

ITEM #24: MINUTES OF HRTPO COMMITTEE MEETINGS

A. FREIGHT TRANSPORTATION ADVISORY COMMITTEE

The summary minutes of the October 1, 2015 meeting of the Freight Transportation Advisory Committee are attached.

Attachment 24-A

B. CITIZEN TRANSPORTATION ADVISORY COMMITTEE

The summary minutes of the October 8, 2015 meeting of the Citizen Transportation Advisory Committee are attached.

Attachment 24-B

C. TRANSPORTATION TECHNICAL ADVISORY COMMITTEE

The summary minutes of the November 4, 2015 meeting of the Transportation Technical Advisory Committee are attached.

Attachment 24-C

**Freight Transportation Advisory Committee of the HRTPO
Meeting Minutes**

October 1, 2015

The Virginia Port Authority
101 W Main St., #600, Norfolk, VA 23510
1:30 pm – 3:00 pm

Co-Chairman Arthur W. Moye, Jr. called the HRTPO Freight Transportation Advisory Committee (FTAC) to order at 1:37 p.m. in the Waterside Conference Room at the Virginia Port Authority, with the following in attendance:

MEMBERS:

Arthur W. Moye, Jr. (Virginia Maritime Association) – Co-Chairperson
Bobby Norris (Wal Mart)
Chris Luebbers (Norfolk Southern Corporation)
Keith Helton (Givens Transportation)
Tom Cosgrove (NNS)
Rick Morris (Canon Virginia)
Mike Abbott (COSCO Container Lines)

STAFF:

Jeff Florin (Virginia Port Authority)
Karen McPherson (McPherson Consulting)
Keith Nichols (HRTPO)
Camelia Ravanbakht (HRTPO)
Rob Case (HRTPO)
Paula Dowell (Cambridge Systematics) via conference call

PUBLIC:

Frank Papcin

1. CALL TO ORDER

The meeting was called to order by Co-Chairman Moye at 1:37 p.m.

2. PUBLIC COMMENT PERIOD

There were no public comments.

3. APPROVAL OF PREVIOUS MEETING'S MINUTES

Co-Chairman Moye indicated the FTAC Summary Minutes of the June 30, 2015 were included in the October agenda. He asked for corrections or amendments to the minutes. Hearing none, Mr. Morris Moved to approve the minutes as written; seconded by Mr. Leubbers. The Motion Carried.

REGULAR AGENDA:

4. ECONOMIC ASSESSMENT OF TOLLS ON FREIGHT TRANSPORTATION IN HAMPTON ROADS REGION

Ms. Dowell with Cambridge presented the final report of the *Economic Assessment of the Impact of Tolls on Freight Transportation Costs in the Hampton Roads Region*. After briefing the FTAC on the study overview and the three main areas of the report (Stakeholder Interviews, Benchmark Assessment, and Freight Cost Analysis), Ms. Dowell focused her presentation on the Future Freight Cost Analysis (No-Build scenario and Build with Tolls scenario).

She indicated that a No-Build scenario (how cost would change without capacity improvements) would result in increased traffic congestion, which would lead to increased transportation costs and decreased economic competitiveness. Ms. Dowell specified that cost included Value of Time, Vehicle Operating Cost, Reliability Cost (Buffer cost), and Tolls.

Ms. Dowell reminded the FTAC that the study approach used the HRTPO regional travel demand model to estimate the 2040 future truck miles and hours traveled for the two scenarios:

- Business as usual or no building of the HRTAC capacity projects
- Build with tolls (projects are built and payed via tolls)

Ms. Dowell stated that the following projects were included in the analysis and were added into the transportation network under the Build scenario:

- Widening of I-64 on the Peninsula from 4 to 6 lanes (exit 255 to exit 234)
- Widening of I-664 from 4 to 8 lanes from I-64 at Hampton Coliseum to MMMBT
- Widening of I-664 from 4 to 6 lanes from MMMBT to I-64 at Bowers Hill
- Addition of Patriot's Crossing with Craney Island Connector

- Widening of I-64 on the Southside by 2 lanes from Bowers hill to I-464 including the High Rise Bridge
- Interchange improvements at I-64 and I-264 in Norfolk

Ms. Dowell specified that everything was assumed to be tolled except for the Interchange Improvements at I-64 and I-264. She also noted that these assumptions were established prior to the establishment of HRTAC and the initial execution of any projects.

