

**AGENDA ITEM #7: MINUTES**

Summary minutes of the TTAC meeting held on November 4, 2015 are attached.

Attachment 7

**RECOMMENDED ACTION:**

Approve the minutes.

**Summary Minutes of the HRTPO Transportation  
Technical Advisory Committee (TTAC) Meeting  
November 4, 2015**

The HRTPO Transportation Technical Advisory Committee (TTAC) Meeting was called to order at 9:31 a.m. in the Regional Building Boardroom, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

**TTAC Voting Members in Attendance:**

|                        |                    |                           |
|------------------------|--------------------|---------------------------|
| Robert Gey (Chair, VB) | Britta Ayers (NN)  | Phil Pullen (VB)          |
| Steve Froncillo (CH)   | Jackie Kassel (NN) | Mark Shea (Alternate, VB) |
| Garrey Curry (GL)      | Bryan Stilley (NN) | Tim Cross (YK)            |
| Lynn Allsbrook (HA)    | Robert Brown (NO)  | Chris Arabia (DRPT)       |
| Keith Cannady (HA)     | Thelma Drake (NO)  | Julie Navarrete (HRT)     |
| John Yorks (HA)        | Jeff Raliski (NO)  | Dawn Odom (VDOT)          |
| Jamie Oliver (IW)      | James Wright (PO)  | Stephen Rowan (VDOT)      |
| Richard Rudnicki (IW)  | Kevin Wyne (PQ)    | Eric Stringfield (VDOT)   |
| Michael Stallings (IW) | Sherry Earley (SU) | Jeff Florin (VPA)         |
| Paul Holt (JC)         | LJ Hansen (SU)     | Jamie Jackson (WATA)      |
| Tammy Rosario (JC)     | Robert Lewis (SU)  |                           |

**TTAC Voting Members Absent:**

|                       |                     |                     |
|-----------------------|---------------------|---------------------|
| Steve Lambert (CH)    | Ellen Roberts (PQ)  | Steve Martin (WM)   |
| Earl Sorey (CH)       | Debbie Vest (PQ)    | Reed Nester (WM)    |
| Anne Ducey-Ortiz (GL) | Brian Solis (VB)    | J. Mark Carter (YK) |
| Brian Lewis (GL)      | Daniel Clayton (WM) | Al Maddalena (YK)   |
| Peter Stephenson (IW) |                     |                     |

**TTAC Nonvoting Members in Attendance:**

Rhonda Murray (NAVY)

**TTAC Nonvoting Members Absent:**

|                    |                 |
|--------------------|-----------------|
| Ivan Rucker (FHWA) | Ryan Long (FTA) |
|--------------------|-----------------|

**HRTPO Staff:**

|                     |                |                    |
|---------------------|----------------|--------------------|
| Sam Belfield        | Mike Kimbrel   | David Pritchard    |
| Rob Case            | John Mihaly    | Camelia Ravanbakht |
| Kathlene Grauberger | Kendall Miller | Seth Schipinski    |
| Rob Jaques          | Keith Nichols  | Dale Stith         |
| Theresa Jones       | Joe Paulus     |                    |

**Others Recorded Attending:**

Michael King (NAVY); Frank Papcin (CTAC); Phil Lohr (WRA); Ken Yarberry (RK&K); Scott Lovell, Derek Piper (WSP/Parsons Brinckerhoff); Jordan Pasale (Virginian-Pilot); Karen McPherson (McPherson Consulting); Lindsay Hoolchan, Sam Sink (HRT); Carl Jackson (VDOT); Mike Long, Chris Vaigneur (HRPDC Staff)

## **Introductions**

There were no introductions.

## **Public Comment Period**

Mr. Frank Papcin, Virginia Beach Citizen, addressed the TTAC regarding his opposition to funding allocated to study extending light rail transit to Chesapeake.

## **Submitted Public Comments**

There were no submitted public comments in the agenda packet.

## **Comments and Updates from State and Federal Agencies and the Military**

Ms. Dawn Odom of VDOT reported that the Commonwealth Transportation Board's Fall Public meeting will be held on November 10, 2015 in the Regional Building Boardroom. She stated the meeting will be in the form of a Town Hall meeting focusing on House Bill 2.

There were no comments from DRPT.

There were no comments from FHWA.

Mr. Jeff Florin of the Virginia Port Authority (VPA) reported that the VPA will hold an open house tomorrow at 2:00 p.m. for contractors to review its upcoming construction program.

There were no comments from the NAVY.

## **Approval of Agenda**

Chair Robert Gey asked for additions or deletions to the TTAC Agenda. Mr. Eric Stringfield requested to defer *Agenda Item #14: I-264 Corridor Evaluation Study Update* until the January TTAC meeting. Chair Gey indicated that HRTPO staff will brief TTAC on a new business item regarding the revised LRTP revenue forecast. Mr. Florin Moved to approve the agenda with the amendments; seconded by Mr. Mark Shea. The Motion Carried.

