

**Summary Minutes of the HRTPO Community Transportation  
Advisory Committee (CTAC) Meeting  
March 14, 2019**

The HRTPO Community Transportation Advisory Committee (CTAC) Meeting was called to order at 12:00 p.m. at the Hampton Roads Planning District Commission, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

**HRTPO CTAC Members in Attendance:**

Terry Danaher, Chair (PO)	Dianna Howard (VB)
Carlton Hardy, Vice Chair (NN)	Delceno Miles (VB)
Cecil Jenkins (CH)	
John Kish (CH)	
Jim Bowie (HA)	
Lamont Curtis (NN)	

**HRTPO CTAC Members Absent:**

Susan Archer (CH)  
Henry Branscome (JCC)  
Susan Archer (CH)  
Bernie Whitlock (CH)  
James Openshaw (NO)  
Mark Perreault (NO)  
Jay Leach (VB)  
Dylan Lloyd (VB)  
Garry Harris (PO)  
Scott MacFarlane (VB)  
Nina Britton (H)

**OTHER PARTICIPANTS:**

**HRTPO/HRPDC Staff:**

Robert Crum  
Mike Kimbrel  
Kendall Miller  
Dale Stith  
Robert Cofield  
Sharon Lawrence  
Keith Nichols

## **Public Comment Period**

There were no public comments.

## **Submitted Public Comments**

There were no submitted public comments.

## **Approval of Agenda**

Chair Terry Danaher asked for motion to approve the agenda. Hearing none, Ms. Delceno Miles Moved to approve the agenda as written; seconded by Mr. Lamont Curtis. The Motion Carried.

## **Summary Minutes of the February 14, 2019 CTAC Meeting**

Chair Danaher asked for a motion to approve the January 10, 2019 summary minutes. Hearing none, Ms. Cynthia Taylor Moved to approve the minutes as written; seconded by Mr. Scott MacFarlane. The Motion Carried.

## **HRTPO Project Prioritization Tool – Potential Enhancements and Weighting Factors**

Ms. Dale Stith, HRTPO Principal Planner, briefed the Committee on the update to the HRTPO Project Prioritization Tool. She explained that the tool was created in order to assist in the evaluation of projects to be included in the Long Range Transportation Plan. Ms. Stith went on to say that the tool was developed in 2009, and has been used in the last two LRTP cycles. The purpose of the current update, is to ensure that all factors were included in the prioritization (or ranking) of projects. She proceeded to lead the CTAC in evaluating the measures and weights that were currently utilized in the tool .

## **For Your Information**

Ms. Terry Danaher, informed CTAC that the Elizabeth River Task Force had held its first meeting at the Regional Building and elected its Chair – Mayor John Rowe, (Portsmouth) and Vice-Chair, Mayor Kenny Alexander, (Norfolk).

## **Old/New Business**

There was no old/new business.

Chair Terry Danaher asked for motion to adjourn. Ms. Delceno Miles Moved to adjourn; seconded by Mr. Carlton Hardy. The Motion Carried.

### **Adjournment**

With no further business to come before the HRTPO Community Transportation Advisory Committee, the meeting adjourned at 1:49 p.m.