

Hampton Roads Transportation Planning Organization
Board Meeting – February 28, 2025
Virtual via Microsoft Teams
Agenda
Call to Order – 9:00 a.m.

1: Call to Order

Moment of Silence to remember and honor Isle of Wight Board of Supervisors Member and previous HRTPO Board Chair William M. McCarty, Sr.

2: Approval of Agenda [**Action Requested**]

3: Public Comments

A. Submitted Public Comments

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

4: Approval of Consent Agenda [**Action Requested**]

A. Minutes from the January 16, 2025 HRTPO Board Meeting

B. HRTPO Financial Statement

C. HRTPO FY 2025 Unified Planning Work Program Amendment

D. Regional Performance Measures and Targets

E. The State of Transportation in Hampton Roads 2024: Final

F. HRPDC/HRTPO Personnel Manual Update

G. Community Advisory Committee Chair Appointment

H. FY 2024-2027 Transportation Improvement Program (TIP) Amendments
Exempt Conformity Amendments

I. FY 2024-2027 Transportation Improvement Program (TIP) Amendments
Non-Exempt Conformity Amendments – Programmatic

5: Old/New Business

6: Adjournment

ITEM #1: CALL TO ORDER

The Hampton Roads Transportation Planning Organization (HRTPO) Board meeting is scheduled to be called to order by the chair at 9:00 a.m.

Moment of Silence to remember and honor Isle of Wight Board of Supervisors Member and previous HRTPO Board Chair William M. McCarty, Sr.

ITEM #2: APPROVAL OF AGENDA [Action Requested]

Members are provided an opportunity to add or delete items from the agenda. Any item for which a member desires consideration by the HRTPO Board should be submitted at this time, as opposed to under “Old/New Business.”

RECOMMENDED ACTION:

Approve the agenda.

ITEM #3: PUBLIC COMMENTS

A. Submitted Public Comments

There were no submitted public comments. Any written public comments received after the preparation of this agenda will be announced at the meeting.

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

Members of the public are invited to address the HRTPO Board. Each speaker is limited to three minutes.

ITEM #4: APPROVAL OF CONSENT AGENDA *[Action Requested]*

A. Minutes from the January 16, 2025 HRTPO Board Meeting

Minutes from the January 16, 2025 HRTPO Board meeting are attached.

Attachment 4A

RECOMMENDED ACTION:

Approve the minutes.

Hampton Roads Transportation Planning Organization Board Meeting Minutes of January 16, 2025

The January 16, 2025 meeting of the Hampton Roads Transportation Planning Organization (HRTPO) Board was called to order by the Chair at 10:34 a.m. in the Regional Board Room at 723 Woodlake Drive in Chesapeake, Virginia.

HRTPO Voting Members in Attendance:

William McCarty (IW), Outgoing Chair
Michael Hipple (JC), Incoming Chair
Rick West, Incoming Vice-Chair (CH)
Paul Kaplan (FR)
Phillip Bazzani (GL)
Kenneth Alexander (NO)*
Mark Hugel (PO Alternate)
David Hux (PQ Alternate)
Mike Duman (SU)

Bobby Dyer (VB)
Doug Pons (WM)
Thomas Shepperd (YK)
Zach Trogdon (DRPT Alternate)
Ray Amoruso (HRT Alternate)
Chris Hall (VDOT)
Melissa Fularon (VPA Alternate)
Ben Goodill (WATA Alternate)

HRTPO Nonvoting Members in Attendance:

Chris Price (CH)
Rosylen Oglesby (FR)
Mary Bunting (HA)
Randy Keaton (IW)
Scott Stevens (JC)
Patrick Roberts (NO)
Steven Carter (PO)
Randy Wheeler (PQ)*

Brian Thrower (SH)
Al Moor (SU)
Patrick Duhaney (VB)
Andrew Trivette (WM)
Mark Bellamy (YK)
Robert Eveleigh (FTAC)
Mark Perryman (NAA)

HRTPO Executive Director:

Robert A. Crum, Jr., Secretary

HRTPO Other Participants:

Jimmy Gray (HA)
Captain David Dees (USN)

HRTPO Voting Members Absent:

Steven Brown (HA Alternate)
Phillip Jones (NN)
William Gillette (SH)
Senator Angelia Graves (GA)

Senator Mamie Locke (GA)
Delegate Bonita Anthony (GA)
Delegate Jeion Ward (GA)

HRTPO Nonvoting Members Absent:

Carol Steele (GL)

Alan Archer (NN)

Mark Geduldig-Yatorfsky (CAC)

Greg Campbell (DOAV)

Jeffrey Breeden (FAA)

Edward Ofori (FHWA)

Terry Garcia Crews (FTA)

John Borden (PAC)

HRTPO Staff in Attendance:

Pavithra Parthasarathi

Sam Belfield

Kyle Gilmer

Kathlene Grauberger

Matthew Harrington

John Mihaly

Keith Nichols

Denotes late arrival or early departure*Other Recorded Attending:**

Jim Icenhour (JC); Angela Hopkins and Angela Rico (NN); John Stevenson (NO); Bill Landfair (PO); Brian Fuller (YK); Amy Jordan and Caleb Smith (goCommute); Drew Lumpkin (Hampton Roads Executive Roundtable); Rick Dwyer and Todd Nichols (HRMFFA); Kevin Page (HRTAC); Michael King (USN); Todd Halacy (VDOT); Karen McPherson (VHB); and Brett Hall (WAVY-TV 10); and Kelli Arledge, Rob Cofield, Katie Cullipher, Jeff DiScala, Greg Grootendorst, Markay Hall, Tealen Hansen, Teresa Johnson, Matt Klepeisz, Andrew Margason, Quan McLaurin, Cynthia Mulkey, Ivy Ozmon, Tho Tran, Joseph Turner, and Chris Vaigneur (HRPDC Staff)

Chair William M. McCarty, Sr. welcomed and introduced recently appointed HRTPO Board members Franklin Mayor Paul Kaplan, Gloucester County Board of Supervisors Member Phillip Bazzani, James City County Board of Supervisors Members Michael Hipple and Jim Icenhour, and Portsmouth City Council Member Yolanda Thomas

Chair McCarty also announced incoming HRTPO Board member Hampton Mayor Jimmy Gray.

Approval of Agenda

Mr. Robert A. Crum, Jr., HRTPO Executive Director, reported that he received a request to add a discussion regarding the Primary and Secondary Road Fund to the agenda, and the Personnel and Budget Committee held a meeting in the morning and requested revisions be made to the HRPDC Personnel Manual. Therefore, he recommended that the HRTPO Board consider approving the agenda as modified to include a discussion about the Primary and Secondary Road Fund after the Election of Officers Agenda Item and to exclude the HRPDC Personnel Manual Update from the Consent Items.

Chair McCarty asked for a motion to approve the January 16, 2025 HRTPO Board meeting agenda as modified.

Motion: Mayor Rick West Moved to approve the agenda as amended; seconded by Mayor Mike Duman. The Motion Carried.

Public Comments

Mr. Crum reported that there were no submitted public comments since the last HRTPO Board meeting.

Members of the public were invited to address the HRTPO Board. There were no in-person requests to comment.

