

AGENDA
HAMPTON ROADS PLANNING DISTRICT COMMISSION
QUARTERLY COMMISSION MEETING
JULY 17, 2014

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

WORKSHOP AGENDA

3. Regional Workforce Housing Study
4. Dutch Dialogues
5. 2014 Hurricane Forecast and Regional Efforts
6. Summary and results from May's HRPDC retreat
7. FY 2015 Budget – Staff Performance Compensation
8. Nominating Committee Appointments

REGULAR AGENDA

9. Submitted Public Comments
10. Public Comment Period
11. Approval of Consent Items
 - A. Minutes of June 19, 2014 Executive Committee Meeting
 - B. Treasurer's Report of May, 2014
 - C. Dissolution of Elizabeth River Steering Committee and Creation of Regional Environmental Technical Working Group
 - D. Contract Amendment For Support Of Regional WEBEOC
 - E. Authorizing Resolutions And Certifications For FY 2010 Urban Areas Security Initiative Grant Applications
 - F. FY 2015 Budget – Staff Performance Compensation
 - G. Nominating Committee Appointments
 - H. Contract – Surry County Subdivision Ordinance
12. HRPDC Three-Month Tentative Schedule
13. Advisory Committee Summaries
14. Correspondence of Interest
15. Old/New Business

ADJOURNMENT

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #1: CALL TO ORDER

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

ITEM #2: APPROVAL/MODIFICATION OF AGENDA

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

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #3: REGIONAL WORKFORCE HOUSING STUDY

SUBJECT:

The HRPDC staff, in partnership with Housing Virginia, the National Housing Conference (NHC) and various other funders and supporters released findings of a housing forecast that provided an analysis of current housing needs in Hampton Roads, as well as an employment driven housing demand forecast to 2033.

BACKGROUND:

The Hampton Roads metropolitan area is expected to experience substantial growth and change over the next two decades, which will affect a number of areas, including housing, employment, regional economic development and infrastructure. The region's ability to house its future workforce will be a critical factor in attracting people and jobs to the area, affecting the region's potential for future growth and the quality of life for its residents. Without a sufficient housing supply consisting of a mix of housing types, prices and locations fitted to the emerging demand patterns of the region's future residents, Hampton Roads is unlikely to realize its full economic potential.

In May, the full findings were released at a local symposium that also included local responses from regional industry experts from the Virginia Peninsula Associations Realtors®, Hampton Roads Transit, Old Dominion University, and Tidewater Builders Association.

The full report can be found here:

<http://www.hrpdcva.gov/uploads/docs/Housing%20the%20Future%20Workforce%20in%20the%20Hampton%20Roads%20Region%20-%20FINAL.pdf>

Dr. Lisa Sturtevant, Executive Director, Center for Housing Policy will provide an overview of the results of her findings.

Note: No action is required at this time. The purpose of the study is to provide local and regional policymakers, business leaders, and non-profit groups in Hampton Roads with the data and tools to develop housing strategies that will help ensure the success of the region's economies and the well-being of their residents.

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #4: DUTCH DIALOGUES

SUBJECT:

The “Dutch Dialogues” are collaborative efforts of Dutch technical experts, the Netherlands Embassy in Washington, D.C., local and state governments and other stakeholders. The HRPDC staff has been working with Mr. Dale Morris, Senior Economist at the Netherlands Embassy, to assess the possibility of establishing a similar effort in Hampton Roads.

BACKGROUND:

The first Dutch Dialogues were held in New Orleans, Louisiana, and were the result of a series of interactions between Dutch technical experts, New Orleans designers, the Dutch Embassy, and the American Planning Association. The goal of this effort was to improve the region’s approach to water management through learning about the Dutch perspective on “living with water.” The first event was held in March 2008 and was followed by a second event in October 2008. Additional efforts have been held in other cities around the world. Attendees have included architects, landscape architects, engineers, urban designers and planners, geologists, hydrologists, and others.

The HRPDC staff was contacted by Mr. Tom McNeilan, a local consultant, and Mr. Ron Williams, Norfolk Assistant City Manager, to discuss the possibility of holding a regional “Dutch Dialogues” workshop in Hampton Roads. The HRPDC staff talked and met with Mr. Dale Morris, Senior Economist at the Netherlands Embassy, to estimate the costs of holding the event and the possible deliverables. Based on these discussions, the HRPDC staff has been working with Mr. Morris and Mr. McNeilan to set up a series of stakeholder interviews that will identify critical areas, needs, and interests. Preliminarily, the HRPDC staff has identified recurrent flooding, sea level rise, groundwater, and stormwater management as primary focus areas for an integrated water resources planning effort.

The first phase of the Dutch Dialogues is a series of stakeholder interviews. Once these interviews are complete, a decision will be made to continue or not with a workshop or series of workshops, tentatively scheduled for October 2014. The total estimated cost for hosting the workshop is approximately \$30,000 to \$50,000, some of which would be provided the Dutch Embassy.

Mr. Ben McFarlane, HRPDC Senior Regional Planner, will brief the Commission on this topic.

NOTE: This item is for informational purposes only.

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #5: 2014 HURRICANE FORECAST AND REGIONAL EFFORTS

SUBJECT:

A review of the predicted 2014 Hurricane Season Forecast and current regional efforts of hurricane preparedness.

BACKGROUND:

The National Oceanic and Atmospheric Administration (NOAA) Climate Prediction Center is forecasting a near-normal or below-normal Hurricane Season. Mr. John Sadler, HRPDC Senior Regional Homeland Security Planner, will provide an overview of NOAA's prediction and regional preparedness efforts being conducted.

A review of the Governor's Roundtable on Hampton Roads' hurricane preparedness will be presented by Mr. Jim Redick, Director, Office of Emergency Preparedness and Response, City of Norfolk. This meeting included Hampton Roads local officials and emergency management stakeholders, Virginia Department of Emergency Management, and the Governor's Office discussing needs and gaps related to situational awareness and local-state coordination, evacuation, I-64 lane reversal plans, sheltering, citizens needing assistance, public information and recovery.

Note: This is for informational purposes only.

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #6: SUMMARY AND RESULTS FROM MAY'S HRPDC RETREAT

SUBJECT:

Summary and results from the HRPDC retreat on May 15, 2014.

BACKGROUND:

The main focus of the 2014 HRPDC retreat was to identify important regional issues. Commission members were asked to provide input and direction in this process by engaging in a facilitated discussion on various regional trends, issues and topics. Staff also solicited input and guidance from Commission members on how the organization can better communicate its programs and tools to support localities. Additionally, Members were also asked to provide direction regarding new techniques for meeting formats and communication strategies for the HRPDC.

HRPDC Staff has been working internally to implement suggestions, changes, and input compiled from the retreat. Ms. Shernita Bethea, HRPDC Housing and Human Services Administrator will provide an overview of the results.

NOTE: This item is for informational purposes only.

