

**Hampton Roads Transportation Planning Organization  
Board Meeting Minutes of May 15, 2025**

The May 15, 2025 meeting of the Hampton Roads Transportation Planning Organization (HRTPO) Board was called to order by the Chair, Michael J. Hipple, at 10:30 a.m. in the Regional Board Room at 723 Woodlake Drive in Chesapeake, Virginia.

**HRTPO Voting Members in Attendance:**

Michael Hipple (JC), Chair	Thomas Shepperd (YK)
Rick West (CH), Vice-Chair*	Zach Trogdon (DRPT Alternate)
Paul Kaplan (FR)	William Harrell (HRT)
Jimmy Gray (HA)	Chris Hall (VDOT)
Joel Acree (IW)	Barb Nelson (VPA Alternate)
Kenneth Alexander (NO)*	CJ Rock (WATA Alternate)
Shannon Glover (PO)	Senator Angelia Williams-Graves (GA)*
David Hux (PQ)	Senator Mamie Locke (GA)*
Mike Duman (SU)	Delegate Bonita Anthony (GA)
Bobby Dyer (VB)	Delegate Jeion Ward (GA)*
Doug Pons (WM)	

**HRTPO Nonvoting Members in Attendance:**

Andrew Trivette (WM), Treasurer	Al Moor (SU)
Carol Steele (GL)	Patrick Duhaney (VB)*
Randy Keaton (IW)	Mark Bellamy (YK)
Scott Stevens (JC)	Mark Perryman (NAA)*
Randy Wheeler (PQ)	Robert Gay (PAC Alternate)
Brian Thrower (SH)	

**HRTPO Executive Director:**

Robert A. Crum, Jr., Secretary

**HRTPO Other Participants:**

Ella Ward (CH)	Trista Pope (NO Alternate)
Jason Mitchell (HA Alternate)	Wayne Coleman (CTB)
Ginger Blount-Moore (NN Alternate)	CAPT. Shane Tanner (USN)

**HRTPO Voting Members Absent:**

Phillip Bazzani (GL)	William Gillette (SH)
Phillip Jones (NN)	

**HRTPO Nonvoting Members Absent:**

Chris Price (CH)	Jeffrey Breeden (FAA)
Rosylen Oglesby (FR)	Edward Ofori (FHWA)
Steven Carter (PO)	Terry Garcia Crews (FTA)
Lauren Roberts Carter (CAC)	Bob Eveleigh (FTAC)
Greg Campbell (DOAV)	

**HRTPO Staff in Attendance:**

Pavithra Parthasarathi  
Sam Belfield  
Theresa Brooks  
Rob Case  
Kyle Gilmer

Kathlene Grauberger  
Matthew Harrington  
John Mihaly  
Keith Nichols  
Jeff Raliski

*\*Denotes late arrival or early departure*

**Other Recorded Attending:**

David Westcott (CH); Carolyn Campbell (HA); Angela Hopkins and Angela Rico (NN); Bryan Pennington and John Stevenson (NO); Megan Gribble and William Landfair (PO); Anjie Emmett (PQ); Leroy Bennett (SU); Andrew Damon (VB); Erica Callicutt (Delegate Bonita Anthony's Office); Tracy Black (633 Air Base Wing Joint Base Langley-Eustis); Drew Lumpkin (Hampton Roads Executive Roundtable); Noelle Pinkard (HRT); Brenda Roberts (Representative Jen Kiggans' Office); LTJG Chase Rodriguez (USCG); Joseph Howell, Michael King, Christopher Lewis, and Landon Wellford (USN); Todd Halacy (VDOT); Brett Hall (WAVY-TV 10); Joel Rubin (WINDSdays); Mark Geduldig-Yatrofsky (Resident); and Kelli Arledge, Rob Cofield, Emma Corbitt, Katie Cullipher, Jeff DiScala, Simone Elmore, Greg Grootendorst, Markay Hall, Tealen Hansen, Nikki Johnson, Sara Kidd, Matt Klepeisz, Andrew Margason, Cynthia Mulkey, Ivy Ozmon, Jill Sunderland, Tho Tran, Joseph Turner, Chris Vaigneur, and Eric Walberg (HRPDC Staff)

Chair Hipple welcomed new HRTPO Board member Captain Shane Tanner, Navy Region Mid-Atlantic Chief of Staff.

