



Photo: Charles City County Courthouse

PlanRVA Commission



NOTES

This meeting is open to the public. Members of the public are invited to attend virtually. Please alert the RRTPO at PlanRVA@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 PlanRVA@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 use 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

PlanRVA Commission

February 8, 2024– 9:30 a.m.

PlanRVA James River 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_aLeBDR5USpWwXE53eaEcCw

Call to Order *(Davis)*

Pledge of Allegiance *(Davis)*

Welcome and Introductions *(Davis)*

Roll Call of Attendees and Certification of a Physical Quorum *(Firestone)*

1. Administration

a. Confirmation of Member Participation from a Remote Location *(Davis)*

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 PlanRVA Commission 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).

b. Public Comments *(Davis)*

2. Agenda Amendments / Approval *(Davis)*

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

3. Approval of Previous Meeting Minutes *(Davis)*

a. **November 2, 2023** - page 4

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

b. **December 14, 2023** - page 7

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

4. Committee Appointments (Davis)

Information Item: Vice Chairman Davis will review committee vacancies and propose appointments for the remainder of FY2024.

5. Standing Committee and Other Reports

a. Executive Committee Report (Davis)

b. Audit, Finance & Facilities Committee Report (Holland)

i. **Q2 Financials** – page 9

Action Item: Motion to accept the December 31, 2023, Financial Statements.

ii. **FY2024 Budget Review**

c. Public Outreach & Engagement Committee Report (Davey)

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

Information item

ii. **SharePoint Site Review**
Information Item

d. Executive Director's Report (Shickle)

i. **Program Area Reports**

1) **Intergovernmental and Environmental Reviews** – page 20

Information Item.

2) **Selection of Regional Projects for submission under SmartScale** (to be distributed at meeting)

Action Item.

ii. **Technology & Data**

Information Item & Special Program: Sarin Adhikari will give an overview of PlanRVA Data Capabilities and Regional Socio-economic and Economic Mobility Indicators

iii. **Administration**

e. Partner Reports

i. **CVTA Report** – (Parsons) page 24

ii. **EMACV Report** - (Stewart)

iii. **RRTPO Report** – (Busching) page 25

---Recess for break---

6. Commissioner Orientation (Shickle)

Adjourn - targeted adjournment time is 11:30 a.m.

PlanRVA Commission Meeting Minutes
November 2, 2023 – 11:00 a.m.
PlanRVA James River Boardroom, 424 Hull Street, Suite 300,
Richmond, VA 23224 and via Zoom

Members Present (A = Alternate)

Town of Ashland		Goochland County		New Kent County	
Brent Chambers		Charlie Vaughters		John Lockwood (A)	
Dr. Daniel McGraw		Neil Spoonhower		Patricia Paige, Treasurer	
Kathy Abbott (A)	X	Hanover County		Amy Pearson	X
		Sean Davis, Vice Chair	X		
Charles City County				Powhatan County	
Byron Adkins		Canova Peterson		Michael Byerly	
William Coada		Faye Prichard (A)		Steve McClung	
Chesterfield County		Charlie Waddell		Bobby Hall	
Kevin Carroll		Randy Whittaker			
Dr. Mark Miller		Henrico County		City of Richmond	
Tim Davey	X	Gregory Baka		Andreas Addison	X
Gloria Freye	X	Tyrone Nelson		Ann-Francis Lambert	
James Holland		Patricia O'Bannon	X	Stephanie Lynch	
Jim Ingle	X	Frank Thornton	X	Dr. Cynthia Newbille	
Chris Winslow	X	Melissa Thornton		Rodney Poole	
				Ellen Robertson (A)	
				Jacob Giovia	

The technology used for the 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](#).

Welcome and Introductions

Vice Chair Davis called the meeting to order at approximately 11:10 a.m.

Pledge of Allegiance

The Pledge of Allegiance was led by Chris Winslow.

Roll Call of Attendees and Certification of a Quorum

Janice Scott, Board Relations Manager, called the roll for attendance and certified that a physical quorum was present.

1. Administration

a. Confirmation of Member Participation from a Remote Location

Vice Chair Davis announced that the following members requested approval to participate remotely:

- Sean Davis. Reason: a personnel matter, specifically a scheduling conflict that prevents in-person attendance.
- Kathy Abbott. Reason: a medical condition that prevents in-person attendance.

Vice Chair Davis announced his approval of the requests to participate remotely.

On motion duly made and seconded the PlanRVA Commission voted to confirm that the Vice Chair's decision to approve the members' request to participate from a remote location were in conformance with the PlanRVA Policy for Remote Participation of Members; and, the voice of the remotely participating members could be heard by all persons at the primary or central meeting location (voice vote).

The quorum was updated to show the presence of the remote members.

b. Public Comments

There were no public comments received or requests to address the Commission.

2. Agenda Amendments/Approval

On motion by Patricia O'Bannon, seconded by Tim Davey, the members of the PlanRVA Commission voted to approve the agenda as presented (voice vote).

3. Approval of September 14, 2023, Meeting Minutes

On motion by Jim Ingle, seconded by Andreas Addison, the members of the PlanRVA Commission voted to approve the meeting minutes as presented (voice vote; Patricia O'Bannon abstained).

4. Standing Committee and Other Reports

a. Chairman's Report

i. Update on Welcome Reception for Elected Officials: November 20th

Vice Chair Davis announced that an Election Officials reception is being held. Martha Shickle, Executive Director, provided more information and noted that registration is open.

ii. VAPDC Request for additional funding: FY2025 Governor's Budget

Ms. Shickle explained this request for additional funding.

b. Audit, Finance & Facilities Committee Report

i. FY2023 Financial Statements and Audit Report

Ms. O'Bannon reported that it was an unmodified opinion and there were no weaknesses noted in the report.

Ms. Shickle reported that the report was reviewed by the committee earlier this week. She gave an overview of the of the financial statements and audit report

Mark Rhodes, PBMAres, gave a presentation on the audit findings and offered to answer any questions.

On motion by Patricia O'Bannon, seconded by Chris Winslow, the members of the PlanRVA Commission voted to accept the FY2023 Financial Statements and Audit Report and authorize staff to submit as necessary to state and federal agencies.

ii. FY2024 Budget Review

Ms. Shickle reported that a review of the FY2024 budget and an overview of anticipated adjustments based on staffing and funding awards will be given at the next meeting.

iii. FY2025 Member Dues Request

Ms. Shickle noted that the committee reached a consensus to recommend approval of the dues change.

On motion by Patricia O'Bannon, seconded by Chris Winslow, the members of the PlanRVA Commission voted to approve FY2025 Member Dues per capita rate of \$0.60.

c. Public Outreach & Engagement Committee Report

Tim Davey, committee Chair, reported that the committee's next meeting is being rescheduled. A date will be announced once it is set.

