

ITEM #20: PERSONNEL AND BUDGET COMMITTEE REPORT:

SUMMARY:

The HRPDC and HRTPO Joint Personnel and Budget Committee convened earlier this morning and will provide a report on its July 20, 2017 meeting.

ITEM #21: APPROVAL OF CONSENT ITEMS

A. MINUTES

Minutes of the HRTPO Board meeting held on May 18, 2017 are attached.

Attachment 21-A

RECOMMENDED ACTION:

Approve the minutes.

B. HRTPO FINANCIAL STATEMENT

The Statement of Revenues and Expenditures for the activities of May 2017 is attached. This statement reflects the financial status of the HRTPO as a whole.

Attachment 21-B

RECOMMENDED ACTION:

Accept the HRTPO Financial Statement.

Hampton Roads Transportation Planning Organization (TPO) Board Summary Minutes of May 18, 2017

The Hampton Roads TPO Board Meeting was called to order at 10:33 a.m. in the Regional Board Room, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

HRTPO Voting Members in Attendance:

Linda T. Johnson, Chair (SU)
Thomas Shepperd, Vice Chair (YK)
Alan P. Krasnoff (CH)
Rex Alphin (IW)*
Donnie Tuck (HA)
Michael Hipple (JC)
McKinley Price (NN)
Kenneth Alexander (NO)
John Rowe (PO)
Herbert Green (Alternate, PQ)

Barry Porter (SH)
Scott Foster (WM)
Jennifer Mitchell (DRPT)
William Harrell (HRT)
Dawn Odom (VDOT)
Cathie Vick (Alternate, VPA)
Bill Porter (WATA)
Senator Mamie Locke (GA)
Delegate David Yancey (GA)

HRTPO Nonvoting Members in Attendance:

James Baker (CH)
Brian DeProfio (HA)
Randy Martin (FR)
Randy Keaton (IW)
Wynter Benda (NO)
Lydia Pettis-Patton (PO)
Randy Wheeler (PQ)
Michael W. Johnson (SH)

Patrick Roberts (SU)
Dave Hansen (VB)
Neil Morgan (YK)
Andrew Trivette (WM)
Col. Herbert Joliat (Langley-Eustis)*
Rhonda Murraray (Alternate, U.S. Navy)
John Malbon (CTB)*

HRTPO Executive Director:

Robert A. Crum, Jr.

Other Participants:

Ella Ward (Alternate, CH)
Josh Moore (Alternate, WATA)

HRTPO Voting Members Absent:

Barry Cheatham (FR)
Phillip Bazzani (GL)
Eugene Hunt (PQ)
William Sessoms (VB)
Paul Freiling (WM)

James Utterback (VDOT)
John Reinhart (VPA)
Senator Frank Wagner (GA)
Delegate Chris Stolle (GA)

HRTPO Nonvoting Members Absent:

Brent Fedors (GL)	Art Moyer (FTAC)
Mary Bunting (HA)	Robert Bowen (Norfolk Airport)
Bryan Hill (JC)	Randall P. Burdette (VDOA)
Doug Smith (NO)	Capt. Richard Wester (U.S. Coast Guard)
Marvin Collins (WM)	Capt. Michael Moore (U.S. Navy)
Jeffrey Breeden (FAA)	Greg Edwards (CTAC)
Jessie Yung (FHWA)	Sandy Wanner (Peninsula Airport Commission)
Ryan Long (FTA)	

HRTPO Staff:

Camelia Ravanbakht	John Mihaly
Sam Braden	Keith Nichols
Rob Case	Joe Paulus
Kathlene Grauberger	Dale Stith
Andrea Grayer	

Others Recorded Attending:

Thelma Drake (NO); Bryan Stilley, Britta Ayers (NN); Dwayne Cook, Eric Stringfield, (VDOT), Donna Sayegh, (Citizens for Self-Government); Awil Sharma, (HNTB); Nick Antonucci, (HNTB); Judith Brown, (League of Women Voters); Bekki Jucksch, (Kimley-Horn); Bruce Sterling, Brett Burdick (VDEM); Jamie Jackson, Ray Amoruso, Sam Sink (HRT); Chuck Eastman, (Michael Baker); Scott Lovell, (WSP); John Hendrickson, (WSP); Brian Solis, Jeff Raliksi (VB); Sherri Neil, (PO); Leroy Bennett, (SU); Phil Damuth, (Damuth Trane); Mark Geduldig-Yatrofsky, (Portsmouth City Watch.org); Bob Baldwin, (PO); Randolph Cook, (SH); Dianna Howard, (VBTP); Jordan Pascale, (VA Pilot); R. Curtis Hardison, Sergeant Jesse Dennis (VA State Police); Kevin Page, (HRTAC); Kelli Arledge, Greg Grootendorst, Sharon Lawrence, Mike Long, Joe Paulus, John Sadler, Joseph Turner, Chris Vaigneur, Tara Walker (HRPDC Staff)

Approval of Agenda

Chair Linda Johnson asked for any additions or deletions to the agenda. Hearing none, Mayor Kenneth Alexander Moved to approve the agenda; seconded by Mr. Tom Shepperd. The Motion Carried.

