

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

**MINUTES OF MEETING
January 8, 2019**

MEMBERS PRESENT

Andrew Pompei (**Chairman**) Powhatan County
Barbara K. Smith (**Vice Chairman**)..... Chesterfield County
Nora D. Amos Town of Ashland
Sulabh Aryal (Alternate)..... RRPDC
Myles Busching Charles City County
Dironna Moore Clarke City of Richmond
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 WilliamsGRTC Transit System

MEMBERS ABSENT

Kelli Le Duc..... New Kent County
John B. Rutledge..... CRAC
Theresa SimmonsRMTA
Von S. Tisdale..... RideFinders

ALTERNATE MEMBER PRESENT – NOT VOTING

Travis Bridewell (Alternate) City of Richmond

Andrew Pompei, TAC Chairman, called the January 8, 2019 TAC meeting to order at 9:00 a.m. and Sharon Robeson, RRTPO Program Assistant, certified that a quorum was present.

Chairman Pompei introduced Dironna Moore Clarke, TAC member representing the City of Richmond. Ms. Clarke described how the City has restructure the position previously held by Amy Inman and what her duties and responsibilities are and expressed a desire to work with everyone on planning and regional transportation efforts.

1. Approval of Meeting Agenda

On motion of Mark Riblett, seconded by Myles Busching, TAC unanimously approved the January 8, 2019 TAC meeting agenda as presented.

2. Public Comment Period

There were no requests to address TAC.

3. Approval of November 13, 2018 TAC Meeting Minutes

On motion of John O’Keeffe, seconded by Barbara K. Smith, TAC unanimously approved the November 13, 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 – Chester A. “Chet” Parsons has been hired as the RRPDC Director of Transportation and officially will begin work February 1. He also will be in the office January 16 – 17 and 23 – 24.

Other staff changes include Barbara Jacocks who will work through consultant-led projects in the UPWP and new employee Nick Tafelsky who will assist in those efforts; Dan Lysy was hired part-time to help during the interim period and will have some overlap with Mr. Parsons; Nelson Reveley was hired part-time to assist with transit work and public outreach on the update of the Public Participation and Title VI plans. Sarah Rhodes accepted a position with VDOT and January 24 will be her last day at the RRPDC.

- b. Items Referred from the Policy Board – Two items on the agenda were referred to TAC from the December 6 RRTPO meeting. One is a draft resolution on distracted driving submitted to the RRTPO from the Community Transportation Advisory Committee (CTAC), and the other, a resolution from the Town of Ashland on rail safety. TAC will be asked later on the agenda to consider how or if the RRTPO should move forward on these matters.

6. VTrans Update

Chris Wichman, Senior Planner with the Office of Intermodal Planning and Investment (OIP), provided an overview of plans to update *VTrans*, Virginia’s multimodal transportation plan. Mr. Wichman reviewed *VTrans 2040*, the current plan noting that work on the plan began in 2015 and the plan was approved by the Commonwealth Transportation Board (CTB) in December 2018. He reviewed the needs assessment and the recommendations from *VTrans 2040* and current uses of this statewide plan.

Mr. Wichman reviewed major components for the *VTrans* update and noted key modifications from the *VTrans 2040* plan as well as expected outcomes, the tentative timeline, and stakeholder involvement efforts. Adoption of the mid-term needs is targeted for December 2019 and the *VTrans* update is expected to be finalized by 2020.

Stakeholder involvement with MPOs and PDCs is occurring this winter across the state. In the spring of 2019 there will be reviews of existing conditions and trends and economic profiles as well as discussion of needs identification methodology. Informal updates and notifications will be part of the process as will MPO-initiated discussions. Public involvement will occur in the spring of 2019 with public meetings in all nine CTB districts and there will be active online and social media presence in the update process.

7. FY18 – FY21 TIP Amendment: Henrico County Automated Traffic Management System

Sarah Rhodes, RRTPO Planner, reviewed a request from VDOT to amend the FY18 – FY21 Transportation Improvement Program (TIP) to add a new highway project, design automated traffic management system (ATMS) detection system. This project will collect real time data and provide optimal signal timing. The RRTPO has approved CMAQ funding totaling \$8,817,400 from FY93 to FY21. The total cost for the project will be \$9,805,731. This amendment would add the project to the FY18 – FY21 TIP and obligates the preliminary engineering phase. Henrico County concurred with this project funding request on January 2. Mark Riblett indicated that the most up-to-date obligation schedule shows 2019 PE and 2021 construction for this project.

On motion of E. Todd Eure, seconded by Mark Riblett, 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 amends the *FY18 – FY21 Transportation Improvement Program (TIP)* adding the following new project:

- UPC 109951: Automated Traffic Management System (ATMS) – adds this project to the TIP and obligates the preliminary engineering phase – Henrico

8. FY20 – FY25 RSTP and CMAQ Project Selection Process: Status Update

Sarah Rhodes, RRTPO planner, reviewed the process for FY20 – FY25 RSTP and CMAQ application selection noting the application period closed November 1. Applicant meetings were held in November resulting in 40 applications for funding in all categories totaling \$142.2 million, with only \$128 million anticipated to be available. Ms. Rhodes discussed the potential for CMAQ allocation rescissions that could impact funding available for project phases that have not yet started and would reduce the amount of federal funding available for projects. Strategies are being developed to minimize the risk of cancelled CMAQ apportionment. The unobligated apportionment for available funding would be calculated on September 30, 2019, the last day of Federal Fiscal Year 2019, and rescissions would officially be applied on July 1, 2020.

