

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

**MINUTES OF MEETING
October 9, 2018**

MEMBERS PRESENT

Andrew Pompei (**Chairman**) Powhatan County
Barbara K. Smith (**Vice Chairman**)..... Chesterfield County
Sulabh Aryal (Alternate)..... RRPDC
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
John O’Keeffe (Alternate) RideFinders
Ron Svejkovsky (Alternate)..... VDOT
Joseph E. Vidunas Hanover County

MEMBERS ABSENT

Nora D. Amos Town of Ashland
Tiffany Dubinsky DRPT
Mark Riblett VDOT
John B. Rutledge CRAC
Theresa Simmons RMTA
Von S. Tisdale..... RideFinders
Garland WilliamsGRTC Transit System

Andrew Pompei, TAC Chairman, called the October 9, 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 Barbara K. Smith, seconded by Rachel Chieppa, TAC unanimously approved the October 9, 2018 TAC meeting agenda as presented.

2. Public Comment Period

There were no requests to address TAC.

3. Approval of September 11, 2018 TAC Meeting Minutes

On motion of Barbara K. Smith, seconded by Rachel Chieppa, TAC unanimously approved the September 11, 2018 TAC meeting minutes as presented.

4. TAC Chairman’s Report

Chairman Pompei had nothing to report.

5. RRTPO Update

a. RRTPO Secretary Recruitment – Martha Shickle, Interim RRTPO Secretary, reported on October 4 RRTPO Executive Committee decisions for the interview process. The Executive Committee is looking for geographic balance and representation on the interview panel reflective of people the position would be working with. The interview date is targeted for November 1 in place of the RRTPO meeting. Two RRTPO Executive Committee members will serve on the interview panel, Patricia S. O’Bannon from

Henrico County, a large jurisdiction, and Patricia A. Paige, from New Kent County, a small jurisdiction. Mark Riblett, VDOT, will represent VDOT and DRPT on the panel. Two jurisdictional CAOs or managers, one each from a large and small jurisdiction, will be asked to participate. Ms. Shickle requested that TAC provide a member to participate on the interview panel, and Rachel Chieppa, Charles City County, agreed to serve. This position was posted on a variety of websites, including professional sites, on Monday, September 17, and the position announcement and description are posted on the RRPDC website. The Regional Human Resources Roundtable will meet with staff to review applications and select applicants for interviews on November 1.

- b. Other – Richmond and Tri-Cities Coordinating MOU – Ms. Shickle requested that the draft agreement be distributed to TAC for review. Several entities have recommended adding the Department of Rail and Public Transportation (DRPT) as a signatory party to the MOU. DRPT has some responsibilities for air quality conformity as well as for planning coordination with the two MPOs and the urbanized area's two transit providers, GRTC Transit System and Petersburg Area Transit. The Executive Committee requested review of this MOU and the addition of DRPT by TAC and CTAC. A redline markup copy will be provided to TAC by e-mail to show how DRPT would be incorporated into the document. This item will be added to the November 13 TAC agenda.

6. 2018 Transportation Performance Measures Report –

Liz McAdory, RRTPO Transportation Planning Team Coordinator, reviewed the state and federal requirements for this document noting the first RRTPO transportation performance measures report was developed in 2011. Phil Riggan, RRTPO transportation planner, said this report builds on previous reports and includes statistics on highway usage and congestion, pavement and bridge conditions, transit ridership, commuting patterns, safety and air quality over time. Additionally, the report compares the Richmond region's performance to peer and similarly sized regions. The report also highlights how RRTPO programs and funded projects align with the region's *plan2040* transportation goals. Mr. Riggan reviewed several elements of the report noting several areas where performance has increased and areas where performance needs to improve, especially with highway crash numbers and bicycle and pedestrian crashes and fatalities. Comment opportunities were provided for TAC and for the public on the website through Friday, September 28. The TAC was requested to recommend the 2018 Transportation Performance Measures Report for RRTPO approval on December 6 as work completed.

On motion of Joseph E. Vidunas, seconded by Thomas M. Coleman, the RRTPO Technical Advisory Committee voted to recommend the *Transportation Performance Measures – Progress Report 2018* for RRTPO approval as work completed.

7. Regional Complete Streets Policy Development Update –

Liz McAdory, RRTPO Transportation Planning Team Coordinator, reviewed TAC input from the September 11 TAC meeting including remaining sensitive to local ordinances and policies; developing regional strategies or guidelines rather than a policy; developing a toolbox of alternatives and solutions; and embracing education regarding Complete Streets providing such assistance as project templates and specific guidance for urban, suburban and rural areas. Ms. McAdory provided information on the types of policies or guidance peer MPOs have implemented, as well as examples of strategies, guidelines and/or alternative solution sets. These include everything from a Complete Streets Master Plan to local implementation and funding guidelines, templates, and lists of Complete Streets resources for local use. Direction was requested from TAC regarding the direction staff should take in

developing and exploring Complete Streets guidelines for the RRTPO. TAC discussion resulted in the following major items:

- Joint DRPT and VDOT Multimodal Guidelines are a good resource.
- To get rural buy-in, it would be helpful to provide a presentation with specific examples of rural policies that address rural concerns, especially safety.
- Reviewing examples of real complete streets projects in Virginia and in the region would be helpful demonstrating how elements of Complete Streets can be incorporated into rural areas.
- The RRTPO priority for Transportation Alternatives Set-Aside (T/A) funds is bicycle and pedestrian projects, so a special RSTP or CMAQ funding category for Complete Streets projects may not be needed.
- One challenge is developing a regional policy that meshes with local objectives.
- TAC indicated at the September 11 meeting that a regional policy would not be as helpful as guidelines and strategies.
- Paring through online materials on Complete Streets to find the best examples would be helpful.