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #7: FY 2015 BUDGET – STAFF PERFORMANCE COMPENSATION

The proposed FY 15 Budget was presented to the Commission during its April 17, 2014 Quarterly Commission meeting. The budget included a proposed two percent performance based adjustment for staff. The budget was approved with the caveat that the Commission would consider the proposed adjustment during its July 17, 2014 meeting.

The HRPDC/HRTPO Joint Personnel & Budget Committee met on March 20, 2014 just prior to the Commission meeting. The Committee requested the staff provide a comparison of local salary increases to the Commission at the July 17, 2014 Quarterly Meeting. Attached is a chart detailing the requested information on local salary adjustments and bonuses from FY 10 – FY 15.

The Joint Personnel & Budget Committee will meet on July 17, 2014 just prior to the Quarterly Commission Meeting and will report its recommendation to the Commission.

Attachment 7

Note: This item will be presented for action under Consent Agenda Item #11-F.

Jurisdiction	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Final/Proposed for FY 15	Comments (for FY 15)
Chesapeake	0.00%	1.50%	1.50%	0.00%	1.60%	3.00% or \$1,000	Final	3% increase to all eligible employees w/ \$1,000 threshold. Also final 2% of VRS phase in. Some public safety compression adjustments also eff. 10/1/14 as well as the first of the performance recognition flat dollar amount increases.
Franklin	0.00%	1.50%	0.00%	0.00%	2.00%	0.00%	Final	
Gloucester	0.00%	0.00%	0.00%	2.00%	See note below	3% bonus (see comments)	Proposed	FY 15 bonus is for some of lower paid staff that fall in Pay Grades 2 through 8. (Awaiting final confirmation)
Hampton	0.00%	0.00%	Net 1 time perf pay; FT \$500; PT \$250	\$750-\$1,000 Bonus (FT employees)	1% plus \$1,000 or \$750 added to base salary	\$250-\$1,000 bonus	Final	Bonus based on merit: \$250 (PT employees) & \$500-\$1,000 (FT employees) net. Bonus split into two payments, July and January.
Isle of Wight	0.00%	0.00%	5.00%	0.00%	0.00%	0.00%	Final	
James City	0.00%	0.00%	Gross bonus; FT \$1,000; PT \$500	Gross bonus; FT \$1,000; PT \$500	3.00%	1.00%	Final	Across the board increase to all FT and PT regular, other, & limited employees who have completed their introductory period (either 6 or 12 months) & have a "Meets Expectations" or greater on annual evaluations
Newport News	0.00%	\$500 bonus	2.00%	1.50%	2.00%	3.00%	Final	Merit-Based Salary Adjustments - Average overall increase of 3% for eligible, regular full time employees. Up to an additional 3% for 'outstanding' employees
Norfolk	0.00%	0.00%	\$500 bonus	2.00%	2.00%	2.00%	Final	2% GWI for all employees effective 1/8/2015. Pay employees a living wage of \$10.71 effective 7/1/2014; amount will increase to \$11.47 eff. 1/8/2015. Market adjustments for employees earning significantly less than their regional counterparts (eff. 1/8/2015). Step increase for sworn police, fire and sheriff employees (eff. 1/8/15).
Poquoson	0.00%	0.00%	\$1,000 to base & \$1,000 bonus	\$1,000 to base	\$525 bonus for FT employees	\$525	Final	\$525 FT employee bonus from FY 14 to be made part of base pay in FY 15.
Portsmouth	0.00%	0.00%	2.00% bonus	3.00% bonus	3.00%	3.00%	Final	3% GWI for general employees & a one-step increase for sworn employees.
Southampton	0.00%	0.00%	2.00%	0.00%	Unknown	-	-	No information
Suffolk	2% bonus	2% bonus	0.00%	2% (also see note below)	0.00%	1.00%	Final	1% COLA for full-time & permanent part-time employees (eff. 12/1/14). VRS - 1.337% (of phase in). Phase 2 of the Compensation and Classification Study to be implemented January 1, 2015.
Surry	Unknown	Unknown	Unknown	Unknown	Unknown	-	-	No information
Virginia Beach	0.00%	0.00%	2.50%	0.00%	2.00%	1.66%	Final	1.66% is effective October 1; small compression adjustment also proposed. Also 1.34% for VRS phase in.
Williamsburg	0.00%	0.00%	2.00%	0.00%	2.00%	1.00%	Final	Merit-based
York County	0.00%	0.00%	\$600 Bonus	0.00%	2.00%	3.00%	Final	General Wage Increase
SPSA	0.00%	0.00%	3.00%	2.00%	2.00%	2.00%	Final	Effective 7/1/14. Also equity adjustments for compression
HRPDC	0.00%	0.00%	2.30%	1.50%	2.00%	2.00%	Proposed	Based on performance
HRSD (see note below)	Merit/Step 4.4%	Merit/Step 4.4%	COLA 2.3% Merit/Step 4.4%	3.00%	4.4% Merit and 1.7% Bonus (see comments)	-	-	No info rec'd for FY 15. For FY 14: 35% qualify for merit some time during FY; 37% qualify for bonus for those at top of grade for 12 mos, eff 7/1/13.

HRSD: Not all employees are eligible for merit/step; depends on the employee's step.

Gloucester: For FY14, implemented results of pay study. Scale minimums increased 8% & range spread increased from 50% to 60%. Some rec'd parity adjustment.

Suffolk: 2% COLA 7/1/12; implemented portion of compensation study to address compression & external equity on 1/1/2013.

Please note that salary increases for FY 13 to present **do not** include the VRS offsets.



AGENDA NOTE - HRPDC QUARTERLY COMMISSION MEETING

ITEM #8: NOMINATING COMMITTEE APPOINTMENTS

SUBJECT:

Appointment of a Nominating Committee.

BACKGROUND:

At its meeting in October, the Commission elects its officers for the upcoming year. The HRPDC Charter and Bylaws limit the terms of Chair and Vice Chair to two (2) consecutive one-year terms. Both the Chair and Vice Chair are eligible for re-election. The Treasurer and Secretary are elected for a term of one year, but may serve consecutive terms. Therefore, the HRPDC needs to elect/re-elect a Chair, Vice Chair, Treasurer and Secretary.

The Chair will appoint a Nominating Committee to bring a list of names for Chair, Vice Chair, Treasurer and Secretary, as well as each local government's representative for the Executive Committee to the HRPDC Annual Meeting on October 16, 2014. The Chair requests the following Commissioners serve on the HRPDC Nominating Committee:

Chesapeake:	Ella P. Ward
Franklin:	Barry Cheatham
Gloucester:	VACANT
Hampton:	Will Moffett
Isle of Wight:	Dee Dee Darden
James City:	Mary Jones
Newport News:	Sharon Scott
Norfolk:	Thomas Smigiel
Poquoson:	W. Eugene Hunt
Portsmouth:	Kenneth I. Wright
Southampton:	Barry Porter
Suffolk:	Linda T. Johnson
Surry:	John M. Seward
Virginia Beach:	Louis R. Jones
Williamsburg:	Clyde Haulman
York:	Thomas G. Shepperd, Jr.