The analysis indicated that over 11,000 additional hours of delay daily and over 4 million additional hours of truck trips annually would be forecasted under a 2040 No-Build scenario versus only 423 additional hours of delay daily and 86,505 additional hours of truck trips annually under the Build scenario. Using this analysis as the basis of the cost of congestion, Ms. Dowell stated that the 2040 Business as Usual totaled \$973 million in additional trucking costs, with 57% is being born by regional (local) trips and 43% by non-regional trips. Under the Building with Tolls scenario, while there would be almost \$800 million in additional trucking costs, the costs of delay would be relatively low and there would be no buffer/turn costs associated with this scenario. Although 66% of these costs would be borne by regional trips and 34% by non-regional trips, Ms. Dowell stated that while the percentage of cost burden may be higher on regional trips under the Build with Tolls scenario, there would be a greater cost savings for both types of trips and an absolute net benefit for regional trips (\$552 million versus \$523 million) under this scenario.

Ms. Dowell indicated that the economic tradeoffs of a 2040 No Build versus a Build with Tolls scenario show that the additional cost increase (includes congestion and toll costs) have a net benefit \$29 million for regional trips and \$145 million non-regional totaling \$174 million for the Build with Tolls over the No Build scenario. Furthermore, when comparing the average additional cost per trip for both scenarios, there is a small margin (\$1.15) for regional trips.

Ms. Dowell concluded that the key findings of the analysis included:

- Freight rates in the region were generally competitive with peer ports;
- The cost of doing nothing is significant – \$974 million trucking costs in year 2040;
- Based off current tolling rates, the industry will be better off building new capacity improvements with tolls than continuing with a business as usual mode; and
- Consideration should be given towards the mitigation of tolling costs so that regional trips do not absorb an unfair portion of the cost of an enhanced transportation network.

After some discussion regarding the impact of tolls and future truck growth, it was recommended that some consideration be made as to how the estimated \$20 cost associated with the average additional cost per trip for 2040 Build with Tolls for regional trips be further detailed (how was it derived and what is it comprised of) in public presentations to minimize public confusion and sensationalism. It was also specified

that the \$20 are 2040\$. It was also recommended that the presentation should be reduced to 7 to 8 slides for the HRTPO Board final presentation.

5. DRAFT RESOLUTION: POLICY DEVELOPMENT OF EQUITABLE TOLL MEASURES

Following the presentation of the *Economic Assessment of the Impact of Tolls on Freight Transportation Costs in the Hampton Roads Region* study, which analyzes the economic trade-offs of the benefits of transportation infrastructure investments and tolls as a way to pay for the investments, Co-Chairman Moye briefed the FTAC on the background and purpose of the draft resolution recommending that as tolls are considered as a funding source in Hampton Roads, policies be established to create equitable tolls on the regional freight industry. It is recommended that the FTAC should have a policy position regarding the study's analysis on behalf of the freight interest.

After some discussion, it was recommended to revise the resolution to state:

Now, Therefore, be it resolved, that if tolls are considered as a funding source in Hampton Roads and policies are developed by the region, that FTAC participate in the process to ensure any tolls on the regional freight industry are equitable.

It was determined that the FTAC staff will revise the draft resolution to and circulate the final draft amongst FTAC members for approval. Mr. Luebbbers, Moved to approve the resolution with the proposed revision; seconded by Mr. Morris. The Motion Carried.

6. UPDATE ON HRTAC

Dr. Ravanbakht briefed the FTAC on the recent developments of the Hampton Roads Transportation Accountability Commission (HRTAC). Dr. Ravanbakht indicated that the HRTAC has been in existence since July 2014 and is working with the recently hired Executive Director (Kevin Page) to implement of the HRTF projects and develop a funding plan for these projects. She indicated that the Segment 1 portion of the I-64 Peninsula widening had a groundbreaking ceremony to commemorate start of construction on the project in September. Dr. Ravanbakht stated that VDOT is anticipating a Design-Build contract by the end of the calendar year for Segment 2. She indicated that although segments 1 and 2 are fully funded with regional monies that HRTAC has allocated, Segment 3 is not.

