

AGENDA ITEM #7: MINUTES

Summary minutes of the TTAC meeting held on November 7, 2018 are attached.

Attachment 7

RECOMMENDED ACTION:

Approve the minutes.

**Summary Minutes of the HRTPO Transportation
Technical Advisory Committee (TTAC) Meeting
November 7, 2018**

The HRTPO Transportation Technical Advisory Committee (TTAC) Meeting was called to order at 9:34 a.m. in the Regional Building Boardroom, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

TTAC Voting Members in Attendance:

Robert Lewis (Chair, SU)	Robert Brown (NO)	Carolyn Murphy (WM)
Bryan Stilley (NN)	Christine Armstrong (NO)	Tim Cross (YK)
Benjamin Camras (CH)	Amy Inman (NO)	Chris Arabia (DRPT)
Troy Eisenberger (CH)	Jackie Kassel (NN)	Jamie Jackson (HRT)
Carol Rizzio (GL)	Bridjette Parker (NN)	Sonya Hallums-Ponton (VDOT)
Angela Rico (Alternate, HA)	Carl Jackson (PO)	Dawn Odom (VDOT)
Jamie Oliver (IW)	LJ Hansen (SU)	Eric Stringfield (VDOT)
Benjamin Sullivan (IW)	Jason Souders (SU)	Barbara Nelson (VPA)
Paul Holt (JCC)	Phil Pullen (VB)	Barbara Creel (WATA)
Tammy Rosario (JCC)	Brian Solis (VB)	

TTAC Voting Members Absent:

Donald Goodwin (FR)	Michael Johnson (SH)
Dannan O'Connell (PQ)	Beth Lewis (SH)
Ellen Roberts (PQ)	Lynette Lowe (SH)
Debbie Vest (PQ)	

TTAC Nonvoting Members in Attendance:

Rhonda Murray (NAVY)

TTAC Nonvoting Members Absent:

Melissa McGill (FTA)	Ivan Rucker (FHWA)
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HRTPO Staff:

Sam Belfield	Steve Lambert	Joe Paulus
Theresa Brooks	John Mihaly	Jeff Raliski
Shirley Core	Kendall Miller	Dale Stith
Kathlene Grauberger	Keith Nichols	
Mike Kimbrel	Leonardo Pineda	

Others Recorded Attending:

Sandon Rogers (SU); Bekki Jucksch (Kimley-Horn); Robin Grier, Sharonda Hawkins, Isabella Young, Caleb Brooks, Scott Smizek (VDOT); Ron Hodges, Carleen Muncy (HRT/TRAFFIX); Angela Hopkins (NN Planning); Karen McPherson (McPherson Consulting); Keisha Branch (HRT); Chad Lahaic (VHB); Lui Zukosky (RK&K); Dustin Rinehart (Port of Va); David Keeler (Virginia Beach EMS); Alex Baruch (JCC Planning); Dawn Best (F & R Engineering); Bob Mathias, Katie Shannon (VB); Frank Azzalina (HRTI); Kevin Page (HRTAC); Mike Long, Chris Vaigneur (HRPDC Staff).

Introductions

Mr. Robert Brown introduced Ms. Amy Inman, City of Norfolk Assistant Director of Public Works.

Mr. Solis introduced Mr. Rick Lowman, City of Virginia Beach Traffic Engineer and Mr. Dave Keeler who is participating in the VB mentor/mentee program.

Mr. Eric Stringfield introduced Ms. Isabella Young who recently joined the VDOT planning department.

Public Comment Period

There were no public comments.

Submitted Public Comments

There were no submitted public comments in the agenda packet.

Comments and Updates from State and Federal Agencies and the Military

There were no comments from the Federal Highway Administration.

Ms. Dawn Odom reminded the committee that the VDOT Fall meeting will be held on Tuesday, November 13, 2018 at 4:00pm at the VDOT District Office, 7511 Burbage Drive, Suffolk VA 23435.

Mr. Eric Stringfield stated VDOT staff are starting to score SMART SCALE applications. He reminded committee members to respond to alerts related to applications as soon as possible. VDOT anticipates a scoring report to be available in January.

There were no comments from the Virginia Port Authority.

There were no comments from the US Navy.

