

**MINUTES OF THE MEETING OF THE  
GEORGE WASHINGTON REGIONAL COMMISSION**

July 20, 2015

The Robert C. Gibbons Conference Room  
406 Princess Anne Street, Fredericksburg Virginia

**MEMBERS PRESENT AND VOTING:** Chair – Jim Howard **County of King George; City of Fredericksburg:** Matt Kelly & Billy Withers; **King George County:** Dale Sisson (In at 6:08); **Spotsylvania County:** Paul Trampe; **Stafford County:** Laura Sellers

**MEMBERS ABSENT:** Jeff Black & Jeff Sili, Caroline County; Chris Yakabouski, Spotsylvania County; & Gary Snellings, Stafford County

**OTHERS IN ATTENDANCE:** Ms. Lora Byala, Four Square Integrated Transportation Planning; Ms. Allison Richter, Mr. Jason Robinson, & Mr. Craig Van Dussen, VDOT; Ms. Megan Cotter, Micah; & Mr. Rupert Farley (in at 6:12) – CTAG/Citizen

**STAFF:** Tim Ware, Executive Director; Lloyd Robinson, FAMPO; Paul Agnello, FAMPO; Marti Donley, FAMPO; Nick Quint, FAMPO; Daniel Reese, FAMPO; Diana Utz, GWRC Teiji Epling CoC; & JoAnna Roberson, GWRC

**CALL TO ORDER:**

Mr. Howard called the meeting to order at 6:08 p.m. with a quorum present, which was followed by the Pledge of Allegiance.

**APPROVAL OF GWRC MEETING AGENDA**

Upon motion by Mr. Kelly and seconded by Mr. Sisson, with all in consensus, the agenda for the July 20th meeting was approved as submitted.

**APPROVAL OF GWRC MEETING MINUTES (June 15, 2015) - (Action Item)**

Upon motion by Mr. Kelly and seconded by Ms. Sellers, with abstentions from Mr. Sisson and Mr. Withers, and all others in consensus, the minutes from the June 15th meeting were approved as submitted.

**PUBLIC INVOLVEMENT** - None

## FINANCIAL REPORT

Mr. Ware advised that the Financial Report is included within tonight's agenda packet. Mr. Ware stated that financially the Commission is in good shape and slightly ahead of projections of where we should be at this point in the year. Mr. Ware stated that the Financial Report included is self-explanatory.

Mr. Howard stated that the financial situation of GWRC has come a long way since Mr. Ware's tenure as Executive Director. Mr. Howard stated that he personally was not a commission member when the previous financial situation of the Commission was in question; however, commended Mr. Ware for his efforts. Mr. Sisson reiterated that he was in fact a member during those times and the turn-around has been nothing but positive.

## EXECUTIVE DIRECTOR'S REPORT

Mr. Ware welcomed the following two new FAMPO employees; Mr. Paul Agnello as the FAMPO Administrator & Mr. Nick Quint, Regional Transportation Planner. Mr. Ware also advised that sadly GWRC was losing an employee, Mr. Daniel Reese, who has accepted a position with Dominion Power and will be re-locating to Richmond. The Commission welcomed the new employees and wished Mr. Reese continued success on his new opportunity.

**OLD BUSINESS:** None

### NEW BUSINESS:

- a.) **Approval of Resolution No. 16-01, authorizing the retention of Cambridge Systematics and Michael Baker International as the on-call transportation planning consultants** – Mr. Tim Ware

Upon motion by Mr. Sisson and seconded by Ms. Sellers, with all in consensus, Resolution No. 16-01 was adopted.

- b.) **Approval of Resolution No. 16-02, authorizing staff to apply for statewide HB2 Transportation Funding and to consider such applications for endorsement at the upcoming September meeting** – Ms. Allison Richter, VDOT

Mr. Agnello advised that the State has a new HB2 prioritization process and that MPO's, PDC's, & Public Transit agencies can submit projects for funding considerations by the CTB. Mr. Agnello stated that this could result in projects being amended from those that are currently within the 6-Year Plan and could be especially important for the region's rural areas of Caroline & King George counties. Mr. Agnello relayed that the funding allocations are not increasing but the process for consideration of projects being funded is changing. Mr. Agnello stated that Ms. Allison Richter with VDOT would be giving the presentation tonight to GWRC.

Ms. Richter advised that the multi-modal VTrans 2040 model is now going to become the long-range planning document for the State. Ms. Richter stated that VTrans, HB2 and HB1887 are all related. In the VTrans2040 plan, projects are planned; in HB2, projects are scored; and in HB1887 projects become funded.

