

AGENDA

RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION

Thursday, February 7, 2019
9:30 a.m.

Richmond Regional Planning District Commission Board Room

MEETING QUORUM (Certification by RRPDC Director of Transportation)

PLEDGE OF ALLEGIANCE

WELCOME

- Chester A. Parsons, RRPDC Director of Transportation

<u>A. ADMINISTRATION</u>	<u>Tab #</u>
1. Approval of RRTPO Meeting Agenda (O'Bannon)	-
ACTION REQUESTED	
2. Approval of December 6, 2018 RRTPO Meeting Minutes (O'Bannon)	1
3. Open Public Comment Period (O'Bannon/5 minutes).....	-
4. Consent Agenda (O'Bannon/5 minutes).....	2
1. FY18 – FY21 TIP Amendment: Henrico County Automated Traffic Management System (ATMS)	
2. Performance Based Planning: Safety Targets	
ACTION REQUESTED	
5. RRTPO Chairman's Report (O'Bannon/10 minutes).....	-
1. CTAC Update	
2. Other	
6. Interim RRTPO Secretary's Report (Shickle/10 minutes)	3
1. Ashland Rail Safety Resolution Update	
2. RRTPO Logo Update	
3. Appointment of RRTPO Secretary	
ACTION REQUESTED	

7. RRTPO Secretary's Report	
(Parsons/5 minutes).....	4
1. Richmond and Tri-Cities Memorandum of Understanding Update	
2. SMART SCALE Results	
3. RRTPO November and December Work Status and Financial Reports	

B. NEW BUSINESS

1. VTrans Update	
(Chris Wichman, OIPI/20 minutes)	-
2. CMAQ Program Status Reports	
(Parsons/20 minutes).....	5
a. Port of Virginia, Barbara S. Nelson, Vice President of Government Affairs and Transportation Policy	
b. City of Richmond, Dironna Moore Clarke, Multimodal Transportation Manager	
c. RideFinders, Von S. Tisdale, Executive Director	
3. FY20 Unified Planning Work Program (UPWP) Priorities	
(Shickle/10 minutes)	6

C. AGENCY AND COMMITTEE REPORTS

1. Transportation Agency Updates	
(VDOT, DRPT/10 minutes)	-
1. VDOT (Thrasher)	
2. DRPT (DeBruhl)	
2. Community Transportation Advisory Committee (CTAC) Meeting Report	
(Carter/5 minutes)	7

D. OTHER BUSINESS

1. Future Meeting Topics - Suggestions	
(O'Bannon/5 minutes)	8
2. Next Meeting: March 7	
(O'Bannon)	-

E. ADJOURNMENT: Targeted for 11:20 a.m.

Agenda Item A.2.

Minutes of the February 7, 2019 RRTPO Meeting

1

REQUESTED ACTION

The RRTPO is requested to approve the Minutes of the February 7, 2019 RRTPO meeting as presented.

**RICHMOND REGIONAL
TRANSPORTATION PLANNING ORGANIZATION**

**MINUTES OF MEETING
December 6, 2018**

MEMBERS PRESENT

Patricia S. O'Bannon, **Chairman** Henrico County
John Hodges, **Vice Chairman** Town of Ashland
Andreas D. Addison City of Richmond
Manuel Alvarez, Jr. Goochland County
Joi Taylor Dean RMTA
Jennifer B. DeBruhl DRPT
Steve A. Elswick Chesterfield County
Kimberly B. Gray City of Richmond
James M. Holland Chesterfield County
Angela Kelly-Wiecek Hanover County
John Lumpkins, Jr. Goochland County
William E. Melton Powhatan County
Cynthia I. Newbille City of Richmond
Patricia A. Paige New Kent County
W. Canova Peterson, IV Hanover County
Mark Riblett (Alternate) Secretary of Transportation Designee
Herbert A. Richwine (Alternate) (Nonvoting) CTAC
Frank J. Thornton Henrico County
Von S. Tisdale (Nonvoting) RideFinders
David T. Williams Powhatan County
Garland W. Williams (Alternate) GRTC Transit System
Christopher Winslow Chesterfield County

MEMBERS ABSENT

Parker C. Agelasto City of Richmond
Cliff Burnette (Nonvoting) VDA
Charles H. Carter (Nonvoting) CTAC
Melissa McGill (Nonvoting) FTA
Floyd H. Miles, Sr. Charles City County
Ivan Rucker (Nonvoting) FHWA
John B. Rutledge CRAC
Barton A. Thrasher Secretary of Transportation Designee
C. Thomas Tiller, Jr. New Kent County

ALTERNATE MEMBERS PRESENT, NOT VOTING

Tiffany T. Dubinsky (Alternate) DRPT

CALL TO ORDER

Richmond Regional Transportation Planning Organization (RRTPO) Chairman Patricia S. O'Bannon called the December 6, 2018 RRTPO meeting to order at 9:30 a.m. in the Richmond Regional Planning District Commission board room.

CERTIFICATION OF MEETING QUORUM

RRTPO Program Assistant Sharon Robeson reported that a quorum was present.

PLEDGE OF ALLEGIANCE

Chairman O'Bannon led the RRTPO in the Pledge of Allegiance to the flag.

I. ADMINISTRATION

A. Approval of RRTPO Agenda

Chairman O'Bannon called for changes to the agenda and there were none. On motion of David T. Williams, seconded by Patricia A. Paige, the December 6 RRTPO meeting agenda was approved as presented.

B. Approval of October 4, 2018 RRTPO Meeting Minutes

Chairman O'Bannon called for changes to the minutes and there were none. On motion of Manuel Alvarez, Jr., seconded by David T. Williams, the RRTPO unanimously approved the minutes of the October 4, 2018 RRTPO meeting minutes as presented.

C. Open Public Comment Period

There were no requests to address the RRTPO.

D. Consent Agenda

On motion of Patricia A. Paige, seconded by David T. Williams, the RRTPO unanimously approved the following resolutions:

1. Performance Based Planning and Programming: Target Setting

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.

2. Transportation Performance Measures: Progress Report 2018

RESOLVED, that the Richmond Regional Transportation Planning Organization accepts the *Transportation Performance Measures – Progress Report 2018* as a Fiscal Year 2019 Unified Planning Work Program work task complete.

E. RRTPO Chairman's Report

Pat O'Bannon, RRTPO Chairman, reported on the following items.

- 1. Transportation Forum Follow-up Report** – Chairman O'Bannon thanked Todd Eure and other staff for their efforts on a well-attended sixth annual regional transportation forum held Thursday, November 29, at the Libbie Mill Library. Chairman O'Bannon highlighted several presentations, including one on self-driving vehicles, and noted how disheartening comments by Commonwealth Transportation Board (CTB) member Carlos Brown were regarding what the region cannot do because of a lack of funding. Patricia Paige commented on the impact of stopping I-64 widening at exit 205 on traffic through New Kent County with a 35 percent increase in traffic causing safety issues with school buses, bicycle races, teenagers and logging trucks. She noted the lack of funds and equipment to maintain secondary roads and Mark Riblett, VDOT advised that the I-64 widening from Route 205 to Route 211 is under consideration in Round 3 of SMART SCALE

with results to be announced in January; the VDOT residency should be able to assist with maintenance equipment.

There was significant discussion regarding how to begin to address the region's transportation funding issues, who bears the responsibility, who provides the leadership, who to communicate these concerns to at the state level and how to begin to consider creation of a transportation authority. Chairman O'Bannon said this is a good issue for the new transportation director and suggested forming a work group to look at this important issue.

2. **Recruitment for Director of Transportation** – Chairman O'Bannon reviewed the recruitment process and announced that the new Director Transportation would be Chet Parsons. Mr. Parsons worked for the RRPDC a number of years ago and is looking forward to returning to this region. Chairman O'Bannon commended Martha Shickle for taking on two full-time jobs.
3. **CTAC Membership Update** – In the June 28 MPO Bylaws revision, the Elderly and Disability Advisory Committee (EDAC) was reincorporated into the Community Transportation Advisory Committee (CTAC) and CTAC has concerns regarding the process and membership. At the November CTAC meeting, a work group was formed to meet with Chairman O'Bannon and to discuss CTAC membership and expectations of the RRTPO.
4. **CTAC Resolution on Cell Phone Use While Driving** – Chairman O'Bannon noted the materials under agenda package tab three and Martha Shickle reviewed the origins of the resolution. Chairman O'Bannon and others expressed concern that CTAC does not understand its mission and the RRTPO needs to help CTAC understand how they can best be of value.

On motion of W, Canova Peterson, IV, seconded by Christopher Winslow, the Richmond Regional Transportation Planning Organization voted unanimously to send the resolution back to the Community Transportation Advisory Committee.

F. Interim RRTPO Secretary's Report

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

1. **Base Year SE Data Completed** – Interim RRTPO Secretary Martha Shickle reported that the base year socioeconomic data for *plan2045* has been completed and approved by the Socioeconomic Data Work Group. Work has begun on projections for 2045 data. The socioeconomic data will be brought to the RRTPO next summer for review and approval.
2. **RRTPO September/October Work Status and Financial Reports** – These reports were included under agenda package tab four; there were no questions.

II. NEW BUSINESS

A. Richmond and Tri-Cities Memorandum of Understanding (MOU)

Martha Shickle, Interim RRTPO Secretary, reviewed the background on the draft *Memorandum of Understanding for Coordination of Regional Transportation and Air Quality Planning in the Richmond and Tri-Cities MPOs* noting summaries of changes from the current MOU to the draft MOU prepared by Dan Lysy and included as enclosures with the agenda package. The only change since October was the addition of the Department of Rail and Public Transportation as a signatory to the MOU as a member of the State of Virginia. The RRTPO Technical Advisory Committee (TAC) reviewed the MOU and recommended approval. The staff recommended approval.

On motion of Angela Kelly-Wiecek, seconded by David T. Williams, the Richmond Regional Transportation Planning Organization unanimously approved the following resolution:

RESOLVED, that the Richmond Area Metropolitan Planning Organization (MPO), generally referred to as the Richmond Regional Transportation Planning Organization or RRTPO, approves the *Memorandum of Understanding (MOU) for Coordination of Regional Transportation and Air Quality Planning in the Richmond and Tri-Cities MPOs* and authorizes the RRTPO Chair, Patricia S. O'Bannon, to execute the MOU on behalf of the RRTPO.

B. RSTP Transfer Request: Intermodal Transfer Improvements, Port of Virginia

Sarah Rhodes, RRTPO Financial Programs Manager, reviewed a request from the Port of Virginia (POV) for an additional allocation of \$1,000,000 in RSTP closeout funds to address issues identified during project construction. Funded improvements included rail crossing repairs, wharf fender upgrades and north wharf repaving. The overall cost for the project was \$2,050,000 funded with FY17 RSTP funds. During preparations for north wharf repaving, a sinkhole was discovered and assessed as urgent with issues related to the overall bulkhead retaining structure which could have a significant environmental impact on the James River and would shut down Richmond Marine Terminal operations until completion of mitigation and repair. The RRTPO Technical Advisory Committee (TAC) and staff both recommend approval of this transfer request. Additionally, staff recommends approval to add this project to the FY18 – FY21 Transportation Improvement Program (TIP). There was brief RRTPO discussion and clarification of the funding source for this request.

