



**Accomack-Northampton
Planning District Commission**

Transportation Technical Advisory Committee

*"The purpose of this work element is to facilitate regional participation and consensus building on transportation-related issues through a continuing, comprehensive, and coordinated planning process."
-VDOT Rural Work Program, FY-21*

AGENDA	MEMBERS
<p>Date: Nov. 24, 2020 Time: 1:30 PM</p> <p>Location: Virtual Meeting</p> <p>Join Zoom meeting: https://bit.ly/3ohHf1F or by phone at +1 646 558 8656</p> <p>Meeting ID: 757 787 2936</p> <p>AGENDA:</p> <p>I. Call to order</p> <p>II. Approval of Minutes A. Sept. 22, 2020</p> <p>III. Staff Report A. Rivers, Trails and Conservation Assistance Program B. Route 175 C. Northampton County Comp Plan D. Rails to Trails E. Parksley TAP F. Title VI G. VTrans Workshops</p> <p>IV. Unfinished business</p> <p>V. New business A. VTrans Presentation – OIPI B. Attorney’s Opinion regarding TTAC Operating Authority C. Member Updates</p> <p>VI. Public participation</p> <p>VII. Next meeting – Jan. 26, 2021 1:30 p.m. Virtual or VDOT Residency, Accomac</p> <p>VIII. Adjourn</p>	<p>Rich Morrison, Accomack County* Susan McGhee, Northampton County* Mike Tolbert, Town of Chincoteague* Shannon Alexander, A-NPDC* Barbara Haxter, Accomack Airport* Ron Wolff, ANTDC* Tim Holloway, Chesapeake Bay Bridge Tunnel* Chris Isdell, VDOT Accomac Residency* Eric Stringfield, VDOT Hampton Roads District*</p> <p>John Hozey, Town of Cape Charles Robert Duer, Town of Exmore Matt Spuck, Town of Onancock Jim Outland, Bay Coast Railroad Vanessa Cousineau, ESAAA/CAA/HeadStart Abra Jacobs, Center for Independent Living Lisa Sedjat, ESCSB Bill Moore, STAR Transit Ivan Rucker, FHWA</p> <p>STAFF: Clara Vaughn, A-NPDC</p> <p>2021 MEETING DATES all at 1:30 p.m.: Jan. 26 Mar. 23 May 25 Jul. 27 Sep. 28 Nov. 23</p> <p>CONTACT: Clara Vaughn claravaughn@a-ndpc.org 757-787-2936 x127</p> <p>FOLLOW US: www.a-ndpc.org</p> <p>*Voting Members</p>

Accomack-Northampton Planning District Commission
23372 Front Street
P.O. Box 417
Accomac, VA 23301



Podemos ofrecer servicios de interpretación gratis para la reunión. Por favor, llámanos tres días de anticipación para que podamos servir mejor a usted. 757-787-2936 x 127



Accomack-Northampton
Planning District Commission

Transportation Technical Advisory Committee

AGENDA & DRAFT MINUTES

For review during November 24, 2020 Meeting

AGENDA

Date: Sept. 22, 2020

Time: 1:30 PM

Location:

Virtual Meeting

Join Zoom Meeting:

<https://zoom.us/j/7577872936?pwd=QTNJdmhCc3pWdVNUZ0ZWMnVJdWpWUT09>

Join by phone:

+1 646 558 8656

Meeting ID: 757 787 2936

AGENDA:

- I. **Call to order**
- II. **Approval of Minutes**
 - A. July 28, 2020
- III. **Staff Report**
 - A. Governor's Environmental Excellence Award
 - B. Rail-to-Trail Study
 - C. Parksley TAP
 - D. Metompink Streets
 - E. SMART SCALE
 - F. Title VI Plan Update
 - G. VTrans
- IV. **Unfinished business**
- V. **New business**
 - A. Implementation Plan Funding Matrix
 - B. Review of FY-21 Rural Work Program
 - C. Member Updates
 - D. By-law Amendments & Discussion
- VI. **Public participation**
- VII. **Next meeting** – Nov 24, 2020 1:30 p.m.
Virtual or VDOT Residency, Accomac
- VIII. **Adjourn**

MEMBERS

Rich Morrison, Accomack County*
Susan McGhee, Northampton County*
Mike Tolbert, Town of Chincoteague*
Shannon Alexander, A-NPDC*
Barbara Haxter, Accomack Airport*
Ron Wolff, ANTDC*
Tim Holloway, Chesapeake Bay Bridge Tunnel*
Chris Isdell, VDOT Accomac Residency*
Eric Stringfield, VDOT Hampton Roads District*

John Hozey, Town of Cape Charles
Robert Duer, Town of Exmore
Matt Spuck, Town of Onancock
Jim Outland, Bay Coast Railroad
Vanessa Cousineau, ESAAA/CAA/HeadStart
Abra Jacobs, Center for Independent Living
Lisa Sedjat, ESCSB
Bill Moore, STAR Transit
Ivan Rucker, FHWA

STAFF:

Clara Vaughn, A-NPDC

2020 MEETING DATES all at 1:30 p.m.:
Nov. 24

CONTACT:

Clara Vaughn
claravaughn@a-ndpc.org
757-787-2936 x127

FOLLOW US:

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*Voting Members

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Members Present:

Susan McGhee, Northampton County*
Shannon Alexander, A-NPDC* Barbara
Haxter, Accomack Airport* Tim Holloway,
CBBT*
Chris Isdell, VDOT Accomack Residency*
Mike Tolbert, Town of Chincoteague*
Eric Stringfield, VDOT District Planner*
Jerry Pauley, VDOT District Planner alt.*
Grayson Williams, A-NPDC alt.* Matt
Spuck, Town of Onancock
Jim Outland, Canonie Atlantic Co.
Barbara Young, ESCSB

Voting Members Absent:

Rich Morrison, Accomack County*
Ron Wolff, A-NTDC*

Others Present:

Steve Johnsen, CTB
Spencer Murray, Canonie Atlantic Co.

****voting member***

- I. Call to order: A quorum being present, Chair Susan McGhee called the meeting to order at 1:37 PM.
- II. Approval of Minutes: **Minutes of the July 28, 2020 meeting were accepted as presented by a motion of Chair McGhee, seconded by Secretary Shannon Alexander, and approved unanimously.**
- III. Staff Report
 - a ***Governor's Environmental Excellence Award*** – Secretary Alexander reported that staff successfully applied for a Governor's Environmental Excellence Award on behalf of the partnership that cooperated to build the Southern Tip Bike & Hike Trail in Northampton County. The trail received a bronze award for Implementation of the Virginia Outdoors Plan during an Aug. 21 awards ceremony.
 - b ***Eastern Shore Rail-to-Trail Feasibility Study*** – Secretary Alexander reported that VDOT's Eastern Shore Rail-to-Trail Feasibility Study stakeholder team met virtually Sept. 1 to receive a study update and provide feedback on work to date. Consultants have completed a desktop-level environmental review of the rail corridor; updated cost estimates for constructing the 50-mile trail; and completed typical sections reflecting various conditions along the corridor. They are creating a "maintenance matrix" to provide a guide for maintaining the trail and a public information video on the project. A feasibility study draft is expected at the end of October.

