

# AGENDA

## RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION COMMUNITY TRANSPORTATION ADVISORY COMMITTEE

Thursday, September 16, 2021  
12:00 p.m.

### PlanRVA James River Board Room & Zoom

Members of the public may observe the meeting via YouTube Live Streaming at [www.youtube.com/PlanRVA](http://www.youtube.com/PlanRVA). Opportunities for sharing comments are described in the [Public Participation](#) guide on the [www.PlanRVA.org](http://www.PlanRVA.org) website.

#### WELCOME AND INTRODUCTIONS

*(Guthrie)* .....

**PLEDGE OF ALLEGIANCE** *(Guthrie)*.....

#### STATEMENT REGARDING VIRTUAL MEETINGS

*(Parsons)* .....page 4

#### ROLL CALL & CERTIFICATION OF A QUORUM

*(Guthrie)* .....

#### **ACTION REQUESTED**

#### **A. ADMINISTRATION**

1. **Welcome of New League of Women Voters Representative and Alternate** *(Guthrie)* Sarah Weisiger, Representative and Karen Rosenblum, Alternate
2. **Filling of CTAC Vacancies** *(Guthrie)*
3. **Consideration of Amendments to the Meeting Agenda** *(Guthrie)*
4. **Approval of the July 15, 2021 CTAC Meeting Minutes** *(Guthrie)*.....page 5  
**ACTION REQUESTED**
5. **Open Public Comment**

**6. CTAC Chairman’s Report**  
(Guthrie/5 minutes).....

**7. RRTPO Updates**  
(Parsons/10 minutes).....

- a. RRTPO and TAC Meetings Report for July and August
- b. Current Work Efforts
- c. CVTA Update

**B. NEW BUSINESS**

**1. Drive-To-Work**  
(Robin Payne and Vicki Conley, Drive to Work/20 minutes).....

**2. Automated Driving System Project**  
(Martin Walker, Virginia Tech Transportation Institute/20 minutes).....

**3. Update on ConnectRVA 2045**  
(Sulabh Aryl/20 minutes)

**C. OTHER BUSINESS**

**1. Resolution of Appreciation-Virginia Cowles** (Guthrie/5 minutes).....page 10

**2. Future Meeting Topics**..... page 11

(Guthrie/5 minutes).....

**3. CTAC Member Comments**  
(Guthrie/10 minutes).....

**4. Next Meeting: November 18, 2021**  
(Guthrie).....

**D. ADJOURNMENT**

KEL  
Attachments

pc: David T. Williams, RRTPO Policy Board Chair	Liz McAdory, VDOT
Jennifer DeBruhl, DRPT	Ron Svejksky, Tri-Cities MPO
Richard Duran, FHWA	CTAC Interested Parties
Martha Heeter, RRPDC	Area News Media

Daniel Koenig, FTA

## Opening Statement for Electronic Meetings

Due to the 2020 COVID-19 virus, meetings of the Richmond Regional Transportation Planning Organization were transitioned to a virtual format in accordance with provisions of Virginia Code § 2.2-3708.2 and related legislation approved by the General Assembly of Virginia during the period of the Governor's State of Emergency Declaration for COVID. The opportunity for public bodies to continue functioning in a virtual format has been extended and meetings of the Richmond Regional Planning District Commissions will continue to be held in a virtual format as authorized by Va. Code § 15.2-1413 from June 30, 2021 to December 31, 2021. This meeting will be held through electronic communication means pursuant to and in compliance with Ordinance No. 2020-093, adopted April 9, 2020, as most recently amended by Ordinance No. 2021-181, adopted June 28, 2021 (Richmond City Council Action).

While we meet in a remote/virtual format, we remain committed to public accessibility and opportunity to participate. Staff provided notice of this meeting to members and the public, including instructions for accessing the meeting and materials, through electronic posting on the PlanRVA website and email distribution of notice to members, alternates, and known interested parties, including the media.

