

## **POLICY COMMITTEE MEETING**

### **Draft Meeting Minutes**

Monday, April 19, 2021 - 6:00pm

Hybrid Format

<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 video recording of the meeting will be posted to the Policy Committee web page:

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

(\*) Indicates remote connect by phone or internet for attendants per Virginia COVID-19 legislation, as noted above. (IP) indicates in-person attendance. (V) Indicates voting member.

#### **Committee Members Present:**

Ms. Cindy Shelton, Chair, Stafford (V) (IP)  
Mr. Mark Dudenhefer, Stafford (V) (IP)  
Ms. Crystal Vanuch, Stafford (V)\*  
Ms. Meg Bohmke, alternate Stafford (V)\*  
Mr. David Ross, Spotsylvania (V)\*  
Mr. Tim McLaughlin, Spotsylvania (V) (IP)  
Mr. Matthew Kelly, Fredericksburg (V) (IP)  
Mr. Jason Graham, Fredericksburg (V)\*  
Mr. Timothy Baroody, Fredericksburg (V) (IP)  
Ms. Cathy Binder, alternate King George\*  
Ms. Jamie Jackson, FRED Transit\*  
Mr. Robert Schneider, PRTC (V)\*  
Ms. Marcie Parker, Representative from the Secretary of Transportation (V)\*  
Ms. Susan Gardner, VDOT\*  
Mr. Stephen Haynes, alternate VDOT\*  
Mr. Todd Horsley, DRPT\*  
Mr. David McLaughlin, CTAC\*

#### **Committee Members Absent:**

Mr. Thomas Coen, alternate Stafford (V)  
Mr. Chris Yakabouski, Spotsylvania (V)  
Mr. Kevin Marshall, alternate Spotsylvania (V)  
Ms. Deborah Frazier, alternate Spotsylvania (V)  
Mr. Gary Skinner, alternate Spotsylvania (V)  
Mr. Doug Fawcett, alternate Fredericksburg (V)  
Mr. Mark Whitley, alternate Fredericksburg (V)

Ms. Ann Cupka, King George  
Mr. Jeffery Sili, Caroline  
Mr. Jeffrey Black, alternate Caroline  
Mr. Aidan Quirke, alternate FREDericksburg Regional Transit  
Mr. Joe Stainsby, alternate PRTC (V)  
Ms. Betsy Massie, alternate PRTC (V)  
Ms. Michelle Shropshire, alternate Representative from the Secretary of Transportation  
(V)  
Ms. Tonya Holland, FTA  
Mr. Richard Duran, FHWA  
Ms. Ciara Williams, alternate DRPT  
Mr. Cedric Rucker, CTB  
Mr. Al Durante, alternate CTAC

**Others Present:**

Ms. Michele Dooling  
Mr. Jason Towery  
Mr. Brandon Brown  
Ms. Yamina Jordan  
Ms. Deborah Lately  
Ms. Catherine Coffey  
Ms. Leigh Anderson  
Mr. Alex Owsiak  
Mr. Paul Agnello  
Ms. Kate Gibson

**FAMPO Staff Present:**

Mr. Ian Ollis, FAMPO Administrator  
Ms. Stacey Feindt, Public Involvement/Title VI Coordinator  
Mr. Matthew Lehane, Transportation Planner  
Ms. Jordan Chandler, Transportation Planner  
Mr. Adam Hager, Transportation Planner  
Ms. Kari Barber, Transportation Planner

1. **Call Policy Committee to Order** – Chair Cindy Shelton  
The meeting was called to order at 6:00pm.
2. **Roll Call and Determination of Quorum** – Stacey Feindt  
Roll call was conducted and a quorum was present.
3. **Approval of the April 19, 2021 Policy Committee Agenda (ACTION ITEM)**  
Mr. Ollis asked for an additional action item. Congresswoman Spanberger’s office requested a list of prioritized transportation projects to be considered for potential federal funding from Virginia’s Seventh District. The additional agenda item asked the committee to discuss and vote on whether to sign and send a letter to the congresswoman’s office expressing support of Spotsylvania’s projects. Motion was made to approve the April 19, 2021 Policy agenda, as amended.  
Motion: Mr. Kelly; Second: Mr. Ross  
Motion passed with unanimous consent.

#### 4. **Public Involvement**

No comments were made or read.

#### 5. **Consent Agenda**

##### a. **Approval of March 15, 2021 Policy Meeting Minutes (ACTION ITEM)**

Motion was made to approve the March 15, 2021 Policy meeting minutes.

Motion: Mr. Kelly; Second: Mr. Baroody

Motion passed with unanimous consent.

