



AGENDA

**July 14, 2022-- 9 a.m.
James River Board Room- PlanRVA**

Register to attend the meeting virtually at:
https://planrva-org.zoom.us/webinar/register/WN_hzXSoN17Tkm4IOeLKOEDIQ

Members of the public may also observe the meeting on our YouTube Channel at
www.youtube.com/PlanRVA

View our complete [Public Participation Guide](#) for other ways to participate.

1. Welcome and Introductions (Winslow)

- a. Pledge of Allegiance to the Flag of the United States of America**
- b. Roll Call of Attendees and Certification of a Quorum**
- c. Public Comments**

2. Consent Agenda (Winslow)

- a. Approval of Agenda**
- b. [May and June Meeting Minutes](#)** (Paige/page 3)

Requested Action: Motion to approve May Meeting Minutes.

3. Special Program: Emergency Management Alliance of Central Virginia (Winslow)

Information Item: Members will hear a presentation from members of the Alliance summarizing current activities and accomplishments from FY2022.

4. Standing Committee and Other Reports

a. Executive Committee & Chairman's Report (Winslow)

Members will receive an update on the Committee's recent activities including action taken regarding the Executive Director Compensation Ad hoc Committee Report provided in the Executive Committee meeting.

Requested Action: Motion to convene in closed session pursuant to Virginia Freedom of Information Act Section 2.2-3711 (A) (1), for the purpose of discussing personnel matters concerning specific employees, which requires discussion and consultation with legal counsel, pursuant to Section 2.2-3711 (A) (8), during which all recording of the meeting will cease.

Requested Action: Motion to approve the Executive Director employer agreement as presented.

b. Audit, Facilities & Finance Committee Report (Holland)

i. New Office Space Update

Members will receive an update on the status of the project and consider a request to revise the budget for construction and relocation to The Current.

Requested Action: Motion to Approve an Amendment to the Project Budget and Timeline as recommended by the Audit, Facilities & Finance and Executive Committees.

c. Public Outreach & Engagement Committee Report (Davey)

Information Item: Members will receive an update on the status of the PlanRVA Branding project.

d. Executive Director's Report (Heeter/Page 14)

Information Item: Members may review the summary of the **Environmental and Intergovernmental Reviews** completed since the last report.

e. Nominating Committee Report (Nelson)

The Nominating Committee, consisting of Reverend Nelson and Mr. Spoonhower convened on June 6, 2022, to review the historic rotation of jurisdictions in office and the current membership of the Executive Committee.

Requested Action: Motion to approve the slate of officers for Fiscal Year 2023 as follows: Chair: Sean Davis (Hanover); Vice Chair: Mike Byerly (Powhatan); Treasurer: Patricia Paige (New Kent); and Secretary: Daniel McGraw (Ashland).

5. New Business

a. SMART Scale Application Endorsements (Parsons/Page 19)

Requested Action: Motion to approve the applications for submission through SMART Scale.

b. FY2023 Meeting Calendar (Heeter/Page 21)

Requested Action: Motion to approve the FY2023 Meeting Schedule.

Adjourn: Targeted Adjournment is 10:30 a.m.



Meeting Minutes

**May 12, 2022-- 9 a.m.
James River Board Room- PlanRVA**

The PlanRVA Regional Commission meeting was held using electronic communication means as set forth by the Emergency Declaration set forth by the Richmond City Council in response to the continued spread of novel coronavirus, or COVID-19. The technology used for this meeting was a web-hosted service created by Zoom. A live stream of the meeting was available through YouTube to assure unrestricted access by members of the public. All recordings are available on our PlanRVA YouTube Channel at www.youtube.com/PlanRVA

Members Present (A = Alternate)

Charles City County		Town of Ashland		Goochland County	
Byron Adkins- Virtual	X	Kathy Abbott (A)		Don Sharpe	X
		Brent Chambers	X	Neil Spoonhower (A)	
		Dr. Daniel McGraw	X		
Chesterfield County		City of Richmond		Hanover County	
Kevin Carroll	X	Andreas Addison	X	Sean Davis, Vice Chair	
Tim Davey	X	Jacob Giovia		Canova Peterson	
Gloria Freye	X	Ann-Francis Lambert		Faye Prichard (A)	
Leslie Haley		Stephanie Lynch		Charlie Waddell	X
James Holland	X	Dr. Cynthia Newbille	X	Randy Whittaker	X
Jim Ingle- Virtual	X	Rodney Poole			
Chris Winslow, Chair	X	Ellen Robertson (A)			
Henrico County		New Kent County		Powhatan County	
Gregory Baka	X	John Lockwood (A)		Michael Byerly, Treasurer	X
Tyrone Nelson		Patricia Paige, Secretary	X	Steve McClung	X
Patricia O'Bannon	X	Amy Pearson	X	Bobby Hall - Virtual	X
Frank Thornton	X				
Melissa Thornton - Virtual	X				

Others Present:

Eric Gregory (Hefty, Wiley & Gore, PC)

Staff Present:

Dan Van Doornik, Sidd Kumar, Gilbrith Gogel, Martha Heeter

Welcome and Introductions

Chair Winslow called the Full Commission to order at 9:02 a.m.

Roll Call of Attendees and Certification of a Quorum

Ms. Gogel took roll call of attendees and certified a quorum was present.

Public Comment Period

With no requests from the public to address members of the Commission, Chairman Winslow closed the public comment period.

Mr. Chambers entered the meeting at 9:07.

Approval of Consent Agenda Items

Ms. O' Bannon made a motion to approve the Agenda, Mr. Carroll seconded, and the agenda was approved unanimously.

Mr. Waddell made a motion to approve April meeting minutes, which was seconded by Ms. Paige and approved unanimously.