Mr. Tim Holloway asked if the cost estimate in the study incorporates the disposal of creosote rail ties. Mr. Jerry Pauly stated that this is likely a general cost estimate and not that specific. Mr. Eric Stringfield stated that he did not know if this cost was incorporated and would follow up to provide an answer.
 - c ***Parksley Transportation Alternatives program application*** – Secretary Alexander reported VDOT intends to fund the Downtown Parksley Transportation Alternatives program application submitted by ANPDC staff on behalf of the Town of Parksley. The project will upgrade sidewalks in the downtown area and install ADA-compliant ramps and crosswalks on Dunne Avenue. Staff are working with VDOT to finalize the project for award of funding.
 - d ***Metompkin Streets project*** – Secretary Alexander reported A-NPDC staff are assisting in the transfer of two Accomack-County maintained roadways, Savage and Finney Drives, in the Metompkin area, into VDOT's secondary system of DOT-maintained roads.
 - e ***SMART SCALE applications*** – Secretary Alexander reported Accomack County, Northampton County, and the A-NPDC applied for SMART SCALE funding during the 2020 application cycle for Route 13 Improvements in Onley and Accomack, Exmore, Nassawadox, Machipongo, and Cape Charles and Cheriton; Route 175 improvements including widening from 2 to 3 lanes with a center-turn lane between T's Corner and NASA Wallops at Atlantic Road; and several bike and pedestrian improvement projects including restriping Market Street in Onancock and construction of several segments of the Eastern Shore rail-to-trail project.

f **Title VI Plan** – Secretary Alexander reported A-NPDC staff completed the 3-year update to the agency’s Title VI Civil Rights Plan for years 2020-23. The update is available on the ANPDC’s website.

g **Vtrans Workshops** – Secretary Alexander reported the Office of Intermodal Planning and Investment (OIP) had scheduled several virtual Vtrans workshops, which were postponed due to technical issues. Staff will provide the Committee with the new dates once set.

IV. Unfinished business

None.

V. New business

a **Implementation Plan Funding Matrix** – Mr. Grayson Williams presented a transportation grant funding matrix developed by A-NPDC staff to match transportation projects cited in local plans with potential grant funding opportunities. Discussion ensued regarding next steps to enable the plan to best serve the region.

Mr. Holloway noted the plan does not apply to all TTAC members’ organizations and asked if forming a subcommittee of individuals to whom the plan applies as grant applicants would be appropriate. Chair McGhee noted this is a question for the attorney.

Chair McGhee asked whether the likelihood that any application for funding would be successful is known. Mr. Pauley stated that funding levels would be determined in July when the budget is finalized.

Chair McGhee noted the need to add Safety Improvements to the funding matrix. Mr. Williams stated this matrix was based on pedestrian facility and bicycle projects and that, when reviewing comprehensive plans for the Counties, there were not many projects listed off of Route 13. He noted that outreach to localities would be a helpful next step towards seeking funding and project implementation. There was also a recommendation to add an ‘all’ tab that could be sorted, rather than multiple tabs for different project types.

Mr. Steve Johnsen highlighted the issue with the Parksley TA project’s required match as an example of the need to coordinate in seeking funding.

Staff are to carefully craft an email accompanying distribution of this draft version of the matrix to localities that makes match requirements clear and does not mislead any locality regarding timelines or likelihood of success. The idea of a subcommittee is to be revisited at the next meeting following attorney feedback about the authorities of the Committee.

b **Review of FY-21 Rural Work Program** – Chair McGhee requested an update on the unfinished task in the Rural Work Program. Secretary Alexander stated she would provide an update as follow up. Chair McGhee asked if a draft Rural Work Program for FY22 could be reviewed. Ms. Alexander stated that a draft is not available until the template is provided by VDOT, but asked for Committee input on what could be included in the FY22 Program. Chair McGhee stated that asking Counties for a list of projects for which they require technical assistance would be beneficial in drafting the FY22 Rural Work Program.

c **Member Updates** – Mr. Stringfield reported the application for a STARS Study of Route 13 in Onley was approved by VDOT. The study area is between 1610 Washington Street (BB&T) and Daugherty Road (north of Alpine Village). He noted the STARS Program is one method for moving projects into VDOT’s Six-Year Improvement Program. Mr. Pauley noted the STARS Program focuses on innovative safety projects in smaller geographic areas with known safety concerns.

Mr. Chris Isdell reported that construction on several SMART SCALE projects is underway, including the new Route 13 traffic signal and median crossover improvements at the Eastern Shore Community College in Melfa; and the new Route 13 traffic signal at Route 695 in Temperanceville. Construction will begin shortly on the Route 13 improvements at Route 175 (T’s Corner). A contract has been awarded for the new Route 13 traffic signal at Route 184 (Food Lion) in Cape Charles and work is anticipated to begin in the next month.

Route 707, the bridge at Pitts Creek at the Maryland state line, is under construction and closed.

Mr. Holloway reported paving of the northbound trestle between tunnels on the Chesapeake Bay Bridge Tunnel and the left lane is currently underway and that the tunnel project is progressing.

Mr. Stringfield emphasized the importance of attending the upcoming VTrans workshops, as these determine prioritization of existing needs from the VTrans Plan at the state and regional levels. No new needs will be added.

- d ***By-laws Amendments*** – Secretary Alexander reported that the Commission has directed staff to seek an attorney’s opinion defining the authorities of the Commission and the TTAC and of the TTAC to change the appointing body for Committee membership. Chair McGhee indicated it is appropriate to table discussions regarding by-laws amendments until after this opinion has been received. Discussion ensued. No action was taken. Mr. Stringfield reported he will request VDOT Central Office issue an official response regarding the by-laws.
- VII. Public Participation: None was offered.
- VIII. Next meeting: November 24, 2020 1:30 PM. The VDOT Residency in Accomac is not anticipated to be open and the meeting is likely to take place virtually.
- IX. Adjourn: **The meeting was adjourned at 3:00 PM. by motion of Mr. Holloway, seconded by Mr. Isdell, and carried unanimously.**

Accomack-Northampton Planning District Commission
TRANSPORTATION TECHNICAL ADVISORY COMMITTEE
2020 ATTENDANCE RECORD

