



**Policy Committee Meeting Minutes
February 25, 2019, Adopted March 18, 2019**

<http://www.fampo.gwregion.org/committees/policy-committee/>

Members Present:

Mr. Tim McLaughlin, Chair, County of Spotsylvania
Mr. Tim Barody, City of Fredericksburg
Mr. Matt Kelly, City of Fredericksburg
Mr. Billy Withers, City of Fredericksburg
Mr. Kevin Marshall, Spotsylvania County
Mr. David Ross, Spotsylvania County
Mr. Mark Dudenhefer, Stafford County
Ms. Wendy Maurer, Stafford County
Ms. Cindy Shelton, Stafford County
Ms. Nancy Long, Caroline County (Non-voting member)
Ms. Ruby Brabo, King George County (Non-voting member)
Mr. Chuck Steigerwald, PRTC
Ms. Marcie Parker, VDOT

Others Present:

Mr. John Jenkins, King George BOS
Mr. Todd Horsley, DRPT
Mr. Bob Schneider, Omni Ride (PRTC)
Ms. Susan Gardner, VDOT
Mr. Stephen Haynes, VDOT
Ms. Michelle Shropshire, VDOT
Mr. Dave Swan, CTAC Chairman
Mr. Rupert Farley, CTAC
Mr. Paul Milde, Fredericksburg Chamber of Commerce
Mr. Scott Shenk, Free Lance Star

Staff Members Present:

Mr. Paul Agnello, FAMPO
Ms. Briana Hairfield, FAMPO
Ms. Kari Barber, FAMPO
Mr. John Bentley, FAMPO
Mr. Colin Cate, FAMPO
Ms. Linda Millsaps, GWRC

Ms. Kate Gibson, GWRC
Mr. Colin Cate, FAMPO
Ms. Michele Dooling, GWRC
Ms. Leigh Anderson, GWRC
Ms. JoAnna Roberson, GWRC

CALL FAMPO POLICY COMMITTEE MEETING TO ORDER

Chair, Mr. McLaughlin called the meeting to order at 7:55 p.m. with a quorum present. FAMPO meeting started late because GWRC ended late.

APPROVAL OF FAMPO POLICY COMMITTEE AGENDA

Upon motion by Ms. Maurer and seconded by Mr. Kelly, with all concurring, the February 25th Policy Committee Agenda was approved as submitted.

PUBLIC INVOLVEMENT - None

CHAIRMAN's COMMENTS - None

FAMPO ADMINISTRATOR REPORT

Mr. Agnello advised that a Smart Scale update for Round 3 will be available for presentation at the upcoming March Policy Committee meeting.

CONSENT AGENDA

- a.) Approval of January 28, 2018 Policy Committee Meeting Minutes
- b.) Gateway Boulevard Extended Traffic Impact Analysis Study Update – Paul Agnello
 - i. Approval of Resolution 19-25, Approving Scope and Budget for Consultant Services for Gateway Boulevard Extended Detailed Traffic Impact Analysis Study Task Order
 - ii. Approval of Resolution 19-26, Amending the Fiscal Years 2018-2021 Transportation Improvement Program to Add UPC XXXX
- c.) Lafayette Boulevard Highway Study – Paul Agnello
 - i. Approval of Resolution 19-27, Approving the Allocation of RSTP Funding from UPC 113914 to a New UPC for Lafayette Blvd Highway Study
 - ii. Approval of Resolution 19-28, Amending the Fiscal Years 2018-2021 Transportation Improvement Program to Add Lafayette Blvd Highway Study

- d.) Approval of Resolution 19-29, Recognizing the Dedicated Service of Henry L “Hap” Connors, Jr. – Paul Agnello
- e.) Approval of Resolution 19-38, Appointing Dustin Savage as an At-Large Member to the Citizens Transportation Advisory Committee (CTAC) – Paul Agnello

As direction had been given from Mr. Ivan Rucker with FHWA to remove his presentation highlights from the GWRC January meeting as questions needed to be answered and additional comments were needed, the same request was made to defer approval of the January minutes until a future FAMPO meeting. This was unanimously endorsed.

