB); Eric Nielson (SU); Tom Slaughter, Michael King (NN); Ray Taylor (FHR); Dana Dickens (HRP); Jim Richards (AECOM); Jay Bernas (HRSD); Peter Huber (Willcox & Savage); Germaine Fleet (Biggs & Fleet); Staff: Dwight Farmer, John Carlock, Rick Case, Nancy Collins, Kathlene Grauberger, Greg Grootendorst, Richard Flannery, Lisa Hardy, Julia Hillegass, Frances Hughey, Jim Hummer, Rob Jacobs, Whitney Katchmark, Robert Lawrence, Mike Long, Jay McBride, Benjamin McFarlane, Brian Miller, Kendall Miller, Kelli Peterson, Camelia Ravanbakht, John Sadler, Tiffany Smith, Joe Turner, Jenny Tribo, Chris Vaigneur.

Chairman Clark called the Hampton Roads Planning District Commission Executive Committee meeting to order.

PUBLIC COMMENT

One person requested to address the Hampton Roads Planning District Commission.

Ellis W. James

Thank you Mr. Chairman, welcome aboard Mr. Clark, again. My name is Ellis W. James, I am a life long resident of Norfolk, Virginia. I would like to call to the Commission's attention something that I think is very important. If you have not seen the very important commentary that was written by Ken Plum, out of the General Assembly, I would urge you to do that. The passage of renewable electricity standards for Virginia is extremely important. It would lead us on the path that we need to travel, which is to begin to seriously address the question of energy and the way we deal with it here in the Commonwealth. I won't try to cover the details for you now, you are all intelligent people in this room, and I would hope that you would take the time to peruse that article. I think it is very very important. Thank you Mr. Chairman.

Chairman Clark stated there is a matter related to public comments in the agenda packet. Mr. Farmer stated he would be specific because Mr. Seward and Mr. Franklin would like for him to. The Commission has allowed the opportunity for public comments since September 2009. This month was the first written public comment HRPDC received and there was concern about the content of the public comment. Mr. Farmer indicated he had talked to the Chairman and Surry representatives expressing his concerns. In the future if the public comments contain personal attacks or personal commentary about members of the Board, the comment will not be published. The person who is making the public comment will be informed it does not meet our standards and they will be allowed the opportunity to rewrite and resubmit the public comment and resubmit it without personal attack.

Chairman Clark asked if the Board agreed with this general procedure. It was unanimous.

Mr. Shepperd asked if the public had been informed of the expectations as they relate to public comments. Mr. Farmer stated we had not done so with the HRPDC.

Mr. Shepperd indicated it would help if we specify the expectations of good order, discipline, politeness and no personal attacks.

Chairman Clark stated Mr. Goodson was not present; however when he arrives we will have a presentation for him.

APPROVAL/MODIFICATION OF AGENDA

Mr. Farmer stated under new business the Regional Solid Waste Contract and the Regional Water supply planning work that HRPDC is doing involves authorizations to sign the contracts will be addressed.

Chairman Clark asked for a motion to accept the agenda with the modifications.

Commissioner Jones Moved to approve the agenda; seconded by Commissioner Price. The Motion carried.

CONSENT AGENDA

The Consent Agenda contained the following Items:

Minutes of October 20, 2010 Annual Meeting

Treasurer's Report

Regional Reviews

A. PNRS Items Review

The Learning Barge – Voyage to Wetlands Recovery

B. Environmental Impact Assessment/Statement Reviews

AST System Rehabilitation at U.S. Coast Guard Station Little Creek – DHS/U.S. Coast Guard

Legislation – No Child Left Inside Act

Chairman Clark asked for a motion to approve the Consent Agenda.

Commissioner Hayes Moved to approve the Consent Agenda; seconded by Commissioner Price. The Motion carried.

(Mayor Sessoms arrives.)

FY 2011 BUDGET AMENDMENT

Mr. Farmer stated it is standard procedure for HRPDC to come to the Commission twice a year with various changes in revenue and expenditures to amend the budget. One of the changes is a \$53,684 increase which is 1.3% in personnel due to turnover and changes in duties for existing and new staff. There is a more substantial change of \$1.1 million dollars in pass-through. There is still \$137,000 remaining unallocated in the HRPDC contingency line item and there are two additional memberships previously omitted from the budget. HRPDC staff recommended approving the budget amendment as presented.

Chairman Clark asked for a motion to approve the FY 2011 Budget Amendment.

Commissioner McReynolds Moved to approve the FY 2011 Budget Amendment; seconded by Commissioner Kearney. The Motion Carried.

Chairman Clark indicated he would like to welcome and congratulate the City of Portsmouth's new Mayor, Kenneth Wright.

(Commissioners Krasnoff, Wheeler and Helsel arrive.)

EMPLOYEE COMPENSATION

Mr. Farmer stated in June of this year Mayor Frank brought to the Commission that the HRPDC staff had not been given compensation adjustments to its employees since July 1, 2008. The adjustment for employees at that time ranged between 1.5% and 1.9% for the employees. Mr. Farmer indicated Mayor Frank recommended that by the end of the calendar year, HRPDC should bring this recommendation to the Commission for discussion of having a one-time supplement or bonus award to the HRPDC staff. Mr. Farmer stated that he met with the Personnel and Budget Committee and they suggested it be brought before the Commission. Some of the members of the Personnel and Budget Committee support this request and some have expressed concern and suggested waiting until the spring when all the budgets have been established by the local governments.

Chairman Clark stated at the Personnel and Budget Committee there was a suggestion of a one-time 3% percent bonus now for the holidays.

Mr. Shepperd stated he was concerned, and from York County's perspective, with the current fiscal year situation and the pressure on the counties and cities to moderate their budgets, with the statement of a bonus. If you have a pay raise make it a pay raise. If it is an across the board award or bonus this conveys that we have extra money and we just need to hand it out. Mr. Shepperd stated that it has been a couple of years since the people in York County had a pay raise and had concerns about offering a pay raise or bonus without some discussion. A blanket bonus approach or merit across the board approach in this particular time of fiscal constraints is a concern.

Chairman Clark asked Mr. Farmer how long it has been since the HRPDC staff had an increase.

Mr. Farmer stated the last increase was given in July 1, 2008, and it ranged in the 1.5% to 1.9%; a few people received a 2.1% and some people received less than 1%.

Mr. Clark asked if job responsibilities had been consolidated.

Mr. Farmer indicated that HRPDC had done some restructuring and there were salary adjustments and promotions for staff due to restructuring. The HRPDC has not received any across the board year-end supplement in well over a decade. There had been merit based salary adjustments that were done once a year based on previous year performance.

Chairman Clark stated the only reason the Personnel and Budget Committee was looking at bonuses was because they did not know what the future would bring as far as financial situations for various jurisdictions and did not want to have a yearly increase. It was mentioned that a one-time bonus or a one-time award was not institutionalized into the financial structure.

(Commissioners Goodson, Dwarkanath and Scott arrive.)

Mayor Sessoms stated he was glad this issue was brought up because he will have to face this later, not just here but from his jurisdiction as well. In a situation where there has not been compensation adjustments in two to three years within the localities. The timing is not right and the Commission should go through its budget process. The timing is not appropriate.

Chairman Clark asked for additional comments.

Mr. Farmer stated Mayor Frank brought this up and the HRPDC staff heard it. He brought it up again to the Personnel and Budget Committee. Mr. Farmer indicated he will wait and come back to the Commission in the spring.

BOARD APPRECIATION

Chairman Clark presented Mr. Goodson with a plaque in appreciation for his services to the Commission as Chairman for the past two years.

Mr. Goodson expressed his appreciation to the Commission. The Commission acknowledged with applause.

PROCUREMENT MANUAL

Mr. Farmer indicated the Procurement Manual will be used for guiding the procurement process.

Commissioner Goodson Moved to approve the Procurement Manual; seconded by Commissioner Helsel. The Motion carried.

(Commissioner McLemore arrives.)

REGIONAL OFFICE BUILDING

The HRPDC and SPSA own the facility debt free, including shared ownership of certain components. SPSA is in the process of divesting itself of various assets. As a consequence of the sale of the Waste To Energy Plant and other reductions, it no longer needs the amount of space that it owns in The Regional Building. SPSA has advised the HRPDC of its desire to lease a portion of its space in the Regional Building. Under the terms of the Tenants-in-Common Agreement between the HRPDC and SPSA, the HRPDC has a right of first opportunity to lease the area if it so desires. At this time, the HRPDC does not foresee a need to lease the area that SPSA proposes to vacate.

