



TECHNICAL ADVISORY COMMITTEE MEETING MINUTES

May 4, 2020 ♦ Virtual-Only

406 Princess Anne Street, Fredericksburg VA 22401

<https://www.fampo.gwregion.org/technical-advisory-committee/>

Approved as amended: June 1, 2020

Due to the nature of the Declaration of a State of Emergency Due to Novel Coronavirus (COVID-19) pursuant to Code § 2.2-3708.2 this meeting is to be held by electronic communications, via the web platform GoToMeeting. The catastrophic nature of this declared emergency makes it impracticable and unsafe to assemble a quorum in a single location and the purpose of this meeting is to discuss or transact the business statutorily required or necessary to continue operations of the public body.

A recording of this virtual meeting has been posted to the FAMPO Technical Advisory Committee webpage:
<https://www.fampo.gwregion.org/technical-advisory-committee/>

Members Present:

Remote connection by phone or internet for all attendants per Virginia COVID-19 legislation as noted above.

Chairman Erik Nelson, City of Fredericksburg

Paul Agnello, Spotsylvania County

Rodney White, Spotsylvania County

Alex Owsiak, Stafford County

Jason Towery, Stafford County

Craig Pennington, Caroline County

Michelle Shropshire, Virginia Department of Transportation (VDOT)

Stephen Haynes, VDOT

Jim Ponticello, VDOT

Dan Grinnell, VDOT

Charles Steigerwald, Potomac and Rappahannock Transportation Commission (PRTC)

Ciara Williams, Virginia Department of Rail and Public Transportation (DRPT)

Christine Hoeffner, Virginia Railway Express (VRE)

Jamie Jackson, Fredericksburg Regional Transit (FRED)

Craig Reed, FRED

Leigh Anderson, GWRideConnect

Others Present:

Linda LaSut, VDOT

Susan Gardner, VDOT

Brandon Brown, Stafford County

FAMPO Staff Members Present:

Adam Hager, Transportation Planner

Stacey Feindt, Public Involvement Coordinator/Title VI Coordinator

Leah Vigil, Administrative Assistant

Kari Barber, Transportation Planner

Matthew Lehane, Transportation Planner

Jordan Chandler, Transportation Planner



1. **Call to Order** – Chairman Erik Nelson
Mr. Nelson called the FAMPO Technical Advisory Committee (TAC) Meeting to order at **9:31 am** after the Interagency Consultant Group Meeting ended.
2. **Determination of a Quorum** – Stacey Feindt
Ms. Feindt called the member roll and determined that a quorum was present.
3. **Approval of the May 4, 2020 TAC Agenda (ACTION ITEM)**
Mr. Agnello requested that Agenda Item 7. 1. (Discussion of UPC 110987: Rte 208/636-Hood/Houser Drive Intersection) be moved up to follow items 7.c. and 7.d.

The agenda was approved by consensus, as amended.

4. **Approval of March 2, 2020 TAC Meeting Minutes (ACTION ITEM)**
Mr. Owsiak made a motion to approve TAC meeting minutes.
Mr. Agnello seconded.
There was no further discussion. Motion passed unanimously.

5. **Review of March 16, 2020 FAMPO Policy Committee Meeting**
Refer to Policy Committee webpage for current information on the meeting:
<https://www.fampo.gwregion.org/policy-committee/>.

6. **Public Comment** – None

7. **Discussion/Action Items**

- a. Review of Interagency Consultation Group (ICG) Meeting and Air Quality Conformity Analysis (AQCA) Process for the Amended 2045 (Financially) Constrained Long Range Transportation Plan (CLRP)

Mr. Ponticello reviewed the ICG meeting that took place at 9:00am. He noted that the ICG took the following action:

- Approval of the AQCA schedule and project lists for the amended 2045 CLRP
- Recommended that the Policy Committee release the AQCA draft report for Public Comment beginning May 20, 2020

- b. **Approving the Draft Air Quality Conformity Analysis (AQCA) Report for the Amended 2045 CLRP (ACTION ITEM)**

Mr. Grinnell reviewed the draft AQCA report.