Executive Director's Report

Mr. Crum referenced his monthly report included in the agenda packet and reported that he planned to attend the Hampton Roads Caucus meeting scheduled for January 23, 2025 in Richmond to present the Regional Legislative Agenda.

Employee Recognition

Mr. Crum recognized three employees for their service to the HRTPO and for reaching a milestone anniversary in 2024. He and the HRTPO Board members applauded Mr. Sam Belfield, Senior Transportation Engineer and Mr. Keith Nichols, Principal Transportation Engineer, for 25 years of service and Mr. John V. Mihaly, Principal Transportation Planner, for 10 years of service.

Election of Officers

The HRTPO Bylaws provide that, at its Annual Meeting in January, the HRTPO Board will elect a Chair, Vice-Chair, and Secretary to serve during the upcoming year. During the HRTPO Board meeting held on November 21, 2024, Chair McCarty requested that the HRTPO Nominating Committee prepare recommendations for nominees for the officer positions for the upcoming year.

Chair McCarty thanked the HRTPO Board for the opportunity and privilege to serve as Chair for the past two years.

On behalf of the Nominating Committee, Mayor Doug Pons reported the following members were recommended to serve as officers for the HRTPO Board for 2025:

- James City County Supervisor Michael Hipple as Chair
- Chesapeake Mayor Rick West as Vice-Chair
- HRTPO Executive Director Bob Crum as Secretary

Chair McCarty asked if any member present wished to make further nominations. Hearing none, he closed nominations.

Motion: Mayor Robert Dyer Moved to approve the election of officers as recommended by the Nominating Committee; seconded by Mayor Paul Kaplan. The Motion Carried.

Mr. Crum thanked Chair McCarty for his service as Chair of the HRTPO and presented him with a gavel as a sign of appreciation.

Chair Hipple thanked Supervisor McCarty for his leadership and dedicated service to the region.

**Mayor Kenneth Alexander arrived*

Discussion of the Primary and Secondary Road Fund

Chair Hipple stated that adequate funding for transportation projects will always be an issue, but since 2013, the Hampton Roads Transportation Accountability Commission (HRTAC) has helped make many projects possible such as the Hampton Roads Bridge-Tunnel, High-Rise Bridge, I-64 Peninsula, and various interstate improvements.

Supervisor McCarty stated that establishing a Primary and Secondary Road Fund would provide much-needed funding for the development and reinforcement of the region's primary and secondary roads. He recounted that there was a consensus during the previous meeting to support the creation of a Primary and Secondary Road Fund. Supervisor McCarty encouraged the HRTPO Board members to support the bill introduced by Delegate Jackie Hope Glass that would create the fund.

Chair Hipple stated that support from the General Assembly in 2013 allowed the region to complete necessary interstate improvements. He suggested that these projects benefit the entire region, and while no one wants to increase taxes, funds are necessary to improve the primary and secondary roads.

Supervisor Phillip Bazzani shared that the Governor's proposed budget included language to eliminate tolls on the Coleman Bridge, which he said was long overdue as the residents of Gloucester County paid for approximately 70% of the cost of the bridge.

Chair Hipple stated that a letter had been sent to the Mayors and Chair of the region asking for their signatures in support of Delegate Glass' bill. Alternatively, he indicated that the incoming and outgoing Chairs and Mr. Crum could sign a resolution reaffirming the legislative priority language. He asked for guidance from the HRTPO Board on how to move forward.

Supervisor Thomas Shepperd stated that the creation of the fund was included in the Regional Legislative Agenda, which the HRTPO Board approved, and Delegate Glass provided such legislation. He asked for clarification regarding the question before the Board.

Mr. Crum confirmed that the creation of the fund was approved as part of the Regional Legislative Agenda; however, the HRTPO Board was not specific regarding where the funds would come from. He explained that Delegate Glass introduced House Bill (HB) 2466, which would add three-tenths of a penny to the current Regional Sales and Use Tax. The bill states that two-thirds of the funding generated by the tax increase would support infrastructure improvements to new or existing highway corridors connected to surrounding or paralleling interstate highways in Planning District 23, which is the HRPDC footprint minus Gloucester

County and Surry County. The remaining one-third of the funding would support a Hampton Roads Highway Coastal Resilience Fund, which would address transportation infrastructure in Planning District 23 that is at risk due to recurrent and coastal flooding. Mr. Crum stated the HRTPO Board members were being asked to discuss supporting the bill as written or approving the proposed resolution reiterating the legislative priority statement about a Primary and Secondary Road Fund.

Supervisor Shepperd pointed out that the Board of Supervisor Chairs are appointed annually and might not be fully informed about the ongoing issues discussed at HRTPO Board meetings. Therefore, he recommended sending the letter to the HRTPO Board representatives instead of the Mayors and Chairs.

Mayor Alexander stated that at this point, in his opinion, nothing needs to be done. The legislative package was passed and forwarded to the General Assembly. He suggested letting the legislative process happen because from the day a bill is introduced until it is approved, many versions, iterations, or amendments are necessary, and, at this point, it is unclear what the final version will look like.

Chair Hipple thanked Mayor Alexander for sharing his experience and knowledge. He shared his thoughts that the HRTPO Board could consider supporting the bill as it stands with an understanding that if the bill changes, then the HRTPO Board could reconsider their support.

Mayor Dyer concurred with Mayor Alexander's statement. He noted that budget negotiations are about to begin and there are billions of dollars in obligations. He stated that the region needs a dedicated Primary and Secondary Road Fund because road structure is part of military readiness. However, he suggested refocusing and asking for a consistent and dedicated funding stream that did not include raising taxes.

Mayor West stated that he supports the creation of the fund and the letter but asked for clarification as to why there is a need for the resolution.

Supervisor McCarty stated that he believes in transparency, and therefore, preferred to make every Board member aware of the bill introduced by Delegate Glass instead of him signing off on it on behalf of the HRTPO Board. As for the resolution, Supervisor McCarty stated that it would reaffirm the region's seriousness and need for the fund's creation and starting the process.

Mayor Jimmy Gray stated that he brought the issue to the attention of the City Council, and there were concerns regarding Hampton and other localities in the western part of Hampton Roads possibly not benefitting from this fund.

Chair Hipple asked Mr. Kevin Page, HRTAC Executive Director, to come forward and clarify how the funds could be distributed across the region.

Mr. Page stated that HRTAC was created to manage the Hampton Roads Transportation Fund (HRTF), which addresses the highest congestion relief projects for the region. Unfortunately, there is no dedicated funding for primary and secondary roads. He noted that the HRTF funds

are used for major projects and improvements, and therefore, cannot be allocated for smaller projects concerning primary and secondary roads. He further reported that he had conversations with Delegate Glass, and it was his understanding that language regarding the coastal resiliency fund was included to more evenly spread the funds created. He stated that the HRTPO is doing great work prioritizing projects and any funding created would be distributed fairly among the localities.

Mayor Kaplan added that the Hampton Roads Caucus members were critical of themselves, stating that the group did not collaborate as a region and instead competed for funding for projects within their respective localities.

Mayor Duman stated that under normal circumstances, a resolution would have been sent first and after consideration of said resolution, a bill would have been created. In this case, the bill has already been created. However, he noted that there is still reason for sending the resolution as it includes the funding options that were previously discussed. He expressed his support for the letter and resolution.