On motion of Christopher Winslow, seconded by Kimberly B. Gray, the Richmond Regional Transportation Planning Organization unanimously approved the following resolution:

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

- \$1,000,000 in RSTP closeout funds from UPC 101492 – Region-wide to UPC 114631 – Richmond Marine Terminal Emergency Bulkhead Repair.

BE IT FURTHER RESOLVED, that the Richmond Regional Transportation Planning Organization amends the FY18 – FY21 Transportation Improvement Program (TIP) adding the following new project and fully obligating all project phases:

- UPC 114631 – Richmond Marine Terminal – Emergency Bulkhead Repair.

C. RSTP Transfer Request: Trolley Line Trail, Town of Ashland

Sarah Rhodes, RRTPO Financial Programs Manager, reviewed the Town of Ashland request for \$258,536 for the Trolley Line Trail, a quarter-mile 10-foot wide multiuse path connecting the town to the Trolley Line Trail Park and contributes to continuing efforts to develop mod-separated facilities along the alignment of the East Coast Greenway. This project was funded for \$1,316,000 in the FY12 RSTP process; however, a bid shortfall, even after second bid left the project with a funding shortfall.

On motion of John H. Hodges, seconded by Angela Kelly-Wiecek, the Richmond Regional Transportation Planning Organization unanimously approved the following resolution:

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

- \$258,536 in RSTP closeout from UPC 101492 – Region-wide to UPC 103393 – Trolley Line Trail in the Town of Ashland.

D. CMAQ Allocation Swap: Route 1 Sidewalk, Chesterfield County

Sarah Rhodes, RRTPO Financial Programs Manager, reviewed the Chesterfield County request for an allocation swap of \$1.2 million from CMAQ Regionwide funds that would advance FY 22 CMAQ allocations to match the schedule on an adjacent sidewalk improvement to take advantage of implementation efficiencies which would occur if the project schedules were synched. This swap would shift the allocation timing between projects but would not impact total project allocations.

On motion of James M. Holland, seconded by David T. Williams, the Richmond Regional Transportation Planning Organization unanimously approved the following resolution:

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

- \$250,000 in CMAQ closeout 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 – Region-wide.
- \$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.

E. FY19 Unified Planning Work Program (UPWP) Budget Amendment

Martha Shickle reviewed this request to amend the FY19 Unified Planning Work Program budget to reallocate the distribution of Federal Transit Administration (FTA) Section 5303 Carryover funds and FTA Section 5303 current year funds among staff and consultant work tasks. Over the course of the first two quarters of FY19, vacancies in two key staff positions with responsibility for carrying out activities associated with work tasks in transit and bicycle and pedestrian delayed work on these areas. To maintain compliance with DRPT rules for timely expenditure of funds, \$370,061 in Federal Transit Administration (FTA) Section 5303 Carryover funds from previous years would be reallocated to activities that have or were scheduled to occur in the first two quarters of the fiscal year. This reallocation of funds would be offset by a corresponding reallocation of funds in the same amount from FY19 5303 funds to activities previously scheduled for Carryover funding. There would be no net change to any work task budgets or the UPWP budget.

On motion of Cynthia I. Newbille, seconded by Patricia A. Paige, the Richmond Regional Transportation Planning Organization unanimously approved the following resolution:

RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) approves the amendments to the *RRTPO Fiscal Year 2019 Unified Planning Work Program* as presented.

BE IT FURTHER RESOLVED, that the RRTPO action to amend the UPWP, as submitted, meets all requirements noted in the VDOT/RRPDC Agreement for the Utilization of Federal and State Funds to Support Metropolitan Planning in the Richmond Area as provided in Article III, Statement of Work, which includes VDOT and FHWA approval of this RRTPO action and amending the FY19 UPWP.

F. FY20 Unified Planning Work Program (UPWP) Priorities

Martha Shickle, Interim RRTPO Secretary, reviewed the purpose of the UPWP, the sources of work program funding, and the need to meet state and federal requirements to receive that funding. The FY20 UPWP will continue to be organized with focus on four core program areas: Program Management, Transportation Planning, Modeling and Data Applications and Financial Programs. Program Management is the policy, management and operations platform that supports the remaining three program areas.

Work tasks in each section of the UPWP are correlated to RRTPO-approved goals in *plan2040*. Potential work program priorities were divided into three groups: 1) addressing federal certification review recommendations; maintaining commended work efforts; and continuing compliance with federal requirements; 2) continuation of existing work efforts; and 3) addressing FY20 focal areas.

Focal areas for FY20 were listed as follows:

- transportation investments to capitalize on regional commerce, workforce mobility and accessibility;
- expanding access to transit through multimodal connectivity and park and ride facilities;
- Increasing opportunity for residents of the region to engage in public planning processes; and
- identify strategies for improving identified performance measures including Safety and Security, Congestion Mitigation and System Reliability, Freight Mobility, Multimodal Connectivity and Access to Employment.

Funding allocations will not be available until mid- to late March and budgeting for work tasks will occur at that time. Specific work tasks will be developed for TAC consideration in March with final RRTPO action on the FY20 UPWP anticipated for May. Ms. Shickle advised that the priorities will be brought back before the RRTPO for consideration and action in February.

III. AGENCY AND COMMITTEE REPORTS

A. Transportation Agency Updates

1. VDOT – Mark Riblett, alternate designee for the Virginia Secretary of Transportation, reported as follows:

- Commonwealth Transportation Board (CTB) Meetings Update:
 - SMART SCALE applications have been scored with 64 of 65 Richmond region applications screening in and moving forward; 75 of 85 Richmond District applications moved forward for scoring.
 - The next CTB meeting will be held in January; scores and projects selected are expected to be announced at the January CTB meeting.

2. DRPT – Jennifer DeBruhl, DRPT Chief of Public Transportation, reported on the following:

- Transit Reforms:
 - DRPT has submitted a package to the General Assembly to replace Capital Prioritization Program. Guidelines were approved by the CTB in October.
 - DRPT will transition to 100 percent performance-based funding; CTB action is expected in February and this will become effective in July. Applications are due February 1.

B. Community Transportation Advisory Committee (CTAC) Meeting Report

The CTAC Chairman was not present and Chairman O'Bannon noted the meeting report included under agenda tab five.

IV. OTHER BUSINESS

A. Future Meeting Topics

Chairman O'Bannon noted the future meeting topics included in tab six of the agenda package. She said this is also an opportunity for open discussion of possible future topics.

There was brief discussion of voting membership for the Department of Rail and Public Transportation (DRPT) and the fact that is all modes, for example the Port and others, were made voting members they would outnumber the jurisdictional representation on the RRTPO. It was suggested that there be a review of how other MPOs handle membership for DRPT.

B. Next Meeting: December 6 (Nov. 1 meeting cancelled; Nov. 29 Forum)

Chairman O'Bannon announced that the next RRTPO meeting is scheduled for Thursday, February 7, 2019.

V. ADJOURNMENT

Chairman O'Bannon adjourned the meeting at 11:00 a.m.

Agenda Item A.4.

Consent Action Items

REQUESTED ACTION

*Review and approval of consent agenda items as presented
In this agenda tab. The resolution for each item is contained
in the staff report for that item.*

1. *FY18 – FY21 Henrico County Automated Traffic
Management System.....page 1*
2. *Performance Based Planning: Safety Targets.....page 4*

RRTPO AGENDA 2/7/19; ITEM A.4.1.

**FY18 – FY21 TIP AMENDMENT: HENRICO COUNTY
AUTOMATED TRAFFIC MANAGEMENT SYSTEM**

Richmond Regional Transportation Planning Organization

REQUESTED ACTION: Review for approval a request from VDOT to amend the FY18 – FY21 Transportation Improvement Program (TIP) to add a new project.

BACKGROUND: The Richmond Regional Transportation Planning Organization (RRTPO) has received a request from VDOT to amend the TIP to add one new highway project. Amendment details are outlined below:

- UPC 109951: Automated Traffic Management System (ATMS) – Henrico
Design automated traffic management system (ATMS) Detection system will collect real time data and provide optimal signal timing. The RRTPO approved CMAQ funding totaling \$8,817,400 from FY93 to FY21. The total cost for the project is \$9,805,731.

This amendment adds the project to the FY18 – FY21 TIP and obligates the preliminary engineering phase.

Attached are the draft TIP amendment page and the draft amendment tracking record page. Henrico County concurred with the proposed TIP amendment on January 2, 2019. The air quality conformity analysis was previously done.

TAC ACTION REQUESTED: The following resolution is presented for RRTPO review 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

Attachments

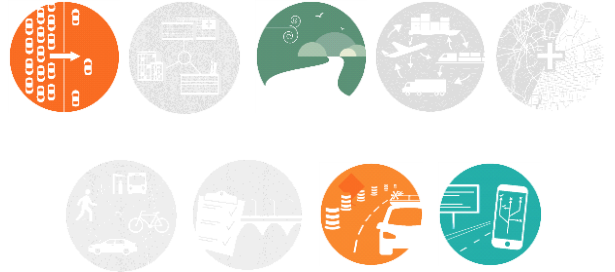
SER

FY 2018 to FY 2021 Richmond Region TPO Transportation Improvement Program

Henrico

UPC 109951

Jurisdiction: Henrico County
Route/Street:
Description: Henrico County Automated Traffic Management System (ATMS)
From: Various
To: Various
System: Miscellaneous
Administered By: Locally
MPO Note:



Schedule

Phase	Start	End	Status
Preliminary Engineering (PE):	4/1/2019	1/4/2021	FFY19
Right of Way (RW):			
Construction (CN):	1/4/2021	7/19/2022	FFY21

Cost Estimates / Previous Obligations

Cost Estimates	
PE:	\$1,425,000
RW:	
CN:	\$8,380,731
Total:	\$9,805,731

Jurisdiction Wide Project



Federal Obligations

Phase	Fund Source	Match	Federal Obligations			
			FY18	FY19	FY20	FY21
PE	CM	\$285,000	\$0	\$1,140,000	\$0	\$0

Amendments

Amd 44 2/7/2019 Approval Pending

1). This is a new project added to the TIP. 2). Add PE phase to FY19 and obligate \$1,140,000 CMAQ funds (match \$285,000).

Date Requested 12/30/2018

FY 2018 to FY 2021 Richmond Region TPO Transportation Improvement Program

Project Amendments - Tracking Records

Amd 44	109951	Henrico County	Henrico County Automated Traffic Management System (ATMS)
2/7/2019	Pending	1). This is a new project added to the TIP. 2). Add PE phase to FY19 and obligate \$1,140,000 CMAQ funds (match \$285,000). Date Requested 12/30/2018	

TPO AGENDA 2/7/19; ITEM A.4.2.

PERFORMANCE BASED PLANNING: SAFETY TARGETS

Richmond Regional Transportation Planning Organization

REQUESTED ACTION: Review for approval the annual submission of RRTPO safety performance letter to VDOT as required by Federal regulations.

BACKGROUND: Federal regulations require that states and MPOs report targets related to specific performance measures that help achieve national transportation goals. Once targets are established state DOTs and MPOs report annually on the data measured by the performance measure.

The five safety performance measures the RRTPO will report on are:

- number of fatalities,
- rate of fatalities per 100 million VMT,
- number of serious injuries,
- rate of serious injuries per 100 million VMT, and
- number of nonmotorized fatalities and nonmotorized serious injuries.

