

**AGENDA ITEM #7: MINUTES**

Summary minutes of the TTAC meeting held on March 2, 2016 are attached.

Attachment 7

**RECOMMENDED ACTION:**

Approve the minutes.

**Summary Minutes of the HRTPO Transportation  
Technical Advisory Committee (TTAC) Meeting  
March 2, 2016**

The HRTPO Transportation Technical Advisory Committee (TTAC) Meeting was called to order at 9:32 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)	Paul Holt (JC)	Robert Lewis (SU)
Steve Froncillo (CH)	Tammy Rosario (JC)	Phil Pullen (VB)
Steve Lambert (CH)	Britta Ayers (NN)	Brian Solis (VB)
Earl Sorey (CH)	Jackie Kassel (NN)	Tim Cross (YK)
Brian Lewis (GL)	Bryan Stilley (NN)	Chris Arabia (DRPT)
Lynn Allsbrook (HA)	Jeff Raliski (NO)	Julie Navarrete (HRT)
Keith Cannady (HA)	Robert Brown (NO)	Dawn Odom (VDOT)
John Yorks (HA)	James Wright (PO)	Stephen Rowan (VDOT)
Jamie Oliver (IW)	Kevin Wyne (PQ)	Eric Stringfield (VDOT)
Richard Rudnicki (IW)	LJ Hansen (SU)	Jamie Jackson (WATA)

**TTAC Voting Members Absent:**

Garrey Curry (GL)	Debbie Vest (PQ)	Steve Martin (WM)
Anne Ducey-Ortiz (GL)	Sherry Earley (SU)	J. Mark Carter (YK)
Michael Stallings (IW)	Daniel Clayton (WM)	Al Maddalena (YK)
Thelma Drake (NO)	Reed Nester (WM)	Jeff Florin (VPA)
Ellen Roberts (PQ)		

**TTAC Nonvoting Members in Attendance:**

Ivan Rucker (FHWA)	Rhonda Murray (NAVY)
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**TTAC Nonvoting Members Absent:**

Ryan Long (FTA)

**HRTPO Staff:**

Sam Belfield	John Mihaly	David Pritchard
Rob Case	Kendall Miller	Camelia Ravanbakht
Kathlene Grauberger	Keith Nichols	Seth Schipinski
Rob Jaques	Joe Paulus	Dale Stith
Theresa Jones	Leonardo Pineda, II	

**Others Recorded Attending:**

Donna Sayegh (Citizen); Angela Rico (HA); Mark Shea (VB); Michael King (NAVY); Karen McPherson (McPherson Consulting); Unwanna Dabney, Derek Piper (WSP/Parsons Brinckerhoff); Phil Lohr (WRA); Ken Yarberry (RK&K); Jordan Pascale (Virginian-Pilot); Will Christopher (HRPTA); Ron Hodges, Carleen Muncy (HRT/TRAFFIX); Carl Jackson, Jerry Pauley (VDOT); Mike Long, Chris Vaigneur (HRPDC Staff)

## **Public Comment Period**

Ms. Donna Sayegh, Portsmouth Citizen, addressed TTAC regarding her desire to learn more about the transportation planning process in a classroom style.

## **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 VDOT.

Mr. Chris Arabia reported that March 7-11, 2016 is Telework week.

There were no comments from FHWA.

There were no comments from VPA.

There were no comments from the Navy.

## **Approval of Agenda**

Chair Robert Gey asked for additions or deletions to the TTAC Agenda. Dr. Camelia Ravanbakht stated that HRTAC is requesting to add a TIP Amendment to the Agenda as Item #8A. Mr. Eric Stringfield Moved to approve the Agenda with the one amendment; seconded by Mr. Lynn Allsbrook. The Motion Carried.

## **Summary Minutes**

Chair Gey reported that the TTAC summary minutes from the February 3, 2016 meeting were included in the March 2, 2016 TTAC Agenda Packet. Chair Gey asked for any additions or corrections to the minutes. Hearing none, Mr. Phil Pullen Moved to approve the minutes as written; seconded by Mr. Earl Sorey. The Motion Carried.

## **FY 2015-2018 TIP Revision – CMAQ Transfer Request**

Ms. Jackie Kassel reported that the City of Newport News is requesting to transfer a total of \$271,217 in available Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds from two completed projects to another CMAQ project in the City to cover an increase in the cost estimate. The specifics of the City's request are described below:

- Transfer \$112,925 FY 2010 CMAQ funds, including state match, from the Warwick Boulevard Sidewalk project (UPC 83437) to the Jefferson Avenue Sidewalk Phase 1 project (UPC 83252).

