

**AGENDA ITEM #6: SUMMARY MINUTES OF THE JANUARY 9, 2014 CTAC MEETING**

**SUBJECT:**

Summary Minutes of the January 9, 2014 CTAC meeting.

**BACKGROUND:**

Summary Minutes of the Citizen Transportation Advisory Committee meeting held on January 9, 2014.

Attachment 6

**RECOMMENDED ACTION:**

Approve the minutes.

**Summary Minutes of the  
HRTPO Citizen Transportation  
Advisory Committee (CTAC) Meeting  
January 9, 2014**

The HRTPO Citizen Transportation Advisory Committee (CTAC) Meeting was called to order at 12:06 p.m. in the Regional Building Board Room, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

**HRTPO CTAC Members in Attendance:**

Shepelle Watkins-White, Chair (CH)  
John Kish (CH)  
Bernie Whitlock (CH)  
Teresa Schmidt (HA)  
Michael Jones (IW)  
Don Cherry (JC)  
Sharyn Fox (NN)  
Carlton Hardy (NN)  
Yukari Hughes (NN)

Robbyn Gayer (NO)  
Randy Lougee (NO)  
James Openshaw (NO)  
Theresa Danaher (PO)  
Kirsten Tynch (PO)  
Greg Edwards (VB)  
Casey Funk (VB)  
Delceno Miles (VB)

**HRTPO CTAC Members Absent:**

Philip Olekszyk (GL)  
William Christopher (NO)  
Barry Dunn (PQ)  
Richard Green (SU)  
Angie Bezik (VB)

Jay Ford (VB)  
John Malbon (VB)  
Allan Parrott (VB)  
Dewey Hurley (WM)  
Henry Lewis (YK)

**HRTPO Staff:**

Dwight Farmer  
Camelia Ravanbakht  
Kendall Miller  
Keith Nichols

Brian Miller  
Joe Turner  
Brian Chenault

**OTHER RECORDED ATTENDING:**

Judith Brown (HRPTA)

**Resolution of Condolence**

Chair Shepelle Watkins-White reported a Resolution of Condolence had been prepared for the family of Retired RADM Ray Taylor, an original CTAC Member. She recognized his accomplishments and dedication to CTAC and indicated his wife was unable to attend; however, the Resolution will be mailed to her.

## Public Comment Period

One person requested to address the HRTPO CTAC. Chair Watkins-White asked her to limit her comments to five minutes.

### **Ms. Judith Brown**

*Good Afternoon. My name is Judith Brown. I am currently the President of one of your sister organizations, if I may say that. We are the Hampton Roads Public Transportation Alliance and another of our Board members is a member of your group as well, Will Christopher. We are particularly interested in public transit and for us that includes buses, ferries, inner-city trains, light rail, ride share, para-transit, and so on. Anything that has more than one person in a car is good for us. This is an organization that has existed for 20 years and we invite you to join us. You can join online – I have cards here if you are interested later, but we are in very close touch with the staff here. We feed information back and forth to each other very regularly and appreciate what they are doing and what you as members of the public are doing. At our annual meeting last November, our speaker was Mitchell Silver who is a City Planning Director in Raleigh and the immediate past President of the National Association with Planners. His talk to us about transportation was based on the six living generations of Americans we have in each of our cities and metropolitan planning organizations. He described those and talked about what that means to city planners, particularly in planning transportation. It excited us very much. It gave us a framework of thinking about today and the future in public transportation. For example, he mentioned that the three living generations who are over 50 years old, just the way that we grew up, we are very tied to cars and to a suburban lifestyle. The three generations under 50 are not. Those who are in their forties wish for an alternative but they have a hard time working that out because they are already locked down into family obligations, cars, and so on, and houses in the suburbs. But he said that people in their twenties and thirties are certainly willing to try transit, bikes, ferries, and rail. Some of them are trying out not having cars, even in smaller cities and areas like Raleigh or like this one. He made us realize that we need to be planning for them and if we don't, and if we don't plan the long term and the short term for them, they are going to leave our area. Mr. Silver, coming from Raleigh, had studied our statistics and saw the large number of people in their twenties and early thirties living in this area and he asked us what happens to them and we had to say, a lot of them move away and he said we need to be thinking about them and planning for them. They will move elsewhere if we cannot solve our transportation problems now and in the future. He also pointed out to us that the sixth generation – the children now who are school age and young children – most of them are going to live into the 22nd century. They are already alive and they are going to live into that century. We need to be planning for them. The HRPTA Board has also endorsed the legislative agenda for this year for the HRTPO. We know how important it is to have regular funds for public transportation for this year, for next year, and into the foreseeable future. We know how important it is that the people who make the decisions are the people who live it day in and day out. In sum, HRPTA – Public Transportation Alliance – is willing to join with CTAC, with the HRTPO, with HRT, and with others to see that those young children will have an array of good options for transportation throughout their lifetime and way into the 22nd century.*

Chair Watkins-White thanked Ms. Brown for her comments and indicated she recently spoke to Mr. William Harrell, President and CEO of Hampton Roads Transit (HRT), regarding the same topic.

