

**Hampton Roads Transportation
Accountability Commission (HRTAC)
Summary Minutes of the September 17, 2015 Regular Meeting**

The Hampton Roads Transportation Accountability Commission (HRTAC) Regular Meeting was called to order at 12:35 p.m. in the Regional Board Room, 723 Woodlake Drive, Chesapeake, Virginia, with the following in attendance:

HRTAC Voting Members in Attendance:

William Sessoms, Jr., Chair	Dallas Jones
Clyde Haulman, Vice Chair	Alan Krasnoff
Rex Alphin	McKinley Price
Paul Fraim	Senator Frank Wagner*
Michael Hipple	George Wallace
Linda Johnson	Kenneth Wright
Delegate Chris Jones	Delegate David Yancey

HRTAC Nonvoting Members in Attendance:

John Malbon	John Reinhart
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HRTAC Executive Director:

Kevin Page

HRTPO Executive Director:

Robert Crum

Other Participants:

Tom Inglima	James Utterback
Mike Kimbrel	

HRTAC Voting Members Absent:

Senator Kenneth Alexander	Raystine Johnson-Ashburn
W. Eugene Hunt, Jr.	Tom Shepperd, Jr.
Delegate Johnny Joannou	

HRTAC Nonvoting Members Absent:

Charlie Kilpatrick

Jennifer Mitchell

* Denotes Late Arrival or Early Departure

Others Recorded Attending:

Bill Cashman, Casey Funk, Martha Mclees, Frank Papcin, Donna Sayegh (Citizens); James Baker, Kelly Lackey, Earl Sorey (CH); Randy Martin (FR); Brian DeProfio (HA); Paul Holt (JC); Rob Brown, Thelma Drake, Brittany Forman, Marcus Jones, Jeffrey Raliski, David Ricks, Ron Williams (NO); Britta Ayers, Bryan Stilley (NN); Sherri Neil, Lydia Pettis Patton (PO);

Randy Wheeler (PQ); L.J. Hanson, Patrick Roberts (SU); Brian Solis, Jim Spore (VB); Shannon Moody (Allan Myers); Hollis Ellis (CAE, Inc.); John Herzke (Clarke Nexsen); J. Elias O'Neal (Daily Press Newspaper); Scott Forehand, Don Quisenberry (eScribeSolutions); Dean McClain (Hampton Roads Chamber of Commerce); Rick Antonucci (HNTB); Bert Ramsay (Lane Construction); Tracy Baynard (McGuire Woods Consulting, LLC); Karen McPherson (McPherson Consulting); Bert Ramsay (Michael Baker International); Deborah Brown, Barbara Reese (Parsons Brinkerhoff); James Webb Jones (Poole Mahoney, PC); Mark Geduldig-Yatrofsky (Portsmouthcitywatch.org); Dennis Heuer (RK&K Engineers); Kevin Rotty (PFM); Mindy Hughes (Seventh Point Transportation PR); Dianna Howard (TLP, VBTA, VBTP); Michael King (US Navy); James W. Long, III, Paula Miller (VDOT); Kirsten Tynch (VHB); Amber Randolph (Willcox & Savage); Phil Lohr (WRA); Andrea Gayer, Danetta Jankosky, Randy Keaton, Mike Long, Chris Vaigneur (HRPDC); Robert Case, Kathlene Grauberger, Keith Nichols, Camelia Ravanbakht (HRTPO)

Call to Order

Chair William Sessoms, Jr. called the meeting to order at 12:35 p.m.

Approval of Agenda

Chair Sessoms asked for approval of the agenda.

Mr. Michael Hipple Moved to approve the agenda; seconded by Vice Chair Clyde Haulman. Chair Sessoms held a voice vote to approve the motion, and The Motion Carried Unanimously.

Public Comment Period (limit 5 minutes per individual)

Mr. Frank Papcin spoke on the future demands of citizens, their choices of locations, and modes of transportation. He expressed the need for improved roads.

Ms. Donna Sayegh recounted Principle of Liberty 24: Free people will not survive unless they stay strong. She addressed the loss of a free market economy, government regulations, and government redistribution of wealth.

