

Hampton Roads Planning District Commission
Executive Committee Meeting
Summary Minutes of May 19, 2016

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

Commissioners:

Clyde Haulman, Chairman (WM)
Dr. Ella P. Ward, Vice Chair (CH)
James Baker (CH)
Randy Martin (FR)*
Brent Fedors (GL)
Phillip Bazzani (GL)
Mary Bunting (HA)
George Wallace (HA)
Rex Alphin (IW)
Sanford B. Wanner (IW)
Michael Hipple (JC)
Jim Bourey (NN)
Saundra Cherry (NN)*
McKinley Price (NN)

Lydia Pettis Patton (PO)
Kenneth Wright (PO)
Traci Dale Crawford (PQ)
J. Randall Wheeler (PQ)
Michael Johnson (SH)
Barry Porter (SH)
Patrick Roberts (SU)
Tyrone Franklin (SY)*
Louis R. Jones (VB)
Amelia Ross-Hammond (VB)*
Dave Hansen (VB)
Neil Morgan (YK)
Thomas Shepperd (YK)

Executive Director:

Robert A. Crum, Jr.

*Late arrival or early departure.

Others Recorded Attending:

Catherine Lindley (CH); Brian DeProfio (HA); Jason Purse (JC); Jeff Raliski, (NO); Brita Ayers, Bryce Causey, Uri Cooper, Bryan Stilley, Jerri Wilson (NN); Bob Baldwin, Sherri Neil (PO); Dannan O'Connell (PQ); Diane Kaufman (Senator Kaine's Office); Cathy Davidson (Albemarle Commission Regional Council of Government); Cathy Aiello (Aiello Enterprises); Elaine Hogan (Crenshaw, Ware and Martin); Frank Pappin (CTAC); Jennifer Coleman (HRTAC); Mark Geduldig-Yatrofsky (Portsmouthcitywatch.org); Ellis James (Sierra Club Observer); Michael King (U.S. Navy); Dianna Howard (VBTP); Eric Stringfield (VDOT); Citizens: Donna Sayegh, Staff: Randy Keaton, Kelli Arledge, Shernita Bethea, Nancy Collins, Andrea Gayer, Kathlene Grauberger, Greg Grootendorst, Julia Hillegass, Whitney Katchmark, Sara Kidd, Mike Long, Jai McBride, Ben McFarlane, Camelia Ravanbakht, John Sadler, Tiffany Smith, Jill Sunderland, Joe Turner, Chris Vaigneur.

Approval/Modification of Agenda

Chairman Haulman requested any modifications to the agenda.

Commissioner Thomas Shepperd Moved to approve the agenda; seconded by Vice Chair Ella Ward. The Motion Carried.

Submitted Public Comments

Chairman Haulman indicated there were no Submitted Public Comments.

Transcribed Public Comments for the April 21, 2016 Retreat Meeting

Chairman Haulman highlighted the Transcribed Public Comments from the April 21, 2016 Retreat Meeting.

Public Comment

Ms. Donna Sayegh, Portsmouth Citizen, indicated her displeasure with the duplication of activities between the HRPDC and Hampton Roads Transportation Planning Organization (HRTPO).

Mr. Frank Papcin, Virginia Beach Citizen, commented on the negative effects tolls have on the residents of the Region.

Mr. Ellis James, Norfolk Resident, voiced his concerns with the Solid Waste agenda item and emphasized the importance of the Coastal Resiliency agenda item.

Commissioners Randy Martin, Saundra Cherry, Tyrone Franklin and Amelia Ross-Hammond arrive.

Chairman's Comments

Chairman Haulman informed the Commission that due to his decision to not run for re-election, his term as Mayor of Williamsburg and Commission Chairman terminates on June 30, 2016 and a new Chairman must be appointed. The HRPDC Bylaws require the appointment of a Nominating Committee to bring forth recommendations to the Commission to fill the unexpired term of Chairman. Mayor Haulman indicated he would chair the Nominating Committee and was appointing one member of each locality to the Committee. The Nominating Committee will present its recommendations at the June 16, 2016 meeting, and the appointments will be effective July 1, 2016.

