



Photo: Goochland welcome sign, Ashland Road

Richmond Regional Transportation Planning Organization (RRTPO) Policy Board



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 Collaborative and Don't Trash Central Virginia.

AGENDA

RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION POLICY BOARD

Thursday, April 4, 2024, 9:30 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_UYRvfq6eTHCxqPaY8AwTpw

Call to Order (*Holland*)

Pledge of Allegiance (*Holland*)

Welcome and Introductions (*Holland*)

Certification of a Quorum (*Scott*)

A. ADMINISTRATION

1. Confirmation of Member Participation from a Remote Location

(as needed) (Holland)

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

(Holland)

3. RRTPO Chair's Report

(Holland/10 minutes)

4. Open Public Comment Period

(Holland/5 minutes)

5. [Approval of March 7, 2023, RRTPO Policy Board Meeting Minutes](#) – page 4

(Holland)

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

6. RRTPO Secretary's Report

(Busching)

B. NEW BUSINESS

1. **Human Services Grant Program (FTA 5310) Project Endorsements** – page 10
(Busching/5 minutes)
Action requested: motion to endorse the Human Services Grant Program (FTA 5310) applications for FY25 and commit to revising the TIP as needed.

2. **FY24 – FY27 Transportation Improvement Program Amendment – I-64 Gap Segment B (UPC 123831)** – page 14
(Busching/10 minutes)
Action requested: motion to approve the revisions to the I-64 Gap Segment B project in the TIP as recommended by TAC.

3. **FY24 Unified Planning Work Program (UPWP) Amendment** – page 19
(Busching/10 minutes)
Action requested: motion to approve the amendment of the UPWP as recommended by TAC.

4. **Public Engagement Plan Update** – page 26
(Busching/10 minutes)
Action requested: motion to approve the updates to the Public Engagement Plan as recommended by CTAC.

C. AGENCY AND COMMITTEE REPORTS

1. **Agency Updates**
(15 minutes)
 - a. **CVTA** – Parsons – page 29
 - b. **PlanRVA** – Busching – page 30
 - c. **GRTC** – Adams
 - d. **RMTA** – Dean
 - e. **DRPT** – Dubinsky
 - f. **VDOT** – Totten
 - g. **FHWA** - Rucker

D. OTHER BUSINESS

1. **RRTPO Member Comments**
(Holland/5 minutes)

2. **Next Meeting: May 2, 2024, 9:30 a.m., PlanRVA Boardroom, 424 Hull Street, Suite 300, Richmond, VA 23224 and via Zoom**

E. ADJOURNMENT

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION
POLICY BOARD MEETING MINUTES**
PlanRVA James River Boardroom and via Zoom
Thursday, March 7, 2024 - 9:30 a.m.

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

VOTING MEMBERS					
Town of Ashland		Henrico County		CRAC	
John H. Hodges	X	Roscoe Cooper	X	John B. Rutledge	
Anita Barnhart (A)		Jody Rogish	X		
		Dan Schmidtt (A)		GRTC Transit System	
Charles City County				Adrienne Torres	X
Byron M. Adkins, Sr.	X	New Kent County		Sheryl Adams (A)	
Ryan Patterson (A)		John Moyer	X		
Chesterfield County		Jordan Stewart (A)		RIC Metropolitan Transp. Authority (RMTA)	
Kevin P. Carroll	X			Joi Taylor Dean	
James M. Holland	X	Powhatan County			
Jessica Schneider	X	Mark Kinney		Secretary of Trans. Des.	
Mark S. Miller (A)		Denise Morissette		VDOT, Dale Totten	X
		Steve McClung (A)		VDOT, Mark E. Riblett (A)	X
Goochland County		Robert Powers (A)			
Jonathan Lyle	X				
Charlie Vaughters (A)		City of Richmond			
		Andreas D. Addison	X		
Hanover County		Katherine L. Jordan	X		
Sean M. Davis	X	Cynthia I. Newbille	X		
Faye O. Prichard		Ellen Robertson (A)			
Ryan Hudson (A)					
NON-VOTING MEMBERS					
CTAC		Dept. of Rail & Public Transportation (DRPT)		Federal Highway Administration (FHWA)	
Sera Erickson (A)		Tiffany Dubinsky	X	Thomas L. Nelson Jr.	
		Don Sonenklar (A)		Ivan Rucker (A)	X
Dept. of Aviation (DOAV)		Federal Transit Administration (FTA)			
Rusty Harrington	X	Daniel Koenig (Liaison)		RideFinders	
				Cherika Ruffin	X

