

**TRI-CITIES AREA METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE
Meeting Agenda**

Colonial Heights Public Library (1000 Yacht Basin Drive Colonial Heights, VA)

April 7, 2017
10:00 AM

Meeting Type: Annual
 Regular
 Special (Called)
 Invitees:

Agency	Name	
Chesterfield County	Ms. Barb Smith	Voting
City of Colonial Heights	Mr. Scott Davis	Vice Chair
Dinwiddie County	Mr. Mark Bassett	Voting
City of Hopewell	Mr. Ed Watson	Voting
City of Petersburg	Mr. Daniel Harrison	Voting
Prince George County	Ms. Julie Walton	Chair (Voting)
Virginia Department of Transportation (VDOT)	Mr. Mark Riblett	Voting
Petersburg Area Transit	Mr. Terry Burgess	Voting
Virginia Department of Rail and Public Transportation (VDR&PT)	Ms. Katie Schwing	Voting
Crater Planning District Commission	Mr. David Hyder	Secretary (Voting)
Federal Transit Commission (FTA)	Ms. Melissa P. McGill Long	Non-Voting
Federal Highway Administration (FHWA)	Mr. Mack Frost	Non-Voting
Fort Lee	Mr. Fritz Brandt	Non-Voting
Petersburg National Battlefield Park	Mr. Adam Baghetti	Non-Voting
City of Petersburg	Mr. Jack Berry	
Petersburg Area Transit	Ms. Tracie Douglass	

Call to order

Approval of minutes from last meeting

Action Needed

Approval

Open issues

Status Report on the NEPA Rail Station Study

FRA has completed their legal sufficiency review and the Consultant has completed his revisions of the document. Mr. Morris has signed the document for the Crater Planning District Commission.

2040 Plan Update

The Technical Committee and the Policy Committee have had a hard copy of the Draft Report since our last meeting. In the meantime we have prepared an executive summary and added that to the report. We have also shared the draft with the environmental agencies for their comments. To date we have received no comments from them.

Staff is ready to ask the Policy Committee to put the document out for comment.

Objectives	Major Tasks	Completion Date/Schedule	Owner/Priority
<input checked="" type="checkbox"/>	1 Socio-Economic Forecast to 2040		
<input checked="" type="checkbox"/>	2 Revenue Forecast		
<input checked="" type="checkbox"/>	3 Goals, Objectives & Targets for Performance Measures		
<input checked="" type="checkbox"/>	4 Local Governments Submit Candidate Projects		
<input checked="" type="checkbox"/>	5 Update Congestion Management Plan		B A B
<input checked="" type="checkbox"/>	6 Scope & Cost Estimates for Candidate Projects		A
<input checked="" type="checkbox"/>	7 Develop Project Ranking/Selection Process		A B C
<input checked="" type="checkbox"/>	8 Rate Candidate Projects		A B B
<input checked="" type="checkbox"/>	9 Apply Revenue Forecasts to the Project List		A C C
<input checked="" type="checkbox"/>	10 Incorporate CMP Recommendations		A
<input checked="" type="checkbox"/>	11 Write Draft 2040 LRP		A
<input type="checkbox"/>	12 Advertise Draft 2040 LRP for 45 Day Review		A
<input type="checkbox"/>	13 Public Meeting on Draft 2040 LRP		B A
<input type="checkbox"/>	14 Review and Respond to Comments on Draft 2040 LRP		A B
<input type="checkbox"/>	15 Adopt 2040 LRP		A
A			
B			
C			
D			
E			
F			
G			
Identify Future Conditions	Major Tasks	2015	Crater
Analyze Conditions & Develop	Objectives	Jan-16	Members
Stakeholder Input	Schedule	Feb-16	State
	Budget	Mar-16	Board
	Summary & Forecast	Apr-16	
		May-16	
		Jun-16	
		Jul-16	
		Aug-16	
		Sep-16	
		Oct-16	
		Nov-16	
		Dec-16	
		Jan-17	
		Feb-17	
		Mar-17	
		Apr-17	
		May-17	

Notes: No revenue forecast is available for transit. Jurisdiction Staff has a copy of report for their review. We have also given copies to resource agencies for their review.

2018 – 2021 TIP Process

David Hyder

Advertising the MTIP is complete and we have had a public drop in session on the MTIP. We have received no comments at this point. We plan to ask the Policy Committee to adopt the MTIP at their April 13th meeting.

Objective	Major Tasks	Completion Date/Schedule												Owner/Priority						
	1 Create VDOT External Website	■															A			
	2 Generate Preliminary (VDOT) Project List	■															A			
	3 Soft Kick-Off Meeting	■															A			
	4 VDOT Quality Review (Round 1)	■	■														A		B	C
	5 VDOT/MPO Quality Review (Round 2)	■	■	■													A		B	B
	6 Coordination w/Transit Agencies	■	■	■													A		A	
	7 Develop Financial Scenarios for TIP&STIP Updates	■	■	■													A		C	C
	8 Project Grouping	■	■	■													A			
	9 Financial Projections			■																
	10 Prepare Planned Funding Obligation Information (Large MPOs)			■	■															
	11 Prepare Planned Funding Obligation Information (Other Areas)			■	■	■														
	12 Prepare Draft TIP (MPO)			■	■	■	■												B	A
	13 Districts Coordinate between MPOs & FPMD			■	■	■	■												A	
	14 Reconcile OA/OC Data for Non-MPO Areas			■	■	■	■										A			
	15 MPO Public Involvement Activities (■	■	■	■													A
	16 FPMD Approves Rural STIP							■	■											
	17 MPOs Approve MTIPS							■	■											A
	18 Submit MTIP to VDOT&DPRT							■	■											A
	19 Final Financial Constraint							■	■								A			
	20 Draft STIP							■	■											
	21 VDOT/DPRT Public Involvement							■	■											
	22 USDOT Reviews STIP							■	■										A	
	23 USDOT Approval Letters							■	■										A	
A																				
B																				
C																				
D																				
E																				
F																				
G																				
	Objectives																			
	Schedule																			
	Budget																			
	Summary & Forecast																			
	Notes	<p>This chart is derived from VDOT's Table of Milestones. MPO Roles highlighted in yellow.</p> <p>Letters indicate level of ownership (A=Primary, B=Secondary, C=Interest)</p> <p>Staff has sent a preliminary TIP to members for their review and comment. We have received a request from CDAA for 5310 Ss.</p> <p>The Policy Board Approved a draft dated February 7th for Stakeholder Comment on February 9th 2017</p> <p>The first media advertisement of the MTIP appeared February 12th. Copies are available on line, at libraries, VDOT and in jurisdictions.</p>																		