Mr. Chris Arabia announced several DRPT 2018 transit and mobility programs grants workshops:

- Human Services Program (5310, Senior)
 - November 16, 2018 in Fishersville
 - November 27, 2018 DRPT Conference Room Richmond, VA
- TDM and Mobility Programs
 - November 15, 2018 DRPT offices 21st floor in Richmond, VA
- Rural Transit (5311 and State Capital/Operating)
 - November 15, 2018 DRPT offices 12th Floor Conference room Richmond, VA
- Urban Transit and MPOs (5307 and State Capital/Operating)
 - November 14, 2018 DRPT 12th Floor Conference Room Richmond, VA

Approval of Agenda

Chair Lewis asked for additions or deletions to the TTAC Agenda. Mr. John Mihaly, noted at each member's seat was an updated funding table for agenda Item 15 2018 CMAQ/RSTP Project Selection Process: Recommended Projects and Allocations.

Mr. Stringfield Moved to approve the Agenda as amended; seconded by Mr. Jackson. The Motion Carried.

Summary Minutes

Chair Lewis reported that the TTAC summary minutes from the October 3, 2018 meeting were included in the November 7, 2018 TTAC Agenda Packet. Chair Lewis asked for any additions or corrections to the minutes.

Hearing none, Mr. Cross Moved to approve the minutes; seconded by Mr. Hansen. The Motion Carried.

FY 2018-2021 TIP AMENDMENT REQUEST: UPC 112317 - VDOT

Mr. Eric Stringfield, VDOT Hampton Roads District Transportation Planning Engineer, briefed the TTAC on a request from the Virginia Department of Transportation (VDOT) to amend the Fiscal Year (FY) 2018-2021 Transportation Improvement Program (TIP) to revise the schedule and obligations for one project as described below:

- 112317 – Elbow Road Phase 2C
 - Revise Schedule as follows:
 - Preliminary Engineering (PE) Start: 10/9/2018; End: 12/23/2020
 - Right of Way (RW): N/A
 - Construction (CN) Start: 12/23/2020; End: 7/13/2023
 - Revise Obligations as follows:
 - Add FY 2019 PE Phase Regional Surface Transportation Program (RSTP) obligation of \$400,000, plus \$100,000 state match
 - Add FY 2021 CN Phase RSTP obligation of \$10,890,236, plus \$2,722,559 state

- match
- Add FY 2021 CN Phase Advanced Construction (AC) obligation of \$8,577,074, plus \$2,144,269 match

This request has been made available for public review and comment from October 31, 2018 through November 14, 2018.

Ms. Rico Moved to recommend HRTPO Board approval of the TIP Amendment; seconded by Ms. Oliver. The Motion Carried.

FY 2018-2021 TIP AMENDMENT REQUEST: 111982 - VDOT

Mr. Eric Stringfield, VDOT Hampton Roads District Transportation Planning Engineer, briefed the TTAC on a request from the Virginia Department of Transportation (VDOT) to amend the Fiscal Year (FY) 2018-2021 Transportation Improvement Program (TIP) to revise the cost estimate, allocations, and obligations for one project as described below:

- 111982 – I-64 Southside Widening and High-Rise Bridge Phase 1 GARVEE Debt Service
 - Revise Cost Estimate as follows:
 - Preliminary Engineering (PE): \$33,881,463
 - Right of Way (RW): N/A
 - Construction (CN): N/A
 - Total Cost Estimate: \$33,881,463
 - Revise Allocations as follows:
 - Remove FY Previous National Highway Performance Program (NHPP) allocation of \$2,666,518, plus \$666,629 match
 - Revise FY 2018 NHPP allocation to be \$2,666,518, plus \$666,629 match
 - Revise FY 2019 NHPP allocation to be \$3,313,776, plus \$828,443 match
 - Revise FY 2020 NHPP allocation to be \$3,912,605, plus \$978,151 match
 - Revise FY 2021 NHPP allocation to be \$4,913,088, plus \$1,228,272 match
 - Revise Obligations as follows:
 - Add FY 2019 PE Phase Advanced Construction (AC)-Conversion obligation of \$3,443,639
 - Add FY 2020 PE Phase AC-Conversion obligation of \$3,678,726
 - Add FY 2021 PE Phase AC-Conversion obligation of \$3,476,477

This request has been made available for public review and comment from October 31, 2018 through November 14, 2018.

Mr. Hansen Moved to recommend HRTPO Board approval of the TIP Amendment; seconded by Ms. Odom. The Motion Carried.