The technology used for the RRTPO Policy Board 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, James Holland, called the March 7, 2024, RRTPO Policy Board meeting to order at 9:31 a.m.

Pledge of Allegiance

The Pledge of Allegiance was led by Chair Holland

Welcome and Introductions

Chair Holland welcomed all attendees.

Certification of a Quorum

Janice Scott, Board Relations Manager, took attendance and certified that a quorum was present in-person.

A. ADMINISTRATION

1. Confirmation of Member Participation from a Remote Location

Chair Holland announced his approval of the request of Kevin Carroll to participate remotely in the meeting for the following reason: a temporary or permanent disability or other medical condition that prevents the member's physical attendance.

The RRTPO Policy Board voted unanimously to confirm that the Chair's decision to approve the member's requests 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 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 member.

2. Consideration of Amendments to the Meeting Agenda

There were no requested amendments to the agenda.

3. RRTPO Chair's Report

Chair Holland did not have a formal report.

4. Open Public Comment Period

Public comment was received from Mr. Carl Schwendeman on February 4, 2024, regarding the Powhatan Village sidewalks and the Tidewater and Western Railroad.

There were no other requests to offer public comment either in-person or online.

5. Approval of February 1, 2024, RRTPO Policy Board Meeting Minutes

On motion by John H. Hodges, seconded by Cynthia Newbille, the members of the RRTPO Policy Board voted to approve the meeting minutes as presented (voice vote).

6. RRTPO Secretary's Report

Myles Busching reported on the Transportation Forum that is scheduled for March 15th. It will be the soft kick off for the Long-range Transportation Plan.

B. NEW BUSINESS

1. Virginia Passenger Rail Authority (VRPA) Update

Colin Burch, Senior Planning Manager, Virginia Passenger Rail Authority came forward and gave an update on the Authority. The presentation is posted on the [meeting webpage](#).

Andreas Addison arrived at approximately 10:00 a.m.

2. FY24 – FY27 Transportation Improvement Program Amendment – Pole Green Road Widening (UPC 109260)

Mr. Busching presented this request and offered to answer any questions.

On motion by Sean M. Davis, seconded by John Hodges, the members of the RRTPO Policy Board voted to adopt the following resolution (voice vote):

WHEREAS, the Virginia Department of Transportation has requested a revision to the estimate and planned obligations for the Pole Green Road Widening (UPC - 109260) project in the FY24 – FY27 Transportation Improvement Program (TIP); and

WHEREAS, this project is already included in the FY24 – FY27 TIP and regional conformity assessment; and

WHEREAS, the Technical Advisory Committee (TAC) has reviewed the proposed amendment and recommends approval of the request;

NOW, THEREFORE, BE IT RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) policy board amends the FY24 – FY27 Transportation Improvement Program (TIP) to update the Pole Green Road Widening (UPC - 109260) as requested by VDOT.

3. FY24 – FY27 Transportation Improvement Program Amendment – Short Pump Area Transportation Improvements NEPA Study (UPC 124222)

Mr. Busching presented this request and offered to answer any questions.