Executive Director Report

Mr. Robert Crum, HRTPO Executive Director, directed members to his report included in the agenda package.

Mr. Crum reported HRTPO staff continues to work with VDOT and the Office of Intermodal Planning and Investment (OIPI) on the U.S. Route 58 corridor study. He expressed gratitude to the State for their assistance securing consultants. A meeting with the Cities of Suffolk and Franklin, and the Counties of Southampton and Isle of Wight will be held on June 14, 2017.

Mr. Crum mentioned that the 2018 General Assembly session is fast approaching and the HRTPO staff looks forward to working with Local Legislative Liaisons to piece together this year's legislative agenda. He then requested board members to share any thoughts they might have with himself or Dr. Camelia Ravanbakht as they begin the process of drafting the 2018 HRTPO Legislative Agenda. He noted the partnership with HRTAC on the submittal of a proposed regional gas floor tax and expects it to continue to be a major transportation funding priority.

Workshop Agenda

Commonwealth Transportation Board Member Comments and Updates

Mr. John Malbon, Commonwealth Transportation Board (CTB), reported the CTB met earlier this month in Roanoke. He stated the Revenue Sharing Committee has been working toward changes in the program. He mentioned recommendations have been discussed and next month they will get consensus with the board on the changes. He noted Aubrey Layne, Secretary of Transportation has indicated he would like to conduct public hearings in order to ensure everyone in the Commonwealth can have input and understand the proposed changes made to the program. Some of the changes being recommended to limit annual allocations to \$5 million per locality establish a maximum allocation of \$10 million per project, and some transfer language that they changed from the way it is currently being used.

Virginia Department of Transportation

Ms. Dawn Odom, Hampton Roads District Administrator, Virginia Department of Transportation (VDOT) announced VDOT released the draft FY 2018-2022 Six Year Improvement Program (SYIP) consisting of \$2.1 billion for Hampton Roads and \$14.7 billion statewide. For Hampton Roads, it includes \$1 billion of the Hampton Roads Transportation Funds and from the three formula programs. Hampton Roads is expected to receive a total of \$359 million which includes \$150 million from the high priority program, \$78 million from the district grant program and \$167 million from the state of good repair program. Over the next couple of weeks, VDOT will be working with staff to review the program and provide edits with the expectation the CTB will adopt. The SYIP will be on the CTB's Agenda next month for approval consideration.

Virginia Department of Rail and Public Transportation

Ms. Jennifer Mitchell, Director, Virginia Department of Rail and Public Transportation (DRPT), reported DRPT has a number of projects in VDOT's Six Year Improvement Program (SYIP) including a funding request from HRT for a number of new replacement buses which DRPT will be recommending for approval. For the rail, the recommendation is \$20 million for continued funding towards the Newport News intermodal and passenger rail station, as well as continued operational and capital funding for the second and third passenger trains to Norfolk. She encouraged the board to review the information on their website and provide comments.

Virginia Port Authority Update

Ms. Cathie Vick, Chief Public Affairs Officer, Port of Virginia, thanked HRTPO Board members who joined VPA in welcoming the COSCO Development, the largest ship to ever call on an East Coast port. She reported VPA continues to work with the Army Corps of Engineers on the general revaluation report to increase channel depth to 55 feet. The tentative timeline for the release of the report is August 2017. She announced the North gate at NIT should be completed by June 30th and Board members will be invited for a ceremonial first truck through the gate once Secretary Chao and the Governor confirm dates.

*Col. Herbert Joliat arrives

HRT and WATA Updates

Mr. William Harrell, President and CEO, Hampton Roads Transit (HRT) stated that during the April TPO Board meeting, a citizen indicated correspondence sent to his office went unanswered. He directed board members to the Correspondence of Interest section of the TPO agenda which included the letter HRT received and the response from Mr. Harrell dated June 2016. Mr. Harrell then reported, HRT is proceeding with the Naval Station Norfolk study and looking at the west side options to expand the Tide. Staff continues to meet with key stakeholders, including the military and ODU as well as neighborhood groups. He announced in June, HRT will meet with the cities of Hampton and Newport News to evaluate the high occupancy transit options from the Peninsula corridor study.

