

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

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

January 3, 2020
10:00 AM

Meeting Type: Annual
 Regular
 Special (Called)

Present:

Agency	Name
Chesterfield County	Ms. Barb Smith
City of Colonial Heights	Mr. Todd Flippen (alternate).
Dinwiddie County	Mr. Mark Bassett
City of Hopewell	Mr. Johnnie Butler (Vice-Chair)
City of Petersburg	Ms. Michelle Peters (alternate)
Prince George County	Mr. Horace Wade (Chair)
Virginia Department of Transportation (VDOT)	Ms. Liz McAdory
Petersburg Area Transit	Mr. Charles Koonce
Virginia Department of Rail and Public Transportation (VDR&PT)	Ms. Tiffany Dubinsky
Crater Planning District Commission	Mr. Ron Svejksky (Secretary)
RideFinders (A Division of GRTC)	Ms. Brigitte Tanner Carter
Federal Highway Administration (FHWA)	Mr. Richard Duran

Others Present:

City of Hopewell	Mr. Chris Ward
VDOT	Mr. Dan Grinnell
Crater PDC	Mr. Jay Ruffa
FOLAR	Ms. Heather Barrar
Moffett & Nichols	Mr. Samuel Hayes

1. Call to order

The meeting was called to order at 10:00 a.m. by Chair Wade. A quorum was present.

Liz McAdory was welcomed as the new VDOT TAC member.

2. Public Comment Period

No one from the public spoke

ACTION ITEMS:

3. Approval of Agenda

Approved

Ms. Smith moved, and Mr. Bassett seconded the motion to approve the agenda. The motion was approved unanimously.

4. Approval of minutes from November 1 meeting – *Attachment 1*

Approved

Mr. Bassett moved, and Ms. McAdory seconded the motion to approve the minutes. The motion was approved unanimously.

5. DRAFT FFY 2021-2024 MTIP For Public Review- *Attachment 2*

Recommended

Mr. Svejkovsky noted that as discussed at the November 1, 2019 TAC meeting, the *DRAFT FFY 2021-24 MTIP* will be presented to the TAC and Policy Committee in the January round of meetings.

Mr. Svejkovsky added that in December, VDOT CO-Environmental sent its proposed conformity process to RRTPO and TCAMPO staffs, based on both draft MTIPs being given to the TACs in January 2020 and reviewed by both MPO policy boards for public review. Consequently, in order to complete these processes at one time, it will be necessary to slow our *DRAFT FFY 2021-24 MTIP* public involvement and Policy Committee approval schedule down a little to match the conformity public involvement process.

Mr. Svejkovsky also added that with these changes to the schedule, the TAC is asked to recommend that the Policy Committee approve the DRAFT for the 30-day public review (from February 17 to March 18, 2020) with Policy Committee approval of the FINAL FFY 2021-24 MTIP and Conformity Report at its April 9 meeting (if there are no substantial comments to the *DRAFT FFY 2021-24 MTIP* or the Conformity Report). He noted that an update to the schedule and the *DRAFT FFY 2021-24 MTIP* are included in **Attachment 2**.

Mr. Svejkovsky noted that three minor changes will be included in the Final MTIP: update the TAMS 2020 Target (as requested by DRPT), amend the Safety TIP Grouping list (as requested by VDOT), and make some minor typographical changes to the Transit portion (as requested by DRPT).

Mr. Svejkovsky noted that MPO staff requests that TAC recommends 1) the Policy Committee approve the *DRAFT FFY 2021-24 MTIP* for public review and 2) the Policy Committee authorize the TAC to release the Draft Conformity Report for public review when ready.

Ms. Smith moved, and Mr. Bassett seconded the motion that TAC recommend the Policy Committee take these actions. The motion was approved unanimously.

6. TIP Amendments for TIP Groupings Updates – Attachment 3 Recommended

Mr. Svejkovsky noted that **Attachment 3** included three TIP Amendment requests for the following TIP groupings:

- Maintenance: Preventive Maintenance & System Preservation
- Maintenance: Preventive Maintenance for Bridges
- Maintenance: Traffic and Safety Operations

These TIP amendments are needed for the revised/updated FFY20 maintenance federal revenue projections and must be processed by each MPO since Maintenance STIP groupings are established at the district level.

Lastly, Mr. Svejkovsky noted that MPO staff supports the TIP Amendments and recommends TAC recommendation of Policy Committee approval of these TIP Amendments

Ms. Smith moved, and Mr. Bassett seconded the motion that TAC recommend the Policy Committee approve these TIP amendments. The motion was approved unanimously.

7. Adding UPC 108887 to the RSTP/CMAQ Program Recommended

Mr. Svejkovsky noted that UPC 115208 (Harrowgate Road Sidewalk from South St to Dogwood; funded with RSTP) has a higher allocation than the latest estimate, and its partner project (UPC 108887, Harrowgate Road/Cougar Trail project; funded with SMART SCALE and HSIP) has had an estimate increase and is now short of funding.

Mr. Svejkovsky referred the TAC to the staff report with the projects' histories with the project sketch (provided by the County), MPO staff discussion and findings, and MPO staff recommendations.

Ms. Smith moved, and Mr. Flippen seconded the motion that TAC recommend the Policy Committee add UPC 108887 to the RSTP/CMAQ Program. The motion was approved unanimously.

INFORMATION ITEMS:

8. Dashboard 4.0 Demonstration

Information

Liz McAdory, VDOT Richmond District Planning Manager, gave a demonstration of Dashboard 4.0. This is a feature-rich tool that officials and the public can use to track projects.