Ms. Shickle reported that the committee will be working on improving the new member orientation process.

d. Executive Director's Report

Ms. Shickle introduced two new Planners with PlanRVA, Molly Frey and Kerry Ramos.

She also provided an update on the recruitment for MPO Administrator and reported that a candidate is expected to be announced by the next meeting.

i. Intergovernmental and Environmental Reviews

PlanRVA is responsible for compiling a master list, which is an indicator of regional activity. As the regional clearinghouse, PlanRVA is responsible for distributing the list to jurisdictional staff for review and comment.

5. Adjourn

Vice Chair Davis adjourned the meeting at 12:01 p.m.

PlanRVA Commission Meeting Minutes

December 14, 2023 – 9:00 a.m.

PlanRVA James River Boardroom, 424 Hull Street, Suite 300, Richmond, VA 23224

Members Present (A = Alternate)

Town of Ashland		Goochland County		New Kent County	
Brent Chambers	X	Charlie Vaughters		John Lockwood (A)	
Dr. Daniel McGraw	X	Neil Spoonhower		Amy Pearson	X
Kathy Abbott (A)		Hanover County		Powhatan County	
Charles City County		Sean Davis, Vice Chair	X	Michael Byerly	X
Byron Adkins	X	Canova Peterson	X	Steve McClung	X
William Coada		Faye Prichard (A)		Bobby Hall	X
Chesterfield County		Charlie Waddell	X	City of Richmond	
Kevin Carroll	X	Randy Whittaker		Andreas Addison	
Dr. Mark Miller	X	Henrico County		Dr. Cynthia Newbille	X
Tim Davey	X	Gregory Baka	X	Ellen Robertson (A)	
Gloria Freye		Tyrone Nelson		Rodney Poole	
James Holland	X	Patricia O'Bannon	X	Jacob Giovia	
Jim Ingle	X	Frank Thornton	X		
Chris Winslow	X	Melissa Thornton			

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Welcome and Introductions

Vice Chair Davis called the meeting to order at approximately 9:08 a.m.

Roll Call of Attendees and Certification of a Quorum

Janice Scott, Board Relations Manager, called the roll for attendance and certified that a physical quorum was present.

2023 Year in Review

Vice Chair Davis commented on the work being done around the region by the individual localities and the level of public service represented by the individuals in the room.

He shared his thoughts and remembrances of Patricia Paige. A moment of silence was observed in her honor. Committee members also shared their thoughts on Mrs. Paige.

On motion by W. Canova Peterson, seconded by Kevin Carroll, the members of the Commission voted to issue a letter of support to the Commonwealth Transportation Board in support of New Kent County's petition to have a portion of I64 in New Kent County named in honor of Patricia Paige.

Vice Chair Davis reviewed the accomplishments of the past year, including the move to the news space, the number of groups that have utilized the new office space and the CVTA hiring Chet Parsons as its first Executive Director.

Martha Shickle, Executive Director, came forward and provided a recap of other accomplishments for the year.

Special Recognitions

Vice Chair Davis introduced Ryan Patterson, Charles City County Board of Supervisors and welcomed him to the Commission.

The following out-going commissioners were called forward and presented with a plaque in appreciation of their service:

- Michael Byerly
- Patricia O'Bannon
- W. Canova Peterson
- Frank J. Thornton
- Christopher Winslow

The members shared comments on their time on the commission.

Commissioner Reflections

Vice Chair Davis invited commissioners to share comments.

- Noted this is the strongest place to advocate as a region in support of funding the JLARC study.
- Jim Holland shared thoughts on the importance of promoting literacy and funding public education.
- Andreas Addison commented on the important contributions of the commission in many areas and shared Mr. Holland's support of promoting education funding. He also commented on the combined years of experience and service amongst the out-going commissioners.

Vice Chair Davis closed the reflection period by thanking his fellow commissioners for their service and, in particular, Jim Holland, for his service on the Audit, Facilities and Finance Committee.

Adjourn

Vice Chair Davis adjourned the meeting at 12:01 p.m.



This narrative is intended to assist with the review of the financial reports presented as of and for the period ended December 31, 2023, including budget variances and personnel census.

Balance Sheet

The Balance Sheet as of December 31, 2023 is presented in the same format and basis of accounting as the Governmental Funds Balance Sheet in the organization's Financial Statements. This statement focuses on the assets expected to be available for use and liabilities expected to be satisfied during the year or soon thereafter.

Treasury Information	12/31/23	06/30/23
Cash in bank	143,260	26,560
Investments (LGIP)	150,296	71,696
Total Cash and Cash Equivalents	293,556	98,256
LGIP: Average Monthly Yield		
06/2023		5.24%
09/2023	5.49%	
12/2023	5.53%	

PlanRVA cash and cash equivalents are invested solely in a Commonwealth of Virginia LGIP account. Local Government Investment Pool (LGIP) is a State-administered fund that enables governmental entities to realize the economies of large-scale investing and professional funds management. Both funds held as cash in bank and in the LGIP account hold no custodial risk as they are fully collateralized.

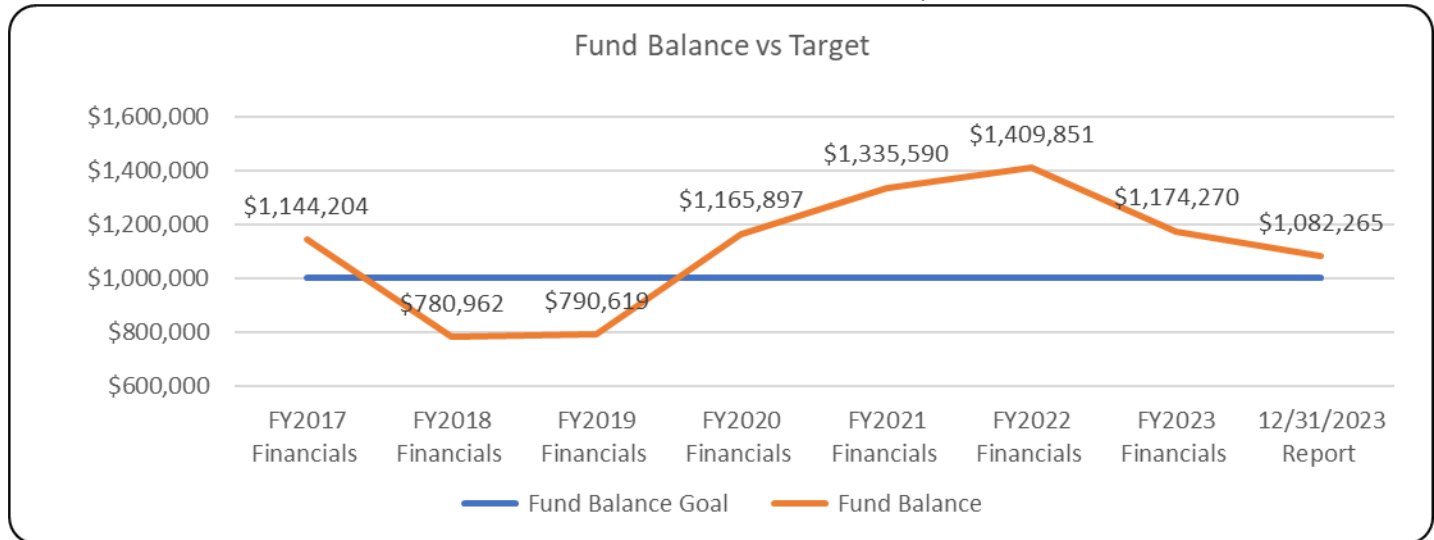
Balance Sheet comparison of December 31, 2023 to June 30, 2023

