

TECHNICAL ADVISORY COMMITTEE DRAFT MEETING MINUTES

Monday, January 10, 2022 – 9:30 a.m.
406 Princess Anne Street, Fredericksburg, VA 22401
www.fampo.gwregion.org

Committee Members Present:

Chairman Paul Agnello, Spotsylvania County
Vice Chair Jamie Jackson, City of Fredericksburg
Mr. Rodney White, Spotsylvania County (remote attendance - medical)
Mr. Mike Craig, City of Fredericksburg (remote attendance - personal, left at 10:00 am.)
Second Vice Chair Alex Owsiak, Stafford County
Mr. Brandon Brown, Stafford County
Mr. Stephen Haynes, Virginia Department of Transportation (VDOT)
Ms. Michelle Shropshire, VDOT (remote attendance - personal)
Mr. Nick Ruiz, Virginia Railway Express (VRE)
Ms. Ciara Williams, Virginia Department of Rail and Public Transportation (DRPT) (remote attendance – medical)
Ms. Kate Gibson, GWRideConnect (remote attendance – medical)

Committee Members Present (remotely, without virtual participation request):

Mr. Bassam Amin, City of Fredericksburg (remote attendance)
Mr. Nick Minor, King George County (remote attendance, arrived at 9:40 am.)
Dr. Bob Schneider, Potomac and Rappahannock Transportation Commission (PRTC) (remote attendance)

Committee Members Absent:

Mr. Jacob Pastwik, Spotsylvania County
Mr. Mohamed Benomar, Spotsylvania County
Mr. Bryon Counsell, Stafford County
Ms. Kimberly Wilson, King George County
Mr. Mike Finchum, Caroline County
Mr. Craig Pennington, Caroline County
Mr. Ivan Rucker, Federal Highway Administration (FHWA)
Mr. Jim Ponticello, VDOT
Mr. Dan Grinnell, VDOT
Ms. Susan Gardner, VDOT
Mr. Joe Stainsby, PRTC
Mr. Todd Horsley, DRPT
Ms. Christine Hoeffner, VRE
Mr. Chip Boyles, GWRC Executive Director
Ms. Leigh Anderson, GWRideConnect
Mr. Aidan Quirke, FREDericksburg Regional Transit (FRED)
Mr. R. Craig Reed, FRED

Others Present:

Ms. Amy Garbarini, DRPT

Mr. Matthew Bradly, University of Virginia (UVA) (remote attendance)

Mr. Walter Catlett, UVA (remote attendance)

Staff Present:

Mr. Ian Ollis, FAMPO Administrator

Ms. Becky Golden, Transportation Planning Manager

Ms. Kari Barber, Transportation Planner

Ms. Jordan Chandler, Transportation Planner

Mr. Matthew Lehane, Transportation Planner

Ms. Lana Bizeau, Transportation Planning Intern

1. Call Technical Advisory Committee Meeting to Order

The meeting was called to order at 9:33am.

2. Roll Call and Determination of Quorum

Ms. Chandler conducted roll call and determined that a quorum was present.

3. Approval of the January 10, 2022 Technical Advisory Committee (TAC) Agenda (ACTION ITEM)

Motion was made to approve the December 7, 2022, TAC agenda.

Motion: Mr. Owsiak Second: Ms. Jackson

Abstentions : None

Motion passed with unanimous consent.

4. Approval of the December 7, 2021 TAC Meeting Minutes (ACTION ITEM)

Motion was made to approve the December 7, 2021 TAC meeting minutes.

Motion: Mr. Owsiak Second: Chairman Agnello

Abstentions: None

Motion passed with unanimous consent.

5. Review of the November 15, 2021 Policy Committee Meeting

Mr. Ollis reviewed the November 15, 2021, Policy Committee meeting by summarizing the agenda. He reported that the Policy Committee noted the Lafayette Boulevard study but did not yet endorse it. He added that the Policy Committee delayed sending a letter on behalf of the Fredericksburg Area MPO to the Virginia Secretary of Transportation until a new secretary is appointed. He provided a brief update on the Public Involvement Activity Summary, Congestion Mitigation and Air Quality Improvement Program (CMAQ) and Surface Transportation Block Grant Program (STBG) project selection, and the Transportation Improvement Program (TIP). Ms. Chandler then outlined the amendments to the TIP approved by the Policy Committee. Mr. Ollis concluded with an explanation of possible changes to FAMPO's bylaws.