Ms. Dianna Howard spoke about Bylaws proposals from the Hampton Roads Tea Party, the Virginia Beach Taxpayer Alliance, and the Tidewater Libertarian Party. She noted that two members of the Bylaws Committee met and determined not to recommend inclusion of any of the citizen recommendations. She requested that the committee reconsider and incorporate some of their suggestions into the Bylaws.

Chair's Comments

Chair Sessoms commented on the work being done by the Technical Advisory Committee and its consultant, PFM, to establish a financing plan. He also noted that an RFP has been issued relating to the engagement of bond counsel and that Executive Director Page has been issuing weekly updates on those matters and the Commission's ongoing initiatives.

Consent Item

A. Minutes of the August 20, 2015 HRTAC Regular Meeting

Mayor Price Moved to accept the minutes of the August 20, 2015 HRTAC Regular Meeting, joined by the HRTAC Technical Advisory Committee; seconded by Ms. Linda Johnson. Chair Sessoms held a voice vote to approve the motion, and The Motion Carried Unanimously.

Action Item

1. Endorsement of HRTPO HB2 Project Application—Mike Kimbrel, HRTPO and Neal Crawford, HRTAC TAC Committee Chair

Mr. Page introduced Mr. Mike Kimbrel from HRTPO to explain the HB2 scoring process, funding under HB 1887, and VTtrans2040 as the screening process.

Mr. Kimbrel explained the funding process:

- Transportation funding goes to the state
- Some special programs are funded before the remainder flows through the HB 1887 framework, which special programs include:
 - Programs addressing congestion mitigation;
 - Programs addressing quality improvement;
 - Highway Safety Improvement Programs; and
 - Transportation Alternatives Program.

The remaining money goes through the HB 1887 formula as follows:

- 45 % to State of Good Repair;
- 27.5 % to the Statewide High Priority Projects Program; and
- 27.5 % to Construction District Grants Program.

Under the Construction District Grants Program, about \$120 million is allocated for Hampton Roads for the six-year period.

Mr. Kimbrel continued with a review of aspects of the HB2 scoring process. Eligible applicants include the following:

- Regional entities, MPO's, Planning Districts, Northern Virginia Transportation Authority, and HRTPO, with HRTPO applying in connection with Corridors of Statewide Significance;
- Localities, but they may not meet requirements in connection with Corridors of Statewide Significance, and would require a Resolution of Support from the regional entity;
- Transit agencies, which would also require a Resolution of Support; and
- The CTB, which may submit up to two projects for each cycle.

Mr. Kimbrel reviewed the following additional information:

- Resolutions of Support - To receive a Resolution of Support, the project needs to be consistent with the Fiscally Constrained Long-Range Transportation Plan and the Transportation Improvement Plan.
- Thus far, the HRTPO has received requests for Resolutions of Support from the following localities:

- Three from Chesapeake;
 - Four from Gloucester County;
 - Three from James City County;
 - Three from Norfolk;
 - Five from Suffolk;
 - One from Virginia Beach; and
 - One combined request from York County and Poquoson.
- The following four requests for Resolutions of Support are not eligible:
 - Norfolk—I-64 Northampton Blvd. Interchange modification;
 - Suffolk—Kings Highway Bridge;
 - York and Poquoson—Victory Boulevard widening; and
 - Virginia Beach—widening Virginia Beach Boulevard from Military Highway to Newtown Road.

Localities can still apply stating they are meeting a regional need and would not need a Resolution of Support.

HB2 Applications will be judged on the following merits:

- Whether they are detailed in scope;
- If they have a good and realistic schedule for preliminary engineering, Right-of-Way acquisition, and construction; and
- If they present good and realistic costs.

When making its application, the HRTPO must prioritize the projects.

Mr. Kimbrel relayed that the Hampton Roads Third Crossing project was not ready for the HB2 application process this year and the Richmond-to -Hampton Roads High Speed Rail EIS is not eligible for HB2 scoring since only complete projects, not stand-alone studies, can be scored by HB2.

The projects selected for submission include:

1. I-64 Peninsula widening (Segments 1,2,3);
2. I-64/I-264 Interchange; and
3. I-64 Southside widening including High Rise Bridge replacement.