Significant changes in Balance Sheet accounts (see the Balance Sheet for specific balances)

- Cash and cash equivalents increased \$195,300
Increase primarily due to the collection of Member Dues for FY2024 during July 2023, but not yet used (see increase in Deferred Revenue)
- Total Grants receivable decrease of \$265,556
Decrease primarily due to increased efficiency in collection of grants
- Accounts payable decrease of \$327,013
Decrease primarily due to payment of subcontractors in the Housing program
- Deferred revenue increased \$292,206
Increase due to collection of member dues during July 2023, but not yet considered earned as of 12/31/2023
- Fund Balance decreased \$92,006 due to the Net Loss incurred during July 1 thru December 31, 2023

Fund Balance

Fund Balance continues to exceed the \$1,000,000 goal set by the Commissioners (as measured on the modified-accrual basis used in the Governmental Funds Balance Sheet).



Profit and Loss

The Profit and Loss statement shows the results of the Commission's operations for the six months ended 12/31/2023 and the FY2023 Budget and % of the Budget utilized as of 12/31/2023. The columns of the Profit and Loss statement show the division of the current year's financial results by PlanRVA's eight operating business units. Those business units showing a net loss for the period are being funded through the general operating unit.

The following should be noted when reviewing the monthly results as shown in this report:

- Revenues and expenses are recorded on the accrual basis of accounting
 - Revenue is generally recognized when earned, not when received
 - Expenses are recorded when incurred, not when paid
- For revenue that is collected at the beginning of the year or quarter, said revenue is recognized as earned evenly by month over the year or quarter; the unrecognized portion is included in Deferred Revenue.

Analysis of FY2023 YTD vs Budget

Net Income (Loss) for July 1 through December 31, 2023 is a loss of \$92,006. This loss is comprised of the following primary components

- Seasonality: PlanRVA revenue streams are based primarily upon staff time performed for our primary funding sources; the 1st half of each fiscal year has fewer billable hours than the 2nd half due to higher volume of holidays and PTO incurred. Accordingly, revenue derived from staff time will lag during the 1st six months of versus that of the 2nd six months

- Revenue: Revenue is less than budget for staff driven revenue sources, especially Federal, State and Private funding
 - The transfer of PlanRVA's Director of Transportation to the CVTA's Executive Director effective 09/01/2023 created a reduction in revenue capacity due to the ensuing positional vacancy. This vacancy has yet to be filled.
 - Reorganization of staff to reconfigure the leadership of the PlanRVA and redistribute related responsibilities.
- Capital Projects: the 1st component of the planned Capital Projects spending was incurred during the 1st half of the year but represents 75% of the FY2024 Capital Projects budget. As planned, the FY2024 Budget included these capital projects within the operating portion of the budget. As the year progresses, Management expectation is that the effect of this seasonality will diminish.
- Expenses less than the planned FY2024 Budget
 - Salaries: the report shows that 48.8% of budget has been spent but, due to an anomaly concerning the treatment of the CVTA Executive Director, adjusted spending for salaries is actually 45.6% of budget
 - Direct expenses: spending levels are 40% of budget
 - Indirect expenses: spending levels are 43.8% of budget

Management Response:

Management is addressing the current Net Loss in the following ways

- 1) Continue to control spending based upon actual revenues earned
- 2) Reorganize staff, especially planning leadership, in order to achieve the expected base from which to earn the planned staff-based revenue
- 3) Focus staff time on projects with funding currently available

An updated budget for FY2024 is being prepared currently, updating all revenue plans and staffing changes. This 2nd version of the FY2024 Budget is expected to be presented to the Board when finalized.



Summary of Personnel

The table below summarizes the status of PlanRVA Personnel

New Positions in FY2024 Budget	Status	Actual/Target Start	Name
Bookkeeper	Filled	07/01/23	Robinson, Karen
Senior Planner	Converted	n/a	n/a
Senior Planner	Converted	n/a	n/a
Planner	Filled	10/02/23	Molly, Frey
Planner	Filled	10/23/23	Ramos, Kerry
Grant Writer	Filled	01/23/204	Williams, Emily

Vacated Positions	Date Vacated	Target Start Date	Name
Community Engagement Manager	06/15/23	08/28/23	Gordon, Holly
Senior Planner	03/15/23	09/12/23	Cook, Ellen
Director of Transportation	09/01/23	n/a	Converted
Director of Richmond Regional TPO	n/a	07/01/24	On Hold

New Positions added to FY2024 Budget	Status	Actual/Target Start	Name
Planner	In Recruitment	03/01/24	
Planner	In Recruitment	03/01/24	

All new positions approved in the FY2024 Budget have been filled. 1 position has become vacant during FY2024 and has been reconsidered as listed above.

The New Positions added to the FY2024 Budget are positions requested in order to satisfy the current workload as necessitated by the vacancy and reorganization of staff. Approval of these positions is discussed in Executive Committee and are expected to be incorporated into the updated FY2024 Budget currently being developed.

PlanRVA
Balance Sheet
Governmental Funds

	12/31/2023 (Unaudited)	06/30/2023 (Audited)	Net Change
ASSETS			
Cash and cash equivalents	293,556	98,256	195,300
Accounts receivable			
Accounts receivable, billed	506,612	833,385	(326,773)
Accrued revenue	688,445	707,052	(18,606)
Due from CVTA	182,902	103,079	79,823
Total Grants receivable	<u>1,377,960</u>	<u>1,643,516</u>	<u>(265,556)</u>
Prepaid expenses	-	31,225	(31,225)
Total Assets	<u><u>1,671,515</u></u>	<u><u>1,772,997</u></u>	<u><u>(101,482)</u></u>
LIABILITIES			
Accounts payable	114,211	441,224	(327,013)
Due to Grantor	-	-	-
Accrued salaries	108,835	83,504	25,331
Deferred revenue	366,204	73,998	292,206
Security deposit	-	-	-
Total Liabilities	<u>589,250</u>	<u>598,726</u>	<u>(9,476)</u>
FUND BALANCE			
Nonspendable	-	31,225	(31,225)
Unassigned	1,082,265	1,143,046	(60,780)
Total Fund Balance	<u>1,082,265</u>	<u>1,174,271</u>	<u>(92,006)</u>
Total Liabilities and Fund Balance	<u><u>1,671,515</u></u>	<u><u>1,772,997</u></u>	<u><u>(101,482)</u></u>

