

AGENDA ITEM #6: MINUTES

SUBJECT:

Summary minutes of the previous TTAC meeting.

BACKGROUND:

Summary minutes of the TTAC meeting held on June 4, 2014.

Attachment 6

RECOMMENDED ACTION:

Approve the minutes.

**Summary Minutes of the HRTPO Transportation
Technical Advisory Committee (TTAC) Meeting
June 4, 2014**

The HRTPO Transportation Technical Advisory Committee (TTAC) Meeting was called to order at 9:31 a.m. in the Regional Board Room, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

TTAC Voting Members in Attendance:

Michael King (Chair, NN)	Jackie Kassel (NN)	Brian Solis (VB)
Robert Gey (Vice Chair, VB)	Tom Slaughter (NN)	Tim Cross (YK)
Steve Froncillo (Alternate, CH)	Robert Brown (NO)	Reed Nester (WM)
Steve Lambert (CH)	Jeff Raliski (NO)	Keisha Branch (Alternate, HRT)
Earl Sorey (CH)	Susan Wilson (PO)	Julie Timm (HRT)
Garrey Curry (GL)	Kevin Wyne (PQ)	Dawn Odom (VDOT)
Lynn Allsbrook (HA)	Sherry Earley (SU)	Stephen Rowan (VDOT)
Keith Cannady (HA)	Robert Lewis (SU)	Eric Stringfield (VDOT)
John Yorks (HA)	Scott Mills (SU)	Kevin Abt (VPA)
Jamie Oliver (IW)	Phil Pullen (VB)	Jamie Jackson (Alternate, WATA)

TTAC Voting Members Absent:

Gary Walton (CH)	Allen J. Murphy, Jr. (JC)	Steve Martin (WM)
Anne Ducey-Ortiz (GL)	Tammy Rosario (JC)	J. Mark Carter (YK)
Emily Gibson (GL)	James Wright (PO)	Al Maddalena (YK)
Michael Stallings (IW)	Ellen Roberts (PQ)	Chris Arabia (DRPT)
Peter Stephenson (IW)	Debbie Vest (PQ)	Kevan Danker (WATA)
Paul Holt (JC)	Daniel Clayton (WM)	

TTAC Nonvoting Members in Attendance:

Rhonda Murray (NAVY)

TTAC Nonvoting Members Absent:

Tony Cho (FTA) Clifford Burnette (VDOA)

HRTPO Staff:

Sam Belfield	Kathlene Grauberger	Joe Paulus
Rob Case	Mike Kimbrel	Camelia Ravanbakht
Brian Chenault	Kendall Miller	Dale Stith
Dwight Farmer	Keith Nichols	Chris Wichman
Arkopal Goswami		

Others Recorded Attending:

Bryan Stille, Ed Tombari (NN); Wayne Wilcox (VB); Karen McPherson (McPherson Consulting); Rick Correa (Michael Baker, Jr., Inc.); Steve Hetrick (Albeck Gerken, Inc.); Chris Collins (Jacobs); Jeff Holland, Robert Johnson, James W. Long, III (CBBT); Stephen Boyce, Bill Collier, Mike Corwin, Tony Gibson, Carl Jackson, Bryant Porter (VDOT); Mike Long, Chris Vaigneur (HRPDC Staff)

Resolution of Appreciation

Chair Michael King, on behalf of TTAC, presented a Resolution of Appreciation to Mr. Dwight Farmer, HRTPO Executive Director for his service and contributions to TTAC throughout his career. Mr. Farmer expressed his appreciation to the Committee and stated that TTAC has a tremendous responsibility in providing recommendations to the HRTPO Board and applauded its efforts.

Mr. Earl Sorey stated that in recognition of Mr. Farmer's leadership and for "showing TTAC the way", he presented him with a personalized street sign – "Dwight's Way".

Introductions

Dr. Camelia Ravanbakht, HRTPO Deputy Executive Director, introduced Mr. Jeff Holland, Executive Director of the Chesapeake Bay Bridge Tunnel (CBBT) District, along with Mr. Robert Johnson and Mr. James Long, also from the CBBT.

Public Comment Period

There was no public comment.

Submitted Public Comments

There were no submitted public comments in the agenda packet.

Comments and Updates from State and Federal Agencies and the Military

Ms. Dawn Odom of VDOT reported that the Local Assistance Division (LAD) is offering a local program workshop on September 16 – 18, 2014 in Roanoke, Virginia and a webinar regarding Primary Extensions and High Volume Unpaved Roads on June 24, 2014 at 10:00 a.m.