Ms. Richter advised that in the 2040 VTrans Needs Assessment, VMTP will identify the future needs for all travel modes across the State and these projects will not be project specific. Projects that will score well and be considered as priorities by the CTB include those that will occur on corridors of statewide significance; those that have been identified as being within a regional network; land use and locality projects; and those that result in safety improvements. These are the project categories that will be selected by the CTB across the Commonwealth. If a project is submitted that does not meet one of the categories listed then the project will be thrown out and no longer in consideration.

Ms. Richter stated that HB2 replaces the previous 40-30-30 funding formula that would have taken effect in FY2021. The previous funding allocated 40% to primary projects; 30% to secondary projects; & 30% to urban projects.

Ms. Richter advised that the new HB1887 funding allocations that now will begin in FY2021 will have the following funding allocations: State of Good Repair projects – 45%; Statewide High-Priority projects – 27.5%; & District Grant programs – 27.5%. Ms. Richter stated that this funding will begin being programmed to HB2 in FY2017 and will result in approximately \$500 million dollars being awarded for state-wide projects & \$500 million dollars to the VDOT districts state-wide.

Ms. Richter stated that in the interim years of FY2017-2020, discretionary funds not programmed to an existing project will be distributed 50/50 to either the high-priority state-wide projects or to district grant projects. Ms. Richter advised that the new funding allocations do not include projects that are funded by CMAQ, RSTP, Revenue Sharing, Telefees, Safety, Maintenance, etc.

Ms. Richter relayed that there will be two important meetings upcoming that will have regional significance. The first meeting will be held on July 29<sup>th</sup>. This meeting is the NOVA/Fredericksburg district Trans meeting and will be held in Northern Virginia at 1:00 p.m. This meeting will focus on the 2040 VTrans plan. The second meeting will be held on July 30<sup>th</sup> and will be held locally at the VDOT District office in Fredericksburg. This meeting will be an application training session working with VDOT staff whereby all projects an entity wants to submit for funding considerations are reviewed and determined to meet the project requirements. Ms. Richter stated that at least one person from every locality or entity is required to attend the training session. Ms. Richter relayed that a make-up training date will be scheduled to occur on August 5<sup>th</sup>. Ms. Richter stated that the on-line application process begins on August 1<sup>st</sup> and ends on September 30<sup>th</sup>. Resolutions of support from MPO's, PDC's, etc. need to be submitted by December 1<sup>st</sup>.

Ms. Richter reviewed the applicant eligibility requirements for the three separate entities that are eligible to submit projects for consideration and these are as follows:

A project on corridor of state-wide significance – can be submitted by either/or an MPO or PDC; by a Locality, with Resolution of Support from the relevant regional entity; or by a Public Transit agency, with Resolution of Support from the relevant regional entity.

A project for a regional network – can be submitted by either/or an MPO, PDC; Locality; or Public Transit agency, with resolution of support from the relevant regional entity.

A project in the urban development areas can only be submitted by an individual location.

Ms. Richter advised that HB2 prioritization process is objective and quantifiable and considers at least the following factors relative to cost: if the project reduces congestion mitigation; enhances economic development; provides accessibility; improves safety; and improves environmental quality. Ms. Richter also stated that for areas that have been rated as either an “A” or “B”, such as FAMPO, then a land use factor is considered as well. Ms. Richter relayed that the rural areas of Caroline and King George have been assigned a Category “D” rating so will not have land use factors as a project consideration or requirement.

Ms. Richter stated that HB2 requires that benefits produced by a project be rated based on relative costs of the project. Ms. Richter advised that the CTB will receive two sets of scores for projects that are submitted – one that will give the total project cost & one that gives relative project cost – i.e. if a project cost \$10 million dollars total on one list the project will be listed as needing \$10 million dollars; however, if the project already has \$5 million dollars allocated to it from a locality, from a private partnership, etc. then the project cost on the second sheet will be listed as needing \$5 million dollars for completion.

Ms. Richter advised that not only will all projects submitted to VDOT be reviewed, screened, and signed off on, that the entities who submit a project must also disclose the following information:

- Who will be point of contact for the project
- Who will administer the project
- A detailed project description/scope
- A project sketch (optional but recommended)
- A project status of cost estimates and duration by phases
- Project meets accessibility, economic development, environment & land use
- Amount of HB2 funding being requested
- Specification of any non-HB2 funding committed
- Supporting documents (resolutions, plans, studies, etc.)

