

# AGENDA

## RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION

Thursday, March 7, 2019  
9:30 a.m.

Richmond Regional Planning District Commission Board Room

MEETING QUORUM (Certification by RRPDC Director of Transportation)

PLEDGE OF ALLEGIANCE

<b><u>A. ADMINISTRATION</u></b>	<b><u>Tab #</u></b>
1. Approval of RRTPO Meeting Agenda (O'Bannon) ..... ACTION REQUESTED	-
2. Approval of February 7, 2019 RRTPO Meeting Minutes (O'Bannon) ..... ACTION REQUESTED	1
3. Open Public Comment Period (O'Bannon/5 minutes).....	-
4. RRTPO Chairman's Report (O'Bannon/10 minutes).....	-
5. RRTPO Secretary's Report (Parsons/5 minutes)..... a. Richmond and Tri-Cities Memorandum of Understanding Update b. RRTPO Second Quarter Work Status and Financial Reports	2
<b><u>B. NEW BUSINESS</u></b>	
1. FTA Section 5310 Program Grant Applications Endorsement (Lantz/10 minutes) ..... ACTION REQUESTED	3
2. FY19 UPWP Amendment: Transit Vision Plan – Phase II (Parsons/10 minutes).....	4
3. Regional Complete Streets Development Update (Parsons/10 minutes).....	5

**C. AGENCY AND COMMITTEE REPORTS**

**Transportation Agency Updates**

(VDOT, DRPT/10 minutes).....	-
a. VDOT (Thrasher)	
b. DRPT (DeBruhl)	

**D. OTHER BUSINESS**

<b>1. RRTPO Member Comments</b>	
(O'Bannon/10 minutes).....	-
<b>2. Future Meeting Topics - Suggestions</b>	
(O'Bannon/5 minutes) .....	6
<b>3. Next Meeting: April 4</b>	
(O'Bannon) .....	-

**E. ADJOURNMENT: Targeted for 10:45 a.m.**

## **Agenda Item A.2.**

*Minutes of the February 7, 2019 RRTPO Meeting*

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### **REQUESTED ACTION**

*The RRTPO is requested to approve the Minutes of the February 7, 2019 RRTPO meeting as presented.*

**RICHMOND REGIONAL  
TRANSPORTATION PLANNING ORGANIZATION**

**MINUTES OF MEETING  
February 7, 2019**

**MEMBERS PRESENT**

Patricia S. O'Bannon, **Chairman** ..... Henrico County  
John Hodges, **Vice Chairman** ..... Town of Ashland  
Andreas D. Addison ..... City of Richmond  
Parker C. Agelasto ..... City of Richmond  
Manuel Alvarez, Jr. .... Goochland County  
Joi Taylor Dean ..... RMTA  
Jennifer B. DeBruhl ..... DRPT  
Kimberly B. Gray ..... City of Richmond  
James M. Holland ..... Chesterfield County  
Angela Kelly-Wiecek ..... Hanover County  
John Lumpkins, Jr. .... Goochland County  
Cynthia I. Newbille ..... City of Richmond  
Patricia A. Paige ..... New Kent County  
W. Canova Peterson, IV ..... Hanover County  
Mark Riblett (Alternate) ..... Secretary of Transportation Designee  
Herbert A. Richwine (Alternate) (Nonvoting) ..... CTAC  
Frank J. Thornton ..... Henrico County  
Barton A. Thrasher ..... Secretary of Transportation Designee  
Von S. Tisdale (Nonvoting) ..... RideFinders  
David T. Williams ..... Powhatan County  
Garland W. Williams (Alternate) ..... GRTC Transit System  
Christopher Winslow ..... Chesterfield County

**MEMBERS ABSENT**

Cliff Burnette (Nonvoting) ..... VDA  
Charles H. Carter (Nonvoting) ..... CTAC  
Steve A. Elswick ..... Chesterfield County  
Melissa McGill (Nonvoting) ..... FTA  
William E. Melton ..... Powhatan County  
Floyd H. Miles, Sr. .... Charles City County  
Ivan Rucker (Nonvoting) ..... FHWA  
John B. Rutledge ..... CRAC  
C. Thomas Tiller, Jr. .... New Kent County

**ALTERNATE MEMBERS PRESENT, NOT VOTING**

Mark Riblett (Alternate) ..... Secretary of Transportation Designee

**CALL TO ORDER**

Richmond Regional Transportation Planning Organization (RRTPO) Chairman Patricia S. O'Bannon called the February 7, 2019 RRTPO meeting to order at 9:30 a.m. in the Richmond Regional Planning District Commission board room.

**CERTIFICATION OF MEETING QUORUM**

RRTPO Program Assistant Sharon Robeson reported that a quorum was present.

## **PLEDGE OF ALLEGIANCE**

At the request of the Chairman, Patricia A. Paige led the RRTPO in the Pledge of Allegiance to the flag.

## **WELCOME**

Chairman O'Bannon introduced and welcomed Chester A. "Chet" Parsons as the new Richmond Regional Planning District Commission Director of Transportation.

## **A. ADMINISTRATION**

### **1. Approval of RRTPO Agenda**

Chairman O'Bannon requested that the agenda be changed today and going forward to move the Consent Agenda up in the agenda closer to the beginning of the meeting, just before the Open Public Comment Period. She called for other changes to the agenda and there were none. On motion of Angela Kelly-Wiecek, seconded by David T. Williams, the RRTPO unanimously approved the February 7, 2019 meeting agenda as revised.

### **2. Approval of December 6, 2018 RRTPO Meeting Minutes**

Chairman O'Bannon called for changes to the minutes and there were none. On motion of Manuel Alvarez, Jr., seconded by David T. Williams, the RRTPO unanimously approved the minutes of the December 6, 2018 RRTPO meeting minutes as presented.

### **3. Consent Agenda**

On motion of W. Canova Peterson, IV, seconded by Manuel Alvarez, Jr., the RRTPO unanimously approved the following resolutions:

#### **FY18 – FY21 TIP Amendment: Henrico County Automated Traffic Management System (ATMS)**

a. **RESOLVED**, that the Richmond Regional Transportation Planning Organization amends the *FY18 – FY21 Transportation Improvement Program (TIP)* adding the following new project:

- UPC 109951: Automated Traffic Management System (ATMS) – adds this project to the TIP and obligates the preliminary engineering phase – Henrico

#### **b. Performance Based Planning: Safety Targets**

**RESOLVED**, that the Richmond Regional Transportation Planning Organization authorizes the RRTPO Secretary to submit the required letter of Submittal of 2019 Safety Performance Targets to VDOT fulfilling the requirements of the March 2016 FHWA final rulemaking (23 CFR 490) for National Performance Measures for the Highway Safety Improvement Program (HSIP) target setting.

### **4. Open Public Comment Period**

There were no requests to address the RRTPO.

### **5. RRTPO Chairman's Report**

Pat O'Bannon, RRTPO Chairman, reported on the following items.

a. **CTAC Update** – Chairman O'Bannon reviewed that the RRTPO had received a resolution from CTAC requesting RRTPO legislative advocacy at the General Assembly on distracted driving, which raised questions as to CTAC's mission. Chairman O'Bannon reported that she attended the January 17 CTAC meeting and shared the following information resulting from her discussion with CTAC:

- CTAC's main concern was with information flow; they feel they are not being asked for their recommendation on issues before the RRTPO and when CTAC sends an item to the RRTPO for its consideration, they are not fully apprised of RRTPO discussion or action on such matters; there is no feedback.
- CTAC does not know or understand its mission as it relates to the RRTPO and feels isolated and without direction from the RRTPO; they do not feel respected.
- Concern was expressed about the Elderly and Disability Advisory Committee (EDAC) being rolled into CTAC and about the structure and composition of the CTAC Transportation Equity Work Group.

Eric Gregory, RRPDC Legal Counsel, read the section from the MPO Bylaws regarding the purpose and mission of CTAC and the CTAC Transportation Equity Work Group and noted the importance of interface between the RRTPO and their representatives on CTAC for clarity on expectations of the committee.

Chet Parsons said CTAC has significant potential and the personalities and skill sets inherent in CTAC are an asset to the RRTPO. Mr. Parsons will develop a roadmap of how CTAC can better function to serve the RRTPO and the region and will provide an outline for CTAC review and feedback. Communication is a concern and a better framework will be developed for how all of the boards and committees can communicate better with each other and provide regular updates on a more transparent basis.

Chairman O'Bannon noted there are five vacancies on CTAC and Martha Shickle clarified that the vacancies are for additional at-large member organizations. CTAC Vice Chairman Herbert Richwine expressed appreciation for Chairman O'Bannon's attendance and communication with CTAC at their January 17 meeting. There was additional discussion of how to address CTAC concerns including having the Chairman attend at least one CTAC meeting each year and the possibility of addressing transportation barriers to getting to meetings.

- b. **Other** – Chairman O'Bannon noted that in response to RRTPO member requests to have time to bring up concerns not on the agenda, she will add a Member Comment Period under Other Business on agendas to provide for such an opportunity.