FY 2018-2021 TIP AMENDMENT REQUEST: 107340 – VDOT

Mr. Eric Stringfield, VDOT Hampton Roads District Transportation Planning Engineer, briefed the TTAC on a request from the Virginia Department of Transportation (VDOT) to amend the Fiscal

Year (FY) 2018-2021 Transportation Improvement Program (TIP) to add one project as described below:

- 107340 – N. King Street Improvements – Phase IV
 - Add project to TIP
 - Description: Reconstruct N. King Street from Lincoln Street to I-64 with curb and gutter, street lighting, landscaping, and associated pedestrian facilities such as crosswalks and other ADA compliance features.
 - Project Length: 0.45 miles
 - Cost Estimate as follows:
 - Preliminary Engineering (PE): \$247,000
 - Right of Way (RW): \$693,000
 - Construction (CN): \$1,360,000
 - Total Cost Estimate: \$2,300,000
 - Schedule as follows:
 - PE Start: 8/4/2015; End: 12/19/2017
 - RW Start: 12/19/2017; End: 12/31/2018
 - CN Start: 12/31/2018; End: 12/17/2019
 - Allocations
 - Add FY Previous Revenue Sharing (RS) allocation of \$495,000, including match
 - Add FY Previous Urban allocation of \$747,633
 - Add FY 2018 Local Funds (LOC) allocation of \$15,528
 - Add FY 2018 RS allocation of \$370,370, including match
 - Add FY 2019 RS allocation of \$300,000, including match
 - Add FY 2020 RS allocation of \$314,630, including match
 - Obligations
 - Add FY Previous PE Phase RS obligation of \$123,500, plus \$123,500 match
 - Add FY 2018 RW Phase Equity Bonus/Minimum Guarantee (EB/MG) obligation of \$554,400, plus \$138,600 match
 - Add FY 2018 CN Phase EB/MG obligation of \$55,913, plus \$13,978 match
 - Add FY 2018 CN Phase RS obligation of \$309,185, plus \$309,185 match
 - Add FY 2018 CN Phase Advanced Construction (AC)-Other obligation of \$671,739

This request has been made available for public review and comment from October 31, 2018 through November 14, 2018.

Ms. Rico Moved to recommend HRTPO Board approval of the TIP Amendment; seconded by Ms. Murphy. The Motion Carried.

FY 2018-2021 TIP AMENDMENT REQUEST: UPC 113988 – VDOT

Mr. Eric Stringfield, VDOT Hampton Roads District Transportation Planning Engineer, briefed the TTAC on a request from the Virginia Department of Transportation (VDOT) to amend the Fiscal Year (FY) 2018-2021 Transportation Improvement Program (TIP) to add one project as described below:

- 113988 – Coliseum Drive Extension Study – Segment B
 - Add project to TIP
 - Description: Investigate the extension of proposed Coliseum Drive from Butler Farm Road to N. Campus Parkway and Magruder Blvd.
 - Cost Estimate as follows:
 - Preliminary Engineering (PE): \$731,055
 - Right of Way (RW): N/A
 - Construction (CN): N/A
 - Total Cost Estimate: \$731,055
 - Schedule as follows:
 - PE Start: 1/10/2019; End: 7/30/2020
 - RW Start: N/A
 - CN Start: N/A
 - Allocations
 - Add FY Previous Surface Transportation Program (STP) allocation of \$51,466
 - Add FY Previous Equity Bonus/Minimum Guarantee (EB/MG) allocation of \$576,427
 - Add FY 2018 Urban allocation of \$16,849
 - Add FY 2018 Local Match (LOM) allocation of \$197,759
 - Obligations
 - Add FY 2018 PE Phase EB/MG obligation of \$533,378, plus \$133,345 match
 - Add FY 2018 PE Phase Surface Transportation Program/Surface Transportation Block Grant (STP/STBG) obligation of \$51,466, plus \$12,867 match

This request has been made available for public review and comment from October 31, 2018 through November 14, 2018.

Ms. Rico Moved to recommend HRTPO Board approval of the TIP Amendment; seconded by Ms. Odom. The Motion Carried.

FY 2018-2021 TIP AMENDMENT REQUEST: UPC 102951 – VDOT

Mr. Eric Stringfield, VDOT Hampton Roads District Transportation Planning Engineer, briefed the TTAC on a request from the Virginia Department of Transportation (VDOT) to amend the Fiscal Year (FY) 2018-2021 Transportation Improvement Program (TIP) to revise the cost estimate, schedule, allocations, and obligations for one project as described below:

- 102951 – Main Street Pedestrian Improvements
 - Revise Cost Estimate as follows:
 - Preliminary Engineering (PE): \$135,000
 - Right of Way (RW): N/A
 - Construction (CN): \$971,095
 - Total Cost Estimate: \$1,106,095
 - Revise Schedule as follows:
 - PE Start: 11/1/2018; End: 6/15/2020