Mr. William Porter, Interim Executive Director, Williamsburg Area Transit Authority (WATA), announced on June 16th, Mr. Zach Trogdon will start as WATA's new Executive Director. He stated that on July 5th, WATA will begin the Mounts Bay Lackey Fixed Demonstration Route for area citizens. WATA is currently working with the Peninsula Agency on Aging and Williamsburg Faith for Action on a one-call senior Paratransit System. Lastly, Mr. Porter noted WATA just completed the Federal Transit

Administration's Tri-Annual Review which covers 17 different areas with WATA performing very well.

Citizen Transportation Advisory Committee (CTAC) Update

The CTAC Chair representative was not in attendance.

Military Liaisons Comments and Updates

The U.S. Coast Guard representative was not in attendance.

Rhonda Murray of the U.S. Navy thanked Hampton Roads Transit for the opportunity to participate in the Stakeholder groups for the Naval Station Transit Study.

FY 2018 Budget

Ms. Nancy Collins, HRTPO CFO, presented the FY 2018 budget for board approval. She directed members to agenda item 11 which included several reports depicting various trends, revenue services, and expenditures by program. She reported the Hampton Roads Planning District Commission is the fiduciary agent for the Transportation Planning Organization; these reports represent the entire organization and give a better perspective of the financial position of the organization as a whole. She stated the TPO is anticipating a modest 2.3% increase in the FY 18 budget. Personnel costs are anticipated to increase 4.1% due mainly to a 2.5% performance increase, a 12 % healthcare premium increase and some internal promotions and new hires. She noted local membership dues have increased over the years while the state allocation to PDCs has decreased significantly over the same time period. The funding sources cover the federally mandated matching funds for certain federal grant awards, as well as administering staff support, building costs, maintenance, supplies, and various assistance to special programs as requested by the localities. Ms. Collins concluded by stating at last month's joint Personnel and Budget Committee meeting, the committee unanimously voted to recommend that the board approve the upcoming fiscal year's budget.

This item was included in the meeting agenda for approval under Item #19-C.

Transit Capital Program Update

Ms. Jennifer Mitchell, Director, Virginia Department of Rail and Public Transportation, briefed the HRTPO Board on the progress of the Transit Capital Project Revenue Advisory Board, created by House Bill 1359 during the 2016 Virginia General Assembly Session. The legislation was drafted due to Capital Revenue Bonds, which supply \$110 million a year in transit funding, and expire in 2019. She stated loss of bond funds will result in a 44% decrease in transit capital funding. Ms. Mitchell outlined potential revenue strategies include increasing existing state rates, and increasing both state and regional rates. She

also stated regional revenue sources can be sized to specific needs, such as WATA and NoVA, adding a floor to the regional fuel sales tax could contribute to fund higher transit needs. She reported all State of Good Repair and Minor Enhancement projects will be scored and ranked separately from Major Expansion projects. All eligible projects will receive a score and be ranked. She stated that in the future, transit funding may be provided at a higher percentage, but to fewer projects.

Regional Transit Opportunities

Mr. Robert Crum, Executive Director, HRTPO, provided the board an overview of Regional Transit Opportunities. He stated the goal is to begin a dialogue about regional public transportation opportunities in Hampton Roads. He noted TPO staff can play an important role in this effort by elevating conversation and engaging local officials in the process, and working collaboratively with all of the regions transit agencies, to include HRT, WATA and the Suffolk system. The HRTPO passenger rail committee is a catalyst to look at connecting the Southside and Peninsula. Mr. Crum referred back to the October TPO board meeting when the board selected the HRBT and Alternative A as part of the selected alternative for the Hampton Roads Crossing Study and stated one of the conditions for approval was that transit use the managed lanes through HRBT. He mentioned other entities such as colleges and universities are great candidates to ride public transportation as well as tourists flying into Hampton Roads who do not have a vehicle and major work employment areas. He requested the Board approve consent agenda Item 19F to allow the TPO chair to fill vacancies on the task force with the highest elected official available to participate in these conversations. He concluded by requesting the board to direct staff to work with the rail and public transit task force and report back the TPO by November 30th with observations.

This item was included in the meeting agenda for approval under Item #19-F.