The Chair and Vice Chair must come from separate subdivisions and be elected officials. The offices of Secretary and Treasurer must be voted on an annual basis, but need not be elected officials and may succeed themselves.

As provided in the Bylaws, the Executive Committee is a standing Committee of the Commission. It consists of sixteen members, each from a different participating jurisdiction. At the Annual Meeting in October, the HRPDC will also confirm the Executive Committee appointments of the member localities.

Note: This item will be presented for action under Workshop Item #11-G

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #9: SUBMITTED PUBLIC COMMENTS

There are no recently submitted written public comments. Any new written public comments will be distributed as a handout at the meeting.

ITEM #10: PUBLIC COMMENT PERIOD

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

ITEM #11: APPROVAL OF CONSENT AGENDA ITEMS

A. MINUTES

The Minutes of the June 19, 2014 Executive Committee Meeting are attached.

Attachment 11-A

RECOMMENDED ACTION:

The HRPDC staff recommends approval of the minutes.

B. TREASURER'S REPORTS

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

Attachment 11-B

RECOMMENDED ACTION:

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

Hampton Roads Planning District Commission
Executive Committee Meeting
Minutes of June 19, 2014

The Executive Committee Meeting of the Hampton Roads Planning District Commission was called to order at 9:33 a.m. in the Regional Boardroom, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

COMMISSIONERS:

Kenneth Wright, Chairman (PO)
James Baker (CH)
Amar Dwarkanath (CH)
Dr. Ella P. Ward (CH)
Barry Cheatham (FR)
Randy Martin (FR)
Will J. Moffett (HA)
George Wallace (HA)
Dee Dee Darden (IW)
Anne Seward (IW)
Mary Jones (JC)*

Jim Bourey (NN)
John L. Rowe (PO)
Barry Porter (SH)
Tyrone Franklin (SY)
Robert Dyer (VB)
Louis R. Jones (VB)
Amelia Ross-Hammond (VB)
James Spore (VB)*
Clyde Haulman (WM)
Thomas Shepperd (YK)

Executive Director:

Dwight L. Farmer

EXECUTIVE COMMITTEE: (ABSENT)

Brenda Garton (GL)
McKinley Price (NN)
Paul Fraim (NO)
J. Randall Wheeler (PQ)

Selena Cuffee-Glenn (SU)
Jackson C. Tuttle (WM)
James McReynolds (YK)
Michael W. Johnson (SH)

*Late arrival or early departure.

OTHERS RECORDED ATTENDING:

Earl Sorey (CH); Rodney Caison, Pete Peterson (HA); Bryan Pennington, Jeff Raliski, Jim Redick, Ron Williams (NO); Michael King, Bryan Stille, Jerri Wilson (NN); Sherri Neil (PO); Sherry Hunt (SU); Bobbie Almariento, Robert Matthias, Brian Solis (VB); Sheila Noll (YK); Molly Ward (Secretary of Natural Resources); Diane Kaufman, Jared Mays (Senator Kaine's Office); Cathy Aiello (Aiello Enterprises); Christopher Bonney (Bonney Consulting); W. Dewey Hurley (Branscome Inc.) Jeff Holland (CBBT); Elisabeth Harris, Quentin Kidd (Christopher Newport University/Watson Center); Carol Wampler, David Paylor (DEQ); Randy Darden (Dewberry); Jim Oliver (HRCCE); Jeffrey Horne (IVET); Bill Ginnow (MMRS); Stephen Best (RCPT); Ellis James (Sierra Club Observer); James Gray (UAWG); Mike Kuhns (VA Peninsula Chamber of Commerce); Martha McClees (VB Vision); Eric Stringfield (VDOT); Peter Huber (Willcox and Savage); Staff: Randy Keaton, Shernita Bethea, Curtis Brown, Jennifer Coleman, Nancy Collins, Katie Cullipher, Kathlene Grauberger, Greg Grootendorst, Julia Hillegass, Jim Hummer, Whitney Katchmark, Mike Long, Jai McBride, Ben McFarlane, Kelli Peterson, Camelia Ravanbakht, John Sadler, Tiffany Smith, Jill Sunderland, Jennifer Tribo, Chris Vaigneur.

APPROVAL/MODIFICATION OF AGENDA

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

Commissioner Barry Cheatham Moved to approve the agenda; seconded by Commissioner Amelia Ross-Hammond. The Motion Carried.

Hampton Roads Transportation Planning Organization (HRTPO) Vice Chair, Linda T. Johnson and HRPDC Chairman, Kenneth Wright, presented Mr. Dwight Farmer, HRPDC Executive Director, with a resolution of appreciation for his retirement on June 30, 2014 and thanked him for his 36 years of dedication and relentless support for the HRTPO, HRPDC and the Hampton Roads region.

DEQ'S LONG RANGE PLANNING INITIATIVE

The Honorable Molly Ward, Secretary of Natural Resources, briefed the Commission she is responsible for six agencies, including the Department of Environmental Quality (DEQ). A component of the agency mission is to collaborate with regions in regards to long term planning and Hampton Roads has been selected for a pilot project to fulfill that requirement.

Secretary Ward expressed her best wishes to Mr. Farmer for his retirement.

Mr. David K. Paylor, Director of DEQ, reviewed the State Code which directs DEQ, since formation in 1993, to establish procedures for long range environmental program planning.

The guiding principles for the long range planning process are:

- Collaborative – Partnership of State Government with Local Governments and their stakeholders.
- Facilitated – Not dictated by DEQ.
- Regional in focus and tailored to address regionally identified priorities
- Bottom up – Not top down.

Long range priorities will be region specific, although preliminary stakeholder outreach across the Commonwealth reveal the following priorities:

- Water Supply
- Water Quality
- Energy Supply
- Climate Trends
- Societal Growth

Mr. Paylor indicated the focus was to build on a foundation of successful efforts already undertaken by PDCs, as well as, other regional and local entities. Additional regions being included for pilot projects are the New River Valley and Northern Virginia.

REGIONAL EMERGENCY MANAGEMENT COLLABORATION AND SUSTAINMENT

Mr. James Gray, Urban Areas Working Group (UAWG) Chair, stated the UAWG is comprised of first responders and medical professionals who were responsible for the purchases of equipment and training for the region to prevent, respond, and recover from major disasters.

Over a five year period, Hampton Roads has received over \$35 million. Although, the region was not considered a high risk urban area for FY 12 and FY 13, the UAWG is trying to sustain the assets obtained with the minimal amount of funds received in FY 14.

Mr. Stephen Best, Director and Program Manager for the Regional Catastrophic Planning team, identified the benefits of the federal grants received resulted in costs including, maintenance and replacement of attained equipment and the time spent by locality personnel serving on various committees created to manage the awarded funds.

He noted a consolidated, regionally focused emergency management planning organization will build resiliency and benefit all Hampton Roads communities. The benefits of one program include:

- Preserve federal investments.
- Be a conduit for future grants and financial resources.
- Continue to promote planning and coordination among local, state and federal officials and agencies.
- Enhance response and recovery following disaster events.