With removal of Consent Agenda Item A (minute approval), upon motion by Mr. Kelly and seconded by Mr. Steigerwald, with all concurring, the consent agenda for the February 25th Policy Committee meeting was approved.

ACTION ITEMS/DISCUSSION ITEMS

- a.) **95 Express Lanes Southern Before & After Analysis** – Mr. David Jackson, Cambridge Systematics

Mr. Jackson provided the following conclusions with the before & after 95 Express Lanes analysis:

Observed Travel Time Benefits:

I-95 SB Express Lane users during the p.m. peak periods south of Exit 143 are saving around 2 minutes from Exit 148 to the new Terminus Express Lane

I-95 NB users both in the general purpose lanes & the express lanes in the a.m. peak time period are experiencing a 33% reduction in travel time from Exit 133 to Exit 150 which equates to approximately 9 minutes of saved time

Mr. Jackson stated potential safety benefits could include the following:

Removal of the SB weaving section north of Exit 143 should reduce crash data on the approximate 0.7 mile segment of roadway

Extended access point for NB express lane users south of Exit 143 removes the conflict between express lane users from I-95 & Garrisonville Road

Mr. Kelly stated the improvements and recommendations are needed; however, problems will still continue if the Express Lane project is not extended beyond Massaponax. Mr. Kelly asked if there still are no plans from Trans Urban to complete the project south to Massaponax. Ms. Parker advised that currently Trans Urban still has no plans to extend the express lane project further south.

b.) Update on GWRC/FAMPO Title VI Nondiscrimination Plan– Paul Agnello & Briana Hairfield

Ms. Hairfield advised the Title VI Plan is included in tonight’s agenda packet. Ms. Hairfield stated that minor updates were recommended by VDOT such as including current board/staff member roster; organizational chart, and new USDOT and VDOT Assurances. Ms. Hairfield advised that as this is a joint plan between GWRC/FAMPO that approval from GWRC will also be requested at the March meeting.

i. Approval of Resolution 19-30, Administrative Adjustment to the Joint GWRC/FAMPO Title VI Nondiscrimination Plan

Upon motion by Ms. Maurer & seconded by Mr. Kelly, with all concurring, Resolution 19-30 was adopted by the FAMPO Policy Committee at the February meeting.

ii. Approval of Resolution 19-31, Authorizing Staff to Execute a Contract with Cambridge Systematics for the Title VI Nondiscrimination Plan, Limited English Plan & Environmental Justice Plan

Resolution 19-31, was removed for vote & presentation from the February Policy Committee meeting & will be brought up for consideration at a future upcoming meeting.

c.) Update on FAMPO UPWP– Paul Agnello

Mr. Agnello advised the actual FY2019 FAMPO funding allocations were confirmed on February 6th for \$1.837m. Mr. Agnello stated this amount increased from the October, 2018 figures that were estimated to be at \$1.773m. Mr. Agnello stated this relates to \$1.396m in the GWRC budget & \$1.384m in the FAMPO UPWP. Mr. Agnello stated the major reasons for the funding increase are a result of FY2018 carryovers from the I-95 Phase 2 study efforts & the 2045 LRTP.

Mr. Agnello advised that FAMPO has made the decision to cancel amendments of the FY2019 UPWP at this time for the following reasons:

Too late in the Fiscal Year – the earliest FAMPO action could occur is in March which would result in potential FHWA approval in April

FAMPO cannot spend the additional funding it has due to being understaffed & the earliest staffing positions could be filled would be in May or June

Disappointing results from the Smart Scale Round 3 process which have resulted in delayed planning efforts for FY2019 has additional I-95 interchange study work is needed

Mr. Agnello stated that the FAMPO staff focus now is on completing the FY2020 UPWP by June 30, 2019. Mr. Agnello advised the funding levels expected are to be above \$1.384m for FY2019;

FY202 PL & 5305 funding levels at least 30k higher. Mr. Agnello stated there is a significant carryover from FY2019 that is expected due to FAMPO's understaffing.