6. Public Comment

No public comments were made.

7. Action/Discussion Items

a. University of Virginia (UVA)/Center for Transportation Studies (CTS)

1. UVA CTS Road Safety Champion Program (RSCP)

Mr. Bradley and Mr. Catlett described UVA Center for Transportation Studies' Road Safety Champion Program (RSCP). He explained that the program offered mostly virtual programs for teaching road safety. Certificates are available for those responsible for safety on rural roads.

Mr. Catlett explained that all 19 RSCP classes were offered in 2021 with 445 attendees. Four participants have completed the program with one of the four from Stafford County and one from Spotsylvania County. Local government is the primary participant with 85%. Course comments from students indicated a high level of learning.

Mr. Ollis inquired if the program needed any help from FAMPO. Mr. Catlett responded that they need help raising awareness to their localities and constituents.

Mr. Amin asked for clarification on the length of the certification. Mr. Catlett was unsure whether or not recertification would be necessary.

Mr. Agnello asked representatives from Stafford what the training was like for the County. Mr. Brown, who participated in the program, expressed the content and benefits of the program, especially for crash analysis and improving safety. He said that this program is helpful for road safety analyses, especially in the context of rural roads. Mr. Catlett added that this program fits well under the umbrella of the Safety Circuit Rider Program and that new programs are in development.

Mr. Ollis recognized Ms. Golden's work on the UVA project and introduced her as a new FAMPO staff member to the TAC.

b. Congestion Mitigation and Air Quality Improvement Program (CMAQ)/Surface Transportation Block Grant Program (STBG) Project Selection Process Update

1. FY23-28 Schedule, Available Funding, and Modified Call for Projects/Allocations

Ms. Chandler introduced the modified schedule for calling CMAQ and STBG projects. She then outlined the available funds for both.

Mr. Agnello asked if the CMAQ or STBG funding amounts may decrease. Mr. Haynes from VDOT confirmed that they will remain the same.

Ms. Chandler then provided a breakdown of the funding by fiscal year and advised the committee that the UPCs shown are discontinued or completed. Mr. Ollis clarified that the amount of funds being discussed is the absolute minimum. Additional funds depend on how much is left from the Lafayette Blvd Study.

Mr. Agnello noted that there is not much funding left for FY27 and asked if this will change. Ms. Chandler clarified that the FY27 funds are unlikely to change and would only have the five percent set aside removed from the current balance.

Mr. Agnello addressed Ms. Gibson and asked for an update on a potential swap of 5307 and CMAQ funding. Ms. Gibson responded that GWRC is still working with PRTC to solve this. Mr. Agnello asked about a potential timeline. Ms. Gibson responded that the reallocation be done within the next few months, but if not, there is still an opportunity for it in the future. Mr. Ollis concluded that FAMPO must submit allocations to the CTB by May for inclusion in the SYIP.

Ms. Chandler then outlined the parameters for the modified call for projects. She expressed staff recommendations to hold FY28 funds in reserve and to allocate previous and leftover, FY22 reserve, HIP and FY27 held funds to projects on the list with funding deficits and high priorities.

Mr. Agnello inquired if the figures presented include contingencies and the amounts for FAMPO studies. Ms. Chandler responded that the five percent contingencies have been removed from these totals. The totals represent the value that we know of ; nothing is assumed at this moment.

Mr. Agnello asked if the CMAQ and STBG funding amounts may increase significantly with the federal transportation bill. Mr. Ollis answered that a small increase to CMAQ and STBG is possible, but staff would not know when these amounts would be available to distribute to the committee. Ms. Gardner clarified that VDOT is also unsure of the timeline for the potential increase in funding.

Mr. Agnello clarified that without allocating FY28, CMAQ and STBG funding would be less than 1.5 million. Mr. Ollis confirmed this, adding the caveat that some of the STBG or HIP funds would likely supplant the need for two FAMPO regional studies.