Executive Committee & Chairman's Report

Chair Winslow stated that it's been a busy year and suggested members follow PlanRVA's social media to keep up with happenings and events. He gave a reminder for the Annual Joint Meeting, the first meeting of its kind which will include PlanRVA, the CVTA, and the RRTPO, that will take place on June 2nd, 2022.

Audit, Facilities & Finance Committee Report

Mr. Holland was not present, so Ms. Heeter volunteered to walk through the report. The Committee met on April 24th to review the third quarter financial statements and the FY2023 budget. At that meeting, the Finance Committee recommended approval of the budget.

Mr. Van Doornik provided commissioners with an overview of the quarter. He stated that it was a very profitable quarter, as this has been a more productive time for staff due to there being fewer holidays and vacations.

Mr. Peterson made motion to approve the third quarter financial statements for audit. Ms. O'Bannon seconded the motion, and it was approved unanimously.

New Office Space Update

Ms. Heeter gave an update on the status of the office space project. Ms. Heeter did a page turn with architects who will be completing the construction documents in the next 10 days. This deadline will keep the project on track for the release of the bid documents for construction contractors. The updated plans will be shared with the Finance Committee for review. The team is continuing to monitor the market for pricing and is incorporating ad alternatives in the bid documents to accommodate the budget. Ms. O'Bannon asked if the timeline for the move-in date is still on target. Ms. Heeter

explained they must wait for the construction bid materials to come back as the construction schedule will determine if any accommodations are needed. This will be a focus for the Finance Committee meeting in June. Ms. Heeter confirmed that PlanRVA is bidding as a fixed cost. Ms. Heeter thanked Chesterfield for the provided support from their procurement department. She also voiced thanks to various departments in the City of Richmond for support in this project in areas such as permitting.

FY2023 Annual Budget

The Executive and Finance Committee made a recommendation for the Full Commission to approve the FY 2023 Annual Budget. Ms. Heeter commended Mr. Van Doornik on his work to reformat the budget, which makes it easier to examine components of the budget more specifically and discreetly. The Executive Committee has been discussing budget opportunities available for the coming fiscal year to address salary and compensation. Therefore, Ms. Heeter presented a proposal for this budget to incorporate salary increases and bonuses. Mr. Van Doornik gave an overview of the FY2023 budget. He stated that revenue is expected to increase at each level (federal, state, and local). This is driven by the 5.9% salary increase as that will be funded by reimbursable grants. He also talked about the now filled vacancies from the earlier part of fiscal year 22. He described how staff are the financial generator for the organization and the work they produce is what the grantors or the funding sources are reimbursing the organization for. Mr. Van Doornik described the new structure of the budget, which now allows analysis of the various costs of the organization and the impacts of reimbursement by grantors. Ms. O'Bannon asked for clarification on meeting expenses. Mr. Van Doornik explained that expenses are assigned directly to their attributed program and are reimbursed by their program grant. Ms. Heeter noted that a distinction needs to be made between staff meeting expenses and external meeting expenses. Mr. Peterson asked for clarification on indirect reimbursements. Mr. Van Doornik described the various lines of businesses which include administration as well as six specific areas of programming. He answered Mr. Waddell's question about coding staff time worked under program areas and general operations. Mr. Waddell also asked about order of federal and state funds and how PlanRVA funds the remaining balance. Mr. Van Doornik explained that by entering into the agreement to receive state and federal funds, the localities have committed the remaining 10% already. Ms. Heeter stated that this format creates the ability to see what dollars are available to go after new opportunities that may have not been able to be seen previously. Mr. Peterson commended staff for the changes in the structure of the budget. Mr. Thornton asked about staff morale and stressed its importance to productivity.

Mr. Holland entered the meeting at 9:16.

Mr. Addison entered the meeting at 9:28.

Mr. Holland made a motion to approve the FY2023 Annual Budget, Mr. Sharpe seconded, and the motion passed unanimously.

Public Outreach and Engagement Committee Report

Mr. Davey gave an overview of the work of the Public Outreach and Engagement Committee. Staff has been making progress on the Community Engagement Strategy through increased public awareness and community outreach. The next step, with help of the Hodges Partnership, is to implement the communication strategy and perform an audit to see PlanRVA's current standing in the communications network. Mr. Davis extended an invitation to Commissioners to join the Public Outreach committee. He explained the purpose of the committee is to coach and encourage staff to continue the work they've already been doing. Mr. Waddell applauded staff for their accomplishments and encouraged members to stay connected with the work being done.

Ms. Heeter talked about efforts to accommodate staff over the past few years, through both flexibility and reevaluations of compensation. She discussed staff recognition and engagement programs that are being implemented currently or that will be forthcoming. PlanRVA is identifying ways to get staff and board members further acquainted with each other so that projects and work can be more directly shared.

FY2022 Updates, Program Reports

Ms. Heeter gave a summary of the current work program activities. There is an undertaking to support scenario planning, which will be a part of the transportation work program. This will be anchored around a regional planning conference that is planned to occur next Spring. Ms. Heeter introduced PlanRVA's new data manager, Sarin Adhikari, who will be leading efforts in data and the Market Value Analysis. He is also working on early childhood education data through the partnership with Smart Beginnings Greater Richmond.

Ms. Heeter reminded Commissioners that the June 9th Full Commission meeting was cancelled, and the body will reconvene in July. The nominating committee will meet over the next couple of weeks for the election of officers.

Chair Winslow adjourned the Full Commission at 10:03 AM.

