



Policy Committee Meeting Minutes

July 15, 2019

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

Adopted: August 19, 2019

Members Present:

Mr. Matt Kelly, Chair, City of Frederickburg
Mr. Tim Baroody, City of Frederickburg
Mr. William Withers, City of Frederickburg
Mr. Kevin Marshall, Spotsylvania County
Mr. David Ross, Spotsylvania County
Mr. Ed Petrovitch, Spotsylvania County
Mr. Mark Dudenhefer, Stafford County
Ms. Meg Bohmke, Stafford County
Ms. Wendy Maurer, Stafford County
Ms. Cindy Shelton, Stafford County
Mr. Chuck Steigerwald, PRTC
Mr. Jeff Bueche, King George County
Mr. Dave McLaughlin, CTAC Chair
Mr. Ivan Rucker, FHWA
Mr. Todd Horsley, DRPT

Others Present:

Ms. Susan Gardner, VDOT
Ms. Donna Cloinger, VDOT
Mr. Stephen Haynes, VDOT
Mr. Kyle Allwine, Frederickburg Chamber of Commerce
Mr. Jon Gerlach, Public
Mr. Rupert Farley, CTAC
Mr. Jason Towery, Stafford County
Mr. Scott Shenk, Free-Lance Star

Staff Members Present:

Mr. Paul Agnello, FAMPO
Ms. Briana Hairfield, FAMPO
Mr. Mark McCaskill, FAMPO
Mr. Colin Cate, FAMPO
Ms. Kari Barber, FAMPO
Mr. Matthew Lehane, FAMPO

Dr. Linda Millsaps, GWRC
Ms. Kate Gibson, GWRC
Ms. Michele Dooling, GWRC
Ms. Leigh Anderson, GWRC

CALL FAMPO POLICY COMMITTEE MEETING TO ORDER

Chair, Mr. Kelly, called the meeting to order at 6:35 p.m. with a quorum present.

APPROVAL OF FAMPO POLICY COMMITTEE AGENDA (ACTION Item)

The motion was made to approve the agenda by Ms. Maurer seconded by Mr. Withers, with all concurring.

PUBLIC INVOLVEMENT - None

CHAIRMAN's COMMENTS –

Mr. Kelly presented procedural changes to the FAMPO Policy Committee to ensure improved communication and fewer issues/incidences. These changes will be brought back to the board for FAMPO action next month.

FAMPO ADMINISTRATOR REPORT

Mr. Agnello briefed the Board on upcoming meetings:

- I-95 Corridor Improvement Plan Public Meeting: July 23, 2019 at 6:00 at James Monroe High School
- Fredericksburg Chamber of Commerce: Community Conversations- Moving our Economy Forward: Transportation Summit on July 31, 2019 at Jepson Alumni Center at 8:30 a.m.

Mr. Agnello presented the SMART SCALE Round 3 Comparison created by the FAMPO staff. Mr. Agnello also updated the FAMPO Board on staffing changes: Mr. Colin Cate, a GIS Analyst at FAMPO, will be resigning from FAMPO effective July 19, Mr. Mark McCaskill, the new FAMPO Deputy Administrator, began his first day of employment today, July 15, 2019. FAMPO is in the process of hiring a new Administrative Assistant, a GIS Analyst and a Transportation Planner. Mr. Agnello reported that he currently serves on the Census Board for Transportation Planning and their annual meeting is in Little Rock, Arkansas on August 19th, so he will miss the next FAMPO Policy Committee Meeting.

Mr. Dudenhefer requested that a report be given to the FAMPO Board providing the details and time commitment associated with this trip.

Ms. Maurer asked if this is a billable activity and if so, what UPC this time and trip will be billed to.

CONSENT AGENDA

- a. **Approval of June 17, 2019 Policy Committee Meeting Minutes – Mr. Paul Agnello**
(ACTION ITEM)

Motion made to approve the Consent agenda minus item 7b.

Motion made by Ms. Mauer, Seconded by: Mr. Ross

Motion carried, unanimously

Ms. Mauer had one correction to the meeting minutes and asked that the term “directed” be exchanged with the term “suggested,” as well as one administrative change with item 8e, that the date be changed from August to July.

- b. **Approval of June 20, 2019 Policy Committee Meeting Minutes – Mr. Paul Agnello**
(ACTION ITEM)

Motion made to approve the June 17, 2019 Policy Committee Meeting Minutes.