**Approval of Agenda**

Chair Hipple asked for a motion to approve the May 15, 2025 HRTPO Board meeting agenda as presented.

**Motion:** Mayor Bobby Dyer Moved to approve the agenda as presented; seconded by Mayor Paul Kaplan. The Motion Carried.

*\*Senator Angelia Williams-Graves arrived*

**Public Comments**

Mr. Crum reported that no public comments had been submitted 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, which was included in the agenda packet. He recognized the following retiring HRTPO Board members for their dedicated service to the HRTPO and the region:

- Mr. Michael King, U.S. Navy Representative
- Mr. Randy Keaton, Isle of Wight County Administrator
- Mr. Albert Moor, Suffolk City Manager

Mr. Crum expressed appreciation for their leadership and contributions during their tenure on the Board.

*\*Delegate Jeion Ward and Mr. Patrick Duhaney arrived*

## Approval of Consent Agenda

Chair Hipple asked Mr. Crum to briefly describe the items on the Consent Agenda, which included the following:

- A. Minutes from the February 28, 2025 HRTPO Board Meeting
- B. HRTPO Financial Statement
- C. Fiscal Year (FY) 2026 Unified Planning Work Program
- D. Authorizing Resolution for FY 2026 Federal and State Grant Application
- E. FY 2024-2027 Transportation Improvement Program (TIP) Amendments  
*Exempt Conformity Amendments*
- F. FY 2024-2027 Transportation Improvement Program (TIP) Amendments  
*Non-Exempt Conformity Amendments - Programmatic*

**Motion:** Mr. William Harrell Moved to approve the Consent Agenda as presented; seconded by Senator Williams-Graves. The Motion Carried.

## Norfolk International Airport Update

Chair Hipple introduced Mr. Mark Perryman, Norfolk Airport Authority (NAA) President and CEO, to brief the HRTPO Board on the current state of the airport and its future capital program.

Mr. Perryman began his presentation by providing background information on the NAA. He explained that the Authority is an independent political subdivision of the Commonwealth of Virginia, governed by a nine-member board appointed by the Norfolk City Council. The NAA independently owns and operates Norfolk International Airport (ORF) and the land on which it is located. The Authority employs over 225 staff members in areas such as administration, operations, parking, police, aircraft rescue and firefighting, janitorial services, building maintenance, and field maintenance.

Mr. Perryman noted that the NAA operates as a self-sustaining business, generating revenue and incurring costs without local taxes or subsidies. He emphasized that there are no shareholders,

and all revenues are reinvested into airport improvements. He shared the following breakdown of revenue sources:

- 38% – Parking
- 23% – Rent and Leases
- 15% – Airline Landing Fees
- 14% – Rental Cars
- 9% – Concession Commission
- 1% – Other Sources

In 2024, ORF contributed approximately \$2.68 billion to the economies of Virginia and Northeast North Carolina. Between 2019 and 2024, the Airport completed nearly \$380 million in capital improvement projects. Mr. Perryman noted that while the market strength for commercial aviation continues to grow, 2025 has experienced a slower start, attributed to tariff changes and a new federal administration.

He highlighted ORF's ongoing participation in the Skytrax program, an international airport rating agency, noting that for the third consecutive year, ORF received a four out of five-star rating. This recognition places the Airport among the top ten best-rated domestic airports globally and the highest-rated airport in the United States.

