The Hampton Roads Chief Administrative Officers (CAO) Committee meeting was called to order at 11:37 AM by Mr. Robert Crum, HRPDC/HRTPO Executive Director, at the Suffolk Public Works Operations Center located at 800 Carolina Road in Suffolk. Mr. Crum noted Mary Bunting, Hampton City Manager and Chair of the CAO Committee, had a personal matter that would prevent her from attending and Michael Johnson, Southampton County Administrator and CAO Committee Vice-Chair, had a last-minute conflict arise. He noted that both Ms. Bunting and Mr. Johnson asked him to convene and facilitate the meeting.

The following members of the CAO Committee were in attendance:

Alan Archer for Cynthia Rohlf
Brian DeProfio for Mary Bunting
Chip Filer
Amanda Jarratt
Randy Keaton
Al Moor
Neil Morgan
Chris Price
Melissa Rollins
William Saunders
Michael Stallings
Carol Steele
Scott Stevens
Mimi Terry for Angel Jones
Andrew Trivette
Randy Wheeler

Newport News
Hampton
Norfolk
Franklin
Isle of Wight County
Suffolk
York County
Chesapeake
Surry County
Town of Windsor
Town of Smithfield
Gloucester County
James City County
Portsmouth
Williamsburg
Poquoson

Others in Attendance:
Robert Crum, HRPDC/HRTPO
Keith Cannady, HRPDC
Shernita Bethea, HRPDC
Katie Cullipher, HRPDC
Greg Grootendorst, HRPDC
Whitney Katchmark, HRPDC
Deirdre Garrett, HRPDC
John Harbin, HRPDC
Mark Geduldig-Yatrofsky, Portsmouth Resident
Michelle Gowdy, Virginia Municipal League
Diane Kaufman, Senator Kaine’s Office
Drew Lumpkin, Senator Warner’s Office
Caleb Smith, Representative Luria’s Office
Mr. Al Moor from Suffolk welcomed the CAO Committee to the Suffolk Public Works Operations Center and noted the facility is approximately four years old and houses various divisions of the Public Works Department, with the exception of solid waste. He said Suffolk plans to build additional facilities on the complex, including a new parks and recreation office under construction now. He also noted that the new facility has positively impacted employee morale.

Approval of Agenda

Mr. Crum asked if there were any additions or revisions to the agenda. Mr. Chris Price from Chesapeake requested a report on the CAO Subcommittee on Recycling be added after the Housing Discussion. Ms. Amanda Jarrett from Franklin made a motion to approve the Agenda with the additional agenda item requested by Mr. Price. A second was provided by Mr. Moor. The motion passed unanimously.

Approval of Minutes

Mr. Crum asked if there were any additions or revisions to the Summary Minutes from the October 6, 2021 CAO Committee meeting. After hearing no additions or revisions, Mr. Crum requested a motion for approval. Mr. Moor made a motion to approve the Summary Minutes from the October 6, 2021 CAO Committee meeting as presented. A second was provided by Ms. Jarrett. The motion passed unanimously.

Public Comment Period

Mr. Crum asked if there were any members of the public who wanted to address the CAO Committee. There were no members of the public who wished to address the CAO Committee.

Roadway Flood Sensors Update

Mr. Crum introduced Ms. Whitney Katchmark, HRPDC Principal Water Resources Engineer, to brief the CAO Committee on the Roadway Flood Sensors project. Ms. Katchmark explained that the HRPDC received a grant from the Office of Local Defense Community Cooperation (OLDCC) to install roadway flooding sensors. The HRPDC Coastal Resiliency Committee identified 200 potential sites where local staff thought sensor information about flooded roads would be valuable, and of those, 20 sites were prioritized for a pilot project. The new sensors would work in tandem with existing sensors to detect if a road is flooded and relay the information to WAZE to inform drivers. The data would also be available in a database to be used for research. HRPDC has a contract with Xylem to install the sensors and set up coordination with WAZE. The site designs are complete and the next steps for Xylem and HRPDC are to apply for local permits and pay fees or establish bonds for this work, with an estimated cost of $20,000 to $40,000. Due to the nature of the project and the cost of permitting fees or bonds, Ms. Katchmark asked if there are ways to streamline and/or waive permitting and fees so that the savings can be used for additional sensors or other project costs.
The CAO Committee discussed that each locality has a unique process for permitting, fee schedules, and varying degrees of latitude to reduce or waive fees, making a consistent approach unlikely. Mr. Crum suggested that for the pilot project, the permitting process and fees be well-documented so that future project phases can be better informed, and the CAO Committee agreed with this approach. Ms. Katchmark explained that there are several funding opportunities that could fund the next phases of the flood sensors project, including the Community Flood Preparedness Fund (CFPF). Other projects that the HRPDC could submit for funding on behalf of the region through the CFPF program include flood insurance outreach and hydrology and hydraulic regional modeling. Mr. Crum suggested that the CAO Committee check with their staff to determine what projects they are planning to submit to the Fund so that any regional project proposals would not compete with local proposals. Dr. Chip Filer from Norfolk asked about regional collaboration to support each locality's participation in the National Flood Insurance Program's Community Rating System (CRS). Ms. Katchmark replied that existing outreach efforts at the HRPDC contribute points to a locality's CRS score and agreed that more could be done at the regional level. Dr. Filer suggested that the Commission discuss the potential for greater collaboration on the CRS program.

