

**Summary Minutes of the HRTPO Transportation
Technical Advisory Committee (TTAC) Meeting
June 2, 2021**

The HRTPO Transportation Technical Advisory Committee (TTAC) Meeting was called to order at 9:30 a.m. electronically via WebEx.

Ms. Pavithra Parthasarathi, Hampton Roads Transportation Planning Organization (HRTPO) Deputy Executive Director, read the following statement:

Pursuant to the declared state of emergency in the Commonwealth of Virginia in response to the COVID-19 pandemic and to protect the public health and safety of Transportation Technical Advisory Committee (TTAC) members, staff, and the general public, today's meeting is being held electronically. This electronic meeting is required to complete essential business on behalf of the region.

Per the requirements of the Code of Virginia, the agenda and all supporting documentation were posted on the HRTPO website for public review, and electronic copies of this information was provided to TTAC members and other interested parties.

Today's meeting is being live-streamed and recorded. The live-stream is available for viewing on the Regional Connection YouTube channel and the recording will be available via the HRTPO website.

The general public was provided an opportunity to comment on today's agenda in advance of the meeting via two options:

- 1. Members of the public were invited to email comments to the TTAC.*
- 2. Members of the public were invited to call into a dedicated phone line where comments could be recorded for the TTAC.*

No comments were received via either option as of 48 hours before the meeting.

Before we begin today's remote meeting, I need to remind members of a few important housekeeping rules:

- Everyone is asked to keep their phones and computers muted except for when you are providing input.*
- Please identify yourself by name and the locality or agency you represent when you provide input. Do the same should you provide a motion or a second.*

All votes taken today must be made by roll call vote and recorded in the minutes.

For attendance and voting purposes, if your name is not called during the roll call and you are a Voting member, an Alternate Voting member, or a Non-voting member of TTAC, please let us know as we want to:

- 1. Make sure that each member is correctly represented in the voting record, and*
- 2. Make sure that the minutes are accurately reflected.*

Thank you for your cooperation and patience. Attendance will now be recorded by roll call.

The following represents the attendance of the meeting as taken by roll call:

TTAC Voting Members in Attendance:

Bryan Stille (Chair, NN)	Paul Holt (JC)	Ric Lowman (VB)
Benjamin Camras (CH)	Toluwalase Ibikunie (Alternate, NN)	Katie Shannon (Alternate, VB)
Troy Eisenberger (CH)	Angela Rico (NN)	Carolyn Murphy (WM)
Tracy Jones-Schoenfeld (CH)	Robert Brown (NO)	Tim Cross (YK)
Carol Rizzio (GL)	Deborah Mangiaracina (NO)	Grant Sparks (DRPT)
Michael Hayes (HA)	Jeff Harper (PO)	Sam Sink (HRT)
Lynne Keenan (HA)	Carl Jackson (PO)	Todd Halacy (VDOT)
Sandon Rogers (Alternate, HA)	Beth Lewis (SH)	Sonya Hallums-Ponton (VDOT)
Wayne Griffin (IW)	Robert Lewis (SU)	Eric Stringfield (VDOT)
Jamie Oliver (Vice Chair, IW)	Jason Souders (SU)	Barbara Nelson (VPA)
Amy Ring (IW)	David Jarman (VB)	Joshua Moore (WATA)

TTAC Voting Members

Absent:

Anne Ducey-Ortiz (GL)	Garrett Feagans (PQ)	Daniel Clayton (WM)
Jason Mitchell (HA)	Charles Horton (PQ)	Aaron Small (WM)
Tammy Rosario (JC)	Michael Johnson (SH)	Earl Anderson (YK)
Angela Hopkins (NN)	Lynette Lowe (SH)	Joe Sisler (YK)
Amy Inman (NO)	Phil Pullen (VB)	
James Wright (PO)		

TTAC Non-Voting Members in Attendance:

Michael King (NAVY)

TTAC Non-Voting Members Absent:

Ivan Rucker (FHWA)
Melissa McGill (FTA)

HRTPO Staff in Attendance:

Sam Belfield	Steve Lambert	Pavithra Parthasarathi
Theresa Brooks	John Mihaly	Jeff Raliski
Rob Case	Kendall Miller	Brandon Rogers
Kathlene Grauberger	Keith Nichols	Dale Stith
Bishoy Kelleny		

Others Recorded Attending:

Lisa Simpson (NN); Mark Shea, Jason Wilson (VB); Keisha Branch (HRT); Bryant Porter, Scott Smizik, Chris Voigt, Sharonda Williams (VDOT); Karen McPherson (McPherson Consulting); Ron Hodges (TRAFFIX); Logan Grimm, John Harbin (HRPDC)

Approval of Agenda [Action Required]

Chair Bryan Stilley asked for additions or deletions to the TTAC Agenda. Hearing none, Mr. Robert Lewis Moved to approve the agenda as written; seconded by Ms. Carolyn Murphy. The Motion carried by Affirmation.

Public Comments

No public comments were submitted as of 48 hours before the meeting.

