

**AGENDA ITEM #7: MINUTES**

Summary minutes of the TTAC meeting held on July 12, 2017 are attached.

Attachment 7

**RECOMMENDED ACTION:**

Approve the minutes.

**Summary Minutes of the HRTPO Transportation  
Technical Advisory Committee (TTAC) Meeting  
July 12, 2017**

The HRTPO Transportation Technical Advisory Committee (TTAC) Meeting was called to order at 9:36 a.m. in the Regional Building Boardroom, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

**TTAC Voting Members in Attendance:**

Paul Holt (Chair, JC)	Jackie Kassel (NN)	Carolyn Murphy (WM)
Sherry Earley (Vice Chair, SU)	Bryan Stilley (NN)	Jitender Ramchandani (DRPT)
Earl Sorey (CH)	Jeff Raliski (NO)	Dawn Odom (VDOT)
Garrey Curry (GL)	Thelma Drake (NO)	Eric Stringfield (VDOT)
John Yorks (HA)	LJ Hansen (SU)	Jeff Florin (VPA)
Angela Rico (Alternate, HA)	Robert Lewis (SU)	
Richard Rudnicki (IW)	Phil Pullen (VB)	
Jamie Oliver (IW)	Brian Solis (VB)	
Tammy Rosario (JC)	Tim Cross (YK)	

**TTAC Voting Members Absent:**

Steve Froncillo (CH)	Debbie Vest (PQ)	Sonya Hallums-Ponton (VDOT)
Anne Ducey-Ortiz (GL)	James Wright (PO)	Dannan O'Connell (PQ)
Lynn Allsbrook (HA)	Susan Wilson (PO)	Josh Moore (WATA)
Dennis Carney (IW)	Robert Grey (VB)	
Britta Ayers (NN)	Dan Clayton III (WM)	
Claudia Cotton (Alternate, NN)	Aaron Small (WM)	
Robert Brown (NO)	J. Mark Carter (YK)	
Ellen Roberts (PQ)	Keisha Branch (HRT)	

**TTAC Nonvoting Members in Attendance:**

**TTAC Nonvoting Members Absent:**

Melissa McGill (FTA)	Ivan Rucker (FHWA)
Rhonda Murray (NAVY)	

**HRTPO Staff:**

Sam Belfield	Kathlene Grauberger	Joe Paulus
Sam Braden	Mike Kimbrel	Leonardo Pineda
Theresa Brooks	Steve Lambert	Camelia Ravanbakht
Rob Case	John Mihaly	Dale Stith
Robert Cofield	Kendall Miller	
Shirley Core	Keith Nichols	

**Others Recorded Attending:**

Stephen Birch, Bekki Jucksch,(Kimley-Horn); Ryan Felton, Bob Mathias, Mark Shea (VA Beach);Olga Beltsar, Philippe Fenouil(HA); Lui Zukosky(Michael Baker);Chad Tucker, Jerry Pauley (VDOT); Karen McPherson(McPherson Consulting); Kirsten Tynch(VHB);Jim Long (RK&K);Kevin Page(HRTAC); Roberta Sylouff (JC);Greg Grootendorst, Chris Vaigneur (HRPDC Staff).

**Introductions**

Ms. Beth Lewis, Deputy Director, Community Development Southampton County and Mr. Donald Goodwin, Director, Community Development, City of Franklin were welcomed as committee members. Mr. Brian Solis, Transportation and Transit Manager, City of Virginia Beach introduced Mr. Ryan Felton, a Salem High School student participating in the Summer Youth program. Mr. John York, City of Hampton introduced two interns Olga Belstar and Phillipe Fenouil.

**Public Comment Period**

There were no public comments.

**Submitted Public Comments**

There were no submitted public comments in the agenda packet.

**Comments and Updates from State and Federal Agencies and the Military**

There were no comments from the Federal Highway Administration.

Ms. Dawn Odom, VDOT Hampton Roads District Planning and Investment Manager, followed up on several questions she was asked following her presentation on the Six-Year Improvement Program (SYIP) during the June TTAC meeting:

- Questions regarding SMART SCALE funding for the Hampton Roads Bridge-Tunnel (HRBT) project – Ms. Odom referred to comments on this topic by the Secretary of Transportation to the Hampton Roads Transportation Accountability Commission during its meeting of June 15, 2017 and stated the Secretary clarified in those comments the State’s intent to participate in the HRBT project.
- Questions regarding Northern Virginia Transportation Authority (NVTA) funding in the SYIP – Ms. Odom stated that many NVTA-funded projects are not included in the SYIP – that only projects that are administered by VDOT or that include funding that must be approved by the Commonwealth Transportation Board (CTB) are included in the SYIP. Projects that are fully-funded by NVTA and local funds and are not administered by VDOT do not show up in the SYIP.