Ms. Richter relayed that there are three main ingredients that will be needed by VDOT for a project review and scoring and these are:

Scope that defines the limits of the project; its physical & operational characteristics; & physical and/or operational footprints

Cost estimates that are as realistic as possible and should account for risk and contingencies

Schedule should be realistic and reflect the complexity of the project by identifying phase durations for either PE, RW, or CN

Ms. Richter stated that all projects will be submitted by the end of September and the CTB will receive a final draft list in January. The CTB will be making its decisions during the February/April 2016 time frame. A final CTB decision will come in June of 2016 with a final plan. Ms. Richter stated that the CTB can change a project order from the list of projects submitted but each entity still needs to submit its projects with a project prioritization classification.

As there is only a two month process remaining on project applications & submissions, Mr. Howard asked that Ms. Richter provide the County Administrators in Caroline & King George with a copy of today's presentation. Mr. Jason Robinson with VDOT also advised that VDOT will be coming to both Caroline & King George over the next month to make a presentation to their boards regarding the HB2 process.

**c.) Summer Point-in Time Count – Mr. Teiji Epling, Continuum of Care Coordinator (CoC)**

Due to the lateness of tonight's meeting, Mr. Epling gave an overview and condensed re-cap of this region's point in time counts that counts the region's homeless population. Mr. Epling stated that the counts are based on HUD definitions of what a homeless person is. Mr. Epling relayed that HUD requires the CoC's to perform an annual homeless count. This count is usually conducted in January of each year and those volunteering with this requirement physically go to each homeless site within its region to count those who are residing there. Even though not required by HUD, Mr. Epling stated that this region, in addition to both Fairfax and Richmond, are conducting a 24-hour count during the summer months. Mr. Epling stated that these counts would not be forwarded to HUD but will be used within a region to determine a truer picture of the region's homeless population. Mr. Epling advised that due to the colder weather that a lot of times the homeless population temporarily stays with relatives, friends, at shelters, etc. thus indicating that truer and more realistic counts will occur during the summer months. Mr. Epling relayed that the 24-hour count will occur in this region on July 30<sup>th</sup>.

Mr. Epling distributed a hand-out and it depicted the following percentile breakdowns: the number of unsheltered individuals that are classified as the chronic homeless; the percentage of homeless individuals from outside of Virginia; the number of homeless veterans; and the percentage of the homeless population that is under the age of 25.

Mr. Epling stated that the homeless population in both the Fairfax and Richmond areas has been declining; however, the numbers for this region have increased from FY2012 to FY2015. Mr. Epling stated that the total of homeless trend populations both unsheltered and sheltered within this region from 2012 to 2015 were: 193; 192, & 201 respectively; with a 217 average.

The Commission asked that Mr. Epling come back after the summer counts have been conducted to provide an update and comparison from the summer/winter counts at an upcoming GWRC meeting.

Ms. Sellers asked if this region has a pac team. Commission members asked Ms. Sellers for clarification on what a pac team is. Ms. Sellers advised that pack teams are designated teams/members who work within a region on a consistent basis going to individual homeless sites and they work with those who are severely handicapped either physically or emotionally. Mr. Epling stated that he thinks this is a great tool but to his knowledge there has never been a pac team established in this region. Ms. Megan Cotter with Micah stated that she thinks the reason that the region has never implemented a pac team is strictly due to financial issues and constraints.

Mr. Kelly asked that Mr. Ware contact Mr. Ron Branscome with RAAA to determine if he has any data on regional financial resources that address a region's homeless issue. Mr. Kelly also stated that some of the residents who reside at Micah or the Thurman Brisben facility do not in fact live in the City of Fredericksburg. Mr. Kelly stated that some of the shelter residents actually are coming into the shelters from other localities within the region. Mr. Kelly asked if each locality would forward information to Mr. Ware so that he can compile a regional list of current services/facilities provided – either within one's own locality and/or amount of financial contributions that are given to the shelters in the City to house some of the homeless residents who live outside of the City boundaries. Mr. Kelly stated that he would like to see the homeless issue become more of a regionally funded entity rather than the bulk of the fees to administer the facilities coming from the City of Fredericksburg. Mr. Kelly also asked Ms. Sellers if she has information available on the pac teams; the cost of establishing this; the maintenance fees associated with a program such as this, etc. to also forward this information to Mr. Ware so that this can be included for consideration of the homeless issues becoming more regionally focused and financed.

