

**PLEASE RSVP BY COB TUESDAY, OCTOBER 10, 2017**

October 5, 2017

**Memorandum #2017-117**

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

**BY: Chair Terry Danaher**

**RE: CTAC Meeting, October 12, 2017**

Attached is the **agenda with related materials** for the next meeting of the **HRTPO Citizen Transportation Advisory Committee (CTAC)** scheduled for **Thursday, October 12, 2017 from 12:00 p.m. – 2:00 p.m.** in the **Regional Building Board Rooms A&B, 723 Woodlake Drive, Chesapeake, VA.**

KM/sc

**Citizen Transportation Advisory Committee:**

Theresa Danaher, Chair (PO)

Susan Archer (CH)

Henry Branscome (JC)

James Bowie (HA)

Ron Broughton (VB)

Lamont Curtis (NN)

Gregory Edwards (VB)

Ron Fowler (YK)

Carlton Hardy (NN)

Dianna Howard (VB)

Cecil Jenkins (CH)

John Kish (CH)

Jay Leach (VB)

Scott MacFarlane (VB)

Delceno Miles (VB)

James Openshaw (NO)

Mark Perreault (NO)

R. Clayton Rogers (GL)

Alvin Sledd (PQ)

Christian Strange (NO)

Cynthia Taylor (IW)

Bernie Whitlock (CH)

**Copy:**

Robert Crum (HRTPO)

Camelia Ravanbakht (HRTPO)

Kendall Miller (HRTPO)

Keith Nichols (HRTPO)

Sam Braden (HRTPO)

Rob Cofield (HRTPO)

Phil Fonner (VDOT)

Dawn Odom (VDOT)

James Stanek (VDOT)

Eric Stringfield (VDOT)

TPO Voting Members

TPO Voting Alternates

TPO Nonvoting Members

**HAMPTON ROADS  
CITIZEN TRANSPORTATION ADVISORY COMMITTEE  
October 12, 2017  
CALL TO ORDER 12:00 P.M.**

**The Regional Building Boardrooms A&B  
723 Woodlake Drive, Chesapeake, Virginia**

- |          |  |
|----------|--|
| 12:00 pm | 1. Call to Order   |
| 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 July 13, 2017 CTAC Meeting   |
| 12:25 pm | 6. CTAC Membership Update and Election of New CTAC Vice-Chair                                  |
| 12:35 pm | 7. 2045 Long-Range Transportation Plan (LRTP) Update   |
| 1:25 pm  | 8. HRTPO Draft Public Participation Plan and Title VI/Limited English Proficiency Plan Updates |
| 1:50 pm  | 9. For Your Information  |
| 1:55 pm  | 10. Old/New Business   |
|          | Adjournment  |

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

The Citizen Transportation Advisory Committee (CTAC) serves as an advisory committee to the Hampton Roads Transportation Planning Organization (TPO). *The mission of the Hampton Roads Citizen Transportation Advisory Committee (CTAC) is to provide the Hampton Roads Transportation Planning Organization (HRTPO) with a citizen'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 citizens by listening to their 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 JULY 13, 2017 CTAC MEETING**

**SUBJECT:**

Summary Minutes of the July 13, 2017 CTAC meeting.

**BACKGROUND:**

Summary Minutes of the Citizen Transportation Advisory Committee meeting held on July 13, 2017.

Attachment 5

**RECOMMENDED ACTION:**

Approve the minutes.

