

AGENDA ITEM #5: MINUTES

SUBJECT:

Minutes of the previous TTAC meeting.

BACKGROUND:

Minutes of the TTAC meeting held on November 7, 2012.

Attachment 5

RECOMMENDED ACTION:

Approve the minutes.

**Summary Minutes of the
HRTPO Transportation Technical
Advisory Committee (TTAC) Meeting
November 7, 2012**

The HRTPO Transportation Technical Advisory Committee (TTAC) Meeting was called to order at 9:30 a.m. in the Regional Boardroom, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

TTAC Voting Members in Attendance:

Michael King (Chair, NN)	Tom Slaughter (NN)	Mark Schnauffer (VB)
Robert Gey (Vice Chair, VB)	Robert Brown (NO)	Reed Nester (WM)
Earl Sorey (CH)	Jeff Raliski (NO)	Tim Cross (YK)
Anne Ducey-Ortiz (GL)	Susan Wilson (PO)	Emily Stock (DRPT)
Lynn Allsbrook (HA)	James Wright (PO)	Keisha Branch (HRT)
John Yorks (HA)	Kevin Wyne (PQ)	Jim Ponticello (VDOT)
Jamie Oliver (IW)	Sherry Earley (SU)	Stephen Rowan (VDOT)
Paul Holt (JC)	Robert Lewis (SU)	Eric Stringfield (VDOT)
Tammy Rosario (Alternate, JC)	Scott Mills (SU)	Kevin Abt (VPA)
Jackie Kassel (NN)	Phil Pullen (VB)	Kevan Danker (WATA)

TTAC Voting Members Absent:

Mark Shea (CH)	Michael Stallings (IW)	Daniel Clayton (WM)
Gary Walton (CH)	Peter Stephenson (IW)	Steve Martin (WM)
Emily Gibson (GL)	Allen J. Murphy, Jr. (JC)	J. Mark Carter (YK)
Christopher Perez (GL)	Ellen Roberts (PQ)	Al Maddalena (YK)
Keith Cannady (HA)	Debbie Vest (PQ)	

TTAC Nonvoting Members In Attendance:

Ivan Rucker (FHWA)	Wendy Vachet (Navy)
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TTAC Nonvoting Members Absent:

Tony Cho (FTA)	Clifford Burnette (VDOA)
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HRTPO Staff:

Rob Case	Kendall Miller	Joe Paulus
Brian Chenault	Jessica Nappi	Camelia Ravanbakht
Kathlene Grauberger	Keith Nichols	Stephanie Shealey
Theresa Jones	Pavithra Parthasarathi	Dale Stith
Mike Kimbrel		

Others Recorded Attending:

Steve Froncillo (CH), Ed Tombani (NN); Amanda Lutke (NO); Dave Forster (Virginian-Pilot); Julie Brown, Mitzi Crystal, Jennifer DeBruhl, Angel Deem, Bruce Duval, Tony Gibson, Sonya Hallums-Ponton, Ray Hunt, Carl Jackson, Nicholas Nies, Brad Shelton, Christopher Voigt, Peng Xiao, (VDOT); Rick Case, Greg Grootendorst, Chris Vaigneur (HRPDC Staff)

Public Comment Period

There was no public comment.

Submitted Public Comments

There were no submitted public comments.

Approval of Agenda

Chair King asked for additions or deletions to the TTAC Agenda. Hearing none, Mr. Cross Moved to approve the agenda as written; seconded by Ms. Kassel. The Motion Carried.

Summary Minutes

Chair King indicated the TTAC Summary Minutes of October 3, 2012 were included in the November TTAC Agenda. He asked for corrections or amendments to the minutes. Hearing none, Mr. Schnauer Moved to approve the minutes as written; seconded by Mr. Allsbrook. The Motion Carried.

FY 2012-2015 Transportation Improvement Program Amendment: Newport News

Ms. Kassel reported the City of Newport News has requested to amend the HRTPO FY 2012-2015 Transportation Improvement Program (TIP) to revise the scope and cost estimate of the Amtrak Station Relocation project (UPC 102734). The request also includes a request to transfer Regional Surface Transportation Program (RSTP) funds from a completed project to help cover the cost increase.

The TIP amendment request is summarized below:

- Revise the project description:
 - Current project description: “Relocate existing Newport News Amtrak station and construct 2 new Amtrak stations at 30th St/Warwick Blvd and Bland Blvd near the Newport News-Williamsburg International Airport.”
 - New project description: “Construct a new multimodal station located in the vicinity of Bland Boulevard near the Newport News/Williamsburg International Airport (PHF).”
- Increase the cost estimate for the Preliminary Engineering phase from \$2,000,000 to \$2,600,000.
- Transfer \$209,686 in FY 2006 RSTP funds (including state match) from the ITS Portable Dynamic Message Display project (UPC 73001), which has been completed under budget, to UPC 102734 to help cover the cost increase.

