

AGENDA ITEM #7: MINUTES

Summary minutes of the TTAC meeting held on April 4, 2018 are attached.

Attachment 7

RECOMMENDED ACTION:

Approve the minutes.

**Summary Minutes of the HRTPO Transportation
Technical Advisory Committee (TTAC) Meeting
April 4, 2018**

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

TTAC Voting Members in Attendance:

Paul Holt (Chair, JC)	Robert Brown (NO)	Aaron Small (WM)
Sherry Earley (Vice Chair, SU)	Jeff Raliski (NO)	Carolyn Murphy (WM)
Benjamin Camras (CH)	Jackie Kassel (NN)	Tim Cross (YK)
Steve Froncillo (CH)	Garrett Morgan (NN)	Jamie Jackson (HRT)
Earl Sorey (CH)	Bryan Stilley (NN)	Dawn Odom (VDOT)
Belinda Harper (GL)	James Wright (PO)	Sonya Hallums-Ponton (VDOT)
Lynn Allsbrook (HA)	LJ Hansen (SU)	Eric Stringfield (VDOT)
Mike Hayes (HA)	Robert Gey (VB)	Jeff Florin (VPA)
Angela Rico (HA)	Phil Pullen (VB)	
John Yorks (HA)	Katie Shannon (VB)	
Richard Rudnicki (IW)		

TTAC Voting Members Absent:

Anne Ducey-Ortiz (GL)	Dannan O'Connell (PQ)	J. Mark Carter (YK)
Carol Rizzio (GL)	Ellen Roberts (PQ)	Josh Moore (WATA)
Jamie Oliver (IW)	Debbie Vest (PQ)	Bryant Porter (VDOT)
Tammy Rosario (JC)	Beth Lewis (SH)	
Donald Goodwin (FR)	Jason Souders (SU)	
Thelma Drake (NO)	Robert Lewis (SU)	
Britta Ayers (NN)	Brian Solis (VB)	
Claudia Cotton (Alternate, NN)	Dan Clayton III (WM)	

TTAC Nonvoting Members in Attendance:

Rhonda Murray (NAVY)	Chris Arabia (DRPT)
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TTAC Nonvoting Members Absent:

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

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

Others Recorded Attending:

Ray Hunt, Caleb Brooks, Angela Biney, Jerry Pauley (VDOT); Karen McPherson (McPherson Consulting); Tara Reel, Bob Mathias (VB); Bridjette Parker (NN); Samuel Hayes (Moffatt and Nichol); Keisha Branch (HRT); Dawn Best (F&R); Kevin Page (HRTAC) Mike Long, Chris Vaigneur (HRPDC Staff).

Introductions

There were no introductions.

Public Comment Period

There were no public comments.

Submitted Public Comments

There were no submitted public comments in the agenda packet.

Comments and Updates from State and Federal Agencies and the Military

There were no comments from the Federal Highway Administration.

Ms. Dawn Odom, VDOT Hampton Roads District Planning and Investment Manager, reminded the committee the spring public meeting for the CTB Six Year Improvement Program (SYIP) will be held on April 16, 2018 at 4pm in the HRTPO Board Room. In addition, the annual Hampton Roads locality day registration is currently open until April 11, 2018 for the April 18, 2018 event, which will be held at the Crown Plaza in Hampton.

There were no comments from the Virginia Port Authority.

There were no comments from the Navy.

Approval of Agenda

Chair Holt asked for additions or deletions to the TTAC Agenda. Hearing none, Mr. Small Moved to approve the Agenda as written; seconded by Mr. Stringfield. The Motion Carried.

Summary Minutes

Chair Holt reported that the TTAC summary minutes from March 7, 2018 meeting were included in the April 4, 2018 TTAC Agenda Packet. Chair Holt asked for any additions or corrections to the minutes. Chair Holt requested the minutes be amended to reflect Ms. Carol Rizzio, Gloucester, was in attendance at the March TTAC meeting. Mr. Small Moved to approve the minutes as amended; seconded by Mr. Yorks. The Motion Carried.

