

**Summary Minutes of the
HRTPO Transportation Programming Subcommittee (TPS) Meeting
June 26, 2020**

The HRTPO Transportation Programming Subcommittee (TPS) Meeting was called to order at 9:33 a.m. in the Regional Building Boardroom, 723 Woodlake Drive, Chesapeake, Virginia.

Mr. Jeff Raliski, HRTPO Staff, 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 TPS 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 TPS 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 TPS via email.*
- 2. Members of the public were also invited to call into a dedicated phone line where comments could be recorded for the TPS.*

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.

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

TPS Members Present:

Robert Lewis (Chair, SU)
Troy Eisenberger (CH)
Carol Rizzio (GL)
Jason Mitchell (HA)
Sandon Rogers (HA)
Paul Holt (JC)
Angela Rico (NN)
Bryan Stilley (NN)
Rob Brown (NO)
Deborah Mangiaracina (NO)
Carl Jackson (PO)
Dannan O'Connell (PQ)

Ellen Roberts (PQ)
David Jarmon (VB)
Phil Pullen (VB)
Katie Shannon (VB)
Tim Cross (YK)
Keisha Branch (HRT)
Todd Halacy (VDOT)
Eric Stringfield (VDOT)
Barbara Nelson (VPA)
Barbara Creel (WATA)
Josh Moore (WATA)

TPS Members Absent:

Earl Sorey (CH)
Donald Goodwin (FR)
Anne Ducey-Ortiz (GL)
Jamie Oliver (IW)
Bridjette Parker (NN)
James Wright (PO)
Michael Johnson (SH)

Beth Lewis (SH)
LJ Hansen (SU)
Carolyn Murphy (WM)
Tiffany Dubinsky (DRPT)
Ivan Rucker (FHWA)
Sonya Hallums-Ponton (VDOT)

HRTPO Staff:

Kathlene Grauberger
Bishoy Kelleny
Steve Lambert

John Mihaly
Jeff Raliski

Others Recorded Attending:

Karen McPherson (McPherson Consulting); Ian Johnston (Clark Nexsen); Brian Lewis, McCord Newson (HA); Lisa Simpson (NN); Lamaquia Boone, Sharonda Hawkins (VDOT); Scott Whitehurst (VPA); Logan Grimm, Chris Vaigneur (HRPDC)

Public Comment Period

There were no public comments.

Approval of Agenda

Chair Robert Lewis asked for additions or deletions to the agenda. He requested to add a new business item regarding a Suffolk TIP Amendment request. Mr. Bryan Stilley Moved to approve the agenda as amended; seconded by Mr. Troy Eisenberger. The Motion Carried by Affirmation.

Minutes

Chair Lewis indicated the TPS Summary Minutes of January 24, 2020 were included in the June 26, 2020 TPS Agenda. He asked for corrections or changes to the minutes. Mr. Rob Brown Moved to approve the minutes as written; seconded by Mr. Phil Pullen. The Motion Carried by Affirmation.

FY 2020-2026 CMAQ/RSTP Reserves and Funding Status for FY 2027

Mr. Jeff Raliski, HRTPO Transportation Analyst II, briefed the TPS on the FY 2020-2026 CMAQ and RSTP available funding, current allocations, and reserves. He provided a list of the CMAQ and RSTP projects with “penciled-in” funding requests for FY 2027. (Penciled-in requests are funding requests included in the original CMAQ or RSTP project application for years beyond the first year for which funds were requested).

Mr. Raliski requested TPS members review the list, and verify and update, if needed, all funding amounts and schedules for “penciled-in” projects. He also requested that members review all other current CMAQ and RSTP projects to identify any projects with cost or schedule changes that will need to be considered as part of the current 2020 CMAQ and RSTP Project Selection Process.

He stated the deadline for the updated cost and schedule information, along with the verification of the “penciled-in” requested for FY 2027 CMAQ/RSTP funds is COB August 3, 2020.

FY 2018-2021 TIP Amendment Requests to Transfer CMAQ and RSTP Funds

- A. Wythe Creek Road Reconstruction and Bridge Replacement (Hampton and Poquoson)**
- B. Nimmo Parkway Phase VII-B and N. Great Neck/London Bridge/Virginia Beach Boulevard Intersection Improvements (Virginia Beach)**

Mr. John Mihaly, HRTPO Principal Transportation Planner, reported that the Cities of Hampton and Poquoson and the City of Virginia Beach have submitted FY 2018-2021 TIP Amendment requests to transfer CMAQ and RSTP Reserve funding.