Mr. Agnello suggested that the available CMAQ funds in discussion be used for active transportation projects as they are lower cost.

Mr. Ruiz asked about the practice of saving up funds over cycles so as to have more to disperse. Mr. Ollis responded that these are special circumstances that leave a much shorter time to collect, score, and allocate to projects. He expressed that the goal is to have an annual cycle to allocate and scoring, with intake starting around September.

Ms. Gardner asked what was wrong with the previous project evaluation process. Mr. Ollis responded that the current staff effort is to get rid of the subjectiveness of the methodology and avoid a crunch time with difficult deadlines.

Ms. Gardner asked if amounts of funding per project is built into the scoring process and if one project can receive CMAQ and STBG funding. Ms. Chandler responded that projects do have funding caps and funds can be swapped between CMAQ and STBG funding pots as long as the project is eligible for both.

Mr. Agnello asked if new projects will be accepted for STBG. Ms. Chandler responded that FAMPO is amenable to what is best for the committee.

Mr. Ollis added that the small balance will be allocated as the committee sees best before the next project selection process. Mr. Agnello asked if the small balance can be used for active transportation with support from the Policy Committee. Mr. Ollis confirmed this.

Ms. Chandler recapped that the committee will endorse a modified call for projects for CMAQ previous through FY27 funding with one active transportation project per jurisdiction. The committee will then make a proposal for HIP/STBG projects for regional studies and the remaining balance will backfill projects currently on the list.

Mr. Ollis asked if the committee wants FAMPO to reach out to VDOT to help in selecting projects to fund or if they should use a scoring process. Mr. Agnello expressed his thought that new projects and studies should be scored, but existing projects should not be scored again. Mr. Ollis expressed concern in FAMPO scoring their own studies.

Ms. Jackson asked whether or not there is a need to score rather than simply process FAMPO's own projects. Mr. Agnello clarified that the technicalities should be discussed between VDOT and FAMPO.

Mr. Agnello asked if the committee had concerns about the proposed approach to the FY27 funding. No members expressed concern.

Mr. Agnello made a motion to endorse the modified call for projects previous through FY27 CMAQ funding for one active transportation per jurisdiction, the reserve of FY28 CMAQ and STBG funding, and the allocation of previous through FY27 HIP/STBG funding to existing projects following a discussion between FAMPO and VDOT.

Motion was made to approve the FY23-28 Schedule, Available Funding, and Modified Call for Projects/Allocations

Motion: Chairman Agnello Second: Mr. Owsiak

Abstentions: None

Motion passed with unanimous consent.

2. CMAQ Project Selection Process – Working Draft – December 13, 2021

Ms. Chandler proposed the removal of the Crash Modification Factor and VDOT VJUST Tool as neither are appropriate measures for scoring projects. Mr. Ollis added that other crash factors are included. Mr. Owsiak agreed with this change.

Mr. Agnello asked if the total points for safety will stay the same and Ms. Chandler confirmed this.

Ms. Chandler then explained that a special call for projects section was requested by the TAC and should be included in the methodology. Mr. Ollis added that this will require an endorsement from the TAC and approval by Policy Committee, when implemented.

Mr. Agnello asked about minimum amounts needed to allocate the funding. Ms. Chandler responded and confirmed that the value is \$500,000 for both CMAQ and STBG.

Ms. Chandler then outlined Section 3.1.2 of the selection process which proposes the number of project applications per applicant. FAMPO staff created an alternative option since there has not been consensus on this item. The option included five for CMAQ and five for STBG for jurisdictions and three for other eligible applicants such as transit agencies. She explained that the number of applications by mode would be up to the discretion of the applicant based on their eligibility.

Mr. Ollis added that this is the only part of the methodology that is not yet agreed upon. He clarified that the discussion is not about allocating funding, but about scoring. This limit relates to keeping the number of projects proportional to the amount of funding expected.

Mr. Ruiz inquired whether this will add or reduce the number of project applications available. Ms. Chandler responded that it would not change the number of applications for jurisdictions but would increase for transit agencies. She also reiterated that this is a staff suggestion that would be adjusted to the desire of the committee.