Treasurer's Report

Cash in bank	143,260	26,560
Investments (LGIP)	150,296	71,696
Total Cash and Cash Equivalents	<u>293,556</u>	<u>98,256</u>

LGIP: Average Monthly Yield

06/2023		5.242%
09/2023	5.492%	
12/2023	5.534%	

PlanRVA
PlanRVA Summary
July 2023 - December 2023

PlanRVA Summary	Administration	Community Engagement	Community Development	Data Research & Analysis	Emergency Management	Environment	Transportation	CVTA	FY2024 Actual YTD	% Year Elapsed	50.0%
										FY2024 Budget	% Budget Utilized
Income											
4100 Federal Funding	-	-	-	-	194,547	148,879	847,422	-	1,190,849	3,076,031	38.7%
4200 State Funding	63,978	-	-	-	4,817	-	115,427	-	184,223	491,659	37.5%
4300 Local Funding	298,080	-	-	-	-	-	54,196	327,363	679,640	1,073,952	63.3%
4400 Private Funding	5,680	-	283,816	25,432	6,371	38,640	-	-	359,938	819,305	43.9%
4900 Revenue Distribution	(102,370)	-	-	-	1,187	57,006	44,177	-	0	-	n/a
Total Income	265,368	-	283,816	25,432	206,922	244,526	1,061,223	327,363	2,414,650	5,460,947	44.2%
Expenses											
5000 Personnel Expenses											
5100 Salaries & Wages	353,589	27,635	31,790	42,981	63,818	118,206	405,018	100,741	1,143,778	2,345,362	48.8%
5500 Fringe Benefit Pool	(38,626)	14,074	16,191	21,890	32,503	56,141	191,645	32,013	325,831	690,976	47.2%
Total 5000 Personnel Expenses	314,964	41,709	47,980	64,871	96,321	174,347	596,663	132,754	1,469,609	3,036,338	48.4%
6000 Direct Cost Pool	-	6,502	248,830	(92)	111,688	24,018	126,298	148,027	665,272	1,632,308	40.8%
7000 Indirect Cost Pool											
7100 Professional Fees	37,401	-	-	-	-	-	-	-	37,401	89,200	41.9%
7200 General Operations	140,646	-	-	-	-	-	-	-	140,646	282,545	49.8%
7300 Technology Operations	101,141	-	-	-	-	-	-	-	101,141	149,362	67.7%
7400 Staff Development	27,889	-	-	-	-	-	-	-	27,889	179,200	15.6%
7900 Indirect Cost Allocations	(529,322)	20,596	23,693	32,033	47,563	86,092	294,632	24,712	(0)	0	0.0%
Total 7000 Indirect Cost Pool	(222,245)	20,596	23,693	32,033	47,563	86,092	294,632	24,712	307,077	700,307	43.8%
Total Expenses	92,718	68,808	320,503	96,813	255,572	284,457	1,017,593	305,494	2,441,957	5,368,953	45.5%
Net Operating Income (Loss) before Transfers	172,650	(68,808)	(36,687)	(71,381)	(48,650)	(39,931)	43,630	21,870	(27,308)	91,994	-29.7%
890000 Transfers between Activities	-	12,255	2,116	-	-	32,685	(47,056)	-	-	(0)	0.0%
Net Operating Income (Loss)	172,650	(56,553)	(34,571)	(71,381)	(48,650)	(7,246)	(3,426)	21,870	(27,308)	91,994	-29.7%
Transfers to Capital Projects Reserve											
9100 Capital Expense & Projects	(64,698)	-	-	-	-	-	-	-	(64,698)	(87,000)	74.4%
Net Income (Loss)	107,953	(56,553)	(34,571)	(71,381)	(48,650)	(7,246)	(3,426)	21,870	(92,006)	4,994	n/a

PlanRVA
PlanRVA Detail
July 2023 - December 2023

PlanRVA Detail	Administration	Community Engagement	Community Development	Data Research & Analysis	Emergency Management	Environment	Transportation	CVTA	FY2024	% Year Elapsed	50.0%
									Actual YTD	FY2024 Budget	% Budget Utilized
Revenue											
4100 Federal Revenue											
4101 MPO FHWA/PL Funds- Fed Share	-	-	-	-	-	-	578,883	-	578,883	1,456,034	39.8%
4102 MPO Sect 5303 Funds- Fed Share	-	-	-	-	-	-	203,366	-	203,366	716,365	28.4%
4105 MPO Pass-thru	-	-	-	-	-	-	65,173	-	65,173	320,000	20.4%
4111 FY20 Rural Coastal Va Mktg	-	-	-	-	-	8,255	-	-	8,255	7,992	103.3%
4113 Coastal TA & Resiliency	-	-	-	-	-	39,793	-	-	39,793	64,480	61.7%
4115 CBRAP- WIP3/ Fed Share	-	-	-	-	-	35,253	-	-	35,253	58,020	60.8%
4117 Extreme Heat DOF	-	-	-	-	-	9,217	-	-	9,217	8,525	108.1%
4119 EPA Grant	-	-	-	-	-	56,361	-	-	56,361	62,511	90.2%
4120 VDEM SHSP	-	-	-	-	42,760	-	-	-	42,760	74,996	57.0%
4121 Community Outreach	-	-	-	-	11,109	-	-	-	11,109	95,179	11.7%
4129 Emergency Mgmt Admin	-	-	-	-	-	-	-	-	-	15,475	0.0%
4130 VDEM Pass-Through Grants	-	-	-	-	102,224	-	-	-	102,224	143,775	71.1%
4140 Hazard Mitigation Fed Share	-	-	-	-	18,065	-	-	-	18,065	52,681	34.3%
4150 Critical Infrastructure	-	-	-	-	20,390	-	-	-	20,390	-	n/a
Total 4100 Federal Revenue	-	-	-	-	194,547	148,879	847,422	-	1,190,849	3,076,031	38.7%
4200 State Revenue											
4201 MPO FHWA/PL Funds - State Share	-	-	-	-	-	-	73,618	-	73,618	182,004	40.4%
4202 MPO Sec. 5303 - State Share	-	-	-	-	-	-	25,516	-	25,516	89,546	28.5%
4205 MPO Pass-thru	-	-	-	-	-	-	16,293	-	16,293	80,000	20.4%
4220 Hazard Mitigation Plan	-	-	-	-	4,817	-	-	-	4,817	14,048	34.3%
4230 State Appropriation	63,978	-	-	-	-	-	-	-	63,978	126,061	50.8%
Total 4200 State Revenue	63,978	-	-	-	4,817	-	115,427	-	184,223	491,659	37.5%
4300 Local Revenue											
4301 TPO Assessment	-	-	-	-	-	-	54,196	-	54,196	54,196	100.0%
4310 Local Membership Dues	298,080	-	-	-	-	-	-	-	298,080	596,160	50.0%
4315 CVTA Reimbursement	-	-	-	-	-	-	-	305,806	305,806	385,087	79.4%
4316 CVTA Service Fee	-	-	-	-	-	-	-	21,557	21,557	38,509	56.0%
Total 4300 Local Revenue	298,080	-	-	-	-	-	54,196	327,363	679,640	1,073,952	63.3%
4400 Private Revenue											
4440 Regional Housing Grant - Partners	-	-	212,556	-	-	-	-	-	212,556	460,000	46.2%
4441 Regional Housing Grant - PlanRVA	-	-	58,972	-	-	-	-	-	58,972	42,500	138.8%
4450 FOLAR Grant	-	-	-	-	-	38,640	-	-	38,640	77,280	50.0%
4460 Project Partner Revenue	-	-	-	-	5,875	-	-	-	5,875	75,000	7.8%
4470 Special Project Revenue	1,950	-	12,288	25,432	-	-	-	-	39,670	150,000	26.4%
4475 Donated Services	-	-	-	-	-	-	-	-	-	8,525	0.0%
4801 Interest Income	3,618	-	-	-	-	-	-	-	3,618	6,000	60.3%
4810 Miscellaneous	112	-	-	-	496	-	-	-	608	-	n/a
Total 4400 Private Revenue	5,680	-	283,816	25,432	6,371	38,640	-	-	359,938	819,305	43.9%

