

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION (RRTPO)
TECHNICAL ADVISORY COMMITTEE (TAC)**

**MINUTES OF MEETING
August 14, 2018**

MEMBERS PRESENT

Andrew Pompei, **Chairman** Powhatan County
Barbara K. Smith, **Vice Chairman** Chesterfield County
Rebecca Askey (Alternate) DRPT
Travis Bridewell (Alternate) City of Richmond
Rachel Chieppa Charles City County
Thomas Coleman Goochland County
E. Todd Eure Henrico County
Kelli Le Duc New Kent County
Barbara S. Nelson RRPDC
John O’Keeffe (Alternate) RideFinders
Mark Riblett VDOT
Joseph E. Vidunas Hanover County
Garland Williams GRTC Transit System

MEMBERS ABSENT

Nora D. Amos Town of Ashland
Tiffany Dubinsky DRPT
John B. Rutledge CRAC
Theresa Simmons RMTA
Von S. Tisdale RideFinders

ALTERNATES PRESENT, NOT VOTING

Sulabh Aryal (Alternate) RRPDC
Rosemary Deemer (Alternate) Henrico County

Barbara Nelson, RRPDC TAC member and RRTPO Secretary, called the August 14, 2018 TAC meeting to order at 9:00 a.m. and certified that a quorum was present. Ms. Nelson introduced new Powhatan County Technical Advisory Committee (TAC) member Andrew Pompei and new Department of Rail and Public Transportation (DRPT) TAC alternate member Rebecca Askey.

1. Election of FY19 TAC Chairman

Ms. Nelson noted the staff report on page one of the agenda package. Based on rotation order for officers, Bret Schardein, Powhatan County, was elected FY19 TAC Chairman at the June 12 TAC meeting. However, since that meeting, Powhatan County appointed Andrew Pompei to serve as their representative to TAC in place of Mr. Schardein. According to the officer rotation order in the Nonbinding Governance Guidance Documents, approved with the amended MPO Bylaws at the June 28 RRTPO meeting, the Powhatan County TAC member was scheduled to serve as the FY19 TAC Chairman. TAC was requested to elect Mr. Pompei as the FY19 TAC Chairman.

On motion of Rachel Chieppa, seconded by Kelli Le Duc, the Richmond Regional Transportation Planning Organization Technical Advisory Committee (TAC) elected Andrew Pompei as the FY19 TAC Chairman to serve through June 30, 2019.

2. Approval of Meeting Agenda

On motion of Garland Williams, seconded by Rachel Chieppa, TAC unanimously approved the August 14, 2018 TAC meeting agenda as presented.

3. Public Comment Period

There were no requests to address TAC.

4. Approval of June 12, 2018 TAC Meeting Minutes

On motion of Rachel Chieppa, seconded by Joseph E. Vidunas, TAC unanimously approved the June 12, 2018 TAC meeting minutes as presented.

5. TAC Chairman's Report

Chairman Pompei had nothing to report.

6. RRTPO Secretary's Report

Barbara Nelson, RRTPO Secretary, reported on the following items:

- a. Bylaws – Amended June 28: The RRTPO took second and final action to approve the MPO Bylaws revisions and the accompanying Nonbinding Governance Guidance Documents at the June 28 meeting.
- b. 3-C Agreement – Approved June 28: The RRTPO approved the federally required Metropolitan Transportation Planning Agreement. This agreement between Virginia, the Metropolitan Planning Organization (MPO) and regional public transportation provider(s) must contain provisions for implementing transportation planning-based planning and programming requirements and must be update. The current 3-C Metropolitan Transportation Planning Agreement was approved in February 2009. The signed agreement has been sent to the Office of the Secretary of Transportation of the Commonwealth of Virginia for finalization.
- c. Other – Ms. Nelson announced that she has accepted a position as Vice President of Government Affairs and Transportation Policy at the Port of Virginia and her last day with the RRPDC is Friday, August 17, making this her last TAC meeting.

7. Conformity Review Report and Public Review Authorization

Dan Grinnell, VDOT, provided a presentation on the air quality conformity review conducted for the *FY18 – FY21 Transportation Improvement Program* and *plan2040* as the result of a federal appeals court ruling. Mr. Grinnell reviewed the key models, methods and assumptions used to conduct the review and provided the results of the review showing the region to be under the EPA budget for VOC (volatile organic compounds) and NO_x (nitrogen oxides) for all test years. Mr. Grinnell reviewed the conformity analysis schedule which includes a 14-day public review period for the RRTPO beginning August 15 and ending August 28. The RRTPO authorized TAC to release the conformity report for public review. The RRTPO will consider any review comments received and approve the conformity analysis report for FHWA review on September 6. The Tri-Cities MPO public review period will end three days following RRTPO action and should there be any adverse comments received during that time period, the RRTPO Executive Committee will convene to consider the comments and give final approval on the conformity report.