Mr. Agnello relayed the FAMPO staffing is based on 7 employees on the \$1.384m budget & the actual funding available could support more than 7 staff members and/or additional consultant work. Mr. Agnello stated the UPWP needs to be fully compliant with the new federal MAP-21/FAST Act requirements; the new performance-based planning & programming regulations; air quality; & freight.

Ms. Maurer asked how much funding is carryover funding. Mr. Agnello stated that almost all is carryover funding & is funding that is re-occurring. Mr. Kelly stated we would always be in a position where outside work by consultants will be needed.

Mr. Agnello advised that if the vacant & new FAMPO requested staff positions are filled, this will be a \$939,000 which includes salaries & indirect/direct cost expenses so this would be under the \$1.4m that is available.

- i. Approval of Resolution 19-32, Authorizing Staff to Execute a Contract with Cambridge Systematics for the Fiscal Year 2020 Unified Planning Work Program (UPWP)

Mr. Agnello advised Resolution 19-32 is requesting that staff be authorized to execute a contract with Cambridge Systematics for FY2020 UPWP work.

Upon substitute motion by Mr. Kelly & seconded by Ms. Maurer, with all concurring, Resolution 19-32 was approved allowing FAMPO to execute a contract with Cambridge Systematics for FY2020 UPWP work not to exceed a threshold of \$34,838 in consultant fees.

d.) Update on the I-95 NB Rappahannock River Crossing Project – Ms. Michelle Shropshire, VDOT

Ms. Shropshire advised the I-95 NB River Crossing project has a budgeted cost at \$132m. This project will separate the existing lanes from the local lanes on I-95 nb. The project will provide 3 through lanes for local traffic. The new lanes will start just before the Route 3 interchange in Spotsylvania County & continue to north to the Centreport Parkway in Stafford County. A new bridge will be built over the Rappahannock River that will carry through lanes in the median.

Ms. Shropshire advised a citizen information meeting was held on January 30th, with approximately 40 citizens in attendance & 6 comments were received that largely positive. The design-build procurement process will begin in the Spring of 2019; bid awarded to project contractor in early 2020; construction to begin in the summer/fall of 2020; & construction to be completed by December of 2023.

- i. VDOT Project Website – Project Website available for review
- ii. Letter from FAMPO in support of Bid Option 4B for Exit 133 – included for review Interchange

e.) Update on I-395 Commuter Choice Program – Mr. Charles Steigerwald

Mr. Steigerwald advised the I-395/95 Commuter Choice program is a 68-year agreement between Trans Urban & the Commonwealth. The program will allocate \$15m a year of additional funding that will include a 2.5% annual growth rate after the on-set year. Mr. Steigerwald stated the application & evaluation process is modeled after the existing I-66 Commuter Choice program. Mr. Steigerwald stated that funding begins on Toll Day One which is expected to occur in late October of 2019 so the first \$15m will be available for project use in late October 2019. Mr. Steigerwald stated the projects will be recommended by the I-395/95 committee stakeholders & will be selected to move forward by the CTB.

Mr. Steigerwald stated the program goals are to: move more people; reduce congestion; increase travel options; enhance transportation connectivity; & to improve transit services. Mr. Steigerwald relayed the eligible applicants are all jurisdictions that are members of either NVTC or PRTC & other public transportation providers who provide services within these jurisdictions.

Mr. Steigerwald stated the project selection process is different than the Smart Scale process in that Smart Scale selects individual projects for approval whereas the I-395/95 Commuter Choice program selects groups of projects

Mr. Steigerwald advised that project opportunities that can be submitted for consideration & approval are projects that will enhance or improve transit opportunities by increasing interest in carpooling & vanpooling; slugging; strategic improvements to the existing transit services; & to develop transit service from new origins/destinations.