9. I-95 Corridor Improvement Plan

Information

Mr. Svejkovsky noted that the Final (Third) Public Meeting was not held in November or December. He added that VDOT is still working on the study, with some sort of update meetings in January; and VDOT will study the capital, transit, and rail solutions through 2020.

10. HSIP Program Guidelines Update

Information

Mr. Svejkovsky noted that the CTB approved the updated HSIP Program Guidelines on December 11 and already started using in October.

11. VTrans Draft Mid-Term Needs

Information

Mr. Svejkovsky noted that the CTB postponed its approval of the Mid-Term Needs to the January 15, 2020 CTB Action meeting. He added that OIPI asked for comments by the public and local and regional agencies, and the CTB asked for some fine tuning of the TTI measure.

Mr. Svejkovsky also noted that the Final Executive Summary and Final Mid-Term Transportation Needs Report will come online after the January 15 CTB meeting, and the InteractVtrans map will also be online.

12. MPO SMART SCALE applications – Attachment 4

Information

Mr. Svejkovsky noted the OIPI staff presented the revised changes to SMART SCALE at the December 10 CTB Workshop and the changes will be formally approved at the January 15 CTB Action meeting.

Mr. Svejkovsky updated TAC regarding the MPO staff recommended prioritized list with the latest statuses of the 6 candidates brought up so far; and *Preparing for Round 4* as provided by OIPI). Mr. Svejkovsky reminded TAC that at the February 14, 2019 TAC meeting, we will make the final recommendation to the Policy Committee for February 27, 2020 Policy Committee final action. He also reminded TAC members that pre-applications must be submitted into the SMART Portal by April 2, 2020 and full applications must be submitted by August 3, 2020.

13. RSTP/CMAQ – Draft Updated review process (Status)

Information

Mr. Svejkovsky thanked the TAC members for their attendance at the MPO TAC RSTP/CMAQ Workshop held November 22, 2019, at the Richmond District Auditorium, from 1:30 to 3:30 p.m., with RRTPO, VDOT Lynchburg District, and VDOT CO Environmental staff presenting their processes and/or methods, data needs, etc. He noted it was well attended, and we were able to discuss the methods and data needs. He also reminded TAC members that Copies of the methods and tools (and any associated data sources) were sent via email to the TAC distribution list on November 25, 2019.

14. Updated TAC Bylaws – Attachment 5

Information

Mr. Svejkovsky noted that this is the last Federal Certification corrective action. He noted that suggested changes by TAC members so far include:

- Simplifying the By-laws
- Possibly rotating chairs (like RRTPO)

Mr. Svejkovsky also referred TAC members to **Attachment 5** which included an MPO staff-suggested simpler version, which is based on the Bylaws of RRTPO as last amended in 2018. The major differences between the RRTPO Bylaws and the MPO staff-suggested draft are:

- RRTPO uses one set of bylaws to cover the policy board and TAC, and Tri-Cities currently has two sets of bylaws
- RRTPO uses weighted voting, and Tri-Cities does not
- RRTPO has a CTAC, and Tri-Cities does not
- RRTPO TAC members are all voting members, and Tri-Cities has voting and non-voting members (do we want to change that?)

Mr. Svejkovsky also noted that no changes to the membership of the Policy Committee is proposed.

TAC discussed the MPO staff-recommended bylaws and possible proposed changes to go over so at the February 14 TAC meeting TAC can approve a final revision (so Crater PDC staff can seek one legal review) and we complete the Bylaws Update this Spring. Mr. Svejkovsky asked TAC members to send their proposed changes by January 31.

15. DRPT Report

Information

Ms Dubinsky noted these items:

- The DRPT grant application cycle opened December 1, deadline Feb. 3
- An MPO Section 5303 Webinar for MPOs was held Dec. 18

- DRPT reminded MPOs that they should be coordinating with the transit operators for the program of transit projects over the next 4 years for the TIPs. DRPT is providing technical assistance to MPOs in drafting the transit portion of the MTIPs
- Virginia Breeze – new service will start Spring 2020 (Danville to DC and Martinsville to Richmond via South Boston, Hampden Sydney, and Farmville). Exact routing and stop locations are still in development.

16. VDOT Report

Information

Ms. McAdory noted these items:

- CTB met December 11 – no action of SMART SCALE or VTrans
- I-95 Corridor Study Third meeting was cancelled and is tentatively being rescheduled to later January (the focus will be operational improvements; the capital and transit items will be completed in late 2020 after the I-64 Study is complete)
- VTrans will be acted upon in the January CTB meeting
- SMART SCALE pre-applications will have a one-month window in March and an August 1 application deadline
- The Ashland to Petersburg Trail Study will be completed in early 2020, with 7 segments detailed.

17. Other Upcoming Items (beyond the *Comprehensive Tri-Cities Area MPO Schedule (rest of FY20)*)

Mr. Svejkovsky updated the TAC with these items:

- MTP Schedule – in progress, plan to begin in 2020 with public outreach regarding vision, policies, existing conditions, and trends
- FY21-22 TAP Applications – recommendations (February 9)
- FFY 2018-21 MTIP – the updated document is online at the MPO webpage: <https://www.craterpdc.org/transportation/mpo.htm>

18. Other Business

19. Adjournment

Mr. Wade noted that the next meeting will be held **Friday, February 14, 2020** at the Colonial Heights Public Library (and to please note the date change).