**Housing Discussion**

Mr. Crum introduced this item, noting that at the October HRPDC meeting (under Old/New Business), Commission members discussed affordable housing in the Hampton Roads region and suggested that the HRPDC consider a regional approach to address affordable housing needs. Mr. Crum asked the CAO Committee if a regional approach is appropriate, and if so, how should the conversation be framed to make it most productive. A roundtable discussion ensued, and highlights included the following:

- The region should find others who have succeeded at approaching affordable housing needs regionally and learn from their successes.
- A full-day retreat or forum-style meeting with presentations from leading experts may be warranted for this topic and would lend itself to better outcomes.
- Other regional stakeholders who are already working on this issue, including housing authorities and the Planning Council, should be included in future conversations.
- A definition of affordable housing and the identification of tiers of affordability would help frame the conversation.
- The City of Williamsburg convened an Affordable Housing Taskforce in early 2021 to identify strategies to increase the supply of affordable housing in the City. The Taskforce utilized a recently updated Housing Affordability Analysis to define levels of affordability. A report by the Taskforce listed 13 strategies, including five priority, short-term strategies that the City plans to implement. The report will be shared with the CAO Committee.
Establishing affordable unit targets for each community using a shared timeline and providing a menu of best practices would allow each community to select what works best for them to address local needs.

Increasing real estate prices are further intensifying affordable housing needs, often driving would-be homebuyers to rental housing. Affordable rental housing can be difficult to locate due to its negative perception.

Existing public housing is concentrated in a few localities that are largely built out. Those localities may be able to share resources to increase the availability of affordable housing in other localities.

There is a need to review and seek changes to the Code of Virginia that would provide greater flexibility to localities and more tools at their disposal to develop affordable housing.

Ms. Shernita Bethea, HRPDC Housing/Human Services Administrator, explained the various housing programs administered by the HRPDC that support residents across the region, from the homeless to workforce housing for teachers and nurses but noted these programs are funded with federal support that restricts the use of the funds for marketing and outreach.

Mr. Crum thanked the CAO Committee for their insights and requested the participation of the Virginia Municipal League (VML) and the Virginia Association of Counties (VACo) in future conversations. Ms. Michelle Gowdy from VML explained that a statewide study on affordable housing will be completed soon that will further inform this initiative.

**CAO Subcommittee on Recycling**

Mr. Crum introduced Mr. Price to brief the CAO Committee on the CAO Subcommittee on Recycling. Mr. Price noted that the Subcommittee had its first meeting on October 29, 2021 and discussed areas for potential collaboration, including recycling vendor contracting, regional convenience centers, and outreach and marketing. He asked that each locality appoint a staff member who is knowledgeable on these topics to advise the Subcommittee at their next meeting. Mr. Price also noted that the topic is especially timely for Chesapeake as they consider adopting a solid waste fee or program cuts. Other members of the Subcommittee reiterated the areas for potential regional collaboration and noted that the upcoming closure of the Refuse Derived Fuel (RDF) plant in 2024 will significantly disrupt the current waste streams. Others noted that material collected as recycling is sometimes sent to the RDF plant, which does not meet the state’s definition of recycling. Mr. Crum advised that an email will be sent out to the CAO Committee requesting the name of a staff person to advise the Subcommittee.

**Locality Roundtable**

Mr. Crum asked if anyone had updates to share.

