



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.

Photo: the Depot at Beaver Dam, Hanover County

Richmond Regional Transportation Planning Organization (RRTPO) Technical Advisory Committee (TAC)

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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 Collaborative and Don't Trash Central Virginia.

AGENDA

RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION COMMUNITY TRANSPORTATION ADVISORY COMMITTEE

Thursday, May 16, 2024, 12:00 p.m.
PlanRVA James River Board Room,
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_4mfmx6OaT-mfFBwWxEuNAA

Welcome and Introductions

(Erickson)

Roll Call & Certification of a Quorum

(Scott)

1. ADMINISTRATION

- a. **Approval of the March 21, 2024, CTAC Meeting Minutes** – page 4
(Erickson)
Action Requested: a motion to approve the meeting minutes as presented.
- b. **Consideration of Amendments to the Agenda**
(Erickson)
- c. **Open Public Comment**
(Erickson)
- d. **CTAC Chair's Report**
(Erickson)
- e. **Agency Updates – PlanRVA, CVTA and RRTPO** – page 7
(Busching)

2. NEW BUSINESS

- a. **Cycle of Public Engagement: Identifying Planning Issues and Solutions-
Forest Hill Widening Case Study**
(Busching/10 mins)

b. LRTP Engagement Strategy

(Busching/5 mins)

c. Who's in My Community Follow Up

(Gordon/40 minutes)

d. Status Report on CTAC Membership

(Lantz/5 mins)

3. OTHER BUSINESS

a. [PlanRVA Newsletter: The Better Together Connector \(linked\)](#)

Information item.

b. CTAC Member Comments

(Erickson/5 minutes)

c. Next Meeting: July 18, 2024

(Erickson)

4. ADJOURNMENT

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

**Minutes of Meeting – January 18, 2024, 12:00 p.m.
 PlanRVA James River Boardroom,
 424 Hull Street, Suite 300, Richmond, VA 23224 and via Zoom**

MEMBERS and ALTERNATES (A) PRESENT (X), VIRTUAL (V):

| Town of Ashland | | Charles City County | | Chesterfield County | |
|--|---|---|---|---|---|
| Upton S. Martin | X | Vacant | | Philip Plymale | |
| Don Root (A) | V | Hanover County | | Herbert A. Richwine (A) | |
| Goochland County | | H. Charles Rasnick | | Henrico County | |
| Robert L. Basham Jr. | | Powhatan County | | Gordon Dixon | |
| Austin Goynes (A) | | Robert W. Powers | | City of Richmond | |
| New Kent County | | | | Andrew Bunn | X |
| Lisa M. Guthrie | X | Chamber RVA | | Sera Erickson, Chair | |
| | | John Easter | V | Shelley Allmond (A) | |
| League of Women Voters | | NAACP, Richmond Branch | | Clinton Smith (A) | |
| Sarah Weisiger | X | Walter Johnson | | RIC Area Bicycling Assoc. | |
| Karen Rosenblum (A) | | Charles Willis (A) | | Champe M. Burnley | |
| Richmond Office of Equitable Transit and Mobility | | RVA Rapid Transit | | John Hamilton | |
| Kelli N. Rowan | V | Faith Walker | X | Senior Connections | |
| VA Conservation Network (VCN) | | Richard Hankins (A) | | Tony Williams | V |
| Wyatt Gordon | | Virginians for High Speed Rail | | Virginia Commonwealth University (VCU) | |
| Victoria Higgins (A) | | Michael Testerman | X | John D. Leonard | X |
| | | | | Jesse MacLelland (A) | |

The technology used for the RRTPO CTAC 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](#).

Virtual participation of this meeting by members of the committee is authorized under the City of Richmond Res. No. 2020-R025, - declaration of a local emergency due to the potential spread of COVID-19, adopted March 16, 2020. The resolution is available [here](#).

CALL TO ORDER

The Richmond Regional Transportation Planning Organization (RRTPO) Community Transportation Advisory Committee Chair, Sera Erickson, presided and called the March 21, 2024, RRTPO CTAC meeting to order at 12:03 p.m.