This meeting will be recorded. Audio and visual recordings of the meeting and materials will be accessible and posted on the PlanRVA website.

Any member of the public participating as an observer during the meeting today may submit comments or questions at any time prior to or during the meeting via email at [rrtpoinput@PlanRVA.org](mailto:rrtpoinput@PlanRVA.org). All comments and questions submitted at this time will be reviewed following the meeting and to the extent practical, responses will be provided or posted on the PlanRVA website.

We ask that members identify themselves first when speaking so we can more accurately record the activities of the meeting. All lines should be muted to minimize additional noise and feedback. You may unmute your line at any time to request acknowledgement from the Chair.

Please let us know if you have any questions regarding the process for assuring effective facilitation of this meeting or for how members of the public may participate.

By providing this statement, staff certifies that we have followed the approved procedures for appropriate notice of this meeting and the means by which we are convening.

Please indicate your presence by saying "HERE" when your name is called during a roll call. Anyone who wishes to identify themselves following the roll call of members will be invited to do so.

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

**Virtual GoToMeeting  
September 16, 2021  
12:00 p.m.**

**ATTENDANCE BY ROLL CALL:**

**MEMBERS and ALTERNATES (A) PRESENT:**

<b>Town of Ashland</b>	<b>Charles City County</b>	<b>Chesterfield County</b>	
Upton S. Martin, FY22 Chair	(vacant)	Susan Beals	
		Herbert A. Richwine	
		Starrie Jordan (A)	
<b>Goochland County</b>	<b>Hanover County</b>	<b>Henrico County</b>	
Robert L. Basham Jr.	H. Charles Rasnick	Amber B. Lancaster	
<b>New Kent County</b>	<b>Powhatan County</b>	<b>City of Richmond</b>	
Lisa M. Guthrie, FY22 Vice Chair	Robert W. Powers	Sera Erickson (appt. ends 7/22)	
John P. Moyer (A)	Vacant (A)	Vacant	
		Devon Barnhart (A) (appt. ends 7/22)	
		Hwan Hill (A)	
<b>Chamber RVA</b>	<b>Natl. Assoc. for the Advancement of Colored People (NAACP), Richmond Virginia Branch</b>	<b>League of Women Voters (LWV)</b>	
John Easter	James J. Minor III	Karen Rosenblum (A)	
Sam Mayman (A)	Walter L. Johnson Jr. (A)	Sarah Weisiger	
<b>RIC Area Bicycling Assoc. (RABA)</b>	<b>VA Assoc. of Railway Patrons (VARP)</b>	<b>Virginia Conservation Network (VCN)</b>	
Vacant	Michael Testerman	Wyatt Gordon	
Champe M. Burnley (A)		Frederick S. Fisher (A)	
<b>Virginia Commonwealth University (VCU)</b>			
John D. Leonard			

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

**MINUTES OF MEETING  
PlanRVA James River Board Room & Zoom  
July 15, 2021  
12:00 p.m.**

**MEMBERS and ALTERNATES (A) PRESENT:**

<b>Town of Ashland</b>		<b>Charles City County</b>		<b>Chesterfield County</b>	
Upton S. Martin FY22 Chair	x	Vacant		Susan Beals (virtual)	x
				Herbert A. Richwine	x
				Starrie Jordan (A)	
<b>Goochland County</b>		<b>Hanover County</b>		<b>Henrico County</b>	
Robert L. Basham Jr.		H. Charles Rasnick		Amber B. Lancaster (virtual)	x
<b>New Kent County</b>		<b>Powhatan County</b>		<b>City of Richmond</b>	
Lisa M. Guthrie, FY22 Vice Chair	x	Robert W. Powers (virtual)	x	Sera Erickson (virtual)	x
John P. Moyer (A)		Vacant (A)		Vacant	
				Devon Barnhart (A)	
				Hwan Hill (A)	
<b>Chamber RVA</b>		<b>Natl. Assoc. for the Advancement of Colored People (NAACP), Richmond Virginia Branch</b>		<b>League of Women Voters (LWV)</b>	
John Easter		James J. Minor III		Virginia P. Cowles	x
Sam Mayman (A)		Walter L. Johnson Jr. (A)	x	Mary Crutchfield (A)	
<b>RIC Area Bicycling Assoc. (RABA)</b>		<b>VA Assoc. of Railway Patrons (VARP)</b>		<b>Virginia Conservation Network (VCN)</b>	
Vacant		Michael Testerman	x	Wyatt Gordon (virtual)	x
Champe M. Burnley (A)	x			Frederick S. Fisher (A)	
<b>Virginia Commonwealth University (VCU)</b>					
John D. Leonard	x				