Supervisor Shepperd commented that there were billions of dollars worth of projects that were never going to be funded without the HRTF and HRTAC. In 2013, after a determined approach of the HRTPO Board, the General Assembly gave the region permission to raise its taxes. He stated that it is necessary to keep advocating for funding.

**Mr. Randy Wheeler departed*

Mayor David Hux stated that Poquoson supports the fund in the spirit of regionalism. He added that he is comfortable signing the letter and approving the resolution; however, he asked to change the language of the letter from “Mayors and Chairs representing the local governments” to “Mayors and Chairs of the local governments” as some may not have been able to address this fund with their fellow council members.

Mr. Crum read the letter with Mayor Hux’s change and the resolution into the record.

Chair Hipple stated that the letter should include representatives of the HRTPO Board.

Mr. Crum reported that the letter would be amended as suggested to state “Mayors, Chairs, and representatives of local governments.”

Motion: Supervisor McCarty Moved to adopt both the letter as amended and the resolution; seconded by Mayor Duman.

Mayor West stated he did not support compelling Mayors, Chairs, and representatives to sign the letter.

Mayor Alexander asked to modify the resolution to leave funding options open for the General Assembly to decide.

Mayor Dyer concurred.

Mr. Crum clarified that the amended resolution would be changed as suggested to state “Be it further resolved that the HRTPO requests the Virginia General Assembly consider a variety of options to support the Primary and Secondary Road Fund.”

Motion: Supervisor McCarty Moved to adopt the HRTPO Resolution 2025-01 as amended; seconded by Mayor Duman. The Motion Carried with Mr. Zach Trogdon, representing the Department of Rail and Transportation (DRPT), and Mr. Chris Hall, representing the Virginia Department of Transportation (VDOT), abstaining.

The approved resolution is available on the HRTPO website using the following link:
<https://hrtpo.org/DocumentCenter/View/14046/HRTPO-Resolution-2025-01---Primary-and-Secondary-Road-Fund>

Approval of Consent Items

Chair Hipple asked Mr. Crum to briefly describe the Consent Items, which as modified, included the following:

- A. Minutes from the October 17, 2024 and November 21, 2024 HRTPO Board Meetings
- B. HRTPO Financial Statement
- C. Fiscal Year 2025 Budget Amendment
- D. 2050 LRTP Draft List of Candidate Projects
- E. 2024 CMAQ and RSTP Project Selection Process: Projects and Allocations
- F. Calendar Year 2024 Schedule for the Hampton Roads Regional Meetings: HRPDC/HRTPO/HRTAC/HRMFFA
- G. Executive Director’s Contract
- H. FY 2024-2027 Transportation Improvement Program (TIP) Amendments
Exempt Conformity Amendments
- I. FY 2024-2027 Transportation Improvement Program (TIP) Amendments
Non-Exempt Conformity Amendments - Programmatic

Motion: Supervisor McCarty Moved to approve the Consent Items as modified; seconded by Mayor West. The Motion Carried.

Briefing on the State of the Airport

Per the suggestion of Mr. Mark Perryman, Norfolk Airport Authority President and CEO, and due to time constraints, Mr. Crum recommended deferring Mr. Perryman’s briefing until the next meeting.

goCommute Options, Annual Update, and Rebrand

The goCommute Commuter Options Program advocates for and supports vanpool, carpool, active transportation, transit, and telework options for commuters throughout Hampton Roads as the

region's Transportation Demand Management (TDM) Program. The HRTPO has authorized annual funding for goCommute, a service of Hampton Roads Transit (HRT), through Congestion Mitigation and Air Quality (CMAQ) and/or Regional Surface Transportation Program (RSTP) funding since 1995. During the pandemic, participation in carpool and vanpool dropped significantly and has been slow to recover. During the past year, the goCommute program has developed a new vision, mission, and strategies to increase smarter transportation options in the region.

Ms. Amy Jordan, goCommute Executive Director, briefed the HRTPO Board on this item. She began her presentation with a recap of the accomplishments in Fiscal Year 2024 as follows:

- Over 4 million vehicle miles were reduced
- 864 new members
- 201,360 recorded trips
- 1,727 tons of emissions reduced

Additionally, goCommute administered the GoPass365 program for HRT. The program is employer-based and allows major employers to participate and receive an 80% reduction on the annual pass for their employees. The revenue generated through this program was \$516,000 and 440,540 rides were provided. The vanpool program gained three new vanpools and serviced a total of 218 passengers in 2024. Ms. Jordan reported that the Naval Station Norfolk office was renovated and opened with a ribbon-cutting ceremony. This created a great opportunity to promote the base express service, which is getting ready to celebrate over 100,000 rides.

The goCommute program also launched BikeBoost, which helps goCommute donate bike racks and repair stations to local organizations that will assist in removing vehicles from the road by promoting safe biking practices. Various goCommute marketing campaigns include Vanuary, Rideshare the Love, Earth Day, Bike Month, and Bike Expo.

Ms. Jordan continued her presentation by explaining the necessity of a rebranding. She stated that TRAFFIX has existed since 1995, and the brand was outdated and often confusing to customers. The new brand, goCommute, is expected to reach new audiences, change the demographics, expand the services provided, and better align with the mission, vision, and goals. Additionally, the mission statement was updated, a vision statement was identified, and a strategic plan was developed.

The strategic plan showed that there are three main destinations for the vanpool program: Naval Station Norfolk, Smithfield Food Processing, and Newport News Shipbuilding. The program will also be expanded to North Carolina so that if the employer is in Hampton Roads, the individuals are eligible for it. The main motivations for individuals to sign up for the program were travel time, convenience, and cost.

Ms. Jordan's presentation is available on the HRTPO website using the following link: https://www.hrtpo.org/DocumentCenter/View/14048/011625-TPO-09_Presentation-goCommute-PDF?bidId=.

Hampton Roads Rail Crossings Study

Due to time constraints, this item was deferred.

Comments and Updates from State and Federal Agencies and Military Liaisons

Due to time constraints, these items were deferred.

HRTPO Board Three-Month Tentative Schedule

Per the Regional Meetings Schedule, the next HRTPO Board meetings are scheduled for February 20, 2025 and April 17, 2025. There was no meeting scheduled in March.

Minutes of HRTPO Advisory Committee Meetings

Links to the HRTPO Advisory Committee meeting minutes approved since the last HRTPO Board meeting were included in the agenda for information purposes.

For Your Information

Various correspondences of interest were included in the agenda packet for HRTPO Board member information.

Old/New Business

There was no old or new business.

Adjournment

With no further business to come before the HRTPO Board, the meeting was adjourned at 11:56 p.m.

Michael J. Hipple
Chair

Robert A. Crum, Jr.
Executive Director/ Secretary

B. HRTPO Financial Statement

The Statement of Revenues and Expenditures for the activities of December 2024 is attached. This statement reflects the financial status of the HRTPO as a whole.

Attachment 4B

RECOMMENDED ACTION:

Approve the HRTPO Financial Statement.