Mr. Agnello expressed concern that there should be some sensitivity between the amount of funding available and the number of project applications per jurisdiction based on the locality's population.

After a discussion, it was decided that the Crash Modification Factor and VDOT VJUST measures would be removed, a special call for projects section would be added, additional language that would determine the reallocation of annual set asides that were not used in the fiscal year they were allocated, and to delay the decision of the number of applications per jurisdiction.

Mr. Agnello summarized that the only part of the resolution on which the committee had not reached a consensus was section 3.1.2.

3. STBG Project Selection Process – Working Draft – December 13, 2021

Ms. Chandler explained that this Resolution is essentially the same as the one previously discussed, so the same modifications should be included.

Mr. Agnello asked about the amount set aside for FAMPO studies. He suggested that the application limit be removed for FAMPO staff. Mr. Ollis suggested that FAMPO staff studies have no limit. Also, it was discussed that FAMPO Jurisdictions and Transit Agencies be allowed 1 application for a study.

Mr. Agnello expressed the same concerns as with the CMAQ project selection process. He explained that since FAMPO may be a full TMA in the future, the STBG would not only be focused on north Stafford. He expressed concern that the application limits are not sensitive to the jurisdictions' population size. He suggested approval of the selection process all but Section 3.1.2.

Ms. Chandler summarized the changes: removal of the Crash Modification Factor and VDOT VJUST measures, addition of a special call for projects section, additional language that would determine the reallocation of annual set asides that were not used in the fiscal year they were allocated, and to delay the decision of the number of applications per jurisdiction.

4. **Endorse Resolution 22-15 Approving the Congestion Mitigation and Air Quality Improvement Program Project Selection Process (ACTION ITEM)**

Motion was made to endorse Resolution 22-15 minus Section 3.1.2 of the CMAQ Project Selection Process – Working Draft.

Motion: Chairman Agnello Second: Mr. Owsiak

Abstentions: Mr. Brown

Motion passed.

5. **Endorse Resolution 22-16 Approving the Surface Transportation Block Grant Program Project Selection Process (ACTION ITEM)**

Motion was made to endorse Resolution 22-15 minus Section 3.1.2 of the STBG Project Selection Process – Working Draft.

Motion: Chairman Agnello Second: Mr. Owsiak

Abstention: Mr. Brown

Motion passed.

c. **Regional Studies (FAMPO Intraregional Multimodal East-West Mobility Study and Preliminary Engineering (PE) for the Virginia Central Railway (VCR) Trail Tunnel/Bridge Crossing Study)**

1. **Endorse DRAFT Resolution 22-17 Approving Additional Funding Allocations for the FAMPO Intraregional Multimodal East-West Mobility Study and Preliminary Engineering for the Virginia Central Railway Trail Tunnel/Bridge Crossing Study (ACTION ITEM)**

Mr. Ollis explained the progress on the East-West Study. A consensus was reached with FAMPO staff and the TAC representatives of the three FAMPO jurisdictions to choose a Phase II scope of the project. Phase II will be underway with the assignment of a task order with VHB.

He continued by explaining that the VCR Trail Study was included in two SMART SCALE applications for this round; however, VDOT indicated that the projects are not properly scoped. Preliminary Engineering work would need to be conducted prior to the submission of an application.

He described the funding needs for the studies and proposed using leftover funding from other studies or HIP funds to fill the deficit. He asked the TAC to recommend funding for the projects.

Mr. Agnello expressed his support of the studies and proposed that HIP funding fill the deficits.

Mr. Ollis asked Ms. Gardner for confirmation that the HIP funding be allowed for the studies. Ms. Gardner confirmed.

Motion was made to approve Resolution 22-17.