The technology used for this meeting was a web-hosted service created by Zoom and YouTube Live Streaming and was open and accessible for participation by members of the public. A recording of this meeting is available on our [Plan RVA YouTube Channel](#).

## **CALL TO ORDER**

The Richmond Regional Transportation Planning Organization (RRTPO) Community Transportation Advisory Committee Chair, Upton S. Martin, presided and called the July 15, 2021 RRTPO CTAC meeting to order at 12:00 p.m.

## **ATTENDANCE ROLL CALL & CERTIFICATION OF MEETING QUORUM**

Nicole Mueller, Program Coordinator, took attendance by roll call and certified that a quorum was present.

### **A. ADMINISTRATION**

#### **1. Consideration of Amendments to the Meeting Agenda**

There were no requested changes to the meeting agenda. Seeing and hearing no objections the July 15, 2021 agenda was approved by acclamation as presented (voice vote).

#### **2. Approval of the May 20, 2021 RRTPO CTAC Meeting Minutes**

There were no requested changes to the meeting minutes.

On motion of Champe M. Burnley, seconded by Virginia P. Cowles, the Community Transportation Advisory Committee (CTAC) unanimously approved the minutes of the May 20, 2021 meeting as presented (voice vote).

#### **3. Open Public Comment Period**

There were no requests to address the RRTPO Community Transportation Advisory Committee.

#### **4. CTAC Chairman's Report** – Chair Martin expressed his appreciation for everyone joining the meeting, some members in-person in PlanRVA's James River Board Room and some members via Zoom.

##### **a. Membership Update**

Chair Martin encouraged all members of CTAC to seek out alternate representation to fill any vacant seats on the committee.

#### **5. RRTPO Updates** – Chet Parsons, RRTPO Secretary, reported as follows:

##### **a. RRTPO Policy Board and TAC Meetings Report for May and June**

The following major business and action items from the May 11, 2021, and June 8, 2021 RRTPO Technical Advisory Committee (TAC) meetings and the June 3, 2021 and July 1, 2021 RRTPO Policy Board meetings were included:

- RSTBG Budget Change and Allocation Correction
- FY22 Unified Planning Work Program (UPWP)
- Title VI Plan
- FY22 Regional Public Transportation Plan
- Regional project Selection and Allocation Framework
- Highway Infrastructure Program (HIP) Funds
- ConnectRVA 2045 – Constrained List of Projects
- FY21 – FY24 TIP Amendments:VDOT Request

- Election of FY22 RRTPO Officers

\*\*A copy of the report given by Chet Parsons is available at [RRTPO Policy Board and TAC Meetings Report Page 9-15](#)

**b. Current Work Efforts** – Mr. Parsons highlighted several work efforts including:

- ConnectRVA 2045 Long-Range Transportation Plan
- Ashland Trolley Line Trail Study
- Regional Bicycle and Pedestrian Plan Update
- Active Transportation Work Group (ATWG)
- Public Transportation Work Group
- Vision Zero Work Group
- Rural Transportation Advisory Committee (RTAC)

\*\*A copy of the report given by Chet Parsons is available at [Current Work Efforts Page 16-17](#)

## **B. NEW BUSINESS**

### **1. Disability Inclusive Transportation – Assessment of First/Last Mile Conditions in the Richmond Region**

Rebekah Cazares highlighted the purpose of her study, which was to increase access to public transportation services in the Richmond region for individuals with disabilities. Examples of first and last mile barriers to public transit service were presented, along with estimates of the disability demographics in the region. All 240 census tracts in the region were analyzed with regard to their accessibility to transit, and a detailed case study was undertaken of a census tract having a high score on factors that limit access to transit. Recommendations to address first/last mile barriers to accessing transit were developed, along with a proposed implementation timeline.

