

July 29, 2010

Memorandum #2010-118

TO: 2034 LRTP Subcommittee

BY: Andy Pickard, Principal Transportation Engineer

RE: 2034 LRTP Subcommittee, August 4, 2010

Attached is the agenda for the **Long-Range Transportation Plan (LRTP) Subcommittee** meeting scheduled for **Wednesday, August 4, 2010, at 9:30am**, in the **Regional Building, Conference Room A**.

AP/kg

2034 LRTP Subcommittee

Kevin Abt, VPA
Paul T. Agnello, VDOT
W. Keith Cannady, HA
Joseph Carter, PQ
Amanda Christon, NO
Timothy C. Cross, YK
Richard Drumwright, WATA
Anne Ducey-Ortiz, GL
Sherry Earley, SU
Richard A. Hartman, PO
Steven W. Hicks, JC
Jane Hill, IW
Michael S. King, NN
Jaesup Lee, VDOT
Reed T. Nester, WM

Jeffrey K. Raliski, NO
Ivan P. Rucker, FHWA
Mark Schnauffer, VB
Mark Shea, CH
Irene Shuman, VDOT
Earl Sorey, CH
Eric Stringfield, VDOT
Joseph Swartz, DRPT
Wendy Vachet, NAVY
Luke Vinciguerra, JC
Chris Voigt, VDOT
Jayne B. Whitney, HRT
Edwin P. Wrightson, IW
Mark Yehlen, PO

Cc: Benito Pérez
Andy Pickard
Camelia Ravanbakht
Dale Stith

AGENDA
HRTPO LRTP SUBCOMMITTEE MEETING
AUGUST 4, 2010

CALL TO ORDER

The Regional Building, 723 Woodlake Drive, Chesapeake, Virginia

CALL TO ORDER

PUBLIC COMMENT PERIOD (Limit: 3 minutes per individual)

APPROVAL OF MINUTES

AGENDA

1. Prioritization of Projects
2. Revenue Estimates
3. Outreach Activities

ADJOURNMENT

ITEM #1: PRIORITIZATION OF PROJECTS

At its July 21, 2010 meeting, the TPO Board approved the final prioritization and selection process report. In addition, they requested that the prioritization of projects be placed on the September TPO Board agenda in preparation for the 2011 General Assembly session. This will require an accelerated effort to provide the Board the output from the prioritization tool. Cooperation from local and VDOT staff will be needed to accomplish this task.

A strategy and schedule will be reviewed by Mr. Andy Pickard, HRTPO Principal Transportation Engineer. An e-mail was sent to the LRTP subcommittee on July 27, requesting data for candidate projects, with projects being designated as "Part 1" and "Part 2" projects, indicating how soon the project data is desired. **Local staff will be asked to provide the status of their data submittal, as the data collection forms for Part 1 projects are due Fri., Aug. 6.**

ITEM #2: REVENUE ESTIMATES

Estimates of revenues from VDOT were previously reviewed with the subcommittee. These estimates have been evaluated for use in the 2034 LRTP and combined with revenue estimates received from DRPT. The revenue estimates will be reviewed by Mr. Andy Pickard, HRTPO Principal Transportation Engineer.

ITEM #3: OUTREACH ACTIVITIES

An update regarding outreach activities will be provided by HRTPO staff. These include:

- A dynamic map of candidate projects, created using Google Earth, is being developed and is expected to be placed on the HRTPO website in August.
- A survey is being developed which promotes basic knowledge of who HRTPO is and in broad terms explains the transportation planning process. Proposed questions will be sent to the LRTP subcommittee for review. The survey will be placed on the HRTPO website and kiosks which can be moved around the region in strategic locations to promote involvement and education for communities considered to be a part of "Environmental Justice" outreach efforts.
- Per SAFETEA regulations, a table and map of candidate projects were sent to appropriate State agencies (eg, DCR, DEQ, etc.). Also, a draft environmental mitigation discussion was sent to appropriate state and Federal agencies. Responses received will be shared with the group.