Motion: Ms. Jackson Second: Chair Agnello

Abstentions: None

Motion passed with unanimous consent

2. **Endorse Resolution 22-18 Directing a Public Comment Period for an amendment to the Fiscal Year 2022 Unified Planning Work Program (ACTION ITEM)**
3. **Endorse Resolution 22-19 Authorizing Staff to Execute a Contract with VHB for the FAMPO Intraregional Multimodal East-West Mobility Study – Phase II (ACTION ITEM)**
4. **Endorse Resolution 22-20 Authorizing Staff to Execute a Contract with Michael Baker International for the Preliminary Engineering for the Virginia Central Railway Trail Tunnel/Bridge Crossing Study (ACTION ITEM)**

Mr. Ollis suggested that the three resolutions following Resolution 22-17 be approved together since they are related to 22-17.

Motion was made to approve Resolution 22-18, Resolution 22-19, and Resolution 22-20.

Motion: Mr. Agnello Second: Mr. Owsiak

Abstentions: None

Motion passed with unanimous consent.

d. Draft 2050 Long Range Transportation Plan (LRTP)

1. **Endorse Resolution 22-21 Directing a Public Comment Period for the Draft 2050 Long-Range Transportation Plan (LRTP) (ACTION ITEM)**

Mr. Ollis celebrated the end of the 2050 LRTP. He invited the TAC to read it at their leisure and asked for endorsement to initiate a public comment period.

Mr. Agnello asked about a deadline for comments. Mr. Ollis said comments should be submitted by February 28th so that the Policy Committee can adopt the document in March.

Motion was made to endorse Resolution 22-21.

Motion: Chair Agnello Second: Mr. Owsiak

Abstentions: None

Motion was passed with unanimous consent.

2. Congestion Management Process (CMP) Update

Mr. Ollis advised that the 2021 CMP Update will be available at the next TAC meeting.

e. Transportation Improvement Program (TIP) Updates

1. **Endorse Resolution 22-22 Directing a Public Comment Period for an amendment to the FY21-24 Transportation Improvement Program (TIP) to add UPC T-26254, FAMPO Intraregional Multimodal East-West Mobility Study – Phase II, UPC 111682, Preliminary Engineering of the Virginia Central Railway Trail Tunnel/Bridge Crossing Study, and Eight FREDericksburg Regional Transit Projects (ACTION ITEM)**

Ms. Chandler described that the two studies would be added to the TIP as new projects and seven FREDericksburg Regional Transit Projects.

Motion was made to endorse Resolution 22-22.

Motion: Mr. Agnello Second: Ms. Jackson

Abstentions: None

Motion passed with unanimous consent.

f. FY22 State Safety Targets Update (ACTION ITEM)

Ms. Chandler explained that FAMPO is endorsing and approving the state targets. Mr. Ollis added that endorsement from the TAC is needed to send the targets to the policy committee.

Motion was made to endorse the FY22 State Safety Targets Update.

Motion: Mr. Agnello Second: Ms. Jackson

Abstentions: None

Motion passed with unanimous consent.

8. Correspondence

Mr. Ollis presented FAMPO's joint air quality conformity finding from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). He confirmed that the Fredericksburg Area demonstrates conformity as prescribed by the Environmental Protection Agency's (EPA) Transportation Conformity Rule.

9. Staff Reports

Mr. Lehane reported changes to the SMART SCALE Technical Guidance, additional funding of SMART SCALE projects, the Virginia Transit Equity and Modernization Study, and the FY22 meeting calendar.

Ms. Chandler noted that the September TAC meeting falls on a holiday. After discussion, the date was changed to September 12.

10. Member Reports

Ms. Gardner advised that the CTB is releasing scores of TAP projects. A meeting with the CTB member will ensue. Mr. Agnello clarified that this is just the TAP projects. Mr. Agnello asked VDOT about the pre-application cycle for SMART SCALE. Mr. Haynes responded that VDOT will communicate with individual jurisdictions on this matter.

Mr. Ollis cautioned that the TAC is at risk of not meeting quorum in future meetings, referencing severe weather and COVID. He asked that should TAC members be unable to attend the meeting, they contact their alternates and make sure they come in their place.

11. Adjourn/Next TAC Meeting: February 7, 2022 at 9:30 a.m.

Motion was made to adjourn the meeting at 12:07 pm.

Motion: Mr. Agnello Second: Mr. Ollis

Abstentions: None

Motion passed with unanimous consent.