

## **ITEM #13: APPROVAL OF CONSENT ITEMS**

### **A. MINUTES**

Minutes of the HRTPO Board meeting held on April 16, 2015 and the HRTPO Board Retreat held on May 21, 2015 are attached.

Attachment 13-A1

Attachment 13-A2

#### **Recommended Action:**

Approve the minutes.

## **Hampton Roads Transportation Planning Organization (TPO) Board Summary Minutes of April 16, 2015**

The Hampton Roads TPO Board Meeting was called to order at 10:57 a.m. in the Regional Board Room, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

### **HRTPO Voting Members in Attendance:**

McKinley Price, Chair (NN)

Linda T. Johnson, Vice-Chair (SU)

Ella Ward (Alternate, CH)

Barry Cheatham (FR)\*

George Wallace (HA)

Dee Dee Darden (IW)

Mary Jones (JC)

Paul D. Fraim (NO)

Kenneth I. Wright (PO)

Barry Porter (SH)

William D. Sessoms (VB)

Clyde Haulman (WM)

Thomas Shepperd (YK)

Senator Frank Wagner (GA)

Delegate David Yancey (GA)\*

Ray Amoruso (Alternate, HRT)

James Utterback (VDOT)

Jamie Jackson (Alternate, WATA)

### **HRTPO Nonvoting Members in Attendance:**

James E. Baker (CH)

Randy Martin (FR)

Brenda Garton (GL)\*

Mary Bunting (HA)

Anne Seward (IW)

Bryan Hill (JC)\*

James Bourey (NN)\*

Marcus Jones (NO)

Brannon Godfrey (PO)

J. Randall Wheeler (PQ)

Michael Johnson (SH)

Selena Cuffee-Glenn (SU)

James K. Spore (VB)

Jackson C. Tuttle, II (WM)

J. Mark Carter (YK)

Shepelle Watkins-White (CTAC)

Ivan Rucker (FHWA)

Capt. Robert Geis (US Navy)

### **HRTPO Interim Executive Director:**

Camelia Ravanbakht

### **CTB Participant**

John Malbon

### **Other Participants:**

Peter Huber (Willcox & Savage)

### **HRTPO Voting Members Absent:**

Alan P. Krasnoff (CH)

John C. Meyer (GL)

W. Eugene Hunt (PQ)

Jennifer Mitchell (DRPT)

Senator Thomas Norment (GA)

Delegate Chris Stolle (GA)

William E. Harrell (HRT)

John Reinhart (VPA)

**HRTPO Nonvoting Members Absent:**

Jeffrey Breeden (FAA)

Irene Rico (FHWA)

Tony Cho (FTA)

Terry Garcia Crews (FTA)

Arthur Moye (FTAC)

Col. John Allen (Langley-Eustis)

Col. William Galbraith (Langley-Eustis)

Wayne Shank (NAA)

Ken Spirito (PAC)

Randall P. Burdette (VDOA)

\* Late arrival or early departure

**Others Recorded Attending:**

Frank Papcin (Citizen); Earl Sorey (CH); Jamie Oliver (IW); Britta Ayers, Bryan Stilley, Jerri Wilson (NN); Brittany Forman, Joe Howell, Bryan Pennington, Jeff Raliski, David Ricks, Ron Williams (NO); Bob Baldwin (PO); Leroy Bennett, Eric Nielson (SU); Dallas O. Jones (HRTAC); Ellis W. James (NEC and Sierra Club Observer); Karen McPherson (McPherson Consulting); Michael King, Rhonda Murray (US Navy); Tracy Baynard (McGuire Woods Consulting); Bert Ramsay (Lane Construction); Hollis Ellis (CAE, Inc.); Will Christopher (HRPTA); Doran Bosso (ERT); Deborah Brown, Scott Lovell (Parsons Brinckerhoff); Colonel Paul B. Olsen (Commander, Norfolk District US Army Corps of Engineers); John Simkins (FHWA); Jay Openshaw (CTAC); Andy Harmond, David Pickeral (IBM Corp); Trey Kelleter (Vandeventer Black, LLP); Joe Dillard (HRT); Andrew Sinclair (Port of Virginia); Tony Gibson, Janet Hedrick, Salvija Hofheimer, Paula Miller, Dawn Odom, Scott Smizik (VDOT); Cathy Aiello (Aiello Enterprises); Sam Belfield, Rob Case, Kathlene Grauberger, Michael Kimbrel, Jimmy McNamara, John Mihaly, Brian Miller, Kendall Miller, Keith Nichols, Joe Paulus, Leo Pineda, Dale Stith (HRTPO Staff); Kelli Arledge, Melton Boyer, Jennifer Coleman, Nancy Collins, Randy Keaton, Mike Long, Joe Turner, Chris Vaigneur (HRPDC Staff)

**Approval of Agenda**

Chair McKinley Price asked for any additions or deletions to the agenda. He noted there is one new item with regards to the hiring of the HRPDC/HRTPO Executive Director. Mayor Kenneth Wright Moved to approve the agenda as amended; seconded by Mr. Thomas Shepperd. The Motion Carried.