Dr. Ravanbakht stated that the HRTAC projects on the Southside include the Route 460/58/13 Connector, the I-64 Southside widening (with the High Rise bridge) and I-64/I-264 interchange improvements from I-64 westbound ramp to I-264 eastbound through Witchduck Road, which includes improvements to Newtown Road and Witchduck Road interchanges and a new system of collector-distributor roads. Although none of these projects are fully funded, Dr. Ravanbakht indicated that the funding plan and the HRTAC financial consultants will address this. Additionally, a tolling financing workshop will occur in the near future, with invited participants from other regions, including North Carolina and Northern Virginia who will share their

experiences with tolling and financing major projects. Dr. Ravanbakht stated that at the upcoming October meeting, it is expected that the HRTAC Executive Director will engage the HRTAC Board in a discussion in order to make a decision about the region's preference on tolls (i.e. HOT lanes, fixed tolls, congestion pricing, etc).

Dr. Ravanbakht stated that the HRTPO staff has worked closely with the HRTAC Executive Director to submit three projects that the HRTPO Board approved (I-64 Peninsula widening, I-64 Southside widening including the High Rise bridge, and the I-64/I-264 interchange) as HB2 prioritization projects. Dr. Ravanbakht noted that applications were submitted to the Commonwealth Transportation Board (CTB) for project selection and funding ahead of the September 30th deadline. Dr. Ravanbakht recommended that the FTAC invite the HRTAC Executive Director at a future Committee meeting to further speak to this topic.

Ms. McPherson added that at the last HRTAC meeting, the HRTAC Executive Director had noted the importance of being engaged in the process now as it would take approximately 17 months for the HRTAC to have bonding authority to execute projects and two years to get bonding with tolls. In order to maintain VDOT's project schedules, having these discussions, making decision is essential, such that when the projects are ready for construction, the financing options are viable.

Dr. Ravanbakht added that the HRTAC in the process of hiring a bond counsel. She also indicated that the HRTAC Executive Director has a temporary office at the Regional Building and is negotiating with SPSA to lease 3 to 4 office spaces, which is also located in the Regional Building.

Dr. Ravanbakht stated that the remaining of the HRTAC projects included the Hampton Roads Third Crossing, comprised of:

- Patriots Crossing
- Craney Island Connector
- I-664 Widening

Dr. Ravanbakht indicated that the Hampton Roads Third Crossing is currently under a Supplemental Environmental Impact Statement (SEIS) to reevaluate the Hampton Roads Crossing Study, which was originally documented in a Final Environmental Impact Statement (FEIS) and Record of Decision (ROD), both issued in 2001. Dr. Ravanbakht stated that FHWA and VDOT concurred that given the time that has passed without any action being taken, the previous study should be reevaluated through the SEIS. Dr. Ravanbakht indicated that VDOT initiated the SEIS in July and will take approximately 24-30 months to complete. Until the CTB has heard from the HRTPO and HRTAC boards, the CTB has indicated they will not approve a Preferred Alternative. Dr. Ravanbakht recommended VDOT be invited to the FTAC to further brief the Committee for more information.

7. UPDATE ON HB2

Dr. Ravanbakht reported that House Bill 2 (HB2), signed into law in 2014, directed the CTB to develop and use a prioritization process to select transportation projects. Dr. Ravanbakht noted that the statewide prioritization process is similar to the HRTPO's project prioritization and selection process, which has been in effect for several years. Dr. Ravanbakht indicated that prior to the HB1887 legislation where funds were allocated based on functional classification in a non-competitive methodology, the state funding allocation for transportation projects was 40%-30%-30% formula (primary-rural-urban). With the approval of HB1887, construction funding is now based off statewide High Priority Projects (27.5%) and Construction District Grant Program (27.5%) where project selection is subject to HB2. A third factor of HB1887 includes 45% of funding allocated towards statewide projects of State of Good Repair, which include repaving projects, deficient bridges, etc.

