



**Transportation Advisory Group (TAG) Meeting Minutes  
March 11, 2015**

[www.fampo.gwregion.org/transportation-advisory-group](http://www.fampo.gwregion.org/transportation-advisory-group)

**Committee Members Present:**

Art Snyder, Chair, Spotsylvania County  
Guy Gormley, City of Fredericksburg  
Claude Dunn, Spotsylvania County  
Bill Milligan, Spotsylvania County  
Michele Trampe, Spotsylvania County  
Adela Bertoldi, Stafford County  
Dawn McGarrity, Stafford County  
Rupert Farley, At-Large Member

**George Washington Regional Commission (GWRC) Staff:**

Daniel Reese, FAMPO  
Marti Donley, FAMPO  
JoAnna Roberson, GWRC

**Others Present:**

None

**CALL TO ORDER**

Mr. Snyder called the meeting to order at 6:02 p.m.

**APPROVAL OF AGENDA**

The Transportation Advisory Group agenda for the March 11<sup>th</sup> meeting was approved as submitted. Mr. Reese stated that TAG may want to consider switching item 8A under the Discussion Item category to occur earlier in the meeting. This item is in regard to discussion of TAG analysis and potential re-organization, etc. Mr. Snyder concurred & there was unanimous consensus to re-align this discussion item to occur after category 6 – New Business.

**APPROVAL OF TAG MEETING SUMMARY OF FEBRUARY 11, 2015**

The minutes were unanimously accepted as presented.



## **REVIEW OF FAMPO POLICY COMMITTEE MEETING OF FEBRUARY 23, 2015**

Mr. Reese advised that Resolutions No. 15-02 (Re-programming surplus CMAQ funding from the Brooke/Leeland VRE Parking expansion project) & No. 15-03 (Service recognition for Ms. Vanessa Griffin for her service as both TAG chair & vice-chair) were unanimously approved.

Mr. Reese stated that discussion items occurred on the following topics: HB2/1887; Congestion Management Process; On-Call Consultant application process; & New Approaches to Solving Transportation Problems Workshop. Mr. Reese stated that specific comments to each of these items are included within the Policy Committee meetings in tonight's agenda packet.

### **PUBLIC COMMENT**

None

### **NEW BUSINESS** (if any)

None

### **ACTION ITEMS**

#### **a.) Resolution No. 15-04, Adopting the Congestion Management Process (CMP) for the FAMPO Region – Daniel Reese**

Mr. Reese advised that Resolution No. 15-04 is a federal requirement to MPO's that needs to be updated every four years and is essentially a staff housekeeping endeavor.

#### **b.) Resolution No. 15-05, Endorsement of Projects of Unallocated Fiscal Year 2015 Transportation Alternatives Program (TAP) TMA Funds – Daniel Reese**

Mr. Reese advised that Resolution No. 15-05 is requesting approval for FAMPO to issue a 30-day submittal period for the purpose of receiving contracts for firms to be chosen as the MPO's On-Call Consultants. Mr. Reese stated that the current contracts expire on June 30<sup>th</sup>. Mr. Reese advised that those firms who submit a contract will be reviewed by members of staff, VDOT, & Technical Committee members. Mr. Reese relayed that the two firms who score the highest will be chosen.

Mr. Snyder asked if the contracts were selected by best value or by lowest bid. Mr. Reese stated that with the scoring process in place that they are picked by best value. Mr. Snyder asked how many firms usually apply. Ms. Donley stated that last year we had 8-12 separate firms who submitted an application for consideration.

**c.) Resolution No. 15-06, Endorsing Stafford County's Grant Application to the Virginia Department of Transportation for Fiscal Year 2015 & 2016 TMA Transportation Alternative Funding – Daniel Reese**

Mr. Reese advised that Resolution No.15-06 is requesting approval of Stafford County's grant application to VDOT for FY2015-2016 TMA funding for design of sidewalks on Mine Road in northern Stafford County. Mr. Reese relayed that this grant will provide connect-ability through various residential areas in the Garrisonville area of the county.

**DISCUSSION ITEMS**

**a.) Transportation Advisory Group (TAG) Analysis – Daniel Reese**

Mr. Reese advised that in January, FAMPO staff was asked to provide analysis nation-wide on TAG organizations; TAG having a non-voting member on the MPO's Policy Committee, TAG name, TAG's purpose; etc. Mr. Reese stated that findings from this analysis are included in tonight's agenda packet for TAG to discuss and vote on how it wishes to proceed.

