

**Urban Construction Initiative
Annual Meeting Minutes
City of Lynchburg
June 26th and June 27th, 2019**

The Urban Construction Initiative Annual Meeting was hosted by the City of Lynchburg at the Lynchburg Regional Business Alliance Center. We would like to extend a special thank you to the City of Lynchburg for hosting this year's annual meeting and to all of the presenters for their outstanding contributions. Similar to the UCI Annual meetings held since 2014, we conducted a two day meeting to allow for a full day of business items and presentation of the City's projects on Day 1 followed by a day of training on Day 2.

Day 1, June 26th - Business Items and Updates

I. Welcome – Opening Remarks:

Julie Brown, VDOT Local Assistance Division Director began the UCI Annual Meeting by thanking the City of Lynchburg for hosting this year's meeting and welcoming attendees to the meeting. She introduced **Mayor Treney Tweedy** who welcomed everyone to the City. **Yolanda Newton**, VDOT's Local Assistance Division, Local Systems Policy Manager explained logistics and outlined the two day agenda.

II. Business Items

Julie Brown, VDOT Local Assistance Division Director, **Todd Halacy**, VDOT Local Assistance Assistant Director, and **Russ Dudley**, VDOT Local Assistance Assistant Director began the first session of the day with Legislative updates, an overview of special funding programs, the urban maintenance program, State of Good Repair / Primary Extensions, performance reporting, and other VDOT initiatives as described in the below summary.

Legislative Updates - Updates were given for:

HB2084 – would have required counties with a population of 100,000 or more to take over maintenance responsibility for their roads (left in committee)

SB1759 - Undergrounding utility lines pilot program (passed)

SB1421 - Eminent domain, entry upon private property, calculation of just compensation, damages (passed). LAD will update LAP manual to include requirements. LAD will send email to all localities regarding this legislation.

HB1700 – Budget bill amendment – Traffic and pedestrian safety, affects City of Richmond only (approved)

HB2023 – (Reminder) Payment to Cities and Towns for moving lanes converted to bicycle lanes must follow the U-1 process. **Question** regarding shared use paths and if they qualify to be converted under this law. **Answer** – Yes as long as the path includes use for bicycle lanes. **Question** – do converted transit lanes qualify for maintenance payments? **Answer** – per Virginia Code § **33.2-319** Item D, Any city converting an existing moving-lane that qualifies for payments under this section to transit only lanes after July 1, 2014, shall remain eligible for such payments but shall not receive additional funds as a result of such conversion. Please contact LAD with questions regarding transit lane or bicycle lane conversions.

LAD Program Updates – The **Revenue Sharing Program** as of December 2018 has a new policy and stricter rules regarding transfers. FY2020 prorated projects were funded through deallocated funds. **Transportation Alternatives Programs** will require a pre-application beginning with next cycle. The Smart Portal application period is planned for May 15 through July 1, 2019. An overview was also given for the **FAST Act Rescission Urban Maintenance Program Local Payments, State of Good Repair (SGR) Primary Extension Paving and Locally Owned Bridge Programs, Performance Reporting, Non VDOT Administered Projects (NVAP) and the Qualification Program. Other VDOT Initiatives** were discussed and included a Business Plan update, pilot for electronic signatures on agreements, utility coordination, special hauling vehicles-emergency hauling vehicles posting, pre-award evaluation templates and external access to VDOT systems. Additional information can be found in the separate link named “Business Items”. A handout was also provided for **VDOT’s Business Plan Item 1.4-1.6** – Strengthen the locally administered program that can be found at the separate link named “Business Plan Updates”.

Michaela McCain, VDOT Local Assistance Division, Outreach Coordinator presented an update to the **Qualifications Program** and an update to class development and requirements. Each locality is required to have at least one person qualified to administered federally funded projects by December 31, 2020. Class development will be complete by the end of July with online classes beginning in August and the first in person classes being offered at the Local Programs Workshop in September in Williamsburg. The presentation can be found at the separate link labeled “Qualifications Program Update”

III. UCI Workgroup Update

Angela Rico, City of Hampton and member of the UCI Workgroup gave an **Overview of Goals from the UCI Workgroup** which included an overview of the strategic long term impact on the direction of the program and goals of the UCI workgroup. Goals include the UCI Accomplishment document; a modified programmatic agreement to

include other programs; completeness review checklist for right of way and construction; a Certification Guide and development of a UCI Tiered Certification program which will likely fit into the qualifications program. Members of the UCI workgroup are assigned to lead and work on each goal. Angela's presentation can be found at the separate link "UCI Workgroup Update". The 2019 UCI Workgroup Goals / Strategic Plan with descriptions for each goal is available at a separate link "UCI Goals".

