

**Summary Minutes of the HRTPO Transportation
Technical Advisory Committee (TTAC) Meeting
January 6, 2021**

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

Ms. Pavithra Parthasarathi, HRTPO Deputy Executive Director, read the following statement:

Pursuant to the declared state of emergency in the Commonwealth of Virginia in response to the COVID-19 pandemic and to protect the public health and safety of Transportation Technical Advisory Committee members, staff, and the general public, today's meeting is being held electronically. This electronic meeting is required to complete essential business on behalf of the region.

Per the requirements of the Code of Virginia, the agenda and all supporting documentation were posted on the HRTPO website for public review, and electronic copies of this information were provided to TTAC members and other interested parties.

Today's meeting is being live-streamed and recorded. The live-stream is available for viewing on the Regional Connection YouTube channel and the recording will be available via the HRTPO website.

The general public was provided an opportunity to comment on today's agenda in advance of the meeting via two options:

- 1. Members of the public were invited to email comments to the TTAC.*
- 2. Members of the public were invited to call into a dedicated phone line where comments could be recorded for the TTAC.*

No comments were received via either option as of 48 hours before the meeting.

Before we begin today's remote meeting, I need to remind members of a few important housekeeping rules:

- Everyone is asked to keep their phones and computers muted except for when you are providing input.*
- Please identify yourself by name and the locality or agency you represent when you provide input. Do the same should you provide a motion or a second.*

All votes taken today must be made by roll call vote and recorded in the minutes.

Thank you for your cooperation and patience. Attendance will now be recorded by roll call.

The following represents the attendance of the meeting as taken by roll call:

TTAC Voting Members in Attendance:

Bryan Stilley (Chair, NN)	Amy Inman (NO)	Carolyn Murphy (WM)
Benjamin Camras (CH)	Deborah Mangiaracina (NO)	Tim Cross (YK)
Troy Eisenberger (CH)	Carl Jackson (PO)	Sam Sink (HRT)
Tracy Jones-Schoenfeld (CH)	Beth Lewis (SH)	Tiffany Dubinsky (Alternate, DRPT)
Carol Rizzio (GL)	Robert Lewis (SU)	Todd Halacy (VDOT)
Lynne Keenan (HA)	Jason Souders (SU)	Sonya Hallums-Ponton (VDOT)
Sandon Rogers (Alternate, HA)	David Jarman (VB)	Eric Stringfield (VDOT)
Jamie Oliver (Vice Chair, IW)	Ric Lowman (VB)	Barbara Nelson (VPA)
Paul Holt (JC)	Phil Pullen (VB)	Joshua Moore (WATA)
Robert Brown (NO)		

TTAC Voting Members Absent:

Anne Ducey-Ortiz (GL)	Angela Rico (NN)	LJ Hansen (SU)
Michael Hayes (HA)	James Wright (PO)	Daniel Clayton (WM)
Jason Mitchell (HA)	Garrett Feagans (PQ)	Aaron Small (WM)
Wayne Griffin (IW)	Charles Horton (PQ)	Earl Anderson (YK)
Amy Ring (IW)	Dannan O'Connell (PQ)	Joe Sisler (YK)
Tammy Rosario (JC)	Michael Johnson (SH)	Grant Sparks (DRPT)
Angela Hopkins (NN)	Lynette Lowe (SH)	

TTAC Non-Voting Members in Attendance:

Michael King (NAVY)

TTAC Non-Voting Members Absent:

Ivan Rucker (FHWA)
Melissa McGill (FTA)

HRTPO Staff in Attendance:

Sam Belfield	Keith Nichols	Pavithra Parthasarathi
Theresa Brooks	Bishoy Kelleny	Jeff Raliski
Rob Case	John Mihaly	Brandon Rogers
Kathlene Grauberger	Kendall Miller	Dale Stith
Uros Jovanovic		

Others Recorded Attending:

Toluwalase Ibikunle, Lisa Simpson (NN); Robert Weber (SU); Katie Shannon, Mark Shea (VB); Bryant Porter, Chris Voigt (VDOT); Dustin Rinehart (VPA); Karen McPherson (McPherson Consulting); Logan Grimm (HRPDC Staff)

Approval of Agenda [Action Required]

Chair Bryan Stillely asked for additions or deletions to the TTAC Agenda. Ms. Pavithra Parthasarathi stated that *Agenda Item #7 – FY 2021 Unified Planning Work Program (UPWP) Amendment* is an action item and will require a vote by TTAC members. She also noted that the dollar figure listed in the attachment should be reflected as \$39,332. Ms. Carolyn Murphy Moved to approve the agenda as amended; seconded by Ms. Sam Sink. The Motion Carried by Affirmation.