There were no comments from DRPT.

Mr. Ivan Rucker of FHWA reported that the Federal Register Notice has been issued for comments regarding the Statewide Metropolitan and Non-metropolitan Planning Regulations. He encouraged TTAC members to review the notice and provide comments and indicated there will be a national presentation regarding the regulations on June 13, 2014.

There were no comments from the Navy.

There were no comments from the VPA.

Approval of Agenda

Chair King asked for additions or deletions to the TTAC Agenda. Mr. Robert Lewis requested to add a new agenda item regarding hurricane evacuation after Agenda Item #9. Mr. Lewis Moved to approve the agenda as amended; seconded by Mr. Sorey. The Motion Carried.

Summary Minutes

Chair King indicated the Summary Minutes of the May 7, 2014 meeting were included in the June TTAC Agenda. He asked for corrections or amendments to the minutes. Hearing none, Mr. Lynn Allsbrook Moved to approve the minutes as written; seconded by Mr. Brian Solis. The Motion Carried.

2034 LRTP Amendment and FY 2012-2015 TIP Amendment: CBBT

Mr. Jeff Holland, Chesapeake Bay Bridge Tunnel District Executive Director, reported that the Chesapeake Bay Bridge and Tunnel Commission has requested that the HRTPO 2034 Long-Range Transportation Plan (LRTP) and the HRTPO FY 2012–2015 Transportation Improvement Program (TIP) be amended to add a parallel Thimble Shoal Tunnel.

He provided background information on the CBBT as follows:

- In 1956, the CBBT Commission was enabled to build the fixed crossing
- Revenue Bonds were issued in August 1960 and construction commenced one month later
- Open to traffic on April 15, 1964
- The CBBT Commission was enabled by the General Assembly and the Governor to build the Parallel Crossing in 1990
- Phase I, consisting of parallel bridges, was fully completed in July 1999

The Parallel Thimble Shoal Tunnel is described as follows:

- Chesapeake Bay Bridge and Tunnel (CBBT) Parallel Thimble Shoal Tunnel.
 - The project includes the construction of a new 2-lane immersed tube, concrete box tunnel with 15 feet of vehicular vertical clearance across Thimble Shoal Channel between Northampton County and Virginia Beach. The tunnel is proposed to be located on the existing alignment of the facility and connect the existing southbound trestles. The tunnel will provide a 1000 foot wide channel with a minimum depth of 67 feet. New trestle crossovers are proposed between the northbound and southbound trestles to facilitate temporary closing of the existing tunnel. Ventilation and other tunnel features are included to meet operational and safety requirements. Expansion of existing portal islands 1 and 2 is also proposed.
 - Total Cost Estimate: \$819,767,442
 - Funding Sources: CBBT Tolls General Fund, TIFIA Loan (possible), and Toll Revenue Bonds
 - Estimated completion date: Mid-2020
 - Project length: 3.13 miles, including two trestle crossovers, two islands, and one tunnel

Mr. Holland outlined several reasons for building the second Thimble Shoal Channel Tunnel, including the need for an alternative route in the event of accidents or disabled vehicles.

This LRTP and TIP amendment request has been made available for public review and comment. The public review period began on May 28, 2014 and runs through June 11, 2014.

Mr. Rob Case asked if the tunnel depth of the parallel tunnel would be lower than the current tunnel. Mr. Holland replied affirmatively.

Dr. Ravanbakht inquired as to any traffic impacts since the tolls were raised in January 2014. Mr. Holland replied that traffic volume was down in January – March 2014 due to inclement weather and normal in the months of April and May.

Mr. Phil Pullen Moved to recommend HRTPO Board approval of the LRTP and TIP Amendments; seconded by Mr. Lynn Allsbrook. The Motion Carried.

FY 2012-2015 TIP Amendment: VDOT

Mr. Steve Rowan reported the Virginia Department of Transportation (VDOT) has requested to amend the HRTPO FY 2012–2015 Transportation Improvement Program (TIP) to add one project as follows:

- UPC 98569 – Warwick Boulevard and Colony Road Intersection Improvements in Newport News. The project consists of upgrading traffic signal hardware, adding pedestrian phases, and adding crosswalks and channelized islands at the intersection.
 - Add project to the TIP
 - Total Cost Estimate: \$367,342
 - Add PE Phase previous obligation of \$4,500 HSIP funds, with \$500 in matching funds
 - Add PE Phase obligation of \$7,280 HSIP funds, with \$809 in matching funds, in FY 2014
 - Add CN phase obligation of \$278,832 HSIP funds in FY 2013
 - Add CN phase obligation of \$39,996 HSIP funds in FY 2014
 - Add CN phase matching funds of \$35,425

This TIP amendment request has been made available for public review and comment. The public review period began on May 28, 2014 and runs through June 11, 2014.