PlanRVA
PlanRVA Detail
July 2023 - December 2023

PlanRVA Detail	Administration	Community Engagement	Community Development	Data Research & Analysis	Emergency Management	Environment	Transportation	CVTA	FY2024 Actual YTD	% Year Elapsed	50.0%
										FY2024 Budget	% Budget Utilized
4900 Revenue Distribution											
491100 Local Match from General	29	-	-	-	1,187	57,006	44,177	-	102,400	307,842	33.3%
494140 Local Match to Hazard Mitigation	(1,187)	-	-	-	-	-	-	-	(1,187)	(3,512)	33.8%
495101 Local Match to ANPDC Eco Tourism	(8,623)	-	-	-	-	-	-	-	(8,623)	(7,992)	107.9%
495102 Local Match to Eco Technical Asst	(39,570)	-	-	-	-	-	-	-	(39,570)	(64,480)	61.4%
495240 Local Match to Ches Bay Watershed	(8,813)	-	-	-	-	-	-	-	(8,813)	(14,505)	60.8%
497110 Local Match to MPO Prog Mgmt	(4,969)	-	-	-	-	-	-	-	(4,969)	(22,654)	21.9%
497120 Local Match to UPWP Budget	(1,380)	-	-	-	-	-	-	-	(1,380)	(5,830)	23.7%
497210 Local Match to Public Outreach	(6,148)	-	-	-	-	-	-	-	(6,148)	(15,137)	40.6%
497220 Local Match to Special Planning Efforts	(3,997)	-	-	-	-	-	-	-	(3,997)	(23,662)	16.9%
497230 Local Match to Contingency Funding	-	-	-	-	-	-	-	-	-	(32,461)	0.0%
497310 Local Match to Long Range Trans Plan	(301)	-	-	-	-	-	-	-	(301)	(5,320)	5.7%
497315 Local Match to Scenario Planning	(6,675)	-	-	-	-	-	-	-	(6,675)	(28,328)	23.6%
497320 Local Match to Travel Demand Model	(297)	-	-	-	-	-	-	-	(297)	(6,804)	4.4%
497330 Local Match to Transit	(5,345)	-	-	-	-	-	-	-	(5,345)	(21,192)	25.2%
497340 Local Match to Act Trans - Bike/Ped	(4,605)	-	-	-	-	-	-	-	(4,605)	(19,982)	23.0%
497350 Local Match to System Resiliency	(3,685)	-	-	-	-	-	-	-	(3,685)	(8,700)	42.4%
497410 Local Match to Perf Based Trans Png	(2,758)	-	-	-	-	-	-	-	(2,758)	(5,892)	46.8%
497420 Local Match to Financial Prog/TIP	(4,032)	-	-	-	-	-	-	-	(4,032)	(19,698)	20.5%
497430 Local Match to Rail & Freight	(16)	-	-	-	-	-	-	-	(16)	(1,694)	1.0%
Total 4900 Revenue Distribution	(102,370)	-	-	-	1,187	57,006	44,177	-	0	-	n/a
Total Revenue	265,368	-	283,816	25,432	206,922	244,526	1,061,223	327,363	2,414,650	5,460,947	44.2%
Expenses											
5100 Salaries & Wages											
5101 Salaries & Wages	(41,521)	-	-	-	-	-	-	-	(41,521)	2,345,362	-1.8%
5102 Salaries & Wages - Allocated	2,939	27,635	31,790	42,981	63,818	118,206	405,018	33,158	725,544	(628,144)	-115.5%
5111 Wages Allocated - Program	-	-	-	-	-	-	-	67,583	67,583	4,207	1606.6%
5113 Wages Allocated - Administrative	182,066	-	-	-	-	-	-	-	182,066	268,326	67.9%
5120 Wages Allocated - Paid Time Off	210,105	-	-	-	-	-	-	-	210,105	355,612	59.1%
Total 5100 Salaries & Wages	353,589	27,635	31,790	42,981	63,818	118,206	405,018	100,741	1,143,778	2,345,362	48.8%
5500 Fringe Benefit Pool											
5510 Payroll Taxes	78,127	-	-	-	-	-	-	4,562	82,689	186,630	44.3%
5520 Retirement	103,476	-	-	-	-	-	-	6,700	110,176	181,146	60.8%
5530 Healthcare	126,722	-	-	-	-	-	-	3,600	130,322	286,320	45.5%
5531 FSH/HAS Health Accounts	(6,197)	-	-	-	-	-	-	-	(6,197)	2,580	-240.2%
5540 LTD Insurance	8,577	-	-	-	-	-	-	264	8,841	24,300	36.4%
5590 Leave Paid Out	-	-	-	-	-	-	-	-	-	10,000	0.0%
5599 Fringe Benefits Allocated	(349,331)	14,074	16,191	21,890	32,503	56,141	191,645	16,887	-	(0)	0.0%
Total 5500 Fringe Benefit Pool	(38,626)	14,074	16,191	21,890	32,503	56,141	191,645	32,013	325,831	690,976	47.2%

