

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

**MINUTES OF MEETING
November 13, 2018**

MEMBERS PRESENT

Andrew Pompei (**Chairman**) Powhatan County
Barbara K. Smith (**Vice Chairman**)..... Chesterfield County
Nora D. Amos Town of Ashland
Sulabh Aryal (Alternate)..... RRPDC
Travis Bridewell (Alternate) City of Richmond
Myles Busching Charles City County
Thomas Coleman Goochland County
Tiffany Dubinsky DRPT
E. Todd Eure Henrico County
John O’Keeffe (Alternate) RideFinders
Mark Riblett VDOT
Joseph E. Vidunas Hanover County
Garland Williams GRTC Transit System

MEMBERS ABSENT

Rachel Chieppa Charles City County
Kelli Le Duc New Kent County
John B. Rutledge CRAC
Theresa Simmons RMTA
Von S. Tisdale RideFinders

Andrew Pompei, TAC Chairman, called the November 13, 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 Mark Riblett, seconded by Thomas Coleman, TAC unanimously approved the November 13, 2018 TAC meeting agenda as presented.

2. Public Comment Period

There were no requests to address TAC.

3. Approval of October 9, 2018 TAC Meeting Minutes

On motion of Barbara K. Smith, seconded by Mark Riblett, TAC unanimously approved the October 9, 2018 TAC meeting minutes as presented.

4. TAC Chairman’s Report

Chairman Pompei had nothing to report.

5. RRTPO Update

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

- a. Director of Transportation Recruitment Progress Report – Martha Shickle, Interim RRTPO Secretary, reported that the interview panel met on November 1 and interviewed candidates for the vacant RRPDC Director of Transportation position and selected two candidates for second interviews. Mark Riblett indicated that the panel was unanimous in their recommendation and it was a good process. The RRTPO Executive Committee will

meet on Monday, November 19, to interview both candidates and a decision will be made thereafter.

- b. Air Quality Conformity Finding – The RRTPO received a joint letter of conformity from the Federal Transit Administration and the Federal Highway Administration on the conformity finding for the 1997 Ozone Standard for Richmond and Petersburg.
- c. CTAC/EDAC Transition – The RRTPO Bylaws, as amended June 28, removed the Elderly and Disability Advisory Committee (EDAC) as a standing advisory committee to the RRTPO and incorporated EDAC into CTAC. This has provided an opportunity to review and evaluate whether existing CTAC membership is representative of the community and this matter has been forwarded to CTAC for a recommendation. Ms. Shickle requested that any thoughts or suggestions from TAC regarding this issue be submitted to her for consideration in this process.
- d. Other – There were no other items reported.

6. RSTP Funds Shift: Two Transfer Requests –

Sarah Rhodes, RRTPO planner, presented information for two transfer requests from Region-wide closeout funds for two projects in the construction phase. One is for additional funds for intermodal transfer improvements at the Richmond Marine Terminal to shore up a significant sinkhole, discovered after the project was bid and preparations for repaving were beginning. The sinkhole affects the overall structural integrity of the wharf bulkhead and surface and the Virginia Port Authority (VPA) requested \$1,000,000 to cover the shortfall for this repair. There is the possibility that this project will require a second UPC number to cover the sinkhole repair. The second request for funding is for the Ashland Trolley Line Trail to cover the \$258,536 shortfall on the rebid for this project.

On motion of Nora Amos, seconded by Garland Williams, the RRTPO Technical Advisory Committee voted unanimously to recommend the following resolution for RRTPO consideration and approval:

RESOLVED, that the Richmond Regional Transportation Planning Organization authorizes the following transfers:

- \$1,000,000 in RSTP close-out from UPC 101492 – Region-wide to UPC 109266 – Intermodal Transfer Improvements at the Richmond Marine Terminal or to a new UPC number specific to the project; and
- \$258,536 in RSTP close-out from UPC 101492 – Region-wide to UPC 103393 – Trolley Line Trail in the Town of Ashland.