Approval of Consent Items [Action Requested]

A. Minutes

Mr. Tim Cross Moved to approve the Consent Agenda as written; seconded by Ms. Carolyn Murphy.

A roll call vote was conducted:

Benjamin Camras (CH)	Yes
Troy Eisenberger (CH)	Yes
Tracy Jones-Schoenfeld (CH)	Yes
Carol Rizzio (GL)	Yes
Michael Hayes (HA)	Yes
Lynne Keenan (HA)	Yes
Sandon Rogers (Alternate, HA)	Did not respond
Wayne Griffin (IW)	Yes
Jamie Oliver (IW)	Yes
Amy Ring (IW)	Yes
Paul Holt (JC)	Yes
Toluwalase Ibikunie (Alternate, NN)	Yes
Angela Rico (NN)	Yes
Bryan Stilley (NN)	Yes
Robert Brown (NO)	Yes
Debbie Mangiaracina (NO)	Yes
Jeff Harper (PO)	Yes
Carl Jackson (PO)	Yes
Beth Lewis (SH)	Yes
Robert Lewis (SU)	Yes
Jason Souders (SU)	Yes
David Jarman (VB)	Yes
Ric Lowman (VB)	Yes
Katie Shannon (Alternate, VB)	Yes
Carolyn Murphy (WM)	Yes
Timothy Cross (YK)	Yes
Grant Sparks (DRPT)	Yes
Sam Sink (HRT)	Yes
Todd Halacy (VDOT)	Yes
Sonya Hallums-Ponton (VDOT)	Yes

Eric Stringfield (VDOT)	Yes
Barbara Nelson (VPA)	Yes
Josh Moore (WATA)	Yes

Regarding the Motion on the floor, the Motion Carried.

Regional Performance Measures: System Performance Report: Final [Action Requested]

Ms. Pavithra Parthasarathi stated that the Regional Performance Measures: System Performance draft report was presented to the TTAC on May 5, 2021 and made available for public review and comment from April 29, 2021 through May 21, 2021. No comments were received.

Ms. Carolyn Murphy Moved to recommend HRTPO Board approval of the final report; seconded by Mr. Carl Jackson.

A roll call vote was conducted:

Benjamin Camras (CH)	Yes
Troy Eisenberger (CH)	Yes
Tracy Jones-Schoenfeld (CH)	Yes
Carol Rizzio (GL)	Yes
Michael Hayes (HA)	Yes
Lynne Keenan (HA)	Yes
Sandon Rogers (Alternate, HA)	Yes
Wayne Griffin (IW)	Yes
Jamie Oliver (IW)	Yes
Amy Ring (IW)	Yes
Paul Holt (JC)	Yes
Toluwalase Ibikunie (Alternate, NN)	Yes
Angela Rico (NN)	Yes
Bryan Stilley (NN)	Yes
Robert Brown (NO)	Yes
Debbie Mangiaracina (NO)	Yes
Jeff Harper (PO)	Yes
Carl Jackson (PO)	Yes
Beth Lewis (SH)	Yes
Robert Lewis (SU)	Yes
Jason Souders (SU)	Yes
David Jarman (VB)	Yes
Ric Lowman (VB)	Yes
Katie Shannon (Alternate, VB)	Yes
Carolyn Murphy (WM)	Yes
Timothy Cross (YK)	Yes
Grant Sparks (DRPT)	Yes

Sam Sink (HRT)	Yes
Todd Halacy (VDOT)	Yes
Sonya Hallums-Ponton (VDOT)	Yes
Eric Stringfield (VDOT)	Yes
Barbara Nelson (VPA)	Yes
Josh Moore (WATA)	Yes

Regarding the Motion on the floor, the Motion Carried.

2045 Long-Range Transportation Plan (LRTP): Remaining Reports and Plan Adoption [Action Requested]

LRTP staff briefed the TTAC on the draft 2045 LRTP: Plan Performance and highlighted examples of:

- Travel Time
- Environmental Justice Analysis
- Forecasted Network Performance
- LRTP Consideration of Regional Performance Measure Targets

LRTP staff also briefed TTAC on the 2045 LRTP: Regional Transportation Vision Plan and 2045 LRTP: Public Involvement Documentation reports.

In addition to the draft reports, the joint finding of conformity from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) was presented. With the receipt of conformity finding, the 2045 LRTP can now be adopted by the HRTPO Board.

Mr. Eric Stringfield asked if LRTP staff planned to add a layer to the online interactive map for projects in the Vision Plan. Ms. Stith replied that staff would create a separate interactive map for these projects as that would be clearer for the public.

Mr. Carl Jackson inquired as to where the EJ analysis could be found regarding potential impacts to the region for each individual project. Ms. Stith replied that the data could be found in the 2045 LRTP: Title VI/Environmental Justice Candidate Project Evaluation report and that staff would also include an updated table in the 2045 LRTP: Plan Performance report.

The reports are currently out for public review and comment from May 26, 2021 through June 7, 2021.