Member	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Shannon Alexander A-NPDC	X	*	*	*	i	*	X	*	X	*		
Barbara Haxter Accomack Co. Airport	X	*	*	*	i	*	X	*	X	*		
Tim Holloway CBBT	X	*	*	*		*	X	*	X	*		
Chris Isdell VDOT Residency	X	*	*	*	i	*	X	*	X	*		
Susan McGhee Northampton County	X	*	*	*		*	X	*	X	*		
Rich Morrison Accomack County	X	*	*	*	i	*	X	*		*		
Mike Tolbert Town of Chincoteague		*	*	*	i	*		*	X	*		
Eric Stringfield VDOT District		*	*	*	i	*	X	*	X	*		
Ron Wolff A-NTDC		*	*	*		*		*		*		
Vanessa Cousineau ESAAA/CAA/Head Start		*	*	*		*		*		*		
Robert Duer Town of Exmore		*	*	*		*		*		*		
John Hozey Town of Cape Charles		*	*	*		*		*		*		
Abra Jacobs Ctr for Indept. Living		*	*	*		*		*		*		
Bill Moore STAR Transit	X	*	*	*		*		*		*		
Jim Outland Canonie Atlantic Co.		*	*	*		*	X	*	X	*		
Ivan Rucker FHWA		*	*	*		*		*		*		
Matthew Spuck Town of Onancock		*	*	*		*		*	X	*		
Barbara Young ESCSB	X	*	*	*		*	X	*	X	*		
Stuart Hall Accomack Co, Alt.		*	*	*		*		*		*		
Kelley Parks Northampton Co, Alt.		*	*	*	A	*		*		*		
Tommy Spring VDOT Residency, Alt.		*	*	*		*		*		*		
Harvey Spurlock Chincoteague, Alt.		*	*	*		*		*		*		
Grayson Williams. Alt. A-NPDC	X	*	*	*	i	*		*	X	*		
Jerry Pauley VDOT District, Alt.	A	*	*	*	i	*	X	*	X	*		
Spencer Murray Canonie Atlantic Co.		*	*	*	i	*	X	*	X	*		
John Bolecek VDOT Central Office		*	*	*	i	*		*		*		
Steve Johnsen	v	*	*	*		*		*	v	*		

Voting Members

Non-voting Members

Voting Alternates

CTB	^								^			
Clara Vaughn A-NPDC	x	*	*	*	i	*	x	*		*		

* : No meeting that month

(A) : Alternate

(i) : Informal meeting

**Accomack-Northampton Planning District Commission
Transportation Technical Advisory Committee**

Name	Organization	Phone	Email
Alexander, Shannon	A-NPDC*	787-757-2936 x 115	salexander@a-npdc.org
Cousineau, Vanessa	Eastern Shore Area Agency on Aging/ Community Action Agency/ Head Start	757- 442-9652	elnessa2002@yahoo.com
Duer, Robert	Town of Exmore	757-442-3114	rduer@exmore.org
Hall, Stuart	Accomack County, Alt.*	787-757-5726	pworks@co.accomack.va.us
Haxter, Barbara	Accomack County Airport*	757-787-4600	bhaxter@co.accomack.va.us
Holloway, Tim	Chesapeake Bay Bridge Tunnel*	757-331-2960	tholloway@cbbt.com
Isdell, Chris	VDOT, Accomac Residency*	757-787-5858	christopher.isdell@vdot.virginia.gov
Jacobs, Abra	Eastern Shore Center for Independent Living	757-414-0100	jacaw2003@hotmail.com
Spuck, Matt	Town of Onancock	757-787-3363	matt.spuck@onancock.com
McGhee, Susan	Northampton County*	757-678-0443 x 545	smcghee@co.northampton.va.us
Moore, Bill	STAR Transit	757-787-8123 x 8122	bill@mystartransit.org
Morrison, Rich	Accomack County*	757-710-4980	rmorrison@co.accomack.va.us
Outland, Jim	Canonie Atlantic Co.	804 928-8206	joutland@canonieatlantic.com
Parks, Kelley L.	Northampton County, Alt.*	757-678-0443 x 546	klewis@co.northampton.va.us
Pauley, Jerry	VDOT, Hampton Roads District, Alt.*	757-956-3114	jerry.pauley@vdot.virginia.gov
Hozey, John	Town of Cape Charles	757-331-2979	john.hozey@capecharles.org
Rucker, Ivan	FHWA	804-775-3350	ivan.rucker@dot.gov
Sedjat, Lisa	Eastern Shore Community Services Board, Alt.	757-442-3636	lsedjat@escsb.org
Murray, Spencer	Canonie Atlantic Co. Alt.	757-678-6458	hsmconsulting@msn.com
Spring, Tommy	VDOT, Accomac Residency, Alt.*	757-787-1550	ralphl.spring@vdot.virginia.gov
Spurlock, Harvey	Town of Chincoteague, Alt.*	757-336-3366	harvey@chincoteague-va.gov
Stringfield, Eric	VDOT	757-956-3111	eric.stringfield@vdot.virginia.gov
Vaughn, Clara	A-NPDC, Staff	787-757-2936 x 127	claravaughn@a-npdc.org
Tolbert, Mike	Town of Chincoteague*	757-336-6519	mtolbert@chincoteague-va.gov
Williams, Grayson	A-NPDC, Alt.*	757- 787-2936 x 129	gwilliams@a-npdc.org

Wolff, Ron	Accomack-Northampton Transportation District Commission*	757-894-1209	rwolff@co.accomack.va.us
Young, Barbara	Eastern Shore Community Services Board	757-442-3636	byoung@escsb.org

*Voting members



COMMONWEALTH of VIRGINIA
Office of the
SECRETARY of TRANSPORTATION

DRAFT POLICY FOR THE PRIORITIZATION OF VTRANS MID-TERM NEEDS

ACCOMACK-NORTHAMPTON PDC
TRANSPORTATION TECHNICAL ADVISORY COMMITTEE

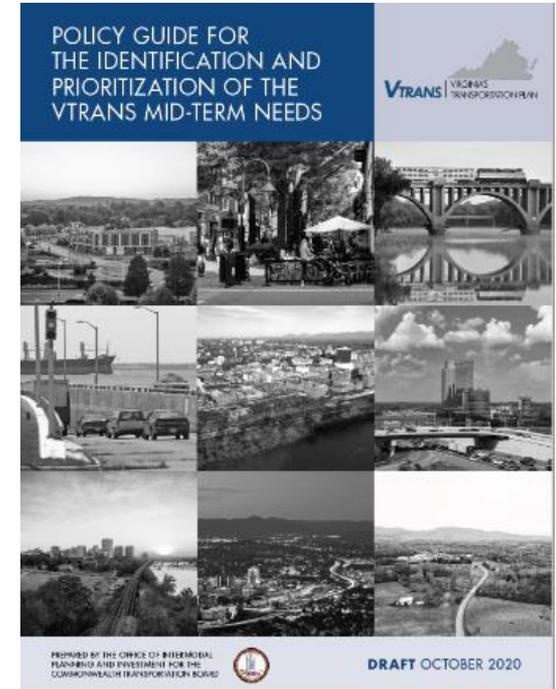
Chris Wichman
Virginia Office of Intermodal Planning and Investment

