

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION (TPO)
CITIZENS TRANSPORTATION ADVISORY COMMITTEE (CTAC)**

**MINUTES OF MEETING
July 19, 2018**

MEMBERS PRESENT

REPRESENTING

Charles H. Carter (Chairman)	Charles City County
Herbert A. Richwine (Vice Chairman)	Chesterfield County
James R. Barrett	Henrico County
Robert L. Basham, Jr.	Goochland County
Virginia P. Cowles	League of Women Voters
John Easter	chamberRVA
Lisa M. Guthrie	New Kent County
Jonathan Jackson.....	Chesterfield County
Walter L. Johnson (Alternate).....	National Association for the Advancement of Colored People
Robert P. Morris.....	Hanover County
Chris Obenshain.....	City of Richmond
Nicholas Smith (Alternate)	Virginia Conservation Network
William Steele.....	City of Richmond
Michael Testerman.....	Virginia Association of Railway Patrons
Lloyd Vye	Richmond Area Bicycling Association

MEMBERS ABSENT

REPRESENTING

Roy L. Bryant.....	National Association for the Advancement of Colored People
Frederick S. Fisher	Virginia Conservation Network
Thomas A. Fletcher.....	Powhatan County
Amber B. Lancaster	Henrico County
John D. Leonard.....	Virginia Commonwealth University
Brian Montgomery	RRTPO Elderly and Disability Advisory Committee
Upton S. Martin	Town of Ashland

ALTERNATE PRESENT, NOT VOTING

REPRESENTING

Hwan Hill (Alternate)	City of Richmond
John Moyer (Alternate).....	New Kent County

CALL TO ORDER

CTAC Chairman Charles H. Carter called the July 19, 2018 CTAC meeting to order at approximately 12:00 p.m.

PLEDGE OF ALLEGIANCE

All present stood and recited the Pledge of Allegiance.

I. ADMINISTRATION

- A. Approval of July 19, 2018 CTAC Meeting Agenda** – On motion of Walter L. Johnson, seconded by Virginia P. Cowles, CTAC unanimously approved the July 19, 2018 meeting agenda as presented.
- B. Open Public Comment Period** – There were no requests to address CTAC.
- C. Approval of May 17, 2018 CTAC Meeting Minutes** – On motion of Lisa M. Guthrie, seconded by Walter L. Johnson, CTAC unanimously approved the May 17, 2018 meeting minutes as presented.

II. PRIMARY MEETING TOPICS

- A. Virginia Breeze/Intercity Bus Study** – Rebecca Askey, statewide Transit Planner for the Department of Rail and Public Transportation (DRPT), presented information on the Virginia Breeze, an intercity bus running along I-81 from Blacksburg, Va. to Washington, D.C. Ms. Askey explained that the Virginia Breeze is a pilot program funded through FTA 5311 funds, requiring the service to be a regularly scheduled service, open to the general public, and provide a non-commuter connection between two or more urban areas. The Virginia Breeze service is provided by a private company, Dillon’s Bus Service, and service began December 1, 2017. There are nine stops between Blacksburg and Washington, D.C. and the service takes approximately five hours and 45 minutes from start to finish. The Virginia Breeze runs seven days a week and the northbound service departs from Blacksburg at 8:00 a.m. while the southbound service departs from Union Station in D.C. at 9:00 a.m.

DRPT estimated first quarter ridership to be 2,454. Actual ridership from December 2017 to March 2018 was 5,139; 109% above projections. Ms. Askey explained that DRPT projected the cost of operations (the net farebox revenue) to be \$197,780. The actual net cost was \$83,327; a farebox recovery rate of 77%.

Due to the success of the Virginia Breeze service, DRPT is considering studying other corridors beginning in the fall of 2018. The study will focus on areas with limited intercity mobility, such as areas without an interstate highway.