## 6. Interim RRTPO Secretary's Report

Martha Shickle, Interim RRTPO Secretary, reported on the following items:

- a. **Ashland Rail Safety Resolution Update** – There was discussion of this item at the January TAC meeting; staff is researching how other communities handle support for rail safety regulations. This will go back to TAC for a recommendation on how the RRTPO might move forward on this topic.
- b. **RRTPO Logo Update** – The West Cary Group developed a logo for the RRTPO; two color versions were passed around at the meeting for consensus on a preferred color scheme. The Executive Committee recommendation on this matter was reported to the RRTPO. No objections were voiced.
- c. **Appointment of RRTPO Secretary** – On motion of Christopher Winslow, seconded by David T. Williams, the Richmond Regional Transportation Planning Organization (RRTPO) voted unanimously to appoint Chester A. Parsons as Secretary to the RRTPO.

## 7. RRTPO Secretary's Report

Chet Parsons, RRTPO Secretary, reported on the following items:

- a. **Richmond and Tri-Cities Memorandum of Understanding Update** – The MOU is in the process of being signed and should be fully executed very soon.
- b. **SMART SCALE Results** – Spreadsheets showing FY20 SMART SCALE Project Scores for the VDOT Richmond District were distributed and discussed. Sulabh Aryal reviewed the results and noted that the Commonwealth Transportation Board has not taken action yet. There was significant discussion of the results with the following major points brought forward:
  - Many of the funded projects were smaller projects such as trails, pedestrian facilities, and parks rather than larger, more expensive road projects.
  - Larger jurisdictions should have sensitivity for the smaller jurisdictions and show more collegiality to their concerns to create a better region.
  - The region may want to consider getting rid of the MPO boundary; roads don't begin or end at the MPO boundary.
  - The I-64 construction is putting a strain on New Kent County secondary roads, fire and rescue services and citizens when traffic is rerouted through the county by GPS services; accidents increased in the county by 45 percent in 2018.
  - Gaps in large road construction projects are financial decisions made by breaking the full project into more affordable sections.

Additional comments or concerns should be communicated to Chet Parsons so they may be compiled and used in conversations about next steps. There was discussion of forming a work group to discuss this concern and look for solutions.

- c. **RRTPO November and December Work Status and Financial Reports** – The November and December Work Status Reports were included under tab four of the agenda package.

## **B. NEW BUSINESS**

### **1. VTrans Update**

Chris Wichman, Senior Transportation Planner for the Office of Intermodal Planning and Investment (OIPI), provided an overview of plans to update VTrans, Virginia's multimodal transportation plan. Mr. Wichman reviewed *VTrans2040*, the current plan noting that work on the plan began in 2015 and the plan was approved by the Commonwealth Transportation Board (CTB) in December 2018. He reviewed the needs assessment and the recommendations from *VTrans2040* and current uses of this plan.

Mr. Wichman reviewed major components for the VTrans update and noted key modifications from the *VTrans2040* plan as well as expected outcomes, the tentative timeline, and stakeholder involvement efforts. Adoption of the mid-term needs is targeted for December 2019 and the VTrans update is expected to be finalized by 2020.

The needs assessment is conducted by travel markets, Corridors of Statewide Significance (CoSS), Regional Networks, and Urban Development Areas (UDAs). Additionally, PSI (potential for safety improvement) is considered in the needs assessment. Long term needs identification is being added as a component in the VTrans update. Other key modifications are being included in the update that consider trade-offs with regard to economic returns and transportation investments.

Stakeholder involvement with MPOs and PDCs is occurring this winter across the state. In the spring of 2019 there will be reviews of existing conditions and trends and economic

profiles as well as discussion of needs identification methodology. Informal updates and notifications will be part of the process as will MPO-initiated discussions.

Public involvement will occur in the spring of 2019 with public meetings in all nine CTB districts and there will be an active online and social media presence in the update process. A statistically significant survey will be conducted using an address-based randomized sample and the survey will also be available for completion at public meetings.

Mr. Wichman responded to RRTPO questions with the following major points addressed.

- VTrans provides two opportunities to look at commuter patterns for secondary roads, one in the regional networks assessment and another in the urban development areas assessment, which are designated growth areas.
- In addition to the randomized address-based survey, there will be polling on the website and by social media, public meetings and pop-up events will supplement the survey; results will be reported separately.
- Informing the RRTPO on when VTrans will have a presence at events could also provide an opportunity for the RRTPO to also provide an opportunity for public engagement.

Following the presentation on VTrans, there was a question as to attendance of the Richmond District CTB member at RRTPO meetings and Chairman O'Bannon noted that past CTB members have attended and provided regular reports at RRTPO meetings. Ms. Shickle noted that the current CTB member attends and participates in the annual Transportation Forum.

There was also a question regarding how the SMART SCALE process moves some projects ahead of others and where the local jurisdiction voice is in that process. Mr. Parsons made note of the question for future discussion.

## **2. CMAQ Program Status Reports**

Chairman O'Bannon noted there would be reports from three agencies receiving annual funding from the Congestion Mitigation and Air Quality (CMAQ) program.

- a. Port of Virginia, Barbara S. Nelson, Vice President of Government Affairs and Transportation Policy** – Ms. Nelson spoke briefly about the significance of the contribution of the Richmond Regional Transportation Planning Organization to the Port of Virginia and reviewed that the barge service was a concept in 2007 which launched in December of 2008 and has continued to sail for 10 years with increasing volumes. The initial hope was that the barge service would have positive impacts on the transportation system with environmental benefits and economic opportunities. Ms. Nelson expressed appreciation for the RRTPO contribution of approximately \$15 million inside of the gate in support of the barge service including the CMAQ funded Green Operator Program. The volumes at the Port have increased significantly year over year with consolidation of shipping lines and larger ships requiring fewer vessel calls. Imports and exports are balanced so boxes aren't being returned empty, which creates a sustainable service. Between fiscal years 15 and 18, the total volume on the barge increased by 50 percent. There have been reductions in all categories of emissions from FY17 to FY18. Comparing truck service to the barge service shows significant reductions in the tons of emissions that go into the air and demonstrates the air quality benefit of the barge service. Current customers were review and two new customers are anticipated to

add 5,000 containers a year to the barge thereby removing 5,000 truck trips from the I-64 corridor.

**b. City of Richmond, Dironna Moore Clarke, Multimodal Transportation**

**Manager** – Ms. Clarke said the City of Richmond Employee Trip Reduction Program (ETRP) is part of the city's larger Transportation Demand Management Program (TDM). The ETRP seeks to reduce the number of single occupancy vehicles driven to work by city employees by encouraging use of alternative forms of transportation for commuting to and from work. The program provides GRTC transit swipe cards and vanpool vouchers to city employees. Seven percent of the city workforce, 290 employees, participated in the program during 2018, short of the 400 participants anticipated. This led the city to expand its TDM scope to encourage other city businesses to participate. The annual program cost is \$140,000 and the city will utilize all FY17 CMAQ funds by June 30, 2019 and will use all FY18 CMAQ funds by June 30, 2020. The ETRP improves air quality, reduces dependence on single occupancy vehicles, improves the air quality and reduces the need for parking facilities. The program reduces vehicle miles traveled thereby removing .14 tons of hydrocarbons (HC) and .43 tons of nitrous oxide (NOx) per year from the air. Ms. Clarke responded to questions and noted that by the time the City comes back next year, there will be private sector participants in this expanded TDM program and there may be a request for funding in future years.

**c. RideFinders, Von S. Tisdale, Executive Director** – Ms. Tisdale said the expanded city ETRP program is an example of what RideFinders does with the private sector. with about 42 state agencies and private sector businesses already enrolled in similar ETRP programs. RideFinders has the same governing board as GRTC but also has a separate advisory board and separate bylaws. Ms. Tisdale reviewed funding sources and RideFinders services as well as 2018 program highlights including significant peer industry and agency awards for marketing campaigns and outreach programs efforts. The vanpool program had a total of 43,241 passengers travelling 87,847,359 passenger miles with 1,125,934 passenger trips. RideFinders does extensive training and education with trip planning, new technologies or services in order for customers to feel comfortable. Ms. Tisdale thanked the RRTPO for their investment in RideFinders which has been consistent, as well as to thank others providing funds to RideFinders.

**3. FY20 Unified Planning Work Program (UPWP) Priorities**

Chairman O'Bannon noted the materials included under agenda tab six noting that the UPWP is what we base the RRTPO budget on and what is used to request funds from FHWA, FTA and other funding agencies.

Martha Shickle noted the staff report is the same as that distributed in December. This is what staff will use to begin work on developing the FY20 Unified Planning Work Program (UPWP), the RRTPO program of work for FY20. Ms. Shickle said approval of the priorities was delayed to allow the new RRTPO Secretary time to review the priorities. She said she wanted to make sure that there isn't something significant missing that the RRTPO would want to be included in next year's work program. She noted that these priorities follow the same format as the current year's work program.

The focus is on meeting the findings of the certification review and considering the recommendations in preparation for meeting the requirements for the next certification review. The second set of priorities focuses on continuation of existing work efforts

and Ms. Shickle reviewed some of these efforts. The third set of priorities is FY20 focal areas which include transportation investments to capitalize on regional commerce, workforce mobility and accessibility; expanding access to transit through multimodal connectivity and park and ride facilities; increasing opportunity for residents of the region to engage in public planning processes; and identifying strategies for improving identified performance measures.