November 24, 2020



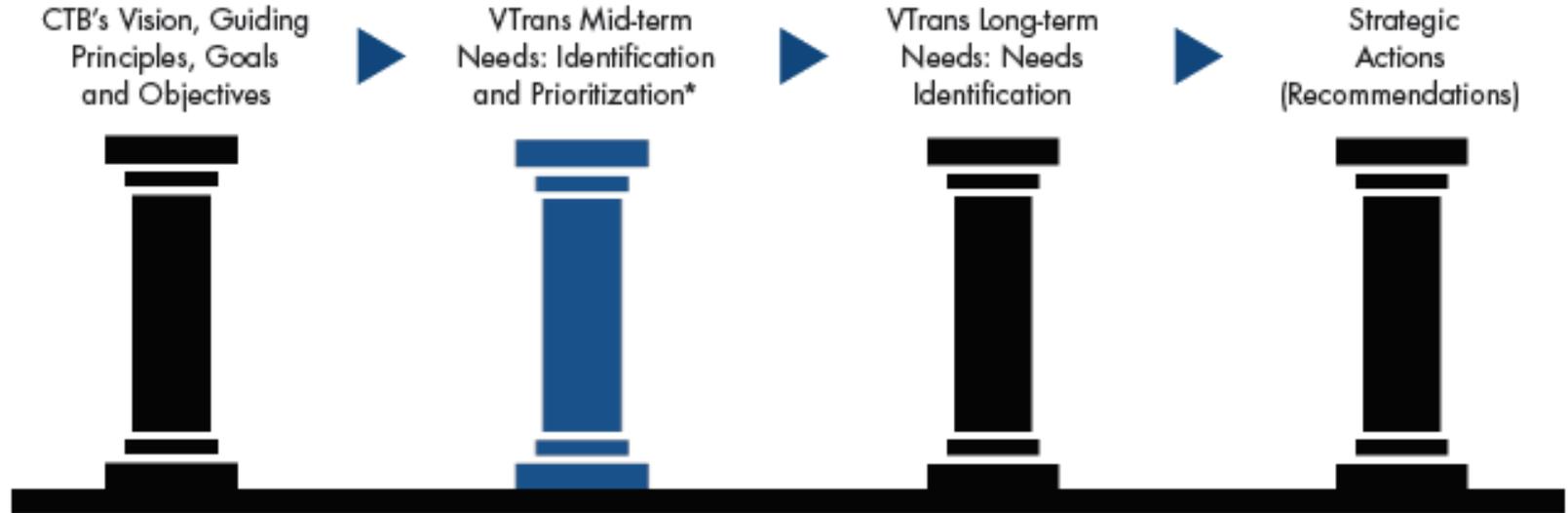
DISCUSSION ITEMS

- **Context and Overview**
- **Significance of the Mid-term Needs Prioritization Policy**
- **Process and Steps**
- **Resources for Review and Reference**
- **Next Steps**



CONTEXT AND OVERVIEW | ABOUT VTRANS

- VTrans is Virginia's Multimodal Transportation Plan



*Focus of this Policy Guide

Major Components of VTrans

CONTEXT AND OVERVIEW | ABOUT VTRANS

- VTrans seeks to address various state and federal requirements and business requirements
 - Federal requirement [23 U.S.C. 135](#) and others
 - State requirement [§ 33.2-353](#): OIPI to **assist the CTB** in the development and **update of a Statewide Transportation Plan**. Conduct a statewide needs assessment of CoSS, RN, UDA travel markets
 - State requirement [§ 2.2-229](#): OIPI to assist the Commonwealth Transportation Board in the **development of a comprehensive, multimodal transportation policy**, which may be developed as part of the Statewide Transportation Plan pursuant to § 33.2-353
 - State requirement [§ 33.2-214.1](#): A project/funding request submitted for SMART SCALE **screened by the CTB for consistency with capacity and safety needs identified in VTrans**
 - State requirement [§ 33.2-357](#): A projects/funding request submitted for VDOT Revenue Sharing Program receives a **priority consideration if the projects meets a need in VTrans** or accelerates a project in a locality's capital improvement plan

CONTEXT AND OVERVIEW | ABOUT VTRANS

- VTrans also benefits from and intends to inform local and regional transportation plan and planning process
 - State requirement [§ 33.2-353](#): “It is the intent of the General Assembly that this plan assess transportation needs and assign priorities to projects on a statewide basis, **avoiding** the production of **a plan that is an aggregation of local, district, regional, or modal plans.**”

CONTEXT AND OVERVIEW | PLANNING HORIZONS

- **VTrans identifies Transportation Needs (policy and infrastructure) for two planning horizons**

	Mid-Term Needs	Long-Term Needs
Planning Horizon	<ul style="list-style-type: none">• 0 - 10 years	<ul style="list-style-type: none">• Next 20+ years
Purpose	<ul style="list-style-type: none">• Screen SMART SCALE funding requests• Act as a criteria for the evaluation of VDOT Revenue Sharing funding requests	<ul style="list-style-type: none">• Inform policy to prepare for gradual and systematic change
Board Action	<ul style="list-style-type: none">• January 2020: Policy for Identification of VTrans Mid-term Needs adopted• January 2021: Policy for the Prioritization of VTrans Mid-term Needs, request for CTB action	<ul style="list-style-type: none">• Scheduled for fall of 2021

CONTEXT AND OVERVIEW | SIGNIFICANCE OF THE PRIORITIZATION POLICY

- Based on the guidance from the CTB, the Policy for the Prioritization of VTrans Mid-term Needs may form the basis for:
 - Allocation of limited state dollars for studies, project development, or advanced activities
 - Other planning and programming purposes

DRAFT PRIORITIZATION POLICY | PROCESS

STEP 1

Establish Types of
Priorities

- Establish criteria for aggregating VTrans Need Categories

STEP 2

Prioritize within
Needs Categories

Prioritized
Needs

- Very high
- High
- Medium
- Low

STEP 3

Weigh and
Aggregate Needs
across Needs
Categories

- Apply weighting
- Identify initial Statewide and District Priority Locations

STEP 4

Adjust Priorities
for Influencing
Factors

- Consider influencing factors
- Adjust the Statewide and District Priority Locations

Prioritized locations:

- Statewide Priority Locations 1 - 4
- District Priority Locations 1 - 4

DRAFT PRIORITIZATION POLICY | STEP 1: ESTABLISH TYPES OF PRIORITIES

Statewide Priorities: Statewide Priorities are established using Needs in the following VTrans Travel Markets:

- Corridors of Statewide Significance (CoSS)
- Safety along CoSS

One set of Statewide Priorities
Directly or indirectly benefit Virginians no matter where they live.