Public Comments

One public comment was submitted and included in the agenda that was transmitted electronically to TTAC members. No public comments were submitted as of 48 hours before the meeting.

Approval of Consent Items [Action Requested]

- A. Minutes
- B. FY 2021-2024 TIP Amendment Request to Transfer CMAQ Funding: Isle of Wight
UPC 102951: Main Street Pedestrian Improvements
- C. FY 2021-2024 TIP Amendment Request to Transfer RSTP Funding: Newport News –
UPC 109075: Newport News Transportation Center – Grading, Drainage, and Utilities
- D. FY 2021-2024 TIP Amendment Request: VDOT
UPC 97715: Wythe Creek Road
- E. FY 2021-2024 TIP Amendment Request: VDOT
UPC 112923: I-64 Express Lanes – Segment 2
- F. FY 2021-2024 TIP Amendment Request: VDOT
UPC 116739: I-64 Toll Integration – Hampton Roads District Office
- G. FY 2021-2024 TIP Amendment Request: VDOT
UPC 116741: I-64 Toll Integration – Systems Integrator
- H. FY 2021-2024 TIP Amendment Request: VDOT
UPC 117033: ERC I-264 Noise Barriers
- I. FY 2021-2024 TIP Amendment Request: VDOT
UPC T10862: Mounts Bay Route
- J. FY 2021-2024 TIP Amendment Request: VDOT
UPC T23416: Safety Improvements on Route 258
- K. FY 2021-2024 TIP Amendment Request to Transfer CMAQ Funding: WATA
UPC T11780: Purchase Replacements Buses
- L. State of Transportation in Hampton Roads: Final Report

Ms. Jamie Oliver Moved to approve the Consent Agenda as written; seconded by Ms. Carolyn Murphy.

A roll call vote was conducted:

Benjamin Camras (CH)	Yes
Troy Eisenberger (CH)	Yes
Tracy Jones-Schoenfeld (CH)	Yes
Carol Rizzio (GL)	Yes
Lynne Keenan (HA)	Yes
Sandon Rogers (Alternate, HA)	Yes
Jamie Oliver (IW)	Yes
Paul Holt (JC)	Yes
Bryan Stilley (NN)	Yes
Robert Brown (NO)	Yes
Amy Inman (NO)	Yes
Debbie Mangiaracina (NO)	Yes
Carl Jackson (PO)	Yes
Beth Lewis (SH)	Yes
Robert Lewis (SU)	Yes
Jason Souders (SU)	Yes
David Jarman (VB)	Yes
Ric Lowman (VB)	Yes
Phil Pullen (VB)	Yes
Carolyn Murphy (WM)	Yes
Timothy Cross (YK)	Yes
Tiffany Dubinsky (Alternate, DRPT)	Yes
Sam Sink (HRT)	Yes
Todd Halacy (VDOT)	Yes
Sonya Hallums-Ponton (VDOT)	Yes
Eric Stringfield (VDOT)	Yes
Barbara Nelson (VPA)	Yes
Josh Moore (WATA)	Yes

Regarding the Motion on the floor, The Motion Carried.

**2045 Long-Range Transportation Plan (LRTP): Update [Action Requested]
Project Prioritization Scores**

Ms. Dale Stith, HRTPO Principal Transportation Planner, provided a 2045 LRTP update on draft project prioritization scores, stating that this item was an action item.

Ms. Stith stated that draft project prioritization scores were distributed for review and comment to HRTPO advisory and subcommittees (TTAC, Freight Transportation Advisory Committee, Community Advisory Committee, LRTP Subcommittee, Active Transportation Subcommittee, and the Regional Transit Coordination Working Group). The prioritization scores are part of the draft Hampton Roads 2045 Long-Range Transportation Plan: Candidate Project Evaluation and Prioritization report and feedback received from the advisory and subcommittees were addressed and/or incorporated. The public was also provided an

opportunity to review the draft prioritization report and scores. One public comment was received from Southern Environmental Law Center, which was forwarded to the appropriate agencies/localities and included in Appendix B of the prioritization report.

