

June 17, 2010

Memorandum #2010-95

TO: Hampton Roads Citizen Transportation Advisory Committee (CTAC)

BY: Chair William W. Harrison, Jr.

RE: CTAC Meeting, June 24, 2010

Attached is the agenda and related materials for the next meeting of the **Hampton Roads Citizen Transportation Advisory Committee (CTAC)** scheduled for **Thursday, June 24, 2010 from 5:00 p.m. – 7:00 p.m. (dinner provided)**, in the **Regional Building Board Room, 723 Woodlake Drive, Chesapeake, Virginia.**

/kg

Citizen Transportation Advisory Committee:

William W. Harrison, Jr., Chair, VB	Randy Lougee, NO
Richard Bowie, VB	John Malbon, VB
Ricky Clifton, NN	Howard Manly, NN
Kathy Corley, CH	Delceno Miles, VB
Roberta Edwards, CH	Philip Olekszyk, GL
Jerry Flowers, VB	James Openshaw, NO
Sharyn Fox, NN	Prescott Sherrod, VB
Richard Green, SU	Ray Taylor, VB
Yukari Hughes, NN	Kirsten Tynch, PO
Dewey Hurley, WM	Shepelle Watkins-White, CH
Michael Jones, IW	Kristen Wells, PO
Randy Lassiter, NO	Archie Whitehill, NO
Henry Lewis, YK	

Cc: Dwight Farmer (HRTPO)
Camelia Ravanbakht (HRTPO)
TPO Voting Members
TPO Voting Alternates
TPO Nonvoting Members

Agenda
Hampton Roads
Citizen Transportation Advisory Committee (CTAC)
June 24, 2010

Call to Order: 5:00 p.m.

The Regional Board Room, 723 Woodlake Drive, Chesapeake, Virginia

5:00 p.m.

CALL TO ORDER

PUBLIC COMMENT PERIOD

APPROVAL OF AGENDA

AGENDA

1. Summary Minutes
2. Election of CTAC Vice-Chair and Members' Term of Office
3. Traffic Congestion Relief Proposal
4. Congestion Management Process Overview
5. Recap Of Panel Discussion On Transportation Funding And Results Of Citizen Focus Groups Study
6. FY 2011 CTAC Meeting Schedule
7. For Your Information
8. Old/New Business

ADJOURN

Dinner and informal conversation

AGENDA ITEM #1: SUMMARY MINUTES

SUBJECT:

Summary minutes of the previous CTAC meeting.

BACKGROUND:

Summary minutes of the CTAC meeting held on May 13, 2010.

Attachment 1 – Summary Minutes.

RECOMMENDED ACTION:

Approve the summary minutes.

**Summary Minutes of the
Hampton Roads Citizen Transportation
Advisory Committee (CTAC) Meeting
May 13, 2010**

The Hampton Roads Citizen Transportation Advisory Committee (CTAC) Meeting was called to order at 5:03 p.m. in the Regional Boardroom, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

Hampton Roads CTAC Members:

William Harrison, Chairman (VB)	Archie Whitehill (NO)
Shepelle Watkins-White (CH)	Kirsten Tynch (PO)
Philip Olekszyk (GL)	Kristen Wells (PO)
Michael Jones (IW)	Richard Green (SU)
Ricky Clifton (NN)	Jerry Flowers (VB)
Yukari Hughes (NN)	Delceno Miles (VB)
Randy Lassiter (NO)	Prescott Sherrod (VB)
Randy Lougee (NO)	Ray Taylor (VB)
James Openshaw (NO)	Henry Lewis (YK)

Hampton Roads CTAC Members Absent:

Kathy Corley (CH)	Howard Manly (NN)
Roberta Edwards (CH)	Tuck Bowie (VB)
Albert Stetz (HA)	John Malbon (VB)
Sharyn Fox (NN)	Dewey Hurley (WM)

HRTPO Staff:

Dwight Farmer	Jim Hummer
Carlos Gonzalez	Andy Pickard
Kathlene Grauberger	Camelia Ravanbakht

Other Participants:

Aubrey Layne (CTB)
State Senator Harry Blevins (GA)
Rod Ingram (VB City Attorney)

Others Recorded Attending:

Jeff Minnix (Citizen); Bob Matthias (VB); Reid Greenmun (VB Taxpayer's Alliance); Judith Brown, Gary Dubour, Jr. (HRPTA); Amanda Christon (NO Planning); Arnold Barr, Lee Barr, Martha Rollins (League of Women Voters); Clyde Hoey (FHR); Susan Mathai (RK&K); Brian Smith (HRT); Chris Stolle (Delegate 83rd House of Delegates); Martha McClees (VB Vision); Rick White (Telvent Traffic North America); Debbie Messina (Virginian-Pilot)

Call to Order

Chair Harrison welcomed Mr. Aubrey Lane, Hampton Roads' representative to the Commonwealth Transportation Board (CTB), and Senator Harry B. Blevins, representative from District 14 in the Virginia Senate to the Hampton Roads Citizen Transportation Advisory Committee (CTAC).

Public Comment Period

Three people requested to address the CTAC. Chair Harrison asked them to limit their comments to three minutes which was customary at the HRTPO Board Meetings since the CTAC bylaws were not yet established.

