

CITIZENS TRANSPORTATION ADVISORY COMMITTEE

Draft Meeting Minutes

Wednesday, November 10, 2021 - 6:00pm
406 Princess Anne Street, Fredericksburg, VA 22401
<https://www.fampo.gwregion.org/>

A video recording of the meeting will be posted to the Citizens Transportation Advisory Committee (CTAC) web page: <https://www.fampo.gwregion.org/citizens-transportation-advisory-committee/>

Committee Members Present:

Mr. Hank Scharpenberg, Chair, Stafford County
Mr. David Swan, Stafford County
Ms. Tara Durant, Stafford County
Mr. Dave McLaughlin, City of Fredericksburg
Mr. Joshua Brock, City of Fredericksburg
Mr. John Castellarin, City of Fredericksburg
Mr. Neil Holloran, Spotsylvania County (remote attendance)
Mr. Micah Cunningham, Spotsylvania County
Mr. Rupert Farley, At-Large
Mr. Dustin Savage, At-Large
Mr. Rodney Thomas, At-Large
Ms. TaMara Banks, At-Large
Ms. Jane Leeds, At-Large (remote attendance)

Committee Members Present but Unable to Fully Participate as Members:

N/A

Committee Members Absent:

Mr. Glenn Goldsmith, Stafford County
Mr. Matthew Rowe, Vice Chair, City of Fredericksburg
Ms. Patricia Encarnacion, City of Fredericksburg
Mr. Ken Pogue, Caroline County
Mr. Michael Hoyt, Caroline County
Mr. Justin Chenault, Caroline County
Ms. Jeron Hayes, King George County
Mr. Larry Gross, At-Large

Others Present:

Ms. Rhonda, Hamilton Relay Captioner
Mr. Brandon Brown, Stafford County
Mr. Joe Brito, resident, Stafford County
Ms. Jennifer Falknor, Healthy Generations

Staff Present:

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

1. Call to Order

The meeting was called to order by Chair Scharpenberg at 6:00 p.m. He congratulated two CTAC members who won recent elections and wished Ms. Feindt well in her new position. Mr. Ollis reiterated thanks to Ms. Feindt and asked the committee to filter all communication through him for the time being. Mr. Ollis also noted that Mr. Hager is leaving soon and thanked him for his time serving FAMPO.

2. Roll Call

Ms. Feindt called the roll. She noted a quorum was present.

3. Approval of the November 10, 2021 Citizens Transportation Advisory Committee (CTAC) Agenda (ACTION ITEM)

Motion was made to approve the agenda as presented.

Motion: Mr. Farley; Second: Mr. McLaughlin.

Motion passed with unanimous consent.

4. Approval of October 13, 2021 CTAC Meeting Minutes (ACTION ITEM)

Motion was made to approve the October 13, 2021 CTAC meeting minutes.

Motion: Mr. Farley; Second: Mr. Castellarin.

Motion passed with unanimous consent.

5. Old Business – New Member Roles and Direction for CTAC

a. Mission, Priorities, Structure, Roles and Responsibilities

Chair Scharpenberg made a presentation related to CTAC's role, mission, and responsibilities. He presented a proposed mission statement and three priority focus areas that related to congestion, mass transit, and road safety. He proposed developing focus groups for each priority.

Ms. Leeds asked Chair Scharpenberg whether he had considered utilizing the existing FAMPO and/or GWRC mission statements. Chair Scharpenberg responded that CTAC has a unique role and thought the mission statement presented was suitable. Mr. Farley asked about the language proposed in the goals and objectives. He proposed changing some language to address improving mobility and addressing freight; the committee then discussed pros and cons. Chair Scharpenberg invited the committee members to send comments to him regarding his presentation.

Mr. Swan noted that CTAC members should be better represented in the community. He asked the committee members whether anyone had clothing, name tags, or the like that would distinguish them in the community. He suggested enabling members to better represent CTAC and its mission in their respective areas and neighborhoods. Mr. Swan and Mr. Thomas noted frustration that Stafford County supervisors are largely unaware of CTAC members.