Mr. Josh Moore Moved to:

- Recommend HRTPO Board approval of the following 2045 LRTP reports:
 - Plan Performance
 - Regional Transportation Vision Plan
 - Public Involvement Documentation
- Recommend the HRTPO Board adopt the 2045 Long-Range Transportation Plan

The motion was seconded by Mr. Troy Eisenberger.

A roll call vote was conducted:

Benjamin Camras (CH)	Yes
Troy Eisenberger (CH)	Yes
Tracy Jones-Schoenfeld (CH)	Yes
Carol Rizzio (GL)	Yes
Michael Hayes (HA)	Yes
Lynne Keenan (HA)	Yes
Sandon Rogers (Alternate, HA)	Yes
Wayne Griffin (IW)	Yes
Jamie Oliver (IW)	Yes
Amy Ring (IW)	Yes
Paul Holt (JC)	Yes
Toluwalase Ibikunie (Alternate, NN)	Yes
Angela Rico (NN)	Yes
Bryan Stilley (NN)	Yes
Robert Brown (NO)	Yes
Debbie Mangiaracina (NO)	Yes
Jeff Harper (PO)	Yes
Carl Jackson (PO)	Yes
Beth Lewis (SH)	Yes
Robert Lewis (SU)	Yes
Jason Souders (SU)	Yes
David Jarman (VB)	Yes
Ric Lowman (VB)	Yes
Katie Shannon (Alternate, VB)	Yes
Carolyn Murphy (WM)	Yes
Timothy Cross (YK)	Yes
Grant Sparks (DRPT)	Yes
Sam Sink (HRT)	Yes
Todd Halacy (VDOT)	Yes
Sonya Hallums-Ponton (VDOT)	Yes
Eric Stringfield (VDOT)	Yes
Barbara Nelson (VPA)	Yes
Josh Moore (WATA)	Yes

Regarding the Motion on the floor, the Motion Carried.

Drive-Thru Queue-Stacking Requirements in Virginia Cities: Draft

Dr. Robert Case, HRTPO Chief Transportation Engineer, reported that queues at some restaurant drive-thrus are spilling back into adjacent roadways. The City of Virginia Beach requested HRTPO staff research and document queue-stacking requirements in other cities.

Dr. Case researched queue-stacking requirements and stated that cities in Hampton Roads and specific localities in Virginia use one of the three following categories:

- No queue-stacking requirements
- General queue-stacking requirements
 - E.g., space for 10 vehicles in queue
- Specific queue-stacking requirements
 - E.g., eight spaces for a bank, three spaces for a carwash

Dr. Case stated that by utilizing this information, localities can make decisions pertaining to developing new or revising existing queue-stacking requirements for drive-thrus.

He requested TTAC members review the draft report and submit comments to him by June 16, 2021.

Bowers Hill Interchange Study Working Group: Update

Mr. Scott Smizik, VDOT Assistant Environmental Division Director, briefed the TTAC on the progress of the Working Group's efforts to advance the Study.

Mr. Smizik outlined the citizen comment opportunities regarding the different alternatives. He then summarized the alternatives under consideration and highlighted those alternatives that were retained for further analysis by the Working Group as listed below.

- No Build Alternative – A “no action” alternative is required by the National Environmental Policy Act (NEPA)
- Concept C – Add one managed lane and a part-time drivable shoulder in each direction on I-664
- Concept D – Add two managed lanes in each direction on I-664

Mr. Smizik stated that the Preferred Alternative is scheduled to be determined by Spring 2022.

Three-Month Tentative Schedule

Chair Stilley outlined the Three-Month Tentative Schedule in the Agenda Packet, including the possibility of the cancellation of the August 2021 TTAC meeting.

For Your Information

Chair Stilley highlighted the items in the For Your Information section in the Agenda Packet.

Announcements

Chair Stilley summarized the items in the Announcements section in the Agenda Packet.

Ms. Parthasarathi stated that the HRTPO Board will hold a special meeting on June 17, 2021 at 3:00 p.m. to approve the 2045 Long-Range Transportation Plan (LRTP).

Old/New Business

Mr. John Mihaly stated that the Transportation Alternatives (TA) Set-Aside process is underway for FY 2023 and FY 2024 funding with July 1, 2021 as the deadline for pre-applications. He noted that each proposed project must receive a letter of endorsement by the HRTPO Board to be submitted with the final application. He also noted that localities/agencies must submit a letter to the HRTPO requesting endorsement of the proposed project by August 13, 2021.

Mr. Mihaly also stated that applications for the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant program are due July 12, 2021 and requested that localities/agencies submit a request for an HRTPO letter of support no later than July 8, 2021.

Mr. Todd Halacy reported that the Commonwealth Transportation Board (CTB) will approve the FY 2022-2027 Six-Year Improvement Program (SYIP) and the SMART SCALE Round 4 projects at its June 23, 2021 meeting. He noted that the SMART SCALE projects can be found on the SMART SCALE page of VDOT's website.

Mr. Halacy stated that the 2021 Locally Administered Projects (LAP) workshop will be held virtually on June 10, 2021.

Adjournment

With no further business to come before the Hampton Roads Transportation Technical Advisory Committee, the meeting adjourned at 10:42 a.m.