- Transfer \$158,292 FY 2013 CMAQ funds, including state match, from the J. Clyde Morris Boulevard Bike Trail Phase 2 project (UPC 13478) to the Jefferson Avenue Sidewalk Phase 1 project (UPC 83252).

This request has been made available for public review and comment. The public review period began on February 24, 2016 and runs through March 9, 2016.

Ms. Kassel Moved to recommend HRTPO Board approval of the CMAQ fund transfers and the associated TIP amendment; seconded by Mr. Tim Cross.

### **FY 2015-2018 TIP Amendment - HRTAC**

Mr. Kevin Page reported that HRTAC is requesting to amend the HRTPO FY 2015–2018 Transportation Improvement Program (TIP) to add the following project:

- **I-64 Peninsula Widening – Segment 3 in York County, UPC #106689**
  - Add project to TIP.
  - Add FY 2016 allocation of \$200,000 HRTF.
  - Add FY 2017 allocation of \$2,600,000 HRTF.
  - Add FY 2018 allocation of \$7,200,000 HRTF.

This TIP amendment request has been made available for public review and comment. The public review period begins on March 2, 2016 and runs through March 16, 2015.

Mr. Stringfield Moved to recommend HRTPO Board approval of the TIP Amendment; seconded by Mr. Sorey. The Motion Carried.

### **FY 2017 Transportation Alternatives Program: Program Selection**

Mr. John Mihaly, HRTPO Transportation Analyst, reported that the Transportation Alternatives Program (TAP) created by MAP-21 requires that 50% of the program funds received by the state be sub-allocated to areas based on population, while the other 50% may be obligated to any area of the state. Mr. Mihaly stated that Transportation Management Areas (MPOs having an urban population over 200,000) have the authority to select and award funding from their sub-allocations to projects carried out within their urbanized boundaries through a competitive selection process. For FY 2017, the total of TAP funds to be allocated by the HRTPO is \$1,696,552. In Virginia, District members of the Commonwealth Transportation Board (CTB) are each provided \$1 million in TAP funds to allocate to projects in their Districts.

He outlined the TAP Project Selection Process as follows:

- HRTPO and VDOT staffs coordinate the application process and scoring of proposed projects

- HRTPO staff coordinates with the Hampton Roads District CTB member on his selections/allocations
- The Transportation Programming Subcommittee (TPS) reviews the proposed projects and scores and recommends a set of projects and allocations for consideration by the TTAC
- The TTAC reviews the recommendations of the TPS and recommends a set of projects and allocations for approval by the HRTPO Board
- The HRTPO Board approves a set of TAP projects and allocations

Mr. Mihaly stated the following four projects were selected to recommend to the HRTPO Board for TAP funding allocations:

- |  |           |
|--|-----------|
| • TAP# 16065 Pine Chapel Rd Pedestrian/Bicycle Trail | \$254,536 |
| • TAP# 16022 Chesapeake Ave Bike Trail               | \$200,000 |
| • TAP# 16029 West Great Neck Sidewalk                | \$480,076 |
| • TAP# 16026 Independence Blvd & Baxter Rd Sidewalk  | \$761,940 |

Mr. Allsbrook Moved to recommend HRTPO Board approval of the four selected TAP projects and funding allocations listed above; seconded by Mr. Pullen. The Motion Carried.

**HRTPO CMAQ/RSTP Project Selection Process: Update**

Mr. Rob Jaques, HRTPO Transportation Planner, reported that in the years since the original CMAQ/RSTP Project Selection Process was approved, HRTPO staff and the Transportation Programming Subcommittee (TPS) have periodically reviewed the methodologies, policies, and procedures to ensure they remained applicable and current.

He stated that in the interest of improving the project selection process, during the TPS meeting on February 19, 2016, the Subcommittee approved a recommendation to utilize the HRTPO Project Prioritization Tool to evaluate and rank highway projects proposed to be funded with RSTP funds. He noted that because the Project Prioritization Tool cannot currently be used to evaluate and rank all types of non-highway RSTP project proposals, the TPS has recommended the continued use of the current RSTP project selection methodologies for non-highway projects. In addition, due to air quality focus associated with CMAQ, the TPS has recommended the continued use of the current CMAQ project selection methodologies for all CMAQ project proposals.

