

Agenda
Hampton Roads Metropolitan Planning Organization Meeting
September 17, 2008

Call to Order: 9:30 a.m.

HRPDC Headquarters, The Regional Boardroom, 723 Woodlake Drive, Chesapeake, Virginia

CALL TO ORDER

PUBLIC COMMENT

1. Summary Minutes of July 16, 2008
2. FY 2006-2009 Transportation Improvement Program Amendments: VDOT
(2 Projects) (Final Approval)
3. FY 2009-2012 Transportation Improvement Program Amendment: VDOT
(1 Project) (Final Approval)
4. FY 2006-2009 Transportation Improvement Program Amendments: VDOT
(2 Projects)
5. FY 2009-2012 Transportation Improvement Program: Request for Transfer of
CMAQ Funding - Chesapeake
6. MPO Best Practices Study: Status Report
7. Regional Bridge Study – Part II and Final Report
8. Jordan Bridge Closure
9. MPO Committee Status Report
10. For Your Information
11. Old/New Business

ADJOURNMENT

AGENDA NOTE – HAMPTON ROADS METROPOLITAN PLANNING ORGANIZATION

ITEM #1: SUMMARY MINUTES

Minutes of the July 16, 2008 meeting are attached.

Attachment

RECOMMENDED ACTION:

Approval.

Hampton Roads Metropolitan Planning Organization

Meeting Minutes

July 16, 2008

The Hampton Roads MPO Meeting was called to order at 10:12 a.m. at the Regional Boardroom, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

MPO VOTING MEMBERS:

Paul D. Fraim, Chairman (NO)	Douglas L. Smith (PO)
Bruce C. Goodson, Vice Chairman (JC)	James K. Spore (VB)
Clifton E. Hayes, Jr. (CH)	Jackson C. Tuttle II (WM)
Randall L. Gilliland (HA)	James O. McReynolds (YK)
Stan D. Clark (IW)	Dennis W. Heuer (VDOT)
Joe S. Frank (NN)	Michael S. Townes (HRT)
Charles W. Burgess, Jr. (PQ)*	Mark D. Rickards (WAT)
	Dwight L. Farmer (HRPDC/MPO)

*Late arrival or early departure.

MPO NONVOTING MEMBERS:

Ivan Rucker (FHWA)

OTHERS RECORDED ATTENDING:

Alan P. Krasnoff, William Harrell, Earl Sorey (CH); Keith Cannady, Elizabeth Kersey (HA); Sanford Wanner (JC); Jeff Raliski, Ron Williams (NO); George Brisbin, Kenneth L. Chandler, Sherri Neil, Brian Swets (PO); Patrick Roberts (SU); John Gergely - Newport News Resident; Unwanna Dabney - FHWA; Ray Taylor, Vince Thomas - FHR; Dana Dickens - HRP; Clyde Hoey - HRCCE; Chuck Cayton - HNTB; Parker Mills - Branscome, Inc.; Mike Robinson - ODU/VMASC; Stewart Baker - VDEM; Terri Boothe - private citizen; Eric Stringfield, Irene Shuman - VDOT; Jay Bernas - HRSD; Kendal Walus - VDOT; Karen McPherson - Kimley Horn; Martha Gross - Virginia Tech; Peter Huber - Willcox & Savage; Kimball L. Payne - Daily Press; Debbie Messina - The Virginian-Pilot; Germaine Fleet - Biggs & Fleet; Staff: Jessica Banks, Sam Belfield, John Carlock, Rick Case, Robert Case, James Clary, Nancy Collins, Rich Flannery, Marla Frye, Kathlene Grauberger, Greg Grootendorst, Jim Hummer, Rob Jacobs, Whitney Katchmark, Brett Kerns, Mike Kimbrel, Robert Lawrence, Keith Nichols, Joe Paulus, Kelli Peterson, Andy Pickard, Camelia Ravanbakht, Joe Turner, Chris Vaigneur and Eric Walberg.

PUBLIC COMMENT

The Chairman announced that no members of the public requested to address the MPO.

CONSENT AGENDA

The Consent Agenda contained the following items:

Summary Minutes of June 18, 2008

FY 06-09 Transportation Improvement Program Amendments: VDOT (5 Projects)
(Final Approval)

Transportation Improvement Program Amendments: Coordinated Plan (Final Approval)

FY 06-09 Transportation Improvement Program Amendments: VDOT

FY 09-12 Transportation Improvement Program Amendment: VDOT

Transit Shuttle Projects – A Literature Review and Best Practices: Final Report

Regional Concept of Transportation Operations: Final Document

Mr. Clark Moved to approve the Consent Agenda; seconded by Mr. Smith. The Motion Carried.

BEST PRACTICES STUDY

A Request for Qualifications (RFQ) and Expressions of Interest to perform a best practices study was drafted at the request of the MPO. Mr. Farmer requested authorization to issue the RFQ. He added he would like to follow a time frame of two weeks for the notice, select the top three to provide proposals, and have the selected firm underway by the end of August with a draft to the MPO in December.

Mayor Frank added this is from the MPO Committee's work and urged that it be approved. Once the submittals are received, the Committee and MPO staff will review them and make a recommendation to the MPO.

Mr. Smith Moved to authorize the Executive Director to issue the RFQ; seconded by Mr. McReynolds.

Mr. Goodson asked how the RFQ would be advertised.

Mr. Farmer replied there would be a legal notice, a posting on the website as well as postings on various electronic bulletin boards.

Mr. Rucker questioned if the consultant will be asked to identify not only the best practices, but also practices that may be consistent across MPOs as standard practice.

Mr. Farmer replied that he plans to offer what he believes are the MPO's best practices as well as standard practices so they will get a full range of what practices are and try to determine the pros and cons.

The Chairman called for a vote. The Motion Carried.

Mr. Farmer noted that a second action is required to approve an amendment to the FY 2009 Unified Planning Work Program (UPWP) to include this study. He added that after talking with Mr. Rucker, he believed FHWA would allow the use of PL funds for this task.

Mr. Goodson Moved to approve the UPWP amendment; seconded by Mr. Tuttle. The Motion Carried.

PROPOSED MPO STAFF POSITIONS

Mayor Frank commented that during discussions regarding the issues raised in the FHWA certification review, the MPO Committee felt that an employee dedicated to public involvement, planning meetings and community outreach was needed. He added that another position discussed was a legislative liaison who would be dedicated to meeting with the legislature individually or collectively at their caucus meetings and would be available in Richmond during the legislative sessions. This ongoing contact would help in providing data and information to the legislators.

He added he disagreed with the agenda item recommendation for funding their salaries and benefits since he is of the opinion that the money should be taken for one year from the reserve fund and evaluate at the end of the year whether it has been productive and successful. At that time, other ways of funding the positions could be reviewed.

Chairman Fraim asked for the total of the fund balance.

After consulting with Ms. Collins, Mr. Farmer stated it is a net of \$700,000 and the cost of the two positions over the one-year period would equal about one-third of it.

Mayor Frank suggested referring the funding to the Personnel and Budget Committee for further discussion.

Mr. Goodson noted that Richmond Regional has one employee performing the duties of both positions since the legislation work is cyclical.

Mr. Townes agreed but added it may require an increase in the salary range to find an individual to handle both assignments.

Mayor Frank Moved to refer the matter to the Personnel and Budget Committee to review this issue and provide a recommendation regarding whether it should be one or two positions as well as consider the compensation; seconded by Mr. Tuttle.

Mr. Smith commented that it seems premature to look at these job descriptions since it has just been decided to have a firm report on best practices among the MPOs in the country, which could include the public involvement personnel and legislative liaison positions. He added he would like to have the MPO Committee discuss this further at its upcoming July 22nd meeting since the idea was previously discussed, but details were not considered.

Mr. Smith asked if others felt the legislative role was a part-time position or should it be a full-time role. It is really an important piece in communicating with the legislators. He added

that since this would involve two people's careers, it would be worth spending more time discussing it to feel comfortable about what they will be asked to do in their roles.

Mr. Rucker commented that since federal funds are planned for use as a supplement to the salaries, there are concerns regarding lobbying.

Mayor Frank agreed that was another reason to split the two positions since the public involvement/outreach staff salary could be paid with federal funds.

Mayor Fraim added that anything is a step forward, but he believed it would require two people in order to do this the right way.

Mayor Frank asked if an additional task could be added to the Legislature Contact Staffer position to include briefing the local governing bodies on MPO/PDC activities as appropriate since not all members of the MPO are able to provide a full briefing to their respective councils and boards.

Mr. Farmer volunteered to do this but asked that everybody keep in mind there are 16 localities.

Mayor Fraim called for the vote to refer the matter to the Personnel and Budget Committee to review this issue and provide a recommendation regarding whether it should be one or two positions as well as consider the compensation. The Motion Carried.

REGIONAL BRIDGE STUDY - PART I

Mr. Farmer introduced Dr. Camelia Ravanbakht to brief the MPO on Part I of the Regional Bridge Study. He added this is a unique piece of work not generally performed by an MPO. The HRMPO had the resources on board as well as the cooperation of VDOT.

Dr. Ravanbakht introduced Mr. Ken Walus, State Structure and Bridge Engineer, who has made himself available to answer any questions that might arise. She added in 2007, the City of Chesapeake requested the MPO staff to perform a comprehensive regional bridge study for the Hampton Roads region. The work on the study began before the I-35W bridge collapse in Minnesota, but took on a higher priority since that time.

She reviewed the outline for the report and indicated she would review some statistics on the bridges in Hampton Roads, provide an overview of bridge inspections and ratings, and briefly review the three methods selected on rating those bridges. For this study, the FHWA's National Bridge Inventory definition of a bridge was used – any structure carrying or crossing a public roadway having a length of 20 feet or more which also includes tunnels. Based on that definition, there are 1,237 bridges in Hampton Roads and 13,400 in Virginia.

Dr. Ravanbakht noted Hampton Roads does not have the most bridges for a region in the state. However, it is important to note that the region does have 223 lane-miles of bridges and tunnels, much higher than the other metro areas studied. This gives Hampton Roads a need for more funding than other regions in order to maintain, rehabilitate or reconstruct the bridges.

She reviewed a chart outlining the number of bridges by jurisdiction in Hampton Roads as well as the year they were built. The median age of Hampton Roads bridges is 34 years, slightly less than the number for the nation and Virginia.

All the bridges in Virginia are inspected at least once every two years. Some bridges are inspected more frequently based on the condition or design of those bridges. VDOT inspects all VDOT-maintained structures while the cities inspect their own bridges.

Bridge inspectors rate various components of each bridge with the ratings ranging from 0 (failed) to 9 (excellent). These ratings are used to classify bridges either as structurally deficient or functionally obsolete and are also used in determining the sufficiency ratings of the bridges. A structurally deficient bridge is a structure with elements that need to be monitored, inspected and maintained but does not necessarily mean the bridge is unsafe. Bridge inspectors will close or impose weight limits on bridges they believe are unsafe.