The deadline for submitting the data is February 27, 2019. Attached is the submission letter VDOT has requested for this annual reporting effort.

GR

2/7/2019

Mr. Raymond Khoury, P.E.
State Traffic Engineer
Traffic Engineering Division
Virginia Department of Transportation
1401 East Broad Street
Richmond, VA 23219

Dear Mr. Khoury:

Richmond Regional Transportation Planning Organization submits this letter to the Virginia Department of Transportation (VDOT) to fulfill the March 2016 FHWA final rulemaking (23 CFR 490) for National Performance Measures for the Highway Safety Improvement Program (HSIP) target setting requirements. The Safety Performance rulemaking requires MPOs to agree to contribute to meeting the State DOT safety targets or to establish safety targets for each of the five safety measures including number of fatalities, rate of fatalities per 100 million vehicle miles traveled (VMT), number of serious injuries, rate of serious injuries per 100 million VMT, and number of non-motorized fatalities and non-motorized serious injuries.

The selected methodology and selected targets are outlined below acknowledging acceptance to support the VDOT target, to set a numerical target for each performance measure specific to the MPO planning area, or any combination of these two methods for all five safety performance targets.

By supporting any of the VDOT targets we agree to plan and program projects to contribute toward achieving the State target, and must not only consider safety, but increase the safety of the transportation system. Details of the methodology used to estimate VMT for our MPO area within Virginia for establishing our rate targets is provided in the additional information section below.

Methodology Summary

	VDOT	MPO	If MPO, applicable data analysis method
Number of fatalities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Annual Trendline
Rate of fatalities per 100 million vehicle miles traveled (VMT)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Annual Trendline
Number of serious injuries	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Annual Trendline
Rate of serious injuries per 100 million VMT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Annual Trendline
Number of non-motorized fatalities and non-motorized serious injuries	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Annual Trendline

Additional Information on Methodology

Enter data analysis and summary information here if other method was selected above.

Selected Targets

Future Target Annual Percent Reduction Values

*(default is Virginia 5-year average target annual reduction)**

Fatality Reduction	4.5%
Fatality Rate Reduction	5.5%
Serious Injury Reduction	8.0%
Serious Injury Rate Reduction	9.4%
Non-Motorized Reduction	5.0%
VMT % Increase	1.5%

*A positive value is a reduction and a negative value is an increase percentage.

2019 Safety Performance Targets

Fatalities	66
Fatality Rate	0.65
Serious Injuries	712
Serious Injury Rate	6.97
Non-Motorized Fatalities and Serious Injuries	99

We acknowledge MPO targets are reported to VDOT, and will be made available to FHWA upon request. Our 2019 safety targets are submitted for each performance measure on all public roads within 180 days after the VDOT reported its statewide targets, which falls on February 27, 2019.

For questions or comments, please contact me at cparsons@richmondregional.org and 804.323.2033, ext. 109.

Respectfully,

Chet Parsons, AICP CTP
Secretary
Richmond Regional Transportation Planning Organization

c/o Richmond Regional Planning District Commission
9211 Forest Hill Ave., Suite 200
Richmond, VA 23235

Agenda Item A.6.

Interim RRTPO Secretary's Report

REQUESTED ACTION

1. *Ashland Rail Safety Resolution Updatepage 1*
2. *RRTPO Logo Update*
3. *Appointment of RRTPO Secretarypage 4*

OCT 26 2018



Resolution

WHEREAS the Town of Ashland is a railroad Town; and

WHEREAS there is a rail right-of-way with seven highway-rail grade crossings that bisects the Town of Ashland; and

WHEREAS any blockage to the Town's rail crossing is a safety concern for the citizens of the Town; and

WHEREAS the Ashland Town Council seeks to have the Secretary of the United States Department of Transportation prescribe regulations to protect the public from the negative impact of blocked highway-rail grade crossing.

NOW THEREFORE BE IT RESOLVED, by the Ashland Town Council, at its regular meeting on October 16th, 2018, that the Town Council supports amending Subchapter II of chapter 201 of title 49 of the United States Code, by requiring that, within 18 months, the Secretary of the U.S. Department of Transportation prescribe regulations and issue the necessary orders to enhance safety by specifying the maximum period a railroad may obstruct a highway-rail grade crossing by standing cars or trains across such crossing; and

BE IT FINALLY RESOLVED that, within 6 months after the date of the aforementioned regulation, the Secretary shall enter into an agreement with the appropriate state agency certified under Section 2015 of Subchapter III chapter 201 of title 49 of the United States Code, to permit the Commonwealth of Virginia to participate in the oversight of railroads so that there shall be a plan for Virginia to participate in investigations involving blocked highway-rail grade crossings and allow Virginia to participate in other activities overseeing highway-rail grade crossings or to assume additional inspection or investigatory duties.

Dated this 16th day of October, year of 2018


Steven P. Trivett, Mayor

***Resolution on Protecting the Public from the Negative Impacts
of Blocked Highway-Railroad Grade Crossings***

WHEREAS, There are over 228,000 public and private highway-railroad grade crossings across America; and

WHEREAS, Blocked highway-railroad crossings by standing trains is a chronic problem in almost every state; and

WHEREAS, The negative impacts of blocked highway-railroad crossings are very serious and include:

- Dangerous delays in providing firefighting and lifesaving emergency medical care to those in need in areas with blocked access,
- Delays in police response to criminal activities in areas with blocked access.
- Attempts by drivers to “beat” the trains at crossings they know are routinely blocked – endangering vehicle occupants.
- Trespassing by pedestrians over and under stopped trains, risking serious injury or worse.
- Prolonged traffic delays, impeding commerce and causing re-routed traffic to impact local neighborhoods.

WHEREAS, In recent years, railroad companies use longer trains (sometimes exceeding 2 miles) to maximize profit; and

WHEREAS, Many communities and businesses are impacted by blocked crossings regularly and this problem is getting worse as rail and highway traffic continues to grow; and

WHEREAS, Many states have laws and rules that prescribe the period a train can block a crossing for reasons other than mechanical issues or emergencies, however, courts have consistently upheld the railroad companies’ arguments that state laws are preempted by the federal laws; and

WHEREAS, On multiple occasions, the Association of State Rail Safety Managers(ASRSM) has requested the Federal Railroad Administration (FRA) to promulgate rules to prevent standing trains from blocking crossings in excess of a specified period, unless the train is stopped for mechanical reasons or an emergency; and

WHEREAS, FRA understands the serious impact blocked highway-railroad crossings has on people’s safety and quality of life and admits its current rules do not prohibit trains from blocking grade crossings; and

WHEREAS, There now exists a clear and urgent need to pass federal legislation requiring the United States Secretary of Transportation which has authority over FRA to prescribe regulations making it unlawful for trains to block highway-rail grade crossings for longer than a specified period, unless the train is stopped for mechanical or emergency reasons; *now therefore be it*

RESOLVED, That the Association of State Rail Safety Managers urges the Congress of the United States to amend Subchapter II of chapter 201 of title 49 of the United States Code to require the Secretary of USDOT to prescribe regulations to effectively reduce the duration and frequency of highway-railroad grade crossings by standing trains; *and be it further*

RESOLVED, That Subchapter II of chapter 201 of title 49 of the United States Code should be further amended to permit any state authority certified under § 20105 of the Act to participate in investigations involving blocked highway-railroad grade crossings and other related activities as agreed to by the Secretary and the state; *and be it further*

RESOLVED, That the President of ASRSM transmit copies of this resolution to each Senator and Representative from each state in the Congress of the United States.

Adopted by the Association of State Rail Safety Managers November 9, 2018.

RRTPO AGENDA 2/7/19; ITEM A.6.2.

APPOINTMENT OF RRTPO SECRETARY

Richmond Regional Transportation Planning Organization

REQUESTED ACTION: Staff is requesting the Policy Board take action to appoint the RRPDC Director of Transportation, Chester A. Parsons as the RRTPO Secretary thereby relieving RRPDC Executive Director Martha F. Shickle of responsibilities associated with the Interim role.

BACKGROUND: The Memorandum of Understanding between Richmond Regional Planning District Commission and Richmond Area Metropolitan Planning Organization (“Memorandum”, 1984) designates responsibility for identifying staff members responsible for supporting the work of the MPO approved work tasks to the Executive Director of the RRPDC. Further, the Executive Director “shall designate the person on his (her) staff available for appointment as Staff Coordinator to the MPO.” Pursuant to Section 6 of the Memorandum.

Further, the Bylaws of the Richmond Area Metropolitan Planning Organization, generally referred to as the Richmond Regional Transportation Planning Organization (RRTPO), describe the appointment of the Secretary to the RRTPO to be “[RRPDC] staff liaison to the MPO.

On February 1, 2019, Chester “Chet” A. Parsons will assume responsibilities as the Director of Transportation for the RRPDC and as such will serve as the RRPDC designated Staff Coordinator to the MPO in that capacity.

RRTPO ACTION REQUESTED: Motion to appoint Chester A. Parsons, as the RRTPO Secretary effective February 1, 2019.



RICHMOND REGIONAL PLANNING DISTRICT COMMISSION

9211 FOREST HILL AVENUE, SUITE 200
RICHMOND, VIRGINIA 23235
(804) 323-2033

January 24, 2019

Patricia S. O'Bannon
RRTPO Policy Board Chair
P.O. Box 90775
Henrico VA 23273

RE: RRTPO Secretary

Dear Mrs. O'Bannon,

On February 1, 2019, Chester A. Parsons will assume the position of Director of Transportation at the Richmond Regional Planning District Commission (RRPDC). In this capacity, his responsibilities will include serving as the Staff Coordinator to the Metropolitan Planning Organization, Richmond Regional Transportation Planning Organization (RRTPO).

As such, I would like to request the RRTPO Policy Board take appropriate action at the February 7, 2019 regular meeting to appoint Chester A. Parsons as the Secretary to the RRTPO, thereby relieving me of responsibilities as Interim Secretary to the RRTPO made effective September 6, 2018.

Additionally, I would like to recommend Chester A. Parsons and Sulabh Aryal serve as appointed member and alternate respectively to the RRTPO Technical Advisory Committee (TAC).

Sincerely,

Martha Shickle,
Executive Director

MS/sr

c: Cynthia I. Newbille, RRPDC Chair

Agenda Item A.7.

RRTPO Secretary's Report

NO ACTION REQUESTED – INFORMATION ITEM

- 1. *Richmond and Tri-Cities Memorandum of Understanding Updatepage 1*
- 2. *SMART SCALE Results*
- 3. *RRTPO November and December Work Status and Financial Reports..... page 12*

**MEMORANDUM OF UNDERSTANDING
FOR COORDINATION OF REGIONAL TRANSPORTATION AND
AIR QUALITY PLANNING
IN THE RICHMOND AND TRI-CITIES MPOs**

This agreement is made and entered into as of _____, 2018 by and between the following:

1. Richmond Area Metropolitan Planning Organization (commonly referred to as the Richmond Regional Transportation Planning Organization, hereinafter referred to as the RRTPO);
2. Tri-Cities Area Metropolitan Planning Organization (hereinafter referred to as the TCMPO);
3. Virginia Department of Transportation (hereinafter referred to as VDOT);
4. Department of Rail and Public Transportation (hereinafter referred to as DRPT);
5. Virginia Department of Environmental Quality (hereinafter referred to as DEQ);
6. Metropolitan Richmond Air Quality Committee (hereinafter referred to as MRAQC);
7. GRTC Transit System (hereinafter referred to as GRTC); and
8. Petersburg Area Transit (hereinafter referred to as PAT).