On motion by Jody Rogish, seconded by Cynthia Newbille, the members of the RRTPO Policy Board voted to adopt the following resolution (voice vote):

WHEREAS, the Virginia Department of Transportation has requested to add the Short Pump Area Transportation Improvements NEPA Study (UPC 124222) project to the FY24 – FY27 Transportation Improvement Program (TIP); and

WHEREAS, this project advances regional projects from the ConnectRVA 2045 constrained long-range plan; and

WHEREAS, this project is a study and does not impact the regional air quality conformity assessment; and

WHEREAS, the Technical Advisory Committee (TAC) has reviewed the proposed amendment and recommends approval of the request;

NOW, THEREFORE, BE IT RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) policy board amends the FY24 – FY27 Transportation Improvement Program (TIP) to add the Short Pump Area Transportation Improvements NEPA Study (UPC 124222) as requested by VDOT.

4. FY25 – FY26 Transportation Alternatives – Project Prioritization

Mr. Busching presented this request and offered to answer any questions.

On motion by Cynthia Newbille, seconded by Jody Rogish, the members of the RRTPO Policy Board voted to adopt the following resolution (voice vote):

WHEREAS, the Transportation Alternatives (TA) Set Aside program provides funding for programs and projects defined as transportation alternatives, including pedestrian facilities, bicycle facilities, recreational trails, safe routes to school, and infrastructure projects for improving non-driver access to public transportation.; and

WHEREAS, the Commonwealth Transportation Board (CTB) and Richmond Regional Transportation Planning Organization (RRTPO) can select projects from this list to fund; and

WHEREAS, the candidates projects were prioritized consistent with the Regional Project Selection and Allocation Framework; and

WHEREAS, the Technical Advisory Committee (TAC) has reviewed the proposed project prioritization and recommends approval;

NOW, THEREFORE, BE IT RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) policy board adopts the attached prioritization for funding FY25 – FY26 Transportation Alternatives projects and directs staff to report back on the results of coordination with VDOT and the CTB.

5. FY25 – FY30 Flexible Regional Funding

Mr. Busching presented this request and offered to answer any questions.

On motion by Jody Rogish, seconded by Cynthia Newbille, the members of the RRTPO Policy Board voted to adopt the following resolution (voice vote):

WHEREAS, the Richmond Regional Transportation Planning Organization (RRTPO) has authority to select projects and program regional Carbon Reduction Program (CRP), Congestion Mitigation and Air Quality (CMAQ), and Surface Transportation Block Grant (STBG) funds; and

WHEREAS, the Technical Advisory Committee (TAC) has reviewed the existing project requests and recommends approval of the requests; and

WHEREAS, the candidates projects were prioritized consistent with the Regional Project Selection and Allocation Framework; and

WHEREAS, the Technical Advisory Committee (TAC) has reviewed the proposed project prioritization and recommends project selection based on project ranking;

NOW, THEREFORE, BE IT RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) policy board approves the following additional allocations for existing RRTPO-funded projects:

UPC	Name	Program	Additional Funding
50529	Rte 9999 (Three Chopt Road) Widen To 4 Lanes	STBG	\$ 8,279,000
104148	Sadler Rd - Reconstruction	STBG	\$ 5,863,000
104281	Deepwater Terminal Rd - Extend Existing Roadway	STBG	\$ 1,300,000
112042	Route 1 Improvements: Ashcake Rd to Arbor Oak Dr	STBG	\$ 2,309,261
115200	Hull Street Improvement Project Phase III	STBG	\$ 5,336,000

\$ 23,087,261

FURTHER RESOLVED, that the RRTPO selects the following new projects for regional Carbon Reduction Program (CRP) and Congestion Mitigation and Air Quality (CMAQ) funds:

Name	Sponsor	Funding
Rt. 1/Ashcake Sidewalk	Ashland	\$135,806
C Gillies Creek Greenway Phase IV	Richmond	\$1,489,974
Forest Hill Ave Sidewalk, Phase II	Chesterfield	\$642,981
Brook Road Improvements - Azalea Ave to Brook Run Shopping	Henrico	\$2,050,981
Glenside and Horsepen Safety Improvements	Henrico	\$1,904,238
A2 Richmond Signal System - Smart City Traffic Signal Controllers	Richmond	\$7,266,535
Beach Road/Riverway Road Roundabout	Chesterfield	\$6,450,181

FINALLY RESOLVED, that the RRTPO policy board directs staff to coordinate the allocations and transfers plan with VDOT to achieve the approved funding levels and report back on the final allocations plans.

