



## TECHNICAL ADVISORY COMMITTEE MEETING MINUTES

Monday ♦ October 5, 2020 ♦ 9:30 am

Remote-Only📞

406 Princess Anne Street, Fredericksburg VA 22401

<https://www.fampo.gwregion.org/>

**Approved: October 21, 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/>

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

### **Members Present:**

Chairman Alex Owsiak, Stafford County  
Jason Towery, Stafford County  
Paul Agnello, Spotsylvania County  
Rodney White, Spotsylvania County  
Erik Nelson, City of Fredericksburg  
Bassam Amin, City of Fredericksburg  
Michelle Shropshire, Virginia Department of Transportation (VDOT)  
Stephen Haynes, VDOT  
Joseph Stainsby, Potomac and Rappahannock Transportation Commission (PRTC)  
Craig Pennington, Caroline County  
Kimberly Wilson, King George County  
Kate Gibson, GWRideConnect  
Linda Millsaps, GWRideConnect  
Leigh Anderson, GWRideConnect  
Ciara Williams, Virginia Department of Rail and Public Transportation (DRPT)  
Christine Hoeffner, Virginia Railway Express (VRE)  
Jamie Jackson, FREDericksburg Regional Transit (FRED)  
Aidan Quirke, FRED

### **Others Present:**

Linda LaSut, VDOT  
Susan Gardner, VDOT  
Katherine Youngbluth, DRPT  
Brandon Brown, Stafford County  
Paul Prideaux, Michael Baker International

### **FAMPO Staff Members Present:**

Adam Hager, Transportation Planner  
Stacey Feindt, Public Involvement/Title VI Coordinator  
Leah Vigil, Administrative Assistant  
Kari Barber, Transportation Planner/Bicycle & Pedestrian Coordinator  
Jordan Chandler, Transportation Planner  
Matthew Lehane, Transportation Planner

*Speaker: Summary of speaking points*

### **1. Call to Order**

Chairman Owsiak called the FAMPO Technical Advisory Committee (TAC) Meeting to Order at **9:30 am**.

## 2. Determination of a Quorum

Ms. Vigil conducted roll call and determined that a quorum was present.

## 3. Approval of the October 5, 2020 TAC Agenda (ACTION ITEM)

Motion made to accept the Agenda as amended – Removal of Item 7.f.iii. Resolution 21-14. Chair Owsiak noted that VDOT confirmed Friday that no action is needed for the Transportation Improvement Program (TIP) administrative modification as listed.

Motion: Mr. Nelson; Second: Ms. Hoeffner

Motion passed by unanimous consent

## 4. Approval of September 8, 2020 TAC Meeting Minutes (ACTION ITEM)

Ms. Shropshire made a motion to accept the minutes with the removal of reference to VDOT in parentheses on page 2, Item 7.a., second bullet point regarding Congestion Mitigation and Air Quality (CMAQ) and Surface Transportation Block Grant (STBG)-Regional Surface Transportation Program (RSTP) Prioritization Methodology.

Motion to approve minutes as amended: Ms. Shropshire; Second: Mr. Nelson

Motion passed by unanimous consent

## 5. Review of September 21, 2020 FAMPO Policy Committee Meetings

Mr. Hager highlighted the Policy Committee meeting:

- Dr. Millsaps updated the committee on the hiring process for the FAMPO Administrator/Director of Transportation Planning
- The Draft Transportation Planning Board (TPB) Memorandum of Understanding (MOU) was amended and endorsed then subsequently sent to the TPB for review
- The Spotsylvania County US Route 1/Market Street Project was approved to be fully funded
- The CMAQ/STBG call for projects was deferred
- Presentations were given on the:
  - Transportation Improvement Program (TIP)
  - Long Range Transportation Plan (LRTP)
  - FAMPO Annual Report
- Chair Shelton presented proposed bylaw amendments; VDOT noted at that meeting that updating bylaws would need to be listed in the Unified Planning Work Program (UPWP)

## 6. Public Comment – No email or live online comments were received.

Δ Approved amended order of agenda

## 7. Discussion/Action Items

- a. Congestion Mitigation and Air Quality (CMAQ) and Surface Transportation Block Grant (STBG)-Regional Surface Transportation Program (RSTP) Prioritization Methodology Update – Chair Owsiak

Ms. Shropshire inquired about the makeup of the subcommittee. Mr. Owsiak indicated he would follow up after the meeting to confirm participants.