Commissioner Scott asked if HRPDC would have a say as to whom SPSA would lease.

Mr. Farmer stated HRPDC would have a say and would bring the information to the Commission as it develops. There is an issue with someone other than a nonprofit agency leasing the building because of the tax implications. There is a desire for the agency to be a regional entity.

Commissioner Kearney Moved to authorize Mr. Farmer to sign confirmation of non-acceptance to lease SPSA's existing space; seconded by Commissioner Price. The Motion carried.

Commissioner Kearney asked what would become of the revenue from the rent. Mr. Farmer stated SPSA gets the revenue.

(Commissioner Garton arrives.)

CHESAPEAKE BAY TOTAL MAXIMUM DAILY LOAD (TMDL): LOCAL GOVERNMENT POLICY AND PROGRAM OPTIONS

Chairman Clark introduced Ms. Jenny Tribo to present an update on the Chesapeake Bay TMDL. Last month, HRPDC discussed the requirements of the TMDL and the impacts on the Hampton Roads localities which included stormwater control and the cost approaching \$10 Billion over the next fifteen years and the reductions would be enforced through stormwater permits. If the reductions are not achieved the consequences included fines and enforcement actions by EPA.

The Hampton Roads Planning District Commission staff submitted concerns to EPA and Virginia on the TMDL and Implementation Plan developed by the State. The State and EPA are continuing to meet and discuss to reach a compromise on load reductions for each sector for wastewater, stormwater and agriculture. Ms. Tribo stated under federal legislation two bills have been proposed to reauthorize the Chesapeake Bay Program and to authorize funding for TMDL Implementation through the state. The state legislation packet is not available at this time. The HRPDC staff developed a set of principles for Commission endorsement. Over the next two years local governments should spend time cataloging existing stormwater controls, and budgeting for expanding the stormwater programs.

Ms. Tribo stated the final Implementation Plan from the state is due the end of November and EPA will review and incorporate it into the final TMDL which will be at the end of year. Next year, the loads will be revised based on land use provisions that EPA is developing. The main activity next year is Phase II Implementation Plan Development led by the state. HRPDC has extrapolated to local government level specifically allocating load reductions by locality, point sources, agricultural and stormwater contributions.

The Phase III Implementation Plan will be submitted in 2017. EPA will formally assess the implementation process and if implementation is not sufficient they will take enforcement actions at that time.

Ms. Tribo stated under the policy options there are two major bills in Congress and they both reauthorize the Bay Program and allocate funding to federal agencies, and state and local governments. The Cardin Bill has support from environmental groups because it codifies implementation deadlines indicating the Implementation Plans are due on a certain schedule and the states have requirements and loads need to be met by 2025. The allocations are onerous reductions and a locality might have difficulty implementing them by 2025, especially stormwater water reductions that may require capital improvements.

The Holden Bill has the support of agricultural groups because it relies on voluntary programs. In terms of local government, the Holden Bill does provide double the funding than the Cardin Bill; both authorize funding, they do not appropriate. Ms. Tribo stated one thing the Cardin Bill includes that would be helpful to local governments is it requires the federal government or federal property to pay stormwater fees which they currently do not. It would require a study of fertilizer controls throughout the Chesapeake Bay Basin, and it is likely that an amended version of one of these bill will pass this year.

Ms. Tribo indicated state legislation on the Phase I Watershed Implementation Plan included details on several programs that will require General Assembly action. this includes a chlorophyll-A study in the James River to clarify the standard that DEQ had previously selected and would look into the urban fertilizer restrictions and expand the Nutrient Exchange Program that was created for point source dischargers and expand that program to include stormwater utilities. In terms of agency sponsored legislation, HRPDC staff has only seen DCR legislation which includes one item related to the Chesapeake Bay TMDL which requires localities to create nutrient management plans for their public lands, and most localities are already doing that.

Ms. Tribo stated HRPDC staff will provide some assistance in the process. HRPDC will not have information until mid-December. The HRPDC staff developed a set of principles for the region regarding potential legislation that would aid the state and localities to meet TMDL requirements. This would encourage the state to provide adequate funding for water quality.

While local governments are waiting for final TMDL legislation, there are several actions that can be taken to prepare for more stringent stormwater requirements. In order to be prepared to provide input in the Phase II Implementation Process, Hampton Roads needs to be prepared to negotiate new stormwater permits. Local governments should begin to finalize cataloging their existing controls and having an inventory of their stormwater management facilities and include the areas treated, the year installed, estimated pollutant removal, planning and how to quantify potential nutrient reductions from public properties and look at increasing budgets to accommodate the expanding program requirements.

HRPDC staff is recommending endorsement of the principles on state legislation related to TMDL and the staff will continue to update the Commission on the TMDL process and come back in January to provide a briefing on what was contained in the final TMDL.

Mr. Goodson stated during one session at the Virginia Association of Counties Conference earlier this month discussion was held about some type of credit program where the farmers can sell credits to the localities. Mr. Goodson said it appears like cost shifting to get the agricultural issues straight by shifting that cost to localities down in another area of the state.

Ms. Tribo stated there has been talk state-wide about trading programs and one benefit is if you rely on localities on the stormwater program to meet the reductions which is very expensive and if it is only done through stormwater which has permits, it would require the farmers to participate because it is less expensive. Part of the concept is that farmers

would be doing something on their own and if local governments did not want to spend large sums of money on expensive control they could partner with agricultural producers.

Mr. Goodson stated he understood the thought behind this but it looks like cost shifting because it is not a realization of the actual amount of contributions to the daily loads that the farmers are doing compared to localities. Mr. Goodson wanted to alert everyone that this information is out there and it looks like a shift to say it is cheaper for you to do it this way but on the other hand it not a realization as to where the pollution is coming from. They are making it more onerous on local governments so that localities have to buy off credits to the farmers.

Mr. Shepperd stated he was at the VACO Conference and he witnessed a tense conversation and interaction between DEQ and EPA representatives. One of the things local government would like to know is when are the localities going to see the bill from all this; do we have to raise taxes. The federal government has implemented back stops for 2017 which means local governments did not meet their requirements so they will force the localities to do things by 2025.

Ms. Tribo stated perhaps the federal government would step up and pay for some of this. There are two things: 1) the federal legislation would make available some funding for local government implementation; and 2) the Cardin Bill includes an item that would require the federal government to pay the a fees on their lands within the local governments. Currently the Navy does not pay stormwater fees on their properties within the Hampton Roads local governments, and there have been several law suits and opinions on whether the federal government has to pay those fees. The Cardin Bill clarifies the federal properties would pay those fees.

Mr. Shepperd asked when the localities are expected to see the load statements.

Ms. Tribo indicated the final load statements will be out December 31, but we should see the proposal from the state by the end of November and then we will know how it is received by EPA. The final TMDL in December is only the basin wide loads. The Phase II process over the next year will take those loads and separate them into the local government requirements. That is when HRPDC will have more details on what the localities will have to do. Phase I stormwater permits which is the six larger jurisdictions will have to start their permit negotiations with EPA on renewing permits that are currently expired.

Mr. Shepperd stated he thought it would be dangerous to proceed with some sort of retrofitting of stormwater or sewer without some knowledge of what the standards are that have to be achieved.

Ms. Tribo stated HRPDC is not suggesting that retrofits begin, but in order to prepare for input in the Phase II process on how the loads should be distributed and give some weight behind negotiating with EPA on what is feasible in terms of stormwater achievements, the localities need to plan.

Mayor Sessoms asked Mr. Farmer if the HRPDC has the resources available to address this project. This magnitude is huge are we looking at other resources and looking for options to take to the state with suggestions on how to approach this in a reasonable manner and get the results desired.

Mr. Farmer said staff will bring ideas, concepts and consequences to the Commission, but the further along in the process, the more detailed it will be and may require some consulting resources.

Mayor Sessoms stated this impact is huge, and it would be hard for any locality to overcome. He wants to ensure we are aggressive in trying to find out how to resolve this issue and address the problem.