9. Distracted Driving: CTAC Resolution (Referred from Policy Board)

Martha Shickle, Interim RRTPO Secretary, reported that at there was a discussion at the end of the November 15 CTAC meeting regarding the possibility of introducing a proposed resolution for RRTPO consideration at the December 6 meeting. The draft resolution was distributed to CTAC members by e-mail and some CTAC members submitted comments on the resolution with mixed response on whether this would be the best way to address this issue.

At the December 6 RRTPO meeting, there was discussion of how CTAC might best participate in the process of advising the RRTPO in a meaningful and timely way on issues of importance. Ms. Shickle noted that pedestrian safety has been a concern at all levels of government and Governor Northam recently issued an Executive Directive establishing an executive leadership team on highway safety.

The RRTPO referred the issue of distracted driving to the RRTPO Technical Advisory Committee (TAC) to consider whether this is an issue the RRTPO should be addressing and if so, how best to engage in the conversation and involve the committees in the process. At the RRTPO meeting, CTAC Chairman Herbert Richwine spoke about the need to clarify the role of CTAC. Ms. Shickle reviewed that the June 28 MPO Bylaws revision eliminated the Elderly and Disability Advisory Committee (EDAC) and there was an effort to fill five vacant at-large CTAC membership slots with representatives of organizations that had been EDAC members.

TAC discussion yielded the following major points:

- The RRPDC has stepped away from legislative activity.
- It might be good to inform CTAC about all the initiatives: Steven Reid could discuss the Virginia Highway Safety Plan developed by DMV, VDOT and the Virginia State Police and Mike Sawyer with City of Richmond could discuss Vision Zero.
- VTrans will offer a great opportunity CTAC to assist.

- CTAC could gather information regarding different initiatives, existing programs and potential legislation to take to the RRTPO and take actions as citizens.
- Identify a method for CTAC to bring issues to the RRTPO.
- Information flow should be examined so that information from CTAC can be shared with TAC before going to the RRTPO, even though the bylaws indicate that CTAC reports directly to the RRTPO.

Ms. Shickle suggested that staff could provide a comprehensive briefing at the March CTAC meeting on the various efforts to address distracted driving and what may have come out of the General Assembly on this matter. Any next steps CTAC would like to take could be channeled through TAC and then to the RRTPO.

10. Ashland Rail Safety and Obstruction Resolution (Referred from Policy Board)

Martha Shickle, Interim RRTPO Secretary, said RRTPO Vice Chairman John Hodges brought this matter to the RRTPO at the December 6 meeting. In addition to the Ashland resolution, John Hodges noted a similar resolution adopted in November by the State Association of Rail Safety Managers. The Town of Ashland and other jurisdictions in the region have been adversely impacted by trains stopping on the tracks creating safety challenges, impeding pedestrians and impacting transportation flow.

Nora Amos said the Town of Ashland passed a resolution in October requesting that the U.S. Department of Transportation prescribe regulations allowing states to adopt rules regarding non-emergency blockage of at-grade highway rail crossings and to regulate them. Ms. Amos indicated that their purpose in sharing the resolution with the RRTPO was to encourage other jurisdictions to develop and submit their own resolutions on this issue.

Before making a recommendation to the RRTPO, TAC members concurred that they would like to see what other states have done to address this issue. Norah said she would see what is available at her office and Martha Shickle indicated that RRTPO staff will try to collect that information and bring this matter back to TAC at the next meeting.

11. Park and Ride Study Update

Barbara Jacocks, RRPDC planner, reported that the kick-off meeting for the Regional Park and Ride Study was held October 25. The technical memo from project consultant Kimley-Horn is out to the study work group with comments due back on Friday, January 11. Nick Tafelsky will synthesize the comments and provide them to Kimley-Horn. There is a coordination meeting with the consultant on Wednesday, January 9. They are working on the with them on the prioritization matrix centered around the three primary goal areas with multiple factors nested under those to provide guidance on potential park and ride locations in the future that align with the regional needs. That will be presented to the work study group at the end of January for feedback. There were no questions.

12. TAC Open Comment –

- Dironna Clarke said the City of Richmond formally submitted comments on the technical memo; however, she read the City's comments requesting park and ride lots in the City be considered as recommended locations in the Park and Ride Study.
- Mark Riblett reported that the Commonwealth Transportation Board will meet next week [Tuesday, January 15] and that SMART SCALE Round 3 scores should be available at that meeting.

13. Future Meeting Topics

Chairman Pompei noted that TAC will be looking at the rail issue again and Martha Shickle noted the tentative list of future meeting topics on page 19 of the agenda package. Ms. Shickle noted that the FY20 Unified Planning Work Program is running about a month behind in order to include Chet Parsons in the process. Tiffany Dubinsky noted that the deadline for 5303 grants is May 1 and DRPT will require at least a draft FY20 UPWP to review.

14. Next TAC Meeting: February 12

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

15. Adjournment: Scheduled for 10:45 a.m.

Chairman Pompei adjourned the meeting at 10:20 a.m.