WHEREAS, the RRTPO, TCMPO, VDOT, DRPT, DEQ, MRAQC, GRTC and PAT have made and entered into this agreement on the date noted above, for the purpose of providing for the coordination of regional transportation and air quality planning and programming, as per federal requirements specified in the Code of Federal Regulations (CFR) Title 23, Part 450 Section 450.310(e) and Section 450.314(d) and (e), for those areas within the RRTPO's and the TCMPO's respective metropolitan planning area boundaries; and

WHEREAS, effective May 1, 2002, the Petersburg, Colonial Heights, and Hopewell urbanized area, and the Richmond urbanized area were merged into one urbanized area based on criteria established by the United States Census Bureau for defining urbanized areas; and

WHEREAS, the merging of these two previously separate urbanized areas into one urbanized area required a review with changes needed to the RRTPO's and TCMPO's agreement with VDOT and others for conducting the federal metropolitan transportation planning and programming process in the RRTPO's and TCMPO's respective metropolitan planning areas; and

WHEREAS, as a result of this review, a determination was made that due to the size and complexity of the federal metropolitan transportation planning and programming process, it is necessary to continue to conduct this federal process by both the RRTPO and the TCMPO for their respective metropolitan planning areas; and

WHEREAS, this review resulted in a new agreement (i.e., Memorandum of Understanding) dated June 27, 2006 and signed by representatives for the RRTPO, TCMPO, VDOT, DEQ and MRAQC; and

WHEREAS, federal requirements specified in CFR Section 450.310(e) require the establishment of an official written agreement when there are two or more MPOs within the same urbanized area with clear identification of areas of coordination and the division of transportation planning responsibilities among these MPOs; and

WHEREAS, federal requirements specified in CFR Section 450.314(e) state that if more than one MPO has been designated to serve an urbanized area, and if any part of the urbanized area is a nonattainment or maintenance area, there shall be a written agreement among the MPOs (RRTPO and TCMPO), the state (VDOT, DRPT and VDEQ), the lead

planning organization (MRAQC), and the public transportation operators (GRTC and PAT) describing how the metropolitan transportation planning process will be coordinated to assure the development of consistent metropolitan transportation plans and transportation improvement programs across the metropolitan planning area boundaries; and

WHEREAS, the previous Memorandum of Understanding for coordination of regional transportation and air quality planning in the Richmond and Tri-Cities MPOs (signed June 27, 2006) needs to be revised and updated to include GRTC and PAT; and

WHEREAS, further additions and changes are needed to provide for a clear identification of areas of coordination and the division of transportation planning responsibilities between the RRTPO and the TCMPO along with provisions describing how the metropolitan transportation planning process will be coordinated to assure the development of consistent metropolitan transportation plans and transportation improvement programs across the metropolitan planning area boundaries;

NOW, THEREFORE, BE IT RESOLVED, that this agreement supersedes and replaces the previous Memorandum of Understanding dated June 27, 2006 signed by the authorized representatives for the RRTPO, TCMPO, VDOT, DEQ and MRAQC; and

BE IT FURTHER RESOLVED, that the RRTPO, TCMPO, VDOT, DEQ, DRPT, MRAQC, GRTC and PAT have made and entered into this agreement on the date first noted in this agreement, for the purpose of describing how the metropolitan transportation and air quality planning process will be coordinated in order to assure the development of complementary transportation plans and programs in the RRTPO's and TCMPO's respective metropolitan planning areas, pursuant to 23 CFR Part 450.310(e) and 23 CFR Part 450.314(e).

ARTICLE I – COORDINATION OF TRANSPORTATION PLANNING IN THE EPA DESIGNATED NONATTAINMENT/MAINTENANCE AREA

The RRTPO and the TCMPO are the federally designated metropolitan planning organizations that are charged, along with the Commonwealth of Virginia, with carrying out the metropolitan transportation planning and programming process in their (RRTPO and TCMPO) respective metropolitan planning areas. This includes, but is not limited to the following:

- Development, adoption, updates and amendments to the Metropolitan Transportation Plan (MTP);
- Development, adoption and amendments to the Transportation Improvement Program;
- Development, approval and amendments to the Unified Planning Work Program;
- Review and approval of the air quality conformity analysis conducted (when applicable) for the MTP and Transportation Improvement Program (TIP), and providing a finding that the MTP and TIP are consistent with the air quality goals established by the State Implementation Plan (SIP) for the U.S. Environmental Protection Agency (EPA) designated nonattainment or maintenance area that is within the RRTPO's and TCMPO's respective metropolitan planning areas.

Primary staff support for conducting these and other requirements of the metropolitan transportation planning and programming process required by provisions of 23 U.S.C. 134, 23 U.S.C. 150, and 49 U.S.C. 5303, as amended, shall be provided by the staff for the Richmond Regional Planning District Commission (for the RRTPO metropolitan planning area) and by the staff for the Crater Planning District Commission (for the TCMPO metropolitan planning area).

Documentation of cooperation between the RRTPO and the TCMPO shall be included in the RRTPO and the TCMPO Unified Planning Work Programs (UPWP). This documentation

will describe how the metropolitan planning and programming process will be coordinated to assure the development of consistent planning products, including MTPs and TIPs, across the metropolitan planning area (MPA) boundaries, which includes, but is not limited to the following:

- methodology and process for development of base year socioeconomic data and forecasts;
- regional travel demand model development and management, including base and horizon years, type of model (four-step, activity based, etc.) and updates;
- methodology and process for development of revenue forecasts required to meet federal MTP and TIP financial capacity analysis requirements;
- development and reporting of federal metropolitan transportation planning performance measures and targets applicable to the MTP and TIP;
- review and update of procedures and processes used to determine the split of federal-aid transportation program funds (e.g., RSTP, CMAQ, TAP, PL, Section 5303, Section 5310, etc.) that are apportioned by federal transportation agencies for the Richmond Urbanized Area; and
- in the event of action by EPA to designate portions of the RRTPO and the TCMPO MPA as nonattainment for national ambient air quality standards identified in the Clean Air Act, as amended, conduct appropriate reviews and updates to the “Consultation Procedures for the Richmond Ozone Nonattainment Area in Support of the Transportation Conformity Regulations” document and process for meeting air quality conformity analysis requirements.

The RRTPO and TCMPO technical advisory committees shall assure that the development of socioeconomic data and forecasts, and the regional travel demand model used to

forecast travel conditions in the RRTPO and the TCMPO respective MPAs, are commensurate in scope and end product to the complexity of the transportation problems and needs in their respective MPAs.

ARTICLE II – COORDINATION OF AIR QUALITY PLANNING IN THE EPA DESIGNATED NONATTAINMENT/MAINTENANCE AREA

The MRAQC shall serve as the Lead Planning Organization (LPO), which is defined under Section 9 Virginia Code – 5-151-10(c) as the organization certified by the state as being responsible for the preparation of control strategy SIP revisions for nonattainment and maintenance areas under Section 174 of the federal Clean Air Act, as amended, for those areas within the RRTPO and the TCMPO metropolitan planning areas. The organization (MRAQC) includes elected officials of local governments in the affected nonattainment area, and representatives of DEQ, VDOT, DRPT the MPOs for the affected area, and other agencies and organizations that have responsibilities for developing, submitting or implementing any of the SIP revisions. MRAQC is the forum for cooperative air quality planning decision-making.

Section 9 Virginia Administrative Code 5 – 151-70 “Consultation” defines the role of the LPO in the SIP review, development and update process as being responsible for the following:

- developing emissions inventories and budgets;
- developing control strategy SIP revisions and maintenance plans;
- providing a staff liaison to the MPOs for conformity and to be responsive to MPO requests for information and technical guidance; and
- involving the MPOs, VDOT, and DRPT continuously in the process.

Upon being advised by DEQ of the need to reconstitute, update, and/or make appointments to the MRAQC, the RRTPO and TCMPO shall prepare and include appropriate

work task(s) in their respective UPWPs for SIP review, development, and/or update. The DEQ shall provide staff support and/or consultant services for MRAQC. The MRAQC may utilize a special joint ad hoc technical advisory committee composed of members from the RRTPO and the TCMPO technical advisory committee to assist MRAQC in carrying out its duties and responsibilities as described above (i.e., Section 9 Virginia Administrative Code 5-151-70).

ARTICLE III – COORDINATION OF TRANSPORTATION AND AIR QUALITY PLANNING IN THE EPA DESIGNATED NONATTAINMENT/ MAINTENANCE AREA

In accordance with the Interagency Consultation Procedures (see Attachment A) developed pursuant to the transportation conformity rule (40 CFR Parts 51 and 93) for the Richmond Nonattainment/Maintenance Area, VDOT with input from the Interagency Consultation Group shall be responsible for preparing any federally-required conformity analysis and coordinating its review.

The VDOT, RRTPO, TCMPO, GRTC and PAT will consult with the MRAQC and DEQ on any transportation plan or program that may potentially impact the status of the SIP for the EPA designated nonattainment/maintenance area.

The VDOT shall be responsible for preparing the conformity analysis and coordinating its review in accordance with the Interagency Consultation Procedures developed pursuant to the transportation conformity rule (40 CFR Parts 51 and 93) for the EPA designated nonattainment/maintenance area. The RRTPO and the TCMPO shall be responsible for making conformity determinations that their MTPs and TIPs are consistent with the SIP.

The MRAQC, VDOT, RRTPO and TCMPO are mutually responsible for developing and assuring the implementation of any required Transportation Control Measures (TCMs) for the EPA designated nonattainment and/or maintenance area. TCMs adopted in the SIP must be

coordinated with and reflected in the RRTPO and TCMPO MTP and TIP. TCMs requiring funding from federal, state, regional, or local transportation programming and/or implementing agencies will not be included in the SIP without their prior support and commitment by both the RRTPO and TCMPO.

ARTICLE IV – RESOLUTION OF DISPUTES

In order to provide a mechanism for the resolution of potential conflicts in the event a consensus cannot be reached among the participating agencies and organizations involved in the development of transportation and/or air quality plans and programs for the RRTPO and TCMPO metropolitan planning areas, or for the EPA designated nonattainment/maintenance area, the following procedures are established:

1. if the parties involved include only the two MPOs, the Commissioner for the Virginia Department of Transportation shall resolve the issue upon request by one or more of the affected parties;
2. if the parties involved include only the state and the RRTPO and/or the TCMPO, the Secretary of Transportation for the Commonwealth of Virginia shall resolve the issue upon request by one or more of the affected parties;
3. if the parties involved include only the state and the GRTC and/or PAT, the Secretary of Transportation for the Commonwealth of Virginia shall resolve the issue upon request by one or more of the affected parties;
4. if the parties involved include only the state and the MRAQC, the Secretary of Natural Resources for the Commonwealth of Virginia shall resolve the issue upon request by one or more of the affected parties; and

5. If the parties involved include any combination of the above, the Governor of the Commonwealth of Virginia shall resolve the issue upon request by one or more of the affected parties.