Mr. Perryman acknowledged ORF's status as a smaller airport, serving approximately 4.8 million passengers annually, but emphasized the Airport's significant growth. ORF now offers 45 non-stop destinations to 41 cities, a notable increase from just 18 destinations a decade ago. The Airport currently serves 38 of the top 50 domestic destinations, provides international air and cargo services, and includes a private international arrivals facility.

Regarding future growth, Mr. Perryman explained that the NAA is competing with other airports to attract international air service, and ORF is capable of supporting two weekly flights to Europe. However, he noted that when passengers choose to drive or fly via other gateways, it weakens ORF's performance metrics.

To address this, Mr. Perryman proposed establishing a Hampton Roads Coalition to include local governments, businesses, economic development agencies, and the Virginia General Assembly. He explained that although the Federal Aviation Administration (FAA) regulations prohibit airports from directly subsidizing airline service, airlines still expect cash commitments when considering new long-haul international routes. While ORF can provide marketing incentives and fee waivers, these efforts would be more effective with financial support from municipalities, state agencies, private businesses, chambers of commerce, and convention and visitor bureaus.

Current support from the Commonwealth of Virginia includes:

- The Governor's New Airline Service Incentive Fund, which can provide up to \$50,000 per year for daily, year-round international nonstops, or \$25,000 per year for less-than-daily service.
- The Virginia General Assembly has pledged \$825,000 annually to this fund for the 2024–2026 biennium.

Mr. Perryman also shared key data on the Airport's passenger profile, noting an even split between business and leisure travelers. Of the leisure passengers, 10% travel to the Outer Banks, which has led him to include representatives from North Carolina in outreach efforts. Additionally, 25% of ORF's passengers are military-related travelers, the highest proportion of any airport in the country.

Mr. Perryman provided an update on ongoing and upcoming capital projects, noting that the moving sidewalk project is expected to be completed in June 2025. Additional projects underway include:

- Interior wayfinding enhancements
- Expansion of Concourse Alpha (including three new gates, restrooms, and a pet relief area)
- Construction of a U.S. Customs and Border Protection international arrivals facility
- Development of an on-site airport hotel
- Main entrance intersection improvements
- A consolidated rental car facility
- Terminal development initiatives

He also reported that the FAA approved the closure of a nonfunctional runway, which had posed safety challenges. This closure presents new opportunities for land redevelopment, and the NAA is working closely with the Cities of Norfolk and Virginia Beach to determine how best to utilize the land for revenue-generating purposes.

Mr. Perryman concluded his presentation by stating that he would welcome the opportunity to present to the City Councils of each locality.

Chair Hipple stated that the completion of the Hampton Roads Bridge-Tunnel (HRBT) expansion project would make travel to ORF easier for passengers from the Peninsula.

Supervisor Thomas Shepperd asked if, in light of recent flight safety concerns reported in the news, Mr. Perryman could speak to the relationship between the airport and the FAA, and whether there are any issues they should be aware of or monitoring at the local level.

Mr. Perryman noted that although ORF experiences congested airspace for an airport of its size, primarily due to the presence of multiple military installations, the Airport maintains close coordination with the U.S. Navy, the Department of Defense (DoD), and the FAA to ensure continued safety.

Senator Williams-Graves inquired about the types of fees the airport could waive to assist with funding efforts.

Mr. Perryman responded that the airport has the ability to waive certain charges, including landing fees and fees associated with renting space, such as those for ticketing counters and loading zones.

Delegate Bonita Anthony asked whether the recent runway closure would create opportunities for general aviation, hangars, or flight schools at the airport.

Mr. Perryman responded that ORF operates as a single-runway facility, and accommodating general aviation or flight school operations could lead to capacity constraints and interfere with commercial traffic. He added that smaller regional airports are typically better suited for such activities.

Regarding hangar space, Mr. Perryman noted that the airport is exploring options to address demand, as there is currently a waiting list for corporate hangars.

Mayor Rick West stated that the Chesapeake City Council recently received a briefing on the airport, which was not only informative but also fostered a sense of inclusion in the project. He encouraged members of the HRTPO Board to invite Mr. Perryman to present at their respective city council meetings.