IV. Lunch

Cheree Taylor, Department of Public Work Construction Manager, gave an overview of the City of Lynchburg revitalization and construction projects.

V. Business Items Continued

Jay Styles, VDOT Performance and Strategic Planning Division Director, provided an update for local and VDOT development on time performance, development on budget performance, delivery on time performance, delivery on budget performance. For successful deliver of the transportation program, Virginia relies on localities and VDOT working together. Dashboard allows cities and towns to view the progress of the transportation program. Jay's presentation can be found at a separate link named "Dashboard Stats".

John Leonard, VDOT Local Assistance Division, Urban Program Manager, presented an update to the **RIMS/UMIS Geo-referencing** project. This project is near completion. John explained the final items to be completed prior to completing the project and displayed the Public UMIS Map. John also gave an overview of the arterial inspection process. The full presentation can be found at the separate link named "RIMS UMIS Update".

Lloyd Arnold, VDOT Local Administered Program Manager, presented on the Compliance Assessment Program (CAP) and Non-VDOT Administered Projects (NVAP). Lloyd's presentation included an overview of VDOT and locality expectations from a federal perspective, and the 2019 FHWA CAP report. The presentation can be found at a separate link named "CAP and NVAP". Lloyd also provided a handout for CAP Summary Performance Year 2019 Questions that can be found at a separate link "CAP Questions".

With additional time, **General Discussion/Issues** originally planned as a Day 2 topic was brought forward to Day 1.

Day 2, June 27th - Day of Training

I. Welcome

Yolanda Newton, VDOT's Local Assistance Division, Local Systems Policy Manager, welcomed everyone to Day 2 of the UCI Annual Meeting, and introduced **Ms. Gaynelle Hart**, Director of Department of Public Works. Ms. Hart welcomed attendees to Day 2.

II. Training Session #1: Funding Program Overview

Jennifer Ahlin, Asset Management Division Director, gave an overview of the State of Good Repair local pavement and bridge programs and an update on funding and why new bridges were not funded in 2019. She also discussed funds that appear to be sitting on projects and not being used and asked localities to expedite projects and bill VDOT as soon as possible. The presentation can be found in a separate link named "State of Good Repair Update".

Jason Robinson, Infrastructure Investment Assistance Division Director, gave an overview of the **Smart Portal** background, recent and current efforts and planned efforts. He explained that none of the Safety applications will be open until next fall (FY 2021). For **Smart Scale**, Jason discussed Round 3 outcomes, historical review, project changes and Round 4 preparation. The project change guide available on the Smart Portal is being updated and Smart Scale hot topics include scope changes. Localities should coordinate with VDOT local liaison prior to modifying scope. Smart Scale will not support funding scope changes. The presentation can be found at a separate link named "Smart Portal and Smart Scale Update".

III. Lunch

IV. Training Session #2:

Matt Reynolds, VDOT Right of Way and Utilities Division, presented recommendations of the Commonwealth Transportation Board (CTB) Utility Relocation Working Group. Matt discussed the 10 recommendations approved by the CTB on April 10, 2019 and the current schedule for implementation. The presentation can be found at the separate link named "Utilities Presentation".

V. Training Session #3:

Michael Fulcher, VDOT Staunton District Program Manager and UCI Workgroup member, gave an overview of the Right of Way and Construction Checklists for UCI localities. This item is one of the UCI Workgroup goals lead by Michael Fulcher and Angela Rico, City of Hampton. The intent of the checklist is to ensure localities have all items in one package that VDOT needs to authorize approvals and ensure consistency statewide. This item is still a work in progress and will be communicated after it is vetted through the workgroup. Michael's presentation can be found at the separate link named "RW and CN Checklist".

****UPDATE** Chapter 12.4 of VDOT's LAP Manual that requires VDOT approval for location and/or design for projects on which a hearing (or hearings) are held or for projects with posting of notice of willingness to hold a public hearing. LAD discussed whether or not this requirement could be waived for UCI localities with VDOT's Location & Design Section. After discussions, it was determined that since VDOT is not required to sign UCI locality project title sheets, location and/or design approval by VDOT is no longer required. VDOT will be updating Chapter 12.4 of the LAP Manual and the Public Involvement Manual with these changes accordingly.**

VI. Wrap Up / Close

Ms. Brown, Mr. Halacy and Ms. Newton thanked the City of Lynchburg for hosting the meeting this year and thanked attendees for participating in the meeting. Approximately 54 people attended Day 1 and 44 people attended Day 2. Representatives from 10 UCI localities, 6 VDOT Districts as well as VDOT Central Office staff attended the meeting. The meeting adjourned on Day 1 at 3:30 and Day 2 at approximately 2:00.