FY 2018-2021 TIP Revision: Request to Transfer CMAQ Funding

Mr. Steve Froncillo, Chesapeake City Traffic Engineer, requested to transfer a total of \$85,000 in Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds from a completed project to another Chesapeake CMAQ project. The specifics of the request are described below:

- Transfer \$58,000 in FY 1993 CMAQ funds plus Local Match of \$14,500 from the Battlefield Intersection Improvements (at Great Bridge Boulevard) Project (UPC 12966) to the Liberty Street Transfer Station Project (UPC T9111).
- Transfer \$27,000 in FY 1996 CMAQ funds plus Local Match of \$6,750 from the Battlefield Intersection Improvements (at Great Bridge Boulevard) Project (UPC 12966) to the Liberty Street Transfer Station Project (UPC T9111).

Should the HRTPO approve the CMAQ fund transfer described above, the FY 2018-2021 Transportation Improvement Program (TIP) will be amended to update the funding information associated with the project. This request was made available for public review and comment from March 28, 2018 through April 11, 2018.

Mr. Sorey MOVED to recommend HRTPO approval of the CMAQ funding transfer; seconded by Mr. Lewis. The Motion Carried.

Request to Transfer CMAQ Funding: Chesapeake

Mr. Steve Froncillo, Chesapeake City Traffic Engineer, requested to transfer a total of \$1,050,000 in Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds from one completed project, due to the City advancing the project by using residual funds from the Urban Construction Initiative (UCI) program, to the HRTPO CMAQ Reserve Account to make the funds available for other CMAQ projects. The specifics of the request are described below:

- Transfer \$550,000 in FY 2023 CMAQ funds, including State match, from the Battlefield Blvd/Kempsville Road/Great Bridge Road Intersection improvements Project (UPC 110753) to the HRTPO CMAQ Reserve Account.
- Transfer \$500,000 in FY 2024 CMAQ funds, including State match, from the Battlefield Blvd/Kempsville Road/Great Bridge Road Intersection improvements Project (UPC 110753) to the HRTPO CMAQ Reserve Account.

Should the HRTPO Board approve the CMAQ fund transfers described above, the transfers will be recorded in the HRTPO CMAQ Tracking Table and the CTB Six-Year Improvement Program. This request was made available for public review and comment from March 28, 2018 through April 11, 2018.

Mr. Sorey MOVED to recommend HRTPO approval of the CMAQ funding transfer; seconded by Mr. Lewis. The Motion Carried.

Hampton Roads 2040 Long-Range Transportation Plan: Proposed Amendment – George Washington Highway Widening

Mr. Steve Froncillo, Chesapeake City Traffic Engineer, requested to amend the Hampton Roads 2040 Long-Range Transportation Plan (LRTP) as described below:

The City of Chesapeake requests an amendment to the 2040 Long-Range Transportation Plan to include the widening of George Washington Highway between Yadkin Road and Canal Drive in Chesapeake. The estimated year of expenditure cost for this project is \$34.3 million. The LRTP planning funds that are currently associated with the Dominion Boulevard Phase II project (\$23 million) plus \$11.3 million from local city funds will be reallocated to the George Washington Highway project to maintain the requirement for fiscal-constraint for the LRTP. The Dominion Boulevard Phase II widening was completed in 2017 with funding provided through Revenue Sharing program. VDOT has confirmed that the Revenue Sharing funds used for the project were not included in the projected transportation revenues identified in the LRTP. Subsequently, the city requests that the funding source of the Dominion Blvd Phase II project be changed to reflect Revenue Sharing funds.

Since the implementation of tolling at the Downtown and Midtown Tunnels in 2014, traffic congestion has significantly increased along the non-tolled routes including George Washington Highway and Military Highway. The impact of tolls has resulted in an increase of the traffic volume at the Gilmerton Bridge by 53% and severe congestion and queues along this section of George Washington Highway during peak travel times. This project proposes to widen George Washington Highway from 2 to 4 lanes between Yadkin Road and Canal Drive. The proposed four-lane divided urban design removes the existing bottleneck, provides safety and access management improvements, and constructs new pedestrian facilities along the corridor. In addition, this project will improve the ability of the corridor to function as a key emergency evacuation route.

The proposed LRTP amendment was made available for public review and comment, beginning on April 4, 2018 and concluding on April 18, 2018.

Mr. Sorey MOVED to recommend HRTPO approval of the LRTP Amendment; seconded by Mr. Gey. The Motion Carried.