Ms. Carole Steele from Gloucester noted that Brent Fedors stepped down as Gloucester County Administrator and the County will issue an RFP for a professional search firm.
Mr. Neil Morgan from York County noted the Dominion Energy generation station will be completely retired by 2023 and demolished by 2024.

Mr. Randy Wheeler from Poquoson noted that UVA’s Leading, Educating, and Developing (LEAD) program has resumed.

Ms. Gowdy provided initial insights from the election and suggested that localities contact newly elected delegates in their area. She noted that eliminating the grocery tax would have a significant impact on municipal budgets and that VML will work to offset this impact by working with the new administration to find other sources of revenue.

Mr. Crum noted that he is working with Senator Spruill to convene the Hampton Roads Caucus and prepare for the upcoming session of the General Assembly. He also noted that the bond referendum in Virginia Beach for flood protection and mitigation projects passed.

Mr. Price noted that Mr. Brian Solis will fill a newly created Deputy City Manager position in Chesapeake.

**Adjournment**

There being no further business to come before the CAO Committee, the meeting was adjourned at approximately 1:20 PM.

Respectfully Submitted,

Robert Crum

Recording Secretary
The HRPDC/HRTPO Community Advisory Committee (CAC) Meeting was called to order at noon. Pursuant to the declared state of emergency in the Commonwealth of Virginia in response to the COVID-19 pandemic and to protect the public health and safety of the Committee members, staff, and the general public, the CAC Meeting was held electronically via Zoom. These electronic meetings are required to complete essential business on behalf of the region. A recording of the meeting is available on the website.

HRPDC/HRTPO CAC Members in Attendance:
Terry Danaher, Chair (PO)  Mark Geduldig-Yatrofsky (PO)
Carlton Hardy, Vice-Chair (NN)  Garry Harris (PO)
John Kish (CH)  George Mears (SU)
Jim Bowie (HA)  Dianna Howard (VDOT)
Cynthia Taylor (IW)  Scott MacFarlane (VDOT)
Nina Britton (NN)  Delcen Miles (VB)
Lamont Curtis (NN)  Waverly Woods (VB)
Christian Strange (NO)

HRPDC/HRTPO Staff:
Robert A. Crum, Jr.
Keith Cannady
Pavithra Parthasarathi
Dale Stith
Brandon Rogers
Kendall Miller
Joe Turner
Robert Cofield

Others in Attendance:
Craig Eddy (Michael Baker Int’l)
Eric Stringfield (VDOT)
Tim Haynam (VDOT)

Following Chair Terry Danaher's calling the CAC meeting to order, Ms. Kendall Miller, HRPDC/HRTPO Office of Community Affairs and Civil Rights Administrator, read a statement detailing the Commonwealth of Virginia Governor’s ongoing declaration of the Commonwealth’s state of emergency due to COVID-19, and its impact on public meetings. Ms. Miller conducted attendance via roll call and noted that a quorum was present.
Public Comment Period

The public was provided an opportunity to comment in advance of the meeting by email or phone. There were no comments received via either option as of 48 hours before the meeting.

Submitted Public Comments

There were no submitted public comments.

Approval of Agenda

Chair Danaher asked for a motion to approve the March 11, 2021 agenda as presented.

Motion: Mr. Mark Geduldig-Yatrofsky, Moved to add an item to the March CAC agenda, allowing for discussion on the issue of continued electronic meetings; seconded by Ms. Cynthia Taylor.

Motion: Ms. Dianna Howard Moved to approve the agenda as amended; seconded by Ms. Delceno Miles.

With no questions or comments, a roll call vote was conducted and the votes were recorded as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Vote</th>
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<tbody>
<tr>
<td>Susan Archer</td>
<td>Absent</td>
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<tr>
<td>Jim Bowie</td>
<td>Aye</td>
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<tr>
<td>Henry Branscome</td>
<td>Absent</td>
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<tr>
<td>Nina Britton</td>
<td>Aye</td>
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<tr>
<td>Brandon Carter</td>
<td>Absent</td>
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<tr>
<td>Lamont Curtis</td>
<td>Aye</td>
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<tr>
<td>Terry Danaher</td>
<td>Aye</td>
</tr>
<tr>
<td>Mark Geduldig-Yatrofsky</td>
<td>Aye</td>
</tr>
<tr>
<td>Carlton Hardy</td>
<td>Aye</td>
</tr>
<tr>
<td>Garry Harris</td>
<td>Aye</td>
</tr>
<tr>
<td>Dianna Howard</td>
<td>Aye</td>
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<tr>
<td>Cecil Jenkins</td>
<td>Absent</td>
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<td>John Kish</td>
<td>Aye</td>
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<td>Jay Leach</td>
<td>Absent</td>
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<td>Scott MacFarlane</td>
<td>Aye</td>
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<tr>
<td>Brad Martin</td>
<td>Absent</td>
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<tr>
<td>George Mears</td>
<td>Aye</td>
</tr>
<tr>
<td>Delceno Miles</td>
<td>Aye</td>
</tr>
</tbody>
</table>
The Motion Carried with 15 votes in favor, none against, and no abstentions.