PlanRVA
PlanRVA Detail
July 2023 - December 2023

PlanRVA Detail	Administration	Community Engagement	Community Development	Data Research & Analysis	Emergency Management	Environment	Transportation	CVTA	FY2024 Actual YTD	% Year Elapsed	50.0%
										FY2024 Budget	% Budget Utilized
6000 Direct Cost Pool											
6120 Legal Fees	-	-	-	-	-	-	-	24,000	24,000	42,000	57.1%
6130 Contracted Services	-	-	-	-	25,000	-	18,475	112,090	155,565	402,308	38.7%
6131 Donated Services	-	-	-	-	-	-	-	-	-	8,525	0.0%
6150 Advertising	-	6,462	2,179	-	27,672	22,009	8,692	5,289	72,303	94,600	76.4%
6220 Insurance	-	-	-	-	-	-	-	2,843	2,843	-	n/a
6230 Printing	-	-	-	-	-	1,000	-	-	1,000	1,200	83.3%
6235 Supplies	-	-	-	-	16	-	49	115	180	-	n/a
6290 Miscellaneous	-	-	-	-	-	-	9	9	18	22,200	0.1%
6320 Software Services	-	-	-	(234)	459	-	30	1,802	2,057	11,700	17.6%
6350 Computer Supplies	-	-	-	-	-	-	-	-	-	10,500	0.0%
6360 Technology Services	-	-	-	-	-	-	-	-	-	-	n/a
6410 Organizational Dues	-	-	-	-	-	-	7,407	-	7,407	8,100	91.4%
6425 Travel- Agency	-	41	30	143	2,631	422	5,117	148	8,533	7,200	118.5%
6430 Training	-	-	-	-	-	-	3,704	-	3,704	13,000	28.5%
6450 Staff Engagement	-	-	-	-	231	-	317	-	548	-	n/a
6455 Meeting Expenses	-	-	-	-	-	587	851	1,731	3,168	7,200	44.0%
6500 Bad Debt Expense	-	-	34,065	-	2,110	-	-	-	36,175	-	n/a
6460 Special Event	-	-	-	-	-	-	181	-	181	-	n/a
6510 Grant Sub-recipient: Contractors	-	-	212,556	-	-	-	-	-	212,556	460,000	46.2%
6590 Miscellaneous Pass-thru	-	-	-	-	53,568	-	81,466	-	135,035	543,775	24.8%
Total 6000 Direct Cost Pool	-	6,502	248,830	(92)	111,688	24,018	126,298	148,027	665,272	1,632,308	40.8%
7000 Indirect Cost Pool											
7100 Professional Fees											
7111 Bank Fees	449	-	-	-	-	-	-	-	449	1,200	37.4%
7120 Legal Fees	21,120	-	-	-	-	-	-	-	21,120	10,000	211.2%
7121 Legal Fees - General	-	-	-	-	-	-	-	-	-	36,000	0.0%
7130 Contracted Services	11,275	-	-	-	-	-	-	-	11,275	12,000	94.0%
7131 Consultants: Recurring	-	-	-	-	-	-	-	-	-	-	n/a
7132 Consultants: Non-recurring	-	-	-	-	-	-	-	-	-	-	n/a
7150 Advertising	4,557	-	-	-	-	-	-	-	4,557	30,000	15.2%
Total 7100 Professional Fees	37,401	-	-	-	-	-	-	-	37,401	89,200	41.9%
7200 General Operations											
7210 Rent	111,537	-	-	-	-	-	-	-	111,537	217,445	51.3%
7220 Insurance	8,540	-	-	-	-	-	-	-	8,540	8,000	106.8%
7230 Printing	14,024	-	-	-	-	-	-	-	14,024	19,100	73.4%
7235 Supplies	4,710	-	-	-	-	-	-	-	4,710	18,000	26.2%
7240 Postage	-	-	-	-	-	-	-	-	-	300	0.0%
7290 Miscellaneous	1,834	-	-	-	-	-	-	-	1,834	19,700	9.3%
Total 7200 General Operations	140,646	-	-	-	-	-	-	-	140,646	282,545	49.8%
7300 Technology Operations											
7310 Virtual Desktop Operations	53,791	-	-	-	-	-	-	-	53,791	90,000	59.8%

PlanRVA
PlanRVA Detail
July 2023 - December 2023

PlanRVA Detail	Administration	Community Engagement	Community Development	Data Research & Analysis	Emergency Management	Environment	Transportation	CVTA	FY2024 Actual YTD	% Year Elapsed	50.0%
										FY2024 Budget	% Budget Utilized
7320 Software Services	36,024	-	-	-	-	-	-	-	36,024	35,660	101.0%
7330 Communication Technology	11,274	-	-	-	-	-	-	-	11,274	14,702	76.7%
7340 Desktops & Support	-	-	-	-	-	-	-	-	-	3,000	0.0%
7350 Computer Supplies	53	-	-	-	-	-	-	-	53	3,000	1.8%
7360 Technology Services	-	-	-	-	-	-	-	-	-	3,000	0.0%
Total 7300 Technology Operations	101,141	-	-	-	-	-	-	-	101,141	149,362	67.7%
7400 Staff Development											
7410 Organizational Dues	8,894	-	-	-	-	-	-	-	8,894	32,000	27.8%
7420 Travel- Board	-	-	-	-	-	-	-	-	-	10,000	0.0%
7425 Travel- Agency	8,987	-	-	-	-	-	-	-	8,987	40,000	22.5%
7430 Training	1,522	-	-	-	-	-	-	-	1,522	60,000	2.5%
7440 Books & Periodicals	-	-	-	-	-	-	-	-	-	1,200	0.0%
7450 Staff Engagement	4,234	-	-	-	-	-	-	-	4,234	12,000	35.3%
7455 Meeting Expenses	1,757	-	-	-	-	-	-	-	1,757	12,000	14.6%
7460 Special Event	2,494	-	-	-	-	-	-	-	2,494	12,000	20.8%
7400 Staff Development	27,889	-	-	-	-	-	-	-	27,889	179,200	15.6%
7999 Indirect Costs Allocated	(529,322)	20,596	23,693	32,033	47,563	86,092	294,632	24,712	(0)	0	0.0%
Total 7000 Indirect Cost Pool	(222,245)	20,596	23,693	32,033	47,563	86,092	294,632	24,712	307,077	700,307	43.8%
Total Expenses	92,718	68,808	320,503	96,813	255,572	284,457	1,017,593	305,494	2,441,957	5,368,953	45.5%
Net Operating Income (Loss) before Transfers	172,650	(68,808)	(36,687)	(71,381)	(48,650)	(39,931)	43,630	21,870	(27,308)	91,994	-29.7%
890000 Transfers between Activities											
891100 Transfer from General Fund	-	-	-	-	-	-	-	-	-	410,958	0.0%
891100 Transfer to General Fund	-	-	-	-	-	-	-	-	-	38,509	0.0%
891700 Transfer to Public Engagement	-	-	-	-	-	-	-	-	-	(112,176)	0.0%
892100 Transfer to Comm Dev Admin	-	-	-	-	-	-	-	-	-	(9,371)	0.0%
892200 Transfer from Local Tech Asst	-	-	-	-	-	-	(2,116)	-	(2,116)	-	n/a
892440 Transfer to Regional Housing	-	-	-	-	-	-	-	-	-	(2,114)	0.0%
893200 Transfer to Regional Data & GIS	-	-	-	-	-	-	-	-	-	(169,177)	0.0%
894090 Transfer to EM Prog Support	-	-	-	-	-	-	-	-	-	(1,676)	0.0%
894100 Transfer to Reg'l EM Plng	-	-	-	-	-	-	-	-	-	(32,293)	0.0%
894140 Transfer to Hazard Mitigation	-	-	-	-	-	-	-	-	-	(34,685)	0.0%
895100 Transfer to Env General	-	-	-	-	-	-	-	-	-	(49,466)	0.0%
895102 Transfer to TA	-	-	-	-	-	6,739	-	-	6,739	-	n/a
895230 Transfer from Appomattox River	-	-	-	-	-	16,943	(4,833)	-	12,110	(39,744)	-30.5%
895240 Transfer from VA Ches Bay Watershed	-	-	-	-	-	(6,739)	-	-	(6,739)	-	n/a
895410 Transfer from Extreme Heat (DOF)	-	-	-	-	-	-	(10,908)	-	(10,908)	-	n/a
896320 Transfer to Reg'l Strat Plan	-	10,521	-	-	-	-	(1,734)	-	8,787	-	n/a
897220 Transfer to Special Planning Efforts	-	-	2,116	-	-	-	-	-	2,116	-	n/a
897315 Transfer to Scenario Planning	-	1,734	-	-	-	-	(10,521)	-	(8,787)	-	n/a