Executive Director's Report

Mr. Robert Crum, HRPDC/HRTPO Executive Director, summarized the success of the Planning Directors meeting and stated the group would begin meeting quarterly. He also

indicated the HRPDC/HRTPO had issued an RFP for legal services and selected Crenshaw, Ware and Martin to represent the organization as its legal counsel; the contract is under the Consent Agenda for approval. Lastly, he explained an amendment to the Regional Solid Waste Management Plan.

Approval of Consent Items

- A. Meeting Minutes – April 21, 2016 Retreat
- B. Transcribed Public Comment – April 21, 2016
- C. Treasurer’s Report of March 2016
- D. Legal Contract
- E. Solid Waste Plan Amendment

Commissioner Rex Alphin Moved to approve the consent items, seconded by Vice Chair Ward. The Motion Carried.

HRPDC Legislative Strategy

Ms. Julia Hillegass, HRPDC Public Information and Community Affairs Administrator, reminded the Commission of the 2016 Legislative Agenda format and noted its effectiveness in highlighting the legislative priorities of the HRPDC. She indicated the HRPDC staff wanted to begin preparing for the 2017 General Assembly earlier than in previous years.

Mr. Robert Crum, HRPDC/HRTPO Executive Director, stated staff suggestions for the 2017 Legislative Agenda could include the following topics:

- Public Education
- Economic Development
- Coastal Resiliency
- UASI/Homeland Security

The Commission held a lengthy discussion in regards to additional Legislative Agenda topics and addressed concerns of regional interest. Chairman Haulman requested the HRPDC staff research solutions for addressing regional safety solutions and to present them at a future meeting. Commissioner Kenneth Wright asked HRPDC staff to analyze economic trends of the region.

Coastal Resiliency

Mr. Ben McFarlane, HRPDC Senior Regional Planner, stated the HRPDC Coastal Resiliency Program had expanded as more resiliency activities had shifted from the state to PDCs. The HRPDC Coastal Resiliency Committee addresses all aspects of issues coastal areas experience, not just sea level rise.

Three objectives of the program include:

- Develop specific recommendations for local governments
- Advocate for support and action by the Commonwealth and the federal government
- Serve as the primary regional contact to coordinate efforts with state/federal agencies and other institutions

Mr. McFarlane explained federal/state partners were regular participants in the Coastal Resiliency Committee and these relationships have contributed to the success of Coastal Zone Management Grant funded initiatives and the ability to obtain LiDAR elevation data. Currently, the HRPDC is partnering with the U.S. Geological Survey and National Geodetic Survey for subsidence monitoring.

He stated the HRPDC is collaborating with the Navy on Joint Land Use Studies for military installations in the Region. The planning efforts would be led by the affected communities, with the HRPDC serving as project manager, and the Department of Defense Office of Economic Adjustment would be responsible for funding 90% of the project. He indicated the primary goal of the studies was to identify and address concerns of military bases, which now includes flooding and sea level rise.

He reviewed the timeline of the project, which included final proposals to be completed by June 2016, with an RFP for consultants immediately following once the applications are approved. Mr. McFarlane informed the Commission the HRPDC expects the studies to be completed in two years.

U.S. Army Corps of Engineers Feasibility Studies are another initiative of the HRPDC Coastal Resiliency Program. Mr. McFarlane explained these studies are the first step to secure significant federal funding for flood mitigation projects.

He explained the new model for Corps studies is a three-year study duration with a \$3 million maximum cost per study and three Corps command levels. The new parameters allow for quicker completion and higher efficiency. The study prerequisites include:

- Authorization by Congress
- Selection for Corps funding
- Commitment of matching funds

Mr. McFarlane stated the Corps is beginning to implement nature based features to be included in project recommendations and is promoting multi-jurisdictional studies.

Commissioner Thomas Shepperd requested status reports to ensure the feasibility studies are completed in a timely manner.

Vice Chair Ward Moved to authorize the Chairman to send a letter to the Hampton Roads Congressional Delegation requesting authorization for multi-jurisdictional feasibility studies in coastal Virginia, seconded by Commissioner Wright. The Motion Carried.