FISCAL YEAR 2025
12/31/24
STATEMENT OF REVENUES AND EXPENDITURES
50% OF FISCAL YEAR COMPLETE

REVENUES	Budget	Previous YTD	Current Month	YTD	% Received /Expended
VDOT-PL SEC 112	\$ 5,398,229	\$ 484,496	\$ -	\$ 484,496	9%
HRTAC	301,645	-	3,936	3,936	1%
VDRPT 5303/ Pass Through	1,208,508	245,011	-	245,011	20%
SP&R	72,500	16,699	-	16,699	23%
Total Revenue	6,980,882	746,206	3,936	750,142	11%
EXPENDITURES					
PERSONNEL	\$ 3,224,064	\$ 966,919	\$ 181,886	\$ 1,148,805	36%
STANDARD CONTRACTS	141,583	-	1,166	1,166	1%
SPECIAL CONTRACTS/PASS THROUGH	3,108,479	47,228	63,063	110,291	4%
OFFICE SERVICES	506,756	96,412	4,284	100,696	20%
INDIRECT COSTS	-	353,784	66,550	420,334	0%
Total Expenses	6,980,882	1,464,343	316,949	1,781,292	26%
TOTALS	\$ -	\$ (718,137)	\$(313,013)	\$ (1,031,150) *	

* HRTPO grants operate on a quarterly reimbursement basis; as such the total YTD does not reflect the commission's current financial position.

C. HRTPO FY 2025 Unified Planning Work Program Amendment

The HRTPO FY 2025 Unified Planning Work Program (UPWP) is being amended to account for the following changes:

1. Public Participation Text Update

The text for Task 4.0 – Public Participation has been amended to remove citations and references to Federal Executive Orders 13985 (2021) and 14008 (2021) which have been rescinded and add a new Work Element and associated End Product and Schedule information related to updating the Annual Title VI Goals and Accomplishments Report to reflect updates during the fiscal year.

This request was made available for public review and comment from January 30, 2025 through February 18, 2025.

Attachment 4C

RECOMMENDED ACTION:

Approve the FY 2025 UPWP Amendment.

4.0 PUBLIC PARTICIPATION

A. Background

Public Involvement

The HRTPO is committed to involving interested parties of all walks of life and considering their ideas through professional initiatives and a transparent and accessible regional transportation planning and programming process. The importance of public involvement in the transportation planning and programming process was recognized in federal law in the *Intermodal Surface Transportation Efficiency Act (ISTEA)* of 1991 and that recognition continued in subsequent federal transportation legislation including the *Moving Ahead for Progress in the 21st Century (MAP-21) Act*. The Infrastructure Investment and Jobs Act (IIJA) maintains the emphasis on public involvement and encourages MPOs to use social media and other web-based tools to encourage public participation in the transportation planning process.

Specifically, federal regulations require the development of a Public Participation Plan (PPP). In FY 2022, HRTPO staff made administrative updates to its current Public Participation Plan. The PPP outlines HRTPO public involvement and outreach activities. New focus has been placed upon HRTPO efforts to engage the public, specifically on the diversity of Hampton Roads and the efforts made to engage and factor in the opinions of the varying populations of the region. This includes our desire to intentionally inform and engage with populations who have been marginalized or otherwise faced obstacles. The PPP serves as a blueprint for public involvement, outreach, and engagement and will be reviewed and updated as needed.

The HRTPO is committed to innovative and engaging public outreach. Projects are evaluated and refined to further support the operations, policies, and procedures of the HRTPO.

Title VI and Environmental Justice

Although they are separate, Title VI, Environmental Justice (EJ), and Public Involvement complement one another in ensuring fair and equitable distribution of transportation services and facilities. Effective public involvement not only provides transportation officials with new ideas, but it also alerts them to potential environmental justice concerns during the planning stages of a project. The HRTPO is committed to ensuring that Environmental Justice, as outlined by the 1994 Executive Order, is considered in its planning and outreach efforts, as well as its programs and initiatives, by assuring that all residents of Hampton Roads are represented fairly and not discriminated against in the transportation planning and capital investment processes. In addition to adhering to the principles of Environmental Justice, the HRTPO will work to implement Title VI of the Civil Rights Act of 1964. The HRTPO goals will be to:

- Comply with the public involvement and Title VI requirements of the Federal and State regulations.
- Provide specific and accessible opportunities for local community members and community-based organizations to discuss their views and provide input on the subject areas addressed in plans, projects, or policies of the HRTPO.

- Ensure full and fair participation by all potentially affected communities in the transportation decision-making process, especially those who are at elevated risk of experiencing environmental injustice or inequities.
- Inform and educate citizens and other interested parties about ongoing HRTPO planning activities, and their potential role in those activities.
- Assess the region's transportation investments relative to the needs of disadvantaged populations, including but not limited to low income and minority populations.
- Investigate the state of accessibility and mobility for disadvantaged populations, with a focus on safety, transit, and alternative transportation modes.
- Refine mechanisms for the ongoing review of the TIP and LRTP.
- Focus study and plan recommendations on investments that promote quality of life and mitigate adverse impacts for residents of Hampton Roads.
- Utilize public comment opportunities presented by partner agencies (VDOT, DRPT, Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Environmental Protection Agency (EPA), and other state and federal agencies) to lend a Title VI/EJ perspective to their policies, reports, and project documents.
- Create materials that effectively inform the public of the HRTPO's obligations and commitments under Title VI of the Civil Rights Act of 1964.

Title VI Legislation and Guidance

Title VI of the Civil Rights Act of 1964 created a foundation for future environmental justice regulations. Since the establishment of Title VI, Environmental Justice has been considered in local, state, and federal transportation projects. Section 42.104 of Title VI and related statutes require Federal agencies to ensure that no person is excluded from participation in, denied the benefit of, or subjected to discrimination under any program or activity receiving Federal financial assistance on the basis of race, color, national origin, age, sex, disability, or religion.

The National Environmental Policy Act of 1969 (NEPA) addresses both social and economic impacts of Environmental Justice. NEPA stresses the importance of providing for "all Americans safe, healthful, productive, and aesthetically pleasing surroundings", and provides a requirement for taking a "systematic, interdisciplinary approach" to aid in considering environmental and community factors in decision making.

The Civil Rights Restoration Act of 1987 further expanded Title VI to include all programs and activities of Federal aid recipients, sub-recipients, and contractors whether those programs and activities are federally funded or not.

On February 11, 1994, President Clinton signed Executive Order 12898: Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations. This piece of legislation directed every Federal agency to make Environmental Justice part of its mission by identifying and addressing all programs, policies, and activities that affect human health or the environment so as to identify and avoid disproportionately high and adverse effects on minority populations and low-income populations. Rather than being reactive, Federal, State, local and tribal agencies must be proactive when it comes to determining better methods to serve the public who rely on transportation systems and services to increase their quality of life.

In April 1997, as a reinforcement to Executive Order 12898, the United States Department of Transportation (DOT) issued an Order on Environmental Justice (DOT Order 5610.2), which summarized and expanded upon the requirements of Executive Order 12898 to include all policies, programs, and other activities that are undertaken, funded, or approved by the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), or other U.S. DOT components.

In December 1998, the FHWA issued the FHWA Actions to Address Environmental Justice in Minority Populations and Low-Income Populations (DOT Order 6640.23), which mandated the FHWA and all its subsidiaries to implement the principles of Executive Order 12898 and U.S. DOT Order 5610.2 into all of its programs, policies, and activities (see Appendix A).

