

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

**MINUTES OF MEETING  
September 11, 2018**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

John B. Rutledge ..... CRAC  
Theresa Simmons .....RMTA  
Von S. Tisdale..... RideFinders

**ALTERNATES PRESENT, NOT VOTING**

Sulabh Aryal (Alternate)..... RRPDC  
Ron Svejkovsky (Alternate)..... VDOT

Andrew Pompei, TAC Chairman, called the September 11, 2018 TAC meeting to order at 9:00 a.m. and Sharon Robeson, RRTPO Program Assistant, certified that a quorum was present.

**1. Approval of Meeting Agenda**

On motion of Todd Eure, seconded by Tom Coleman, TAC unanimously approved the September 11, 2018 TAC meeting agenda as presented.

**2. Public Comment Period**

There were no requests to address TAC.

**3. Approval of August 14, 2018 TAC Meeting Minutes**

On motion of Nora Amos, seconded by Todd Eure, TAC unanimously approved the August 14, 2018 TAC meeting minutes as presented.

**4. TAC Chairman’s Report**

Chairman Coleman had nothing to report.

**5. RRTPO Update**

- Martha Shickle, RRTPO Interim Secretary, noted the RRPDC Director of Transportation position, vacated by Barbara Nelson, was discussed at the September 6 RRTPO meeting and will be discussed at the September 13 RRPDC meeting. A draft ad will be

distributed to TAC and to regional Human Resources Roundtable members for comments. Advertising for this position should begin Monday, September 17.

- The sixth annual regional transportation forum was scheduled for November 1; that date is now in conflict with the recently announced Governor's Transportation Forum. Technology in Transportation is the theme for both events. November 29 is now being considered for the regional Forum to be held at the Libbie Mill Library.

#### **6. Transportation Performance Measures: Progress Report 2018 – Update**

Liz McAdory, RRTPO Transportation Planning Team Coordinator, reviewed the history of this annual document. General Assembly actions in 2009 and 2010 required appropriate regional organizations to develop quantifiable measures and achievable goals related to transportation system performance, and required large MPOs (population greater than 200,000) to have region-specific performance measures approved by the Commonwealth Transportation Board (CTB), with the state match for Regional Surface Transportation Program (RSTP) funds tied to CTB approval. Since adoption of the first *Regional Performance Measures for Richmond Area MPO in March 2011*, the RRTPO has reported measures and trends in an annual report which is posted to the RRTPO website as required by the Secretary's Office. The *Transportation Performance Measures – Progress Report 2018* builds upon previous reports and includes statistics on highway usage and congestion, pavement and bridge conditions, transit ridership, commuting patterns, safety and air quality over time, as well as comparisons of the Richmond region's performance versus peer and similarly sized regions. The draft 2018 report will be made available three weeks prior to the October 9 TAC meeting. TAC members are requested to review the draft document and provide comments by close of business on Friday, September 28, 2018. The final report will be presented for review and recommendation at the October 10 Technical Advisory Committee meeting and will be presented for RRTPO action at the December 6 meeting. Complete Streets policy development should consider safety, equity, health, economic development, livability, the environment and aesthetics and

#### **7. Multimodal Complete Streets: CTAC Action**

Liz McAdory, RRTPO Transportation Planning Team Coordinator, provided background on efforts of the Community Transportation Advisory Committee (CTAC) to consider developing a regional multimodal Complete Streets policy. She reviewed federal, state and regional priorities and shared a chart of complete streets elements already existing in the region. Complete Streets are for everyone. Roadways are planned, designed, operated, and maintained to enable safe access for all users, of all ages and abilities including pedestrians, bicyclists, motorists, transit, freight providers, and emergency response providers. Guiding principles and strategies developed by CTAC include considerations for education, pedestrians, bicycles, parking and bus stops, all of which remain sensitive to local and regional context. Ms. McAdory reviewed action to date with CTAC voting to request RRTPO action to consider development of a regional Complete Streets policy in May. In June, the RRTPO Executive Committee was briefed and the CTAC Chairman reported to the RRTPO. On September 6, the RRTPO took action to refer to TAC the consideration and development of a regional Multimodal Complete Streets Policy with a report back from TAC within six months of date of referral. Ms. McAdory asked for TAC input on how to proceed with this charge. TAC members noted several examples of complete streets projects. The TAC suggested that rather than calling this a policy, it may be more productive to present strategies and guidelines with a toolbox of alternatives for urban, suburban and rural areas and noted the educational value of such guidance. This effort will be regionally based and

not a state requirement, which provides the ability to customize recommendations. Staff will conduct additional research on selected approaches and request TAC direction and various milestones with TAC action on a recommendation in February 2019 and a report back to the RRTPO in March 2019.

**8. FY18 – FY21 TIP: GRTC Transit Asset Management**

Sarah Rhodes, RRTPO Planner, reported to the TAC that the FY18 – FY21 Transportation Improvement Program will be updated to incorporate language from the GRTC Transit System Transit Asset Management Plan (TAM Plan) regarding how capital assets will be managed to meet required asset condition targets. This TIP update is required in order to meet federal Performance Based Planning and Programming (PBPP) requirements.

**9. RSTP and CMAQ Application Schedules**

Sarah Rhodes, RRTPO Planner, reported that all RSTP and CMAQ applications, including supplemental materials, are due by 5:00 p.m. on November 1 and late submissions will not be accepted. She said applicants are requested to use the Google doc forms, which are now able to be saved and edited later. The Word application forms are still available. Ms. Rhodes responded to several questions regarding level of service and the need for a tool to determine that metric; how to indicate what is intended when the choices on the form do not always meet the specifics of a project. Ms. Rhodes indicated any anomaly or additional information may always be e-mailed to her as supplemental information.

**10. Proposed Scope Revision: Spring Run/360 Intersection Improvement**

Sarah Rhodes, RRTPO Planner, requested TAC to consider changes to the Spring Run project in Chesterfield County to determine whether the changes are within the scope of whether they constitute a change in scope and must be taken to the RRTPO for approval. There was significant discussion regarding whether a project change involves additional funds; the change improves safety or the roadway; whether the change increases or decreases the benefit. It was decided that when there is a question as to whether a change in a project constitutes a change in scope, the particulars should be presented for TAC consideration and determination.

**11. TAC Open Comment**

- Tiffany Dubinsky reported that the Commonwealth Transportation Board has posted draft policies for Strategic Planning Guidelines, transit capital and the transit operating formula for a 45-day public review and comment period.
- John O’Keeffe reported that next week is Try Transit week and he hopes everyone will come out and try transit in the Richmond Region.
- Todd Eure, Henrico County, reported that service for bus route 19 will begin Sunday; the bus will travel from Broad Street to Short Pump and beyond to within 850 feet of the Goochland County line.

**12. Future Meeting Topics**

A tentative list of future meeting topics was included on page 12 of the agenda package.

**13. Next TAC Meeting: October 9**

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

**14. Adjournment: Scheduled for 10:00 a.m.**

Chairman Coleman adjourned the meeting at 9:57 a.m.