Under the HB2, a total of \$1 billion will be available during the FY 2017-2022 SYIP, with approximately \$100 million available to the Hampton Roads district during the six-year period and \$500 million set aside for the statewide High Priority Program. Dr. Ravanbakht stated that regional entities, like the HRTPO or planning district commissions, (but not the HRTAC), are eligible applicants for all project types under the HB2 program. Dr. Ravanbakht noted that local governments and transit agencies are also eligible applicants but only with a resolution of support from the relevant regional entity. She further stated that local governments are eligible to apply for HB2 funding for projects under the three categories, but transit agencies are not eligible to apply for projects types under the Urban Development Area. Dr. Ravanbakht indicated that the CTB may choose up to two projects for consideration per solicitation. Ms. McPherson noted that although there was no commitment, the CTB may be interested in selecting the I-64 Peninsula widening from Segment 3 to Richmond as a logical project to close the road gap. Dr. Ravanbakht noted that Richmond submitted an application for funding for the western portion of this project.

Dr. Ravanbakht showed a list of projects requested by localities for HRTPO resolution of support, including two projects by the Hampton Roads Transit. Dr. Ravanbakht noted that if the project was not included in the Long-Range Transportation Plan, the HRTPO Board would not provide a resolution or letter of support. Dr. Ravanbakht stated that projects applications must include Scope, Schedule, and Cost, and each application must rank submitted projects in priority order should they submit more than one project.

After review of the HB2 Implementation Policy Guide, the I-64 Peninsula Widening, I-64/I-264 Interchange, and I-64 Southside Widening (including High Rise Bridge) were considered as recommended submittals. The HRTPO did not submit applications for the Hampton Roads Third Crossing (Patriots Crossing and I-664 Widening) and the Richmond/Hampton Roads Higher Speed Passenger Rail projects as they did not meet the program requirements (funding did not cover projects in the study phase and did not have Preferred Alternative).

Dr. Ravanbakht covered the weighting framework of HB2, which includes four categories (A-D) and the following factors: Congestion Mitigation, Economic Development, Accessibility, Safety, Environmental Quality, and Land Use. The Hampton Roads regions falls under the Category A weighting typology. Dr. Ravanbakht presented the staff evaluation of regional projects against the HB2 Weighting Framework to the HRTPO Board, which, based off the data analysis, ranked the I-64 Peninsula Widening (Segments 1-3), I-64 Southside Widening (including High Rise Bridge), and I-64/I-264 Interchange projects (submitted in priority order). Dr. Ravanbakht stated that based off the staff evaluation, the HB2 applications request \$289.8 million for the I-64 Peninsula Widening, \$300 million for the I-64 Southside Widening (including High Rise Bridge), and \$257.3 million for the I-64/I-264 Interchange over the six-year period of the SYIP. Regarding the HRTPO's goal of securing funding for projects, Dr. Ravanbakht indicated that the HRTPO Executive Director has stated "every HB2 dollar secured for our region means an HRTF dollar can be used on another Hampton Roads project.

In terms of schedule, Dr. Ravanbakht stated that the CTB is set to discuss possibly submitting two additional projects at their October meeting, and discuss potential projects for top CTB priority projects at their November meeting. Additionally, the CTB is schedule to consider whether to include up to two additional projects and identify its top priority project at their December meeting. Dr. Ravanbakht concluded that in January 2016, the HB2 scores will be released to the CTB and public. A series of public hearings will be held before the projects will be ultimately included in the SYIP.

8. DRAFT 2016 FTAC GOALS AND OBJECTIVES

Mr. Florin briefed the FTAC on the draft list of 2016 FTAC Goals and Objectives. Based off of member and staff input and previous years goals and objectives, a list of goals and objectives has been prepared in the form of a resolution for the FTAC to review, discuss, and revise as necessary to be ultimately submitted to the HRTPO Board. After Mr. Florin summarized each of the draft goals and objectives,

Co-Chairman Moye asked for corrections or amendments to the resolution. Hearing none, Mr. Morris Moved to approve the resolution as written; seconded by Mr. Luebbers. The Motion Carried.

9. ANNOUNCEMENT OF NEXT MEETING DATE

Under New Business, Dr. Ravanbakht stated that the next HRTPO Board meeting will be held at 10:30 a.m. on October 15, followed by the HRTAC meeting at 12:30 p.m. at the Regional Boardroom.