Based on this definition, 54 of the bridges in Hampton Roads are classified as structurally deficient and constitute only 4.4 percent of all bridges in the region as compared with 9 percent in Virginia and 12 percent in the U.S. These include the Gilmerton Bridge, Jordan Bridge, 22nd Street Bridge, Lesner Bridge, Denbigh Boulevard over I-64 and Churchland Bridge. Of the 54 structurally deficient bridges, nearly half are located in Chesapeake and Southampton County with maintenance responsibility split between VDOT and the jurisdictions.

A functionally obsolete bridge is a structure built to geometric standards not used today. This could mean the lane or shoulder widths or vertical clearances for the current traffic levels are not up to current standards or they may occasionally flood. Based on this definition, 284 of the 1,237 bridges in the region are classified as functionally obsolete, representing 23 percent. If these two classifications are combined, a total of 338 bridges are considered deficient and represent 27 percent of all bridges in the Hampton Roads region as compared with 26 percent in Virginia and 25 percent in the U.S. A majority of these deficient bridges are located in the western section of the region. Over half of those bridges are maintained by VDOT, 30 percent by the localities and less than 10 percent by other agencies.

The last rating method is the sufficiency rating. It is not based solely on the structural condition of the bridge. Other factors involved in determining the sufficiency ratings include bridge geometry, traffic considerations and the level of service provided to the general public. It is a complex method of evaluating and rating bridges with a range between 0 and 100 percent. Dr. Ravanbakht emphasized that bridges with low sufficiency ratings are not necessarily unsafe. The sufficiency ratings were developed and used by FHWA as a method of prioritizing the allocation of federal bridge funds. This topic will be covered in more detail in Part II of the report.

About 6 percent or 75 of the region's bridges have a sufficiency rating of less than 50 and qualify for federal replacement funds. Slightly over 400 bridges or 33 percent are rated between 50 and 80, meaning they qualify for federal reconstruction funds and about 60 percent or 729 of the bridges have a rating over 80. They do not qualify for federal

replacement or reconstruction funds. Once again, she displayed a chart outlining the bridges by jurisdiction with Chesapeake and Southampton County having the most bridges with ratings less than 50.

(Mr. Burgess arrived.)

Dr. Ravanbakht added that 7 of the bridges with the lowest ratings are located in Chesapeake, including the Gilmerton Bridge, Jordan Bridge and 22nd Street Bridge, as well as Route 5 over the Chickahominy River. It should be noted that Route 5 is currently under construction and funding has been approved for construction of a new bridge for the Gilmerton Bridge and is anticipated to begin in 2009.

Dr. Ravanbakht concluded since Hampton Roads has more lane-miles of bridges than other metropolitan areas, more funding is required to maintain and reconstruct some of these bridges. The bridges in Hampton Roads are on average slightly older than those in other metropolitan areas but not as old as national and statewide averages. The region has fewer structurally deficient bridges than other metro areas but more functionally obsolete bridges.

She added at the next meeting, the MPO will be briefed on the second part of the study and will include an overview of bridge funding, a list of all the bridge projects and ones needing funding for reconstruction or rehabilitation, and a major regional bridge analysis of 25 selected bridges to show what would occur if one of them is out of service. The final report will be presented for approval at that time. Dr. Ravanbakht concluded by offering to answer questions.

Chairman Fraim thanked Dr. Ravanbakht for the presentation and Mr. Walus for his presence. He invited him to return for the next presentation.

A TRANSIT VISION PLAN FOR HAMPTON ROADS

Mr. Farmer stated this is a special effort and credit for kicking it off goes to Mr. Dana Dickens. Mr. Rob Case, the project manager, was introduced to provide an overview of the findings.

Mr. Case stated the impetus for this effort was a letter from the Virginia Department of Rail and Public Transportation (VDRPT) requesting the MPO to develop this plan and also provided the funding as well as access to their consultants for the project.

The primary purpose of this is to develop a regional vision of public transportation corridors and districts. This is intended to be a vision plan, not limited to any particular horizon year. This would become part of the Statewide Transit Plan as well as the HRMPO's next multimodal long-range plan. He noted that HRT is simultaneously conducting a Comprehensive Operations Analysis which is a short-term look at their operation as opposed to the long-term look of this analysis. This also covers the Williamsburg area covered by Williamsburg Area Transport.

The technical committee that was convened developed a scope of work. He displayed the scope outline and explained that the committee sees Item 2, Development of the Corridors and Districts, as the heart of the plan.

Proposals from four VDRPT on-call consultants were reviewed and HNTB was chosen to conduct the plan. Documents from the localities have been gathered to be used as inputs to the process. He added that an agreement was recently made with HNTB on a detailed scope of work and fees that will free VDRPT to issue the task order in a few days and enable MPO staff to finish the plan early 2009.

Mr. Case concluded his formal remarks and offered to answer questions.

Mr. Rickards asked Mr. Case to outline the public participation element for the plan.

Mr. Case replied that HNTB's proposal included a rigorous public involvement process involving at least two public meetings as well as maintaining a website for this project.

Mayor Frank commented this is very important and added he would like to see another part of this regarding what can be done to improve public transit now since roads will not be built in this area any time soon and the alternative is transit. People are being encouraged to get off the roads for various reasons, but this cannot be done without adequate public transit.

HRT does not have a reliable, predictable and stable source of revenue for operations and depends on each of the localities' budgets every year to determine the routes that will be supported. Over time with budget constraints, the pressure on local funding for public transit will become greater and greater. He stated that he planned to raise this issue at the Mayors and Chairs meeting to determine an approach.

Mr. Townes added that by all measures the region does not adequately fund transit in comparison with peer communities across the nation. He stated the vision plan is a great opportunity for HRT who has already engaged in a strategic plan that will be followed by a business planning element. He stated he believed the plan should involve two discussions, the immediate concerns that Mayor Frank referred to as well as the long term vision that should have an element of funding concepts in it since it must be funded. It is a public utility and always will be.

Mayor Frank added that each community fundamentally pays HRT for the bus routes it has. If a community wishes to enhance a bus route, it pays an extra amount to cover that cost. Likewise, if a community wishes to reduce their contribution, they remove certain routes. If this occurs among all the cities, Hampton Roads no longer has a regional transportation system that meets the needs of the public.

With no action to be taken, it was decided that discussion would be held at the next Mayors and Chairs meeting.

HURRICANE EVACUATION MODEL: VIRGINIA MODELING, ANALYSIS AND SIMULATION CENTER

Chairman Fraim introduced Mr. Mike Robinson from Virginia Modeling, Analysis and Simulation Center (VMASC) to brief the MPO on highlights of the simulation model.

Mr. Robinson stated his presentation included a simulation model of the evacuation of the Hampton Roads region in the event of a hurricane. This work was sponsored by the Virginia Department of Emergency Management (VDEM) with VMASC being specifically asked to provide a tool that assessed the effectiveness of the current Commonwealth of Virginia plan to evacuate Hampton Roads and to provide a tool for use in real time during the course of an evacuation if adjustments needed to be made for different transportation issues.

Since the last major revision of the evacuation plan in the early 1990s, new flood zone maps have been completed and the region has seen a growth in population, both of which are included in the model. All information was provided by VDEM, VDOT, Army Corps of Engineers and the civil engineering firm PBS&J. Mr. Stewart Baker of VDEM managed the work of all the teams.

This work focused on the six primary evacuation routes and looked at residents in three different categories: permanent structures, mobile homes and transient (tourists) since each of these evaluate at a slightly different rate historically. The model also models human behaviors and assesses the impact of accidents and incidents on the roadways with data provided by the Hampton Roads Traffic Management Center. In the course of the evacuation, 200 accidents and 1,400 incidents were modeled using the frequency that usually occurs during rush hour on a daily basis.

Mr. Robinson reviewed several significant findings. The current Commonwealth plan relies on continued evacuation throughout the night, but based on 30 years of study data, this is not historically realistic. It was found that category 2 and stronger storm evacuations take a bit longer than the time currently planned by VDEM which is largely due to the assumption that people do not begin their evacuations overnight so there is a 10-hour period with no new starts. This extends the time required slightly. Properly timed phases improve the traffic flow especially when phase 1 and phase 2 are split by an overnight period. A surprising finding was that accidents and incidents increase travel time for the immediately affected groups, but only had a minor impact on the total evacuation time. Accidents and incidents modeled throughout the region only increased the total evacuation time by about 10 percent since the overnight period allowed the roads to recover from the first day's incidents. Because there are six major routes for evacuation and an effective traffic management information system in Hampton Roads, evacuees are able to change routes when an incident occurs.

The simulation allows the user to determine various selections for the evacuation ranging from hurricane strength, evacuation time, background traffic density, etc. He displayed videos to demonstrate with the second day phase 2 start, it only took two hours longer to get out of Hampton Roads even though people left ten hours later.

Mr. Robinson concluded and offered to answer questions about the simulation.

Mr. Hayes asked if the simulation allowed for evacuees coming from North Carolina.

Mr. Robinson replied that the simulation does allow for the extra number of evacuees from North Carolina.

Mayor Frank stated he assumed the simulation does not include the special needs populations and people dependant on public transit.

Mr. Robinson agreed and stated it was not included in the requested task.

Mayor Frank asked if anybody is looking into what happens with the evacuees once they are out of the region.

Mr. Robinson replied that Mr. Baker could respond more completely, but the model did not show that as well as it might have. The evacuees were modeled to go to the locations they indicated on a survey with some going to Fredericksburg, Danville, Stanton, etc. In the model completed by PBS&J, they looked closely at housing opportunities within the region and VDEM is pursuing the locations for people outside the region.

The Chairman asked Mr. Baker if he would like to comment since the question may be outside the scope of Mr. Robinson's survey.

Mayor Frank commented he is still trying to raise issues that have not been addressed in terms of being real about what can and cannot be done in terms of evacuation.

Mr. Baker stated they are looking at the needs of the evacuees outside the region and are working from the historical behavioral work. In the plan assumption, 10 percent of all the evacuees from Hampton Roads will be seeking public facilities and plans are being made primarily through the Department of Social Services to accommodate them. The other 90 percent make their own plans and typically have a planned destination.

Mayor Frank asked if flooding of some of the roads prior to heavy winds was considered.

Mr. Baker replied it was not. The assumption is being made that some of the accidents that have been modeled were a result of weather incidents.

Mayor Frank added that Route 60 in Newport News floods in a regular rainstorm and in a major event the telephone poles and trees could fall over from the soaked ground. He added that he worries about people be encouraged to take that particular way out and finding roads blocked with no place to go.

Mr. Baker stated this simulation does provide the opportunity to input various options regarding traffic diversion in those situations, realizing that such a diversion would have an overall impact on the clearance time.

Mayor Frank then asked if the studies being done take into account that the water level may rise to the point of flooding additional areas that may cause additional required evacuation.

