

**Hampton Roads Planning District Commission  
Chief Administrative Officers Meeting  
Summary Minutes of May 4, 2022**

The Chief Administrative Officers (CAO) Committee meeting was called to order at 11:39 a.m. by Mr. Robert Crum, HRPDC/HRTPO Executive Director, at the Old Dominion University Tri-Cities Higher Education Center located at 1070 University Boulevard, Portsmouth, VA 23703. Mr. Crum noted that Ms. Mary Bunting, Hampton City Manager and Chair of the CAO Committee, will be joining the meeting late and asked him to preside over the meeting until she arrives.

The following members of the CAO Committee were in attendance:

Cynthia Rohlf	Newport News
Mary Bunting	Hampton
Amanda Jarratt	Franklin
Randy Keaton	Isle of Wight County
Al Moor	Suffolk
Mark Bellamy for Neil Morgan	York County
Melissa Rollins	Surry County
William Saunders	Town of Windsor
Carol Steele	Gloucester County
Andrew Trivette	Williamsburg
Randy Wheeler	Poquoson
Michael Stallings	Smithfield

**Others in Attendance:**

Robert Crum, HRPDC/HRTPO  
Keith Cannady, HRPDC  
Greg Grootendorst, HRPDC  
John Harbin, HRPDC  
Dale Stith, HRTPO  
John Mihaly, HRTPO  
Dmitry Rekhter, HRPDC/HRTPO  
Mark Geduldig-Yatrofsky, Portsmouth Resident  
Drew Lumpkin, Senator Warner's Office  
Diane Kaufman, Senator Kaine's Office  
Matt Smith, Hampton Roads Alliance  
Todd Halacy, VDOT  
Heather Patel, VDOT  
Peter Stephenson, VRSA  
Max Bartholomew, Dominion Energy  
Joel Rubin, Rubin Communications

## **Approval of Agenda**

Ms. Crum reviewed the agenda and asked if there were any additions or revisions to the agenda. No additions or revisions were offered.

## **Approval of Minutes**

Mr. Crum asked if there were any additions or revisions to the Summary Minutes from the March 2, 2022 CAO Committee meeting. After hearing no additions or revisions, Mr. Randy Wheeler from Poquoson made a motion to approve the Summary Minutes from the March 2, 2022 CAO Committee meeting as presented. A second was provided by Mr. Michael Stallings from Smithfield. 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.

## **Offshore Wind Update**

Mr. Joel Rubin, CEO of Rubin Communications, provided an overview on why Hampton Roads is ideally situated to support the burgeoning offshore wind energy industry, including its existing skilled maritime workforce, extensive port facilities, and lack of vertical height constraints over shipping channels.

Mr. Max Bartholomew, Dominion Energy, updated the CAO Committee on the status of the Coastal Virginia Offshore Wind project. The project is under review by the State Corporation Commission with an expected ruling by the end of the year. Dominion Energy is continuing outreach to neighborhoods in Virginia Beach and Chesapeake impacted by the six proposed transmission route alternatives and Fentress substation expansion. Dominion is also seeking a conditional use permit for the substation expansion and has started acquiring easements. Construction of the wind turbines is expected to begin in 2024 and finish in 2026. Mr. Bartholomew extended an invitation to the CAO Committee to visit the two pilot turbines.

Mr. Rubin provided an overview of the WINDSdays campaign, which is intended to raise awareness about the offshore wind energy industry and the transition to clean energy. The campaign has forged partnerships with schools and universities, businesses, non-profits, and other community stakeholders. WINDSdays has partnered with KidWind, which challenges students to design an offshore wind farm. A recent campaign event, "Wind Energy ROX," hosted 45 local high school seniors enrolled in Career Technical Education (CTE) programs and toured the site of the future blade finishing facility at Portsmouth Marine Terminals. The WINDSdays campaign also publishes a free, weekly newsletter that showcases all events, news, and resources related to offshore wind energy.

Mr. Crum will send a follow-up email to the CAO Committee to facilitate connecting local school districts to WINDSdays.

Matt Smith, Hampton Roads Alliance, provided an update on the economic development opportunity the offshore wind energy industry presents to Hampton Roads. If the region becomes an industry hub to serve all East Coast offshore wind energy projects, there is the potential to create around 5,000 new jobs in the region. The Alliance is in regular communication with businesses interested in locating in the region to support offshore wind energy. While some will require waterfront land, such as Portsmouth Marine Terminals, others provide services and support that do not require water access and can locate further inland and spread throughout the region. These businesses also provide a prime opportunity to utilize the region's extensive maritime workforce, upskill adjacent workforces, and train needed tradespeople, such as welders and elevator technicians. Training programs are under development but more are needed.

Ms. Bunting described Hampton's Maritime Academy and how the curriculum is tailored to the needs of maritime industries that recruit and employ graduates. Despite the demonstrated success of the Academy, parental preference for college remains a challenge for expanding enrollment in the Academy. Additional messaging to the community on the value and opportunity trades positions offer may help. Ms. Bunting offered to host anyone interested in learning more about the Maritime Academy. Mr. Crum suggested engaging with the Hampton Roads Workforce Council as another avenue to prepare and train workers for the needs of the maritime economy.

### **Long Range Transportation Plan (LRTP) and Funding Opportunity Briefing**

Ms. Dale Stith, HRTPO Principal Transportation Planner, provided an overview of the Long-Range Transportation Plan (LRTP), explaining federal requirements and the process for updating the plan, emphasizing that regionally significant projects must be included in the LRTP, regardless of assumed funding sources. She further explained that the LRTP prioritizes transportation needs the region can reasonably afford over a 20-year time frame, positioning these projects to pursue real funding opportunities. Once real funding is secured, these projects can then be included in the region's four-year Transportation Improvement Program (TIP).

