

# HAMPTON ROADS PLANNING DISTRICT COMMISSION UNIFIED PLANNING WORK PROGRAM

## FY 2016



PEP15-02



JUNE 2015

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Unified Planning Work Program

Report Date

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Abstract

The Hampton Roads Planning District (HRPDC) is one of 21 Planning District Commissions in the Commonwealth of Virginia and is a regional organization representing the 17 local governments of the Hampton Roads area. The HRPDC Fiscal Year (FY) 2016 Unified Planning Work Program (UPWP) details the various planning activities and associated funding for the period from July 1, 2015 to June 30, 2016. The UPWP is financed in part by the several local, state and federal agencies that provide grant, contract and annual contribution support for the HRPDC programs.

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|  |    |
|--|----|
| Introduction   | 1  |
| <b><u>Economics</u></b>  |    |
| Hampton Roads Data Center  | 15 |
| Regional Benchmarking  | 15 |
| Hampton Roads Economic Monthly                                     | 15 |
| Economic Impact Studies  | 16 |
| Annual Economic Forecast   | 16 |
| Economic Technical Assistance                                      | 16 |
| <b><u>Emergency Management</u></b>                                 |    |
| Hampton Roads All Hazards Advisory Committee (AHAC)                | 19 |
| Grants Management  | 19 |
| Hazard Mitigation Planning   | 20 |
| Ready Hampton Roads  | 21 |
| WebEOC Administration  | 21 |
| Staff Support, Planning, and Technical Assistance                  | 22 |
| <b><u>Housing and Human Services</u></b>                           |    |
| Hampton Roads Loan Fund Partnership (HRLFP) Administrative Support | 25 |
| Housing and Human Services Technical Assistance                    | 25 |
| Development of Regional Housing Service Portal                     | 26 |
| <b><u>Public Information and Community Affairs</u></b>             |    |
| askHRgreen.org   | 29 |
| Water Quality Advertising  | 29 |
| H2O – Help to Others Program                                       | 29 |
| Coastal Resources Management Program – Native Plants               | 30 |
| Hampton Roads Stormwater Education Program                         | 30 |
| askHRgreen.org: Recycling and Beautification Subcommittee          | 31 |
| Public Information and Community Affairs                           | 31 |
| askHRgreen.org: Wastewater Education Program                       | 32 |
| askHRgreen.org: Water Awareness Subcommittee                       | 32 |
| <b><u>Regional Planning</u></b>                                    |    |
| Staff Support and Technical Assistance                             | 35 |
| Comprehensive Environmental Planning Program                       | 36 |
| Regional Solid Waste Management                                    | 38 |
| Hampton Roads Regional Strategic Plan                              | 38 |
| <b><u>Water Resources</u></b>                                      |    |
| Drinking Water Program   | 41 |
| Coastal Resources Management Program – Public Access Norfolk       | 42 |
| Coastal Resources Management Program – Public Access Suffolk       | 42 |
| Regional Sea Level Rise Program                                    | 42 |
| Regional Stormwater Management Program                             | 44 |

|  |    |
|--|----|
| Coastal Resources Management Program – Hampton Roads Sea Level Rise<br>Planning and Technical Assistance | 46 |
| Regional Water Quality Monitoring Program  | 47 |
| Regional Wastewater Program  | 47 |
| Coastal Resources Management Program – Technical Assistance  | 48 |
| Coastal Resources Management Program – Technical Assistance  | 48 |
| Glossary of Terms  | 50 |

## Introduction

The Hampton Roads Planning District Commission (HRPDC) Unified Planning Work Program (UPWP) describes planning work to be performed by the HRPDC staff for the Fiscal Year (FY) 2016. It includes projects to be undertaken for the region as a whole as well as for sub-regional groupings of localities and agencies. Additionally included are local projects to be carried out in cooperation with or on behalf of individual member localities. It functions as a comprehensive guide to the activities of the HRPDC staff and supporting committees and represents the agreement between the HRPDC staff and the Commission on the functions and services to be accomplished on behalf of the Commission and its member localities. Each task includes information on who will perform the work, the schedule for completing the work, and the resulting product(s).

The UPWP is required by the Virginia Department of Housing and Community Development (DHCD), in part, as the basis for the state's annual appropriation to support Planning District Commissions. It is not required as a condition of the various state and federal grants, local contributions or assessments or individual project contracts, which provide the financial support necessary for the functioning of the HRPDC. The primary sources of funding to support the HRPDC are the following:

- Virginia Department of Housing and Community Development (annual appropriation and project grants)
- Member Local Governments (Per capita contribution, Special contributions for specific programs and Contracts)
- Virginia Department of Conservation and Recreation (DCR)
- Virginia Office of Commonwealth Preparedness (OCP)
- Virginia Department of Environmental Quality (DEQ)
- Virginia Department of Emergency Management (VDEM)
- Virginia Department of Health (VDH)
- United States Department of Homeland Security (DHS)

The planning activities in the UPWP address a wide range of programs, including emergency management, economics, housing and human services, and physical and environmental planning. Each of these programs concurrently considers many related issues, such as land use, socioeconomic characteristics, transportation, climate change, environmental justice, and public involvement and outreach. To ensure the most effective service to the Hampton Roads community, many of the HRPDC functions, as well as those of the Hampton Roads Transportation Planning Organization (HRTPO), require integration and coordination of the agency functions, e.g., climate change, hurricane evacuation, sustainability and provision of utility and transportation infrastructure. They must and continue to reflect a common understanding of the region's current and future socioeconomic characteristics.

The FY 2016 HRPDC UPWP is the seventh such document that formally distinguishes between the HRPDC functions and those of the HRTPO by covering only the HRPDC functions. During 2009, the HRPDC and the HRTPO entered into Memoranda of Agreement

(MOA). One MOA provides for the HRPDC providing technical and administrative staff to support the operations of the HRTPO and the second provides the HRPDC contributing financial and accounting services to support the HRTPO. A separate UPWP details the work activities and functions of the HRTPO. To assist the HRPDC and other users of the FY 2016 UPWP, the document is organized by department and includes a programmatic guide to the HRPDC's programs. This guide lists the various functional areas covered by the HRPDC along with the primary work tasks that fall within each of these functional areas.

## HRPDC Structure

The HRPDC is one of 21 Planning District Commissions (PDCs) in the Commonwealth of Virginia. The HRPDC was created by the region's local governments in 1990 through the merger of the Peninsula and Southeastern Virginia Planning District Commissions. The two predecessor PDCs were created by the localities in 1969 pursuant to the Virginia Area Development Act, which was enabling legislation setting forth the minimum requirements for PDCs and allowing local governments to create PDCs. The initial PDC boundaries were established by the state based on socioeconomic characteristics and geographical conditions. The region's localities voluntarily created the HRPDC and its predecessors through a regionally executed charter agreement. Bylaws adopted by the HRPDC govern the operations of the Commission itself.

According to Section 15.2-4207 of the Code of Virginia, the purpose of PDCs is "to encourage and facilitate local government cooperation and state-local cooperation in addressing, on a regional basis, problems of greater than local significance." While Section 15.2-4200 et seq. provides great detail on the functions and operations of PDCs, the following excerpts from the Code provide a broad overview of the purpose and duties of PDCs:

### § 15.2-4201. Purpose of chapter.

This chapter is enacted:

1. To improve public health, safety, convenience and welfare, and to provide for the social, economic and physical development of communities and metropolitan areas of the Commonwealth on a sound and orderly basis, within a governmental framework and economic environment which will foster constructive growth and efficient administration.
2. To provide a means of coherent articulation of community needs, problems, and potential for service.
3. To foster planning for such development by encouraging the creation of effective regional planning agencies and providing the financial and professional assistance of the Commonwealth.
4. To provide a forum for state and local government on issues of a regional nature.

5. To encourage regional cooperation and coordination with the goals of improved services to citizens and increased cost-effectiveness of governmental activities.
6. To deter the fragmentation of governmental units and services.

§ 15.2-4208. General duties of planning district commissions.

Planning district commissions shall have the following duties and authority:

1. To conduct studies on issues and problems of regional significance;
2. To identify and study potential opportunities for state and local cost savings and staffing efficiencies through coordinated governmental efforts;
3. To identify mechanisms for the coordination of state and local interests on a regional basis;
4. To implement services upon request of member localities;
5. To provide technical assistance to state government and member localities;
6. To serve as a liaison between localities and state agencies as requested;
7. To review local government aid applications as required by §15.2-4213 and other state or federal law or regulation;
8. To conduct strategic planning for the region as required by §§15.2-4209 through 15.2-4212;
9. To develop regional functional area plans as deemed necessary by the commission or as requested by member localities;
10. To assist state agencies, as requested, in the development of sub-state plans;
11. To participate in a statewide geographic information system (GIS), the Virginia Geographic Information Network, as directed by the Department of Planning and Budget; and
12. 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.

According to State Statute, the HRPDC Charter and the HRPDC Bylaws, membership on the Commission is based on population, with each jurisdiction having at least two members. All member localities are represented on the Commission by a majority of local elected officials and the Chief Administrative Officer (CAO). One member from each jurisdiction sits on the HRPDC Executive Committee. The Executive Committee provides oversight to the

HRPDC's activities through monthly meetings held between the quarterly meetings of the full Commission.

The Executive Director, selected by the HRPDC, manages the daily operations of the HRPDC's professional staff, and serves as the Commission's elected Secretary. The HRPDC staff serves as a resource of technical expertise to its member jurisdictions on issues pertaining to economics, emergency management, housing and human services, public information and community affairs, regional planning, water resources, and transportation.

In carrying out its statutory responsibilities, the HRPDC has adopted the following mission statement:

- To serve as a forum for local and elected officials and chief administrators to deliberate and decide issues of regional importance;
- To provide the local governments and citizens of Hampton Roads credible and timely planning, research and analysis on matters of mutual concern; and
- To provide leadership and offer strategies and support services to other public and private, local and regional agencies, in their efforts to improve the region's quality of life.