**Summary Minutes of the HRTPO Citizen Transportation  
Advisory Committee (CTAC) Meeting  
July 13, 2017**

The HRTPO Citizen Transportation Advisory Committee (CTAC) Meeting was called to order at 12:00 p.m. in the Regional Building Board Room, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

**HRTPO CTAC Members in Attendance:**

Terry Danaher, Chair (PO)	Carlton Hardy (NN)
Susan Archer (CH)	Christian Strange (NO)
Cecil Jenkins (CH)	Ron Broughton (VB)
John Kish (CH)	Dianna Howard (VB)
Bernie Whitlock (CH)	Scott MacFarlane (VB)
Clayton Rogers (GL)	Delceno Miles (VB)
Cynthia Taylor (IW)	Ron Fowler (YK)

**HRTPO CTAC Members Absent:**

Greg Edwards (VB)	Henry Branscome (JCC)
James Openshaw (NO)	Jay Leach (VB)
Lamont Curtis (NN)	Delceno Miles (VB)
Brenda Johnson (NN)	Alvin Sledd (PQ)
Jim Bowie (HA)	Mark Perreault (NO)

**OTHER PARTICIPANTS:**

Kevin Page - HRTAC	Bryan Stephens – HR Chamber of Commerce
Tara Walker – HRPDC	Craig Quigley – HRMFFA
Eric Stringfield - VDOT	Michael Kuhns– Peninsula Chamber
	Julia Rust – tHRive HR Chamber of Commerce
	Jemal Harris – Peninsula Chamber

**HRTPO Staff:**

Robert Crum  
Camelia Ravanbakht  
Kendall Miller  
Sam Braden  
Rob Cofield  
Shirley Core

**Others Recorded Attending:**

Shannon Curtin, Hampton Roads Chamber of Commerce

## **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 any additions or deletions to the agenda. Hearing none, Mr. Ron Broughton Moved to approve the agenda as written; seconded by Mr. Bernie Whitlock. The Motion Carried.

## **Summary Minutes of the April 13, 2017 CTAC Meeting**

Chair Danaher asked for any additions or corrections to the April 13, 2017 minutes. Hearing none, Mr. Christian Strange Moved to approve the minutes as written; seconded by Mr. Bernie Whitlock. The Motion Carried.

## **Introductions**

Chair Danaher read a letter written by former Chair Greg Edwards (VB) to the committee. Mr. Edwards stated he was humbled by the support the committee members offered him and appreciated the passion for transportation in Hampton Roads shown by this committee. He also thanked HRTPO staff for their unwavering support during his tenure as Chair. He then extended congratulations to Ms. Terry Danaher the newly appointed Chair of the CTAC committee.

Chair Danaher welcomed new CTAC members Ms. Delceno Miles (VB) and Ms. Susan Archer (CH).

Mr. Robert Crum, HRTPO Executive Director also thanked the CTAC committee for their participation and noted at each place setting was a lapel pin. He explained that Hampton Roads is the first region to adopt a regional flag designed by local schools. He noted staff and committee members wear the pin to represent the Hampton Roads Region when visiting the General Assembly.

## **Military expansion and new business viability in Hampton Roads panel discussion**

Mr. Robert Crum, HRTPO Executive Director led a panel discussion on military expansion and business viability and specifically how it relates to transportation in Hampton Roads. Panelist included Bryan Stephens, President and CEO Hampton Roads Chamber of Commerce, Michael Kuhns, President and CEO, Peninsula Chamber of Commerce, Mr. Craig Quigley, Executive Director, Hampton Roads Military and Federal Facilities Alliance, Ms. Julia Rust, Chair tHRive Young Professional Group Hampton Roads Chamber of Commerce and Mr. Jemal Harris, Director of Economic Advancement for the Virginia Peninsula Chamber of Commerce. When asked how business is impacted by public transit, Bryan Stephens, stated "From a business perspective, we look at the impact transportation has on the business community--it's either an enabler or an inhibitor, we need to make it an enabler." "We have a fantastic planning and funding system for our roads, but you have to look at transportation as a holistic approach, you have to look at rail, light rail, air service, public transportation, etc."

Mr. Craig Quigley, briefed the committee on the needs of the military with regard to transportation. He stated "it's the business of the military to be able to move large quantities of people and stuff into and out of the region as quickly as possible", he added the military previously had concerns about the surface road system in Hampton Roads however that perception has changed since they now see fully funded projects underway. In regards to Public Transportation military members would only be able to use if a viable option was available meaning the stops would need to be near their homes and bases and operate on a schedule that meets their needs.

