

## **ITEM #19: APPROVAL OF CONSENT ITEMS**

### **A. MINUTES**

Minutes of the HRTPO Board meeting held on May 17, 2018 are attached.

Attachment 19-A

#### **RECOMMENDED ACTION:**

Approve the minutes.

## **Hampton Roads Transportation Planning Organization (TPO) Board Summary Minutes of May 17, 2018**

The Hampton Roads TPO Board Meeting was called to order at 10:31 a.m. in the Regional Board Room, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

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

Thomas Shepperd, Jr. Chair (YK)	Linda Johnson (SU)
Rick West (CH)	Louis Jones (VB)
Barry Cheatham (FR)	Jennifer DeBruhl ( Alternate, DRPT)
Donnie Tuck (HA)*	Cathie Vick (Alternate, VPA)*
Joel Acree (IW)	Christopher Hall (VDOT)
Martin Thomas (NO)	Senator Frank Wagner (GA)*
McKinley Price (NN)	Delegate David Yancey (GA)
Barry Porter (SH)	

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

James Baker (CH)	Michael W. Johnson (SH)
Randy Martin (FR)	Patrick Roberts (SU)
Frank Rabil (FR)	Dave Hansen (VB)
J. Brent Fedors (GL)	Neil Morgan (YK)
Mary Bunting (HA)	Michael Giardino (PHF)
Randy Keaton (IW)	LCDR Barbara Wilk (U.S. Navy)
Cynthia Rohlf (NN)	Captain Rick Wester (U.S. Coast Guard)
Lydia Pettis-Patton (PO)	Ron Broughton (CTAC)
Randy Wheeler (PQ)	John Malbon (CTB)

### **HRTPO Executive Director:**

Robert A. Crum, Jr.

### **Other Participants:**

Ella Ward (CH)	Vincent Jones (PO)
Wynter Benda (NO)	Jamie Jackson (HRT)*
Paul Holt (JCC)	Jim Utterback (VDOT)

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

Kenneth Alexander (NO)	Jennifer Mitchell(DRPT)
Phillip Bazzani (GL)	Zach Trogdon (WATA)
Michael Hipple (JC)	Delegate Chris Stolle (GA)
John Rowe (PO)	Senator Mamie Locke (GA)
Eugene Hunt (PQ)	William Harrell ( HRT)
Herbert Green (Alternate, PQ)	John Reinhart (VPA)
Paul Freiling (WM)	

**HRTPO Nonvoting Members Absent:**

William Porter (JC)	Jeffrey Breeden (FAA)
Doug Smith (NO)	Jessie Yung (FHWA)
Lydia Pettis Patton (PO)	Terry Garcia Crews (FTA)
Marvin Collins (WM)	Art Moye (FTAC)
Robert Bowen (Norfolk Airport)	Col. Herbert Joliat (Langley-Eustis)
Stephen Johnsen (CTB)	

**HRTPO Staff:**

Sam Belfield	Mike Kimbrel
Rob Case	John Mihaly
Shirley Core	Keith Nichols
Rob Cofield	Joe Paulus
Andrea Gayer	Dale Stith
Kathlene Grauberger	

**Others Recorded Attending:**

Britta Ayers, Bridjette Parker, Brian Stilley, Jerri Wilson (NN); Gary Webb (Parsons); John Gergely (Citizen NN); Eric Stringfield, Dawn Odom, Paula Miller (VDOT); Leroy Bennett (SU); Randolph Cook (SH); Donna Sayegh (Citizens for Self-Government); Hollis Ellis (CAE, Inc); Jeff Raliski, Thelma Drake, Doug Beaver, Morgan Whayland (NO); Craig Eddy, Beth Drylie (Michael Baker International); Rhonda Murray (Navy); Karen McPherson (McPherson Consulting); Brian Solis (VB); Jim Long (RK&K); Carl Jackson (PO); Brian DeProfio (HA); Craig Carroll (Global Traffic Technologies); Jordan Pascale (Virginian-Pilot); Drew Lumpkin (US Senator Mark Warner); Christian Kent (Citizen); Kevin Page (HRTAC) Keith Cannady, Nancy Collins, Greg Grootendorst, Kelli Arledge, Whitney Katchmark, Sharon Lawrence, Mike Long, Joe Turner, Chris Vaigneur (HRPDC Staff); Ethan Crouson (intern).

