



**Weekly Coordination Call  
Agenda  
Thursday, March 21, 2019  
10:00 AM**

**Participants:**

RCS Project Coordinator: Camelia Ravanbakht

HRTPO staff: Mike Kimbrel

City of Norfolk: Brian Fowler

City of Portsmouth: Carl Jackson

Port of Virginia: Barbara Nelson

Consultant Team – Craig Eddy, Vlad Gavrilovic, Lorna Parkins, Bill Thomas

**Agenda:**

- 1- Review action items from 3/14 Working Group Meeting – Craig
- 2- Status of Phase 1 Tasks – Craig
- 3- Status of next Phase scope development process - Craig
- 4- March 28 Working Group meeting – agenda items – Camelia
  - Craney Island Tour – Update with potential dates, Camelia to coordinate with Michael King (Navy) and Jason Flowers (COE)
  - Phase 2 Supplement – Per 3/14 Working Group Motion
  - Phase 2 – begin discussion about vision, goals, and objectives.....
- 5- Next Meetings
  - Scenario Planning Webinar #3, Wednesday March 27, 10:00 AM – 12:00 PM
  - Working Group meeting –Thursday March 28, 10:00 AM - 12:00 PM
  - Weekly Coordination Call – Thursday, April 4, 10:00 AM
  - Steering (Policy) Committee – TBD after the March 28 WG meeting
  - HRTPO Board meeting - April 18
  - HRTPO Board meeting - May 16
- 6- Other Items- All
- 7- Adjourn

# REGIONAL CONNECTORS STUDY

## Meeting Minutes

**Date:** March 21, 2019  
**Location:** Conference Call  
**Subject:** Weekly Coordination Call – Agenda attached  
**Attendees:**

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

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**Agenda Item 1 – Review Action Items from March 14th Weekly Coordination Meeting** – Craig went over the items that included:

- Working Group elected Bryan Stilley (Newport News) as Chairperson and Earl Sorey (Chesapeake) as Vice-Chairperson
- Working Group agreed to develop scope to supplement the bridge scope that was approved by the HRTPO Board in February with the purpose of adding tasks that are essential to the development of the Scenario Planning Tools. To that end, parts of Task 4.3 that had been removed were added back in as well as all of Tasks 4.5 and 4.6 and most of Task 4.7
- Consultant Team was tasked with developing a glossary of terms as use of words such as alternatives and scenarios are confusing.
- The Corps of Engineers and the Navy will be co-hosting a site visit to Craney Island for Working Group members, HRTPO staff, and Consultant Team members to gain a better appreciation of operation logistics and potential constraints to roadway improvement ideas.
- Working Group requested that the Consultant Team hold follow up meetings with jurisdictions to confirm land use/place type data to be used in the Scenario Planning process.

**Agenda Item 2 – Status of Phase 1 Tasks** - Highlights of the update were:

- All task deliverables are complete and considered final now that the Engagement Plan comment period has passed without any comments being received (deadline was March 12).

**Agenda Item 3 – Phase 2 Scope Development Process**

The Phase 2 scope will be developed by the Working Group via interactions at meetings. The next meeting is scheduled for March 28 at which a draft scope for the Phase 2 supplement will be discussed. Additional discussion is needed on subsequent phase scope content. The discussion will start with overarching vision, goal, and objective topics and gravitate to more detailed scope development once those items are agreed upon.

It was suggested that the discussion include some content regarding new planning tools, methods, and ideas such that the planning for this study is progressive and not just a repeat of traditional planning practices.

**Agenda Item 4 – March 28 Working Group Meeting – tentative agenda items**

- Craney Island Tour – Doodle poll was launched early in the week of March 18 to identify interested participants, day, and time for a site visit.
- Phase 2 Supplement – Discussion of draft scope for Phase 2 supplement to Phase 2 bridge scope that was approved by HRTPO Board in February
- Initiate discussions on study vision, goals, and objectives and proceed to more detailed scope discussion if time permits.

**Agenda Item 5 – Next Meetings** – Upcoming meetings are:

- Scenario Planning Webinar #3 – March 27 10:00 AM -12:00 PM
- Working Group meeting – Thursday, March 28, 10 AM-12 PM
- Weekly Coordination Call – Thursday, April 4, 10:00 AM (No call next week due to March 28 meeting)
- Steering (Policy) Committee – TBD after March 28 Working Group meeting
- HRTPO Board meeting - April 18
- HRTPO Board meeting – May 16
- Additional Scenario Planning webinars to be scheduled ASAP.

**Agenda Item 6 – Other Items**

- None