Motion made by Mr. Ross, Seconded by: Ms. Shelton with Ms. Maurer abstaining

Motion carried

ACTION ITEMS/DISCUSSION ITEMS

- a. **Approval of Resolution 20-03, Amending the Officer to Serve in Fiscal Year 2020 for the First Vice Chair Position - Mr. Paul Agnello (ACTION ITEM)**

Motion made to amend the officer to serve in fiscal year 2020 for the First Vice Chair position

Motion made by Ms. Maurer, Seconded by: Mr. Ross

Motion carried, unanimously

- b. **Approval of Resolution 20-01, Approval of Lafayette Boulevard Traffic Study – Mr. Paul Agnello (ACTION ITEM)**

Motion made to approve the Lafayette Boulevard Traffic Study

Motion made by Mr. Steigerwald, Seconded by Ms. Shelton

Motion carried, unanimously

- c. **Approval of Resolution 20-02, Amending the FY18-21 TIP to Add UPC 105510 Right of Way and Construction Phases – Mr. Paul Agnello (ACTION ITEM)**

Mr. Agnello stated that the I-95 Northbound Rappahannock River Crossing project, totaling \$127 million dollars, requires FAMPO board action this evening in order to keep their current schedule. Ms. Gardner mentioned that the Public Hearing for the I-95 Northbound Rappahannock River

Crossing will be on August 22nd at James Monroe High School.

Motion made to amend the FY18-21 TIP to add UPC 105510 Right of Way and Construction Phases
Motion made by Mr. Dudenhefer, Seconded by Mr. Withers
Motion carried, unanimously

**d. Discussion of Funding Shortfall for City SMART SCALE Project for VCR Trail Bridge:
UPC 109574 – Mr. Paul Agnello and Ms. Susan Gardner, Virginia Department of
Transportation**

Ms. Gardner explained that this VCR Trail Bridge is part of a SMART SCALE Round 1 project that has just now gone to bid and the bids came in high due to an increase in steel cost, which is consistent with other bridge projects that VDOT has. In order to avoid this project failing to move forward, VDOT has requested that FAMPO CMAQ funding be used to offset the increased cost.

Mr. Agnello briefly ran through the presentation attached which provides more detail into the required funding (UPC) transfers and project details

- i. **SMART SCALE Dashboard for the Project:**
<http://dashboard.vasmartscale.org/project-details?id=109574>
- ii. **VDOT Request for CMAQ Funding to Cover Shortfall – Ms. Susan Gardner,
Virginia Department of Transportation**
- iii. **Approval of Resolution 20-04, To add UPC 109574 to FAMPO CMAQ/RSTP
Program and Transfer Available Congestion Mitigation and Air Quality
(CMAQ) Improvement Program Funding to Cover the Shortfall on VCR Trail
Bridge Project: UPC 109574 – Mr. Paul Agnello (ACTION ITEM)**

Motion made to add UPC 109574 to FAMPO CMAQ/RSTP Program and Transfer available CMAQ to cover the shortfall on VCR Trail Bridge Project UPC 109574

Made by Mr. Withers, Seconded by Mr. Ross
Motion carried, unanimously

e. 2019 Federal Certification Review

- i. **Excerpt of 2019 Federal Certification Review Report Findings**
- ii. **Map of North Stafford Transportation Management Area**
- iii. **2004 Memorandum of Understanding Agreement between the Washington MPO
and FAMPO**

Mr. Agnello reported to the Board that the final Federal Certification Review Report came out in late June 2019. Mr. Agnello asked the board to look specifically at the Excerpt of Findings document (see

attached) which summarizes the conclusion and recommendations.

Mr. Rucker commented that Federal Highway Virginia Division Office had an action item directed towards FAMPO that was not included in the Excerpt, but was presented to FAMPO separately at the May 20, 2019 Board Meeting. That item is as follows:

1. The planning process for the FAMPO region outside of the TPB TMA area will be reviewed as part of a finding (23 CFR 450.220(b)) that is part of the review and approval of the STIP by FHWA and FTA. As necessary, FHWA and FTA may conduct a review to verify compliance of the transportation planning process and the UPWP in the FAMPO region

Mr. Rucker explained that the reason this item was not included in the TPB Federal Certification Review was because TPB requested that issues specific to FAMPO only be excluded from the final report. The recommendations in the attached Federal Certification Review report involve both TPB and FAMPO.

Ms. Maurer requested that FAMPO put together a plan to address all recommendations received both in the presentation at the May 20th meeting and in the final Federal Certification Review Report and develop a timeline with specific actions to address these recommendations, then bring that plan back to the board for approval.