### Membership

The Hampton Roads Planning District includes the following jurisdictions:

Cities of Chesapeake, Franklin, Hampton, Newport News, Norfolk, Poquoson, Portsmouth, Suffolk, Virginia Beach and Williamsburg and the counties of Gloucester, Isle of Wight, James City, Southampton, Surry, and York and the Town of Smithfield. Gloucester County is also a member of the Middle Peninsula PDC and Surry County is also a member of the Crater PDC. See Figure 1 for a map of the HRPDC.

The HRPDC also includes eleven towns, whose interests are represented on the Commission through the Counties in which they are located. The Town of Windsor is located in Isle of Wight County. Southampton County encompasses the towns of Boykins, Branchville, Capron, Courtland, Drewryville, Ivor and Newsoms. The towns of Claremont, Dendron and Surry are included in Surry County. Depending on the program, these towns are involved to various degrees in regional studies and activities. While not a member of the HRPDC, the Town of Windsor is a full and active participant in a number of HRPDC programs.



### HRPDC Committee Structure

The HRPDC staff works closely with staff from the member local governments, regional, state and federal agencies. Local government and state and federal agency staff participate actively in the complex advisory committee structure which works to ensure that the HRPDC programs meet the needs of the region's localities and citizens. The HRPDC Committees include subject area experts from each of the member local governments appointed by the CAOs of the localities. Several committees also include representatives from the Town of Windsor and various regional agencies such as: Hampton Roads Sanitation District (HRSD), Hampton Roads Transit (HRT), Southeastern Public Service Authority (SPSA), Virginia Peninsulas Public Service Authority (VPPSA) and others. Representatives from state and federal agencies with program responsibilities in the activities that fall under the purview of the various committees also participate in an ex officio capacity.

In several instances, the HRPDC has formalized operation of programs through an MOA among the HRPDC, member local governments, affected Towns and appropriate regional agencies. These include:

- Regional Groundwater Mitigation Program
- Memorandum of Agreement Concerning Development of a Regional Water Supply Plan
- Regional Stormwater Management
- Sanitary Sewer Overflow
- Southern Watershed Special Area Management Program, including several sub-agreements.
- HR FOG Enforcement
- Hampton Roads H2O – Help To Others – Program Articles of Incorporation and Bylaws. A Memorandum of Agreement among the HRPDC, HRSD and the H2O Program Board is being developed.

There are also a number of MOAs governing regional emergency management activities.

#### Standing Committees – Water Resources Planning

**Directors of Utilities Committee:** The HRPDC Directors of Utilities Committee is charged with addressing technical, policy and administrative issues associated with the planning and operation of the region’s water supply and wastewater systems, as well as a broad range of other water resource management issues. The Committee includes the Director of Utilities or a senior representative from the seventeen member local governments, the Town of Windsor, the HRSD and the HRPDC. It is recognized as a formal Advisory Committee to the Commission. Semiannually, the Committee meets jointly with the local Directors of Health and VDH to discuss issues of mutual concern associated with drinking water and other water quality issues. The following subcommittees or working groups/teams have been established by the Directors of Utilities Committee:

- **Capacity Team:** The Capacity Team is responsible for coordinating the technical aspects of implementing the Regional Sanitary Sewer Overflow (SSO) Consent Order. It includes representatives from the wastewater functions of the affected local governments, HRSD, HRPDC and consultants to the local governments.
- **askHRgreen.org: Fats, Oils and Grease (HR FOG) Technical Subcommittee:** The HR FOG Technical Subcommittee was established to develop a regionally consistent program for managing fats, oils and grease in the wastewater system. This effort includes training and supports compliance with the Regional SSO Consent Order. Representatives from the affected local governments (wastewater operations and City Attorneys), HRSD and the HRPDC participate on the Committee.
- **Wastewater (SSO) Legal Team:** The SSO Legal Team is charged with coordinating technical and policy response to the legal issues associated with the Regional SSO Consent Order and potential federal Consent Decree with HRSD.

Representatives from HRSD, HRPDC and the fourteen affected local governments (Public Utilities/Public Works and Attorneys) as well as outside counsel for the members participate on the Legal Team. (Franklin, Southampton and Surry are not parties to the Consent Order.)

- **askHRgreen.org: Water Education Subcommittee (HR WET):** This Subcommittee was established to develop and implement a regional water conservation education program. Its mission has been expanded to include all aspects of drinking water quality and value. It includes education and public information staff representing the participating local government public utilities departments, HRSD and the HRPDC. Primary staff support is provided by the Public Information and Community Affairs Department.
- **Regional Groundwater Management Subcommittee:** This Subcommittee was established to assist the Directors of Utilities Committee and the HRPDC staff in addressing technical issues associated with the state's groundwater regulations, development and refinement of the Coastal Plain Groundwater Model, and groundwater studies conducted by the Department of Environmental Quality (DEQ) and the U.S. Geological Survey (USGS). Membership includes groundwater experts from the localities and the HRPDC Principal Water Resource Planner with input from several groundwater modeling consultants in the region.

**Regional Stormwater Management Committee:** The Regional Stormwater Management Committee is charged with supporting implementation of programs required by the Municipal Separate Storm Sewer System (MS4) Permits, issued by the state to twelve of the region's localities. The Committee assists in evaluation of technical, regulatory and policy initiatives in stormwater management and related programs. Committee membership includes the Stormwater Permit Program Administrator from the twelve permitted localities, their counterparts from the other four localities, HRSD and the HRPDC. Representatives from the region's five Soil and Water Conservation Districts (SWCD), U.S. Navy, DCR and DEQ participate in an ex officio capacity. The Regional Stormwater Management Committee is a component of the Regional Environmental Committee. Four Subcommittees have been established to assist the Regional Stormwater Management Committee:

- **Stormwater Phase I Subcommittee:** The cities of Chesapeake, Hampton, Newport News, Norfolk, Portsmouth and Virginia Beach, governed by the Phase I Stormwater Permits, and the HRPDC address issues associated with implementation of the Phase I Stormwater Permits.
- **Stormwater Phase II Subcommittee:** The cities of Poquoson, Suffolk, Williamsburg and the counties of Isle of Wight, James City and York, governed by Stormwater Phase II Permits, Virginia Department Of Transportation (VDOT) and the HRPDC address implementation of the Phase II Stormwater Permits.
- **askHRgreen.org: Stormwater Education Subcommittee (HR STORM):** HR STORM was established by the Regional Stormwater Management Committee to develop and

implement a regional stormwater education program. A primary purpose of this initiative is to support local government compliance with the Phase I and Phase II Stormwater Permits. The Subcommittee includes education, technical and public information staff from the public works and related departments and the HRPDC. The Military, SWCD, VDOT and DCR participate in an ex officio capacity. Primary staff support is provided by the Public Information and Community Affairs Department.

- **Stormwater Legal Team:** The Stormwater Legal Team is charged with coordinating technical and policy response to the legal issues associated with the proposed Stormwater Phase I Permits and changes to the Virginia Stormwater Management Regulations. Membership includes representatives from the HRPDC, the six affected local governments (Public Works and City Attorneys) and outside legal counsel. Expansion of the Stormwater Legal Team to include all permitted localities is expected.

**Regional Chesapeake Bay TMDL Steering Committee:** This Steering Committee was established to guide the region's efforts to develop the local and regional components of the Virginia Watershed Implementation Plan (WIP) – Phase II, which is the State Implementation Plan, associated with the Chesapeake Bay TMDL. Membership includes representatives of the region's cities, counties and towns, HRSD and the SWCDs located, at least in part, in the Chesapeake Bay Watershed. It is recognized as a formal Advisory Committee to the Commission.

**Special Committee on Recurrent Flooding and Sea Level Rise:** This Special Committee has been formed as a new committee to develop specific recommendations related to recurrent flooding and sea level rise adaptation and mitigation for local governments, advocate for support and action by the state and federal governments, and serve as the primary regional contact to coordinate efforts with federal agencies and academic institutions.

#### Standing Committees – Regional Planning

**Regional Environmental Committee:** The Regional Environmental Committee is recognized as a formal Advisory Committee to the Commission. It allows the assimilation of works of the Hampton Roads Chesapeake Bay, Regional Planning and Regional Stormwater Management Committees and provides recommendations based on the work product to the Commission.

**Regional Solid Waste Technical Committee:** The Regional Solid Waste Technical Committee is composed of representatives of the eight Southside Hampton Roads localities that are members of SPSA of Virginia. Representatives include the Directors of Public Works or their designees for these eight localities. The Committee advises the HRPDC staff on the development and maintenance of the Regional Solid Waste Management Plan for Southeastern Virginia and the preparation of the annual Regional Recycling Rate Report. The Report is developed by the HRPDC staff and submitted to the Virginia DEQ on behalf of the eight localities.

**Hampton Roads Chesapeake Bay Committee:** The Hampton Roads Chesapeake Bay Committee focuses on implementation of the local Chesapeake Bay Preservation Act (CBPA) Programs. Staff from the member localities, who are responsible for implementation of that program, and from the HRPDC serve on the Committee, with staff from the DCR, Division of Chesapeake Bay Local Assistance functioning in an ex officio capacity. The Committee is a component of the Regional Environmental Committee.

**Urban Forestry Roundtable:** This ad hoc committee is examining potential regional planning for urban forest management and restoration, potential tree canopy legislation and related issues. Membership includes local government representatives (Arborists, Planning, and Parks and Recreation), the DCR, Virginia Department of Forestry, SWCD, Virginia Extension Service and the HRPDC.