- RW Start: N/A
- CN Start: 6/15/2020; End: 12/30/2021
- Revise Allocations as follows:
 - Add FY Previous Local Funds (LOC) allocation of \$153,045
 - Add FY 2018 LOC allocation of \$3,715
 - Add FY 2019 LOC allocation of \$93,489
 - Add FY 2020 LOC allocation of \$193,489
 - Add FY 2021 LOC allocation of \$93,489
- Revise Obligations as follows:
 - Remove FY Previous PE Phase Congestion Mitigation and Air Quality Improvement Program (CM) obligation of \$16,500
 - Remove FY Previous CN Phase CM obligation of \$148,500
 - Remove FY 2018 CN Phase CM obligation of \$118,800, plus \$29,700 match
 - Add FY 2019 PE Phase CM obligation of \$108,000, plus \$27,000 match
 - Add FY 2020 CN Phase CM obligation of \$284,186, plus \$71,047 match
 - Add FY 2020 CN Phase National Highway System/National Highway Performance Program (NHS/NHPP) obligation of \$19,689
 - Add FY 2020 CN Phase Advanced Construction (AC)-Other obligation of \$596,173

This request has been made available for public review and comment from October 31, 2018 through November 14, 2018.

Mr. Cross Moved to recommend HRTPO Board approval of the TIP Amendment; seconded by Ms. Inman. The Motion Carried.

FY 2018-2021 TIP AMENDMENT REQUEST: UPC 102980 – JAMES CITY COUNTY

Mr. Paul Holt, III, James City County Director of Community Development and Planning briefed the TTAC on a request from James City County to amend the Fiscal Year (FY) 2018-2021 Transportation Improvement Program (TIP) to revise the cost estimate for one project as described below:

- UPC 102980 – Pocahontas Trail Multimodal Corridor
 - Revise Cost Estimate as follows:
 - Preliminary Engineering (PE): \$2,900,000
 - Right of Way (RW): \$7,900,000
 - Construction (CN): \$16,900,000
 - Total Cost Estimate: \$27,700,000

This request has been made available for public review and comment from October 31, 2018 through November 14, 2018.

Ms. Rossario Moved to recommend HRTPO Board approval of the TIP Amendment; seconded by Ms. Murphy. The Motion Carried.

FY 2018-2021 TIP AMENDMENT REQUEST: UPC 16314 – VDOT

Mr. Timothy C. Cross, York County Deputy Director of Planning and Development Services, briefed the TTAC on a request from York County to amend the Fiscal Year (FY) 2018-2021 Transportation Improvement Program (TIP) to add a previously approved project and transfer a total of \$961,089 Regional Surface Transportation Program (RSTP) funds from a completed project to UPC 16314. The specifics of the request are described below:

- 16314 – Penniman Road/Government Road Roadway Improvements
 - Add project to TIP
 - Description: Convert the intersection of Penniman Road (Route 641) and Government Road (Route 677) from a “Y” to a “T” configuration, widening Penniman Road between Fillmore Road and Alexander Lee Parkway, incorporating curb, gutter, underground stormwater drainage, and bicycle accommodations.
 - Cost Estimate:
 - Preliminary Engineering (PE): \$638,765
 - Right of Way (RW): \$927,738
 - Construction (CN): \$2,233,199
 - Total Cost Estimate: \$3,799,702
 - Schedule:
 - PE Start: 8/24/2000; End: 2/28/2019
 - RW Start: 2/28/2019; End: 11/10/2020
 - CN Start: 11/10/2020; End: 4/25/2022
 - Allocations:
 - Add FY Previous State Funds (STF) allocation of \$1,222,902
 - Add FY Previous Secondary allocation of \$525,772
 - Add FY Previous Equity Bonus/Minimum Guarantee (EB/MG) allocation of \$178,558
 - Add FY Previous Bridge allocation of \$225,514
 - Add FY Previous State Match (STM) allocation of \$133,283
 - Add FY Previous Surface Transportation Program (STP) allocation of \$129,058
 - Add FY 2018 Secondary allocation \$237,440
 - Add FY 2019 Secondary allocation of \$139,783
 - Add FY 2020 Bridge allocation of \$231,329
 - Add FY 2021 Bridge allocation of \$231,329
 - Receive \$961,089 in FY 2005 RSTP Funds, from UPC 14627 (Route 1050)
 - Obligations
 - Add FY Previous PE Phase Secondary obligation of \$346,253

The transfer request is contingent on the HRTPO Board’s approval of the recent RSTP application for the Penniman Road/Government Road project.

Should the HRTPO Board approve the RSTP fund transfer, the FY 2018-2021 TIP will be amended to account for the changes detailed above. This request has been made available for public review and comment from October 31, 2018 through November 14, 2018.