**JOINT MEETING
RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION POLICY BOARD
CENTRAL VIRGINIA TRANSPORTATION AUTHORITY
PlanRVA, the REGIONAL COMMISSION**

**VDOT Richmond District Office
2430 Pine Forest Drive, South Chesterfield, VA 23834**

**MEETING MINUTES
Thursday, June 2, 2022
9:00 a.m.**

The technology used for the meeting was a web-hosted service created by Zoom and YouTube Live Streaming and was open and accessible for participation by members of the public. A recording of this meeting is available on our [Plan RVA YouTube Channel](#).

WELCOME AND INTRODUCTIONS

David Williams, Richmond Regional Transportation Planning Organization (RRTPO) Chair, was present and welcomed all attendees. He noted this is the first annual joint meeting of all the organizations that make regional planning successful in central Virginia: the RRTPO, the Central Virginia Transportation Authority (CVTA) and PlanRVA, the Regional Commission. Frank J. Thornton, CVTA Chair, and Christopher Winslow, PlanRVA Chair, were also present.

PLEDGE OF ALLEGIANCE

Chair Williams led those present in the Pledge of Allegiance.

KEYNOTE SPEAKER

Chair Williams introduced the Honorable W. Sheppard Miller, III, Secretary of Transportation for the Commonwealth of Virginia. Secretary Miller addressed the group and shared thoughts on the importance of all organizations involved working together to ensure funding of the I-64 widening project. He noted the economic benefits that would result. He provided a recap of the funding that is expected to be available from the state budget and the funds requested from the CVTA and the Hampton Roads Authority.

SPECIAL PROGRAM

Chris Winslow, Chair, PlanRVA, addressed the group and shared thoughts on chairing the Commission this past year. He noted the opportunity to serve on the Commission provides not only the opportunity to connect with elected and appointed leaders from across the region, but the chance to interact with a dynamic staff committed to quality planning, efficiency and problem solving.

Chair Winslow reported that Tim Davey led the board through an exciting effort this year to establish the PlanRVA brand- an activity kicked off last fall following the completion of our award winning Community Engagement Plan. He and his committee members, including Immediate Past Chairman Neil Spoonhower, CVTA Chairman Frank Thornton and citizen members Jacob Giovia and Charlie Waddell have been guiding staff through a process that is designed to be much more outward focused and providing content and information that is useful to each of us in sharing the work of the Commission and how local governments can

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be more effective together. This work has been years in the making- starting when Tim chaired the strategic planning committee in 2018 and through today.

One of the things that will be released soon is a monthly newsletter that highlights the activities of the CVTA, RRTPO and Commission each month. This newsletter will be designed to give each of us a quick overview of the decisions and actions as well as some highlights of exciting things happening in the region. It should be a helpful piece to share with our colleagues back home and a way to ensure more communication occurs in between meetings.

The progress over the last two years to increase engagement and branding would not be possible without financial stability. The Commission's Audit, Facilities and Finance Committee has been hard at work these last few years to focus on accountability and productivity. The committee's Chairman, Jim Holland, has facilitated the committee members through a year of deliberation and planning regarding office space. Earlier this year, a big commitment to the organization's future was made in deciding to relocate. Jim and his Committee members, including Andreas Addison, Mike Byerly, Pat O'Bannon, and Canova Peterson, have been overseeing every step of the process for the design and buildout of the new space in the Current in Manchester at 424 Hull Street.

PlanRVA stepped into a new space this year with the partnership grant from Virginia Housing. In September PlanRVA named Partnership for Housing Affordability as implementation partner to make available \$2.7 million to area nonprofit affordable housing developers in support of projects that would result in new housing opportunities. PlanRVA was a statewide leader in getting this program up and running and has exceeded our obligation to produce 30 new units by several hundred. As of the end of May, the entire award from Virginia Housing has been committed to achieve additional units of affordable rental and owner-occupied housing by the end of the three-year award period. Members of the Partnership for Housing Affordability, including Jovan Burton and Shelby Carney, were recognized for making this program such a success.

PlanRVA supported the establishment of a new partnership known as the Lower Chickahominy Watershed Collaborative, which includes the three Counties of Charles City, James City and New Kent as well as the federally and state designated tribal organizations in our region- the Lower Chickahominy- Easter Division, the Lower Chickahominy and the Pamunkey. The first of its kind in Virginia and maybe the country, the collaborative seeks to promote communication and coordination across jurisdictional and tribal structures with the end goal of preserving the unique ecology of the Lower Chickahominy Watershed while providing opportunity for economic development. This is just one of many of the highlights in the environmental program led by Sarah Stewart. She and her team, including Rebekah Cazares, Katie Moody and Heather Barrar, are focused on building the necessary partnerships to promote environmental sustainability and resiliency across our region. It's this kind of commitment that makes our partnership with the Friends of the Lower Appomattox River so incredible and impactful. In addition to moving the Lower Appomattox River Trail Master Development Plan forward by leaps and bounds this year, Wendy Austin has grown the staff team at FOLAR to realize the full breadth of its mission, to protect the Appomattox River.

Fulfilling the region's environmental transportation and housing planning needs is just a small part of the work of the Commission. PlanRVA supports the Emergency Management Alliance of Central Virginia. The Alliance was recognized for their work to raise public awareness of what to do in the event of a disaster and to coordinate resources, training

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opportunities and information that is so necessary to address any disaster that may come our way.

Members of the PlanRVA staff who have achieved some significant milestones this year were recognized. Leigh Medford will celebrate 24 years with PlanRVA this July and Jin Lee will celebrate 34 years this June.

Mr. Frank J. Thornton, Chair of CVTA, was introduced and shared recent CVTA activity. He noted the CVTA provides new funding opportunities for priority transportation investments across the region. This Authority was established by the 2020 General Assembly of Virginia and comprises the counties and cities located in Planning District 15, also known as PlanRVA.