#### Standing Committees – Public Information and Community Affairs

**askHRgreen.org** is a comprehensive environmental education program, composed of the existing HR CLEAN, HR FOG, HR STORM and HR WET programs. Staffed by the HRPDC, askHRgreen.org is overseen by an Executive Committee representing the HRPDC's four long-standing environmental education committees. As described above, three of the Environmental Education Committees – HR FOG, HR STORM and HR WET - continue as Subcommittees of the Directors of Utilities and Regional Stormwater Management Committees.

**askHRgreen.org: Recycling and Beautification Subcommittee (HR CLEAN):** This Subcommittee is charged with developing a cooperative regional education program addressing litter control, recycling and beautification. Membership includes the local Clean Community Coordinator from fourteen of the member local governments and the HRPDC. The Military and the region's two public service authorities participate as nonvoting members.

**Hampton Roads H2O – Help To Others – Program Board:** The H2O Program is a 501(c)(3) nonprofit corporation, organized by the region's localities, HRPDC and HRSD to assist local residents who are unable to pay their water or sewer bill due to an emergency situation. The Board is charged with oversight and direction of the H2O Program and it consists of the Director of Utilities or his/her designee from fifteen of the member localities, the Town of Windsor and HRSD.

The HRPDC provides administrative staff support to the H2O Program, while HRSD manages the financial aspects of the Program. A MOA among the H2O Board, HRPDC and HRSD governs the program management relationship among the three entities. Primary staff support is provided by the Public Information and Community Affairs Department.

#### Standing Committees – Emergency Management Committees

**Hampton Roads All Hazards Advisory Committee (AHAC):** AHAC is a consolidated organization comprised of the Regional Emergency Management Technical Advisory Committee (REMTAC), the Hampton Roads Urban Area Working Group (UAWG), the

Hampton Roads Regional Catastrophic Planning Team (HRRCP), the Hampton Roads Metropolitan Medical Response System Oversight Committee, and the Hampton Roads Interoperable Communications Advisory Committee (HRICAC). The Committee is composed of voting members nominated by each locality in Hampton Roads, subject matter experts, discipline representatives, as well as emergency management state and federal partners. AHAC's scope is to foster communication and greater situational awareness among local, state and federal stakeholders to improve the region's capacity to plan, collaborate, equip and ultimately respond to and recover from natural and human-caused threats and disasters. Responsibilities of AHAC include:

- Provide policy direction and oversight for the development and maintenance of a coordinated and integrated regional approach to emergency management planning and response systems and identify ways for the region to work together and combine resources to address planning gaps.
- Make annual recommendations for funding and budget requirements to the HRPDC Board and administer all funds appropriated to accomplish the work of the AHAC.
- Develop and maintain interoperable and operable communications capabilities and associated emergency communications activities.
- Foster regional collaboration and communication for various preparedness stakeholder groups.
- Foster regional communication and coordination for community education and citizen preparedness.
- Strengthen mass casualty response, medical surge and mass prophylaxis capabilities.
- Develop and coordinate hazard mitigation programs among the member jurisdictions.
- Develop and acquire Federal, State and private grant funding opportunities on behalf of the region and make recommendations as to how the region can most efficiently and effectively utilize financial assistance made available for disaster planning, mitigation and recovery.
- Provide technical guidance and serve as a clearinghouse for homeland security issues for the Hampton Roads Planning District Commission.
- Develop a "whole of community" approach to planning and preparedness by including jurisdictions outside the HRPDC region and representation from critical entities such as the military, National Voluntary Organizations Active in Disaster (VOAD), non-governmental organizations and private service agencies and industry.

- Conduct Threat and Hazard Identification and Risk Assessments (THIRA) on behalf of the region on a periodic basis as recommended by the Federal Emergency Management Agency (FEMA) through the National Preparedness System and the Commonwealth of Virginia Emergency Operations Plan (COVEOP).

AHAC has also established and directs the following subcommittees:

- **Interoperable Communications Subcommittee:** This Subcommittee is tasked with planning, identifying, establishing, and maintaining regional, interoperable communications between first responders and emergency managers.
- **Public Information Subcommittee:** This Subcommittee is tasked with addressing the challenges of providing coordinated, emergency management related, public information to the residents and visitors of Hampton Roads.
- **Grants Allocation Subcommittee:** The Subcommittee is tasked with coordinating the application and allocation of regional grants programs that address emergency management / homeland security needs in the region.
- **Inclusive Planning Subcommittee:** This Subcommittee is tasked with addressing the challenges of protecting the lives of our most vulnerable citizens by collaborating with and leveraging our community partners to provide the most effective guidance, enhancement and support of local and regional emergency management efforts.
- **Resiliency and Mitigation Subcommittee:** This group is responsible for the coordination of regional resiliency and mitigation efforts in the Hampton Roads region.

#### Hampton Roads Metropolitan Medical Response System – Primary Committees

**HRMMRS Strike Team Committee:** The HRMMRS Strike Team Committee was established to recruit and review recommendations for new and replacement members, conduct periodic review of operating procedures, identify training courses, facilitate participation in regional exercises, evaluate need for additional and replacement equipment and supplies, support the role of the Strike Team in regional agencies, organizations, exercises, and events, review and recommend funding sources for above duties. Membership consists of: Strike Team Task Force Leaders and Operations Sections Chiefs, a representative from each jurisdiction that has sponsored a member, one representative from each jurisdiction that supports a Strike Team equipment cache and HRPDC and HRMMRS staff. It is co-chaired by a Task Force Leader from the Peninsula and a Task Force Leader from the Southside.

**HRMMRS Health Care Committee:** The HRMMRS HealthCare Committee was established to strengthen medical surge, mass prophylaxis, emergency triage, and pre-hospital treatment capabilities, identify training needs and arrange accordingly, facilitate healthcare provider participation in regional exercises, support Medical Reserve Corps programs,

support regional emergency preparedness planning for special needs populations, strengthen interoperable communication capabilities among hospitals, public health, public safety, and emergency management, support development of fatality management plans, review and recommend funding sources from HRMMRS, ASPR, UASI and RCPG grants. Membership consists of: representatives from Hampton Roads hospitals, public health departments, MRC programs, EMS agencies, emergency management, American Red Cross (ARC), medical examiner's office, (OCME) long term care facilities, military treatment facilities, and HRPDC and HRMMRS staff. This committee is chaired by a hospital or public health representative with a Vice Chair from the other discipline, one from the Peninsula and one from the Southside. During the next year, this committee will form the foundation for the new Eastern Virginia Healthcare Coalition, a U.S. Department of Health and Human Services initiative to improve the nation's public health and medical preparedness and response capabilities for emergencies. The new coalition will have an expanded mission, membership and geographical coverage area.

### External Committees

In addition to the many HRPDC staff level Committees and Subcommittees, the HRPDC staff, on behalf of the region's localities, serves on a number of federal, state, regional and local government advisory committees. The HRPDC staff also represents the region on advisory committees established by various nonprofit, public interest organizations that provide particular expertise in support of or complementary to the initiatives of the HRPDC and its member local governments. External Committee participation by HRPDC ranges from broad program committees to Technical Advisory Committees for specific regulatory initiatives. The HRPDC frequently plays a leadership role in these external committees.

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## **Economics**

Total budget including pro-rata share of Administration

**\$265,096**

## **Hampton Roads Data Center**

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. To this end, staff routinely collects and maintains a variety of socio-economic information for Hampton Roads and its localities.

Historically, much of the collected information was published on an annual basis in the Commission's Data Book. The HRPDC Staff now provides access to expanded data sets through the Commission's website. Available data series include such items as employment, income, population, retail sales, unemployment, building permits, recently released census data as well as other indicators. Complete data sets are made available for download via the HRPDC website. Staff will also work with localities and other regional organizations to ensure that the best information is made available to the public in a uniform and consistent manner throughout Hampton Roads. This task serves as one of several critically important components of the region's economic database.

Product: Website

## **Regional Benchmarking**

The HRPDC staff will produce the annual benchmarking study. This Report will contain text, graphs, and tables designed to reveal changes in long-term trends in the region. Comparisons will be made against changes occurring in competitor or reference metropolitan regions across the country. The Report will be designed to be diagnostic in nature so as to help the leaders of Hampton Roads identify the region's strengths and weaknesses. Indicators reviewed in the Report will include population, employment, unemployment, retail sales, defense spending, transportation conditions, education, military activity as well as other related statistics. In addition to the print version of the benchmarking study, indicators will also be made readily available through the Commission's website as part of the Hampton Roads Data Center. The Regional Benchmarking Study will continue to be used as a basis for preparing and delivering presentations to interested parties across the region.

Product: Report, News Release, Update Article, Website

## **Hampton Roads Economic Monthly**

The region's economy is in a constant state of change. Expectations change as new information becomes available and forecasts are revised in the face of unforeseen developments. Economics staff will begin to provide up-to-date information that is regionally significant through the *Hampton Roads Economic Monthly*. This report will include the most current relevant economic indicators to help assess the current condition of the region's economy.

Product: Monthly Reports

## **Economic Impact Studies**

The economics staff will continue its efforts to provide economic impact information to the cities and counties in Hampton Roads, in addition to studies conducted for area businesses, colleges and universities, military bases and other public sector entities as well as for members of the local media. Staff will release “impact briefs” as appropriate to the Commission on issues that might significantly impact the region’s economy. The staff will rely primarily on the REMI and IMPLAN models for this work. Staff will also work to produce White Papers on relevant topics of regional interest such as sea level rise and education. The purpose to these studies is provide a basis for making informed decisions on issues that impact the regional economy.

Product: Interviews, Studies, Update Articles, and Reports

## **Annual Economic Forecast**

The staff will produce a forecast for the regional economy for 2016. This work effort will contain a review of trends in the regional economy over the preceding year along with a detailed forecast for 2016. The forecast will cover employment, unemployment, gross regional product, retail sales, residential building permits, and other relevant information. A presentation will be made at the quarterly Commission meeting in January. Additional presentations of the forecast will be made available to local governments and organizations throughout the region.