Mr. Lynn Allsbrook Moved to recommend HRTPO Board approval of the use of the HRTPO Project Prioritization Tool for the evaluation and ranking of highway projects proposed to be funded with RSTP funds; seconded by Mr. Stringfield. The Motion Carried.

## **FY 2017 Unified Planning Work Program: Draft**

Dr. Camelia Ravanbakht, HRTPO Deputy Executive Director, reported that HRTPO staff, in coordination with Hampton Roads Transit, Williamsburg Area Transit Authority, the Virginia Department of Transportation, and the Virginia Department of Rail and Public Transportation, is developing the draft Unified Planning Work Program (UPWP) for fiscal year (FY) 2017. She stated the UPWP describes the mutual responsibilities of the aforementioned entities in carrying out the metropolitan transportation planning process for Hampton Roads.

Dr. Ravanbakht outlined the FY 2017 Planning Priorities as follows:

- Scenario Planning
- Resilience of the Transportation System
- Active Transportation
- Connected and Autonomous Vehicles

She noted that the draft UPWP will be available on the HRTPO website for review by the TTAC and other advisory committees of the HRTPO, as well as the general public, following the TTAC meeting on March 4, 2016. The review and comment period will run through April 1, 2016. The Final UPWP will be for TTAC and HRTPO Board consideration on May 4th and May 19th, respectively.

## **2040 LRTP: Draft Fiscally-Constrained List of Projects**

Ms. Dale Stith, HRTPO Principal Transportation Planner, reported that the development of the 2040 Long-Range Transportation Plan (LRTP) is in the final stages of a multi-year planning process. She stated that 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).

Ms. Stith commented that 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 purposes of fiscally-constraining the 2040 LRTP. She explained that fiscal-constraint is a demonstration of sufficient funds (Federal, State, regional, local, private, etc.) to implement proposed transportation system improvements through the comparison of revenues and project costs.

At these Subcommittee meetings, Guiding Principles for Fiscal-Constraint were established to maximize the use of regional funds while incorporating project priorities established by the Prioritization process; several iterations of funding scenarios were presented to the Subcommittee in order to develop the Draft Fiscally-Constrained List of Projects.

Dr. Camelia Ravanbakht, HRTPO Deputy Executive Director, stated HRTPO staff has a strong working relationship with HRTAC and its Federal and State Partners. The Regional Priority Projects currently have over \$600 million in HRTAC allocations attached to them, before bonding, consisting of the two sources noted below:

- Hampton Roads Transportation Fund (HRTF) – \$6 Billion
- High-Priority Projects Program (HB2) – \$627 Million

The \$600 million is divided among the following Regional Priority Projects:

- I-64 Peninsula Widening: Segment 1 – \$44 million HRTF funds allocated
- I-64 Peninsula Widening: Segment 2 – \$213 million HRTF funds allocated
- I-64 Peninsula Widening: Segment 3 – Proposed \$145 million HRTF funds
- I-64 Southside Widening/High-Rise Bridge – \$20 million HRTF funds allocated for Preliminary Engineering (PE)
- Hampton Roads Third Crossing – \$5 million HRTF funds allocated for SEIS
- I-64/I-264 Interchange Improvements – \$207 million HRTF funds allocated

Dr. Ravanbakht stated that with HRTPO Board approval in February 2016, the Regional Priority Projects will be constructed using the following sequencing based on project readiness:

- I. I-64 Peninsula Widening  
I-64/I-264 Interchange
- II. I-64 Southside Widening/High-Rise Bridge – Phase 1
- III. Hampton Roads Harbor Crossing – Locally Preferred Alternative Phase 1 [based on the Supplemental Environmental Impact Study (SEIS) with anticipated completion in 2018]
- IV. I-64 Southside Widening/High-Rise Bridge – Phase 2
- V. I-64/Fort Eustis Blvd. Interchange  
US Route 460/58/13 Connector

She outlined the next steps for the Fiscally-Constrained 2040 LRTP as follows:

- March 2016 – Draft Fiscally-Constrained List of Projects
- April-May – Public and Advisory Committee Review of the List of Projects
- June 2016 – Board Approval of the Final List of Projects
- July 2016 – HRTPO Board Approval and Adoption of the Fiscally-Constrained 2040 LRTP

Mr. Jeff Raliski Moved to recommend HRTPO Board approval of the 2040 LRTP Draft Fiscally-Constrained List of Projects; seconded by Mr. Brian Solis. The Motion Carried.