The creation of the CVTA allows the nine jurisdiction members of PlanRVA to plot their own course and have more ownership in transportation investments in central Virginia. The Authority provides a resource for member governments and agencies that previously did not exist. CVTA is a partner that can leverage resources for competitive funding opportunities and will help central Virginia compete on a larger scale. Much like the future-forward planning work that occurs through PlanRVA, the CVTA will allow the region to look to the future, knowing that there is a stable foundation of financial resources to support investments in the region.

Regional Project Prioritization

Barbara K. Smith, Chesterfield County, gave a report on this and noted the Code of Virginia states that in the creation of the CVTA, The Authority shall develop a prioritization process based on an objective and quantifiable analysis that considers the benefits of projects relative to their cost. Only projects evaluated using such process may be funded.

Work is underway to continue the development of this framework once this first full funding cycle is complete. Ideas on adjustments that can be made to better serve the region are being explored.

Fall Line Trail – First Two Years Programming for Projects

Mr. Todd Eure, Henrico County and CVTA TAC Chair, provided a report on the Fall Line Trail. The first major commitment for the CVTA was to take its first two years of collected regional revenue and pledge \$104 million to advance efforts to build the Fall Line, a 43-mile regional multi-use trail spanning the Richmond region, from Ashland all the way to Petersburg. This pledge moves trail development forward and is now fueling two design-build projects that will construct a section from Ashland to Henrico County, followed by a section from southern Chesterfield County into Petersburg.

Executive Director Recruitment

Mr. Neil Spoonhower, Goochland County, and Patricia A. Paige, New Kent County, provided an update on the ongoing recruitment for the CVTA Executive Director position and reported that the expectation is that the role will be filled in the near future.

Recognition

Chair Thornton recognized the following groups and individuals:

Technical Advisory Committee

The committee has provided a steady, solid technical foundation for all the hard work that the CVTA has undertaken these first two years. The work of this committee has enabled the CVTA to establish a data-driven regional project selection process, commit to support the Fall Line, consider a second round of regional funding for 30 projects, evaluate transit

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governance in the region, and engage a third-party firm to verify project cost estimates, among many other indispensable tasks. Chair Todd Eure, Vice Chair Dironna Moore-Clarke, and the rest of the committee were recognized for their tireless support.

Fall Line Trail Work Group

Once the CVTA committed \$104 million to help the Fall Line get underway, the real work began. This work group of the Technical Advisory Committee has continued to meet regularly to ensure the development process for the Fall Line proceeds on schedule. Partnering with VDOT, the work group has developed two design-build segments for the trail that will begin to roll out this summer and next fall so that the tremendous momentum experienced around this project is not lost. Workgroup members were recognized.

HR Round Table

Chair Thornton announced that the CVTA could not have gotten to where it stands today without the immense buy-in provided by the member governments and staff. A prime example of this teamwork is the HR Roundtable, made up of Human Resources directors from around the region that have volunteered their immense expertise to help the CVTA develop programs and policies for its operation. Yvette George, Mary Martin Selby, Janet Lawson, Mona Adkins-Easley, and Wanda Cornwell were recognized.

Finance Directors

Chair Thornton noted the CVTA would not have been able to commit almost \$102 million to regional projects, \$43.5 million to regional transit, and \$145 million to local transportation priorities without the support of local finance directors. Abbey Pemberton, Debbie Baicy, Matt Harris, Barbara Horlacher, John Zinzarella, Terrell Hughes, Matt Reynal, Rebecca Guthrie, Charla Schubert, Ned Smither, Sheila White, and Joi Dean were recognized.

RRTPO Update

Chair Williams reported the Richmond Regional Transportation Planning Organization, or RRTPO, has been developing plans and recommendations for the region since the first memorandum of understanding was signed by PlanRVA and RRTPO on December 31, 1984. The Transportation Planning Organization (TPO) is a federally mandated and federally funded transportation policy-making organization. It's made up of nine member governments and a representative group of local stakeholders. The TPO was created to ensure regional cooperation in transportation planning. It also safeguards that expenditures of governmental funds for transportation projects and programs are made based on a "Comprehensive, Cooperative and Continuing (3-C) planning process." Federal funds for transportation projects and programs are channeled through this process. Area highway and transit projects must be approved by the MPO to be eligible for federal funds. The relationship between PlanRVA and RRTPO is fully integrated and seamless, and with the creation of the CVTA, the RRTPO looks forward to continuing that collaborative nature well into the future, now with an eye towards moving our plans into implementation.

ConnectRVA 2045

Joseph Vidunas, Hanover County, came forward and provided an update on ConnectRVA 2045. In developing ConnectRVA 2045, the need to reach out to the community for participation in the process and feedback on decisions was identified. RRTPO hired a consultant through its on-call communications contract that helped develop online tools and communication strategies to share key information about the planning process.

ConnectRVA 2045 was adopted in October 2021, and had a very high participation rate when compared to previous plans. The community outreach, especially during the pandemic, was

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exceptional and brought in many community members who otherwise would not have been engaged.

Regional Bike/Ped Plan Update

Nora Amos, Town of Ashland, came forward and reported that there hasn't been an update to the regional Bicycle and Pedestrian Plan since 2005. With the development of ConnectRVA 2045, the bike-ped plan was a natural candidate for a full update. The active transportation community in our region is very engaged in the work we do at RRTPO and were very enthusiastic about this long overdue update. The plan is very comprehensive and captures needs, concepts, and solutions from across the entire spectrum of thought regarding active transportation. It includes identification of existing networks, gaps in those networks, and proposes new connections that should be made. It looks at safety improvements, policy ideas, and programs to increase equity and accessibility of the entire regional system.