Reid Greenmun

Good evening, Board. I am glad to see we have a threefold increase in our public participation. That is good. I have two main things I want to talk to you about tonight. First are the bylaws that you are going to be approving and second, is sorta what you are doing tonight and putting the horse before the cart. In your bylaws, I made a series of recommendations and what I would like to do first of all is tell you that I think you need to rethink some of the decisions you have made here last month. Cutting the number of meetings from twelve to four was not a good idea. One of the things that you need to do as citizens is look at the agenda of the HRTPO and come together and discuss what is going to be discussed at the TPO and provide a citizen input on the TPO agenda items every month. They meet every month. So this Board needs to say – Oh, we are going to be talking about high-speed rail – what's the citizen's view about that? What's the citizen input to the MPO, or the TPO, about high-speed rail? Reducing that from twelve to four doesn't give you that line-up between the MPO meetings and this body. Secondly, from a citizen's point of view, you just reduced my amount of time tremendously. Right now, I get 36 minutes a year to come before you at three minutes a pop and talk. By reducing it to four meetings, I get twelve. That's not really getting citizen input so you might want to rethink that. Secondly, it was only your second meeting. How do you know how much complex issues and what you're going to need when you haven't even begun to get into the body of your work to see if you have too many meetings. Very complex things that you have to go over. I highly encourage you to rethink that and go back to a minimum of twelve. I mentioned to you last week and I will mention to you again – I think you are making a mistake if you don't choose your chairman to speak for you. And I think you're making a mistake on three-year periods. Heck, give yourselves more voices on the MPO. Make it a one year term. You guys decide who it is, rotate that through and you can build more relationships between this group and the MPO and they can hear from more of you. This three-year term and one individual just reduces those opportunities for you as a board to have more public voices on the MPO. So you might want to rethink that. Time that citizens can speak – it's great that we can come up here for three minutes at the meeting in the beginning, but like many city council meetings, some of the stuff we're going to talk about is so complex, you may want to consider going to three minutes on each agenda item so that the citizens can tell you what they think about high-speed rail, as opposed to everything that we discuss here. Barring that, one of the things that's been happening to me is I hear a lot said at the meeting and it's all fresh in your mind, it would be great to have a wrap-up where the citizens can come up and say for one more three minute period, if you are not going to do agenda items, and say hey, I heard this, this, and this – did you know this, this, and this that didn't get discussed at the meeting and you get that citizen input, so you might want to make that change. These are all ways to bring more citizen feedback. Is that my time? Last point – horse before the cart. I

looked at your list of what you picked as priorities – it was all over the board, and yet they said a consensus was reached that you had funding issues. What you need to do is go out, find out what is it that are the priorities, determine what they cost, look at what your funding is and then decide if you need more money or not, as opposed to putting the horse before the cart saying we just need more money without deciding what those priorities are or what it's for. So I think it's kind of premature to say your number one need is to get more money before it is you've decided what it is that you need, how much money you have. And with that I'd like to thank you.

Judith Brown

I represent the Hampton Roads Public Transportation Alliance. As you came here probably by car today, think back to the ten cars around you. Those ten cars on average here were carrying eleven people. That's our average overall in Hampton Roads – ten cars carry eleven people. I rode a bus part way here today and my one bus was carrying eleven people in the middle of the afternoon. Think about the space that the ten cars are taking up as opposed to the one bus. Now that is just one way, thinking about space, that's just one way to evaluate the different modes of transportation. We need to know how you evaluate the different methods of funding, which is what we will be hearing about this afternoon. I hope the speakers will address that and will tell us what criteria you can use and we, as citizens, can use to evaluate the different ways that public transportation and highway transportation might be funded. Is it based on the amount of space taken up? Is it on how much money is going to be brought in? Do you include how much it's going to cost to collect that new source of funding and what other criteria are used? We very much appreciate knowing that. Thank you.

Gary Dubour, Jr.

Good afternoon everybody. My name is Gary Dubour and I also represent Hampton Roads Public Transportation Alliance. I also came here by bus and I did make notice that after 5:45 p.m. the next bus to get me home is not until 8:20 p.m. The reason that I mention that is because there is a need for a small increase in service in some of these areas. The problem is – I realize there is a problem with some funding issues, the economy is down, and I would like to know what can be done to help alleviate that. I am pretty much open to any type of funding that is possible at this time for public transportation without taking away from our roads and bridges. I do not believe that if we continue on this road in the next few years that Hampton Roads will be sustainable. I'm still trying to gather some of my thoughts. I'm not the world's greatest public speaker. I would also like to reiterate the prioritization of projects that was mentioned previously. We do have important projects with our mass transit, with our bridges and if somebody a little bit, maybe after this meeting, can let me know how far we have progressed with the Mid-town Tunnel and the Martin Luther King Freeway because that is one of the areas I have had some concern with as well. I would appreciate anything that can be done to work in service increases with HRT – that is my primary form of transportation to school and to work and to the doctors, like I came from earlier today. Thank you.

Approval of Agenda

Chair Harrison asked the committee if there were any agenda items to add to the Old/New Business agenda section. Hearing none, Chair Harrison approved the agenda.

Minutes of April 8, 2010 CTAC Meeting

Mr. Lassiter Moved to approve the minutes as written; seconded by Ms. Watkins-White. The Motion Carried.

Draft CTAC Bylaws

Chair Harrison stated the bylaws subcommittee presented a draft set of bylaws for CTAC's consideration at the last meeting. The draft CTAC bylaws were posted on the HRTPO website for public comment. He reported there were no public comments and CTAC must now consider the bylaws for approval.

Mr. Whitehill Moved to approve the CTAC bylaws with one amendment to reflect a change in meeting frequency from quarterly to a minimum of once per month; seconded by Ms. Lougee.

After discussion ensued regarding the motion by Mr. Whitehill, Mr. Jones asked to submit a substitute motion and Moved to approve the CTAC bylaws with amendments to reflect a change in meeting frequency from quarterly to bi-monthly and increase the public speaking time from three to five minutes; seconded by Ms. Watkins-White. The Substitute Motion Carried.

Ms. Miles asked if the CTAC bylaws would identify the bi-monthly meetings by actual month. After discussion, the Committee agreed to record the bi-monthly dates in the bylaws and indentified as July, September, November, January, March, and May.

Transportation Funding Panel

Chair Harrison introduced Mr. Dwight Farmer, Executive Director, of the Hampton Roads Transportation Planning Organization (HRTPO) as the first speaker.

Mr. Farmer stated that in the Virginia Department of Transportation's (VDOT) approved FY2010 revenues of almost \$3.4 billion, 25% of all revenue is Federal funding, 52% is State funding, and 23% is from other funding.