I-264/Independence Boulevard Interchange

Dr. Camelia Ravanbakht, HRTPO Deputy Executive Director, briefed the Board on a request from the City of Virginia Beach to advance the I-264/Independence Boulevard interchange project. She directed board members to a letter from Virginia Beach in the TPO agenda packet. She stated the request was internally reviewed and the recommendation is for the board to direct TPO staff to work with TTAC, localities', traffic engineers and planners and do a technical evaluation, using the prioritization tool and come back to the board for consideration Round 2 of regional priority projects. Mayor Krasnoff requested in terms of the Round 2 priority projects that an evacuation route coming off of I-464 be considered. Delegate Yancey asked for clarification regarding the 2040 plan and requested assurance that this 2nd round would not affect what the board previously prioritized for the 2040 plan. Dr. Ravanbakht assured board members the list of projects previously approved by the board would not be affected; the staff recommendation is to look at other projects moving beyond the current list.

Mayor Alexander, City of Norfolk, stated he felt it would be unfair to cherry pick projects that are not fully vetted and that are outside the approved plan. He stated that all localities have critical projects, but some do not meet the criteria set aside by HRTAC legislation.

Mr. Dave Hansen, Virginia Beach, replied that the City of Virginia Beach would like to fully fund the project itself with an Interchange Modification Report (IMR), associated with Town Center. He stated it is not the intent of the City to change the priorities that have been agreed upon, but to look forward and have a plan in place to substantiate what that intersection will look like. He reported the City has hundreds of millions of dollars of private capital willing to come to Virginia Beach, but the biggest issue is what to do with that intersection.

Delegate Yancey mentioned Denbigh Blvd and how it interlinks with I-64 on the Peninsula as a project going forward in Newport News. He stated everyone in the room has a big project of critical importance and suggested going through other projects for review and see how to fund them.

Mr. Hipple asked for clarification for the projects that were voted on, approved and in place for 2040 that they would not be touched during this Round 2 process. Mayor Rowe also asked for clarification regarding the prior studies. Dr. Ravanbakht replied there is no plan to touch any projects previously approved. She stated staff would like to compose another set of potential priority projects in case there is additional funding available. She explained it is a set of pipeline projects that will go through the prioritization process, review the technical evaluation and come back to the board with the results and score for each of the potential projects.

This item was included in the meeting agenda for approval under Item #19-G.

*Mr. John Malbon departs

Hurricane Evacuation/Traffic Plan

Mr. Bruce Sterling, Virginia Department of Emergency Management, (VDEM), Chief Region V Coordinator, provided the board a quick overview on the lane reversal plan. As a result of Hurricane Floyd, the Virginia State Police and VDOT constructed the current lane reversal plan. The route starts just west of the 4th View exit and goes to I-295 exit 200; it is about a 75 mile length of reversed lanes. If the lane reversal is implemented all of the traffic westbound on I-64 at the 4th View entrance will switch over and continue west in the eastbound lanes. There are plans to have mobile fueling stations, portajohns and a service area where travelers in the reversible lanes can stop. He detailed a timeline of events. Beginning at 96 hours VDEM will preposition state resources; at 72 hours, the governor will conduct a briefing with local officials, at 36 hours the governor will make a go-no go decision since it takes 6 hours to clear the interstates for the lane reversals. The lane reversal will start 24 hours prior to the event and will terminate at 6 hours. Mr. Sterling stated in July 2013 an exercise was performed and the interstates were shut down

VDOT performs annual maintenance of the gates and dropping of the gates to make sure they are secure.

*Mr. Rex Alphin arrives

Meeting Agenda

Public Comment Period

Ms. Donna Sayegh, Portsmouth Citizen, addressed the HRTPO Board regarding her concern about HRTPO and HRPDC organization.

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

Consent Agenda

The Consent Agenda is as follows:

- A. Minutes
- B. HRTPO Financial Report
- C. FY 2018 Budget
- D. FY 2015-2018 TIP Amendment: WATA
- E. FY 2015-2018 TIP Revision – CMAQ Transfer Request: VPA
- F. Regional Transit Opportunities
- G. I-264 Independence Blvd Interchange

Mayor Kenneth Alexander Moved to approve the Consent Agenda with the understanding that Agenda Item G is just a recommendation for TTAC to look at a second round of priority projects and that it will not impact the current projects already approved by the HRTPO Board; seconded by Mr. Michael Hipple. The Motion Carried.

HRTPO Board Three-Month Tentative Schedule

Chair Johnson outlined the HRTPO Board three-month tentative schedule in the Agenda Packet, noting the Board will not meet in June or August.