Mr. Steigerwald relayed the I-395/95 Commuter Choice program stakeholders continue to meet on a regular basis & will keep FAMPO & the transit services apprised on application deadlines, project criteria, etc.

f.) Approval of Resolution 19-33, Endorsing Mr. Charles D. Payne, Esq to Represent the Fredericksburg Construction District on the Commonwealth Transportation Board – Mr. Tim McLaughlin

Mr. McLaughlin asked that as currently this region does not have a designated CTB representative on board, Resolution 19-33 is asking for Policy Committee endorsement for Mr. Charles Payne to be appointed.

Mr. Dudenhefer stated the Stafford Board of Supervisors also has a candidate in mind as well. Mr. Dudenhefer stated that he would favorable support endorsement of either candidate; however, felt he could not support the Resolution presented tonight until he has the endorsement from the Stafford Board of Supervisors.

Ms. Maurer also stated that as she felt Mr. Payne is a good candidate that he also is a land-use attorney and feels this could possibly be looked at as a conflict of interest by some board members & citizens. Ms. Maurer stated that at this time, she too, would not be able to support Resolution 19-33.

Resolution 19-33 received no motion so did not carry; however, there was a substitute motion made by Mr. Kelly & seconded by Mr. Dudenherfer, with unanimous consent from the Policy Committee members to ask that FAMPO draft a letter that will be signed by the Policy Committee Chairman, and submitted to the Governor stressing the region's need to have a CTB representative appointed to represent the FAMPO/GWRC region in an expedient manner.

g.) Update on CMAQ/RSTP Funding & Project Selection – Paul Agnello

Mr. Agnello advised that FAMPO leveraged \$13.6m in CMAQ/RSTP funding for 5 Smart Scale projects in Round 3. Three of these projects were successfully scored for a total of \$6.1m; the Enon Road project in Stafford County was scored & still waiting for determination of results for a total of \$4.5m; zero were scored & unsuccessful; & 1 project (Gateway Blvd) was screened out or withdrawn from the scoring process with a total amount of \$3m.

Mr. Agnello stressed the success of using the \$6.1m in leveraged funding helped the region in obtaining the \$13.5m allocated in Smart Scale funding to the FAMPO region. Mr. Agnello stated the funding will be allocated to the following projects: Rt. 3 STARS Study improvement project - \$6.4m; Rt. 3 East Park & Ride lot - \$5.0m; & Lafayette Blvd Roundabout improvement project - \$2.1m

Mr. Agnello stated approximately 2/3 of the draft Smart Scale funding for GWRC was for CMAQ/RSTP projects & these results were similar to those in Round 2. Mr. Agnello stated that larger projects state-wide that had zero funding leveraged resulted in these projects not being selected.

Mr. Agnello stated that FY2020-2025 CMAQ/RSTP funding needs to be allocated by late April with planned FAMPO action to occur on April 15th. Mr. Agnello stated that staff will be meeting with VDOT later this week to discuss the application deadline process. Mr. Agnello stated the call for new projects is underway & that each FAMPO voting member can submit up to 3 new projects for consideration. Mr. Agnello stated the project submission deadline date is February 26th & all new project requests need to be submitted to Ms. Briana Hairfield by February 26th. Mr. Agnello stated the following entities are eligible to submit new projects which include: the City of Fredericksburg; the counties of Spotsylvania & Stafford; PRTC; & VDOT. Mr. Agnello stated to date, new project requests have been received from both Spotsylvania & Stafford counties. PRTC is considering a project for consideration & to date, no reply has been received from either the City of Fredericksburg or VDOT that they have projects to submit.

Mr. Agnello advised that FAMPO staff will rescore the existing CMAQ/RSTP projects that to date are not fully funded or on track to be fully funded. Mr. Agnello stated the projects that are fully funded in the FY2019-2024 VDOT or DRPT SYIP will not be re-scored & Smart Scale Round 3 projects will also not be re-scored.

Mr. Agnello stated there will be limited funding available, approximately \$10m & there is no guarantee funding for new projects submitted will be approved. Mr. Agnello stated that it is also possible that some existing projects with partial funding could be de-funded. Mr. Agnello stated the

funding allocations will be for FY2020-2026; however, most of the funding will occur in the out years of FY2024-FY2026.