The FY20 UPWP will begin July 1 and will most likely come to the RRTPO in the April/May time frame. The RRTPO must meet set deadlines for providing the document to funding partners for their review and funding consideration. The RRTPO budget also feeds into the RRPDC budget for the next fiscal year. The following suggestions were provided by the RRTPO:

- There is a need to explore expanding funding resources to the region; SMART SCALE funding is decreasing for the region and there doesn't appear to be significant funding from the state.
- There was a suggestion to be prepared to consider forming a transit or transportation authority to receive funds should Richmond be selected for a casino; the General Assembly will study establishing casinos over the next year.
- Meeting with the Richmond Metropolitan Transportation Authority could be a productive way to begin exploring establishing a transportation funding authority. The membership could be expanded to include other jurisdictions.
- Establishing a work group to consider transportation funding for the region should continue; the work group established two years ago has not met for about a year. This matter of transportation funding should not fall by the wayside.

## **C. AGENCY AND COMMITTEE REPORTS**

### **1. Transportation Agency Updates**

- a. VDOT** – Bart Thrasher, designee for the Virginia Secretary of Transportation, reported as follows:
  - Commonwealth Transportation Board (CTB) Meetings Update:
    - SMART SCALE application scores were released at the January meeting. These scores will continue to be reviewed. There will be a spring SYIP public meeting when the CTB will receive comments; the RRTPO will be apprised of the date for that meeting.
    - The Ashland to Petersburg Trail Study was added to the Six-Year Plan at the January meeting.
    - The next CTB workshop meeting will be held February 19 with the full meeting to be held on February 20.
- b. DRPT** – Jennifer DeBruhl, DRPT Chief of Public Transportation, reported on the following:
  - Rail Update:
    - Construction at Acca Yard is now complete and additional train slots are coming to the region; DRPT will be adding a second Norfolk train March 4 leaving Main Street Station at 6:35 a.m.
    - The additional Norfolk train will bring service through midday train will come through Staples Mill Rd around 11:10 to Ashland and on through D.C.

- Work continues with D.C. on expansion of the Long Bridge and will soon not be able add any northbound rail capacity. This may be a future topic the RRTPO would like to hear more about later this year.
- In partnership with VCU there will be a special Rams Amtrak care leaving the Staples Mill Station on March 14 heading to the tournament in New York.

Based on anecdotal information, Kim Gray inquired about pay stations going down for the Pulse with some riders riding for free and others using expired VCU IDs since there is no way to scan these for validity. She said she would appreciate information on this possibly at the March meeting.

**2. Community Transportation Advisory Committee (CTAC) Meeting Report**

CTAC Chairman Charles Carter was not present and Chairman O'Bannon noted the meeting report included under agenda tab five saying CTAC was covered earlier in the meeting.

**D. OTHER BUSINESS**

**1. Future Meeting Topics**

Chairman O'Bannon noted the future meeting topics included in tab eight of the agenda package and asked that members call her with suggestions for additional topics.

**2. Next Meeting: March 7**

Chairman O'Bannon announced that the next RRTPO meeting is scheduled for Thursday, March 7, 2019.

**E. ADJOURNMENT**

Chairman O'Bannon adjourned the meeting at 11:40 a.m.

CAP/sr

**Agenda Item A.5.**

*RRTPO Secretary's Report*

**NO ACTION REQUESTED – INFORMATION ITEM**

1. *Transportation Richmond and Tri-Cities Memorandum of Understanding Update*
2. *Second Quarter Work Status and Financial Reports.....page 1*

## **RRTPO QUARTERLY BILLING REPORT – October through December 2018**

### **1.0 Program Management**

#### **1.1 Program Management**

- *RRTPO Policy Board:* Coordinated and participated in the following meetings:
  - October 4, 2018: Transportation Performance Measures: Progress Report 2018, Consideration of CTAC Membership, GRTC Care On-Demand
  - November 2018: No meeting
  - December 6, 2018: Performance Based Planning and Programming-Target Setting; Transportation Performance Measures-Progress Report 2018; Transportation Forum Follow-up Report; Recruitment for Director of Transportation; CTAC Membership Update; Richmond and Tri-Cities Memorandum of Understanding; RSTP Transfer Requests-Port of Richmond Intermodal Transfer Improvements and Ashland Trolley Line Trail; CMAQ Allocation Swap- Chesterfield Rt 1 Sidewalks; FY19 UPWP Budget Amendment; and FY20 UPWP Priorities.
- *RRTPO Technical Advisory Committee:*
  - October 9, 2018: Transportation Performance Measures Progress Report 2018; Regional Multimodal Complete Streets Update; Park & Ride Lot Investment Strategy Study; plan2045 Base Year Socioeconomic Data Update; Performance Based Planning and Programming; RSTP and CMAQ Process Update;
  - November 13, 2018: Transportation Performance Measures Progress Report 2018; Regional Multimodal Complete Streets Update; Park & Ride Lot Investment Strategy Study; plan2045 Base Year Socioeconomic Data Update; Performance Based Planning and Programming; RSTP and CMAQ Process Update.
  - December 2018: No meeting
- Prepared and submitted the FY 19 First Quarter VDOT and DRPT Progress Reports and Invoices

#### **1.2 UPWP and Budget**

- Management and invoicing of contracts and agreements with VDOT and DRPT to support the RRTPO programs.
- Conducted comparative review of the current and draft Memorandum of Understanding (MOU) for Coordination of Transportation and Air Quality Planning, and prepared detailed and summary reports.
- Completed work on a comparative review of the current and draft Memorandum of Understanding (MOU) for Coordination of Transportation and Air Quality Planning and prepared an executive summary report.

- Prepared proposed budget amendments to the FY 19 UPWP shifting 5303 and 5303 carryover funds among staff work tasks (in order to allow staff to bill for 5303 carryover funds prior to billing for current year funds, per DRPT requirements).
- Action taken at the December 6, 2018 RRTPO meeting to approve proposed UPWP budget amendments.

## **2.0 Transportation Planning**

### **2.1 Public Outreach and Equity Analysis**

#### *Public Participation and Outreach*

Participated in the following activities to support public participation and outreach:

- Provided support, maintenance, and updating of the RRTPO website, including: meeting agendas and minutes, amended FY18 - FY21 TIP, FY19 UPWP, amended RSTP and CMAQ tracking sheets, environmental and intergovernmental reviews and the street name clearinghouse listings.

### **2.2 Performance Based Transportation Planning**

#### *TDM, Trends and Targets*

Participated in the following activities toward Performance Based Planning and Programming:

- Attended the October 2 Quarterly VDOT/FHWA/MPO meeting on MAP-21 Performance Management Rules Implementation.
- Posted the RRTPO the annual update to the Transportation Performance Measures Progress Report – 2018 ahead of the October 31, 2018 deadline.

#### *Congestion Management Plan*

Participated in the following activities to support the regional Congestion Mitigation Plan:

- Continued update of annual accident and bottleneck data reports.

#### *plan2040, vtrans2040, plan2045*

Participated in the following activities to support the planning and development of regional long-range planning activities:

- Attended the Consortium for Scenario Planning monthly workgroup meetings for ‘Scenario Planning Technology Workgroup’ and ‘Scenario Planning Process Design Workgroup’.
- Finalized the MAP 21 performance measures targets for the asset condition and system reliability performance measures, and submitted the TPO targets to OIPI.
- Worked with VDOT Richmond District and FHWA Virginia Division on restructuring timeband 1 of *plan2040* to develop an administrative modification. The purpose of this restructuring is to avoid project delays at NEPA review, which reviews project information in the active long-range transportation plan.

## 2.3 Transit

### *Transit 2040 Implementation and Transit Oriented Development*

Participated in the following activities to advance development and implementation of elements of the Transit Vision Plan for the Richmond Region:

- Continued research efforts and literature review related to Transit-Oriented Development.
- Participated in the October 10, 2018 Richmond BizSense panel discussion “The Future of Transit-Oriented Development in Richmond” at the Main Street Station.
- Participated in the November 14 VDRPT Urban Transit Agencies and MPO Workshop at VDRPT’s Richmond office. The workshop presented information on special programs such as Senior Transportation and Section 5310, transit capital and operating assistance, transit development plans and strategic plans, and the VW Environmental Mitigation Trust.
- Participated in the November 15 DRPT Mobility Programs Grant Programs Workshop at DRPT’s Richmond office. The workshop presented information on the TDM Operating Assistance and Mobility Programs grant programs, including what’s new, program goals and priorities, requirements and the application. The workshop also reviewed TDM program strategic planning and performance measures, training opportunities, and opportunities for statewide marketing partnerships and marketing planning assistance. Followed-up by providing Sarah Rhodes with a brief summary of the workshop and a copy of the workshop handout.
- Met with DRPT on December 14th to discuss possible approaches to advancing critical first steps from the Greater RVA Transit Vision Plan (transit 2040). Draft scopes of work for both West Broad Street Corridor Transit Implementation Plan and the development of the North/South Corridor Transit Study were reviewed as part of this assessment. The follow up meeting on January 8, 2019 with DRPT, Henrico, the City, and GRTC resulted in the need to conduct a second phase of the Transit Vision Plan given changes since the Vision Plan was completed and endorsed by the RRTPO. An RFP for a consultant to do this Phase II work is now under development.

