

March 28, 2018

Memorandum #2018-34

TO: Hampton Roads Chief Administrative Officers

BY: James Baker, Chair

RE: Hampton Roads Chief Administrative Officers Meeting – April 4, 2018

The next Hampton Roads Chief Administrative Officers' meeting will held Wednesday, April 4, 2018 at 11:45 AM (lunch served at 11:30 AM) at Chesapeake's new Public Safety Operations Building located at 2130 South Military Highway, Chesapeake, VA 23320. It is located directly beside Chesapeake's Animal Services Building and shares the same entrance off of South Military Highway. The agenda and related materials are attached.

Lunches will be served in the 1st floor Multi-Purpose Room located to the left of the reception desk. Following lunch we will proceed to our meeting location in the Emergency Operation Center on the 2nd floor. Committee members are invited to tour the building at the conclusion of the meeting.

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
Michael W. Johnson, SH
Randy Keaton, IW
R. Randy Martin, FR
Neil Morgan, YK
Lydia Pettis Patton, PO
William Porter, JC
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**

**Chesapeake Public Safety Operations Building
2130 South Military Highway
Chesapeake, VA 23320**

**APRIL 4, 2018
11:45 AM
(Lunch served beginning at 11:30 AM)**

I. Call to Order

II. Meeting Minutes

The summary minutes from the March 7, 2018 Regional CAO Committee meeting will be presented for the Committee's review and approval.

III. Approval of Agenda

The CAO Committee should consider any additions or revisions to the meeting agenda.

IV. Public Comment Period (limit 3 minutes per individual)

V. Update on Hampton Roads Bridge Tunnel (HRBT) Project

Jim Utterback from the Virginia Department of Transportation will provide the CAO Committee an overview and status report on the HRBT project.

VI. Hampton Roads Economic Development Alliance (HREDA)

HREDA has acquired the services of the IBM-Plant Location International consultant team to perform an Inward Investment and Business Environment Improvement Action report for the Hampton Roads region. This report was released at a presentation to the HREDA Board and stakeholders on March 22. HREDA President and CEO Rick Weddle and the IBM consultant team will present and discuss the findings of this analysis with the CAO Committee.

VII. Tax Reform

The Virginia General Assembly is expected to hold a special session this fall on the topic of tax reform. HRPDC staff will review a request from a local jurisdiction asking the HRPDC to coordinate a regional consensus building effort around this topic, and requests feedback from the CAO Committee on how to proceed.

VIII. Adjournment

Chesapeake City Manager Jim Baker invites CAO Committee members to participate in a tour of the new Chesapeake Public Safety Operations Building. This facility includes:

*911 Dispatch Center
Emergency Operations Center
Fire Service Training Facility
Data Center*

**Hampton Roads Planning District Commission (HRPDC)
Chief Administrative Officers Meeting
Summary Minutes of March 7, 2018**

The Chief Administrative Officers (CAO) Committee Meeting was called to order at 11:45 AM by Mr. James Baker, CAO Committee Chair and Chesapeake City Manager, in the James Room located at Fountain Plaza II, 700 Town Center Drive, Newport News, VA 23606. The following members were in attendance:

James Baker, Chesapeake
Mary Bunting, Hampton
Marvin Collins, Williamsburg
Brent Fedors, Gloucester County
David Hansen, Virginia Beach
Randy Keaton, Isle of Wight County
Neil Morgan, York County
William Porter, James City County
Cynthia Rolf, Newport News
Doug Smith, Norfolk
Randy Wheeler, Poquoson

Others Recorded Attending:

Robert Crum, HRPDC
Keith Cannady, HRPDC
Greg Grootendorst, HRPDC
Whitney Katchmark, HRPDC
Ben MacFarlane, HRPDC
Ron Carlee, ODU
Diane Kaufman, Senator Kaine's Office
Erin Carter, Senator Warner's Office
Mark Geduldig-Yatrofsky, Portsmouth Resident
Mercedes Holland, Joint Expeditionary Base Little Creek-Fort Story
Paul Olsen, Seawall Coalition
Susan Gaston, Seawall Coalition

Mr. Baker thanked Cynthia Rolf and the City of Newport News for hosting today's meeting and thanked everyone in attendance. He also noted that the CAO Subcommittee on sea level rise held its second session before today's meeting and he thanked those CAOs for their commitment to this effort. Due to the visitors present at today's meeting, Mr. Baker asked everyone to introduce themselves and note who they were representing.