\*\*A copy of the presentation given by Ms. Cazares is available at: [Presentation: Item B.1. Disability Inclusive Transportation](#)

### **2. Virtual Tour of the VDOT Richmond District Traffic Operations Center**

Ed Correa of VDOT reviewed various aspects of the planning, construction and operation of a new Traffic Operations Center at the VDOT Richmond District Complex. In addition to reviewing the timeline for the design and construction of the facility, Mr. Correa noted some of the challenges encountered, the benefits of the facility and the number of traffic incidents, work zones, and weather events monitored and managed by the center during calendar year 2020.

\*\*A copy of the presentation provided by Mr. Correa is available at: [Presentation: Item B.2. VDOT/VSP Joint Safety Operations Center](#)

### **3. City of Richmond Transportation Survey Incentive – “Tacos for Transit”**

Kelli Rowan of the City of Richmond Office of Equitable Transit and Mobility provided an overview of “Path to Equity”, a policy guide for the Richmond Connects equitable mobility and accessibility plan. Ms. Rowan noted that



efforts to engage the community in the planning process had included pop-up events and an on-going survey. To encourage participation, the City has arranged for a food truck to be present at upcoming survey events, and individuals completing the survey are given vouchers for free food.

\*\*A copy of the presentation given by Ms. Kelli Rowan is available at: [Presentation: B.3. Outreach and Engagement Highlights](#)

**C. OTHER BUSINESS**

**1. CTAC Announcements and Open Comment**

There were no announcements or other comments.

**2. Future Meeting Topics** – Chair Martin noted future meeting topics included in the agenda package.

**3. CTAC Member Comments**

Ms. Virginia P Cowles, representing the League of Women Voters, announced that she will be leaving the CTAC due to relocating to Northern Virginia. She will be replaced by Sarah Whittaker.

**4. Next CTAC Meeting: September 16, 2021**

Chairman Basham noted the next meeting will be held on September 16, 2021, beginning at 12:00 p.m. in Richmond, Virginia.

**D. ADJOURNMENT**

Chairman Martin adjourned the meeting at approximately 1:37 p.m. on July 15, 2021.

KEL/nm

**RESOLUTION IN APPRECIATION OF**  
**VIRGINIA COWLES**  
**FOR HER SERVICE TO THE**  
**CITIZENS/COMMUNITY TRANSPORTATION ADVISORY COMMITTEE OF**  
**THE**  
**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION**  
**(TPO)**

**WHEREAS,** Virginia Cowles has served as one of the League of Women Voters' alternate and primary representatives to the TPO's Citizens/Community Transportation Advisory Committee (CTAC) from July 2006 to July 2021; and

**WHEREAS,** Virginia Cowles, during her tenure as CTAC alternate and primary representative, represented to the best of her ability the interests of CTAC and the citizens of the Richmond area; and

**WHEREAS,** we, the members of CTAC, wish to express our sincere appreciation to Virginia Cowles;

**NOW, THEREFORE, BE IT RESOLVED,** that the TPO Community Transportation Advisory Committee does hereby express its sincere appreciation and gratitude this sixteenth day of September 2021 to Virginia Cowles, for her leadership and outstanding service to the TPO Community Transportation Advisory Committee.