**Summary Minutes of the January 14, 2021 CAC Meeting**

Chair Terry Danaher asked for a motion to approve the summary minutes of the January 14, 2021 CAC meeting as presented.

**Motion:** Ms. Dianna Howard Moved to approve the summary minutes of the January 14, 2021 CAC meeting as presented; seconded by Ms. Waverly Woods.

With no questions or comments, a roll call vote was conducted and the votes were recorded as follows:

- Susan Archer Absent
- Jim Bowie Aye
- Henry Branscome Absent
- Nina Britton Aye
- Brandon Carter Absent
- Lamont Curtis Aye
- Terry Danaher Aye
- Mark Geduldig-Yatrofsky Aye
- Carlton Hardy Aye
- Garry Harris Aye
- Dianna Howard Aye
- Cecil Jenkins Absent
- John Kish Aye
- Jay Leach Absent
- Scott MacFarlane Aye
- Brad Martin Absent
- George Mears Aye
- Delceno Miles Aye
- Mark Perreault Absent
- Christian Strange Aye
- Cynthia Taylor Aye
- Waverly Woods Aye
The **Motion Carried** with 15 votes in favor, none against, and no abstentions.

**Regional Connector Study (RCS) Update**

Mr. Craig Eddy, Consultant Project Manager, Michael Baker International, provided an update on the Regional Connector Study (RCS). He shared public survey results on the following topics:

- The strengths and weaknesses of the current transportation system
- Trends that negatively impact congestion in Hampton Roads
- The most common travel activities in Hampton Roads
- The most common transportation problems in Hampton Roads
- The rate of travel between the Peninsula and Southside

Mr. Eddy went on to outline the results of stakeholder interviews done on the current transportation system in Hampton Roads.

Ms. Dianna Howard noted that the region’s stakeholders had identified light rail transit as a strength in the current transportation system and asked if Virginia Beach’s vote to not implement light rail would impact the RCS. Mr. Eddy responded that due to the amount of positive feedback received on light rail, it was included as a strength.

Mr. Garry Harris asked if the survey tried to extract what respondents would be willing to pay or accept to alleviate congestion in Hampton Roads (i.e. are they willing to move to rideshare or more increased transit or transit-oriented development). Mr. Eddy said yes, that information was asked for and answers were provided, but in the interest of time, he opted not to include those findings in his presentation to the CAC.

Mr. Eddy continued with an overview of the scenario planning aspect of the RCS, explaining that the goal of scenario planning was not to predict the future but to have arrived at plausible alternative futures against which to test transportation. He shared three different scenarios that had been examined:

- Greater Growth in Urban Centers
- Greater Suburban/Greenfield Growth
- Greater Growth on the Water

He concluded with a list of alternatives that would be presented to the RCS Working Group and provided a Phase-3 schedule for the RCS through 2021.

**2045 Long-Range Transportation Plan (LRTP): Fiscally Constrained List of Projects**

Ms. Dale Stith, HRTPO Principal Transportation Planner, presented the LRTP Draft Fiscally Constrained Project List. Ms. Stith explained that the LRTP was the blueprint for the region’s transportation future and identified all regionally significant transportation projects. With a
planning horizon of 20 years, the LRTP must be fiscally constrained, demonstrating how projects would be funded.

Ms. Stith thanked the CAC for their input in the development of the fiscally constrained list of projects and shared that the list would be presented to the HRTPO Board at a special Board meeting to be held on March 29, 2021.

Chair Danaher said that if the CAC did endorse the Fiscally Constrained List of Projects, then it would be done via a Resolution of Support

Mr. Mark Geduldig-Yatrofsky stated he did not feel he could vote in support of this resolution because he felt the region would not receive as good of a long-term return on investments, as it has in the past, for roadway expansion projects occurring in the future.

