



*Michael J. Hipple, Chair  
Andria P. McClellan, Vice-Chair*



*Thomas G. Shepperd, Jr, Chair  
John L. Rowe, Jr., Vice-Chair*

**PLEASE RSVP BY COB TUESDAY, MARCH 12, 2019**

MARCH 11, 2019

**Memorandum #2019-24**

**TO: HRTPO Community Transportation Advisory Committee (CTAC)**

**BY: Chair Terry Danaher**

**RE: CTAC Meeting, March 14, 2019**

Attached is the **agenda with related materials** for the next meeting of the **HRTPO Community Transportation Advisory Committee (CTAC)** scheduled for **Thursday, March 14, 2019 from 12:00 p.m. - 2:00 p.m.** in **The Regional Boardroom, 723 Woodlake Drive, Chesapeake, VA.**

KM/sl

**Community Transportation Advisory Committee:**

Theresa Danaher, Chair (PO)	John Kish (CH)
Carlton Hardy, Vice-Chair (NN)	Jay Leach (VB)
Susan Archer (CH)	Dylan Lloyd (VB)
Henry Branscome (JC)	Scott MacFarlane (VB)
James Bowie (HA)	Delceno Miles (VB)
Nina Britton (NN)	James Openshaw (NO)
Lamont Curtis (NN)	Mark Perreault (NO)
Gregory Edwards (VB)	R. Clayton Rogers (GL)
Garry Harris (PO)	Christian Strange (NO)
Dianna Howard (VB)	Cynthia Taylor (IW)
Cecil Jenkins (CH)	Bernie Whitlock (CH)

**Copy:**

Robert Crum (HRTPO)	Dawn Odom (VDOT)
Mike Kimbrel (HRTPO)	James Stanek (VDOT)
Kendall Miller (HRTPO)	Eric Stringfield (VDOT)
Keith Nichols (HRTPO)	TPO Voting Members
Rob Cofield (HRTPO)	TPO Voting Alternates
Phil Fonner (VDOT)	TPO Nonvoting Members

**HAMPTON ROADS  
COMMUNITY TRANSPORTATION ADVISORY COMMITTEE  
March 14, 2019  
CALL TO ORDER 12:00 P.M.**

**The Regional Building Board Room**

**723 Woodlake Drive Chesapeake VA 23320**

- |          |   |
|----------|---|
| 12:00 pm | 1. Call to Order (Please silence cell phones)                                       |
| 12:05 pm | 2. Public Comment Period (Limit: 5 minutes per individual)                          |
| 12:15 pm | 3. Submitted Public Comments  |
| 12:20 pm | 4. Approval of Agenda   |
|          | 5. Summary Minutes of the February 14, 2019 CTAC Meeting                            |
|          | 6. CTAC Chair Report  |
| 12:30 pm | 7. HRTPO Project Prioritization Tool – Potential Enhancements and Weighting Factors |
| 1:50 pm  | 8. For Your Information   |
| 1:55 pm  | 9. Old/New Business   |

## **Preamble to the Bylaws of the HRTPO Community Transportation Advisory Committee**

The Community Transportation Advisory Committee (CTAC) serves as an advisory committee to the Hampton Roads Transportation Planning Organization (TPO). *The mission of the Hampton Roads Community Transportation Advisory Committee (CTAC) is to provide the Hampton Roads Transportation Planning Organization (HRTPO) with the community's viewpoint on regional transportation issues, strategies, funding, priorities, and the decision-making process of the HRTPO. The CTAC will serve as a strong advocate on behalf of the community by listening to community member's viewpoints and helping to have their voices heard by the HRTPO leadership and decision makers. The CTAC Chair, as a nonvoting member of the HRTPO Board, will have the responsibility of communicating the work of the CTAC back to the HRTPO Board.*

**AGENDA ITEM #1: CALL TO ORDER**

The meeting will be called to order by Ms. Terry Danaher, Chair, at approximately 12:00 p.m.

**AGENDA ITEM #2: PUBLIC COMMENT PERIOD**

Members of the public are invited to address the CTAC. Each speaker is limited to five minutes.

**AGENDA ITEM #3: SUBMITTED PUBLIC COMMENTS**

There are no written public comments.

**AGENDA ITEM #4: APPROVAL OF AGENDA**

Members are provided an opportunity to add or delete items from the agenda. Any item for which a member desires an action from the CTAC should be submitted at this time, as opposed to under "Old/New Business".

**AGENDA ITEM #5: SUMMARY MINUTES OF THE FEBRUARY 14, 2019 CTAC MEETING**

**SUBJECT:**

Summary Minutes of the February 14, 2019 CTAC meeting.

**BACKGROUND:**

Summary Minutes of the Community Transportation Advisory Committee meeting held on February 14, 2019.

Attachment 5

**RECOMMENDED ACTION:**

Approve the minutes.

**AGENDA ITEM #6: CTAC CHAIR REPORT**

**AGENDA ITEM #7: HRTPO PROJECT PRIORITIZATION TOOL – POTENTIAL ENHANCEMENTS AND WEIGHTING FACTORS**

*Dale Stith, HRTPO*

The HRTPO Project Prioritization Tool was developed to assist regional decision-makers in prioritizing transportation projects based on technical merits and regional benefits, evaluating projects based on Project Utility (project effectiveness), Economic Vitality (potential for economic gain), and Project Viability (project readiness). The Tool, which has been used in the past two Long-Range Transportation Plan (LRTP) updates and in the identification of the Regional Priority Projects, was designed to be updated periodically to reflect current conditions and regional priorities.