Approval of Summary Meeting Minutes

Mr. Baker referred to the Summary Minutes from the February 7, 2018 Regional CAO Committee meeting that were included in the agenda packet. There being no comments or revisions, the Summary Minutes for the February 7, 2018 CAO Committee meeting were accepted as presented.

Approval of Agenda

Mr. Baker asked if any CAO Committee member had any additions or revisions to the agenda. There being no suggestions, the agenda was approved as presented.

Public Comment Period

Mr. Geduldig-Yatrofsky addressed the CAO Committee on the topic of public transit. He noted that he does not see the type of regional transit system that he desires or that the region needs, and noted that funding is needed to produce a cohesive regional system. He asked that the region consider requesting that the State provide a dedicated funding source for transit.

Seawall Coalition

Mr. Crum introduced Paul Olsen and Susan Gaston from the Seawall Coalition. He noted that the CAO Committee had discussed the Seawall Coalition and the organization's efforts at a previous CAO Committee meeting, where the following questions were raised:

- What is the governance structure for the organization?
- How is the organization funded?

Mr. Crum noted that these questions were forwarded to Mr. Olsen, and he invited Mr. Olsen and other representatives of the Seawall Coalition to address the CAO Committee where everyone could hear and discuss the responses to these questions.

Mr. Olsen and Ms. Gaston proceeded to provide background information on the Seawall Coalition. They noted that the organization is a nonpartisan group of elected officials, military groups, nonprofit organizations, businesses and local leaders who have come together to develop solutions to sea level rise and flooding that support coastal and riverfront communities and protect our nation's residents, economy and military installations. In response to previous questions raised by the CAO Committee, Mr. Olsen and Ms. Gaston provided background information on some of the sources of funding for the Coalition and described the governance and decision making process for the organization. They noted that several General Assembly members have joined the Seawall Coalition and that it is hoped that local governments would consider joining.

Following this briefing, the CAO Committee held a discussion regarding the Coalition, noting the following:

- Overall, the goals of the Seawall Coalition appear helpful, but there are some core questions around the governance structure and the funding that must be addressed.
- In terms of governance structure, the CAO Committee noted that it would be difficult for localities to join a national coalition that has a broad base membership from a range of geographic areas. How would decisions be made on what issues the Coalition would advocate for or take a position on? This creates difficulties for a locality, which would need to consider and endorse every position taken by the Coalition to ensure it is consistent with the priorities of the locality.
- A question was raised regarding whether the request was for individual local officials to join the Seawall Coalition, or if the request was for individual elected officials to join.
- Significant concern was raised regarding the need for all funding sources to be presented for the Seawall Coalition. CAOs noted that unless all funding sources can be identified for the Seawall Coalition, there are concerns about potential conflicts that would prevent local governments from joining.

Revenue Sharing

Mr. Crum introduced this item by noting that at the February 15 HRPDC meeting, the Commission discussed Phase I of the Regional Economic Development Sites Inventory Project. During this discussion, Commission members commented that some localities may be interested in exploring joint site development and revenue sharing as an approach to support regional economic development. Mr. Crum asked the CAO Committee for input regarding this idea.

The CAO Committee held a roundtable discussion on this topic, noting the following:

- Overall, the region's CAOs were supportive of exploring opportunities for revenue sharing.
- Several CAOs noted that some localities would have difficulties identifying a large economic development site in their localities, and that joint investment in site preparation with revenue sharing may be a viable option.
- CAOs indicated that they would be interested in learning more information about the top eight to ten candidate economic development sites in the region that could be potential joint site preparation and revenue sharing sites.

- CAOs also noted that they would be interested in learning more about the GO Virginia program's access to State income tax for joint economic development/job creation projects.
- Committee members noted that a RIFA is being developed for the Unmanned Systems project funded by GO Virginia, and that this RIFA could be expanded to other revenue sharing opportunities in the region. Members noted that this RIFA would be developed over the next six months and recommended that this revenue sharing structure be brought forward to the CAO Committee at that time.

General Assembly Update

Mr. Crum provided a brief update on the General Assembly session. In particular, he reviewed the status of bills pertaining to coastal resiliency and sea level rise. He noted that the Bill to create a Regional Coastal Resiliency Authority in Hampton Roads did not advance and he encouraged the CAOs to consider what role the HRPDC could play in filling this role. Members suggested that the patron for this Bill could be invited to a future CAO Committee meeting to discuss this item.

Regional Interest Items

Randy Keaton, Isle of Wight County, noted that it would be helpful to receive input from the various localities on requests they have received to address public safety in their schools.

Adjournment

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

Respectfully Submitted,

Robert Crum, HRPDC
Recording Secretary