Mr. Kimbrel reminded the Commission of the HB2 factors and weighting framework applicable to the HRTPO, including the following factors, weighted as indicated:

- Congestion mitigation—45%;
- Economic development—5 %;
- Accessibility—15%;
- Safety—5 %;
- Environmental quality—10 %; and
- Land use coordination—20%.

Mr. Kimbrel noted that, for the I-64 Peninsula widening project, they hoped to apply for and receive \$289.8 million in state and federal funding through the HB2 process. He explained the anticipated costs of choices numbers two and three. He noted that any money received through HB2 is good because it will make HRTF money available for other projects.

Mr. Kimbrel shared the following scheduling items:

- September 30, 2015—HB2 applications due;
- October 2015—CTB discusses options to submit two of its own additional projects;
- November 2015—CTB discusses projects for top priority;
- January 16, 2016—CTB releases HB2 project scores to public.

Chair Sessoms called for any further questions and asked Mr. Inglima to explain the results if the Commission takes action, in light of the current lack of a set financial plan for the High Rise Bridge. Mr. Inglima noted the suggested motion is an endorsement of what the HRTPO recommends, but that the Plan of Finance is merely a sample plan and does not constitute an approval of additional allocations to the projects from the Hampton Roads Transportation Fund at this time.

Mr. Michael Hipple made a Motion to endorse the HB2 application that the Hampton Roads Transportation Planning Organization approved at its September 17, 2015 meeting regarding the following three HRTAC candidate projects: (1) the I-64 Peninsula Widening, Segments 1, 2 and 3, (2) I-64 Southside Widening, including the High Rise Bridge, and (3) the I-64/I-264 Interchange Improvements, with the clarification that (a) the plan of finance reflected in the application is merely a sample plan and has not been adopted as the plan that the Commission will use, (b) the Commission will have to develop and approve a definitive plan of finance during the HB2 application evaluation process, which plan may include assumptions regarding the availability of HB2 funding and may be specific as to each candidate project, and (c) this endorsement does not constitute the approval of additional allocations to the projects from the Hampton Roads Transportation Fund.; Mr. Clyde Haulman seconded. Chair Sessoms held a voice vote and The Motion Carried Unanimously.

Information Items

HRTF Financial Report

Senator Frank Wagner, Chair of the Finance Committee, reported the following:

- A total balance of \$322,192,821; and
- A public hearing on an amendment to the FY2015 operating budget will be held at 3 p.m. on October 2, 2015, immediately followed by a Finance Committee meeting.

Bylaws Committee Report

Mr. Paul Fraim, Chair of the committee, asked Mr. Inglima to review the amendments to be voted on at the next HRTAC regular meeting. The following are summaries of recommended Bylaws changes:

1. Gender neutrality - Chair, Vice Chair;
2. Terms of officers - Two consecutive one-year terms;
3. Schedule of regular meetings - Not less than quarterly, with scheduled meetings on the third Thursday;
4. Special meetings - Seven voting members or the Chair may call for special meetings; if seven voting members call a special meeting, the meeting date cannot be earlier than the third business day after the Chair receives the request; at least 48-hours' notice of special meetings;
5. Regular meeting agenda publication - The Chair should endeavor to provide the agenda at least seven days in advance;
6. Financial policy - Financial policies recommended by the Finance Committee may include policies relating to debit/credit cards, direct debit, and small purchases;
7. Committee Staff support - Committee Chairs may request support from HRTAC personnel or VDOT or other jurisdictional or agency staff;
8. Technical Advisory Committee - Change name to "Funding Strategies Advisory Committee";
9. Eligibility for service on the Funding Strategies Advisory Committee - Unless an employee is also a member of the Commission, no employee of a county or city will be eligible to serve;
10. Responsibility for annual review of Executive Director - If there is no Personnel Committee, the Finance Committee will fulfill the responsibility;
11. Dual signatures on checks - Chair or Vice Chair may sign checks and Vice Chair, Executive Director or person authorized by Commission may countersign checks, noting that if the Vice Chair is the countersignature, he cannot be the primary signature as well;
12. Authority to reallocate funds within budget - The Executive Director may make intra-budget line-item transfers, provided there is no increase to the total budget; and
13. Annual meeting - Change from July to June.