Mr. Baker replied this has been taken into account with an approximate one-foot increase in the sea level elevation from the 1992 study. The surge mapping was done on the basis of high tide which is approximately another three feet, so an additional four feet of tide rise over the first study has been allowed for.

Mayor Frank asked if anything was being done to recommend to the state that they should provide funding for hardened shelters that can sustain high winds over a period of time.

Mr. Baker replied that they were and the funding available now is being focused on generator installations on the identified state facilities. He added the state recognizes it would be to everybody's advantage to reduce the number of people required to evacuate the region and for many reasons it would be better to keep as many people in a safe location as possible.

Chairman Fraim suggested that something regarding hardened shelters could be scheduled at the next meeting since this is outside the scope of the agenda item.

Mr. Goodson asked if this would be available real time during an incident such as the closing of I-64 during Hurricane Floyd to determine new routes for that traffic.

Mr. Robinson replied it could be used with the help of VDOT.

Mr. Heuer asked if the model could consider an evacuation with less than 48 hours notice before the advent of hurricane force winds and the closing of routes and structures.

Mr. Robinson replied that they only looked at the transportation aspect and VDEM is looking at the amount of lead time that is needed.

Mr. Clark commented that as useful as this is, if it is not tempered with VDOT concerns, law enforcement concerns and all the practicalities of the events that the public may rely on this in a way that is not realistic. He added it is a useful tool that should be built on.

Chairman Fraim stated no action is required and thanked VMASC for making this presentation available to the MPO.

FOR YOUR INFORMATION

No comments were noted regarding the information.

OLD/NEW BUSINESS

Mr. Rucker announced he recently accepted the position of Highway Safety Program Manager and Emergency Freight Coordinator for FHWA. Ms. Unwanna Dabney, the Metropolitan Transportation Planner at FHWA will replace him and represent FHWA at the table in October. He added he would maintain the leadership responsibility for the corrective actions and the certification report.

After discussion regarding the scheduled meeting time for the HRMPO, it was agreed the meetings would begin at 9:30 a.m. in the future.

Additional discussion included inviting Virginia Department of Rail and Public Transportation to be a part of the meetings.

ADJOURNMENT

With no further business to come before the Hampton Roads MPO, the meeting adjourned at 11:25 a.m.

Dwight L. Farmer
Executive Director/Secretary

Paul D. Fraim
Chairman

AGENDA NOTE – HAMPTON ROADS METROPOLITAN PLANNING ORGANIZATION

**ITEM #2: FY 2006-2009 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)
AMENDMENTS: VDOT (2 PROJECTS) (FINAL APPROVAL)**

This item was included in the July 2008 MPO agenda and was approved for public review and comment. The public comment period ran from July 17 through July 31, 2008. No comments were received.

The request from VDOT was to amend the FY 2006-2009 TIP to add two new rail crossing safety projects as follows:

1. UPC# 86462, Install cantilever lights and gates at the railroad crossing on Old Aberdeen Road, 38 feet north of Pembroke Avenue in Hampton.
2. UPC# 86464, Install cantilever lights and gates at the railroad crossing on Jefferson Avenue, 321 feet north of 36th Street in Newport News.

RECOMMENDED ACTION:

Approval.

AGENDA NOTE – HAMPTON ROADS METROPOLITAN PLANNING ORGANIZATION

**ITEM #3: FY 2009-2012 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)
AMENDMENT: VDOT (1 PROJECT) (FINAL APPROVAL)**

This item was included in the July 2008 MPO agenda and was approved for public review and comment. The public comment period ran from July 17 through July 31, 2008. No comments were received.

The request from VDOT was to amend the FY 2009-2012 TIP to add the following new project:

- UPC# 81509, Project Improvement Grants for Safe Routes to School (SRTS) Program, Statewide.

RECOMMENDED ACTION:

Approval.

AGENDA NOTE – HAMPTON ROADS METROPOLITAN PLANNING ORGANIZATION

**ITEM #4: FY 2006-2009 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)
AMENDMENTS: VDOT (2 PROJECTS)**

Attached is a request from VDOT to revise the FY 2006-2009 TIP to revise the obligation information for two projects as follows:

1. UPC# 1904, Replacement of the Gilmerton Bridge in Chesapeake.
2. UPC# 14672, Reconstruction of Hampton Boulevard, from just north of Rogers Avenue to just south of B Avenue in Norfolk.

This amendment request will go out for public review during September in anticipation of final approval by the MPO in October.

Attachment

RECOMMENDED ACTION:

Approval for public review and comment.



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION
1700 North Main Street
SUFFOLK, Virginia 23434
VirginiaDOT.org

DAVID S. EKERN, P. E.
COMMISSIONER

August 29, 2008

Mr. Dwight Farmer, Executive Director/Secretary
Hampton Roads Planning District Commission
723 Woodlake Drive
Chesapeake, VA 23320

RE: Hampton Roads FY 06-09 TIP Amendment

Dear Dwight:

In a recent review of Hampton Roads FY 2006-2009 Transportation Improvement Program (TIP) it has been noted that the following project should be amended. The amendment of the TIP in the noted request reflects project updates, including estimate and phase obligations. To that end, I request that the following UPC numbers be amended in the respective TIP:

- **UPC #1904 (RTE 13 - Gilmerton Bridge – Bridge Replacement – Chesapeake) TIP pg B 100** TIP Amendment to increase PE by \$149,257(MG), increase RW by \$626,838(STP) & Reduce CN by \$52,543,149(BR) add \$10,875,900(EB/MG), \$2,067,496(STP AC), \$14,811,849(EB/MG AC), \$18,149,011(BR) and increase \$15,759,001(AC other) funds in FFY08. Convert \$417,774(STP), \$1,675,130(EB/MG) and \$4,677,611(BR) in FFY10.
- **UPC #14672 (RTE 337 – Hampton Blvd – Reconstruction – Norfolk) TIP pg B 174** TIP Amendment to Update actual PE & RW phase obligations Increase PE obligation \$315,479(NH) & RW obligation \$3,049,705(MG/EB)in FFY08. Removed FFY07 CN - AC – obligation, adding \$1,393,648(NH), 3,048,453(MG), \$8,258,022(MG-AC), & \$48,464,846 (AC other) in FFY08 with \$6,175,415 (MG) converted in FFY10.



Farmer – Hampton Roads FY 06-09 TIP Amendments

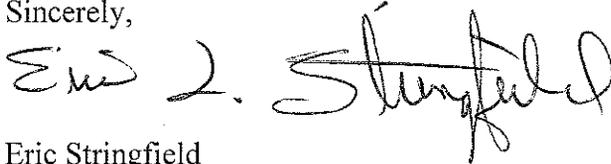
August 29, 2008

Page Two

I am requesting that the Hampton Roads Transportation Technical Committee approve the TIP amendment during their September meeting and the Metropolitan Planning Organization to approve the TIP amendment during their October meeting. Attached you will find a copies of the STIP pages reflecting the requested changes.

Thank you for your support in this effort.

Sincerely,

A handwritten signature in black ink, appearing to read "Eric Stringfield". The signature is written in a cursive style with a large, stylized "E" and "S".

Eric Stringfield

Hampton Roads District Planning Engineer

Enclosures

ES

CC: Ms. Diane Mitchell, Programming Division
Mr. Adam Jack, PE, Preliminary Engineering
Mr. William Guiher, TMPD
Mr. Todd Halacy, Urban
File

ROUTE: 0013	PROJECT	FO	PROGRAM/SYSTEM	MPO Area
UPC NO.: 1904	RTE 13 - BRIDGE REPLACEMENT		Urban	Hampton Roads
REPORT NOTE:	AC BR FY07-CN \$23,368,000. Includes FY04 Federal Omnibus Bill allocation			
STREET NAME:	SOUTH MILITARY H		EST.	SCHEDULE
JURISDICTION:	Chesapeake	PE	7,291	Complete
DESCRIPTION:	FROM: 0.417 MILE WEST OF GILMERTON	RW	1,619	Underway
	BRIDGE; TO: 0.356 MILE EAST OF	CN	166,089	FY2009
	GILMERTON BRIDGE	TO	175,000	
SCOPE OF WORK:	BRIDGE REPLACEMENT			
PROJECT LENGTH:	0.7730 MI	STRUCTURE NO.:	27144	SUFFICIENCY RATING: 0
PRINCIPAL FUND SOURCE:	BR/STP			

REQUIRED ALLOCATIONS (000's)							
Fund Sources	Prev. Alloc	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013
RSTP (STP Regional) :	3,707	0	0	0	0	0	0
Statewide							
TEA-21 High Priority	5,000	0	0	0	0	0	0
Funds : Statewide							
Demonstration Funds :	6,023	0	0	0	0	0	0
Federal							
Non-Formula : State	989	0	0	0	0	0	0
Minimum Guarantee :	12,200	0	0	1,066	2,283	7,903	0
Federal							
Priority Transportation	3,154	0	0	0	0	0	0
Funds : State							
Bridge Replacement :	2,896	0	7,114	4,678	4,300	4,548	4,624
Federal							
Urban Formula : Federal	13,987	2,647	1,939	887	861	1,042	982
Urban Formula : State	8,227	593	436	200	194	235	221
Match							
Urban Formula :	3,279	4,749	3,517	4,420	4,354	4,134	3,954
Federal/State							
Local Project	530	169	122	112	110	110	105
Contributions : Local							
Match							
Bond Proceeds : State	0	0	0	0	0	0	5,000
Bond Match : State Bond	0	0	1,778	1,436	1,646	3,113	1,156
Match							
Federal Formula STP :	495	378	399	396	402	409	415
Federal							
Total	60,488	8,537	15,306	13,195	14,150	21,494	16,457

OBLIGATIONS (000's)							
Fund Sources		Match	Previous	FY2007	FY2008	FY2009	FY2010
Federal - AC	PE	0	0	0	0	0	0
	RW	0	0	0	0	0	0
	CN	8,757	0	0	101,837	0	0
Federal - BR	PE	456	1,824	0	0	0	0
	RW	0	0	0	0	0	0
	CN	5,054	0	0	20,215	0	0
Federal - DEMO	PE	497	1,987	0	0	0	0
	RW	0	0	0	0	0	0
	CN	1,506	0	0	6,023	0	0
Federal - HPD	PE	0	0	0	0	0	0
	RW	0	0	0	0	0	0
	CN	1,250	0	0	5,000	0	0

Fund Sources		OBLIGATIONS (000's)					
		Match	Previous	FY2007	FY2008	FY2009	FY2010
Federal - RSTP	PE	260	1,039	0	0	0	0
	RW	97	387	0	0	0	0
	CN	570	0	0	2,282	0	0
Federal - STP	PE	19	76	0	0	0	0
	RW	22	462	0	627	0	0
	CN	283	0	0	1,131	0	0
Federal - AC CONVERSION	PE	0	0	0	0	0	0
	RW	0	0	0	0	0	0
	CN	1,693	0	0	0	0	6,771
Federal - MG	PE	227	758	0	149	0	0
	RW	0	0	0	0	0	0
	CN	0	0	0	0	0	0
Federal - EB	PE	0	0	0	0	0	0
	RW	9	0	0	38	0	0
	CN	2,719	0	0	10,876	0	0
Federal Total	PE	1,458	5,684	0	149	0	0
	RW	128	849	0	665	0	0
	CN	13,074	0	0	45,527	0	6,771