**Approval of Agenda**

Chair Shepperd asked for any additions or deletions to the agenda. Mr. Robert Crum, HRTPO Executive Director, requested to pull Consent Agenda Item 21-Q – FY 2018-2021 TIP Amendment: UPC 112923 – I-64 Express Lanes – Segment II (PE Only) in order to coordinate with VDOT and FHWA to determine the best way to move forward with the project. He also requested to pull Consent Agenda Item 21-S – FY 2018-2021 TIP Amendment: UPC 102734 – Multimodal High-Speed and Intercity Passenger Rail Station Development in Newport News, as this item can move forward as an Administrative Modification. Mr. Cheatham Moved to approve the amended agenda; seconded by Mayor Johnson. The Motion Carried.

*\*Mayor West arrives*

## **Executive Director Report**

Mr. Robert Crum, HRTPO Executive Director, provided a summary of current work activities with a particular note of the following:

- On April 16, 2018, the Commonwealth Transportation Board (CTB) held a public meeting at The Regional Building requesting input on the Draft FY 2019-2024 Six-Year Improvement Program (SYIP). HRTPO Chair Tom Shepperd, on behalf of the Board, addressed the Secretary of Transportation and CTB Members regarding the Hampton Roads Bridge Tunnel and its importance to not only the region, but also the Commonwealth. He stated that the HRTPO Board plans to submit a SMART SCALE application for this project.
- The HRPDC and the HRTPO are recipients of federal funds from a variety of sources, and as such, must be in compliance with Title VI of the Civil Rights Act of 1964. He noted that the HRTPO incorporated a public participation process and had adhered to Title VI for several years. Moving forward, a new department the Office of Community Affairs and Civil Rights has been created to encompass the HRPDC programs in order to ensure compliance with Title VI. This department will be led by Ms. Kendall Miller, Principal, Office of Community Affairs and Civil Rights.

Chair Shepperd introduced Mr. Michael Giardino, the HRTPO Non-Voting member representing the Peninsula Airport Commission.

*\*Mayor Tuck arrives*

## **Workshop Agenda**

### **HRPDC and HRTPO Joint Personnel and Budget Committee Update**

Mayor Louis Jones reported that the Committee met earlier this morning to review the HRPDC/HRTPO Budget and the Contract for the Executive Director. He stated the Committee recommended approval of both the FY 2019 Budget and the Executive Director's contract. The HRTPO Board unanimously approved the contract for the Executive Director.

Mayor Jones Moved to approve the HRPDC/HRTPO FY 2019 Budget and Contract for the Executive Director; Seconded by Mayor Price. The Motion Carried.

### **Commonwealth Transportation Board Member Comments and Updates**

Mr. John Malbon stated the CTB met on May 15-16 in Bristol, VA and noted that no actions were taken that impacted the Hampton Roads region.

## **Virginia Department of Transportation**

Mr. Christopher Hall stated that the May 2018 HRTAC Program Development Monthly Executive Report was included at the table as a handout. He indicated that both Segment II of the I-64 Peninsula Widening project and the I-64/I-264 Phase I project are on schedule to be completed in FY 2019. He noted that the I-64 Southside Widening and High Rise Bridge – Phase I project remains on schedule with site work starting in July. A public meeting for this project will be held May 23, 2018 at 5:00 p.m. at Deep Creek High School. He noted there will also be a citizen's information meeting on Segment III, I-64 Peninsula Widening on June 27, 2018 at Bruton High School.

## **Virginia Department of Rail and Public Transportation**

Ms. Jennifer DeBruhl reported that this is Bike to Work Week in Virginia, and citizens have been encouraged to take alternative modes of transportation to work. She stated that through a pilot program beginning this week bicyclists will now be able to reserve and board their bicycles at the Richmond Main Street Station. This pilot program allows for an expansion of the current bicycle and baggage service that occurs between Newport News and Boston on the Amtrak North to East regional train. This program provides a vital link between Richmond and Williamsburg for cyclists traveling the Virginia Capital Trail.

