

Regional Connectors Study

Weekly Conference Call

Agenda

Thursday January 24, 2019

10:00 AM

Participants:

City of Norfolk: Brian Fowler, Christine Armstrong

City of Portsmouth: Carl Jackson

Virginia Port Authority: Barbara Nelson

Project Manager: Craig Eddy

Project Coordinator: Camelia Ravanbakht

HRTPO staff: Mike Kimbrel

Agenda:

- 1- Status of Phase 1 Tasks –
 - a. Brief update on Draft Documents
 - b. Website design

- 2- Review agenda items for January 29th Joint Meeting of Working Group and Steering (Policy) Committee
 - Background
 - 2017 MOU
 - Travel demand model – calibration and data
 - RCS Options 1 and 2
 - RCS Phase 1 Tasks – Status Report
 - RCS Phase 2 - Draft Scope of Work and Cost

- 3- Contact names for Planning Departments and Economic Development Departments

- 4- Next Meetings
 - Steering Policy Group: February 13, 2019 – 10 AM
 - Scenario Planning Web Meeting – Date to be determined

- 5- Other Items

- 6- Adjourn

REGIONAL CONNECTORS STUDY

Meeting Minutes

Date: January 24, 2019

Location: Conference Call

Subject: Weekly Coordination Call – Agenda attached

Attendees:

- HRTPO – Mike Kimbrel
- RCS Project Coordinator - Camelia Ravanbakht
- City of Norfolk – Christine Armstrong, Brian Fowler
- Port of Virginia – Barbara Nelson
- Consultant Team – Craig Eddy, Vlad Gavrilovic, Lorna Parkins, Bill Thomas

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Agenda Item 1 - Craig gave a brief update of the status of all Phase 1 tasks. All deadlines for review comments have passed, however the Consultant Team will wait a little longer for comments before finalizing documents. Unfortunately, not all Working Group members are adhering to the request stated at the January 10 Working Group meeting that the Project Coordinator and the Consultant Team would like members to at least respond with a “no comment” reply if they don’t respond with actual comments so it is known that the material has been reviewed.

The Consultant Team is still modifying the Engagement Plan and website design documentation. It was agreed that a call between the Consultant Team and Kendall Miller of HRTPO should be scheduled ASAP to clarify status of those two documents still under modification.

Agenda Item 2 – Camelia reviewed the items for the upcoming joint meeting between the Working Group and the Steering (Policy) Committee to be held on January 29. She emphasized that the intent of the agenda items for that meeting were focused on providing context to the decision that will be made regarding the options going forward and the ramifications of decoupling the Regional Connectors Study from the on-going 2045 Long-Range Transportation Plan schedule. Concerns were raised by City of Norfolk regarding the linkage of the RCS with the MOU, the likelihood that the RCS can keep pace with the 2045 LRTP effort even if the January 29 meeting decision is to keep the studies coupled, and a perceived bias in the ramification description slanted

advantageously toward Option 1. These items can be discussed in greater detail as part of the January 29 meeting.

Agenda Item 3 – The need to have the contacts of local governmental planners and economic development personnel that the Scenario Planning needs to coordinate data needs and activities was re-emphasized. Few jurisdictions had responded as of this meeting. HRTPO agreed to send out a reminder to Working Group members for those contacts to be forwarded to Camelia.

Agenda Item 4 – Upcoming meetings, beyond the January 29 meeting were discussed. A Steering (Policy) Committee meeting is scheduled for February 13. Lorna, from the Scenario Planning team, mentioned the need for that team to hold a webinar with the Working Group (and any other local government staff deemed appropriate by Working Group representatives) to clarify methodology and get input on the scenario planning effort. The meeting will likely be 90 minutes in length and be held the week of Feb 11. The exact date and time are still to be determined.

Agenda Item 5 – Meeting participants were reminded about the review process for the minutes of this meeting – at least responded with a “no comment” reply so that the Project Coordinator, and the Consultant Team know the minutes have been read.