With no additional questions or comments, Chair Danaher asked Ms. Kendall Miller to conduct a roll call vote to approve the Resolution of Support for the Fiscally Constrained List of Projects as presented and the votes were recorded as follows:

Susan Archer Absent
Jim Bowie Aye
Henry Branscome Absent
Nina Britton Aye
Brandon Carter Absent
Lamont Curtis Aye
Terry Danaher Aye
Mark Geduldig-Yatrofsky Nay
Carlton Hardy Aye
Garry Harris Aye
Dianna Howard Aye
Cecil Jenkins Absent
John Kish Aye
Jay Leach Absent
Scott MacFarlane Aye
Brad Martin Absent
George Mears Nay
Delceno Miles Aye
Mark Perreault Absent
Christian Strange Absent
Cynthia Taylor Aye
Waverly Woods Aye
The CAC voted to approve the Resolution of Support for the Fiscally Constrained List of Projects as presented with 13 votes in favor, two against, and no abstentions.

Hampton Roads Regional Express Lanes Network Update

Mr. Tim Haynam, VDOT Project Management Office Director, briefed the CAC on the Regional Express Lanes Network, which is a consistent HOT-2 network beginning on I-64 at Jefferson Avenue in Newport News, proceeding along I-64 through Bowers Hill in Chesapeake, and continuing along I-664 to I-64 in the vicinity of the Hampton Coliseum. Noting that the HRTPO Board adopted a resolution endorsing the Hampton Roads Regional Express Lanes Network, he said that the Virginia Department of Transportation (VDOT) will administer the projects that comprise the Express Lanes Network and is currently in the design phase for Segments 1, 4A/4B, and 4C. He went on to say that these projects are scheduled to have construction completed by the end of 2025.

Mr. Carlton Hardy indicated that last fall he tried to switch from E-ZPass to E-ZPass Flex but was not able to due to COVID-19 closures. He asked if any effort was being made to work with DMV to facilitate changing the E-ZPass to E-ZPass Flex in anticipation of the coming tolls and in light of pandemic closures. Mr. Haynam said that he would check with the appropriate person to gain an answer to Mr. Hardy’s question.

Executive Director Update

Mr. Robert A. Crum, Jr., HRPDC/HRTPO Executive Director, provided the CAC with an overview of the 2021 Virginia General Assembly session focusing on the items of interest to the Hampton Roads region. He told the CAC about the important decisions made during the recently completed general assembly session relative to the HRPDC/HRTPO Legislative Agenda, including Precipitation Predictions; Flooding Disclosure; SMART SCALE; Vaccinations, and I-64 Gap between Hampton Roads and Richmond. Due to time constraints, Mr. Crum said he would have his presentation emailed to the CAC following the meeting.

Electronic Meetings

Mr. Mark Geduldig-Yatrofsky stated that he believed that electronic meetings should continue to occur after the emergency measures put into place due to the COVID-19 pandemic are no longer in effect. He said he believed that the continuance of electronic meetings would save travel time over congested highways.

Mr. Crum indicated that at the beginning of the closures due to the pandemic, electronic meetings were not allowed under the state code. However, legislation was passed allowing a public body to meet by electronic communication means without a quorum physically assembled at one location when the Governor has declared a state of emergency, provided that the nature of the declared emergency makes it impracticable or unsafe to assemble a quorum in a single location. He recommended that the CAC advise the PDC and TPO Boards of their position at the next regularly-scheduled meetings in April 2021.
Old/New Business

There was no old or new business.

Adjournment

With no further business to come before the HRPDC/HRTPO Community Advisory Committee, the meeting adjourned at 2:32 p.m.
Summary Minutes of the HRPDC/HRTPO Community Advisory Committee (CAC) Meeting
June 10, 2021

The HRPDC/HRTPO Community Advisory Committee (CAC) Meeting was called to order at noon. Pursuant to the declared state of emergency in the Commonwealth of Virginia in response to the COVID-19 pandemic and to protect the public health and safety of the Committee members, staff, and the general public, the CAC Meeting was held electronically via Zoom. These electronic meetings are required to complete essential business on behalf of the region. A recording of the meeting is available on the website.