The UAWG will be recommending a strategy for consolidation with a proposed scope, charter and bylaws, inclusion of outside organizations and annual sustainment costs, and funding mechanism to the Commission no later than October 2014.

Commissioners Mary Jones and Jim Spore arrive.

Chairman Wright requested clarification in regards to the action the Commission needed to consider.

Mr. Best answered it was permission for all Grant Committees to be consolidated into one Committee.

Commissioner Thomas Shepperd asked for the reporting agency for the newly formed organization.

Mr. Best replied the HRPDC.

Mr. Best clarified the new Committee will be an extension of the current Regional Emergency Management Technical Advisory Committee (REMTAC).

Commissioner Shepperd suggested the recommendation include any efficiencies that could be found in the current structure as well.

Commissioner Amelia Ross-Hammond inquired about the possible effects on higher education.

Mr. Best stated higher education is an integral part of the process in regards to training and will be represented.

ENVISION HAMPTON ROADS SURVEY RESULTS

Mr. Christopher Bonney, Founder of Bonney and Company, briefed the Commission on the findings contained in the report, *Envision Hampton Roads*,

He noted the document contains the section of assessing citizen's expectations. This identifies:

- Core guiding civic values – Overarching values included in the planning process
- Aspirational civic values – What characteristics and values would be more prevalent
- Planning action priorities – specific actions taken by organizations similar to the HRPDC

The methodology for collecting the data was 27 qualitative listening sessions from January to April of 2014. The sample was comprised of more than 450 citizens, municipalities, public agencies, educational institutions, military, civic groups, business', and non-profits. Additionally, a telephone survey was conducted between April 4-17, 2014, with 1,216 interviews across the 16 localities.

Examples of common core guiding civic values are:

- What/who we are as a region
- Comfortable place to live/strong communities
- Diversity of people, landscape and localities
- Water and natural environment
- Military
- History

The study revealed the following aspirational civic values

- Work to make the region better
- Forward thinking leadership
- Be proactive in addressing challenges and opportunities
- Greater willingness to change
- Think more regionally
- Be conscientious stewards of the regions' natural assets

Mr. Bonney indicated the results related to planning action priorities included obvious examples of addressing the region's transportation challenges and creating the optimal

public education resources and revealed citizens' desire for leaders to bring jobs to the region, foster a creative economy and replace brain "drain" with brain "gain".

Opportunities available to the HRPDC based on this report consist of being a leader and clearinghouse for all regional issues and to be a source of information and be a resource to meet the region's needs, challenges and citizen expectations.

Chairman Wright asked if any of the conclusions were particularly interesting.

Mr. Bonney answered the region's citizens were receptive to diversity and placed emphasis on the abundance of natural resources.

Commissioner George Wallace inquired about the survey questions related to branding.

Mr. Bonney stated the survey included a few questions, but the overall top answer was Hampton Roads.

Mr. Farmer noted the schedule for the remaining part of the Envision Hampton Roads process entailed developing a vision, then a strategy, and finally planning. He further confirmed the statistical validity of the survey.

Dr. Quentin Kidd, Christopher Newport University, indicated the report focused on the commonalities of the region. He stated the survey was the first comprehensive analysis of Hampton Roads citizens. Mr. Kidd additionally stated the findings signify the importance of regionalism, the HRPDC mission, forward thinking, and bold leadership.

Chairman Wright asked for the percentage of respondents in college.

Mr. Kidd answered the survey did not ask about college attendance, although 6-8 percent of the respondents were between 18-25, which typically represents the common college age.

Commissioner Clyde Haulman inquired about the perceptions gathered from the results of the survey and if they parallel reality.

Mr. Bonney stated the elevated number of higher education institutions and various reasons for individuals not staying in the area confirm the perception of a brain "drain".

Commissioner Haulman concurred with Mr. Bonney's remarks and wanted him to provide information for viable solutions to the problems presented in the report.

REGULAR AGENDA

Public Comment

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

Ellis W. James

Secretary Ward, it's a delight to see you back here. Thank you, Mr. Chairman, members of the Commission. It turns out this is a most propitious time to address you. On May 15th, I expressed concerns to you about the question of coal dust and its toxicity and its potential threat if it's not effectively monitored. You have just heard in the Workshop presentation DEQ's water supply concerns, water quality concerns. The presentation of Envision Hampton Roads, pride, comfortable place to live, strong communities, water and natural environment in everything, work to make the region better, be proactive in addressing challenges and opportunities, be conscientious stewards of the region's natural assess. Since I addressed you on May 15th, I have spent a month digging, searching, trying to find out who it is that's really monitoring our air quality when it comes to the issue of coal dust and all of its potential threats. I am convinced after a month's time of talking and seeking answers that we are woefully short and I suggest to the Commission, how can we live up to these core guiding civic values if we're not going to do the job that needs to be done with respect to monitoring what's happening in Hampton Roads when it comes to this serious issue. One last anecdote, and I don't want you to think that this is the only reason it's personal with me. My daughter who works at CHKD and has for about 25 years has suddenly been blindsided by cancer. Nobody in my family smokes, we don't even let our friends in the house who smoke. They're still our friends. I have discovered that 3 people at the health department in the city of Norfolk over time have developed cancer of very unusual natures that are also included in the list of potential threats from toxicity in coal dust. Guess where they worked? You all, I'm sure, are aware of the fact that the health departments old building used to be right there where the hospital complex is and the parking lot is now. I don't think this is an accident. I think we have a serious problem, and I'll stay focused on Norfolk, but there may be other areas including the Peninsula where there are equally serious potential threats, and I would hope, I would ask the Secretary and Director Paylor to please be sure when you're talking about, in these reports, water quality please remember that coal dust falls into our water. We breathe it, our children are swallowing that garbage, and I think we need to get a better handle on what's happening, how serious is it, and what can we do about it from the standpoint of analyzing the data. Thank you, Mr. Chairman.

Submitted Public Comments

Chairman Wright indicated there were no submitted public comments.

Approval of Consent Items

- A. Minutes of April 17, 2014 Quarterly Commission Meeting and May 15,2014 Retreat
- B. Treasurer's Reports of March and April 2014
- C. Regional Reviews
- D. FY 2015 Unified Planning Work Program
- E. FY 2014 Budget Amendments
- F. FY 2015 Budget Amendment – DEQ Roundtable Grants
- G. Addition of Town of Smithfield to HRPDC
- H. VRS Resolution
- I. DEQ's Long Range Planning Initiative
- J. Resolution of Support for "Let's Open Doors"
- K. Envision Hampton Roads Survey Results
- L. Regional Emergency Management Collaboration and Sustainment
- M. Consultant Services Contract Task Order – Permit Administration and Review System (PARS)

- N. Consultant Services Contract Task Order – Sanitary Sewer Overflow Reporting System (SSORS)
- O. Consultant Services Contract – Special Legal Consultant on Stormwater Matters
- P. Consultant Services Contract – Continuing Services Agreements For Water Resources Projects
- Q. Coastal Zone Management Program – FY 2015 Grants

Commissioner Thomas Shepperd Moved to approve the consent items, seconded by Commissioner Louis Jones. The Motion Carried.

