

April 28, 2017

**Memorandum #2017-52**

**TO: Hampton Roads Chief Administrative Officers**

**BY: Robert Crum, Secretary**

**RE: Hampton Roads Chief Administrative Officers Meeting – May 3, 2017**

The next Hampton Roads Chief Administrative Officers' meeting will be held Wednesday, May 3, 2017 at 11:45 AM (lunch served at 11:30 AM) at the Virginia Beach Convention Center, 1000 19th Street, Virginia Beach, VA 23451. The meeting will be held in Room 3ABC; please take the escalator up by Hall A. The agenda and related materials are attached.

RAC/ka

Attachments

**Chief Administrative Officers:**

James E. Baker, CH  
Mary Bunting, HA  
Marvin Collins, WM  
Tyrone W. Franklin, SY  
Brent Fedors, GL  
Dave Hansen, VB  
Bryan J. Hill, JC  
Michael W. Johnson, SH  
Randy Keaton, IW  
R. Randy Martin, FR  
Neil Morgan, YK  
Lydia Pettis Patton, PO  
Patrick Roberts, SU  
Cynthia Rohlf, NN  
Doug Smith, NO  
Michael Stallings, WN  
Peter M. Stephenson, SM  
J. Randall Wheeler, PQ

**Hampton Roads  
Chief Administrative Officer (CAO) Meeting**

**MAY 3, 2017**

**11:45 AM**

**(Lunch served beginning at 11:30 AM)**

**Virginia Beach Convention Center  
1000 19th Street, Virginia Beach, VA 23451  
(Meeting Room 3ABC, take the escalator up by Hall A)**

**I. Call to Order**

**II. Meeting Minutes**

The summary minutes from the April 5, 2017 Regional CAO Committee meeting will be presented for the Committee's review and approval.

**III. Public Comment Period (limit 3 minutes per individual)**

**IV. CAO Committee Chair**

Committee members should consider electing a new chair.

**V. Affordability of Public Services (Water, Sewer and Stormwater)**

HRPDC staff will provide an overview of this regional analysis. The Committee is asked to discuss this information and provide direction on next steps.

**VI. United Way Data Dashboard**

Carol McCormack, President and CEO of the United Way of South Hampton Roads and Luciano Ramos, Vice President of Programs and Integration, will brief the CAO Committee on this regional data dashboard.

**VII. Review of Regional Items**

The HRPDC Executive Director will provide an update on the following items:

- FEMA Floodplain Program Meeting and Next Steps
- Roanoke River Basin Association (RRBA) Funding
- Regional Site Inventory
- Regional Salary Adjustments for Localities

**VIII. Calendar/Location of Future Meetings**

A schedule for the location of future Regional CAO Committee meetings is provided below:

June 7                      Isle of Wight County

July 5

August 2

September 6              Gloucester County

October 4

November 1                Portsmouth

December 6

**IX. Adjournment**

**Hampton Roads Planning District Commission  
Chief Administrative Officers Meeting  
Summary Minutes of April 5, 2017**

The Chief Administrative Officers Meeting was called to order at 9:35 AM in the Slover Library 6th Floor Meeting Room located at 235 East Plume Street in Norfolk, Virginia, with the following in attendance:

Bob Geis (for James Baker) (Chesapeake)  
Marvin Collins (Williamsburg)  
Brent Fedors (Gloucester County)  
David Hansen (Virginia Beach)  
Randy Keaton (Isle of Wight County)  
Randy Martin (Franklin)  
Neil Morgan (York County)  
Lydia Pettis Patton (Portsmouth)  
Cynthia Rohlf (Newport News)  
Doug Smith (Norfolk)  
Michael Stallings (Windsor)  
Peter Stephenson (Smithfield)

**Others Recorded Attending:**

Robert Crum, HRPDC  
Keith Cannady, HRPDC  
Christine Morris, City of Norfolk  
Diane Kaufman, Senator Kaine  
Drew Lumpkin, Senator Warner  
Mark Geduldig-Yatrofsky, Resident  
Ron Carlee, ODU Center for Regional Excellence  
Jim Spore, Reinvent Hampton Roads  
Paul Robinson, RISE

Mr. Crum reported that several CAO Committee members had conflicts with today's meeting due to budget presentations or spring break and could not attend today's meeting. He recommended that the Committee defer action on the appointment of a new chair for the CAO Committee until the May meeting when more regular Committee members would be in attendance. He noted that Doug Smith from Norfolk would chair today's meeting as the meeting host.