HRPDC/HRTPO CAC Members in Attendance:
Terry Danaher, Chair (PO) 
Carlton Hardy, Vice-Chair (NN) 
Cecil Jenkins (CH) 
Jim Bowie (HA) 
Cynthia Taylor (IW) 
Lamont Curtis (NN)

HRPDC/HRTPO Staff:
Pavithra Parthasarathi 
Kendall Miller 
Robert Cofield

Following Chair Terry Danaher’s calling the CAC meeting to order, Ms. Kendall Miller, HRPDC/HRTPO Office of Community Affairs and Civil Rights Administrator, read a statement detailing the Commonwealth of Virginia Governor’s ongoing declaration of the Commonwealth’s state of emergency due to COVID-19, and its impact on public meetings.

Ms. Miller conducted attendance via roll call and noted that a quorum was not present.

Chair Danaher indicated that as a quorum had not been achieved, the meeting would continue with non-voting items.

Public Comments

Ms. Miller reported that the public was provided an opportunity to comment in advance of the meeting by email or phone. There were no comments received via either option as of 48 hours before the meeting.

Approval of Agenda

Approval of the Agenda was deferred because a quorum was not present.
Summary Minutes of the March 11, 2021 CAC Meeting

Approval of the Summary Minutes of the March 11, 2021 CAC meeting was deferred because a quorum was not present.

CAC Survey and Results

Ms. Kendall Miller, Administrator, Office of Community Affairs and Civil Rights provided the results of the CAC survey sent to CAC members in March of 2021. She shared survey results on the following topics:

- Satisfaction with member's terms on the CAC
- Frequency and duration of CAC meetings
- Program areas previewed by the CAC
- Organizational response to CAC requests and questions
- Items covered on CAC agendas

Ms. Miller went on to outline the results of CAC member survey responses received, noting that out of 23 potential CAC responses, only eight were received.

Chair Danaher asked Ms. Miller what the typical CAC response was to surveys. Ms. Miller responded that on average, the majority of CAC members always responded to surveys and other requests sent to CAC members via Email.

Mr. George Mears (SU) stated that due to a large number of emails received from the HRTPO/HRDPC, he sometimes misses important emails from Ms. Miller. Ms. Dianna Howard (VB) concurred. Ms. Miller replied that moving forward notices to the CAC would come from her so that CAC members could easily separate action items from general emails coming from the HRTPO/HRPDC.

Ms. Miller provided feedback to the CAC regarding survey responses on agenda items covered by the CAC. Ms. Danaher gave the CAC an overview of how items end up on the CAC agenda and provided some examples of how the CAC impacts the work of the HRTPO/HRPDC. Ms. Danaher also commented on the frequency of CAC meetings, reminding the CAC that due to the uncertainty of the continuation of electronic meetings and the potential of a hybrid physical meeting/electronic meeting approach in the future, the CAC bylaws had not yet been updated and may be held in anticipation of such an approach. Ms. Miller responded and said that if the CAC wished to have additional meetings added to the yearly calendar, HRTPO/HRPDC staff would support that request.

Electronic CAC Meetings

Chair Danaher led the discussion on electronic meetings. She informed the CAC that she requested that the HRTPO and HRPDC boards add the topic of electronic meetings to an upcoming agenda. She said that she wasn’t sure when the item would be added.
responded that she would have it added to an upcoming agenda. Chair Danaher replied that she would like to present the boards with some thoughts discussed by the CAC during this June 10, 2021 meeting and said that some hybrid meeting platform would serve to allow the CAC to provide greater input into the planning process and would increase member participation as well. She reminded the CAC that Governor Northam’s Executive Order would end on June 30, 2021.

Mr. George Mears (SU) commented that he would like to see a continuation of virtual meetings in combination with physical meetings. He stated that solely having virtual meetings may lend to a feeling of isolation.

Ms. Dianna Howard (VB) concurred, saying that electronic meetings were great but that in-person meetings should not stop.

Ms. Cynthia Taylor (IW) asked the CAC to consider road construction and inclement weather as barriers to participation.

Mr. Mark Geduldig-Yatrofsky (PO) indicated that he was in favor of a permanent hybrid model, but said a change to the Virginia Freedom of Information Act would be necessary in order for this to occur.

Mr. Garry Harris (PO) said that from a regional and climate perspective, total vehicle miles traveled should be considered, in order to make less of an impact on our environment and the road congestion issues faced in Hampton Roads. He ended by saying that the CAC should model behavior in support of those considerations and that electronic meetings serve to get CAC members out of their cars. He suggested 80 percent electronic meetings and 20 percent physical meetings.