PROGRAM NOTE: TIP Amd to increase PE by \$149,257(MG), increase RW by \$626,838(STP) & Reduce CN by \$52,543,149(BR) add \$10,875,900(EB/MG), \$2,067,496(STP AC), \$14,811,849(EB/MG AC), \$18,149,011(BR) and increase \$15,759,001(AC other) funds in FFY08. Convert \$417,774(STP), \$1,675,130(EB/MG) and \$4,677,611(BR) in FFY10.(08/27/08 sab)

ROUTE: 0337	PROJECT	FO	PROGRAM/SYSTEM		MPO Area		
UPC NO.: 14672	RTE 337 - RECONSTRUCTION		Urban		Hampton Roads		
STREET NAME:	HAMPTON BLVD				EST.	SCHEDULE	
JURISDICTION:	Norfolk			PE	8,563	Complete	
DESCRIPTION:	FROM: 0.005 KILOMETER NORTH OF ROGERS AVENUE; TO: 0.011 KILOMETER SOUTH OF "B" AVENUE			RW	30,061	Underway	
				CN	64,340	FY2009	
				TO	102,965		
SCOPE OF WORK:	RECONSTRUCTION						
PROJECT LENGTH:	0.7500 KM	STRUCTURE NO.:	26493,27579	SUFFICIENCY RATING:	0		
PRINCIPAL FUND SOURCE:	NH						
REQUIRED ALLOCATIONS (000's)							
Fund Sources	Prev. Alloc	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013
National Highway System	26,844	1,200	1,200	0	0	0	0
Allocations : Federal							
National Highway System	6,711	300	300	0	0	0	0
Allocations : State							
Match							
Minimum Guarantee :	0	0	6,098	6,175	2,083	0	0
Federal							
Priority Transportation	298	0	0	0	0	0	0
Funds : State							
Bond Proceeds : State	0	0	0	1,500	1,500	5,902	0
FRAN Bond Proceeds :	27,068	0	0	0	0	0	0
FRAN							
Bond Match : State Bond	0	0	1,525	1,544	521	0	0
Match							
Total	60,921	1,500	9,123	9,219	4,103	5,902	0
OBLIGATIONS (000's)							
Fund Sources	Match	Previous	FY2007	FY2008	FY2009	FY2010	
Federal - AC							
PE	0	0	0	0	0	0	0
RW	0	0	0	0	0	0	0
CN	2,065	0	0	56,723	0	0	0
Federal - NH							
PE	1,713	6,279	256	315	0	0	0
RW	5,250	10,265	0	10,734	0	0	0
CN	348	0	0	1,394	0	0	0
Federal - AC CONVERSION							
PE	0	0	0	0	0	0	0
RW	0	0	0	0	0	0	0
CN	1,544	0	0	0	0	0	6,175
Federal - EB							
PE	0	0	0	0	0	0	0
RW	762	0	0	3,050	0	0	0
CN	762	0	0	3,048	0	0	0
Federal Total							
PE	1,713	6,279	256	315	0	0	0
RW	6,012	10,265	0	13,784	0	0	0
CN	2,654	0	0	4,442	0	0	6,175
PROGRAM NOTE:	TIP Amd Update actual PE & RW phase obligations Increase PE oblig. \$315,479(NH) & RW oblig. \$3,049,705(MG/EB)in FFY08. Removed FFY07 CN - AC - oblig. adding \$1,393,648(NH), \$3,048,453(MG), \$8,258,022(MG-AC), & \$48,464,846 (AC other) in FFY08 w/ \$6,175,415 (MG) conver. in FFY10. (06/10/08 sab)						

AGENDA NOTE – HAMPTON ROADS METROPOLITAN PLANNING ORGANIZATION

**ITEM #5: FY 2009-2012 TRANSPORTATION IMPROVEMENT PROGRAM (TIP):
REQUEST FOR TRANSFER OF CMAQ FUNDING - CHESAPEAKE**

Attached is a request from the City of Chesapeake to transfer approximately \$95,000 in CMAQ funds, including state matching funds, from project UPC# 83197, Improvements at the intersection of Pughsville Road and Taylor Road; to project UPC# 72797, Extension of the northbound left turn lane at the intersection of Greenbrier Parkway and Woodlake Drive. The City's original request was to transfer all of the funds from UPC# 83197, however, it was later determined that \$305.00 had been expended on that project to date. Therefore, the City's request is to transfer the remaining \$94,695 from UPC# 83197 to UPC# 72797.

The two subject projects are included within the Construction: Safety/ITS/Operational Improvements Project Group in the FY 2009-2012 TIP, therefore an amendment to the TIP will not be necessary should the MPO approve the transfer of funds.

Attachment

RECOMMENDED ACTION:

Approval.

Department of Public Works
Post Office Box 15225
Chesapeake, Virginia 23328
(757) 382-6101
(757) 382-6310 FAX
(757) 382-8537 FAX

August 25, 2008

Mr. Dwight Farmer, P.E.
Executive Director
Hampton Roads Metropolitan Planning Organization
723 Woodlake Drive
Chesapeake, VA 23320

**RE: TIP AMENDMENTS FOR GREENBRIER PKWY LEFT TURN LANE
EXTENSION (72797) AND EASTBOUND RIGHT TURN LANE ON
PUGHSVILLE ROAD AT TAYLOR ROAD (83197)**

Dear Mr. Farmer:

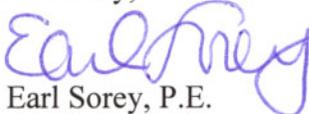
The City of Chesapeake is requesting a TIP amendment to Transfer \$95,000 in CMAQ funds, including State matching funds, from the Pughsville Road/Taylor Road project (UPC 83197), to the Greenbrier Parkway Left Turn Lane Extension Project (UPC 72797).

Recent discussions with VDOT staff have confirmed that both projects identified above are currently underfunded. Additionally, VDOT has advised us that an Interchange Modification Report would need to be completed before proceeding with the turn lane improvement at the Pughsville Road/Taylor Road intersection. This effort was not anticipated at the time CMAQ funds were originally requested. We are therefore requesting this project be cancelled and the fund balance be transferred as identified above.

It is requested that this item be placed on the agendas for the upcoming Transportation Technical Committee and MPO meetings. I will be available to answer any questions the Technical Committee may have.

Thank you in advance for your consideration.

Sincerely,



Earl Sorey, P.E.
Interim City Engineer

CES/

Attachments

c: Eric J. Martin, P.E., Interim Director of Public Works
Paul Dunn, P.E., Assistant City Engineer
Steve Rowan, VDOT-Urban

ROUTE: U000	PROJECT	NFO	PROGRAM/SYSTEM	MPO Area				
UPC NO.: 83197	CONSTRUCT EB RTL ON PUGHSVILLE RD @ TAYLOR RD WITHIN R/W		<i>Urban</i>	Hampton Roads				
REPORT NOTE:	MPO Project. Project cancelled by City.							
STREET NAME:	PUGHSVIL TAYLOR	ESTIMATED COST (000's)		SCHEDULE				
JURISDICTION:	Chesapeake	PE	0	Underway				
DESCRIPTION:	URBAN - ONE HEARING DESIGN	RW						
SCOPE OF WORK:	SAFETY/TRAFFIC OPERS/TSM	CN						
PROJECT LENGTH:	0.0000 MI	TO	0					
REQUIRED ALLOCATIONS (000's)				REQ'D AFTER				
Fund Sources	Prev. Alloc	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	2014
CMAQ: Federal	20	56	0	0	0	0	0	
CMAQ: State Match	5	14	0	0	0	0	0	
Total	25	70	0	0	0	0	0	-95

SYIP CTB REPORT

Urban

FY2009-2014 Six-Year Improvement Program

HAMPTON ROADS DISTRICT

ROUTE: U000	PROJECT	NFO	PROGRAM/SYSTEM	MPO Area				
UPC NO.: 72796	GREENBRIER PARKWAY - 3RD LANE NORTHBOUND (MPO PROJECT)		Urban	Hampton Roads				
REPORT NOTE:	MPO Project - Locally Administered. State funding exception approved by CFO/CE.							
STREET NAME:	GREENBRIER PKWY	ESTIMATED COST (000's)		SCHEDULE				
JURISDICTION:	Chesapeake	PE	71	Underway				
DESCRIPTION:	FROM: Volvo Parkway TO: Eden Way North (0.3400 MI)	RW						
SCOPE OF WORK:	MINOR WIDENING	CN	419	FY2009				
PROJECT LENGTH:	0.3400 MI	TO	490					
REQUIRED ALLOCATIONS (000's)				REQ'D AFTER				
Fund Sources	Prev. Alloc	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	2014
Local Project Contributions: Local Match	8	0	2	0	0	0	0	0
Urban Formula: State	406	0	74	0	0	0	0	0
Total	415	0	75	0	0	0	0	0

ROUTE: U000	PROJECT	NFO	PROGRAM/SYSTEM	MPO Area				
UPC NO.: 72797	GREENBRIER PARKWAY - NORTHBOUND LEFT TURN LANE EXTENSION		Urban	Hampton Roads				
REPORT NOTE:	MPO Project - Locally Administered. Balance to be redistributed by MPO.							
STREET NAME:	GREENBRIER PKWY	ESTIMATED COST (000's)		SCHEDULE				
JURISDICTION:	Chesapeake	PE	3515	Underway				
DESCRIPTION:	FROM: 460 linear feet Southeast of Woodlake Drive TO: 1500 linear feet Northwest of I-64	RW						
SCOPE OF WORK:	MINOR WIDENING	CN	17579	FY2009				
PROJECT LENGTH:	0.0000 MI	TO	21094					
REQUIRED ALLOCATIONS (000's)				REQ'D AFTER				
Fund Sources	Prev. Alloc	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	2014
CMAQ (Congestion Mitigation and Air Quality): Federal	92	0	0	0	0	0	0	0
CMAQ (Congestion Mitigation and Air Quality): State Match	23	0	0	0	0	0	0	0
Total	115	0	0	0	0	0	0	-21

ROUTE: U000	PROJECT	NFO	PROGRAM/SYSTEM	MPO Area				
UPC NO.: 72798	HANBURY ROAD - INTERSECTION & RAMP IMPROVEMENTS (MPO PROJ)		Urban	Hampton Roads				
REPORT NOTE:	MPO Project - Locally Administered.							
STREET NAME:	RTE 168 at HANBURY ROAD	ESTIMATED COST (000's)		SCHEDULE				
JURISDICTION:	Chesapeake	PE	436	Underway				
DESCRIPTION:	FROM: SB RTE 168 RAMP TO WB HANBURY RD TO: 0.1 MI W OF BUS 168	RW	81	FY2009				
SCOPE OF WORK:	SAFETY/TRAFFIC OPERS/TSM	CN	1,362	FY2010				
PROJECT LENGTH:	0.0000 MI	TO	1,879					
REQUIRED ALLOCATIONS (000's)				REQ'D AFTER				
Fund Sources	Prev. Alloc	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	2014
(X) Locally Administered and Funded: Local Funds	179	0	0	0	0	0	0	0
Non-Formula: State	340	0	0	0	0	0	0	0
RSTP (STP Regional): Federal	1,360	0	0	0	0	0	0	0
Total	1,879	0	0	0	0	0	0	0

AGENDA NOTE – HAMPTON ROADS METROPOLITAN PLANNING ORGANIZATION

ITEM #6: MPO BEST PRACTICES STUDY: STATUS REPORT

A Request for Qualifications and Expressions of Interest (RFQ) was advertised from July 17 through August 1, 2008. Responses were received from seven firms. MPO staff reviewed the documents submitted by each firm and selected the top three based on specific criteria. A Request for Proposals (RFP) was sent to the selected firms with a deadline for submittals of August 15, 2008. A consultant selection team consisting of staff from the MPO, VDOT, and FHWA interviewed the three firms on August 20, 2008. The consultant selection team unanimously selected the firm PBS&J to conduct the MPO Best Practices Study.