Mr. Farmers said staff will come back at the next meeting and bring some ideas to see where the Commission wants to go.

Chairman Clark asked for a motion to approve the Hampton Roads Statement of Legislation Principles Regarding Implementation of Chesapeake Bay TMDL.

Commissioner Tuttle Moved to approve the Hampton Roads Statement of Legislative Principles Regarding Implementation of the Chesapeake Bay TMDL; seconded by Commissioner Garton. The Motion Carried.

(Commissioner Woodard arrives.)

Project Status Reports

No questions or comments were noted.

Correspondence of Interest

No questions or comments were noted.

For Your Information

No questions or comments were noted.

Public Comments Received

No questions or comments were noted.

Old/New Business

There were two items for discussion under New Business.

The first item was the Regional Solid Waste Program with SCS Engineers for 2018. SPSA and the eight Southside Chief Administrative Officers have recommended approval and have committed to their share of the payment.

Mr. Goodson asked how the cost is allocated. Mr. Farmer stated the localities who participate share the cost.

Commissioner Harrell Moved to authorize Mr. Framer to execute the Environmental Program Contract; seconded by Commissioner Cuffee-Glenn. The Motion Carried.

The second item was the Regional Water Supply Plan which involves sixteen cities and eleven towns. The Plan must meet state regulatory requirements and consulting services are required. CH2MHill and URS have been involved in this discussion and we have a proposed contract and task order with CH2MHill. The fee negotiated is \$32,962. The Directors of Utilities Committee has recommended approval to move forward with this scope and fee.

Commissioner Hayes Moved to authorize Mr. Farmer to execute a Task Order with CH2MHill for assistance in completing the Regional Water Supply Plan; seconded by Commissioner Helsel. The Motion Carried.

Chairman Clark asked for any other business to discuss.

Mayor Krasnoff stated Chesapeake has an Architectural Review Committee. He understood Norfolk, Portsmouth, Williamsburg, Suffolk, Smithfield and James City also have historical preservation committees. Mayor Krasnoff indicated it would helpful in terms of training with the National Association of Preservation with regional project and it might be a benefit to be consistent with certain standards because in our communities there is a need for flexibility. Chesapeake would like more guidance and help.

Chairman Clark asked HRPDC staff to work on that project and bring recommendations to the Commission.

Adjournment

With no further business to come before the Hampton Roads Planning District Commission, the meeting adjourned at 10:25 a.m.

Stan D. Clark
Chairman

Dwight L. Farmer
Executive Director/Secretary

AGENDA NOTE - HRPDC EXECUTIVE COMMITTEE MEETING

ITEM #5: TREASURER'S REPORT

**FISCAL YEAR 2011
NOVEMBER 30, 2010
BALANCE SHEET**

ASSETS		LIABILITIES & NET ASSETS	
Cash & Cash Equivalents	1,082,371	Current Liabilities	882,813
Accounts Receivables	911,418	Net Assets	5,334,755
Investments	2,741,454		
Other Current Assets	664		
Net Capital Assets	<u>1,481,661</u>		
Total Assets	<u>6,217,568</u>	Total Liabilities & Equity	<u>6,217,568</u>

STATEMENT OF REVENUES AND EXPENDITURES

REVENUES	Annual Budget	Current Month	YTD
Grant and Contract Revenue	9,028,006	275,018	2,239,613
VDHCD State Allocation	132,124	11,010	55,054
Interest Income	20,000	-	8,514
Local Jurisdiction Contributions	1,342,835	-	583,060
Other Local Assessment	1,166,835	-	528,727
Sales and Miscellaneous Revenue	117,530	2,821	16,865
Special Contracts	1,493,758	-	-
Total Revenue	<u>13,301,088</u>	<u>288,850</u>	<u>3,431,832</u>
EXPENDITURES			
Personnel	4,036,965	314,203	1,501,201
Standard Contracts	223,525	17,336	92,446
Special Contracts / Pass-Through	8,286,838	359,898	1,442,696
Office Services	723,760	39,020	223,882
Capital Assets	30,000	-	-
Total Expenses	<u>13,301,088</u>	<u>730,457</u>	<u>3,260,226</u>
Agency Balance	<u>-</u>	<u>(441,607)</u>	<u>171,606</u>

AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING

ITEM #6: REGIONAL REVIEWS – MONTHLY STATUS REPORT

A. PNRS Items (Initial Review)

The HRPDC staff is routinely involved in the review of applications for grants to support projects involving federal or state funding. To ensure that all Commissioners are aware of projects being reviewed, brief summaries of these projects and anticipated review schedules are included in the Agenda. The HRPDC staff will continue to request comments directly from staff in localities that appear to be directly affected by a project. Review and comment by more than one locality is requested when a project may affect the entire region or a sub-regional area. No projects were received for review during the past month.

B. Environmental Impact Assessment / Statement Review

The HRPDC staff is routinely involved in the review of environmental impact assessments and statements for projects involving federal funding or permits as well as state development projects. To ensure that all Commissioners are aware of projects being reviewed, brief summaries of these projects and anticipated review schedules are included in the Agenda. The HRPDC staff will continue to request comments directly from staff in localities that appear to be directly affected by a project. Attached is a listing and summary of projects that are presently under review.

Attachment 6B – Environmental Impact Assessment/Statement Review

RECOMMENDED ACTION:

None required.

Environmental Impact Reviews

Received 11/16/2010

Number 10-163F

Name Riverview Lofts

Sponsor U.S. Department of Housing and Urban Development

Description

The U.S. Department of Housing and Urban Development (HUD) proposes to provide mortgage insurance under the HUD Section 221(d)(4) program to Prudential Huntoon Paige Associates, Ltd. for the rehabilitation of the existing Krisp-Pak building into the proposed Riverview Lofts, a multi-family rental housing development located at 139 Riverview Avenue in the City of Norfolk. The HUD program provides mortgage insurance to multifamily housing projects for moderate-income families. The project site is a rectangular-shaped parcel totaling approximately 1.04 acres. The parcel has frontage on the Elizabeth River to the south and is surrounded to the west and north by new and existing medical offices and a large medical campus. The rehabilitation will convert an existing three-story cold storage building formerly operating as Krisp-Pak. The proposed Riverview Lofts will contain 81 one-bedroom and two-bedroom units with 65,441 in rentable area and 78,605 gross square feet. The addition of a swimming pool, driveways and landscaping is planned for the site. Prudential has submitted a Federal Consistency Determination on behalf of HUD that finds the proposed action consistent to the maximum extent practicable with the enforceable policies of the Virginia Coastal Zone Management Program

Affected Localities Norfolk

Finding

Comments Sent

Final State Comments Received

AGENDA NOTE - HRPDC EXECUTIVE COMMITTEE MEETING

ITEM #7: AUTHORIZING RESOLUTIONS AND CERTIFICATIONS FOR FY 2010 METROPOLITAN MEDICAL RESPONSE SYSTEM GRANT APPLICATION

SUBJECT:

The HRPDC has received its award for the Metropolitan Medical Response System Program for FY 2010. Commission action to formally apply for and accept the grant is necessary.

BACKGROUND:

The Virginia Department of Emergency Management requires the HRPDC to formally authorize its Executive Director to apply for and accept FY 2010 Metropolitan Medical Response System (MMRS) grant funds for:

- FY 2010 MMRS Program – \$1,269,676

The Chairman is requested to sign the following certificate:

- Governing Body Resolution for FY 2010 State Homeland Security grants funds.

The Executive Director is requested to sign the following certificates:

- FY 2010 State Homeland Security Grant Applications (referred to as POC Form and Budget Sheets)
- Grant Assurances
- Cert. Regarding Lobbying
- Non-Supplanting Certification

The Virginia Department of Emergency Management (VDEM) has provided the HRPDC with the letters of allocation for the 2010 Homeland Security Grant Program, Metropolitan Medical Response System (MMRS) (CFDA #97.071) from the National Preparedness Directorate (NPD), United States Department of Homeland Security (DHS). The obligation period for this program is September 1, 2010 to August 31, 2013. The HRPDC (a sub-recipient) is required to submit a completed VDEM grant application and all supporting documents (listed above) upon receipt of the allocation letter and no later than December 16, 2010.