VDOT Report

CMAQ and RSTP Schedules

Matoaca Intersection Design

Lee Gate

The Policy Board will need to approve the final list by resolution in April.

Adjournment

**TRI-CITIES AREA METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE
Draft Meeting Minutes**

Colonial Heights Public Library (1000 Yacht Basin Drive Colonial Heights, VA)

March 3, 2017
10:00 AM

Meeting Type: Annual

Regular

Special (Called)

Invitees:

Agency	Name	
Chesterfield County	Ms. Barb Smith	Present
City of Colonial Heights	Mr. Scott Davis	Present
Dinwiddie County	Mr. Mark Bassett	Present
City of Hopewell	Mr. Johnnie Butler	Present
City of Petersburg	Mr. Daniel Harrison	
Prince George County	Ms. Julie Walton	Present
Virginia Department of Transportation (VDOT)	Mr. Mark Riblett	Present
Petersburg Area Transit	Mr. Terry Burgess	
Virginia Department of Rail and Public Transportation (VDR&PT)	Ms. Katie Schwing	Present
Crater Planning District Commission	Mr. David Hyder	Present
Federal Transit Commission (FTA)	Mr. Ryan Long	
Federal Highway Administration (FHWA)	Mr. Mack Frost	
Fort Lee	Mr. Fritz Brandt	
Petersburg National Battlefield Park	Mr. Adam Baghetti	
City of Petersburg	Mr. Jack Berry	
Petersburg Area Transit	Ms. Tracie Douglass	Present
Virginia Department of Transportation (VDOT)	Daniel Grinnell	Present
Virginia Department of Transportation (VDOT)	Ron Svejkovsky	Present
Virginia Department of Transportation (VDOT)	Andrew Clay	Present
Virginia Department of Transportation (VDOT)	Larry Hagin	Present
Petersburg Area Transit	Darius Mason	Present

Riderfinders
Colonial Heights

Bridgette Carter
Todd Flippen

Present
Present

Call to order

Upon a motion by Ms. Smith and Seconded by Mr. Davis the minutes were approved as distributed.

Open issues

Status Report on the NEPA Rail Station Study

FRA has completed their legal sufficiency review and the Consultant has completed his revisions of the document. Mr. Morris has signed the document for the Crater Planning District Commission. We are awaiting a signed copy and a review by staff and elected officials before proceeding to public comment.

2040 Plan Update

Mr. Hyder discussed progress on the 2040 MTP report and provided each person present with a copy of the draft document. He asked that the members review and comment on the document by the next meeting.

2018 – 2021 TIP Process

Mr. Hyder reported that the draft TIP had been advertised for public comment starting on February 19th, 2017. The public comment period will be open until the end of March with the expected adoption to be at the MPO Policy Board's April Meeting.

VDOT Report

Requested funding transfer to cover Construction Overruns on UPC 80993(On Rte 226 fm 0.105 mi W of Rte 600 to 0.041 mi E of Rte 600 Construct Roundabout) .

Proposed Transfer	
Donor Project (From):	UPC 73268 (Route 1/226 Intersection Project; UPC 104956 (I-95/85 Interchange PE work)
Impact to Donor:	Impact for UPC 73268 – no impact – surplus funds being used Impact for UPC 104956 – no impact from this transfer – FY14 funds being transferred; since none of the Interchange project applications were recommended for SMART SCALE funds in the FY17-22 and FY18-23 SYIP cycles the project schedule needs to be moved out (and funds be allocated further out) to prepare for the FY20-25 SYIP SMART SCALE application cycle; the existing FY14 funds would

	therefore not meet timing requirements.
Recipient Project (To):	UPC 80993 (Route 226/600 Roundabout)
Impact to Recipient:	Impact – Additional funding to cover deficit funding.
Amount:	RSTP funds + match: From UPC 73268 - \$122,000 From UPC 104956 - \$135,000
Comments:	
Recommendation:	The District concurs with this transfer and will provide any additional information needed.

The above item was a continuation from the previous month. At the MPO’s request, VDOT assessed options for meeting a funding shortfall on the roundabout construction project on Route 600 in Dinwiddie County.

Upon a motion by Mr. Bassett and a second by Ms. Smith this proposal was forwarded to the MPO Policy Board for action.

VDOT handed out summary information on using RSTP and CMAQ funds for the next several year. Mr. Clay has been working to balance the expenditures as effectively as possible.

Larry Hagin reviewed the status of VNDIA funding for the MPO. We still have three projects totaling approximately \$3.6 million dollars to complete by 2018.

Adjournment