## **Summary Minutes**

Chair Gey reported that the TTAC summary minutes from the October 7, 2015 meeting were included in the November 4, 2015 TTAC Agenda Packet. Chair Gey asked for any additions or corrections to the minutes. Hearing none, Mr. Tim Cross Moved to approve the minutes as written; seconded by Ms. Jackie Kassel. The Motion Carried.

**FY 2015-2018 TIP Revision – RSTP and CMAQ Transfer Request: Suffolk**

Ms. Sherry Earley reported that the City of Suffolk is requesting to transfer available funds from two City projects to cover a cost increase on a third, active Congestion Mitigation and Air Quality Improvement Program (CMAQ) project. Since a portion of the available funding is Regional Surface Transportation Program (RSTP) funds, the City has coordinated with the City of Newport News to swap \$36,621 in RSTP funds for an equivalent amount of CMAQ funds. The specifics of the City’s request are described below:

- Transfer \$36,621 FY 2011 RSTP funds, including state match, from the ITS Master Plan project (UPC 97726) in Suffolk to the Multimodal Station Relocation project (UPC 102734) in Newport News.
- Transfer \$36,621 FY 2016 CMAQ funds, including state match, from the Multimodal Station Relocation project (UPC 102734) in Newport News to the North Main Street Sidewalk project (UPC 99172) in Suffolk.
- Transfer \$56,000 FY 2015 CMAQ funds, including state match, from the Harbour View Area Traffic Signal Coordination project (UPC 100603) in Suffolk to the North Main Street Sidewalk project (UPC 99172) in Suffolk.

This request has been made available for public review and comment. The public review period began on October 28, 2015 and runs through November 11, 2015.

Ms. Earley Moved to recommend HRTPO Board approval of the RSTP and CMAQ fund transfers and the associated TIP amendment; seconded by Ms. Kassel. The Motion Carried.

**2015 CMAQ/RSTP Project Selection Process: Recommended Projects and Allocations**

Mr. Mike Kimbrel, HRTPO Principal Transportation Engineer, reported that the Transportation Programming Subcommittee (TPS) met on October 16, 2015 to produce a set of recommended projects to receive allocations of FY 2022 Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds and Regional Surface Transportation Program (RSTP) funds. The CMAQ and RSTP funding currently available through FY 2022 is shown below:

| <b>CMAQ</b>              | <b>FY 2016</b> | <b>FY 2017</b> | <b>FY 2018</b> | <b>FY 2019</b> | <b>FY 2020</b> | <b>FY 2021</b> | <b>FY 2022</b> |
|--------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| <b>Available Funding</b> | \$0            | \$12,540       | \$47,540       | \$47,540       | \$47,540       | \$82,540       | \$14,243,448   |

| <b>RSTP</b>              | <b>FY 2016</b> | <b>FY 2017</b> | <b>FY 2018</b> | <b>FY 2019</b> | <b>FY 2020</b> | <b>FY 2021</b> | <b>FY 2022</b> |
|--------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| <b>Available Funding</b> | \$226,735      | \$70,476       | \$70,476       | \$70,476       | \$70,476       | \$70,476       | \$26,867,539   |

Mr. Kimbrel stated the TPS recommended the following set of projects and allocations shown in the tables below.

### Recommended RSTP Projects and Allocations

| ID/UPC#                             | Jurisdiction       | Project Description  | Proposed Allocation FY-22 |
|-------------------------------------|--------------------|--|---------------------------|
| <b>Previously Approved Projects</b> |                    |  |                           |
| <b>T1404</b>                        | HRT                | TRAFFIX Program  | \$1,000,000               |
| <b>Highway Projects</b>             |                    |  |                           |
| <b>VB1RS</b>                        | Virginia Beach     | Elbow Road Extended - Phase 2                                  | \$13,612,795              |
| <b>VP1RS</b>                        | VPA                | Port of Virginia - Norfolk International Terminals Master Plan | \$150,000                 |
| <b>SF3RS</b>                        | Suffolk            | Spiegths Spillway Bridge Replacement                           | \$1,350,000               |
| <b>IW2RS</b>                        | Isle of Wight Cty. | Route 607 (Old Mill Road) Signalization                        | \$257,728                 |
| <b>Non-Highway Projects</b>         |                    |  |                           |
| <b>HT6RS</b>                        | HRT                | Bus Vehicle Replacement  | \$2,432,027               |
| <b>HT1RS</b>                        | HRT                | Naval Station Norfolk Transit Extension Study FEIS/PE          | \$6,000,000               |
| <b>CH1RS</b>                        | Chesapeake         | Study of Light Rail Extension to Chesapeake                    | \$2,000,000               |
|                                     |                    |  | Total \$26,802,550        |