ARTICLE V – PERIODIC REVIEW

In order to determine if there is a need for any updates, additions, deletions, or other changes to this Memorandum of Understanding, it will be periodically reviewed. Such reviews will be conducted by staff for the RRTPO, TCMPO, VDOT, DRPT and DEQ. The results of such reviews will be documented as a report prepared by the RRTPO and TCMPO staff and submitted to the RRTPO and TCMPO technical advisory committee and policy board for their review and consideration.

At a minimum, reviews of this Memorandum of Understanding will be conducted based on the following:

- After each decennial census, as part of the process to review the MPO designated urbanized area boundary.
- Upon being notified by EPA that any jurisdiction or portion of the RRTPO and/or TCMPO has been designated as nonattainment for any national ambient air quality standard under the Clean Air Act, as amended.
- Upon action to redesignate the RRTPO and/or TCMPO.
- Following action to amend the RRTPO “Memorandum of Understanding on Metropolitan Transportation Planning Responsibilities for the Richmond Area” and/or the TCMPO “Memorandum of Understanding on Metropolitan Transportation Planning for the Tri-Cities Area”.

- Upon the request of any agency or organization that is a party to this Memorandum of Understanding.

ARTICLE VI – AMENDMENTS

Amendments to this Memorandum of Understanding may be made by written agreement between all parties to this Memorandum of Understanding.

(Executing signatures on page 11)

IN WITNESS WHEREOF, the parties have executed this **MEMORANDUM OF UNDERSTANDING** as of this _____ day of _____, 20____.

Patricia S. O'Bannon
Chairman
Richmond Area Metropolitan
Planning Organization

T. J. Webb
Chairman
Tri-Cities Area Metropolitan
Planning Organization

David K. Paylor
Director
Virginia Department of
Environmental Quality

David K. Paylor
Metropolitan Richmond
Air Quality Committee

Charles E. Mitchell
Interim Chief Executive Officer
GRTC Transit System

Charles Koonce, Jr.
Transit General Manager
Petersburg Area Transit

Barton A. Thrasher, P.E.
Richmond District Engineer
Virginia Department of
Transportation

Jennifer C. Mitchell
Director
Virginia Department of Rail
and Public Transportation

ATTACHMENT A: Interagency Consultation Procedures

RRTPO WORK STATUS REPORT – November 2018

1.0 Program Management

1.1 Program Management

- *RRTPO Policy Board*: Transportation Performance Measures: Progress Report 2018, Consideration of CTAC Membership, GRTC Care On-Demand
- *RRTPO Technical Advisory Committee*: Transportation Performance Measures Progress Report 2018; Regional Multimodal Complete Streets Update; Park & Ride Lot Investment Strategy Study; plan2045 Base Year Socioeconomic Data Update; Performance Based Planning and Programming; RSTP and CMAQ Process Update;

1.2 UPWP and Budget

- Management and invoicing of contracts and agreements with VDOT and DRPT to support the RRTPO programs.
- Completed work on a comparative review of the current and draft Memorandum of Understanding (MOU) for Coordination of Transportation and Air Quality Planning and prepared an executive summary report.
- Prepared proposed budget amendments to the FY 19 UPWP shifting 5303 and 5303 carryover funds among staff work tasks (in order to allow staff to bill for 5303 carryover funds prior to billing for current year funds, per DRPT requirements).

2.0 Transportation Planning

2.1 Public Outreach and Equity Analysis

Public Participation and Outreach

Participated in the following activities to support public participation and outreach:

- Provided support, maintenance, and updating of the RRTPO website, including: meeting agendas, amended RSTP and CMAQ tracking sheets and the street name clearinghouse listings.

2.2 Performance Based Transportation Planning

plan2040, vtrans2040, plan2045

Participated in the following activities to support the planning and development of regional long-range planning activities:

- Attended the Consortium for Scenario Planning monthly workgroup meetings for ‘Scenario Planning Technology Workgroup’ and ‘Scenario Planning Process Design Workgroup’.
- Finalized the MAP 21 performance measures targets for the asset condition and system reliability performance measures, and submitted the TPO targets to OIPI.

2.3 Transit

Transit 2040 Implementation and Transit Oriented Development

Participated in the following activities to advance development and implementation of elements of the Transit Vision Plan for the Richmond Region:

- Participated in the November 14 VDRPT Urban Transit Agencies and MPO Workshop at VDRPT's Richmond office. The workshop presented information on special programs such as Senior Transportation and Section 5310, transit capital and operating assistance, transit development plans and strategic plans, and the VW Environmental Mitigation Trust.
- Participated in the November 15 DRPT Mobility Programs Grant Programs Workshop at DRPT's Richmond office. The workshop presented information on the TDM Operating Assistance and Mobility Programs grant programs, including what's new, program goals and priorities, requirements and the application. The workshop also reviewed TDM program strategic planning and performance measures, training opportunities, and opportunities for statewide marketing partnerships and marketing planning assistance. Followed-up by providing Sarah Rhodes with a brief summary of the workshop and a copy of the workshop handout.

Paratransit and CHSMP

Participated in the following activities related to paratransit and coordinated human services:

- Participated in the October 4 meeting of the Hanover Human Services Network concerning the update to the Coordinated Human Service Mobility Plan.
- Presented at the October 25 Senior Connections Advisory Council regarding transportation services updates, specifically; changes to GRTC fixed route and paratransit service, the update to the Coordinated Human Services Mobility Plan, and the transition from EDAC to CTAC.
- Participated in the October 16 Age Wave Planning meeting at Senior Connections.

Park and Ride and Multimodal Transportation Connectivity

Participated in the following activities to advance development of a regional park and ride study focused on improving access to multimodal transportation:

- Park & Ride Lot Investment Strategy – Reviewed Draft Technical Memo 1 for the study and made the memo available for Work Group review. Reviewed the preliminary prioritization matrix.

2.6 Active Transportation: Bicycle and Pedestrian

Local Bike/Ped Coordination

Participated in the following activities related to local bike and pedestrian coordination:

- Continued work with Smart Growth America to develop a scope of work on a plan to provide technical assistance for a series of workshops on Complete Streets and regional guidance with the Town of Ashland.

Bike/Ped Connectivity

Participated in the following activities related to bike and pedestrian connectivity:

- Worked with East Coast Greenway Alliance on two sections of potential trail in the Richmond region for designation as part of the ECG.

Advisory Committee Coordination

Participated in the following activities to coordinate the active transportation working group:

- Began planning for the January meeting of the Active Transportation Work Group.

Regional Bicycle, Pedestrian and Trail Planning

Participated in the following activities to coordinate regional bicycle and train planning:

- Continued to work with the officials from National Park Service's Rivers, Trails, and Conservation Assistance program to plan for their assistance with the RRTPO's on a scope of work and the establishment of a work group effort on the potential Trolley Line Trail. Scheduled stakeholder meetings with Ashland and the counties of Henrico and Hanover.

3.0 Technology and Applications

3.1 Transportation Data and Analysis

Socioeconomic Data

Participated in the following activities to support development of socioeconomic data:

- Socioeconomic Data Workgroup meeting held on November 1st. 2017 Base year data approved by the workgroup.
- Presented the 2017 Base Year data for TAC approval.
- Work initiated for the 2045 Future Year Projections.

3.2 Regional Travel Demand Model (RTDM)

Regional Travel Demand Model

Participated in the following activities to support application of the regional travel demand model in regional transportation planning efforts, and oversee on-call consultant:

- Consultant Work Orders # 4 and 5
 - Continued discussion sessions with the on-call consultants for the Scope of Work Order # 5.
 - Scope of work finalized, negotiating on the budget. Work on Work Order # 5 likely to start in December.
- Richmond/Tri-Cities Model (RTC) Update
 - Attended web-based meeting discussions on the RTC model development process.
 - Discussions on how to introduce managed lanes (HOV, HOT) functionality in the RTC Model.

4.0 Financial Programming

4.1 Transportation Improvement Program (TIP)

Annual Listing of Obligations

- Received FY18 Annual Obligation Reports from DRPT (11/5/18) and VDOT (11/7/18), and arranging the report information. The VDOT's report included 143 projects and the DRPT report included 10 projects. The report consisted of locality, UPC and description, and funding sources (NHS/NHP, STP/STBG, EB/MG, CMAQ, RSTP, BROS, DEMO, Safe) and amount. Prepared report to be posted on the TPO's web site before December 31, 2018.

4.2 Six-Year Improvement Program

RSTP

- The TPO staff conducted meetings with local jurisdictions and agencies to review their existing RSTP projects and FY20 – FY25 RSTP applications as follows:
 - 11/7/18: Reviewed with Hanover staff.
 - 11/8/18: Reviewed with Henrico staff.
 - 11/9/18: Reviewed with Richmond staff.
 - 11/9/18: Reviewed with Powhatan staff.
 - 11/14/18: Reviewed with Ashland staff.
 - 11/15/18: Reviewed with Chesterfield staff.
 - 11/16/18: Reviewed with Goochland staff.
 - 11/20/18: Reviewed with Port of Richmond staff.
- The RSTP projects applications review process is still underway.
- Based on the VDOT PD-24 request, shifted \$2.195,140 FY16 RSTP funds from the Chesterfield Rt 360 widening between 0.3 MW Woodlake Village Pkwy and 0.43 ME Woodlake Village Pkwy project (#97687) to the regionwide traffic operations improvements project (#101492) on 11/27/18. The updated tracking sheets were submitted to VDOT and placed on the TPO web site on 11/27/18.

CMAQ

- The TPO staff conducted meetings with local jurisdictions and agencies to review their existing CMAQ projects and FY20 – FY25 CMAQ applications as follows:
 - 11/8/18: Reviewed with Henrico staff.
 - 11/9/18: Reviewed with Richmond staff.
 - 11/15/18: Reviewed with Chesterfield staff.
 - 11/19/18: Reviewed with RideFinders staff.
 - 11/20/18: Reviewed with Port of Richmond staff.
- The CMAQ projects applications review process is still underway.

High Priority, District Grant and State of Good Repair Programming

Participated in the following activities to support project review, selection, funds allocation and monitoring of High Priority, District Grant, and State of Good Repair funds:

- Continued working with VDOT and Local Jurisdictions to validate project application information. The RRTPO receive 125 validation alerts (including estimate and schedules) and had validated all but 4 alerts by the end of the month. Continuing to work with VDOT Richmond District and Chesterfield to completed last 4 validation alerts.

RRTPO WORK STATUS REPORT – December 2018

1.0 Program Management

1.1 Program Management

- *RRTPO Policy Board*: Performance Based Planning and Programming-Target Setting; Transportation Performance Measures-Progress Report 2018; Transportation Forum Follow-up Report; Recruitment for Director of Transportation; CTAC Membership Update; Richmond and Tri-Cities Memorandum of Understanding; RSTP Transfer Requests-Port of Richmond Intermodal Transfer Improvements and Ashland Trolley Line Trail; CMAQ Allocation Swap- Chesterfield Rt 1 Sidewalks; FY19 UPWP Budget Amendment; and FY20 UPWP Priorities.
- *RRTPO Technical Advisory Committee*: No Meeting This Month

1.2 UPWP and Budget

- Management and invoicing of contracts and agreements with VDOT and DRPT to support the RRTPO programs.
- Action taken at the December 6, 2018 RRTPO meeting to approve proposed UPWP budget amendments.

