

PLEASE RSVP BY COB TUESDAY, APRIL 12, 2016

April 7, 2016

Memorandum #2016-46

TO: HRTPO Citizen Transportation Advisory Committee (CTAC)

BY: Chair Gregory Edwards

RE: CTAC Meeting, April 14, 2016

Attached is the agenda with related materials for the next meeting of the HRTPO Citizen Transportation Advisory Committee (CTAC) scheduled for Thursday, April 14, 2016 from 12:00 p.m. – 2:00 p.m. in the Regional Building Board Room, 723 Woodlake Drive, Chesapeake, VA.

Please note in the agenda, that at the April 14, 2016 CTAC meeting, you will be asked to approve a resolution of CTAC support for the HRTPO 2040 Long-Range Transportation Plan Draft Fiscally-Constrained List of Projects. This list will be presented for approval, to the HRTPO Board in June of 2016.

In order for you to have all information at hand needed to determine your support of these projects, we will be overnight mailing the Draft Fiscally-Constrained List of Projects to you today, and ask that you review the list and be prepared to help your fellow CTAC members determine whether to support the Draft Fiscally-Constrained List of Projects next week.

KLM/kg

April 7, 2016

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Citizen Transportation Advisory Committee:

Gregory Edwards, Chair (VB)

James Bowie (HA)

Ron Broughton (VB)

Wayne Coleman (NO)

Lamont Curtis (NN)

Theresa Danaher (PO)

Ronald Fowler (YK)

Carlton Hardy (NN)

Dianna Howard (VB)

Dewey Hurley (WM)

Cecil Jenkins (CH)

Elvira Johnson (PO)

John Kish (CH)

Jay Leach (VB)

Carroll MacFarlane (VB)

James Openshaw (NO)

Frank Papcin (VB)

Mark Perreault (NO)

Clayton Rogers (GL)

Alvin Sledd (PQ)

Christian Strange (NO)

Cynthia Taylor (IW)

Bernie Whitlock (CH)

Copy:

Kevin Page (HRTAC)

Bob Crum (HRTPO)

Camelia Ravanbakht (HRTPO)

Kendall Miller (HRTPO)

Brian Miller (HRTPO)

Keith Nichols (HRTPO)

Don Cherry (JC)

Dawn Odom (VDOT)

Eric Stringfield (VDOT)

TPO Voting Members

TPO Voting Alternates

TPO Nonvoting Members

AGENDA
HAMPTON ROADS
CITIZEN TRANSPORTATION ADVISORY COMMITTEE
April 14, 2016
CALL TO ORDER 12:00 P.M.
The Regional Building Board Room
723 Woodlake Drive, Chesapeake, Virginia

- | | |
|-----------|--|
| 12:00 pm | 1. Call to Order |
| 12:05 pm | 2. Public Comment Period (Limit: 5 minutes per individual) |
| 12:15 pm | 3. Submitted Public Comments |
| 12:20 pm | 4. Approval of Agenda |
| | 5. Summary Minutes of the January 14, 2016 CTAC Meeting |
| 12 :30 pm | 6. Introduction of New CTAC Members – Greg Edwards, CTAC Chair |
| 12:45 pm | 7. HRTPO Partner Updates |
| 12:55 pm | 8. 2040 LRTP: Draft Fiscally Constrained List of Projects – Camelia Ravanbakht and Dale Stith, HRTPO |
| 1:45 pm | 9. For Your Information |
| 1:55 pm | 10. Old/New Business |
| 2:00 pm | Adjournment |

Preamble to the Bylaws of the HRTPO Citizen Transportation Advisory Committee

The Citizen Transportation Advisory Committee (CTAC) serves as an advisory committee to the Hampton Roads Transportation Planning Organization (TPO). *The mission of the Hampton Roads Citizen Transportation Advisory Committee (CTAC) is to provide the Hampton Roads Transportation Planning Organization (HRTPO) with a citizen's viewpoint on regional transportation issues, strategies, funding, priorities, and the decision-making process of the HRTPO. The CTAC will serve as a strong advocate on behalf of citizens by listening to their viewpoints and helping to have their voices heard by the HRTPO leadership and decision makers. The CTAC Chair, as a nonvoting member of the HRTPO Board, will have the responsibility of communicating the work of the CTAC back to the HRTPO Board.*

AGENDA ITEM #1: CALL TO ORDER

The meeting will be called to order by the Chair at approximately 12:00 p.m.

AGENDA ITEM #2: PUBLIC COMMENT PERIOD

Members of the public are invited to address the CTAC. Each speaker is limited to five minutes.

AGENDA ITEM #3: SUBMITTED PUBLIC COMMENTS

There are no written public comments.