Wythe Creek Road Reconstruction and Bridge Replacement

Mr. Bruce Duvall, VDOT, stated that the Wythe Creek Road widening project is a VDOT managed project that is comprised of two UPCs which are being advanced together under a

single advertisement (UPC 13427 – Poquoson and UPC 97715 – Hampton). He noted that the purpose of the project is to widen the roadway to accommodate future traffic volumes and to raise the existing causeway elevation to provide emergency egress, as this corridor is one of only two ingress/egress corridors for the City of Poquoson.

Mr. Duval indicated that advertisement of the project was planned for September 2019; however, it was delayed due to a deficit in funding. The design team further evaluated cost reduction measures and the scope was reduced in order to bring the overall costs down. VDOT is requesting, on behalf of the Cities of Hampton and Poquoson, to transfer \$1,966,251 from the HRTPO Reserve Account.

Ms. Ellen Roberts, City of Poquoson Engineer, stated the project is crucial as it is the main travel route for Langley Air Force Base, a commuter route for NASA, and it is the main evacuation route for the City. She noted that the City has provided over \$3 million of local funding and NASA has donated right-of-way to the project.

Nimmo Parkway Phase VII-B and N. Great Neck/London Bridge/Virginia Beach Boulevard Intersection Improvements

Ms. Katie Shannon, City of Virginia Beach Engineering Support Manager, stated that the Nimmo Parkway Phase VII-B project (UPC 115543) is an existing, partially funded RSTP project with \$500,000 in programmed RSTP funding in FY 2025 and an additional \$5,000,000 of RSTP funding in FY 2026. The project also has a total of \$15,040,046 in local funding for a total funding commitment of \$20,540,046 (both local and RSTP). The total project cost is \$43,713,500 leaving a balance to complete of \$23,173,454. The total project cost has increased by \$1.8 million based on design refinement in the Preliminary Engineering Report.

Ms. Shannon indicated that Virginia Beach is requesting a total of \$1,041,712 from the HRTPO RSTP Reserve Account in an effort to accelerate the Private Utility Adjustment Phase for this project by one year minimum and reduce the project's overall balance to complete. The total reserve request is for \$1,041,712 in years FY 2021 (\$61,180), FY 2022 (\$62,219) and FY 2023 (\$918,313). She noted that this RSTP Reserve Funding Request would be in addition to the \$5,500,000 of existing FY 2025 and FY 2026 RSTP funding on the project.

For the N. Great Neck/London Bridge/Virginia Beach Blvd. Intersection Improvement project, Ms. Shannon stated that it is an existing, fully funded CMAQ project with \$1,000,000 in programmed funding in FY 2025 and an additional \$1,157,100 in programmed funding in FY 2026. She commented that it is a critical intersection in Virginia Beach that processes 86,000 vehicles per day and operates at a Level of Service "F".

Ms. Shannon indicated that Virginia Beach is requesting \$400,000 in FY 2024 CMAQ Reserve Funding for Design and \$757,100 in FY 2025 CMAQ Reserve Funding for Construction. Virginia Beach would hold on to its \$1,000,000 in previously awarded FY 2025 CMAQ funds and swap its \$1,157,100 in FY 2026 CMAQ funds for the requested FY 2024 and FY 2025 Reserve Funding.

After extensive discussion, Mr. Phil Pullen withdrew the Virginia Beach RSTP transfer request and Moved to recommend TTAC approval of the Virginia Beach CMAQ transfer request and the Poquoson/Hampton RSTP transfer request; seconded by Mr. Eric Stringfield. The Motion Carried by Affirmation.

**FY 2018-2021 TIP Amendment Request to Transfer TA Set-Aside Funding:
UPC 109055 and UPC 109053 – Virginia Beach**

Ms. Katie Shannon, City of Virginia Beach Engineering Support Manager, stated that the City of Virginia Beach is requesting to transfer TA Set-Aside [formerly Transportation Alternatives Program (TAP)] funds from the Buckner Boulevard Shared-Use Path project (UPC 106154), a completed grouped project, to two active grouped TA Set-Aside projects (West Great Neck Sidewalk: UPC 109055 and Independence Boulevard/Baxter Road Sidewalk: UPC 109053) that require additional funding for construction. The two grouped projects would be added to the FY 2018-2021 TIP as individual projects.

She noted that the required local match will be provided using existing local funding within the recipient projects UPCs 109055 and 109053.