Mr. Michael Kuhns, fielded a question regarding air service on the Peninsula. Mr. Kuhns responded by stating after the airports legal issues conclude hopefully in September he expects resurgence for the airport. He announced the Convention and Visitor Bureaus, the hospitality industry and the Chamber of Commerce would work together to promote air service on the Peninsula something that hasn't happened in the past.

Ms. Julia Rust, and Mr. Jemal Harris, enlightened the panel with the millennial perspective on transportation in Hampton Roads. They agreed that young professionals are looking for three things when moving into and staying in a region: job opportunities, environment and recreation. Mr. Harris stated that lack of options in Hampton Roads for public transportation is a concern and residents feel like they have to drive everywhere. He also stated that connectivity needs to be a focus; residents need to be able to connect not only to other cities in Hampton Roads and the Peninsula but to other cities with more ease and less cost. Mr. Rust stated that there is a stigma for young professionals traveling across the tunnels. This stigma has an economic impact since millennials will only spend money on their side of the water. A poll conducted among tHRive membership found public and private transportation was at the top of the list of issues that matter most too young professionals in Hampton Roads.

## **For Your Information**

Dr. Camelia Ravanbakht, HTRPO Deputy Executive Director advised the committee that at the October meeting they would be nominating and electing a new vice chair in accordance with CTAC bylaws.

On September 27<sup>th</sup>, 2017 at 9:30am, VDOT has invited the committee to tour the Monitor Merrimac Memorial Bridge Tunnel.

Looking forward into November 2017, the committee will have an opportunity to tour the VDOT Traffic control center. More information will be forthcoming.

## **Old/New Business**

Ms. Dianna Howard followed up on the questions she submitted via email to Ms. Kendall Miller, HRTPO Public Involvement and Title VI Administrator, after the last CTAC meeting. Ms. Miller advised that the questions were forwarded to Deputy Secretary of Transportation Grindly Johnson and she was still awaiting a response. Chair Terry Danaher requested the questions be forwarded to her.

## **Adjournment**

With no further business to come before the HRTPO Citizen Transportation Advisory Committee, the meeting adjourned at 1:57 p.m.



**AGENDA ITEM #6: CTAC MEMBERSHIP UPDATE AND ELECTION OF NEW CTAC VICE-CHAIR**

**SUBJECT:**

Welcome and introduce CTAC's newest member. Election of new CTAC Vice Chair.

**BACKGROUND:**

- A. Since the July 13, 2017 CTAC meeting, one new member has been added to the Committee:

City of Virginia Beach – Mr. Dylan Lloyd

Dylan Lloyd -- Mr. Lloyd is a lifelong resident of Hampton Roads. He has a Master's Degree in Environmental Engineering and has worked on the Dominion Blvd. Improvement Project the Veterans Bridge and improvements on I-264/64 Interchange. He is a member of the Virginia Beach Historical Society, the Redwig Civic League, the Virginia APA and is an ECSC volunteer.

Mr. Lloyd will receive official HRTPO Board approval at its October 19, 2017 meeting.

- B. After former CTAC Chair Greg Edwards stepped down, Ms. Terry Danaher (Portsmouth) was appointed to serve as CTAC Chair by the HRTPO Board Chair. As a result of this appointment, CTAC now has an opening for Vice-Chair. As per CTAC Bylaws:

*The Vice-Chair shall be a CTAC member and, in the event of the absence of the Chair, or of the Chair's inability to perform any of the duties of the office of the Chair or to exercise any of the Chair's powers, shall perform such duties and possess such powers as are conferred upon the Chair until such time as the Chair's inability to perform has ceased or a new Chair is appointed by the TPO Chair. The Vice-Chair shall perform such other duties as may from time-to-time be assigned to the Vice-Chair by the CTAC Chair, the TPO Chair, or the TPO Board. The Vice-Chair shall be elected by the CTAC members, 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 CTAC.*

**Ms. Terry Danaher, CTAC Chair, will speak regarding these two items.**

**AGENDA ITEM #7: 2045 LONG-RANGE TRANSPORTATION PLAN (LRTP) UPDATE –**  
*Dale Stith, HRTPO*

**SUBJECT:**

An overview of the 2045 Long-Range Transportation Plan.