WELCOME AND INTRODUCTIONS

Lisa Guthrie served as Chair of the meeting and welcomed all attendees.

ROLL CALL & CERTIFICATION OF A QUORUM

Janice Scott, PlanRVA, certified that a quorum was present.

A. ADMINISTRATION

1. Approval of the January 18, 2024, CTAC Meeting Minutes

On motion by John Leonard, seconded by Upton Martin, the members of the Community Transportation Advisory Committee voted unanimously to approve the meeting minutes as presented.

2. Consideration of Amendments to the Agenda

There were no requested amendments to the agenda.

3. Open Public Comment

There were no members of the public present wishing to offer public comment.

4. CTAC Chair's Report

Chair Guthrie did not have a formal report.

5. CTAC Staff Report

The CTAC staff report was provided in the agenda packet.

6. Agency Updates – PlanRVA, CVTA and RRTPO

Myles Busching, RRTPO Director of Transportation, provided a report on recent and upcoming activity for PlanRVA and RRTPO. Chet Parsons, CVTA Executive Director, provided a report on recent and upcoming activity for the CVTA.

B. NEW BUSINESS

1. Review of the comments, Public Engagement Plan

Holly Gordon, PlanRVA, distributed the draft public engagement plan. The public comments and responses were reviewed by the group.

On motion by John Leonard, seconded by Gordon Dixon, the members of the Community Transportation Advisory Committee voted unanimously to recommend RRTPO Policy Board approval of the document as presented. (voice vote).

2. Debrief on March 15 Transportation Forum

Ms. Gordon opened a discussion on the forum. Members shared their thoughts about the event and their recommendations for next year's forum. She also shared some of the feedback that has been received from speakers and attendees.

3. Update on CTAC Member Engagement Opportunities

a. Identifying Planning Issues and Solutions-Osborne Turnpike Case Study

Mr. Busching provided a recap of the transportation planning process. He noted that there was a lot of feedback on the Osborne Turnpike project. He detailed the options/alternatives that were developed and the level of public involvement that was generated.

b. Scenario Planning Survey and Charette

Ms. Gordon gave a general overview of the scenario selector and noted it has been posted on all PlanRVA social media channels. She asked members to share the scenario selector and the survey with their networks to help increase participation.

She explained that a charette is scheduled for April 16th with some of the consultants who helped develop the scenario planning survey. CTAC members are invited to attend.

c. Who's in My Community

Ms. Gordan explained that the activity is to determine what civic and neighborhood associations, community organizations and media outlets are in each member's community and how to engage them. Committee members were also asked to determine what the community hubs are in their locality.

C. OTHER BUSINESS

1. [PlanRVA Newsletter: The Better Together Connector \(linked\)](#)

This was an information item.

2. CTAC Member Comments

There were no member comments.

3. Next Meeting: May 16, 2024

D. ADJOURNMENT

Chair Guthrie adjourned the meeting at 1:07 p.m.



PlanRVA AGENCY UPDATE CTAC Meeting – May 2024

This report provides a summary of recent and upcoming activity of the Commission and its committees. Detailed information, including meeting videos and agendas for upcoming meetings can be found on the [PlanRVA meeting webpage](#).

The Commission met on April 11th and took the following actions:

- Appointed Martha Shickle as Interim Executive Director of the Richmond Regional Transportation Planning Organization.
- Elected officers for the remainder of FY24 as follows:
 - Chair, Sean Davis
 - Vice Chair, Daniel McGraw
 - Treasurer, Jordan Stewart
 - Secretary, Byron Adkins
- Appointed members to serve on a nominating committee to develop recommendations for FY25 officers.
- Approved a budget amendment for FY24.
- Approved/adopted the Richmond-Crater Multi-Hazard Mitigation Plan, adopted locally in 2022. This approval assures the eligibility of PlanRVA to pursue certain funding opportunities in support of implementing the mitigation strategies included in the Plan.
- Cancelled the May 9, 2024, Executive Committee and Commission meetings.

