

**Summary Minutes of the HRTPO Transportation
Technical Advisory Committee (TTAC) Meeting
June 3, 2020**

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.

Mr. Michael Kimbrel, HRTPO Deputy Executive Director, read the following statement:

Today's meeting is being held electronically in response to Governor Northam's Executive Order 53 and Executive Order 61 and to protect the public health and safety of TTAC members, staff, and the general public. The HRTPO will continue to hold electronic meetings until advised that it is safe to convene meetings in person. These remote meetings are required to complete essential business on behalf of the region.

Per the requirements of the Code of Virginia, the agenda and all attachments and supporting documentation for today's meeting was posted on the HRTPO website approximately one week ago, and electronic copies were provided of this information to TTAC members and other interested parties. Notice of the meeting was also posted for public review.

An audio recording is being made of today's meeting and will be posted on the HRTPO website. In addition, the general public was provided an opportunity to provide comments on today's meeting agenda via two options:

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

No comments were received by noon yesterday.

Members of the public were also invited to call using a phone line where they can listen to today's meeting.

I want to thank everyone for their cooperation and patience regarding the electronic meeting. On behalf of the HRTPO staff, I'd like to thank each of you for your commitment to the region.

Attendance will now be recorded by roll call. In addition, each action item will be voted on by roll call vote.

A roll call vote was conducted and the following represents the attendance of the meeting.

TTAC Voting Members in Attendance:

Robert Lewis (Chair, SU)	Amy Inman (NO)	Carolyn Murphy (WM)
Benjamin Camras (CH)	Deborah Mangiaracina (NO)	Tim Cross (YK)
Troy Eisenberger (CH)	Carl Jackson (PO)	Grant Sparks (DRPT)
Donald Goodwin (FR)	Beth Lewis (SH)	Ray Amoruso (HRT)
Carol Rizzio (GL)	LJ Hansen (SU)	Todd Halacy (VDOT)
Paul Holt (JC)	Jason Souders (SU)	Sonya Hallums-Ponton (VDOT)
Bridjette Parker (NN)	Ric Lowman (VB)	Eric Stringfield (VDOT)
Angela Rico (NN)	Phil Pullen (VB)	Barbara Nelson (VPA)
Bryan Stilley (NN)	Tara Reel (VB)	Joshua Moore (WATA)
Robert Brown (NO)		

TTAC Voting Members Absent:

Earl Sorey (CH)	Tammy Rosario (JC)	Lynette Lowe (SH)
Anne Ducey-Ortiz (GL)	James Wright (PO)	Daniel Clayton (WM)
Michael Hayes (HA)	Dannan O'Connell (PQ)	Aaron Small (WM)
Jason Mitchell (HA)	Ellen Roberts (PQ)	Earl Anderson (YK)
Jamie Oliver (IW)	Debbie Vest (PQ)	Joe Sisler (YK)
Benjamin Sullivan (IW)	Michael Johnson (SH)	

TTAC Non-Voting Members Absent

Ivan Ricker (FHWA)
Melissa McGill (FTA)
Michael King (NAVY)

HRTPO Staff in Attendance:

Sam Belfield	Michael Kimbrel	Keith Nichols
Theresa Brooks	Steve Lambert	Leo Pineda
Rob Case	Sharon Lawrence	Jeff Raliski
Kathlene Grauberger	John Mihaly	Dale Stith
Uros Jovanovic	Kendall Miller	

Others Recorded Attending:

Brian Lewis, Sandon Rogers (HA); Cole Fisher, David Jarman, Katie Shannon (VB); Karen McPherson (McPherson Consulting); Keisha Branch (HRT); Ray Hunt, Robert Matthias, Bryant Porter, Chris Voigt (VDOT); Logan Grimm, Andrew Margason, Chris Vaigneur (HRPDC Staff)

Chair Robert Lewis requested a moment of silence for the first anniversary of the Virginia Beach tragedy along with a moment of silence for the nation and world as they are in a time of unrest.

Approval of Agenda

Chair Robert Lewis asked for additions or deletions with regard to the TTAC Agenda. Hearing none, Chair Lewis asked the members if there were any objections to approving the TTAC Agenda as written. No objections were made and the Agenda was approved as written by affirmation.