The State of the Airport presentation is available on the HRTPO website using the following link: [https://www.hrtpo.org/DocumentCenter/View/14652/051525-TPO-06\\_Presentation-State-of-the-Airport-PDF?bidId=](https://www.hrtpo.org/DocumentCenter/View/14652/051525-TPO-06_Presentation-State-of-the-Airport-PDF?bidId=).

*\*Mayor Kenneth Alexander and Mr. Perryman departed*

### **FY 2026 HRTPO Budget**

Ms. Tealen Hansen, HRPDC/HRTPO Chief Financial Officer, provided the Board with a briefing on the FY 2026 Budget, which covers the period from July 1, 2025, to June 30, 2026. She noted that the Personnel and Budget (P&B) Committee conducted the mid-year review during its meeting on January 16, 2025, and the proposed budget was presented to the Board on April 17, 2025.

The P&B Committee, which recommended approval of the budget, consists of the following members:

- Mayor Shannon Glover, Portsmouth – HRPDC Chair
- Michael Hipple, James City County – HRTPO Chair
- Mayor James Gray, Hampton – HRPDC Vice-Chair
- Mayor Rick West, Chesapeake – HRTPO Vice-Chair
- Andrew Trivette, Williamsburg – HRPDC Treasurer
- Chris Price, Chesapeake – CAO Southside
- Randy Wheeler, Poquoson – CAO Peninsula

Ms. Hansen outlined the budget priorities, which include:

- Staff retention and professional development
- Maintaining healthy cash reserves
- Leveraging grant funding opportunities
- Sustaining excellence in regional service delivery
- Maintaining assets
- Modernizing technology

The total proposed budget for HRPDC/HRTPO is \$35,459,765, with approximately 75% representing pass-through funds allocated to various community organizations and vendors.

These funds are dedicated and cannot be redirected to new assignments. The remaining 25% covers core programs, grant matching, and special projects.

The operating budget amounts to \$11,096,082, funded through interest, state allocations, member dues, and federal funding. Despite nominal increases, Ms. Hansen noted that inflation-adjusted figures reflect a decrease in purchasing power.

The proposed operating expenditure budget for FY 2026 is \$8,640,147, with personnel-related costs comprising the majority. Key budget provisions include:

- A 3% general wage increase for staff
- Increased health insurance costs
- Funding for new water supply planning grants
- Federal Planning (PL) transportation funding
- Federal Transit Administration (5303) funding

Ms. Hansen indicated that the recent release of federal transit funding figures may require a budget amendment once the impact on the organization is fully understood.

Additionally, the budget provides staff support for partner organizations including:

- Hampton Roads Transportation Accountability Commission (HRTAC)
- Southside Network Authority (SNA)
- Hampton Roads Military and Federal Facilities Alliance (HRMFFA)

Staff time for these partners is billed and reimbursed on an hourly basis.

Ms. Hansen identified several future challenges for the organization, including:

- Limited flexible funding streams
- Slow or stagnant revenue growth
- Staff retention/recruitment/salaries
- Unpredictability of federal funding
- Infrastructure and technology needs
- Cash flow issues related to grants
- Increased service requirements triggered by reaching a 50-employee threshold
- Inflationary pressures

Delegate Anthony acknowledged the challenges posed by limited flexible funding. She shared that she serves on the Emergency Committee on the Impacts of Federal Workforce and Funding Reductions, scheduled to meet in Norfolk on June 20, 2025, and requested clarification on how much pass-through revenue is dependent on federal funding. She also asked whether a federal funding risk exposure analysis could be provided to the Emergency Committee.

Ms. Hansen responded that while Virginia Telecommunication Initiative (VATI) funding had recently been received, funding from the Federal Emergency Management Agency (FEMA) and several water resources and resiliency programs remains at risk.