FY 17 Budget

Ms. Nancy Collins, HRPDC Chief Financial Officer, reviewed the FY 17 Budget with the Commission. She indicated there was an overall 8.6 % decrease and outlined the proposed budget included:

- 2% performance-based salary adjustment for staff
- 7% increase in healthcare premiums and .9% increase in VRS
- .75% decrease in VRS life insurance and 17.6% decrease in standard contracts
- 125% increase in special contracts. This was due to an anticipated move to cloud computing
- 3.8% decrease in general operations

Mr. Crum noted that the final decision on staff salary adjustments will be made by the Commission in July. He noted that based on the level of salary increases approved by HRPDC member jurisdictions, he may request that the HRPDC consider a 2.5% salary increase for staff at the July meeting.

Commissioner Louis Jones Moved to approve the FY 17 draft budget, seconded by Vice Chair Ward. The Motion Carried.

HRPDC Three Month Tentative Schedule

Chairman Haulman reviewed the Three Month Schedule section of the agenda, and noted the absence of a meeting in August.

Advisory Committee Summaries

Chairman Haulman discussed the Advisory Committee Summaries section of the agenda.

Old/New Business

Chairman Haulman indicated there was no Old/New Business

Adjournment

With no further business to come before the Hampton Roads Planning District Commission, the meeting adjourned at 10:30 a.m.

Clyde A. Haulman
Chairman

Robert A. Crum, Jr.
Executive Director

Three people addressed the Hampton Roads Planning District Commission on May 19, 2016:

Donna Sayegh: *Good morning. My name is Donna Sayegh and I live in Portsmouth. Some agenda items that gave me food for thought was the legal contract. The agenda states that the HRPDC has retained the same law firm for a number of years and the staff decided it was time to request proposals from firms to determine the best fit for the work performed by the HRPDC and the HRTPO. The RFP was published on some websites and several local firms were contacted directly to notify them to the opportunity. It is okay for the HRPDC to communicate directly with several law firms, but it's not okay to communicate directly with the private citizen. The next one is 7E, Solid Waste Plan Amendment. The Virginia solid waste planning and recycling regulations require that designated solid waste management planning units develop and maintain the regional solid waste management plan. Before the Department of Environmental Quality issues permits for solid waste disposal facilities, these regulations also require the facility to be included in and found consistent with the regional plan. The planning agency and effective locality also need to certify consistency of the facility with the regional plan and with local ordinance respectively. So who are the designated solid waste management planning units? It's okay for the new plant that Chesapeake is promoting for waste management not to certify consistency of the facility with the regional plan and with local ordinance. I've made a FOIA request for the revenue expenses of our waste management department with the specific information regarding the amount of money Portsmouth has paid to SPSA and money paid to our RSD recycling plant. Item Number 6, HRPDC, HRTPO, Department of Rail and Public Transportation stated that it's not funding the request for intercity passenger rail operating and capital program for the completion of a Tier 2 environmental impact statement for high-speed rail between Hampton Roads and Richmond. The state and federal funding is available and staff resources, DRPT is supportive of efforts to advance high-speed rail to the Hampton Roads region. Once the D.C. to Richmond study is complete, DRPT will work with HRTPO to seek federal funds adhere to SEIS study to Hampton Roads. The Department of Rail and Public Transportation has already had a discussion with the Federal Rail Administration regarding the need for federal funding and a sponsorship as the federal agency for Hampton Roads Tier 2 environmental impact statement study. Stop trying to force on us the light rail issue. You forced it on Norfolk and look at the money we taxpayers have to pay to support it. So, that's all I have to say, but there's a lot of duplication in both HRPDC and HRTPO and I'd like to see that change. Thanks for listening.*

Frank Papcin: *Good morning. All you people know me. I come up here a lot, open my mouth and say a lot of things. Today is little bit different. Sometimes you turn around and you look for things and try to understand what's going on and you'll find things that you didn't know. For example, I never realized that we had \$5.4 billion budget coming from revenues from all over, from everywhere. It's ridiculous, I'm not going to go into where the money is coming from. I'm more interested in where the money is going, and more than that, I'm interested in the fact that this region is restricted by the amount of money it collects, meaning you can only do so much with what you have. I keep hearing people talking about tolls, tolls and tolls. I keep thinking about the impact that these tolls have on different people. Those that can afford it, have very little difference on them. Those that cannot afford it, forces them off the roads because they can't afford the tolls. There's talk of HOV and HOT lanes, HOT lanes means*