**Workshop Agenda****Commonwealth Transportation Board (CTB) Member Comments and Updates**

Mr. John Malbon, CTB Member, reported Secretary Layne stated the Route 460 contract had been terminated with the state taking an aggressive stance to recover its money from the project. He noted that Secretary Layne also informed the CTB that \$155 million has been committed to extending light rail transit into Virginia Beach.

## **Virginia Department of Transportation Comments and Updates**

Mr. James Utterback, VDOT Hampton Roads District Administrator, reported there are two VDOT items on the agenda later in the meeting.

## **Department of Rail and Public Transportation (DRPT) Comments and Updates**

DRPT did not have a representative in attendance.

## **Military Liaisons Comments and Updates**

Captain Robert Geis of the U.S. Navy reported he met with representatives from Hampton Roads Transit with regards to increasing ridership and access to public transportation to the area's military installations.

(Delegate David Yancey Arrives)

## **Hiring of the HRPDC/HRTPO Executive Director**

Chair Price reported the HRPDC voted to hire a new Executive Director at the prior meeting and stated the HRTPO must also vote for the hiring to be official. Mayor Clyde Haulman Moved to authorize the hiring of Mr. Robert Crum as the Executive Director of the HRPDC and HRTPO and to allow the Joint Personnel and Budget Committee, on behalf of the Commission, to negotiate and execute the salary and benefits of the position subject to the limitations as defined in the advertised position profile; seconded by Mr. Shepperd. The Motion Carried with Mr. Barry Cheatham of Franklin voting in opposition.

## **Draft FY 2016 HRTPO Budget**

Ms. Nancy Collins, HRTPO Chief Financial Officer, reported the FY 2016 Draft Budget reflects the current economic conditions in that it is conservative in nature, and represents a total revenue (and corresponding expenditure) decrease of 7.8% from that of FY 2015. This decrease is due to grant reductions in UASI, MMRS, Planning and Environmental, and Transportation funding. All of the decrease is in pass-through.

She indicated that member contributions will remain at the reduced \$0.80 per capita rate approved in FY 2013. A slight increase in population resulted in the \$8,427 increase in this line item.

Ms. Collins stated the budget supports a proposed 2% performance-based salary adjustment for staff. There was a slight increase of 4.4% in healthcare premiums for the upcoming fiscal year, with no increase in VRS or VRS Life Insurance. Standard and Special Contracts remained basically unchanged, and a 23% decrease in General Operations offset the reduced revenue. She noted that staff recommends continuing to fund the reserves in order to continue to offset future increases in costs as funding continues to decrease.

Mr. Shepperd asked for clarification regarding the decrease in federal funding for the HRPDC. Ms. Collins replied she was unsure and stated she would research the question.

### **FY 2015 HRTPO VDOT Title VI Compliance Review**

Ms. Kendall Miller, HRTPO Public Involvement and Title VI Administrator, reported the purpose of VDOT's Office of Civil Rights Review is as follows:

- To ensure that the HRTPO's programs and activities are in compliance with Title VI of the Civil Rights Act of 1964
- To assess the HRTPO's programs and activities and ensure that they are conducted in a nondiscriminatory manner
- To provide technical assistance in the implementation of the Title VI Program and/or recommendations if necessary

She indicated the review began with a Desk Audit that consists of the completion and submittal of the Title VI Program Review Form and supporting documents. Areas examined in the audit include Title VI Administration, Staffing, Public Involvement, Americans with Disabilities Act, Environmental Justice, Contracting/Consultants, Compliance Reviews and Findings, Freedom of Information Act Requests, Complaints of Discrimination and Significant Changes to the Title VI Program. The Desk Audit was completed and submitted to VDOT's Office of Civil Rights on April 8, 2015.

She stated the HRTPO Board will be notified of the findings at a later date.

### **Transportation Alternatives Program: Selected Projects and Funding Allocations**

Mr. Mike Kimbrel, HRTPO Principal Transportation Engineer, reported 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. 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. 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 stated HRTPO staff coordinates with the VDOT Local Assistance Division (LAD) staff in carrying out the project selection process for Hampton Roads. He indicated there were 13 applications, with a total FY 2016 TAP funding request of \$6,453,777 for the Hampton Roads Metropolitan Planning Area (MPA). For FY 2016, the total of TAP funds to be allocated by the HRTPO is \$1,706,419.