Ms. Stith summarized the region's current 2045 LRTP, stating that staff has started the process to update the plan to the horizon year of 2050. She noted several challenges from the 2045 LRTP that staff would like to improve for the 2050 LRTP, including collaboration challenges, lack of timely input, project consistency with local plans, and the communication of priorities within localities and to HRTPO staff.

Ms. Stith provided an overview of planning milestones for the 2050 LRTP, and a tentative five-year schedule. She highlighted key input opportunities and the importance of each:

- 2050 forecast and TAZ allocation – drives traffic forecasts

- Local land use and transportation data – helps identify transportation needs
- Submit candidate projects and project data – must be timely and have local buy-in and consistency with local priorities and plans

Ms. Stith concluded her presentation by providing resource links. Extension discussion followed on coordination with the Port, military, consideration of technology, potential for additional river crossings, definition of regional significance, and the importance of the LRTP to the region, namely that regionally significant projects cannot be built without first being included in the LRTP and TIP. Mr. Crum reiterated the need for HRTPO and locality staff to continue to collaborate, especially when submitting projects for the LRTP and ensuring locality consistency. He encouraged localities to be innovative when submitting projects for the 2050 LRTP.

Mr. John Mihaly, HRTPO Principal Transportation Planner, presented current transportation funding opportunities for regional, state, and federal programs, noting available funding amounts and application deadlines. Mr. Mihaly explained that Round 5 of the SMART SCALE process is underway, remarking that Hampton Roads is in the Category A weighting framework which prioritizes congestion mitigation. Mr. Crum added that the region can come together and request the Commonwealth Transportation Board modify the weighting categories or designation for the region so that congestion is not so heavily weighted. Since many of the key congestion mitigation projects in the region are funded, Economic Development, Accessibility, and Safety are going to become more prominent considerations in the future. Staff also noted the challenges in competing with Northern Virginia on congestion mitigation. Mr. Crum stated that winter would be a good time for CAOs to discuss further.

Mr. Mihaly highlighted current and planned project submittals for SMART SCALE, INFRA/Mega, and RAISE. Regarding the INFRA/Mega application, Mr. Crum noted challenges related to providing the local match since the region has committed HRTAC funding to many needed projects. Mr. Crum stated that the HRTPO will take action on the Hampton Roads Express Land Network INFRA/Mega application at its May Board meeting. He added that the Commonwealth of Virginia is planning on submitting applications for the I-64 Gap (utilizing proposed Senate funding as the match) and I-95. The Chesapeake Bay Tolling Authority is planning on submitting a request for its current tunnel expansion.

Mr. Mihaly concluded his presentation by providing various website links for additional information. Discussion followed on the new federal infrastructure funding and how it may be allocated through the SMART SCALE process.

### **Community Advisory Commission (CAC)**

Mr. Crum explained the mission of the Community Advisory Commission is to serve as an advisory committee to the HRTPO and HRPDC and provide the community's viewpoint on regional issues, strategies, funding priorities and the decision-making process of the HRPDC and HRTPO. The CAC Bylaws provide for a membership of up to 30 members, but there are

many vacancies. At present, the following localities have openings for representation on the CAC: Franklin, Gloucester County, Norfolk, Poquoson, Smithfield, Southampton County, Surry County, Williamsburg, and York County. Mr. Crum requested assistance from the CAO Committee to identify and recommend residents of their communities that would like to serve on the CAC. A diversity of members is desired to accurately reflect the region. Meetings of the CAC are held in-person six times per year at the Regional Building, with the potential of moving some meetings to the Peninsula.

### **Update on Regional Items**

Ms. Bunting reminded the CAO Committee of the upcoming Mayors and Chief Administrative Officers Work Session addressing violence prevention. Mr. Chip Filer from Norfolk and Ms. Bunting will provide a report on a subgroup meeting of CAOs that discussed potential next steps to advance regional coordination around violence prevention in Hampton Roads and request feedback from Mayors and CAOs on recommendations. Greg Grootendorst, Chief Economist for HRPDC, will provide a briefing on research that has been completed on the concept of establishing a regional violence/crime data dashboard and request direction from the Mayors and CAOs. The Work Session will be a public meeting and start at 12:30 PM.

Mr. Randy Wheeler from Poquoson said that the proposed FY23 budget of the HRPDC/HRTPO includes a small increase in the locality per capita rate to support regional data synthesis, such as the regional violence/crime data dashboard.

Mr. Crum said that he has received requests to present at the Work Session from various businesses that offer public safety products and services; however, these requests have been denied in an attempt to maintain credibility of the Work Session and allow the CAOs and Mayors to guide the process.

Ms. Bunting said there are two likely outcomes of the Work Sessions. One is share best practices for crime prevention, exchange ideas, and learn from each other through regional conversation. The other is to make a public appeal aimed at various sectors, including schools, faith-based organizations, and non-profits, to be part of the solution and work together on violence prevention. Examples could include conflict resolution training in schools, counseling and trauma services, bail reform, and judicial accountability.

Mr. Crum announced that Keith Cannady, Deputy Executive Director at HRPDC, has accepted a new position with Suffolk to do comprehensive planning. Mr. Crum complimented Mr. Cannady on his great work on economic development, resiliency, and other HRPDC initiatives. Mr. Cannady thanked the CAO Committee for the opportunity to serve them at the regional scale through his work at the HRPDC.

## **Other Business**

No other business was discussed.

## **Adjournment**

There being no further business to come before the CAO Committee, the meeting was adjourned at approximately 1:40 PM.

Respectfully Submitted,  
Robert Crum  
Recording Secretary