Candidate Segments for Road Diets in Hampton Roads: Final

Mr. Mike Kimbrel, HRTPO Deputy Executive Director, explained Dr. Rob Case, HRTPO Chief Transportation Engineer presented this report at the February TTAC meeting. He noted comments received were addressed and incorporated into the final document.

Mr. Small Moved to recommend HRTPO Board approval of the final report; seconded by Mr. Morgan. The Motion Carried

2019 Unified Planning Work Program Draft

Mr. Mike Kimbrel, HRTPO Deputy Executive Director, briefed the TTAC on the draft Unified Planning Work Program (UPWP) for FY 2019. He explained the UPWP is developed by HRTPO staff, in coordination with Hampton Roads Transit (HRT), Williamsburg Area Transit Authority (WATA), the Virginia Department of Transportation (VDOT), and the Virginia Department of Rail and Public Transportation (DRPT). The UPWP describes the mutual responsibilities of these entities in carrying out the metropolitan transportation planning process for Hampton Roads.

Mr. Kimbrel described funding for the FY 2019 UPWP by entity and by funding source, as well as a detailed timeline for approval of the UPWP. He noted the draft UPWP was made available on the HRTPO website for review by the TTAC and other advisory committees of the HRTPO, as well as for the general public, following the TTAC meeting on April 4, 2018. The review and comment period will run through April 18 2018. At the May 2, 2018 TTAC meeting, a recommendation will be made to approve the final FY 2018 UPWP. HRTPO Board approval of the final FY 2019 UPWP is expected to take place at the Board's meeting on May 17, 2018. Mr. Kimbrel requested TTAC to review the draft FY 2019 UPWP and submit comments to Mr. John Mihaly, at jmihaly@hrtpo.org, by close of business on Wednesday, April 18, 2018.

Hampton Roads Regional Bridge Study

Mr. Keith Nichols, HRTPO Principal Transportation Engineer, provided an update on the Hampton Roads Regional Bridge Study. In 2007 HRTPO staff began analyzing regional bridges because of their importance to the regional transportation system, and concerns about bridge condition and funding. Hampton Roads has 1,261 bridges, VDOT maintains 60% of the bridges, Localities 35%, and Federal or private 6%. The median bridge age is 39 years old with 392 bridges at least 50 years old. He explained structurally deficient bridges are structures with elements that need to be monitored and/or repaired. It is important to note a structurally deficient bridge is not necessarily unsafe. Inspectors will close or place limits on bridges they deem unsafe. To be classified as a structurally deficient bridge one of the following conditions must be met: ≤ 4 deck condition rating, superstructure condition rating, substructure condition rating, culvert condition rating, ≤ 2 structural condition rating and waterway adequacy rating. In 2017 Hampton Roads had 66 bridges that are structurally deficient, down from 80 bridges in 2014.

He then reviewed the new federal performance measures. There are two-bridge conditions performance measures for which states and MPO will be required to track and establish targets:

- Percentage of bridges by deck area on the National Highway System (NHS) that are in good condition
- Percentage of bridges by deck area on the NHS that are in poor condition

To determine if a bridge is in good, fair, or poor condition, the lowest condition rating determines the classification. Of bridges in Hampton Roads, 29% are in good condition, 65 % fair condition and 5% poor condition.

Mr. Nichols noted bridges were previously funded through the Highway Bridge Program, this program was eliminated in MAP-21/FAST Act. Funding for improvements on the NHS (including bridges) is now through the National Highway Performance Program. All bridges can be funded from the Surface Transportation Block Grant Program. Virginia House Bill 1887 created the State of Good Repair (SGR) program, which allocates 45% of construction funding to deficient bridges and pavement. Bridges are prioritized within each VDOT district based on SGR scores, which include:

- Importance Factor (30%)
- Condition Factor (25%)
- Design Redundancy Factor (15%)
- Structure Capacity Factor (10%)
- Cost- Effectiveness Factor (20%)

Since 2010, 102 bridges in Hampton Roads have been built, replaced, or undergone major rehabilitation. A total of 51 bridges in Hampton Roads are programmed for replacement, rehabilitation, or removal in the Six Year Improvement Program (SYIP), Transportation Improvement Program (TIP), or a city Capital Improvement Program (CIP). HRTPO staff calculated that \$4.5 billion will be necessary to fund the maintenance of bridges through 2045. This is an assumed “worst-case” scenario where bridges are replaced rather than rehabilitated.