Product: Presentation, News Release, Update Article, Speaking Appearances

## **Economic Technical Assistance**

This work element covers a variety of activities – many of which are ongoing efforts from one year to the next. This activity will include the extensive effort made to prepare and present data, ideas, analysis, and information to public and private sector entities. Also included are presentations/briefings to local governments and other groups, providing economic consultations, as well as the preparation of charts, graphs, and other visual displays, and writing of material for public distribution. Responding to calls and letters from the general public and the local media are also included in this work task. Efforts to meet economic analysis requests regarding Virginia General Assembly and other policy matters are included under this element of the work program. The staff will also extend the Commission’s basic research efforts into new areas of the local economy not thoroughly understood at present.

Product: Studies, Reports, Letters/Memoranda, Speaking appearances

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# **Emergency Management**

Total budget including pro-rata share of Administration

**\$1,138,988**

## **Hampton Roads All Hazards Advisory Committee (AHAC)**

The HRPDC staff will provide project management support for the All Hazards Advisory Committee (AHAC). This committee is a consolidated organization assuming the missions of the Regional Emergency Management Technical Advisory Committee, the Hampton Roads Urban Area Working Group, the Hampton Roads Regional Catastrophic Planning Team, the Hampton Roads Metropolitan Medical Response System Oversight Committee, and the Hampton Roads Interoperable Communications Advisory Committee. The group was established to reduce duplication of efforts, enhance collaboration, and establish a governance structure with the necessary flexibility to enhance disaster prevention, preparedness, response, recovery, and mitigation in the Hampton Roads region while serving in an advisory capacity to the Hampton Roads Planning District Commission Board. Staff will also support AHAC's mission by partnering with Federal, State, private entities, and the citizens of Hampton Roads. The following AHAC Subcommittees will be supported:

- AHAC Inclusive Emergency Planning Subcommittee
- AHAC Public Information Subcommittee
- AHAC Interoperable Communications Subcommittee
- AHAC Resiliency / Mitigation Subcommittee
- AHAC Grants Allocation Subcommittee

AHAC partners with other regional preparedness planning committees. The HRPDC staff will support these committees on behalf of AHAC. The committees include but are not limited to:

- Hampton Roads Emergency Management Committee
- VDEM Hurricane Evacuation Coordination Group

Product: Program Support, Agendas, Capabilities and Gap Tracking, Website, Document Repository. Regional Coordination

## **Grants Management**

The HRPDC staff will provide management and administration of emergency management and homeland security grants and associated project management to fill capability gaps within the region. In addition to coordinating the regional application of these grants, emergency management staff also provides direct management of several regional projects. These grants and projects include:

- **The Urban Areas Security Initiative (UASI):** The UASI program funds addressed the unique risk driven and capabilities-based planning, organization, equipment, training, and exercise needs of high-threat, high-density Urban Areas based on the capability targets identified during the THIRA process and associated assessment efforts; and assists them in building an enhanced and sustainable capacity to prevent, protect against, mitigate, respond to, and recover from acts of terrorism.

Associated Projects Managed by the HRPDC:

- Homeland Security Planning (THIRA)
  - Interoperable Communications
  - WebEOC Sustainment
  - Shelter Support Unit Sustainment
- **The State Homeland Security Program (SHSP):** SHSP supports the implementation of risk driven, capabilities-based State Homeland Security Strategies to address capability targets set in Urban Area, State, and regional Threat and Hazard Identification and Risk Assessments (THIRAs). The capability targets are established during the THIRA process, and assessed in the State Preparedness Report (SPR) and inform planning, organization, equipment, training, and exercise needs to prevent, protect against, mitigate, respond to, and recover from acts of terrorism and other catastrophic events.

Associated Projects Managed by the HRPDC:

- Program Management / Homeland Security Planning
  - MMRS Strike Team Personal Protective Equipment
- **The Hazard Mitigation Grant Program (HMPG):** The purpose of the Hazard Mitigation Grant Program (HMGP) is to reduce the loss of life and property due to natural disasters and to enable mitigation measures to be implemented during the immediate recovery from a disaster.

Associated Projects Managed by the HRPDC:

- Hampton Roads Hazard Mitigation Plan Update

Product: Grants and Project Management, Region V Measure Maintenance, WebEOC system maintenance.

### **Hazard Mitigation Planning**

The HRPDC staff will provide support for updating the regional Hazard Mitigation plan. This plan will consolidate local and sub-regional hazard mitigations plans into a comprehensive regional Hazard Mitigation Plan.

This program involves the following activities:

- Coordinating local efforts to complement regional hazard mitigation plan format/content/processes.
- Identifying and implementing public outreach activities in local/regional hazard mitigation plans that can be addressed in the Ready Hampton Roads program.
- Supporting hazard mitigation efforts.
- Managing and administering Hazard Mitigation Plan grant.

Product: Hazard Mitigation Plan

## **Ready Hampton Roads**

The Ready Hampton Roads program is a comprehensive resource for citizens to access emergency preparedness information. Ready Hampton Roads also serves the emergency management community by providing a secure site for collaboration and coordination of planning work and a virtual joint information system. It promotes emergency preparedness across the Hampton Roads region and serves as a data hub for emergency management stakeholders.

Product: Readyhamptonroads.org website

This program involves the following activities:

- Maintaining ReadyHamptonRoads.org web site and ReadyHR social media.
- Distributing educational materials through the HRPDC and participating localities.
- Coordinating with Ready Virginia, VDH, and local emergency management outreach programs to enhance community resilience throughout the region.
- Coordinating an ongoing social media campaign.
- Developing, managing, and maintaining a regional public information system.
- Developing, managing, and maintaining a regional community outreach and education system

## **WebEOC® Administration**

WebEOC® is a web-enabled crisis information management system that provides real-time information sharing. It is web-based allowing for users to log on from any computer connected to the internet. It is a method for real-time information sharing between organizations, within and across disciplines and geographic regions. In FY 2007, the Hampton Roads region applied for a received UASI funding to install 12 instances of WebEOC® within Hampton Roads localities, as well as a region instance. A WebFUSION® server was also added to allow information sharing between the localities, the regional server, and the Virginia Department of Emergency Management. The HRPDC emergency management staff will continue to support this initiative from a programmatic and information technology (IT) perspective.

This program involves the following activities:

- Maintaining Regional WebEOC, and WebFUSION hardware and software infrastructure in current working order
- Updating and patching WebEOC and WebFUSION software on regional test, backup, and production servers
- Administering the Regional WebEOC and WebFUSION applications
- Coordinating with the localities that house the Regional WebEOC and WebFUSION servers.
- Assisting users of the regional WebEOC and WebFUSION systems in improving functionality and utility of the system
- Providing non-emergency technical assistance to localities concerning the administration and maintenance of their local WebEOC systems

- Troubleshooting issues encountered with the regional WebEOC and WebFUSION hardware and software.

Product: WebEOC Crisis Management System

### **Staff Support, Planning, and Technical Assistance**

HRPDC staff support and technical assistance are provided on a regional basis, not only to its member local jurisdictions, but also a variety of regional homeland security, emergency management, and voluntary organizations. This participation involves a number of different types of services which, when viewed separately, do not constitute a separate and distinct work element.

In addition, the HRPDC staff will provide assistance and oversight in maintaining the following regional initiatives:

- Hampton Roads Threat Hazard Identification and Risk Assessment
- Virginia Region 5 Preparedness Measure/ Hampton Roads Homeland Security Strategic Plan
- Ready Hampton Roads Strategic Plan
- WebEOC System Administration

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# **Housing and Human Services**

Total budget including pro-rata share of Administration

**\$191,048**

## **Hampton Roads Loan Fund Partnership (HRLFP) Administrative Support**

The HRLFP was organized in late 1996 to enable participation in the Virginia Single Family Regional Loan Fund, a statewide homeownership assistance program for low income households. Along with its goals for expanding homeownership opportunity, the HRLFP supports local community development priorities by financing mortgages in targeted neighborhoods and redevelopment areas.

HRLFP partner organizations include Redevelopment and Housing Authorities, local governments, and nonprofit housing organizations. By mutual agreement of the partner organizations, the HRPDC acts as Regional Administrator for the HRLFP and fiscal agent for administrative support funds.

HRLFP funds are divided into two elements for accounting purposes:

- Element 3004 administrative funds are provided by Virginia Department of Housing and Community Development (VDHCD) to offset program-related labor, document reproduction, mailing, telephone charges and miscellaneous costs incurred by the HRPDC staff.
- Element 3005 is a pass through account for processing federal down payment and closing cost assistance funds provided through VDHCD.

Product: Homeownership assistance loans, progress and status reports

## **Housing and Human Services - Technical Assistance**

The HRPDC staff participates in and exists as a liaison between a number of multi-jurisdictional organizations concerned with housing and human services issues, such as, programs and initiatives pertaining to affordable housing, services and programs for the disabled, as well as services for seniors. Due to its unique access and regional orientation, the HRPDC is frequently asked to provide planning and needs assessments information to support the work of these organizations. The following activities are anticipated:

- Act as Regional Administrator and fiscal agent for the Hampton Roads Loan Fund Partnership, a state-sponsored homeownership program for low-income households.
- Support the research, educational and professional training activities of the Hampton Roads Housing Consortium (HRHC), a regional association of government, non-profit and private sector housing organizations. Staff will also assist in the development of a 5 year strategic plan as well as implementation of a new training center for regional housing partners.
- Provide staff support and assistance to the Hampton Roads Disabilities Board.
- Host periodic meetings of Consolidated Plan coordinators from city governments.
- Participate as a Board Member for Senior Services of Southeast Virginia.

In addition to the external assistance noted above, the staff will monitor U.S. Census releases and other available data to identify significant trends in housing, income distribution and social characteristics with particular emphasis on:

- Composition, age, quality and market value of the housing stock.
- Housing availability and affordability for various demographic groups.