Construction District Priorities: Construction District Priorities are established using Needs in the following VTrans Travel Markets:

- Regional Networks (RN)
- Safety
- Urban Development Area (UDA): Access to Industrial and Economic Development Areas (IEDA)

Nine sets of Construction District Priorities, one for Each Construction District
Serve regional transportation needs in each Construction District.



Photo Credit: Virginia Department of Transportation

DRAFT PRIORITIZATION POLICY | STEP 2: PRIORITIZE WITHIN EACH NEED CATEGORY

- Prioritize each Need Category (e.g. Congestion, Safety, etc.) using:
 - Severity
 - Magnitude

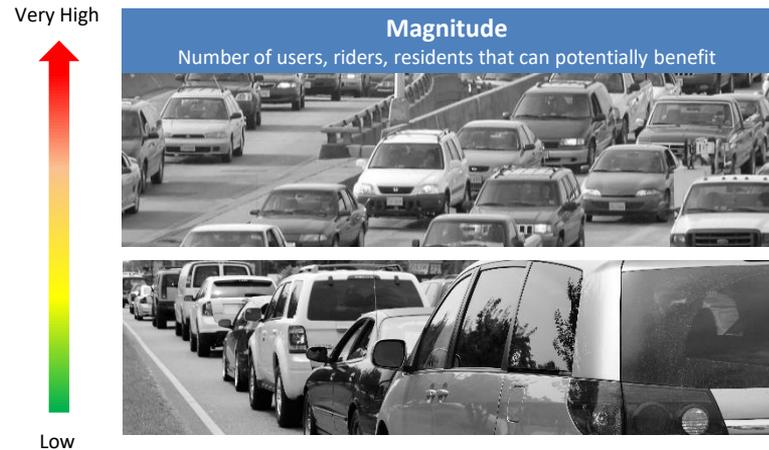
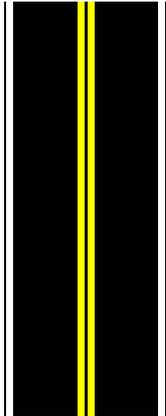


Photo Credit: Virginia Department of Transportation

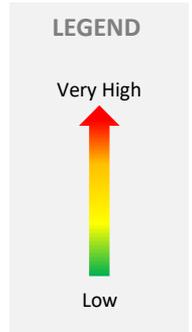
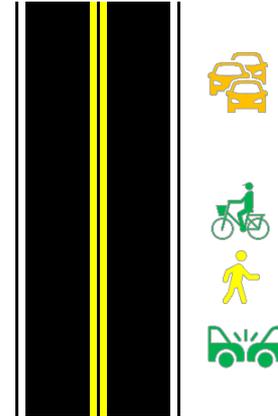
DRAFT PRIORITIZATION POLICY | STEP 3: WEIGH AND AGGREGATE ACROSS NEED CATEGORIES

- Prioritized Needs (Very High, High, Medium, Low) are weighted by category and added for each segment

- Location with a Very High Transit Access Need
- No other Needs are present



- Location with several High, Medium, and Low Needs
- No Very High Need Present



DRAFT PRIORITIZATION POLICY | STEP 3: WEIGH AND AGGREGATE ACROSS NEED CATEGORIES

Travel Market	Board-adopted VTrans Need Category	Weighting - Statewide Priority	Weighting - District Priority			
			Area Type A	Area Type B	Area Type C	Area Type D
CoSS	Congestion Mitigation	25.00%	These Need Categories are not utilized for establishing Construction District Priority Locations.			
CoSS	Improved Reliability	15.00%				
CoSS	Rail on Time Performance	10.00%				
CoSS	Capacity Preservation	10.00%				
CoSS	Transportation Demand Management	15.00%				
Safety	Roadway Safety (on CoSS)	25.00%				
RN	Congestion Mitigation	These Need Categories are not utilized for establishing Statewide Priority Locations.	25.00%	15.00%	10.00%	5.00%
RN	Improved Reliability		20.00%	10.00%	5.00%	5.00%
RN	Transit Access to Activity Centers		5.00%	6.25%	6.25%	3.75%
RN	Transit Access - Equity Emphasis Areas		5.00%	6.25%	6.25%	3.75%
RN	Bicycle Access to Activity Centers		5.00%	6.25%	6.25%	3.75%
RN	Pedestrian Access to Activity Centers		5.00%	6.25%	6.25%	3.75%
RN	Capacity Preservation		2.50%	10.00%	15.00%	20.00%
RN	Transportation Demand Management		10.00%	10.00%	10.00%	10.00%
Safety	Roadway Safety		15.00%	15.00%	20.00%	25.00%
Safety	Pedestrian Safety		5.00%	5.00%	5.00%	5.00%
UDA	Access to Industrial and Economic Development Areas		2.50%	10.00%	10.00%	15.00%
Total			100%	100.00%	100.00%	100.00%

DRAFT PRIORITIZATION POLICY | STEP 4: ADJUST FOR INFLUENCING FACTORS

- Initial Priority Locations are adjusted for two types of influencing factors depending on co-located relevant Needs
 - Co-located bridge and pavement needs
 - Exposure to flooding

Co-located Bridge and Pavement Needs



Carson Road (Rte 703) Bridge Replacement



I-81 Pavement Project

Exposure to Flooding

Projected or Historic Sea-level Rise, Storm Surge, and Inland/Riverine Flooding



Tropical Storm IDA – Route 10



Hurricane Isabel – Midlothian Turnpike & Labrook Drive

Photo Credit: Virginia Department of Transportation

DRAFT CONSTRUCTION DISTRICT PRIORITY LOCATIONS

- Mid-term Prioritization [webpage](#) includes a webmap to view the results

Draft Statewide Priority Locations | **Draft Construction District Priority Locations**

STEP 2:
Priorities are established within the following Need Categories based on severity and magnitude of the Needs

- Congestion mitigation (RN)
- Reliability improvement (Roadway) (RN)
- Transit EEA Access (RN)
- Transit Access to AC (RN)
- Pedestrian access to AC (RN)
- Bicycle access to AC (RN)
- Access to IEDA (UDA - Statewide)
- Roadway safety (Statewide)
- Capacity preservation (RN)
- Transportation demand management (RN)
- Pedestrian safety

STEP 3:
Needs are weighted and aggregated across the different categories by location

