

AGENDA ITEM #1: CALL TO ORDER

The meeting will be called to order by the Chair at approximately 9:30 a.m.

AGENDA ITEM #2: PUBLIC COMMENT PERIOD (Limit: 3 minutes per individual)

Members of the public are invited to address the TPS. Each speaker is limited to three minutes.

AGENDA ITEM #3: APPROVAL OF AGENDA

Members are provided an opportunity to add or delete items from the agenda. Any item for which a member desires an action from the TPS should be submitted at this time, as opposed to under "Old/New Business".

AGENDA ITEM #4: MINUTES

SUBJECT:

Minutes of the previous TPS meeting.

BACKGROUND:

Minutes of the TPS meeting held on January 11, 2013.

Attachment 4

RECOMMENDED ACTION:

Approve the minutes.

**Summary Minutes of the
Hampton Roads Transportation Programming Subcommittee (TPS)
Meeting
January 11, 2013**

The Hampton Roads Transportation Programming Subcommittee (TPS) Meeting was called to order at 9:34 a.m. in the Regional Boardroom, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

TPS Voting Members:

Kevin Abt, VPA

Keisha Branch, HRT

Robert R. Brown, NO

Timothy C. Cross, YK

Kevan Danker, WATA

Anne Ducey-Ortiz, GL

Paul Holt, JC

Jacqueline Kassel, NN

Robert E. Lewis, SU

Reed T. Nester, WM

Jamie Oliver, IW

Phil Pullen, VB

Steve Rowan, VDOT

Eric Stringfield, VDOT

John Yorks, HA

TPS Voting Members Absent:

C. Earl Sorey, Jr., CH

Ivan P. Rucker, FHWA

Emily Stock, DRPT

Wendy Vachet, NAVY

Susan Wilson, PO

Kevin Wyne, PQ

HRTPO Staff:

Robert B. Case

Mike Kimbrel

Jessica M. Nappi

Camelia Ravanbakht

Other Participants:

Toni Alger, VB

Mitzi Crystal, VDOT

Sherry Earley, SU

Brian Fowler, NO

Robert K. Gey, VB

Sonya Hallums-Ponton, VDOT

Franklin Hickman, VB

Karen McPherson, Kimley-Horn

Tammy Rosario, JC

Daniel Rydzewski, NO

Chris Swartz, HA

Julie Timm, HRT

Chris Wichman

1. CALL TO ORDER

Chairman King, in lieu of his position, appointed TTAC Vice-Chair, Robert K. Gey, to chair the TPS meeting. Chairman Gey chaired the TPS meeting and called the meeting to order at 9:34 a.m.

2. PUBLIC COMMENT PERIOD

There were no public comments.

3. APPROVAL OF AGENDA

Chairman Gey asked for additions or deletions to the agenda. Mr. Cross moved to approve the agenda, seconded by Ms. Kassel. The Motion Carried.

4. UPDATE ON AVAILABLE CMAQ/RSTP FUNDS

Mr. Kimbrel briefed the TPS on the \$1,017,999 in CMAQ funds made available after York County canceled three CMAQ projects and requested members to announce their need for these funds. Mr. Kimbrel noted that some of the available funds will require a 20% local match unless those funds are allocated to projects that qualify for 100% federal funding.

The City of Newport News expressed that they could utilize all of the available funds for the Amtrak Station Relocation project (UPC# 102734); the City of Norfolk stated they needed \$50,000 and \$200,000 for the Norfolk Signal System Improvements projects (UPC# 99108 and UPC# 99107, respectively); HRT stated the agency could utilize all of the available funds to purchase two replacement buses; and Virginia Beach expressed a need for \$50,000 for the Rosemont Road and Lynnhaven Parkway Intersection Improvements project (UPC# 84335).

Following a brief discussion, the City of Virginia Beach removed their request for funds for their intersection improvements project, and the TPS agreed to make projects “whole” as much as possible through these available funds in order to allow them to progress. As such, the TPS decided to make the following allocations (with the understanding that the HRT bus replacement project would receive favorable consideration when additional funds become available):

- \$50,000 Norfolk Signal System Improvements project (UPC# 99108)
- \$75,000 Norfolk Signal System Improvements project (UPC# 99107)
- \$892,999 Newport News Amtrak Station Relocation project (UPC# 102734)

Mr. Kimbrel indicated that the HRTPO staff and City staffs would coordinate to determine the allocation years of these funds.

Mr. Lewis Moved to approve the CMAQ allocations as specified above, and “the committee endorse the idea that we would try to find funding as soon as possible to shift to HRT to fund the buses.” Ms. Kassel seconded the motion and the Motion Carried.