Mr. Eric Stringfield Moved to recommend HRTPO Board approval of the TIP Amendment; seconded by Ms. Jackie Kassel. The Motion Carried.

FY 2012-2015 TIP Amendment: Coordinated Plan Projects

Ms. Keisha Branch reported Hampton Roads Transit (HRT) has requested to amend the HRTPO FY 2012–2015 Transportation Improvement Program (TIP) to incorporate four projects and associated funding from two Federal Transit Administration (FTA) programs. In accordance with federal regulations, projects proposed to receive formula funding from FTA Section 5316 – Job Access and Reverse Commute (JARC) and Section 5317 – New Freedom (NF) programs must be derived from a coordinated public transit-human services transportation plan (Coordinated Plan).

The *Hampton Roads Area Public Transit – Human Services Transportation Coordinated Plan* was published on April 16, 2008. A project selection committee comprised of Coordinated Plan stakeholders met in April 2014 to select projects to be funded with \$355,344 in available Section 5316 and 5317 funds. The project selection committee has recommended the available funds be allocated to four projects as shown in the table below. An attachment to the agenda included a brief description of each project selected to receive funds.

	Agency – Project Name	Allocated Amount	FTA Program
1	PORTCO, Inc. – Reverse Commute Service	\$185,129	JARC
2	HRT Janaf Shopping Center Transfer	\$119,575	NF
3	Senior Services of Southeastern Virginia – ADA Accessible Van	\$35,786	NF
4	Norfolk Redevelopment & Housing Authority – New elderly door-to-door program	\$14,854	NF

The proposed TIP Amendment has been made available for public review and comment. The public review and comment period began on May 28, 2014 and runs through June 11, 2014.

Ms. Branch Moved to recommend HRTPO Board approval of the TIP Amendment; seconded by Mr. Solis. The Motion Carried.

Hurricane Evacuation

Dr. Robert Case, HRTPO Principal Transportation Engineer, reported that Governor McAuliffe, during a tabletop exercise held in May, concluded that Hampton Roads could not evacuate its citizens if the region experienced a major catastrophe. He appointed Secretary of Public Safety Brian Moran and Secretary of Transportation Aubrey Layne to oversee a review of the State’s evacuation plans.

Dr. Case stated that in 2011, VDOT staff presented a plan to the HRTPO Board for reversing Routes 168/64/58 on the Southside to assist during a hurricane evacuation. Since that time, the following milestones have occurred:

- April 2011 – the TPS/TTAC/HRTPO allocated \$1 million in RSTP funds to the project
- March 2014 – TTAC/HRTPO published *Prioritizing Highway Projects for Improvement of Evacuation* finding the Route 168/64/58 Southside Reversal a highly cost effective solution
- April 2014 – VDOT included the Route 168/64/58 Southside Reversal in the draft FY15 SYIP with a balance to complete of \$8.4 million

There was agreement among TTAC members that this issue should be sent to the HRTPO Subcommittee for discussion during its June 10th meeting and that the Subcommittee might provide a recommendation for consideration by the HRTPO Board at its June meeting.

Chair Michael King suggested that TTAC members should consider attending the HRTPO Subcommittee meeting to provide additional input. Mr. Robert Gey, Mr. Robert Lewis, Ms. Jackie Kassel, Mr. Eric Stringfield, and Mr. Earl Sorey agreed to attend the meeting.

Mr. Sorey commented that during the 2011 TTAC briefing by VDOT staff, the City of Chesapeake requested the appropriate agency discuss the reversal with City Council since Route 168 is integral to the success of the plan; however, no such discussion has occurred.

Dr. Ravanbakht stated all TTAC members must be comfortable with the HRTPO recommendations to the HRTPO Board; therefore, staff will email TTAC members after the HRTPO Subcommittee meeting. She indicated the HRTPO Board Agenda will be transmitted next week and the item will be included in the Workshop Agenda.

Mr. Stringfield inquired as to the HRTPO Subcommittee's plan with regard to any recommendations. Dr. Ravanbakht replied that she did not want to speak on behalf of the Subcommittee, but believed it would support the reversal plan and possibly ask VDOT to fully fund the project in order to move forward.