2.0 Transportation Planning

2.1 Public Outreach and Equity Analysis

Public Participation and Outreach

Participated in the following activities to support public participation and outreach:

- Provided support, maintenance, and updating of the RRTPO website, including: meeting agendas and minutes, amended RSTP and CMAQ tracking sheets environmental and intergovernmental reviews and the street name clearinghouse listings.

2.2 Performance Based Transportation Planning

plan2040, vtrans2040, plan2045

Participated in the following activities to support the planning and development of regional long-range planning activities:

- Worked with VDOT Richmond District and FHWA Virginia Division on restructuring timeband 1 of *plan2040* to develop an administrative modification. The purpose of this restructuring is to avoid project delays at NEPA review, which reviews project information in the active long-range transportation plan.

2.3 Transit

Transit 2040 Implementation and Transit Oriented Development

Participated in the following activities to advance development and implementation of elements of the Transit Vision Plan for the Richmond Region:

- Met with DRPT on December 14th to discuss possible approaches to advancing critical first steps from the Greater RVA Transit Vision Plan (transit 2040). Draft scopes of work for both West Broad Street Corridor Transit Implementation Plan and the development of the North/South Corridor Transit Study were reviewed as part of this assessment. The follow up meeting on January 8, 2019 with DRPT, Henrico, the City, and GRTC resulted in the need to conduct a second phase of the Transit Vision Plan given changes since the Vision Plan was completed and endorsed by the RRTPO. An RFP for a consultant to do this Phase II work is now under development.

Paratransit and CHSMP

Participated in the following activities related to paratransit and coordinated human services:

- In preparation for the January 3 meeting of the Hanover Human Services Network, contacted the consultant for the Coordinated Human Services Mobility Plan and requested an update on the plan and upcoming milestones. Received the information from the consultant and developed a summary for distribution at the Network meeting.
- Participated in the December 7 Age Wave Leadership event at Westminster Canterbury. The event featured presentations and group discussions on Disrupting Ageism, identifying elderhood gifts, and responding to the needs of “blue zones.”
- Began reviewing TPO, CTAC and EDAC bylaws, agendas and minutes for background information related to the establishment and mission of CTAC and EDAC and in preparation for developing a summary report.

Park and Ride and Multimodal Transportation Connectivity

Participated in the following activities to advance development of a regional park and ride study focused on improving access to multimodal transportation:

- Compiled comments on P&R Investment Strategy Technical Memo 1 into a matrix in Excel.
- Discussed development of the prioritization matrix.

2.6 Active Transportation: Bicycle and Pedestrian

Local Bike/Ped Coordination

Participated in the following activities related to local bike and pedestrian coordination:

- Continued work with Smart Growth America and Michael Baker & Associates to develop a scope of work on a plan to provide technical assistance for a series of workshops on Complete Streets and regional guidance with the Town of Ashland. Scope of Work has been revised and is currently under review.

Bike and Pedestrian Connectivity

- Participated in the quarterly East Coast Greenway Alliance Greenway Council conference call. Two sections of trail in the Richmond region were designated as part of the ECG.

Advisory Committee Coordination

Participated in the following activities to coordinate the active transportation working group:

- Continued scheduling and planning for the January quarterly meeting of the Active Transportation Work Group.

Regional Bicycle, Pedestrian and Trail Planning

Participated in the following activities to coordinate regional bicycle and train planning: Participated in the quarterly Virginia Bicycle and Pedestrian Advisory Council meeting.

- Continued to work with staff from National Park Service's Rivers, Trails, and Conservation Assistance program to plan for their assistance with the RRTPO's on a scope of work and the establishment of a work group effort on the potential Trolley Line Trail. Held the first stakeholder meetings on December 13, 2018 with Ashland, the counties of Hanover and Henrico, and Dominion Energy.

2.8 Special Planning Efforts and Studies

Comprehensive Economic Development Strategy

- Attended Richmond300 Master Plan update meetings on economic development, transportation, land use and environment to provide regional technical assistance to the City department staff team

3.0 **Technology and Applications**

3.1 Transportation Data and Analysis

Socioeconomic Data

Participated in the following activities to support development of socioeconomic data:

- Work initiated for the 2045 Future Year Projections including population, employment and school enrolments.
- Research for pipeline commercial and residential developments through comprehensible plans, web research and press releases.

3.2 Regional Travel Demand Model (RTDM)

Regional Travel Demand Model

Participated in the following activities to support application of the regional travel demand model in regional transportation planning efforts, and oversee on-call consultant:

- Consultant Work Orders # 4 & 5
 - Scope of work finalized – This task would investigate Dynamic Traffic Assignment (DTA) Subarea Model Development with Mesoscopic Simulation for a portion of I-95/I-64 overlap corridor in the city of Richmond.
 - Coordinated with VDOT TMPD, Richmond City and I-95 Corridor Coalition's Probe Data Analytics staffs to get automobile count data, signal timing data and INIRIX data to be used in the study.
- Richmond/Tri-Cities Model (RTC) Update
 - Attended web-based meeting discussions on the RTC model development process.
 - Discussions on the calibration results of the trip generation model.

4.0 Financial Programming

4.1 Transportation Improvement Program (TIP)

Maintenance

- Based on TPO approval on 12/6/18, a TIP amendment project (RMT emergency bulkhead repair, #114631) was submitted to VDOT on 12/6/18. The updated TIP with this amendment was placed on the TPO web site on 12/13/18. Also, TPO approved a transfer of \$1,000,000 RSTP funds from the regionwide project (#101492) to the RMT Emergency Bulkhead Repair project (#114631). Received a PD-24 request from VDOT on 12/14/18, shifted \$1,000,000 RSTP funds from the regionwide project (#101492) to the RMT Emergency Bulkhead Repair project (#114631).
- Based on the VDOT submission, prepared the FY18 Annual Obligation Reports using the TPO format, and the report was placed on the TPO web site on 12/4/18. The report consisted of locality, UPC and description, and funding sources (NHS/NHP, STP/STBG, EB/MG, CMAQ, RSTP, BROS, DEMO, Safe) and funding amount.

Annual Listing of Obligations

- Received FY18 Annual Obligation Reports from DRPT (11/5/18) and VDOT (11/7/18) and arranging the report information. The VDOT's report included 143 projects and the DRPT report included 10 projects. The report consisted of locality, UPC and description, and funding sources (NHS/NHP, STP/STBG, EB/MG, CMAQ, RSTP, BROS, DEMO, Safe) and amount. Prepared report to be posted on the TPO's web site before December 31, 2018.

4.2 Six-Year Improvement Program

RSTP

- Based on TPO approval on a transfer of \$1,000,000 RSTP funds from the regionwide project (#101492) to the RMT Emergency Bulkhead Repair project (#114631), requested VDOT a PD-24. After receiving a PD-24 request from VDOT on 12/14/18, shifted \$1,000,000 RSTP funds from the regionwide project (#101492) to the RMT Emergency Bulkhead Repair project (#114631).
- TPO approved shift of \$258,536 FY13 RSTP funds from the regionwide project (#101492) to the Ashland trolley line trail II project (#103393) on 12/6/18. After submitting a request to VDOT, staff received a PD-24 request from VDOT on 12/14/18. Shifted \$258,536 FY13 RSTP funds for the project; submitted VDOT the updated tracking sheets; and placed the updated tracking sheets on the TPO web site on 12/17/18.

CMAQ

- Received a draft Emission Reductions Analysis (ERA) report for 19 FY20-FY25 CMAQ projects from the VDOT Environmental Division on 12/6/18. The report has been under review.
- TPO approved shift of \$250,000 CMAQ funds from the regionwide project (#101492) to the Chesterfield Rt. 1 sidewalk between Merriewood Rd and Elliham Ave project (#113843) on 12/6/18. Staff is waiting for the VDOT PD-24 request.
- On 12/6/18, TPO approved shift of FY22 \$1,000,000 CMAQ funds from the regionwide project (#101492) to the Chesterfield Rt 1 sidewalk between Merriewood

Rd and Elliham Ave. project (#113843), and FY24 \$1,000,000 CMAQ funds from the Chesterfield Rt. 1 sidewalk between Merriewood Rd and Elliham Ave. project (#113843) to the regionwide project (#101492). Staff is waiting for the VDOT PD-24 request.

- The TPO staff continues to review the FY20 -FY 25 CMAQ project applications and process.

High Priority, District Grant and State of Good Repair Programming

Participated in the following activities to support project review, selection, funds allocation and monitoring of High Priority, District Grant, and State of Good Repair funds:

- Worked with VDOT and Local Jurisdictions to finalize project validation ahead of SMART SCALE scoring completion.

