



**CITIZENS TRANSPORTATION ADVISORY COMMITTEE
MEETING MINUTES**

Wednesday • October 14, 2020 • Virtual-Only
406 Princess Anne Street, Fredericksburg VA 22401
<https://www.fampo.gwregion.org/>
Approved: November 10, 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 Citizens Transportation Advisory Committee webpage:
<https://www.fampo.gwregion.org/citizens-transportation-advisory-committee/>.

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

Members Present:

Committee Members Present:

Mr. Dave McLaughlin, Chair, City of Fredericksburg
Mr. Joshua Brock, City of Fredericksburg
Mr. John Castellarin, City of Fredericksburg
Mr. Matthew Rowe, City of Fredericksburg
Mr. Al Durante, Spotsylvania County
Mr. Neil Holloran, Spotsylvania County
Mr. Anton Stubbs, Spotsylvania County
Mr. David Swan Stafford County
Mr. Wade Suddreth, Stafford County
Mr. Melvin Allen, Sr., Stafford County
Dr. Robert Gates, King George County
Mr. Larry Gross, At-Large

Others Present

Mr. Erik Nelson, FAMPO Technical Advisory Committee (TAC) & City of Fredericksburg
Mr. Brandon Brown, Stafford County

FAMPO Staff Present

Mr. Adam Hager, Transportation Planner
Ms. Stacey Feindt, Public Involvement/Title VI Coordinator
Ms. Leah Vigil, Administrative Assistant
Mr. Matthew Lehane, Transportation Planner
Ms. Jordan Chandler, Transportation Planner

Speaker name: Summary of speaking points

1. Call to Order – Chairman David McLaughlin

The FAMPO Citizens Transportation Advisory Committee (CTAC) Meeting was called to order at **6:01 pm**.

2. Roll Call – Ms. Leah Vigil

Ms. Vigil took roll call for attendance.

3. Approval of the October 14, 2020 CTAC Agenda (ACTION ITEM)

Motion was made to approve the October 14, 2020 CTAC Agenda with an added item at 7.e. New Study Ideas and Project Proposals

Motion: Mr. Dave Swan; Second: Mr. Al Durante

Motion passed with unanimous consent

4. Approval of September 16, 2020 CTAC Meeting Minutes (ACTION ITEM)

Motion to approve September 16, 2020 CTAC Meeting Minutes without any changes

Motion: Mr. Dave Swan; Second: Mr. Anton Stubbs

Motion passed with unanimous consent

5. Review of the September 21, 2020 FAMPO Policy Committee Meeting – Stacey Feindt

Ms. Feindt summarized highlights from the Policy Committee Meeting:

- A representative from the Virginia Department of Rail and Public Transportation (DRPT) presented on transit funding
- The draft Memorandum of Understanding (MOU) between FAMPO and the Transportation Planning Board (TPB) was endorsed and subsequently sent to the TPB for review
- Spotsylvania County member Tim McLaughlin began discussion on GWRideConnect; it was tabled with the understanding that more information is needed before a discussion can occur
- The FAMPO Technical Advisory Committee (TAC) Chairman Alex Owsiak gave an update on the TAC working group's progress toward producing a scoring methodology for Congestion Mitigation and Air Quality (CMAQ) and Surface Transportation Block Grant (STBG) funds
- Three projects from the System for the Management and Allocation of Resources for Transportation (SMART SCALE) Round 4, that had not yet been included in the Constrained Long Range Transportation Plan (CLRP), were symbolically endorsed to strengthen their SMART SCALE applications
- FAMPO staff presented on the Annual Report and Transportation Improvement Program (TIP)
- Discussion on bylaw amendments took place; VDOT stated the Unified Planning Work Program (UPWP) must be updated before work can begin on bylaw changes

6. Public Comment – None

Δ Approved amended order of agenda

7. Discussion / Action Items

a. Presentation on Fredericksburg City Transportation Planning – Erik Nelson

Mr. Nelson presented on transportation planning for the City of Fredericksburg

Mr. McLaughlin inquired about connections to bike-ped trails and roadways.

Mr. Nelson responded that Fredericksburg has worked with East Coast Greenways and Spotsylvania trail to continue those networks across city and county lines.

Mr. David Swan asked what bike-ped transportation enhancements will be made to the planned baseball stadium.

Mr. Nelson indicated there is a 10' wide multi-use path up Fall Hill and planners are developing the network that links trails and sidewalks to the sports facility. This has brought up the use of electronic bikes (Ebikes).

Ms. Feindt requested contact information for further details.

Mr. Nelson indicated that he is the point of contact for transportation planning and welcomed inquiries. He noted that he can be found on the Fredericksburg website under the transportation department.

b. 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 1st. There will be an additional rollover amendment within the next few months.

ii. Equity 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 is most preferable for the FAMPO region.

Mr. Melvin Allen, Sr. observed the simplest approach was Roanoke Valley, in his opinion, since it considered more than minority populations.

Mr. John Castellarin inquired if there will be overlays in each method like Roanoke Valley TPO.

Ms. Chandler responded that Roanoke is the only one that overlays several factors whereas the other methods compare averages and individual target populations only. The TIP projects for the FAMPO region will be overlaid with the census tracts no matter what methodology is chosen.

