



**CITIZENS TRANSPORTATION ADVISORY COMMITTEE
MEETING MINUTES**

Tuesday • November 10, 2020 • Virtual-Only☏
406 Princess Anne Street, Fredericksburg VA 22401
<https://www.fampo.gwregion.org/>

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
Ms. Ethylean Crenshaw, Stafford County
Mr. Glenn Goldsmith, Stafford County
Mr. Wade Suddreth, Stafford County
Mr. Larry Gross, At-Large
Mr. Rupert Farley, At-Large
Mr. Dustin Savage, At-Large

Others Present

Mr. Alex Owsiak, FAMPO Technical Advisory Committee (TAC) & Stafford County
Mr. Brandon Brown, Stafford County

FAMPO Staff Present

Mr. Ian Ollis, Administrator
Mr. Adam Hager, Transportation Planner
Ms. Stacey Feindt, Public Involvement/Title VI Coordinator
Ms. Leah Vigil, Administrative Assistant
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 November 10, 2020 CTAC Agenda (ACTION ITEM)

Motion was made to approve the agenda without changes.

Motion: Mr. Rupert Farley; Second: Mr. Al Durante

Motion passed with unanimous consent.

4. Approval of October 14, 2020 CTAC Meeting Minutes (ACTION ITEM)

Motion was made to approve the October 14, 2020 CTAC Meeting Minutes without any changes.

Motion: Mr. Neil Holloran; Second: Mr. Matthew Rowe

Abstention: Mr. Dustin Savage

Motion passed without objection.

5. Review of the October 19 & 26, 2020 FAMPO Policy Committee Meetings – Stacey Feindt

Ms. Feindt highlighted October Policy Committee Meetings:

October 19, 2020

- There was no quorum
- The Policy Committee Chair declared quorum without confirmation of unidentified callers
- The chair later acknowledged lack of quorum in an email noting agenda items from that meeting would have to be discussed and voted on again
- The FAMPO chair was to send a letter to Fredericksburg City Council, Virginia Secretary of Transportation and the Virginia Department of Transportation (VDOT) Commissioner indicating displeasure with Fredericksburg for lack of quorum

October 26, 2020

- The meeting was called to order and a quorum was determined
- They voted in the new FAMPO Administrator then the Fredericksburg member exited
- Quorum was then dissolved and the meeting was adjourned; no further action was taken

Chair McLaughlin noted that a letter from the Fredericksburg Mayor was sent indicating these events may take place.

Mr. Al Durante referred to an article shedding light on the issue and noted that citizens and members of CTAC might want to contact their officials to discuss FAMPO inability to move forward without jurisdiction cooperation.

Mr. Dustin Savage asked what was causing the lack of quorum.

Chair McLaughlin stated that a member from each FAMPO jurisdiction was needed for a quorum in order to vote; no one from Fredericksburg was in attendance therefore they could not take action on any items.

Mr. Neil Holloran inquired of Ms. Feindt if CTAC had to have a quorum like the Policy Committee. What are the bylaw distinctions for discussing and taking action? Can the Policy Committee look at previous meeting minutes and/or recordings to avoid repeat discussions of the old business?

Ms. Feindt responded that Policy Committee meeting recordings and minutes are posted on that committee webpage. For the Policy Committee, a quorum is necessary in order for action to be taken. Without a quorum, they may discuss but cannot take votes. It would be up to the Policy Committee how they want to proceed on items discussed at October meetings.

Chair McLaughlin noted that a new Policy meeting with a quorum would be needed and a new motion and vote would have to be taken on action items.

6. Public Comment – None

Chair McLaughlin noted the survey information being displayed for members of the public to take and respond on CTAC work and progress.

Δ Approved amended order of agenda

7. Discussion / Action Items

- a. FAMPO Administrator/Director of Transportation Planning Introduction – Stacey Feindt

Ms. Feindt introduced the new FAMPO Administrator Ian Ollis.

Mr. Ollis thanked the group for their welcome. He began work November 2nd. He looked forward to bringing new enthusiasm to the committees and staff. He stated that he has political experience, 13-14 years as a politician in South Africa, and worked in transportation planning in Boston, MA.

- b. Featured Guest Speaker, Stafford County Transportation – Alex Owsiak, Transportation Program Manager for Stafford County

Mr. Owsiak presented on Stafford County transportation.

Mr. Rupert Farley asked if transportation impact fees related to residential construction are working.

Mr. Owsiak responded that they are.

Mr. Neil Holloran inquired who the Spotsylvania County equivalent was.

Mr. Owsiak answered that Paul Agnello would be his equivalent.

Chair McLaughlin noted that Erik Nelson is the Fredericksburg equivalent to Mr. Owsiak.

Mr. Dustin Savage wanted to know if the impact fees could be applied to commercial development (such as near the airport) as well.

Mr. Owsiak responded that would be explored in the revision process of the impact fee document.

Mr. Owsiak concluded that he would leave contact information with Ms. Feindt and invited CTAC members to reach out to him.

- c. Congestion Mitigation and Air Quality (CMAQ) and Surface Transportation Block Grant (STBG) Prioritization Methodology Update – Adam Hager

Mr. Hager updated the group:

- The Policy Committee had discussed this in February or March 2020 and tasked the TAC with developing a methodology that identified benefits to the Transportation Management Area (TMA) for north Stafford
- STBG funds are available due to north Stafford involvement with FAMPO
- Research on Hampton Roads MPO suggested looking at metrics for long-range outcomes, such as the Long Range Transportation Plan (LRTP) and approaching short-term projects as a sub-set of long-range scoring
- There are a couple working group/sub-committee meetings to address these matters on November 20th

Mr. Neil Holloran asked where he could find the current prioritization methodology.
Mr. Hager stated that he would send it to the group.

