

TECHNICAL ADVISORY COMMITTEE MEETING
Draft Meeting Minutes

Monday, June 7, 2021 ♦ 9:30 am

Remote-Only 📞

(No in-person attendance in light of COVID-19)

<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 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.*

Committee Members Present:

Chairman Alex Owsiak, Stafford County
Mr. Brandon Brown, Stafford County
Mr. Jason Towery, Stafford County
Mr. Paul Agnello, Spotsylvania County
Mr. Rodney White, Spotsylvania County
Ms. Jamie Jackson, City of Fredericksburg
Mr. Stephen Haynes, Virginia Department of Transportation (VDOT)
Mr. Bob Schneider, Potomac and Rappahannock Transportation Commission (PRTC)
Mr. Joe Stainsby, PRTC
Mr. Jacob Pastwik, Spotsylvania County
Mr. Craig Pennington, Caroline County
Mr. Nick Minor, King George County
Ms. Kimberly Wilson, King George County
Ms. Kate Gibson, GWRideConnect
Ms. Leigh Anderson, GWRideConnect
Ms. Ciara Williams, Virginia Department of Rail and Public Transportation (DRPT)
Ms. Christine Hoeffner, Virginia Railway Express (VRE)
Mr. Aidan Quirke, FREDericksburg Regional Transit (FRED)

Committee Members Not Present:

Mr. Mike Craig, City of Fredericksburg
Mr. Bryon Counsell, Stafford County
Mr. Leon Hughes, Spotsylvania County
Mr. Bassam Amin, City of Fredericksburg
Mr. Mike Finchum, Caroline County

Mr. Todd Horsley, DRPT
Mr. Michelle Shropshire, VDOT
Mr. Richard Duran, Federal Highway Administration (FHWA)
Mr. Jim Ponticello, VDOT
Mr. Dan Grinnell, VDOT

Others Present:

Ms. Susan Gardner, VDOT
Ms. Linda LaSut, VDOT
Ms. Kate Youngbluth, DRPT

Staff Present:

Mr. Ian Ollis, FAMPO Administrator
Ms. Stacey Feindt, Public Involvement/Title VI Coordinator
Ms. Kari Barber, Transportation Planner/Bicycle & Pedestrian Coordinator
Ms. Jordan Chandler, Transportation Planner

1. Call to Order
The meeting was called to order by Mr. Owsiak at 9:30 am.
2. Determination of Quorum
Ms. Feindt conducted roll call and determined that a quorum was present.
3. **Approval of the June 7, 2021 Technical Advisory Committee (TAC) Agenda (ACTION ITEM)**
Mr. Ollis requested amendment of the agenda to add another TIP project amendment to 7c and make it an action item so that it can be handled together and pushed forward.

Motion was made to approve the June 7, 2021 TAC agenda, as modified.

Motion: Mr. Owsiak; Second: none

Abstentions: None

Motion passed with unanimous consent.

4. **Approval of May 3 and May 10, 2021 TAC Meeting Minutes (ACTION ITEM)**
Motion was made to approve the May 3 and May 10, 2021 TAC meeting minutes
Motion: Mr. Owsiak Second: none
Abstentions: None
Motion passed with unanimous consent.

5. Review of May 20, 2021 Policy Committee Meeting
Mr. Ollis presented a review of the May 20, 2021 Policy Committee meeting.
6. Public Comment
No public comments were made.

7. **Discussion/Action Items**

a. 2050 Long Range Transportation Plan Update

i. Call for Projects

Mr. Ollis stated that staff had completed the project prioritization methodology for the LRTP update and are now requesting initial project proposals by June 25th. A new candidate project form is available on the website. He also reminded localities to

submit projected revenues by Friday June 11th.

Mr. Agnello asked if localities needed to submit the form for existing projects in the CLRP; Mr. Ollis responded that an email might suffice to ensure staff have the necessary details.

Ms. Chandler explained that the form accounts for existing projects with far fewer questions to fill out.

Mr. Agnello commented that for long range projects the level of detailed information on the form may not be known. Ms. Chandler replied that unknown fields can be skipped, and that if a map is not available staff can use an intersection or other details via discussion to confirm location.

Mr. Agnello requested more time to complete some applications. After some discussion, the TAC agreed to extend the deadline to July 2nd.

b. Grouping Transportation Improvement Program (TIP) Projects Discussion

Ms. Chandler explained that staff has been working with VDOT to group TIP projects. Grouping TIP projects saves staff time and delay. Ms. Chandler referred to Virginia Association of Metropolitan Planning Organizations (VAMPO) guidance on grouping and explained the reasons for grouping some projects and not others. She then went through the list of TIP projects and whether they would be grouped. Ms. Gardner added that grouping made it easier to transition projects to a new phase without formal approval.

Mr. Agnello asked if a locality could access information about a grouped project.

Ms. Gardner explained that projects are still listed separately within the VDOT system under their group and that the grouping is for Federal funding processing.

Ms. Chandler then clarified that this presentation was for information only and that no action needed to be taken.

c. FREDericksburg Regional Transit TIP Updates

Ms. Chandler and Mr. Quirke presented two revisions to the TIP involving FRED Transit that needed board approval, and one needed a 30-day public comment period; they gave status and funding details for each of the revisions.

Mr. Ollis asked to have the VDOT TIP item shown so as to ask the TAC for approval on both items together.

Ms. Chandler presented on a VDOT Administrative Modification to the TIP to add a PE Study for UPC 119189 and requested board approval.