Mr. Crum added that staff are actively monitoring federal funding uncertainties and that a coalition of regional organizations meets weekly to assess these risks. He expressed interest in participating in the Emergency Committee's June 20 meeting and requested inclusion on the agenda to discuss regional funding vulnerabilities.

Delegate Anthony stated that the Emergency Committee would cover topics such as military and veterans affairs, transportation infrastructure, healthcare, and K-12 education, and encouraged active participation by regional agencies.

Chair Hipple observed that although member dues have increased over time, state allocations to Planning District Commissions (PDCs) have declined significantly. He urged HRTPO Board members to advocate for increased state funding for PDCs.

**Motion:** Mayor Dyer Moved to approve the proposed FY 2026 Budget as presented; seconded by Mayor West. The Motion Carried.

Ms. Hansen's presentation is available on the HRTPO website using the following link:  
[https://www.hrtpo.org/DocumentCenter/View/14653/051525-TPO-07\\_Presentation-FY-2026-Budget-PDF?bidId=](https://www.hrtpo.org/DocumentCenter/View/14653/051525-TPO-07_Presentation-FY-2026-Budget-PDF?bidId=)

*\*Mayor West departed*

## **Hampton Roads Rail Crossings Study**

Mr. Keith Nichols, HRTPO Principal Transportation Engineer, briefed the Board on the Hampton Roads Rail Crossing Study, initiated at the request of the Freight Transportation Advisory Committee (FTAC), to address the critical role of freight transportation in the region. The study aims to develop a comprehensive inventory of regional rail crossings and prioritize them to better position Hampton Roads for both new and existing federal and state funding opportunities.

Data from the Federal Railroad Administration (FRA), the Virginia Department of Transportation (VDOT), and other sources were utilized to compile the inventory. The study also identified commercial and residential areas isolated by railroad crossings, which contribute to travel delays and pose significant challenges for emergency response access.

There are a total of 619 rail crossings in Hampton Roads, categorized as follows:

- 146 grade-separated crossings, which have structures in place to separate rail and vehicular traffic
- 473 at-grade crossings, with 307 public crossings being the primary focus for prioritization and improvement

The prioritization methodology was developed collaboratively with various committees, considering factors such as traffic volumes, safety records, roadway characteristics, train volumes, estimated delays, and impacts on surrounding areas.

Mr. Nichols highlighted the top-ranked public at-grade rail crossings, with the crossing at Hampton Boulevard and Terminal Boulevard ranked highest. This was followed by crossings at Granby Street and Church Street in Norfolk, both of which serve the Norfolk International



Terminals. Further detailed analysis will identify candidate improvements tailored to each crossing, and the study team plans to engage with local jurisdictions and railroads to gather feedback on proposed projects.

Future steps include:

- Detailed analysis of the top 25 prioritized locations
- Development of a list of recommended improvements
- Collection of data to support applications for federal and state grants
- Collaboration with localities and railroads on proposed improvements
- Target completion of the draft study in fall/winter 2025

Dr. Ella Ward asked if the data presented could be distributed to City Council members.

Mr. Nichols responded that staff have prepared one-pagers summarizing some of the data for each of the 25 crossings. He also indicated that he could share more detailed data if she preferred.

Dr. Ward requested the detailed data in order to discuss it adequately.

Chair Hipple referenced a recent tragic incident involving a traffic accident with a train that resulted in the loss of a young family. He noted that, like many rural crossings, the affected rail crossing lacked safety bars. Chair Hipple emphasized the need for higher safety ratings for railroad crossings and stressed the importance of stringent safety regulations.

Delegate Anthony commented on ongoing discussions in Norfolk regarding the use of flares at crossings, noting concerns about their environmental impact and potential fire risks.

The Rail Crossing Study presentation is available on the HRTPO website using the following link:  
[https://www.hrtpo.org/DocumentCenter/View/14654/051525-TPO-08\\_Presentation-Rail-Crossing-Presentation-PDF?bidId=](https://www.hrtpo.org/DocumentCenter/View/14654/051525-TPO-08_Presentation-Rail-Crossing-Presentation-PDF?bidId=).