On October 7, 1999, the FHWA and the FTA issued a memorandum Implementing Title VI Requirements in Metropolitan and Statewide Planning. This memorandum provided clarification for field offices on how to ensure that Environmental Justice is considered during current and future planning certification reviews. The intent of this memorandum was for planning officials to understand that Environmental Justice is equally as important during the planning stages as it is during the project development stages.

August 11, 2000, President Clinton issued Executive Order 13166: Improving access to Services for Persons with Limited English Proficiency (LEP), requires each Federal agency to examine the services it provides and develop and implement a system by which LEP persons can meaningfully access those services consistent with, and without unduly burdening, the fundamental mission of the agency. Each Federal agency is also directed to work to ensure that recipients of Federal financial assistance provide meaningful access to their LEP applicants and beneficiaries.

Community Outreach Strategies

The HRTPO has incorporated various strategies to seek out and consider the transportation interests and needs of Hampton Roads residents, including those traditionally underserved by existing transportation systems. These groups are identified as:

- **Low to Moderate Income** – a person whose household income (or in the case of a community or group, whose median household income) “is at or below the U.S. Department of Health and Human Services poverty guidelines.”
- **Federal Assistance Recipients** – people who receive grants or federal funds. The assistance might be in the form of public housing, food stamps, support services or persons receiving Temporary Assistance for Needy Families (TANF) funds.
- **Carless Households** – households with no vehicles
- **Female Head of Households** – Households where females are the heads of households with children present and no male partner present.
- **Elderly Populations** – People who are aged 65 and older
- **Historically marginalized and underserved populations**
 - **People with disabilities** – defined by the ADA as a person who has a physical or mental impairment that substantially limits one or more major life activities, a person who has a history or record of such impairment, or a person who is perceived by others as having such an impairment.

- **LGBTQ+** - an inclusive term for lesbian, gay, bisexual, transgender, queer or questioning, intersex, asexual, and more. These terms are used to describe a person's sexual orientation or gender identity.
- **Minority Populations** – Persons considered to be minorities are identified in the Census as people of African, Hispanic, Asian, American Indian, or Alaskan Native origin (U.S. Census, STF301/Tbl008 and Tbl011; 1990). Executive Order 12898 and the DOT and FHWA Orders on Environmental Justice consider minority persons as persons belonging to any of the following groups:
 - **Black** – a person having origins in any of the black racial groups of Africa.
 - **Hispanic** – a person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.
 - **Asian American** – a person having origins in the Far East, Southeast Asia, or the Indian subcontinent.
 - **American Indian and Alaskan Native** – a person having origins in North America and who maintains cultural identification through tribal affiliation or community recognition.
- **Limited English Proficiency Populations** – Population of 5 years or over who speak English less than “very well”

The HRTPO has included various strategies, listed below, specifically to reach these populations. In addition, the HRTPO has substantially increased its efforts to partner with regional agencies to share ideas and incorporate a wide range of ideas into the transportation planning processes.

B. Work Elements (WE)

Work activities include the following:

1. Implement outreach strategies and opportunities for public input and involvement in both the FY 2024 – 2027 Transportation Improvement Program (TIP) and the 2050 Long-Range Transportation Plan (LRTP), where the status of the documents can be reviewed and public feedback can be incorporated.
2. Develop surveys to be accessed via the HRTPO website, Facebook, and libraries throughout the region.
3. Develop opportunities to inform the public by participating in community events and coordinating regional events on transportation issues, initiatives, and projects. This includes coordination with VDOT, DRPT, FHWA, FTA, HRT, WATA, and HRTPO member jurisdictions.
4. Participate in public meetings, committee meetings, and hearings held by the HRTPO, plus those held by local governments and state agencies, and the local transit agencies, and their stakeholders, as appropriate.
5. Use social media platforms to promote the HRTPO, engage partner organizations, and increase awareness of the HRTPO by the public.
6. Respond to information requests from the general public.

7. Create publications that highlight efforts of the HRTPO.
8. Support staff in public communications, engagement, and participation in HRTPO programs and projects, including the LRTP, TIP, and other studies, plans, and programs.
9. Prepare newsletters and special features on timely issues.
10. Update the HRTPO website to enhance public participation and to highlight various events and publications.
11. Respond to and/or facilitate response to general comments received via www.hrtpo.org, or by other means of communication from the general public, members of localities, agencies, other MPOs, etc.
12. Review and evaluate public participation strategies, as necessary, to ensure effectiveness and outreach to a broad audience. Update public participation documents, such as the Public Participation Plan, as needed, to reflect federal mandates. Implement the HRTPO Title VI Plan and the HRTPO LEP Plan which includes Title VI, Environmental Justice, and related authorities.
13. Provide training for the public involvement staff to build, enhance, and broaden public involvement techniques.
14. Provide staff support for the Community Advisory Committee (CAC). This includes providing information about MPO ongoing efforts, coordinating and facilitating meetings, developing meeting materials, providing and/or facilitate training for HRTPO staff and CAC members, refine the CAC, and responding to questions as necessary.
15. Provide translation and/or interpreter services on an as-requested basis.
16. Meet with community groups from varied sectors and with varied interests to provide information about the HRTPO's primary purpose and functions and gather input on key issues, programs, and activities they feel are critical.
17. Assess the region's transportation investments relative to the needs of disadvantaged and transportation vulnerable populations, including but not limited to low to moderate income and minority populations.
18. Continue to seek input and engagement from transportation vulnerable communities as part of HRTPO's public involvement efforts.
19. Maintain and update the HRTPO website.
20. Leverage the HRTPO's Regional Connection YouTube channel to establish a videography archive to highlight and communicate HRTPO initiatives.

21. Update the Annual Title VI Goals and Accomplishments Report to incorporate updates over the fiscal year.

C. End Products

1. WE 1 – Community feedback and survey results for development of the 2050 LRTP and FY24-27 TIP, with documentation of outreach activities.
2. WE 2 – Innovative and engaging surveys and survey methodologies.
3. WE 3 – Publications and HRTPO outreach material.
4. WE 12 – Updated HRTPO Public Engagement Plan
5. WE 19 – Updated HRTPO website.
6. WE 20 – HRTPO Videos
7. WE 21 – Updated Annual Title VI Goals and Accomplishment Report

D. Schedule

1. WE 1-11 – Ongoing
2. WE 12 – Fourth Quarter
3. WE 13 – Ongoing
4. WE 14 – Ongoing
5. WE 15 – 18 – Ongoing
6. WE 19 – Ongoing
7. WE 20 – Ongoing
8. WE 21 – Fourth Quarter

E. Participants

HRTPO, HRT, WATA, VDOT, DRPT, FHWA, FTA, local governments, general public.

F. Budget, Staff, Funding

(Funding information includes applicable state/local matching funds)

ENTITY	PL	5303		TOTAL
HRTPO	\$336,336	\$67,379		\$403,745

D. Regional Performance Measures and Targets

Federal surface transportation legislation requires that Metropolitan Planning Organizations (MPOs) prepare and use federally-established performance measures and set targets. Targets are required in roadway safety, transit asset management, transit safety, pavement condition, bridge condition, roadway performance, and freight. MPOs must approve 2025 regional performance targets in three of these areas – roadway safety, transit asset management, and transit safety.