Sean Davis left the meeting at approximately 10:25 a.m.

C. AGENCY AND COMMITTEE REPORTS

1. Transportation Agency Updates

- a. **CVTA** – Mr. Busching provided this update which was included in the meeting agenda packet.
- b. **PlanRVA** – Mr. Busching provided this update which was included in the meeting agenda packet.
- c. **GRTC** – Adrienne Torres reported on current and upcoming GRTC activity.
- d. **RMVA** – This update was not given.
- e. **DRPT** – Tiffany Dubinsky provided this update, which is posted on the [meeting webpage](#). Ms. Dubinsky called members' attention to the Notices of Funding Opportunity link on the USDOT website: [Key Notices of Funding Opportunity | US Department of Transportation](#)
- f. **VDOT** – Dale Totten provided this update, which is posted on the [meeting webpage](#).
- g. **FWHA** – Ivan Rucker reported on current FWHA activity.

D. OTHER BUSINESS

1. PlanRVA Newsletter: The Better Together Connector (linked)

The link to the newsletter was provided in the meeting agenda as an Information item for members.

2. RRTPO Member Comments

There were no member comments.

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

E. ADJOURNMENT:

Chair Holland adjourned the meeting at approximately 10:39 a.m.

ACTION ITEM

April 4, 2024

TO Policy Board

SUBJECT Human Services Grant Program (FTA 5310) Project Endorsements

BRIEF:

The Virginia Department of Rail and Public Transportation awards Federal Transit Administration Section 5310 funding for the enhanced mobility of seniors (ages 65 and older) and individuals with disabilities. These awards fund capital projects to replace or expand vehicle fleets, mobility management projects to coordinate transportation, operating projects to provide transportation, and other capital projects to support programs serving the eligible populations. The RRTPO has generally provided a resolution endorsing the applications to demonstrate regional support and a commitment to revising the TIP as needed to reflect the awarded funding.

RECOMMENDED ACTION:

The Policy Board should review and endorse the applications for the Human Services Grant Program (FTA 5310) including a commitment to revise the Transportation Improvement Program (TIP) if funding is awarded. A draft resolution of support is included in Attachment B for consideration.

DISCUSSION:

Under Federal law and agreements with state agencies, the Richmond Regional Transportation Planning Organization (RRTPO) has authority to select projects and program regional Carbon Reduction Program (CRP), Congestion Mitigation and Air Quality (CMAQ), and Surface Transportation Block Grant (STBG) funds, including the Transportation Alternatives (TA) set-aside.

For other funding programs, the RRTPO does not have authority to select projects but is responsible for adding projects to the Transportation Improvement Program (TIP). Based on federal regulations and RRTPO policy, all projects proposed to be added to the TIP are screened for consistency with the regional long-range transportation plan, ConnectRVA 2045, and the regional conformity assessment. All proposed revisions are also evaluated for fiscal constraint, or the ability to fund the project with projected revenues.

Eight applications were received for the grant cycle that closed on February 1st. Capital projects are eligible for 80% federal funding and operating programs are eligible for 50% federal funding with the balance of the funds provided by the state and the applicant, with contributions of 40% and 10% respectively. A summary of the requests is provided in Attachment A.

ConnectRVA 2045 Consistency: ConnectRVA 2045 establishes categories of projects which are regional in nature and must be included in the constrained long-range plan (CLRP) prior to inclusion in the TIP. Conversely, other project types are considered either local or programmatic in nature and can advance without being specifically listed. The project types under each category can be reviewed in Chapter 5 of ConnectRVA 2045. Figure 1 graphically shows the consistency review process.

