



**Weekly Coordination Call
Agenda
Thursday September 5, 2019
10:00 AM**

Conference Call Dial in Number: 1-855-497-7286

Participants:

RCS Project Coordinator: Camelia Ravanbakht

HRTPO staff: Mike Kimbrel

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

RCS Working Group Members: Invited to Participate

Agenda:

1. RCS Phase 2 Update – Craig
 - Scenario Planning
 - Travel Demand
 - Website
 - Schedule

2. RCS Phase 3 Scope of Work (draft) - Craig
All comments will be shared with the Working Group prior to the September 18th meeting.

3. Next Meetings/Events – Camelia
 - Weekly Coordination Call: Thursday **September 5**, 10 AM
 - Tour of the Navy Fuel Depot: Friday **September 13**, 9:00 AM – 10:30 AM
 - RCS Working Group Meeting: Wednesday **September 18**, 9:00 – 11:30 AM, Regional Building
 - Hampton Roads Regional Economic Development (RED) Directors Meeting: Thursday **October 3, 2019**, 9:00 AM – 10:30 AM, Location TBD
 - RCS Working Group Meeting: Thursday **October 10**, 2019, 9:00 – 11:30 AM, Regional Building
 - HRPDC Planning Directors Meeting: October 2019 (tentative)

- 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 (tentative)

4. Other Items of Interest- All

5. Adjourn

REGIONAL CONNECTORS STUDY

Meeting Minutes

Date: September 5, 2019

Location: Conference Call

Subject: Weekly Coordination Call – Agenda attached

Attendees:

- RCS Project Coordinator - Camelia Ravanbakht
- HRTPO – Mike Kimbrel
- Consultant Team – Craig Eddy, Vlad Gavrilovic, Bill Thomas
- Working Group:
 - City of Portsmouth – Carl Jackson
 - City of Norfolk – Brian Fowler
 - City of Newport News – Bryan Stilley
 - VDOT – Robin Grier
 - Port of Virginia – Barbara Nelson

=====

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

- Scenario Planning Update – The team continues to exchange information with HRPDC and HRTPO staffs that is needed to prepare each of the models used in the scenario planning task. HRPDC staff provided population forecast to be used for the Greater Growth scenarios last week. Sea level rise and storm surge data and their impacts on the 100-year flood plain are currently being discussed. 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.
- Travel Demand Model Update – VDOT and their modeling consultant have been asked to address some issues contributing to the difference in observed vs projected volumes across the Hampton Roads

Harbor. The anticipated time frame to make the 2017 and 2045 model adjustments is approximately 3-4 weeks.

- Website Update with Scenario Planning pages – The Scenario Planning module for the webpage was launched August 9.
- Schedule - A revised schedule has not been established due to the uncertainty of the travel demand model's availability.

Agenda Item 2 – RCS Phase 3 - status of draft scope of work – The Draft Phase 3 scope of work was sent to the Working Group in response to a request during the August 15 weekly coordination call. Comments were received by the due date of August 30. However, one Working Group member asked for an extension of that due date to allow for broader circulation within their jurisdiction staff, so comments will now be consolidated and distributed to Working Group members the week of September 9.

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.

- Weekly Coordination Call - **September 12, 2019** 10:00 AM
- 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.
- Working Group Meeting - **September 18, 2019**, 9:00 - 11:30 AM – Regional Building, Chesapeake
- 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

- Robin Grier complimented the study's website look and content and suggested that it could be enhanced with a study timeline/schedule, which is not currently shown anywhere. Although the timeline is highly dependent on the travel demand model's availability, the Consultant team will develop and post a tentative schedule for the completion of Phase 2.
- Brian Fowler requested that the study consider the use of alternative software packages for evaluating alternatives. He suggested FREEVAL vs VISSIM (in draft Phase 3 Scope) and that the pros and cons of various potential software packages be presented to the Working Group at their September 18

meeting. The Consultant team will prepare a matrix of potential software packages to include, but not be limited to pros, cons, approximate cost per run so that the Working Group can decide which software package is most appropriate for this study.