Products: Studies, Reports, Seminars, Letters/Memoranda, Speaking appearances, Update Articles

### **Development of Regional Housing Service Portal (RHSP)**

The HRPDC Staff will continue to provide information and tools through the Regional Housing Service Portal for the HRPDC. This effort will continue through FY 2016 with final completion of the online customer website. The purpose of this tool is to continue to provide a “one-stop” shop environment for obtaining and accessing reliable and legitimate services for housing such as first-time homebuyer education and counseling and foreclosure prevention.

There are numerous housing related organizations in Hampton Roads that provide varied down-payment/closing cost assistance, first-time homebuyer education, foreclosure prevention, rental counseling, and housing services for persons with disabilities. The HRPDC Staff will work to continue to update services and programs in the web portal for consumers and housing providers to utilize. Staff will identify gaps in housing services and continue creating a toolbox of resources for housing providers.

Product: RHSP Web Portal, Reports, Studies, Update Articles

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# **Public Information and Community Affairs**

Total budget including pro-rata share of Administration

**\$847,484**

## **askHRgreen.org**

Environmental education efforts are focused on four key topic areas led by the regional Committees: Water Awareness, Stormwater, Recycling and Beautification, and Wastewater. These Committees still function as independent technical experts, but now blend their messages under the umbrella brand of askHRgreen.org. With both qualitative and quantitative research guiding this effort, HR GREEN created the website as the region's portal to engaging Hampton Roads residents in the green conversation. In FY 2016, the focus will be on continuing and enhancing successful public relations efforts to gain added value media, extending the role of regional media ambassadors, seek new media partners, and developing new social media initiatives and strategies. In addition, a priority is to convert askHRgreen.org to a responsive website which will serve all electronic devices and make for a more user-friendly experience regardless of electronic platform. The results of the 2015 marketing research will be used to further improve branding and messaging, as well as supporting media strategies and public relations initiatives. In the past five years, this campaign has leveraged these funds for an overall public relations and added value of over \$1.985 million.

This program is funded through special local government contributions provided through the Water Awareness, Stormwater, Recycling and Beautification, and Wastewater Environmental Education Programs. Each of those programs contributes \$25,000 to support askHRgreen.org.

Products: askHRgreen.org website enhancements and blog, Social Media, Search Engine Optimization, Marketing, Paid and earned media, Design services.

## **Water Quality Advertising**

Since FY 1999, the HRPDC staff, on behalf of the HRPDC Directors of Utilities Committee, has coordinated regional initiatives focusing on the quality of the region's drinking water. Beginning in January 2000, the Directors of Utilities Committee determined that one or more advertisements should be developed to highlight the quality and value of the region's drinking water. This element covers the direct costs associated with purchasing the advertising and developing educational materials. This project is funded through the Regional Water Program by a special local government contribution.

Products: Educational Materials, Update Article

## **H2O – Help To Others - Program**

In 1999, the localities of Hampton Roads created the H2O – Help To Others – Program to provide one-time financial assistance to individuals who are unable to pay their water and wastewater bills.

Fourteen of the seventeen member localities, the Town of Windsor, and HRSD participate in the program. Assistance to individuals is funded through contributions made by citizens.

The HRPDC staff has taken steps to incorporate the Program as a nonprofit to ensure the deductibility of donations. The State Corporation Commission (SCC) approved the incorporation of the H2O Program in November 2007. The H2O Program Board of Directors held its organizational meeting in March 2009. During early 2011, the Internal Revenue Service (IRS) formally approved the non-profit status of the program and the tax deductibility of donations. An MOA has been executed among the HRPDC, HRSD, and the H2O Program Board. A companion agreement has been executed between the H2O Program Board and the Salvation Army, providing for the Salvation Army to conduct eligibility screening on behalf of the Program. This task provides for printing of donation envelopes and informational materials. Staff is investigating alternative donation methods and sources of donations.

This project is funded through the Regional Water Program by a special local government contribution.

Products: Envelopes, Educational Materials, News Release, Update Article

### **Coastal Resources Management Program – Native Plants**

The HRPDC applied for a grant from the DEQ through the VCZMP to develop a native plants promotion strategy for Hampton Roads. This grant supports the first phase of development of a Plant HR Natives campaign in the region. The promotion and use of native plants has become even more important in light of recent regulatory developments, including the Chesapeake Bay Total Maximum Daily Load (TMDL) and new Virginia Stormwater Management Regulations, both of which will require local governments as well as private actors to implement new stormwater best management practices (BMP) to reduce the impacts of urban development on regional waterways. There is an opportunity to expand the Virginia CZM Program's native plant marketing efforts in the Hampton Roads region as well as address local government and private actor needs to use vegetative stormwater BMPs to satisfy regulatory requirements. Initial discussions with local government and non-governmental stakeholders in Hampton Roads suggest that there is great interest in collaborating on a campaign. The HRPDC has engaged regional stakeholders, such as wholesalers, retailers, non-governmental organizations, local governments, landscapers, and others, to determine the marketing and collaborative strategies most effective in promoting and increasing the availability and use of native plants in this region. The HRPDC will complete a regional needs assessment and strategic plan for marketing native plants. The project is scheduled to be completed on September 30, 2015.

Products: Needs Assessment, Strategic Plan

### **askHRgreen.org: Stormwater Education Subcommittee & Program**

The HRPDC staff will continue to staff the Stormwater Education Subcommittee. This effort includes facilitation of the subcommittee process; management of the budget and consultant contracts; development and implementation of an advertising program, coordinating with askHRgreen.org to ensure cost-effectiveness; coordination of stormwater, water conservation and watershed management education programs; and

development of specific educational materials and programs. The HRPDC staff will prepare the Annual Program Report, which is used by localities with MS4 permits.

This program is supported through the Regional Stormwater Management Program by a special local government contribution.

Products: Program Management, Educational Materials, Report, News Release, Update Article

### **askHRgreen.org: Recycling and Beautification Subcommittee & Program**

askHRgreen.org: Recycling and Beautification Subcommittee is a regional coalition of local Clean Community and Recycling Coordinators. It promotes litter prevention, recycling, beautification and general environmental awareness through educational programs designed to reach all segments of the Hampton Roads community, although specific program activities may target particular segments of the population.

Information is delivered under the umbrella of askHRgreen.org, with key advertising messages promoted throughout the year. In FY 2016, messaging and outreach will continue the “Recycle More, Trash Less” campaign, encouraging knowledge of recycling best practices and increased participation in residential curbside recycling programs. .

This program is funded through a special local government contribution.

Products: Program Management, Educational Materials, Report, News Release, Update Article

### **Public Information and Community Affairs**

The Public Information and Community Affairs staff is tasked with agency branding and information dissemination, environmental education, public involvement and legislative liaison activities.

General agency information and activities are communicated via e-newsletters, a blog, special reports and quarterlies, as well as more targeted distribution of key information to key leaders and decision makers across the region.

Staff will monitor important legislative initiatives impacting local governments in the coming year, at both the state and federal level. Where appropriate, regional comments by the Commission will be crafted.

Media Relations: Working with the localities, the HRPDC staff will prepare appropriate materials for distribution to the media, explaining cooperative regional environmental programs and explaining local government innovation and successes in environmental management. These materials may include press releases and “op-ed” pieces.

Legislative Activity: The HRPDC staff will continue efforts to facilitate consensus recommendations on legislative matters being considered by the Virginia General Assembly (VGA) and the U.S. Congress. These recommendations will take the form of broad statements of principles and policy that will guide the staff and members of the HRPDC environmental committees in working with state and federal agency staff and interest groups on legislative matters of concern to the localities.

Products: HRPDC Website, E-newsletter, Special Reports, Economic Quarterly, Social Media, Marketing and Communications Plan, Legislative Summaries

### **askHRgreen.org: Wastewater Education Subcommittee & Program**

During FY 2004-2005, the Directors of Utilities Committee and the HRPDC staff finalized the direction and scope of the HR FOG (Fats, Oils and Grease) educational program. Information is delivered under the umbrella of askHRgreen.org, with key advertising messages promoted throughout the year. In FY 2016, the messages will continue to focus on limiting use of garbage disposals in both home and commercial kitchens as well as reminding citizens of “what not to flush”. In addition, co-promotions are conducted with the Water Awareness effort regarding various water and wastewater infrastructure issues

Part of the Fats, Oils and Grease Program includes regional coordination of training for food service establishment (FSE) employees and grease haulers. A web-based training program for both of these sectors is located at [www.hrfog.com](http://www.hrfog.com), and ongoing maintenance support and development are necessary to maintain the site.

This program is funded through the Regional Wastewater Program by a special local government contribution.

Products: Program Management, Educational Materials, Training Website, Update Article

### **askHRgreen.org: Water Awareness Subcommittee & Program**

The HRPDC acts, on behalf of the seventeen member local governments, as administrative agent for the askHRgreen.org: Water Awareness Subcommittee. This program, which began as a cooperative water conservation education program in 1994, involves the following activities:

- Promoting the value of the region’s safe drinking water supply through traditional and new media avenues.
- Wise Water Use Education - Maintenance of Mobile Display Trailer, Media Advertising and Business Education Program and development of new education programs targeted at specific audiences, e.g., military, rural localities and schools.
- Publications/Products - Displays, brochures, audio/video supplies and consumables
- HRPDC Program Management - This element includes provision of administrative/financial management support, including administrative oversight of any contractors retained to support the program.

Information for this program is delivered under the umbrella of askHRgreen.org, with key advertising messages promoted throughout the year. Funding is provided through the Regional Water Program by a special local government contribution.

