

AGENDA ITEM #5: APPROVAL OF CONSENT ITEMS *[Action Requested]*

A. Minutes

Summary minutes of the TTAC meeting held on September 2, 2020 are attached.

Attachment 5-A

RECOMMENDED ACTION:

Approve the minutes.

**Summary Minutes of the HRTPO Transportation
Technical Advisory Committee (TTAC) Meeting
September 2, 2020**

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

Mr. Michael Kimbrel, HRTPO Deputy Executive Director, read the following statement:

Pursuant to the declared state of emergency in the Commonwealth of Virginia in response to the COVID-19 pandemic and to protect the public health and safety of Transportation Technical Advisory Committee members, staff, and the general public, today's meeting is being held electronically via WebEx. These electronic meetings are required to complete essential business on behalf of the region.

Per the requirements of the Code of Virginia, the agenda and all supporting documentation were posted on the HRTPO website for public review, and electronic copies of this information were provided to TTAC members and other interested parties.

A recording is being made of today's meeting and will be posted on the HRTPO website. In addition, the general public was provided an opportunity to provide comments on today's meeting agenda via two options

- 1. Members of the public were invited to submit comments to the TTAC via email.*
- 2. Members of the public were also invited to call into a dedicated phone line where comments could be recorded for the TTAC.*

No comments were received as of noon yesterday.

Members of the public were also provided an audio-only phone line to listen to the meeting.

Before we begin today's meeting, I would like to review a few housekeeping rules which are important as we complete this remote meeting:

All members are asked to keep their phones and computers muted except for when you are providing input.

Please identify yourself when speaking by providing your name and the locality you represent. Do the same should you provide a motion or a second.

All votes taken today must be made by roll call vote and recorded in the minutes.

Thank you for your cooperation and patience. Attendance will now be recorded by roll call.

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

TTAC Voting Members in Attendance:

Robert Lewis (Chair, SU)	Bridjette Parker (NN)	Phil Pullen (VB)
Benjamin Camras (CH)	Bryan Stilley (NN)	Carolyn Murphy (WM)
Troy Eisenberger (CH)	Robert Brown (NO)	Tim Cross (YK)
Tracy Jones-Schoenfeld (CH)	Amy Inman (NO)	Tiffany Dubinsky (Alternate, DRPT)
Carol Rizzio (GL)	Deborah Mangiaracina (NO)	Sam Sink (HRT)
Lynne Keenan (HA)	Carl Jackson (PO)	Sonya Hallums-Ponton (VDOT)
Sandon Rogers (Alternate, HA)	LJ Hansen (SU)	Bryant Porter (Alternate, VDOT)
Jamie Oliver (IW)	Jason Souders (SU)	Eric Stringfield (VDOT)
Benjamin Sullivan (IW)	David Jarman (VB)	Barbara Nelson (VPA)
Paul Holt (JC)	Ric Lowman (VB)	Joshua Moore (WATA)

TTAC Voting Members Absent:

Donald Goodwin (FR)	Garrett Feagans (PQ)	Daniel Clayton (WM)
Anne Ducey-Ortiz (GL)	Charles Horton (PQ)	Aaron Small (WM)
Michael Hayes (HA)	Dannan O'Connell (PQ)	Earl Anderson (YK)
Jason Mitchell (HA)	Michael Johnson (SH)	Joe Sisler (YK)
Tammy Rosario (JC)	Beth Lewis (SH)	Grant Sparks (DRPT)
Angela Rico (NN)	Lynette Lowe (SH)	Todd Halacy (VDOT)
James Wright (PO)		

TTAC Non-Voting Members in Attendance:

Michael King (NAVY)

TTAC Non-Voting Members Absent:

Ivan Rucker (FHWA)
Melissa McGill (FTA)

HRTPO Staff in Attendance:

Sam Belfield	Bishoy Kelleny	Keith Nichols
Theresa Brooks	Michael Kimbrel	Leo Pineda
Rob Case	Steve Lambert	Jeff Raliski
Kathlene Grauberger	John Mihaly	Dale Stith
Uros Jovanovic	Kendall Miller	

Others Recorded Attending:

Keisha Branch (HRT); Chris Voigt (VDOT); Karen McPherson (McPherson Consulting); Chris Wichman (OIPI); Jim Long (RK&K); Logan Grimm, Andrew Margason, Chris Vaigneur (HRPDC Staff)

Introductions

Mr. Troy Eisenberger introduced Ms. Tracy Jones-Schoenfeld as the newest TTAC Voting member representing the City of Chesapeake.