RRTPO												
PL/Section 5303 Financial Status Report for YTD December FY 2019 (Revised for 12/6/18 RRTPO)												
		FY19								Total	Percent	
Project Name/UPWP Task Number	Funding	Budget							% of	Expenditures	of Budget	Balance
Staff	Sources	Dollars(1)	JUL-18	AUG 18	SEP 18	OCT 18	NOV 18	DEC 18	funding	to Date	Spent	Remaining
TPO Program Administration/1.1	PL	\$ 91,009	10,201	15,090	18,881	10,275	7,132	22,896	75%	\$ 84,475		\$ 6,534
	Sec. 5303	\$ 7,584	-	-	-	-	-	4,951	6%	\$ 4,951		\$ 2,633
	Sec. 5303-CO	\$ 22,752	3,400	5,030	6,294	3,425	2,377	2,226	19%	\$ 22,752		\$ (0)
RRPDC	TOTAL	\$ 121,345	13,601	20,120	25,175	13,700	9,509	30,073		\$ 112,179	92%	\$ 9,166
UPWP and Budget/1.2	PL	\$ 50,230	6,643	6,548	2,988	1,677	1,220	5,239	75%	\$ 24,315		\$ 25,915
	Sec. 5303	\$ 4,186	-	-	-	-	-	-	6%	\$ -		\$ 4,186
	Sec. 5303-CO	\$ 12,558	2,214	2,183	996	559	407	1,726	19%	\$ 8,085		\$ 4,473
RRPDC	TOTAL	\$ 66,974	8,857	8,731	3,984	2,235	1,627	6,966		\$ 32,400	48%	\$ 34,574
Public Outreach/Equity/2.1	PL	\$ 64,792	3,666	3,754	4,509	8,292	13,387	3,685	65%	\$ 37,292		\$ 27,500
	Sec. 5303	\$ 8,722	-	-	-	-	-	-	9%	\$ -		\$ 8,722
	Sec. 5303-CO	\$ 26,166	1,974	2,021	2,428	4,465	7,208	1,814	26%	\$ 19,910		\$ 6,256
RRPDC	TOTAL	\$ 99,680	5,640	5,775	6,937	12,756	20,595	5,500		\$ 57,203	57%	\$ 42,477
Performance Measures/2.2	PL	\$ 134,192	11,326	10,240	11,407	12,815	3,325	1,451	72%	\$ 50,564		\$ 83,628
	Sec. 5303	\$ 13,064	-	-	-	-	-	-	7%	\$ -		\$ 13,064
	Sec. 5303-CO	\$ 39,192	4,410	3,988	4,442	4,990	1,295	540	21%	\$ 19,665		\$ 19,527
RRPDC	TOTAL	\$ 186,448	15,736	14,228	15,849	17,805	4,620	1,991		\$ 70,229	38%	\$ 116,219
Transit/2.3	PL	\$ 189,048	5,228	7,186	5,644	22,971	18,762	4,040	30%	\$ 63,831		\$ 125,217
	Sec. 5303	\$ 338,668	-	-	-	-	-	-	53%	\$ -		\$ 338,668
	Sec. 5303-CO	\$ 112,681	12,481	17,157	13,474	26,106	13,216	23,422	18%	\$ 105,855		\$ 6,826
RRPDC	TOTAL	\$ 640,397	17,709	24,343	19,118	49,077	31,977	27,462		\$ 169,686	26%	\$ 470,711
Richmond Rail/2.4	PL	\$ 2,000	-	-	42	-	-	-	11%	\$ 42		\$ 1,958
	Sec. 5303	\$ 3,945	-	-	-	-	-	-	22%	\$ -		\$ 3,945
	Sec. 5303-CO	\$ 11,833	-	-	328	-	-	-	67%	\$ 328		\$ 11,505
	TOTAL	\$ 17,778	-	-	370	-	-	-		\$ 370	2%	\$ 17,408
Freight - Intermodal/2.5	PL	\$ 19,278	522	-	-	291	-	199	50%	\$ 1,013		\$ 18,265
	Sec. 5303	\$ 4,820	-	-	-	-	-	-	13%	\$ -		\$ 4,820
	Sec. 5303-CO	\$ 14,458	522	-	-	291	-	199	37%	\$ 1,012		\$ 13,446
RRPDC	TOTAL	\$ 38,556	1,044	-	-	582	-	399		\$ 2,025	5%	\$ 36,531
Bike & Pedestrian/2.6	PL	\$ 98,717	1,570	2,168	2,367	7,528	7,181	7,643	58%	\$ 28,457		\$ 70,260
	Sec. 5303	\$ 53,175	-	-	-	-	-	1,359	31%	\$ 1,359		\$ 51,816
	Sec. 5303-CO	\$ 19,472	1,156	1,596	1,742	5,539	5,284	4,154	11%	\$ 19,472		\$ 0
	TOTAL	\$ 171,364	2,726	3,764	4,108	13,068	12,465	13,156		\$ 49,288	29%	\$ 122,076
Environment/2.7	PL	\$ 80,083	932	430	797	828	92	2,026	100%	\$ 5,104		\$ 74,979
	TOTAL	\$ 80,083	932	430	797	828	92	2,026		\$ 5,104	6%	\$ 74,979
Special Planning Studies/2.8	PL	\$ 57,887	185	1,300	2,410	1,638	4,028	20,610	100%	\$ 30,171		\$ 27,716
	TOTAL	\$ 57,887	185	1,300	2,410	1,638	4,028	20,610		\$ 30,171	52%	\$ 27,716
Contingency Funding/2.9	PL	\$ 124,995	-	-	-	-	-	-	100%	\$ -		\$ 124,995
	TOTAL	\$ 124,995	-	-	-	-	-	-		\$ -	0%	\$ 124,995
Data and Modeling/3.0	PL	\$ 202,549	11,511	10,916	5,880	10,304	6,751	8,294	56%	\$ 53,657		\$ 148,892
	Sec. 5303	\$ 14,574	-	-	-	-	-	-	4%	\$ -		\$ 14,574
	Consultant	\$ 100,000	-	-	-	-	-	-	28%	\$ -		\$ 100,000
	Sec. 5303-CO	\$ 43,721	8,996	8,531	4,595	8,053	5,276	6,496	12%	\$ 41,947		\$ 1,774
RRPDC	TOTAL	\$ 360,844	20,506	19,448	10,475	18,358	12,028	14,790		\$ 95,604	26%	\$ 265,240
Financial Programming/4.0	PL	\$ 166,437	14,565	18,684	11,044	17,214	17,365	17,717	65%	\$ 96,590		\$ 69,847
	Sec. 5303	\$ 22,410	-	-	-	-	-	-	9%	\$ -		\$ 22,410
	Sec. 5303-CO	\$ 67,228	7,845	10,062	5,948	9,271	9,352	9,525	26%	\$ 52,003		\$ 15,225
	TOTAL	\$ 256,075	22,410	28,746	16,993	26,485	26,718	27,242		\$ 148,594	58%	\$ 107,481
Total All Projects		\$ 2,222,426	109,347	126,885	106,216	156,532	123,658	150,215		\$ 772,852		\$ 1,449,574
SUMMARY	Funding Source	FY19								FY18 Spent To Date	Percent Spent	Balance
	PL	\$ 1,281,217	\$ 66,349	\$ 76,316	\$ 65,969	93,833	79,242	93,802	58%	\$ 475,511	37%	\$ 805,706
	Sec. 5303	\$ 471,148	\$ -	\$ -	\$ -	-	-	6,310	21%	\$ 6,310	1%	\$ 464,838
	CO-Sec. 5303	\$ 370,061	\$ 42,998	\$ 50,568	\$ 40,247	62,699	44,416	50,103	17%	\$ 291,031	79%	\$ 79,030
	Consultant	\$ 100,000	\$ -	\$ -	\$ -	-	-	-	4%	\$ -	0%	\$ 100,000
GRAND TOTAL		\$ 2,222,426	\$ 109,347	\$ 126,884	\$ 106,216	156,532	123,658	150,215	100%	\$ 772,852	35%	\$ 1,449,574
(1) FY2019 UPWP approved Sept 6, 2018; Amended December 6, 2018												

Agenda Item B.2.

CMAQ Program Status Reports

NO ACTION REQUESTED – INFORMATION ITEM

The RRTPO will receive presentations from the three Congestion Mitigation and Air Quality (CMAQ) programs currently funded by the RRTPO.

RRTPO AGENDA 2/1/19; ITEM B.2.

CONGESTION MITIGATION AND AIR QUALITY PROGRAM STATUS REPORTS

Richmond Regional Transportation Planning Organization

REQUESTED ACTION: This is an information item; no action is requested. This item provides a summary of Congestion Mitigation and Air Quality (CMAQ) programs currently funded by the RRTPO.

BACKGROUND: The RRTPO has requested annual presentations for the transportation programs that are currently funded with regional CMAQ allocations to better understand the benefits of regionally-funded efforts that are not project-oriented. This is the fourth year, beginning in 2016, that the CMAQ-funded program recipients have provided reports with a summary of each program's purpose, costs and air quality impact.

Representatives of the three CMAQ-funded programs were contacted in January and asked to provide presentations at the February RRTPO meeting. The program briefings include:

- GO Green Operator Program – Richmond Marine Terminal (UPC 104892), Port of Virginia
- Employee Trip Reduction Program (UPC T1811), City of Richmond
- Air Quality Improvement Program (UPC T203), RideFinders

Attached are program summaries for each of these programs that are included in the RRTPO summary document of RSTP and CMAQ allocations. These summaries provide program descriptions and allocation information.

SER

Richmond Marine Terminal GO “Green Operator” Program

CMAQ

UPC: 104892

Implement “Green Operator” Program at the Richmond Marine Terminal

The Virginia Port Authority (VPA) has established a “Green Operator” (GO) program at the Richmond Marine Terminal (RMT) modeled after the VPA program currently in place in the Hampton Roads region. This program is a comprehensive statewide multi-modal program that includes dray trucks, short and long-haul railroad, cargo-handling equipment and marine vessel sectors. This program incentivizes RMT partners to move toward clean diesel technologies. These incentives are necessary to improve air quality.



Intermodal
Barge



Project Phases	Estimated Cost	Schedule
Preliminary Engineering (PE)		N/A
Right-of-way (RW)		N/A
Construction (CN)	\$1,543,052	Underway

Project	Program	Regional Funding from RRTPO			Non-TPO Funding
		Past Funding	FY17	FY18 - FY22	
104892	CMAQ	\$1,043,052	\$250,000	\$250,000	\$-

City of Richmond Employee Trip Reduction Program

CMAQ

UPC: T1811

Fund the Richmond Employee Trip Reduction Program for City employees

The City of Richmond Employee Trip Reduction Program (RETRP) began in January 2004 to encourage City employees to use alternative forms of transportation in an effort to reduce the dependency on automobiles, reduce the demand for parking and improve the air quality in the region.

Since its inception, the program has provided 1,263,109 bus and vanpool trips reducing automobile travel, demand for parking and improving the air quality. The participation in the program is closely monitored with detailed computerized monthly reports of swipecards usage.



Automobile



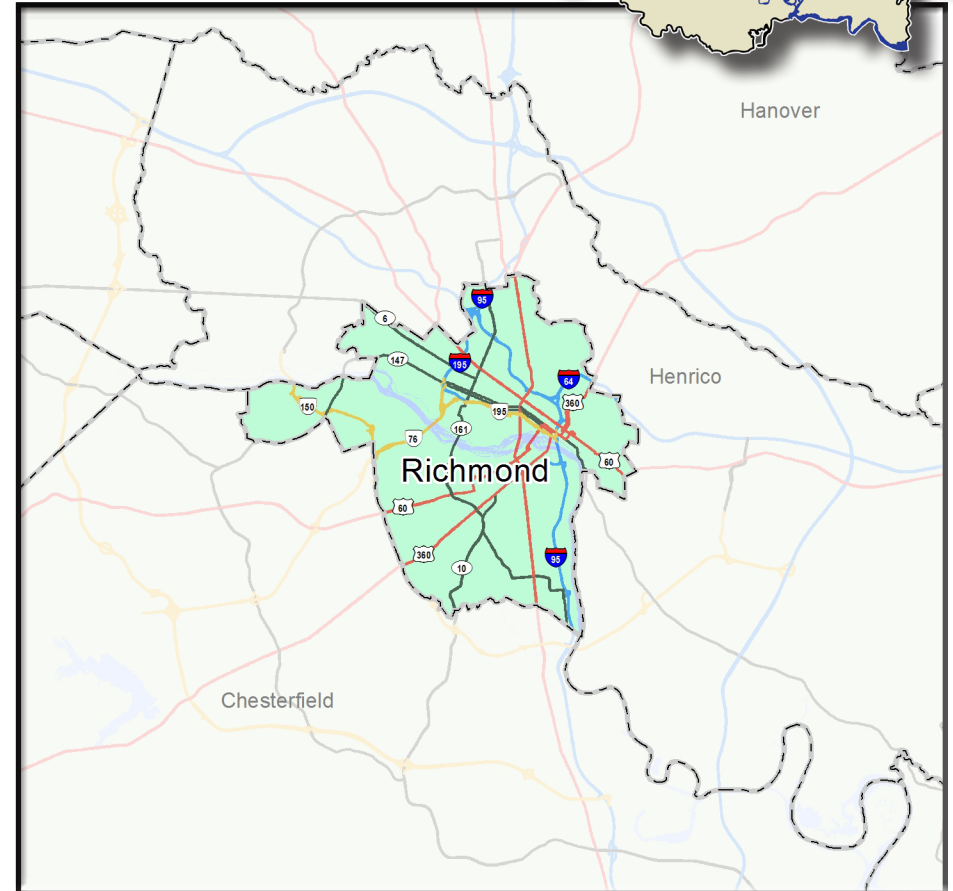
Transit



Bicycle



Pedestrian



Project Phases	Estimated Cost	Schedule
Preliminary Engineering (PE)	\$2,696,500	N/A
Right-of-way (RW)		N/A
Construction (CN)		N/A

Regional Funding from RRTPO					Non-TPO Funding
Project	Program	Past Funding	FY17	FY18 - FY22	
T1811	CMAQ	\$2,651,000	\$250,000	\$250,000	\$-

RideFinders Ride Sharing Services

CMAQ

UPC: T203

Fund RideFinders ride-sharing services program throughout the Region

As the Richmond Region's travel demand management agency, the RRTPO allocates funding to support programs that manage travel demand by providing travelers with travel choices, such as work location, route, time, and mode in a more cost-effective manner than building more capacity.