Products: Program Management, Educational Materials, Report, News Release, Update Article

# **Regional Planning**

Total budget including pro-rata share of Administration

**\$256,108**

## **Staff Support and Technical Assistance**

HRPDC staff support and technical assistance are provided on a regional basis, not only to its member local jurisdictions, but also to a variety of regional organizations. This participation involves a number of different types of services which, when viewed separately, do not constitute a separate and distinct work element. The level of staff support may only require a telephone call response, attendance at a meeting or series of meetings, or it could involve a period of study for several days or weeks over the year. The work anticipated could consist of taking minutes of meetings, scheduling meetings, to maintaining financial records for other agencies.

The following is a list of agencies that will receive some form of staff support or technical assistance. In order to identify the department within the staff that has the primary support role, work activity codes have been assigned to that group. Transportation staff support and technical assistance are identified in a separate UPWP.

- HRPDC Commission, Executive Committee, and Chief Administrative Officers meetings (no direct charges, all are of benefit to total operations)
- Hampton Roads Mayors and Chairs Caucus (no direct charges, all are of benefit to total operations)
- Hampton Roads Telecommunications Advisory Committee
- Municipal Construction Standards Committee
- Hampton Roads Sanitation District
- Southeastern Public Service Authority of Virginia
- Virginia Peninsulas Public Service Authority
- Regional Raw Water Study Group
- Statewide Advisory Board for the Virginia Water Resources Research Center
- South Hampton Roads Resource Conservation and Development Council
- Soil and Water Conservation Districts

Throughout the Fiscal Year, the HRPDC staff will meet with members of the region's General Assembly Delegation, as appropriate, to advise and discuss matters of regional importance and meet with the Editorial Boards of the region's major news media to advise them on matters of regional importance. This Task also includes the ongoing Regional Intergovernmental Review Process.

The HRPDC will continue to serve as the Regional Clearinghouse for review of:

- Applications for state and federal grant funds.
- Federal, state and local development and facilities plans.

Technical assistance will be provided to the jurisdictions on short-term projects such as grant applications, review of plans and studies, geographical information systems technical support, assistance with regulatory proposals, comments on other planning matters, facilitation of various local and agency initiatives and analysis of state and federal actions.

When requested, the staff will provide ongoing technical input to major local planning efforts, such as:

- City, County and Town Comprehensive Plans
- City, County and Town Development Ordinances

The HRPDC will work with WHRO in providing citizens with public information and education concerning the activities of the HRPDC. This will include special issues educational information and public forums, as well as on-line polls, and representation in the various regional speakers' bureaus.

The staff will perform specific technical assistance projects, including technical analyses, graphic design and printing for other governmental agencies, non-profit entities and private enterprise. Payment for such efforts will include personnel costs, in accordance with the policy in the HRPDC Personnel Policies and Procedures Manual, as well as other direct and indirect costs.

Products: Letters, Memoranda, Reports

### **Comprehensive Environmental Planning Program**

Over the past several years, the HRPDC has worked with representatives of the various environmental and education committees to address strategic environmental planning issues. Through this process, steps to better coordinate the regional environmental education program have been undertaken; potential institutional structures to elevate policy level involvement and consideration of environmental issues have been identified; and, the need to better integrate various elements of the HRPDC Environmental Planning program have been recommended.

Through the comprehensive environmental planning program, the HRPDC staff will continue to pursue the following tasks:

- Environmental Strategic Plan
  - Maintain environmental database.
  - Identify and prioritize environmental issues for advisory committee and Commission consideration.
  - Participate in state and federal legislative and regulatory initiatives and technical studies on behalf of the Commission and member localities.
  - Prepare appropriate briefing materials and presentations.
  - Evaluate funding needs and options for long-term sustainability of the comprehensive environmental planning program.
  - Continue to make presentations to public and private groups concerning environmental programs and issues.
- Planning and Regulation Integration
  - Identify conflicting and duplicative state and federal planning and regulatory initiatives.
  - Facilitate consideration of issues that cut across local government departmental or functional lines.

- Work with advisory committees, devising strategy for integrating these programs to minimize impacts on local governments while achieving program goals.
- Evaluate institutional structures that would facilitate implementation of integrated management strategies.
- Green Infrastructure: The HRPDC staff will continue to facilitate regional efforts to identify the components of a green infrastructure (GI) system for Hampton Roads. This initiative will also address the present state goal for land conservation, facilitation of cooperative efforts involving the localities, Department of Defense (DOD) agencies, the state and private nonprofits, and identification of funding opportunities to support the regional system.
- Southeast Coast Saltwater Paddling Trail: The HRPDC staff will continue to support the Southeast Coast Saltwater Paddling Trail effort by maintaining a website that provides a uniform identity for the new Trail and to make trail maps and other information available to the general public. A geographic information system (GIS) database, as well as maps, will also be developed by staff to centralize Trail access sites and accommodations locations across four states.
- Offshore Energy Development: The HRPDC staff will identify data needs and research sources of information and funding resources to support regional efforts to address energy issues. This effort will include identification of key factors in offshore energy development and current activities and procedural steps necessary to move forward. It will also involve evaluation of environmental impacts and regulatory issues associated with offshore energy development. The HRPDC staff will continue to represent the region on the federal Minerals Management Service Offshore Wind Task Force.
- Geographical Information Systems (GIS) Technical Support: The HRPDC Regional Planning staff will provide interagency GIS technical support to HRPDC staff.
- Joint Land Use Studies: The HRPDC staff will continue to work with the region's localities that are home to military air facilities as they undertake Joint Land Use Studies (JLUS) with the military. The City of Hampton is nearing completion of a JLUS in cooperation with Langley Air Force Base and neighboring jurisdictions. The HRPDC staff will continue to support that effort. The cities of Chesapeake, Norfolk and Virginia Beach, in cooperation with the U.S. Navy, expect to update the Hampton Roads JLUS during the fiscal year. The HRPDC facilitated development of the original Hampton Roads JLUS and has been requested to continue that role during the update process.

All elements of this Task will involve completion of technical studies and analysis; conduct and sponsor appropriate educational opportunities for Commission members, local elected and planning officials and staff; facilitator and coordinator of Committee efforts.

Products: Briefing papers, reports, workshops, educational materials.

## Regional Solid Waste Management Planning

In 2012, the HRPDC was designated as the regional solid waste planning agency with responsibility for maintaining the regional solid waste management plan and completion of the annual Recycling Rate Reports for the localities in the SPSA-service area.

During the fiscal year, the HRPDC will maintain the Regional Solid Waste Plan for Southeastern Virginia (SPSA service area) and complete the annual Recycling Rate Reports for the SPSA member communities.

In addition, the HRPDC staff will continue to provide staff support for the eight Southside Hampton Roads localities as they evaluate solid waste management options for the period after 2018.

Products: Regional Plan Updates, Annual Recycling Rate Reports

## Hampton Roads Regional Strategic Plan

The HRPDC will continue working to develop the Region's first Community-based Regional Strategic Plan entitled Envision Hampton Roads. Section 15.2-4209 of the Code of Virginia, the Regional Cooperation Act, requires, among other duties, that a Planning District Commission "prepare a regional strategic plan for the guidance of the district. The plan shall concern those elements which are of importance in more than one of the localities"..."shall include regional goals and objectives, strategies to meet those goals and objectives and mechanisms for measuring progress toward the goals and objectives." The Code goes on to address plan content and the range of interests that should be involved in preparing the plan.

Through this Task, the HRPDC will continue working with its stakeholders to build regional collaboration and develop a shared Regional Vision. This process includes following a 6 step planning approach that will span across several fiscal years.



Products: Report, Issue Papers, Presentations, Update Articles

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# **Water Resources**

Total budget including pro-rata share of Administration

**\$2,114,082**

## **Drinking Water Program**

The Directors of Utilities Committee is the Advisory Committee to the Commission for drinking water issues and guides the Drinking Water Program's priorities. Through this task, the HRPDC staff will facilitate Committee efforts to address these priorities, including undertaking appropriate technical studies and analyses.

The following efforts are included in this task:

- Research industry trends such as changing rate structures, affordability programs, declining demands, and conservation programs.
- Collect and compile annual water rate information.
- Update and distribute the Water Quality Response Plan points of contact and guidelines.
- Review the State Water Supply Plan and assess its applicability to the region.
- Update the Regional Water Supply Plan as needed.
- Develop Regional Source Water Protection Plan and regularly update data and maps.
- Implement initiatives identified in the Water Supply Assessment and Emergency Response Training project.
- Monitor legislative and regulatory issues affecting public water supply and coordinate regional comments as needed.
- Serve on regulatory advisory panels and coordinate information sharing between regional representatives and other localities regarding potential regulatory changes.
- Facilitate discussions of best practices with focus on utility management.
- Continue enhancement of communications between the local Departments of Health and Utilities.
- Provide administrative and technical support to the Directors of Utilities Committee and facilitate the Committee process.
- Provide support for special regional water initiatives, including the H2O - Help To Others – Program and the Water Quality Advertising initiative.

On behalf of the local governments, the HRPDC will continue the Regional Groundwater Mitigation Program. The MOA for the Groundwater Mitigation Program was renewed in March 2010, extending the program from January 1, 2011 to December 31, 2015. Through this Program, the HRPDC provides groundwater hydrology and computer modeling expertise to the participating member local governments. This effort includes the following activities:

- Hampton Roads Regional Mitigation Program, including analysis of impacts of groundwater withdrawals and administration of the program.
- Local groundwater studies.
- Groundwater Education.
- Administrative support and coordination for cooperative groundwater program with the U. S. Geological Survey (USGS).
- Work with USGS, the Department of Environmental Quality and the localities to refine implementation of the state groundwater regulatory programs.
- Continue analysis to estimate the sustainable yield of the Virginia Coastal Plain aquifer system.

- Participate in Mission H2O's Groundwater Subcommittee to provide stakeholder coordination and track regulatory initiatives.
- Track technical and policy changes in DEQ's application of the regional groundwater model in the evaluation of permits.

This project is funded through a special local government contribution.