Approval of Agenda

Chair Robert Lewis asked for additions or deletions to the TTAC Agenda. Hearing none, the Agenda was approved by Affirmation.

Public Comments

No public comments were received by noon on September 1, 2020.

Approval of Consent Items [Action Requested]

A. Minutes

Mr. Tim Cross Moved to approve the Consent Agenda as written; seconded by Mr. Carl Jackson.

A roll call vote was conducted:

Benjamin Camras (CH)	Yes
Troy Eisenberger (CH)	Yes
Tracy Schoenfeld (CH)	Yes
Carol Rizzio (GL)	Yes
Lynne Keenan (HA)	Yes
Jamie Oliver (IW)	Yes
Benjamin Sullivan (IW)	Yes
Paul Holt (JC)	Yes
Bridjette Parker (NN)	Yes
Bryan Stilley (NN)	Yes
Robert Brown (NO)	Yes
Amy Inman (NO)	Yes
Debbie Mangiaracina (NO)	Yes
Carl Jackson (PO)	Yes
LJ Hansen (SU)	Yes
Robert Lewis (SU)	Yes
Jason Souders (SU)	Yes
David Jarman (VB)	Yes
Ric Lowman (VB)	Yes
Phil Pullen (VB)	Yes
Carolyn Murphy (WM)	Yes
Timothy Cross (YK)	Yes
Timothy Dubinsky (Alternate, DRPT)	Yes
Sam Sink (HRT)	Yes
Sonya Hallums-Ponton (VDOT)	Yes
Bryant Porter (Alternate, VDOT)	Yes

Eric Stringfield (VDOT)	Yes
Barbara Nelson (VPA)	Yes
Joshua Moore (WATA)	Yes

Regarding the Motion on the floor, The Motion Carried.

Public Transportation Working Group (PTWG) [Action Requested]

Mr. Michael Kimbrel, HRTPO Deputy Executive Director, reported that at its 2020 Session, the Virginia General Assembly passed Senate Bill 1038 (identical to House Bill 1726) which, upon approval by the Governor, created the Hampton Roads Regional Transit Program (HRRTP) to develop, maintain, and improve a core regional network of transit routes and related infrastructure, rolling stock, and support facilities that have the greatest positive impacts on economic development potential, employment opportunities, mobility, environmental sustainability, and quality of life. Mr. Kimbrel stated that the HRRTP forms the basis for the regional transit planning process coordinated by the federally designated Metropolitan Planning Organization (MPO) and shall be funded by the following taxes imposed in the six localities served by Hampton Roads Transit (HRT):

- An additional grantor’s tax of \$0.06 per \$100 of value real estate conveyed
- A regional transient occupancy tax of 1% of the charge for the occupancy

He noted that the legislation also dedicated \$20 million from existing statewide recordation taxes to fund the Program and created the Hampton Roads Regional Transit Fund (HRRTF), into which moneys generated from these sources will be deposited. The HRRTF will be managed by the Hampton Roads Transportation Accountability Commission (HRTAC). The moneys in the HRRTF shall be used solely for the core and connected regional network of transit routes and related infrastructure, rolling stock, and support facilities, to include the operation of a regional system of inter-jurisdictional, high-frequency bus service, in the six localities served by HRT; and for specified administrative and operating expenses of HRTAC.

Mr. Kimbrel stated that planning, coordination, development, financing, and delivery of projects related to the HRRTP and Fund will be carried out via a cooperative effort involving the HRTPO, HRTAC, and HRT. He indicated that to assist with the HRTPO portion of this effort, HRTPO staff recommends establishing a Public Transit Working Group (PTWG) comprised of one voting TTAC member from each of the six localities served by HRT (Chesapeake, Hampton, Newport News, Norfolk, Portsmouth, and Virginia Beach). In addition to the six voting members, Mr. Kimbrell noted that the Working Group may benefit from the inclusion of additional stakeholders. HRTPO staff will administer the Working Group.

One locality and five agencies requested that the PTWG include one non-voting representative from:

- Isle of Wight County
- Virginia Department of Rail and Public Transportation (DRPT)
- Hampton Roads Transit (HRT)
- Suffolk Transit
- Virginia Department of Transportation (VDOT)
- Williamsburg Area Transit Authority (WATA)

Ms. Amy Inman suggested that the Group include an HRTAC representative as a non-voting member or at a minimum, attend all meetings as the interaction between the PTWG and HRTAC is crucial to the Group's success.