ITEM #4: NEXT MEETING

The next meeting is scheduled for October 6, 2010, immediately following the Transportation Technical Advisory Committee (TTAC) meeting at the Regional Building, Boardroom D (723 Woodlake Drive, Chesapeake, VA 23320).



Summary Minutes
HRTPO Long-Range Transportation Plan Subcommittee
Meeting of June 2, 2010

Mr. Richard Drumwright, Chair, called the 2034 LRTP Subcommittee to order at 11:40 a.m. in the Regional Building Board Conference Room D with the following in attendance:

Members Present:

Richard Drumwright, Chair (WATA)	Steven W. Hicks (JC)
Kevin Abt (VPA)	Jane Hill (IW)
W. Keith Cannady (HA)	Michael King (NN)
Joseph Carter (PQ)	Reed T. Nester (WM)
Amanda Christon (NO)	Mark Schnauffer (VB)
Timothy C. Cross (YK)	Joseph Swartz (DRPT)
Anne Ducey-Ortiz (GL)	Wendy Vachet (USN)
Sherry Earley (SU)	
Richard A. Hartman (PO)	

Members Absent:

Earl Sorey (CH)
Jayne Whitney (HRT)
Eric Stringfield (VDOT)

Others Attending:

Tony Gibson (VDOT)	Marcy Johnson (JC-Intern)
Mark Shea (CH)	Ray Taylor (FHR)
Karen Waterman (HRT)	
Terri Boothe (Public)	
Adam Campbell (VDOT)	

HRTPO Staff:

Carlos Gonzalez	Andy Pickard
Benito Pérez	Dale Stith

Public Comment Period

Mr. Richard Drumwright asked if there were any public comments. No public comments were received.

Approval of Agenda

Mr. Richard Drumwright asked for the approval of the meeting agenda. Approval was unanimous.

Approval of Minutes of April 2010 2034 LRTP Subcommittee Meeting

Mr. Richard Drumwright asked for the approval of the minutes of the 7 April 2010 2034 LRTP Subcommittee meeting. Approval was unanimous.

1. Outreach Plan for FY-2011

A schedule of major outreach initiatives for FY 2011 will be reviewed by Mr. Carlos Gonzalez, HRTPO Public Involvement and Community Outreach Administrator, and Ms. Dale Stith, HRTPO Transportation Planner.

Mr. Carlos Gonzalez started his presentation, stating that he will provide a summary overview of a more detailed 2034 Outreach Plan for fiscal year 2011. Mr. Carlos Gonzalez noted that Christopher Newport University (CNU) will be retained for technical support for up to three years, of which assistance would be provided with community conversations. The community conversations would have the stated goal of providing information about the 2034 LRTP and HRTPO to the public, as well as soliciting feedback on the transportation system. Four open houses are scheduled in the next fiscal year, of which two will be in the fall and two will be in the spring. In each cycle of open houses, one open house will be held on the Peninsula, and another on the Southside of Hampton Roads. Lastly, Mr. Carlos Gonzalez noted that there will be ongoing public involvement opportunities going through fiscal year 2011, culminating with a stakeholders meeting in the Spring of 2011.

Mr. Reed Nestor expressed concern about the open houses, notably meeting locations. Mr. Reed Nestor expressed how the meetings need to be cognizant of geographical dispersion of residents (ensuring meetings allow equal access for lower versus upper Peninsula residents as well as western versus eastern Southside residents).

Mr. Keith Cannady made a comment on how the results of the CNU focus group study should be covered in the open houses. He noted how it is sobering to note how the focus group results yielded little knowledge of the HRTPO. Mr. Andy Pickard stated the open houses will be an opportunity to educate the public about the HRTPO, and the status of the LRTP. Mr. Andy Pickard noted how the kiosks are ready to be deployed, and it is suggested they be placed in Environmental Justice (EJ) communities. Mr. Andy Pickard noted how EJ communities have been mapped, but could use local input to refine those locations. The CNU study team will present their suggestions based on previously presented findings to the HRTPO board in their June 2010 Board Meeting. Ms. Wendy Vachet expressed concern with the kiosks, noting how kiosks may be perceived by the community as intimidating. Ms. Wendy Vachet suggested that outreach be done via established EJ civic leagues and churches.