### *Paratransit and CHSMP*

Participated in the following activities related to paratransit and coordinated human services:

- Participated in the October 4 meeting of the Hanover Human Services Network concerning the update to the Coordinated Human Service Mobility Plan.
- Presented at the October 25 Senior Connections Advisory Council regarding transportation services updates, specifically; changes to GRTC fixed route and paratransit service, the update to the Coordinated Human Services Mobility Plan, and the transition from EDAC to CTAC.
- Participated in the October 16 Age Wave Planning meeting at Senior Connections.
- In preparation for the January 3 meeting of the Hanover Human Services Network, contacted the consultant for the Coordinated Human Services Mobility Plan and requested an update on the plan and upcoming milestones. Received the information from the consultant and developed a summary for distribution at the Network meeting.

- Participated in the December 7 Age Wave Leadership event at Westminster Canterbury. The event featured presentations and group discussions on Disrupting Ageism, identifying elderhood gifts, and responding to the needs of “blue zones.”
- Began reviewing TPO, CTAC and EDAC bylaws, agendas and minutes for background information related to the establishment and mission of CTAC and EDAC and in preparation for developing a summary report.

#### *Park and Ride and Multimodal Transportation Connectivity*

Participated in the following activities to advance development of a regional park and ride study focused on improving access to multimodal transportation:

- Park & Ride Lot Investment Strategy
  - Held the study Kick-Off meeting on October 25. The Kick-Off meeting focused on the development of the overall vision for regional park and ride, as well as finalizing existing conditions data. The first technical memo will be complete in November 2018.
  - Reviewed Draft Technical Memo 1 for the study and made the memo available for Work Group review. Reviewed the preliminary prioritization matrix.
  - Compiled comments on P&R Investment Strategy Technical Memo 1 into a matrix in Excel.
  - Discussed development of the prioritization matrix.

## 2.6 Active Transportation: Bicycle and Pedestrian

#### *Local Bike/Ped Coordination*

Participated in the following activities related to local bike and pedestrian coordination:

- Continued work with Smart Growth America to develop a scope of work on a plan to provide technical assistance for a series of workshops on Complete Streets and regional guidance with the Town of Ashland.
- Revised scope of work which is currently under review.

#### *Bike/Pedestrian Connectivity*

Participated in the following activities related to bike and pedestrian connectivity:

- Worked with East Coast Greenway Alliance on two sections of potential trail in the Richmond region for designation as part of the ECG.
- Participated in the quarterly East Coast Greenway Alliance Greenway Council conference call. Two sections of trail in the Richmond region were designated as part of the ECG.

#### *Advisory Committee Coordination*

Participated in the following activities to coordinate the active transportation working group:

- Held the kick-off Active Transportation Work Group, which included partners from around the region to discuss bike and pedestrian issues and projects. Began planning for the next quarterly meeting.
- Worked with the officials from National Park Service’s Rivers, Trails, and Conservation Assistance program to plan for their assistance with the RRTPO’s on a

scope of work and the establishment of a work group effort on the potential Trolley Line Trail.

- Began planning for the January meeting of the Active Transportation Work Group.
- Continued scheduling and planning for the January quarterly meeting of the Active Transportation Work Group.

#### *Regional Bicycle, Pedestrian and Trail Planning*

Participated in the following activities to coordinate regional bicycle and trail planning:

- Participated in the quarterly Virginia Bicycle and Pedestrian Advisory Council meeting.
- Continued to work with the officials from National Park Service's Rivers, Trails, and Conservation Assistance program to plan for their assistance with the RRTPO's on a scope of work and the establishment of a work group effort on the potential Trolley Line Trail. Scheduled stakeholder meetings with Ashland and the counties of Henrico and Hanover.
- Held the first stakeholder meetings on December 13, 2018 with Ashland, the counties of Hanover and Henrico, and Dominion Energy.

### 2.8 Special Planning Efforts and Studies

#### *Comprehensive Economic Development Strategy*

- Attended Richmond300 Master Plan update meetings on economic development, transportation, land use and environment to provide regional technical assistance to the City department staff team

## 3.0 **Technology and Applications**

### 3.1 Transportation Data and Analysis

#### *Socioeconomic Data*

Participated in the following activities to support development of socioeconomic data:

- Provided the completed 2017-Base Year data to the jurisdictions for their review and approval. Any comments/corrections provided by the locality staff were incorporated in the final draft.
- Developed scope and framework for 2045-Future Year data.
- Reached out to Weldon Cooper staff to discuss 2045 Jurisdictional projections.
- Socioeconomic Data Workgroup meeting held on November 1st. 2017 Base year data approved by the workgroup.
- Presented the 2017 Base Year data for TAC approval.
- Work initiated for the 2045 Future Year projections including population, employment and school enrolments.

### 3.2 Regional Travel Demand Model (RTDM)

#### *Regional Travel Demand Model*

Participated in the following activities to support application of the regional travel demand model in regional transportation planning efforts, and oversee on-call consultant:

- Consultant Work Orders # 4 & 5
  - Attended discussion sessions with the on-call consultants for the Scope of Work Order # 5

- Reviewed on-call consultant close -out invoice and developed invoice cover memo for the one delivered on October 19, 2018
- Continued discussion sessions with the on-call consultants for the Scope of Work Order # 5.
- Scope of work finalized; negotiating on the budget. Work on Work Order # 5 likely to start in December.
- Scope of work finalized – This task would investigate Dynamic Traffic Assignment (DTA) Subarea Model Development with Mesoscopic Simulation for a portion of I-95/I-64 overlap corridor in the city of Richmond.
- Coordinated with VDOT TMPD, Richmond City and I-95 Corridor Coalition’s Probe Data Analytics staffs to get automobile count data, signal timing data and INIRIX data to be used in the study.
- Richmond/Tri-Cities Model (RTC) Update
  - Attended web-based meeting discussions on the RTC model development process.
  - Coordinated with City of Richmond staff to get Road Prohibitions (truck restrictions, bus lane only, no left turns etc.) for the highway network for the RTC model update process.
  - Coordinated with VDOT staff to get the downtown Richmond TAZs Parking Cost
  - Provided a list of Park and Ride locations in the Richmond/Tri-Cities Region to be coded in the RTC model.
  - Met with Citilabs’ global account director (provider of Cube Software use for RTC model) to discuss about complementary access to other Citilabs Products.
  - Discussions on how to introduce managed lanes (HOV, HOT) functionality in the RTC Model.
  - Discussions on the calibration results of the trip generation model.
- Meetings/Conferences
  - Attended STARS 2018 Henrico County Corridors: Route 60 (Williamsburg Road) and SR 33 (Staples Mill Rd) kick-off Meeting held at Henrico Government Center.
  - Attended STARS 2018 Chesterfield County Corridors: Route 60 (Midlothian Turnpike) and Route 76 (Powhite Parkway) kick-off Meeting held at Chesterfield Government Center

## **4.0 Financial Programming**

### **4.1 Transportation Improvement Program (TIP)**

#### *Maintenance*

- Based on TPO approval on 12/6/18, a TIP amendment project (RMT emergency bulkhead repair, #114631) was submitted to VDOT on 12/6/18. The updated TIP with this amendment was placed on the TPO web site on 12/13/18. Also, TPO approved a transfer of \$1,000,000 RSTP funds from the regionwide project (#101492) to the RMT Emergency Bulkhead Repair project (#114631). Received a PD-24 request from VDOT on 12/14/18, shifted \$1,000,000 RSTP funds from the regionwide project (#101492) to the RMT Emergency Bulkhead Repair project (#114631).
- Based on the VDOT submission, prepared the FY18 Annual Obligation Reports using the TPO format, and the report was placed on the TPO web site on 12/4/18. The report consisted of locality, UPC and description, and funding sources (NHS/NHP, STP/STBG, EB/MG, CMAQ, RSTP, BROS, DEMO, Safe) and funding amount.

### *TIP Analysis and Maintenance*

Participated in the following activities to support analysis and maintenance of the current FY 18–21 Transportation Improvement Program:

- Adjust the FY18 – FY21 TIP at VDOT’s request for two projects (the Chesterfield Rt 10 widening from I-95 to Rt 1--#102952; and the Hanover Rt 656 Sliding Hill Rd corridor project--#104957), and the adjusted projects were submitted to VDOT on 10/15/18.
- Prepared TIP amendments and adjustments records until 10/31/18.

### *Annual Listing of Obligations*

- Received FY18 Annual Obligation Reports from DRPT (11/5/18) and VDOT (11/7/18), and arranging the report information. The VDOT’s report included 143 projects and the DRPT report included 10 projects. The report consisted of locality, UPC and description, and funding sources (NHS/NHP, STP/STBG, EB/MG, CMAQ, RSTP, BROS, DEMO, Safe) and amount. Prepared report to be posted on the TPO’s web site before December 31, 2018.