Regional Transportation Safety Plan

Chet Parson, Director of Transportation, provided an update on this. The region has a great network of roads, bridges, trails, and sidewalks and a comprehensive transit system that connects many of our more urban neighborhoods. The City of Richmond has long been an advocate for Vision Zero, which is a strategy to eliminate all traffic fatalities and severe injuries, while increasing safe, healthy, equitable mobility for all. This concept is a lofty aspiration, and it is one that is difficult to put into place without lots of hard work and dedication to the goal.

At RRTPO, a region-wide transportation safety plan was completed that takes Vision Zero concepts and focuses on putting the data out there for use by the public, staff, and ultimately decision-makers as new improvements to the transportation network are considered. This plan outlines the primary factors preventing people from arriving safely at their destinations along with locations where safety improvements could make a difference. Regional safety trends, crash characteristics, crash locations, and next steps are outlined in the plan. The goal is for it to be another useful tool for member jurisdictions to use as they prioritize transportation spending.

Recognition

Chair Williams recognized the following groups and individuals:

TAC

The RRTPO Technical Advisory Committee is the backbone of the organization. This group of mostly local planning and engineering staff make sure that all our work is done with professionalism and respect. The members of this committee have all served the region well, cooperating on complex issues and prioritizing the needs of the region through all the work they have been involved in, from development of ConnectRVA 2045 to STBG/CMAQ funding allocations. RRTPO TAC members were recognized.

Senior Connections

One of the TPO's critical roles in the region is to help make connections between transportation-dependent communities and transportation providers. RRTPO has had a long-standing relationship with Senior Connections and in 2018 designated Senior Connections as the Human Services Transportation Coordination Entity for our region. The steering committee for this effort represents a wide cross-section of key partners across the region including GRTC, Partnership for Housing Affordability, Department of Rail & Public Transportation, AARP, Virginia Commonwealth University, and mobility services agencies in

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most of our nine member jurisdictions. We are excited about the future of our partnership! I'd like to ask representatives from Senior Connections to stand and be recognized, along with anyone else in attendance who has had the opportunity to get involved in this great program.

Federal Certification

Chet Parsons reported that Metropolitan Planning Organizations of our size have the ability to sponsor and allocate funding to a wide variety of transportation programs and projects. To continue the ability to allocate those critical funds, the TPO has to go through a multi-day certification process every four years. The Federal Highway Administration and Federal Transit Administration are required to jointly review and evaluate the transportation planning process for each urbanized area over 200,000 in population at least every four years to determine if the process meets Federal planning requirements. The review for RRTPO last August found that the metropolitan transportation planning process conducted in the RRTPO area meets Federal planning requirements and received eight commendations on exemplary techniques and approaches to fulfilling federal transportation planning requirements. This is a vast improvement since the last certification review.

PLANNING for OUR FUTURE -

Martha Heeter, PlanRVA Executive Director, recognized members of the PlanRVA staff.

Regional Planning and Collaboration: Priority Initiative Alignment

Martha Heeter shared comments on the importance of collaboration amongst the three organizations. She shared the key initiatives for FY2023.

Scenario Planning, ForwardRVA

Chet Parsons gave a presentation on scenario planning. An RFP is out to solicit support from the private sector in developing a data driven tool that helps provide support in transportation decision making.

Martha Heeter opened a discussion on any topics attendees wanted to address. Mr. Bill Lawson, Office of Emergency Management, City of Richmond, addressed the group and shared a number of topics that could be brought forward for discussion at future meetings. Microtransit, data sharing and the amount of data collected by the state was discussed. Other topics discussed were: opportunities to move the region forward, public mobility; fare free transit; bike/ped and freight & logistics. John Hodges shared comments on local traffic. Andreas Addison shared thoughts about housing affordability, fuel costs, and the importance of connectivity.

Martha Heeter reported on funding and investment opportunities, leveraging state and local dollars in seeking federal funding, and being more competitive as a region.

RRTPO - Unified Planning Work Program (FY2023)

Chet Parsons provided a report on the FY2023 UPWP and described the four main areas, program support, general development and comprehensive planning, long-range planning and short-range transportation planning.

On motion by John L. Lumpkins, seconded by John H. Hodges, the members of the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board voted unanimously to adopt the FY2023 Unified Planning Work Program, as follows:

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Name, Jurisdiction/Agency	Vote	Name, Jurisdiction/Agency	Vote
John H. Hodges, Town of Ashland	Aye	C. Thomas Tiller, New Kent County	Absent
Byron Adkins, Charles City County	Aye	David T. Williams, Powhatan County	Aye
Kevin P. Carroll, Chesterfield County	Aye	Karin Carmack, Powhatan County	Aye
James M. Holland, Chesterfield County	Aye	Andreas D. Addison, City of Richmond	Aye
Christopher Winslow, Chesterfield County	Aye	Katherine L. Jordan, City of Richmond	Absent
John L. Lumpkins, Goochland County	Aye	Stephanie A. Lynch, City of Richmond	Absent
Susan Lascolette, Goochland County	Absent	Cynthia I. Newbille, City of Richmond	Aye
Sean M. Davis, Hanover County	Abstain*	John B. Rutledge, Capital Region Airport Commission	Absent
W. Canova Peterson, Hanover County	Abstain*	Julie Timm, GRTC	Absent
Patricia S. O'Bannon, Henrico County	Abstain*	Joi Taylor Dean, RMTA	Aye
Frank J. Thornton, Henrico County	Aye	R. Shane Mann, Secretary of Transportation Designee	Aye
Patricia A. Paige, New Kent County	Aye		

*Member present for meeting but out of the room during vote.