#### 6. **FAMPO Administrator Report**

Mr. Ollis gave a PowerPoint presentation on big data, an update on freight policy changes, bus rapid transit (BRT), and electrified buses. He detailed the data application that FAMPO staff uses called StreetLight Insight. He stated that staff have asked the Office of Intermodal Planning and Investment (OIP) why freight corridors in the FAMPO area were not included in the updated list of critical freight corridors within the state. Further, he explained that BRT operates like a train with a dedicated lane and pre-boarding ticketing. He noted that there is new technology that allows electric buses to quickly charge on their routes when they pause at bus stops.

#### 7. **Action/Discussion Items**

##### a. **U.S. Census Bureau Proposed Changes to Urbanized Areas – Mr. Ian Ollis**

Mr. Ollis presented on proposed changes to how the U.S. Census Bureau designates urbanized areas. He pointed out three changes that may present a challenge for the FAMPO area which has the potential to reduce official population counts for urbanized areas. He encouraged the committee to submit comments on the changes. The comment period ends on May 20.

Mr. Ross stated that localities should write letters to congressional representatives because the changes can impact transportation funding.

Ms. Shelton asked committee members to follow up with their city/county staff on this matter. She asked Mr. Ollis to follow up with city/county staff as well.

##### b. **Approving Request for Proposal (RFP) for on-call Consultants (ACTION ITEM) – Mr. Ollis**

Mr. Ollis stated that the RFP was in the meeting packet. The GWRC attorney and VDOT had reviewed the document. He asked that the committee approve staff use of the document and noted that staff would be seeking on-call consultants beginning May 3.

No discussion by committee members.

Motion was made to approve the RFP.

Motion: Mr. Kelly; Second: Timothy McLaughlin

Motion passed with unanimous consent.

##### c. **Congestion Mitigation and Air Quality Improvement Program (CMAQ) and Surface Transportation Block Grant (STBG) FY22-27 Funding – Mr. Ollis**

Mr. Ollis explained that there was a \$2.7 million reduction in CMAQ and STBG budgets in total. Staff have created working draft allocations to make existing projects whole. Staff used a budget that assumes the funding that can be confirmed now, excluding potential 5307 and potential CTB budget increases. The working draft allocation outlay is a worse-case scenario. As a result, at this point we cannot fund new projects. The decrease is a result of nation-wide COVID-19 and general

economic impacts, it is not something specific to FAMPO.

Mr. McLaughlin and Mr. Kelly expressed that the funding decrease was not as bad as they had anticipated.

Ms. Chandler presented on draft scoring of projects for CMAQ and STBG funding.

Ms. Shelton stated that her staff have noted that the scoring is still subjective.

Mr. Hager clarified that the process for the new scoring criteria only focused on including a measure to assess benefit to the TMA area. Other than that, yes, FAMPO is limited to the use of the existing scoring method which does involve more subjectivity than staff would like. FAMPO and locality staff did not have time to do a whole overhaul because of COVID-19, the time intensity of SMART SCALE with a limited staff, and the absence of a FAMPO Administrator.

Mr. Hager presented a spreadsheet with draft CMAQ and STBG allocations based on a reduced budget. No new projects receive funding; however, staff hopes CTB will potentially update budgets next week so the allocations might change when this is brought back in May.

Ms. Shelton recalled that in previous years VDOT had allowed FAMPO to address ambiguous funding by allocating all funds under “regionally significant projects” and updating the allocations when funding levels were more certain.

Ms. Gardner replied that VDOT had allowed this.

Mr. Ollis stated that could be done if FAMPO gets the money to do that.

**d. 2050 Long Range Transportation Plan (LRTP) Update (ACTION ITEM) – Mr. Ollis**

Mr. Ollis detailed the breakdown of roadway project scoring and clarified that the committee was only being asked to vote on the evaluation measures for the roadway scoring within the methodology.

No discussion by committee members.

Motion was made to approve the roadway methodology.

Motion: Mr. Kelly; Second: Mr. McLaughlin

Motion passed with unanimous consent.

Mr. Hager presented an example of how cost or cost effectiveness could be factored into the prioritization process. If a project is highly cost effective, for example, low cost but a big impact, staff and/or TAC could recommend moving such projects up the prioritized list. This is to provide flexibility in the prioritization process to allow for exceptions.

Mr. Graham asked if there was a scoring benefit for projects that lower congestion.

Mr. Hager replied affirmatively.

Mr. Lehane presented on a draft scoring methodology for transit/TDM projects. The scoring follows the same overall categories and weighting criteria as the roadway methodology, while the category sub-measurements are tailored to fit the transit/TDM transportation modes.

Mr. Graham asked if staff could use Streetlight data, mentioned earlier in the meeting, to objectively estimate a transit or TDM project benefit.

Mr. Lehane replied that transit modes such as those through FRED Transit do not produce enough data for StreetLight to capture.

Ms. Barber presented on the scoring methodology for bicycle and pedestrian projects. Similar to

the roadway and transit/TDM methodologies, the criteria will follow the same categories and overall weighting with some slight modifications to better fit the bicycle and pedestrian projects. Furthermore, the category sub-measurements are tailored to the bicycle and pedestrian transportation modes.