**WITNESS:**

**BY:**

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Chet Parsons  
TPO Secretary

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Upton Martin  
CTAC Chairman

## **CTAC FUTURE MEETING TOPICS\*; ITEM C.2.**

### 18 November 2021

- DRPT Transit Services Equity/Modernization Study
- CVTA Update
- Regional Structure and Bridge Inventory

### 20 January 2022

- VTRANS Overview
- Findings of City of Richmond Transportation Survey
- Virginia Passenger Rail Authority/Statewide Rail Plan Update

### 17 March 2022

- Transportation Funding Overview/Workshop
- Federal Surface Transportation Reauthorization Bill

### 19 May 2022

- Equity in Transportation
- Regional Trails

### 21 July 2022

- Greater Washington Partnership-the economic impact of transportation investments

### 15 September 2022

- GRTC System Update-zero fare, expansion, electrification
- Discussion of Lead Priority Projects

### Not scheduled but other potential topics

- Impact of Casinos on Regional Travel Patterns
- School bus routing
- VDOT Connected and Automated Use Case Study
- Super Streets
- DRPT TRIP Program
- Pedestrian and Bicycle Safety/Zero Death Program
- Richmond Marine Terminal Tour
- Impact of COVID-19 on ridesharing and commuting patterns (Phil Winters)

\*Draft: This is not a comprehensive list of considerations and is subject to change.

Revised 7-16-2021

8-31-21

9-9-21



**The RRTPO has taken steps to improve accessibility in a virtual setting for the policy board and its subcommittees and work groups. More information on how to engage is contained below.**

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### **Public Participation**

Members of the public are invited to participate in public meetings of the Richmond Regional Transportation Planning Organization (RRTPO) and its respective committees. The following are new ways members of the public can participate in and follow the business of the RRTPO during this time:

1. **Be an Observer:** Anyone wishing to participate as an observer in a public meeting may do so. Members of the public may observe the meeting via YouTube Live Streaming on the PlanRVA YouTube channel by clicking on the following link: [PlanRVA YouTube Channel](#)
2. **Share Your Opinion and Ask Questions:** Anyone wishing to submit comments or questions prior to meetings of the RRTPO may do so via email at [rtrpoinput@PlanRVA.org](mailto:rtrpoinput@PlanRVA.org). All written comments received by 3 p.m. the business day preceding the meeting will be provided to members of the public body within a reasonable time period and included in the administrative record.
3. **Inclusive Agenda:** All comments and questions submitted via email during or after the meeting will be reviewed following the meeting and to the extent practical, responses may be provided or posted on the PlanRVA website.

**RRTPO Community Transportation Advisory Committee (CTAC) Quorum  
Checklist**

<b>Jurisdiction/Agency (No. of Votes)</b>	<b>Member</b>	<b>Alternate</b>
<b>Town of Ashland (1)</b>	Chair Upton S. Martin	
<b>Charles City County (1)</b>	(vacant)	
<b>Chesterfield County (2)</b>	Susan Beals Herbert A. Richwine	Starrie Jordan
<b>Goochland County (1)</b>	Robert L. Basham	
<b>Hanover County (1)</b>	H. Charles Rasnick	
<b>Henrico County (2)</b>	Amber B. Lancaster	
<b>New Kent County (1)</b>	Vice Chair Lisa M. Guthrie	John P. Moyer
<b>Powhatan County (1)</b>	Robert W. Powers	Vacant
<b>City of Richmond (2)</b>	Sera Erickson (appt. ends 7/22) Vacant	Devon Barnhart (appt. ends 7/22) Hwan Hill
<b>Chamber RVA (1)</b>	John Easter	Sam Mayman
<b>NAACP (1)</b>	James J. Minor	Walter L. Johnson
<b>League of Women Voters (1)</b>	Karen Rosenblum	Sarah Weisiger
<b>RABA (1)</b>	Vacant	Champe M. Burnley
<b>VA Assoc. of Railway Patrons (1)</b>	Michael Testerman	
<b>Virginia Conservation Network (1)</b>	Wyatt Gordon	Frederick S. Fisher
<b>VCU (1)</b>	John D. Leonard	
<b>TOTAL</b>		

A quorum shall consist of a majority of the Committee's current membership (as per Article VII, Section 4 of the bylaws).