PlanRVA
PlanRVA Detail
July 2023 - December 2023

PlanRVA Detail	Administration	Community Engagement	Community Development	Data Research & Analysis	Emergency Management	Environment	Transportation	CVTA	FY2024 Actual YTD	% Year Elapsed	50.0%
										FY2024 Budget	% Budget Utilized
897340 Transfer to Active Transportation	-	-	-	-	-	4,833	(16,943)	-	(12,110)	39,744	-30.5%
897350 Transfer to System Resiliency	-	-	-	-	-	10,908	-	-	10,908	-	n/a
897700 Transfer from CVTA	-	-	-	-	-	-	-	-	-	(38,509)	0.0%
Total 890000 Transfers between Activities	-	12,255	2,116	-	-	32,685	(47,056)	-	-	(0)	0.0%
9000 Transfers to Capital Projects Reserve											
9101 Transfer for Office Furniture	(64,698)	-	-	-	-	-	-	-	(64,698)	(62,000)	104.4%
9102 Transfer for Computer Equipment	-	-	-	-	-	-	-	-	-	(25,000)	0.0%
Total 9000 Transfers to Capital Projects Reserve	(64,698)	-	-	-	-	-	-	-	(64,698)	(87,000)	74.4%
Net Operating Income (Loss)	107,953	(56,553)	(34,571)	(71,381)	(48,650)	(7,246)	(3,426)	21,870	(92,006)	4,994	n/a

Environmental & Intergovernmental Reviews

In cooperation with State Agencies, PlanRVA routinely is requested to provide environmental and intergovernmental reviews. PlanRVA staff circulate the review requests among member locality staff for comments and questions prior to submitting a response to the requesting State Agency.

Environmental reviews can include:

- **Environmental Assessments and Impact Reports** - Virginia code requires state agencies to prepare an environmental impact report (EIR) for each major state project.
- **Coastal Consistency Determinations and Certifications** - Due to receipt of Federal funds or permits, proposed projects must prove consistency with the enforceable policies of Virginia's Coastal Zone Management Program.
- **Groundwater Withdrawal Permits** - PlanRVA staff receives notice of Groundwater Withdrawal Permits in the Eastern Virginia Ground Water Management Area (GWMA). The eastern portion of PlanRVA is located in the Eastern Virginia GWMA. All jurisdictions in the Eastern Virginia GWMA are notified of pending permits as part of this process, therefore PlanRVA receives review requests for projects outside of the Richmond region. For more information about the Eastern Virginia GWMA see <https://www.deq.virginia.gov/permits/water/water-withdrawal>.
- **Virginia Water Protection (VWP) Permits** - DEQ issues VWP Permits for activities related to the quality of surface waters in the Commonwealth including the filling, dredging, draining or excavation of wetlands, streams, or other state waters. Surface water withdrawals are also permitted through VWP permits.
- **Virginia Pollutant Discharge Elimination System (VPDES) Permits** - DEQ issues VPDES permits to any person who discharges any pollutant into surface waters of the Commonwealth from a point source.

Intergovernmental reviews can include:

- State Agency grant applications for Federal funding, including:
 - CERCLA grant funds from US EPA (Superfund programming and site remediation)
 - Virginia Coastal Zone Management Program funding from the National Oceanic and Atmospheric Administration
 - Diesel Emission Reduction Act (DERA) State Clean Diesel funds from US EPA
 - Capitalization funds for the Virginia Clean Water Revolving Loan Fund for wastewater treatment facility improvements from US EPA
- FHWA Section 5310 funding for projects involving transit and mobility enhancements for seniors and individuals with disabilities.

For additional information on the reviews, please go to the following:

<https://planrva.org/environment/reviews/>.

Environmental and Intergovernmental Reviews

Date Completed	Review Title	Environmental					Intergovernmental		
		Federal Consistency Determinations/Certifications	Groundwater Withdrawal Permit	Environmental Assessments and Impact Statements or Reports	VPDES Permis	Virginia Water Protection Permits	State Corporation Commission	Superfund	State Agency Program grant application
Locality/ Area									
Located within the Richmond Region									
Chesterfield									
VA0020222	Grange Hall Elementary School				X				
12/4/2023									
FHWA Strathmore & G Roads Intersection Improvements, DEQ 23-184F		X							
12/28/2023									
DEQ #23-189F	Wrexham Townes Residential Development	X							
1/9/2024									
FERC TCO 1393 VM-109	Wireline Project, DEQ 23-190F	X							
1/11/2024									
Coastal Zone									
24-09 CZM IRA	Non-Competitive Capacity Building through Personnel and Partnership								X
12/21/2023									
Goochland, Powhatan									
James River Correctional Center Wastewater Pump Station and Force Main				X					
1/9/2024									
Hanover									
VA0089915 - Hanover County	Totopotomoy WWTP				X				
12/14/2023									
VPDES# VA0091006	Kings Dominion Hanover		X						
1/9/2024									
Henrico									

For additional information on the reviews, please go to the following:
http://www.richmondregional.org/planning/environmental/eig_reviews/