## 4.2 Six-Year Improvement Program

### *RSTP*

- Updated the RRTPO RSPT and CMAQ Tracking Sheets based on October 19 for two transfer requests from VDOT Richmond District:
  - Shifted FY12 RSTP funds, \$255, from the Chesterfield Rt 147 (Huguenot Rd) widening between Rt 60 and Old Buckingham Rd closeout project (#90346) to the regionwide traffic operation improvements project (#101492)
  - Shifted FY12 CMAQ funds, \$16,807, from the Richmond bike sharrows-NS closeout project (#100493) to the regionwide traffic operation improvements project (#101492)
- FY20 – FY25 RSTP projects and funds application had been underway. The application due is 11/1/2018.
- The TPO staff conducted meetings with local jurisdictions and agencies to review their existing RSTP projects and FY20 – FY25 RSTP applications as follows:
  - 11/7/18: Reviewed with Hanover staff.
  - 11/8/18: Reviewed with Henrico staff.
  - 11/9/18: Reviewed with Richmond staff.
  - 11/9/18: Reviewed with Powhatan staff.
  - 11/14/18: Reviewed with Ashland staff.
  - 11/15/18: Reviewed with Chesterfield staff.
  - 11/16/18: Reviewed with Goochland staff.
  - 11/20/18: Reviewed with Port of Richmond staff.
- The RSTP projects applications review process is still underway.
- Based on the VDOT PD-24 request, shifted \$2,195,140 FY16 RSTP funds from the Chesterfield Rt 360 widening between 0.3 MW Woodlake Village Pkwy and 0.43 ME Woodlake Village Pkwy project (#97687) to the regionwide traffic operations improvements project (#101492) on 11/27/18. The updated tracking sheets were submitted to VDOT and placed on the TPO web site on 11/27/18.

- Based on TPO approval on a transfer of \$1,000,000 RSTP funds from the regionwide project (#101492) to the RMT Emergency Bulkhead Repair project (#114631), requested VDOT a PD-24. After receiving a PD-24 request from VDOT on 12/14/18, shifted \$1,000,000 RSTP funds from the regionwide project (#101492) to the RMT Emergency Bulkhead Repair project (#114631).
- TPO approved shift of \$258,536 FY13 RSTP funds from the regionwide project (#101492) to the Ashland trolley line trail II project (#103393) on 12/6/18. After submitting a request to VDOT, staff received a PD-24 request from VDOT on 12/14/18. Shifted \$258,536 FY13 RSTP funds for the project; submitted VDOT the updated tracking sheets; and placed the updated tracking sheets on the TPO web site on 12/17/18.

### *CMAQ*

- FY20 – FY25 RSTP projects and funds application had been underway. The application due is 11/1/2018.
- Continued to research CMAQ ERA options for presentation at the follow-up working group.
- The TPO staff conducted meetings with local jurisdictions and agencies to review their existing CMAQ projects and FY20 – FY25 CMAQ applications as follows:
  - 11/8/18: Reviewed with Henrico staff.
  - 11/9/18: Reviewed with Richmond staff.
  - 11/15/18: Reviewed with Chesterfield staff.
  - 11/19/18: Reviewed with RideFinders staff.
  - 11/20/18: Reviewed with Port of Richmond staff.
- The CMAQ projects applications review process is still underway.
- Received a draft Emission Reductions Analysis (ERA) report for 19 FY20-FY25 CMAQ projects from the VDOT Environmental Division on 12/6/18. The report has been under review.
- TPO approved shift of \$250,000 CMAQ funds from the regionwide project (#101492) to the Chesterfield Rt 1 sidewalk between Merriewood Rd and Elliham Ave project (#113843) on 12/6/18. Staff is waiting for the VDOT PD-24 request.
- On 12/6/18, TPO approved shift of FY22 \$1,000,000 CMAQ funds from the regionwide project (#101492) to the Chesterfield Rt 1 sidewalk between Merriewood Rd and Elliham Ave project (#113843), and FY24 \$1,000,000 CMAQ funds from the Chesterfield Rt 1 sidewalk between Merriewood Rd and Elliham Ave project (#113843) to the regionwide project (#101492). Staff is waiting for the VDOT PD-24 request.
- The TPO staff continues to review the FY20 -FY 25 CMAQ project applications and process.

### *High Priority, District Grant and State of Good Repair Programming*

Participated in the following activities to support project review, selection, funds allocation and monitoring of High Priority, District Grant, and State of Good Repair funds:

- Continued working with VDOT and Local Jurisdictions to validate project application information. The RRTPO received 99 validation alerts and had validated all but 11 alerts by the end of October. Continuing to work with VDOT Richmond District and Chesterfield to completed last 11 validation alerts.

- Continued working with VDOT and Local Jurisdictions to validate project application information. The RRTPO receive 125 validation alerts (including estimate and schedules) and had validated all but 4 alerts by the end of November. Continuing to work with VDOT Richmond District and Chesterfield to completed last 4 validation alerts.
- Worked with VDOT and Local Jurisdictions to finalize project validation ahead of SMART SCALE scoring completion.

**RICHMOND REGION TPO - FINANCIAL STATUS REPORT**  
**Fiscal Year 2019 Quarter 2**

UWP Task	Description	Agency Staff	Funding Sources	Task Budget	Spent This Period	Spent To Date	% Spent	Remaining Balance
1.1	Program Administration	RRPDC	PL	\$ 91,009	\$ 40,303	\$ 84,474	93%	\$ 6,535
1.1	Program Administration	RRPDC	Section 5303	\$ 7,584	\$ 4,951	\$ 4,951	65%	\$ 2,633
1.1	Program Administration	RRPDC	Section 5303-CO	\$ 22,752	\$ 8,028	\$ 22,752	100%	\$ (0)
1.2	UPWP and Budget	RRPDC	PL	\$ 50,230	\$ 8,136	\$ 24,315	48%	\$ 25,915
1.2	UPWP and Budget	RRPDC	Section 5303	\$ 4,186	\$ -	\$ -	0%	\$ 4,186
1.2	UPWP and Budget	RRPDC	Section 5303-CO	\$ 12,558	\$ 2,692	\$ 8,085	64%	\$ 4,473
2.1	Public Outreach/Equity	RRPDC	PL	\$ 64,792	\$ 25,363	\$ 37,292	58%	\$ 27,500
2.1	Public Outreach/Equity	RRPDC	Section 5303	\$ 8,722	\$ -	\$ -	0%	\$ 8,722
2.1	Public Outreach/Equity	RRPDC	Section 5303-CO	\$ 26,166	\$ 13,487	\$ 19,910	76%	\$ 6,256
2.2	Performance Planning	RRPDC	PL	\$ 134,192	\$ 17,591	\$ 50,564	38%	\$ 83,628
2.2	Performance Planning	RRPDC	Section 5303	\$ 13,064	\$ -	\$ -	0%	\$ 13,064
2.2	Performance Planning	RRPDC	Section 5303-CO	\$ 39,192	\$ 6,825	\$ 19,665	50%	\$ 19,527
2.3	Transit	RRPDC	PL	\$ 189,048	\$ 45,773	\$ 63,831	34%	\$ 125,217
2.3	Transit	RRPDC	Section 5303	\$ 338,668	\$ -	\$ -	0%	\$ 338,668
2.3	Transit	RRPDC	Section 5303-CO	\$ 112,681	\$ 62,743	\$ 105,855	94%	\$ 6,826
2.4	Richmond Rail	RRPDC	PL	\$ 2,000	\$ -	\$ 42	2%	\$ 1,958
2.4	Richmond Rail	RRPDC	Section 5303	\$ 3,945	\$ -	\$ -	0%	\$ 3,945
2.4	Richmond Rail	RRPDC	Section 5303-CO	\$ 11,833	\$ -	\$ 328	3%	\$ 11,505
2.5	Freight - Intermodal	RRPDC	PL	\$ 19,278	\$ 490	\$ 1,013	5%	\$ 18,265
2.5	Freight - Intermodal	RRPDC	Section 5303	\$ 4,820	\$ -	\$ -	0%	\$ 4,820
2.5	Freight - Intermodal	RRPDC	Section 5303-CO	\$ 14,458	\$ 490	\$ 1,012	7%	\$ 13,446
2.6	Bike and Pedestrian	RRPDC	PL	\$ 98,717	\$ 22,352	\$ 28,457	29%	\$ 70,260
2.6	Bike and Pedestrian	RRPDC	Section 5303	\$ 53,175	\$ 1,359	\$ 1,359	3%	\$ 51,816
2.6	Bike and Pedestrian	RRPDC	Section 5303-CO	\$ 19,472	\$ 14,978	\$ 19,472	100%	\$ -
2.7	Environment	RRPDC	PL	\$ 80,083	\$ 2,946	\$ 5,104	6%	\$ 74,979
2.8	Special Planning Studies	RRPDC	PL	\$ 57,887	\$ 26,275	\$ 30,171	52%	\$ 27,716
2.9	Contingency Funding	RRPDC	PL	\$ 124,995	\$ -	\$ -	0%	\$ 124,995
2.9	Contingency Funding	RRPDC	Section 5303	\$ -	\$ -	\$ -	0%	\$ -
3.0	Data and Analysis	RRPDC	PL	\$ 202,549	\$ 25,350	\$ 53,658	26%	\$ 148,891
3.0	Data and Analysis	RRPDC	Section 5303	\$ 14,574	\$ -	\$ -	0%	\$ 14,574
3.0	Data and Analysis	RRPDC	Section 5303-CO	\$ 43,721	\$ 19,825	\$ 41,947	96%	\$ 1,774
3.0	Data and Analysis	Consultant	RSTP	\$ 100,000	\$ -	\$ -	0%	\$ 100,000
4.0	Financial Programming	RRPDC	PL	\$ 166,437	\$ 52,297	\$ 96,590	58%	\$ 69,847
4.0	Financial Programming	RRPDC	Section 5303	\$ 22,410	\$ -	\$ -	0%	\$ 22,410
4.0	Financial Programming	RRPDC	Section 5303-CO	\$ 67,228	\$ 28,148	\$ 52,003	77%	\$ 15,225
	Totals			\$ 2,222,426	\$ 430,405	\$ 772,852	35%	\$ 1,449,574
<b>Summary:</b>								
	PL Funds:	PDC Staff		\$ 1,281,217	\$ 266,877	\$ 475,511	37%	\$ 805,706
	RSTP	Consultant		\$ 100,000	\$ -	\$ -	0%	\$ 100,000
	Current Section 5303	PDC Staff		\$ 471,148	\$ 6,310	\$ 6,310	1%	\$ 464,838
	Carryover Section 5303	PDC Staff		\$ 370,061	\$ 157,218	\$ 291,031	79%	\$ 79,030
	RRPDC			\$ 2,122,426	\$ 430,405	\$ 772,852	36%	\$ 1,349,574
	Local Governments/Consultants			\$ 100,000	\$ -	\$ -	0%	\$ 100,000
	TPO Summary Totals			\$ 2,222,426	\$ 430,405	\$ 772,852	35%	\$ 1,449,574