Mr. Owsiak made a motion to approve the draft AQCA Report for the amended 2045 CLRP.

Mr. Agnello seconded.

There was no further discussion. Motion carried unanimously.

- c. Study Methodology and Schedule for Review of FAMPO Regional Surface Transportation Program (RSTP) and Congestion Mitigation and Air Quality (CMAQ) Allocation Process

Mr. Erik Nelson indicated that the CMAQ Allocation Process is not changing; Policy Committee is expecting recommendations. He also noted that Stafford requested and drafted revisions to RSTP allocation and scoring methodology and this process will continue with any recommended changes to be submitted for Policy Committee consideration of final approval before the end of 2020.

Ms. Jackson, FRED said she understood the need to address the RSTP issue and move forward with the current CMAQ allocations. However, she requested re-examination of the methodology for the allocation process for RSTP/CMAQ funds, to better integrate FRED as a regional transit agency. Her concern was that FRED relies on these funding sources as many other regional transit agencies do.

- d. Review of Submitted Applications for FY26 CMAQ Funds

Mr. Hager presented draft scoring results for locality projects.

Mr. Nelson reported that Stafford County submitted proposed scoring revisions to their project and these were accepted for further review.

*Approved amended order of agenda

- 1. Discussion of UPC 110987: Rte 208/Rte 636-Hood/Houser Drive Intersection Improvements Project Deficit

Mr. Agnello summarized how a change in VDOT's estimate had created a deficit for this project. He inquired about VDOT allocations and deadlines.

Ms. Gardner recommended putting FY26 funds in balance entry.

- i. **Recommendation for RSTP/CMAQ Allocations to the Policy Committee (ACTION ITEM)**

Mr. Nelson reported to the group that discussions were occurring among the jurisdictions.

Mr. Owsiak made a motion to defer action on FY26 RSTP/CMAQ Allocations until the June TAC meeting.

Mr. Agnello seconded.

There was no further discussion. Motion carried unanimously.

- e. FY21 Unified Planning Work Program (UPWP) Draft Update

Mr. Hager presented the draft document to be finalized and reviewed the RSTP and CMAQ funding. He relayed that VDOT staff requested a draft. FAMPO is working to submit a draft as soon as possible for TAC and Policy Committee review.

Mr. Agnello asked about PL and 5303 carryover totals from FY20.

Mr. Hager reported that, not including the local match, approximately \$140,000 in PL funds would be carried over from FY20 to FY21 to be added to the document in time for the Policy Committee meeting.

Ms. Jackson requested that transit be included for the FY21 budget. She asked for a template for FRED completion.

Mr. Hager said he would send a word document. He asked that TAC Members send comments on the draft by close of business on Monday, May 11, 2020.

Ms. Shropshire asked when the draft would be submitted to VDOT and will it include comment?

Mr. Hager responded that the draft will be ready for submission to VDOT the day after the Policy Committee meeting; VDOT comments and feedback can be sent earlier or during the Public Comment period for incorporation into the final product.

f. FY20 UPWP Amendment Draft

Mr. Hager summarized the needed updates for the draft UPWP:

- PL figures will need to be finalized
- Draft will be part of the Public Comment period
- The \$14,000 local match does not need to be included in the VDOT deprogramming request, but Mr. Agnello requested this be noted in the draft

Mr. Owsiak made a motion to approve the FY20 UPWP Amendment Draft as amended, with inclusion of a note regarding the local match for PL funds.

Mr. Agnello seconded.

There was no further discussion. Motion carried unanimously.

g. Public Comment Period Summary for the Draft FY21-24 TIP and AQCA Report

Ms. Feindt reported as follows:

- Began March 3rd
 - Comment period included various outreach events
 - Recorded concerns directly from citizens, social media and email
 - Document includes the public's transportation priorities
- See meeting packet for more information.

i. **Approval of Resolution 20-34: Approving the FY21-24 Transportation Improvement Program (TIP) and Air Quality Conformity Analysis Report (ACTION ITEM)**

Mr. Agnello made a motion to approve Resolution 20-34: Approving the FY21-24 RIP and AQCA Report.