HRPDC Three Month Tentative Schedule

Chairman Wright reviewed the three month schedule and reminded the Commission the August meeting is cancelled.

Project Status Reports

Chairman Wright discussed the Project Status Reports section of the agenda.

Old/New Business

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

Adjournment

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

Kenneth I. Wright
Chairman

Randy Keaton
Interim Executive Director

FISCAL YEAR 2014
5/31/14
BALANCE SHEET

ASSETS		LIABILITIES & NET ASSETS	
Cash & Cash Equivalents	\$ 326,655	Current Liabilities	\$ 1,465,927
Accounts Receivables	1,431,403	Net Assets	5,170,230
Investments	3,589,528		
Other Current Assets	664		
Net Capital Assets	<u>1,287,907</u>		
Total Assets	<u><u>\$6,636,157</u></u>	Total Liabilities & Equity	<u><u>\$ 6,636,157</u></u>

STATEMENT OF REVENUES AND EXPENDITURES

REVENUES	Annual Budget	Revised Previous YTD	Current Month	YTD
Grant and Contract Revenue	\$ 7,087,983	\$ 5,983,947	\$ 341,820	\$ 6,325,767
VDHCD State Allocation	151,943	151,943	-	151,943
Interest Income	18,000	9,861	5,471	15,333
Local Jurisdiction Contributions	1,339,935	1,339,935	-	1,339,935
Other Local Assessment	2,523,267	1,146,998	5,000	1,151,998
Sales and Miscellaneous Revenue	190,488	21,483	1,611	23,094
Special Contracts/Pass thru	-	504,000	-	504,000
Total Revenue	<u><u>\$ 11,311,616</u></u>	<u><u>\$ 9,158,168</u></u>	<u><u>\$ 353,902</u></u>	<u><u>\$ 9,512,070</u></u>
EXPENDITURES				
Personnel	4,601,510	3,657,407	358,480	4,015,887
Standard Contracts	199,865	168,668	49,428	218,096
Special Contracts / Pass-Through	5,764,362	3,787,880	308,084	4,095,964
Office Services	745,879	346,801	41,576	388,377
Capital Assets	-	-	-	-
Total Expenses	<u><u>\$ 11,311,616</u></u>	<u><u>\$ 7,960,755</u></u>	<u><u>\$ 757,569</u></u>	<u><u>\$ 8,718,323</u></u>
Agency Balance	<u><u>\$ -</u></u>	<u><u>\$ 1,197,413</u></u>	<u><u>\$ (403,666)</u></u>	<u><u>\$ 793,746</u></u>

AGENDA NOTE – HRPDC QUATERLY COMMISSION MEETING

ITEM #11-C: DISSOLUTION OF ELIZABETH RIVER STEERING COMMITTEE AND CREATION OF REGIONAL ENVIRONMENTAL TECHNICAL WORKGROUP

SUBJECT:

At its June 5, 2014 meeting, the Regional Environmental Committee (REC) voted to recommend the HRPDC dissolve the existing Elizabeth River Steering Committee and create an Environmental Technical Working Group that would report to the REC. The proposed Working Group will focus on technical issues related to water quality and habitat restoration projects and programs throughout the Region. Proposed membership is local government environmental staff, DEQ, VDH, VMRC, NOAA, ODU, VIMS, COE, HRSD, CBF, and ERP. The meetings will be open to the public. The Working Group will not vote, but may request the HRPDC staff make a recommendation to the REC to vote on a policy action. The Working Group will meet quarterly and provide regular updates to the REC.

BACKGROUND:

In 1998, the Corps of Engineers entered into a cost-sharing agreement with DEQ and the cities of Chesapeake, Norfolk, Portsmouth and Virginia Beach to develop and implement a restoration plan for the Elizabeth River. The final Elizabeth River Restoration Feasibility Study was published in 2001 and identified seven wetland restoration sites and one sediment cleanup site.

The Elizabeth River Steering Committee was established to provide local and state guidance to the Elizabeth River Restoration Study conducted by the U.S. Army Corps of Engineers (COE). The Committee was later expanded to function as the stakeholder and Technical Advisory Committee for Total Maximum Daily Load water quality studies for the River. Steering Committee membership included locality representatives from planning, public works, public utilities, economic development, and parks and recreation, and representatives from COE, The Elizabeth River Project, academia, HRSD, HRPDC and several state and federal agencies. The Steering Committee met the first Friday of every month to discuss ongoing restoration projects and other water quality projects or issues within the Elizabeth River Watershed. Since the development of the Chesapeake Bay TMDL and the completion of several projects within the Elizabeth River watershed, the content of the meetings has evolved to include issues relevant to all the localities within Hampton Roads.

RECOMMENDED ACTION:

Vote to dissolve the Elizabeth River Steering Committee and create an environmental technical working group that reports to the REC.

AGENDA NOTE – HRPDC QUATERLY COMMISSION MEETING

ITEM #11-D: AUTHORIZING A CONTRACT AMENDMENT FOR SUPPORT OF REGIONAL WEBEOC

SUBJECT:

Requested authorization to extend a contract with Intermedix Corp. for support of WebEOC. The contract is not to exceed \$285,000.

BACKGROUND:

WebEOC is a crisis management platform utilized by public safety officials to promote situational awareness by connecting an organization's data sources into a configurable, common operating picture. Beginning in the federal fiscal year 2007, the HRPDC contracted with Intermedix Corp. (ESI at the time) as the sole source provider of WebEOC on behalf of the Regional Emergency Management Technical Advisory Committee (REMTAC). The contract included 12 WebEOC systems in localities including licenses, one regional system with licenses for smaller jurisdictions to share, a regional Webfusion server to share data between the jurisdictions, and Intermedix staff person to be on site to provide project management and technical support. The HRPDC has amended this contract yearly since its inception to cover the ongoing sustainment cost associated with the system. This initiative has been funded with homeland security grant funding. The HRPDC has requested grants to sustain this initiative through the federal fiscal year 2014. Sustainment includes licenses, upgrades, and on-site technical support / project management.

RECOMMENDED ACTION:

Authorize the HRPDC Interim Executive Director to amend the HRPDC's contract with Intermedix Corp. for the support of WebEOC.

AGENDA NOTE – HRPDC QUATERLY COMMISSION MEETING

ITEM #11-E: AUTHORIZING RESOLUTIONS AND CERTIFICATIONS FOR FY 2010 URBAN AREAS SECURITY INITIATIVE GRANT APPLICATIONS

SUBJECT:

The Virginia Department of Emergency Management requires the HRPDC to formally authorize the Interim Executive Director to apply for and accept FY 2014 Homeland Security Funding. The following projects may be allocated to the HRPDC:

- FY14 UASI Program Management – \$100,000
- FY14 UASI Communications – \$340,000
- FY14 UASI Regional Inclusion Planning – \$100,000
- FY14 UASI WebEOC - \$105,000
- FY14 SHSGP Planning – \$100,000
- FY14 SHSGP WebEOC - \$180,000

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

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

BACKGROUND:

The HRPDC has been working with regional stakeholders to obtain grant funding for regional initiatives. The Hampton Roads Urban Area Working Group (UAWG), Regional Emergency Management Technical Advisory Committee (REMTAC), and Hampton Roads Interoperable Communications Advisory Committee (HRICAC), have requested the above projects be allocated to the HRPDC.