Public Comments

Public Comment Period

No public comments were received by noon on June 2, 2020.

Public Comments

Submitted Public Comments

There was one submitted public comment in the Agenda packet.

Approval of Consent Items

- A. Minutes
- B. FY 2018–2021 TIP Amendment Requests – VDOT
 - i. UPC 15828 – Elbow Road Extended Phase 2B
 - ii. UPC 100920 – Croaker Road Widening
 - iii. UPC 110634 – Nansemond Parkway/Wilroy Road Overpass Over Commonwealth Railway
 - iv. UPC 111019 – Brambleton Avenue/Park Avenue Intersection Improvements
 - v. UPC 97175 – I-264 Downtown Tunnel PPTA
 - vi. UPC 76642 – Midtown Tunnel PPTA
 - vii. UPC 103458 – Rail Work for DT/MT/MLK Project
 - viii. UPC 105900 – ERC Task Order Funding – Downtown/Midtown Tunnel
 - ix. UPC 117033 – ERC I-264 Noise Barriers
 - x. UPC T23416 – Safety Improvements on Route 258
- C. FY 2018-2021 TIP Amendment Request to Transfer CMAQ Funding: UPC 102944 – James City County
- D. FY 2018-2021 TIP Amendment Request to Transfer CMAQ Funding: UPC 103059 – Newport News

Mr. Eric Stringfield Moved to approve the Consent Agenda as written; seconded by Mr. Carl Jackson.

A roll call vote was conducted:

Benjamin Camras (CH)	Yes
Troy Eisenberger (CH)	Yes
Donald Goodwin (FR)	Yes
Carol Rizzio (GL)	Yes
Paul Holt (JC)	Yes

Bryan Stilley (NN)	Yes
Bridjette Parker (NN)	Yes
Angela Rico (NN)	Yes
Robert Brown (NO)	Yes
Amy Inman (NO)	Yes
Debbie Mangiaracina (NO)	Yes
Carl Jackson (PO)	Yes
Beth Lewis (SH)	Yes
LJ Hansen (SU)	Yes
Robert Lewis (SU)	Yes
Jason Souders (SU)	Yes
Ric Lowman (VB)	Yes
Phil Pullen (VB)	Yes
Tara Reel (VB)	Yes
Carolyn Murphy (WM)	Yes
Timothy Cross (YK)	Yes
Grant Sparks (DRPT)	Yes
Ray Amoruso (HRT)	Yes
Todd Halacy (VDOT)	Yes
Sonya Hallums-Ponton (VDOT)	Yes
Eric Stringfield (VDOT)	Yes
Barbara Nelson (VDOT)	Yes
Joshua Moore (WATA)	Yes

Regarding the Motion on the floor, The Motion Carried.

Historic Triangle Comprehensive Plan: Final

Mr. Keith Nichols, HRTPO Principal Transportation Engineer, stated that the purpose of the report is to assist James City County, Williamsburg, and York County officials with the transportation sections of their respective Comprehensive Plan updates. He also stated that a Comprehensive Plan is a policy document that provides direction for policymakers to guide growth and development by providing the long-range vision, goals, and strategies of their communities. Every Virginia locality is required to have a Comprehensive Plan.

Mr. Nichols noted that the report is divided into separate sections for current and future conditions in the Historic Triangle. He indicated that roadway travel and congestion, safety, commuting patterns, rail, active transportation, public transportation, bridges, freight, air service, and sea level rise/storm surge are all examined in this report.

He stated that the draft *Historic Triangle Comprehensive Transportation Study* was available for public review and comment from April 27, 2020, through May 18, 2020 with no public comments received.

Mr. Tim Cross Moved to recommend HRTPO approval of the final report; seconded by Ms. Carolyn Murphy.