RECOMMENDED ACTION:

Authorize the HRPDC Chairman to execute the attached resolution and the Executive Director to sign the grant application for the FY 2010 MMRS grant funds for the project listed above.

Attachment

(To Be Completed Once Funds are Awarded)

Governing Body Resolution

BE IT RESOLVED BY THE Board of Commissioners
(Governing Body)

OF THE Hampton Roads Planning District Commission
(Name of Applicant)

Dwight L. Farmer, Executive Director OR
(Name or Title of Authorized Agent)

Nancy K. Collins, Chief Financial Officer
(Name or Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the named applicant, a public entity established under the laws of the State of Virginia, any actions necessary for the purpose of obtaining federal financial assistance provided by the federal Department of Homeland Security and sub-granted through the State of Virginia.

Passed and approved this 15th day of December, 2010.

Certification

I, Stan D. Clark, duly appointed and Chairman of the
(Name) (Title)

Hampton Roads Planning District Commission do hereby certify that the above
(Governing Body)

is a true and correct copy of a resolution passed and approved by the

Board of Commissioners of the Hampton Roads Planning District Commission
(Governing Body) (Name of Applicant)

on the 15th day of December, 2010.

Chairman
(Official position)

(Signature)

December 15, 2010
(Date)

AGENDA NOTE - HRPDC EXECUTIVE COMMITTEE MEETING

ITEM 8: URBAN AREA SECURITY INITIATIVE CONTRACT ADDENDUM FOR WEBEOC TECHNICAL SUPPORT

SUBJECT:

Using reallocated UASI funds, the HRPDC staff will undertake a training program for WebEOC users.

BACKGROUND:

As part of the Urban Area Security Initiative (UASI), WebEOC was procured with the FY 2007 and FY08 funds provided by the Department of Homeland Security. The funding not only allowed for procurement of this IT system, but has also provided maintenance, service, licenses, relevant training and exercises, and an onsite regional technical support position.

To further the implementation of WebEOC and the processes associated with it to support all public safety stakeholders using this platform in Hampton Roads, the Urban Area Working Group (UAWG) has authorized use of unused funding within the fiscal year 2007 UASI grant to further this project and asked the vendor for a new scope of work; specifically for additional training. The training will allow new users to learn how to use the system, build boards, and understand the process of information flow and management with this complex system. Once the statement of work is vetted and approved, a new task under the existing contract that was authorized in March 2010 will need to be executed.

WebEOC is a consequence management information technology platform that is available and/or installed in all the Hampton Roads cities and counties as part of their emergency operations center (EOC). This system provides the region with a standardized common operating picture from which to manage disasters locally, regionally and/or with the Commonwealth's WebEOC in the state Emergency Operations Center.

The UASI Program provides financial assistance to address the unique multi-disciplinary planning, operations, equipment, training, and exercise needs of high-threat, high-density urban areas, and to assist in building and sustaining capabilities to prevent, protect against, respond to, and recover from threats or acts of terrorism.

RECOMMENDED ACTION:

Authorize the Executive Director to execute a new task order under the existing contract with ESI to provide additional training for WebEOC as part of the Homeland Security Grant Programs Urban Area Security Initiative.

STAFF COMMENTARY:

The Emergency Management community and associated public safety stakeholders using WebEOC are very satisfied with level of service and training provided by our vendor and the on-site technical support currently in place.

AGENDA NOTE - HRPDC EXECUTIVE COMMITTEE MEETING

ITEM #9: URBAN AREA SECURITY INITIATIVE CONTRACT ADDENDUM FOR TARGET CAPABILITIES ASSESSMENT

SUBJECT:

Using reallocated UASI funds, the HRPDC staff needs to continue the Target Capabilities assessment to complete the Hampton Roads Homeland Security Strategy using its existing contractor.

BACKGROUND:

As part of the Urban Area Security Initiative (UASI) planning process, 14 of the 37 Department of Homeland Security (DHS) Target Capabilities were assessed this last year (2009 & 2010) to meet Homeland Security Grant Program requirements. The assessment provided a baseline for 14 of the region's homeland security capabilities from which new initiatives could be developed and allow for measurement of progress in fulfilling gaps identified. Additionally, the assessment was used to update the Hampton Roads Homeland Security Strategy as required by DHS.

To further assess additional Target Capabilities for the UASI planning process, the Urban Area Working Group (UAWG) has reallocated funding within the fiscal year 2008 grant to further this project and asked the vendor for a new scope of work. Once vetted and approved, a new task under the existing contract that was authorized in June 2009, will need to be executed. This scope of work continues the assessment process and will be focused on those Target Capabilities that pertain to public health, medical planning (including medical surge), emergency medical systems, mass care, and CBRNE (chemical, biological, radiological, nuclear, and explosive) detection capabilities.

The UASI Program provides financial assistance to address the unique multi-disciplinary planning, operations, equipment, training, and exercise needs of high-threat, high-density urban areas, and to assist in building and sustaining capabilities to prevent, protect against, respond to, and recover from threats or acts of terrorism.

The project has been and will continue to be included in the HRPDC's UPWP until all 37 Target Capabilities are assessed with an updated Homeland Security Strategy.

RECOMMENDED ACTION:

Authorize the Executive Director to execute a new task order under the existing contract with CNA to further the assessment process for the Target Capabilities as part of the Homeland Security Grant Programs Urban Area Security Initiative.

STAFF COMMENTARY:

The UAWG and its associated stakeholders were very pleased with the work and deliverables from the initial assessment of the 14 Target Capabilities and have expressed a desire to continue working with the vendor on contract.

AGENDA NOTE - HRPDC EXECUTIVE COMMITTEE MEETING

ITEM #10: AUTHORIZING RESOLUTIONS AND CERTIFICATIONS FOR FY 2010 URBAN AREAS SECURITY INITIATIVE GRANT APPLICATIONS

SUBJECT:

The HRPDC has received its award for the FY 2010 Urban Areas Security Initiative grants. Commission action to formally apply for and accept the grants is necessary.

BACKGROUND:

The Virginia Department of Emergency Management requires the HRPDC to formally authorize its Executive Director to apply for and accept FY 2010 Urban Areas Security Initiative (UASI) grant funds for:

- FY10 UASI Program Management – \$120,000
- Special Needs Shelter Equipment project – \$1,115,000
- Water Assessment and Emergency Response project – \$554,250
- Regional WebEOC Integration project – \$510,000
- Capabilities Assessment Part II project – \$312,500
- Functional Jail Assessments - \$187,500

The Chairman is requested to sign the following certificate (one for each of the above projects):

- Governing Body Resolution for FY 2010 State Homeland Security grants funds.

The Executive Director is requested to sign the following certificates (one for each of the above projects):

- FY 2010 State Homeland Security Grant Applications (referred to as POC Form and Budget Sheets)
- Grant Assurances
- Cert. Regarding Lobbying
- Non-Supplanting Certification

The Virginia Department of Emergency Management (VDEM) has provided the HRPDC with the letters of allocation for the 2010 Homeland Security Grant Program, Urban Area Security Initiative (CFDA # 97.008) from the National Preparedness Directorate (NPD), United States Department of Homeland Security (DHS). The obligation period for this program is September 1, 2010 to December 31, 2012. The HRPDC (a sub-recipient) is required to submit a completed VDEM grant application and all supporting documents (listed above) upon receipt of the allocation letter and no later than January 5, 2011.

RECOMMENDED ACTION:

Authorize the HRPDC Chairman to execute the attached resolutions and the Executive Director to sign the grant applications for the FY 2010 UASI grant funds for the projects listed above.

Attachments

(To Be Completed Once Funds are Awarded)

Governing Body Resolution

BE IT RESOLVED BY THE Commissioners
(Governing Body)

OF THE Hampton Roads Planning District Commission THAT
(Name of Applicant)

Dwight L. Farmer, Executive Director/Secretary , OR
(Name or Title of Authorized Agent)

Nancy K. Collins, Chief Financial Officer , OR
(Name or Title of Authorized Agent)

(Name or Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the named applicant, a public entity established under the laws of the State of Virginia, any actions necessary for the purpose of obtaining federal financial assistance provided by the federal Department of Homeland Security and sub-granted through the State of Virginia.