Mr. Case and Dr. Ravanbakht recommended the FTAC reconvene when the revised 2040 forecasted regional funds are released by VDOT. Dr. Ravanbakht confirmed with the FTAC to include the two resolutions in the October HRTPO Board meeting for approval.

**Summary Minutes of the HRTPO Citizen Transportation
Advisory Committee (CTAC) Meeting
October 8, 2015**

The HRTPO Citizen Transportation Advisory Committee (CTAC) Meeting was called to order at 12:05 p.m. in the Regional Building Board Room, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

HRTPO CTAC Members in Attendance:

Greg Edwards, Chair (VB)	Elvira Johnson (PO)
John Kish (CH)	Alvin Sledd (PQ)
Bernie Whitlock (CH)	Ron Broughton (VB)
Philip Olekszyk (GL)	Dianna Howard (VB)
Jim Bowie (HA)	Frank Papcin (VB)
Cynthia Taylor (IW)	Alan Parrot (VB)
Carlton Hardy (NN)	Dewey Hurley (WM)
Theresa Danaher (PO)	

HRTPO CTAC Members Absent:

Cecil Jenkins (CH)	James Openshaw (NO)
Shepelle Watkins-White (CH)	Casey Funk (VB)
Don Cherry (JC)	Jay Leach (VB)
Lamont Curtis (NN)	Henry Lewis (YK)
Wayne Coleman (NO)	

HRTPO Staff:

Robert Case	Keith Nichols
Brian Miller	Camelia Ravanbakht
Kendall Miller	

Others Recording Attending

Robert Brown (Citizen); Kevin Page (HRTAC); Chris Vaigneur (HRPDC)

Public Comment Period

Mr. Robert Brown, Chesapeake Citizen, addressed the CTAC regarding a Hampton Roads Flood Barrier.

Submitted Public Comments

There were no submitted public comments.

Approval of Agenda

Chair Greg Edwards asked for any additions or deletions to the agenda. Ms. Terry Danaher requested to add a new business item to discuss adding more CTAC meetings to the yearly schedule. Mr. Frank Papcin Moved to approve the agenda as amended; seconded by Mr. Alvin Sledd. The Motion Carried.

Summary Minutes of the July 9, 2015 CTAC Meeting

Chair Edwards asked for additions or corrections to the July 9, 2015 minutes. Hearing none, Mr. Ron Broughton Moved to approve the minutes as written; seconded by Mr. Jim Bowie. The Motion Carried.

Introduction of New CTAC Members

Chair Edwards introduced CTAC's newest members: Ms. Cynthia Taylor of Isle of Wight County, Mr. Ron Broughton of Virginia Beach, and Ms. Elvira Johnson of Portsmouth.

Mode Choices of Millennials

Dr. Robert Case, HRTPO Principal Transportation Engineer, reported the HRTPO has a history of supporting alternative transportation – biking, walking, and public transit. He stated that today's newest workers, aged 15-33, also known as the Millennial Generation, tend to use cars less often and choose to use alternative modes more often than those of previous generations.

Dr. Case stated the millennial report poses the question of whether there will be an increased demand for alternative transportation in the future. The report addressed the following:

- How different are Millennials in their transportation choices
- How enduring will their usage of alternative transportation be in years to come

He noted the draft report was available for public review and comment from July 1, 2015 through August 31, 2015 and stated that the received comments were incorporated into the final report.

Key findings from the report are as follows:

- Living in a large MSA gives a worker higher odds of using alternative transportation
- Living in a low-income household gives a worker much higher odds of using alternative transportation
- All other things being equal (income, location, etc.), being a Millennial gives a worker higher odds of using alternative transportation

Dr. Case indicated the final report was approved by the HRTPO Board at its September 2015 meeting.

HRTAC Introduction

At this time, Chair Edwards introduced Mr. Kevin Page, HRTAC Executive Director, who provided a brief overview of HRTAC. Ms. Kendall Miller, HRTPO Public Involvement and Title VI Administrator, requested a presentation from Mr. Page for the January CTAC meeting. Mr. Page replied affirmatively.