**e. Resolution 21-24: Directing a Public Comment Period for an Amendment to the 2045 Long Range Transportation Plan (LRTP) (ACTION ITEM) – Mr. Ollis**

Mr. Ollis introduced a resolution that would direct a comment period for an amendment to the 2045 LRTP.

No discussion by committee members.

Motion was made to approve the amendment to the 2045 LRTP

Motion: Mr. Kelly; Second: Mr. Ross

Motion passed with unanimous consent.

**f. Transportation Alternatives Funding Update (ACTION ITEM) – Ms. Kari Barber**

Ms. Barber presented information on a resolution to allocate the transfer of transportation alternatives funding for UPC 113561, Flatford Road sidewalk project in northern Stafford County.

No discussion by committee members.

Motion was made to approve the transfer of transportation alternatives funding for UPC 113561.

Motion: Mr. Kelly; Second: Mr. Dudenhefer

Motion passed with unanimous consent.

**g. Transportation Improvement Program (TIP) Update (ACTION ITEM) – Ms. Jordan Chandler**

Ms. Chandler introduced a resolution to direct a public comment period for an amendment to the TIP.

No discussion by committee members.

Motion was made to approve the resolution directing a public comment period for an amendment to the TIP.

Motion: Mr. Kelly; Second: Mr. Ross

Motion passed with unanimous consent.

**h. FY22 Unified Planning Work Program (UPWP) Update (ACTION ITEM) – Ian Ollis**

Mr. Ollis introduced a resolution to direct a public comment period for the draft fiscal year 2022 UPWP.

No discussion by committee members.

Motion was made to direct a public comment period for the draft fiscal year 2022 UPWP.

Motion: Mr. Ross; Second: Mr. Dudenhefer

Motion passed with unanimous consent.

**i. Community Engagement and Equity Plan Update (ACTION ITEM) – Ms. Stacey Feindt**

Ms. Feindt introduced the draft Community Engagement and Equity Plan and explained that it was one master document that met the need to have a public participation plan and a Title VI plan. The

committee would have plenty of time to review the document. A full presentation would be made the committee's May meeting and public hearing, but the committee would not vote to approve the document until June.

Mr. McLaughlin asked what equity meant.

Ms. Feindt replied that it meant fairness and gave an example of the difference between a public meeting that provided equal access and a public meeting that allowed for equitable participation by lowering communication barriers.

## 8. Correspondence

### Letter from Congresswoman Spanberger's Office (**ACTION ITEM**)

Mr. Ollis stated that a letter from Congresswoman Spanberger's office, Virginia District 7, was received by Spotsylvania County and it requested a list of prioritized transportation projects to be considered for potential federal funding. Spotsylvania had responded with a list of projects. He asked the committee to discuss and vote on whether to send a letter from FAMPO to the congresswoman's office expressing support of Spotsylvania's projects. Staff reached out to Congressman Wittman's office, Virginia District 1, but they were not currently compiling a list of projects.

Mr. Dudenhefer conveyed that the request from the congresswoman's office is extremely out of the ordinary and asked whether Congressman Wittman was requesting something similar. He stated he would follow up with Congressman Wittman.

Mr. McLaughlin stated that Spotsylvania will be sending a letter in response to the congresswoman's request and that this was part of the upcoming transportation infrastructure bill.

Dr. Schneider clarified that the House caucus is allowing 10-15 project submissions. The Senate has not yet suspended earmarks but if they do, FAMPO might get a similar request for projects in VA-01.

Mr. Graham asked what the timeline was to submit projects and whether FAMPO should send a letter to Congressman Wittman's office.

Dr. Schneider stated that he was under the impression that the deadline was last week but may vary by each representative's schedule.

Mr. Ollis stated he was under the impression that the deadline was this week for Congresswoman Spanberger.

Mr. McLaughlin made a motion for the committee to send a letter to the congresswoman's office in support of Spotsylvania's project list. The motion was not seconded.

Mr. Baroody stated that Fredericksburg cannot support the letter because when the City asked for project support last year, other FAMPO localities did not sign on.

## 9. Staff and Agency Reports

No staff reports.

Ms. Parker announced that there would be a public meeting on the draft Six-Year Improvement Program (SYIP) which is out for public comment. The meeting will be virtual and held on April 27, 2021 at 6:00 pm. Also, there is a Commonwealth Transportation Board (CTB) meeting tomorrow and the new variable speed limit signs in the Fredericksburg district will be a topic of discussion.

## 10. Board Member and Chair Comments

No comments.

11. Adjourn/Next Policy Committee Meeting: May 20, 2021, at 6:00 pm.

Mr. Ollis noted that it is not the originally scheduled date. The date was moved to avoid the committee having to meet twice in the month of May, which would have been necessary for the committee to approve three documents at the conclusion of their public comment periods.