Mr. Smith welcomed the CAO Committee to Norfolk and provided some background information on the Slover Library facility. He proceeded to introduce Cynthia Rohlf from Newport News noting that Ms. Rolf has been named the new City Manager for Newport News. The CAO Committee congratulated Ms. Rohlf on this appointment and greeted her with a round of applause.

## **GO Virginia Update**

Mr. Smith introduced Jim Spore with Reinvent Hampton Roads. Mr. Spore provided background information on the GO Virginia program, stating that Reinvent Hampton Roads is the host organization for the GO Virginia Regional Council in Hampton Roads. He noted that Bob Crum of the HRPDC, Mayor Alexander from Norfolk, Mayor Sessoms from Virginia Beach and Mayor Price from Newport News are all members of the GO Virginia Regional Council. He described the goals of GO Virginia, the opportunity for localities to collaborate on inter-municipal projects and opportunities for state income tax to be shared with host localities who collaborate on initiatives that create jobs. Mr. Spore noted that the goals of this program center on the creation of high paying jobs. He expects there will be a call for proposals later this year and encouraged localities to begin developing ideas for proposals that could be funded through the GO Virginia program. The key requirement is that the proposal must involve two or more localities collaborating on an effort.

Mr. Spore also discussed work that is being advanced on an economic assessment for the region, as well as work to identify and strengthen industry clusters in Hampton Roads. Additionally, he summarized a business outreach program intended to provide support and advice to high growth businesses that work in clusters of strength in Hampton Roads.

## **Regional Coastal Resiliency Accelerator**

Mr. Paul Robinson of RISE provided background information to the CAO Committee on this initiative. RISE is a new nonprofit organization formed as part of the Commonwealth of Virginia's application for the National Disaster Resilience Competition. The goal of this organization is to encourage private sector innovation in response to sea level rise by facilitating collaboration between businesses and local governments. Mr. Smith stressed that there are many discussions occurring in the community about business accelerators, but noted that this is an existing effort that is a regional opportunity to support and grow businesses that are working to address coastal resiliency issues in Hampton Roads. The CAO Committee discussed RISE with Mr. Robinson and opportunities for Hampton Roads.

## **FEMA Update**

Mr. Crum provided the CAO Committee an update on the FEMA position regarding the permitting of minor development within floodplain areas, noting that the City of Hampton has briefed the CAO Committee on this issue since last fall. He reviewed correspondence that has been sent by the HRPDC to FEMA on behalf of the region's 17 localities and outlined efforts underway by HRPDC staff to have FEMA representatives attend a meeting of the CAO Committee to discuss our region's concerns regarding this issue.

## **Regional Broadband**

Mr. Crum provided an overview of discussions related to regional broadband, noting that there is interest in understanding how the transatlantic broadband fibers landing on Virginia Beach could be used as an economic development opportunity for our region. He

noted that there is concern that without a coordinated regional plan, these fibers would “pass through” our community without Hampton Roads taking advantage of their job creation potential. Mr. Crum suggested the idea of a regional study to look at this technical issue and outline definable steps our region could take to leverage this opportunity.

Mr. Hansen summarized the work of Virginia Beach related to installing dark fiber and the City’s “middle mile” approach to installing a broadband ring in the City to connect strategic public assets. He noted that this approach could be expanded to other jurisdictions producing an interconnected regional network. Other city managers indicated they are budgeting resources to expand broadband in their localities as well and are interested in building on the work that Virginia Beach has advanced. Mr. Hansen noted that Virginia Beach has selected its new Chief Information Officer (CIO), and this person could reengage the regional CIOs to address this issue. Mr. Crum stated that this is an important topic and recommended that the CAO Committee keep the item on future agendas for discussion and information sharing.

### **Location of Future Meetings**

Mr. Crum noted that the dates of upcoming CAO Committee meetings are included in the agenda, and asked for volunteers to host future meetings.

Mr. Hansen agreed to host the May 3 meeting in Virginia Beach.

Mr. Keaton noted that Isle of Wight County would host the June 7 meeting.

Mr. Fedors noted that Gloucester County will host the September 6 meeting.

Dr. Pettis-Patton indicated Portsmouth would host the November meeting.

There being no further business to come before the CAO Committee, the meeting was adjourned at 1:30 pm.

Respectfully Submitted,

Robert Crum, HRPDC  
Recording Secretary