Passed and approved this 15th day of December, 2010

Certification

I, Stan D. Clark , duly appointed and
(Name)

 Chairman of the Hampton Roads Planning District Commission
(Title) (Governing Body)

do hereby certify that the above is a true and correct copy of a resolution passed and approved by

the Commissioners of the Hampton Roads Planning District Commission on the
(Governing body) (Name of Applicant)

 15th day of December, 2010.

 Chairman
(Official Position)

(Signature)

 15-Dec-10
(Date)

(To Be Completed Once Funds are Awarded)

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 15th day of December, 2010.

 Chairman
(Official Position)

(Signature)

 15-Dec-10
(Date)

AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING

ITEM #11: HAZARD MITIGATION PLANNING CONTRACT

SUBJECT:

The HRPDC staff will use a consultant to assist the localities in updating the Southside Hazard Mitigation Plan, the City of Franklin All-Hazards Mitigation Plan and the Southampton County All-Hazards Mitigation Plan.

BACKGROUND:

The HRPDC staff in coordination with the Southside/Southampton/Franklin (SS/SH/FR) Hazard Mitigation Planning Committee (HMPC) which is representative of staff from the Cities of Franklin, Portsmouth, Norfolk, Suffolk, and Virginia Beach along with the Counties of Isle of Wight and Southampton, completed a RFP process to select a vendor/consultant for updated hazard mitigation plans.

The HMPC met to discuss revisions to the Southside Hazard Mitigation Plan, City of Franklin All-Hazards Mitigation Plan, and Southampton County All-Hazards Mitigation Plan. As part of the meeting, the HMPC agreed to use one RFP for all three plan updates. The HRPDC released EM-RFP-2011-01 following the approval of the HMPC with announcements appearing in the Virginian Pilot, Daily Press, Smithfield Times, Tidewater News, Suffolk News-Herald, the New Journal and Guide and HRPDC website. A pre-proposal conference was held as specified in the RFP with an addendum published. Proposals were received by the RFP deadline by seven vendors. The HMPC was provided with one hard copy of each proposal received to review and evaluate against the evaluation criteria specified in the RFP. The HMPC met to discuss and evaluate each proposal and opted to invite three of the seven proposers for an interview. The HMPC met to hear presentations from the three designated proposers and ask additional and/or clarifying questions. Following all interviews the HMPC ranked the top three proposers in order and recommended the HRPDC move forward with contract negotiations.

FEMA awarded the HRPDC Hazard Mitigation Grant Funds to update the Southside Hampton Roads Hazard Mitigation Plan, City of Franklin All-Hazards Mitigation Plan, and Southampton County All-Hazard Mitigation Plan.

RECOMMENDED ACTION:

Authorize the Executive Director to execute a contract with Satters Creds Consulting, Inc. to update the Southside Hampton Roads Hazard Mitigation Plan, City of Franklin All-Hazards Mitigation Plan, and Southampton County All-Hazard Mitigation Plan.

AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING

ITEM #12: AGREEMENT WITH JAMES CITY COUNTY FOR BANDWIDTH REIMBURSEMENT USING UASI FUNDS

SUBJECT:

James City County hosts regional WebEOC servers using UASI funds, which includes provision of bandwidth. The bandwidth is necessary to maintain accessibility of the regional WebEOC servers by multiple jurisdictions of Hampton Roads. Reimbursement will be a maximum of \$1,856 per month and is contingent upon the availability of UASI grant funds and proper documentation.

BACKGROUND:

As part of an FY 2007 UASI grant, stakeholders requested the installation of WebEOC within the Hampton Roads region. WebEOC is a web-enabled crisis information management system that provides secure, real-time information sharing to help managers make sound decisions quickly. During installation, James City County volunteered to host regional WebEOC servers that facilitate information sharing between jurisdictions within the region and between localities and state agencies. In hosting the servers, James City County has incurred an additional cost in the procurement of additional bandwidth to ensure internet access to the servers in both emergency situations and day-to-day operations.

In the past, the Hampton Roads Planning District Commission has reimbursed James City County in the amount of \$1,856.00 per month as invoices were submitted. With the exception of approved minutes from the September 2008 Regional Technical Advisory Committee, no formal agreement has been documented.

At the request of James City County, the HRPDC staff recommends the Commission approve a formal agreement with James City County to support this regional capability.

RECOMMENDED ACTION:

Authorize the HRPDC Executive Director to execute an agreement with James City County to support the regional WebEOC system.

AGENDA NOTE - HRPDC EXECUTIVE COMMITTEE MEETING

ITEM #13: HAMPTON ROADS WATERSHED ROUNDTABLE GRANT

SUBJECT:

The Virginia Department of Conservation and Recreation provides annual financial assistance to support regional watershed roundtables, including the Hampton Roads Watershed Roundtable.

BACKGROUND:

For several years, the HRPDC staff has received grant funding from the Department of Conservation and Recreation (DCR) to facilitate the activities of the Hampton Roads Watershed Roundtable. The Roundtable is comprised of representatives of private sector interest groups and the region's local governments. Generally meeting quarterly to address water quality and related environmental issues, the Roundtable provides a networking and information exchange opportunity. The HRPDC staff is working with staff from DCR to develop a scope of work and funding package to support this activity during Calendar Year 2011. The grant proposal is due by December 31, 2010.

The HRPDC staff recommends that the Executive Director be authorized to submit a proposal to DCR and to execute a Contract with DCR when a grant is offered.

RECOMMENDED ACTION:

Authorize the Executive Director to submit a proposal to DCR for the Hampton Roads Watershed Roundtable and to execute a Contract with DCR when a grant is offered.

AGENDA NOTE- HRPDC EXECUTIVE COMMITTEE MEETING

ITEM #14: HRPDC MEETING SCHEDULE

SUBJECT:

Consider changing the day of the HRPDC Meeting.

BACKGROUND:

At its November 2010 Meeting, the Hampton Roads Transportation Planning Organization (HRTPO) determined that it would move its regular meeting to the third Thursday at 10:30 a.m. of each month, beginning in January 2011. Discussion at the HRTPO meeting indicated a consensus that the HRPDC meetings should also move to the third Thursday to minimize travel impacts on Commissioners and other participants. If agreeable to the Commission it is necessary to formally move the date for the HRPDC meeting each month until such time as the HRPDC Bylaws can be modified.

Modifications to the Bylaws require two readings by the full Commission. The first reading of an amendment to change the date of HRPDC meetings will occur at the January 20, 2011 HRPDC Quarterly Commission Meeting.

RECOMMENDED ACTION:

Schedule the January 2011 HRPDC Quarterly Commission Meeting for January 20, 2011 at 9:30 AM in the HRPDC Board Room. Conduct the first reading in January to amend the bylaws to change the date of the HRPDC meetings to the third Thursday at 9:30 a.m. of each month with the second reading to be held in April 2011.

AGENDA NOTE - HRPDC EXECUTIVE COMMITTEE MEETING

ITEM #15: HAMPTON ROADS REGIONAL BENCHMARKING STUDY

SUBJECT:

The Hampton Roads Regional Benchmarking Study is an annual publication produced by staff. The document will be presented to the Commission.

BACKGROUND:

In the Regional Cooperation Act, the Code of Virginia calls for planning district commissions to collect and maintain demographic, economic and other data concerning the region and member localities, and act as a state data center affiliate in cooperation with the Virginia Employment Commission.

In keeping with this mandate, HRPDC staff has completed the sixth annual Regional Benchmarking Study. This publication includes a locality profile for all 16 jurisdictions as well as graphical illustrations for 85 regional benchmarks covering the economy, demographics, housing, transportation, and various quality of life indicators. Each graph is accompanied by a brief explanation regarding the purpose of the benchmark and the current condition in Hampton Roads. Complete data tables for each of the data sets are included in the appendix. Greg Grootendorst, Chief Economist, will make a brief presentation on the report.

Enclosure – Separate – Commissioners Only

RECOMMENDED ACTION:

Approve report for distribution.

AGENDA NOTE - HRPDC EXECUTIVE COMMITTEE MEETING

ITEM #16: CHESAPEAKE BAY TOTAL MAXIMUM DAILY LOAD (TMDL): RECOMMENDED LOCAL GOVERNMENT ACTIONS

SUBJECT:

The Environmental Protection Agency (EPA) is expected to release the final Chesapeake Bay TMDL on December 30, 2010. Virginia submitted its final Watershed Implementation Plan to EPA on November 29, 2010.