Mr. Kimbrel noted the Transportation Programming Subcommittee (TPS) reviews the proposed projects and scores, and recommends a set of project allocations for consideration by the TTAC. He stated the TTAC has recommended the following TAP projects:

- Suffolk Seaboard Coastline Trail, Phase IV
- Thalia Creek Greenway, Phase 3
- Elizabeth River Trail, Phase III.A, IV.B and V
- Lee Hall Depot Rehabilitation
- Smithfield to Nike Park Shared-Use Path

Mr. Kimbrel stated this item is for HRTPO Board consideration under Agenda Item #16-F.

### **Analyzing and Mitigating the Impacts of Tolls at the Midtown and Downtown Tunnels: Draft Report**

Mr. Keith Nichols, HRTPO Principal Transportation Engineer, reported that on December 5, 2011, the Virginia Department of Transportation (VDOT) signed a comprehensive agreement with Elizabeth River Crossings (ERC) for construction of an additional two-lane tube at the Midtown Tunnel (MTT), rehabilitation of the Downtown Tunnel (DTT), and extension of the Martin Luther King, Jr. (MLK) Freeway to I-264, including the tolling of the MTT, DTT, and MLK Freeway extension. Tolling began at the DTT and MTT on February 1, 2014. In FY 2013, Hampton Roads Transportation Planning Organization (HRTPO) staff began a multi-year study comparing the “before” and “after” traffic conditions to discover the impact of tolling.

Mr. Nichols stated that Part I of this study, presented at the January 2015 HRTPO Board meeting, included an analysis of traffic queues and queue clearance times during peak hours along the Midtown and Downtown Tunnel approaches and alternate routes “before” and “after” toll implementation using photos and videos collected by HRTPO staff. It also included an analysis of HRT bus and ferry ridership for selected routes “before” and “after” toll implementation.

He indicated Part II of the study included “before” and “after” traffic volume analysis of:

- Weekday Volumes
- Peak vs. Off Peak Volumes
- Weekend Volumes
- Truck Volumes

Based on Part II of the study, strategies for improvement include:

- Arterial improvements
- Enhancing public transportation
- Promoting TRAFFIX/Transportation alternatives
- Increasing public awareness of tolls and E-ZPass

Mr. Nichols stated the draft report is currently undergoing public review.

**Project Status Update: VDOT  
I-64 Peninsula Widening – Segment 2**

Ms. Janet Hedrick, VDOT Project Manager, reported the I-64 Peninsula Widening Project, Segment 2, includes the following capacity improvements:

- Adding one 12-foot lane; one 12-foot shoulder in each direction; widening to occur in the median
- Reconstruction of existing roadway
- Shoulder widening from 10 feet to 12 feet west of Exit 243 (Busch Gardens) due to the higher truck volume on this section
- Lengthening ramps at the interchanges
- Repairing and widening of nine bridges and six major culverts

She stated that next steps consist of:

- HRTAC to execute the Project Agreement and allocate funding to the project
- Project must be properly documented in the TIP, STIP, and SYIP
- FHWA issues a Record of Decision (ROD) once the project is properly documented in planning documents and funding is allocated

**Project Status Update: VDOT  
I-64/I-264 Interchange**

Ms. Salvija Hofheimer, VDOT Project Manager, reported the I-64/I-264 Interchange project features:

- Widening Westbound I-64 to Eastbound I-264 exit ramp
- New flyover ramp from Westbound I-64 to Eastbound I-264
- New two-lane Eastbound I-264 C-D Road
- Widening Eastbound I-264
- Newtown Road Interchange improvements
- Witchduck Road Interchange improvements

She stated next steps include

- HRTAC to execute the Interim Project Agreements for Preliminary Engineering (PE) and Right of Way (RW)
- Begin total take – RW acquisition process
- Begin partial take – RW acquisition process
- HRTAC to execute Standard Projects Agreements for Construction

## **2034 Long-Range Transportation Plan Amendment: Clarification of Revenue Assumptions**

Ms. Dale Stith, HRTPO Principal Transportation Planner, reported that at its September 18, 2014 meeting, the HRTPO Board approved to amend the 2034 Long-Range Transportation Plan to account for the HRTPO Board action of October 17, 2013, in which the Board adopted Resolution 2013-09 which “*supports...the candidate projects to be funded in whole or in part,*” with Hampton Roads Transportation Fund (HRTF) revenues.