Chair Danaher said she would like to see in-person meetings to allow for the CAC to come together for a yearly orientation for new members and an opportunity to meet with staff as well. She concluded that her overall sense was the electronic meetings would be welcome and that the door could be open for physical meetings as well. She indicated she would convey the CAC’s comments at the July 2021 HRTPO/HRDPC board meetings.

**Old/New Business**

There was no old or new business.

**Adjournment**

With no further business to come before the HRPDC/HRTPO Community Advisory Committee, the meeting adjourned at 1:02 p.m.
Summary Minutes of the HRPDC/HRTPO Community Advisory Committee (CAC) Meeting
September 23, 2021

The September 23, 2021 meeting of the HRPDC/HRTPO Community Advisory Committee (CAC) was called to order by the Chair at 12:04 PM in the 757 Room of the Regional Building located at 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

HRPDC/HRTPO CAC Members in Attendance:
Terry Danaher, Chair (PO)  
Cynthia Taylor (IW)  
Delceno Miles (VB)

HRPDC/HRTPO Staff:
Pavithra Parthasarathi  
Kendall Miller  
Robert Cofield  
Keith Cannady  
Robert Crum

Others in Attendance:
Eric Stringfield – VDOT  
Scott Smizik – VDOT  
Tim Hayman - VDOT

Public Comment Period
There were no public comments.

Submitted Public Comments
There were no submitted public comments.

Approval of Agenda
As there was not a quorum of the CAC, Chair Danaher was unable to ask for a motion to approve the March 11, 2021 agenda as presented.

Summary Minutes of the June 10, 2021 CAC Meeting
The June 10, 2021 CAC minutes could not be approved due to a lack of a quorum at the September 23, 2021 CAC meeting.
Hampton Roads Regional Express Lanes Network

Mr. Tim Hayman, VDOT, briefed the CAC on the Regional Express Lanes Network, which was endorsed by HRTPO. He focused on the three projects currently in the design phase: Segments 1, 4A/4B, and 4C. He informed the CAC that these 3 projects are scheduled to have construction completed by the end of 2025. He further explained that VDOT is developing a work zone traffic impact analysis and a corridor-wide transportation management plan.

Mr. Hayman said that the draft goals during construction of the Hampton Roads Regional Express Lanes Network are:

1. Minimize traffic mobility impacts
2. Manage transportation demand
3. Improve public awareness of work zone activities
4. Improve interagency coordination during construction
5. Enhance situational awareness and monitor performance of the transportation network

Bowers Hill Interchange Improvement Study Update

Mr. Scott Smizik updated the CAC on this study. He explained that VDOT, in coordination with the Federal Highway Administration (FHWA), is preparing an Environmental Impact Statement (EIS) under the National Environmental Policy Act of 1969 for the Bowers Hill Interchange Improvements Study (Bowers Hill Study). Mr. Smizik said the Bowers Hill Study considers improvements to the Bowers Hill Interchange, which includes the junction of Interstate 664, I-264, I-64, U.S. Route 460, U.S. Route 58, U.S. Route 13, and Virginia Route 191 (Jolliff Road) in the City of Chesapeake, and to I-664 from College Drive in the City of Suffolk south to the Bowers Hill Interchange. The purpose of the Bowers Hill Study is to reduce current congestion, improve travel reliability, and provide additional travel choices on I-664 from and including the Bowers Hill Interchange to College Drive.

Birthplace of America Trail (BoAT)

Mr. Robert Crum provided an update on this project to the CAC. He explained that the Virginia Capital Trail extends from Richmond to Williamsburg, Virginia and that efforts are being made to further extend the 52-mile long trail through the Hampton Roads region and provide over 100 miles of continuous walking and biking trail.

He said that the HRTPO has requested $16 million from the federal Rebuilding American Infrastructure with Sustainability and Equity (RAISE) program, which will be combined with local match monies to design/build approximately 8 miles of the BoAT/ Virginia Capital Trail extension on the Peninsula. In addition, the City of Virginia Beach has submitted a complimentary request for a 3-mile section of the trail on the Southside that extends from the Newtown Road Light Rail station to Virginia Beach Town Center.
Mr. Crum went on the say that HRTPO staff coordinated a regional effort which resulted in Congressional Representative Bobby Scott submitting a request to the House Transportation and Infrastructure Committee for an additional $3.9 million to build another 2.75 miles of this trail in Newport News.

**Old/New Business**

Ms. Waverly Woods (VB) requested an update on the Virginia Coastal Resilience efforts.