## **FY 2015-2018 TIP: Quarterly Snapshot**

Mr. Rob Jaques, HRTPO Transportation Planner, reported that HRTPO staff updates the FY 2015-2018 TIP on a quarterly basis. Updated information includes project phase cost estimates, expenditures, and schedule information.

Mr. Jaques stated that during the past quarter over \$134.5 million was spent on 93 projects in Hampton Roads. There were nine major projects across the region with expenditures in excess of \$3 million.

He presented a pie chart showing that during October – December 2015 approximately \$15 million was spent on Preliminary Engineering, \$9 million on Right of Way Acquisition, and \$110 million on Construction.

He stated 11 CMAQ and RSTP projects showed no expenditures in the past two quarters (July – December 2015), including:

- 2 cancelled projects
- 6 completed projects awaiting financial close
- 1 project delayed
- 2 projects with work ongoing to be billed this quarter

Next steps include:

- Coordinate with CMAQ and RSTP project sponsors to determine reasons for stalled projects and how to move them forward
- Determine whether funds should be reallocated to other projects

## **TRAFFIX ANNUAL REPORT: HRT**

Mr. Ron Hodges, Director of TRAFFIX, reported that its mission as a Transportation Demand Management (TDM) Program is to assist in the promotion of transportation alternatives in the area. Established in 1995, TRAFFIX is monitored by the TRAFFIX Oversight Subcommittee (TOS) which reports to TTAC. It is funded with regional Congestion Mitigation and Air Quality Improvement Program (CMAQ) dollars and its footprint includes 17 cities and counties.

Mr. Hodges outlined the following alternative forms of transportation other than driving, including:

- Metro Area Express (MAX) Bus
- Local Bus Service
- Light Rail
- Elizabeth River Ferry
- Biking/Walking



- Teleworking
- Ride Sharing – Carpool/Van Pool
- NuRide Rewards Program
- Guaranteed Ride Program
- Transportation Subsidies: GoPass365 and Military Programs

He presented a pie chart which illustrated the budget of the TRAFFIX program per category for FY 2015.

He noted that TRAFFIX has produced an annual report that defines and tabulates a comprehensive set of performance measures including actions, outcomes, and budget.

### **Fixing America’s Surface Transportation (FAST) Act**

Mr. John Mihaly, HRTPO Transportation Analyst, reported that on December 4, 2015, President Obama signed into law the Fixing America’s Surface Transportation (FAST) Act, the first federal law in over 10 years to provide long-term funding certainty for surface transportation.

Mr. Mihaly stated the FAST Act authorizes \$305 billion over five years (fiscal years 2016–2020) for:

- Highway
- Public transportation
- Rail
- Research
- Technology
- Safety programs.

He stated the FAST Act will provide Virginia with a 10% increase in average funding for the FY 2016-2020 period over FY 2015 funding.

He noted that regional/local funding will change accordingly:

- Sub-allocated funds to increase one percent per year from 51% in FY 2016 to 55% in FY 2020 for projects
- The Transportation Alternatives Program (TAP) is capped at \$850 million/year after FY 2018
- Localities will have greater access to low-cost federal loans (TIFIA): threshold is reduced from \$50 million to \$10 million per project.

Mr. Mihaly directed TTAC members to the U.S. Department of Transportation’s website for more information on the FAST Act.

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

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

### **For Your Information**

Dr. Camelia Ravanbakht highlighted the 2016 HRTPO Federal Quadrennial Certification Review scheduled for March 29–31, 2016 in the Regional Building Board Room.

Chair Gey noted that the USDOT announced the eighth round of TIGER Grants in the amount of \$500 million.

### **Announcements**

Chair Gey reminded everyone that there will be a TRAFFIX Oversight Subcommittee (TOS) meeting immediately following TTAC in the Board Room.

### **Old/New Business**

Mr. Ivan Rucker encouraged all TTAC members to attend the 2016 HRTPO Federal Quadrennial Certification Review on March 29–31, 2016. Dr. Ravanbakht stated that Ms. Kendall Miller, HRTPO Public Involvement and Title VI Administrator, has created a webpage on the HRTPO website with the agenda and more information regarding the Review.

### **Adjournment**

With no further business to come before the Hampton Roads Transportation Technical Advisory Committee, the meeting adjourned at 11:12 a.m.