## **Submitted Public Comments**

There were no submitted public comments.

## **Approval of Agenda**

Chair Watkins-White asked for any additions or deletions to the agenda. Dr. Don Cherry requested to add a New Business item regarding Route 460. Chair Watkins-White indicated there had also been a request to add a New Business item regarding correspondence to Secretary of Transportation Aubrey Layne. Ms. Delceno Miles Moved to approve the agenda with the two amendments; seconded by Ms. Kirsten Tynch. The Motion Carried.

## **Summary Minutes of October 10, 2013 CTAC Meeting**

Chair Watkins-White asked for any additions or corrections to the October 10, 2013 minutes. Hearing none, Ms. Miles Moved to approve the minutes as written; seconded by Ms. Tynch. The Motion Carried.

## **CTAC: Current Status and Future Directions**

Ms. Kendall Miller, HRTPO Public Involvement and Title VI Administrator, reported the HRTPO CTAC was created in 2009 to ensure that the public's perspective was considered in the region's transportation platform and has since become a nationwide model. Subsequently, the CTAC has provided the HRTPO with invaluable perspective on the transportation issues facing the Hampton Roads region.

The HRTPO has implemented recent CTAC suggestions of disseminating information through both Facebook and Twitter and she encouraged members to engage with the HRTPO on Facebook by posting meeting dates, writing posts, and sharing information regarding the HRTPO. Ms. Miller stated HRTPO staff is requesting input from CTAC members on their direction for CTAC.

Ms. Miles noted that CTAC had this discussion in the past and indicated that as CTAC members, they should disseminate information to spheres of influence.

Chair Watkins-White commented that there is always the opportunity to request topics for future discussion and then if appropriate, refer the topics to the HRTPO Board.

Chair Watkins-White directed the members' attention to the handouts regarding Agenda Item #7.

## **MT-DT-MLK/Before and After Study**

Dr. Camelia Ravanbakht, HRTPO Deputy Executive Director, reported the HRTPO staff is currently working on the Midtown Tunnel-Downtown Tunnel-Martin Luther King (MT-DT-MLK) Extension Before and After Study. She indicated the study has been divided into two sections: Part A – HRTPO Staff Before and After Analysis Study, and Part B – Commuter Toll Pattern Before and After Survey.

For Part A of the study, HRTPO staff plans on completing a before and after study in FY 2015 to determine traffic impacts resulting from tolling the Midtown Tunnel and Downtown Tunnel (expected to begin February 1, 2014). In preparation, HRTPO staff has collected numerous photos/videos as well as peak hour travel time runs (Fall 2012 and Fall 2013) to document “before” travel conditions for existing traffic queues and congestion at key locations – the Midtown Tunnel, Downtown Tunnel and I-64/High Rise Bridge. Staff plans on collecting similar data to document “after” travel conditions at the same locations in FY 2015. In addition, staff plans on assisting local jurisdictions re-time traffic signals along key corridors that are anticipated to be impacted by the tolls.

For Part B of the study, HRTPO staff is currently working with Christopher Newport University (CNU) to develop a scope of work to conduct a two-part Commuter Toll Pattern Survey in order to assess motorists’ familiarity with the toll and their anticipated behavior in response to the initiation of tolls on February 1, 2014. This first part of the survey would be conducted prior to the initiation of tolls on February 1, 2014. The second part of the survey would focus on motorists’ actual commuting behaviors and response after the tolls have commenced.

The results of this survey will provide a baseline of commuter behavior in response to tolling in Hampton Roads. At the January 16, 2014 HRTPO Board meeting, HRTPO staff will recommend the HRTPO Board approve the Cooperative Service Agreement with CNU to conduct the Commuter Toll Pattern Survey.

Ms. Sharyn Fox asked if staff was accessing boundary streets and others locations in order to understand what type of traffic is being routed off the tunnels and how these neighborhoods are impacted. Dr. Ravanbakht replied affirmatively; however, she commented it was not at the neighborhood level. Staff will run the transportation model with and without tolls and determine the impacts and will review intersections and corridors that will be impacted.

Mr. John Kish asked whether staff will examine non-interstate corridors such as Canal Drive. Dr. Ravanbakht replied affirmatively and stated staff will evaluate traffic signals in Portsmouth and Chesapeake to determine if retiming is needed.