The proposed scope of work and fee schedule are attached for your review. It is anticipated that the final draft report will be available for MPO review during the December board meeting.

Mr. Dwight Farmer, HRPDC/HRMPO Executive Director/Secretary, will be available to answer MPO Board questions associated with the project.

Attachment

RECOMMENDED ACTION:

Authorize the Executive Director to execute a contract with PBS&J.

SCOPE OF WORK / DELIVERABLES DESCRIPTION

September 9, 2008

Task 1.0 - Orientation Workshop:

How to determine the mission of the MPO requires an understanding of Federal, state, and regional regulations and policy issues. It is important to remember that regional planning district commissions (PDCs) are a forum for regional decision making – and that MPOs are typically only involved with the transportation and, to some extent, the land use and air quality components of that. The need for the conduct of an initial outreach session with key regional stakeholders is thus viewed as a critical first step in the accomplishment of this assignment.

Subtask 1.1 – The Consultant Team will conduct a two-day series of one-hour maximum duration, face-to-face meetings or telephone calls (maximum of eight contacts each day) with various segments of the HRMPO. These outreach efforts will include MPO Committee members; MPO staff; resource agencies, VDOT, transit service providers, business community leaders, senior military personnel and representatives of one or two other organizations identified by the HRMPO staff. The purpose of these outreach sessions will be to assess local perspectives on the current status and understanding of the MPO functions and role(s) in transportation plan, program and project development, and directions that could be taken to improve the process.

Subtask 1.2 - At the conclusion of these initial outreach sessions, the Consultant Team will conduct a work session with the MPO Board and staff to present the initial, anonymous findings and gather refinements from those in attendance at the workshop. The HRMPO staff will provide the location and snacks for this meeting.

Subtask 1.3 – The Consultant Team will document the key findings and conclusions of the work session in the form of a stand alone project technical memorandum

Task 1.0 - Estimated percentage of total project budget: 15%

Estimated time frame/duration: Initiate and complete within four weeks following receipt of Notice to Proceed.

Task 2.0 - Peer Group Research:

Subtask 2.1 – The Consultant Team will document a minimum of 30 and a maximum of 40 case studies of similar organizations to summarize internet-based and telephone research with MPOs that have comparable organizational histories and/or exemplary public engagement practices. In order to identify specific MPOs for case studies, the Consultant Team will conduct initial discussions with the Association of Metropolitan

Planning Organizations (AMPO) and the National Association of Regional Councils (NARC) to obtain an initial listing of potential candidates in the area of public engagement and organizational similarity.

Following the initial telephone or e-mail contact with the selected group of MPOs asking if they would be willing to assist the Consultant Team in this research effort, a formal letter/e-mail communication will be sent by the Consultant Team to confirm the date and time of the contact and that this communication include a copy of the questions that we intend to ask. Provisions for allowing HRMPO staff to participate or listen in to the case study interviews will be incorporated into the schedule, if it is possible to do so without elongating the overall task schedule. Not all case studies may be scheduled at times convenient for HRMPO staff to participate.

Questions to be posed to the peer group respondents by the Consultant Team will include, but not be limited to the following:

What are the most effective (best practices) outreach methods to apply to state legislators, local elected officials (mayors and county supervisors chairs), and (in general) local elected bodies (city and town councils and county boards of supervisors)?

Contacts at other MPOs will be queried to identify what those agencies do in this regard. The Consultant Team members will then assess which of these methods are good, effective and potentially appropriate for application at the HRMPO.

What are the best practices for defining the membership of the MPO Policy Board; what are the pros and cons associated with various weighted and unweighted voting procedures used by similar bodies at other MPOs?

This assessment can be readily undertaken during the conduct of the initial peer group research effort. Each such case study will require some initial research, with a follow-up telephone call in some instances, and then documenting each for presentation to the HRMPO policy board and senior staff. Prior to this there will need to be some discussions with the HRMPO and, preferably, its member agencies and customers (resource agencies, VDOT, transit service providers, regional business community, military, freight shippers, and others) to understand the current structure of the organization. The outcomes of Task 1.0 will influence the content of the interview scripts to match the specific issues identified during that phase of work.

A starting point is to review the requirements in the Statewide and MPO Planning regulations with regard to membership and make certain to cover the minimum required membership and then determine what additional membership might be desirable to address regional issues. Unweighted or weighted voting can work, depending on the dynamics of the community. Weighting toward population while maintaining representation for smaller or less populous jurisdictions works well in many areas, especially for those with a multiplicity of jurisdictions and agencies.

What are the best practices for the number, structure, organization and function of advisory committees?

The initial recommendations should emanate from the findings obtained by the peer group research effort, although there are other, non-MPO resources to draw from as well. Core issues of Advisory Committees operations include but are not limited to: purpose statements; appointment/representation; strength of committee; structure/formality (Do they vote, and what does that mean when they do? Is there a self-appointed chair? Is the group a legally defined “public body” or not? How long are the terms of service?); size; alternates; meeting frequency; maintaining attendance; feedback loop from other MPO committees; and staff services.

The answer to this question depends on what’s needed in the community/region. However, advisory committees can be organized effectively along modal lines and by topical areas such as the following:

- Citizens Advisory Committee
- Transportation Demand Management
- Transit
- Freight/Goods Movement
- Bike/Ped
- Special Transportation/E&H
- ITS/Operations
- Highway

Other factors to be considered in the establishment of such advisory groups include but are not limited to:

- Will the group provide unique effective advice to the MPO (civic engagement)?
- Which advisory committees are really needed and effective?
- Which involve the public and other significant stakeholders?

At some level land use and demographic forecasts need to be included in the LRTP development and maintenance process. There should be a committee established to review and help construct this information in association with defining an overall “vision” for the HRMPO region.

What are the best practices in terms of how to package, advertise, and conduct MPO meetings? What methods do other MPOs employ? Whether to televise meetings or use internet streaming videos; How to judge effectiveness; How to best avoid conflicts with other regularly scheduled local government meetings (city councils, board of supervisors, etc.).

Task 2.0 - Estimated percentage of total project budget: 35%

Estimated time frame / duration: Initiate within two weeks following receipt of Notice to Proceed. Complete within eight weeks after initiation of task.

Task 3.0 – Public Participation Plan / Public Engagement Toolbox:

Subtask 3.1 – The Consultant Team will define the primary characteristics of the public (age, race, income, etc.) to be engaged in the process; examine demographic and socioeconomic information for all area jurisdictions; and review the HRMPO mailing list to identify demographic information differentiations provided or in need of enhancement. Any actual or perceived gaps in the regional comprehensive coverage of the mailing/e-mail address list will need to be addressed prior to its use. A mailing designed for widespread distribution should not be disseminated to just a select slice of the total citizenry, and not include others who might have been inadvertently excluded from the original mailing list.

Subtask 3.2 – The Consultant Team will develop specific ideas for enhancing MPO recognition; public participation in meetings, plan updates, special projects, work programs, and TIPs, as well as performance measures (MOEs) that respect HRMPO products, public segments, and purpose of outreach as identified in Task 1.0.

The Consultant Team recommendations in this area will focus on those improvement actions identified in the most recent MPO recertification review. These will include, but not be limited to, the following:

- Effective strategies for engaging the public in the LRTP and TIP development processes
- Effective public involvement/public awareness activities
- Effective visualization techniques
- Effective outreach to low-income and/or minority communities
- Best practices regarding Title VI of the Civil Rights Act (including related acts and Executive Orders), limited English proficiency, and environmental justice.

Subtask 3.3 – The Consultant Team will conduct an HRMPO staff meeting to develop a detailed schedule and a list of process elements for the achievement of a meaningful public involvement program in connection with the recently initiated process to update the regional long-range transportation plan for the year 2034. This will describe specific outreach measures, the scheduling of events and other activities, and the general level of staff and financial resources required, not to exceed one additional staff position beyond current levels.

What are the most effective (best practices) for the public participation process and particularly effective outreach to the general public?

Some of this has to do with the major findings from the peer group research effort, but it really needs to integrate with how the MPO sees itself and its relationship, which is

evolving, with its public. HRMPO doesn't have a "general public," but various market segments that will react to a greater or lesser degree to various public engagement techniques. One way in which to illustrate this would be through the use of a table or matrix, with the desired outcome of public engagement along one axis, the various projects/products created by HRMPO on the other axis, and each cell containing multiple outreach techniques.

The results of Task 3.0 will be summarized and specific recommendations for modifying or enhancing the currently adopted Public Participation Plan will be created. HRMPO staff will provide the Consultant Team with an original, digital version of the existing Public Participation Plan. Federal law requires a review period, advertisement, and public hearing prior to adopting a new Public Participation Plan.

Task 3.0 - Estimated percentage of total project budget: 25%

Estimated time frame / duration: Initiate within two weeks following receipt of Notice to Proceed. Complete approximately two weeks following the completion of the peer group research effort (Task 2.0) to allow for incorporation of best practices information identified from other locations.

Task 4.0 - Presentation and Implementation Concepts:

Subtask 4.1 - Present initial findings to staff in the form of a written report summarized in a PowerPoint presentation; refine presentation based on staff comments.

Subtask 4.2 - Present refined findings report to MPO Committee in a focused four-hour maximum scheduled duration work session.

Subtask 4.3 - Based on the MPO Committee meeting discussion and staff comments, develop a draft final report including the following topics:

- commentary on each Task;
- a description of the recommended public engagement toolbox and an implementation plan that includes a roll-out schedule for modifying the currently adopted HRMPO public participation plan;
- a procedure for adopting bylaws and voting structure;
- key findings of the peer group research; and
- Recommended organizational structure and responsibilities of core and advisory committees, as well as resource requirements needed to manage and maintain each committee.