For the past few months, HRTPO staff has been working with the Project Prioritization Working Group and the LRTP Subcommittee, along with other HRTPO advisory committees, to develop potential enhancements to the Tool. Currently, staff is seeking input on the weighting factors to be used in the Tool.

Ms. Dale Stith, HRTPO Principal Transportation Planner, will brief CTAC on this agenda item.

**RECOMMENDED ACTION**

Review and discuss weighting factors for the primary criteria in the Project Prioritization Tool, submitting a CTAC recommendation to the LRTP Subcommittee.

**AGENDA ITEM #8: FOR YOUR INFORMATION**

The Elizabeth River Crossing Task Force met on February 25, 2019 at the Regional Building. The Task Force appointed a Chair and Vice Chair and examined the ERC Agreement with the Commonwealth of Virginia. CTAC Chair Terry Danaher sits on the Task Force.

**AGENDA ITEM #9: OLD/NEW BUSINESS**

**ADJOURNMENT**

**Summary Minutes of the HRTPO Community Transportation  
Advisory Committee (CTAC) Meeting  
February 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)	James Openshaw (NO)
Carlton Hardy, Vice Chair (NN)	Mark Perreault (NO)
Cecil Jenkins (CH)	Christian Strange (NO)
John Kish (CH)	Garry Harris (PO)
Bernie Whitlock (CH)	Jay Leach (VB)
Jim Bowie (HA)	Dianna Howard (VB)
Cynthia Taylor (IW)	Scott MacFarlane (VB)
Lamont Curtis (NN)	Delceno Miles (VB)
Nina T. Britton (NN)	

**HRTPO CTAC Members Absent:**

Susan Archer (CH)	Alvin Sledd (PQ)
Clayton Rogers (GL)	Dylan Lloyd (VB)
Henry Branscome (JCC)	

**OTHER PARTICIPANTS:**

Robin Grier, VDOT

**HRTPO Staff:**

Mike Kimbrel  
Kendall Miller  
Dale Stith  
Robert Cofield  
Sharon Lawrence  
Steve Lambert  
Theresa Brooks

## **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 Ms. Dianna Howard. The Motion Carried.

## **Summary Minutes of the January 10, 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.

## **2045 LRTP Candidate Project Schedule: Update**

Ms. Theresa Brooks, HRTPO Transportation Engineer III, briefed the Committee on the Long Range Transportation Plan (LRTP). She explained that that the LRTP was adopted in 2016, last amended in October 2018, and will be effective until June 2021. She provided a brief overview of the candidate project schedule, and evaluation process, and noted that the Candidate Project solicitation will be from March – May of 2019. Ms. Dale Stith, HRTPO Principal Transportation Planner, provided a briefing on scenario planning and how it will be utilized in the Hampton Roads region.

## **Linking Hampton Roads: A Regional Active Transportation Plan: Update**

Mr. Steve Lambert, HRTPO Transportation Planner II, briefed the Committee on the Regional Active Transportation Plan, noting that the Active Transportation Subcommittee was appointed by the Transportation Technical Advisory Committee (TTAC) to study active transportation in the Hampton Roads region. Mr. Lambert provided a brief overview of the chapters that have been approved by TTAC, and the existing conditions with regard to active transportation in the region. He informed the Committee that the draft for chapter three will be presented as an action item at the upcoming Active Transportation Subcommittee meeting. He also presented the following next steps:

- Collaborate with localities on regional and sub-regional AT facilities recommendations
  - Public input campaign for regional recommendations
  - Chapter Approval – Summer 2019

- Chapter Five: Prioritization
  - Prioritize regional and sub-regional AT projects
  - Chapter Approval – Fall 2019

Projects that are eligible for submission will be analyzed by the subcommittee, input into the LRTP, and prioritized by the score of the LRTP prioritization process. He noted that the projects will be analyzed on a more constant basis, and discussion and planning on active transportation will continue after the process has been finalized.

### **For Your Information**

Mr. Michael Kimbrel, HRTPO Deputy Executive Director, informed the Committee that a second train will be added to Norfolk's Passenger Rail service that will connect the Commonwealth to the northeast offering customers a same-seat trip to and from 17 Virginia stations, and other destinations. That train will depart at 9:00 am daily, and service will begin on March 4th. Mr. Kimbrel also updated the Committee on the Hampton Roads Regional Connectors Study. He noted that the study is intended to evaluate the feasibility of the alternatives from the Hampton Roads Crossing Study Supplemental Environmental Impact statement that were not included in the selected preferred alternative.

### **Old/New Business**

Chair Danaher informed the Committee that a 5 minute segment will be added to the agenda moving forward to provide an update on items discussed at the HRTPO Board meetings that she attends each month. She provided an update from the HRTPO Board meeting that was held on January 17th. The items that were discussed at the last meeting included the expansion of CTAC's duties, CTAC's letter of support regarding the legislation package, express lanes, Elizabeth River Crossing (ERC) tolls, and the HRBT. She noted that the first ERC Taskforce meeting will be held on Monday, February 25th.

Ms. Kendall Miller, Principal, HRPDC/HRTPO Office of Community Affairs and Civil Rights, informed the Committee that the HRTPO and HRPDC boards will be briefed on CTAC's proposed expanded role and function. Both boards will decide if they support CTAC's decision to expand its role to include HRPDC activities. During the next CTAC meeting, a topic of discussion will be what needs to be changed to officially establish the expanded duties.

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 1:51 p.m.