RECOMMENDED ACTION:

Authorize the Interim Executive Director to sign the necessary documents to apply for and receive FY14 Homeland Security Grant funding.

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #11-F: FY 2015 BUDGET – STAFF PERFORMANCE COMPENSATION

The proposed FY 15 Budget was presented to the Commission during its April 17, 2014 Quarterly Commission meeting. The budget included a proposed two percent performance based adjustment for staff. The budget was approved with the caveat that the Commission would consider the proposed adjustment during its July 17, 2014 meeting.

The HRPDC/HRTPO Joint Personnel & Budget Committee met on March 20, 2014 just prior to the Commission meeting. The Committee requested the staff provide a comparison of local salary increases to the Commission at the July 17, 2014 Quarterly Meeting. Attached is a chart detailing the requested information on local salary adjustments and bonuses from FY 10 – FY 15.

The Joint Personnel & Budget Committee will meet on July 17, 2014 just prior to the Quarterly Commission Meeting and will report its recommendation to the Commission.

This item and related attachment were presented under Workshop Item 7.

RECOMMENDED ACTION:

Authorize the two percent performance adjustment for the HRPDC staff.

AGENDA NOTE - HRPDC QUARTERLY COMMISSION MEETING

ITEM #11-G: NOMINATING COMMITTEE APPOINTMENTS

SUBJECT:

Appointment of a Nominating Committee.

BACKGROUND:

At the annual meeting in October, the Commission elects its officers for the upcoming year. The HRPDC Charter and Bylaws limit the terms of Chair and Vice Chair to two (2) consecutive one-year terms. Both the Chair and Vice Chair are eligible for re-election. The Treasurer and Secretary are elected for a term of one year, but may serve consecutive terms. Therefore, the HRPDC needs to elect/re-elect a Chair, Vice Chair, Treasurer and Secretary.

The Chair will appoint a Nominating Committee to bring a list of names for Chair, Vice Chair, Treasurer and Secretary, as well as each local government's representative for the Executive Committee to the HRPDC Annual Meeting on October 16, 2014. The Chair requests the following Commissioners serve on the HRPDC Nominating Committee:

Chesapeake:	Ella P. Ward
Franklin:	Barry Cheatham
Gloucester:	VACANT
Hampton:	Will Moffett
Isle of Wight:	Dee Dee Darden
James City:	Mary Jones
Newport News:	Sharon Scott
Norfolk:	Thomas Smigiel
Poquoson:	W. Eugene Hunt
Portsmouth:	Kenneth I. Wright
Southampton:	Barry Porter
Suffolk:	Linda T. Johnson
Surry:	John M. Seward
Virginia Beach:	Louis R. Jones
Williamsburg:	Clyde Haulman
York:	Thomas G. Shepperd, Jr.

The Chair and Vice Chair must come from separate subdivisions and be elected officials. The offices of Secretary and Treasurer must be voted on an annual basis, but need not be elected officials and may succeed themselves.

As provided in the Bylaws, the Executive Committee is a standing Committee of the Commission. It consists of sixteen members, each from a different participating jurisdiction. At the Annual Meeting in October, the HRPDC will also confirm the Executive Committee appointments of the member localities.

This item was discussed in Workshop Item #8.

RECOMMENDED ACTION:

The Chair to appoint a Nominating Committee.

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #11-H: CONTRACT – SURRY COUNTY SUBDIVISION ORDINANCE

SUBJECT:

Surry County has requested the HRPDC's assistance in revising the County's Subdivision Ordinance.

BACKGROUND:

Surry County has requested planning assistance from the HRPDC. This work entails updating the County's Subdivision Ordinance. Funding in the amount of \$25,000 for this project will come from Surry County.

Attachment 11-H

RECOMMENDED ACTION:

Authorize the Interim Executive Director to execute a Contract with Surry County for the revision of the County's Subdivision Ordinance.

**ATTACHMENT I
SCOPE OF WORK
SURRY COUNTY PLANNING ASSISTANCE PROGRAM**

Revision of the Surry County's Subdivision Ordinance and the County's Erosion and Sediment Control (E & S) and Wetlands Ordinances.

Step #1: Coordinate with Staff & the County Oversight Committee (Completion: August 2014)

- HRPDC will meet with County Staff to refine the ordinance update process, identify hot button issues, concerns and opportunities, and refine the design and structure of the Public Forums.

Step #2: Orientation/Work session of Elected and Appointed Officials and the Oversight Committee (Completion: September 2014)

- HRPDC will conduct an orientation session on the relationship of the Subdivision Ordinance and Land Development Ordinances.

Step #3: Prepare Final List of Issues and Opportunities for each Ordinance (Completion: September 2014)

- HRPDC will prepare a list of issues and opportunities associated for each ordinance being revised.

Step #4: Work Session on Alternative Conceptual Provisions for Ordinances (Completion: October 2014)

- HRPDC will develop alternative approaches to each of the issues and opportunities to be presented and discussed by the Oversight Committee for selection of the approaches to pursue.

Step #5: Presentation of List of Issues and Opportunities to Commission & Board for Comments & Consensus.

(Completion: October 2014)

- HRPDC will present the issues and opportunities identified and the alternatives considered and selected by the Oversight Committee to pursue in revising the ordinances to the Planning Commission and Board of Supervisors prior to proceeding with major work on revisions to the ordinances.

Step #6: Preparation of Draft Ordinances (Completion: February 2015)

A. Administrative Provisions (Completion: October 2014)

Provisions currently contained in Articles 1, 2, 5, and 7 dealing with the purpose, enabling authority, applications, administration and enforcement will be revised based on the assessment undertaken in step #1 through #7 above and the new Zoning Ordinance. Flow charts of each major process will be prepared to facilitate discussion of these items.

B. Definitions (Completion: November 2014)

Definitions will be revised from the current ordinance to coincide with the new Zoning Ordinance and any new alternative approaches identified during the assessment process above.

C. Design Standards (Completion: December 2014)

The Design Standards (Article 3) will be redrafted to coincide with the new zoning ordinance as well as to incorporate revised standards and processes adopted by the Virginia Department of Transportation. Additional standards will be addressed as identified in the assessment process above.

D. Required Improvements (Completion: February 2015)

The required improvements (Article 4) will be revised based on the assessment process above, the new Zoning Ordinance and appropriate changes in state and federal laws related to land development.

Step #7: Finalize Draft Ordinances (Completion: February 2015)

- Following drafting of ordinances by HRPDC and review by the Oversight Committee, the revised ordinances will be prepared in final draft form for further consideration.