Mr. Phil Pullen Moved to recommend TTAC approval of the TA Set-Aside funding transfers and associated FY 2018-2021 TIP amendment; seconded by Mr. Troy Eisenberger. The Motion Carried by Affirmation.

Green Operator Truck Replacement Benefit Briefing and Proposal to Expand the Green Operator Program

Mr. Scott Whitehurst, The Port of Virginia Environmental Director, provided an overview of the Green Operator Program and stated that the Program:

- Replaced or retrofitted nearly 500 vehicles serving The Port of Virginia
- Recently utilized CMAQ funds to fully fund the Program
- Seeking other funds as well
- Program shuttered but poised to restart with the recent \$2 million in CMAQ funding from the HRTPO
- Waiting list of over 25 applicants

Mr. Whitehurst stated that the Port would like to encourage expansion of the HRTPO Green Operator Program to align with the expanded Richmond Regional Transportation Planning Organization (RRTPO) Program with the Port providing an annual report on the air quality and transportation system benefits accrued from the CMAQ investments.

Ms. Barbara Nelson, The Port of Virginia Vice President of Government Affairs and Transportation Policy, indicated that the Port is seeking to develop a programmatic approach so that the Green Operator Truck Program mirrors the TRAFFIX program with a guaranteed CMAQ allocation each year.

Congestion Mitigation and Air Quality Improvement Program (CMAQ) and Regional Surface Transportation Program (RTSP): Update

A. Financial Health of the Transportation System: CMAQ/RSTP

B. 2020 CMAQ/RSTP Project Selection Process: Update

Financial Health of the Transportation System: CMAQ/RSTP

Mr. Todd Halacy, VDOT Hampton Roads District Assistant District Administrator, briefed the TPS on recent discussions within VDOT's Executive staff on unexpended balances on projects, poor burn rates, the financial health of VDOT's funding programs, and maximizing the use of limited funding resources. He noted that current efforts include:

- Tracking timely invoicing from localities on locally administered projects
- Reviewing programs that by policy or code are frontloading projects
- Reviewing projects in VDOT's dashboard with large amounts of unexpended funds
- Determining if funding allocations can be spread out based on project schedules

During discussion it was noted by several localities that they are required to accrue 100% of a project's allocations before they can appropriate the funds, conflicting with VDOT's recommendation of spreading funding allocations based on project schedules. Mr. Halacy stated that VDOT would reach out to individual localities to discuss the matter.

2020 CMAQ/RSTP Project Selection Process: Update

Mr. John Mihaly, HRTPO Principal Transportation Planner, reported that the 2020 CMAQ and RSTP Project Selection Process is underway with the deadline for public project idea form submittals scheduled for June 30, 2020. He stated that 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/>. The deadline for project applications is August 17, 2020.

Mr. Mihaly noted that the 2020 Project Selection Process will focus primarily on allocating FY 2027 CMAQ and RSTP funds. He also noted that HRTPO staff planned to schedule a TPS meeting for August 21, 2020.

Old/New Business

Chair Robert Lewis stated the importance of leveraging funds and moving projects forward. With that in mind, he indicated that the City of Suffolk is seeking to swap its surplus of RSTP funds on one project with CMAQ funds from a Hampton Roads Transit (HRT) project.

Mr. John Mihaly stated that such a swap was not compatible with the current CMAQ and RSTP Project Selection process unless the two projects are dually funded. He also stated that CMAQ and RSTP projects are scored utilizing different criteria.

Chair Lewis suggested the City of Suffolk donate like funds to HRT and vice versa. Mr. Mihaly stated that approach was more in line with the RSTP and CMAQ Project Selection process.

Mr. Phil Pullen Moved to recommend TTAC approval of the proposed transfers between the City of Suffolk and HRT, keeping in mind the HRTPO project selection process for CMAQ and RSTP projects; seconded by Ms. Barbara Nelson. The Motion Carried by Affirmation.

Mr. Eric Stringfield stated that VDOT plans to transmit two TIP Amendment request letters to HRTPO staff and requested that they be included as an addendum to the TTAC Agenda for July 1, 2020. Mr. John Mihaly replied affirmatively, and requested that Virginia Beach submit its request letter by COB today to be included in the TTAC Addendum.

Mr. Eric Stringfield informed TPS members that most of the SMART SCALE applications are now in the VDOT portal and noted that the deadline to submit full applications is August 3, 2020.

Adjournment

There being no more business before the Hampton Roads Transportation Programming Subcommittee, the meeting was adjourned at 11:20 a.m.

DRAFT