Mr. Ollis suggested factoring in sidewalks, paths, trails, and the like into CTAC's mission and not just roadways. Chair Scharpenberg, Mr. Farley, and Mr. Ollis suggested moving the

meeting forward and asked for members to send any comments on the matter to staff for collection. It was proposed that November 29 be a deadline for comment submission and the chair, working with staff, would distribute all comments to CTAC members.

b. **Fundamental Roles of Organizations**

Mr. Brock presented information related to what is known as the Viable System Model. He suggested CTAC's role is to provide guidance to the planning process within the FAMPO committee structure.

The committee discussed the pros and cons of taking a more active role in the planning process. Mr. McLaughlin, Ms. Leeds, and Ms. Durant offered ideas regarding ways the CTAC could fulfill its role and function.

c. **CTAC Member Discussion**

Chair Scharpenberg reiterated that members should submit comments to himself and staff by November 29.

6. Review of October 18, 2021 Policy Committee Meeting

Ms. Feindt reviewed the October 18, 2021 Policy Committee meeting which included a report from Mr. Ollis on FAMPO's overarching vision, a presentation on the Virginia State Rail Plan from the Department of Rail and Public Transportation, an update on the East-West Study from Mr. Ollis, discussion regarding MPO membership and FAMPO bylaws and asked staff to prepare materials for further discussion at the next meeting.

7. Public Comment

No public comments were made, but the committee reviewed comments received prior to the meeting related to transit improvement suggestions in Caroline County. Mr. Ollis asked the committee to have staff facilitate a conversation with Caroline County.

Motion was made to have FAMPO staff pass the comments to the Caroline County Board of Supervisors along with a brief letter drafted and signed by Chair Scharpenberg. The motion was made by Mr. Castellarin, seconded by Mr. Swan, and passed unanimously. Mr. Swan proposed also contacting a Mr. Fowler in Caroline County on this matter.

8. Member Discussion and Action

- a. **Virginia Freedom of Information Act (FOIA), What CTAC Members Need to Know**
Ms. Feindt provided an overview of FOIA requirements and how they relate to CTAC members with regard to meetings and general conduct as a public body.

Mr. Ollis and committee members discussed procedures for communication in light of Ms. Feindt's presentation.

- b. **Understanding the Importance of Transit in Our Community**

Ms. Banks presented an overview of why transit is important to the Fredericksburg region. She noted its general benefits, what the public is seeking as far as improvements to the system, and how transit can and should serve those with disabilities. She provided four action steps for the committee to discuss including more community outreach and open conversations with the community.

The committee discussed ways of increasing ridership, funding increased operations, and the need for a multimodal system.

c. Congestion Management Process

Mr. Lehane provided an update on FAMPO's Congestion Management Process and specifically its performance monitoring program. He reviewed data from the most recent reporting period – July through September 2021 – and showed committee members how to access the online platform within FAMPO's website.

9. Public Comment

No public comments were made.

10. Correspondence

No correspondence was shared.

11. Staff Reports

Mr. Ollis referenced the report he provided at the start of the meeting.

12. Member Reports

Mr. Swan noted he wished he knew more about the recently announced Amazon warehouse in Stafford County. He shared concerns that the current road network in the area cannot handle the future congestion. Mr. Ollis shared that VDOT is currently conducting a study in the area. Mr. Swan also commented on the new split in I-95 southbound traffic between Routes 630 and 17 in Stafford County.

Mr. Savage shared that he was unable to attend previous meeting due to work constraints and that he would try his best to be at future meetings.

13. Adjourn Citizens Transportation Advisory Committee Meeting/Next Meeting January 12, 2022 at 6:00 pm

Motion was made to adjourn the meeting at 8:30 p.m. Motion was made by Mr. Swan and seconded by Mr. McLaughlin. Motion passed unanimously.