MEMBER COMMENTS

Patricia Paige expressed her appreciation to Chair Williams and his efforts to make this meeting happen. She also expressed her appreciation to Dr. Cynthia Newbille for chairing the committee to explore future transportation forums and joint meetings.

NEXT MEETINGS:

Chair Williams noted the next meetings are as follows:

- RRTPO: July 7, 2022
- CVTA: June 17, 2022
- PlanRVA Commission: July 14, 2022
- Joint Meeting: tentatively planned for June 1, 2023

ADJOURNMENT

Chair Williams adjourned the meeting at approximately 10:53 a.m.

Environmental & Intergovernmental Reviews

In cooperation with State Agencies, PlanRVA routinely is requested to provide environmental and intergovernmental reviews. PlanRVA staff circulate the review requests among member locality staff for comments and questions prior to submitting a response to the requesting State Agency.

Environmental reviews can include:

- **Environmental Assessments and Impact Reports** - Virginia code requires state agencies to prepare an environmental impact report (EIR) for each major state project.
- **Coastal Consistency Determinations and Certifications** - Due to receipt of Federal funds or permits, proposed projects must prove consistency with the enforceable policies of Virginia's Coastal Zone Management Program.
- **Groundwater Withdrawal Permits** - PlanRVA staff receives notice of Groundwater Withdrawal Permits in the Eastern Virginia Ground Water Management Area (GWMA). The eastern portion of PlanRVA is located in the Eastern Virginia GWMA. All jurisdictions in the Eastern Virginia GWMA are notified of pending permits as part of this process, therefore PlanRVA receives review requests for projects outside of the Richmond region. For more information about the Eastern Virginia GWMA see <http://www.deq.virginia.gov/Programs/Water/WaterSupplyWaterQuantity/WaterWithdrawalPermittingandCompliance.aspx>.
- **Virginia Water Protection (VWP) Permits** - DEQ issues VWP Permits for activities related to the quality of surface waters in the Commonwealth including the filling, dredging, draining or excavation of wetlands, streams, or other state waters. Surface water withdrawals are also permitted through VWP permits.
- **Virginia Pollutant Discharge Elimination System (VPDES) Permits** – DEQ issues VPDES permits to any person who discharges any pollutant into surface waters of the Commonwealth from a point source.

Intergovernmental reviews can include:

- State Agency grant applications for Federal funding, including:
 - CERCLA grant funds from US EPA (Superfund programming and site remediation)
 - Virginia Coastal Zone Management Program funding from the National Oceanic and Atmospheric Administration
 - Diesel Emission Reduction Act (DERA) State Clean Diesel funds from US EPA
 - Capitalization funds for the Virginia Clean Water Revolving Loan Fund for wastewater treatment facility improvements from US EPA
- FHWA Section 5310 funding for projects involving transit and mobility enhancements for seniors and individuals with disabilities.

For additional information on the reviews, please go to the following:

<https://planrva.org/environment/reviews/>.

Jurisdiction	Response Date	Review Name	Coastal Consistency Determination or Certification	Environmental Assessment, Impact Statement, or Impact Report	Groundwater Withdrawal Permit	VPDES Permit	VWP Permit	PSD Permit (Air Quality)	Federal funding of State Program	Superfund Remediation Application	FTA Section 5310 Funding	State Corporation Commission Application	Other	Virginia Pollution Abatement
Chesterfield	4/29/2022	Old Hundred Trace Apartments	X											
Chesterfield	6/1/2022	Madison Crossing	X											
Chesterfield	6/13/2022	West Hundred Road Apartments	X											
Hanover	6/13/2022	KOFP West Side Hangar Installation	X											
Henrico	5/16/2022	QTS East Expansion					X							
Henrico	6/1/2022	Creighton Road Improvement Project	X											
Richmond	6/13/2022	City of Richmond VPDES Permit				X								

Environmental and Intergovernmental Reviews

April - June 2022

In cooperation with State Agencies, PlanRVA routinely is requested to provide environmental and intergovernmental reviews. PlanRVA staff circulate the review requests among member locality staff for comments and questions prior to submitting a response to the requesting State Agency.

Located within the Richmond Region

Old Hundred Trace Apartments

Chesterfield

The developer of the Old Hundred Trace proposed apartments is applying for Low-Income Housing Tax Credits (LIHTC) for the construction of the affordable housing project known as Old Hundred Trace, a proposed 54-unit multi-family apartment complex that will consist of one three-story residential building with 33 two-bedroom units and 21 three-bedroom units. Of the 54-unit total, six units will be targeted to households with incomes up to 30 percent of the median, 21 units will be targeted to households with incomes up to 50 percent of the median, eight units will be targeted to households with incomes up to 60 percent of the median, and 19 units will be targeted at 80 percent of the median. The proposed site is located at 2140 Old Hundred Road, in Midlothian, Chesterfield County, Virginia. The tract of land to be developed consists of approximately 12.9- acres; however, only a portion of the property will be developed with the proposed apartment building. This Consistency Determination is necessary because the project will be partially funded by HUD using Low-Income Housing Tax Credits (LIHTC). The developer is in the process of having the wetlands delineated and is prepared to incorporate plans to avoid the wetlands into the design of the project. The preliminary site plan (attached) shows that only the northeastern corner of the parcel, nearest the road and furthest from the wetlands, is proposed for development. Impacts to other coastal resources are anticipated to be minimal; the proposed development will be compliant with applicable regulations and permits. .