- Mr. Reese advised that the findings showed the following statistics:
- Approximately 50% of the MPO's in the country have a formal Citizen's Advisory Committee
- Of this 50%, it is also quite common for TAG to have non-voting representation at the MPO's Policy Committee meetings
- It was most common that the non-voting member was the TAG chair; however, most stipulated it was the TAG chair or another designee
- The majority of the TAG committees nation-wide are referred to as a Citizens Advisory Committee

Mr. Reese stated that now TAG needs to determine the next steps it wants to take. The current TAG By-laws would need to be amended accordingly. Currently, TAG's mission and functions are to encourage citizen participation within the transportation planning process and to advise the Policy Committee of the citizen's perspectives on transportation planning, programming & project issues.

Mr. Snyder stated that there are 3 decisions to make tonight and these are as follows:

- TAG name change
- Non-voting Policy Committee member Appointment request
- Determination of who should serve as the non-voting member

Ms. Bertoldi stated that she felt a “Citizen’s” Advisory Group is more accurate rather than a “Transportation” Advisory Group. Ms. Bertoldi stated that as the group is not elected by their localities but instead appointed that it has no real power, control, or input into the transportation planning process. However, Ms. Bertoldi stated that it definitely can & should provide feedback from citizens on how one feels about transportation in general; about a specific proposed project, etc.

Mr. Snyder stated that he felt it is important that “transportation” remain as part of the organization’s name because it distinguishes the committee as having specific transportation-related concerns and not looked at as just an overall generic citizen’s group who has no specific issue that it undertakes.

Mr. Milligan stated that he does not feel the committee’s name should be changed. He stated that he felt it was more important that TAG re-evaluate what its purpose is; how you go about getting the message across from the citizens to the elected officials; etc. than what the actual name of the committee goes by.

Mr. Gormley stated that he felt “transportation” should also remain in TAG’s name. Mr. Gormley stated that having a specific reference – i.e. “transportation” should give a committee more impact and leverage. Mr. Gormley stated that TAG is an advocacy body and not a legislative body and what is being advocated are transportation concerns, congestion, etc.

By unanimous consent, it was requested that TAG’s name be changed to the Citizen Transportation Advisory Group (CTAG).

Mr. Snyder advised that the second point for discussion is whether members want to request approval from the Policy Committee to have CTAG member representation as a non-voting member.

Ms. Bertoldi asked why had TAG not been a non-voting member of the Policy Committee up to this point. Mr. Snyder stated that this was just an oversight as well as previous members not expressing a desire to have non-voting representation.

Ms. Trampe stated she felt that by becoming a non-voting member to the Policy Committee that this in fact gives a more prominent and formal voice to what & who CTAG is.

Mr. Gormley stated that he felt it was important for CTAG to become a non-voting Policy Committee member because in the past very little information has been filtered down from the Policy Committee to the other committees.

Mr. Snyder stated that with being a non-voting member to the Policy Committee, that CTAG could participate in the table discussion as well as objectively present a discussion item to the Policy Committee whereby CTAG has taken a stand.

Ms. Bertoldi stated that being a non-voting member who represents CTAG collectively as a committee rather than as an individual citizen would also show the Policy Committee that CTAG is involved and interested. Ms. Bertoldi also stated that if a non-voting member is in

attendance, the representative would be able to field and answer questions that may arise from the Policy Committee as to what the citizens think.

Mr. Farley stated that he has some concern that by having a non-voting seat at the table this could in fact become counter-productive. Mr. Farley stated that the Technical Committee does not have a non-voting member on the committee and they are the local planning department staff members who comprise that committee. Mr. Farley stated that he felt it may be more productive for CTAG to report to the Policy Committee only when an item or concern of significance comes to light instead of attending monthly and reporting occasionally.

Ms. Trampe concurred with Mr. Farley's comments; however, she felt that regular & consistent representation as a non-voting member to the Policy Committee just reinforces CTAG's desire to become more involved and to stay involved. Ms. Trampe stated that by having higher profiles and more exposure will be assets for CTAG. Ms. Trampe stated that Mr. Farley was correct though in that significant items rather than trivial or minimal items need to be presented at the Policy Committee meetings.

Ms. McGarrity stated that it was better to have a regular seat at the table and not need a "voice" than have a situation occur that requires a "voice" and then not be able to obtain an agenda spot to express it.

Mr. Snyder concurred that having a regular spot at the table to the Policy Committee does not necessitate or imply that a report must be given each month but does allow for more and better awareness of the CTAG organization as a whole.