Mr. Agnello stated that results will be presented at the March FAMPO meetings & that applicants will need to work with FAMPO staff & the State to develop the needed information for project applications. Mr. Agnello stated that staff will also be working with VDOT staff to obtain cost estimates for new projects submitted.

Mr. Kelly stated that as money is tight, we need to re-start leveraged funding options for local funding options. Mr. Dudenhefer stated that a year of staff time in Stafford County & a year of VDOT staff time has already occurred with efforts in developing priority projects. Mr. Dudenhefer stated there is no money available & no prospects of additional funding being allocated that it is time the region needs to address drastic issues and the focus needs to now become a regional transportation issue.

h.) Update on Federal Certification Review – Paul Agnello

Mr. Agnello advised there are 2 letters in tonight's agenda packet providing information on the upcoming federal certification review process. Mr. Agnello stated the review process is scheduled for April 10th-11th & will be held in conjunction with the Washington, DC review as northern Stafford County is included within the district's certification classification. Mr. Agnello relayed a joint public hearing & Citizen Transportation Advisory Committee (CTAC) meeting is being held at the GWRC conference room on March 13th. Mr. Agnello stated this meeting is being conducted by FHWA & is open to the public.

i.) FAMPO Staffing & Budget Update – Paul Agnello

i. FAMPO Funding Available

Mr. Agnello advised that the FAMPO staff funding available for FY2019 was presented to GWRC earlier tonight & it was not adopted by GWRC. Mr. Agnello stated that current FAMPO funding for FY2019 is \$1,837m. Mr. Agnello stated this funding is being requested to fully staff FAMPO personnel & the money available would not be taken away from other projects. Mr. Agnello stated the funding available would be used for salaries and/or consultant fees.

ii. Upcoming Schedule for Major Federal/State Transportation Planning Requirements

Mr. Agnello advised that additional FAMPO staff is needed as there are a number of unprecedented federal requirements that will be due in FY2019-2020; a performance based planning & programming data reporting will be required; the updated Title VI plan will be due; the Congestion Management process will be updated; the federal certification review process will occur in April; the LRTP/TIP updates based on FY2020-2025 SYIP results & fiscal constraints will need to be updated; air quality conformity regulations; & a new FY2021-2024 TIP will be compiled. These required tasks will take the majority of the existing staff time in FY2019-2020 which will ultimately leave less time to pursue other transportation planning tasks.

Mr. Agnello advised that FAMPO staff is set at 7 full-time positions based on \$1.384m in the budget. Mr. Agnello stated this assumes 6 full-time positions from FY2018 plus the hiring of 1 additional person.

Mr. Agnello stated that FAMPO staffing has been significantly below UPWP amounts over the following periods:

July 1st – 4.5 positions => full time & 3 part time
August 1st – 5 positions => 4 full time & 2 part time
Current: 4 positions => 3 full time & 2 part time

Mr. Agnello stated that currently most staff time is spent on satisfying federal/state transportation planning requirements & insufficient staff resources are available to conduct the RFP process to hire new on-call consultants. Mr. Agnello stated this is a major process & staff is requesting to extend current consultant contracts by one year to allow time needed for vacant transportation positions to be filled (Resolution 19-35 which is scheduled to be addressed later in tonight's agenda). Mr. Agnello stated that the existing limited staff availability for new projects or initiatives is non-existent. Mr. Agnello relayed that limited staff on hand delays project level planning & advancing regional transportation projects. Mr. Agnello stated that if needed staff is not filled, then FAMPO is in danger of falling severely behind in preparing for Round 4 of the Smart Scale process.