Mr. Lewis noted that both Suffolk and Chesapeake will need to address the plan's logistics and expressed concern with moving the project forward at this time.

Mr. Mike Corwin, HRTPO Subcommittee Chair, requested feedback from TTAC members in order to evacuate the region in an efficient manner and stated that the ultimate plan is to have the reversal lanes extend to I-95 in Richmond; however, due to fiscal constraint, he recommended focusing on implementing one stage at a time.

Congestion Management Process – The State of Transportation in Hampton Roads: Final

Dr. Camelia Ravanbakht, HRTPO Deputy Executive Director, reported that HRTPO staff presented the draft State of Transportation in Hampton Roads report to TTAC at its May 7, 2014 meeting. The draft report was available for public review and comment from May 7, 2014 through May 21, 2014.

Mr. Tim Cross Moved to recommend HRTPO Board approval of the final report; seconded by Mr. Allsbrook. The Motion Carried.

2014 CMAQ/RSTP Project Selection Process: Overview and Timeline

Mr. Mike Kimbrel, HRTPO Principal Transportation Engineer, reported that the HRTPO is responsible for project selection and funding allocation for the Congestion Mitigation and Air Quality Improvement Program (CMAQ) and the Regional Surface Transportation Program (RSTP). He indicated there has not been a formal selection process since 2011 due to decreased funding.

The Transportation Programming Subcommittee (TPS) has recommended TTAC undergo a CMAQ/RSTP selection process on an annual basis. This ensures that there are ranked projects at all times and will also assist localities that need to transfer CMAQ/RSTP funding to other projects.

He noted that for a short time TTAC accommodated out of cycle requests; however, it became problematic since those projects were not ranked.

He commented that if a project does not receive funding during a particular year, it would have to be re-submitted the following year.

Eligible recipients of CMAQ and RSTP funds in Hampton Roads include:

- Localities
- Hampton Roads Transit
- Williamsburg Area Transit Authority
- Virginia Port Authority
- Virginia Department of Transportation
- Virginia Department of Rail and Public Transportation
- HRTPO

The HRTPO has allocated all available funding through FY 2020; therefore, available funding for FY 2021 is as follows:

- CMAQ Funding
 - Estimated Mark – \$14 million
 - Earmarked Projects – \$12 million
 - Available Funding – \$2 million
- RSTP Funding
 - Estimated Mark – \$27 million
 - Earmarked Projects – \$3 million
 - Available Funding – \$24 million

Mr. Kimbrel outlined the schedule for the CMAQ/RSTP selection process:

- July 31, 2014 – Deadline for the public to submit project ideas
- August 15, 2014 – Application deadline for eligible recipients
- September 30, 2014 – Project evaluations completed by HRTPO staff using methodologies approved by TTAC and HRTPO Board
- October 17, 2014 – TPS recommends projects and funding allocation for consideration by TTAC
- November 5, 2014 – TTAC considers TPS suggestions and recommends projects and funding allocations for consideration by the HRTPO Board
- November 20, 2014 – HRTPO approves CMAQ/RSTP projects and allocations

Hampton Roads Regional Safety Study 2013/2014 Update: Part II – Crash Countermeasures: Draft

Mr. Keith Nichols, HRTPO Senior Transportation Engineer, reported that Part I of the Hampton Roads Regional Safety Study 2013/2014 Update reviewed previous HRTPO safety planning efforts, reported the recent trends in roadway safety in Hampton Roads, detailed the characteristics of crashes in Hampton Roads, and specified the number and rate of crashes for each mile of freeway and approximately 600 of the busiest intersections throughout the region. Part I was presented to the TTAC at the September 2013 meeting and the Part I final report was approved by the HRTPO Board in October 2013.

Part II of the Regional Safety Study 2013/2014 Update builds upon the results of Part I by investigating ways to improve roadway safety. Sections in Part II include Efforts to Improve Roadway Safety, General Crash Countermeasures, Potential for Safety Improvements, Location Analysis, and Next Steps.

Mr. Nichols stated there is currently a wide variety of references available on improving roadway safety and HRTPO staff utilized several of them, including the Highway Safety Manual published by AASHTO and the Virginia Strategic Highway Safety Plan. Staff determined which available improvement measures could be applied to the region's locations such as rumble strips, advance warning signs, and installation of right turn lanes.