## **Agenda Item B.1.**

### *FTA Section 5310 Program Grant Applications Endorsement*

#### **REQUESTED ACTION**

*The RRTPO is requested to endorse five applications for Federal Transit Administration (FTA) Section 5310 grant applications submitted to the Department of Rail and Public Transportation.*

#### **RESOLUTION**

*The following resolution is presented for RRTPO approval:*

***RESOLVED***, that the Richmond Regional Transportation Planning Organization endorses the following applications for Federal Transit Administration (FTA) Section 5310 funds and found by the Virginia Department of Rail and Public Transportation (DRPT) to be eligible for FTA Section 5310 Program funds:

- *Chesterfield County Citizen Information and Resources: purchase software and equipment to support the use of fare cards, \$200,000;*
- *Chesterfield County Department of Mental Health Support Services: purchase one nine passenger raised roof passenger van with wheelchair lift and two 15-passenger body on chassis vans with wheelchair lifts, \$190,000;*
- *Greater Richmond Association of Retarded Citizens: purchase one 15-passenger van with wheelchair lift, \$65,000;*
- *Hanover County: support of specialized transportation services for non-driver older adults and individuals with disabilities, \$40,000; and*
- *Senior Connections, The Capital Area Agency on Aging: mobility management and transportation services for older adults and persons with disabilities: \$426,800.*

## **RRTPO AGENDA 3/7/19; ITEM B.1.**

### **FTA SECTION 5310 PROGRAM GRANT APPLICATIONS ENDORSEMENT**

#### **Richmond Regional Transportation Planning Organization**

**REQUESTED ACTION:** Richmond Regional Transportation Planning Organization (RRTPO) action is requested to endorse applications submitted by Richmond area local governments, human service agencies, and supporting organizations for Federal Transit Administration (FTA) Section 5310 program grant funds.

**BACKGROUND:** The FTA 5310 program, Enhanced Mobility of Seniors and Individuals with Disabilities, was developed to provide assistance in meeting special transportation needs of elderly persons and persons with disabilities by removing barriers to transportation services and expanding mobility options.

Federal Transit Administration Section 5310 funds are divided by three geographic categories, large urbanized areas, small urbanized areas and rural areas by the following formula:

- 60 percent to large urbanized areas with a population of 200,000 or greater;
- 20 percent to small urbanized areas with a population of 50,000 to 200,000; and
- 20 percent to rural areas (all other areas of the state).

In preparation for the February 1, 2019 application deadline for federal FY19 FTA Section 5310 funding, presentations were made to local human service agencies throughout the calendar year and a meeting was held at the RRPDC offices on September 25, 2018 with potential applicants.

During these presentations and meetings, the discussion focused on providing information and answering questions about the application process that would be used to select projects supporting the regional Coordinated Human Services Mobility Plan. This competitive funding process seeks to fund projects that support the mobility and transportation needs of seniors and persons with disabilities.

#### **DRPT Designated Recipient for the Richmond Urbanized Area**

At its February 14, 2013 meeting, the RRTPO designated DRPT as the administrator of the FTA Section 5310 program funds apportioned for the Richmond Urbanized Area (see attached map). As the administering agency for these funds, DRPT is responsible for reviewing, ranking and scoring applications; submitting selected applicants for CTB review and consideration in the state's draft Six-Year Improvement Program (SYIP); conducting the project/program contract process; and conducting the grant program administration of these funds with FTA. Following the selection of projects by DRPT, the FY18- FY21 Transportation Improvement Program will be amended to include the projects and allocations.

#### **FY19 Applications**

Five applications were received and forwarded to DRPT for review and selection consideration. These applications requested \$921,800 in funding; \$1,089,463 is anticipated to be available from federal FY18 Section 5310 Carryover and federal FY19 Section 5310 funds.

These funds are available to support projects and programs in the Richmond Urbanized Area which includes portions of the Richmond and Crater Planning District Commissions. Capital projects are eligible for 80% federal funding and operating programs are eligible for 50% federal funding with the balance of the funds provided by the state and the applicant, with contributions of 40% and 10% respectively.

**STAFF RECOMMENDATION:** Staff recommends that the RRTPO approve the proposed resolution as presented.

**RRTPO ACTION REQUESTED:** The following resolution is presented for RRTPO review and action:

**RESOLVED**, that the Richmond Regional Transportation Planning Organization endorses the following applications for Federal Transit Administration (FTA) Section 5310 funds and found by the Virginia Department of Rail and Public Transportation (DRPT) to be eligible for FTA Section 5310 Program funds:

- Chesterfield County Citizen Information and Resources: purchase software and equipment to support the use of fare cards, \$200,000;
- Chesterfield County Department of Mental Health Support Services: purchase one nine passenger raised roof passenger van with wheelchair lift and two 15-passenger body on chassis vans with wheelchair lifts, \$190,000;
- Greater Richmond Association of Retarded Citizens: purchase one 15-passenger van with wheelchair lift, \$65,000;
- Hanover County: support of specialized transportation services for non-driver older adults and individuals with disabilities, \$40,000; and
- Senior Connections, The Capital Area Agency on Aging: mobility management and transportation services for older adults and persons with disabilities: \$426,800.

CAP/KEL

Attachments:

1. TIP Addition Table, Final FTA Section 5310 Grant Projects
2. February 1 Memo to DRPT
3. February 12 Memo to DRPT
4. Richmond Urbanized Area Map

**RICHMOND REGIONAL TPO  
TRANSPORTATION IMPROVEMENT PROGRAM FOR FY 2018 - FY 2021**

**<PUBLIC TRANSPORTATION>**

**Final FTA Section 5310/5317 Grant Projects**

AGENCY/ SERVICE AREA	DESCRIPTION	ESTIMATED COST(\$000)/	ALLOCATION (\$000)/ SOURCE	ACTUAL ALLOCATION FY 2019 (\$000)	BALANCE TO COMPLETE (\$000)	COMMENTS
Chesterfield County Citizen Information & Resources/ Chesterfield County	Purchase software and equipment that will support the use of fare cards to replace the current voucher system	PE RW CN TO \$200	\$200 FTA Sec. 5310	\$200		Operating funds.  Requested funding revised.
Chesterfield County Department of Mental Health Support Services/ Chesterfield County	Purchase one (1) 9-passenger raised roof van with wheelchair lift and two (2) 15-passenger body on chassis vans with wheelchair lift	PE RW CN TO \$190	\$190 FTA Sec. 5310	\$190		Capital funds
Greater Richmond Association of Retarded Citizens (ARC)/Chesterfield, Henrico, and Richmond	Purchase one (1) 15-passenger van with a wheelchair lift	PE RW CN TO \$65	\$65 FTA Sec. 5310	\$65		Capital funds
Hanover County/ Hanover County	Specialized transportation for non-driver older adults and individuals with disabilities	PE RW CN TO \$40	\$40 FTA Sec. 5310	\$40		Capital funds
Senior Connections: The Capital Area Agency on Aging/ Richmond Metro Area	Mobility management and transportation services for older adults and persons with disabilities	PE RW CN \$426.8	\$426.8 FTA Sec. 5317	\$426.8		Operating funds
<b>Total</b>				<b>\$921.8</b>		

Actual allocations include Federal funds and local matches (capital funds 80/20; operating funds 50/50).