Roadway Safety

There are five safety measures that MPOs are required to establish targets and monitor progress for:

- Fatalities
- Fatality Rate
- Serious Injuries
- Serious Injury Rate
- Bike/Pedestrian Fatalities & Serious Injuries (combined)

A working group comprised of staff from localities, transit agencies, VDOT, and subject-matter experts was created to recommend regional performance targets. The Regional Performance Measures Working Group convened on December 17, 2024, to discuss the 2025 safety performance measures and targets. The working group came to a consensus that HRTPO should continue to adopt Vision Zero targets for each of these measures, where the number of fatalities, serious injuries, and bike/pedestrian fatalities and serious injuries are reduced by a set amount each year to reach a goal of zero by 2050, the horizon of the upcoming regional Long-Range Transportation Plan.

Using the Vision Zero concept, the draft 2025 regional safety performance targets recommended by the Regional Performance Measures Working Group are as follows:

2025 DRAFT HRTPO Safety Performance Targets	
Fatalities	139
Fatality Rate* (per 100M VMT)	0.878
Serious Injuries	1,514
Serious Injury Rate* (per 100M VMT)	9.54
Bike/Ped Fatalities and Serious Injuries	182

* Assumes 2.4% annual increase in VMT

Transit Asset Management

Federal legislation requires transit performance measures in the state of good repair, also referred to as Transit Asset Management (TAM). There are four TAM asset categories that MPOs are required to establish targets and monitor progress for:

- Rolling Stock - Buses, ferry boats, light rail vehicles, and trolley buses
- Equipment/Service Vehicles - Non-revenue automobiles, trucks, and other vehicles
- Infrastructure – Light rail
- Facilities – Passenger, parking, maintenance, and administrative facilities

Hampton Roads Transit (HRT), as a Tier I transit agency, must develop and carry out its own TAM plans. As Tier II transit agencies, the Williamsburg Area Transit Authority (WATA) and Suffolk Transit are eligible to participate in group TAM plans, and they use statewide targets established by the Virginia Department of Rail and Public Transportation (DRPT).

HRTPO staff prepared a recommended list of regional TAM targets, based on a weighted average of HRT, WATA, and Suffolk Transit 2025 targets. These draft targets are:

Asset Type	Performance Measure	Asset Classes	DRAFT 2025 HRTPO Target
Rolling Stock	% of revenue vehicles within each asset class that have met or exceeded their useful life benchmark	Bus	< 9%
		Cutaway Buses	< 54%
		Ferry Boat	0%
		Light Rail Vehicles	0%
		Minibus	< 20%
		Trolley Buses	0%
		Van	< 0.5%
Equipment/ Service Vehicles	% of vehicles that have met or exceeded their useful life benchmark	Non-Revenue/ Service Vehicles	< 55%
		Trucks & Other Rubber Tire Vehicles	< 26%
Infrastructure	% of track segments, signals, and systems with performance restrictions	Light Rail Infrastructure	< 0.7%
Facilities	% of facilities in each asset class rated under 3.0 on FTA's TERM scale	Passenger/Parking	< 0.4%
		Maintenance	< 9%
		Administrative	< 9%

Transit Safety

There are four transit safety categories that MPOs are required to establish targets and monitor progress for:

- Fatalities
- Injuries
- Safety Events
- System Reliability

Similar to TAM, Tier I transit agencies such as HRT must develop and carry out their own Public Transportation Agency Safety Plans (PTASPs), and Tier II transit agencies such as WATA and Suffolk Transit are eligible to participate in the statewide PTASPs.

HRTPO staff prepared a recommended list of regional transit safety targets, based on a weighted average of HRT, WATA, and Suffolk Transit 2025 targets. These draft targets are:

Category	Measure	Bus	Demand Response	Light Rail	Vanpool
Fatalities	Total number of reportable fatalities per year	0	0	0	0
	Rate per total vehicle revenue miles	0 per 100,000 revenue miles	0 per 100,000 revenue miles	0 per 100,000 revenue miles	0 per 100,000 revenue miles
Injuries	Total number of reportable injuries per year	< 83	0	0	0
	Rate per total vehicle revenue miles	< 7.62 per 100,000 revenue miles	0 per 100,000 revenue miles	0 per 100,000 revenue miles	0 per 100,000 revenue miles
Safety Events	Total number of safety events per year	< 71	< 1	< 5	0
	Rate per total vehicle revenue miles	< 5.70 per 100,000 revenue miles	< 0.04 per 100,000 revenue miles	< 15.40 per 100,000 revenue miles	0 per 100,000 revenue miles
System Reliability	Distance between major failures	> 10,000 miles	> 29,249 miles	> 9,470 miles	> 498,800 miles

The draft regional safety, TAM, and transit safety targets were made available for public review and comment from December 18, 2024, through January 3, 2025. No comments were received. The Transportation Technical Advisory Committee (TTAC) has recommended approval of the regional performance targets.

RECOMMENDED ACTION:

Approve the 2025 regional performance targets.

E. The State of Transportation in Hampton Roads 2024: Final

HRTPO staff annually produces the State of Transportation in Hampton Roads report. This report details the current status of all facets of the transportation system in Hampton Roads, including air, rail, water, and highways. Many aspects of the highway system are highlighted, including roadway usage, bridge conditions, the cost of congestion, commuting characteristics, roadway safety, truck data, transit usage, active transportation, highway funding, tolling, and operations. Comparisons between Hampton Roads and similar metropolitan areas are also included.

The report is available at the following link:

<https://www.hrtpo.org/DocumentCenter/View/13727/24-T07-State-of-Transportation-2024-Final-PDF>.

The draft State of Transportation in Hampton Roads 2024 report was made available for public review and comment from Wednesday, November 6, 2024, until Friday, December 6, 2024. No public comments were received.

RECOMMENDED ACTION:

Approve the final report.

F. HRPDC/HRTPO Personnel Manual Update

The Personnel Manual is a reference for employees of the HRPDC/HRTPO that provides information on current human resource policies, procedures, and benefits provided by the organization. The manual is regularly reviewed to ensure the most accurate and up-to-date information is provided to employees as it relates to their employment, and updated policies are communicated to staff once they are approved and incorporated as revised policies as appropriate. Recently, the Personnel Manual has undergone a full revision to reflect the current policies and practices of the HRPDC/HRTPO. The Personnel and Budget Committee met with the HRPDC/HRTPO Executive Director and Deputy Executive Director for Administration and Operations on November 21, 2024 and January 16, 2025 to review the updated manual, provide input, and ask questions.

The updated manual is available at the following link:

<https://www.hrpdcva.gov/DocumentCenter/View/14120/2025-Personnel-Policy-Manual-Final-PDF>

The HRPDC/HRTPO Personnel and Budget Committee recommends approval of the Personnel Manual.

RECOMMENDED ACTION:

Approve the Personnel Manual.

G. Community Advisory Committee Chair Appointment

The Community Advisory Committee (CAC) Bylaws state that the CAC officers shall consist of a Chair, a Vice-Chair, and such other officers as may be deemed advisable by the CAC. HRPDC/HRTPO staff will recommend a member of CAC to the Commission and HRTPO Board to be appointed as CAC Chair for the duration of their term. The CAC members shall elect the Vice-Chair, and the Vice-Chair's term of office shall coincide with that of the current Chair, provided the Vice-Chair's term shall end notwithstanding the foregoing on the expiration of the Vice-Chair's term as a member of the CAC.

