MPO Technical Committee
Draft Minutes: July 17, 2018

Committee – Voting Members
Kevin McDermott, Albemarle County (FY18 Chair) Jakob zumFelde
Juwhan Lee, CAT (FY18 Vice Chair)
Tiffany Dubinsky, DRPT
Lisa Green, Charlottesville Planning Commission
Julian Bivins, Albemarle County Planning Commission
Andrew Gast-Bray, Albemarle County
Sarah Littlefield, UVA Parking & Transportation
Charles Proctor, VDOT
Chip Boyles, TJPDC

Non-Voting & Alternates
Becca Askey, DRPT

Call to Order
Mr. McDermott called the meeting to order at 10:05 AM

Matters from the Public
There were no matters from the public.

Approval of Draft March 20 Minutes
Mr. Lee made a motion to approve the minutes. Mr. Proctor seconded and the minutes were approved unanimously with no changes.

Election of Officers
Mr. McDermott stated that the Chair of MPO Tech generally switches back and forth from a Charlottesville representative to an Albemarle representative. Mr. McDermott nominated Mr. Lee to be the Chair for FY19. Mr. Gast-Bray seconded the nomination, and Mr. Lee was elected unanimously. The floor was then opened for nominations for Vice Chair. Mr. Lee nominated Mr. McDermott. Mr. Gast-Bray seconded the nomination, and Mr. McDermott was elected unanimously.

Consideration of “3-C” Metropolitan Transportation Planning Agreement
Mr. Boyles stated that the “3-C” agreement is the operating document between TJPDC, the MPO, VDOT, and the regional transit agencies. The agreement identifies the MPO as the planning agency that receives funding for regional transportation planning. Staff determined two years ago that the agreement needed to be updated, and VDOT and DRPT then realized that all MPOs in the state needed updated “3-C” agreements. As a result, this document was created as a universal “3-C” agreement that all MPOs in the state will be using.
Mr. Gast-Bray motioned to recommend that the MPO Policy Board approve the agreement. Mr. Proctor seconded and the motion was passed unanimously.

There was additional discussion about whether a document exists that explains how the MPO Policy Board, MPO Technical Committee and MPO Citizens Transportation Advisory Committee function together and interact with each other. Mr. Boyles said that there was a desire to do this as part of the “3-C” agreement, and to also include the Regional Transit Partnership, but the document provided by VDOT and DRPT did not allow for that flexibility. There is the potential to create an “umbrella” document that would provide guidance on how the committees work together and relate.

SMART SCALE
Mr. Proctor stated that there is one additional project, a proposed R-cut intersection at Route 29 and Frays Mill, that the TJPDC will be applying for in the MPO region. Mr. Lee made a motion to recommend that the MPO Policy Board approve the application, Mr. Gast-Bray seconded the motion, and it passed unanimously.

2045 Long-Range Transportation Plan
Timeline and Overview
Mr. zumFelde presented the timeline for LRTP work, including what will be provided at future MPO meetings. He also provided background on constraining the LRTP, including showing a summary from the last LRTP. He noted that initial calculations show a decrease of over 20% in the total funds available. There was a discussion of whether local money can be included in the constrained amount of funds available. He also noted that there will be constrained amounts for different categories of projects, including Bike/Ped, Intersections, Bridges, and Roadway. The project review and scenario analysis will be used only to determine what projects are included in the constrained roadway category. DRPT has also provided constrained amounts for transit operating and capital. It was clarified that these amounts would not be used to cover infrastructure improvements in the LRTP.

Model Inputs and Use
Mr. zumFelde reported that staff have been using the travel demand model to produce congestion maps for the base year (2015) and future year (2045).

He provided information about how staff will use the model, including the following:

- Congestion (measured by vehicle-hours of delay)
- Congestion maps showing road level-of-service
- Transit ridership
- Mode share
- Safety (Projected crashes)
- VMT per capita
- Average driving commute time

Mr. zumFelde said that staff are requesting that the MPO Technical Committee make a recommendation to Policy Board regarding approval of the inputs that were created for use in the model, and use of the model for the purposes indicated.

Mr. Bivins asked how the population numbers were created. Mr. zumFelde explained that the population projection numbers for each jurisdiction came from the Weldon Cooper Center, and that local government staff determined growth by TAZ. Ms. Green brought up a concern about the population numbers and projections for the city. She stated that she saw multiple TAZs where growth is expected but no population increases are shown in the numbers.
Mr. Boyles noted that due to how compact the city is, small changes in the location of population are not going to have a notable impact on the model. Mr. zumFelde and Mr. Proctor agreed that given the regional scale of the model, the projections can still be helpful even if some of the TAZ estimates are slightly off. Mr. Gast-Bray noted that the county intends to use the model to validate, and provide information to, more local transportation assessments. As such, it is important that population numbers be accurate in both the city and the county. Ms. Green expressed concern that if this information is wrong, it may lead to an underestimation of traffic and inaccurate projections regarding impact of new developments.