Step #8: Presentation of Final Draft Ordinances to Commission and Board (Completion: February 2015)

- HRPDC will present the proposed revisions to the Subdivision Ordinance and other Ordinances to the Planning Commission and Board of Supervisors for their review and comment prior to initiating the public review and public hearing process.

Step #9: Public Forum (Completion: February 2015)

- HRPDC, with the assistance from County staff, will conduct a public forum to inform the public of the changes proposed in the draft ordinances and advise the public of the process and schedule for consideration by the Planning Commission and Board of Supervisors. This meeting will provide the public with the opportunity to raise questions about the draft ordinances and provide further public comment prior to the public hearings. Depending on the public comments and questions, an additional meeting of the Oversight Committee may be held.

Step #10: Finalize Draft Ordinances for Public Hearing (Completion: March 2015)

- HRPDC will make any modifications deemed necessary as a result of the presentations to the Planning Commission and Board of Supervisors and as well as any revisions resulting from the Public Forum.

Step #11: Planning Commission Public Hearing (Completion: March 2015)

- HRPDC will present a summary of the draft ordinances at the Planning Commission's Public Hearing and respond to any questions of the Commission members and public as may be appropriate.

Step #12: Revisions from Public Hearing (Completion: March 2015)

- All comments and revisions approved by the Planning Commission will be incorporated into the ordinances by reference or revision as deemed necessary for final recommendation by the Planning Commission.

Step #13: Board of Supervisors Public Hearing (Completion: April 2015)

- HRPDC will present a summary of the draft ordinances at the Board of Supervisors Public Hearing and respond to any questions of the Board members and public as may be appropriate.

Step #14: Produce Final Ordinances (Completion: May 2015)

- HRPDC will incorporate all approved adjustments and revisions approved by the County Board of Supervisors and prepare the adopted ordinances for reproduction as well as provide the County with final digital copies of all materials developed during the ordinance update process.

Deliverables

1. Thirty (30) copies of the adopted Revised Ordinances and Regulations.
2. One copy of the Revised Ordinances and Regulations in Microsoft Word and one copy in PDF format.
3. One digital copy of any resource maps developed.

Notes:

HRPDC has anticipated 10 meetings in the County of Surry for the revision of the Surry County's Subdivision Ordinance and the County's Erosion and Sediment Control (E & S) and Wetlands Ordinances. Additional meetings beyond the number of meetings in this schedule shall be deemed as Additional Services under the attached Payment Provisions and Schedule.

Please respond with itemized budget so that we can determine cost differential for modifications noted.

Attachment II

PAYMENT PROVISIONS AND SCHEDULE

PAYMENTS FOR BASIC SERVICES

Payment for Basic Services shall be made monthly in proportion to services performed as described in the attached Scope of Work and Project Benchmarks.

Total Compensation for Basic Services shall not exceed Twenty Five thousand dollars (\$25,000).

COMPENSATION FOR ADDITIONAL SERVICES

- a. Services not reasonably related to the Scope of Work and Project Benchmarks may be required during the course of this contract. Such additional services shall be undertaken only after written authorization by the County Administrator.

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #12: HRPDC THREE-MONTH TENTATIVE SCHEDULE

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

August 2014

Meeting Cancelled

September 2014

Annual Benchmarking Study
askHRgreen.org Campaign Results
Healing Place
EM After Action Plan

October 2014

Annual Election of Officers
Legislative Agenda

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #13: ADVISORY COMMITTEE SUMMARIES

A. DIRECTORS OF UTILITIES COMMITTEE SUMMARY MINUTES

The summary minutes of the July 2, 2014 Directors of Utilities Meeting are attached.

Attachment 13-A

B. REGIONAL ENVIRONMENTAL COMMITTEE MEETINGS SUMMARIES

The summary of the July 3, 2014 meeting of the Regional Environmental Committee are attached.

Attachment 13-B

**MEETING OF THE
DIRECTORS OF UTILITIES COMMITTEE,**

The Directors of Utilities Committee met on July 2, 2014. The following items were discussed during the meeting:

- The Committee discussed the need to update 2002 land use risk inventories for source water protection. The Committee directed HRPDC staff to develop a project proposal for FY15 with input from locality staff.
- The Committee discussed the draft white paper describing policy proposals for managing the use of private wells and groundwater withdrawals less than 300,000 gallons per month to mitigate impacts to the Eastern Virginia Groundwater Management Area. HRPDC staff will make revisions based on the discussion.
- HRPDC staff briefed the Committee on DEQ's 2015 pilot project for long range environmental planning in Hampton Roads.
- HRPDC staff briefed the Committee on efforts by the Middle Peninsula Planning District (MPPD) to explore the legal and financial aspects of sustaining permanent funding sources to address septic repairs. The Committee provided perspectives on city and county authority to require sewer system connections, as well as enforcement issues and funding needs.
- HRPDC staff briefed the Committee on efforts by the Chesapeake Bay Program to revisit how reservoirs are treated in the Bay watershed model. The Committee discussed concerns on how the model represents reservoirs and potential impacts to utility operations.
- HRPDC staff reports included updates on DEQ's chloride monitoring program, HRPDC comments supporting the Third Amended Consent Decree, the June 23, 2014 State Water Commission Meeting, and participants in the Regulatory Advisory Panel for Waterworks Regulations.

MEETING SUMMARY
REGIONAL ENVIRONMENTAL COMMITTEE

The Regional Environmental Committee met on July 3, 2014. The following items were discussed.

- Ms. Whitney Katchmark, HRPDC, led a discussion by the Committee on developing legislative priorities for the next General Assembly session, and several Committee members volunteered to serve on a legislative subcommittee to develop proposals for the Committee to consider in August.
- Mr. Ben McFarlane, HRPDC, briefed the Committee on efforts related to recurrent flooding and sea level rise, including the Special Committee on Recurrent Flooding and Sea Level Rise.
- Ms. Jenny Tribo, HRPDC, provided an update to the Committee on the Chesapeake Bay Program, including the status of several BMP panels.
- Mr. McFarlane briefed the Committee on several proposals for Coastal Zone Management PDC competitive grants. The Committee voted to submit proposals for a canoe/kayak launch in Isle of Wight County and a sea level rise adaptation planning project with deliverables from Portsmouth and Virginia Beach.
- Ms. Jai McBride, HRPDC, provided an update to the Committee on the Envision Hampton Roads regional strategic planning process.
- Ms. Katchmark briefed the Committee on the Department of Environmental Quality's proposal to work with the HRPDC on a long range environmental planning pilot project, along with similar efforts in the New River Valley and Northern Virginia.
- Several committee members and guests provided status reports.

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #14: CORRESPONDENCE OF INTEREST

A. Southampton County Appointment Letter

Attached is a appointment letter for Mr. Barry T. Porter to serve on the Hampton Roads District Commission from July 1, 2014 through June 30, 2016.

Attachment 14-A

B. City of Chesapeake Reappointment Letter

Attached is a reappoint letter for Ms. Debbie Ritter to serve on the Hampton Roads Planning District Commission from July 13, 2014 to July 12, 2016.