**d.) Approval of Resolution No. 16-03, approving the GWRideConnect Transportation Demand Management Strategic Plan for FY2016-2022 – Ms. Diana Utz & Ms. Lora Byala**

Ms. Utz advised that the Commission operates the GWRideConnect program and is the TDM agency for the region. The GWRideConnect program receives funding from the Department of Rail & Public Transportation (DRPT) for the operations component of the program. Ms. Utz stated that DRPT is requiring the Commission to prepare and approve a TDM Strategic Plan for FY2016-2022. The purpose of this plan is to assist in planning and budgeting for TDM strategies that will continue to allow the current program to operate and to enable it to receive funding for the next six years. Ms. Utz stated that Ms. Lora Byala with Four Square Integrated Transportation Planning was hired to create the region's plan.

Ms. Byala advised that this region's GWRideConnect program is already completing some of the requirements included within the DRPT criteria. Ms. Byala stated that the GWRideConnect 6-Year Transportation Demand Management plan will provide a visionary but tactical plan that will continue to improve the TDM services offered within the region.

Ms. Byala stated that a TDM plan is a general term for strategies that will increase the overall efficiency of a transportation system by encouraging people to shift from driving single operated vehicles to utilizing public transportation, ride sharing, walking or bicycling options for before employment and recreational trips. Ms. Byala advised that TDM plans have been shown to improve a region's air quality, provide a more efficient transportation system, and to improve the quality of life for residents.

Ms. Byala relayed that the GWRC region is the fourth fastest growing region in Virginia and has the second highest growth rate of 4.5% between 2010 and 2013. Ms. Byala stated that many of the region's residents travel long distances daily to reach their employment destinations. Ms. Byala stated that the US census data reveals that approximately 43% of local commuters are currently commuting to work sites outside of the GWRC region.

Ms. Byala stated that currently 76% of residents within the GWRC region drive alone to work; 14% carpool or use rideshare; 3% utilize public transportation; & 4% telework. Ms. Byala advised that even though there is plenty of room for continued growth that currently the GWRC's share of commuters who utilize an alternate mode of transit other than personal vehicles is higher than the national average of 10%. Ms. Byala stated that this number is the result of concerted TDM efforts being promoted within the region.

Ms. Byala advised that currently the GWRC staff provides the community with information, services, and options that help commuters understand what is currently available and enable them to make smart choices in how they commute based on what would fit their needs.

Ms. Byala stated that currently GWRC provides the following information and services:

- Markets all commute options
- Provides center of information – via the telephone, on a web-site or for walk-ins that provides commuting options
- Advocates the benefits of a sustainable commuting system
- Provides ridematching services
- Provides van pool services (i.e. van start/van save)
- Maintains an Advantage Self-Insured program for the State of Virginia
- Provides Guaranteed Ride Home (GRH) information
- Provides leased commuter lots to accommodate citizen needs/requests

In order to continue to provide quality programs, GWRideConnect identified seven program enhancement areas that would allow GWRC to continue to plan a higher population percentage of participation in utilizing other modes of transit and these are as follows:

- Ridematching technology upgrades
- AdVantage program staffing need
- Enhanced Marketing plan
- Employer services marketing materials
- Bicycle/Pedestrian materials
- Acquisition of an additional 50 spaces of leased commuter lot spaces
- Implementation of a mobile transportation options application

Ms. Byala stated that the GWRideConnect program has three primary funding sources for its baseline operations which are as follows: DRPT Rideshare grant (58%); Local Funding used to provide the required 20% “match” to DRPT (14%); and Federal Congestion Mitigation & Air Quality funds (CMAQ – 28%). Ms. Byala stated that it was worth noting that this region is actually eligible for additional funding if the local matches are increased.

Mr. Trampe asked if there is any data available that gives information in regard to how commuting factors have increased or decreased as the HOV lanes are compared to the HOT lanes.

Mr. Withers pointed out a typographical error in the FY years for the technology category. Ms. Byala advised that this error would be corrected accordingly.

Mr. Kelly asked when additional funding would be coming to the region from the NTD program. Ms. Utz stated these funds would be coming to the area in FY2018; however, since they will be administered by PRTC we do not have specific dollar amounts that will be awarded directly to the GWRC region.

Mr. Kelly stated that he thinks this is a great program for the region and asked for a recap at the September meeting on higher locality matches – i.e. if the local match increases to 20%; how much extra benefit is given to the program; how much more would the locality dollar amount matches increase too if it went to 20%; etc.

Upon motion by Mr. Kelly and seconded by Mr. Sisson, with all in consensus, Resolution No. 16-03 was adopted by GWRC.

**e.) Other New Business** – None

**Adjourn** The GWRC meeting was adjourned at 7:18 p.m. The next GWRC meeting is September 21, 2015 at 6:00 p.m.

Respectfully submitted,  
Timothy Ware, Executive Director

(Minutes prepared by JoAnna Roberson)