Madison Crossing

Chesterfield

The proposed project is located on an approximately 85-acre tract of undeveloped land located at 15105, 15107, 15111, 15101, and 15011 Hull Street Road in the Moseley Area of Chesterfield County, Virginia. The purpose of the project is to provide multifamily housing through the construction of both apartment buildings and townhomes, within the Moseley Area of Chesterfield County. According to the County's Comprehensive Plan, adopted in 2019, the subject tract is identified as an area for suburban development, within an already well-established residential setting. The County's Land Use Plan also identifies the subject tract as an area for proposed residential development. The need of the project is to meet the Chesterfield County's Thoroughfare Plan, which includes the installation of the central portion of Ashbrook Parkway, a major arterial, thereby connecting the two existing portions of the road. Additionally, the project will satisfy the urgent housing market. The subject site is currently forested, undeveloped land. Topographic limitations, stormwater requirements, and access required to meet the Virginia Department of Transportation requirements, impacts to aquatic resources cannot be avoided. The layout for Madison Crossing is dictated by several factors that cannot be altered. The proposed civil site design will be done in accordance with Virginia Stormwater Management Act as well as to meet Chesapeake Bay Preservation Act requirements under Chesterfield County ordinances and standards. The project proposes to impact 1.98 acres of forested wetlands. By avoidance and minimization of these impacts approximately 91% (19.82 acres) of the forested wetlands within the project boundaries will remain. No net loss will be achieved by the purchase of a private mitigation bank purchase already secured by the applicant. PlanRVA staff received no comments from member locality staff. PlanRVA staff responded with no comments about the proposed project.

W Hundred Road Apartments

Chesterfield

The subject property is proposed for multifamily residential redevelopment with the W Hundred Road multifamily development. The property currently consists of vacant grassland, naturally vegetated land, and wooded land. The project is being processed through HUD's Multifamily Accelerated Program (MAP) Section 221(d)(4): Mortgage insurance for the new construction or substantial rehabilitation of apartments. The proposed undertaking includes the new construction of two (2) multi-story buildings housing a total of 250 residential units. Additional onsite improvements will consist of a clubhouse, a pool, a cabana, a dog park, paved surface parking areas, and community landscaping. According to the Chesterfield County RPA GIS Map, an RPA area is located on the southern portion of the property; however, no construction activities are proposed for this area. A freshwater forested/shrub wetland is identified on the northern portion of the property, southern property boundary, and on the adjoining property to the east. Based on the presence of these features, these areas may be considered a wetland for purposes of Executive order 11990. As such, it is recommended that a U.S. Army Corps of Engineers-compliant wetlands delineation be completed to determine if wetland areas are identified on the subject property. If the wetlands determination/delineation confirms there are identified wetlands on the subject property, then compliance with Executive Order 11990, "Protection of Wetlands, is required, as well as implementing procedures contained in 24 CFR Part 55. PlanRVA staff received no comments about the proposed project from staff of member localities. PlanRVA staff responded with no comments about the proposed project.

KOFP West Side Hangar Installation

Hanover

The proposed project will develop the Site for use as a new ramp & taxiway, hangar, and parking replacing an earlier potential tie-down apron located in the Hanover Industrial Air Park. This project will require a wetland impact permit from the United States Army Corps of Engineers (USACE) and therefore requires a Federal Consistency Certification. The Site encompasses approximately 3.72 acres and is located in Hanover County off Leadbetter Road at the northwest side of the airport. There are wetlands identified on the National Wetland Inventory outside and to the east of the project area. Currently the Site is unimproved and consists of grass lots. The proposed site plan will avoid impacts to Waters of the United States (WOUS) to the greatest extent practicable while still realizing the purpose and need of the project. Presently 0.37 acre of wetland impacts are proposed and necessary to realize the goals of the project. The Site does not contain a Chesapeake Bay Resource Protection Area (RPA). Presently, no impacts to the RPA onsite are proposed. A Water Quality Impact Assessment will be submitted with the project per CBPA and local regulations. PlanRVA staff received no comments from member locality staff. PlanRVA staff responded with no comments about the proposed project.

QTS East Expansion

Henrico

Quality Investment Properties Richmond, LLC has applied for a new permit for the QTS East Expansion Development. The project is located at 6000 Technology Boulevard in Henrico County, Virginia. The permit will allow the applicant to fill wetlands in order to construct a data center development and associated infrastructure on an approximately 80 acre site. The proposed activity would affect 2.14 acres of wetland. The activity proposed in the permit will affect unnamed tributaries to Canal Swamp in the James River watershed. To compensate for the affected area, the applicant will purchase 4.28 wetland mitigation credits. DEQ's preliminary decision is to issue the permit. PlanRVA staff received no comments from member locality staff as part of the review process. PlanRVA staff responded with no comments about the draft permit.

Creighton Road Improvement Project

Henrico

The Proposed Action is a roadway improvement project located in eastern Henrico and includes construction of a new approximately 1,250-foot-long, four-lane segment of Creighton Road between points approximately 400 feet west of the existing Dabbs House Road intersection and 100 feet northeast of the existing Sandy Lane intersection, widening existing sections of Creighton Road, reconfiguring select intersections, and installing sidewalks along Creighton Road. The proposed improvements require an individual permit (IP) from the U.S. Army Corps of Engineers under Section 404 of the Clean Water Act to impact wetlands and streams. Therefore, Henrico County must certify that the proposed improvements and their potential effects are consistent with the enforceable policies of the Virginia Coastal Zone Management (CZM) Program. Stormwater management infrastructure that would be installed as part of the proposed improvements, including the six-barrel 10-foot by 4-foot by 100-foot box culvert (Item 1 on Figure 1) and curb and gutter that would accommodate runoff from a 100-year storm. The proposed improvements would permanently or temporarily impact a total of 0.67 acre of palustrine forested (PFO) wetlands and permanently impact approximately 402 linear feet (1,136 square feet) of non-tidal streams within or adjacent to the project area. Measures to avoid and minimize impacts on perennial streams and wetlands have been incorporated in the design of the proposed improvements to the greatest extent practicable. These impacts would be limited to areas in the vicinity of a 10-foot by 4-foot by 100-foot box culvert. Temporary wetland impacts would be mitigated by restoring the impacted areas to preconstruction conditions following the completion of land disturbing activities associated with the proposed improvements. To mitigate permanent wetland and stream impacts resulting from the proposed improvements, Henrico County would purchase 1.34 wetland credits, and 648 stream credits from a certified mitigation bank located in HUC 02080206. PlanRVA staff received no comments from member locality staff. PlanRVA staff responded with no comments about the proposed project.