Ms. Stith indicated that these priorities will provide a framework for the continuous pursuit of funding for the region's transportation system and will serve as a guide in the development of the fiscally-constrained 2045 Long-Range Transportation Plan. Ms. Jamie Oliver informed the TTAC that the LRTP Subcommittee has been very involved in the development and review of the draft project prioritization scores and has recommended TTAC approval of the draft scores and associated prioritization report.

Mr. Robert Lewis Moved to recommend HRTPO Board approval of the 2045 LRTP Project Prioritization scores and the Hampton Roads 2045 LRTP: Candidate Project Evaluation and Prioritization report; seconded by Mr. Carl Jackson.

A roll call vote was conducted:

Benjamin Camras (CH)	Yes
Troy Eisenberger (CH)	Yes
Tracy Jones-Schoenfeld (CH)	Yes
Carol Rizzio (GL)	Yes
Lynne Keenan (HA)	Yes
Sandon Rogers (Alternate, HA)	Yes
Jamie Oliver (IW)	Yes
Paul Holt (JC)	Yes
Bryan Stilley (NN)	Yes
Robert Brown (NO)	Yes
Amy Inman (NO)	Yes
Debbie Mangiaracina (NO)	Yes
Carl Jackson (PO)	Yes
Beth Lewis (SH)	Yes
Robert Lewis (SU)	Yes
Jason Souders (SU)	Yes
David Jarman (VB)	Yes
Ric Lowman (VB)	Yes
Phil Pullen (VB)	Yes
Carolyn Murphy (WM)	Yes
Timothy Cross (YK)	Yes
Tiffany Dubinsky (Alternate, DRPT)	Yes
Sam Sink (HRT)	Yes
Todd Halacy (VDOT)	Yes
Sonya Hallums-Ponton (VDOT)	Yes
Eric Stringfield (VDOT)	Yes
Barbara Nelson (VPA)	Yes
Josh Moore (WATA)	Yes

Regarding the Motion on the floor, The Motion Carried.

2045 Long-Range Transportation Plan (LRTP): Update Long-Range Transportation Revenue Forecast Status

Ms. Dale Stith, HRTPO Principal Transportation Planner, reported that HRTPO staff received the Constrained Long-Range Revenue Forecast from VDOT on December 22, 2020. The forecast is based on the FY 2021-2026 Six-Year Financial Plan, modified for the COVID-19 Update and state revenue estimates made available in December 2020. The forecast also uses the Six-Year Improvement Program (SYIP) adopted by the Commonwealth Transportation Board (CTB) in June 2019. The forecast out years are based on state/federal trends.

Ms. Stith stated that the forecast for Hampton Roads for FY 2021-2025 provides \$25,296 million with \$13,580 million of this figure reserved off the top for Maintenance and Administration. The remaining \$11,716 million is available for capacity improvements for the fiscally-constrained 2045 LRTP.

She informed TTAC that the LRTP Subcommittee had approved Guiding Principles that would be used to establish fiscal-constraint for the 2045 LRTP. Ms. Stith also indicated that the Hampton Roads Transportation Accountability Commission's (HRTAC) revenue forecast is anticipated to be ready by January 6, 2021.

Next steps for the HRTPO 2045 LRTP include:

- Project Prioritization
 - January 2021 – HRTPO Board approval of Final Project Prioritization Scores
- Funding Plan/Fiscal-Constraint
 - January/February 2021 – Development of Funding Plan (Fiscal-Constraint)
 - February/March 2021 – TTAC and HRTPO Board approval of Funding Plan
- Remaining 2045 LRTP Documentation
 - March/April 2021 – Initiate Conformity (approximately 3-month process)
 - March/May 2021 – Complete documentation of 2045 LRTP
 - May/June 2021 – HRTPO Board approval of 2045 LRTP

Ms. Amy Inman of Norfolk inquired that since the Hampton Roads Regional Transit Funds (HRRTF) are part of the constrained revenue forecast, do the Regional Priority Projects Selection Guidelines only apply to highways, which Ms. Stith affirmed. Ms. Inman expressed concern that the Public Transit Working Group (PTWG), established as a TTAC Subcommittee in September 2020, had not yet convened. The PTWG was created to assist the HRTPO in its cooperative effort involving the HRTPO, HRTAC, and Hampton Roads Transit (HRT) with the planning, coordination, development, financing, and delivery of projects related to the Hampton Roads Regional Transit Program (HRRTP), established by the Virginia General Assembly. Ms. Stith and Ms. Parthasarathi stated they would take her concerns to HRTPO Executive Director Robert Crum.