Product: Technical studies and analyses

### **Coastal Resources Management Program – Public Access Norfolk**

The HRPDC has applied for a competitive grant from DEQ through VCZMP to support a Public Access project in the City of Norfolk. This project involves construction of a pier and floating dock that will provide an American with Disabilities Act (ADA) with an accessible fishing/pier/canoe/kayak ramp on the Lafayette River adjacent to the VA Zoological Park, Lafayette Park, and the Ernie Morgan Environmental Action Center. The HRPDC staff will continue working with the City of Norfolk in monitoring the progress of this project.

The project will begin on October 1, 2015 and is scheduled to be completed by September 30, 2016.

Product: Grant Management and construction of pier and floating dock.

### **Coastal Resources Management Program – Public Access Suffolk**

The HRPDC applied for a competitive DEQ grant through the VCZMP to support a Public Access project in the City of Suffolk. This project involves construction of a public facility for canoe and kayak access to the Nansemond River at Constant's Wharf Park and Marina near downtown Suffolk. The HRPDC staff will continue working with the City of Suffolk in monitoring the progress of this project.

The project is scheduled to be completed by September 30, 2015.

Product: Grant Management and construction of public access

### **Regional Sea Level Rise Program**

The HRPDC has recognized the significance of potential sea level rise and increased recurrent flooding. The Commission stood up a new advisory committee to address these issues. The committee's objectives include:

- 1) Developing specific recommendations related to recurrent flooding and sea level rise adaptation and mitigation for local governments
- 2) Advocating for support and action by the state government and federal government
- 3) Serving as the primary regional contact to coordinate efforts with federal agencies and academic institutions

The regional sea level rise program will promote effective long-term planning for sea level rise and flooding adaptation. HRPDC staff will facilitate information sharing among localities and work to develop consistency in local and state policies. This project will build

on previous efforts to increase the region's knowledge base and technical capacity to plan for sea level rise. In particular, this program will continue to provide technical assistance for local governments and outreach, education, and coordination efforts on this and related issues such as flooding, hazard mitigation, and planning for sustainable communities.

Hampton Roads Adaptation Forum: The Hampton Roads Adaptation Forum is a partnership between the HRPDC, Virginia Sea Grant, and Old Dominion University. The goal of the forum is to establish a regional dialogue for local government staff and representatives from federal and state agencies to discuss needs and best practices for adapting to flooding and sea level rise. This forum will build on previous efforts by the HRPDC, Virginia Institute of Marine Science (VIMS), and others. The focus of this forum will continue to be on developing strategies that are specifically suited for our region, with a goal of building a resource that can be readily accessed by local governments seeking information, case studies, and data needed for local planning and adaptation efforts. The forum was previously funded by a grant from the national Sea Grant program, with matching, in-kind funding (in the form of staff time for attending meetings) from the HRPDC and Hampton Roads' local governments. The partners plan to continue to staff this effort and look for new funding for forum refreshments and speakers' travel expenses.

Subsidence study: HRPDC has contracted with USGS to evaluate regional options to monitor land subsidence. The study will be completed in February 2016. Objectives of the study are:

1. Describe available techniques and methods for measuring land subsidence in Hampton Roads.
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.

Dutch Dialogues: The HRPDC staff and the cities of Hampton and Norfolk are partnering with the Netherlands Embassy to host a Dutch Dialogue in Hampton Roads in June 2015. This Dialogue will be an intense, three-day design workshop that will bring together Dutch design professionals and scientists with local experts and stakeholders to identify solutions to the water management challenges the region is facing – stormwater management, recurrent flooding, sea level rise, and poor water quality. In FY16, the HRPDC staff will provide summaries and presentations on the recommendations from Dutch Dialogues and coordinate future events if there is interest in collaborating on the evaluation of additional sites in the region.

Research Projects and Studies with Academic Partners: The HRPDC staff regularly collaborates with academic partners on an informal basis to support HRPDC technical projects and academic research projects. Regular partners include researchers at VIMS, ODU, and the University of Virginia. The HRPDC staff is currently partnering with Professor Jonathan Goodall (UVA) and Professor Venkat Sridhar (Virginia Tech) on a project titled "The Impact of Climate Change and Sea Level Rise on Stormwater Design and Recurring Flooding Problems in Hampton Roads," which is funded through the Mid-Atlantic Transportation Sustainability Center.

Intergovernmental Coordination: The HRPDC staff regularly coordinates and collaborates with other governmental partners in Hampton Roads and Virginia on projects related to sea level rise and recurrent flooding. Regular partners include the VIMS, ODU, the U.S. Army Corps of Engineers (COE), the Chesapeake Bay Program, other federal and state agencies, and local governments. Specific projects the HRPDC staff will be involved in include supporting grant applications (including state's application to the National Disaster Resilience Competition), the ODU Intergovernmental Pilot Project, and the Governor's Climate Change and Resiliency Update Commission. The HRPDC staff will also provide support for HRTPO efforts related to recurrent flooding and sea level rise. The HRPDC staff will work with stakeholders within the region to promote best practices and identify additional opportunities for leveraging and combining efforts.

Technical Assistance: The HRPDC staff will provide technical assistance to local governments upon request to support efforts to incorporate sea level rise and recurrent flooding into local plans and policies, including providing source material, presentations, GIS data, and map products.

Products: Report, Presentations, Update Articles

### **Regional Stormwater Management Program**

The Regional Stormwater Management Committee guides the Stormwater Management Program's priorities. Through this task, the HRPDC staff will facilitate Committee efforts to address these priorities, including undertaking technical analysis; tracking legislative and regulatory issues; support for the regional coordination process; consultant management; and education. An MOA formally establishing the Hampton Roads Regional Stormwater Management Program was executed by the HRPDC and the region's localities during 2003 and renewed in 2008 and 2013. The MOA outlines the roles and responsibilities of the HRPDC, the localities and the Committee in carrying out the program.

The Regional Stormwater Management Program includes the following components.

#### Permit Strategy:

- The region's six communities governed by the Phase I Stormwater Permit Regulations (Chesapeake, Hampton, Newport News, Norfolk, Portsmouth and Virginia Beach) applied for new permits in 2005. New permits have not been issued by DCR, but they have indicated that the permits will be issued in the summer of 2015. The HRPDC will continue to facilitate a coordinated regional response to Stormwater Permit requirements affecting these localities.
- The cities of Poquoson, Suffolk, and Williamsburg and the counties of Isle of Wight, James City and York are governed by Phase II General Permits, as required by state and federal regulations. The Phase II localities in Hampton Roads are covered under a revised General VSMP permit for small MS4s issued in 2013. This new permit requires the localities to focus an increased amount of resources on BMP maintenance, reporting and water quality. This task supports ongoing local implementation and refinement of the local stormwater management programs to meet the new regulatory requirements.

### Technical Support:

- Legislative and regulatory monitoring. This activity includes technical review of legislative and regulatory proposals, development of consensus position statements, and participation on state and federal advisory committees. HRPDC staff is currently serving on the state's Stormwater Stakeholder Advisory Group.
- Effectiveness Reports. In 2001, the Regional Effectiveness Indicators Program was incorporated into the Virginia Pollutant Discharge Elimination System (VPDES) Permits for the Municipal Separate Storm Sewer Systems of the cities of Chesapeake, Hampton, Newport News, Norfolk, Portsmouth and Virginia Beach. The HRPDC staff will continue to coordinate this program, compile needed information from the affected communities and prepare reports, summarizing this information for the participating localities. These reports will be submitted by the localities in compliance with their permit conditions. Because of delays by the state in issuing the new stormwater permits, the Phase I localities are still required to complete Effectiveness Indicators Reports.
- Complete Annual Reports required by the stormwater discharge permits for the six Phase II localities.
- Develop and conduct pollution prevention and stormwater management training programs, as required by the local permits.
- Assist Phase II localities with ongoing program development, implementation and evaluation.

### Water Quality Initiatives:

The HRPDC staff provides research and coordination to develop watershed studies. Staff may conduct studies or manage contracts for specific studies if requested and funded by localities.

- The HRPDC staff provides coordination and information on development of the Polychlorinated biphenyl Total Maximum Daily Load (PCB TMDL) for the Elizabeth River and supports the development of more effective TMDL implementation strategies for PCBs.
- The staff is also working on the TMDL implementation plan for the *Back and Poquoson River Watersheds*.
- The HRPDC staff is participating in a new multi-state consortium focused on best practices and emerging science related to water quality challenges in the Coastal Plain.

### Chesapeake Bay TMDL:

In 2010, the U.S. Environmental Protection Agency (EPA) completed a TMDL study for the Chesapeake Bay and its tributaries. Concurrently, the Commonwealth of Virginia completed the Phase I of its Watershed Implementation Plan (WIP), establishing the broad framework for how Virginia plans to achieve the TMDL requirements. In 2012, Virginia completed the

Phase II WIP, which included more details on how local governments will implement the necessary programs and controls to achieve the TMDL.

- The HRPDC staff participates in the Chesapeake Bay Program's Urban Stormwater Workgroup and tracks many additional Bay Program policy workgroups. This effort allows the region to provide input during the development of policies and revisions to the Chesapeake Bay TMDL models. HRPDC staff also collects information on the state's initiatives for implementation of the Chesapeake Bay TMDL to share with localities.
- The HRPDC staff co-chairs the Bay Program's Land Use Workgroup and participates in several expert panels. Participation in the Bay Program allows staff an opportunity to influence the development of technical guidance and policies that impact localities.
- The HRPDC staff is serving on Virginia's Chesapeake Bay TMDL Stakeholder Advisory Group which is tasked with supporting the development of the Phase III Watershed Implementation Plan.