Mr. Kimbrel requested that representatives be appointed to the Group no later than September 15, 2020 as the Group will begin meeting sometime in October.

Ms. Amy Inman Moved to establish the Public Transit Working Group (PTWG), to be comprised of one voting TTAC member each from Chesapeake, Hampton, Newport News, Norfolk, Portsmouth, and Virginia Beach; along with one non-voting member from Isle of Wight County, DRPT, HRT, Suffolk Transit, VDOT, and WATA; seconded by Mr. Bryan Stilley. The Motion Carried by Affirmation.

2045 Long-Range Transportation Plan Update: Transportation Challenges and Strategies Report: Draft

Mr. Leo Pineda, HRTPO Transportation Planner II, reported that the 2045 Hampton Roads Long-Range Transportation Plan (LRTP), on schedule for HRTPO Board adoption next year, is being produced as a compendium of reports. He noted that to date, reports have been released on the 2045 Socioeconomic Forecast and TAZ Allocation, Regional Needs, and the Title VI/Environmental Justice Candidate Projects Evaluation. Additional reports will be produced related to Project Prioritization, the Funding Plan (including a fiscally-constrained list of LRTP projects), Plan Performance, a Project Information Guide, documentation of Public Involvement efforts, and Rural Transportation.

Mr. Pineda stated that the draft *2045 LRTP Transportation Challenges and Strategies* report details current and anticipated challenges associated with transportation in Hampton Roads. Chapters in the report focuses on challenges related to mobility and accessibility, system preservation, the environment, and financial issues. He commented that the report also highlights a number of strategies that will help address these challenges.

Mr. Steve Lambert, HRTPO Transportation Planner II, stated that the public transportation section of the report addresses the unique challenges and strategies that transit agencies face not only in affected localities, but also across the region. Challenges in the public transportation sector are as follows:

- Ridership
- Funding for Operating and Capital Expenses
- Aging Fleet
- Service Coverage

Mr. Lambert discussed several strategies to address these specific challenges, including:

- Integrated Transit Networks
- More Efficient and Effective Bus Transit
- Fixed Guideway Expansion Studies
- Transit Development Plans
- Hampton Roads Regional Transit Program

He noted that the draft *2045 LRTP Transportation Challenges and Strategies* report will be made available for public review and comment after the TTAC meeting and requested members review the report and submit any comments to Leo Pineda by COB Friday, September 18, 2020.

Congestion Management Process Part II – System Performance: Draft

Mr. Keith Nichols, HRTPO Principal Transportation Engineer, reported that the Hampton Roads Congestion Management Process (CMP) is an on-going systematic process for managing congestion that provides information and analysis on multimodal transportation system performance and on strategies to alleviate congestion and enhance the mobility of persons and goods regionwide. During this process, HRTPO staff works with state and local agencies to develop these strategies and mobility options.

Mr. Nichols stated that HRTPO staff is in the process of updating the CMP report. Similar to the 2014 report, the 2020 CMP report will include a thorough assessment of the roadway system in Hampton Roads, a regional roadway network congestion analysis, a ranking of the most congested corridors, and a list of congestion mitigation strategies and recommended improvements for the congested corridors. The 2020 CMP will also provide data and a list of candidate projects for consideration in the 2045 LRTP Project Prioritization Process.

He noted that the 2020 Hampton Roads CMP report is being released in three parts, of which, today's briefing is focused on Part II:

- Part I – Introduction and System Monitoring (February 2020)
- Part II – System Performance
- Part III – Congestion Mitigation (Winter 2020/2021)

Mr. Nichols indicated that the System Performance section of the CMP report provides a thorough assessment of the current operating conditions of the Hampton Roads roadway system, particularly during peak periods of travel. The performance of roadway segments throughout the region is analyzed using travel time and speed data collected by INRIX and through a planning-level analysis for roadways without this data. INRIX collects travel times and speeds continuously, which enables numerous congestion measures to be reported, such as average travel speeds, congestion duration, total delay, and travel time reliability.

Mr. Nichols noted that the draft *Hampton Roads Congestion Management Process: Part II – System Performance* report will be available for public review and comment from August 26, 2020, through September 25, 2020. He requested TTAC members review the report and submit any comments to him by COB Friday, September 25, 2020.