A roll call vote was conducted:

Benjamin Camras (CH)	Yes
Troy Eisenberger (CH)	Yes
Donald Goodwin (FR)	Yes
Carol Rizzio (GL)	Yes
Paul Holt (JC)	Yes
Bryan Stilley (NN)	Yes
Bridjette Parker (NN)	Yes
Angela Rico (NN)	Yes
Robert Brown (NO)	Yes
Amy Inman (NO)	Yes
Debbie Mangiaracina (NO)	Yes
Carl Jackson (PO)	Yes
Beth Lewis (SH)	Yes
LJ Hansen (SU)	Yes
Robert Lewis (SU)	Yes
Jason Souders (SU)	Yes
Ric Lowman (VB)	Yes
Phil Pullen (VB)	Yes
Tara Reel (VB)	Yes
Carolyn Murphy (WM)	Yes
Timothy Cross (YK)	Yes
Grant Sparks (DRPT)	Yes
Ray Amoruso (HRT)	Yes
Todd Halacy (VDOT)	Yes
Sonya Hallums-Ponton (VDOT)	Yes
Eric Stringfield (VDOT)	Yes
Barbara Nelson (VDOT)	Yes
Joshua Moore (WATA)	Yes

Regarding the Motion on the floor The Motion Carried.

2040 LRTP Update: Draft Regional Needs Report and Draft Title VI/Environmental Justice Candidate Project Evaluation

Ms. Dale Stith, HRTPO Principal Transportation Planner, stated that as the region's Metropolitan Planning Organization (MPO), one of the core functions of the HRTPO is to develop, approve, and maintain a fiscally-constrained Long-Range Transportation Plan (LRTP). With a planning horizon of at least 20 years, the LRTP serves as the blueprint for enhancing the region's multimodal transportation system. The LRTP identifies all regionally significant transportation projects and is fiscally-constrained, demonstrating how projects will be funded.

Ms. Stith indicated that at its February 20, 2020 meeting, the HRTPO Board approved the vision statement, goals, objectives, and list of candidate projects for the 2045 LRTP. She highlighted the following key milestones that were currently being evaluated:

- Finalizing updates to the Project Prioritization Tool
- Scenario Planning Analysis
- Project Prioritization and Evaluation of Candidate Projects

She noted that the 2045 LRTP is scheduled to be adopted in June 2021 by the HRTPO Board.

Ms. Stith stated that the update of the 2045 LRTP is being documented through a series of reports, and that 2 reports are currently under public review. The *2045 LRTP: Regional Needs Report* summarizes the visioning process and the collection of candidate projects being considered for inclusion in the 2045 LRTP. She commented the report also includes spatial overlay analysis that will be input into the Project Prioritization Tool.

Mr. Leo Pineda, HRTPO Transportation Engineer II, described the details of the spatial overlay analysis including an overview of the methodology and data sources used. He noted that the report is available for public review and comment on the HRTPO website (www.hrtpo.org) from May 27, 2020 to June 12, 2020 and requested TTAC members review the report and provide comments to Dale Stith (dstith@hrtpo.org) by COB Friday, June 12, 2020.

Mr. Steve Lambert, HRTPO Transportation Planner III, stated that as part of the development of the 2045 LRTP, and in keeping with Title VI of the Civil Rights Act of 1964 and Executive Order 12898, transportation candidate projects considered for inclusion in the Plan were assessed using the HRTPO Title VI/Environmental Justice Methodology, documented in the *2045 LRTP: Title VI/Environmental Justice Candidate Project Evaluation Report*. He outlined the multi-step process of the HRTPO Title VI/Environmental Justice (EJ) Methodology, an overview of impact scores, and also highlighted the EJ Public Participation Strategies.

Mr. Lambert noted that the report was available for public review on the HRTPO website (www.hrtpo.org) from May 27, 2020 through June 12, 2020 and requested TTAC members review and comment on the report and provide comments to Dale Stith (dstith@hrtpo.org) by COB Friday, June 12, 2020.

Economic Impact of Bicycle Facilities in Hampton Roads Phase Two: Visitor Spending in Hampton Roads Due to Virginia Capital Trail: Draft

Dr. Robert Case, HRTPO Chief Transportation Engineer, reported that in March 2019, HRTPO staff completed and presented phase one of this study, which measured the impact of bicycle facilities on the local economy.

Dr. Case stated that the purpose of Phase Two is to estimate the annual amount of money spent locally by visitors drawn to Hampton Roads by the Virginia Capital Trail (VCT). He noted that the following components were used to calculate annual visitor spending:

- Annual trail users
- Portion who are visitors
- Spending per person

He stated that a survey was administered on the trail near Greensprings Road in James City County, asking tourists to approximate the amount of money spent. He stated that by using the results of the survey and the above factors, the average annual visitor spending in Hampton Roads attributed to the Virginia Capital Trail is \$5,000,000.