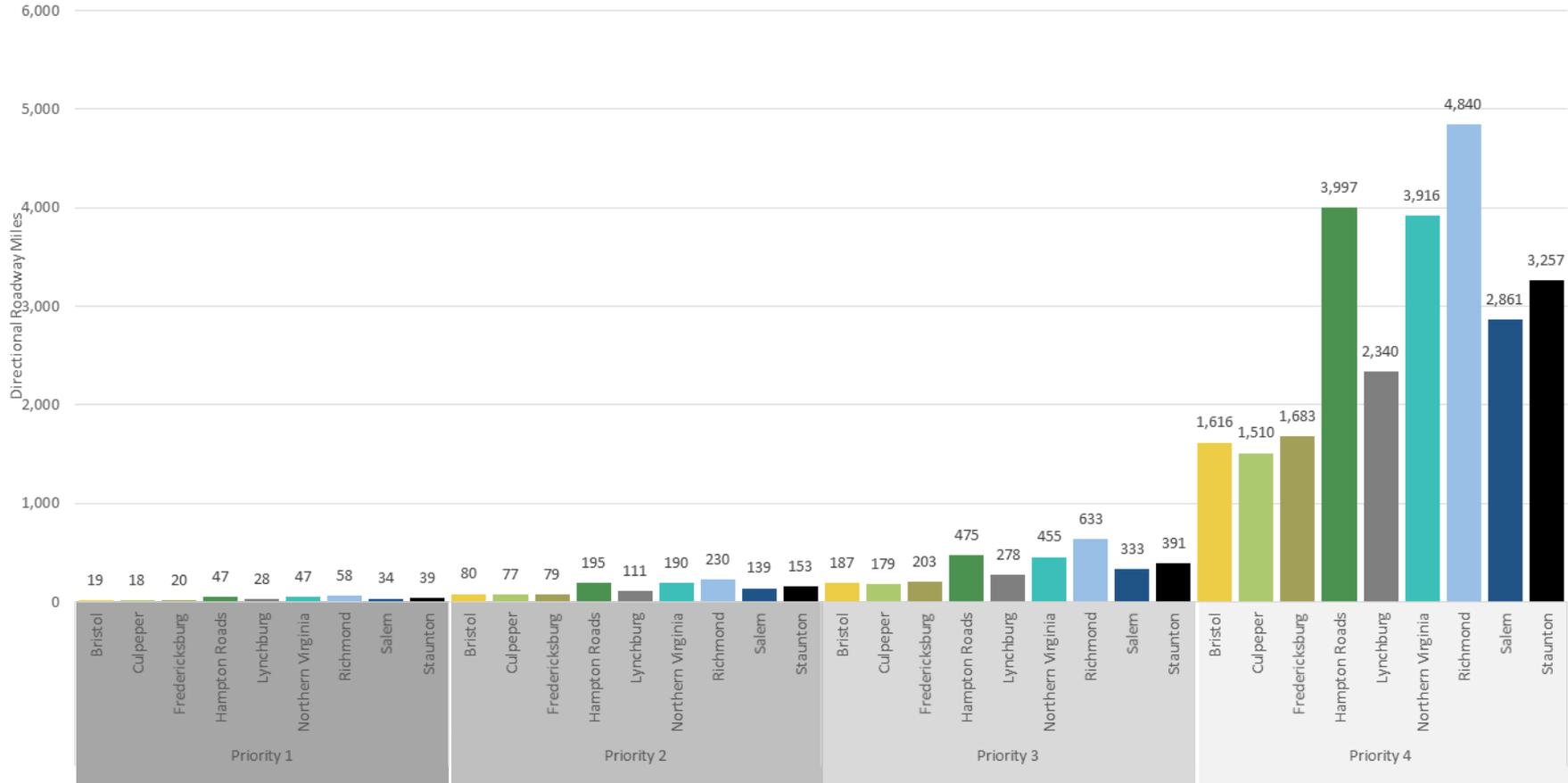
Find address or place

InteractVTrans

Esri, HERE, NPS

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DRAFT CONSTRUCTION DISTRICT PRIORITY LOCATIONS | SUMMARY BY DISTRICT



DRAFT STATEWIDE PRIORITY LOCATIONS

- Mid-term Prioritization [webpage](#) includes a webmap to view the results

Draft Statewide Priority Locations

Draft Construction District Priority Locations

Priorities are established within the following Need Categories based on severity and magnitude of the Needs

- Congestion mitigation (CoSS) ?
- Reliability improvement (Roadway) (CoSS) ?
- Reliability improvement (Intercity/commuter rail) (CoSS) ?
- Roadway safety (On CoSS) ?
- Capacity preservation (CoSS) ?
- Transportation demand management (CoSS) ?

STEP 3:
Needs are weighted and aggregated across the different categories by location ?

STEP 4:
Aggregated scores are adjusted for co-located Bridge and Pavement Needs and Exposure to Sea-level Rise, Storm Surge, and/or Inland Riverine Flooding

- Applicable vulnerability to flooding exposure (On CoSS) ?
- Applicable bridge needs (On CoSS) ?
- Applicable pavement needs (On CoSS) ?