7. CMAQ Allocation Swap: Route1 Sidewalk, Chesterfield County –

Sarah Rhodes, RRTPO Planner, reviewed details of this request to swap \$250,000 in CMAQ close-out funds in Regionwide with \$250,000 in FY22 CMAQ funds, and also to swap \$1 million in FY22 CMAQ allocations with \$1 million in FY24 CMAQ allocations to take advantage of efficiencies gained by designing both phases of a broader pedestrian corridor improvement project simultaneously. The sidewalk improvement projects are Rt. 1, Marina Drive to Merriewood Road and Merriewood Road to Elliham Avenue in Chesterfield County.

On motion of Barbara K. Smith, seconded by Joseph E. Vidunas, the RRTPO Technical Advisory Committee voted unanimously to recommend the following resolution for RRTPO consideration and approval:

RESOLVED, that the Richmond Regional Transportation Planning Organization authorizes the following allocation swap:

- \$250,000 in CMAQ close-out funds from UPC 101492 – Region-wide to UPC 113843 – Route 1 (Merriewood Road to Elliham Avenue) Sidewalk project in Chesterfield County; and \$250,000 in FY22 CMAQ funds from UPC 113843 – Route 1 (Merriewood Road to Elliham Avenue) Sidewalk project in Chesterfield County to UPC 101492 – Regionwide.
- \$1,000,000 in FY22 CMAQ allocations from UPC 101492 – Region-wide to UPC 113843 – Route 1 (Merriewood Road to Elliham Avenue) Sidewalk project in Chesterfield County; and \$1,000,000 in FY24 CMAQ funds from UPC 113843 – Route 1 (Merriewood Road to Elliham Avenue) Sidewalk project in Chesterfield County to UPC 101492 – Region-wide.

8. Scope Revision: East, West, North Signalization Project, City of Richmond –

Sarah Rhodes, RRTPO planner, provided information on minor scope revisions for the East, West, North Signalization Project in the City of Richmond. Preliminary Engineering for this project was not officially granted notice to proceed until March 2018 and when scoping/planning was completed, it was discovered that the funds allocated for this project were insufficient and scope revisions were developed. The city plans to pursue CMAQ funding for the scope elements that had been removed, and an application has been submitted for a phase four systematic signalization project in the FY20 – FY25 RSTP and CMAQ project selection process. Through discussion, TAC determined that since there was no request for additional funds, RRTPO action would not be necessary for this item.

9. Draft Richmond and Tri-Cities MPOs Memorandum of Understanding

Martha Shickle, Interim RRTPO Secretary, reviewed the materials provided in the agenda package and handouts showing the final draft and summaries of the changes to the document. Ms. Shickle requested that TAC provide any changes or suggestions to her by Tuesday, November 20, for consideration for inclusion in the final draft document that will be on the December 6 RRTPO meeting agenda. She reviewed the intent of the agreement and noted the addition of the Department of Rail and Public Transportation (DRPT) as a signatory on the agreement. She also noted that since the Metropolitan Richmond Air Quality Committee (MRAQC) is not currently constituted with membership and chairman, David Paylor, Director of the Virginia Department of Environmental Quality (DEQ) will sign for MRAQC and staff is still working through permission for him to have this authority. Tiffany Dubinsky expressed appreciation on behalf of DRPT for the extra time taken to add DRPT as a signatory to the agreement with additional review of that change and others.

10. *plan2045* Base Year Socioeconomic Data Update

Sulabh Aryal, RRTPO Planner, reviewed that the scope development for *plan2045*, the next long-range transportation plan for the Richmond region, is underway and will help guide how transportation needs of the Richmond region will be met over the next 20 years, noting that federal transportation regulations require *plan2045* to have as its foundation a performance-based planning focus. Mr. Aryal discussed the data development process and noted the establishment of the *plan2045* Socioeconomic Data Workgroup which met twice to develop and finalize base year data for the region.

On motion of Travis A. Bridewell, seconded by E. Todd Eure, the Richmond Regional Transportation Planning Organization Technical Advisory Committee (TAC) voted unanimously to approve the 2017 Base Year Data at the Traffic Analysis Zone (TAZ), Jurisdictional and Regional levels, as approved by the *plan2045* Socioeconomic Data Workgroup and presented at the November 13, 2018 TAC meeting, for use in the Richmond/Tri-Cities (RTC) Model update process.