Mr. Gormley stated that by being visible at the Policy Committee meetings, this could allow for more public awareness and interest in having other citizens to get involved. Mr. Gormley stated that as CTAG is volunteered that by serving as a non-voting member to the Policy Committee which is comprised of local elected officials that this association could enhance additional CTAG member representation.

Mr. Milligan stated again that as CTAG is trying to re-define its purpose, could representation as a non-voting member to the Policy Committee help change the direction and focus of CTAG? Mr. Snyder stated that he did not necessarily feel it would result in changes but possibly could result in a new and different focus.

Mr. Farley asked if the request to serve as a non-voting member to the Policy Committee is approved, could there be a new category added to the regular monthly CTAG agendas that specifically addresses "Policy Committee" report. It was consensus that this would be appropriate.

Upon motion by Ms. McGarrity and seconded by Mr. Gormley; with a vote of 7-yes & 1 abstention; the request from CTAG was to formally ask that the Policy Committee approve a non-voting CTAG member to its committee. This member would also as needed give a report to the Policy Committee giving committee recommendations, comments, suggestions, etc. based on CTAG discussion and feedback and not based on personal thoughts or feelings. Mr.

Snyder asked that staff prepare this written request to the Policy Committee for his signature and that the new agenda item be included on the monthly CTAG agendas beginning with the April CTAG agenda.

The third point is determination of who the non-voting CTAG member to the Policy Committee should be. It was decided that, if approved by the Policy Committee, that the non-voting CTAG member should be the Chair or designee. The By-law revision with this addition was included for review that was included in tonight's agenda packet information.

Upon motion by Mr. Dunn and seconded by Mr. Milligan with a vote of 7-yes & 1 abstention, there was consensus that the non-voting member should be the CTAG chair or should be a designee appointed by the chair and the amended wording within the By-Laws is adopted as revised.

There was request from CTAG to staff on whether staff has the capability to add a "comments" button to the FAMPO website. There was also discussion on how to get more advertisement for CTAG. Ms. Trampe stated that on the public service television station a week before a CTAG meeting the time, date, & place of the meeting can be run on a continuous scrolling basis to let the citizens know about the meeting. Mr. Gormley stated again that if the Policy Committee approves having a CTAG member serve as a non-voting member to their committee that this gives free advertising during this time period as well. There were multiple comments in regard to the capability of having a CTAG page as part of FAMPO's Facebook page. Staff was asked to pursue this to see if current technology is already available through FAMPO, without it costing additional funds, etc. Also, Mr. Reese & Ms. Donley were asked to provide feedback on how much staff time would be required to monitor and update Facebook entries as well as whether FAMPO equipment is authorized for monitoring a CTAG Facebook page by a CTAG representative.

**b.) House Bill 2– Daniel Reese**

Mr. Reese advised Mr. Nick Donohue, Secretary of Transportation, will be at the April Policy Committee meeting and hopefully will be able to provide some updates on the many uncertainties and unanswered questions that the region has had in regard to HB2. Mr. Reese also stated that FY2016 will be the first year for receipt of funding before any money could or would ultimately come back into the region.

**c.) FY2016-2012 Congestion Mitigation & Air Quality Improvement Program (CMAQ)/Regional Surface Transportation Program (RSTP) Funding Allocations – Daniel Reese**

Mr. Reese advised that included in tonight's agenda packet information is a spreadsheet that gives the VDOT District Office's 2015 CMAQ/RSTP projects. Mr. Reese stated that two new projects were added which are: VRE Platform Extensions at various VRE stations & an Intersection improvement project at Route 208/Courthouse Road in Spotsylvania County at the Hood/Houser drive intersections.

Mr. Gormley asked where & when throughout the process can a CMAQ project request for consideration be made. Mr. Reese stated that now would be the time for such requests to be made known to the Policy Committee & VDOT.

Mr. Gormley stated that the US-1 Bridge over Hazel Run project is the one he would like to see re-studied. He stated that from the onset of this project it appears that a reasonable solution of bringing the bridge down by just 100 meters and have the trail actually run through the bridge would be less expensive and enhance safety.

Mr. Reese stated that he would forward this request to the Technical Committee staff and ask that they review the request and forward it to the Policy Committee. Mr. Farley asked if staff would be able to provide a handout of how the project would be constructed with some very preliminary costs included for review by the TAG members at the April meeting. Mr. Reese stated that he would relay this request to FAMPO staff to see if something can be available for review at the April meeting.

**d.) New Approaches to Solving Transportation Workshop – Daniel Reese**

Mr. Reese advised that staff was asked by the Policy Committee at their March meeting to coordinate a transportation workshop forum. Mr. Reese stated that FAMPO staff is working with VDOT to utilize their staff & resources as well.