Funding the RideFinders division of GRTC Transit System provides carpool and vanpool services throughout the region and is a key element of the TPO's efforts to reduce travel demand by daily commuters.



Automobile



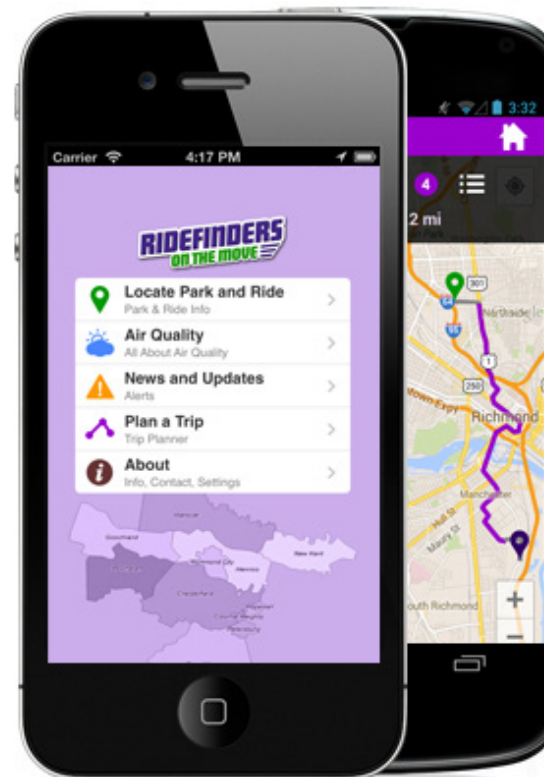
Transit



Bicycle



Pedestrian



Project Phases	Estimated Cost	Schedule
Preliminary Engineering (PE)	\$12,481,817	N/A
Right-of-way (RW)		N/A
Construction (CN)		N/A

Regional Funding from RRTPO					Non-TPO Funding
Project	Program	Past Funding	FY17	FY18 - FY22	
T203	CMAQ	\$11,910,800	\$503,308	\$503,308	\$-
	RSTP	\$704,000	\$-	\$-	

Agenda Item B.3.

*RRTPO FY20 Unified Planning Work Program
(UPWP) Priorities*

CONCURRENCE REQUESTED

The RRTPO is requested to review, consider, make suggestions for and provide concurrence on priorities for work tasks to be incorporated in the FY20 Unified Planning Work Program (UPWP).

RRTPO AGENDA 2/7/19; ITEM B.3.

FY20 UNIFIED PLANNING WORK PROGRAM (UPWP) PRIORITIES

Richmond Regional Transportation Planning Organization

DISCUSSION ITEM: Request the Richmond Regional Transportation Planning Organization (RRTPO) review, consider, make suggestions for and provide concurrence on priorities for work tasks to be incorporated in the FY20 Unified Planning Work Program (UPWP). These priorities were presented to the RRTPO in December.

BACKGROUND: The FY20 UPWP is the RRTPO budget and work program for the upcoming fiscal year which begins on July 1, 2019 and concludes on June 30, 2020. Activities programmed in the UPWP address federal and state planning and programming requirements and address regional transportation planning issues and needs. Additionally, the UPWP addresses federal and state RRTPO planning and programming requirements which are required as a condition for the state and region to remain eligible for federal-aid highway and transit funds. The funding sources supporting the RRTPO program activities come from federal, state, and local funds.

The FY20 UPWP will continue to be organized with focus on four core program areas: Program Management, Transportation Planning, Modeling and Data Applications and Financial Programs. Program Management is the policy, management and operations platform that supports the remaining three program areas. The program objectives, work elements, responsibilities, budgets, products and schedules are included within each core program area. In addition to grouping work tasks into four core areas, an effort has been made to identify how work tasks in each section correlate to the goals approved by the RRTPO in *plan2040*.

As in past UPWP documents, there will be work tasks that are included primarily as “project monitoring”; while the RRTPO is a participating partner in the effort, the designated lead role is undertaken by another agency or organization such as GRTC, DRPT or VDOT. This is a requirement of FTA which requires projects and studies receiving FTA funding to be included in the UPWP; this is not a requirement shared by FHWA. In past UPWP documents, projects such as the GRTC Downtown Transfer Center, the Pulse TIGER grant, and Richmond Area Rail Studies have been included in the “monitoring” category of work effort. As the work program is developed, all partners will be provided the opportunity to incorporate project updates into the work task which those organizations or agencies lead.

Funding Sources

The two primary funding sources supporting the work program are FHWA/PL funds and FTA Section 5303 funds. These funds are matched by state and local sources on an 80% federal (FHWA and FTA) 10% state (VDOT and DRPT), and 10% local (RRPDC member dues and RRTPO special assessment) basis. Additional funding has been available in prior years through FHWA/RSTP which funds an on-call consultant to support RRTPO Regional Travel Demand Model development and analysis. These funds are matched by state sources with 80% federal funding (FHWA) and 20% state funding (VDOT). The FHWA/PL and FTA/5303 funding allocations are anticipated to be

confirmed in February/March 2019. These combined fund sources will be used to develop a preliminary budget that will be presented to the RRTPO in March/April.

RRTPO typically begins discussion each year in December regarding high level priorities which gives guidance to staff in building out a draft work program in greater detail for review and reconciliation with available funding in the spring. The new Director of Transportation officially began work February 1 and has had some time to review the priorities prior to this meeting. In order to stimulate some discussion and to set a general discussion to keep the development of the FY20 UPWP on target, the following priorities were collected based on prior year priorities and current year discussions at RRTPO meetings. These priorities were reviewed at the December meeting.

Potential Work Program Priorities

Review with intention all recommendations of the Richmond, VA TMA Certification Review, Advance where appropriate activities that received commendation and Continue compliance with and implementation of FAST Act and Other USDOT Priorities

- Review and address recommendations following the August 2017 federal certification review.
- Identify commendations which should be incorporated as ongoing activities and priorities.

Continuation of Existing Work Efforts

- Continue to strengthen the Regional Travel Demand Model to support transportation planning, research and analysis, including small area, sub-area, corridor and scenario planning tasks
- Advance the recommendations from prior year studies (Commerce Corridor, Regional Park and Ride Study, etc) into project applications, policies or other planning efforts
- Continue advancing the regional East Coast Greenway off-road trail route with local, regional, state and national partners and evaluate opportunities to lead planning efforts for a regional trails network plan.
- Continue project scoping and analysis for plan2045 including completion of the SE Data Analysis, Scenario Development and Analysis, Future Needs Assessment, Public Outreach, and Project Investment Evaluation and Priorities.
- Enhance public participation and outreach and compliance with Title VI, Environmental Justice and Low Literacy/Limited English Proficiency requirements.

FY20 Focal Areas

- ***Transportation investments to capitalize on regional commerce, workforce mobility and accessibility.*** This work effort will include planning activities involving freight, transit, multimodal connectivity, and equity.
- ***Expanding access to transit through multimodal connectivity and park and ride facilities.*** This work effort will include planning activities focused on implementation of a regional park and ride plan and identify bicycle and pedestrian connections to transit stops to increase transit catchment with minimal impacts to transit capital or operating efforts. The work will come from the recommendations in the Greater RVA Transit Vision Plan and the GRTC Transit Development Plan.
- ***Increasing opportunity for residents of the region to engage in public planning processes.*** This work effort will include strategies to increase engagement and participation of residents and stakeholders of the region in regional transportation planning efforts.

- ***Identify strategies for improving identified performance measures including Safety & Security, Congestion Mitigation & System Reliability, Freight Mobility, Multimodal Connectivity & Access to Employment.*** This work effort will include coordination with other regional partners to identify creative projects and solutions for desired transportation outcomes in the Region.

MS

Agenda Item C.2.

*Community Transportation Advisory Committee
(CTAC) Meeting Report*

NO ACTION REQUESTED – INFORMATION ITEM

*A brief report is provided on major discussion items
from the January 17, 2019 CTAC meeting.*

MEMORANDUM

To: Richmond Regional TPO
From: Chet Parsons, RRPDC Director of Transportation
Date: January 24, 2019
Subj: RRTPO Community Transportation Advisory Committee (CTAC) Meeting Report

The following is a brief report on major discussion items from the January 17, 2019 CTAC meeting.

CTAC Membership and Function Discussion

Patricia S. O'Bannon, Richmond Regional Transportation Planning Organization (RRTPO) Chairman, was invited to attend the CTAC meeting 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.

The RRTPO received a draft resolution from CTAC at its December 6 meeting 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 the 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 individuals advising on their various areas of expertise. 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 to the RRTPO.

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.

FY19 Work Program Priorities

Martha Shickle, Interim RRTPO Secretary, noted information included 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; needs 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, officially begins work on 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.

Next CTAC Meeting

The next CTAC meeting is scheduled for Thursday, March 21, 2019.

CAP/ser

Agenda Item D.1.

Future Meeting Topics

INFORMATION ITEM – NO ACTION REQUESTED

Enclosed under this agenda tab is a brief list of topics for the March 7 and future RRTPO meetings and a list of future meeting topics to be scheduled later.

RRTPO FUTURE MEETING TOPICS

March

- RSTP and CMAQ Update
- Complete Streets Update

OTHER FUTURE MEETING TOPICS

- BUILD (Better Utilizing Investments to Leverage Development) Grant Program
- RRTPO Membership Changes and Stakeholder Engagement

2019 RRTPO BOARD AND COMMITTEES MEETINGS SCHEDULE

BOARD/ COMMITTEE	TIME	DATE											
		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC
RRTPO Policy Board	9:30 AM	3	7	7	4	2	6	TBD	1	5	3	7	5
RRTPO Executive Committee	8:30 AM	3	7	7	4	2	6	TBD	1	5	3	7	5
Community Transportation Advisory Committee (CTAC)	12:00 PM	17		21		16		18		19		21	
Technical Advisory Committee (TAC)	9:00 AM	8	12	12	9	14	11	9	13	10	8	12	10

1. Meetings are held in the RRPDC board room.
2. Agendas, attachments and meetings calendar are posted on website, www.richmondregional.org
3. Members and alternates will be notified of meeting cancellation or time change.
4. No meeting is scheduled for months highlighted in gray.
5. TBD: Meeting is scheduled for July 4; alternate meeting date to be determined.

Note: The Richmond Regional Transportation Planning Organization (RRTPO) serves as the federally designated Metropolitan Planning Organization (MPO) for the Richmond Urbanized Area.

Richmond Regional Transportation Planning Organization
c/o Richmond Regional Planning District Commission
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Richmond, Virginia 23235
Phone: 323-2033 Fax: 323-2025
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