Ms. Kassel Moved to amend the FY 2012-2015 TIP to revise the scope and cost of the Amtrak Station Relocation project and the transfer of RSTP funds; seconded by Mr. Slaughter. The Motion Carried.

FY 2012-2015 Transportation Improvement Program Amendment: VDOT

Mr. Rowan reported VDOT has requested to amend the HRTPO FY 2012-2015 Transportation Improvement Program (TIP) to add two new projects and revise the information on three current projects, all related to the U.S. Route 460 PPTA project.

The requested changes are summarized below:

- Route 460 PPTA Construction (UPC 103803) – Add new project to TIP.
- Route 460 PPTA Debt Service (UPC 103754) – Add new project to TIP.
- Route 460 Corridor Study (UPC 56638) – Update Obligations data.
- Route 460 PPTA Project Management (UPC 84272) – Update Obligations data.
- Route 460 PPTA Project Oversight (UPC 100432) – Update Obligations data.

Mr. Stringfield Moved to amend the FY 2012-2015 TIP to add two projects and revise information on three current projects; seconded by Mr. Sorey. The Motion Carried.

Allocation of FY 2019 CMAQ and RSTP Funds

Mr. Kimbrel stated that in accordance with the direction given by the TTAC during its June 2012 meeting, the Transportation Programming Subcommittee (TPS) has recommended FY 2019 allocations to current CMAQ and RSTP projects that needed additional funding in order to complete a project or phase. Current projects in need of the additional funding and the amounts allocated for FY 2019 are listed in the agenda packet attachment.

Mr. Sorey Moved to approve the recommended allocations and associated TIP Amendment; seconded by Mr. Allsbrook. The Motion Carried.

Handling “Out of Cycle” CMAQ/RSTP Requests

Mr. Kimbrel reported that at the request of TTAC, the Transportation Programming Subcommittee (TPS) met to discuss requests for CMAQ and RSTP allocations on projects that have not been vetted through the standard project selection process. The TPS recommended an amendment to the *Guide to the HRTPO CMAQ/RSTP Project Selection Process* adding a procedure for handling such “out of cycle” funding requests. The amended section can be viewed in the Agenda packet attachment. He stated that “out of cycle” requests should be for very special circumstances only.

Mr. Pullen Moved to approve the amended Guide; seconded by Mr. Schnauffer. The Motion Carried.

Hampton Roads Regional Bridge Study: Final Report

Ms. Ravanbakht reported that HRTPO staff briefed the TTAC on the draft Hampton Roads Regional Bridge Study at the October meeting. The report was made available for public review and comment through October 17, 2012. No public comments were received; however, TTAC members provided comments and these were addressed in the report.

Mr. Stringfield commented that VDOT has requested an additional element pertaining to the seven major crossings be included in the report. Ms. Ravanbakht stated that per her conversation with Mr. Adam Jack, it was her recommendation to approve the final report now and address the major crossings, with detailed analysis, as a task item in the 2014 Unified Planning Work Program (UPWP).

Mr. Stringfield inquired whether a motion was needed to include the recommendation in the 2014 UPWP. Mr. Kimbrel replied the 2014 UPWP would be under development soon and this item could be discussed at a future TTAC meeting.

Mr. Allsbrook Moved to approve the Hampton Roads Regional Bridge Study: Final Report; seconded by Mr. Yorks. The Motion Carried.

2040 LRTP – Socioeconomic Control Totals: Final

Ms. Ravanbakht reported that Mr. Greg Grootendorst, HRPDC Chief Economist, provided a briefing on the draft forecast control totals during the October TTAC meeting and the draft figures underwent public review and comment through October 12, 2012. Comments received were taken into consideration, but did not change the control totals.

Ms. Vachet requested that HRTPO directly meet with Navy personnel for the next LRTP. Ms. Ravanbakht replied affirmatively.

Mr. Sorey Moved to approve the 2040 LRTP Socioeconomic Control Totals: Final; seconded by Mr. Yorks. The Motion Carried.

Revising Functional Class Designations for MAP-21

Mr. Ben Mannell, Virginia Department of Transportation (VDOT) Assistant Planning Director, reported the National Highway System (NHS) began with the Intermodal Surface Transportation Efficiency Act (ISTEA) in the 1990s and had a set purpose of providing for national mobility, defense, and economic development. With the new Map-21 legislation, the national-level mileage limitation was removed and the NHS now has the potential to expand.