Mr. Owsiak seconded.

There was no further discussion. Motion carried unanimously.

ii. **Approval of Resolution 20-35: Endorsing the Air Quality Conformity Determination for the Fiscal Years 2021-2024 TIP (ACTION ITEM)**

Mr. Agnello made a motion to approve Resolution 20-35: Endorsing the Air Quality Conformity Determination for the FY21-24 TIP.

Mr. Owsiak seconded.

There was no further discussion. Motion carried unanimously.

h. Review of Approved March 2020 TIP

Mr. Hager noted that the Policy Committee had approved the amendments in March 2020

i. **Approval of Resolution 20-33: Amending the FY18-21 TIP to Add UPCs from the I-95 Corridor Study (ACTION ITEM)** – Mr. Adam Hager

Ms. Shropshire explained that the amendments relate to operational and safety improvements for regional and statewide I-95 projects; such as cameras, signage, etc.

Mr. Agnello made a motion to approve Resolution 20-33: Amending the FY18-21 TIP to add UPCs from the I-95 Corridor Study.

Mr. Owsiak seconded.

There was no further discussion. Motion carried unanimously.

j. FY20 Rural Work Program (RWP) Update

Ms. Barber reported that the Bowling Green small area plan was adopted into the town's Comprehensive Plan on March 9th. The Bowling Green Town Council approved the resulting intersection improvement project for a System for the Management and Allocation of Resources for Transportation (SMART SCALE) application. FAMPO will present the small area plan at the GWRC board meeting in May. The King George transportation study draft will also be presented to the GWRC board once all comments by the locality have been received and incorporated.

k. FY21 RWP Update

Ms. Chandler reported that the document started with a draft from VDOT, with input from King George and Caroline Counties. Port Royal and Bowling Green have a product composed of:

- Program administration
- Program activities

- Funding remains the same from last year
 1. *Moved in sequence after Agenda Item 7.d.

8. Correspondence

Mr. Hager noted that the Commonwealth Transportation Board (CTB) approved FAMPO's move for SMART SCALE from Category A to B on February 19, 2020.

9. Staff Reports

Mr. Hager provided the schedule enclosed for action items to the end of the fiscal year and invited comments.

Mr. Agnello reminded the group that the SMART SCALE deadline is July and FAMPO action could come as soon as June. TAC could take action to approve RSTP allocations in addition to CMAQ.

Mr. Hager said he will update the schedule to include SMART SCALE action as well as CMAQ column to possibly include RSTP allocations.

Mr. Hager noted meeting packet reports on the following:

- COVID-19 effects on transportation
- Quarter 3 UPWP quarterly report for work activities and expenditures

Mr. Lehane reported that SMART SCALE pre-applications were successfully submitted for GWRC and FAMPO last month by deadline. He thanked the localities for their assistance.

10. Member Reports

Ms. Susan Gardner, VDOT, said that when the Commonwealth releases information on the Six-Year Plan, she will disseminate it to TAC members.

Mr. Agnello, Spotsylvania County, said they were continuing progress on SMART SCALE applications. He asked VDOT when the transportation alternatives list will be available.

Ms. Gardner said she will find out and send out the list.

Mr. Owsiak, Stafford County, said they continued to work on updating draft guidelines for CMAQ/RSTP and were soliciting TAC member and FAMPO feedback. He asked VDOT about the latest on revenue sharing allocations.

Ms. Susan Gardner said she will respond with data to TAC members.

Ms. Hoeffner, VRE, reported that reduced service continues. They are considering and planning for adjusted operations once travel restrictions are lifted.

Chairman Nelson, City of Fredericksburg, said they were working on SMART SCALE project applications.

11. Adjourn Technical Advisory Committee Meeting / Next Meeting

There being no further business to conduct, Chairman Nelson adjourned the Technical Advisory Committee meeting at **10:31 am**.

The next TAC meeting is scheduled for June 1, 2020 at 9:30 am.