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

Mr. Hager highlighted updates to the 2050 LRTP:

- Consultant Cambridge Systematics to complete modeling portion of the document
- Updates to maps
- Narrative edits
- Scenario planning efforts for 2050
- December 2021 approval
- Working group meeting November 20, with some CTAC member attendance/input

i. Public Involvement Efforts – Stacey Feindt

Ms. Feindt noted “Phase I” and how it incorporates public input into the LRTP found on the Public Involvement web page of the FAMPO website, which includes:

- Summary of the LRTP for public understanding
- A chat with a FAMPO transportation planner video
- Survey which weighs goals and objectives from public response
- Additional outreach
- Meeting schedule

a. Survey – as found on the Public Involvement webpage:

- Walks public through the LRTP, 10-15 minute questionnaire
- Survey developed with previous proposed goals
- Included suggested edits from CTAC and TAC members before releasing survey to the public
- Open until the end of December, if not later, depending on public participation
- Members were encouraged to share and individually take the survey

b. Upcoming outreach – limited by COVID-19 pandemic

- No in-person library opportunities
- Virtual outreach instead:
 - CTAC assistance appreciated
 - Facebook Live Lunch & Learn in partnership with the library; date TBD
 - Q&A of FAMPO staff with the public

Mr. Larry Gross thanked Ms. Feindt for her hard work in this.

Ms. Feindt responded that she also appreciated the CTAC member assistance during the survey creation process

e. Performance Based Planning and Programming Update – Adam Hager

Mr. Hager provided a summary of items and timeline needed to implement and/or adopt statewide standards.

- i. Public Transit Agency Safety Plan (PTASP) – FAMPO will adopt standards established by the Department of Rail & Public Transportation (DRPT) for statewide safety targets.
- ii. Highway Safety Target Setting
- iii. Bridge Condition Target Setting

Mr. Hager noted staff's intention was for these letters from the FAMPO Policy Committee Chair to adopt the statewide targets.

Chair McLaughlin asked if highway safety targets changed at all from last year.

Mr. Hager responded that they had in regard to fatalities from negative to positive numbers.

Mr. Rupert Farley noted that he thought the numbers were not right and page 5 where he believed it should read >80k miles.

Mr. Hager said he would follow-up with DRPT on that point.

Mr. Larry Gross asked if mileage was passenger or gross miles; did it count one person or number of people per vehicle.

Mr. Hager agreed that clarification was needed on the definition of "Major Failure" from DRPT, as well.

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

i. Equity Analysis Methodology

Ms. Chandler gave an overview to the group that the TIP was a 4-year financially constrained subset of the LRTP and the Equity Analysis process was mandated by two executive orders. She stated that the goal was to measure benefits and burdens of proposed regional projects.

Three different methodologies were considered:

1. Richmond MPO
2. VDOT
3. Roanoke Valley MPO

Ms. Chandler noted that TAC and CTAC feedback favored Roanoke Valley MPO's methodology for its comprehensive ability to address individual populations as well as assessing groups of populations by creating an index. Members may contact her with further questions and/or feedback.

Mr. Neil Holloran asked which methodology she favored.

Ms. Chandler agreed that the third option would be her recommendation.

g. Regional Study Ideas and Proposals Update – Adam Hager

Mr. Hager noted TAC discussed these ideas as proposed solely by Spotsylvania. He relayed that STARS studies would be due in March or April per VDOT request, and that corridor studies are competitive. VTrans had developed a statewide set of needs to prioritize projects for VDOT and DRPT in the selection process. He would share the link.

h. CTAC Bylaws Update for Remote Participation – Stacey Feindt

i. Current Bylaws

ii. **Draft Amended Bylaws (ACTION ITEM)**

Ms. Feindt noted that the proposed amendments were in regard to electronic meeting participation procedures only and included state standards for remote participation under normal circumstances, as well as remote participation during a state of emergency; respective amendments were adopted at the TAC meeting held yesterday.

Motion was made to adopt the proposed amendments to CTAC bylaws.

Motion: Mr. Neil Holloran; Second: Mr. Rupert Farley

Motion passed with unanimous consent.

8. Final Public Comment - None

9. Correspondence – Stacey Feindt

Ms. Feindt referred to the letter from Spotsylvania County reappointing Neil Holloran to CTAC for another two years.

10. Staff Reports – Stacey Feindt

- Stafford County would have an in-person transportation work group Friday, November 13, at 9am, more details on the county's website
- FAMPO staff will present the George Washington Regional Commission (GWRC) Rural Long-Range Transportation plan at the GWRC Board Meeting Monday night, November 16, at 6pm; there will be time for public comment
 - Rural plan link could be found on FAMPO website as a subset of the LRTP
- The FAMPO Bicycle & Pedestrian Advisory Committee (BPAC) will meet virtually on Thursday, December 3, at 6pm – see the FAMPO homepage for attendance details

Ms. Vigil clarified that the various committees have different bylaws. She stated that members can find the latest document for each committee on respective web pages. She noted that CTAC bylaws required no quorum (majority of CTAC members) in order to hold a meeting and/or take a vote.

11. Member Reports

Mr. Dustin Savage stated that he served as an At-Large member and was interested in filling one of the Stafford County CTAC member vacancies.

Ms. Feindt responded that she would follow-up with him on the matter.

12. Adjourn Citizens Transportation Advisory Committee Meeting/Next Meeting January 13, 2021 at 6:00pm

Motion was made to adjourn the meeting at **7:32pm.**

Motion: Mr. Rupert Farley; Second: Mr. Neil Holloran

Motion passed with unanimous consent.

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DRAFT