## Recommended CMAQ Projects and Allocations

| ID/UPC#   | Jurisdiction   | Project Description                                       | Proposed Allocation<br>FY-22 |
|---|----------------|---|------------------------------|
| <b>New CMAQ Projects with FY-22 Allocations</b> |                |   |                              |
| HR1CM   | HRT            | Bus Vehicle Replacement                                   | \$3,349,302                  |
| WA4CM   | WATA           | WATA Transfer Station (HUB)                               | \$2,500,000                  |
| NF1CM   | Norfolk        | Norfolk Systemwide Signal Controller and System Upgrade   | \$3,000,000                  |
| CH1CM   | Chesapeake     | Chesapeake Signal Timing & Incident Management Plans      | \$150,000                    |
| VB4CM   | Virginia Beach | Traffic Adaptive Corridor Implementation                  | \$390,000                    |
| NN2CM   | Newport News   | Briarfield Sidewalk                                       | \$600,000                    |
| SF1CM   | Suffolk        | Suffolk TOC   | \$50,000                     |
| NF2CM   | Norfolk        | Bus Shelters and Pedestrian Improvements                  | \$315,000                    |
| HM1CM   | Hampton        | Traffic Signal System Retimings                           | \$1,055,000                  |
| WA3CM   | WATA           | York County - Southeast - Demonstration Routes            | \$597,977                    |
| SF2CM   | Suffolk        | Suffolk Citywide Signal Timings                           | \$140,000                    |
| VB1CM   | Virginia Beach | Corridor Retiming - Kempsville Road and Newtown Area      | \$521,180                    |
| NN1CM   | Newport News   | Warwick Boulevard Sidewalk Widening                       | \$500,000                    |
| VB3CM   | Virginia Beach | Rosemont Road/South Plaza Trail Intersection Improvements | \$363,000                    |
| VB2CM   | Virginia Beach | Independence Blvd./Edwin Drive Intersection Improvements  | \$647,000                    |
| Total   |                |   | \$14,178,459                 |

Mr. Phil Pullen Moved to recommend HRTPO Board approval of the RSTP and CMAQ projects and allocations as reflected in the tables above; seconded by Mr. Lynn Allsbrook. The Motion Carried.

### **Economic Analysis of Tolls on Freight Transportation in the Hampton Roads Region**

Dr. Camelia Ravanbakht, HRTPO Deputy Executive Director, reported that the draft report of *Economic Analysis of Tolls on Freight Transportation in the Hampton Roads Region* was presented to TTAC at its October 7, 2015 meeting and underwent public review from October 7, 2015 through October 21, 2015.

Mr. Florin indicated that the HRTPO Freight Transportation Advisory Committee (FTAC) has requested to participate in any discussions at the HRTPO level regarding tolls on these projects.

Dr. Ravanbakht stated the study recommends building all of the regional priority projects despite the fact that tolls may be involved. She noted HRTAC is developing a financial plan and once completed, more discussion and coordination between HRTAC, FTAC, and the HRTPO will need to take place. She indicated that HRTPO staff will report back to TTAC as more is learned.

Mr. Florin Moved to recommend HRTPO Board approval of the final report; seconded by Ms. Thelma Drake. The Motion Carried.

### **Signature Paths Project Update**

Dr. Robert Case, HRTPO Principal Transportation Engineer, reported that HRTPO staff is analyzing the benefits of building multi-use "signature paths: Signature paths are typically named, off-road, highly-used bicycle and pedestrian paths located where many people live and work, or near popular destinations.

HRTPO staff held a kickoff meeting with local stakeholders on September 2, 2015. Comments and feedback received included creating an inventory of existing bicycle and pedestrian facilities, researching the role of signature paths in systems of trails and public transit, and possible locations for signature paths in Hampton Roads.

Focusing on rail-to-trail paths (abandoned railroad rights-of-way converted to multi-use paths), HRTPO staff has been developing a multi-layered map to find the best location for signature paths in Hampton Roads, including socioeconomic data, destinations, and existing and potential usage.

Dr. Case indicated the next Signature Paths meeting will convene on November 13, 2015 in the Regional Building with a draft report briefing to TTAC on January 6, 2016.

### **Identifying Promising Intersections for High-Congestion-Benefit/Low-Cost Improvements: Draft Report**

Dr. Robert Case, HRTPO Principal Transportation Engineer, reported that in the recent Congestion Management Process (CMP) master document, HRTPO staff identified arterial roadway segments with high potential for intersection congestion alleviation (PICA), such as segments that have more delay than one would expect given their volume per lane and location or type.