Mr. Greg Edwards commented that the Virginia Port Authority (VPA) is concerned with the impact of tolls and could possibly recommend reputable trucking companies to support the HRTPO in its effort from a freight perspective.

Dr. Ravanbakht noted the Freight Transportation Advisory Committee (FTAC) received funding from the HRTPO Board to conduct a study regarding the economic impacts to the port and the movement of freight. FTAC is currently working on the scope of work and she indicated the results will be shared with CTAC.

Ms. Miles inquired as to the status of the CNU study. Dr. Ravanbakht replied the scope of work will be presented to the HRTPO Board next week and approval will be sought to execute the contract with CNU.

Ms. Miles asked whether the contract was competitively bid. Mr. Farmer replied a bid process was not required by the procurement procedure.

Mr. Carlton Hardy asked how the survey would be conducted. Dr. Ravanbakht replied via a telephone survey.

Mr. Hardy expressed concern that the public may not respond well to a telephone survey. Mr. Farmer replied that CNU will determine how many participants will be required based on geography, etc., and then “touch that many people before it can be considered statistically valid.” He noted CNU will continue to conduct the survey until the necessary data is collected.

### **FY 2015 Unified Planning Work Program (UPWP) – Planning Priorities: Draft**

Dr. Camelia Ravanbakht, HRTPO Deputy Executive Director, reported the UPWP describes the transportation planning work and associated funding for the Hampton Roads Metropolitan Planning Area (MPA). In addition to detailing the work associated with HRTPO core functions – the Long-Range Transportation Plan, the Transportation Improvement Program, the Congestion Management Process, and Public Participation – federal regulations state that the UPWP shall include a discussion of the planning priorities facing the MPA. It is in the determination of these priorities that the HRTPO Board ensures its vision and goals are carried forward in the UPWP.

The draft FY 2015 Planning Priorities are:

- Transportation Programming
- Efficient, User-Focused Investments
- Strengthening Multimodal Planning

Next steps include:

- January 2014 – HRTPO Board approval of FY 2015 UPWP Planning Priorities and presentation of Priorities to the HRTPO Advisory Committees
- March 2014 – Public Review and Comment
- April 2014 – HRTPO Board Approval of the Final UPWP

Chair Watkins-White inquired as to the deadline for public comment. Dr. Ravanbakht replied comments are due by the end of March.

## **Hampton Roads Regional Safety Study 2013 Update Part I – Crash Analysis and Countermeasures: Update**

Mr. Keith Nichols, HRTPO Senior Transportation Engineer, reported that the Hampton Roads Regional Safety Study, a comprehensive analysis of highway safety throughout the region, was initiated in 2001. He indicated the HRTPO staff is currently producing the first full update to the original Regional Safety Study.

Part I of the Hampton Roads Regional Safety Study 2013 Update includes:

- Regional Safety Trends
- Crash Characteristics
- Crash Locations

Mr. Nichols stated the raw crash location data was obtained from VDOT and the Department of Motor Vehicles (DMV) for the years 2009-2012. HRTPO staff performed separate analyses for freeway segments and arterial intersections. The two greatest factors that increased the probability of fatal crashes involved alcohol usage and speeding.

Part II of the Regional Safety Study 2013 Update, to be published at a later date, will build on the results of Part I by using its results to develop ways to improve roadway safety. Sections in Part II will include Efforts to Improve Roadway Safety, Potential for Safety Improvements, General Crash Countermeasures, Countermeasures for High Crash Locations, and Next Steps.

This update is being developed using new tools and methods to analyze roadway safety from the American Association of State Highway Transportation Officials (AASHTO) Highway Safety Manual and from the Virginia Center for Transportation Innovation and Research (VCTIR). These organizations produced analytical tools to help determine those locations with the greatest potential for safety improvements.

Ms. Miles inquired as to whether factors such as inexperienced drivers and the number of drinking establishments were evaluated in the study. Mr. Nichols replied that any location having more crashes than predicted are reviewed at great length and then intersection summaries, collision diagrams, and site observations are performed.

Ms. Miles inquired as to why distracted driving was not included in the study. Mr. Nichols replied that the Study does report this information; however, he did not include the data in his briefing due to time constraints. He indicated that since this data is self-reported, it can be somewhat unreliable.

Ms. Yukari Hughes asked if standard weighting measures were used for injury and fatality data. Mr. Nichols replied that there is no federal standard; however, the crash severity rate equation is commonly used.

Mr. Whitlock asked if traffic volume was accounted for in the study. Mr. Nichols replied affirmatively.