BACKGROUND:

At the November 17, 2010 Executive Committee meeting, HRPDC staff briefed the HRPDC on the regional concerns with the Chesapeake Bay Total Maximum Daily Load (TMDL) and on local government policy and program options regarding the TMDL. Based on the briefing, the Commission authorized the HRPDC staff to distribute a statement of principles for potential environmental and Chesapeake Bay related legislation to the Hampton Roads General Assembly Delegation and to the Hampton Roads Congressional Delegation.

Since the November 17, 2010 meeting, Virginia has submitted a revised Watershed Implementation Plan (WIP) that addresses the majority of the concerns of the Hampton Roads communities. This plan contains stronger reasonable assurances that nutrient reductions will be achieved on agricultural lands; calls for greater reductions of nutrients in wastewater treatment plant discharges; and lessens the burden on MS4 localities to reduce nutrients from existing development. It is expected that EPA will accept Virginia's revisions and not impose the "backstops" contained in the TMDL.

The HRPDC and the localities will continue to work with Virginia agencies to develop the locality specific loads during the Phase II WIP process. Once these loads are developed, they will be incorporated into the locality's Municipal Separate Storm Sewer System (MS4) permits.

HRPDC staff will:

- Schedule a meeting with local government city attorneys and HRPDC Special Legal Counsel Dave Evans to assess the merits of appealing the TMDL.
- Continue working with local government staff to develop a regional technical approach to influence the Phase II WIP.

HRPDC Senior Water Resources Planner Jennifer Tribo will brief the Commission on local government policy and program options regarding the Chesapeake Bay TMDL.

RECOMMENDED ACTIONS:

- 1) Authorize staff to schedule a meeting with Hampton Roads General Assembly representatives to discuss concerns and potential solutions.
- 2) Authorizing staff to schedule a meeting with Hampton Roads Congressional Delegation members or their staff to discuss concerns and potential federal solutions.

AGENDA NOTE- HRPDC EXECUTIVE COMMITTEE MEETING

ITEM #17: HRPDC ACTION ITEMS: 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 that the Commission will be considering for action. Other items may be added depending on new priority requests from the Commission, state and federal legislative and regulatory activities and new funding opportunities.

Attachment

HRPDC ACTION ITEMS
THREE-MONTH TENTATIVE SCHEDULE

January 2011

Economic Forecast

Chesapeake Bay TMDL

Regional Stormwater Indicators Report

Coastal Zone Management Technical Assistance Program Report

HRPDC Bylaws Amendent

February 2011

Retreat

Action on PNRS and EIR Reviews

March 2011

FY 2011 UASI Grant Application

FY 2011 Coastal Zone Management Program Grant Applications

RFP for Port Security Grant

RFP for Water Supply Assessment and Emergency Response Training Project

Regional Competitiveness Study

Regional Water Supply Plan

Regional Climate Change Study – Phase II Report

AGENDA NOTE – HRPDC EXECUTIVE COMMITTEE MEETING

ITEM #18: PROJECT STATUS REPORTS

A. Joint Environmental Committee

The Joint Environmental Committee met on December 2, 2010. The discussion included:

- Discussion of Virginia's revised Watershed Implementation Plan (WIP) for the Chesapeake Bay TMDL. Ms. Jenny Tribo briefed the Committee on changes from the previous WIP.
- Discussion of the need for regional land use/land cover Geographic Information Systems (GIS) data that is consistent across either the Chesapeake Bay watershed and/or the Hampton Roads region for use in stormwater modeling efforts and other regional projects.
- An update from Ms. Jenny Tribo on the status of Virginia stormwater regulations and the standards to be used to measure compliance.
- A brief discussion of EPA's stormwater rulemaking and the region's potential response.
- A presentation from Ms. Sara Kidd on various pedestrian, bicycle, and water trail projects in the region.
- A presentation from Ms. Sarah Diebel, Naval Facilities Engineering Command Mid-Atlantic, on a recently completed green roof project at Naval Station Norfolk.
- A brief discussion of local and regional responses to the replacement regulations concerning Alternative Onsite Sewage Systems (AOSS). These regulations replace the current emergency regulations and will be released for public comment on December 6, 2010.
- Status reports and updates from localities and other Committee members.

B. Joint Meeting of the Directors of Utilities Committee and Health Directors:

The Directors of Utilities Committee and the Health Directors met on December 1, 2010. The following items were addressed at the meeting:

- Mr. Dan Horne, VDH, briefed the group with a state and federal legislative update on items pertaining to drinking water and water utilities.
- Mr. Dan Dietrich, VDH, briefed the group on EPA's current efforts to revise recreational water quality standards.

- Mr. Jay Bernas and Mr. Bruce Husselbee, HRSD, provided an update on current programs, including HRSD's Capital Improvements Plan, GIS/Envista resources, and the training program for construction inspectors.
- HRPDC staff indicated that funds were allocated for the UASI grant for the Water Supply Assessment and Emergency Response Training project, and staff will begin drafting the RFP. The draft RFP will be sent to the Committee for review.
- Regarding the groundwater program, HRPDC staff reported to have consulted with DEQ as to the application of the new Virginia Coastal Plain groundwater model for permit evaluations and the potential for an HRPDC-DEQ cost sharing project to fund additional USGS modeling work. Further discussion with DEQ is pending.
- HRPDC staff will distribute for Committee review the first draft section of the Regional Water Supply Plan. Staff indicated that consultant work is continuing on schedule and the plan is anticipated to be completed by the end of 2010.
- Regarding the private sewer system infiltration and inflow (I/I) abatement program, the Committee agreed that the Capacity Team should discuss the potential for addressing private-side I/I by applying HRSD's authority under its enabling legislation which allows HRSD to access private property. Following consideration by the Capacity Team, a brief should be prepared for review by the Directors of Utilities Committee prior to presentation to HRPDC, tentatively in March 2011.
- The Committee roundtable discussion included mosquito abatement and alternative onsite sewage (AOSS) disposal regulations. Newport News indicated receiving criticism for mosquito spraying from a few individuals and an environmental group. The Committee discussion concluded that consistent use of data-driven, evidence-based mechanisms to mitigate risk of mosquito-borne diseases remains in the best interest of public health. As for AOSS disposal regulations, the Committee discussed the key components of the proposed final AOSS regulations, and the Committee noted the change that localities cannot prohibit AOSS under the new rules, that existing system repairs and new system installation costs will increase, and that development of rural areas may increase. HRPDC staff is preparing comments on the proposed regulations and will distribute to the Committee for review.
- The HRPDC staff discussed the proposed water and wastewater budgets for next year. The Committee directed HRPDC to revise both budgets to accommodate a 5% reduction.

C. Regional Housing Program

Housing and Human Service Technical Support

Housing and Human Services staff is working on an upcoming Regional Housing Symposium, "Jobs, Transportation and Housing: Connecting Home and Work." This symposium is a collaborative effort/partnership with Housing Virginia, BB&T, Tidewater Builders Association, Virginia Beach Community Development Corporation, The Housing Roundtable, Hampton Roads Housing Consortium, and Light Rail Now, Inc. The goal of this forum is to provide a platform and invoke dialogue on the correlation between, jobs, transportation and affordable housing. The Housing and Human Services staff is assisting with the marketing of this event as well as the agenda. Staff members from the Hampton Roads Transportation Planning Organization (HRTPO) will also participate on a panel discussion at this event.

Regional Housing Portal

HRPDC staff members are continuing to work on the initial design phases of a Regional Housing Portal. Currently all housing resources pertaining to foreclosure prevention and mortgage defaults services have been identified. Staff is gathering the data in an effort to provide a regional perspective of housing resource needs and gaps in service. Other housing related services pertaining to downpayment/closing cost assistance, first-time homebuyer education, rental counseling, and housing services for persons with disabilities will be identified and compiled into uniformed database. This information will be used to create a regional web-based portal for consumers and housing providers to access appropriate services.

