



Photo: Bicycle sculpture at Four Mile Creek Park, Henrico County

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 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. 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, September 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_zzOeQBoiSZOsnNszEil9qA

Call to Order (*Winslow*)

Welcome and Introductions (*Winslow*)

Certification of a Physical Quorum (*Firestone*)

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 July 6, 2023, Meeting Minutes](#) - page 3

(*Winslow*)

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

4. RRTPO Secretary's Report

(*Parsons/10 minutes*)

5. Review of Selected RRTPO Agenda Topics

(*Parsons/10 minutes*)

6. Next Meeting: November 2, 2023, 8:30 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, July 6, 2023 - 8:30 a.m.

MEMBERS and ALTERNATES (A) PRESENT:

Town of Ashland		Charles City County		Chesterfield County	
John H. Hodges	X	Byron Adkins, Sr.	X	James M. Holland	X
Anita Barnhart (A)		William Coad		Chris Winslow, Vice-Chair	X
Goochland County		Hanover County		Henrico County	
John L. Lumpkins Jr.	X	W. Canova Peterson, Chair	X	Patricia S. O'Bannon	
Susan F. Lascolette, (A)		Sean M. Davis (A)	X	Frank J. Thornton (A)	
New Kent County		Powhatan County		City of Richmond	
Patricia A. Paige		David T. Williams	X	Cynthia I. Newbille	X
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, W. Canova Peterson, presided and called the July 6, 2023, RRTPO Executive Committee meeting to order at 8:34 a.m.

Attendance Roll Call & Certification of Meeting Quorum

Janice Firestone, Program Manager, took attendance and certified that a physical quorum was present.

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 May 18, 2023, RRTPO Executive Committee Meeting Minutes

On motion of David Williams, seconded by James M. Holland, the members of the RRTPO Executive Committee approved the minutes as presented (voice vote; Sean Davis abstained).

4. RRTPO Secretary's Report

Chet Parsons, RRTPO Secretary, did not have a formal report.

5. Review of Selected RRTPO Agenda Topics

Mr. Parsons reviewed the items on the Policy Board agenda.

Chair Peterson reported that, for the FY24 officer election, the plan is to switch the Chair/Vice-Chair rotation for FY24 so that Chesterfield will hold the chair seat and Hanover will hold the vice-chair seat. He noted that this change will allow for continuity throughout the year since he will be leaving at the end of December.

There was discussion about the proposed amendments to the UPWP. Mr. Parsons provided clarification about the specific changes and the related funding. The administrative change will allow funding within each category to be moved within sub-categories.

6. CTAC Member Participation Follow-up

Committee members discussed the following:

- Having TPO members attend CTAC meetings.
- Ensuring the CTAC members get all TPO agendas for review.

Mr. Parsons reviewed on a list of possible tasks for CTAC members:

- Advising on SmartScale applications
- Feedback on TA set-aside project rankings.

7. Next Meeting

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

8. Adjournment

Chair Peterson adjourned the meeting at 9:04 a.m.