Subtask 4.4 - Refine the draft final report based on comments received to create a final, print-ready original document, supplemented by electronic copies of all relevant files in Word and PDF formats.

Task 4.0 - Estimated percentage of total project budget: 25%

Estimated time frame / duration: Initiate approximately two months following receipt of Notice to Proceed. Complete within six weeks after initiation of task. Presentation of the draft final report recommendations is anticipated to take place at the regularly scheduled December 2008 MPO Policy Board meeting.

PROPOSED PROJECT MEETING SCHEDULE

HAMPTON ROADS MPO BEST PRACTICES ASSESSMENT STUDY

Anticipated Meeting Dates with MPO Committee:

- October 7, 2008
- November 4, 2008
- December 2, 2008

Anticipated Meeting Dates with MPO Policy Board:

- October 15, 2008
- November 19, 2008
- December 17, 2008 (acceptance/approval of recommendations)
- January 21, 2008 (tentative, only if necessary)

DETAILED PERSON HOUR AND COST ESTIMATE - PROJECT SUMMARY
Hampton Roads MPO Best Practices Assessment
Totals for PBS&J and LBG Team

Task Title	Total Person Hours				Total Costs			
	PBS&J	LBG	Total	Task Pct. of Total Hours	PBS&J	LBG	Total	Task Pct. of Total Costs
<i>Task 1.0 - Orientation Workshop</i>	52	40	92	16.0%	\$ 9,562	\$ 6,451	\$ 16,013	19.1%
<i>Task 2.0 - Peer Group Research</i>	44	160	204	35.4%	\$ 7,076	\$ 15,427	\$ 22,503	26.8%
<i>Task 3.0 - Public Participation Plan / Public Engagement Toolbox</i>	112	32	144	25.0%	\$ 18,143	\$ 5,273	\$ 23,416	27.9%
<i>Task 4.0 - Presentation and Implementation Concepts</i>	52	84	136	23.6%	\$ 9,358	\$ 12,647	\$ 22,005	26.2%
TOTALS	260	316	576	100.0%	\$ 44,139	\$ 39,798	\$ 83,937	100.0%

AGENDA NOTE – HAMPTON ROADS METROPOLITAN PLANNING ORGANIZATION

ITEM #7: REGIONAL BRIDGE STUDY – PART II AND FINAL REPORT

Included in the FY-2008 Unified Planning Work Program and based on a request from the City of Chesapeake, the HRMPO staff initiated a comprehensive study of bridges throughout Hampton Roads. HRMPO staff has recently completed the enclosed Regional Bridge Study report.

Part I of the Regional Bridge Study was presented to the MPO in July. This presentation detailed a summary of regional bridges, bridge inspections and ratings, structurally deficient and functionally obsolete bridges, and sufficiency ratings.

Dr. Camelia Ravanbakht, HRMPO Deputy Executive Director, will brief the MPO on Part II, covering the following items:

- Bridge Funding
- Bridge Projects
- Major Regional Bridge Analysis
- Conclusions and Action Items

Mr. Ken Walus, State Structure and Bridge Engineer, will be present to answer any questions for VDOT.

Separate Enclosure

RECOMMENDED ACTION:

Approval.

AGENDA NOTE – HAMPTON ROADS METROPOLITAN PLANNING ORGANIZATION

ITEM #8: JORDAN BRIDGE CLOSURE

Following a recent consultant study of the integrity of the Jordan Bridge, the City of Chesapeake has indicated an intention to close the bridge in the near future for safety reasons due to known and unknown structural deterioration. Mr. Earl Sorey, Acting Interim Director of Public Works, Chesapeake, will brief the MPO on the consultant's findings and the city's response to those findings.

Mr. Dwight Farmer will also brief the MPO on staff findings concerning two proposals to handle Jordan Bridge traffic and improve regional mobility, in response to a request from Portsmouth staff last year (see enclosed "Elizabeth River Crossings Study"). In addition, Mr. Farmer will present a staff analysis (see attached "Jordan Bridge Closure")—conducted in response to a recent request from Chesapeake staff—concerning queuing expected at nearby river crossings if the Jordan Bridge is closed.

Separate Enclosure (Elizabeth River Crossings Study)

Attachment (Jordan Bridge Analysis)

RECOMMENDED ACTIONS:

1. Elizabeth River Crossings Study: Approval.
2. Jordan Bridge Analysis: Per discussion.

JORDAN BRIDGE CLOSURE

TRAFFIC ANALYSIS

Prepared by
HRMPO Staff

Prepared for
City of Chesapeake

September 8, 2008



Introduction

At the request of the City of Chesapeake, the HRMPO staff conducted an analysis of the impact of the closure of the Jordan Bridge. The analysis includes impacts on the Gilmerton Bridge assuming 2 lanes remain open for travel during its upcoming reconstruction. Other facilities analyzed include the I-64 High Rise Bridge, Downtown Tunnel, the Midtown Tunnel, and the Hampton Roads Bridge Tunnel.

This analysis estimates the change in traffic volumes at each of the above facilities as well as estimates the change in the length of backups during peak periods.

Background

VDOT and the City of Chesapeake are currently in the process of moving forward to reconstruct the Gilmerton Bridge along Military Highway in the City of Chesapeake. It is anticipated that reconstruction will require approximately three years. During this time, the travel lanes along the Gilmerton Bridge will be reduced from 4 lanes to 2 lanes.

A recent City of Chesapeake inspection of the Jordan Bridge has revealed additional deterioration in the structure. Chesapeake staff have recommended that the combination of safety and risk factors as well as the cost to repair warrant the closure of the Jordan Bridge. Chesapeake staff have therefore requested HRMPO staff evaluate the implications of the Jordan Bridge closure in concert with the loss of two travel lanes at the Gilmerton Bridge. The following is a summary of the technical analysis.

Daily Traffic Volume Changes

The following chart summarizes the estimated change in weekday traffic volumes at various locations with the Jordan Bridge closed during the Gilmerton Bridge reconstruction.

Location	Change in Daily Traffic Volume
Gilmerton Bridge	+1,100
High Rise Bridge	+1,400
Downtown Tunnel	+4,000
Midtown Tunnel	+1,000
HRBT	+250

The above information essentially indicates where the 7,500 daily vehicle trips will move to when the Jordan Bridge is closed. Note that the Hampton Roads Bridge Tunnel will also be affected, with an estimated 250 additional trips per day using it as an alternate to the Monitor Merrimac Memorial Bridge Tunnel.

Peak Hour Traffic Backups

As previously indicated, VDOT and the City of Chesapeake will require that the number of through lanes along the Gilmerton Bridge during reconstruction be reduced from 4 lanes to 2 lanes. The following chart summarizes the length of typical backups each work day during the afternoon peak period.

Location	Typical PM Peak Period Backups *
Gilmerton Bridge	1.7 miles
High Rise Bridge	0.7 miles
Downtown Tunnel	2.2 miles
Midtown Tunnel	3.3 miles
HRBT	3.6 miles

* During Gilmerton Bridge reconstruction and with the Jordan Bridge fully functional.

The above table represents significant backups and congestion at all four facilities. Several of these locations will impact not only the facility itself but also interchanges, intersections along those facilities and nearby major city arterials.

Peak Hour Traffic Backups With the Jordan Bridge Closure

If the Jordan Bridge is closed prior to and during the reconstruction of the Gilmerton Bridge, additional significant backups along the major facilities under analysis will occur. The following chart summarizes the length of typical backups each work day during the afternoon peak period under these conditions.

Location	Typical PM Peak Period Backups
Gilmerton Bridge	2.3 miles
High Rise Bridge	1.0 miles
Downtown Tunnel	3.0 miles
Midtown Tunnel	3.9 miles
HRBT	3.7 miles

Summary

The previous analysis clearly reveals that extremely serious backups and congestion will occur during the reconstruction of the Gilmerton Bridge. The closure of the Jordan Bridge during the Gilmerton Bridge reconstruction will cause additional backups and congestion. The backups shown above represent delays to the typical commuter of the highest magnitude. It is strongly suggested that alternatives be developed to ameliorate the above conditions. This will require an aggressive dialogue and strong commitments from all local, state, and federal stakeholders.

AGENDA NOTE – HAMPTON ROADS METROPOLITAN PLANNING ORGANIZATION

ITEM #9: MPO COMMITTEE STATUS REPORT

The MPO Committee was established by the MPO to help ensure that the findings of the Quadrennial Certification Review are addressed satisfactorily and in a timely manner. The Committee has met twice since the July MPO meeting and continues to make progress on the following issues:

1. Organizational structure and membership of MPO-related committees and subcommittees
2. Addressing corrective actions and programmatic recommendations included in the final report on the Quadrennial Certification Review
3. Development of MPO Bylaws
4. Update of the Metropolitan Planning Agreement between the MPO and VDOT

Item 1 above addresses which committees will be established and how they will interact with the MPO Board. In addition, it addresses whether particular MPO-related committees would operate as “public bodies” as defined by the Virginia Freedom of Information Act (FOIA). The MPO Committee has been considering two proposals regarding the current Transportation Technical Committee (TTC). One proposal calls for the TTC to be a staff working group (non-public body) and the establishment of a new Transportation Advisory Committee (TAC) composed of Chief Administrative Officers of urbanized area localities and transit agencies, plus other stakeholders including VDOT, VDRPT, FHWA, FTA, and VPA. The TAC would operate as a public body with regard to public meeting and notice requirements. The other proposal simply calls for the TTC to operate as a public body.

MPO Committee Chairman, Mayor Joe Frank, met with the Chief Administrative Officers (CAOs) group on August 20, 2008 to discuss the proposed restructuring of MPO-related committees. There was a clear consensus among the CAOs that the TTC should continue to provide technical review and recommendations to the MPO and that the group should operate as a public body. The CAOs further agreed with a proposal to establish a TAC as described previously. The TAC would be a standing committee of the MPO and would operate as a public body. The TAC would act on matters referred to it by the MPO.

Regarding item 2 above, to date the MPO has addressed four of the eleven corrective actions (CAs) included in the Quadrennial Certification Review. A decision by the MPO on the organization and operation of MPO-related committees would allow the MPO to address coming into full compliance with federal regulations and the Virginia FOIA as pertaining to open meeting and notification requirements for public meetings. CA 4 calls for a letter of assurance to the federal team (FHWA and FTA) stating “a consensus among the MPO, VDOT, HRT, and WAT that federal regulations and state law (FOIA) regarding open meetings and notification requirements have been met for the MPO and its committees/subcommittees.” In anticipation of MPO approval of the recommendations of the MPO Committee regarding the TTC and TAC, MPO staff has drafted a letter (attached) from

the MPO to the federal team to address corrective action 4. The deadline for addressing CA 4 is January 1, 2009.