D. Regional Economics Program Report

Technical Assistance

Economics staff routinely provides technical assistance and support to member jurisdictions and regional organizations. Information from both the HRPDC Data Book and the Commission's Benchmarking Study provides easy access to a great deal of regional information. Over the past month, staff has responded to information requests from individuals, member localities, regional organizations, and the media. Economics staff released a special report following an announcement by President Obama regarding a potential pay freeze for federal civilian employees.

Regional Competitiveness

Staff is working on a regional competitiveness study. The purpose of the study is to review the components of growth in competitive economies and evaluate the regional capacity for growth. This analysis will include an in-depth analysis of the

region's occupational and industrial composition, with a particular focus on the region's labor supply.

HRPDC Annual Economic Forecast

Each January, the HRPDC Economics Department delivers a regional economic forecast. This effort includes a review of trends in the regional economy over the preceding year along with a detailed regional forecast for the coming year. Staff are currently preparing for the forecast which will be delivered at the HRPDC Quarterly Meeting on January 20, 2011.

E. Emergency Management Program

Hampton Roads Regional Jail and Inmate Evacuation Committee

Grant funds to support a consultant to conduct the functional jail assessments for emergency operation plan enhancements and jail evacuation planning have been received and are being processed.

Hampton Roads Tactical Regional Area Network (HRTacRAN)

The EM Administrator continues to work with the Hampton Roads Interoperability Communications Advisory Committee (HRICAC) Oversight Group in an effort to find a funding solution for sustainment of the system for follow-on service and maintenance procurement. The FY09 Port Security Grant Application that was submitted to VDEM in August 2010 is a potential temporary solution for sustainment. Representatives from the Area Maritime Security Committee conducted their initial review as part of the application process. In mid-October, HRPDC was notified of preliminary grant approval from the Coast Guard and the application has been submitted to DHS, via VDEM, for final approval.

Peninsula Local Emergency Planning Commission (PLEPC)

The HRPDC continues to support the work for updating the Peninsula Local Emergency Response Plan.

FY11 Healthcare Organization Emergency Preparedness Seminars (HOEPS)

The Emergency Management staff continues to lead the planning for this seminar with emergency managers, public health partners and multiple health care organizations. The HOEPS planning committee continues meeting on a monthly basis to advance the plans for next year's (2011) seminar. Dates for next year's event are May 4th on the Peninsula and May 5th on the Southside.

Hazard Mitigation Planning

The grants for updating the Southside Hampton Roads Hazard Mitigation Plan, the Franklin Hazard Mitigation Plan and the Southampton Hazard Mitigation Plan have been awarded and we are actively engaged in moving the planning process forward for these three plans. The HRPDC and Hazard Mitigation Planning Committee completed the RFP and vendor selection process and have begun contract

negotiations with an anticipation of signing a contract by December 15, 2010 so that work can begin immediately.

The Emergency Management staff continues to work with the City of Hampton's Fire Chief (Project Manager) by providing support to update the Peninsula Hazard Mitigation plan. Current activities in progress are those supporting data requests from the HRPDC and involved localities to support the needs of the contractor.

A website supporting this project for the staff, local agencies and future public participation has been established: www.remtac.org/mitigation. Currently, the Peninsula plan is not represented on this site. This will change in the near future as the consultant is working with the HRPDC to have the Peninsula section included at their (Peninsula localities) request.

Regional Catastrophic Planning Grant Program (RCPGP) Support

The Emergency Management staff continues to support the Regional Catastrophic Planning Team and the three workgroups to ensure existing projects and data are integrated. The three workgroups are (1) Evacuation and Transportation, (2) Commodities, Resources, and Volunteers, and (3) Mass Care and Sheltering.

Urban Area Security Initiative (UASI)

The Emergency Management staff continues to manage and support the Hampton Roads Urban Areas Security Initiative (UASI) Grant Program for the Urban Area Working Group (UAWG). FY11 UASI Grant planning has been initiated in anticipation of grant guidance being released in December.

The FY07 UASI grant is nearing completion. A few projects have not been completed and an extension request for six months has been submitted by the Virginia Department of Emergency Management to DHS on behalf of the UAWG. The request was granted and four projects were extended until December 31, 2010. All four are expected to be completed.

Hampton Roads Medical Special Needs and WebEOC Implementation Update (FY07 & FY08 UASI Project)

The WebEOC Subcommittee continues to implement its plan for institutionalizing WebEOC in the region.

The Special Needs Subcommittee held an open house for special needs committee members and advocates on October 28, 2010 to unveil the website and registry (www.hrspecialneeds.org). Nearly 160 stakeholders and advocates attended the event. Public outreach will continue to promote this initiative as an effort to help emergency managers with their planning for special needs populations.

Multi-Region Target Capabilities Assessment (FY08 UASI Project)

The Emergency Management staff provides program management and implementation support for the Target Capabilities Assessment (TCA), through the UASI Grant program. The initial 14 target capabilities project is now complete. However, with available funding remaining in the FY08 UASI program, staff is working with the UAWG and consultants to finalize a scope of work for the next set of DHS Target Capabilities to be assessed. This will allow the region to further identify gaps in planning for future projects. The next set of capabilities to be assessed will focus on public health, EMS, medical and hospital areas.

Pet Sheltering Support (FY09 UASI Project)

Staff has issued a purchase order for the initial seven trailers that will be constructed and outfitted with the approved supply and equipment listing. One trailer will be built, outfitted and reviewed and approved by stakeholders before moving forward with the remaining trailers.

First Responder Authentication Credential (FRAC)

The Emergency Management (EM) staff continues to advance the First Responder Authentication Credential (FRAC) pilot program in Hampton Roads initiated and lead by the Governor's Office of Commonwealth Preparedness (OCP) through State Homeland Security Grant funds. OCP continues to work with Verizon to establish the issuing stations. The Hampton Roads Fire Chiefs Association has been working with OCP's project manager in order to have the FRAC's first issued to the fire service throughout Hampton Roads. The project manager is currently vetting dates for a working group meeting to plan for additional work stations. Currently, Newport News has an issuance station and the Emergency Management Office in Norfolk will be meeting with the project manager from OCP to discuss hosting a station as well.

Hampton Roads Critical Infrastructure Protection Program (HR CIPP)

Strategic planning by the Emergency Management staff for the development of a regional Critical Infrastructure and Key Resources (CIKR) program is on-going in coordination with the Office of Commonwealth Preparedness Critical Infrastructure Protection Coordinator.

Current efforts are focused on the development of the regional Critical Infrastructure Resiliency and Strategic Plan. Staff has been working with the consultants (University of Virginia) on this plan with multiple iterations of a draft being vetted. Efforts will continue to be expended to support revisions of the plan and expanding stakeholder support. A final draft of the plan was received on November 22, 2010 and has been made available to stakeholders for review, edits, and comments. A website supporting this project has been established: www.hrcipp.org.

F. Hampton Roads Joint Land Use Study

The Hampton Roads Joint Land Use Study (JLUS) Policy Committee met on December 2, 2010. Commissioners may recall that the Hampton Roads JLUS addressed land use and encroachment issues in the areas of Chesapeake, Norfolk and Virginia Beach surrounding NAS Oceana, NALF Fentress and Chambers Field. Participants in the study, which was facilitated by the HRPDC staff, included the three cities and the U.S. Navy. The initial study was completed in 2005.

Due to recent and pending changes to air operations at Chambers Field in Norfolk, the U.S. Navy requested that the “Hampton Roads Joint Land Use Study (JLUS)/Air Installations Compatible Use Zones (AICUZ) Planning Map” be amended to incorporate the new AICUZ study for Chambers Field. This Planning Map amendment was necessary to allow the Navy to print updated maps and make that information available to the public.

The Policy Committee took the following actions:

1. Approved the Planning Map amendment.
2. Requested the HRPDC staff to facilitate an update to the 2005 Hampton Roads Joint Land Use Study to document progress by the participants in implementing the Study’s recommendations.
3. Requested the HRPDC staff and the U.S. Navy to explore options for a more comprehensive regional Joint Land Use Study.

The HRPDC staff expects to have a report and recommendations on the third item for HRPDC consideration in the coming months.

AGENDA NOTE - HRPDC EXECUTIVE COMMITTEE MEETING

ITEM #19: CORRESPONDENCE OF INTEREST

A. LETTER, R. BRECKENRIDGE DAUGHTREY TO DWIGHT L. FARMER

Attached is a letter from R. Breckenridge Daughtrey, Norfolk, City Clerk to Dwight Farmer advising that they had appointed Stanley Stein to the Hampton Roads Planning District Commission for a term ending June 30, 2012.