On motion of John O'Keeffe, seconded by Barbara K. Smith, the RRTPO Technical Advisory Committee voted unanimously to release the *Richmond, Virginia Former 8-Hour Ozone Maintenance Area Transportation Conformity Analysis* report for public review from August 15 through August 29.

8. FY19 UPWP Amendment

Barbara Nelson, RRTPO Secretary, noted that when the FY19 UPWP was approved on May 3, the budget identified four work task categories to receive FY18 FTA 5303 Carryover funds. Ms. Nelson reviewed RRTPO fund sources, program development and work priorities. She discussed programming of FY18 and previous FTA 5303 Carryover funds.

On motion of E. Todd Eure, seconded by Barbara K. Smith, the RRTPO Technical Advisory Committee (TAC) voted unanimously to recommend the following resolution for RRTPO consideration and approval:

RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) amends the Fiscal Year 2019 Unified Planning Work Program to program \$370,061 in Fiscal Year 2017 Federal Transit Administration 5303 Carryover funds to work tasks 2.3 Transit and 2.6 Active Transportation;

BE IT FURTHER RESOLVED, that the RRTPO action to amend the UPWP, as submitted, meets all requirements noted in the VDOT/RRPDC Agreement for the Utilization of Federal and State Funds to Support Metropolitan Planning in the Richmond Area as provided in Article III, Statement of Work, which includes VDOT and FHWA approval of this RRTPO action and amending the FY 2018 UPWP.

9. RTC Model Update and SE Data Update

Sulabh Aryal reported on the items listed below.

- a. Overview – The RTC Model Update should be completed by mid-summer 2019; VDOT is providing over \$200,000 for the update. The kick-off meeting was held two months ago and there have been Webex meetings. The work group has been working on samples considering population and VMT. There are sub-models within the model. They are working to achieve functional enhancement of the previous model for use as a resource planning tool to evaluate data.
- b. RTDM Transportation Network Check – TAC has been requested to provide RRTPO staff with an update on road names, posted speed and the number of vehicle miles traveled for each by August 22.
- c. SE Data Update – the Socioeconomic Data Work Group is working to update data on population and housing to 2017 levels; RRTPO staff is working on employment data. TAC approval will be requested at the October 9 TAC meeting.

10. RTDM Consultant Task 4: Freight Analysis

Sulabh Aryal, RRTPO Planner, reported that the consultant, The Corradino Group, began working on Task 4, Freight Analysis, for the Regional Travel Demand Model. Tasks 2 through 3 have been completed. Mr. Aryal reviewed the objectives of Task 4 which include review of the freight sub-model, sensitivity testing, examination of district to district truck flows, performance of truck and auto forecasts on a freight corridor in the region, and exploration of the use of Streetlight InSight Platform for corridor traffic forecasting. He reviewed the Richmond Tri-Cities Truck Model and a map showing truck-intensive TAZs and he discussed sensitivity testing, district to district flows, truck corridor selection, Streetlight InSight data, methodology, results and conclusions drawn. There was brief discussion and Mr. Aryal and Barbara Nelson responded to several questions.

11. FY18 – FY21 TIP Amendments

Sarah Rhodes, RRTPO planner, reviewed proposed amendments to the FY18 – FY21 Transportation Improvement Program (TIP) from VDOT and from GRTC Transit System

resulting from Commonwealth Transportation Board action to approve the Six-Year Improvement Program.

a. VDOT Amendments

Following review of each of the six new highway projects requested for addition to the TIP by VDOT, and following brief discussion regarding phasing and planned allocation schedules, TAC took action on the VDOT TIP amendments.

On motion by Mark Riblett, seconded by Barbara K. Smith, the RRTPO Technical Advisory Committee (TAC) voted unanimously to recommend the following resolution for RRTPO consideration and approval:

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

- UPC 113430: West Creek Trail: adds this project to the TIP and obligates the preliminary engineering and right-of-way phases – Goochland
- UPC 113476: Woodman Road Extended Multi-Use Path: adds this project to the TIP and obligates the preliminary engineering and construction phases – Henrico
- UPC 113833: Three Chopt Road Sidewalk: adds this project to the TIP and obligates the preliminary engineering, right-of-way, and construction phases – Henrico
- UPC 113844: I-64 Parham Road Interchange Modification Report: adds this project to the TIP and fully obligates the project – Henrico
- UPC 113835: Transit Stop Access and Sidewalk: adds this project to the TIP and obligates the preliminary engineering and construction phases – Richmond
- UPC 113832: Gate Improvements and Drop Lot: adds this project to the TIP and obligates the preliminary engineering, right-of-way, and construction phases – Port of Virginia

b. GRTC Amendments

Eight new transit projects requested for addition to the TIP by GRTC were briefly reviewed. All projects are detailed in the GRTC Transit Development Plan approved in July 2018.