On September 5, 2012, VDOT received a memo from the Federal Highway Administration (FHWA) stating that unless input was received by the State by September 20, 2012, all non-NHS Principal Arterial Facilities would be incorporated into the new NHS. VDOT conducted an accelerated review of the Principal Arterial Network in Virginia which included:

- The review of existing arterials and minor arterials utilizing GIS
- A parallel review by consultant Michael Baker Corporation, who is currently completing the Federal Functional Classification update parallel to the MAP-21 class designations
- Reviewing current non-NHS principal arterials facilities
- Review minor arterials in Virginia that should be upgraded into the NHS

Based upon this review, VDOT recommended downgrading portions of Virginia Beach Boulevard and Military Highway to minor arterials.

Mr. Mannell stated VDOT will work with the Metropolitan Planning Organizations (MPOs) and impacted localities over the next few months on both the MAP-21 Functional Class Designations and the Statewide Functional Classification Update to be completed by Spring 2013.

Mr. Mannell indicated HRTPO staff asked several questions of VDOT pertaining to the MAP-21 Functional Class Designations and he outlined the questions and provided answers during the presentation.

Ms. Vachet asked whether VDOT incorporated defense into its composite index of the roadways in Hampton Roads. Mr. Mannell replied that both a network and composite score were reviewed for the roadways. Ms. Vachet expressed her concern regarding the downgrading of any facilities that were identified in the Hampton Roads Military Transportation Needs – Highway Network Analysis published in 2011 by the HRTPO.

Mr. Schnauffer inquired as to why portions of Virginia Beach Boulevard and Military Highway were downgraded from Principal Arterial status. Mr. Mannell replied that although high-volume was a factor in the analysis, several other elements were also considered, including mobility, speed, parallel facilities, and trip distance.

Mr. Gey expressed concern regarding the non-transparency of the review and indicated VDOT's website did not supply any information on it. Mr. Mannell replied the Statewide Functional Classification Update was to be an open process; however, the MAP-21 process was a last-minute request by FHWA. Mr. Gey asked if more up-to-date information could be sent to the localities. Mr. Mannell replied he would send a list of changes to HRTPO staff to disseminate to the localities.

Mr. Slaughter inquired as to how the new MAP-21 Functional Class Designations would affect project phases. Mr. Mannell replied he was unsure; however, it was his understanding that if the project had been initiated, it would remain unchanged.

Mr. Stringfield explained the NHS process was completed on short notice. The Statewide Functional Classification is a related but separate process with different timeframes and he thanked the TTAC for its flexibility.

Mr. Rob Case continued with the Agenda Item and stated HRTPO staff reviewed VDOT's September submittal to FHWA and based on its review, recommended the following changes for the "Principal Arterial" (PA) System:

- Recommended Upgrades to PA Status:
 - Add Warwick Blvd. (Newport News) – From Ft. Eustis Blvd. to Mercury Blvd.
 - Add First Colonial Road (Virginia Beach) – From Laskin Road to I-264 Oceana Blvd.
- Recommended Restoration to PA Status:
 - Restore Virginia Beach Boulevard / Laskin Road – From Park Avenue (Norfolk) to Pacific Avenue (Virginia Beach)
 - Restore Military Highway – From I-64 (Chesapeake) to Little Creek Road (Norfolk)

Mr. Case then summarized HRTPO staff recommendations specifically related to current NHS maps. Next steps include a future action by the TTAC and the HRTPO Board regarding HRTPO staff recommendations.

Mr. Pullen stated the City of Virginia Beach recently sent HRTPO staff correspondence requesting the upgrade of three roadways.

Mr. Ravanbakht expressed her appreciation to Mr. Mannell for attending and providing more information pertaining to the NHS Functional Class Designations.

After further discussion, Mr. Schnauer Moved to brief the HRTPO at its November 15, 2012 Board meeting on the current findings of the MAP-21 NHS Functional class Designations and defer the item for TTAC approval until its December meeting; seconded by Mr. Slaughter. The Motion Carried.

HRTPO Meeting Place Map

Mr. Chenault reported the purpose of the HRTPO Meeting Place Map is to:

- Further HRTPO public involvement and outreach goals
- Promote a transparent, inclusive process
- Provide familiar, accessible, and convenient public meeting facilities

Using Google Maps technology, the Public Meeting Map displays libraries, community/recreation centers, and other facilities throughout Hampton Roads that the HRTPO may have public meetings at in the future. The Map acts as a resource to HRTPO

staff, the public, and member localities, and users can view facilities by location and type and acquire detailed facts about each, including transit and accessibility information.

Mr. Chenault stated HRTPO staff will consistently update the map to ensure accuracy for the public and identify additional facilities as they become available.

Mr. Danker asked whether the public had the ability to notify the HRTPO of any special accommodations needed at a facility, including sign language and braille reading. Ms. Miller stated the HRTPO provides a special needs request form that can be submitted with seven days' notice.