- Question regarding the “Other Funds” revenue source that makes up a large portion of the funding on certain Northern Virginia projects – Ms. Odom stated the “Other” category of funding for Northern Virginia includes funding from a third party – the concessionaire involved with the project. The “Other” category is not funding from VDOT or the CTB.
- Question regarding the current available balance for the State of Good Repair (SGR) Program – Ms. Odom stated those funds will eventually be allocated to new projects. She noted that a new needs assessment will come out in FY 2018 which may change the amount of money that goes into the four SGR “buckets” in later years. She further noted that the majority of the available balance is in the last two years of the SYIP and will be affected by the new formula resulting from the new needs assessment.
- Concern regarding the public comment period for the FY 2018 – FY 2023 SYIP – Ms. Odom stated she has forwarded the concern about the public comment period focusing on the SMART SCALE process instead of the full draft SYIP to the VDOT Central Office.

Mr. Jitender Ramchandani, DRPT Transit Planning and Project Development Manager, reported the draft report for the HB1359 Transit Revenue Capital Advisory committee is on the DRPT website for review. The report examines additional sources for transit capital method prioritization of transit capital revenue. DRPT staff is currently making revisions and the report will be submitted to the General Assembly in August.

Mr. Jeff Florin, Senior Director of Port Development, Virginia Port Authority (VPA), reported the North Gate opened providing 26 new lanes. In August, a 14,400 TEU vessel the largest ship that can go through the Panama Canal will arrive at the Port. He explained with the larger volumes of cargo coming into the Port, Hampton Roads needs to make sure there is sufficient road and rail capacity to support the increase.

There were no comments from the Navy.

## **Approval of Agenda**

Chair Holt asked for additions or deletions to the TTAC Agenda. Mr. Eric Stringfield from the Virginia Department of Transportation (VDOT) requested a revision related to one project FY 2017-2018 Transportation Improvement Program UPC 17630. Ms. Dawn Odom, Virginia Department of Transportation noted that under Agenda Item #16, Mr. Chad Tucker, Virginia Department of Transportation, would be making the presentation. Mr. Florin Moved to approve the agenda; seconded by Mr. Stilley. The Motion Carried.

## **Summary Minutes**

Chair Holt reported the TTAC summary minutes from the June 7, 2017 meeting were included in the July 12, 2017 TTAC Agenda Packet. Chair Holt asked for any additions or corrections to the minutes. Hearing none, Mr. Cross Moved to approve the minutes; seconded by Mr. Allsbrook The Motion Carried.

## **Nominating Subcommittee**

Chair Holt advised the committee in accordance with the TTAC Bylaws, at least 60 days prior to the annual organizational meeting in October, the Chair shall appoint a Nominating Subcommittee composed of seven voting TTAC members, each representing a different locality or agency. Chair Holt also stated that Mr. Lynn Allsbrook had served on the subcommittee for many years and had expressed a desire to step down from the subcommittee. Chair Holt then appointed Ms. Susan Wilson, City of Portsmouth, and Ms. Jamie Jackson, HRT, to the subcommittee. Chair Holt announced Mr. Robert Lewis, City of Suffolk, would serve as the Chair.

### **FY 2015-2018 TIP AMENDMENT – UPC 111711**

Mr. Eric Stringfield, from the Virginia Department of Transportation (VDOT) requested to add a new project to the FY 2015-2018 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

Mr. Pullen Moved to recommend HRTPO Board approval of the TIP Amendment; seconded by Mr. Florin. The Motion Carried.

### **FY 2015-2018 TIP AMENDMENT - UPC 17630**

Mr. Eric Stringfield from the Virginia Department of Transportation (VDOT) requested a revision to information related to one project to the FY 2015-2018 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 \$5,830,820 AC Conversion-NHPP funds (related to Child project UPC 108041)

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

### **Hampton Roads Regional Freight Study: Final**

Dr. Camelia Ravanbakht, HRTPO Deputy Executive Director, reported the results of the study were presented to the TTAC during the April meeting. She noted the study is updated every three to five years. She thanked Mr. Jeff Florin and the Freight Transportation Advisory Committee for their assistance with the study and stated the study will be presented to the HRTPO board on July 20, 2017. She thanked Mr. Jeff Florin for his initiative with the Hampton Roads Corridors of Commerce study, which will be used for further refinement to identify critical corridors for freight impact to the regions economy.

Mr. Sorey Moved to recommend HRTPO Board approval of the final report; seconded by Mr. Stringfield. The Motion Carried.

### **Birthplace of America Trail: Final**

Dr. Camelia Ravanbakht, HRTPO Deputy Executive Director thanked Dr. Rob Case, Mr. Steve Lambert, and VDOT for their work on this project. She stated that the Birthplace of America Trail would extend from the Virginia Capital Trail 50 miles to the Virginia Beach oceanfront. She noted the draft report was presented to the TTAC during its June 2017 meeting and underwent public review from June 7, 2017 through June 21, 2017. Comments received have been included in an appendix of the final report. Next steps after endorsement from the TTAC members, seek HRTPO board approval on this alignment and secure funding.

Mr. Hansen Moved to recommend HRTPO Board approval of the Birthplace of America Trail; seconded by Ms. Kassel. The Motion carried.