She stated that FHWA expressed concerns regarding the fiscal constraint of the 2034 LRTP, most recently during the March 4, 2015 TTAC meeting. She stated that in order to address FHWA’s concern regarding fiscal constraint, HRTPO staff met with senior staff from FHWA and VDOT (from both the Central Office in Richmond and the Hampton Roads District) on March 10, 2015. After lengthy discussions at this meeting, a consensus was reached among all in attendance on a recommendation to address these concerns. The recommendation included a formal clarification of funding assumptions for the September 18, 2014 2034 LRTP Amendment to be presented at the April HRTPO meeting.

To clarify the funding assumptions, Ms. Stith stated the fiscal constraint analysis for the 2034 LRTP Amendment #5, approved at the September 18, 2014 HRTPO Board meeting, was based on the following revenue assumptions:

- \$5.5 billion in forecast Hampton Roads Transportation Fund (HRTF) revenues (through 2034)
- Other (balance-to-complete) will come from a combination of:
  - Federal
  - Portion of the Statewide HB2313 Revenues
  - Other State funds
  - Other sources (which could include tolls)

Ms. Stith indicated that this clarification of funding assumptions was also presented to the TTAC at its April 1, 2015 meeting. Based on this clarification, it was the consensus of all TTAC members that the financial plan related to the HRTF Candidate Projects as presented to the HRTPO Board on October 17, 2013 was consistent with federal regulations with regard to cost estimates, revenue sources, and additional financing strategies reasonably expected to be available at that time. At the TTAC meeting, FHWA expressed additional concerns in which HRTPO staff provided a detailed response to FHWA outlining funding assumptions and historical data to support reasonable planning assumptions.

At the conclusion of Ms. Stith’s presentation, Mr. Ivan Rucker of the Federal Highway Administration (FHWA) stated FHWA is committed to the HRTPO and all of the Metropolitan Planning Organizations around the Commonwealth with respect to moving projects forward as expeditiously as possible. However, he reiterated his concern regarding the fiscal constraint of the 2034 LRTP when including the HRTAC projects into the plan. He requested the HRTPO review and validate the funding assumptions regarding



HRTAC projects to ensure that the plan can fully support the construction of these projects by the year 2034.

Dr. Camelia Ravanbakht, HRTPO Interim Executive Director, replied that HRTAC is currently reviewing several funding options for these projects. She believed it was the intent of HRTAC to hire a financial consultant to conduct further analysis. She indicated HRTPO staff plans to review the plan again in consultation with VDOT and FHWA. She noted a recommendation would be brought forth at the May HRTPO Retreat.

After further discussion, Senator Frank Wagner Moved to amend the 2034 LRTP to modify the Third Crossing and I-64 Southside Widening (including the High-Rise Bridge) projects from “construction” to “study”; seconded by Mayor Linda Johnson.

Mayor Paul Fraim questioned whether the commitment to build the Third Crossing would remain the same if only included in the 2034 LRTP as a study. Senator Wagner believed the commitment would still be there and added that HRTAC would continue to work on a finance structure.

Dr. Ella Ward expressed concern with modifying the I-64 Southside Widening (including the High-Rise Bridge) project from “construction” to “study” since the National Environmental Protection Act (NEPA) process was almost complete and as such, the project was ready to move to construction once a Record of Decision (ROD) was issued by FHWA.

Mayor Johnson withdrew her second and Moved as a substitute motion to amend the 2034 LRTP to only modify the Patriots Crossing project from “construction” to “study”; seconded by Dr. Ella Ward. Mayor Fraim questioned whether the entire Third Crossing or only the Patriots Crossing phase would be modified in the 2034 LRTP. Senator Wagner commented that the Third Crossing is divided into two phases: Patriots Crossing (including the Craney Island Connector) and the I-664 Widening project.

Mayor Johnson withdrew her motion and Senator Wagner Moved as a substitute motion to amend the 2034 LRTP to modify the Third Crossing: I-664 Widening phase from “construction” to “study”; seconded by Mayor Fraim. The Motion Carried.

(Mr. Jim Bourey and Mr. Barry Cheatham depart)

## **Regular Agenda**

### **Public Comment Period**

Mr. Jonathan Nye, representing the Hampton Roads Public Transportation Alliance (HRPTA), addressed the HRTPO Board regarding May Bike Month and Mobility in Action.

Mr. Will Christopher, Norfolk Citizen, addressed the HRTPO Board regarding high speed rail and Hampton Roads as a mega-region.

Mr. Ellis James, Norfolk Citizen, addressed the HRTPO Board regarding the Route 460 project and the potentially wasted funds already spent on the project.

Mr. Frank Papcin, Virginia Beach Citizen, addressed the HRTPO Board regarding transportation planning.

