

**AGENDA**  
**MPO COMMITTEE**  
**SEPTEMBER 2, 2008**

**CALL TO ORDER 9:30 A.M.**

HRPDC Headquarters, The Regional Boardroom, 723 Woodlake Drive, Chesapeake, Virginia

**AGENDA**

**1. Proposed Organizational Structure of MPO-Related Committees**

Chairman Frank met with the CAOs on August 20, 2008 to discuss the proposed restructuring of MPO-related committees. There was a clear consensus among the CAOs that the Transportation Technical Committee (TTC) should continue to provide technical review and recommendations to the MPO and that the group should operate as a “public body” with regard to open meeting and notification requirements. The CAOs further agreed with a proposal to establish a standing Transportation Advisory Committee (TAC) that would be composed of the CAOs of urbanized area localities and other stakeholders including VDOT, VDRPT, FHWA, FTA, and VPA. This group would be a standing committee of the MPO, be a “public body,” and act on matters referred to it by the MPO.

Chairman Frank will brief the MPO Committee on his visit with the CAOs.

**2. Weighted Voting at MPO Meetings**

During the August MPO Committee meeting, MPO staff briefed the committee on the findings of research on MPO membership and voting. Chairman Frank recommended that the MPO Committee continue discussions on weighted voting during the September meeting.

**3. Citizen Transportation Advisory Committee (CTAC) Research**

During the August MPO Committee meeting, MPO staff was asked to research citizen advisory committees and provide the Committee with information regarding the makeup of such committees, how representatives are selected, how the committee communicates with the MPO, etc.

Ms. Camelia Ravanbakht and Ms. Jessica Banks will brief the Committee on the findings of the research.

**4. Legislative Liaisons Meeting**

Chairman Frank met with some of the local legislative liaisons on Monday, August 25, 2008 to discuss the need for both a Communications/Public Outreach

staffer and a Legislative Liaison who would work specifically for the Hampton Roads MPO. Much of the discussion centered on the Legislative Liaison position. There were concerns among the Legislative Liaisons that the MPO could run the risk of miscommunication and competing interests if a single staffer is tasked with meeting and informing all local members of the General Assembly. It was further suggested that the MPO staff use the current Liaisons as a staff resource to meet and discuss relevant issues for discussion with General Assembly members. The Liaisons will then provide feedback to the MPO staff from the General Assembly. In addition, Dwight Farmer has offered to refocus existing HRMPO staff and financial resources.

Chairman Frank will brief the MPO Committee on the outcome of that meeting and the next steps of the process.

#### **5. Draft MPO Bylaws**

The MPO Attorneys have revised the draft MPO bylaws to account for applicable comments made during the August 19, 2008 MPO Committee meeting. Mr. Les Lilley and/or Mr. Rod Ingram of the Virginia Beach City Attorney's Office will be present to brief the committee on the latest revision of the draft bylaws.

Handout

#### **6. MPO Best Practices Study – Status Report**

A Request for Qualifications and Expressions of Interest (RFQ) was advertised from July 17 through August 1, 2008. Responses were received from seven firms. MPO staff reviewed the documents submitted by each firm and selected the top three based on specific criteria. A Request for Proposals (RFP) was sent to the selected firms with a deadline for submittals of August 15, 2008. A consultant selection team consisting of staff from the MPO, VDOT, and FHWA interviewed the three firms on August 20, 2008. The consultant selection team unanimously selected the firm PBS&J to conduct the MPO Best Practices Study.

Mr. Dwight Farmer will brief the committee on the next steps associated with the project.

#### **7. Old/New Business**

### **ADJOURNMENT**