

MEETING OF THE RTP SUBCOMMITTEE
HOUSTON-GALVESTON AREA COUNCIL
TELECONFERENCE PARTICIPATION VIA MICROSOFT TEAMS
October 11, 2023
1:30PM
Minutes

Member Attendance:

Primary-Name	Present	Alternate-Name	Present
Joe Cutrufo	NO	Nikki Knight	NO
Bill Zrioka	NO	Marcel Allen	NO
Elijah Williams	NO	Elizabeth Whitton	NO
Peter Eccles	YES	Dexter Handy	NO
Harrison Humphreys	NO	Amy Skicki	YES
Monique Johnson		Marcus Snell	NO
David Fields	YES	Ian Hlavacek	NO
Kimberly Judge	NO	Shashi Kumar	NO
Timothy Smith	NO	Jay Knight	NO
Todd Stephens	YES	Ruthann Haut	YES
Morad Kabiri	NO	Jildardo Arias	NO
Cara Davis	YES	Christopher Sims	NO
Jameson Appel	NO	Yolci Ramirez	NO
Perri D'Armond	YES	Stacy Slawinski	NO
Katherine Parker	YES	Katherine Summerlin	YES
Bruce Mann	YES	Rohit Saxena	NO
Mike Wilson	YES	Jason Miura	NO
Charles Airiohuodion	YES	Jeffrey English	NO
Lisa Collins	NO	Arnold Vowles	YES
Ken Fickes	YES	Vernon Chambers	NO
Sean Middleton	YES	Vacant	
Alberto Lyne	NO	Rachel Die	YES
Brian Alcott	YES	Vacant	

Others Present: Veronica Waller, Allie Isbell, Thomas Kirn, Jean Mann, Yancy Scott, Emmanuel Samson, Ayo Jibowu, Qun Zhao, Thomas Gray, Andrew DeCandis, David Fink, Cynthia Rodriguez, Carlene Mullins, Eric Belmar, Carrie Evans, Ameena Padiath, Christopher Whaley, Sharon Ju, Madeleine Hirsch, Megan Kennison, Karen Owen, Chelsea Young, Susan Jaworski

Staff Participating: Stephen Keen, Vishu Lingala, Craig Raborn

1. Call to Order
 - a. Chair Perri D'Armond calls the meeting to order at 1:30 PM
 - b. Chair confirms quorum.
2. Acceptance of Meeting Minutes from September 13, 2023.
 - a. Sean Middleton makes motion for acceptance.
 - b. Charles Airiohuodion seconds the motion.
 - c. Motion is approved; September meeting minutes are accepted.
3. RTP Project Evaluation Process (Stephen Keen presenting)

- a. What we heard: September 2023
 - a) At last month's meeting, a Subcommittee member asked if the Illustrative List will be a part of the RTP appendix? The answer is yes, it will be a part of the appendix of each future iteration of the RTP. It is currently under Appendix F, where staff has put a placeholder in anticipation for the first Illustrative list.
 - b) A Subcommittee member asked how projects will be evaluated objectively using the Y/N scoring system? Staff responded that the goal is for project sponsors to be provided as much flexibility as possible in their submittals via their supplemental information.
 - c) A Subcommittee member asked if a project falls off the fiscally constrained list, could an Illustrative list project replace it? Yes, this is possible. However, it should not be assumed this will be the case because it is not an automatic process.
- b. RTP project Development Process: Updates
 - a) Project Phasing
 - At last month's meeting, a Subcommittee member mentioned project phasing. Staff defines project phasing as dividing a project into several stages. When phased, the larger complete project must be considered when evaluating projects. Completion of each phase must result in a usable part of the transportation system, or have independent utility. The separate phases must not significantly alter the scope, cost, limits, location of overall project, or desired outcome.
 - b) Illustrative List
 - Staff presents further context on the place of the Illustrative List. The Illustrative List, as defined in Appendix F of the 2045 RTP Update, includes projects that would be included in the Regional Transportation Plan if additional resources beyond those identified in the financial plan were to become available. The difference between the RTP Project list and the Illustrative List is that the RTP Project list is fiscally constrained. The Illustrative List is not fiscally constrained, is not placed on the modeled transportation plan, is not subject to air quality conformity, and is not automatically added to the RTP project list if additional funds are identified. The Illustrative List will be voted on by TPC for approval as an official MPO project list.
 - c) Regional Significance
 - Regional Significance, per the Code of Federal Regulations, is defined as a project that is on a facility that serves regional transportation needs and would normally be included in the modeled area's transportation network. This includes app principal arterial highways and all fixed guideway transit facilities that offer an alternative to regional highway travel. Examples include, but are not limited to, major activity centers, major planned developments, intermodal transportation terminals, rural population centers, and key destinations within the region. A project is regionally significant because it has a regionally significant outcome.
 - d) Questions and Comments
 - Rachael Die Montenegro asks if fixed guideway includes BRT as well as LRT?
 - a. Staff answers yes.