Ms. Donley stated that this workshop will be open to the public and will occur on two separate nights for a two-hour session each night. Ms. Donley advised that the meeting will occur sometime in the mid-April or late April time frame and once the meeting place, date, & time are finalized that this information will be relayed to the FAMPO committees.

Ms. Donley relayed that the workshop will consist of the following:

- Educational
- Alternative Project Considerations

Ms. Donley stated that the educational component will take a hypothetical project from its visionary phase to completed project construction. Ms. Donley stated that this session will discuss all funding opportunities that could be available for consideration in securing the necessary funding needed to complete the project.

Ms. Donley stated the second part of the workshop will be discussion on how to get new projects added into the regional plan; review of previous projects in the plan to see if they are still regionally significant; and/or if money was not an issue what types of “wish list” projects would be considered.

**e.) Teleworking to Reduce Congestion – Daniel Reese**

Mr. Reese advised that previously GWRC was responsible for maintaining three tele-work centers and they had been well used and regularly utilized. However, in 2009, the funding for these centers was discontinued and the program was taken over by George Mason University.

Mr. Reese stated that this is something FAMPO is addressing within the transportation plans as a proven method of another option of getting cars off of the road thus resulting in less traffic congestion.

Mr. Snyder concurred that this work option definitely reduces the amount of daily commuting traffic and eases congestion. However, Mr. Snyder stated that tele-working will not work within the FAMPO region until the localities get broadband capabilities. Mr. Snyder stated that for Spotsylvania County specifically, that the information that has been relayed to him from the Board of Supervisors is that the county is interested in broadband; however, want a wireless set-up. Mr. Snyder stated that effective broadband is only going to work if the localities agree to land-line broadband capabilities.

Mr. Reese advised that a regional broadband committee is meeting regularly and that Mr. Tim Ware, GWRC Administrator, is a member of this committee. Mr. Reese stated that there is interest in seeing broadband expand within the region.

Mr. Gormley stated that the tools are good and available; however, government and federal agencies do not support the endeavors. Mr. Gormley stated that with the government agencies that they do not purchase and provide employees with lap top computers but instead purchase desk tops that forces employees to have physical contact with their agency and management. Mr. Gormley stated that telework options makes economic sense and the demands region-wide are high.

Ms. Trampe stated that she would bring up this item for further study, research, & support with the regional tele-communications committee for discussion at their next meeting.

Mr. Snyder stated that ironically however, on the private side, remote access capabilities are fully in place. He stated that personally his office buys nothing but lap tops, cell phones instead of land line phones, skyping, tele-conferencing, presentations & power points presented via satellite options, etc.

## **CORRESPONDENCE**

Mr. Reese advised that there are 2 pieces of correspondence in tonight's agenda packet and both are self-explanatory.

## **STAFF REPORT**

Mr. Reese advised that Mr. Waple, who is the current FAMPO Administrator, will be leaving his position and re-locating to Pittsburgh. During the interim, Mr. Robinson will again be filling in as needed until a new administrator is hired. Mr. Reese relayed that the application review committee when Mr. Waple was hired consisted of Mr. Matt Kelly, Mr. Tim McLaughlin & Mr. Paul Milde. This committee will again serve in this capacity.

Mr. Reese advised that he would be attending a state-wide DCR green-way seminar next week in Richmond. Mr. Reese stated this is the East Coast version of the Appalachian Trail to potentially create a bicycle/pedestrian trail from Maine to Florida.

Mr. Reese stated that between a \$2,000 grant contribution from the Sierra Club and contribution from GWRC, staff will be able to develop and print a paper map of regional bicycle and pedestrian trails for distribution to visitors, residents, etc. These will be high quality maps and will be available at the Visitor's Center, Park Service facilities, etc.

Ms. Donley stated that RFP's will be launched next week. Ads are being compiled advertising for another transportation planner as well as for the FAMPO Transportation Administrator's position. Ms. Donley relayed that the UPWP draft has been finalized and will be presented in April to the Policy Committee for their adoption. Ms. Donley also advised that she has received a Title VI Compliance questionnaire that was submitted from VDOT that FAMPO needs to complete and she is currently working on this as it needs to be finalized by April 3<sup>rd</sup>.

### **MEMBER REPORTS**

None

### **ADJOURN**

The March 11th meeting was adjourned at 7:59 p.m. The next meeting will be held on April 8, 2015.

*Meeting Minutes completed by JoAnna Roberson*