Date Completed	Review Title	Environmental					Intergovernmental		
		Federal Consistency Determinations/Certifications	Groundwater Withdrawal Permit	Environmental Assessments and Impact Statements or Reports	VPDES Permis	Virginia Water Protection Permits	State Corporation Commission	Superfund	State Agency Program grant application
Locality/ Area									
Carter Woods III Apartments, DEQ 23-183F	12/28/2023	X							
Henrico, Chesterfield									
DEQ #23-166S Pilot Program for Electric Power Storage Batteries: BESS 4, 5 and 6.	11/28/2023						X		
Powhatan									
VA0063037 Blessed Sacrament Huguenot Academy	12/21/2023				X				
Richmond									
Resubmission of HUD 700 West 44th Street Apartments Project, DEQ 22-113F	12/6/2023	X							
DEQ #23-193F Grayland Apartments	1/18/2024	X							
VPA Richmond Marine Terminal Lighting and Wharf Improvement, DEQ 23-194F	1/18/2024			X					
Virginia									
24-10 Wetland Program Development Grants: Enhancing Wetland Management in Virginia: Tools and Community Engagement	12/21/2023								X
Located outside - but potentially impacting - the Richmond Region									
James City County									
GW0056901 Outdoor World Public Notice	11/28/2023		X						
King William									

For additional information on the reviews, please go to the following:
http://www.richmondregional.org/planning/environmental/eig_reviews/

Date Completed	Review Title	Environmental					Intergovernmental		
		Federal Consistency Determinations/Certifications	Groundwater Withdrawal Permit	Environmental Assessments and Impact Statements or Reports	VPDES Permis	Virginia Water Protection Permits	State Corporation Commission	Superfund	State Agency Program grant application
Loudoun			X						
1/11/2024	GW0007201 Cedar Crest Subdivision Water System								
Surry									X
1/11/2024	VADEQ - Hidden Lane Landfill RA OU3								
Sussex			X						
1/11/2024	GW0003902 Surry Nuclear Power Station								
Virginia Beach			X						
12/14/2023	Wakefield Public Water System GW0004302								
1/18/2024	GW0010101 Northeastern Regional Water System		X						
Virginia Beach			X						
1/5/2024	GW0052301 Oceana Ready-Mix Concrete Plant								

For additional information on the reviews, please go to the following:
http://www.richmondregional.org/planning/environmental/eig_reviews/

CVTA AGENCY UPDATE

PlanRVA Commission Meeting – February 8, 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](#).

CVTA Regional Projects Cycle

- **Cost estimate verification**

The application period ended in September; all applications were submitted from Round 3. Those applications have been vetted. A third-party cost estimate verification contract has been issued.

At its January meeting, TAC reviewed a spreadsheet detailing the outcome of the work that has been done with the third-party reviewer and the revised estimates for each project.

This item is on the February 1st Authority agenda with a recommendation that the Authority approve the cost estimates for consideration in development of draft 6-year project list and funding scenario.

- **Updated CVTA Revenue Estimates (annual projections from VDOT)**

At its January meeting, TAC reviewed the revenue estimates and the revenue forecast, which has been updated based on the newest forecast.

This item is on the February 1st Authority agenda with a recommendation that the Authority accept 2023 CVTA revenue estimates from VDOT and incorporate them into the Round 3 Regional Funding Scenario.

Fall Line Trail



- **Wayfinding**

The Fall Line Working Group and the TAC have reached consensus on a number of wayfinding aspects along the trail. These include signage types, fonts, colors and local destinations that will be highlighted along the trail.

Discussions are on going with the Finance Committee about funding for the wayfinding and long-term plans for wayfinding maintenance.

Capital Region Airport Commission (CRAC) Update



Perry Miller, CEO, of the Capital Region Airport Commission, will give a presentation on recent and upcoming activity at the CRAC and Richmond International Airport at the January 26, 2024, Authority meeting. The meeting, including Mr. Miller's presentation will be livestreamed and can be viewed on the [PlanRVA YouTube Channel](#).

RRTPO AGENCY UPDATE

PlanRVA Commission Meeting – February 8, 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 [meeting webpage](#).



SMART SCALE Round 6 – Regional Project Recommendations

At its January 2024 meeting the RRTPO TAC reviewed the list of recommended projects for round 6. Twenty-six requests were received for candidate projects. There are 17 preapplications slots between RRTPO and PlanRVA (12 for the RRTPO and 5 for PlanRVA). Committee members discussed the projects and reached consensus on changes. The following projects will be removed: the two Rt 288 projects, the 1-64/105 project and the I95/54 project. The Short Pump project will be added to the RRTPO list: The Route 60/US-522 Intersection Improvement project in Powhatan will be moved from PlanRVA to RRTPO.

This will be on the February 1, 2024, Policy Board agenda with a recommendation to approve the candidate project list as revised by the TAC.

2024 Safety Performance Targets



The RRTPO is required to [track and set targets for five performance measures](#) for roadway safety. VDOT, in coordination with DMV, sets statewide targets annually for each of these measures. State performance is assessed against these targets by FHWA, and the Commonwealth is required to meet or make significant progress toward meeting these targets. The statewide performance targets are developed using an analytical model which factors in vehicle miles traveled, demographics and employment, weather, liquor sales, VDOT maintenance and operations programs spending, DMV.

MPOs are required to adopt targets each year. The RRTPO has the option to follow the statewide target or set a separate target for any or all of the performance measures. In general, FHWA has identified three approaches used by states in setting performance targets (data-driven, goal-driven and hybrid). The members of the committee reached a consensus at the last meeting to move forward with the hybrid targets.

TAC has reviewed and recommends Policy Board approval of the five performance measures at the February 1, 2024 Policy Board meeting.

Work Group Studies Public Transportation Services for Rural Areas

Following a presentation from the Department of Rail and Public Transportation (DRPT) on funding opportunities which could create a pipeline to new public transportation services in rural areas, the Policy Board directed the TPO Technical Advisory Committee (TAC) to work with DRPT to develop a recommendation on the best use of the programs covered in the DRPT presentation. A Public Transportation Work Group was convened to study rural transportation needs and provide a recommendation to the full TAC.

The work group met and discussed needs, what the target audience is and what needs the smaller jurisdictions want to serve. The following comments were offered concerning existing conditions and needs:

- **New Kent** is served by Bay Transit, which offers service from 6:00 a.m. to 6:00 p.m. for the general public. There are a number of 55+ communities in the county, and with no primary care physicians located in the county residents must travel outside of New Kent for health care. With several major employers coming to the county, workforce transportation will be needed. There is also a need to expand the existing park and ride lot so it might accommodate buses, and also provide a passenger shelter at the lot.
- **Powhatan** is experiencing small clusters of development along its major corridors, but due to the size of this development it is believed that a paratransit service would best meet the county's needs. Going forward, consideration should be given to changes in land use rules, expectations and development patterns in order to better support public transportation.
- **Hanover** has been identified as a candidate location for GRTC's Link microtransit service.
- **Goochland** has not undertaken an analysis of its public transportation needs.

The group is working on a scope that will be finalized in January. The deadline for DRPT's grant application assistance is February 1st.