if you got the money, you can ride in the HOV lane and supposedly, those who don't have any money, they can ride in the rest of it and their commute becomes quicker. Well, HOV lanes really haven't produced very much in my eyes. I mean I'm looking at the Hampton Roads HOV reversible lanes that they built, HOV 3 which was a disaster and then they changed it to HOV 2, and now they're looking at HOT lanes. Putting HOT lanes in there, and I just think of it as a revenue source for the state, but this is not really why I came. The reason I came is to appeal to you people. You people are the elected representatives of the people in your communities and they need your help. How do they your help? Well, there are different bills going up before our representatives in Richmond giving alternatives to the tolls, but people, they have very little voice in the government that we have. You being elected officials, you have a bigger voice. You can turn around and help, you can turn around and use your influence to turn around and make these people do the right thing. We have states in this country without tolls and they have just as much traffic as we do and they have the same problems we do. So obviously your tolls, they only help those that can afford to pay them. It doesn't help the rest of the people. You people talk about mass transit. Well, my name is up. Anyways, I'll be back. There are two more meetings today and I'll be there. Thank you.

Ellis James: *Thank you, Mr. Chairman, members of the Commission, my name is Ellis W. James. I would like to call your attention to item 9 that Ben is going to give a report on, and urge you all to authorize Mr. Crum to write and seek the appropriate information, funding, whatever it is we need to have in order to study this particular issue for our region. Connected to that is the simple thing. We need to be sure that we are paying close attention to the solid waste issue. There is a major report on the agenda this morning. I'm not anti-any community, as you all well know, but I am concerned about this being put forward. So I hope you will pay close attention to it. One last item, Mr. Chairman. I have encountered within the last few days a very interesting situation that probably will touch all of the communities in this room. There is a contentious item that has become a hot job in my opinion by one of the newspapers. Rodney Jordan and our school board has done an excellent job over the years, and he is not someone who puts interest forward lightly. The issue has become a struggle over whether or not it is appropriate to send some school board members, not all, but on a rotating basis to learn from national conventions and communities what the best approach for our school system in the city of Norfolk where I reside. I know from personal experience that my wife and I have attended at VMI, the Virginia Environmental Conferences for 22 years. Developing relationships and contacts and knowledge of the issues is extremely important, and to have someone come forward and try to gut that effort is a mistake in my opinion, and I would urge each one of the counties and the cities and the towns to please pay close attention to this kind of thing. When properly used, these can be invaluable learning sessions for members of school boards and other boards in your community. So please pay close attention. Thank you, Mr. Chairman.*

FISCAL YEAR 2016
4/30/16
STATEMENT OF REVENUES AND EXPENDITURES
83% OF FISCAL YEAR COMPLETE

REVENUES	Annual Budget	Previous Previous YTD	Current Month	YTD	% Received /Expended
STATE PDC REVENUE	\$ 151,943	\$ 113,957	\$ 37,986	\$ 151,943	100%
DEQ	66,594	48,500	-	48,500	73%
HOUSING DHCD	39,000	27,350	-	27,350	70%
WATER QUALITY ASSESSMENT	504,000	420,000	-	420,000	83%
VDEM	432,719	132,695	-	132,695	31%
UASI	267,796	226,298	-	226,298	85%
Local Jurisdiction Membership Dues	1,366,800	1,179,787	192,733	1,372,520	100%
Local Jurisdiction Programs	1,535,069	1,277,423	216,460	1,493,883	97%
HRMFFA	24,000	15,100	-	15,100	63%
SALES, INTEREST & MISC	93,162	52,043	17,439	69,482	75%
VDOT-PL SEC 112	2,207,705	838,143	-	838,143	38%
HRTAC	152,000	67,658	-	67,658	45%
VDRPT 5303	978,076	371,713	-	371,713	38%
SP&R	72,500	36,616	-	36,616	51%
RSTP	10,000	4,059	-	4,059	41%
SPECIAL CONTRACTS/ DEFERRED	<u>1,526,709</u>	<u>1,513,188</u>	<u>-</u>	<u>1,513,188</u>	99%
Total Revenue	<u>9,428,073</u>	<u>6,324,528</u>	<u>464,617</u>	<u>6,789,146</u>	72%
EXPENDITURES					
PERSONNEL	\$ 4,570,037	\$ 3,226,306	\$ 357,516	\$ 3,583,821	78%
STANDARD CONTRACTS	234,555	149,646	14,615	164,262	70%
SPECIAL CONTRACTS/PASS THROUGH	3,910,207	1,683,420	12,288	1,695,708	43%
OFFICE SERVICES	<u>713,274</u>	<u>297,312</u>	<u>29,000</u>	<u>326,311</u>	46%
Total Expenses	<u>9,428,073</u>	<u>5,356,684</u>	<u>413,419</u>	<u>5,770,102</u>	61%
Agency Balance	<u>\$ -</u>	<u>\$ 967,844</u>	<u>\$ 51,199</u>	<u>\$ 1,019,044</u>	