AGENDA ITEM #4: APPROVAL OF AGENDA

Members are provided an opportunity to add or delete items from the agenda. Any item for which a member desires an action from the CTAC should be submitted at this time, as opposed to under "Old/New Business".

AGENDA ITEM #5: SUMMARY MINUTES OF THE JANUARY 14, 2016 CTAC MEETING

SUBJECT:

Summary Minutes of the January 14, 2016 CTAC meeting.

BACKGROUND:

Summary Minutes of the Citizen Transportation Advisory Committee meeting held on January 14, 2016.

Attachment 5

RECOMMENDED ACTION:

Approve the minutes.

**Summary Minutes of the HRTPO Citizen Transportation
Advisory Committee (CTAC) Meeting
January 14, 2016**

The HRTPO Citizen Transportation Advisory Committee (CTAC) Meeting was called to order at 12:30 p.m. in the Regional Building Board Room, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

HRTPO CTAC Members in Attendance:

Theresa Danaher, Vice-Chair (PO)	James Openshaw (NO)
Cecil Jenkins (CH)	Christian Strange (NO)
John Kish (CH)	Alvin Sledd (PQ)
Bernie Whitlock (CH)	Ron Broughton (VB)
Jim Bowie (HA)	Dianna Howard (VB)
Cynthia Taylor (IW)	Jay Leach (VB)
Lamont Curtis (NN)	Frank Papcin (VB)
Carlton Hardy (NN)	Dewey Hurley (WM)
Wayne Coleman (NO)	Henry Lewis (YK)

HRTPO CTAC Members Absent:

Greg Edwards, Chair (VB)	Elvira Johnson (PO)
Shepelle Watkins-White (CH)	Casey Funk (VB)
Philip Olekszyk (GL)	Alan Parrot (VB)
Don Cherry (JC)	

Other Participants:

Kevin Page (HRTAC)
Phil Fonner (VDOT)
James Stanek (VDOT)

HRTPO Staff:

Brian Miller	Keith Nichols
Kendall Miller	Camelia Ravanbakht

Public Comment Period

There were no public comments.

Submitted Public Comments

There were no submitted public comments.

Approval of Agenda

Vice-Chair Terry Danaher asked for any additions or deletions to the agenda. She requested a New Business Item regarding the frequency of CTAC meetings. Ms. Dianna Howard Moved to approve the agenda with the one amendment; seconded by Mr. Ronald Broughton. The Motion Carried.

Summary Minutes of the October 8, 2015 CTAC Meeting

Vice-Chair Danaher asked for additions or corrections to the October 8, 2015 minutes. Hearing none, Mr. Carlton Hardy Moved to approve the minutes as written; seconded by Mr. Jim Bowie. The Motion Carried.

CTAC Update

Vice-Chair Danaher introduced Mr. Christian Strange of Norfolk as CTAC's newest member. Mr. Strange will officially be approved by the HRTPO Board at its January 21, 2016 meeting.

VDOT Incident Management

Mr. James Stanek of VDOT reported that VDOT's Eastern Regional Operations (ERO) Regional Incident Management Coordinators (RIMCs) cover almost 9,600 miles of State maintained roads throughout the Southeast 24-hours a day, seven-days a week. The Eastern Regional IMCs are charged with representing VDOT in the case of major incidents throughout the region. The IMC is notified by the Transportation Operations Center (TOC) to ensure a timely response to the incident. The IMC will then communicate directly with the TOC while at the scene and is available to provide current information regarding the situation at-hand, including, but not limited to, the following:

- Major detours of the interstate or local VDOT maintained roadways
- All lanes closed for more than 30 minutes
- Overturned tractor trailers
- Major cargo spill
- HAZMAT incident
- Tunnel closure due to incident lasting longer than one hour
- Significant weather event

Mr. Stanek stated the TOCs serve as the hub for the collection and dissemination of incident information and also play a critical role in incident detection and verification.

He presented many pictures illustrating the variety of vehicles/vehicle set-ups and tools/signs utilized to aid in incident management.

Ms. Kendall Miller, HRTPO Public Involvement and Title IV Administrator, requested a tour of a TOC for CTAC members. Mr. Stanek replied affirmatively.

HRTAC Overview

Mr. Kevin Page, HRTAC Executive Director, reported that on March 8, 2014, the General Assembly adopted HB1253/SB513, which provides for the creation of the Hampton Roads Transportation Accountability Commission (HRTAC) in order to manage the Hampton Roads Transportation Fund (HRTF) revenues for the Hampton Roads region. Signed into law on April 3, 2014 by Governor Terry McAuliffe, the HRTAC became effective on July 1, 2014.

