

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION (RRTPO)
COMMUNITY TRANSPORTATION ADVISORY COMMITTEE (CTAC)**

**MINUTES OF MEETING
January 17, 2019**

MEMBERS PRESENT

REPRESENTING

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
Frederick S. Fisher Virginia Conservation Network
Lisa M. Guthrie New Kent County
Hwan Hill (Alternate) City of Richmond
Walter Johnson National Association for the Advancement of Colored People
Amber B. Lancaster Henrico County
Upton S. Martin Town of Ashland
John Moyer New Kent County
William Steele City of Richmond
Michael Testerman Virginia Association of Railway Patrons
Lloyd Vye Richmond Area Bicycling Association

MEMBERS ABSENT

REPRESENTING

Charles H. Carter (**Chairman**) Charles City County
Roy L. Bryant National Association for the Advancement of Colored People
John Easter ChamberRVA
Thomas A. Fletcher Powhatan County
Jonathan Jackson Chesterfield County
John D. Leonard Virginia Commonwealth University
Robert P. Morris Hanover County

ALTERNATE PRESENT, NOT VOTING

REPRESENTING

Champe Burnley (Alternate) Richmond Area Bicycling Association

CALL TO ORDER

In the absence of the chairman, CTAC Vice Chairman Herbert A. Richwine called the January 17, 2019 CTAC meeting to order at approximately 12:00 p.m.

PLEDGE OF ALLEGIANCE

All present stood and recited the Pledge of Allegiance.

A. ADMINISTRATION

- 1. Approval of January 17, 2019 CTAC Meeting Agenda** – On motion of William Steele, seconded by Upton S. Martin, CTAC unanimously approved the November 15, 2018 meeting agenda as presented.
- 2. Open Public Comment Period** – There were no requests to address CTAC.
- 3. Approval of November 15, 2018 CTAC Meeting Minutes** – On motion of Robert P. Morris, seconded by Walter L. Johnson, CTAC unanimously approved the September 20, 2018 CTAC meeting minutes as presented.

B. PRIMARY MEETING TOPICS

- 1. CTAC Membership and Function Discussion** – Patricia S. O’Bannon, Richmond Regional Transportation Planning Organization (RRTPO) Chairman, attended the

CTAC meeting by invitation from CTAC and she addressed several issues of concern to CTAC and discussed what the RRTPO expects from CTAC and what their mission is as set forth in the MPO Bylaws.

At its December 6 meeting, the RRTPO received a draft resolution from CTAC regarding advocating for legislation to address distracted driving. Mrs. O'Bannon explained that the RRPDC and RRTPO are not involved in lobbying the General Assembly. She reviewed the MPO Bylaws stated purpose and mission for CTAC, and provisions for a CTAC Transportation Equity Work Group.

Mrs. O'Bannon listened and responded to CTAC members as they discussed their understanding of why they were appointed and what they were appointed to do on CTAC. Various members spoke about CTAC being an advisory group to the RRTPO on agenda items and individual CTAC members advising on their various areas of expertise. CTAC members made several points regarding information flow, meeting scheduling, agenda order and RRTPO feedback that might improve CTAC's ability to support the RRTPO. Mrs. O'Bannon suggested a helpful format for communication of issues from CTAC to the RRTPO.

There was discussion of the need for better communication between the RRTPO Technical Advisory Committee (TAC), CTAC and the RRTPO. There was also discussion of the need for CTAC to represent the entire community including individuals with disabilities, and elderly and low-income populations; and how and why five Elderly and Disability Advisory Committee member organizations should be incorporated into CTAC.

There was a request for an organization chart. Martha Shickle, Interim RRTPO Secretary, explained the RRPDC and RRTPO relationship and the RRTPO and committee structure. Chet Parsons, new RRPDC Director of Transportation, said he would like time to develop a road map and rational framework for next steps to consider at the next CTAC meeting.

2. **FY19 Work Program Priorities** – Martha Shickle, Interim RRTPO Secretary, noted information included beginning on page five of the agenda package. She said the RRTPO is tasked with identifying the transportation needs in the region and prioritizing the resources to meet those needs, which are usually greater than the resources to address them. Federal funding is provided to support that process and the RRTPO annually develops the Unified Planning Work Program (UPWP) to manage available funding. The UPWP sets the priorities and budget as to how these financial resources will be used. The process for developing priorities for the next year's UPWP begins in December and the resulting work program goes into effect on July 1. Since the new RRPDC Director of Transportation, Chet Parsons, wouldn't officially begin work until February 1, Ms. Shickle used last year's priorities to provide suggestions to the RRTPO for FY20 work program priorities. Ms. Shickle said CTAC suggestions are welcome; the FY20 budget is estimated at \$2.2 million.

C. **OTHER BUSINESS**

1. **CTAC Chairman's Report** – Chairman Richwine had nothing to report.
2. **RRTPO Updates** – Martha Shickle, Interim RRTPO Secretary, reported on the following items:
 - a. **RRTPO Meeting Report: December 6, 2018** – The staff report was included on page 12 in the agenda package and reviewed as follows:

- The MOU was approved by the RRTPO and Tri-Cities MPO and is being signed by each party to the agreement. Once all parties have signed the document will be submitted to the Federal Highway Administration and the Federal Transit Administration. This is the final corrective action from the federal certification review to be addressed.
 - Budget amendments were made to the FY19 Unified Planning Work Program (UPWP) to accommodate carryover funding from DRPT funds. These funds will be used for a consultant study to implement elements of the Transit Vision Plan.
 - The RRTPO began discussion of priorities for the FY20 Unified Planning Work Program (UPWP); these are the priorities that were provided to CTAC earlier in this meeting for review and suggestions.
- b. CTAC Resolution on Distracted Driving Update** – A draft resolution on distracted driving, discussed at the November CTAC meeting, was distributed by e-mail to CTAC members for comments. The draft resolution was forwarded to the RRTPO for consideration in December and the general consensus was that the RRTPO refrains from legislative activity, though there was concurrence that safety is a priority. However, the Governor has established a task force on this subject and there is pending legislation on this subject. This item was referred to TAC to consider ways to address distracted driving. CTAC input was very helpful.
- c. RRPDC Staffing Update** – This item was not addressed.
- 3. CTAC Announcements and Open Comment** – The following comments were offered:
- There are two bills addressing scooters and where they may be operated, streets or sidewalks.
 - There are two bills on distracted driving to ban use of hand-held personal communication devices while driving is being considered.
 - There is another bill that will address passing a vehicle stopped for a pedestrian in a cross-walk.
 - Information was provided on efforts to implement Virginia Outdoor Plans and other planning efforts for trail development. The Virginia Trails Alliance has been formed to find ways to implement plan recommendations and to find funding for these efforts.
 - Because GRTC shared its transit data, Richmond has been added to the transit app that is on your cell phone along with about 175 other cities.
- 4. Future Meeting Topics** – Chairman Richwine noted Future Meeting Topics and a request was made to update this list. Mrs. O'Bannon suggested a presentation on 5G technology due to its impact on self-driving and automated vehicles and the need for towers.
- 5. Next CTAC Meeting: March 21, 2019** – Chairman Richwine noted the next meeting date.
- 6. Other Business** – It was noted that Dan Lysy, former RRTPO Secretary, was present at the meeting.

IV. ADJOURNMENT

Chairman Richwine adjourned the meeting at approximately 1:35 p.m.