Mr. Michael King inquired if there will be an opportunity for the citizen, whom submitted the comment for the LRTP, to see what happened to their comment, as well as see what others

commented. Mr. Andy Pickard noted that it will be in Spring 2011 when that issue will be addressed. Mr. Mark Schnauer commented as to what comments should be expected from the public now. Mr. Mark Schnauer noted how the candidate project list is set, and outreach should focus on a focused approach on public input to the current stage of the LRTP. Mr. Andy Pickard noted how the citizen's guide will work to lay out responses to such concerns and inquiries, expected in late Fall. Mr. Andy Pickard noted that it may be a good time to roll out the citizen's guide during the fall open houses. Ms. Karen Waterman expressed some concern with the fall outreach open houses, coinciding with the Transit Vision Plan open houses planned for a similar timeframe.

Mr. Steven Hicks inquired as to why public involvement not jointly branded with VDOT. Mr. Carlos Gonzalez responded, noting that VDOT is a member of the HRTPO, and the LRTP is a HRTPO product, thus this is solely a HRTPO outreach program. Mr. Steven Hicks noted that VDOT has branding that should be considered part of the outreach plan. Mr. Carlos Gonzalez and Mr. Andy Pickard then proceeded to discuss the 2034 LRTP website: www.keepphamptonroadsmoving.com, where information of the plan would be presented. Mr. Andy Pickard notes that the website is a new interface the LRTP is working with. Mr. Michael King asked if the site is utilized by the public. Currently, the website is not living to its full potential, but will be useful to populate with reports and data towards the end of the process. Mr. Steven Hicks noted how the LRTP website should have language about the limited transportation funding, as well as the need to prioritize transportation investments.

Mr. Michael King commented how our efforts need not be disingenuous. It is important for the public to know that some projects are vetted through an extensive process; comments can't directly impact the process; and a need for a public understanding of the process of project development and how comments fit into the process.

2. Legislative Ad-hoc Committee

The HRTPO Legislative Ad-Hoc Committee met on May 13, 2010. The development of the Draft HRTPO Legislative Agenda for the 2011 General Assembly Session was discussed and items related to new funding sources will have an impact on the 2034 LRTP. A summary of the discussion will be provided by Mr. Andy Pickard, HRTPO Principal Transportation Engineer.

Mr. Andy Pickard started his presentation on this agenda item, noting how items for the next General Assembly will impact the LRTP. The predominant impacting issue to the LRTP is future funding. Mr. Andy Pickard provided an overview of the various points discussed in the Legislative Ad-hoc committee, held on May 13, 2010. Of note was special tax districts, where Mr. Andy Pickard inquired as to the status of localities having special tax districts and their usage. Ms. Sherry Earley noted how US 17 in Suffolk is a special tax district funding transportation and public utilities. Mr. Steven Hicks noted how a special tax district was used

for Route 5000. Mr. Mark Shea noted how Greenbrier is a special tax district, funding various improvements. Mr. Michael King noted how there is ongoing discussions for a special tax district for Independence Boulevard. Mr. Andy Pickard asked members to submit to the HRTPO staff details on their usage of special tax districts.

3. Prioritization: Assistance from Localities

The development of the project prioritization and selection process and tool is nearing completion, with the final report due for approval by the HRTPO Board in July 2010. HRTPO staff has begun compiling the needed data to support the tool. However, staff will need assistance with some data items. Mr. Andy Pickard, HRTPO Principal Transportation Engineer, will review what data is needed from the localities.

Mr. Andy Pickard started off discussion of this agenda item, noting the need of assistance from localities for prioritization data. Mr. Andy Pickard noted how the prioritization tool will be presented to the HRTPO board in June 2010, with a final report delivered in July 2010. Mr. Andy Pickard notes how the tool is data-intensive. Initially during project submittal, cost and description data was solicited from localities. As the prioritization tool was developed, the data needs became more intensive. Currently, data is being collected for the tool, with a timeline of having the tool populated with data by August 2010. At this time, the tool has not been tested with the full 2034 candidate project list.