Find address or place

Winchester

Germantown

Aspen Hill

Sterling

Reston

Centerville

Washington

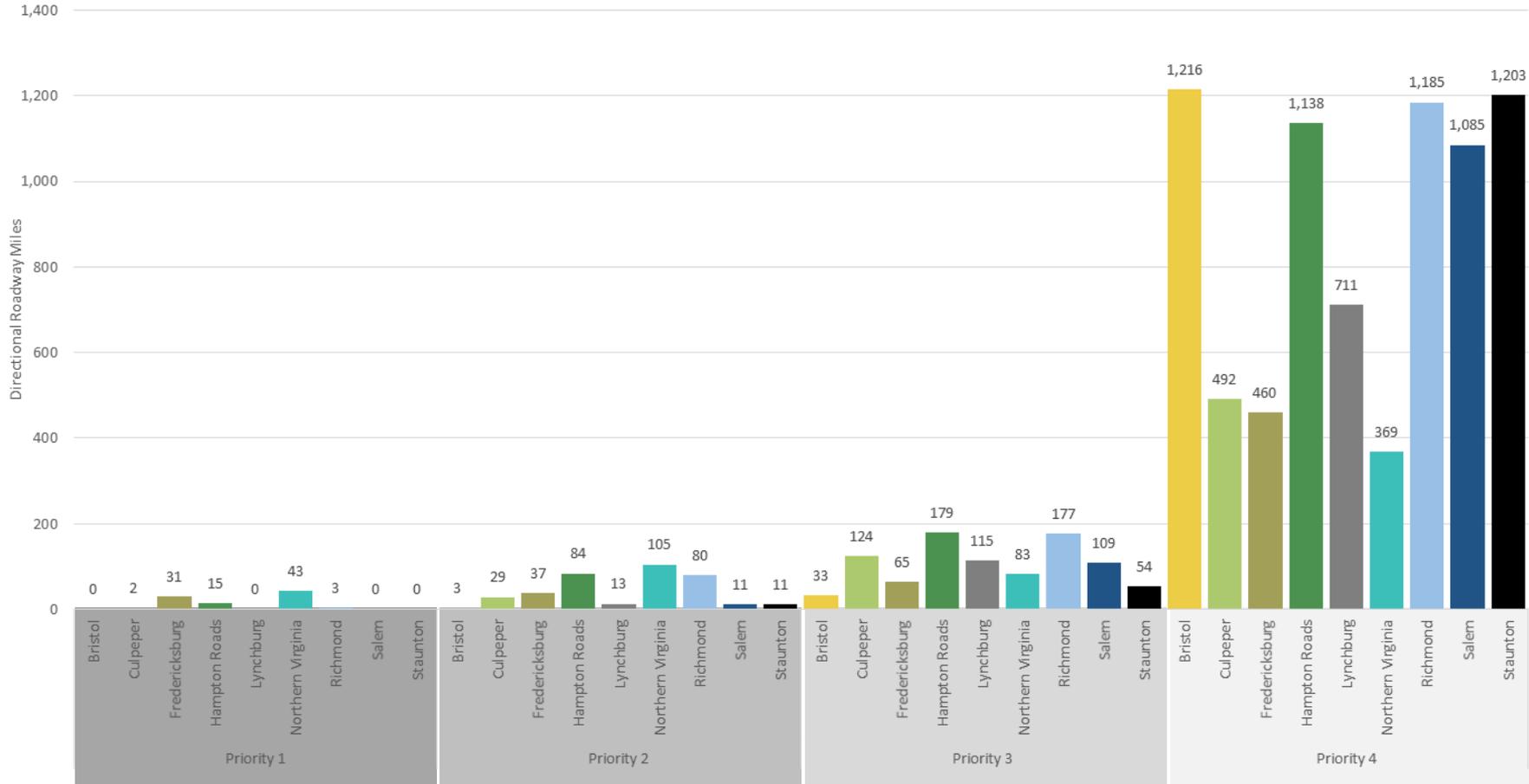
Alexandria

Dale City

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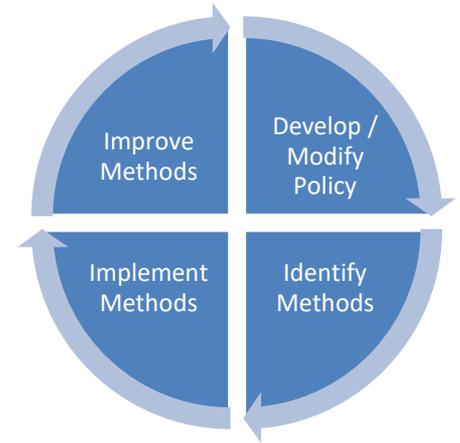
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DRAFT STATEWIDE PRIORITY LOCATIONS | SUMMARY BY CONSTRUCTION DISTRICT



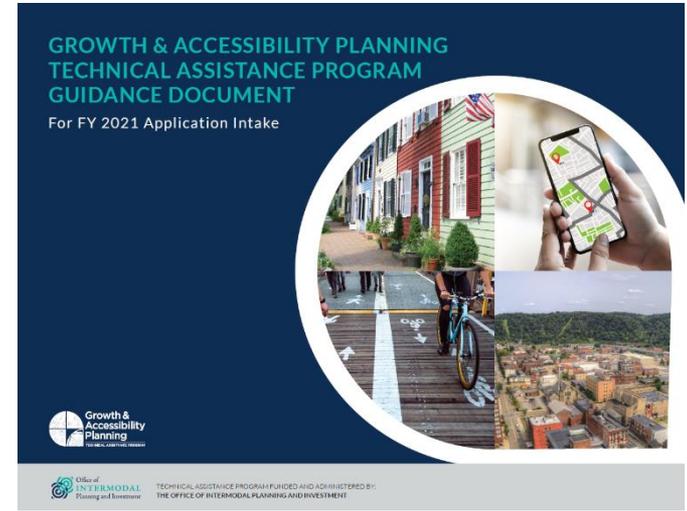
DRAFT PRIORITIZATION POLICY | NOTEWORTHY ITEMS

1. A solution/improvement does not have to be co-located with a prioritized need.
2. Identified Mid-term Needs or priorities do not limit or prescribe nature, type (infrastructure, program, policy), or mode (highway, transit, bike-ped) of improvements.
3. Continuous Improvement
 - In case of inadvertent errors in the execution (maps), the Board-adopted Policy and the methods, processes, and techniques documented in the [Technical Guide](#) take precedence.
 - The execution of the Prioritization Policy (maps) will benefit from **Continuous Improvement**. For example, in the future programmed projects can be considered while establishing priority locations.



4. UDA Needs: Growth and Accessibility Planning (GAP) Technical Assistance Program

- Planning Assistance for the CTB-identified Mid-term **UDA Needs**
- Planning Assistance for designating UDAs
- Planning Assistance for other CTB priorities per the [VTrans2040 Implementation Plan](#) – actions that the CTB directed OIPI, VDOT, and DRPT to address
- Upcoming webinars: *Overview of the GAP Technical Assistance Program and Q&A*
 - November 18th ([Link to Register](#))
 - December 9th ([Link to Register](#))



NEXT STEPS | TIMELINE

May	Briefings Gather initial feedback on the policy for the prioritization of VTrans Mid-term Needs
July	CTB Workshop Present initial approach to the policy and gather feedback
July - Sept	Evaluate Develop initial policy options and develop results
Oct - Nov	Briefings Present policy outline
Oct - Nov	Release Draft Policy 30-day review and comment period, Conduct VTrans Virtual Workshops
Dec	CTB Workshop Present summary of comments received on the draft policy
Jan 2021	CTB Meeting Incorporate changes and request Board Action

NEXT STEPS | 2020 VTRANS WORKSHOPS

- **Overview** of the Draft Policy for the Prioritization of VTrans Mid-term Needs
 - Workshop 1: Thursday, October 29th, 2020, 1:30pm - 3:00pm. [Workshop Page & Recording](#)
 - Workshop 2: Friday, October 30th, 2020, 10:00am - 11:30am. [Workshop Page & Recording](#)

- **Questions and Answers (Q&A)** related to the Draft Policy for Prioritization of VTrans Mid-term Needs
 - Workshop 3: Friday, November 13th, 10:00am - 11:30am. [Workshop Page](#)
 - Workshop 4: Tuesday November 17th, 1:30pm - 3:00pm. [Workshop Page](#)

Public Comment Period open through November 30th

Note: Attendance at workshops is **NOT** required to provide comments on the Draft Policy



Photographs from 2019 VTrans Workshops

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Sign up for updates on the website (www.VTrans.org)



Thank you

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October 5, 2020

Elaine Meil, Executive Director
Accomack-Northampton Planning District Commission
Post Office Box 417
Accomac, VA 23301

**Re: Operating Authority of the Transportation Technical Advisory
Committee**

Dear Director:

You have asked this office for an opinion regarding the powers of the Transportation Technical Advisory Committee ("TTAC"). Specifically, the questions you ask are (a) whether the TTAC has the authority to separate from the Commission, especially regarding changing the appointing body of the committee membership, and (b) what the respective authorities of TTAC and A-NPDC are regarding the TTAC bylaws.