The State generally refers to the funding for transportation as the Commonwealth Transportation Fund (CTF), which is a group of special revenue funds used to account for all revenues designed for highway operations, maintenance, construction, and related activities, excluding toll facilities. The CTF is divided into four main categories with these being referred to most often:

- Highway Maintenance and Operating Fund (HMO)
- State Transportation Trust Fund (TTF)
- Priority Transportation Fund (PTF)
- Federal Funds

Mr. Farmer continued, indicating the Code of Virginia requires the HMO Fund to first disburse funding for transportation maintenance projects first. The TTF was established in 1986 for capital improvement funding for all modes of Virginia's transportation system. He explained the FY2010 revenue for the HMO Fund is derived mainly from the Motor Fuels tax, Motor Vehicle Sales & Use Tax, and the annual vehicle license fee. The TTF received its FY2010 revenue primarily from federal revenues and a special General Assembly session.

Mr. Farmer stated the Six-Year Improvement Program (SYIP) is the mechanism that the Commonwealth Transportation Board (CTB) utilizes to schedule and program projects. The SYIP includes funding for the interstate, primary, urban, and secondary systems, public transportation and other Federal and State transportation programs. He presented a chart illustrating annual funding allocations for FY2010-2015 per District noting that allocations for Hampton Roads increase in the latter years of the SYIP.

Currently, economic conditions are adversely affecting transportation revenue sources. Mr. Farmer explained gasoline consumption has declined along with the motor vehicle sales and use tax. Virginia drivers pay the ninth lowest amount in fuel tax in the United States. He concluded, indicating Hampton Roads' population is outpacing its transportation system.

Chair Harrison introduced Mr. Aubrey Layne, Hampton Roads' representative to the Commonwealth Transportation Board. Mr. Layne outlined transportation revenue statistics for the Committee:

- The average Virginia driver pays only \$96.25 a year in gas taxes.
- Transportation revenue, currently \$3.6 billion, is down \$1 billion from three years ago.
- With a State gas tax of 17½ cents a gallon, \$900 million is collected a year.
- With a Federal gas tax of 18½ cents a gallon, Virginia is still only collecting \$900 million a year because it is a donor state and does not receive the full 100% of the tax.
- Combination of Federal and State gas tax is \$1.8 billion – half of the transportation revenue budget.
- \$1.1 billion is derived from the Sales and Use tax.
- \$700 million is derived from driver fines, interstate advertising, etc.
- Approximately 75% of all transportation revenue is dependent on driving habits – the economy.

Mr. Layne stated there are significant transportation funding challenges for the present and future. Currently, Virginia barely has funds to cover road maintenance and to meet the Federal dollar match. The Federal match is a four to one equivalent – for every twenty cents the State contributes, the Federal government supplies eighty cents. The monies from the Federal match are utilized primarily for construction projects and Virginia will soon have to decide whether to curb maintenance repairs or lose the Federal match. He noted Hampton Roads is the largest user of maintenance dollars in the state of Virginia because of its infrastructure of bridges and tunnels.

Mr. Layne explained there are several revenue options available to the State:

- A one cent increase in the motor fuel tax is worth \$50 million a year; a ten cents increase is equal to \$500 million a year.
- A motor vehicle use and sales tax increase of 1% would generate \$200 million a year.
- A retail sales and use tax increase of 1% would generate \$100 million a year.
- Another source of revenue is tolls.
- Application for toll funding for I-95 at the State line should generate approximately \$30-\$60 million.

Mr. Layne concluded, stating there is currently \$19.2 billion worth of transportation projects that require funding in Hampton Roads with a projection of only \$2.3 billion of construction monies available for the next thirty years.

Chair Harrison introduced State Senator Harry B. Blevins of the General Assembly. Senator Blevins stated although he is member of the Senate Transportation Committee, it is the Senate Finance Committee that determines which transportation projects will move forward.

Senator Blevins noted the General Assembly should have strived harder to increase transportation revenue many years ago. He stated it became increasingly more difficult because the public did not want its taxes raised. He further stated that if Virginia loses the funds from the Federal match, those funds will go to another state.

He explained Virginia is a hugely diverse state, and it has been hard for the public in other parts of the State to comprehend the transportation problems in Hampton Roads. These individuals did not see the need to have their taxes raised because there was not a problem in their area. However, those in other parts of Virginia are now having problems with maintenance upkeep and this might facilitate awareness of the issue in Hampton Roads and other areas in need of transportation revenue.

He concluded by stating there are two bills currently in the General Assembly, one in the House, and one in the Senate regarding conducting an audit at the state level. He commented that Governor McDonnell is supportive of the two bills.

Chair Harrison thanked the panel and asked why the gas tax has not increased along with inflation seen in both population and road construction. Senator Blevins replied that some bills have been introduced into the General Assembly but they did not survive. Mr. Layne indicated the State of North Carolina collects 12½ cents more than Virginia in gas taxes, yet there is only approximately a four cents difference in gas prices. He stressed that education is needed to inform the public that a portion of any gas tax would be absorbed by the fuel companies. Virginia has the third largest road system in the United States, yet forty one states collect more revenue in fuel tax.

Ms. Lougee asked if Secretary Connaughton planned to review criteria to evaluate different revenue sources. Mr. Layne stated the rules regarding how monies are allocated date back

to 1932. Some of the funding can only be distributed in certain ways. He indicated that the genesis of this particular project would be to review the monies administratively and note how that may impact projects able to move forward, and also assess if the money is being utilized efficiently.

Ms. Watkins-White asked if there was a formula used to explain the funding allocation difference between Hampton Roads and Northern Virginia. Mr. Farmer replied that regarding interstate allocations, the guidelines allow the Commissioner and the CTB to allocate amongst the jurisdictions at their discretion.

Mr. Lassiter asked Senator Blevins why the General Assembly allows the oil companies to gain profit instead of introducing bills that would utilize the money for transportation infrastructure. Senator Blevins stated he had voted for tax increases but there was not a majority within the General Assembly to carry the bills.

Ms. Wells inquired if monies for public transit fell under federal or state funding. Mr. Farmer replied that transit funds are separate and the State has created funding to match those dollars; however, generally because of the revenue trends, those dollars have been held fairly constant. The ability to stretch those dollars as prices are being driven upwards has diminished significantly. Without a dedicated revenue stream for public modes of transportation, any increase in service is doubtful.