**BACKGROUND:**

As the region's Metropolitan Planning Organization (MPO), one of the core functions of the HRTPO is to develop, approve, and maintain a fiscally-constrained LRTP. With a planning horizon of 20 years, the LRTP serves as the blueprint for enhancing the region's multimodal transportation system. The LRTP is updated periodically to reflect changing conditions such as new planning priorities, population projections, economic change, and anticipated travel demand. The current LRTP with a horizon year of 2040 was adopted in June 2016.

HRTPO staff has initiated the process of updating the LRTP to the horizon year 2045. To date, a socioeconomic forecast has been developed and approved by the Board.

**Ms. Dale M. Stith, Principal Transportation Planner, will brief the CTAC on this item.**

**RECOMMENDED ACTION:**

For discussion and informational purposes only.

**AGENDA ITEM #8: HRTPO DRAFT PUBLIC PARTICIPATION PLAN AND TITLE VI/LIMITED ENGLISH PROFICIENCY PLAN UPDATES – Sam Braden VI, HRTPO**

**SUBJECT:**

The HRTPO Draft Public Participation Plan is open for public comment. The HRTPO Title VI/Limited English Proficiency Plan has been updated.

**BACKGROUND:**

The HRTPO's Public Participation Plan (PPP) is designed as a resource for the HRTPO Board, staff, and general public to better understand the Organization's overall public participation strategy and procedures, as well as the federal mandates that guide the HRTPO's public participation efforts. The current PPP was approved and adopted by the HRTPO Board on December 22, 2012 and updated in November of 2015.

Because the PPP is a living document that reflects changes in Federal law and mandates and new approaches to public involvement in the transportation planning process, it is necessary for the PPP to be current and up-to-date. Therefore, the HRTPO staff has updated and redesigned the HRTPO PPP. The draft document will be available for public review and comment from October 4, 2017 to November 17, 2017.

The HRTPO has recently updated its Title VI and LEP Plan. Like the PPP, the Title VI and LEP Plan is designed as a resource for the HRTPO Board, staff and general public to better understand the federal mandates that guide the HRTPO public participation and Title VI efforts and address the responsibilities of the HRTPO under Title VI of the Civil Rights Act of 1964. Additionally, the plan outlines a strategy for the HRTPO to implement when working with all populations in Hampton Roads.

**Mr. Sam Braden IV, HRTPO Community Outreach Planner, will brief the TTAC on this item.**

**RECOMMENDED ACTION:**

Review the Draft HRTPO PPP and submit comments to [kmiller@hrtpo.org](mailto:kmiller@hrtpo.org).

## **AGENDA ITEM #9: FOR YOUR INFORMATION**

1. HRTPO Staff is working on rescheduling the Traffic Control Center Tour that was scheduled for June 22, 2017.
2. On Tuesday September 26, 2017, the Hampton Roads Planning District Commission underwent a Title VI audit, conducted by the Virginia Department of Transportation. Present at that audit, was Mohamed Dumbuya, Civil Rights Program Manager, FHWA. Mr. Dumbuya requested that the HRTPO reconsider the name of the Citizen Transportation Advisory Committee and change it to the Community Transportation Advisory Committee. This change would reflect the understanding on the part of the HRTPO, that all people who live in our communities are guaranteed a voice in the transportation planning process. This change will be officially approved at the HRTPO's October 19, 2017 Board meeting.

## **AGENDA ITEM #10: OLD/NEW BUSINESS**

## **ADJOURNMENT**