Mr. Hager relayed that he will send email notes of a brief meeting with Hampton Roads MPO on their methodology which Mr. Owsiak will pass along to the subcommittee.

Chair Owsiak estimated the group would meet every two weeks to gauge and move the process forward; he will add a VDOT representative and email the schedule to all TAC members for information purposes.

- b. Call for Projects Discussion – Adam Hager

Mr. Hager observed that the Policy Committee deferred this at the meeting on September 21 and asked for feedback regarding next steps at the October Policy Committee meeting.

Ms. Shropshire asked if the scoring would be disseminated to the group.

Mr. Hager responded that ideally FAMPO would present projects with scoring followed by an additional Policy Committee meeting after the regularly scheduled October meeting to determine leveraged funding for SMART SCALE projects by the October 30 deadline.

Motion made to present the Policy Committee with a list of pre-scored projects for approval in consideration of available funding, thereby providing FAMPO staff adequate time to score projects.

Motion: Mr. Owsiak; Second: Mr. Nelson

Motion passed by unanimous consent

Mr. Nelson observed that if an extra meeting is needed for allocations after the Policy Committee meeting, public notice will need to go out immediately.

Mr. Hager proposed that TAC determine a tentative meeting date in order to discuss funding allocations by the Policy Committee for which public notice could begin and the October 30 VDOT deadline for SMART SCALE could be met.

Chair Owsiak set a tentative TAC meeting for Wednesday, October 21 contingent on Policy Committee approval of the call for projects.

Ms. Shropshire said she would not be able to make that meeting; a VDOT representative will attend in her place.

c. Funding UPC 115614 – US-1/Market Street – Paul Agnello

Mr. Agnello stated that the Policy Committee had approved funding of this existing project. However, Spotsylvania County is pausing movement on this item pending further determination of funding availability.

d. UPC 109467 – US-1 & Telegraph Road/Woodstock Lane Project Update – Chair Owsiak

Mr. Owsiak updated the group on the Route 1/Telegraph Road project. Costs have increased by approximately \$837k. Local funds have been identified, reducing the request to \$745k.

Mr. Nelson suggested that the Spotsylvania and Stafford Counties' projects be added to the list for funding approval when presented to the Policy Committee.

Mr. Owsiak agreed with the addenda to the call for projects list.

e. System for the Management and Allocation of Resources for Transportation (SMART SCALE) Round 4 Update – Stephen Haynes

Mr. Haynes updated the group on SMART SCALE applications which are now in the phase of validation.

- Significant application data includes: description, sketches and estimated matching funds
- Eight Fredericksburg area applications, four of which were FAMPO slots, were submitted
- SMART SCALE project alerts and comments should be checked regularly (at least weekly) for status updates; portal glitches may affect successful transmission
- Applicant must comment and/or concur once applications are approved by VDOT
- Final resolutions of support and/or funding sources are due October 30<sup>th</sup>
- Extensions to October 30 deadline must be requested by letter with specific information explaining why for Mr. Haynes to submit to VDOT officials

f. Transportation Improvement Program (TIP) Updates – Jordan Chandler

i. FY21-24 TIP Implementation

Ms. Chandler informed the group that the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) approved the Statewide Transportation Improvement Program (STIP) and FAMPO's TIP in September and was implemented on October 1<sup>st</sup>. There are additional rollover amendments that will need committee action by early next year.

ii. Environmental Justice (EJ) Analysis Methodology

- Monitor proposed transportation plans that may pose adverse effects on low income and/or minority populations.
- Three different methods were put before the committee for consideration:
  - Richmond Transportation Planning Organization (TPO) 2040 LRTP
  - 2000 VDOT Manual
  - Roanoke Valley TPO's 2040 LRTP index
- Ms. Chandler asked for response to which method, if any, is most appropriate for the FAMPO region.

Ms. Jackson would like access to the data and more time to review before commenting.

