

REGIONAL CONNECTORS STUDY

Meeting Minutes

Date: September 12, 2019

Location: Conference Call

Subject: Weekly Coordination Call – Agenda attached

Attendees:

- RCS Project Coordinator - Camelia Ravanbakht
- HRTPO – Mike Kimbrel, Dale Stith
- Consultant Team – Craig Eddy, Vlad Gavrilovic, Lorna Parkins, Bill Thomas
- Working Group:
 - City of Norfolk – Brian Fowler
 - VDOT – Jenny Salyers

=====

Agenda Item 1 – RCS Phase 2 Update – The Consultant team provided updates on the following:

- Scenario Planning Update – Population forecast provided by HRPDC staff was reviewed and looks quite suitable. Team members are validating assumptions and inputs for the land use allocation model. Data sets that contribute to the suitability factors are being prepared with the exception of those associated with the travel demand model. Some trial runs will be made to see how the models work so that when final data sets are received, the models will be ready to run. Brian Fowler requested population and household summaries for the baseline and the scenario planning conditions in order to do a comparison analysis.
- Travel Demand Model Update – 2017 and 2045 model adjustments being made by VDOT are scheduled to be completed and provided to HRTPO and the Consultant team in early October.
- Website Update – No new features were added in the last week. In a response to a suggestion on last week's coordination call, the Consultant team will be preparing a revised Phase 2 schedule based on the latest scheduled model delivery date.

- Schedule - A revised schedule has not been established due to the uncertainty of the travel demand model's availability. See note above regarding revised Phase 2 schedule.

Agenda Item 2 – Working Group September 18 Meeting – The agenda for the meeting was discussed. It will include a Phase 2 update and a discussion on the Phase 3 scope of work. Comments received on the scope will be distributed in advance of the meeting along with the agenda. HRTPO indicated that the meeting agenda and attachments would be sent out Thursday, Sept 12.

Agenda Item 3 – Next Meetings/Events – The following days, times, and topics were agreed upon on the call for meetings of the Working Group and Steering (Policy) Committee. HRTPO staff will follow up with calendar invites.

- Tour of the Navy Fuel Depot – originally scheduled for **September 13, 2019** has been cancelled. Alternative dates have been included in a Doodle poll for Working Group and Steering (Policy) Committee members to determine the most convenient rescheduled date and time. Responses are due by September 13 so the date will be announced early next week.
- Working Group Meeting - **September 18, 2019**, 9:00 - 11:30 AM – Regional Building, Chesapeake
- The call participants agreed with the cancellation of the September 19, 2019 weekly coordination call.
- Weekly Coordination Call – **September 26, 2019**, 10:00 AM
- Hampton Roads Regional Economic Development (RED) Directors – (HRTPO Executive Director has coordinated with the RED Team to have an RCS briefing on their Meeting Agenda for **October 3, 2019**, 9:00-10:30 AM, location TBD).
- Working Group Meeting – **October 10, 2019**, 9:00 - 11:30 AM – Regional Building, Chesapeake
- HRPDC Planning Directors Meeting - October 2019 (TPO staff coordinating with the Committee to have an RCS update on their agenda)
- RCS Steering (Policy) Committee: Tuesday **November 5, 2019**, 9:30 – 11:00 AM, Regional Building
- Proposed 4th Marine Terminal Site Visit and Presentation – November 2019

Agenda Item 4 – Other Items of Interest

- None raised.