Chair Harrison asked if the public had any questions for the transportation panel. Mr. Greenmun commented it would have been helpful if the panel had presented a slide regarding the fifteen year overall growth period for the State revenues. He asked if the HRTPO could legally lobby for legislation. Mr. Farmer replied the HRTPO was not allowed to lobby for any legislation. Mr. Greenmun expressed his thoughts regarding public transit, stating those who benefit from it should fund it. Mr. Layne replied that all State and Federal roads in the United States are subsidized in some manner.

Mr. Whitehill commented that transportation revenue should be viewed by the public as school revenue is viewed; not as a tax but as a user fee. Everyone must pay a user fee to utilize the transportation system.

Chair Harrison closed the question and answer period, and noted the CTAC needs to reach a consensus as a Committee in the near future on any given subject in order to give commentary to the HRTPO Board.

Next Meeting

The next meeting of the CTAC will be Thursday, June 24, 2010 at The Regional Building, 723 Woodlake Drive, Chesapeake, VA.

Adjournment

With no further business to come before the Citizen Transportation Advisory Committee, the meeting adjourned at 7:07 p.m.

AGENDA ITEM #2: ELECTION OF CTAC VICE-CHAIR AND MEMBERS' TERM OF OFFICE

SUBJECT:

Election of a CTAC Vice-Chair, in accordance with CTAC Bylaws and discussion of CTAC members' term of office.

BACKGROUND:

The HRTPO Board approved the CTAC Bylaws during its meeting on June 16, 2010 (Attachment 2-A). As prescribed in Article III Section 3.02, the initial staggered terms of the CTAC members have been determined (Attachment 2-B).

Additionally, the CTAC Bylaws also direct the CTAC members to elect the committee's Vice-Chair, as described in Article VI:

"The [CTAC] Vice-Chair shall be elected by the CTAC members, and the Vice-Chair's term of office shall coincide with that of the current Chair, provided the Vice-Chair's term shall end notwithstanding the foregoing on the expiration of the Vice-Chair's term as a member of the CTAC."

Given this directive, it is necessary for the CTAC members to nominate and elect a CTAC Vice-Chair.

Mr. William Harrison, CTAC Chair, will lead the discussion.

Attachment 2-A – Approved CTAC Bylaws

Attachment 2-B – List of CTAC Members and Term of Office

RECOMMENDED ACTION:

Elect a CTAC Vice Chair.

Bylaws of the HRTPO

Citizen Transportation Advisory Committee

ARTICLE I. PREAMBLE

The Citizen Transportation Advisory Committee (CTAC) serves as an advisory committee to the Hampton Roads Transportation Planning Organization (TPO). *The mission of the Hampton Roads Citizen Transportation Advisory Committee (CTAC) is to provide the Hampton Roads Transportation Planning Organization (HRTPO) with a citizen's viewpoint on regional transportation issues, strategies, funding, priorities, and the decision-making process of the HRTPO. The CTAC will serve as a strong advocate on behalf of citizens by listening to their viewpoints and helping to have their voices heard by the HRTPO leadership and decision makers. The CTAC Chair, as a nonvoting member of the HRTPO Board, will have the responsibility of communicating the work of the CTAC back to the HRTPO Board.*

In the event of any conflict between these bylaws and those of the TPO, the TPO bylaws shall prevail.

ARTICLE II. DEFINITIONS

Citizen Transportation Advisory Committee (CTAC) – The advisory committee appointed by the Hampton Roads Transportation Planning Organization (TPO) to serve in an advisory capacity to the TPO. The CTAC's purpose is to provide public input to the TPO Board on transportation issues.

Hampton Roads Transportation Planning Organization (TPO) – The MPO for the Hampton Roads MPA.

Metropolitan Planning Area (MPA) – The geographical area determined by agreement between the MPO for the area and the Governor and in which the metropolitan transportation planning and programming process is carried out.

Metropolitan Planning Organization (MPO) – The policy board of an organization created and designated to carry out the metropolitan transportation planning and programming process. The Hampton Roads TPO is the MPO for the Hampton Roads MPA.

Metropolitan Planning Agreement – A written agreement among the MPO, State, and public transportation operators serving the MPA that identifies the mutual responsibilities of those entities in carrying out the metropolitan transportation planning and programming process.

Metropolitan Transportation Planning and Programming Process – The federally-mandated continuing, cooperative, and comprehensive transportation planning and programming process that results in plans and programs that consider all surface transportation modes and supports metropolitan community goals.

Planning District Commission (PDC) – A political subdivision of the Commonwealth of Virginia chartered under the Regional Cooperation Act by the local governments of each planning district. The purpose of PDCs is to encourage and facilitate local government cooperation and state-local cooperation in addressing regional problems of greater than local significance.

Transportation Management Area (TMA) – An urbanized area with a population over 200,000, as defined by the Bureau of the Census and designated by the U.S. Secretary of Transportation, or any additional area where TMA designation is requested by the Governor and the MPO and designated by the U.S. Secretary of Transportation.

Urbanized Area (UZA) – A geographical area with a population of 50,000 or more, as designated by the Bureau of the Census.

Unified Planning Work Program (UPWP) – A statement of work identifying the planning priorities and activities to be carried out within the metropolitan planning area. A UPWP includes a description of the planning work and resulting products, and specifies who will perform the work, time frames for completing the work, and the source(s) of funds.

ARTICLE III. MEMBERSHIP

3.01 General. The CTAC shall consist of up to thirty (30) members, each of whom shall be a resident of a TPO-member locality. The TPO member localities are: the Cities of Chesapeake, Hampton, Newport News, Norfolk, Poquoson, Portsmouth, Suffolk, Virginia Beach, and Williamsburg, as well as the Counties of Gloucester, Isle of Wight, James City, and York. Members shall be appointed by the TPO Board based on recommendations from the TPO Nominating Committee.

3.02. Terms. Initial terms shall be staggered: one-third of the members shall be appointed for one-year terms; one-third of the members shall be appointed for two-year terms; and one-third shall be appointed for three-year terms. In the event that an appointed member does not complete his or her term, then the TPO Nominating Committee shall recommend a replacement for appointment by the TPO Board to serve the unexpired portion of the term. No member shall serve more than two successive terms (even if one of the terms was for less than three years).