Mr. Page stated HRTAC is comprised of a 23-member Commission consisting of Mayors and Chairs from local governments, State Legislators from the region, the Hampton Roads Commonwealth Transportation Board member, and State agencies (VDOT, DRPT, and Virginia Port Authority). HRTAC now has the organizational structure and leadership in place to determine how the new regional monies will be invested in transportation projects. The new funding is part of the transportation funding package passed by the General Assembly in 2013. Decisions are based on a two-thirds majority vote of elected officials on the Commission, representing at least two-thirds of the region's population.

He outlined the differences between the HRTPO and the HRTAC and explained how the two organizations work together.

Mr. Page summarized the nine candidate regional projects to be constructed with the monies from the Hampton Roads Transportation Fund (HRTF), including a project development schedule for each project.

He explained that currently, VDOT is conducting the Hampton Roads Crossing Supplemental Environmental Impact Statement (SEIS) for the next major water crossing with the preferred alternative yet to be determined.

Urban Mobility Scorecard

This agenda item is deferred until the next meeting due to time constraints.

Future CTAC Agenda Items

Vice-Chair Danaher highlighted the future CTAC Agenda items.

For Your Information

Vice-Chair Danaher noted the items in the For Your Information section of the CTAC Agenda Packet.

Old/New Business

Vice-Chair Danaher recommended that CTAC meet more frequently than once a quarter. Ms. Miller stated the HRTPO Board must approve this change which may take up to six months. After discussion, the Committee agreed that HRTPO staff would begin the process of adding more regular meetings to the CTAC schedule.

Adjournment

With no further business to come before the HRTPO Citizen Transportation Advisory Committee, the meeting adjourned at 2:30 p.m.

AGENDA ITEM #6: CTAC UPDATE – *Greg Edwards, CTAC Chair*

At the March 17, 2016 Board meeting, the HRTPO Board was asked to approve three CTAC members: Mr. Mark Perrault, Mr. Clayton Rogers and Mr. Ronald Fowler. Mr. Carroll MacFarlane will be approved by the HRTPO Board at its May 19, 2016 meeting.

City of Norfolk – Mark Perrault

Now retired, Mr. Perrault served as in-house counsel for Norfolk Southern Corporation. He has been the President of Citizens for a Fort Monroe National Park since 2008. Mr. Perrault is also a member of the Historic and Architectural Preservation Commission in Norfolk. With a lifelong interest in transportation, and a desire to modernize the transportation network and increase livability and the functionality of our region, Mr. Perrault is a welcome addition to the HRTPO CTAC.

Gloucester County – R. Clayton Rogers

Mr. Rogers served 41 years as an aerospace engineer with NASA Langley before retiring. He holds the skills of system analysis and assessment of potential solutions, and would like to utilize those skills to help improve the region's transportation network. Mr. Rogers also holds a Ph.D. which he earned in 1979 from North Carolina State University.

York County – Ronald Fowler

Mr. Fowler worked for Newport News Shipbuilding before retiring. He is a member of the York County Transportation Safety Commission, York County Recreation Advisory Board, and has served as the President of the Outer Banks Beach Club for 14 years. Mr. Fowler believes that a comprehensive, well planned, and executed transportation system is a core function of state and local government.

City of Virginia Beach– Carroll MacFarlane

Mr. MacFarlane is retired from the U.S. Navy and is currently employed with Newport News Shipbuilding. He has been a resident of Hampton Roads for 20 years and is committed to transit as a commuting option in Hampton Roads. Mr. MacFarlane has a Ph.D. in strategic leadership and hopes to bring his experience in scenario planning to the CTAC.

Chair Edwards will speak regarding this item.

RECOMMENDED ACTION:

For informational purposes only.

AGENDA ITEM #7: HRTPO PARTNER UPDATES

HRTPO Partners are invited to address and update the HRPTO CTAC.

AGENDA ITEM #8: 2040 LRTP: DRAFT FISCALLY-CONSTRAINED LIST OF PROJECTS
Camelia Ravanbakht and Dale Stith, HRTPO

The development of the 2040 Long-Range Transportation Plan (LRTP) is in the final stages of a multi-year planning process. Project Prioritization scores have been produced for the 190+ multimodal candidate transportation projects; scores for projects are based upon a combination of Project Utility (project effectiveness), Economic Vitality (potential for economic gain), and Project Viability (project readiness). The Project Prioritization process is the guiding tool in the development of a fiscally-constrained 2040 LRTP. After a public review and comment period, final Prioritization scores of projects were approved by the HRTPO Board at its April 16, 2015 Meeting. More information on the Project Prioritization process can be found at:

http://hrtpo.org/uploads/docs/HRTPO_2040LRTP_ProjectPrioritization_FinalReport.pdf

The LRTP Subcommittee (the Subcommittee responsible for guiding the development of the regional Long-Range Transportation Plan) met numerous times in the past year for the purpose of fiscally-constraining the 2040 LRTP. At these Subcommittee meetings, Guiding Principles for Fiscal-Constraint were established to maximize the use of transportation funds; several iterations of funding scenarios were presented to the Subcommittee in order to develop the draft list. The Draft Fiscally-Constrained List of Projects outlining project priorities for the LRTP was presented and approved by the HRTPO Board at its March 17, 2016 meeting.