Dr. Case stated he provided an analysis to the HRTPO Subcommittee at its August meeting that detailed each high-PICA segment in the CMP master document, identified the promising ones (those likely to receive major benefit from minor improvement), and recommended further analysis to estimate that benefit. Members of the Subcommittee then provided comments on those locations within their individual localities.

The draft was made available for public review on November 4, 2015 and runs through November 18, 2015.

## **HRTPO Public Participation Plan and HRTPO Title VI/LEP Plan**

Ms. Kendall Miller, HRTPO Public Involvement and Title VI Administrator, reported that the *HRTPO Public Participation Plan (PPP)* and *Title VI/Limited English Proficiency Plan (LEP)* are designed as resources for the HRTPO Board, staff, and general public to better understand the overall public participation strategy and procedures, as well as the federal mandates that guide HRTPO public participation efforts. They also address the responsibilities of the HRTPO under Title VI of the Civil Rights Act of 1964 and outline a strategy for the HRTPO to implement when working with all populations in Hampton Roads.

Ms. Miller stated the current PPP and Title VI/LEP Plan were approved and adopted by the HRTPO Board on May 1, 2014.

She noted that since the PPP and Title VI/LEP Plan are living documents that reflect changes in Federal law and mandates and new approaches to the transportation planning process, it is necessary for both Plans to be current and up-to-date. Therefore, the two plans have been updated and available for public review and comment from September 29, 2015 to November 15, 2015. The updated plans will be considered for approval by the HRTPO Board at its November 19, 2015 meeting.

Mr. Stringfield Moved to recommend HRTPO Board adoption of the HRTPO Public Participation Plan and the HRTPO Title VI/LEP Plan; seconded by Mr. Bryan Stilley. The Motion Carried.

## **Newport News Transportation Center Project Status Update**

Mr. Derek J. Piper of Parsons Brinckerhoff reported that the Newport News Transportation Center (NNTC) will provide service for Amtrak, overland bus, and local transit from a central facility in Newport News.

Mr. Piper presented the conceptual plan for the Center and noted that the architectural design will be contemporary, allowing for an open and transparent facility which will utilize the newest technology.

He indicated the project schedule includes a NEPA public hearing in January 2016 with construction to begin in June 2017 and a completion date of August 2018.

## **Williamsburg Area Transit Authority (WATA): Update on Transit Programs and Services**

Ms. Jamie Jackson, WATA Deputy Executive Director, reported that WATA was established as an Authority in 2008 and services the Cities of Williamsburg and Newport News, as well as James City County, upper York County, and Surry County.



Ms. Jackson stated that WATA has recently established a new service route for the Jamestown area. Other projects include the implementation of the Intelligent Transportation System (ITS), rollout of a new brand and identity, bus shelter and other amenity projects, new transit vehicles, safety/security projects and programs, expansion of transit service within the current service area, preparation for a new facility, and more activities that promote transit, economic, and service activities throughout the region.

### **Three-Month Tentative Schedule**

Chair Gey outlined the Three-Month Tentative Schedule for TTAC and noted that the December TTAC meeting will be cancelled.

### **For Your Information**

Chair Gey noted the For Your Information items in the Agenda Packet.

### **Announcements**

Chair Gey highlighted the announcements in the Agenda Packet and stated the TRAFFIX Oversight Subcommittee (TOS) would convene immediately following TTAC.

### **Old/New Business**

Ms. Dale Stith, HRTPO Principal Transportation Planner, summarized the timeline of the 2040 LRTP Revenue Forecast:

- December 2013 – Original 2040 LRTP Revenue Forecast received
- July 2015 – HRTPO staff informed by VDOT that the 2040 LRTP Revenue was to be revised
- October 30, 2015 – Revised 2040 LRTP Revenue Forecast received. The new revenue forecast incorporates House Bill 1887 Funding Distributions:
  - State of Good Repair
  - High-Priority Projects Program
  - District Grant Program

Ms. Stith noted that there was no change in the Maintenance category of the forecast, which includes State of Good Repair Funds. However, the Hampton Roads Transportation Fund (HRTF) forecast decreased by \$2 billion and the LRTP Construction Funds forecast decreased by \$1.2 billion.

She outlined the 2040 LRTP Revised Schedule as follows:

- November – LRTP Subcommittee Meeting to revise working draft of Fiscally-Constrained List of Projects
- December – Anticipate HRTAC Financing Plan for Regional Priority Projects

- January – Draft Fiscally-Constrained List of Projects presented to TTAC and the HRTPO Board
- January-March – Advisory Committee and Public review of Draft Fiscally-Constrained List of Projects
- March – HRTPO Board Approval of Fiscally-Constrained List of Projects
- Spring 2016 – HRTPO Board approved and adopted 2040 LRTP

### **Adjournment**

With no further business to come before the Hampton Roads Transportation Technical Advisory Committee, the meeting adjourned at 11:24 a.m.