Planning District Commission

Metropolitan Planning Organization

Town of  
Ashland  
Counties of  
Charles City  
Chesterfield  
Goochland  
Hanover  
Henrico  
New Kent  
Powhatan  
City of  
Richmond

**MEMORANDUM**

TO: Neil Sherman, Director of Statewide Transit Programs  
Virginia Department of Rail and Public Transportation

FROM: Chet Parsons, Director of Transportation  
Richmond Regional Transportation Planning Organization *CA*

DATE: February 1, 2019

SUBJECT: **FY 2020 FTA Section 5310 Grant Request Projects and Staff Comments**

The Richmond Regional Transportation Planning Organization (RRTPO) has received requests for inclusion of projects in the Transportation Improvement Program (TIP) from four (4) organizations in support of their applications for FTA Section 5310/5317 (Enhanced Mobility of Seniors and Individuals with Disabilities Program and New Freedom Program) funds. Attached for DRPT review and action is a summary description for each applicant's project showing how it would be programmed in the TPO's FY 2018 – FY 2021 TIP. The Richmond Regional TPO will act to endorse applications for these funds and authorize their inclusion in the TIP subject to their selection for funding by the CTB. The TPO resolution will be submitted to DRPT after the March 1, 2019 TPO meeting.

TPO activities and involvement in coordination of human service transportation include the following:

- ◆ The TPO maintains an active Community Transportation Advisory Committee that advises the TPO on transportation issues affecting the elderly, persons with disabilities, and low-income populations (i.e., providing input to the TPO's Unified Planning Work Program, and appropriate plans, studies and reports). The Committee also advises GRTC Transit System on issues and concerns of the elderly, persons with disabilities, and low-income populations.
- ◆ In an effort to encourage more participation in the FTA Section 5310 funding program, TPO staff provide information about the Section 5310 grant program to interested parties as follows:
  - RRPDC publicized and hosted the September 25, 2018 Coordinated Human Service Mobility Plan (CHSMP0) Workshop. Notices were sent to members of CTAC, TAC, human services agencies, and transportation providers. Representatives of 23 different agencies and organizations attended the

workshop, which included an overview of the CHSMP process, background information on the State's mobility needs, a description of the approach for updating the plan, and a small group exercise focusing on identifying gaps, obstacles, strategies and projects.

- RRPDC staff developed and presented a summary of the CHSMP process at the September 20, 2018 CTAC meeting.

- RRPDC staff participated in the October 4, 2018 meeting of the Hanover Human Services Network at the Hanover Department of Community Resources. Materials concerning the update to the Coordinated Human Service Mobility Plan were reviewed and distributed

- RRPDC staff developed a transportation services updates PowerPoint presentation for the October 25, 2018 meeting of the Senior Connections Advisory Council. Staff provided an overview of the update to the Coordinated Human Services Mobility Plan.

- In early October the RRPDC forwarded notices of the following VDRPT Transit and Mobility Programs Workshops to members of TAC and CTAC as well as previous recipients of DRPT grants:

  - Urban Transit Agencies and MPO-Wednesday, November 14

  - Mobility Programs-Thursday, November 15

  - Human Service Programs-Tuesday, November 27. Also forwarded the workshop presentation information to representatives of GRTC, Senior Connections and Hanover Senior Rides, as they did not attend the workshop.

- RRPDC staff attended and documented all these workshops

- RRPDC staff attended the November 7, 2018 meeting of the Goochland Community Partners at the Central High School Community Center. Staff distributed copies of a fact sheet, flier and PowerPoint slides pertaining to the update to the Coordinated Human Services Mobility Plan and discussed next steps in the planning process.

- RRPDC staff distributed copies of the November 27, 2018 DRPT Human Services Grants Management Workshop handouts at the November 28, 2018 meeting of the LogistiCare Region 3 Advisory Board.

- ◆ Four applications were received from the following organizations: Chesterfield County Citizen Information & Resources; Chesterfield County Department of Mental Health Support Services; Greater Richmond Association of Retarded Citizens (ARC); Senior Connections-The Capital Area Agency on Aging. These applicants have all or most of their service within the Richmond Regional TPO study area.

Should you have any questions or need further information, please call Ken Lantz or Jin Lee at 323- 2033.

Memo to Neil Sherman  
Page 3  
Feb. 1, 2019

CP/jl  
Attachment(s)

pc: TAC and CTAC members and alternates  
David Hyder, Tri-Cities MPO  
FTA Section 5310 grant applicants  
Martha Shickle, RRPDC  
Ken Lantz, RRPDC  
Jin Lee, RRPDC




Planning District Commission

Metropolitan Planning Organization

Town of  
Ashland  
Counties of  
Charles City  
Chesterfield  
Goochland  
Hanover  
Henrico  
New Kent  
Powhatan  
City of  
Richmond

**MEMORANDUM**

TO: Neil Sherman, Director of Statewide Transit Programs  
Virginia Department of Rail and Public Transportation

FROM: Chet Parsons, Director of Transportation   
Richmond Regional Transportation Planning Organization

DATE: February 12, 2019

SUBJECT: **FY 2020 FTA Section 5310 Grant Request Projects and Staff  
Comments**

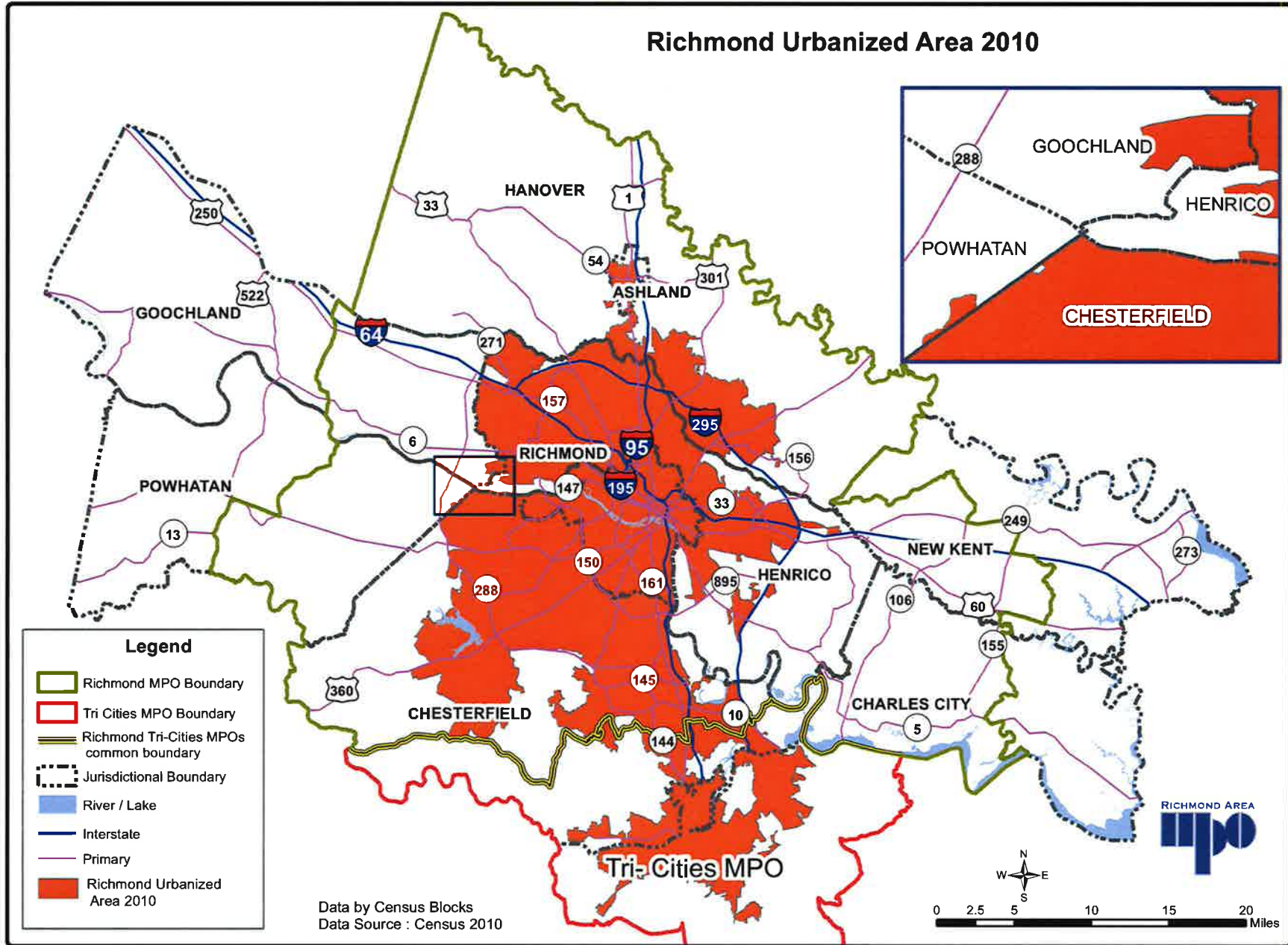
As follow-up to my memo dated February 1, 2019, attached for DRPT review and action is a revised summary description that includes the Hanover County request for inclusion of its project in Transportation Improvement Program (TIP). The RRPDC staff received the request from Hanover County on February 4, 2019. Also, based on the request from Chesterfield County Citizen Information and Resources, the funding amount has been revised from \$50,000 to \$200,000. The Richmond Regional TPO will act on March 7, 2019 to endorse applicants for the FTA Section 5310 funds and authorize their inclusion in the TIP subject to their selection for funding by the CTB.