FY 2018-2021 Transportation Improvement Program (TIP) Snapshot

Ms. Kathlene Grauberger, HRTPO Transportation Planner, reported that the HRTPO is charged with maintaining the Transportation Improvement Program (TIP) per federal regulations (23 USC 134) and is produced by HRTPO staff utilizing data provided by VDOT and the region's transit agencies. She stated that the Snapshot provides an overview of data from January – March 2020 and is a review of:

- Phase and Total Project Expenditures
- Update on Regional Priority Projects under Construction
- CMAQ and RSTP Stalled Projects

Ms. Grauberger highlighted the projects with over \$1 million in construction expenditures during the reviewed quarter and noted that the highest expenditures were on the Regional Priority Projects, with the remaining projects spread out across the region.

The Snapshot's featured project under construction, Coliseum Drive Extension, has a cost estimate of approximately \$5 million and is located in the Coliseum Central area of Hampton. Ms. Grauberger stated that the new four-lane roadway extension will be a much needed asset for the City as the area includes the Hampton Coliseum, the Peninsula Town Center, and the Sentara CarePlex Hospital.

A total of 72 CMAQ/RSTP projects had no expenditures during the October 2019 – March 2020 time frame and of these:

- 8 projects were cancelled
- 22 projects were awaiting financial closeout
- 35 projects were delayed
- 7 projects had phases just underway

Ms. Grauberger noted that next steps will include working with the localities and agencies with stagnated projects to move them forward or transfer the funds to other projects. Chair Lewis requested an email be transmitted to the affected localities/agencies before contact is made by HRTPO staff. Ms. Grauberger replied affirmatively.

StreetLight Mobility Analytics Platform: Update

Dr. Robert Case, HRTPO Chief Transportation Engineer, reported that StreetLight is a transportation analysis web-based platform that records trip and related demographic data. He stated that VDOT contracts with StreetLight for access to its transportation data, its mobility analytics software platform, *StreetLight InSight*, and provides access to these resources to VDOT consultants and MPOs.

Dr. Case outlined the StreetLight methodology and how HRTPO staff utilized the platform in the past year to analyze the following:

- Highway Gateways used by Port trucks in Hampton Roads
- River crossings used by people who drive out of their way to avoid paying tunnel tolls
- Impact of a lower speed limit on Hampton Boulevard and the number of trucks who travel it
- Annual Average Daily Traffic (AADT) statistics for the region

He noted that the current contract does not include alternative modes of transportation and stated that HRTPO staff is participating in a multimodal trial to assist VDOT in determining whether the State should purchase this data as part of the next contract.

Dr. Case explained that HRTPO staff used StreetLight data to determine:

- Where people are using bikes in Hampton Roads
- Home location of trail users in Hampton Roads

Dr. Case stated that TTAC members will have an opportunity to request special studies that could include the use of StreetLight data during development of the FY 2022 Unified Planning Work Program (UPWP).

VTrans: Approach to Prioritizing the Mid-Term Transportation Needs

Mr. Chris Wichman, OIPI Senior Transportation Planner, reported that earlier this year, the Commonwealth Transportation Board (CTB) accepted the 2019 VTrans Mid-Term Needs and directed the Office of Intermodal Planning and Investment (OIPI) to prioritize the identified Needs.

Mr. Wichman stated that VTrans Needs are identified for two planning horizons, that of mid-term and long-term. Mid-Term Needs have a 7 – 10-year planning horizon and are used to:

- Screen SMART SCALE applications
- Prioritize VDOT Revenue Sharing applications
- Form the basis of the VTrans Multimodal Project Study Pipeline

He noted that the steps involved with the prioritization of the Mid-Term Needs are to:

- Establish criteria for aggregating VTrans Needs categories
- Establish priorities with each VTrans Needs category
- Assign weightings to each VTrans Needs category priority
- Adjust for influencing factors

Mr. Wichman stated that OIPI will be hosting a series of virtual workshops and online engagements to share the initial prioritization of the 2019 VTrans Mid-Term Needs. One of the goals of the workshops and online engagements is to actively collaborate with local and regional transportation partners to improve the methodology.

The CTB plans to take action on the prioritization of the VTrans Mid-Term Needs in December 2020.

Three-Month Tentative Schedule

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

For Your Information

Chair Lewis highlighted the items in the For Your Information section in the Agenda Packet.

Announcements

Chair Lewis noted the 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 11:20 a.m.