### **Transportation Alternatives (TA) Set-Aside: FY 2019 Timeline**

Mr. Mike Kimbrel, HRTPO Principal Transportation Engineer, provided an outline of the FY 2019-2020 TA Set-Aside Project Selection Process. He noted this year's project selection is for two years FY 2019 and FY 2020. He stated the next opportunity to submit a TA Set-Aside application will be November 1, 2019. The available estimated funding per FY 2019-2020 are as follows: MPOs and Transportation Management Areas - \$6.1 million, CTB District Members - \$9.0M (\$1.0M to each), CTB At-large Members and Secretary - \$5.0 million; total statewide \$20.1 million. He then described the various project selection process steps. Mr. Kimbrel announced several important dates including July 26 applicant workshop at 10am in Smithfield, September 15 deadline for letters to the HRTPO requesting a resolution of support, November 1 application deadline (submit via SMART portal), and March 15, 2018 TPS meeting on TA Set-Aside project selection.



### **Hampton Roads Annual Roadway Performance Report: Draft**

Mr. Keith Nichols, HRTPO Principal Transportation Engineer, explained the draft report includes peak period congestion maps, regional congestion summaries, and existing and historical travel times for selected corridors. The report also includes regional weekday traffic by volumes for the previous six years, peak period speed, travel time index data and peak period congestion levels. The next steps for the draft include a public review until August 16. Approval of the final document will be requested at the September TTAC and TPO Board meetings.

### **Hampton Roads 2040 Rural Long-Range Transportation Plan: Draft**

Mr. Leonardo Pineda II, HRTPO Transportation Planner, presented the draft version of the Hampton Roads 2040 Rural Long-Range Transportation Plan. The RL RTP was developed as a blueprint, or vision plan, to address the needs of the transportation system in rural areas outside of the Hampton Roads metropolitan planning area (Southampton County and the City of Franklin), regardless of anticipated funding availability. This regional plan can be used by local, regional, and state agencies to help identify transportation funding priorities. He announced the plan will be available electronically through the HRTPO website. Hard copies of the plan will also be available at the Martin Luther King Recreation Center, Ruth Camp Campbell Library, Franklin City Hall and a Southampton location (TBD). He asked the committee to review the Draft 2040 RL RTP and submit comments by Friday, July 28, 2017.

### **SMART SCALE Recommended Changes for Round 3**

Mr. Chad Tucker, VDOT Assistant Division Administrator for Performance Based and Conceptual Planning, provided a summary of recommendations for improving the SMART SCALE process for Round 3. He noted SMART SCALE is the nation's first outcome-based prioritization process. He explained VDOT took a look back at Round 1 and Round 2 to identify potential changes in the administrative process and modifications to measures. VDOT looked at the projects being funded through SMART SCALE to determine if there is a bias towards project size and weighting frameworks and how they drive outcomes. Recommended changes to the schedule for Round 3 include a five-month project evaluation and scoring window two more months than previous rounds. There will also be a five-month application intake window, three more months than the previous round. He noted June 1 is the deadline for screening and eligibility and August 1 is the deadline for project submission. He outlined next steps which include a draft CTB Resolution and a draft Policy and Technical Guide which will be made available for public comment. In September – October 2017, Fall Transportation Meetings will be held to receive public comments on proposed changes.

## **Hampton Roads Regional Priority Projects Update**

Ms. Dawn Odom, VDOT Hampton Roads District Planning and Investment Manager, announced that at each seat was a copy of the July 2017 Monthly Executive Report used for HRTAC program development. She stated the monthly report includes the scope, financial summary, schedule and status.

## **TRAFFIX Subcommittee Update**

Mr. Steve Lambert, HRTPO Transportation Planner II, briefed the TTAC on the June 7, 2017 TRAFFIX Subcommittee meeting. He reported at that meeting TRAFFIX asked for a sponsorship for the Norfolk Bike share program at a cost of \$9,000 for three years. The sponsorship includes TRAFFIX branding at the first phase bike share station and five bicycles. The Subcommittee approved the sponsorship request. The second item discussed was to create a management position under Mr. Ron Hodges and that item was tabled until the next meeting. Mr. Lambert stated moving forward the Subcommittee will update the TTAC with any budgetary and major items as the Subcommittee meets.

## **Three-Month Tentative Schedule**

Chair Holt outlined the Three-Month Tentative Schedule in the Agenda Packet.

## **For Your Information**

Chair Holt reviewed the items in the For Your Information section of the Agenda Packet.

## **Announcements**

Chair Holt reviewed the items in the Announcements section of the Agenda Packet. A request was made for TPO staff to provide information to the committee on the US DOT INFRA Grant Program. Dr. Ravanbakht responded, stating Mr. Mike Kimbrel has been researching the program and will provide an update at a future meeting. She also stated the deadline for applications is November 2, 2017.

## **Old/New Business**

None

## **Adjournment**

With no further business to come before the Hampton Roads Transportation Technical Advisory Committee, the meeting adjourned at 11:23 a.m.