ARTICLE IV. VOTING

4.01 General. A motion that has been made and seconded may be approved by a majority vote of the members present, provided, however, that a quorum of a majority of the appointed members is present for the vote. If a quorum is not present, then the vote must be delayed until such time as a quorum is present, or the vote may be held at a subsequent meeting at which a quorum is present.

4.02 Reconsideration. Any member who voted on the prevailing side may make a motion for reconsideration at the meeting during which the vote was taken. Alternatively, such a member may make a motion to reconsider at the next regularly scheduled meeting, but only if the member informed the Chair and the Executive Director, in writing, within three business days of the publication of the minutes, of the member's intention to make the motion to reconsider. The Executive Director shall provide a copy of any such written notice to all CTAC members. A motion to reconsider cannot be renewed if it has been voted on and defeated, except by unanimous consent of those present at the meeting.

ARTICLE V. MEETINGS

5.01 Regular Meetings. Regular meetings of the CTAC shall be held at 5:00 p.m. on the second Thursday of January, March, May, July, September, and November of each year at a place to be determined by the CTAC Chair. The CTAC may change the date and the time of any regular meeting at any prior meeting and may adjourn any meeting from time-to-time.

5.02 Special Meetings. Special meetings of the CTAC may be called by the Chair at the Chair's discretion upon five (5) business days notice to all members, of the time, place and purpose of the special meeting. In accordance with the provisions of the Virginia Freedom of Information Act, public notice of special meetings shall be given contemporaneously with the notice provided to CTAC members (ref.: Va. Code § 2.2-3707). The contents of the notice and the locations for notice placement shall be as set forth below in subsection 5.04.

5.03 Quorum. A majority of the appointed members of the CTAC shall constitute a quorum for the transaction of business.

5.04 Notices. Public notice of each regular CTAC or subcommittee meeting shall be given not less than three (3) business days prior to the date of such meeting, in accordance with the provisions of the Virginia Freedom of Information Act (ref.: Va. Code § 2.2-3707). Such notice shall provide the date, time, and location of the meeting and shall be posted in both the reception area of the Regional Building in Chesapeake and the administrative offices of the Hampton Roads Planning District Commission. Notice also shall be posted on the TPO Web site and, if feasible, in TPO newsletters. Staff is also charged on an on-going basis with improving and further disseminating notice of meetings in order to encourage and facilitate public participation.

5.05 Meetings Open to the Public. In accordance with the provisions of the Virginia Freedom of Information Act (the "Act"), all meetings of the CTAC or any subcommittees established by the CTAC shall be open to the public unless lawfully convened into a closed session in accordance with the Act (ref.: Va. Code §§ 2.2-3707 and 2.2-3712). No meeting during which CTAC or TPO business is discussed shall be conducted through telephonic or electronic means where the members are not physically assembled. In accordance with the Act, a "meeting" is any gathering of three or more members of the CTAC or any CTAC-appointed subcommittee (unless the subcommittee has only three members, in which case the gathering of two members shall constitute a "meeting") (ref.: Va. Code § 2.2-3701).

5.06 Public Comment. Time shall be allotted for public comment regarding transportation issues at CTAC meetings. Any person desiring to address the CTAC shall register with the staff of the TPO Executive Director prior to the opening of the meeting. The time limit for speakers is five (5) minutes per person. The Executive Director of the TPO shall assign a staff member to keep time for each speaker. Time cannot be pooled or assigned to any person other than the person who registered to speak. A member of the public may submit written comments or other materials to the Executive Director for distribution to the CTAC.

5.07 Minutes and Materials Furnished to Members. Minutes shall be recorded at all open meetings, and at least one copy of all agenda packets and all materials furnished to members of the CTAC shall be made available for public inspection at the same time such documents are furnished to members of the CTAC, and, when feasible, shall be posted on the TPO Web site prior to the meeting (ref.: Va. Code § 2.2-3707). Minutes shall include a record of any votes taken.

ARTICLE VI. OFFICERS AND DUTIES

6.01 Officers. The officers of the CTAC shall consist of a Chair and Vice-Chair.

6.02 Chair. The TPO Chair shall appoint one of the members of the CTAC as Chair of the CTAC for a three-year term. The Chair shall preside at all meetings of the CTAC at which the Chair is present, and shall vote as any other CTAC member. The Chair shall have all of the powers and duties customarily pertaining to the office of Chair and shall sign official documents of the CTAC and perform such further duties as may be assigned to the Chair by the TPO Board.

6.03 Vice-Chair. The Vice-Chair shall be a CTAC member and, in the event of the absence of the Chair, or of the Chair's inability to perform any of the duties of the office of the Chair or to exercise any of the Chair's powers, shall perform such duties and possess such powers as are conferred upon the Chair until such time as the Chair's inability to perform has ceased or a new Chair is appointed by the TPO Chair. The Vice-Chair shall perform such other duties as may from time-to-time be assigned to the Vice-Chair by the CTAC Chair, the TPO Chair, or the TPO Board. The Vice-Chair shall be elected by the CTAC members, and the Vice-Chair's term of office shall coincide with that of the current Chair, provided the Vice-Chair's term shall end notwithstanding the foregoing on the expiration of the Vice-Chair's term as a member of the CTAC.

ARTICLE VII. SUBCOMMITTEES

7.01 Subcommittees. The CTAC Chair may create standing or ad hoc subcommittees from time to time as circumstances warrant. Only CTAC members may serve on subcommittees, and the CTAC Chair shall appoint the members who serve on the subcommittees.

7.02 Subcommittee Meetings. The meetings of any standing or ad hoc subcommittee shall be open to the public as described in subsection 5.05, and public notice of such meetings shall be provided as described in subsection 5.04.

ARTICLE VIII. STAFF

8.01 Executive Director/Secretary. The Executive Director of the TPO shall provide staff support to the CTAC and shall plan, organize and direct the activities of the staff in support of the mission and the directions of the TPO Board. As needed, the Executive Director/Secretary shall work in coordination with the CTAC Chair to prepare the agendas for CTAC meetings.

ARTICLE IX. PROCEDURES

9.01 Parliamentary Procedure. Except as otherwise provided in these rules, the most recent edition of *Roberts – Rules of Order*, shall be used to conduct all meetings of the TPO and its subcommittees.