Chair Danaher addressed the CAC and suggested that the next CAC meeting should occur as scheduled, on October 14, 2021 even though it was only three weeks away from the current CAC meeting held on September 23, 2021. The CAC concurred with Chair Danaher’s suggestion.

Chair Danaher informed the CAC that Kendall Miller, HRTPO staff leading the CAC efforts, would be leaving the HRTPO and that her last day, would be November 1, 2021.

**Adjournment**

With no further business to come before the HRPDC/HRTPO Community Advisory Committee, the meeting adjourned at 2:12 p.m.
The October 14, 2021 meeting of the HRPDC/HRTPO Community Advisory Committee (CAC) was called to order by the Chair at 12:04 PM in the Board Room of the Regional Building located at 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

**HRPDC/HRTPO CAC Members in Attendance:**
- Terry Danaher, Chair (PO)
- Cynthia Taylor (IW)
- Christian Strange (NO)
- Mark Geduldig-Yatrofsky (PO)
- Garry Harris (PO)

**HRPDC/HRTPO Staff:**
- Kendall Miller
- Joseph Turner
- Robert Cofield

**Others in Attendance:**
- Eric Stringfield – VDOT
- Brad Martin (VB)
- Scott McFarlane (VB)
- Delceno Miles (VB)
- Waverly Woods (VB)
- Keith Cannady
- Pavithra Parthasarathi
- Ann Phillips – Governor’s Office

**Public Comment Period**

There were no public comments.

**Submitted Public Comments**

There were no submitted public comments.

**Approval of Agenda**

As there was not a quorum of the CAC, Chair Terry Danaher was unable to ask for a motion to approve the October 14, 2021 agenda as presented.

**Summary Minutes of the September 23, 2021 CAC Meeting**

The September 23, 2021 CAC minutes could not be approved due to a lack of a quorum.

**Virginia Coastal Resilience Master Plan Update**

Ms. Ann C. Phillips, Rear Admiral, U.S. Navy (Ret.), Special Assistant to the Governor for Coastal Adaptation and Protection, presented the CAC with an update on the Virginia Coastal Resilience Master Plan. Ms. Phillips explained that in response to the growing threat of natural hazards and
sea level rise in the Commonwealth, the State’s Secretary of Natural Resources and the Special Assistant to the Governor for Coastal Adaptation and Protection were charged by Governor Northam to create and implement a Coastal Resilience Master Plan for Virginia.

Ms. Phillips told the CAC that a Technical Advisory Committee (TAC) was created to support the project and that the TAC includes representation from the State’s coastal planning district commissions, key state agencies, university partners, and the U.S. Army Corps of Engineers. Ms. Phillips also described the team of coastal engineers and planners that were working on the development of the plan. Ms. Phillips then went on to brief the CAC on the Master Plan update and added that revenue from the Commonwealth Community Flood Preparedness Fund will support the preparation of the plan and serve as a partial funding source for plan implementation.

**BIRTHPLACE OF AMERICA TRAIL (BoAT) CAC FEEDBACK**

Chair Terry Danaher reminded the CAC that at the September 23, 2021 CAC meeting, Mr. Robert Crum, HRPDC/HRTPO Executive Director, briefed the CAC on the Birthplace of America Trail (BoAT). During that presentation, the CAC expressed the desire to provide feedback on the project.

Ms. Pavithra Parthasarathi, HRTPO Deputy Executive Director, provided an update on the public involvement and notification activities that led up to the BoAT project.

Chair Danaher encouraged CAC members to connect with their respective community leaders and express their support for the BoAT and find out how each locality was participating in this effort.

Mr. Mark Geduldig-Yatrofsky commented that the name of the trail should be reconsidered given the historical implications. Ms. Parthasarathi responded that the name of the trail was currently under consideration.

**Old/New Business**

Mr. Mark Geduldig-Yatrofsky requested that the CAC consider allowing digital participation during CAC meetings. He said there are examples of digital participation occurring across Hampton Roads. He said he would like to see the public comment portion of CAC meetings become digitized. Ms. Kendall Miller responded that she would relay Mr. Gedulig-Yatrofsky’s comments to Mr. Crum.

Chair Danaher presented a Resolution of Appreciation on behalf of the CAC to Ms. Kendall Miller thanking her for her years of service to the CAC and on behalf of the region.

**Adjournment**

With no further business to come before the CAC, the meeting adjourned at 2:22 p.m.