

**Action Summary**  
**HRTPO Long-Range Transportation Plan (LRTP) Subcommittee Meeting**  
**February 5, 2025**  
Hybrid Meeting

**1. Call to Order**

The meeting was called to order by Chair Carol Rizzio at 11:10 AM.

**Members in Attendance:**

Andi Kerley (CH)	Jason Souders (SU)
Kevin Finn (CH)	Steve Lambert (VB)
Carol Rizzio (Chair, GL)	Uros Jovanovic (VB)
Donald Whipple (HA)	Tevya Williams Griffin (WB)
Stefanie Strachan (HA)	Ray Amoruso (HRT)
Jamie Oliver (IW)	Sherri Dawson (HRT)
Angela Hopkins (NN)	Angela Effah-Amponsah (VDOT)
Angela Rico (NN)	Mariah David (VDOT)
Alan Budde (NO)	Mitzi Crystal (VDOT)
Francis Moll (NO)	Todd Halacy (VDOT)
Keith Darrow (Vice Chair, NO)	Chris Gullickson (VPA)
Thomas Cannella (PQ)	

**Others in Attendance:**

Karen McPherson (VHB)

**HRTPO Staff in Attendance:**

Dale M. Stith	Matthew Harrington
Kyle A. Gilmer	Vikas Chhillar

**2. Approval of Agenda [Action Item]**

The agenda was unanimously approved as written (Motion: Ms. Angela Rico, Second: Mr. Kevin Finn).

**3. Summary Minutes of December 18, 2024 LRTP Meeting [Action Item]**

The LRTP Subcommittee Minutes from December 18, 2024 were unanimously approved as written (Motion: Ms. Angela Rico, Second: Mr. Kevin Finn).

**4. Importance of the LRTP and Subcommittee Member Engagement**

Ms. Dale Stith, HRTPO Principal Transportation Planner, briefed the Subcommittee on the critical role of the Long-Range Transportation Plan (LRTP) in regional transportation planning and highlighted the importance of active subcommittee engagement throughout the planning process. Ms. Stith emphasized that the LRTP is a foundational document for improving mobility, supporting economic vitality, promoting resiliency, and enhancing the quality of life across Hampton Roads. Ms. Stith reviewed key LRTP milestones, roles and responsibilities of subcommittee members, and the importance of regional collaboration. She encouraged members to remain active participants, to provide timely feedback, and offered to host a “Prioritization 101” session to support a deeper understanding of the upcoming 2050 LRTP prioritization process.

**5. Review of 2050 LRTP Committed Projects [Feedback Item]**

Mr. Kyle Gilmer, HRTPO Senior Transportation Planner, presented an overview of the draft list of Committed Projects for the 2050 LRTP. He explained that committed projects are defined as projects fully funded for construction in the current VDOT FY 2025-2030 Six-Year Improvement Program (SYIP) and HRTAC's Six-Year Funding Program and are automatically included in the fiscally constrained LRTP. Mr. Gilmer noted that HRTPO staff had identified 42 committed projects and requested that Subcommittee members review the draft list for accuracy. Members were asked to verify completion dates, provide any updates or corrections, and notify HRTPO staff if any projects are anticipated to be completed prior to FY 2026 to ensure appropriate inclusion in the plan.

**6. 2050 LRTP Project Prioritization: Data Collection [Feedback Item]**

Ms. Dale Stith outlined the process for data collection needed to evaluate candidate projects as part of the 2050 LRTP Project Prioritization effort. She explained that two spreadsheets, one for project cost estimates and one for prioritization data, would be provided to members following the meeting. Ms. Stith emphasized the importance of stakeholder input for completing the evaluation process, noting that critical missing data could result in projects being excluded from prioritization consideration. She clarified that planning-level cost estimates could be provided in current or year-of-expenditure dollars and that HRTPO staff would assist with inflation adjustments as needed.

**7. 2050 LRTP: Environmental Coordination Discussion [Feedback Item]**

Ms. Dale Stith provided an overview of the environmental coordination process for the 2050 LRTP. She explained that early consultation with environmental agencies is essential to identify potential impacts and to promote environmental stewardship throughout the planning process. Ms. Stith presented the list of state and federal agencies that would be contacted for input, including agencies involved during the 2045 LRTP development. She asked Subcommittee members to review the agency list and suggest additional agencies to include in HRTPO staff outreach efforts.

**8. 2050 LRTP: Spatial Analysis for Prioritization [Feedback Item]**

Mr. Kyle Gilmer presented an overview of the spatial analysis efforts supporting project prioritization. He described the GIS-based overlay analysis being conducted to assess candidate project interactions with key datasets, including environmental resources, transportation-vulnerable communities, and resilience considerations. Mr. Gilmer requested that members review and update specific spatial datasets, particularly single entry/exit points, regional activity districts/centers, and updated transit routes and stops, to support the analysis and ensure accurate evaluations.

**9. Inter-Agency Consultation for Conformity (IACC) – Membership Update [Feedback Item]**

Ms. Dale Stith reviewed the need to update the IACC membership roster. She explained the IACC's role in ensuring air quality conformity for regional plans and requested that members provide updates to voting and alternate representatives by February 19, 2025. She emphasized the importance of maintaining full membership from each locality and agency, preferably a TTAC member.

**10. Upcoming Meeting Topics and Action Items**

Ms. Dale Stith noted the handout, summarizing key tasks and deadlines, emphasizing the volume of review, input, and data needed from LRTP Subcommittee members. Members were asked to review the draft list of committed projects and provide any updates or

corrections, review and update IACC membership, review and update the spatial analysis data, and complete the cost estimates spreadsheet for project prioritization.

**11. For Your Information**

Ms. Stith noted that HRTPO staff had reviewed the SMART Scale Round 6 staff recommendations to ensure that the recommended projects are either included in the 2045 LRTP or are consistent with the LRTP.

**12. Old/New Business**

There was no old/new business.

**13. Next Meeting**

The next LRTP Subcommittee is scheduled for May 7, 2025, immediately following TTAC (approximately 11:30 AM).

**14. Adjournment**

The meeting was adjourned by Chair Carol Rizzio at 12:42 PM.