MAP-21/FAST Act Regional Performance Measures and Targets

Mr. Keith Nichols, HRTPO Principal Transportation Engineer, reported that the MAP-21 and FAST Act federal surface transportation legislation packages require that Metropolitan Planning Organizations (MPOs) prepare and use a set of federally-established performance measures and set targets. Targets are required in the areas of roadway safety, transit asset management, transit safety, pavement condition, bridge condition, roadway performance, and freight. Mr. Nichols noted that MPOs must approve Calendar Year 2021 regional performance targets in three of these areas – roadway safety, transit asset management, and transit safety.

Roadway Safety

Mr. Nichols stated that there are five Roadway Safety measures that MPOs are required to establish targets and monitor progress for:

- Fatalities
- Fatality Rate
- Serious Injuries
- Serious Injury Rate
- Bike/Pedestrian Fatalities and Serious Injuries (combined)

The Regional Performance Measures Task Force, comprised of TTAC members, was established to assist with the development of regional targets. Mr. Nichols noted that the Task Force convened on December 17, 2020, to discuss the 2021 Safety Performance Measures and Targets. The Task Force came to a consensus that the HRTPO should continue to adopt Vision Zero targets for each of these measures and Mr. Nichols highlighted the individual targets for TTAC. He explained that Vision Zero targets are where the number of fatalities, serious injuries, and bike/pedestrian fatalities and serious injuries are reduced by a set amount each year to reach a goal of zero by 2045, the horizon of the upcoming regional Long-Range Transportation Plan.

Transit Asset Management

Mr. Nichols reported that there are four Transit Asset Management (TAM) categories that MPOs are required to establish targets and monitor the progress for:

- Rolling Stock – Buses, ferry boats, light rail vehicles, and trolley buses
- Equipment/Service Vehicles – Non-revenue automobiles, trucks, and other vehicles
- Infrastructure – Light rail
- Facilities – Passenger, parking, maintenance, and administrative facilities

Mr. Nichols noted that Hampton Roads Transit (HRT), as a Tier I transit agency, must develop and carry out its own TAM plans. As Tier II transit agencies, Williamsburg Area Transit Authority (WATA) and Suffolk Transit are eligible to participate in group TAM plans and they use statewide targets established by the Virginia Department of Rail and Public Transportation (DRPT). He then summarized the HRTPO staff recommended list of regional transit asset management targets, based on a weighted average of HRT, WATA, and Suffolk Transit targets.

Transit Safety

Mr. Nichols explained that starting in 2021, MPOs must establish regional transit safety targets and incorporate them into their Transportation Improvement Programs (TIPs) and Long-Range Transportation Plans (LRTPs). There are four Transit Safety categories that MPOs are required to establish targets and monitor progress for:

- Fatalities
- Injuries
- Safety Events
- System Reliability

Mr. Nichols stated that similar to Transit Asset Management, Tier I transit agencies such as HRT must develop and carry out their own Public Transportation Agency Safety Plans (PTASPs), and Tier II transit agencies such as WATA and Suffolk Transit are eligible to participate in the statewide PTASP. He indicated that HRTPO staff prepared a recommended list regional transit safety targets, based on a weighted average of HRT, WATA, and Suffolk Transit targets and he then summarized the targets for TTAC members.

Mid-Period Performance Target Adjustments

Mr. Nichols reported that states have the opportunity to adjust four-year asset condition and system performance targets at the mid-term of the performance period, as do MPOs that established their own four-year targets. For any mid-period adjustments made by the state, MPOs may choose whether to continue supporting the state target or adopt a new, MPO-specific target.

He stated that the CTB approved adjusting one of the statewide four-year targets – NHS Bridge Deck Area in Good Condition – from 33% down to 30.5%. The target adjustment was recommended to align with the current best estimate of statewide performance. The Regional Performance Measures Task Force discussed this topic at its December 17, 2020, meeting and reached consensus on using a target for NHS Bridge Deck Area in Good Condition of 27%. This would match the baseline based on the percentage that was in good condition in Hampton Roads in 2017.

Mr. Nichols noted that the draft Regional Safety, Transit Asset Management, Transit Safety, and NHS Bridge Deck Area in Good Condition Performance Targets were made available for public review and comment from December 17, 2020, through January 4, 2021.