## **Hampton Roads Transportation Fund (HRTF) Candidate Projects: Methodology**

Dr. Camelia Ravanbakht, HRTPO Deputy Executive Director, reported that during the September 19, 2013 HRTPO meeting, the Board approved a resolution confirming the intent of the Board to use HRTF revenues in the most effective manner possible to fund transportation projects that are significant to the region as a whole and provide the greatest impact on reducing congestion. In addition, the Board directed HRTPO staff to develop a list of HRTF candidate projects for consideration during the October Board meeting.

Among the criteria used to determine a project's eligibility to be included in the HRTF Candidate Projects List was the inclusion of a project in the HRTPO Board approved 2034 Long-Range Transportation Plan. Projects included in the 2034 LRTP underwent a prioritization process whereby they were evaluated, scored, and ranked based on three components: Project Utility, Project Vitality, and Economic Vitality.

Projects were also considered for inclusion in the HRTF Candidate Projects list if they met one or more of the following:

- Be supported by HRTPO Resolutions
- Be legally eligible
- Meet regional project cost threshold of \$100 million

During its October 17, 2013 meeting, the HRTPO Board, by way of resolution, formally supported the HRTF candidate projects in order to facilitate coordination and discussions with VDOT and FHWA to refine cost estimates and evaluate financing options and methods of project delivery.

### **Future CTAC Meeting Agenda Items**

Chair Watkins-White asked CTAC members to suggest topics for future agenda items. She stated she had requested that HRT President/CEO, Mr. William Harrell deliver a presentation to CTAC with regards to bus service funding.

Mr. Kish suggested a presentation be provided on expected population and business growth in Hampton Roads and its transportation implications.

Mr. Hardy, in support of Mr. Kish's request, requested a report from the Urban Land Institute pertaining to Realty Check. Dr. Ravanbakht replied HRTPO staff has completed its population and employment forecast for the 2040 Long-Range Transportation Plan (LRTP) and will share this information with CTAC at the April meeting.

Mr. Farmer stated the mission of Realty Check is different than population and employment forecast; it is similar to the way that localities are developing their comprehensive plans

Chair Watkins-White also requested a VPA presentation regarding the tolling impact of Route 460.

Ms. Miles requested an update on the service performance of Norfolk Amtrak, airport expansion plans, and an update from Elizabeth River Crossings (ERC) on the E-ZPass process.

Mr. Robbyn Gayer requested a status report from Transportation Economics & Management Systems (TEMS), Inc. pertaining to its contracted high-speed rail study with the HRTPO.

Mr. Hardy inquired as to whether staff had received any feedback from VDOT with respect to his October inquiry regarding data on tunnel backups. Dr. Ravanbakht replied staff would provide an update to Mr. Hardy.

### **For Your Information**

Chair Watkins-White noted the items in the For Your Information section of the agenda packet.

### **Old/New Business**

Dr. Cherry requested the CTAC draft a letter endorsing an Alternate Route 460.

Mr. Whitlock agreed with the Route 460 endorsement concept; however, he was not familiar with the alignment and its implications.

Dr. Cherry indicated the alignment had been moved a mile to the south.

Mr. Michael Jones stated that an environmental permit, issued by the Corps of Engineers, is necessary to proceed.

Chair Watkins-White commented that her knowledge of Route 460 was primarily based on newspaper articles and requested a detailed presentation at the April CTAC meeting.

Mr. Jones noted that a Supplemental Environmental Impact Statement (SEIS) is currently being written and the public comment period ends January 27, 2014.

Mr. Kish inquired as to whether an interim CTAC meeting was needed to discuss Route 460 and HRTF funding. CTAC members agreed that if necessary, they were available in February for an interim meeting.

Ms. Miles suggested CTAC convene after the General Assembly adjourns in March. Mr. Farmer agreed.

Chair Watkins-White suggested CTAC discuss these items at its regularly scheduled April meeting.

Mr. Farmer referenced a Route 460 handout at the table and stated the SEIS was expected to take eight months to complete.

Chair Watkins-White recommended CTAC have a Route 460 presentation in April and then re-evaluate Dr. Cherry's proposal to draft a Route 460 endorsement letter.

Dr. Ravanbakht referenced the Notice of Intent for the SEIS, located on the HRTPO website, and outlined the new information that will be included in the SEIS. Dr. Cherry asked if CTAC members could receive a copy of the document. Dr. Ravanbakht replied affirmatively.

Mr. Edwards commented that the validity of Route 460 has not been questioned, but rather its priority, and asked Dr. Cherry which concern he questioned.

Chair Watkins-White recommended a letter of congratulations be drafted and transmitted to Secretary of Transportation Aubrey Layne. Mr. Hardy Moved to approve the drafting of a letter of congratulations to the Secretary; seconded by Ms. Tynch. The Motion Carried.

### **Adjournment**

With no further business to come before the Citizen Transportation Advisory Committee, the meeting adjourned at 1:55 p.m.