

## **Citizen Transportation Advisory Committee**

### **Draft Meeting Minutes: January 15, 2020**

#### **Committee – Voting Members**

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*Chair* Travis Pietila – Present  
*Vice Chair* Mike Smith (Charlottesville) – Absent  
Tristan Fessell (Albemarle County) – Present  
Donna Chen (MPO) – Present  
Marty Meth (Albemarle) – Present  
Stuart Gardner (MPO) – Present  
Mike Dunn – Present  
Tim Keller (Albemarle Planning Commission) – Present  
Ray Heron – Absent  
Adam Moore (Charlottesville) – Absent  
Gary Heaton (Charlottesville PC) – Absent  
Fran Hooper – Absent

#### **Staff**

Chuck Proctor – VDOT  
Jessica Hersh-Ballering – TJPDC/CAMPO

#### **Call to Order**

Due to a lack of quorum, the meeting could not be officially called to order at this time. According to the committee's bylaws, meetings are allowed to proceed without a quorum, but no votes can be taken and no recommendations can be made. The committee began the meeting at 7:05 PM.

#### **Matters from the Public**

There were no matters from the public.

#### **Approval of November 20<sup>th</sup> Meeting Minutes**

A quorum had not been reached at this stage of the meeting. The committee tabled this item until a quorum could be reached.

#### **Appointments and Bylaws by Jessica Hersh-Ballering and Travis Pietela**

A quorum had not been reached at this stage of the meeting. The committee tabled this item until a quorum could be reached.

#### **Off-site Meeting Planning Discussion by Jessica Hersh-Ballering and Travis Pietela**

A quorum had not been reached at this stage of the meeting. The committee tabled this item until a quorum could be reached.

### **VDOT Updates by Chuck Proctor**

Mr. Proctor presented an overview of the Smart Scale funding process and project eligibility. He emphasized that this is a major funding mechanism for a variety of roadway projects in Virginia. He also described the role of the pre-application phase of the process, the role VDOT plays in preparing the localities' application materials, limits on type and number of projects for which the localities can apply, as well as the final scoring process for projects submitted by the localities. Mr. Proctor responded to a number of clarification questions from the committee.

Mr. Proctor also described the current list of projects that the localities were considering applying for as pre-applications, noting that this could change over the next few months as the localities ask for TJPDC and CAMPO to use their application projects for certain projects. The projects Mr. Proctor described in detail included Hydraulic and Route 29, Fontaine Avenue interchange improvement, Fray's Mill, and the Exit 107 Park and Ride.

There was an informative discussion on potential funding mechanisms localities might use as an alternative to Smart Scale funding or as a complement to Smart Scale funding for roadway projects.

\*\*\* During this discussion, a seventh member of the committee arrived, thus reaching quorum. The official meeting was called at approximately 7:20pm.

Mr. Proctor described three TIP amendments that would be going before the MPO Policy Board. Mr. Proctor also gave an overview of TIP purpose and processes, specifically mentioning that there would be a public hearing for these amendments at the MPO Policy Board meeting. Mr. Keller moved that the committee recommend to the MPO Policy Board the adoption of the proposed TIP amendments. The motion was seconded by Mr. Fessell, and the committee voted unanimously in favor of the recommendation.

Finally, Mr. Proctor gave an overview of the safety performance targets process and purpose. These targets are federally mandated, but locally set with detailed quantitative analysis provided by VDOT. There was a focus on the fact that while the MPO sets local safety performance targets, there are no clear repercussions for localities not meeting those targets; however, there are consequences for the state not meeting targets. There was a broad discussion and some concerns raised by committee members regarding how these performance targets influence Smart Scale project scoring.

Mr. Dunn made a motion for the committee to recommend to the MPO Policy Board the adoption of state safety performance targets as the Charlottesville-Albemarle MPO's targets, as outlined in a letter from CAMPO staff. Mr. Keller seconded the motion, and the committee voted unanimously in favor of the recommendation.

### **Approval of November 20<sup>th</sup> Meeting Minutes**

Mr. Meth moved to approve the November 20<sup>th</sup> meeting minutes. Mr. Fessell seconded the motion, and the committee voted unanimously to approve the minutes.

### **Appointments and Bylaws by Jessica Hersh-Ballering and Travis Pietela**

Ms. Hersh-Ballering reminded committee members to share their appointment information with her for record-keeping purposes.

Mr. Pietela reviewed the recommended edits to the committee's bylaws. There was a discussion of representation by UVA among CTAC's non-voting members. There was also a discussion about whether or not to decrease

### **Off-site Meeting Planning Discussion by Jessica Hersh-Ballering and Travis Pietila**

Mr. Pietela reviewed the committee's goal to host an event in coordination with the coming Tom Tom Festival, and the need to form a subcommittee to ensure the event's success. Ms. Hersh-Ballering had previously confirmed with Ms. Chen her willingness to lead this subcommittee, as the committee expressed a strong desire to use her UVA research lab's planning-related virtual reality software and equipment to draw attendees to the committee's event. Ms. Hersh-Ballering asked that anyone who wants to participate in the subcommittee to contact her directly, as each subcommittee meeting will need an agenda to be publicly posted.

After some discussion, it was determined that Ms. Hersh-Ballering, as a TJPDC staff member, would contact Tom Tom Festival staff to request more information regarding CTAC hosting an event in coordination with the Festival. Ms. Hersh-Ballering also agreed to email CTAC members as a follow-up to this meeting to get a tentative headcount of individuals interested in helping to host the event on the day of.

### **Staff Reports**

Mr. Boyles could not join CTAC. Ms. Hersh-Ballering did not have any specific updates, but fielded questions from committee members. Mr. Meth requested more information regarding new train and bus routes coming to the Charlottesville area. Mr. Keller asked about the impact of the Long Bridge construction/redevelopment on local transportation. Ms. Hersh-Ballering noted that a comprehensive update on new train and inter-city transit projects could be a future agenda item.

### **Elections**

Mr. Smith, committee vice-chair, is leaving Charlottesville, so the committee needed to elect a new vice-chair. Mr. Pietela stated that he would like to step down from his current role as chair in the interest of having someone new in the position.

Mr. Meth nominated Mr. Fessell for the position of chair; Ms. Chen seconded the motion, and the committee voted unanimously in favor of the motion. Mr. Dunn nominated Mr. Gardner for vice-chair, and Mr. Gardner seconded the motion. The committee voted unanimously in favor.

### **Additional Matters from the Public:**

There were no matters from the public.

The meeting was adjourned at 8:44 PM.