*\*Senator Mamie Locke departed*

### **Commonwealth Transportation Board (CTB) Members Update**

Mr. Wayne Coleman provided updates on the SMART SCALE funding Round Six, reporting that 11 of 31 applications from the district received funding recommendations. He urged localities to expedite project implementation, noting that delays have resulted in inflation-related challenges affecting funding availability.

### **VDOT Update**

Mr. Christopher Hall echoed the sentiments expressed by Mr. Coleman, acknowledging the hard work of localities and ongoing efforts to address the inflationary impacts on transportation projects.

Mr. Hall provided updates on key transportation initiatives, noting that all three segments of the I-64 widening project are currently under contract, with completion anticipated by summer 2029. He reported that the Denbigh Boulevard Interchange project is in the procurement phase, with the

first phase, focused on improving westbound access, scheduled for completion by spring 2029. The second phase, which will address eastbound movements, is planned for advertisement in FY 2030.

Additionally, Mr. Hall noted that construction on the second tunnel for the HRBT has reached the 50% completion milestone. Traffic is scheduled to be shifted onto the new bridge beginning in June, which will allow for demolition of the existing eastbound bridge.

Chair Michael Hipple recognized the efforts and accomplishments of VDOT and CTB in advancing regional transportation projects.

### **Virginia Department of Rail and Public Transportation (DRPT) Update**

Mr. Zach Trogdon reported that he did not have an update to present to the Board.

### **Virginia Passenger Rail Authority (VPRA) Update**

There was no VPRA representative present.

### **Virginia Port Authority (VPA) Update**

Ms. Barb Nelson stated that she did not have an update to present to the Board.

### **Hampton Roads Transit (HRT) Update**

Mr. Harrell reported that the Virginia Beach Wave Trolley season is currently underway. He noted that Hampton Roads Transit (HRT) has launched a new mobile application that includes a mobile ticketing system to enhance rider convenience. Additionally, HRT is building on last year's ridership growth and is implementing a comprehensive marketing and communications strategy to further promote the service.

### **Williamsburg Area Transit Authority (WATA) Update**

Mr. CJ Rock reported that he did not have an update to present to the Board.

### **FTAC Update**

There was no FTAC representative present.

### **Military Liaisons Updates**

Captain Shane Tanner reported that he did not have an update to present to the Board.

### **Community Advisory Committee (CAC) Update**

There was no CAC representative present.

### **Peninsula Airport Commission (PAC) Update**

Mr. Robert Gay reported that two projects are currently underway at the Newport News/Williamsburg International Airport: the Taxiway Delta rehabilitation and the general aviation ramp rehabilitation. Both projects are scheduled to begin in early September.

### **NAA Update**

This update was provided as part of Mr. Perryman’s earlier presentation.

### **HRTPO Board Three-Month Tentative Schedule**

Chair Hipple stated that per the Regional Meetings Schedule, the next HRTPO Board meeting is scheduled for July 17, 2025. There is no meeting scheduled in June.

### **Minutes of HRTPO Advisory Committee Meetings**

Chair Hipple indicated that links to the HRTPO Advisory Committee meeting minutes that have been 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**

Mr. Crum stated that Ms. Kelli Arledge would be sending an email on behalf of the P&B Committee to request feedback regarding the Executive Director’s performance evaluation for the past year.

There was no other old or new business.

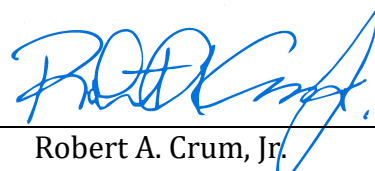
### **Adjournment**

With no further business to come before the HRTPO Board, the meeting was adjourned at 12:00 p.m.



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Michael J. Hipple  
Chair



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Robert A. Crum, Jr.  
Executive Director/ Secretary