Ms. Gibson concurred with Ms. Jackson that the information, more time and a deadline would be helpful in reviewing the material for feedback; additionally, an EJ index seems more specific than yes or no in the methodologies.

iii. Resolution 21-14: Approving an Administrative Modification to the FYXX-XX Transportation Improvement Program (TIP) for UPC 105535 - #SGR Rte 3 (Bus.) Rappahannock River, Bridge Rehabilitation (ACTION ITEM) – Item removed on approved agenda.

g. 2050 Long Range Transportation Plan (LRTP) Update – Adam Hager

Mr. Hager updated the committee on the makeup of the informal working group. He relayed the 2045 LRTP goals and objectives and asked the committee for feedback to help inform a survey that staff is developing. He indicated that the goals and objectives must reflect the federal planning factors but should also reflect the unique components of the FAMPO region.

Ms. Feindt will develop a survey for public involvement efforts so that members of the public can assist with developing goals and objectives. Feedback from TAC on the proposed goals and objectives will help with survey development.

Mr. Hager asked if there was any initial feedback for developing the survey. This presentation will go in follow-up email for review and comment.

Mr. Nelson noted that he will send his suggested edits.

Mr. Agnello observed that the past LRTP had a paragraph devoted to connected and autonomous vehicles by 2050 at the latest for consideration of inclusion. He asked whether SMART SCALE Round 4 results be reflected in the amended 2045 LRTP.

Mr. Hager responded that the goal is to include SMART SCALE Round 4 results in the 2050 LRTP.

i. COVID-19 Data Snapshot – Matthew Lehane

Mr. Lehane presented COVID-19 data both locally and statewide, examining effects on transportation such as:

- Traffic volume
- Crash statistics
- Teleworking
- Commuter rail and transit
- Vanpooling and slugging
- Gas prices

h. Regional Study Ideas and Proposals – Adam Hager

Mr. Hager remarked that as the SMART SCALE Round 5 approaches, study ideas and/or projects

are welcome. He noted that staff is available to assist in data collection to support study proposals.

Mr. Agnello noted a STARS study could be done for Exit 126 where the new VA hospital will be placed as well as Fredericksburg Route 3 at Four Mile Fork. He will send an email to Mr. Hager with the details.

i. Proposed Language for TAC Bylaws for Remote Participation – Stacey Feindt

Ms. Feindt noted that updates to the bylaws are needed due to 2014 General Assembly action that required remote participation standards and an approval process to allow individual members to participate in meetings remotely. Currently, TAC is allowed to meet with a virtual quorum under the governor's declared State of Emergency. She will send source material with highlighted sections to the group.

Mr. Agnello noted that the UPWP page 37 under end product #11 allows for bylaw amendments.

Ms. Shropshire observed that there was a conversation with FHWA indicating the need for a UPWP update for bylaw amendments.

Chair Owsiak asked if an update to the bylaws requires a physical quorum.

Ms. Feindt clarified a physical quorum is not currently required because Virginia is in a State of Emergency and therefore virtual quorums are permitted. After the State of Emergency expires, a physical quorum is required.

j. November TAC Meeting Date – Chair Owsiak

Chair Owsiak noted that the November meeting is right before Election Day, does TAC want to reschedule it to the following week, Monday, November 9, 2020.

Motion was made to move the next meeting from November 2 to November 9, 2020 in consideration of national elections.

Motion: Chair Owsiak; Second: Mr. Agnello

Motion passed by unanimous consent

## 8. Correspondence

Mr. Hager welcomed the new FRED member, Aidan Quirke, to TAC as indicated in their correspondence.

## 9. Staff Reports – None

## 10. Member Reports

- Ms. Gibson referenced an article in the *Free Lance Star* (FLS) covering the impact of COVID-19 on slugging and vanpooling. This then prompted updated data for GWRideConnect on data records.

## 11. Adjourn Technical Advisory Committee Meeting / Next Meeting Monday, November 9, 2020 at 9:30 am

There being no further business to conduct, Chairman Owsiak adjourned the Technical Advisory Committee meeting at **11:41 am**.

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Leah Vigil  
FAMPO Administrative Assistant