A transcription of the public comments made orally during this HRTPO Board meeting is posted on the HRTPO website when available.

(Ms. Brenda Garton and Mr. Bryan Hill depart)

### **Submitted Public Comments**

Chair Price reported there were no submitted public comments in the Agenda packet.

### **2040 LRTP Prioritization of Transportation Projects: Project Evaluation and Scoring**

Chair Price reported that HRTPO staff has evaluated the 2040 Long-Range Transportation Plan (LRTP) Candidate Projects using the Project Prioritization Tool, which prioritizes projects based on technical merits and regional benefits. The prioritization methodology examines transportation projects based on three components: Project Utility (project effectiveness), Economic Vitality (potential for economic gain), and Project Viability (project readiness). These priorities will provide a framework for the continuous pursuit of funding for the region's transportation system and will serve as a guide in the development of a fiscally-constrained 2040 Long-Range Transportation Plan. This report was made available for public review and comment. The public review period began on March 23, 2015 and ran through April 6, 2015. No comments were received.

He requested the HRTPO Board consider this item for approval with the Consent Agenda.

### **Approval of Consent Items**

Chair Price stated the Joint HRPDC and HRTPO Personnel and Budget Committee met this morning and accepted a proposal by The Whitlock Group to replace the Boardroom sound system at a cost of \$205,034 (including a five-year maintenance agreement). He requested HRTPO Board approval be considered for this proposal within the Consent Agenda.

The Consent Agenda, as listed in the Agenda packet, is as follows:

- Minutes
- HRTPO Financial Statement
- FY 2015-2018 TIP Revision – RSTP Transfer Request: Chesapeake
- Draft FY 2016 HRTPO Budget
- HRTPO FY 2016 Unified Planning Work Program
- Transportation Alternatives Program: Selected Projects and Funding Allocations
- FY 2015 Budget Amendment

Mayor William Sessoms Moved to approve the Consent Agenda as amended, with the inclusion of the 2040 LRTP – Prioritization of Transportation Projects report and the Boardroom sound system proposal; seconded by Mayor Johnson. The Motion Carried.

### **HRTPO Draft Reports for Public Review and Comment**

Chair Price noted there was one draft report for public review and comment in the Agenda Packet.

### **HRTPO Board Three-Month Tentative Schedule**

Chair Price outlined the HRTPO Board three-month tentative schedule included in the Agenda Packet.

### **Correspondence of Interest**

Chair Price highlighted the Correspondence of Interest section in the Agenda Packet.

### **Minutes of HRTPO Committee Meetings**

Chair Price noted there were summary minutes from the Freight Transportation Advisory Committee (FTAC), the Citizen Transportation Advisory Committee (CTAC), and the Transportation Technical Advisory Committee (TTAC) included in the Agenda packet.

### **For Your Information**

Chair Price stated there was one item in the For Your Information section of the Agenda packet.

### **Old/New Business**

There was no new/old business.

### **Adjournment**

With no further business to come before the Hampton Roads TPO, the meeting adjourned at 12:30 p.m.

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Mayor McKinley Price  
Chair

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Camelia Ravanbakht  
Interim Executive Director

## **Hampton Roads Transportation Planning Organization (TPO) Retreat Summary Minutes of May 21, 2015**

The Hampton Roads TPO Board Retreat was called to order at 9:40 a.m. in the Regional Board Room, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

### **HRTPO Voting Members in Attendance:**

McKinley Price, Chair (NN)	Clyde Haulman (WM)
Linda T. Johnson, Vice-Chair (SU)	Louis Jones (Alternate, VB)
Alan P. Krasnoff (CH)	Thomas Shepperd (YK)
Ella Ward (Alternate, CH)	Amy Inman (Alternate, DRPT)*
John C. Meyer (GL)*	Senator Mamie Locke (GA)*
George Wallace (HA)*	Delegate Chris Stolle (GA)
Dee Dee Darden (IW)	Delegate David Yancey (GA)*
Mary Jones (JC)	William E. Harrell (HRT)
Andrew Protogyrou (Alternate, NO)	James Utterback (VDOT)
Kenneth I. Wright (PO)	Cathie France (Alternate, VPA)*
Barry Porter (SH)	Jamie Jackson (Alternate, WATA)

### **HRTPO Nonvoting Members in Attendance:**

James E. Baker (CH)	Michael Johnson (SH)
Garrey Curry (Alternate, GL)	Patrick Roberts (SU)
Mary Bunting (HA)	Jackson C. Tuttle, II (WM)
Anne Seward (IW)	J. Mark Carter (YK)
Bryan Hill (JC)*	Greg Edwards (CTAC)
James Bourey (NN)	Ivan Rucker (FHWA)*
Marcus Jones (NO)	Capt. Robert Geis (US Navy)
Brannon Godfrey (PO)	Capt. Pat Rios (Alternate, US Navy)