11. TIP: Performance Based Planning and Programming: Target Setting

Greta Ryan, 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 for projects to move forward. To date, the safety and transit asset management performance-based planning measures have been included in the TIP. 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. Federal guidance for establishment of performance targets is still under development; due to current ambiguity for performance target-setting, staff recommended concurrence with established interim state targets.

On motion of Barbara K. Smith, seconded by Myles Busching, the RRTPO Technical Advisory Committee voted unanimously to recommend the following resolution for RRTPO consideration and approval:

RESOLVED, that the Richmond Regional Transportation Planning Organization concurs with the asset condition and system performance targets set by the Virginia Department of Transportation and authorizes the RRTPO Interim Secretary to submit the asset condition and system performance targets submittal letter to the Office of Intermodal Planning and Investment fulfilling the requirements of the May 2017 FHWA final rulemaking (23 CFR 490) for National Performance Management Measures for Assessing Pavement Condition, for Assessing Bridge Condition, to Assess Performance of the National Highway System, and to Assess Freight Movement on the Interstate System target setting.

12. 2018 Regional Complete Streets Guidelines Updates

Phil Riggan, RRTPO Planner, requested that TAC to review and discuss information presented by staff on updating the potential approaches to developing and implementing a regional complete streets policy and/or set of guidelines for the region. Mr. Riggan described the process to date noting that at the October 9 meeting, TAC received information on Complete Streets policies and guidelines from selected Metropolitan Planning Organizations (MPOs). He presented slides on various Complete Streets projects from around the region noting that every locality is incorporating elements of Complete Streets already. Mr. Riggan noted that TAC needs to develop a Complete Streets recommendation for the RRTPO to consider in March 2019.

13. Park and Ride Update

Sarah Rhodes, RRTPO planner, reported on the status of the RRTPO *Park and Ride Lot Investment Strategy Study* which kicked off with a meeting on October 25. There are five key elements of this study: regional focus, multidimensional, will make short-, medium- and long-term recommendations, focus will be on specific localities, and all recommendations will be well-positioned for inclusion in the upcoming long-range transportation plan update. TAC also requested at its last meeting that staff provide a link to the VDOT Park and Ride Investment Strategy Study and that link was included in the staff report. The next meeting on this study will occur at the end of July and hopefully will coincide with an Active Transportation Work Group meeting. More information will be provided at that time.

14. TAC Open Comment –

- Mark Riblett reported that the Commonwealth Transportation Board fall transportation meeting will be held at 5:30 on Thursday afternoon at the Homewood Suites in Chester. The format will be open house style with an opportunity to make comments.

- Todd Eure reminded that the Regional Transportation Forum will be held on Thursday, November 29, at the Libbie Mill Library in Henrico. Gathering and refreshments begin at 9:00 a.m. with the formal program beginning at 9:30 a.m. The theme will be technology in transportation and there are several very interesting speakers lined up.
- Norah Amos met with a representative of the East Coast Greenway for Virginia and North Carolina and they have new sections, now that the Trolley Line Trail is underway, that can be added to the East Coast Greenway.
- DRPT is hosting their grant workshops on urban transit tomorrow [November 14] at DRPT offices in Richmond and will cover transit reform policies approved by the Commonwealth Transportation Board (CTB) just a couple of weeks ago regarding transit capital prioritization as well as strategic plan guidelines. Also, over the next six years or so, DRPT will award about \$14 million for new electric buses as part of the VW emissions settlement. The intent is to mitigate emissions; old diesel buses would be eligible for replacement with these funds. The old buses will need to be completely demolished and out of service.
- GRTC Pulse daily ridership was estimated for the TIGER grant at about 3,500 and daily ridership has already topped 7,000.

15. Future Meeting Topics

A tentative list of future meeting topics was noted on page 35 of the agenda package.

16. Next TAC Meeting: January 8 (December 11 meeting canceled)

Chairman Pompei noted the next TAC meeting is scheduled for January 8, 2019 at 9:00 a.m.

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

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