HRPDC/HRTPO staff recommends approval of the appointment of Lauren Carter as CAC Chair.

RECOMMENDED ACTION:

Approve the appointment.

H. FY 2024-2027 Transportation Improvement Program (TIP) Amendments

Exempt Conformity Amendments

i. Hampton Roads Transit – FY 2024-2027 TIP Amendment

STIP ID HRT0113 – Transit Bus Expansion

Hampton Roads Transit (HRT) has requested to amend the FY 2024-2027 HRTPO Transportation Improvement Program (TIP) to add STIP ID HRT0113, an HRT project.

The specifics of the request are described below:

- **STIP ID HRT0113 – Transit Bus Expansion**
 - Add project to TIP
 - Add FY 2025 FTA Community Project Funding (Earmark) of \$1,000,000
 - Add FY 2025 State funding of \$1,948,601
 - Add FY 2025 Local funding of \$122,859

STIP ID HRT0113 is being added to the Hampton Roads FY 2024-2027 TIP, is consistent with the Hampton Roads 2045 Long-Range Transportation Plan (LRTP), and is fiscally constrained as required by Federal Code 40 CFR 93.108. This proposed amendment is exempt from conformity under the *Mass Transit* provision contained in conformity rule 40 CFR 93.126 (Table 2 Exempt projects), as it is a minor expansion to the bus fleet. A new conformity determination is not required per the [Procedures for Inter-Agency Consultation for Conformity for Hampton Roads.](#)

This request was made available for public review and comment from January 30, 2025 through February 13, 2025. The Transportation Technical Advisory Committee (TTAC) has recommended approval of the TIP Amendment.

RECOMMENDED ACTION:

Approve the TIP amendment.

**ii. Virginia Beach – FY 2024-2027 TIP Amendment
UPC T30082 – Virginia Beach Trail – Phase 1**

The City of Virginia Beach has requested to amend the FY 2024-2027 HRTPO Transportation Improvement Program (TIP) to add UPC T30082, a Virginia Beach project.

The specifics of the request are described below:

- **UPC T30082 – Virginia Beach Trail – Phase 1**
 - Add project to TIP
 - Description: Install 3.2 miles of a 14-foot-wide asphalt path from Newtown Road to Constitution Drive. Also includes installation of a pedestrian bridge over Independence Boulevard. First phase of a 12-mile trail project to be installed within the previous Norfolk Southern Railroad right-of-way.
 - Jurisdiction/Agency: Virginia Beach
 - Length: 3.2 miles
 - Termini: From Newtown Road (City Limit between Virginia Beach and Norfolk) to Constitution Drive
 - System: Urban
 - Scope: Facilities for Pedestrians and Bicyclists
 - Oversight: Federal Oversight
 - Administered by: Locality
 - Regionally Significant: No
 - Cost Estimate as follows:
 - Preliminary Engineering (PE): \$1,647,000
 - Right of Way (RW): \$2,637,000
 - Construction (CN): \$30,153,538
 - Total Cost Estimate: \$34,437,538
 - Schedule as follows:
 - PE Start: 8/1/2024; End: 2/28/2026
 - RW Start: 3/1/2026; End: 9/30/2026
 - CN Start: 10/1/2026; End: 3/31/2029
 - Allocations as follows:
 - Add FY Previous HUD Congressional Directed Spending (CDS) allocation of \$750,000
 - Add FY Previous Safe Streets and Roads for All (SS4A) Grant Program allocation of \$14,900,000
 - Add FY Previous Local (LOC) allocation of \$18,787,538

UPC T30082 is being added to the Hampton Roads FY 2024-2027 TIP, is included in the Hampton Roads 2045 Long-Range Transportation Plan (LRTP), and is fiscally constrained as required by Federal Code 40 CFR 93.108. This amendment is exempt from conformity under the *Air Quality* provision contained in conformity rule 40 CFR 93.126 (Table 2 Exempt projects), as it is a bicycle and pedestrian facility. A new conformity determination is not required per the [Procedures for Inter-Agency Consultation for Conformity for Hampton Roads.](#)

This request was made available for public review and comment from January 30, 2025 through February 13, 2025. The Transportation Technical Advisory Committee (TTAC) has recommended approval of the TIP Amendment.

RECOMMENDED ACTION:

Approve the TIP amendment.

I. FY 2024-2027 Transportation Improvement Program (TIP) Amendments
Non-Exempt Conformity Amendments – Programmatic

i. Chesapeake – FY 2024-2027 TIP Amendment
UPC 110801 – Chesapeake Signal System Upgrade with Feasibility Study

The Virginia Department of Transportation (VDOT) has requested to amend the FY 2024-2027 HRTPO Transportation Improvement Program (TIP) to revise the schedule, allocations, and obligations for UPC 110801, a Chesapeake project. In this amendment, VDOT is obligating CMAQ funds before the allocation year.

The specifics of the request are described below:

- **UPC 110801 – Chesapeake Signal System Upgrade with Feasibility Study**
 - Revise Schedule as follows:
 - Preliminary Engineering (PE) Start: 9/6/2024; End: 3/20/2026
 - Right of Way (RW): N/A
 - Construction (CN) Start: 3/20/2026; End: 3/8/2027
 - Allocations as follows:
 - Add FY Previous Local (LOC) allocation of \$1,673,572
 - Revise FY Previous Congestion Mitigation and Air Quality (CMAQ) Improvement Program Federal allocation to be \$79,055
 - Revise FY Previous CMAQ Match allocation to be \$79,975
 - Obligations as follows:
 - Remove FY 2024 PE Phase CMAQ obligation of \$64,000 and \$16,000 CMAQ match
 - Add FY 2025 PE Phase CMAQ obligation of \$200,000, plus \$50,000 CMAQ match
 - Remove FY 2025 CN Phase CMAQ obligation of \$336,000 and \$84,000 CMAQ match
 - Add FY 2026 CN Phase CMAQ obligation of \$862,573, plus \$215,643 CMAQ match
 - Add FY 2026 CN Phase Advance Construction (AC) obligation of \$880,000
 - Add FY 2026 CN Phase Other obligation of \$1,953,784
 - Add FY 2027 CN Phase AC-Conversion obligation of \$340,000

UPC 110801 is being revised in the Hampton Roads FY 2024-2027 TIP, is consistent with the Hampton Roads 2045 Long-Range Transportation Plan (LRTP), and is fiscally constrained as required by Federal Code 40 CFR 93.108. This proposed amendment qualifies for an FHWA/FTA programmatic conformity finding since it meets the fiscal constraint criteria, and the project is non-exempt and not regionally significant. The programmatic conformity finding is effective with HRTPO Board approval of the proposed amendment per the [Procedures for Inter-Agency Consultation for Conformity \(IACC\) for Hampton Roads.](#)

This request was made available for public review and comment from January 30, 2025 through February 13, 2025. Per the IACC procedures, stakeholders were provided a consultation opportunity via the HRTPO Transportation Technical Advisory Committee (TTAC). The TTAC has recommended approval of the TIP amendment.