Mr. Kelly stated that FAMPO would send a letter to FHWA responding to their requests as part of the September FAMPO meeting.

f. FHWA Approval of the FY 2020 Final Unified Planning Work Program

i. FHWA Approval Letter for the Washington MPO FY2020 UPWP

ii. FAMPO FY2019 UPWP Approval Letter

iii. Washington MPO link to UPWP Reports

1. Example of Washington MPO UPWP Report

Mr. Agnello reported to the Board that the UPWP was reviewed and approved by FHWA and FTA, with the following comments from the FHWA Virginia Division:

1. We request submittal of quarterly performance and expenditure reports, through VDOT for the quarter beginning July 1, 2019, for UPWP activities funded with “FHWA state planning and research funds” as defined in 23 CFR 420.103. These funds include PL, NHS, STBG (formerly STP), and MG program funds. In accordance with 23 CFR 420.117(b)(1), the reports must contain at a minimum:

- a. Comparison of actual performance with established goals;
- b. Progress in meeting schedules;
- c. Status of expenditures in a format compatible with the Work Program, including a comparison of budgeted (approved) amounts and actual costs incurred;
- d. Cost overruns and underruns;
- e. Approved Work Program revisions; and

f. Other pertinent supporting data.

2. We request planning expenses related to travel, computer or software purchases follow the provisions of the Agreement for the Utilization of Federal and State Funds to Support Metropolitan Planning in the Fredericksburg Area.

3. We request that each planning study receiving STBG funds be identified with their own unique UPC in the UPWP and TIP for performance tracking purposes.

4. The UPWP Task titled Regionally Significant Studies in FAMPO (UPC Number 113914) will be approved and authorized thru the UPWP and TIP once the MPO identifies a specific project(s) or planning study (or studies) to be undertaken and amends both the UPWP and TIP.

Mr. Agnello reported how FAMPO will address each of these comments from the FHWA Virginia Division.

Dr. Millsaps reported how all of GWRC is moving towards a better, more transparent reporting process in this current fiscal year.

g. 2019 Year in Review – Mr. Paul Agnello & Colin Cate

iv. Major FY19 Accomplishments – Mr. Paul Agnello

In the packet and self- explanatory

h. Closed Session – Mr. Matt Kelly and Mr. Tim McLaughlin

v. Resolution 20-05, Allowing the Policy Committee to Go Into Closed Session – Mr. Matt Kelly (ACTION ITEM)

Motion to go into closed session

Made by Ms. Maurer, Seconded by Mr. Withers with Mr. Ross dissenting

Motion carried

vi. Resolution 20-06, Allowing the Policy Committee to Return to Open Session - Mr. Matt Kelly (ACTION ITEM)

At the conclusion of the closed session, roll-call was taken. The following members were present:

Mr. Matt Kelly, Chair, City of Fredericksburg - Aye

Mr. Tim Baroody, City of Fredericksburg - Aye

Mr. William Withers, City of Fredericksburg - Aye

Mr. Kevin Marshall, Spotsylvania County - Aye

Mr. David Ross, Spotsylvania County - Aye

Mr. Ed Petrovitch, Spotsylvania County - Aye

Mr. Mark Dudenhefer, Stafford County - Aye

Ms. Wendy Maurer, Stafford County - Aye

Ms. Cindy Shelton, Stafford County - Aye

Mr. Chuck Steigerwald, PRTC -Aye
Mr. Dave McLaughlin, CTAC Chair - Aye

Motion to go return to open session
Made by Ms. Maurer, Seconded by Mr. Withers with
Motion carried

CORRESPONDENCE – In Packet & Self-explanatory

STAFF AND AGENCY REPORTS –

BOARD MEMBER COMMENTS –

Mr. Dudenhefer informed the board that Stafford County recently voted to petition the Stafford County Circuit Court to put on the ballot a \$50 million bond referendum to improve roads. Mr. Dudenhefer announced that he would be speaking about this bond referendum at the Fredericksburg Regional Chamber of Commerce's next Board meeting. Mr. Dudenhefer requested that FAMPO invite the newly appointed Commonwealth Transportation Board member, Mr. Cedrick Rucker to a FAMPO meeting.

Ms. Shelton thanked the FAMPO Board for appointing her as Vice-Chair and stated that she looks forward to working collaboratively with the Chair.

Mr. Ross reported the following issues to VDOT:

1. Light Synchronization issues on Route 3
2. North on Route 3, near Bragg Rd, there needs to be a right and a through-lane option, not just a right turn option.
3. At the Starbucks off of Bragg Rd, the outlet needs to be removed so that drivers can only come in, not in and out.
4. Does VDOT have a website where people can see all upcoming projects?

Ms. Gardner responded that this site has not been developed yet, but individual projects have sites.

Mr. Ross would like an MOU Discussion added to the August agenda

Mr. Withers asked that we start this new year with a focus on transportation and put aside differences

Mr. Kelly reported that Mr. Lloyd Robinson, a former FAMPO Administrator, passed away and would like the FAMPO Board to send a condolence card to surviving family members.

Mr. Kelly also suggested that FAMPO have a special meeting to discuss the MOU.

ADJOURN FAMPO MEETING/NEXT MEETING, AUGUST 19, 2019 –

The July 15, 2019 FAMPO Policy Committee meeting adjourned at 8:53 p.m. & the next meeting will be on August 19, 2019 at 7:30 p.m.