- Charles Airiohuodion asks if the Illustrative List is part of the financial plan development for the RTP?
 - a. Staff answers no because the Illustrative List is not fiscally constrained.
 - Charles Airiohuodion follows up and asks if the Illustrative List can be used for any federal action?
 - a. Vishu Lingala says that the project on the Illustrative List cannot go through environmental action. Staff will follow up with FHWA to confirm.
 - Peter Eccles asks if METRO’s boost routes count as fixed guideway transit.
 - a. Vishu Lingala says boost corridors are not fixed guideways. Most transit projects are considered exempt from conformity, so as far as regional significance is concerned, boost corridors can be regionally significant.
 - Katherine Summerlin asks for the definition of a regionally significant outcome.
 - a. Staff says that in the submission, project sponsors should explain how their projects are regionally significant based on the previous slide. Staff ensures Katherine that they can speak further offline if clarification is needed.
- e) Slide Updates
- The “Submission” slide to the draft proposal will include adding a Project Desired Outcome portion and an explanation for how the project is regionally significant portion.
 - The “Evaluation” slide add greenhouse gas emissions to the Conserve and Protect Natural and Cultural Resources RTP goal criteria, adds the explanation for regional significance, and adds that projects must not diminish the progress of other goals. For example, a project can address three RTP goals, but if it diminishes the progress of another goal then that project will not be added to the RTP.
 - The “Recommendation” slide includes the following for the Illustrative List and Further Refinement boxes: additional planning activities may improve probability of future selection into the RTP or Illustrative List (if applicable).
 - The “Flowchart slide” has changes some coloring and is reiterated to the Subcommittee.
 - a. Question: Peter Eccles asks if an appeal process is built into the flowchart, or if the evaluation of staff is the final answer.
 - i. Craig Raborn responds that we will follow a process like the Project Selection Process. After scoring, information will be sent back to the sponsor for discussion. Staff will speak internally about making this a formal step, but as of right now because this process will go through the RTP Subcommittee and the TAC, there will be some opportunities for discussion.
- f) Schedule Update
- Staff recommends moving the final vote for the RTP Subcommittee to November, which would allow for presentation to TAC and TPC in December and ideally approval in January.

- a. Question: Chair Perri D'Armond asks if staff changes over the new year could affect RTP/TAC/TPC voting.
 - i. Craig Raborn says usually the changes are not substantial enough because there is a lot of carryovers.
- b. Charles Airiohuodion asks if the Project Development Process will align with the 10-Year Plan and TIP schedule?
 - i. Craig Raborn says yes, this is an agency goal.
- c. Charles Airiohuodion asks for further clarification on the Illustrative List.
 - i. Staff says that going forward clarifying the Illustrative List will be a priority.

4. Announcements

- a. Transportation Advisory Committee (TAC)
 - a) Next meeting: October 18, 2023, at 9:30 AM (Hybrid)
- b. Transportation Policy Council (TPC)
 - a) Next meeting: September 29, 2023, at 9:30 AM (Hybrid)
- c. Regional Transportation Plan (RTP) Subcommittee
 - a) Next meeting: October 11, 2023, at 1:30 PM

5. Adjourn

- a. Chair Perri D'Armond calls for adjournment at 2:11 PM