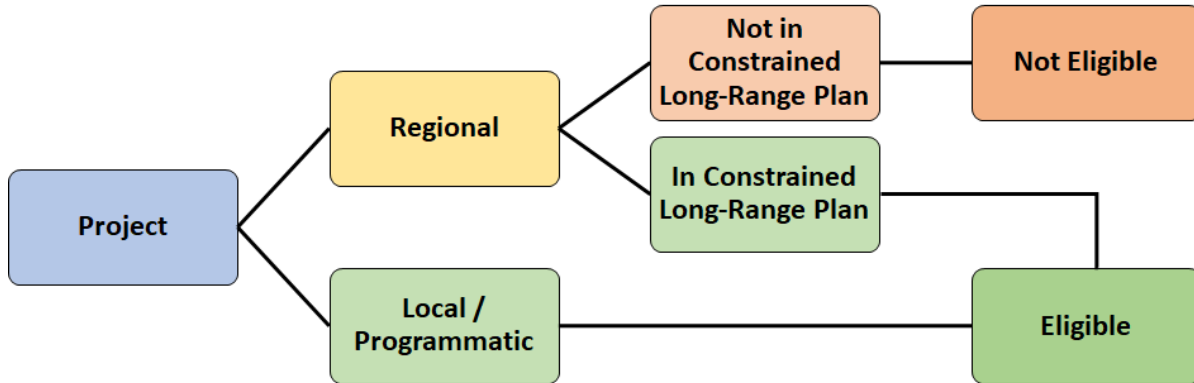


Figure 1: ConnectRVA 2045 Consistency Workflow

All human services grants funded through the FTA 5310 program fall under the local / programmatic category and are eligible to advance without being specifically listed in the constrained long-range plan.

For more information, please contact Ken Lantz at 804-924-7044 or klantz@planrva.org.

ATTACHMENTS:

- A. Candidate Project Summary
- B. Draft Resolution of Support

Attachment A: Candidate Project Summary

Sponsor	Description	Total Cost
Chesterfield County Community Engagement and Resources, Mobility Services	Support the cost of wheelchair trips for residents 60 and over and residents with disabilities; fund a full-time Mobility Coordinator position	\$574,095
Chesterfield Community Services Board	Purchase two 15-passenger vans , tablets, trip planning software	\$287,350
GRTC	Travel Training Instructor, and expenses and materials	\$78,150
Hanover DASH	Specialized transportation services	\$670,824
Heart Havens	Purchase two 9-passenger vans	
Powhatan Department of Social Services	Ride Assist Program operations	\$14,290
Senior Connections	Mobility Management and transportation services	\$404,890
SOAR 365	Purchase four 5-passenger vans with ramps	\$309,216



POLICY BOARD AGENDA 4/4/2024; ITEM B.1.

**Human Services Grant Program (FTA 5310) Project Endorsements
Richmond Regional Transportation Planning Organization**

WHEREAS, the Virginia Department of Rail and Public Transportation awards Federal Transit Administration Section 5310 funding for the enhanced mobility of seniors (ages 65 and older) and individuals with disabilities; and

WHEREAS, project sponsors are required to provide notice to the Richmond Regional Transportation Planning Organization (RRTPO) prior to submission; and

WHEREAS, the RRTPO may need to revise the Transportation Improvement Program (TIP) to include the funds awarded to successful applications;

NOW, THEREFORE, BE IT RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) policy board endorses the Human Services Grant Program (FTA 5310) applications from the following sponsors:

- 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

FURTHER RESOLVED, that the RRTPO commits to revising the FY24 – FY27 Transportation Improvement Program (TIP) as needed to reflect the funds awarded to implement these projects and programs.

This is to certify that the Richmond Regional Transportation Planning Organization Policy Board approved the above resolution at its meeting held April 4, 2024.

WITNESS:

BY:

Janice Scott
Board Relations Manager
PlanRVA

Myles Busching
Secretary
Richmond Regional Transportation
Planning Organization

ACTION ITEM

April 4, 2024

TO Policy Board

SUBJECT FY24 – FY27 Transportation Improvement Program (TIP) –
#SMART24 – I-64 Gap Widening – Segment B

BRIEF:

VDOT submitted a request to amend the Transportation Improvement Program (TIP) to update the planned obligations and estimated cost for the #SMART24 – I-64 Gap Widening – Segment B (UPC 123831). This project is already included in the TIP. The proposed changes are consistent with project allocations and the six-year improvement program (SYIP). This TIP amendment is required due to the increase in the total estimate of \$28,309,708.