Minutes of HRTPO Advisory Committee Meetings

Chair Johnson noted there were summary minutes from the Transportation Technical Advisory Committee (TTAC) included in the Agenda packet.

For Your Information

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

Old/New Business

Chair Johnson noted the Personnel and Budget Committees of the HRTAC, and HRPDC/HRTPO met and it was decided that the time is now to have a committee to basically review the organizational structure. HRTAC Chairman Williams Sessoms asked Mayor Price to chair that committee.

Delegate Yancey asked if VDOT could provide a schedule for work-related projects. Ms. Odom responded VDOT experienced a delay due to some bad material but a lane closure advisory was published. He also had a follow up suggestion concerning agenda item 19F. He requested if appropriate at a future meeting, perhaps a consideration of opening up a discussion for other communities that have projects similar to Virginia Beach, Newport News and Denbigh Boulevard be given an opportunity to submit their projects.

Adjournment

With no further business to come before the Hampton Roads TPO, the meeting adjourned at 12:08 p.m.

Mayor Linda Johnson
Chair

Robert A. Crum, Jr.
Executive Director/Secretary

HRTPO
FISCAL YEAR 2017
5/31/2017
STATEMENT OF REVENUES AND EXPENDITURES
92% OF FISCAL YEAR COMPLETE

REVENUES	Annual Budget	Previous YTD	Current Month	YTD	% Received /Expended
VDOT-PL SEC 112	\$ 2,396,286	\$ 912,357	\$ 492,045	\$ 1,404,402	59%
HRTAC	136,000	40,165	20,622	60,787	45%
VDRPT 5303	828,193	408,283	-	408,283	49%
SP&R	72,500	29,470	14,784	44,254	61%
Total Revenue	<u><u>\$ 3,432,979</u></u>	<u><u>\$ 1,390,275</u></u>	<u><u>\$ 527,451</u></u>	<u><u>\$ 1,917,726</u></u>	56%
EXPENSES					
PERSONNEL	\$ 2,267,969	\$ 1,533,956	\$ 139,240	\$ 1,673,196	74%
STANDARD CONTRACTS	10,000	3,899	1,430	5,329	53%
SPECIAL CONTRACTS/PASS THROUGH	839,954	390,436	-	390,436	46%
OFFICE SERVICES	315,056	95,415	4,334	99,749	32%
INDIRECT COSTS		548,602	66,675	615,277	0%
Total Expenses	<u><u>\$ 3,432,979</u></u>	<u><u>\$ 2,572,309</u></u>	<u><u>\$ 211,678</u></u>	<u><u>\$ 2,783,988</u></u>	81%
AGENCY BALANCE	<u><u>\$ -</u></u>	<u><u>\$ (1,182,035)</u></u>	<u><u>\$ 315,773</u></u>	<u><u>\$ (866,262)</u></u>	

C. **FY 2015-2018 TIP REVISION – CMAQ TRANSFER REQUEST: NEWPORT NEWS**

The City of Newport News has requested to transfer a total of \$2,531,737 in Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds from two completed projects to another City CMAQ project that is currently underway. The requested transfer of funding will allow the project that was originally to implement Intelligent Transportation System (ITS) improvements at 12 intersections to be expanded to improve 70 intersections, as well as the underlying central communications system. The specifics of the request are described below:

- Newport News Intelligent Transportation System Upgrades (UPC 100608)
 - Change project description to “Includes improvements to traffic signal controllers, traffic monitoring equipment, data collection and analysis equipment, and traffic communications infrastructure citywide”.
 - Update project cost from \$300,000 to \$2,831,737, all as Preliminary Engineering (PE) cost.
 - Transfer \$2,497,818 FY 2009 CMAQ (\$2,126,423 federal and \$371,395 state match) from UPC 52350
 - Transfer \$33,919 FY 2012 CMAQ (\$27,135 federal and 6,784 state match) from UPC 98829

- Newport News Signal System Improvements (UPC 52350)
 - Transfer \$2,497,818 FY 2009 CMAQ (\$2,126,423 federal and \$371,395 state match) to UPC 100608

- Jefferson Avenue Corridor Improvements (UPC 98829)
 - Transfer \$33,919 FY 2012 CMAQ (\$27,135 federal and 6,784 state match) to UPC 100608

Should the HRTPO Board approve the CMAQ fund transfers and project revisions described above, the FY 2015-2018 Transportation Improvement Program (TIP) will be amended to account for the requested changes. This request has been made available for public review and comment from May 31, 2017 through June 14, 2017. The Transportation Technical Advisory Committee has recommended approval of the CMAQ fund transfers and associated TIP amendment.