Attachments

B. LETTER, DEBRA Y. WHITE TO KENNETH I. WRIGHT

Attached is a letter from Debra Y. White, Portsmouth City Clerk to Kenneth I. Wright advising that he had been appointed to the Hampton Roads Planning District Commission for a term ending June 30, 2012.

Attachments

C. LETTER, MARYANN TIERNEY, TO RICHARD R. FLANNERY

Attached is a letter from Mary Ann Tierney, Regional Administrator, FEMA inviting Richard Flannery to serve on the Federal Emergency Management Agency (FEMA) Region III Regional Advisory Council representing the Hampton Roads Urban Area.

Attachment



City of Norfolk

Virginia

Office of the City Clerk

December 2, 2010

Mr. Dwight Farmer, Executive Director
Hampton Roads Planning District
Commission
723 Woodlake Drive
Chesapeake, VA 23320

Dear Mr. Farmer:

Attached for your records is a copy of Resolution 1,463 adopted by the Norfolk City Council on Tuesday, November 9 2010, appointing Stanley Stein to the Hampton Roads Planning District Commission for a term beginning November 9, 2010 and expiring June 30, 2012.

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

Sincerely,


R. Breckenridge Daughtrey
City Clerk

rbd/mbc
Attachment

Form and Correctness Approved:

Contents Approved:

By [Signature]
Office of the City Attorney

By [Signature]
DEPT.

NORFOLK, VIRGINIA

Resolution 1,463

R-8

A RESOLUTION APPOINTING ONE PERSON TO THE HAMPTON ROADS PLANNING DISTRICT COMMISSION.

BE RESOLVED by the Council of the City of Norfolk:

Section 1:- That Stanley Stein is hereby appointed to the Hampton Roads Planning District Commission for a term beginning November 9, 2010 and expiring June 30, 2012.

Section 2:- That this resolution shall be in effect from and after its adoption.

Adopted by Council November 9, 2010
Effective November 9, 2010

TRUE COPY
TESTE:

R. BRECKENRIDGE DAUGHTREY, CITY CLERK

BY: _____
DEPUTY CITY CLERK



CITY OF PORTSMOUTH, VIRGINIA

Established 1752

Office of the City Clerk

(757) 393-8639 • Fax: (757) 393-5378

Debra Y. White, CMC
City Clerk

Anita Y. Sherrod
Chief Deputy Clerk

December 3, 2010

Wendy R. Ford
Senior Deputy City Clerk

Keia D. Waters
Deputy City Clerk

The Honorable Kenneth I. Wright
Mayor
City of Portsmouth
801 Crawford Street
Portsmouth, Virginia 23704

Dear Mayor Wright:

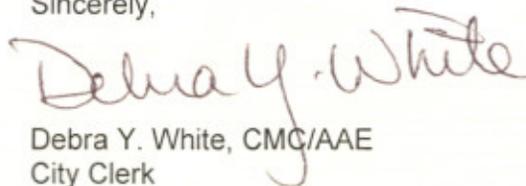
This is to notify you that at the City Council meeting of November 23, 2010, you were appointed as a **MEMBER** of the Hampton Roads Planning District Commission (Executive Committee) for a term beginning November 24, 2010 and ending June 30, 2012, replacing Elizabeth M. Psimas.

Boards and commissions serving the community are valuable to our citizens and to municipal government. Their work is both important and demanding. We are confident that you will contribute much to the effectiveness of this commission through regular attendance and utilization of the talent and knowledge you have to offer.

Your appointment requires you to take an oath of office. Please call me at your convenience to arrange a time for you to take this oath.

Your acceptance of this important civic duty is deeply appreciated by City Council and the citizens of Portsmouth.

Sincerely,



Debra Y. White, CMC/AE
City Clerk

cc: Dwight Farmer, HRPDC

Commonwealth of Virginia

City of Portsmouth, to wit:

I, Kenneth I. Wright, do hereby solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the Commonwealth of Virginia, and that I will faithfully and impartially discharge and perform all the duties incumbent upon me as a member of the Hampton Roads Planning District Commission, for a term beginning November 24, 2010, and ending June 30, 2011, according to the best of my ability, so help me God.


KENNETH I. WRIGHT

Sworn to before me this 6th day of

December, 2010

Delra Y. White,
City Clerk



CITY OF PORTSMOUTH, VIRGINIA

Established 1752

Office of the City Clerk

(757) 393-8639 • Fax: (757) 393-5378

Debra Y. White, CMC
City Clerk

Anita Y. Sherrod
Chief Deputy Clerk

December 3, 2010

Wendy R. Ford
Senior Deputy City Clerk

Keia D. Waters
Deputy City Clerk

The Honorable Kenneth I. Wright
Mayor
City of Portsmouth
801 Crawford Street
Portsmouth, Virginia 23704

Dear Mayor Wright:

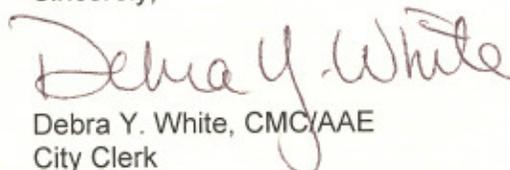
This is to notify you that at the City Council meeting of November 23, 2009, you were appointed as a member of the Hampton Roads Transportation Planning Organization for a term beginning November 24, 2010 and ending June 30, 2011.

Boards and commissions serving the community are valuable to our citizens and to municipal government. Their work is both important and demanding. We are confident that you will contribute much to the effectiveness of this commission through regular attendance and utilization of the talent and knowledge you have to offer.

Your appointment requires you to take an oath of office. Please call me at your convenience to arrange a time for you to take this oath.

Your acceptance of this important civic duty is deeply appreciated by City Council and the citizens of Portsmouth.

Sincerely,


Debra Y. White, CMC(AAE)
City Clerk

cc: Dwight Farmer, HRPDC

Commonwealth of Virginia

City of Portsmouth, to wit:

I, Kenneth I. Wright, do hereby solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the Commonwealth of Virginia, and that I will faithfully and impartially discharge and perform all the duties incumbent upon me as an Alternate member of the Hampton Roads Transportation Planning Organization, for a term beginning November 24, 2010, and ending June 30, 2011, according to the best of my ability, so help me God.


KENNETH I. WRIGHT

Sworn to before me this 6th day of

December, 2010

Debra G. White,
City Clerk



FEMA

NOV 03 2010

Mr. Richard R. Flannery
Emergency Management Administrator
Hampton Roads UASI
Hampton Roads Planning District Commission
723 Woodlake Drive
Chesapeake, Virginia 23320

Dear Mr. Flannery:

I am pleased to invite you to serve on the Federal Emergency Management Agency (FEMA) Region III Regional Advisory Council (RAC). You will serve as a member representing the Hampton Roads Urban Area.

The mission of the RAC is to ensure effective and ongoing coordination of preparedness, protection, response, recovery, and mitigation efforts for all hazards within Region III by serving as a mechanism for the Regional Administrator to obtain advice on FEMA policies and program activities. The RAC ties closely to the Region's Fiscal Year 2011 priority to effectively engage stakeholders to enhance preparedness across the Region.

To that end, attached for your reference is the RAC Charter that will be discussed and finalized at our next meeting. The RAC meets in-person twice a year and may on occasion meet via teleconference. Travel expenses are paid for by FEMA.

To accept your appointment, please contact Blair Hyde at (blair.hyde@dhs.gov) or 215-931-5752 by November 22, 2010. The Regional Advisory Council Coordinator will provide you additional information on the first meeting of the RAC in January 2011 once you confirm your participation.

I want to thank you in advance for your willingness to serve on the Regional Advisory Council and for all you do on a daily basis to ensure the preparedness and safety of your citizens.

Sincerely,

A handwritten signature in black ink, appearing to read "MaryAnn Tierney".

MaryAnn Tierney
Regional Administrator

Enclosure

RECEIVED

NOV 08 2010

HRPDC

AGENDA NOTE - HRPDC EXECUTIVE COMMITTEE MEETING

ITEM #20: OLD/NEW BUSINESS