RECOMMENDED ACTION:

The Technical Advisory Committee (TAC) recommends approval of the proposed TIP amendment as requested by VDOT. A draft resolution of approval is included in Attachment B for consideration.

DISCUSSION:

Under Federal law and agreements with state agencies, the Richmond Regional Transportation Planning Organization (RRTPO) has authority to select projects and program regional Carbon Reduction Program (CRP), Congestion Mitigation and Air Quality (CMAQ), and Surface Transportation Block Grant (STBG) funds, including the Transportation Alternatives (TA) set-aside.

For other funding programs, the RRTPO does not have authority to select projects but is responsible for adding projects to the Transportation Improvement Program (TIP). Based on federal regulations and RRTPO policy, all projects proposed to be added to the TIP are screened for consistency with the regional long-range transportation plan, ConnectRVA 2045, and the regional conformity assessment. All proposed revisions are also evaluated for fiscal constraint, or the ability to fund the project with projected revenues.

The proposed amendment requested by VDOT has been reviewed by staff and found consistent with the requirements for RRTPO approval. The draft TIP block can be found in Attachment A. A summary of the findings for each requirement is included below.

Project Overview: The project will widen I-64 from mile marker 215.6 to mile marker 224.3 from 2 lanes to 3 lanes in both directions. This is the second of three project segments to close the I-64 Gap between Hampton Roads and Richmond.

ConnectRVA 2045 Consistency: ConnectRVA 2045 establishes categories of projects which are regional in nature and must be included in the constrained long-range plan (CLRP) prior to inclusion in the TIP. Conversely, other project types are considered either local or programmatic in nature and can advance without being specifically listed. The project types under each category can be reviewed in Chapter 5 of ConnectRVA 2045. Figure 1 graphically shows the consistency review process.

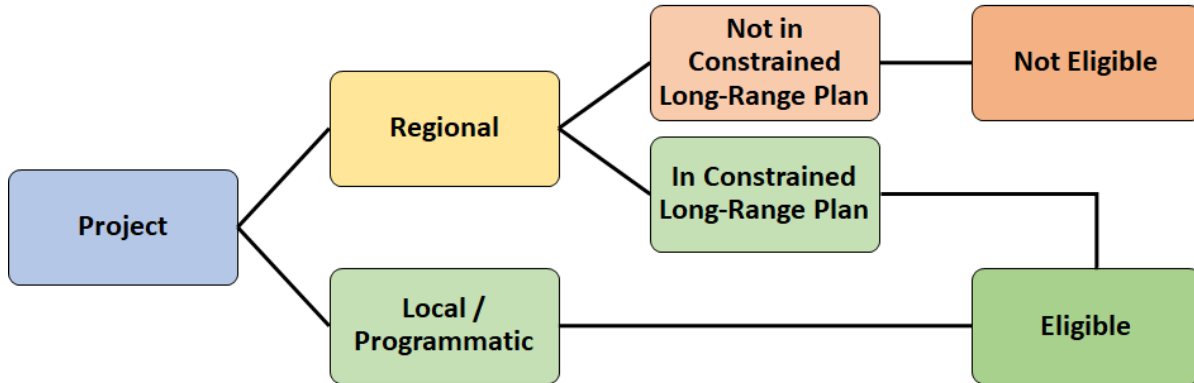


Figure 1: ConnectRVA 2045 Consistency Workflow

This project is regional and is included in the constrained long-range plan. Further, this project is already included in the FY24 – FY27 TIP.

Air Quality Conformity: Portions of the RRTPO were formerly part of the 1997 8-hour Ozone Maintenance Area and projects in these areas must either be part of the Regional Conformity Assessment or must be exempt from air quality conformity analysis under federal regulations prior to being added to the TIP. However, this project is not in any of the localities that were a part of the 8-hour ozone maintenance area and does not change the analysis. This project is already included in the STIP/TIP and is regionally significant.