9.02 Governmental Agency and Public Body. The CTAC is an “advisory agency,” as that term is used in the State and Local Government Conflict of Interests Act, and it is a “public body,” as that term is used in both the Virginia Freedom of Information Act and the Virginia Public Procurement Act (ref.: Va. Code §§ 2.2-3101, -3701, and -4301). Accordingly, CTAC members shall be subject to the state laws and regulations that govern governmental advisory agencies and public bodies in Virginia, including the Virginia Freedom of Information Act, the State and Local Government Conflict of Interests Act, and the Virginia Public Procurement Act, except where specifically exempted by act of the General Assembly.

ARTICLE X. SUBSEQUENT AMENDMENTS

Any CTAC member may propose amendments to these bylaws by placing such proposed amendments in writing before the CTAC at a CTAC meeting. No vote shall be taken on the proposed amendments until the meeting that follows the meeting at which the written amendments were provided to the CTAC. The public shall be provided access to inspect the proposed amendments. Approval of amendments shall require an affirmative vote of 2/3 of the members appointed to the CTAC, as well approval by the TPO Board prior to effective date thereof.

ARTICLE XI. EFFECTIVE DATE

The foregoing bylaws of the HRTPO Citizen Transportation Advisory Committee were adopted by a duly constituted meeting of the HRTPO Board on June 16, 2010.

Hampton Roads CTAC Membership

CTAC Member	Citizen/Agency Representative	Jurisdiction	Term (Years)
William Harrison – Chair	Interest Group Representative	Virginia Beach	3
Kathy Corley	Citizen	Chesapeake	1
Roberta Edwards	Citizen	Chesapeake	2
Shepelle Watkins-White	Citizen	Chesapeake	3
Philip Olekszyk	Citizen	Gloucester	1
Vacant		Hampton	2
Michael Jones	Citizen	Isle of Wight	3
Vacant		James City County	1
Ricky Clifton	Citizen	Newport News	2
Sharyn Fox	Interest Group Representative	Newport News	3
Yukari Hughes	Citizen	Newport News	1
Howard Manly	Interest Group Representative	Newport News	2
Randy Lassiter	Citizen	Norfolk	3
Randy Lougee	Interest Group Representative	Norfolk	1
James Openshaw	Citizen	Norfolk	2
Archie Whitehill	Citizen	Norfolk	3
Vacant		Poquoson	1
Kirsten Tynch	Citizen	Portsmouth	2
Kristen Wells	Citizen	Portsmouth	3
Richard Green	Citizen	Suffolk	1
Tuck Bowie	Interest Group Representative	Virginia Beach	2
Jerry Flowers	Interest Group Representative	Virginia Beach	3
John Malbon	Citizen	Virginia Beach	1
Delceno Miles	Citizen	Virginia Beach	2
Prescott Sherrod	Interest Group Representative	Virginia Beach	3
Ray Taylor	Interest Group Representative	Virginia Beach	1
Dewey Hurley	Citizen	Williamsburg	2
Henry Lewis	Citizen	York County	3

AGENDA ITEM #3: TRAFFIC CONGESTION RELIEF PROPOSAL

SUBJECT:

Traffic Congestion Relief Proposal, submitted by Mr. Richard Green, CTAC member.

BACKGROUND:

Mr. Richard Green, CTAC member, provided the attached *CTAC Discussion Issue: Traffic Congestion Relief Proposal*. Mr. Green's ideas center on Hampton Roads Transit (HRT) service. This is presented to CTAC members as part of continuing efforts to inform and increase awareness of transportation issues in Hampton Roads.

A representative from the Hampton Roads Transit (HRT) will be available to brief the CTAC on this topic.

Attachment 3 – Traffic Congestion Relief Proposal

RECOMMENDED ACTIONS:

For discussion and informational purposes.



CTAC Discussion Issue



Traffic Congestion Relief Proposal

Challenge

HR traffic congestion requires relief

- HR traffic congestion is getting worse
- Building additional roads is costly and probably not the total solution
- HRT service does not provide the “cross region” solution required by most commuters
- No known plan to address alternative commuting options for regional citizens
- Potential negative impact to regional growth and economy

Proposed Solution

*Provide a Hub / Spoke service **based on rider demand***

- Re-align existing HRT resources for a regional “hub and spoke” service to and from the main sources required by riders i.e. use HR 64-664 beltway as the Hub and military bases, shipyards and commerce center locations for Spokes for bus service
- Expected outcome:
 - ✓ Efficient alternative for HR commuters
 - ✓ Low cost and better use of HRT resources
 - ✓ Reduction of traffic congestion
 - ✓ Improved environmental impact
 - ✓ Potential model for regional light rail solution

Next Steps

1. Discuss and accept proposal within CTAC
2. Research, refine the proposal to capture and understand the service issues to overcome
3. Propose solution to HRTPO

AGENDA ITEM #4: CONGESTION MANAGEMENT PROCESS OVERVIEW

SUBJECT:

Overview of the HRTPO Congestion Management Process

BACKGROUND:

Federal regulations require a Congestion Management Process (CMP) be in place in all Transportation Management Areas (MPOs with populations of more than 200,000). To meet this mandate, the HRTPO established a CMP for the region. The goal of the CMP is to reduce roadway congestion and improve traffic safety in our communities through improving technology, expanding roadways, and increasing vehicle occupancy. The CMP program identifies, develops, evaluates, and implements transportation strategies to reduce traffic congestion and enhance mobility.

As part of the CMP Program, the HRTPO is carrying out the following activities:

- Collecting and analyzing the latest traffic counts for the Hampton Roads region.
- Updating future traffic projections with the latest long-range forecasts.
- Analyzing congested corridors to determine congestion relief strategies.
- Analyzing crash data and depicting high crash locations for the interstate systems and intersections along the CMP roadway network.
- Reviewing annual congestion reports published by INRIX and the Texas Transportation Institute; comparing Hampton Roads to other metropolitan regions in the country.

Mr. Keith Nichols, Senior Transportation Engineer, will brief the CTAC on this item.

RECOMMENDED ACTION:

For discussion and informational purposes.