RECOMMENDED ACTION:

Approve the CMAQ fund transfers and the associated TIP amendment.

D. FY 2015-2018 TIP AMENDMENT – VDOT

The Virginia Department of Transportation (VDOT) has requested to add a new project to the FY 2017-2018 Transportation Improvement Program (TIP). The specifics of the request are described below:

- Laskin Road Phase 1-A (UPC 111711) in Virginia Beach
 - Add new project to TIP
 - Description: Construct an 8-lane divided highway along Laskin Road from Republic Road to Fremac Drive.
 - Length of project: 1.0 mile
 - Project cost estimate:
 - Preliminary Engineering (PE) phase: \$1,600,000
 - Right-of-Way (RW) phase: \$762,500
 - Construction (CN) phase: \$26,637,700
 - Total cost: \$29,000,200
 - Add FY 2018 Allocation of \$2,019,946 National Highway System (NHS)/National Highway Performance Program (NHPP) funds
 - Add FY 2017 PE Phase Obligation of \$1,600,000 NHS/NHPP

This request has been made available for public review and comment from June 29, 2017 through July 13, 2017. The Transportation Technical Advisory Committee has recommended approval of the TIP amendment.

RECOMMENDED ACTION:

Approve the TIP amendment.

E. FY 2015-2018 TIP AMENDMENT – VDOT

The Virginia Department of Transportation (VDOT) has requested to revise information related to one project to the FY 2017-2018 Transportation Improvement Program (TIP). The specifics of the request are described below:

- I-264 Interchange Improvements at I-64 and Witchduck Road – Phase 2 (UPC 17630) in Norfolk and Virginia Beach
 - Revise project cost estimate as follows:
 - Preliminary Engineering (PE) phase: \$14,082,810
 - Right-of-Way (RW) phase: \$54,392,666
 - Construction (CN) phase: \$126,028,411
 - Total cost: \$194,503,887
 - Release Previous PE Phase Obligation of \$64,999 Advance Construction (AC) Other funds
 - Add FY 2015 RW Phase Obligation of \$19,825,428 Other-Hampton Roads Transportation Accountability Commission (HRTAC) funds
 - Add FY 2016 RW Phase Obligation of \$34,567,238 Other-HRTAC funds
 - Add FY 2017 PE Phase Obligation of \$199,910 Other-HRTAC funds
 - Add FY 2017 PE Phase Obligation of \$2,112,589 National Highway Performance Program (NHPP) funds
 - Add FY 2017 CN Phase Obligation of \$108,051,146 AC-Other funds
 - Add FY 2017 CN Phase Obligation of \$9,008,153 AC-NHPP funds
 - Add FY 2017 CN Phase Obligation of \$2,704,918 NHPP funds
 - Add FY 2017 CN Phase Obligation of \$346,699 Surface Transportation Program (STP)/Surface Transportation Block Grant (STBG) funds
 - Add FY 2018 CN Phase Obligation of \$5,380,820 AC Conversion-NHPP funds (related to Child project UPC 108041)

This request has been made available for public review and comment from June 29, 2017 through July 13, 2017. The Transportation Technical Advisory Committee has recommended approval of the TIP amendment.

RECOMMENDED ACTION:

Approve the TIP amendment.

F. HOV TO HOT LANE CONVERSION (I-264 TO BATTLEFIELD BLVD.) RESOLUTION OF SUPPORT

This item was presented under Workshop Agenda Item #11.

RECOMMENDED ACTION:

Approve the resolution.

G. I-64 SOUTHSIDE WIDENING AND HIGH-RISE BRIDGE – MANAGED LANES – RESOLUTION OF SUPPORT

This item was presented under Workshop Agenda Item #12.

RECOMMENDED ACTION:

Approve the resolution.

H. BIRTHPLACE OF AMERICA TRAIL: FINAL REPORT

This item was presented under Workshop Agenda Item #13.

RECOMMENDED ACTION:

Approve the final report for distribution.

I. HAMPTON ROADS REGIONAL FREIGHT STUDY: FINAL REPORT

This item was presented under Workshop Agenda Item #14.

RECOMMENDED ACTION:

Approve the final report for distribution.

J. 2045 SOCIOECONOMIC FORECAST

This item was presented under Workshop Agenda Item #15.

RECOMMENDED ACTION:

Approve the final forecast.

K. DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM: DRAFT DOCUMENT

As a sub-recipient of Federal Highway Administration (FHWA) funding assistance, and in accordance with USDOT 49 Code of Federal Regulation (CFR) Part 26, the HRPDC/HRTPO is required to operate under VDOT's FHWA-Approved DBE Program. During the 2016 Title VI Compliance Review, VDOT conducted an assessment of the HRPDC/HRTPO's DBE Program.

As a result of that review, HRPDC/HRTPO staff worked collaboratively with VDOT's District Office to develop a comprehensive Draft DBE Program Plan which includes HRPDC/HRTPO specific functional requirements. The Draft DBE Program Plan was posted for public review and comment from July 7, 2017 through July 20, 2017.

In addition, staff is creating a Supplier Diversity program with policies that will comprise a suite of program-specific requirements which will be applicable agency-wide.

Furthermore, staff is collaborating with VDOT and the local business community to develop a Small Business Portal called "BE Hampton Roads" for Minority-Owned, Women-Owned, Veteran-Owned, and small businesses in the region to access opportunities, business development resources, and obtain DBE and SWaM certification information.

On March 2, 2017, the HRPDC/HRTPO received the attached VDOT letter regarding the Draft Disadvantaged Business Enterprise Program for FY 2016 – FY 2019.

To review the Draft Disadvantage Business Program for FY 2016 – FY 2019 in its entirety, please go to: www.HRTPO.org or www.hrpdcva.gov.

Attachment 21-K1: Draft DBE Policy

Attachment 21-K2: VDOT Letter

RECOMMENDED ACTION:

HRPDC and HRTPO staff recommends approval of the Draft DBE Program document.

Hampton Roads Planning District Commission

Hampton Road Transportation Planning

Organization

Disadvantaged Business Enterprise

The Hampton Roads Planning District Commission (HRPDC) and The Hampton Roads Transportation Planning Organization (HRTPO) is committed to a Civil Rights Program for the participation of Disadvantaged Business Enterprises (DBEs) in HRPDC/HRTPO contracting opportunities in accordance with 49 Code of Federal Regulations (CFR) Part 26. As a sub-recipient of Federal Financial assistance from the United States Department of Transportation (USDOT), through the Virginia Department of Transportation (VDOT), and as a condition of receiving this assistance, HRPDC/HRTPO has signed an assurance that it will comply with 49 CFR Part 26.

It is the policy of HRPDC/HRTPO to ensure that DBEs as defined in 49 CFR Part 26 have an equal opportunity to receive and participate in DOT-assisted Contracts. The HRPDC/HRTPO adopts the following objectives:

- To ensure nondiscrimination in the award and administration of DOT-assisted contracts;
- To create a level playing field on which DBEs can compete fairly for DOT-assisted contracts;
- To ensure that the DBE Program is narrowly tailored in accordance with applicable law;
- To ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs;
- To help remove barriers to the participation of DBEs in DOT-assisted contracts;
- To promote the use of DBEs in all types of DOT-assisted contracts and procurement activities conducted by the HRPDC/HRTPO;
- To assist the development of firms that can compete successfully in the market place outside the DBE program; and
- To provide appropriate flexibility to sub-recipients of Federal financial assistance in establishing and providing opportunities for DBEs.

The DBE Senior Manager, Tara Walker, has been designated as DBE Liaison Officer with the responsibility of overseeing all aspects of the DBE Program. The DBE Senior Manager in coordination with other HRPDC/HRTPO personnel, has been delegated the authority for the development, implementation and monitoring of the DBE Program for contracts in accordance with HRPDC/HRTPO's nondiscrimination policy. It is the expectation that all HRPDC/HRTPO personnel shall adhere to the intent, as well as the provisions and procedures of the DBE Program. Implementation of the DBE Program is accorded the same priority as compliance with all other legal obligations incurred by HRPDC/HRTPO in its financial assistance agreements with the FHWA and the Federal Transit Administration.

HRPDC/HRTPO has disseminated this policy statement to our boards and all departments within our organization; DBE and non-DBE businesses, that perform work for HRPDC/HRTPO on DOT-assisted contracts, and organizations that communicate with such businesses. The HRPDC/HRTPO DBE Program will be mailed to all requesting agencies or individuals and made available through the HRPDC/HRTPO micro site www.behamptonroads.com.

