

February 28, 2018

Memorandum #2018-22

TO: Hampton Roads Chief Administrative Officers

BY: James Baker, Chair

RE: Hampton Roads Chief Administrative Officers Meeting – March 7, 2018

The next Hampton Roads Chief Administrative Officers' meeting will held Wednesday, March 7, 2018 at 11:45 AM (lunch served at 11:30 AM) at Fountain Plaza II, 700 Town Center Drive Newport News, VA 23606, James Room (1st Floor). 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
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**

**Fountain Plaza II
700 Town Center Drive
Newport News, VA 23606
James Room (1st Floor)**

**MARCH 7, 2018
11:45 am
(Lunch served beginning at 11:30 am)**

I. Call to Order

II. Meeting Minutes

The summary minutes from the February 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. Seawall Coalition

The Seawall Coalition 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 previous discussions about the Seawall Coalition, the CAO Committee asked questions about how this effort is funded and what structure is in place to govern the organization's decision making process. Mr. Paul Olsen will represent the Seawall Coalition at this meeting, provide an update on the group's work and respond to these questions.

VI. Revenue Sharing

At the February 15 HRPDC meeting, the Commission discussed Phase I of the Regional Site 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. Staff requests that the CAO Committee continue discussion on this topic and provide direction on the issue.

VII. General Assembly Update

CAO Committee members are asked to share information on any bills or items of interest from the General Assembly session.

VIII. Regional Interest Items

As time permits, Committee members should consider sharing items of regional interest from their localities.

IX. Adjournment

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

The Chief Administrative Officers (CAO) Committee Meeting was called to order at 11:45 a.m. by Mr. James Baker, CAO Committee Chair and Chesapeake City Manager, in the Stryker Center located at 412 N. Boundary Street, Room 127, in Williamsburg. The following members were in attendance

Jim Baker, Chesapeake
Mary Bunting, Hampton
Marvin Collins, Williamsburg
Brent Fedors, Gloucester County
Dave Hansen, Virginia Beach
Randy Keaton, Isle of Wight County
Neil Morgan, York County
Lydia Pettis Patton, Portsmouth
William Porter, James City County
Peter Stephenson, Smithfield
Patrick Roberts, Suffolk
Cynthia Rohlf, Newport News
Doug Smith, Norfolk
Michael Stallings, Windsor
Randy Wheeler, Poquoson

Others Recording Attending:

Robert Crum, HRPDC
Keith Cannady, HRPDC
Greg Grootendorst, HRPDC
Michael Hipple, James City County and HRTAC
Kevin Page, HRTAC
Diane Kaufman, Senator Kaine's Office
Ron Carlee, ODU
Mark Geduldig-Yatrofsky, Portsmouth Resident

Mr. Baker thanked Mr. Collins and the City of Williamsburg for hosting the meeting and thanked everyone for attending. He also noted that the CAO Subcommittee on sea level rise held its first session before today's meeting, and he received a report that the subcommittee dedicated almost two hours to its first session. He thanked the subcommittee's members for their efforts.

Approval of Summary Meeting Minutes

Mr. Baker referred to the Summary Minutes from the January 3, 2018 Regional CAO Committee meeting included in the agenda packet. There being no comments or revisions, the minutes for the January 3, 2018 meeting were accepted as presented.

Public Comment Period

Mr. Baker opened the floor for public comment from any individuals in attendance. There being no public comments, the Chair closed the public comment period.

Off-Shore Drilling

Mr. Crum introduced this item by noting that comments on the proposal to explore off-shore drilling near the coast of Virginia were being accepted until early March. He referenced a letter from the Hampton Roads Military and Federal Facilities Alliance (HRMFFA) Board writing to express the Alliance's strong support for excluding the waters off the coast of Virginia from the Bureau of Ocean Energy Management's next iteration of the Five Year Oil and Gas Leasing Program. He noted that HRMFFA strongly opposes any off-shore drilling activities that could jeopardize the military's ability to conduct operations and training off the coast of Virginia. He requested input from the CAO Committee on whether the HRPDC should consider developing a regional position on this topic at its February 15 meeting. He suggested that the discussion begin at today's meeting by asking the CAOs to share information on any positions their localities have taken related to the off-shore drilling issue.

Mr. Baker endorsed this approach and asked each CAO to share information from their locality pertaining to this issue. After receiving reports from each CAO, it was obvious that most localities either have taken official action to oppose off-shore drilling near the Virginia coast, or anticipate that their locality will have concerns about off-shore drilling when this topic is discussed by their boards or councils. Ms. Kaufman, representing Senator Kaine's office, also expressed concerns regarding the off-shore drilling proposal and potential impacts on Hampton Roads.

At the conclusion of this discussion, the CAO Committee took action recommending that the HRPDC consider action at its February 15 meeting in opposition to off-shore drilling near the coast of Virginia. Mr. Crum indicated that he would place this item on the upcoming HRPDC agenda for consideration with the CAO Committee's recommendation.

Hampton Roads Gas Tax Revenues

Mr. Crum introduced this item by noting that as the Hampton Roads Transportation Accountability Commission (HRTAC) has proceeded to receive bonding approval for the region's high priority transportation projects, the HRPDC has been requested to provide HRTAC assistance with researching gas tax revenue trends. The HRPDC staff has received

information from the Department of Motor Vehicles (DMV) regarding gas tax collections for the Hampton Roads Transportation Fund (HRTF) and staff has noted several peculiarities in this data. Mr. Crum and Mr. Kevin Page, HRTAC Executive Director, explained some of these issues to the CAO Committee. A challenge appears to be that the HRTF regional gas tax is collected on a percentage basis, and the tools that DMV uses to track the tax are designed to track a cents-per-gallon tax. Mr. Crum and Mr. Page noted that they recently met in Richmond with the Secretary of Transportation and the Commissioner of the Department of Motor Vehicles to review these concerns. They reported that DMV is working through the General Assembly on some approaches to address this issue, and will provide a report at the April 19 HRTAC Board meeting to outline action steps to address these challenges.

General Assembly Update

Mr. Crum led a discussion on bills that are advancing through the General Assembly. In addition, the CAOs held a roundtable discussion to review any General Assembly topics that may be of interest to the region's localities.

Adjournment

With no further business to come before the CAO Committee, the meeting was adjourned at approximately 1:35 pm.

Respectfully Submitted,

Robert Crum, HRPDC
Recording Secretary