Mr. Holt Moved to recommend HRTPO Board approval of the RSTP fund transfer; seconded by Ms. Rico. The Motion Carried.

2018 CMAQ/RSTP Project Selection Process: Recommend Projects and Allocations

Mr. John Mihaly, HRTPO Senior Transportation Planner reported the Transportation Programming Subcommittee (TPS) met on October 19, 2018 to produce a set of recommended projects to receive allocations of FY 2025 Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds and Regional Surface Transportation Program (RSTP) funds. He mentioned that the HRTPO is responsible for the selection of projects and allocation of funds for the Congestion Mitigation and Air Quality Improvement Program (CMAQ) and the Regional Surface Transportation Program (RSTP). The proposed projects are evaluated and ranked in accordance to methodologies approved by the HRTPO board. CMAQ provides federal funding for projects that primarily help improve air quality. The RSTP provides federal funding for a wide variety of projects.

Estimated available funding for FY 2025:

CMAQ	FY 2019	FY2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Available							
Funding	\$0	\$0	\$0	\$406,379	\$581,620	\$920,814	\$15,082,339
RSTP	FY 2019	FY2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Available							
Funding	\$0	\$1,288,597	\$67,293	\$68,435	\$924,636	\$1,034,845	\$36,394,116

The recommended FY 2025 CMAQ allocations total \$14,679,368 leaving \$402,971 in reserves. The recommended FY 2025 RSTP allocations total \$35,795,001 leaving \$599,115 in reserves.

Mr. Holt Moved to recommend HRTPO Board approval of the FY 2025 RSTP and CMAQ projects and allocations; seconded by Ms. Kassel. The Motion Carried.

ROUTE 460/58/13 CONNECTOR STUDY UPDATE:

Ms. Jennifer Salyers, VDOT Location Studies Project Manager, briefed the TTAC on the status of the Route 460/58/13 Connector Study. The HRTPO Board approved the Route 460/58/13 Connector as a HRTPO Regional Priority Project for preliminary engineering and study in October, 2013. The HRTPO 2040 Long Range Transportation Plan (LRTP) included \$5 million in funding from HRTAC to study an eight-lane option capacity increase on Route 460/58/13 between Bowers Hill and the Suffolk Northern Bypass. The study was initiated by VDOT in June 2017. Results from the traffic analysis component of the study have determined that the existing facility accommodates travel demand in the year 2040, so no increase in capacity is needed. Since the study corridor does not exhibit significant congestion issues through 2040, VDOT staff has recommended halting the study and returning remaining HRTF monies to HRTAC.

Ms. Dawn Odom Moved to recommend the HRTPO Board consider ending the study and returning remaining HRTF monies to HRTAC; seconded by Mr. Small. The Motion Carried.

INTRODUCING HRGEO

Ms. Sara Kidd, HRPDC Senior Regional Planner introduced Hampton Roads Geospatial Exchange Online (HRGEO) to the TTAC. This is a joint effort between the HRPDC, HRTPO, HRSD, and localities to take advantage of existing technology to improve data sharing for the region. The goals are to design a platform to integrate existing local and regional GIS data, create regional standards for key data sets and develop a permanent, authoritative, and open resource for regional GIS data in Hampton Roads. The benefits include increased efficiency and productivity, data standards, focus to Hampton Roads, and future developments. Next steps include future work with adding more PDC/TPO layers, improving parcel layers, working on additional collaborative layers, and to pursue potential opportunities for collaboration or data sharing as they arise.

THREE-MONTH TENTATIVE SCHEDULE

Chair Lewis outlined the Three-Month Tentative Schedule in the Agenda Packet. He announced the December meeting is cancelled. Chair Lewis led a discussion about the January TTAC meeting. The January meeting falls on Wednesday, January 2, 2019, the committee voted to move the meeting to Wednesday, January 9, 2019.

FOR YOUR INFORMATION

Chair Lewis reviewed the items in the For Your Information section of the Agenda Packet.

ANNOUNCEMENTS

Ms. Dale Stith highlighted Agenda Item #19C-1 which was a letter explaining the Joint FHWA/FTA Conformity finding for the 1997 Ozone Standard; Hampton Roads. She also announced TRAFFIX would be meeting in the same room following the conclusion of the TTAC meeting and after TRAFFIX, the Prioritization Working Group meeting would be held at the conclusion of the TRAFFIX meeting.

OLD/NEW BUSINESS

There was no old or new business.

Adjournment

With no further business to come before the Hampton Roads Transportation Technical Advisory Committee, the meeting adjourned at 10:36 a.m.