HAMPTON ROADS PLANNING DISTRICT COMMISSION
HAMPTON ROADS TRANSPORTATION PLANNING ORGANIZATION
FY2016 BUDGET - AMENDED

	APPROVED AMENDED	TPO PASS-THRU	PDC PASS-THRU	TPO OPS	PDC OPS	CURRENT AMENDMENT	NEW AMENDED	TPO PASS-THRU	PDC PASS-THRU	TPO OPS	PDC OPS
REVENUES											
OPERATIONS											
FEDERAL GRANTS	2,549,887			2,360,937	188,950	(193,406)	2,356,481			2,160,937	195,544
STATE GRANTS	298,934			298,934	0	(25,000)	273,934			263,868	10,066
STATE GRANT TO PDCs	151,943				151,943		151,943				151,943
LOCAL:											
Member Dues	1,366,797			301,368	1,065,429		1,366,797			286,434	1,080,363
Member Programs	637,732				637,732		637,732		30,000		607,732
Deferred from Prior Years	218,492				218,492		218,492				218,492
Other Local Programs	31,500				31,500		31,500				31,500
MISCELLANEOUS/Other Orgs	206,162			47,500	158,662	57,000	263,162			47,500	215,662
TOTAL OPERATIONS	5,461,447	0	0	3,008,739	2,452,708	(161,406)	5,300,041	0	30,000	2,758,739	2,511,302
PASS-THROUGH FUNDS											
FEDERAL GRANTS	995,496	453,781	541,715		0	68,850	1,064,346	453,781	610,565		0
STATE GRANTS	56,721	56,721			0		56,721	56,721			0
LOCAL OTHER	1,397,340		1,397,340		0		1,397,340		1,367,340		30,000
OTHER	6,000		6,000		0		6,000		6,000		0
DEFERRED FROM PRIOR YEARS	1,294,696		1,294,696		0		1,294,696		1,278,057		16,639
TOTAL PASS-THROUGH FUNDS	3,750,253	510,502	3,239,751	0	0	68,850	3,819,103	510,502	3,261,962	0	46,639
TOTAL REVENUE	9,211,700	510,502	3,239,751	3,008,739	2,452,708	(92,556)	9,119,144	510,502	3,291,962	2,758,739	2,557,941
EXPENDITURES											
PERSONNEL	4,570,037			2,327,040	2,242,997		4,570,037			2,327,040	2,242,997
STANDARD CONTRACTS	234,555			114,547	120,008		234,555			114,547	120,008
SPECIAL CONTRACTS	73,460			43,531	29,929		73,460			43,531	29,929
PASS-THROUGH ACTIVITY	3,733,614	463,702	3,271,789		(1,877)	68,850	3,802,464	510,502	3,291,962		0
OPERATING SCHEDULES	494,950			224,346	270,604		494,950			224,346	270,604
CONTINGENCIES/RESERVES	185,611			289,209	(103,598)	(161,406)	24,205			64,209	(40,004)
TOTAL EXPENDITURES	9,292,227	463,702	3,271,789	2,998,673	2,558,063	(92,556)	9,199,671	510,502	3,291,962	2,773,673	2,623,534

Attachment 8

\$250,000 IN PL FUNDS DEPROGRAMMED (\$200,000 FED, \$25,000 STATE, \$25,000 MATCH)
\$68,850 NEW MMRS FEDERAL GRANT

\$6,594 NEW DEQ GRANT (TOTAL \$40,000, \$33,406 IN FY2017)
\$57,000 ADDITIONAL FROM HRTAC