Attachment 14-B

SOUTHAMPTON COUNTY

26022 Administration Center Drive
P. O. Box 400
Courtland, Virginia 23837



757-653-3015
Fax: 757-653-0227

June 16, 2014

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

Dear Mr. Farmer:

Please be advised that Mr. Barry T. Porter was reappointed by the Board of Supervisors, in their regular session of May 27, to another two (2) year term on the Hampton Roads Planning District Commission.

This term will commence on July 1, 2014 and will expire June 30, 2016.

With kind regards, I remain

Sincerely,



Michael W. Johnson
County Administrator

cc: Barry T. Porter

RECEIVED

JUN 17 2014

HRPDC

Attachment 14-A

Office of the City Clerk
306 Cedar Road
Chesapeake, Virginia 23322
email: council@cityofchesapeake.net
(757) 382-6151
Fax (757) 382-6678

June 30, 2014

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

RE: Reappointment

Dear Mr. Farmer:

At the June 24, 2014 City Council meeting, Council Member Debbie Ritter was reappointed to the Hampton Roads Planning District Commission for a term beginning July 13, 2014 and ending on July 12, 2016.

If you have any questions or need additional information, please call me at 382-6151.

Sincerely,

Dolores A. Moore
mw

Dolores A. Moore, MMC
City Clerk

Received

JUL 02 2014

HRPDC

Office of the City Clerk
306 Cedar Road
Chesapeake, Virginia 23322
email: council@cityofchesapeake.net
(757) 382-6151
Fax (757) 382-6678

June 25, 2014

Council Member S. Z. "Debbie" Ritter
732 School House Road
Chesapeake, VA 23322

Dear Council Member Ritter:

I am pleased to advise you that City Council, at its meeting of June 24, 2014, reappointed you to your second term on the Hampton Roads Planning District Commission. Your term begins on July 13, 2014 and expires on July 12, 2016.

Your Certificate of Appointment is enclosed. As required by State law, you must take the Oath of Office prior to taking your voting position on the Board/Commission. Failure to be sworn in prior to taking your seat on the Hampton Roads Planning District Commission could result in all actions of the Board/Commission on which you participate as an active member being nullified. The oath is administered by Ms. Faye Mitchell, Clerk of the Circuit Court. Please contact Ms. Mitchell's office at 382-3022 to arrange to take your oath. Again, it is necessary to be sworn in before you take your position on the Board/Commission.

By copy of this letter, the chairperson/liaison will be notified of your appointment and will advise you of the next meeting date. In the near future, you will receive additional information regarding this appointment from the Office of the City Attorney. This information includes the Freedom of Information Act (FOIA) recently amended by the Virginia State Legislature. Section 2.2-3702 of the Act requires officials of any public body to read and familiarize themselves with the information contained in the FOIA. Additionally, Section 2.2-3701 of the Act defines a public body as "...any legislative body, any authority, board, bureau, commission, district or agency of the Commonwealth or of any political subdivision of the Commonwealth ...supported wholly or principally by public funds." Carefully review the information contained in the FOIA when your package arrives from the City Attorney's office.

Should you have any questions, please call Mitzie Wright, Deputy City Clerk, 382-6151.

Sincerely,


Dolores A. Moore, MMC
City Clerk

DAM:mbw

Enclosure

cc: Faye Mitchell, Clerk of the Circuit Court
Jan L. Proctor, City Attorney
Nancy G. Parr, Commonwealth's Attorney
Kelly Peterson, Liaison, Hampton Roads Planning District Commission

AGENDA NOTE – HRPDC QUARTERLY COMMISSION MEETING

ITEM #15: OLD/NEW BUSINESS

A. LETTER TO GOVERNOR MCAULIFFE SUPPORTING INITIATIVES RELATED TO RECURRENT FLOODING AND SEA LEVEL RISE

Recurrent flooding and sea level rise are significant challenges facing many communities in Hampton Roads. There are currently several efforts at the state level that are related to recurrent flooding or sea level rise, including the Recurrent Flooding Sub-Panel of the Secure Commonwealth Panel, the Joint Subcommittee on Recurrent Flooding, and the Governor’s Climate Change and Resiliency Update Commission. The City of Norfolk has requested that the HRPDC staff draft a letter to be sent to the Governor on behalf of the Commission. This letter would urge the Governor to continue his support for these efforts and his engagement and leadership on these issues.

Attachment 15-A

RECOMMENDED ACTION:

Authorize the Chairman to send a letter to Governor McAuliffe supporting his continued engagement in efforts addressing recurrent flooding and sea level rise.

MEMBER JURISDICTIONS

July 17, 2014

CHESAPEAKE

The Honorable Terence R. McAuliffe
Governor
The Commonwealth of Virginia
1111 East Broad Street
Richmond, Virginia 23219

FRANKLIN

GLOUCESTER

Dear Governor McAuliffe,

HAMPTON

As you know, coastal storms and recurrent flooding are major problems for Hampton Roads communities. Therefore, we appreciate your recent directive to Secretaries Layne and Moran to oversee emergency hurricane evacuation plans for Hampton Roads and your recent Executive Order convening the Governor's Climate Change and Resiliency Update Commission. Both efforts will help make Hampton Roads more resilient.

ISLE OF WIGHT

JAMES CITY

NEWPORT NEWS

While major storms such as Isabel, Sandy, or even Arthur earn national attention, flooding that results from heavy rainfall or extremely high tides can also cause significant damage to personal and public property, in addition to disrupting daily life for our residents and our economy. While much is being done to address recurrent flooding at the local level, state support and coordination is needed to implement long-range comprehensive strategies.

NORFOLK

POQUOSON

PORTSMOUTH

To that end, we encourage you to continue supporting two ongoing state-level efforts, the Recurrent Flooding Subpanel of the Secure Commonwealth Panel and the Joint Subcommittee on Recurrent Flooding. The Subpanel's work has resulted in a number of recommendations for state agencies to adopt and implement that will address recurrent flooding. We urge you to strongly consider implementing these recommendations.

SOUTHAMPTON

SUFFOLK

SURRY

The Joint Subcommittee's role is to formulate recommendations for the development of a comprehensive and coordinated planning effort to address recurrent flooding. As an official body of the General Assembly, the Subcommittee is a significant opportunity to move the Commonwealth forward on addressing recurrent flooding and sea level rise from a statewide perspective. We encourage you to support the legislature in this effort.

VIRGINIA BEACH

WILLIAMSBURG

YORK

The Honorable Terrance R. McAuliffe

July 17, 2014

Page 2

While much in the way of planning, funding, or regulatory changes can be done at the state level, most adaptation planning and implementation will be done locally. Please consider additional support and participation in local and regional efforts, such as those occurring in Hampton Roads, through state agency assistance and support for appropriate legislation.

Recurrent flooding and sea level rise are issues that will not be solved soon, but your continued involvement in effective planning, policy development, and infrastructure investment is needed. We thank you for your leadership on these issues as we work to make the Commonwealth more resilient and sustainable.

Sincerely,

Kenneth L. Wright
Chairman, Hampton Roads Planning District Commission

BJM/jc

DRAFT