Next steps include public review through April 20, 2018. Approval of the final document is expected at the May TTAC and TPO Board meetings.

Transportation Programming Subcommittee Report

Mr. John Mihaly, HRTPO Senior Transportation Planner, provided a summary of the Transportation Programming Subcommittee (TPS) meeting held on March 16, 2018.

He reported the TPS met to review and score project proposals and submit a recommended set of TA Set-Aside projects and allocations for the TTAC’s consideration. Prior to the TPS meeting HRTPO staff met with Mr. Malbon, Commonwealth Transportation Board (CTB) member for the Hampton Roads District to discuss candidate projects and allocations of TA Set-Aside funds. Twenty-five applications were submitted, of which two were existing projects and twenty-three were new project proposals. For FY 2019-2020 \$3.6 million in TA –Set Aside funds will be allocated by the HRTPO Board. The TPS recommends approval of the project selection and funding allocations shown in Attachment A that was included for review in the April TTAC agenda. Next steps include TTAC recommendation of the project selection and funding allocations for approval by the HRTPO Board at the May HRTPO Board meeting.

Mr. Lewis Moved to recommend HRTPO Board approval of the project selections and funding allocations; seconded by Mr. Cross. The Motion Carried.

Agenda Item 14B under the TPS report included an update to the guide to the HRTPO CMAQ/RSTP Project Selection Process. HRTPO staff drafted a new policy to be added to the Guide to clearly document how allocations will be affected in situations where projects receive duplicate funding from the CMAQ and RSTP Project Selection Process and other funding sources.

The updated policy recommendation states:

Policy for handling surplus CMAQ and RSTP allocations on a project that occur as a result of an award of funding from other programs, such as SMART SCALE, State of Good Repair, TA Set-Aside, TIGER, INFRA, etc.

Within 90 days after VDOT or DRPT confirms that an approved CMAQ/RSTP project is overfunded due to receipt of funds from other programs resulting from duplicate funding requests, any CMAQ and/or RSTP funds in excess of what is needed to fully fund the project will be handled as follows:

- a. The project sponsor (locality or agency) will request that the available funds be transferred to one or more of the sponsor's previously approved CMAQ or RSTP projects, depending upon the type of funds available; or
- b. The project sponsor (locality or agency) will request that the available funds be transferred to the CMAQ or RSTP reserve account.

In the event a project has been allocated CMAQ and/or RSTP funds from the HRTPO and those allocations are subsequently removed due to the project being fully funded from other sources, the project will retain its status as a previously-approved CMAQ/RSTP project should it require additional funding from the CMAQ/RSTP reserve account, at a later date to cover a cost overrun.

Mr. Stilley Moved to recommend HRTPO Board approval of the policy, as stated above, regarding projects that receive duplicate funding from the HRTPO CMAQ/RSTP Project Selection Process and other sources. seconded by Mr. Pullen. The Motion Carried.

Mr. Mihaly briefed the TTAC on Item 14C stating the TPS report reflected updated CMAQ and RSTP "marks" for fiscal years 19-24 from VDOT on March 8, 2018. The updated marks resulted in increases in FY 19 CMAQ and RSTP funding in the amounts of \$3,855 and \$2,262,132, respectively.

Next steps include; localities and agencies to review current CMAQ and RSTP projects for cost overruns and potential for use of earlier FY funding, and preparing funding request for consideration at the Transportation Programming Subcommittee meeting on July 20, 2018.

Three-Month Tentative Schedule

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

For Your Information

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

Announcements

There were no announcements.

Old/New Business

Mr. Eric Stringfield, reminded the TTAC that VDOT would offer SMART SCALE full application training on May 30, 2018. He noted pre-applications are due by 5pm on June 1, 2018, and full applications are due by 5pm on August 1, 2018. He advised applicants to consider VTRANS, eligibility, and readiness when submitting applications.

Chair Holt reminded committee members that the LRTP Subcommittee would be meeting immediately after the adjournment of the TTAC meeting.

Adjournment

With no further business to come before the Hampton Roads Transportation Technical Advisory Committee, the meeting adjourned at 10:25 a.m.