Delegate Yancey asked for an update on the status of Long Bridge that goes over the Potomac River in DC. Ms. DeBruhl stated this corridor is a vitally important high priority project for the agency. DRPT staff continues to work closely with CSX. The DC Department of Transportation is currently working on an Environmental Impact Study to expand the capacity on the Long Bridge. She noted she would share more information with the Board as it becomes available.

*\*Jamie Jackson HRT arrives*

## **Virginia Port Authority Update**

The representative for the Virginia Port Authority was not available for comment.

## **HRT and WATA Updates**

Ms. Jamie Jackson had no comments for HRT.

There was no WATA representative in attendance.

## **Community Transportation Advisory Committee (CTAC) Update**

Mr. Ron Broughton, CTAC Vice-Chair, had no comments.

## **Military Liaisons Comments and Updates**

There was no Joint Langley Eustis representative in attendance.

LCDR Barbara Wilk of the U.S. Coast Guard had no comments.

Captain Michael Moore of the U.S. Navy had no comments.

### **FY 2019 Unified Planning Working Program (UPWP)**

Mr. Mike Kimbrel, HRTPO Deputy Executive Director, briefed the Board on the Unified Planning Work Program (UPWP) for FY 2019. He explained the UPWP is developed by HRTPO staff, in coordination with Hampton Roads Transit (HRT), Williamsburg Area Transit Authority (WATA), Suffolk Transit, the Virginia Department of Transportation (VDOT), and the Virginia Department of Rail and Public Transportation (DRPT). The UPWP describes the mutual responsibilities of these entities in carrying out the metropolitan transportation planning process for Hampton Roads.

Mr. Kimbrel described funding for the FY 2019 UPWP by entity and by funding source, as well as a detailed timeline for approval of the UPWP. He noted the draft UPWP was made available on the HRTPO website for review by the TTAC and other advisory committees of the HRTPO, as well as for the general public.

Mr. Kimbrel also reported the organization is currently involved in the following special studies:

- Regional Connectors Study
- Route 58 Corridor Study
- Regional Active Transportation Study
- Economic Impact of Bicycle Facilities
- Regional and Local Planning Implications of Connected and Automated Vehicles
- Impact of Reversible Express Lanes in Norfolk
- Analyzing and Mitigating the Impact of Tolls on Midtown and Downtown Tunnels - Update
- Joint Land Use Study Assistance
- Coordination of the Regional Transit Planning Process

This item is included in the meeting agenda for approval under Item 21-C.

*\*Cathie Vick arrives*

### **FY 2019 HRTPO Budget**

Ms. Nancy Collins, HRTPO Chief Financial Officer, briefed the HRTPO Board on the FY 2019 HRTPO Budget. She noted the budget maintains locality membership dues at \$0.80 per capita which has been in place since 2013. She stated there was an 8.13% increase in revenue (and corresponding expenditure) over FY 2018, mainly due to new grants in Homeland Security, JULLS, and Broadband funding. The budget supports a proposed 2.5% performance-based salary adjustment for staff. She described future budget considerations that include building and grounds maintenance, health insurance costs, competitive staff wages, IT needs such as servers, software, telephone system and modernizing meeting

rooms D & E. She reported the Joint Personnel and Budget Committee reviewed the FY 2019 draft budget prior to this meeting and took action to recommend approval by both the HRPDC and HRTPO boards.

This item was included in the meeting agenda for approval under Item #21-D.

### **Transportation Conformity**

Ms. Dale Stith, HRTPO Principal Transportation Planner, briefed the HRTPO Board on the implications of the Federal Highway Administration (FHWA)/Federal Transit Administration (FTA) Interim Guidance on Conformity Requirements for the 1997 Ozone National Ambient Air Quality Standard (NAAQS), which was issued on April 23, 2018. The interim guidance states that any updates and amendments to the Long-Range Transportation Plan (LRTP) and Transportation Improvement Program (TIP) for projects “not exempt from transportation conformity may not proceed until transportation conformity with the 1997 ozone NAAQS is determined.” She noted that based on this guidance, HRTPO staff recommends the initiation of a Transportation Conformity Analysis on the 2040 Long-Range Transportation Plan (LRTP) and the FY 2018-2021 Transportation Improvement Program (TIP) and that the HRTPO Board authorize the Transportation Technical Advisory Committee (TTAC) to approve the project list for Transportation Conformity (and any related planning assumptions) and to initiate the public review of the draft Transportation Conformity Analysis.