On motion by Joseph E. Vidunas, seconded by Garland W. Williams, the RRTPO Technical Advisory Committee (TAC) voted unanimously to recommend the following resolution for RRTPO consideration and approval:

- STIP ID GRTC051: ADA Improvements at Transit Stops
Funding will be used for the improvement of bus stops and ADA pads. This project is funded with GRTC's FY18 FTA Section 5307 funding. The total project cost for FY18 is \$16,000.

This amendment adds the project to the FY18 – FY21 TIP and fully obligates the FY18 allocations.
- STIP ID GRTC052: Miscellaneous Support Equipment
Funding will be used for the replacement of miscellaneous office equipment, including but not limited to copiers, fax machines, and postage machines. This project is funded with GRTC's FY18 FTA Section 5307 funding. The total project cost for FY18 is \$25,000.

This amendment adds the project to the FY18 – FY21 TIP and fully obligates the FY18 allocations.

- STIP ID GRTC053: Renovation of Yards and Shops
Funding will be used for the design and construction of two new entry signs at the GRTC headquarters entrances. This project is funded with GRTC's FY18 FTA Section 5307 funding. The total project cost for FY18 is \$25,000.

This amendment adds the project to the FY18 – FY21 TIP and fully obligates the FY18 allocations.

- STIP ID GRTC054: Employee Education/Training
Funding will be used for the training of mechanical personnel through an apprenticeship program. State match has not yet been dedicated to this project and local funding is firm at 4%. This project is funded with GRTC's FY18 FTA Section 5307 funding. The total project cost for FY18 is \$75,000.

This amendment adds the project to the FY18 – FY21 TIP and fully obligates the FY18 allocations.

- STIP ID GRTC055: Renovation of Administration/Maintenance Facility
Funding will be used to initiate and complete phase one of a five-phase project to make necessary updates to the administrative buildings. This phase will include interior painting of the public and operator use areas. This project is funded with GRTC's FY18 FTA Section 5307 funding. The total project cost for FY18 is \$80,000.

This amendment adds the project to the FY18 – FY21 TIP and fully obligates the FY18 allocations.

- STIP ID GRTC056: Rehabilitation and Renovation of Surveillance
Funding will be used to replace the bus gate, camera purchases for the church property and purchase spare bus camera equipment. The project represents the new technology system upgrade due to the old system becoming obsolete. This project is funded with GRTC's FY18 FTA Section 5307 funding. The total project cost for FY18 is \$250,000.

This amendment adds the project to the FY18 – FY21 TIP and fully obligates the FY18 allocations.

- STIP ID GRTC057: Southside Transfer Plaza
Funding will be used to acquire land, perform pre-engineering and NEPA for a permanent Southside Transfer Plaza. This major capital project is outlined in the City of Richmond's Transit Network Plan completed in March 2017. This project is funded with GRTC's FY18 FTA Section 5307 funding. The total project cost for FY18 is \$1,000,000.

This amendment adds the project to the FY18 – FY21 TIP and fully obligates the FY18 allocations.

- STIP ID GRTC058: Non-Fixed Route ADA Paratransit Service
Funding will be used for the operating cost of providing ADA complementary paratransit service. GRTC provides paratransit service through an outside vendor managed by the Specialized Transportation Department. The amount being requested

is within 10% of GRTC's annual apportionment amount for ADA Complementary Paratransit Service for the period July 1, 2018 and ending June 30, 2019. State match has not yet been dedicated to this project and local funding is firm at 4%. This project is funded with GRTC's FY18 FTA Section 5307 funding. The total project cost for FY18 is \$1,345,000.

This amendment adds the project to the FY18 – FY21 TIP and fully obligates the FY18 allocations.

12. Review of CMAQ Allocation Process

Sarah Rhodes, RRTPO planner, said staff is reviewing options to update the process and is considering an FHWA toolkit. The CMAQ working group will meet one hour prior to TAC meetings in September, October and November to develop a process proposal for consideration by the end of the current fiscal year.

13. SMART SCALE Update

Sarah Rhodes briefly reviewed that 82 projects and three district-wide projects were submitted for funding under SMART SCALE and that the I-64 project was not submitted and will be revised and submitted for the FY22 round of SMART SCALE. The IMR will conclude in October. Nora Amos commended Jasmine Ron and Rachel for their outstanding support during the SMART SCALE process and TAC concurred with a round of applause.

14. TAC Open Comment

- Nora Amos reported that GRTC buses now stop in Ashland and an individual may travel from Ashland to 9th Street in downtown Richmond or from 9th Street to Ashland to Kings Dominion.

15. Future Meeting Topics

A tentative list of future meeting topics was included on page 43 of the agenda package.

16. Next TAC Meeting: September 11

Chairman Pompei noted the next TAC meeting is scheduled for September 11, 2018 at 9:00 a.m.

17. Adjournment: Scheduled for 10:30 a.m.

Chairman Coleman adjourned the meeting at 10:30 a.m.