### **HRTPO Interim Executive Director:**

Camelia Ravanbakht

### **CTB Participant**

John Malbon

### **Other Participants:**

Secretary Aubrey Layne (Commonwealth of VA)\*  
Deputy Secretary Grindly Johnson (Commonwealth of VA)\*

**HRTPO Voting Members Absent:**

Barry Cheatham (FR)

Paul D. Fraim (NO)

W. Eugene Hunt (PQ)

William D. Sessoms (VB)

Jennifer Mitchell (DRPT)

Senator Frank Wagner (GA)

John Reinhart (VPA)

**HRTPO Nonvoting Members Absent:**

Randy Martin (FR)

Sanford Wanner (GL)

J. Randall Wheeler (PQ)

James K. Spore (VB)

Jeffrey Breeden (FAA)

Irene Rico (FHWA)

Tony Cho (FTA)

Terry Garcia Crews (FTA)

Arthur Moye (FTAC)

Col. John Allen (Langley-Eustis)

Col. William Galbraith (Langley-Eustis)

Wayne Shank (NAA)

Ken Spirito (PAC)

Randall P. Burdette (VDOA)

\*Late arrival or early departure

**Others Recorded Attending:**

Mark Geduldig-Yatrofsky, John Gergely, Frank Papcin (Citizens); Earl Sorey (CH); Brian DeProfio (HA); Michael Hipple (JC); Bryan Stilley, Jerri Wilson (NN); Thelma Drake, Brittany Forman, Bryan Pennington, Jeff Raliski, Ron Williams (NO); Leroy Bennett (SU); Bob Matthias, Phil Pullen (VB); Dallas O. Jones (HRTAC); Rhonda Murray (US Navy); Tracy Baynard (McGuire Woods Consulting); Dawn Odom (VDOT); Dennis Heuer (RK&K); John Martin (SIR); Shannon Moody (Allen Myers); Kaila DeRienzo (WVEC); Brandi Cummings, Chris Omaber (WAVY-TV); Cathy Aiello (Aiello Enterprises); Kathlene Grauberger, Theresa Jones, Michael Kimbrel, John Mihaly, Brian Miller, Kendall Miller, Keith Nichols, Joe Paulus, Dale Stith (HRTPO Staff); Kelli Arledge, Melton Boyer, Nancy Collins, Greg Grootendorst, Julia Hillegass, Whitney Katchmark, Randy Keaton, Mike Long, Joe Turner, Chris Vaigneur (HRPDC Staff)

**Approval of Agenda**

Chair McKinley Price asked for any additions or deletions to the agenda. Hearing none, Mayor Kenneth Wright Moved to approve the agenda; seconded by Mayor Linda Johnson. The Motion Carried.

**Public Comment Period**

Mr. Frank Papcin, Virginia Beach Citizen, addressed the HRTPO Board regarding the proposed construction projects and the drawn out timeline until completion.

(Ms. Cathie France arrives)

Mr. Ellis James, Norfolk Citizen, addressed the HRTPO Board regarding fracking and its impact on transportation in the region.

(Ms. Amy Inman, Mr. Ivan Rucker, and Mayor George Wallace arrive)

A transcription of the public comments made orally during this HRTPO Board Retreat will be posted on the HRTPO website when available.

### **Submitted Public Comments**

Chair Price reported there were no submitted public comments in the Agenda packet.

### **Consent Agenda**

The Consent Agenda, as listed in the Agenda Packet, is as follows:

- FY 2015-2018 TIP Amendment – Add I-64 Peninsula Widening Segment 2
- FY 201-2018 TIP Amendment: HRT
- 2015 TIGER Grant Program: Endorsement of Project Proposals

Mr. William Harrell Moved to approve the consent agenda as written, seconded by Mr. Louis Jones. The Motion Carried.

### **Retreat Agenda**

#### **Potential Office Relocation**

Chair Price reported that in a letter dated January 9, 2015, the HL Development Group submitted an unsolicited proposal to the Joint Hampton Roads Planning District Commission (HRPDC)/Hampton Roads Transportation Planning Organization (HRTPO) Personnel and Budget Committee regarding the relocation of the offices “of the HRPDC and its allied agencies”. It was his recommendation that the item be placed on the Retreat Agenda for discussion.