This item was included in the meeting agenda for approval under Item #21-I.

*\*Senator Wagner arrives*

### **1-64/Hampton Roads Bridge-Tunnel (HRBT) Project Update**

Mr. James Utterback, HRBT Project Manager, delivered a brief history of the ten tunnels located in Hampton Roads, noting the significance of the Hampton Roads Bridge Tunnel (HRBT). The HRBT was the first immersed tube tunnel in the world built between two man made islands. Upon completion in 1957, the HRBT was also the longest tunnel in the world. Hampton Roads, with a total of ten tunnels, has more immersed tube tunnels than any location in the world.

Mr. Utterback then provided a high level overview of the HRBT Expansion project, stating the scope of work consists of:

- Improvements to I-64 from Settlers Landing Road in Hampton to the I-564 interchange in Norfolk, including the construction of a new 4-lane tunnel
- The new 4-lane tunnel will serve Eastbound traffic
- The two existing tunnels will serve Westbound traffic

The proposed lane configuration for the tunnel and approach bridges is a 2+1+1 concept in each direction. Commuters will have a choice of two free general purpose lanes, one full time HOT lane and one peak hour HOT lane on the left shoulder.

Mr. Utterback stated that both immersed tube and bored tunnels are being considered for construction of the new tunnel. He noted that next steps include the release of the draft Request for Proposals (RFP) later this month, with the release of the final RFPs in the Fall of 2018. In January 2019 the selection of the best value proposal, Public Private Transportation Act PPTA Statutory Audit, and execution of the comprehensive agreement will take place. The PPTA Steering Committee briefing will be held no later than 60 days from the execution of the comprehensive agreement.

### **Transit Funding Reform**

Ms. Jennifer DeBruhl, DRPT Chief of Public Transportation, noted it was a very active 2018 General Assembly session. House Bill 1539 (HB1539) has statewide components that restructure and simplify transit funding programs. The bill significantly simplified how funds are received and how they are sub-allocated. HB 1539 provides a specific carve out for the Washington Metropolitan Area Transit Authority (WMATA). WMATA comprises half the State's budgeted transit program. She reported Capital Project Revenue Bonds represent over 40 percent of the transit capital program and start to sunset in FY 2019. There is a one-time \$50 million reauthorization for federal Passenger Rail Investment and Improvement Act (PRIIA) match for WMATA. A slate of three reforms regarding the transit capital prioritization will be in place by July 1, 2019. The next Six Year Improvement Program (SYIP) will be executed completely differently next year. A portion of the program will be focused on state of good repair and transit asset management principles. Minor enhancements not called out in legislation will be addressed through policy with the Commonwealth Transportation Board (CTB). Major expansion prioritization will be based on the same factors as SMART SCALE. WMATA is exempt from this process and will no longer be eligible to seek transit capital funding.

Ms. DeBruhl also touched on the Regional Transit Planning Process. The process is required for transit systems serving population areas between 1.5 million and 2.0 million and is coordinated by the MPO. Requirements include:

- Identification and prioritization of projects
- Establishment of performance benchmarks incorporating state and federal requirements
- Development and implementation of a regional subsidy allocation model
- Distribution of funds solely designated for transit and rail and that are administered by a regional body to enter into agreements for the operation and maintenance of transit and rail facilities

### **Public Comment Period**

Ms. Donna Sayegh, Portsmouth Citizen, expressed concern regarding communication with the citizens of Portsmouth.

*A transcription of the public comments made orally during HRTPO Board meetings will be included in the HRTPO Agenda each month. The transcript will also be posted on the HRTPO website when available.*



## Submitted Public Comments

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

## Regional Connectors Study – Authorization to Contract with Selected Consultant

Mr. Robert Crum, HRTPO Executive Director, provided a status update on the HRTPO's efforts to launch the Regional Connectors Study – the study of the Hampton Roads Crossing Study (HRCS) Supplemental Environmental Impact Statement (SEIS) Alternatives other than Alternative A modified (which was selected as the Preferred Alternative) to include:

- I-664 (from I-64 in Hampton to US 460/58/13 in Chesapeake)
- I-664 Connector
- I-564 Connector
- VA 164 Connector
- VA 164

Mr. Crum stated that the Regional Connectors Working Group, consisting of technical staff from various localities along with military partners, selected Michael Baker International as the Consultant to conduct the study. He then introduced Mr. Craig Eddy, Project Manager and Ms. Beth Drylie, of Michael Baker International.