Motion to approve FRED Transit and VDOT Administrative Modification TIP Updates

Motion: Mr. Agnello; Second: Ms. Jackson

Abstentions: None

Motion passed with unanimous consent.

d. SMART SCALE Round 5 Update

Mr. Ollis presented the timeline for SMART SCALE Round 5 and explained that the earlier schedule was to give more time for engineering and mapping work to be done to avoid rushing at the end of the process. He asked for a preliminary list of projects from localities by July 16th and added that staff would continue to work with localities helping them to identify and refine projects. Staff will then put together a list of projects for presentation at the August TAC meeting.

Ms. Hoeffner asked for the criteria for submitting a project. Mr. Ollis asked for the assistance of Mr. Haynes, who offered to discuss it with Ms. Hoeffner over the phone. He also recommended reviewing the new SMART SCALE technical guide.

Mr. Agnello was uncertain as to whether ongoing studies would be completed in time to submit preliminary projects. Mr. Ollis reiterated that names of projects would suffice; details could be worked out later.

Mr. Haynes added that several of the studies would be providing more information in the next month or so. He also reported that the Office of Intermodal Planning and Investment (OIPI) has funding for additional studies for the FAMPO area intended for Round 5, but the timing would be very difficult. Applications that meet a high priority VTrans need would be preferable; Locality Days will provide more information for applicants.

Mr. Haynes also explained the earlier deadlines for preapplications and full applications and emphasized that the new timeline would help everyone develop the best applications possible to meet the stricter standards this round.

Mr. Ollis concluded by emphasizing that there would be flexibility and that staff would work with the localities; the extra time built in would allow for changes in the process.

e. **Approving the FAMPO Community Engagement and Equity Plan (CEEP) (ACTION ITEM)**

Stacey presented the CEEP plan for endorsement by the TAC, commenting that the public comment period had closed.

Motion to approve the FAMPO Community Engagement and Equity Plan

Motion: Mr. Agnello; Second: Mr. Owsiak

Abstentions: None

Motion passed with unanimous consent.

f. **Leased Commuter Parking Spaces (UPC 87764) Discussion**

Mr. Ollis passed along to the TAC that the Policy Committee did not approve the item and had requested more information.

Ms. Gibson presented background on GWRideConnect, the commuter parking program, and the original as well as the ongoing need for the leased parking spaces. She explained the difference in cost between leasing and building parking and the loss of the project eligibility if the project were to lapse due to its grandfathered clause.

Ms. Jackson commented on the Title VI implications of dissolving this longstanding project and suggested consulting the Title VI policy. She said there needed to be outreach to those communities so that those commuters have an opportunity to comment to the board on the impact of discontinuing this program. Ms. Gibson thanked her for her comments and said they would do so.

Mr. Agnello suggested proposing a reduction in funding due to lingering Covid-19 impacts so that the program could persist. Even one dollar would keep it alive. Ms. Gibson thanked him for the suggestion and agreed that if the TAC was comfortable with that proposal, they could take it to the Policy Committee.

Ms. Jackson pointed out that Covid-19 dynamics are still changing and that the discussion needs to be held for another year. She also added that the issue needed to be looked at from the point of view of people who need to commute, not those who work from home.

Ms. Feindt interjected that she had been asked to clarify that GWRideConnect is not connected to FAMPO's Title VI program and GWRC's program would have to address that.

Ms. Jackson replied that she believed then that as an entity receiving federal dollars, the GWRC, would need to do the Title VI analysis. They would need to identify the impact of discontinuing the program.

Ms. Gibson agreed with Ms. Jackson. She then continued with the discussion to add the proposal of a reduced allocation for the leased spaces in order to save the program.

After some discussion, the TAC agreed on a 25% funding reduction.

Motion to endorse the leased parking spaces program with a 25% funding allocation reduction

Motion: Mr. Agnello; Second: Ms. Jackson

Abstentions: None

Motion passed with unanimous consent.

g. FAMPO Mobility Survey

Mr. Ollis presented the Transportation Improvements Survey, explaining that its purpose is to inform FAMPO studies going forward. He asked the TAC to help get the word out to their jurisdictions and to take the survey themselves.

h. FY21 Year in Review and Way Forward

Mr. Ollis presented on the various items FAMPO has accomplished this fiscal year

i. Schedule Update

Mr. Ollis gave an update on the schedule, reminding TAC members that the next meeting will be in August.

Mr. Agnello asked if a date had been set for the Lafayette Blvd meeting and if the August TAC meeting could be moved.

Mr. Ollis had no objections about moving the TAC meeting to August 9th. He referred to Mr. Haynes regarding the Lafayette study meeting, who said he would inform the TAC as soon as a date was set.

Ms. Jackson had some concern about moving the meeting date. After some discussion about who would chair the meeting, it was decided to keep the August 2nd date.

j. Election of Officers (ACTION ITEM)

Mr. Ollis stated that even though the jurisdictions were prescribed, the individuals needed to be named.

Mr. Owsiak agreed and asked each jurisdiction to name their appointment.

Motion to elect the following for FY22: Paul Agnello, Chair; Jamie Jackson, Vice Chair, and

Alex Owsiak, Second Vice Chair.

Motion: Mr. Owsiak; Second: Mr. Agnello

Abstentions: None

Motion passed with unanimous consent.

8. Correspondence

No correspondence.

9. Staff Reports

Mr. Ollis said he would like to congratulate the outgoing chair and deputies for their sterling work over the sometimes-difficult year. They had gotten a lot of work done and he appreciated it.

10. Member Reports

Mr. Towery reported that this would be his last TAC meeting as he was leaving Stafford at the end of June. He thanked everyone for the chance to work together.

11. **Adjourn Technical Advisory Committee Meeting/Next Meeting August 2, 2021 at 9:30am**

Motion was made to adjourn the meeting at 11:14.

Motion: Mr. Owsiak; Second: Mr. Agnello

Abstentions: None

Motion passed with unanimous consent.