Mr. Boyles asked Mr. zumFelde and Mr. Proctor what stage of the process the model work is in and whether it is too late to make changes to the numbers. Mr. zumFelde said that the model is complete, and that it is too late to make changes. He also noted that the same TAZ numbers provided this meeting cycle were included in the packets provided for the May MPO meetings (CTAC, Tech and Policy Board). There was then a discussion about the road and transit networks used in the model. Mr. Proctor and Mr. zumFelde provided clarifications regarding the networks used to model the base year (2015) and the additional changes that have been made or projects that have been funded that are considered “existing and committed.” It was determined that it was best to refer to these as the “2045 no-build” networks. Following these discussions, Mr. Gast-Bray made a motion to recommend that Policy Board approve the model inputs and use of the model. Mr. Lee seconded the motion. The motion passed as all members voted in favor of the motion except for Ms. Green, who voted against the motion.

Performance Measures
Mr. zumFelde reported that staff have created and are asking for approval of project review and scenario evaluation measures. Mr. zumFelde provided clarification that “qualitative description” means that it will be pointed out whether a project is on a corridor that is part of the National Highway System, for example, but that no analysis will be provided in that section. Mr. Gast-Bray noted that the associated quantitative analysis, regarding congestion, is calculated and provided at the top of the page. Mr. Gast-Bray asked about the “transit access measure” and Mr. zumFelde showed the details of the measure that will be used for scenario evaluation. It was noted that this measure takes into account both the number of people who have access to transit and the frequency of the bus service that they have access to. Mr. Gast-Bray asked if an additional aspect could be added regarding express bus or BRT service, which may draw more riders with more rapid service. It was determined that this could be included in the Economic Development and Land Use section. Specifically, the committee decided to add an additional calculation to the “# of transit stops within (or immediately adjacent to) activity center TAZs.” This change will make it so that express bus stops are weighted more heavily - specifically, they will be counted twice. It was clarified that no current service would fall into this category, and that bus service that only operates during the peak hour would be excluded, including JAUNT’s existing “29 Express.” Mr. zumFelde noted that the model has not been able to accurately calculate average transit commute time, so that sub-measure will be removed from the analysis. No other comments were made on the project review or scenario analysis measures. Mr. Gast-Bray made a motion to recommend that the Policy Board approve the project review criteria and scenario performance measures, with the changes specified. Mr. Lee seconded the motion and it passed unanimously.

Project List and Proposed Scenarios
Mr. zumFelde explained that staff have worked to create a list of projects that could potentially be included in the LRTP, with the list largely consisting of projects provided by Charlottesville and Albemarle staff. He stated that staff suggest an initial round of scenarios where projects are split up into three types: roadway capacity, roadway connectivity, and multimodal. The projects that are currently in the SMART SCALE application process would be included in all scenarios. The committee was largely supportive of this suggestion. Multiple members encouraged staff to ensure that all possible projects are included in this analysis, as it is easier to remove projects later than to add them. Improved bus service to the Fontaine Research Park was brought up as a project that should be included in the multimodal scenario.

**Staff Updates**

**MAP-21 Performance Measures**
Mr. zumFelde provided an update on performance measures required by federal legislation. He explained that VDOT has set initial targets for performance measures related to bridge and pavement condition, and that the MPO will need to choose whether to accept the same targets or set region-specific targets for these measures. This decision will need to be made at the September 2018 MPO Policy meeting, so staff will be providing the necessary information for this in September. Ms. Dubinsky added that Transit Asset Management (TAM) measures are also required, and that DRPT is creating a plan for all of the state’s ‘Tier 2’ transit agencies, including CAT. This will be complete by the end of 2018 and will also require action by the MPO.

**TIP Adjustment**
Mr. Proctor explained that the adjustments do not change the overall TIP amounts, but money has been moved within the programs.

**Regional Transit Partnership**
Mr. Boyles reported that the strategic planning session held on June 27th went well, and others who were in attendance agreed. The next meeting will be on August 22nd.

**Action Items & Other Business**
Mr. zumFelde noted that the upcoming MPO Policy Board meeting will be held at the Charlottesville Albemarle Airport.

**Additional Matters from the Public:**
There were no additional matters from the public.

Meeting adjourned at 12:00 PM