



## Richmond Regional Transportation Planning Organization (RRTPO) Executive Committee



### NOTES

This meeting is open to the public. Members of the public are invited to attend virtually. Please alert the RRTPO at [RRTPO@PlanRVA.org](mailto:RRTPO@PlanRVA.org) if electronic transmission of this meeting fails for the public. Please refer to our [Statement Regarding Virtual Meeting Participation by Members of the Public](#) for more information.

Check out our complete [Public Participation Guide](#) online to learn about the different ways you can stay connected and involved.

Meetings are also live streamed and archived on our YouTube Channel at [Plan RVA - YouTube](#).

Members of the public are invited to submit public comments either verbally or in writing. Written comments can be submitted through the Q&A/Chat function on Zoom by email to [RRTPO@PlanRVA.org](mailto:RRTPO@PlanRVA.org). Written comments will be read aloud or summarized during the meeting when possible and will be included in the meeting minutes. Verbal comments will be taken during the Public Comment Period on the agenda. Please through the Q&A/Chat functions on Zoom if you would like to comment. When acknowledged by the Chairman, please clearly state your name so that it may be recorded in the meeting minutes.

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*PlanRVA is where the region comes together to look ahead. Established in 1969, PlanRVA promotes cooperation across the region's nine localities and supports programs and organizations like the Richmond Regional Transportation Planning Organization, Central Virginia Transportation Authority, the Emergency Management Alliance of Central Virginia, Lower Chickahominy Watershed Collective and Don't Trash Central Virginia.*

# AGENDA

## **RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION EXECUTIVE COMMITTEE**

**Thursday, December 7, 2023, 8:30 a.m., PlanRVA Boardroom, 424 Hull Street,  
Suite 300, Richmond, VA 23224 and via Zoom**

If you wish to participate in this meeting virtually, please register via Zoom at the following link:  
[https://planrva-org.zoom.us/webinar/register/WN\\_W-R9vAnGSoSFhmPQHWmcOg](https://planrva-org.zoom.us/webinar/register/WN_W-R9vAnGSoSFhmPQHWmcOg)

**Call to Order** (*Winslow*)

**Welcome and Introductions** (*Winslow*)

**Certification of a Physical Quorum** (*Scott*)

**1. Confirmation of Member Participation from a Remote Location**

(*as needed*) (*Winslow*)

**Action requested (if there are member requests to participate remotely): motion to confirm that the Chair's decision to approve or disapprove the member(s) request to participate from a remote location was in conformance with the RRTPO Policy for Remote Participation of Members; and, the voice of the remotely participating member(s) can be heard by all persons at the primary or central meeting location (voice vote).**

**2. Consideration of Amendments to the Meeting Agenda**

(*Winslow*)

**3. [Approval of November 2, 2023, Meeting Minutes](#) - page 3**

(*Winslow*)

**Action requested: motion to approve the minutes as presented (voice vote).**

**4. RRTPO Secretary's Report**

(*Busching/10 minutes*)

**5. Review of Selected RRTPO Agenda Topics**

(*Busching/10 minutes*)

**6. Next Meeting: January 4, 2024, 9:30 a.m., PlanRVA Boardroom, 424 Hull Street, Suite 300, Richmond, VA 23224 and via Zoom**

(*Winslow*)

**7. Adjournment**

(*Winslow*)

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION  
EXECUTIVE COMMITTEE**

**MINUTES OF MEETING  
PlanRVA James River Boardroom and via Zoom**

**Thursday, November 2, 2023 - 8:30 a.m.**

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

<b>Town of Ashland</b>		<b>Charles City County</b>		<b>Chesterfield County</b>	
John H. Hodges	X	Byron Adkins, Sr.		James M. Holland	
Anita Barnhart (A)		William Coad		Chris Winslow, Chair	X
<b>Goochland County</b>		<b>Hanover County</b>		<b>Henrico County</b>	
John L. Lumpkins Jr.	X	W. Canova Peterson, Vice-Chair	X	Patricia S. O'Bannon	X
Susan F. Lascolette, (A)		Sean M. Davis (A)		Frank J. Thornton (A)	
<b>New Kent County</b>		<b>Powhatan County</b>		<b>City of Richmond</b>	
Patricia A. Paige		David T. Williams		Cynthia I. Newbille	
C. Thomas Tiller Jr. (A)		Karin M. Carmack (A)		Andreas D. Addison (A)	

*The technology used for the RRTPO Executive Committee 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) Policy Board Chair, Christopher Winslow, presided and called the November 2, 2023, RRTPO Executive Committee meeting to order at 8:38 a.m.

**Attendance Roll Call & Certification of Meeting Quorum**

There was not a quorum present initially. A quorum was certified at 8:44 a.m. with the arrival of John Lumpkins.

**1. Confirmation of Member Participation from a Remote Location**

There were no requests from members to participate remotely.

**2. Consideration of Amendments to the Meeting Agenda**

There were no agenda amendments requested.

**3. Approval of September 7, 2023, RRTPO Executive Committee Meeting Minutes**

On motion by John H. Hodges, seconded by W. Canova Peterson, the members of the Executive Committee voted to approve the meeting minutes as presented (voice vote; Patricia O'Bannon abstained).

**4. RRTPO Secretary's Report**

Martha Shickle, PlanRVA Executive Director, provided an update on the status of the MPO Administrator recruitment.

## **5. Review of Selected RRTPO Agenda Topics**

Chair Winslow summarized the changes to the SmartScale process.

Myles Busching provided details on the application limits. The basis for the change is the time to locality and VDOT staff. At the time of application, most projects are not yet ready for evaluation. By cutting the number of applications the hope is that more applications will be ready to move forward.

Committee members discussed the changes and the application process and the potential negative impacts to the localities.

Mr. Busching noted that some of the proposed changes will be beneficial to TPO and locality staff.

On motion by W. Canova Peterson, seconded by John H. Hodges, the members of the Executive Committee voted to recommend that the Policy Board convey to the Commonwealth Transportation Board that it is opposed to the proposed application limit change to the Smart Scale program and express its opinion that all other proposed changes except for “Eliminate “Step 2” of Fund Distribution Process” have not been sufficiently vetted.

## **6. Next Meeting**

The next meeting is scheduled for December 7, 2023, at the PlanRVA James River Boardroom, 424 Hull Street, Suite 300, Richmond, VA 23224.

## **7. Adjournment**

Chair Winslow adjourned the meeting at 9:25 a.m.