He commented that the top five freeway segments and top ten intersections in Hampton Roads with the highest Potential for Safety Improvements (PSI) – the greatest difference between the number of expected crashes and the number of predicted crashes – were selected for detailed analysis.

For the location analysis portion of the study, Mr. Sam Belfield, HRTPO Senior Transportation Engineer, reported that HRTPO staff recommended crash countermeasures at the top ten intersections using:

- Intersection summaries
- Collision Diagrams
- Crash Data Analysis, Site Observations and Possible Causes
- Benefit/Cost Analysis and Crash Countermeasures

Detailed data is provided in the report regarding the crash countermeasure methods used to analyze the intersections and freeway segments. Mr. Belfield stated that the analyses included actual site observations performed by HRTPO staff

Next steps include:

- Promote implementation of recommended crash countermeasures
- Continue incorporating safety into the HRTPO transportation planning and programming process
- Continue using new roadway safety analysis methods
- Update the Regional Safety Study on a recurring basis

Mr. Belfield asked TTAC members to review the draft report and submit comments to him or Mr. Nichols by June 18, 2014.

Chair King expressed his appreciation to HRTPO staff for their efforts and stated the report contained great analytical information for the localities.

Dr. Case noted that as HRTPO staff team leader for this effort, he believed this report to be one of the best studies published by the HRTPO in the past 20 years.

Dr. Ravanbakht stated the Transportation Research Board (TRB) has invited Mr. Nichols and Mr. Belfield to present their report at its conference.

Pavement Performance Measurement in Hampton Roads

Dr. Robert Case, HRTPO Principal Transportation Engineer, stated that HRTPO staff has prepared a report presenting, analyzing, and summarizing publicly-available pavement data for Hampton Roads in order to determine the condition and smoothness of the region's pavements. The impetus for measuring pavement performance is three-fold: post-2008 federal stimulus, 2011 increase in lane closures, and MAP-21's focus on performance management.

The full report is online at the HRTPO website; however, Dr. Case stated he would brief TTAC on two of the three report segments. VDOT directly maintains "VDOT-Maintained Roadways" and indirectly, through transfer payments, maintains "City-Maintained Roadways". Eleven cities comprise the Hampton Roads District; nine are served by the HRTPO, with the Cities of Franklin and Emporia rounding out the district. He noted that maintenance funding includes more than re-paving of roadways.

Results of the review of Maintenance Funding are:

- Hampton Roads District
 - City-Maintained Roadways – 2012 allocations were 12% higher than those in 2008
 - VDOT-Maintained Roadways – 2012 allocations were 21% higher than those in 2008

A portion of maintenance funding is used to repave the roadways and to determine the pavement performance. VDOT utilizes two forms of measurement:

- Cracking of pavement which uses software to interpret video images and results in the Pavement Condition measurement
- Roughness of pavement which is the physical measurement w/units of slope which results in Ride Quality

Dr. Case presented the summary of Pavement Condition and Ride Quality of VDOT-Maintained Roadways in the Hampton Roads District as follows:

- Pavement Condition appears to have improvement with increased Maintenance and Operations funding
- Ride Quality has remained the same

Dr. Case stated the report is currently under public review until June 18, 2014 and HRTPO staff will seek final approval from the HRTPO Board in July.

Regional Active Transportation Map: Status Report

Dr. Arkopal Goswami, HRTPO Principal Transportation Engineer, reported that HRTPO staff has progressed in its research and planning of Active Transportation by:

- Publishing the HRTPO Regional Active Transportation Research Scan – October 2012
- Collaborating with localities and VDOT to collect data – Spring 2013
- Developing a list of active transportation candidate projects for the 2040 LRTP – Spring 2014

He indicated there are over 450 miles of bicycle facilities in Hampton Roads with bicycling rated as the third most popular mode of transport. Lack of biking and walking options is among the top five transportation issues in the region.

The purpose of the Active Transportation Map is two-fold: to develop a future regional active transportation plan and to assist in ranking LRTP active transportation projects.

To determine regional active transportation facilities, HRTPO staff:

- Developed standard facility definitions
- Gathered GIS data from member localities
- Developed draft maps

Ms. Julie Timm suggested coordinating with HRT to add transit connectivity to the map. Dr. Goswami replied that transit will be included in the overall plan.

Three-Month Tentative Schedule

Chair King outlined the Three-Month Tentative Schedule for TTAC.

For Your Information

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

Announcements

Chair King acknowledged the written announcements in the agenda packet.

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 11:10 a.m.