AGENDA ITEM #5: RECAP OF PANEL DISCUSSION ON TRANSPORTATION FUNDING AND RESULTS OF CITIZEN FOCUS GROUPS STUDY

SUBJECT:

Recap of the May 13, 2010 Panel Discussion on transportation funding and an overview of the results of the Citizen Focus Groups study.

BACKGROUND:

The panel discussion on transportation funding to the CTAC members on May 13, 2010 described how economic conditions are adversely affecting transportation revenue sources. Gasoline consumption has declined along with the motor vehicle sales and use tax and Hampton Roads' population is outpacing its transportation system. Furthermore, Virginia Department of Transportation (VDOT) revenues for FY 2010 was almost \$3.4 billion, an 11% decrease from the FY 2007 VDOT budget. Diminishing revenues for transportation signify less opportunity for capital investment and thereby amplifying the region's problem in alleviating congestion.

As part of the HRTPO's community outreach strategies to seek out and consider transportation interests and needs of Hampton Roads residents, the HRTPO entered into a cooperative agreement with Christopher Newport University (CNU) to conduct focus groups and to gauge public opinion and engage area residents in HRTPO plans, programs, and activities. This work also includes learning more about the transportation needs of and engaging military personnel and dependents in the Hampton Roads region.

During the first week of March 2010, researchers from the Judy Ford Wason Center for Public Policy at CNU conducted six focus groups to learn more about perceptions held by area residents related to regional pride, future living conditions of Hampton Roads, and the transportation system in Hampton Roads in 20 years. Because of the large military presence and its importance to the Hampton Roads region, two of these focus groups include only active duty military personnel. The other four focus groups represented citizens from Southside West (Franklin, Isle of Wight, Suffolk and Surry), Southside East (Chesapeake, Norfolk, Portsmouth, Virginia Beach), Upper Peninsula (Gloucester, James City, Mathews Williamsburg, and York), and Lower Peninsula (Hampton Newport News, and Poquoson).

Based on the congestion briefing from HRTPO staff (Agenda Item #4), transportation funding discussion from the May 13, 2010 CTAC meeting, and the results of the Citizen Focus Groups, the HRTPO staff is recommending that the CTAC consider developing and endorsing a resolution on transportation funding and mobility issues at the September 9, 2010 CTAC meeting. Upon endorsement, this resolution will be presented to the HRTPO Board at its October 20, 2010 meeting.

Mr. William Harrison, CTAC Chair, will lead the discussion. Mr. Dwight Farmer, HRTPO Executive Director, will be available to answer any questions.

Enclosure 5 - Results of the Hampton Roads Focus Groups

RECOMMENDED ACTION:

Direct the HRTPO staff to develop a resolution on transportation funding and mobility issues for the CTAC September 9, 2010 meeting.

AGENDA ITEM #6: FY 2011 CTAC MEETING SCHEDULE

SUBJECT:

Proposed dates and locations for CTAC meetings during FY 2011.

BACKGROUND:

The CTAC Bylaws include meetings to be held on a bi-monthly basis, on the second Thursday of January, March, May, July, September, and November of each year. In order to provide access on the Southside and Peninsula, meetings have been scheduled on both sides of the water, listed below:

DATE	LOCATION
September 9, 2010	Hampton Roads Transit Board Room 3400 Victoria Blvd. Hampton, VA 23661
November 10, 2010 <i>(Rescheduled in observance of Veteran's Day)</i>	The Regional Board Room 723 Woodlake Drive Chesapeake, VA 23320
January 13, 2011	Hampton Roads Transit Board Room 3400 Victoria Blvd. Hampton, VA 23661
March 10, 2011	The Regional Board Room 723 Woodlake Drive Chesapeake, VA 23320
May 12, 2011	Hampton Roads Transit Board Room 3400 Victoria Blvd. Hampton, VA 23661

Ms. Camelia Ravanbakht, HRTPO Deputy Executive Director, will brief the CTAC on this item.

RECOMMENDED ACTIONS:

Approve FY 2011 meeting schedule.

AGENDA ITEM #7: FOR YOUR INFORMATION

A. TRANSPORTATION TECHNICAL ADVISORY COMMITTEE MEETING

The Transportation Technical Advisory Committee (TTAC) is scheduled to meet on July 7, 2010 at 9:30 a.m. in the Regional Board Room, 723 Woodlake Drive, Chesapeake.

B. HRTPO BOARD MEETING

The HRTPO Board is scheduled to meet on July 21, 2010 at 10:30 a.m. in the Regional Board Room, 723 Woodlake Drive, Chesapeake.

C. VIRGINIA BEACH TRANSIT EXTENSION

The Hampton Roads Transit (HRT) is currently conducting the Virginia Beach Transit Extension Study (VBTES) to examine the potential extension of The Tide light rail transit system in Norfolk to the Virginia Beach Oceanfront.

VBTES Public Meeting

A public meeting will be held on Wednesday, June 30, 2010 from 6:00 p.m. until 8:00 p.m. at the Westin Virginia Beach Town Center, 4535 Commerce Street. A presentation will begin promptly at 6:15 p.m., and will provide an update on the status of the VBTES. Please contact Ms. Marie Arnt, Public Outreach Coordinator, with questions at (757) 222-6000 extension 6291 or at: <mailto:martnt@hrtransit.org>.

For more information, go to: <http://www.gohrt.com/about/development/vbtes>.

D. SOUTHEAST HIGH SPEED RAIL PUBLIC COMMENT PERIOD AND HEARINGS

The Southeast High Speed Rail Corridor (SEHSR) is one of five original corridors the US DOT designated for high-speed passenger rail. The SEHSR corridor runs from Washington, DC to Charlotte, NC. The SEHSR Tier II Draft Environmental Impact Statement (EIS), which evaluates the study alternatives in detail between Richmond, VA and Raleigh, NC, has been released for public review.

The public comment period for the Tier II Draft EIS ends on August 30, 2010. The attachment provides information on how to submit public comments, as well as the dates and locations for eight public hearings to be held between July 13, 2010 and July 29, 2010.