Mr. Eric Stringfield Moved to recommend HRTPO Board approval of the updated regional performance targets; seconded by Mr. Carl Jackson.

A roll call vote was conducted:

Benjamin Camras (CH)	Yes
Troy Eisenberger (CH)	Yes
Tracy Jones-Schoenfeld (CH)	Yes
Carol Rizzio (GL)	Yes
Lynne Keenan (HA)	Yes

Sandon Rogers (Alternate, HA)	Yes
Jamie Oliver (IW)	Yes
Paul Holt (JC)	Yes
Bryan Stilley (NN)	Yes
Robert Brown (NO)	Yes
Amy Inman (NO)	Yes
Debbie Mangiaracina (NO)	Yes
Carl Jackson (PO)	Yes
Beth Lewis (SH)	Yes
Robert Lewis (SU)	Yes
Jason Souders (SU)	Yes
David Jarman (VB)	Yes
Ric Lowman (VB)	Yes
Phil Pullen (VB)	Yes
Carolyn Murphy (WM)	Yes
Timothy Cross (YK)	Yes
Tiffany Dubinsky (Alternate, DRPT)	Yes
Sam Sink (HRT)	Yes
Todd Halacy (VDOT)	Yes
Sonya Hallums-Ponton (VDOT)	Yes
Eric Stringfield (VDOT)	Yes
Barbara Nelson (VPA)	Yes
Josh Moore (WATA)	Yes

Regarding the Motion on the floor, The Motion Carried.

FY 2021 Unified Planning Work Program (UPWP) Amendment

Dr. Robert Case, HRTPO Chief Transportation Engineer, reported that during the December 2, 2020 TTAC meeting, TTAC members discussed replacing Task 8.5 “Trip Generation of Satellite Wagering Facilities” with Task 8.5 “Addressing Queue Spillbacks at Fast-Food Restaurants” as requested by the City of Virginia Beach. It was earlier determined that Task 8.5 “Trip Generation of Satellite Wagering Facilities” was no longer needed.

Mr. Ric Lowman Moved to recommend HRTPO Board approval of the proposed UPWP amendment; seconded by Mr. Troy Eisenberger.

A roll call vote was conducted:

Benjamin Camras (CH)	Yes
Troy Eisenberger (CH)	Yes
Tracy Jones-Schoenfeld (CH)	Yes
Carol Rizzio (GL)	Yes
Lynne Keenan (HA)	Yes
Sandon Rogers (Alternate, HA)	Yes
Jamie Oliver (IW)	Yes
Paul Holt (JC)	Yes
Bryan Stilley (NN)	Yes

Robert Brown (NO)	Yes
Amy Inman (NO)	Yes
Debbie Mangiaracina (NO)	Yes
Carl Jackson (PO)	Yes
Beth Lewis (SH)	Yes
Robert Lewis (SU)	Yes
Jason Souders (SU)	Yes
David Jarman (VB)	Yes
Ric Lowman (VB)	Yes
Phil Pullen (VB)	Yes
Carolyn Murphy (WM)	Yes
Timothy Cross (YK)	Yes
Tiffany Dubinsky (Alternate, DRPT)	Yes
Sam Sink (HRT)	Yes
Todd Halacy (VDOT)	Yes
Sonya Hallums-Ponton (VDOT)	Yes
Eric Stringfield (VDOT)	Yes
Barbara Nelson (VPA)	Yes
Josh Moore (WATA)	Yes

Regarding the Motion on the floor, The Motion Carried.

Special Studies for the FY 2022 Unified Planning Work Program (UPWP)

Dr. Robert Case, HRTPO Chief Transportation Engineer, reported that each year HRTPO staff conducts a small number of special studies to address specific transportation concerns of its member localities. The Unified Planning Work Program (UPWP) is the blueprint for usage of federal transportation planning funds and he stated that in preparing the HRTPO FY 2022 UPWP, staff plans to gather input on desired study topics.

Dr. Case highlighted past examples of special studies and asked TTAC members to send study requests to him by COB January 22, 2021.

Three-Month Tentative Schedule

Chair Stilley outlined the Three-Month Tentative Schedule in the Agenda Packet.

For Your Information

Chair Stilley highlighted the items in the For Your Information section in the Agenda Packet.

Announcements

Chair Stilley noted the announcements in the Agenda Packet and made special mention of the next Transportation Programming Subcommittee (TPS) meeting scheduled for January 15, 2021.

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 10:45 a.m.