Dr. Camelia Ravanbakht, Deputy Executive Director, and Ms. Dale Stith, Principal Transportation Planner, will brief the TTAC on this item.

- Handout 8-A DRAFT Fiscally-Constrained Hampton Roads 2040 Long-Range Transportation Plan: **List of Projects**
- Handout 8-B: DRAFT Fiscally-Constrained Hampton Roads 2040 Long-Range Transportation Plan: **Funding Plan**
- Handout 8-C: DRAFT Fiscally-Constrained Hampton Roads 2040 Long-Range Transportation Plan: **Project Information Guide**
- Attachment 8: Resolution of Support

RECOMMENDED ACTION:

To approve a Resolution of Support for the DRAFT Fiscally-Constrained Hampton Roads 2040 LRTP List of Projects.

**HAMPTON ROADS TRANSPORTATION PLANNING ORGANIZATION
CITIZEN TRANSPORTATION ADVISORY COMMITTEE (CTAC)
CTAC RESOLUTION 2016-01**

A RESOLUTION OF THE HRTPO CITIZEN TRANSPORTATION ADVISORY COMMITTEE SUPPORTING THE 2040 LONG-RANGE TRANSPORTATION PLAN (LRTP) DRAFT FISCALLY-CONSTRAINED LIST OF PROJECTS.

WHEREAS, the HRTPO Citizen Transportation Advisory Committee's (CTAC) mission is to provide the HRTPO with a citizen's viewpoint on regional transportation issues, strategies, funding, priorities, and the decision-making process of the HRTPO;

WHEREAS, the development of the 2040 LRTP is in the final stages of its multi-year transportation planning process;

WHEREAS, the HRTPO Board has approved the Prioritization of Scores of the LRTP projects at its April 16, 2015 meeting;

WHEREAS, the HRTPO Board approved the Draft Fiscally-Constrained List of Projects at its March 17, 2016 meeting;

NOW THEREFORE, BE IT RESOLVED, that the HRTPO Citizen Transportation Advisory Committee supports the 2040 LRTP Draft Fiscally-Constrained List of Projects.

BE IT FURTHER RESOLVED, that the HRTPO Citizen Transportation Advisory Committee respectfully requests that the Hampton Roads Transportation Planning Organization publicize this Resolution on its website and transmit a copy of this Resolution to the HRTPO Board,

APPROVED and ADOPTED by the HRTPO Citizen Transportation Advisory Committee at its meeting on the 14th day of April, 2016.

Gregory Edwards
CTAC Chair

Theresa Danaher
CTAC Vice-Chair

AGENDA ITEM #9: FOR YOUR INFORMATION

Ms. Dianna Howard has made a formal request (attached) to CTAC that meetings be held six times per year, or every other month. As per the CTAC Bylaws, Ms. Howard has submitted this request in writing. As per CTAC bylaws, Article X, Subsequent Amendments states:

ARTICLE X. SUBSEQUENT AMENDMENTS

Any CTAC member may propose amendments to these bylaws by placing such proposed amendments in writing before the CTAC at a CTAC meeting. No vote shall be taken on the proposed amendments until the meeting that follows the meeting at which the written amendments were provided to the CTAC. The public shall be provided access to inspect the proposed amendments. Approval of amendments shall require an affirmative vote of 2/3 of the members appointed to the CTAC, as well approval by the TPO Board prior to effective date thereof.

Greg Edwards, CTAC Chair, and Camelia Ravanbakht, HRTPO Deputy Executive Director, will lead this discussion.

Attachment 9

CTAC REQUEST TO CHANGE FREQUENCY OF CTAC MEETINGS

From: Dianna Howard [<mailto:dianna.howard@cox.net>]
Sent: Wednesday, March 09, 2016 5:25 PM
To: Kendall Miller
Cc: 'Danaher, Theresa '; 'Greg Edwards'; Camelia Ravanbakht
Subject: RE: Change in CTAC meeting Frequency

I make a motion to amend the CTAC bylaws to change the frequency of CTAC meetings from once per quarter to 6x per year or every other month.

Dianna Howard
Virginia Beach CTAC member

AGENDA ITEM #10: OLD/NEW BUSINESS

ADJOURNMENT