- B. Complete Streets Policy: Update** – Liz McAdory, RRTPO Transportation Planning Coordinator, presented an update regarding the development of a regional Complete Streets policy. After providing a brief background, Ms. McAdory explained that the CTAC Complete Streets policy framework and strategies developed and approved by CTAC in May 2018 were presented to the RRTPO Executive Committee at the June 2018 meeting to solicit feedback. The Executive Committee wanted to ensure that any policy development or strategies remain sensitive to rural localities and areas of the region. Ms. McAdory agreed that this is important and explained that Complete Streets concepts are geared toward context sensitivity. The Executive Committee also discussed the impact of the policy. Ms. McAdory reiterated that any policy or strategies developed will not be a requirement of the localities; rather, the policy and strategies will be applied at the regional level and offered as guidance to localities as needed. Ms. McAdory also discussed the next steps which will include a full Complete Streets presentation to the RRTPO at the September 6 meeting. Action taken at the September RRTPO meeting will be reported back to CTAC at the September 20, 2018 meeting. Questions were asked related to continued involvement of CTAC in this process and Ms. McAdory explained that CTAC may be called upon by TAC for input during the policy development phase and that updates would be provided to CTAC.
- C. Active Transportation Work Group** – Liz McAdory, RRTPO Transportation Planning Coordinator, defined active transportation planning as anything powered by human energy, primarily walking and bicycling, but also including wheelchairs, skateboarding, scooters, etc. Ms. McAdory explained that that FY19 Unified Planning Work Program (UPWP) calls for establishment of an active transportation work group to provide oversight to the active transportation planning program including policy development, programming, planning, funding, special studies, and technical assistance. Ms. McAdory provided an overview of an initial framework for

development of an active transportation workgroup that will report up through the RRTPO Technical Advisory Committee (TAC), including the RRTPO, local governments, DRPT agencies. The work group will help facilitate a regional conversation that will further align the RRTPO with federal and state partners as well as expand the active transportation network as a core component of the regional transportation system, creating opportunities to address equity, accessibility, and safety concerns. One of the first efforts for the work group will be the regional bicycle and pedestrian plan update. Other efforts will focus on promoting awareness and facilitating development of bicycle and pedestrian infrastructure to enhance livable communities.

III. OTHER BUSINESS

A. CTAC Chairman's Report – Chairman Carter had nothing to report

B. RRTPO Secretary's Report – Barbara Nelson reported on the following items:

1. RRTPO Meeting Report: June 28, 2018 Meeting – The staff report was included on pages 7 – 8 in the agenda package; Ms. Nelson briefly reviewed several items in the report including Transit Funding and Reforms, the Transit Development Plan: GRTC and Henrico, and approval of the VDOT 3-C Agreement update.

2. Bylaws Update –

a. Nonbinding Governance Guidance Documents – With final approval of the revised bylaws on June 28, the RRTPO established Nonbinding Governance Guidance Documents removing rotation and election of officers, attendance, and other matters from the bylaws to a separate, more flexible document.

b. Changes to CTAC and EDAC – The Bylaws revision changed the name of CTAC from Citizens Transportation Advisory Committee to Community Transportation Advisory Committee and reincorporated the Elderly and Disability Advisory Committee into CTAC. The intent is to fill vacant slots on CTAC with EDAC member organizations and to have single-topic work groups which would include EDAC member organization representatives.

3. 2018 RSTP and CMAQ Projects – The annual RSTP and CMAQ projects book was distributed at the table and Ms. Nelson advised that this document reports on \$170 million in projects from the Six-Year Improvement Program that was approved by the RRTPO in the spring.

4. Other – Ms. Nelson reported that this will be her last CTAC meeting and that she has accepted a position with the Port of Virginia as Vice President of Government Affairs and Transportation Policy for the Port of Virginia.

C. CTAC Announcements and Open Comment – Several comments were made:

- There was a comment about the need for parking for Pulse riders and Liz McAdory, RRTPO staff, noted that the Regional Park and Ride Study will begin soon and should address that and will look at the needs of the region.
- The League of Women Voters will ride the bus from Short Pump to Willow Lawn.

D. Future Meeting Topics – Chairman Carter noted Future Meeting Topics on page nine of the agenda package and there was brief discussion.

E. Next CTAC Meeting: September 20, 2018 – Chairman Carter noted the next meeting date.

F. Other Business – No other business was brought before CTAC.

IV. ADJOURNMENT

Chairman Carter adjourned the meeting at approximately 1:10 p.m.