Mayor Johnson Moved to authorize the Executive Director to enter into a contract with Michael Baker International in an amount consistent with the project budget; seconded by Mr. Cheatham The Motion Carried.

## Consent Agenda

The Consent Agenda is as follows:

### Approval of Consent Items

- A. Minutes
- B. HRTPO Financial Report
- C. FY 2019 Unified Planning Work Program (UPWP)
- D. FY 2019 HRTPO Budget
- E. Project Consistency with the Long-Range Transportation Plan (LRTP)
- F. HRTPO Guidance on SMART SCALE – Update
- G. Requests for HRTPO Resolutions of Support – SMART SCALE
- H. Hampton Roads 2040 Long-Range Transportation Plan (LRTP): Proposed Amendments
- I. Transportation Conformity: 2040 LRTP and FY 2018-2021 TIP
- J. Hampton Roads Regional Bridge Study
- K. Safety Performance Measures Amendment for the FY 2018-2021 TIP
- L. Virginia Association of Metropolitan Planning Organizations (VAMPO): Support for a new State Transportation Revenue System
- M. HRTPO CMAQ and RSTP Project Selection Process 2017 Final Report
- N. FY 2018-2021 TIP Amendment: UPC 101793  
Isle of Wight Multi-Use Trail – Segment 1

- O. FY 2018-2021 TIP Amendment: UPC 101794  
Isle of Wight Multi-Use Trail – Segment 2
- P. FY 2018-2021 TIP Amendment: UPC 111787  
Route 17 Widening in York County (PE Only)
- Q. FY 2018-2021 TIP Amendment: UPC 112923  
I-64 Express Lanes – Segment II (PE Only)
- R. FY 2018-2021 TIP Amendment: UPCs T20978, T20980, T20979, T21210, T21111, T21223,  
100608, & 102999  
CMAQ Funding Transfers to New and Existing Projects
- S. FY 2018-2021 TIP Amendment: UPC 102734  
Multimodal High-Speed and Intercity Passenger Rail Station Development in Newport News
- T. FY 2018-2021 TIP Revision: Request to Transfer CMAQ Funding: UPC T9111  
Liberty Street Transfer Station in Chesapeake
- U. Request to Transfer CMAQ Funding from UPC 110753 to  
HRTPO CMAQ Reserve Account
- V. Request to Transfer RSTP Funding from HRTPO RSTP Reserve Account to  
Pocahontas Trail Multimodal Corridor in James City County
- W. FY 2018-2021 TIP Revision: Request to Transfer CMAQ Funding: UPC 105592  
ATMS Phase 4C

Mayor Johnson Moved to approve the Consent Agenda with the removal of the following items: Agenda Item 21-Q – FY 2018-2021 TIP Amendment: UPC 112923 – I-64 Express Lanes – Segment II (PE Only) in order to coordinate with VDOT and FHWA to determine the best way to move forward with the project; also Consent Agenda Item 21-S – FY 2018-2021 TIP Amendment: UPC 102734 – Multimodal High-Speed and Intercity Passenger Rail Station Development in Newport News; seconded by Mayor Price. The Motion Carried.

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

Chair Shepperd outlined the HRTPO Board three-month tentative schedule in the Agenda packet, noting the Board will not meet in June.

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

Chair Shepperd noted there were summary minutes from the HRTPO Advisory Committee meetings included in the Agenda packet.

### **For Your Information**

Chair Shepperd highlighted the items in the For Your Information section of the Agenda packet.

### **Old/New Business**

There was no old or new business presented to the board.

## **Adjournment**

With no further business to come before the Hampton Roads TPO, the meeting adjourned at 12:02 p.m.

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Thomas G. Shepperd, Jr.  
Chair

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Robert A. Crum, Jr.  
Executive Director/Secretary