(Secretary Aubrey Layne and Deputy Secretary Grindly Johnson arrive)

Mr. Tom Shepperd requested HRTPO staff provide more information regarding the proposal. Dr. Camelia Ravanbakht, HRTPO Interim Executive Director, replied that in addition to the submitted letter, the agenda included a fact sheet regarding the Regional Building. She stated the Regional Building was built in 1987 and the HRPDC moved in during May 1987. The building, co-owned by the HRPDC and SPSA, is mortgage free as of 2006 and has close to 35,000 square feet. The HRPDC/HRTPO has approximately 45-49 employees with no more space to expand. However, SPSA has many empty offices on its first floor that may be available after July 1, 2015.

Dr. Ravanbakht indicated the unsolicited proposal is for office space in Northern Suffolk with current square footage of 15,000 – 20,000 with 40,000 square feet of growth over time. She noted that terms would include year 1 rent concession with a long term lease with an option to purchase the building upon sale of the Regional Building.

She commented that a previous discussion took place in 2010 but the conversation stopped as it became apparent that it was a complicated issue since the HRPDC co-owns the building with SPSA. She noted that the Joint P&B Committee discussed the matter upon receiving the unsolicited proposal in January 2015 and decided to wait until a new Executive Director was on board before discussing further.

Mayor Price informed the HRTPO members that he wanted everyone to be aware of the proposal and stated if there is any interest in the future, the matter could be discussed at that time.

(Mr. Bryan Hill and Delegate David Yancey arrive)

After discussion, Mayor Wright inquired as to whether the HRPDC needed to respond to the unsolicited proposal. Dr. Ravanbakht replied that HRPDC staff transmitted a response indicating the HRPDC was in receipt of the developer's letter.

Mr. Jack Tuttle stated his belief that relocating in the future may have long-term benefits and Moved that the unsolicited proposal to relocate be referred back to the Joint P&B Committee, where at such time in the future it is deemed necessary to re-address the matter, it can then be brought back to the HRPDC and HRTPO Board; seconded by Mr. Harrell. The Motion Carried.

### **2040 Long-Range Transportation Plan: 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 four-year planning process. She stated Project Prioritization scores have been produced for the 190+ multimodal candidate transportation projects and noted that scores for projects are based upon a combination of Project Utility (project effectiveness), Economic Vitality (potential for economic gain), and Project Viability (project readiness). The Project Prioritization process provides the framework for the continuous pursuit of funding for the region's transportation system and is the guiding tool in the development of a fiscally-constrained 2040 LRTP.

She stated the draft fiscally-constrained list of projects includes the following:

- 2040 Forecasted Revenues
- Committed Projects (Projects that are fully funded in the current Six-Year Improvement Program)
- Locally-Funded Projects (Projects that are funded 100% with local funds)
- Candidate Projects recommended by the Transportation Technical Advisory Committee

Ms. Stith indicated the forecasted revenue for the planning horizon is approximately \$25 billion. Using the established guiding principles, an approximate \$12 billion maintenance need was identified and was therefore set aside off the top. HRTF revenues in the amount of \$8.4 billion were deducted in order to be reserved for HRTAC projects, leaving a balance of roughly \$4.4 billion for other regional projects in Hampton Roads.

(Senator Mamie Locke arrives)

Ms. Stith stressed that with the exception of I-64 Peninsula Widening Segment 1, which is fully funded through construction, the Hampton Roads Transportation Accountability Commission (HRTAC) projects are not included in the current list of draft projects. The remaining HRTAC projects will be addressed in the 2040 LRTP once the HRTAC approves a financial plan for those projects.

She summarized the draft fiscally-constrained list of projects by category, explaining which projects are funded through construction and which projects are only included for study.

She indicated that after applying the fiscal constraint guidelines, there still remains \$1 billion to plan regional construction projects. She stated there are two options with regards to utilizing the \$1 billion:

- HRTAC Projects
- Transit: Fixed Guideway Extension

These two options were presented to TTAC at its May 2015 meeting and both TTAC and HRTPO staff concluded that this was a policy-related decision and therefore seeks direction from the HRTPO Board.

Mr. Harrell respectfully requested to utilize the \$1 billion on a major transit project stating it is an appropriate commitment to a multimodal community.

Ms. Dee Dee Darden requested a listing of the projects that are not currently included in the draft fiscally-constrained list of projects. Dr. Ravanbakht replied that HRTPO staff would provide that listing.

(Mr. John Meyer arrives)

Mayor Alan Krasnoff stated the HRTPO should defer the decision regarding the allocating of the remaining \$1 billion until the HRTAC Technical Advisory Committee (TAC) has evaluated the HRTAC projects from a technical standpoint.

After a thorough discussion, the Board agreed to make the decision pertaining to the allocation of the remaining \$1 billion at a later date.