Ms. Wendy Vachet inquired as to how prioritization will be conveyed to the public. Mr. Andy Pickard noted how the tool/effort has been under a year of development. A public survey was conducted in September 2009, of which it impacted weighting factors heavily. The Economic Vitality component is under final development. Ms. Wendy Vachet inquired further if the talk of prioritization is/will be part of the LRTP outreach efforts. Mr. Andy Pickard noted how preliminary results of the tool could be shown in the open house. Mr. Ray Taylor stated he had an idea. Mr. Ray Taylor suggested a large press release, noting the funding decline of the LRTP value. Mr. Ray Taylor notes that such a drop will shock the public. Similar efforts were done in Northern Virginia for their LRTP. Ms. Wendy Vachet suggested similar research be done with how SANDAG approached their public outreach of the LRTP.

Mr. Mark Schnauffer inquired if there will be a process for localities to review the HRTPO staff analysis of the candidate projects through the tool, similar to an appeals process. Mr. Keith Cannady noted how localities need to submit honest data, projects analyzed independently (per the function of the HRTPO staff), but there needs to be an appeals process to the findings (technical appeals of the scoring). Ms. Karen Waterman noted also that the public will need to be educated about the various #1 projects per mode, and that there is no one specific #1 project. Mr. Kevin Abt inquired why does there need to be an appeals process. Mr. Kevin Abt noted that the technical advisory group should be setting up the tool and analyzing the

projects, and allow the HRTPO Board to conduct the appeals. Mr. Keith Cannady noted how the process of using the tool needs to be documented, noting who will run the tool, who will review the results, and how technical scoring disputes will be adjudicated. Mr. Tony Gibson also noted how the technical advisory committee/localities should review the data before submitting it for analysis by the tool. It should be whatever comes from the tool should be undisputed on technical grounds. Mr. Joseph Carter also inquires how will localities learn the process to improve the scoring of the proposed projects. Mr. Kevin Abt noted how the most important thing with prioritization is to ensure transparency of the process. Mr. Richard Drumwright noted how the prioritization process needs to be boiled down into a few sentences per step of the tool, for public understanding.

4. Visualization using Google Earth

The candidate projects for the 2034 LRTP have been mapped using Google Earth to enhance the visualization of candidate projects. Mr. Benito Pérez, HRTPO Transportation Engineer, will provide a demonstration of this application.

Mr. Benito Pérez noted before starting his presentation, his presentation will cover more than just Google Earth, but rather a discussion of the visualization of the LRTP. Mr. Benito Pérez provided an overview of why visualization of the plan is necessary, past visualization efforts, current visualization efforts, and future visualization endeavors. Mr. Benito Pérez also provided a demonstration of Google Earth with the 2034 candidate projects. Mr. Benito Pérez notes how the projects can be clicked upon, and display pertinent summary information on the project, depending on what HRTPO wants to display, as well as any picture rendering and project website.

Mr. Steven Hicks inquired if cost information will be updated as VDOT changes their estimates. Mr. Tony Gibson noted how the LRTP would include cost estimates, but that it is unreasonable to be changing the costs. Mr. Benito Pérez noted how a note with a date of the information can be provided to allay those concerns. Mr. Mark Schnauffer inquired as to if the staff has to develop the project tours and data inputs. Mr. Benito Pérez noted how data for each project has to be input manually, but tours are at the discretion and at the hands of the public user. The use of Google Earth gives the public a tool in which to visualize proposed transportation investments with real world perspective.

5. Next meeting.

The next meeting is scheduled for August 4, 2010, immediately following the Transportation Technical Advisory Committee (TTAC) meeting at the Regional Building, Boardroom D (723 Woodlake Drive, Chesapeake, VA 23320).

Meeting Adjourned at 12:55 PM