Dr. Case noted that the draft report will be available on the HRTPO website following the June 3, 2020 TTAC meeting and requested TTAC members review and provide comments to him (rcase@hrtpo.org) by COB Wednesday, June 17, 2020.

FY 2020 HRTPO Citizen Guide: Draft

Ms. Kendall Miller, Administrator, Office of Civil Rights and Community Affairs, reported that the FY 2020 Citizens Guide to Transportation has been developed to reflect current HRTPO programs, policies, and guidelines under Federal law. She stated that the Guide's purpose is to:

- Provide the public with a consolidated, straightforward source of information regarding Hampton Roads and the projects, programs, and work of the HRTPO
- Outline how transportation projects are selected and prioritized
- Outline the stakeholders comprising the HRTPO
- Educate the public on how they can contribute to the HRTPO transportation planning process

Ms. Miller indicated that there are several updates within the guide, including new video links to support its new online/digital focus.

She noted that the Citizen Guide will be available for public review and comment from June 5, 2020 to July 5, 2020 and can be found on the HRTPO website (www.hrtpo.org).

FY 2020 HRTPO CMAQ/RSTP Project Selection Process: Update

Mr. John Mihaly, HRTPO Principal Transportation Planner, reported that the HRTPO selection process for projects proposed to be funded under the Congestion Mitigation and Air Quality Improvement Program (CMAQ) and Regional Surface Transportation Program (RSTP) is conducted annually. The Transportation Programming Subcommittee (TPS) will meet on June 19, 2020 to discuss the FY 2020 CMAQ/RSTP Project Selection Process and will focus primarily on allocating FY 2027 CMAQ and RSTP funds.

Mr. Mihaly stated the estimated available CMAQ and RSTP funding for FY 2027 is \$15,361,905 and \$37,078,513, respectively. These marks are assumed to be the same as the FY 2026 marks that were provided by VDOT in March 2019. He also outlined the current amounts, per fiscal year, in the HRTPO CMAQ and RSTP Reserve Accounts, and the policies for project cost overruns. He requested TTAC members to:

- Review their projects
- Identify projects with cost overruns
- Identify projects that could proceed forward if funding is advanced
- Submit information to HRTPO staff by June 12, 2020

Mr. Mihaly noted that the updated project application forms, the *Guide to the HRTPO CMAQ/RSTP Project Selection Process*, and other resources may be accessed on the HRTPO website at <http://www.hrtpo.org/page/cmaq-and-rstp/> after the June 3, 2020 TTAC meeting. The deadline for project applications is August 17, 2020.

Three-Month Tentative Schedule

Chair Lewis outlined the Three-Month Tentative Schedule in the Agenda Packet and stated that per the Doodle Poll request that was transmitted earlier to TTAC members, July 1, 2020 is preferred as the meeting date for the July TTAC meeting.

For Your Information

Chair Lewis highlighted the items in the For Your Information section in the agenda packet.

Mr. Mihaly reminded TTAC members to submit requests for SMART SCALE Resolutions by June 30, 2020 in order to be considered for the July 16, 2020 HRTPO Board meeting.

Announcements

Chair Lewis stated the following announcements:

- The Long-Range Transportation Plan (LRTP) Subcommittee will meet immediately following the conclusion of the TTAC meeting. Members are to stay on the current Webex connection.
- The TRAFFIX Oversight Subcommittee (TOS) meeting, scheduled for June 8, 2020 has been cancelled.
- The TRAFFIX Oversight Subcommittee (TOS) will hold its next meeting on June 10, 2020 at 11:30 a.m. via Webex.
- The Transportation Programming Subcommittee (TPS) will hold its next meeting on June 19, 2020 at 9:30 a.m. via Webex.

Mr. Stringfield noted that the members could access the VDOT SMART SCALE Portal on June 9, 2020 to work on their full applications if projects had been “screened in” or “screened in with conditions”.

Old/New Business

There was no old/new business.

Adjournment

With no further business to come before the Hampton Roads Transportation Technical Advisory Committee, the meeting adjourned at 10:53 a.m.

DRAFT