

REGIONAL CONNECTORS STUDY

Meeting Minutes

Date: February 8, 2019
Location: Conference Call
Subject: Weekly Coordination Call – Agenda attached

Attendees:

- HRTPO – Mike Kimbrel, Dale Stith
- RCS Project Coordinator - Camelia Ravanbakht
- City of Norfolk – Christine Armstrong, Brian Fowler
- City of Portsmouth – Carl Jackson, James Wright
- Consultant Team – Craig Eddy, Vlad Gavrilovic, Lorna Parkins, Bill Thomas



Agenda Item 1 – Agenda for February 13th Joint Meeting – Camelia outlined the agenda items for the upcoming meeting.

- Description of Option 1 vs Option 2 still appears biased to Norfolk and Portsmouth. Consultant team will look to change language on slides to be shown at upcoming meeting to eliminate perception of bias.
- The Consultant team informed the participants that a revised version of the Phase 2 scope based on City of Norfolk comments was going to be prepared in time for the February 13th meeting. There was considerable discussion regarding the role of the Vision Plan in the creation of alternatives and the measures of effectiveness (especially congestion relief). All Phase 2 scope issues are to be discussed and decided upon at the upcoming Feb 13 meeting.

Agenda Item 2 – RCS Website is live! – It was announced that the study website was launched on Thursday Feb 7.

Agenda Item 3 – Next Meetings – Upcoming meetings are:

- February 13, 10:00 AM - joint Steering (Policy) Committee/Working Group meeting

- February 14, 9:30-11:00 AM – webinar to discuss/coordinate scenario planning details with Working Group and other government staff (planning and economic development contacts). Consultant Team to send out invitations with screen sharing link.
- February 21, 10:00 AM – TPO Board meeting to approve Phase 2 scope of work, budget, and schedule

Agenda Item 4 – Other Items – Items raised were:

- A request for a response to a question raised by the City of Newport News at a recent TTAC meeting regarding funding set asides. HRTPO staff will listen to the recording of the meeting and provide a response.
- Portsmouth reiterated a point made at that TTAC meeting regarding available time to complete Phase 3 of the Study if Option 1 is selected. HRTPO will be prepared to respond to that question if it is raised at the Feb 13 meeting.
- Portsmouth requested that a chronology of funding for the RCS be available for the Feb 13 meeting so that the history of the funding can be shown if needed. HRTPO staff agreed to prepare such a slide.



**Weekly Coordination Call
Agenda
Friday, February 8, 2019
2:00 PM**

Participants:

HRTPO staff: Mike Kimbrel

RCS Project Coordinator: Camelia Ravanbakht

City of Norfolk: Brian Fowler, Christine Armstrong

City of Portsmouth: Carl Jackson

Port of Virginia: Barbara Nelson

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

Agenda:

- 1- Agenda for February 13th Joint Meeting
 - RCS and LRTP Schedule – Option 1 and Option 2
 - Phase 2 Scope of Work
 - Alternative Phase 2 Scope of Work (with Norfolk Comments) – to be posted by 2/11/19
(Responses to Norfolk staff 's comments are being prepared by the consultant team)
- 2- RCS Website is live! – connectorstudy.org
- 3- Next Meetings
 - Weekly Coordination Call – February 14, 9:00 AM
 - Scenario Planning Webinar – February 14, 9:30-11:00 AM
 - HRTPO Board – February 21 – 10:30 AM – Approval of Phase 2 SOW
- 4- Other Items
- 5- Adjourn