#### Consultant Management:

- The HRPDC staff will continue to work with a consultant to maintain the web-based Permit Administration and Reporting System (PARS) of tracking and reporting permit elements to support local programs.
- A legal consultant was retained in FY 2010 to assist the Phase I localities during negotiation of new permits with DCR, including oversight from the U.S. EPA. During FY 2011, the work of the legal consultant was expanded to include assistance in addressing the Chesapeake Bay TMDL. This work will continue during FY 2016.
- New consultant contracts (Continuing Services Agreements) have been executed for stormwater related activities on an as needed basis.

This program is supported by a special local government contribution.

Products: Letters, Memoranda, Reports, Seminars, Public Speaking

#### **Coastal Resources Management Program – Hampton Roads Sea Level Rise Planning and Technical Assistance**

The HRPDC has applied for a grant from DEQ through the VCZMP to continue providing Hampton Roads Sea Rise Planning and Technical Assistance. The HRPDC has recognized the significance of this threat for the last several years and has consistently sought out opportunities to fund projects and studies and to partner with other stakeholders in the region, including academic institutions such as VIMS and ODU, state/federal agencies such as the Virginia Sea Grant program and NOAA, and local government partners such as the City of Virginia Beach, to promote effective long-term planning for sea level rise and flooding adaptation. This project will build on previous efforts in order to increase the region's knowledge base and technical capacity to plan for sea level rise. In particular, this project includes the development of new sea level rise inundation maps using updated LIDAR elevation data, the establishment of a sea level rise adaptation technical working group, case study analyses of sea level rise impacts and vulnerability, the establishment of a technical assistance program for local governments, and continued outreach, education, and coordination efforts on this and related issues such as flooding, hazard mitigation, and planning for sustainable communities.

The project is scheduled to be completed by September 30, 2015

Products: Maps, analyses

### **Regional Water Quality Monitoring Program**

In 2014, the Regional Water Quality Monitoring Program was established. The cities of Chesapeake, Hampton, Newport News, Norfolk, Portsmouth, and Virginia Beach signed a MOA to create the program, establish responsibilities and identify funding. The program monitors stormwater in a manner which quantifies the nitrogen, phosphorus, and sediment loads associated with specific land uses in Hampton Roads. The United States Geological Survey (USGS) and HRSD are under contract with the HRPDC to provide sampling and data analysis.

The objective of the Regional Water Quality Monitoring Program is to collect data at a regional scale that will accurately measure the amount of nutrient and sediments delivered to waterways by the local MS4 systems. The data would be submitted to the Virginia DEQ and/or the Chesapeake Bay Program for updates to improve the accuracy of existing computer models, provide a basis upon which to administer local stormwater programs with a greater degree of precision, and improve action plans to meet the Chesapeake Bay TMDL and other local TMDLs for impaired waters.

The Regional Water Quality Monitoring Program is based on a five-year work plan with acquisition of monitoring equipment and services amortized over the entire term of the initial program.

Products: Grant Management

### **Regional Wastewater Program**

The HRPDC staff will facilitate a regional wastewater planning program to develop regional solutions to wastewater management issues identified by the Directors of Utilities Committee in cooperation with HRSD. Issues being addressed include:

Sanitary Sewer Overflows. The process of addressing this issue began in December 2000. Since that time, the Sanitary Sewer Overflow Reporting System (SSORS), training materials for local staff and a web-based reporting procedure have been developed. Consultant assistance will be used to provide technical support to the localities. The HRPDC staff will continue to manage the system and provide routine assistance to the localities and DEQ in its implementation.

Consent Orders. The HRPDC staff will continue to coordinate the regional process involving DEQ, HRSD and the thirteen localities, to develop the Regional Wet Weather Management Plan and related policies and standards required by the Regional Consent Decree, which establishes local and regional responsibilities for addressing sanitary sewer overflows and related wastewater system management activities. The original Consent Order was executed by the localities, HRSD and DEQ in September 2007. The Consent Order has been terminated and replaced with a Consent Order signed in December 2014 as

part of the sewer consolidation effort. The new order requires localities to implement their sanitary sewer maintenance, operation and management (MOM) programs. HRSD is not a party to the Consent Order. HRSD will develop with locality input but HRSD will fund the projects included in the Regional Wet Weather Management Plan. Through a MOA among the localities, HRSD and the HRPDC, the HRPDC staff will facilitate ongoing implementation of required elements.

Wastewater Priority Projects. During the course of the year, additional projects may be identified by the Directors of Utilities Committee. It is expected that wastewater system regionalization, affordability, integrated planning, and bacteria impairments will be topics for consideration. New consultant contracts (Continuing Services Agreements) have been executed for wastewater related activities on an as needed basis.

This program is funded through a special local government contribution.

### **Coastal Resources Management Program - Technical Assistance**

The HRPDC has applied for a grant from DEQ through the Virginia Coastal Zone Management Program (VCZMP) to continue its program of technical assistance to the local governments on environmental issues. This effort will focus on activities that directly support the Core Elements of the VCZMP and that provide a communication link between the region's localities and state and federal environmental programs. Under this program, the staff will undertake the following activities:

- Coordinate local and regional review of and response to state and federal environmental impact statements, regulatory and legislative initiatives, shoreline development and other environmental issues and proposals.
- Complete regional environmental studies, which are of relatively small scale and short duration.
- Facilitate local government consideration of major coastal resource issues; including land conservation, energy policy and climate change.
- Serve as a liaison and information clearinghouse between state and federal environmental programs, such as the Chesapeake Bay Program, and the local governments.
- Assist local jurisdictions, as requested, in the development of comprehensive plans, development ordinances, and studies, which may have an impact on coastal resources, including assistance to CBPA implementation efforts.
- Provide information and education about coastal resources to local government staff and the public.
- Maintain and coordinate the environmental elements of the HRPDC Geographic Information System.

The project is scheduled to be completed by September 30, 2015

Products: Letters, Memoranda, Reports, Seminars, Public Speaking

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- Provide information and education about coastal resources to local government staff and the public.
- Maintain and coordinate the environmental elements of the HRPDC Geographic Information System.

The project is scheduled to run from October 1, 2015 through September 30, 2016

Products: Letters, Memoranda, Reports, Seminars, Public Speaking

## Glossary of Terms

|          |   |
|----------|---|
| ARC      | American Red Cross  |
| ASPR     | Office of the Assistant Secretary for Preparedness and Response   |
| BMP      | Best Management Practices   |
| CBPA     | Chesapeake Bay Preservation Act                                   |
| COE      | United States Army Corps of Engineers                             |
| COVEP    | Commonwealth of Virginia Emergency Operations Plan                |
| DCR      | Virginia Department of Conservation and Recreation                |
| DEQ      | Virginia Department of Environmental Quality                      |
| DHCD     | Virginia Department of Housing and Community Development          |
| DHS      | United States Department of Homeland Security                     |
| DOD      | United States Department of Defense                               |
| EOP      | Emergency Operations Plan   |
| EPA      | United States Environmental Protection Agency                     |
| FEMA     | Federal Emergency Management Agency                               |
| FSE      | Food Service Establishment  |
| FY       | Fiscal Year   |
| GI       | Green Infrastructure  |
| GIS      | Geographic Information System                                     |
| H2O      | Help to Others Program  |
| HR CLEAN | askHRgreen.org: Recycling and Beautification Subcommittee         |
| HR FOG   | Hampton Roads Fats, Oils and Grease, Wastewater Education Program |
| HR STORM | Hampton Roads Stormwater Education Committee                      |
| HR WET   | Hampton Roads Water Education Subcommittee                        |
| HRHC     | Hampton Roads Housing Consortium                                  |
| HRICAC   | Hampton Roads Interoperable Communications Advisory Committee     |
| HRLFP    | Hampton Roads Loan Fund Partnership                               |
| HRMMRS   | Hampton Roads Metropolitan Medical Response System                |
| HRPDC    | Hampton Roads Planning District Commission                        |
| HRSD     | Hampton Roads Sanitation District                                 |
| HRT      | Hampton Roads Transit   |
| HRTPO    | Hampton Roads Transportation Planning Organization                |
| IMPLAN   | Impact Analysis for Planning                                      |
| IRS      | Internal Revenue Service  |
| IT       | Information Technology  |
| MOA      | Memorandum of Agreement   |
| MOU      | Memorandum of Understanding                                       |
| MS4      | Municipal Separate Storm Sewer System                             |
| OCME     | Office of the Chief Medical Examiner                              |
| OCP      | Virginia Office of Commonwealth Preparedness                      |
| ORION    | Overlay Regional InterOperability Network                         |
| PARS     | Permit Administration and Reporting System                        |
| REMI     | Regional Economic Models Inc.                                     |
| REMTAC   | Regional Emergency Management Technical Advisory Committee        |
| SCC      | State Corporation Commission                                      |
| SSO      | Sanitary Sewer Overflow   |

## Glossary of Terms (continued)

|                             |  |
|-----------------------------|--|
| SSORS                       | Sanitary Sewer Overflow Reporting System   |
| Stormwater Phase I Permits  | The cities of Chesapeake, Hampton, Newport News, Norfolk, Portsmouth, and Virginia Beach             |
| Stormwater Phase II Permits | The cities of Poquoson, Suffolk, Williamsburg and the counties of Isle of Wight, James City and York |
| TMDL                        | Total Maximum Daily Load   |
| UASI                        | Urban Areas Security Initiative  |
| UPWP                        | Unified Planning Work Program  |
| USGS                        | United States Geological Survey  |
| VDEM                        | Virginia Department of Emergency Management  |
| VDH                         | Virginia Department of Health  |
| VDOT                        | Virginia Department of Transportation  |
| VIMS                        | Virginia Institute of Marine Science   |
| VOAD                        | Volunteer Organizations Active in Disasters  |
| VPDES                       | Virginia Pollutant Discharge Elimination System  |
| WebEOC                      | Web-Based Emergency Operations Center Software   |
| WHRO                        | Public Telecommunications Center for Hampton Roads   |
| WIP                         | Watershed Implementation Plan  |