Mr. Larry Gross asked how the information was used.

Ms. Chandler said that it gave data on the effects of transportation on protected communities and should be

used in the regional planning approach.

Mr. Al Durante inquired if the results could prevent funding. Ms. Chandler did not think this data would have negative effects and deferred to Mr. Hager who stated that there is no language around funding being inhibited.

Mr. Neil Holloran asked if there is data or meta-data directing such collection versus actual transportation use. Method 3 seemed to collect the most applicable data.

Mr. John Castellarin thought that method 3 could produce information for good follow-up planning questions.

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

Mr. Hager reminded the committee of the working group meeting on Friday and presented the LRTP update, asking for CTAC feedback in areas that could use clarification. He also noted that Stacey Feindt would be developing a survey for which she would like committee input.

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

ii. Working Group Update – Stacey Feindt

Ms. Feindt noted that the following members volunteered to participate with technical leads in developing the 2050 LRTP:

Dave McLaughlin Larry Gross
Matthew Rowe Wade Suddreth

They will meet monthly from October through December. Those not in the working group will also be given many opportunities to participate in the year-long development process.

iii. Early Public Involvement – Stacey Feindt

A draft goals and objectives feedback survey will go out next week (with a requested deadline response); eventually, a survey will go out for feedback on the entire plan. Other public involvement includes a virtual open house and public comment periods, webpage for public involvement, and in-person public outreach, as permitted. CTAC members will be encouraged to participate in outreach efforts.

d. Rural Long Range Transportation Plan Update – Adam Hager

Mr. Hager reviewed the Rural LRTP with a few final edits to present to the George Washington Regional Commission (GWRC). This is an initial report covering transportation plans for the rural localities.

i. CTAC Public Outreach – Stacey Feindt

This is a GWRC product; yet community members from those areas should be given the opportunity for feedback. We ask CTAC members to help spread the word. The draft rural plan will be presented to GWRC this month and will be voted on later in November. An email will follow this week containing resources to share and generate public involvement:

- Graphics
- Flyers
- Correspondence examples
- Meeting dates and times

e. (As amended) Regional New Studies and Project Proposals – Chairman David McLaughlin

Mr. Hager noted that transportation improvements begin with studies that develop recommendations that go into final project goals.

Mr. McLaughlin stated his purpose of inclusion was for CTAC members to be aware that their TAC counterparts were asked for ideas, and secondly, that CTAC members themselves may have study ideas, input and/or proposals. For instance, the TAC meeting yielded feedback on the new Veterans Affairs (VA) hospital going into Spotsylvania County, potentially needing study.

f. (Formerly Item 7.e.) Proposed Language for CTAC Bylaws for Remote Participation – Stacey Feindt

Ms. Feindt presented that a remote participation policy is required by VA law. The proposed language is for discussion tonight. Currently CTAC is able to meet all-virtually due to a state of emergency provision. However, the proposed language should be adopted so that after the state of emergency is lifted, members will still have the ability to attend remotely.

Mr. Melvin Allen requested the language resources.

Ms. Feindt responded that the language is similar to proposed TAC and BPAC bylaw amendments. The requested information will go out shortly in a follow-up email to the committee.

Ms. Vigil further noted that CTAC may consider amending bylaws for inclusion of Robert's Rules of Order for consistency and order as referenced in Article VII - Meetings, Section 5 - Conduct of Meetings of TAC bylaws.

g. Calendar Update – Leah Vigil

Ms. Vigil noted the updated calendar with an atypical Tuesday CTAC meeting in November due to Veterans' Day holiday. TAC also changed their November meeting

day and there may be extra meetings in October. The latest information can be found on the website.

8. Final Public Comment - None

9. Correspondence – Stacey Feindt

a. Letters of Resignation

Ms. Feindt noted the resignation of two CTAC members:

- Ms. Leslie Jordan, King George County
- Mr. Timothy Haddix, Stafford County

b. Commuter Survey Results

Ms. Feindt observed results from VDOT’s commuter survey, round 1. A second round of the survey was just released and a link can be found on FAMPO’s social media pages.

10. Staff Reports – Stacey Feindt

- FAMPO staff anticipates a new Administrator in the coming weeks
- FAMPO is in the process of a Title VI audit, Title VI relates to nondiscrimination requirements. CTAC members need to complete the Title VI survey on race which was recently emailed.

11. Member Reports

At-Large Larry Gross: In-session school traffic should be considered as it relates to COVID-19 impacts to transportation.

King George County Dr. Robert Gates: VDOT construction has caused traffic congestion near Dahlgren; he hopes it will not continue long-term on Route 301.

Spotsylvania County Neil Holloran: Didn’t see the rural LRTP report; expressed appreciation in getting reappointed as CTAC member.

Mr. Hager stated that the Rural LRTP was not in the packet and would be shared in the follow-up email.

12. Adjourn Citizens Transportation Advisory Committee Meeting/Next Meeting Tuesday, November 10, 2020 at 6:00pm

There being no further business to conduct, Chairman McLaughlin adjourned the October 14, 2020 Citizens Transportation Advisory Committee meeting at **7:51 pm** by consensus.

Leah Vigil
FAMPO Administrative Assistant