Mr. Danker inquired if web links to both HRT and WATA were posted on the HRTPO Meeting Place Map. Mr. Chenault replied that currently there are no such links; however, HRTPO staff will review the matter.

Transportation Alternative Program: VDOT

Ms. Jennifer DeBruhl, VDOT Director of the Local Assistance Division, reported the new Transportation Alternatives (TA) program, created by MAP-21, will incorporate several programs that were included in SAFETEA-LU. However, there are some changes in how projects will be selected and funded.

Of particular note is that the TA program requires that 50% of the program funds received by the state be sub-allocated to areas based on population, while the other 50% may be obligated to any area of the state. Transportation Management Areas (MPOs having an urban population over 200,000) have the authority to select and award funding from their sub-allocations to projects carried out within their urbanized boundaries through a competitive selection process.

Several activities that have been eliminated from the program include:

- Pedestrian and bicycle safety and education
- Acquisition of scenic or historic easements and sites
- Scenic or historic highway programs
- Transportation museums

Ms. DeBruhl stated the VDOT Local Assistance Division (LAD) coordinates the TA program in Virginia and has made recommendations on how project selection for the program should be handled for the first year of the new program. In particular, LAD has recommended that:

- Only existing projects be considered for TA funding during the first year (FY 2014).
- There be a consistent application form, scoring criteria, and selection process.
- VDOT handle the application solicitation and oversight of the scoring (with representatives from the MPOs on the Scoring Committee). MPOs will be provided

with the scored applications for their areas and will have complete latitude on project selection in the TMA.

Ms. DeBruhl indicated VDOT will work with the Commonwealth Transportation Board (CTB), the Metropolitan Planning Organizations (MPOs), and other interested parties to develop a new Transportation Alternatives CTB policy for execution with FY 2015 selections once better guidance is available to direct MAP-21 implementation.

Mr. Kimbrel asked for clarification regarding the proposed application schedule. Ms. DeBruhl replied the process is tied to the release of the Six-Year Improvement Program (SYIP) which should be towards the end of April 2013.

Mr. Kimbrel inquired as to needed steps to coordinate with the region's local CTB members in order not to duplicate project selection. Ms. DeBruhl replied she was unsure; however, it was her belief that the CTB will be casting a wide net with regards to project selection. She noted VDOT will work with the CTB members to avoid duplicity.

Mr. Rucker asked what percentage of the backlogged TE projects would be complete in the SYIP timeframe. Ms. DeBruhl replied VDOT does not allocate enhancement funds based on the SYIP; rather, on an annual basis. Applicants are informed that funding is not guaranteed year to year. She indicated it was VDOT's intent to complete the backlog of projects in the first year of the TA program.

Mr. Yorks Moved to approve the HRTPO staff recommendation for the first year of the TA program (FY 2014); seconded by Mr. Pullen. The Motion Carried.

I-64 Peninsula Study EIS

Mr. Nicholas Nies, VDOT Project Manager, Environmental Division, reported that on October 24, 2012, the Federal Highway Administration (FHWA) approved the Draft Environmental Impact Statement (DEIS) for the I-64 Peninsula Study.

The DEIS is now available for public and agency review and comment. All comments on the DEIS are due by January 7, 2013. In addition, VDOT plans to hold three public hearings during the month of December. The approval of the Final EIS is anticipated for November 2013 with a Record of Decision (ROD) in 2014.

Ms. Vachet expressed her appreciation to Mr. Nies and VDOT for their efforts regarding the right-of-way issues with Camp Peary and the Naval Weapons Station in Yorktown.

Mr. Slaughter inquired as to a funding source for the project. Mr. Nies replied the DEIS is the first step in the process and potential funding will be reviewed on an annual basis. The project is addressed on the PPTA website and it may move forward as a PPTA project. Preliminary cost estimates range from \$4.7 - \$7.3 billion.

Ms. Ravanbakht asked whether an analysis was conducted with regards to diverting traffic to Route 460. Mr. Nies replied affirmatively, stating since Route 460 is included in the constrained Long-Range Transportation Plan, it was considered during the traffic analysis.

It was also included in the tolling diversion analysis where it was viewed from an environmental standpoint.

Three-Month Tentative Schedule

Chair King outlined the Three-Month Tentative Schedule for TTAC.

For Your Information

Chair King highlighted the items in the For Your Information section of the agenda packet.

Announcements

Chair King acknowledged the written announcements in the agenda packet.

Mr. Stringfield noted the Regional Progress Standards information will be sent to the localities soon.

Old/New Business

There was no Old/New Business.

Adjournment

With no further business to come before the Hampton Roads Transportation Technical Advisory Committee, the meeting adjourned at 11:48 a.m.