Should you have any questions or need further information, please call Ken Lantz or Jin Lee at 323- 2033.

CP/jl  
Attachment(s)

pc: TAC members and alternates  
David Hyder, Tri-Cities MPO  
FTA Section 5310 grant applicants  
Martha Shickle, RRPDC  
Ken Lantz, RRPDC  
Jin Lee, RRPDC

## Richmond Urbanized Area 2010



## Agenda Item B.2.

### *Consideration of CTAC Membership*

#### **REQUESTED ACTION**

*The RRTPO is requested to review and approve an amendment to the FY19 Unified Planning Work Program (UPWP) to conduct a Phase II analysis of the Greater RVA Transit Vision Plan (**transit2040**) that would identify a range of short- and medium-term actions to implement the long-term goals.*

#### **RESOLUTION**

*The following resolution is presented for RRTPO consideration and action:*

***RESOLVED***, that the Richmond Regional Transportation Planning Organization amends the FY19 Unified Planning Work Program (UPWP) description of 2.31 Transit 2040 Implementation and Transit Oriented Development, item a. “Advancing Critical First Steps from the Greater RVA Transit Vision Plan (**transit2040**)” to add “Phase II Implementation, analysis of **transit2040** to define and assess strategic priorities for short- and medium-term actions that can fully set in motion the long-term vision of **transit2040**.”

## **RRTPO AGENDA 3/7/19; ITEM B.2.**

### **FY19 UNIFIED PLANNING WORK PROGRAM (UPWP) AMENDMENT: TRANSIT VISION PLAN – PHASE II**

#### **Richmond Regional Transportation Planning Organization**

**REQUESTED ACTION:** Review and approve an amendment to the FY19 Unified Planning Work Program (UPWP) to conduct a Phase II analysis of the Greater RVA Transit Vision Plan (*transit2040*) that would identify a range of short- and medium-term actions to implement the long-term goals.

**BACKGROUND:** The FY19 Unified Planning Work Program (UPWP) work task 2.31 states that the “RRTPO’s focus for transit planning in FY19 is to support the Greater RVA Transit Vision Plan (*transit2040*) and identify opportunities to enhance and increase connectivity to transit.” Under 2.31, item a., the UPWP further calls for advancing “Critical First Steps” from *transit2040*.

Representatives of the Virginia Department of Rail & Public Transportation (VDRPT), Greater Richmond Transit Corporation (GRTC), the City of Richmond, Henrico County, and RRTPO staff have identified significant progress on several of the critical first steps which have taken place since the RRTPO’s endorsement of *transit2040* in April 2017, including the following:

- In June 2018, GRTC began operating the Pulse bus rapid transit (BRT) line along the region’s densest corridor between Willow Lawn and Rocketts Landing. The Pulse provided a catalyst for comprehensively updating Richmond City’s bus network, which launched in concert with Pulse. In September 2018, GRTC also initiated Henrico County’s largest increase in public transportation in 25 years, including service to Short Pump.
- System-wide ridership in the first two quarters of FY19 was 4,172,096, an increase of 406,544 rides over the first two quarters of FY18. Average weekday ridership for the Pulse in Quarter 2 has been 74 percent higher than expectations, with average weekday ridership reaching 6,106 while the projected average weekday ridership was 3,500.
- Public transit has been gaining increased institutional support. Bon Secours Richmond Health System and VCU Health System are jointly sponsoring the Pulse. In the fall of 2018, VCU also began a pilot program to provide its faculty, staff, and students with free GRTC passes, similar to the public transit option provided by the University of Richmond. As of fall 2018, Richmond public high school students also became eligible to receive unlimited bus passes.
- In July 2018, GRTC completed its first full Transit Development Plan (TDP) since 2011. The TDP established goals, objectives, and service design standards to guide GRTC managerial direction and measure progress for FY 2018-2022 GRTC.
- After a study of transportation service alternatives for the US Route1/301 corridor was completed in July 2018, Chesterfield County decided to pursue DRPT funds for a pilot project of service down US Route 301/1.
- Companion studies authorized by the FY19 UPWP are underway which interface with *transit2040*, including the Richmond Regional Park & Ride Investment Strategy and multimodal transportation connectivity studies.

**TAC RECOMMENDATION:** The RRTPO Technical Advisory Committee (TAC) considered this item at the February 12 meeting and recommended RRTPO approval of this FY19 UPWP amendment.

**STAFF RECOMMENDATION:** The RRTPO staff supports the TAC recommendation.

**RRTPO ACTION REQUESTED:** The following resolution is presented for RRTPO consideration and action:

**RESOLVED**, that the Richmond Regional Transportation Planning Organization amends the FY19 Unified Planning Work Program (UPWP) description of 2.31 Transit 2040 Implementation and Transit Oriented Development, item a. “Advancing Critical First Steps from the *Greater RVA Transit Vision Plan (transit2040)*” to add “Phase II Implementation, analysis of *transit2040* to define and assess strategic priorities for short- and medium-term actions that can fully set in motion the long-term vision of *transit2040*.”

## **Agenda Item B.3.**

*RRTPO Community Transportation Advisory  
Committee (CTAC) Meeting Report*

### **REQUESTED ACTION**

*The RRTPO is requested to review and affirm the recommended approach on planning for Complete Streets to focus first on the pilot community (Town of Ashland) using the findings as a foundation for guidelines to serve the jurisdictions throughout the Richmond region.*

### **Recommendation:**

*That the Richmond Regional Transportation Planning Organization affirm the FY19 UPWP task of 2.61 Bicycle and Pedestrian Connectivity to use the Complete Streets work efforts on the pilot community (Town of Ashland) to guide the final product of a regional Complete Streets toolbox for jurisdictions throughout the Richmond region.*

## **RRTPO AGENDA 3/7/19; ITEM B.3.**

### **REGIONAL COMPLETE STREETS DEVELOPMENT UPDATE**

#### **Richmond Regional Transportation Planning Organization**

**REQUESTED ACTION:** The Richmond Regional Transportation Planning Organization (RRTPO) is requested to review and affirm the recommended approach on planning for Complete Streets to focus first on the pilot community (Town of Ashland) using the findings as a foundation for guidelines to serve the jurisdictions throughout the Richmond region. The RRTPO staff is working with the Department of Rail and Public Transportation (DRPT), the Town of Ashland, Smart Growth America, and the National Complete Streets Coalition on this planning effort.

**BACKGROUND:** The FY19 Unified Planning Work Program (UPWP) work task 2.61 Bicycle and Pedestrian Connectivity directs the RRTPO as follows:

Work with partners to identify proposed improvements for pedestrian and bicycle facilities and begin a systematic evaluation of where improved pedestrian and bicycle access should be studied in the region.

Through this multi-phase process, develop an initial framework for convening the regional conversation on improving bicycle and pedestrian connectivity – in particular, connectivity to transit -- and identify several pilot areas to test the framework and to define the elements of the public engagement strategy.

As part of the assessment, consider the opportunity for using the methodology described in the DRPT Multimodal System Design Guidelines with a focus on Complete Streets in future work efforts. Working with DRPT, the Town of Ashland, and Smart Growth America, the first pilot planning effort will be undertaken in FY19.

Upon consideration of a referral from the Community Transportation Advisory Committee (CTAC) for consideration of a regional Complete Streets policy at the September 6 meeting, the RRTPO took action to refer to the RRTPO Technical Advisory Committee (TAC) the consideration and development of recommendations for regional multimodal Complete Streets guidelines. The RRTPO Technical Advisory Committee (TAC) was requested to consider this matter and provide a recommendation for RRTPO consideration in six months, March 2019.

**TAC RECOMMENDATION:** At the February 12 RRTPO Technical Advisory Committee (TAC) meeting, the TAC supported by consensus the following recommendation:

#### **Recommendation:**

That the Richmond Regional Transportation Planning Organization affirm the FY19 UPWP task of 2.61 Bicycle and Pedestrian Connectivity to use the Complete Streets work efforts on the pilot community (Town of Ashland) to guide the final product of a regional Complete Streets toolbox for jurisdictions throughout the Richmond region.

**STAFF RECOMMENDATION:** The RRTPO staff supports the TAC recommendation.

**RRTPO ACTION REQUESTED:** The RRTPO is requested to review and consider affirmation of the TAC recommended approach on planning for Complete Streets in the region.

## Agenda Item D.2.

*RRTPO Future Meeting Topics*

### **INFORMATION ITEM – NO ACTION REQUESTED**

*There is a list of upcoming topics for the April 4 and May 2 RRTPO meetings, and a list of topics to be scheduled later for future meetings.*

## **RRTPO FUTURE MEETING TOPICS**

### **April**

- FY20 – FY25 RSTP and CMAQ Recommendation Approval

### **May**

- FY20 Unified Planning Work Program Approval

## **OTHER FUTURE MEETING TOPICS**

- Ways to Expand Funding Resources  
Revisit RMTA, i.e. Transportation Authority Work Group concept from NOVA and HRPDC
- SMART SCALE Overview
  - Collegiality
  - How projects are prioritized
  - Changes in round 4
  - Explanation of project benefit score
- BUILD (Better Utilizing Investments to Leverage Development) Grant Program
- RRTPO Membership Changes and Stakeholder Engagement