Ms. McAdory will gather examples of Complete Streets projects, guidelines and toolboxes to bring back to TAC at the November 13 meeting.

8. Park & Ride Lot Investment Strategy Study –

Liz McAdory, RRTPO Transportation Planning Team Coordinator, reported on progress on a regional *Park & Ride Lot Investment Strategy Study* and requested that TAC members provide a point of contact for their jurisdiction/organization for RRTPO staff coordination throughout the duration of the study. The RRTPO is responsible for guiding regional funding decisions for Park & Ride (P&R) Lot infrastructure throughout the Richmond region. Two VDOT statewide studies from 2013 and 2016 resulted in a prioritized list of opportunities to expand the number of P&R spaces and lots throughout the region, including amenities, and a methodology to evaluate, rate, and prioritize investments and lot locations. RRTPO staff will utilize DRPT on-call consultant Kimley-Horn to assist with a comprehensive regional P&R study to identify opportunities for new lots and associated infrastructure, to position the proposed investments to support transit in the region, and to identify and compete for available funding sources, such as future rounds of SMART SCALE. Ms. McAdory reviewed the tasks, deliverables and schedule for this study, which should conclude in June 2019, and outlined expectations for the Park & Ride Study workgroup activities. TAC discussion provided the following major points:

- The study is intended to fill the gaps based on needs of both existing and future transit routes and carpools/vanpools in the region.
- This study differs from the VDOT District study which was based on travel commute patterns on major highways, level of service and congestion.

Ms. McAdory will provide a link or access to the 2016 VDOT District Study. TAC would like to have more clarity on how what is proposed builds on the work that has already been done at the next meeting.

9. plan2045 Base Year Socioeconomic Data Update –

Sulabh Aryal, RRTPO Planner, reported that in early September draft data on base year 2017 was provided to the Socioeconomic (SE) Data Workgroup for vetting. Not all localities have approved the data for their jurisdiction. Once those responses are all in, the SE Data

Development Workgroup will meet and data for the 2017 base year for *plan2045* will be finalized for TAC review and approval at the November 13 meeting. The VDOT-requested early September deadline has been missed. With TAC approval, the data will go to the consultants for integration into the model. The next task will be work on the future year data for 2045. Once TAC has approved that data, both base year and future year data will go to the RRTPO for approval, probably in March 2019.

10. TIP: Performance Based Planning and Programming –

Sarah Rhodes, RRTPO Planner, reported that as a component of federal performance-based planning requirements, all Transportation Improvement Programs (TIPs) must include reference to performance-based planning rules as they rise and are approved. These rules must be referenced in the TIP in order to amend the TIP and have projects move forward. To date, the safety and transit asset management performance-based planning measures have been included by reference in the TIP. The system maintenance and performance measure will be presented at the November TAC meeting for recommendation for concurrence by the RRTPO at the December 6 meeting. The state established interim measures as guidance on performance measure structure; these interim measures were approved by FHWA in June and by the Commonwealth Transportation Board in September.

11. RSTP and CMAQ Process Update –

Sarah Rhodes, RRTPO Planner, reported that five applications have been completed and noted that all applications are due by November 1, 5:00 p.m. Ms. Rhodes also reminded TAC that the preferred method of application is by Google forms, though Word forms are available and will be accepted. She informed TAC of work with VDOT Transportation Mobility Planning Division (TMPD) to gather data available as part of the statewide Strategically Targeted Affordable Roadway Solutions (STARS) which is available as a resource in both map and spreadsheet form on the RSTP and CMAQ application website. Previously provided GIS data for Bike and Ped applications is also available on the application website. Ms. Rhodes demonstrated what information is available online. Greta Ryan noted that there is an identification number at the bottom of the dropdown for each project, which may be used to find additional data in the Excel table. There was discussion of changing the guidelines and Ms. Rhodes noted this is likely to be an FY20 work program effort which could address inconsistencies.

12. TAC Open Comment –

- VDOT is still working on applications for SMART SCALE funding with requests for information for fine-tuning which projects will be selected for funding; this process should be complete by the end of October.
- DRPT will hold grantee workshops in November and this is a good place to learn about eligibility and transit reforms; the schedule was sent to TAC last week.
- The Commonwealth Transportation Board fall transportation meeting will be held at Homewood Suites in Chester.

13. Future Meeting Topics

A tentative list of future meeting topics was included on page 10 of the agenda package.

14. Next TAC Meeting: November 13

Chairman Pompei noted the next TAC meeting is scheduled for November 13, 2018 at 9:00 a.m.

15. Adjournment: Scheduled for 10:00 a.m.

Chairman Pompei adjourned the meeting at 10:00 a.m.