The MPO Committee recommends the following actions:

- MPO approval of the proposal to have the Transportation Technical Committee operate as a public body.
- MPO approval of the proposal to establish a new standing Transportation Advisory Committee.
- MPO approval of the attached letter to the federal team on Corrective Action 4.

Mayor Frank, MPO Committee Chairman, will brief the MPO Board on the recent activities of the MPO Committee.

Attachment

RECOMMENDED ACTION:

Approval of the MPO Committee recommendations listed above.

September 17, 2008

Mr. Roberto Fonseca-Martinez
Division Administrator, Virginia Division
Federal Highway Administration
400 North 8th Street, Room 750
Richmond, Virginia 23240

Ms. Letitia A. Thompson
Regional Administrator, Region 3
Federal Transit Administration
1760 Market Street, Suite 500
Philadelphia, Pennsylvania 19103

RE: Transportation Planning Process Certification Review Report Corrective Actions
(THY: Certification Review)

Dear Mr. Fonseca-Martinez and Ms. Thompson:

Referring to your letter dated February 28, 2008, which transmitted the final report on the Planning Certification Review of the Hampton Roads Transportation Management Area (TMA) that occurred on November 14-15, 2007, this letter represents the response of the Hampton Roads Metropolitan Planning Organization (HRMPO) to corrective action 4 as listed in your letter. This corrective action required a response by January 1, 2009.

- Corrective action 4 requested that the “MPO (including VDOT and the transit operators) come into full compliance with federal regulations and state law (FOIA) as it pertains to open meeting and notification requirements for public meetings” of the MPO and its committees/subcommittees.
 1. *With regard to MPO Board meetings, the MPO has been in compliance with the open meeting and notification requirements for many years. Beginning with the MPO Board meeting of June 18, 2008, a citizen comment period has been provided at the beginning of each Board meeting.*
 2. *The HRMPO is undergoing some reorganization with respect to its committees and subcommittees. Currently, the only HRMPO committees are the MPO Committee, established by the MPO Board to help ensure that the findings of the Quadrennial Certification Review are addressed satisfactorily and in a timely manner; and the Transportation Technical Committee (TTC),*

Mr. Roberto Fonseca-Martinez
Ms. Letitia A. Thompson
September 17, 2008
Page 2

a technical advisory committee to the MPO Board. The MPO Committee has been in compliance with open meeting and notification requirements since its inception. The TTC will come into compliance with open meeting and notification requirements beginning with its meeting on October 1, 2008. In addition, a citizen comment period will be provided at the beginning of each TTC meeting.

- 3. Any future advisory committees established by the MPO Board or any of its advisory committees will comply with the open meeting and notification requirements. (The MPO Board is currently considering the establishment of a new, standing Transportation Advisory Committee (TAC) that would provide policy-level advice to the MPO Board, and a Citizen Transportation Advisory Committee).*

This letter is to certify that on September 17, 2008, the HRMPO, including representatives from VDOT and the public transit agencies, has reached a consensus on the above issues and we hope that we have satisfactorily addressed the corrective action that is the subject of this letter. Please advise of any additional information you may need in regard to the foregoing.

Sincerely,

Paul D. Fraim
Chairman, Hampton Roads MPO

MK/mkf

cc: Mr. Dennis Heuer
Mr. Matthew O. Tucker
Mr. Michael Townes
Mr. Mark Rickards
Mr. Ivan Rucker
Ms. Unwana Dabney
Mr. Tony Cho

AGENDA NOTE – HAMPTON ROADS METROPOLITAN PLANNING ORGANIZATION

ITEM #10: FOR YOUR INFORMATION

A. HRMPO Staff Reorganization

Staff functions for the HRPDC and HRMPO have been reorganized to create two distinct and separate PDC and MPO “functions” within the existing HRPDC staff, each headed by a Deputy Executive Director. Dr. Camelia Ravanbakht has been appointed HRMPO Deputy Executive Director and Mr. John Carlock will continue to serve as HRPDC Deputy Executive Director.

Ms. Nancy Collins will now serve as the Chief Financial Officer and Chief Information Officer, Mr. Greg Grootendorst will serve as the Chief Economist, and Mr. Richard Flannery has been added to the management team as the Emergency Management Administrator.

Mr. Dwight Farmer, HRMPO/HRPDC Executive Director/Secretary, will be available to answer questions regarding the staff reorganization.

B. The minutes of the September 3, 2008, Transportation Technical Committee meeting are attached.

Attachment B

C. HRMPO Treasurer’s Report

Attachment C

D. Air Quality Conformity Determination for FY 2009-2012 Transportation Improvement Program

FHWA and FTA have determined that the transportation conformity analysis for the FY 2009-2012 TIP for the Hampton Roads 8-Hour Ozone Maintenance Area demonstrates conformity as prescribed by EPA’s Transportation Conformity Rule and subsequent rulemaking and guidance. A copy of the Joint FHWA and FTA Conformity Finding for the FY 2009-2012 TIP is attached.

Attachment D

E. Transportation Research Board (TRB) National Conferences

HRMPO staff was invited to make a presentation on the Hampton Roads Congestion Management Process at a TRB National Conference on “Meeting Federal Surface Transportation Requirements in Statewide and Metropolitan Transportation Planning” that was held in Atlanta, Georgia on September 3-5, 2008.

HRMPO and VDOT staff have been asked to make a presentation on the Regional Concept of Transportation Operations (RCTO) project and regional efforts to improve the incident management program at a TRB National Conference on “Advancing Regional Traffic Operations and Management” to be held in Washington, D.C. on December 10-12, 2008.

SUMMARY MINUTES

HAMPTON ROADS TRANSPORTATION TECHNICAL COMMITTEE

Meeting of September 3, 2008

Chairman Jeff Raliski called the Hampton Roads Transportation Technical Committee meeting to order at 9:34 A.M. in the HRPDC Board Room with the following in attendance:

MEMBERS:

Rob Brown (NO)	Tim Cross (YC)
Michael Stallings (IW)	Brian Swets (POR)
Eric Stringfield (VDOT)	Lynn Allsbrook (H)
Tom Slaughter (NN)	Robert Lewis (SU)
Richard Hartman (POR)	Mark Schnafer (VB)
Tony Gibson (VDOT)	Robert Gey (VB)
Richard Drumwright (WAT)	Jayne Whitney (HRT)
Gary Walton (CH)	John Yorks (H)
Jeff Raliski (NO)	George Brisbin (POR)
Daniel Rudge (VDRPT)	Al Riutort (NN)
Guzin Akan (NO)	Reed Nester (W)
Ivan Rucker (FHWA)	Mark Shea (CH)
Joseph Carter (POQ)	Keith Cannady (H)
Michael King (NN)	Amy Probsdorfer (NAVY)
Earl Sorey (CH)	

OTHERS:

Steve Rowan (VDOT)	Todd Halacy (VDOT)
Irene Shuman (VDOT)	Unwanna Dabney (FHWA)
Alex Tsybin (NN)	Ron Hodges (TRAFFIX)
Stephen Brich (VDOT)	Ray Hunt (VDOT)
Adam Jack (VDOT)	Carl Jackson (NN)
Vince Jackson (HRT)	Phil Pullen (VB)
Amanda Christon (NO)	

STAFF:

Keith Nichols	Camelia Ravanbakht
Mike Kimbrel	Jessica Banks
Dale Stith	Rob Case
Joe Paulus	Dwight Farmer
Sam Belfield	Andy Pickard
Laura Surface	

Mr. Raliski called for any introductions and Mr. Michael Stallings introduced himself as the representative from the Town of Windsor. Mr. Phil Pullen, Transportation Project Management Supervisor with Virginia Beach introduced himself.

Mr. Farmer announced that following his appointment as Executive Director on May 21, 2008, the Board made known its wish to make the MPO a distinct entity from the HRPDC. He stated that a reorganization of the two bodies has taken place and Mr.

John Carlock has been appointed Deputy Executive Director for the HRPDC and Ms. Camelia Ravanbakht has been appointed Deputy Executive Director for the Hampton Roads MPO. Mr. Farmer added that within the MPO staff, the senior team is still in place, consisting of Mr. Robert Case and Mr. Michael Kimbrel, with Ms. Ravanbakht's position to be filled. Mr. Farmer's announcement was met with a warm round of applause.

1. SUMMARY MINUTES OF JULY 2, 2008

Mr. Raliski noted the minutes of July 2, 2008 and asked for any corrections. There being none, Mr. Raliski declared the minutes approved as submitted.

2. FY 2009-2012 TRANSPORTATION IMPROVEMENT PROGRAM REQUEST FOR TRANSFER OF CMAQ FUNDING - CHESAPEAKE

Mr. Sorey presented a request to transfer \$94,695 in CMAQ funds, including State matching funds, from the Pughsville Road/Taylor Road project, UPC #83197, to the Greenbrier Parkway Left Turn Lane Extension project, UPC #72797. He explained that both projects are currently underfunded and that the Pughsville Road project requires additional work that was not anticipated at the time the CMAQ funds were requested. Mr. Sorey stated that Chesapeake has requested that project UPC #83197 be cancelled and the remaining CMAQ funds be transferred to project UPC #72797. Mr. Sorey then made his request in the form of a motion. Mr. Slaughter seconded the motion and it was approved.

Mr. Stringfield handed out a request to amend the FY 06-09 TIP for projects UPC #1904, Gilmerton Bridge Replacement in Chesapeake, and UPC #14672, Hampton Boulevard Reconstruction in Norfolk. He explained that these amendments were necessary inasmuch as the cost estimates and phase obligation requirements for both projects have been updated. Mr. Gibson moved that projects UPC #1904 and UPC #14672 be amended in accordance with Mr. Stringfield's request. Mr. Sorey seconded the motion and it was approved.

3. MPO COMMITTEE STATUS REPORT

Mr. Farmer reported on the MPO Committee meeting held yesterday. He began by stating that after considerable discussion, the MPO Committee agreed that the Transportation Technical Committee should be a public body advising the MPO. Mr. Farmer explained that beginning in October, the plan is to conduct the TTC meetings in an open public forum, with agendas posted on the web, a public comment period during the meetings, etc. Mr. Farmer also stated that the MPO is considering the establishment of a new, standing Transportation Advisory Committee (TAC) to the MPO to address critical policy level issues, when needed. The TAC would meet as a public body and would be composed of the Chief Administrative Officers of the MPO localities and transit agencies, plus other stakeholders including VDOT, VDRPT, FHWA, and VPA. Mr. Farmer further stated that the MPO is also considering the establishment of a Citizens Transportation Advisory Committee (CTAC). Mr. Farmer then discussed the proposed legislative liaison position, noting that Mayor Frank sees the need for a dedicated position. Mr. Farmer stated that he has met with the local legislative

liaisons and they feel they are presently addressing the issue of MPO legislative oversight. He added that discussion of this issue by the MPO Committee will continue. Mr. Farmer stated that the MPO Committee has begun discussions regarding the voting structure of the MPO. Finally, Mr. Farmer reported on the Best Practices study, noting that the consultant selection process has been completed and the firm of PBS&J was clearly the best choice. He added that a contract with scope and price is being developed and the study should be wrapped up by late December. During discussion, Mr. Gey asked if the concept of public meetings extended to subcommittees. Mr. Farmer replied that if a group comes together to advise a public body such as the TTC, then it is clearly a public body. Mr. Raliski added that the goal of these changes as the process is opened up is to make the process one of outreach and public education, not just an open meeting with the public lined up along the wall. Mr. Cannady asked the status of the proposed position for Communications/Outreach/ Education. Mr. Farmer responded that the role and level of responsibility for that position is still being deliberated. Following further discussion of the MPO Committee's recent deliberations, no action was taken.