Questions regarding this policy or implementation of this DBE Program should be addressed to Tara Walker, DBE Senior Manager, The Hampton Roads Transportation Planning Organization, 723 Woodlake, Drive, Chesapeake, Virginia 23320; Telephone number (757) 420-8300 ext. 346, or by e-mail at twalker@hrpdcva.gov

Robert Crum, Executive Director
Hampton Roads Planning District Commission
Hampton Roads Transportation Planning Organization

Date



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION
1401 EAST BROAD STREET
RICHMOND, VIRGINIA 23219 2000

Charles A. Kilpatrick, P.E.
Commissioner

March 2, 2017

Mr. Robert A. Crum, Jr.
Executive Director
Hampton Roads Transportation Planning Organization
The Regional Building
723 Woodlake Drive
Chesapeake, VA 23320

Re: HRTPO/PDC DBE Program Plan Review

Dear Mr. Crum:

In accordance with the United States Department of Transportation (USDOT) 49 Code of Federal Regulation (CFR) Part 26, the Virginia Department of Transportation (VDOT) conducted a review of the Hampton Roads Planning District Commission and Hampton Roads Transportation Planning Organization's (HRPDC/TPO) Disadvantaged Business Enterprise (DBE) Program. As a recipient of Federal Highway Administration (FHWA) funding assistance, the HRPDC/TPO is required to operate under VDOT's FHWA-approved DBE program. As a result of your adoption of VDOT's DBE Program, HRPDC/TPO is found in-compliance and your DBE program is approved.

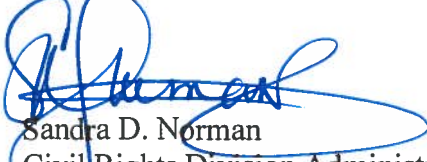
Since VDOT's initial program assessment conducted during the 2016 Title VI Compliance Review, your efforts to bring your program in compliance with Federal regulations and guidance are commendable. We recognize that your organization has some agency-specific functional requirements that have been incorporated in your DBE Program Plan. This detailed review resulted in recommendations that would further enhance the implementation of your program, while enhancing participation of DBE firms on DOT-assisted contracts administered by the HRPDC/TPO. In addition, the HRPDC/TPO's signed assurances indicate your intent to support the achievement of VDOT's overall DBE goal of 12.74 percent through demonstrated good faith efforts.

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It shall be your policy to ensure that DBEs, as defined in 49 CFR Part 26, have an equal opportunity to receive and participate in USDOT federally-funded contracts. Please ensure the widest distribution of your policy statement, including but not limited to your boards and sub-recipients. Your appointment of a DBE Liaison Officer (DBELO), Ms. Tara Walker, is paramount to the overall success for your DBE Program. As the DBELO, Ms. Walker is responsible for implementing all aspects of the HRPDC/TPO's DBE Program and ensuring that both HRPDC and TPO complies with all provisions of 49 CFR Part 26 as applicable to your agency, with independent access to you as the Executive Director regarding DBE Program matters.

If you have any questions, please do not hesitate to contact me at (804) 786-4552, Shay Ponquinette, Assistant Division Administrator at (804) 786-2935 or Queen Crittendon, Hampton Roads District Civil Rights Manager, at (757) 925-2519.

Sincerely,



Sandra D. Norman
Civil Rights Division Administrator
Virginia Department of Transportation

Cc: Mr. Quintin Elliott
Mr. James S. Utterback
Mrs. Camelia Ravanbakht
Mrs. Shay Ponquinette
Mrs. Queen T. Crittendon
Mr. Eric Stringfield
Mr. Mohamed Dumbuya
Ms. Tara Walker

L. HRTPO CITIZEN TRANSPORTATION ADVISORY COMMITTEE: MEMBERSHIP

The HRTPO Citizen Transportation Advisory Committee (CTAC) currently has vacancies for representatives from several Hampton Roads localities. As an advisory committee to the HRTPO Board, the mission of the CTAC is to provide the HRTPO with a citizen's viewpoint on regional transportation issues, strategies, funding, priorities, and the decision-making process of the HRTPO. The HRTPO posted a call for membership applications to the CTAC via a notice on the HRTPO website, HRTPO E-Newsletter, and Social Media.

The following individual has been recommended for CTAC membership:

City of Chesapeake

Ms. Susan Archer is the Owner and President of Old Dominion Container Repair. A lifelong resident of Chesapeake, Ms. Archer believes that transportation is a vital component in the growth of our region. She has volunteered with the Chesapeake Public School Education Foundation, Chesapeake Boys and Girls Board, is the past Chair of the Chesapeake Chamber, the Regional Chamber Board, and the Advisory Board of CHKD.

RECOMMENDED ACTION:

Approve Ms. Archer to fill the CTAC vacancy.