

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

Virtual meeting held from the Crater Planning District Commission Offices

1964 Wakefield St., Petersburg, VA 23805

June 11, 2020

4:30 PM

Meeting Type: Annual
 Regular
 Special (Called)

Invitees:

Agency	Name	
Members:		
Chesterfield County	Kevin Carroll	
City of Colonial Heights	John Wood	
Dinwiddie County	William Chavis	Vice Chairman
City of Hopewell	Brenda S. Pelham	
City of Petersburg	Samuel Parham	
Prince George County	T.J. Webb	Chairman
For the Secretary of Transportation	Shane Mann	
Petersburg Area Transit	Charles Koonce	
Crater Planning District Commission	Denny Morris	
Non-Voting, Staff & Guests		
Crater Planning District Commission	Ron Svejkovsky	MPO Secretary
VDOT	Mark Riblett	
VDOT	Desmond Smallwood	
DRPT	Tiffany Dubinsky	

1. Call to order

Under HB29 of the 2020 GA Session, the Tri-Cities Area MPO is allowed to meet electronically without a physical quorum in one place to conduct statutorily required business. The meeting has been advertised on the MPO and PDC's webpages requesting the public to send to the MPO any comments or questions and the public can request the MPO to provide live access where possible to the meeting. This meeting is being recorded and will be placed in the MPO's webpage.

2. Public Comment Period

ACTION ITEMS:

- | | |
|---------------------------------------------------------------|----------|
| 3. Approval of Agenda | Approval |
| 4. Approval of minutes from March 12 meeting – Attachment 1 | Approval |
| 5. FFY 2021-24 MTIP and Conformity Report – Attachments 2a-2d | Action |

The public review of the DRAFT FFY 2021-24 MTIP and Conformity Report has been completed (**Attachment 2a and 2b**). The Public Comment period was advertised in the *Time-Dispatch*, *Progress-Index*, *Richmond Free Press*, the MPO Facebook page and webpage, and the RideFinders webpage. Hard copies were placed in local libraries. No comments were received by the public, but a few minor administrative changes were made to the FINAL based upon comments and requests by VDOT, DRPT, FTA, and PAT.

Each MTIP update includes the MPO's self-certification. The draft self-certification resolution was sent to VDOT, DRPT, and FHWA for their review and was approved. A copy of the self-certification resolution (and signed by VDOT) for TAC and Policy Committee approval is included (**Attachment 2c**).

Earlier this year, DRPT adopted their 2020 TAMS targets and has asked the MPOs to update these targets in their current and new MTIPs. Attachment 3 includes the proposed targets. This updated text will be included in the current FFY 2018-21 MTIP and the new FFY 2021-24 MTIP (**Attachment 2d**).

Action requested: MPO Staff and TAC recommend Policy Committee approval of the *FINAL FFY 2021-24 MTIP and Conformity Report* with the associated self-certification resolution and CY 2020 TAMS text by resolution.

- | | |
|-----------------------------------------------|--------|
| 6. FFY 2018-21 MTIP Amendments - Attachment 3 | Action |
|-----------------------------------------------|--------|

Attachment 3 includes five TIP Amendment sets:

- TIP Grouping Update; requested by VDOT
- I-95 Operations Projects (12); requested by VDOT
- TIP AMDs (4) to make some final financial adjustment for these projects that have been under construction; requested by VDOT

- FFY 2021 PAT projects; requested by PAT to meet the FTA request that the FFY 2021 projects match in both the FFY 2018-21 and 2021-24 MTIPs (these are included in the FINAL FFY 2021-24 MTIP for approval below)
- FY20 RSTP Planning Supplement (\$13,000) for 4th Quarter/final invoice; requested by Tri-Cities Area MPO/Crater PDC (TIP AMD sheet to be sent before the meeting)

The PM TIP amendment is 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.

Action requested: MPO Staff and TAC recommend of Policy Committee approval of these TIP Amendments by resolution.

7. FY20 UPWP Amendment – *Attachment 4*

Action

Minor adjustments to the funding for the task charge codes to the UPWP is needed in order to properly account and fund the staff expenses by task for FY20. **Attachment 4** shows the proposed UPWP amendment. The Total PL and Sec 5303 funding remain the same.

Action requested: MPO Staff and TAC recommend Policy Committee approval of the FY20 *UPWP* Amendment by resolution.

8. FY21 UPWP – *Attachment 5*

Action

In March, starting with the approved Priorities, MPO staff developed the *Draft FY21 UPWP (Attachment 5)* with VDOT, FHWA, and DRPT concurrence in May.

Due to delays from the State of Emergency, the *Draft FY21 UPWP* was sent to the TAC on May 7 with a 30-day public review of the *Draft FY21 UPWP* running from May 12 to June 11 (with an online announcement and link to the Draft on the PDC and MPO’s webpage and the MPO’s Facebook page) with TAC and Policy Committee review and approval of the *FINAL FY21 UPWP* expected in June. (note: this would be approved in July or August if there are substantial comments).

Action requested: MPO Staff and TAC recommend Policy Committee approval of the *FY21 UPWP* by resolution.

9. Updated Bylaws – Attachment 6

Action

This is a Federal Certification corrective action. The PDC’s attorney has reviewed the Draft and made a few minor changes. **Attachment 6** includes the bylaws with the attorney’s requested minor changes.

Action requested: MPO Staff and TAC recommend Policy Committee approval of the FINAL TCAMPO Bylaws and Guidance Documents by resolution.

10. MPO SMART SCALE Round 4 Applications – Attachment 7

Action

Since the SMART SCALE applications due August 3, 2020 need to include a resolution from its governing body, **Attachment 7** is the resolution that will be included in our 4 applications (assuming all 4 will be pre-screened in)

Action requested: MPO Staff and TAC recommend Policy Committee approval of the submission of the four SMART SCALE applications by resolution.

11. Election of Officers

Assuming the Policy Committee approves the bylaws (Item 9), Guidance Document #1 establishes a Policy Committee Leadership rotation. Since the existing Chair’s term ends June 30 and the next Policy Committee meeting is scheduled to be held August 13, (and since the existing Chair is from Prince George County) the next Chair would be from Chesterfield County and Vice Chair from Colonial Heights. Using the rotation, the TAC elected its officers at the June 5 meeting, choosing Barb Smith (Chesterfield County) as TAC Chair and Todd Flippen (Colonial Heights) as TAC Vice Chair.

Action requested: election of officers.

Information Items

12. DRPT Report

Information

13. VDOT Report

Information

14. Other Upcoming Items:

Information

- MTP Schedule – in progress, plan to begin in Summer 2020 with Public Outreach Kickoff including vision, policies, existing conditions, and trends. MPO Staff will provide more details at the August meeting
- RSTP/CMAQ Process and Scoring – MPO staff will provide the draft updated Process and Scoring at the August meeting
- SMART SCALE Resolution of support for localities' applications - August

15. Other Business

16. Adjournment

Next meeting: Thursday, August 13 at the PAT Center