In considering your questions, I have reviewed the following documents sent by Elaine Meil:

1. A-NPDC Charter Agreement;
2. A-NPDC Bylaws and Amendments;
3. September 22, 2002 Draft TTAC Bylaws;
4. March 2018 TTAC Bylaws;
5. February 25, 2009 PDC Board Minutes;
6. FY 2021 Rural Transportation Planning Work Program;
7. FY 2021 DOT Letter of Authorization;
8. 45 Page Attachment to Executive Director's Memo;
9. Minutes of Previous TTAC Minutes available on its website;
10. Regional Cooperation Act (Virginia Code Ann. §§15.2-4200 et seq.); and
11. Robert's Rules of Order (10th Ed.).

As a caveat to this letter, my reading of the correspondence between TTAC members (attachment A to Ms. Meil's memo) indicates that TTAC engages in very technical discussions involving a multitude of agencies. There may be elements within the structure and operations of

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Elaine Meil, Executive Director
Accomack-Northampton Planning District Commission
October 5, 2020

TTAC that I am unaware of. My conclusions are based on a reading of the above-noted documents only.

A necessary threshold matter is determining what a "committee" is. "A group of people chosen to act upon a certain matter" (Webster's Dictionary). Robert's describes committees as: "(...bodies that are... subordinate instruments of an assembly or are accountable to a higher authority..." (Robert's Rules of Order, 10 Ed.). Paraphrasing Robert's Rules, committees are created or appointed by resolution of the governing body and members of the committee are appointed by the governing body or as otherwise allowed under the bylaws of the governing body. The foregoing becomes important when determining, or attempting to determine, how TTAC was created. Minutes of the May, 1993 meeting of the A-NPDC board state, "The Commission also needs to appoint a Transportation Technical Committee to advise the Commission as per the Scope of Work approved at the March 1993 meeting." A motion to approve the A-NPDC Transportation Technical Committee Membership was unanimously approved. The materials I have do not have anything identifying who, if anyone, was appointed to TTAC at this meeting.

At the September 1993 meeting of the Commission, a resolution was passed directing A-NPDC staff to "assist the Virginia Department of Transportation in transportation related matters..." This resolution does not use the term "TTAC," nor does it specifically create such a committee. These are the only materials I have from the Commission meeting. These materials, by themselves, do not create an advisory committee with the specificity required by Robert's Rules.

The bylaws of A-NPDC authorize it to "establish such other standing and special committees as it shall deem desirable..." The bylaws also adopt Robert's Rules of Order. Notwithstanding the lack of a resolution formally creating TTAC and naming its members, TTAC has been a *de facto* committee since 1993 and has been accepted by A-NPDC as a legitimate committee from that time to the present. Given this long history, any parliamentary deficiencies in its creation could be remedied by a curative resolution passed by the Commission.

While the creation and existence of TTAC may have been legitimized by the passage of time, the issues regarding its authority to separate from the Commission or change its bylaws pose substantive questions regarding its operational authority. It seems clear from the records available that TTAC was intended to be created by A-NPDC as a "committee." As a "committee" of A-NPDC (as defined by Robert's Rules) TTAC was "subordinate...and accountable to a higher authority," namely A-NPDC. Since TTAC was created as a subordinate committee within A-NPDC, it could only have those powers specifically delegated to it by its creator. None of the documents I have reviewed granted TTAC the authority to make its own bylaws. A more comprehensive resolution establishing TTAC could have (a) created separate bylaws for TTAC, (b) set forth a set of procedural rules for TTAC meetings, or (c) delegated the authority to TTAC to establish its own bylaws, subject to review and approval by A-NPDC. So far as I can tell, none of these were done and TTAC seems to have created its own bylaws, some of which usurp A-NPDC's powers of supervision over the committee it created.

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Elaine Meil, Executive Director
Accomack-Northampton Planning District Commission
October 5, 2020

“Committees of organized societies operate under any applicable rules stated in the bylaws, the special rules of order, the parliamentary authority, and standing rules adopted by the society. Committees may not adopt their own rules except as authorized in the bylaws or in instructions given to the committee by the society.” (Robert’s Rules of Order, 10th Ed., § 50, p. 483)

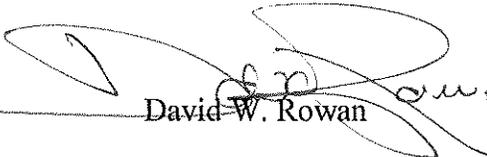
If (a) TTAC was initially conceived as a committee of A-NPDC and (b) TTAC was not “surrendered” by A-NPDC to another entity, then it is my opinion that creating its own original bylaws was beyond the powers of TTAC, since that authority had not been delegated to it by A-NPDC. The 2020 proposed bylaws seem to be an effort to assume some degree of autonomy from A-NPDC; I do not find any authority that would allow TTAC to unilaterally reduce A-NPDC’s supervisory capacity over TTAC.

It is apparent from the documentation provided to me that TTAC is part of a regional, multifaceted collaboration of numerous governmental agencies, and TTAC’s role has increased in complexity over time. However, even its proposed Amended Bylaws recite that TTAC was created by A-NPDC and formally identify TTAC as “The A-NPDC Transportation Technical Advisory Committee.” As a committee, TTAC has no powers beyond those granted or allowed by A-NPDC. I did not receive any documentation authorizing TTAC to adopt its own bylaws.

In addition to lacking the authority to create its own bylaws, the proposed Amended Bylaws propose to create independent powers that could only be granted by the parent entity, A-NPDC. Specifically, proposed Arts. 3.1, 3.2, 4.1, all of Art. VI and Art. X presume to exercise more autonomy than would be expected of what is an advisory committee. It is my opinion that attempting to exercise these proposed powers would be *ultra vires*, that is, beyond the scope of any delegated or implied powers and therefore void.

This opinion is based upon information provided by A-NPDC; it is addressed only to the questions identified above and no inferences should be drawn herefrom beyond the questions addressed.

Sincerely yours,



David W. Rowan

DWR/lle