Mr. Agnello stated FAMPO is requesting the following staffing positions to be filled to allow FAMPO to reach 7 positions in the FY2019UPWP:

Move 2 part-time positions to full-time status (utilizing funding that previously was allocated to full-time staff member, Lloyd Robinson, who retired & position was never filled);
Fill principal planner position vacated in December of 2018 upon Nick Quint's resignation;
&
Hire a new transportation modeler to reduce some consultant expenses (new in FY-19 UPWP)

Mr. Agnello stated that even though needed, hiring of a new transportation modeler to reduce consultant expenses is the lowest of the 3 staff changes that is being proposed at this time. Mr. Agnello stated the FY2019 FAMPO UPWP includes funding for 7 positions; currently under the FY2019 GWRC budget, only 5.5 positions are included despite having significant unallocated funding & the current transportation staffing level is 4 positions.

Mr. Ross stated clearly there is funding available in the UPWP & by not filling the needed staffing positions underscores the power restricted to FAMPO by it being a federally mandated board. Ms. Shelton stated she is embarrassed to be sitting at the table tonight & having these discussions. Ms. Shelton advised that she has served on both the GWRC commission & FAMPO and she does not understand why GWRC was against filling the positions that have been clearly shown are needed.

Ms. Maurer stated GWRC was in full support of hiring a replacement immediately for Mr. Quint's vacant position & was not opposed to fulfilling other requested staff needs. However, approval of the additional positions at this time impacts the GWRC budget and as these newly requested staffing needs were not included in the FY2019 budget that was approved by GWRC, then the

recommendation is to consider the other 3 positions (2 part time going to full time & hiring of new transportation modeler) be re-considered after being included in the FY2020 GWRC/FAMPO budget. Ms. Brabo stated the money available for funding covers salaries; however, there are more indirect costs associated with the positions that at this time may not be covered under the money that is available.

Chair, Mr. McLaughlin, asked for vote of Resolution 19-34.

- iii. Resolution 19-34, Endorsing the Plan Developed by GWRC/FAMPO To Fully Staff FAMPO at Seven Positions in Order to Carry Out Unified Planning Work Program Activities

Upon motion by Mr. Ross and seconded by Mr. Dudenhefer, with Ms. Parker & Mr. Steigerwald abstaining; Mr. Kelly, Ms. Maurer & Mr. Withers voting no; & Mr. Barody, Mr. Dudenhefer, Mr. Marshall, Mr. Ross & Ms. Shelton voting yes, Resolution 19-34 was approved by the FAMPO Policy Committee at the February meeting.

- iv. Resolution 19-35, Authorizing Staff to Extend On-Call Planning Services Contracts with Michael Baker International & Cambridge Systematics

Upon motion by Mr. Kelly & seconded by Ms. Maurer, with all concurring, Resolution 19-35 authorizing staff to extend on-call planning services to Michael Baker & Cambridge Systematics was adopted at the February 25th Policy Committee meeting.

j.) Closed Session – Tim McLaughlin

- i. Approval of Resolution 19-36, Allowing the Policy Committee to Go Into Closed Session

Upon motion by Mr. Withers & seconded by Ms. Maurer, with all concurring, Resolution 19-36 allowing the FAMPO Policy Committee to go into closed session was approved.

- ii. Approval of Resolution 19-37, Allowing the Policy Committee to Open Session

Upon motion by Mr. Withers & seconded by Ms. Maurer, with all concurring, Resolution 19-37 authorizing the FAMPO Policy Committee to go back into open session was approved..

k.) FAMPO Calendar Update – Briana Hairfield

Ms. Hairfield advised that even though it does not directly affect the FAMPO Policy Committee meeting dates, the FAMPO Meeting Calendar has been updated to reflect meeting cancellations or re-scheduling for the FAMPO Technical Advisory Committee (TAC) & the FAMPO Citizens Transportation Advisory Committee (CTAC) as a result of the upcoming federal certification review.

STAFF AND AGENCY REPORTS -None

BOARD MEMBER COMMENTS - None

ADJOURN FAMPO MEETING/NEXT MEETING, MARCH 25, 2019 – The February 25, 2019 meeting adjourned at 9:50 p.m. & the next meeting will be on March 25, 2019 at 7:15 p.m.