4. PROJECT STATUS REPORT: CMAQ & SAFETY PROJECTS BY PHASE & YEAR

Mr. Stephen Brich provided a status report on the active safety projects in the cities of Chesapeake, Hampton, Newport News, Norfolk, Portsmouth, Suffolk and Virginia Beach, noting the total expenditures versus total allocations and total project estimates for each jurisdiction's projects. Mr. Brich then presented a similar report on the status of the active CMAQ projects in the region. He noted that there are 89 CMAQ projects in the PE phase and 30 projects in the construction phase. Following an extended discussion, no action was taken.

5. THE LOCATION OF NON-DRIVERS IN HAMPTON ROADS: FINAL REPORT

Mr. Case stated that all comments have been incorporated into the final document, which is ready for approval. He noted that this report may be the first in the nation where non-drivers have been mapped, which should provide the localities with a valuable tool for locating bus routes and business activities near the homes of non-drivers, as well as to accommodate bicycle riding and walking, in order to improve their mobility. Mr. Rudge moved that the subject report be approved. Ms. Whitney seconded the motion and it was approved.

6. JORDAN BRIDGE CLOSURE

Mr. Sorey gave a presentation on the history of the Jordan Bridge and an assessment of its current condition. He reported on the results of the latest inspection of the bridge and the estimated cost to extend the life of the Jordan Bridge until the Gilmerton Bridge reconstruction project is completed, noting that those costs total \$7.66 million and do not include addressing the substructure or continued deterioration. Mr. Sorey then explained that due to the age and overall deteriorating condition of the bridge, repairs would not guarantee the continued safe operation of the bridge in the future. He stated that in order to ensure the public's safety, it has been recommended to the City Council that the

Jordan Bridge be closed this calendar year, that work be done with the community to properly memorialize the bridge, and that stakeholders, including neighboring communities and regional entities, be engaged to help develop a plan to accommodate diverted traffic. Mr. Sorey concluded his presentation by noting that a study is underway to address the closure of the Jordan Bridge and a draft report detailing transportation options and associated costs will be available no later than October 1, 2008. Mr. Pickard then reported on the impact of the closure of the Jordan Bridge. He stated that the analysis includes impacts on the Gilmerton Bridge assuming two lanes remain open for travel during its upcoming reconstruction. Mr. Pickard stated that with the Jordan Bridge closed during the Gilmerton Bridge reconstruction, daily traffic volumes would increase from 1,000 to 4,000 vehicles on other Elizabeth River crossings. He presented data indicating that during the Gilmerton Bridge reconstruction with the Jordan Bridge fully operational, significant backups and congestion will occur at the Gilmerton Bridge and the High-Rise Bridge, as well as the Downtown and Midtown tunnels. Mr. Pickard added that if the Jordan Bridge is closed prior to and during the Gilmerton Bridge reconstruction, the additional backups along these major facilities will be significant. Following the presentations by Mr. Sorey and Mr. Pickard, an extended discussion took place regarding the serious regional impacts created by the dilemma of having to close the Jordan Bridge during the time the Gilmerton Bridge is being rebuilt. No action was taken.

7. ELIZABETH RIVER CROSSINGS STUDY: FINAL REPORT

Mr. Pickard gave a presentation on the Elizabeth River Crossings Study that was included in the FY 2008 UPWP at the request of the City of Portsmouth. He stated that the purpose of the study was to identify the present and long term (2030) demand for crossing the Elizabeth River between the Midtown Tunnel and the High-Rise Bridge, to analyze two alternative crossings not included in the region's 2030 Long Range Transportation Plan, and to review public transportation, bicycle and pedestrian options for crossing this portion of the Elizabeth River. Mr. Pickard then presented the findings and conclusions of the study. Following Mr. Pickard's presentation and a brief discussion, Mr. Hartman moved that the final report be approved. Mr. Brisbin seconded the motion and it was approved.

8. REGIONAL BRIDGE STUDY – PART III AND FINAL REPORT

Mr. Nichols reviewed the content of the previous presentations made in April and May. He then gave a detailed presentation on the Part III report covering bridge funding, bridge projects, major regional bridge analysis and conclusions. Following his presentation, Mr. Nichols noted that inasmuch as this item was originally scheduled to be presented in July, the draft version of the study was distributed in July and comments have already been received and incorporated into the final report. Following a brief discussion, Mr. Hartman moved that the Hampton Roads Regional Bridge Study final report be approved. Mr. Slaughter seconded the motion and it was approved.

Mr. Farmer stated that generally if there is an action item that the TTC wants to convey to the MPO, it would be appropriate to do so. He stated that regarding

the Regional Bridge Study, for instance, a recommendation could be that the report be forwarded for consideration to the Secretary of Transportation, VDOT Commissioner, our Federal partners, CTB members, etc. Mr. Rudge suggested that when staff presents to the TTC, it could suggest to whom the report might be forwarded. No other action was taken.

9. FOR YOUR INFORMATION

Mr. Pickard noted the handout on the Safe Routes to School Community Workshop to be held on Thursday, September 18, 2008.

10. OLD/NEW BUSINESS

A. Mr. Brisbin stated that he wished to make a motion to the MPO that the Jordan Bridge issue be recognized as a wakeup call regarding the critical funding issues related to our bridge infrastructure that cannot be ignored as in the past and that the region must take this seriously. Mr. Slaughter seconded the motion and it was approved.

B. Mr. Halacy announced that he has accepted the Williamsburg Residency Administrator position and as such, will be leaving the Hampton Roads District Urban Program. He thanked everyone for the professional relationships and person friendships that have developed during the last four years and assured that the Urban Program staff will continue to build on this relationship.

There being no further business, the meeting adjourned at 12:35 p.m.

HRMPO TREASURER'S REPORT

Fiscal Year 2008

August 31, 2008

STATEMENT OF REVENUES AND EXPENDITURES

REVENUES	Annual Budget	Current	YTD
Sec 112 PL Revenue	1,896,751	-	-
VDRPT 5303 Revenue	190,290	-	-
State Revenue	260,879	-	-
HRPDC Match	260,880	-	-
Pass Through Revenue	318,818	-	-
HRT Match Revenue	29,852	-	-
WAT Match Revenue	10,000	-	-
Total Revenue	<u>2,967,471</u>	<u>-</u>	<u>-</u>
EXPENDITURES			
Personnel	1,604,373	100,015	206,382
Contractual	700	-	-
Special Contracts	35,000	-	-
Operations	217,375	11,381	18,777
Pass Through Expenditures	398,523	-	-
Indirect Costs	711,500	39,894	81,499
Total Expenses	<u>2,967,471</u>	<u>151,290</u>	<u>306,658</u>
Agency Balance	<u>0</u>	<u>(151,290)</u>	<u>(306,658)</u>



U.S. Department
of Transportation

Federal Transit Administration
Region III
1760 Market Street, Suite 500
Philadelphia, PA 19103
215-656-7100
215-656-7260 (fax)

Federal Highway Administration
VA Division
400 North 8th Street, Room 750
Richmond, VA 23240
804-775-3320
804-775-3356 (fax)

July 30, 2008

In Reply Refer To:

**Joint Federal Highway Administration
and Federal Transit Administration
Conformity Finding for the Hampton
Roads 8-Hour Ozone Maintenance Area**

Mr. David Ekern
Commissioner
Virginia Department of Transportation
1401 East Broad Street
Richmond, Virginia 23219-2000

Dear Mr. Ekern:

The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) are responsible for ensuring that transportation plans, programs and projects meet the requirements of the Clean Air Act (CAA). With passage of the 1990 Clean Air Act Amendments, transportation plans, programs and projects developed, funded or proposed under 23 U.S.C. or the Federal Transit Act must demonstrate conformity in accordance with Section 176(c) of the CAA as amended.

On June 4, 2008, FHWA transmitted a copy of the final report of the Transportation Conformity Analysis for the FY 2009-2011 Transportation Improvement Program (TIP) prepared by the Hampton Roads Metropolitan Planning Organization (MPO) for the Hampton Roads 8-hour Ozone Maintenance Area to the Environmental Protection Agency (EPA) for their formal review. The conformity analysis was prepared in accordance with the November 24, 1993, Final Rule of Criteria and Procedures for Determining Conformity promulgated by EPA and subsequent rulemakings related to ozone dated August 7 and November 14, 1995, August 15, 1997, July 1, 2004, and January 25, 2008. In addition, the conformity analysis is consistent with a variety of guidance issued by the EPA as well as guidance issued by FHWA and FTA developed to address many conformity-related topics. EPA has completed their formal review of the conformity analysis and by letter dated July 15, 2008, EPA informed FHWA and FTA that they concur that the conformity analysis demonstrates that the TIP prepared for the Hampton Roads 8-Hour Ozone Maintenance Area meets the requirements of the transportation conformity rule. Namely, the analysis demonstrates that regional emissions in each milestone year will be below the mobile vehicle emissions budgets for 2011 and 2018 included in the approved Maintenance Plan for the region.

ATTACHMENT D

Based on the foregoing, FHWA and FTA find that the transportation conformity analysis for the FY 2009-2012 TIP for the Hampton Roads 8-hour Ozone Maintenance Area demonstrates conformity as prescribed by EPA's Transportation Conformity Rule and subsequent rulemaking and guidance. This letter represents that conformity finding. This conformity finding for the TIP remains valid for a period of four years provided no amendments involving regionally significant projects are made to the TIP before then or a new conformity analysis isn't triggered by another conformity or planning-related requirement. This conformity finding does not affect the conformity clock for the FY 2030 Constrained Long Range Transportation Plan which is tied to the January 22, 2008, conformity finding for the Hampton Roads Maintenance Area.

If you have any questions or need additional information, please contact Edward Sundra of FHWA at (804) 775-3338 or Tony Cho of FTA at (215) 656-7100.

Sincerely,


for Letitia A. Thompson
FTA Regional Administrator


for Roberto Fonseca-Martinez
FHWA Division Administrator

CC: Dwight Farmer, Hampton Roads Regional PDC
Marsha Fiol, James Ponticello, Christopher Voight, VDOT

AGENDA NOTE – HAMPTON ROADS METROPOLITAN PLANNING ORGANIZATION

ITEM #11: OLD/NEW BUSINESS