Volumes, Speeds and Congestion on Major Roadways in Hampton Roads

Mr. Keith Nichols, HRTPO Principal Transportation Engineer, reported that as part of the Congestion Management Process (CMP), HRTPO staff has annually prepared a report detailing average weekday traffic volumes for major roadways in Hampton Roads since 2006. Since 2012, this document has included an analysis of roadway speed data collected by INRIX, and an analysis of peak period roadway congestion levels based on these volumes and speeds.

He stated the report includes:

- Regional weekday traffic volumes for the years 2009-2014
- AM and PM Peak Period speed and travel time index data for 2014
- AM and Peak Period congestion levels

Mr. Nichols noted the report was made available for public review and comment from September 2, 2015 through September 23, 2015 and was approved by the HRTPO Board in October 2015.

Mr. John Kish stated the City of Chesapeake is seeking to increase development and asked for assistance in finding specific data pertaining to the City. Mr. Nichols replied the report contained the appropriate data and offered to provide him with the printed report. He also offered to present the data at a City meeting.

Title VI/EJ Candidate Projects Final Report, Summary of EJ Roundtable and Moving Forward

Ms. Kendall Miller, HRTPO Public Involvement and Title VI Administrator, reported that the HRTPO is responsible for evaluating and monitoring compliance with applicable nondiscrimination authorities in all aspects of the HRTPO transportation planning and programming processes. She indicated that as part of these efforts, HRTPO staff has evaluated 2040 LRTP Candidate projects via the HRTPO Title VI/Environmental Justice (EJ) Methodology.

Ms. Miller stated the report summarizes the results of the Title VI/Environmental Justice evaluation of the 2040 LRTP candidate projects, including details regarding the Title VI/EJ Methodology, EJ Impact Scores, EJ community locations, and outreach strategies. The report was made available for public review from May 6, 2015 through August 31, 2015. She noted that in addition to the public comment period, the report was presented to the Long-Range Transportation Plan Subcommittee, Transportation Technical Advisory Committee, Citizen Transportation Advisory Committee, and Environmental Justice Roundtable. All comments received have been addressed by staff.

Next steps include:

- Defining those communities that may be impacted by LRTP projects
- Using the findings to conduct public involvement

- Continuing to refine the EJ Methodology
- Continuing to meet with the HRTPO committees

Future CTAC Agenda Items

Chair Edwards highlighted the future CTAC Agenda items.

For Your Information

Chair Edwards noted the items in the For Your Information section of the CTAC Agenda Packet.

Old/New Business

Chair Edwards recommended forming CTAC Subcommittees on Finance, Project Prioritization, and Construction and suggested these Subcommittees meet more frequently.

Ms. Dianna Howard stated CTAC should meet on a monthly basis.

Ms. Cynthia Taylor believed it would be too much work for HRTPO staff and indicated that so many subcommittees would be excessive.

Ms. Terry Danaher suggested calling special meetings for different topics to create opportunities for on-site visits to transportation hubs in the region.

Mr. Dewey Hurley agreed with Ms. Howard regarding monthly meetings.

Mr. Carlton Hardy recommended CTAC return to bi-monthly meetings.

Chair Edwards stated the discussion will be ongoing.

Adjournment

With no further business to come before the HRTPO Citizen Transportation Advisory Committee, the meeting adjourned at 1:45 p.m.

**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 Stillely (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)
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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:

CMAQ	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Available Funding	\$0	\$12,540	\$47,540	\$47,540	\$47,540	\$82,540	\$14,243,448

RSTP	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Available Funding	\$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
Previously Approved Projects			
T1404	HRT	TRAFFIX Program	\$1,000,000
Highway Projects			
VB1RS	Virginia Beach	Elbow Road Extended - Phase 2	\$13,612,795
VP1RS	VPA	Port of Virginia - Norfolk International Terminals Master Plan	\$150,000
SF3RS	Suffolk	Spiegths Spillway Bridge Replacement	\$1,350,000
IW2RS	Isle of Wight Cty.	Route 607 (Old Mill Road) Signalization	\$257,728
Non-Highway Projects			
HT6RS	HRT	Bus Vehicle Replacement	\$2,432,027
HT1RS	HRT	Naval Station Norfolk Transit Extension Study FEIS/PE	\$6,000,000
CH1RS	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 FY-22
New CMAQ Projects with FY-22 Allocations			
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.