## **HRTPO and HRTAC Working Relationship**

Dr. Camelia Ravanbakht, HRTPO Interim Executive Director, stated the HRTPO is federally-mandated while the HRTAC is mandated by the state. She summarized the responsibilities of both organizations and described their respective roles in the planning, programming, and finance and delivery steps of transportation projects.

She indicated that both the HRTPO and the HRTAC must work together to develop the critical HRTPO core programs such as the Long-Range Transportation Plan (LRTP) and the Transportation Improvement Program (TIP).

## **Virginia Secretary of Transportation Aubrey Layne**

Secretary Aubrey Layne, on behalf of Governor McAuliffe and his Administration, thanked the HRTPO Board for its invitation to speak at the HRTPO Retreat. He stated that following the passage of HB2313, HB2 was patroned by Delegate Christopher Stolle and Speaker William Howell. He commented that HB2 is the first bill that brings in objective metrics to how the Commonwealth Transportation Board (CTB) allocates monies across the Commonwealth. HB2 requires the CTB to use five metrics when evaluation projects:

- Congestion Mitigation
- Economic Development
- Accessibility
- Environmental
- Safety

He noted the legislation also states that both Hampton Roads and Northern Virginia have to not only consider congestion mitigation as the most weighted factor, but the regions must also utilize land use as a sixth factor. He indicated that projects with multimodal solutions will score high and commented that HRTAC should consider regional projects that contain multimodal options.

Secretary Layne stated HB2 will be adopted by the CTB in June 2015 and by law, will take effect in the next Six-Year Improvement Program (SYIP) in June 2016. He noted the CTB does not have to follow the prioritization guidelines in HB2; however, if it does not, the CTB must justify its decision and explain it to the public.

Secretary Layne indicated that HB1887 takes into account the condition of existing transportation assets and the methodology used to determine maintenance and state of good repair needs. The bill requires that the first 45% of all new construction monies that come into the Commonwealth go to state of good repair. The remaining 55% is divided in half: 27.5% to high priority projects statewide and 27.5% to be allocated to projects within construction districts – project selection for both categories subject to HB2. HB1887 also affirms the independence of the CTB; a member can now only be removed for cause. The third take away from HB1887 is it recognized the multi-nature of transportation projects and additional monies were put into transit and multimodal across the Commonwealth to ensure that solutions that are offered are multimodal in total.

He stated HB1886 was created to refine the Commonwealth guidelines regarding the Public Private Partnership (P3) Act to ensure that there is accountability and transparency in the process. House Bill 1886 requires the CTB be fully briefed before any vote is taken on the business terms of any deal; requires that an independent board made up of a Secretary of Finance Designee, two members from the General Assembly, two members from the CTB, one member from the Procuring Office, one member from VDOT, and one member from the Secretary's office in order to independently confirm that a public private partnership is in the best interest of the state and the taxpayers.

He commented that HRTAC was modeled after the Northern Virginia Transportation Authority (NVTA) in Northern Virginia to be a P3 eligible organization. He noted the State can team with HRTAC to fund these projects and to review public financing along with bonding. He stressed that it was his belief that the HRTAC projects could not be built without tolling, particularly a multimodal project. He did note that a free alternative would be available for any tolled project. He stated the CTB is waiting on the HRTAC to provide a clear signal on the next water crossing project; however, he indicated the CTB would more than likely not participate in funding a major water crossing unless there is a tolling component.

He stated the localities will have hard decisions ahead, but by working together as a region and with the State behind them, much can be accomplished, as it is his belief that Hampton Roads has the best resources and the most economic opportunities than anywhere else in the Commonwealth.

### **Applying a Generational Lens to the Planning of Virginia's Transportation System**

Mr. John Martin of Southeastern Institute of Research, Inc. reported that VTrans2040, Virginia's long-range multimodal transportation plan, is currently under development. In a significant shift compared to previous statewide long-range transportation plans, rather than focusing on attracting employers, VTrans2040 will focus on creating places where people want to live.

Mr. Martin stated the economic growth model appears to be evolving into one that starts by attracting people to an area and with the right workforce in place, employers are drawn to the area and growth occurs.

He described the characteristics of generational trends and how these characteristics may impact travel behavior in the past, present, and future. He indicated that applying a generational lens to transportation planning entails taking into account the type of environment in which people of various generations prefer to live as well as their mobility needs and preferences.

He recommended the HRTPO take into account the characteristics of these generational groups and how it affects their travel behavior when planning future transportation infrastructure.

## **Adjournment**

With no further business to come before the Hampton Roads TPO, the retreat adjourned at 12:16 p.m.

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Mayor McKinley Price  
Chair

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Camelia Ravanbakht  
Interim Executive Director