RECOMMENDED ACTION:

Approve the TIP amendment.

ii. Suffolk – FY 2024-2027 TIP Amendment
UPC 69050 – Bridge Road/Shoulders Hill Road Intersection Improvements

The Virginia Department of Transportation (VDOT) has requested to amend the FY 2024-2027 HRTPO Transportation Improvement Program (TIP) to revise the cost estimate, schedule, allocations, and obligations for UPC 69050, a Suffolk project.

The specifics of the request are described below:

- **UPC 69050 – Bridge Road/Shoulders Hill Road Intersection Improvements**
 - Revise Cost Estimate as follows:
 - Preliminary Engineering (PE): \$2,428,435
 - Right of Way (RW): \$10,239,534
 - Construction (CN): \$23,369,501
 - Total Cost Estimate: \$36,037,470
 - Revise Schedule as follows:
 - PE Start: 9/24/2003; End: 8/20/2019
 - RW Start: 8/20/2019; End: 4/14/2022
 - CN Start: 4/14/2022; End: 10/10/2025
 - Revise Allocations as follows:
 - Add FY Previous Moving Ahead for Programs in the 21st Century Act/Surface Transportation Program (MAP-21/STP) allocation of \$128,045, plus \$32,012 MAP-21/STP match
 - Revise FY Previous Revenue Sharing (RS) allocation to be \$2,210,243
 - Add FY Previous RS Match allocation of \$2,210,243
 - Revise FY Previous Highway Infrastructure Program (HIP) allocation to be \$1,485,951
 - Add FY Previous HIP Match allocation of \$371,487
 - Revise FY Previous National Highway Performance Program (NHPP) allocation to be \$6,619,457
 - Add FY Previous NHPP Match allocation of \$1,654,864
 - Revise FY Previous Surface Transportation Program (STP) allocation to be \$237,429
 - Add FY Previous District Grant Program/Highway Infrastructure Program (DGP/HIP) allocation of \$2,866,542, plus \$716,636 DGP/HIP match
 - Add FY Previous District Grant Program/Surface Transportation Program (DGP/STP) allocation of \$1,600,000
 - Remove FY Previous State Funds (STF) allocation of \$1,204,550
 - Remove FY Previous Federal/State Mix (MIX) allocation of \$6,061
 - Remove FY Previous Local (LOC) allocation of \$159,064
 - Add FY Previous State Funds Match/Urban (STF Match/U) allocation of \$159,064

- Add FY Previous District Grant Program/State (DGP/State) allocation of \$1,204,550
- Add FY Previous Secondary (SEC) allocation of \$6,061
- Revise FY 2024 RS allocation to be \$2,000,000
- Add FY 2024 RS Match allocation of \$2,000,000
- Add FY 2024 LOC allocation of \$3,363,108
- Revise FY 2026 Regional Surface Transportation Program (RSTP) Federal allocation to be \$146,662
- Revise FY 2026 RSTP Match allocation to be \$36,666
- Revise Obligations as follows:
 - Revise FY Previous PE Phase Highway Infrastructure Program/Urban (HIP/U) obligation to be \$1,172,587
 - Add FY Previous PE Phase Surface Transportation Program/Flex (STP/F) obligation of \$243,490, plus \$60,873 STP/F match
 - Add FY Previous PE Phase STP/F Federal only obligation of \$160,057
 - Add FY Previous PE Phase Minimum Guarantee/Flex (MG/F) obligation of \$195,912, plus \$48,878 MG/F match
 - Add FY Previous PE Phase Minimum Guarantee State (MG State) obligation of \$193,912, plus \$48,478 MG State match
 - Add FY Previous PE Phase MG obligation of \$42,326, plus \$10,582 MG match
 - Add FY Previous PE Phase Equity Bonus (EB) obligation of \$11,485, plus \$2,871 EB match
 - Revise FY 2024 PE Phase HIP/U obligation to be (\$447,345)
 - Add FY Previous RW Phase Highway Infrastructure Program/Flex (HIP/F) obligation of \$4,775,772
 - Add FY Previous RW Phase NHPP obligation of \$5,463,762
 - Remove FY Previous RW Phase National Highway System/National Highway Performance Program (NHS/NHPP) obligation of \$5,463,815
 - Revise FY 2024 RW Phase NHS/NHPP obligation to be (\$53)
 - Remove FY 2024 RW Phase Surface Transportation Program/Surface Transportation Block Grant (STP/STBG) obligation of \$1,361,359
 - Add FY Previous CN Phase NHPP obligation of \$1,007,250
 - Add FY Previous CN Phase Advance Construction (AC) obligation of \$6,860,000, plus \$1,715,000 AC match
 - Add FY Previous CN Phase Other-RS obligation of \$1,299,016, plus \$1,299,016 Other-RS match
 - Add FY Previous CN Phase AC-Conversion obligation of \$1,299,016, plus \$900,000 AC-Conversion match
 - Add FY Previous CN Phase HIP/F obligation of \$30,824
 - Add FY 2024 CN Phase HIP/F obligation of \$447,345
 - Add FY 2024 CN Phase AC obligation of (\$6,713,338), plus (\$1,678,335) AC match

- Add FY 2024 CN Phase AC-Other obligation of 4,566,141
- Revise FY 2024 CN Phase Other obligation to be \$2,911,227, plus \$2,911,227 Other match
- Revise FY 2024 CN Phase NHS/NHPP obligation to be \$53
- Remove FY 2024 CN Phase STP/STBG obligation of \$1,361,359
- Revise FY 2024 CN Phase RSTP obligation to be \$708,870 and \$177,218 RSTP match
- Revise FY 2025 CN Phase AC-Conversion Federal obligation to be \$146,662
- Revise CN Phase AC-Conversion Match obligation to be \$936,666

VDOT, on August 29, 2023, swapped even amounts of Highway Infrastructure Program (HIP) funds and Regional Surface Transportation Program (RSTP) funds between UPC 100920 and UPC 69050 and UPC 97715 and UPC 69050. At that time, it was necessary for VDOT to identify projects that required transfers in order to avoid lapsed funds due to time-sensitive HIP allocations. The HIP allocations from UPC 100920 and UPC 97715 were evenly swapped with FY 2026 RSTP allocations from UPC 69050. This amendment reflects the revised figures.

UPC 69050 is being revised in the Hampton Roads FY 2024-2027 TIP, is consistent with the Hampton Roads 2045 Long-Range Transportation Plan (LRTP), and is fiscally constrained as required by Federal Code 40 CFR 93.108. This amendment qualifies for an FHWA/FTA programmatic conformity finding since it meets the fiscal constraint criteria, and the project is non-exempt and not regionally significant. The programmatic conformity finding is effective with HRTPO Board approval of this amendment per the [Procedures for Inter-Agency Consultation for Conformity \(IACC\) for Hampton Roads.](#)

This request was made available for public review and comment from January 30, 2025 through February 13, 2025. Per the IACC procedures, stakeholders were provided a consultation opportunity via the HRTPO Transportation Technical Advisory Committee (TTAC). The TTAC has recommended approval of the TIP amendment.

RECOMMENDED ACTION:

Approve the TIP amendment.

ITEM #5: OLD/NEW BUSINESS

ITEM #6: ADJOURNMENT