Chair Fraim entertained questions from the members. Mr. George Wallace expressed concern regarding the restrictive eligibility of membership on the Technical Advisory Committee (Funding Strategies Advisory Committee). Chair Fraim responded that the rationale was the potential raising of questions of impartiality if only certain jurisdictions had staff on the committee. Mr. Wallace stated that he did not feel that an individual could unduly influence a committee.

Mr. Kenny Wright questioned the lack of a Personnel Committee. Chair Sessoms responded that there is difficulty getting people to serve on the committees and that he needed to staff other committees first. Mr. Wright additionally asked why the group was not memorializing the rotation format of the Chair into the Bylaws. Chair Sessoms noted that in other comparable organizations, it has been done as a matter of practice and HRTAC is following that model.

Mr. Krasnoff expressed concern over the lack of continuity in HRTAC membership because of the manner in which counties select chairs, and Chair Sessoms noted that legislative members are listening to such comments. Mr. Fraim spoke about the need for a Personnel Committee.

Technical Advisory Committee Report

Chair Sessoms called for the report of the committee, and in Mr. Neal Crawford's absence, HRTAC Executive Director Page shared the progress. He noted that the committee is developing a Plan of Finance with three different scenarios and that the plan is posted on the HRTAC website. Funding mechanisms will include HRTF, public bonding efforts, bonds backed by the Commonwealth, and HB2 for the High Rise Bridge. He explained that as soon as bond counsel is selected, they can work with a schedule for bonding using HRTF, a 17-month endeavor, or the toll financing bond scenario, a 23-month endeavor.

Mr. Fraim questioned VDOT's financial share of I-64 widening. Mr. James Utterback explained that there was no commitment to funding currently from the state on Segment 3, but with HB2 there is an opportunity to do so. He noted that the state put in \$100 million on the Segment 1 and there is no money yet on Segment 2, so the I-64 Widening Project Segments 2 and 3 could be beneficiaries of HB2.

Mr. Wallace asked if there was a way to improve the timing on the bond funding. Mr. Page explained that it is the relative reality of public financing and reiterated the need to be in sync with VDOT's schedule. Mr. Utterback added that decisions on the manner of funding dictate the movement of the process and that VDOT will proceed as soon as funding is determined.

Mr. Wright asked if the Richmond region is submitting the continuation of I-64 to I-295 as one of their priorities. Mr. Utterback and Mr. Page concurred that it is being considered and is a high priority for the Governor. Mr. John Malbon indicated that he had heard mention of it and that Richmond may need a regional body like HRTAC.

Mr. Page clarified that Segments 1 and 2 of the I-64 Peninsula Widening Project are fully funded. Mr. Page pointed out that the HB2 application is asking for funding for Segment 3. Mr. Hipple and Chair Sessoms applauded the Governor's support for the continuation of I-64 Widening to Richmond.

HRTPO Report of Activities

Mr. Robert Crum, Executive Director of HRTPO, suggested that if Richmond does not submit the remainder of I-64 widening to I-295 as a project for HB2 scoring, HRTAC and HRTPO could request the CTB to consider submitting it as one of their two potential projects.

Mr. Crum delivered a presentation depicting the complementary, but distinct, roles of HRTAC and the HRTPO. He affirmed that HRTPO is working closely with Mr. Page and that

they both feel the necessity for close integration between HRTAC and HRTPO. Mr. Crum welcomed suggestions of how they could improve their messaging.

Mr. Fraim asked if HRTAC is or should be a Cooperating Agency with the Hampton Roads Crossing study. Mr. Page agreed it should, but is not being treated as a Cooperating Agency. Mr. Uttrack offered that there is no reason HRTAC is not and that he can follow up with it. Mr. Fraim noted that if they were going to be a Cooperating Agency, they should be kept in the loop regarding progress.

Next HRTAC Regular Meeting

The next HRTAC Regular meeting will be held on October 15, 2015 at 12:30 p.m. in the HRTPO Boardroom.

With no further business to come before the Hampton Roads Transportation Accountability Commission, the meeting adjourned at 1:50 p.m.

William D. Sessoms, Jr.
HRTAC Chair