A copy of the draft EIS has been posted on the HRTPO website at www.hrtpo.org, and can also be accessed on the project website at www.sehsr.org and on the DRPT website at www.drpt.virginia.gov/. The HRTPO staff is currently in the process of reviewing the 1,400 page document and will present draft comments for HRTPO approval during the July 21, 2010 HRTPO Board meeting.

Attachment 7-D – SEHSR Draft EIS Public Comment Information

E. INTERCITY PASSENGER RAIL OPERATIONS FUNDING STUDY

On June 3, 2010, the Virginia Department of Rail and Public Transportation (DRPT) announced the dates for the public comment period for the Intercity Passenger Rail Operations Funding Study. This is the result of the adoption of the Senate Joint Resolution No. 63 (sponsored by Senator Yvonne Miller), which requires DRPT to evaluate potential dedicated sources of state funding for high-speed and intercity passenger rail operations. The resolution requires DRPT to complete its report by November 30, 2010. As such, DRPT is currently accepting public comments on the best way to fund passenger rail operations at the state level. These initial comments and survey forms will help guide development of the draft study document. Comments are due by July 2, 2010.

Public comments can be submitted by:

- completing the online survey at:
<https://www.surveymonkey.com/s/7NGS3HL>
- sending written comments to drptpr@drpt.virginia.gov
- mailing written comments to Public Information Office, DRPT, 600 E Main St, Suite 2102, Richmond, VA 23219

F. PUBLIC COMMENTS

No public comments.



Southeast High Speed Rail – Richmond, VA, to Raleigh, NC Tier II Draft Environmental Impact Statement

Overview

Welcome to the Southeast High Speed Rail (SEHSR) Tier II Draft Environmental Impact Statement (DEIS) website. The SEHSR project proposes to implement approximately 162 miles of high speed rail as part of an overall plan to extend high speed passenger rail service from the Northeast Corridor (Boston to Washington, DC) southward through Virginia to Charlotte, NC. The Richmond to Raleigh portion includes nearly 100 new bridges/overpasses that, when combined with existing bridges/overpasses, will create a fully grade-separated system to ensure the safety of passengers and crews, motorists and the surrounding community.

The project corridor generally follows the CSX S-line from Main Street Station, Richmond, VA, to Centralia, VA, then the CSX A-line to Collier Yard, Petersburg, VA. South of Collier Yard the corridor follows the Burgess Connector rail line to Burgess, VA, and the former Seaboard Air Line (S-line) to Norlina, NC, where the S-line returns to an active freight railroad. In Raleigh, NC, the study corridor includes two alternatives: the western branch follows the existing Norfolk Southern (NS) NS-line; the eastern branch continues to follow the CSX S-line. The two branches rejoin before the terminus of the project at the Boylan Wye.

The Tier I EIS completed in 2002 established the purpose and need for the overall project and selected a preferred corridor between Washington, DC, and Charlotte, NC. This Tier II DEIS evaluates detailed study alternatives within this preferred corridor between Richmond and Raleigh. In the Tier II DEIS, the project corridor is divided into 26 sections. There are three alternatives in each section, and each rail alternative includes an associated set of highway improvements. In many areas, the alternatives are concurrent. The endpoints of each of the 26 sections are in locations where the alternative alignments are in a common location. The alternatives are evaluated section by section based on impacts to the human and natural environment, as well as costs and constructability, allowing a “best-fit” preferred alternative to be developed for the entire study corridor.

Public Hearing Schedule		
Learn more about the project and provide your input at the Tier II DEIS public hearings! Dates and locations for the public hearings are listed below. “Open House” information sessions will be held from 5:00 – 7:00 p.m. followed by public hearings at 7:00 p.m. Eastern Standard Time.		
Tuesday July 13, 2010	Warren County, NC	Northside Elementary School 164 Elementary Avenue, Norlina, NC 27563
Thursday July 15, 2010	Brunswick and Mecklenburg Counties, VA	Southside Virginia Community College Christanna Campus 109 Campus Drive, Alberta, VA 23821
Tuesday July 20, 2010	Richmond, VA	Virginia DMV Cafeteria 2300 W. Broad Street, 1st floor Richmond, VA 23269
Wednesday	Chesterfield County,	Union Station

July 21, 2010	Colonial Heights, and Petersburg, VA	103 River Street Petersburg, VA 23804
Thursday July 22, 2010	Dinwiddie County	Sunnyside Elementary School 10203 Sunnyside Road McKenney, VA 23872
Monday July 26, 2010	Wake County, NC	Raleigh Convention Center 500 South Salisbury Street Raleigh NC 27601
Tuesday July 27, 2010	Vance County, NC	Aycock Elementary School 305 Carey Chapel Road Henderson, NC 27537
Thursday July 29, 2010	Franklin County, NC	Franklinton High School Gym 6948 N. Cheatham Street, Franklinton, NC 27525

Download the DEIS and Public Hearing Maps

The DEIS is composed of three volumes. Volume I contains the main document. Volume II contains the appendices. Volume III contains 11"x17" overview maps of the project alternatives displayed on aerial photography. ***Large-scale public hearing maps with detailed designs are also available for download.***

Click here to download DEIS volumes.
Click here to download Virginia maps.
Click here to download North Carolina maps.

Provide Your Comments

Your comments on the Tier II DEIS are important to us!

Written comments may be mailed to either NCDOT Rail Division or Virginia Department of Rail and Public Transportation. Comments can me made online by clicking on the link below:

SEHSR Comments NCDOT Rail Division 1553 Mail Service Center Raleigh, NC 27699-1553	SEHSR Comments Virginia Department of Rail and Public Transportation 600 East Main Street, Suite 2102 Richmond, VA 23219
Click here to use an online form to provide your comments	

The public comment period for the DEIS will continue until August 30, 2010.

For More Information

For more information about the SEHSR project, please contact one of the project managers:

Marc Hamel
Rail Project Development Engineer
NC Department of Transportation
Rail Division
(919) 733-7245, ext. 270
mhamel@ncdot.gov

Christine Fix, AICP
Rail Planning Coordinator
Virginia Department of Rail and Public
Transportation
(804) 786-1052
christine.fix@drpt.virginia.gov

AGENDA ITEM #8: OLD/NEW BUSINESS