City of Richmond VPDES Permit

Richmond

The City of Richmond has applied for a modified permit to change the location of the Combined Sewer Outfall number 004 on Gillie Creek in the City of Richmond. The applicant is currently authorized to release treated sewage wastewaters from residential and industrial areas at a rate of 45 million gallons per day into a water body. Sludge from the treatment process is disposed of via land-application by a Virginia Pollution Abatement (VPA) - permitted contractor. The facility releases the treated sewage in the James River in The City of Richmond in the Chesapeake Bay, Atlantic Ocean and Small Coastal Basins watershed. The permit limits the following pollutants to amounts that protect water quality: toxicity, nutrients, organic matter, and solids. This facility is subject to the requirements of 9 VAC 25-820 and has registered for coverage under the General VPDES Watershed Permit Regulation for Total Nitrogen and Total Phosphorus Discharges and Nutrient Trading in the Chesapeake Bay Watershed in Virginia under registration number VAN040085. PlanRVA staff received no comments from staff of member localities. PlanRVA staff responded with no concerns about the proposed permit.

SMART SCALE ROUND 5 PROJECT SELECTION

BACKGROUND: At the March 3, 2022, Richmond Regional Transportation Planning Organization (RRTPO) Policy Board meeting, staff reported that they have gotten confirmation from VDOT Richmond District and OIPI that PlanRVA has an additional 4 applications (5 pre-applications) for this round of Smart Scale. The projects are the four remaining projects from the Technical Advisory Committee (TAC) priority project list plus a previous smartscale application.

An explanation was provided about the additional applications that can be submitted by PlanRVA. The RRTPO started with 40 potential projects that could be submitted by application and reduced that to 16 candidate projects. Through a deliberate technical scoring assessment, TAC narrowed that list down to the allowable limit of 12 pre-applications for the RRTPO.

Staff learned in the first week of March that PDCs in Virginia are allowed to submit projects on their own – including those PDCs that coexist with an MPO. An additional 5 project pre-applications can be submitted using the PlanRVA applications. Staff suggested that RRTPO can provide support to PlanRVA for the preparation of these 5 pre-applications and to prepare the full applications for those projects PlanRVA wishes to advance. Through this approach, the 17 highest priority projects for the region can be submitted for consideration in Round 5.

PREVIOUS ACTION TAKEN: The Richmond Regional Transportation Planning Organization (RRTPO) Policy Board approved providing support, if requested, to PlanRVA for the preparation of five (5) pre-applications for Smart Scale Round 5. At the March meeting, the PlanRVA Commission authorized staff to prepare pre-applications for the following projects:

1. NB288 Continuous HSR Lane - Route 711 to Route 6 - Powhatan/Goochland
2. Woodlake Village Pkwy at 360 Triple Lefts - Chesterfield
3. 360/Mechanicsville Turnpike Improvements – Henrico/Richmond
4. Parham Project Pipeline- Henrico
5. I-95/Willis Road Interchange – Chesterfield

PRE-APPLICATION RESULTS: All five pre-applications have been screened by OIPI and VDOT and have been deemed eligible to be submitted as full applications. PlanRVA is eligible to submit four full applications. Since the pre-application period, one of the projects, Woodlake Village Pkwy at 360 Triple Lefts, has been funded through the RRTPO's Congestion Mitigation and Air Quality (CMAQ) improvement program, leaving four candidate projects.

REQUESTED ACTION: The following resolution is presented to the Commission for consideration:

WHEREAS PlanRVA is eligible to submit four (4) projects as applications for Smart Scale

Round 5; and,

WHEREAS four (4) of the PlanRVA pre-application projects remain unfunded; therefore, be it

RESOLVED that the PlanRVA Planning Commission approves the submission of the following projects for Smart Scale Round 5:

1. Route 288 Northbound - Hard Shoulder Running
2. Parham Rd Ped Improvements Holly Hill Rd to Three Chopt Rd
3. Route 360/I-64 Interchange Reconfiguration
4. I-95/Willis Road - Interchange Improvements



FY2023 Proposed Meeting Schedule

Executive Committee	Full Commission
July 14, 2022 8-9 am	July 14, 2022 9-10:30 am
August: No Meeting	August: No Meeting
September 8, 2022 8-9 am	September 8, 2022 9-10:30 am
October 13, 2022 8-9 am	October 13, 2022 9-10:30 am
November 10, 2022 8-9 am	November 10, 2022 9-10:30 am
December 8, 2022 8-9 am	December 8, 2022 9-10:30 am
January: No Meeting	January: No Meeting
February 9, 2022 8-9 am	February 9, 2022 9-10:30 am
March 9, 2022 8-9 am	March 9, 2022 9-10:30 am
April 13, 2022 8-9 am	April 13, 2022 9-10:30 am
May 11, 2022 8-9 am	May 11, 2022 9-10:30 am
June 8, 2022 8-9 am	June 8, 2022 9-10:30 am