Upcoming Meetings

- Public Outreach & Engagement Committee – May 21, 2024 – 9:00 a.m.
- Audit, Finance & Facilities Committee – May 22, 2024 – 9:30 a.m.
- Joint Annual Meeting and PlanRVA Day – June 13, 2024 – 8:30 a.m.

New Staff

PlanRVA has welcomed several new employees over the past several months. Information about all staff members can be found [here](#).

- Dorian Allen, Planner
- Ansley Heller, Planner
- Emily Williams, Grant Specialist

**[Don't forget to check out our newsletter:
The Better Together Connector \(linked\)](#)**

CVTA AGENCY UPDATE CTAC Meeting – May 2024

This report provides a summary of recent and upcoming activity of the Authority, Finance Committee, TAC and Fall Line Working Groups. Detailed information, including meeting videos and agendas for upcoming meetings can be found on the [CVTA meeting webpage](#).

Authority meeting – April 26, 2024

CVTA Annual Administrative and Operating Budget Approval

Following a public comment period, the Authority held a public hearing on the proposed FY24 Administrative and Operating Expense Budget, then voted to approve the proposed budget as presented. Highlights of the budget include:

- Funds to finalize and publish the Fall Line Trail Wayfinding Plan.
- A focus on technology, including funds for the following:
 - A new CVTA website.
 - Innovative web tools to engage the public.
 - Development of video content that supports storytelling about the impact of CVTA and regional project highlights.
 - Specialty software licenses to assist in data visualization, audience polling, and presentations.
 - Development of enhanced tools for sharing the CVTA story with the public and external partners, data visualization (such as live dashboards, charts, and graphs), survey tools and real-time polling/ preference surveys.

Approval of SPAs:

Five Henrico County Standard Project Agreements for regional projects were approved:

- CVTA-0021 – Green City Connector Trail and Bridge
- CVTA-0026 – N. Gayton Road Interchange at I-64
- CVTA-0035 – Magellan Parkway Bridge & Approach Section
- CVTA-0037 – Brook Road Improvements – Villa Park to Hilliard Road
- CVTA-0040 – Woodman Road – Mountain Road to Hungary Road

Invitation to Governor:

A letter of invitation was issued to Governor Youngkin to attend an upcoming CVTA meeting and address the Authority on transportation and opportunities to make the region successful.

Other CVTA Activity - Fall Line Trail:

The TAC And Fall Line Working Group have been working on the following related to the trail:

- Wayfinding, including signage and destinations.
- Trail rules.
- Options for ongoing maintenance for the trail.

Upcoming Meetings:

Fall Line Working Group – June 5, 2024 – 9:00 a.m.

RRTPO AGENCY UPDATE CTAC Meeting – May 2024

This report provides a summary of recent and upcoming activity of the Policy Board and its committees. Detailed information, including meeting videos and agendas for upcoming meetings can be found on the RRTPO [meeting webpage](#).

The Policy Board met on April 4th. The board took the following actions:

- Endorsement of Human Services Grant Program (FTA 5310) Project Endorsements from:
 - Chesterfield County Community Engagement and Resources, Mobility Services
 - Chesterfield Community Services Board
 - GRTC
 - Hanover DASH
 - Heart Havens
 - Powhatan Department of Social Services
 - Senior Connections
 - SOAR 365
- Approval of VDOT request for FY24 – FY27 Transportation Improvement Program Amendment to update the #SMART24 – I-64 Gap Widening – Segment B project (UPC 123831) project as requested by VDOT.
- Approval of FY24 Unified Planning Work Program (UPWP) Amendment to rebalance the budget to ensure agency and partner priorities can be met and to make full use of available staff time for the balance of the fiscal year.
- Approval of update to the RRTPO [Public Engagement Plan](#).

Upcoming Meetings:

Policy Board – May 9, 2024 – 9:30 a.m.:

The board will be asked to take action on the following:

- Approval of the FY25 GRTC Regional Transportation Plan; the TAC has reviewed the plan and is recommending approval.

TAC – May 14, 2024 – 9:00 a.m.

Joint Annual Meeting and PlanRVA Day – June 13, 2024 – 8:30 a.m.