Note: Following the TPS meeting, the HRTPO staff discovered a discrepancy in the amount of CMAQ funds available to transfer as a result of the York County request to return funds to the CMAQ reserve. The amount of FY 1999 funds available to transfer was actually \$208,270, not \$226,082 as indicated in the agenda note – a difference of \$17,812. The HRTPO staff coordinated with Newport News and Norfolk staffs, recommending that the amount allocated to the Newport News Amtrak Station project (UPC# 102734) be reduced by \$17,812 to account for the difference. Newport News and Norfolk staffs concurred with the HRTPO staff recommendation.

5. "OUT OF CYCLE" CMAQ/RSTP REQUEST: JAMES CITY COUNTY

Mr. Kimbrel briefed the TPS on the James City County request to consider making a current RSTP project eligible to receive CMAQ funds and on the current guidelines of how to handle out of cycle requests, per the *Guide to the HRTPO CMAQ/RSTPR Project Selection Process*. Ms. Rosario stated that James City County currently has available CMAQ funds they would like to transfer to the Pocahontas Trail (Route 60) Multimodal Corridor (UPC# 102980) project should this project be made eligible for CMAQ funds, and would submit a request for a TIP amendment subsequently.

Following a brief discussion, Mr. Pullen Moved to recommend to the TTAC and HRTPO Board that UPC# 102980 be made eligible to receive CMAQ allocations, seconded by Mr. Yorks. The Motion Carried.

6. FEDERAL CERTIFICATION REVIEW RECOMMENDATIONS: STATUS REPORT

Mr. Kimbrel briefed the TPS on the most recent Federal certification review of the HRTPO and the FHWA/FTA final report of its evaluation. Mr. Kimbrel stated that although the November 14, 2012 report does not include any corrective actions, the report includes a number of programmatic recommendations the HRTPO staff should "give serious consideration to full implementation of the recommendations for improvement" before the next certification review. Mr. Kimbrel noted the current status on addressing each of those recommendations.

This item was for discussion and informational purposes. No action taken on this item.

7. DISCUSSION ON "STALLED" CMAQ/RSTP PROJECTS

Mr. Kimbrel briefed the TPS on the TIP performance measures and indicated that the TIP Quarterly Snapshot shows a number of CMAQ/RSTP project with no expenditures. Mr. Kimbrel and Mr. Rowan explained that there are several reasons for why these projects show no expenditures over the previous quarters even though they are technically not "stalled". For those projects that are truly not making expenditures and are stalling, Mr. Kimbrel expressed that efforts should be made to move these projects forward or reallocate the funds to a project that can utilize these funds immediately.

Mr. Stringfield referred to the VDOT Standard of Reasonable Progress document that the TPS previously reviewed. Ms. Ravanbakht asked if the document had been updated to reflect the TPS comments from the October 19, 2012 meeting. Mr. Stringfield replied that it had not. Ms. Ravanbakht reminded Mr. Stringfield that he had agreed to redistribute the document to the TPS once the comments have been addressed.

This item was for discussion and informational purposes. No action taken on this item.

8. DISCUSSION ON SIGNAL TIMING PROJECTS

Ms. Ravanbakht initiated the discussion on the effectiveness of signal timing improvement projects. Since these projects have received a substantial portion of CMAQ funds since FY 1993, Ms. Ravanbakht requested members with experience in large-scale signal retiming projects to provide feedback on the effectiveness. Several members indicated that CMAQ funds provide localities an opportunity to fund these

types of projects as localities are faced with limited financial and human resources for this work.

Following a brief discussion, including references to a recent FHWA recommendation on the development of locality signal timing coordination plans to identify a locality's philosophy regarding signal timing, there was consensus among TPS members that this topic should be included on the agenda of the next Hampton Roads Transportation Operations (HRTTO) Subcommittee and that the HRTTO should provide recommendations for consideration by the TTAC.

This item was for discussion and informational purposes. No action taken on this item.

9. OLD/NEW BUSINESS

Mr. Pullen indicated that the City of Virginia Beach is considering submitting an out of cycle CMAQ/RSTP request to transfer funds from a "stalled" Virginia Beach project to another Virginia Beach project that could utilize the funds. Mr. Kimbrel stated if there is no urgency to transfer the funds, the City could wait until the HRTPO CMAQ/RSTP Project Selection Process begins this summer and submit the project for evaluation under the standard process rather than as an out of cycle request. Mr. Pullen stated the City will review the project needs and determine whether an out of cycle request will be necessary.

ADJOURNMENT

There being no more business before the Hampton Roads Transportation Programming Subcommittee, the meeting was adjourned at 11:25 a.m.