Fiscal Constraint: The proposed changes to the TIP are reflective of the approved FY24 Six-Year Improvement Program (SYIP) adopted by the Commonwealth Transportation Board (CTB) and the latest project estimate. The changes that trigger an amendment are as follows; release \$23,323,495 (Other: State) & add \$2,500,000 (AC-NHFP) FFY24, add \$2,500,000 (ACC-NHFP) FFY25 PE phase; release \$1,000,000 (Other: State) & add \$100,000 (AC-NHFP) FFY24, add \$100,000 (ACC-NHFP) FFY25 RW phase; release \$165,935,226 (Other: State) & add \$218,568,429 (AC-Other), release \$2,600,000 (ACNHFP) FFY24, release \$2,600,000 (ACC-NHFP) FFY25 CN phase.

Federal Fund Source Descriptions:

NHFP – The National Highway Freight Program is focused on improving the condition and performance of the National Highway Freight Network (NHFN) and ensuring the network provides the foundation for the United States to compete in the global economy.

AC - An innovative financing technique which allows a project to proceed without federal obligation authority while maintaining the ability to convert to federal obligations in the future. These projects are selected directly by the RRTPO consistent with the regional funding framework.

For more information, please contact Myles Busching at 804-924-7035 or mbusching@planrva.org.

ATTACHMENTS:

- A. Draft TIP Project Block

Attachment A – Draft TIP Block

UPC NO	123831	SCOPE	Reconstruction w/ Added Capacity			
SYSTEM	Interstate	JURISDICTION	New Kent County	OVERSIGHT		
PROJECT	#SMART24 - I-64 GAP WIDENING - SEGMENT B			ADMIN BY	VDOT	
DESCRIPTION	FROM: MILEMARKER 215.6 TO: MILEMARKER 224.3 (8.7000 MI)					
PROGRAM NOTE	TIP AMD - release \$23,323,495 (Other: State) & add \$2,500,000 (AC-NHFP) FFY24, add \$2,500,000 (ACC-NHFP) FFY25 PE phase; release \$1,000,000 (Other: State) & add \$100,000 (AC-NHFP) FFY24, add \$100,000 (ACC-NHFP) FFY25 RW phase; release \$165,935,226 (Other: State) & add \$218,568,429 (AC-Other), release \$2,600,000 (AC-NHFP) FFY24, release \$2,600,000 (ACC-NHFP) FFY25 CN phase					
ROUTE/STREET	I-64 (0064)			TOTAL COST	\$272,609,100	
	FUND SOURCE	MATCH	FY24	FY25	FY26	FY27
PE	Federal - AC CONVERSION	\$0	\$0	\$2,500,000	\$0	\$0
PE AC	Federal - AC	\$0	\$2,500,000	\$0	\$0	\$0
RW	Federal - AC CONVERSION	\$0	\$0	\$100,000	\$0	\$0
RW AC	Federal - AC	\$0	\$100,000	\$0	\$0	\$0
CN	Federal - AC CONVERSION	\$0	\$0	\$4,651,447	\$0	\$0
	Other	\$0	\$46,789,224	\$0	\$0	\$0
CN TOTAL		\$0	\$46,789,224	\$4,651,447	\$0	\$0
CN AC	Federal - AC	\$0	\$4,651,447	\$0	\$0	\$0
	Federal - AC OTHER	\$0	\$218,568,429	\$0	\$0	\$0
CN AC		\$0	\$223,219,876	\$0	\$0	\$0



POLICY AGENDA 4/4/2024; ITEM B.-2.

**FY24 – FY27 Transportation Improvement Program (TIP) –
#SMART24 – I-64 Gap Widening – Segment B**

Richmond Regional Transportation Planning Organization

WHEREAS, the Virginia Department of Transportation has requested a revision to the estimate and planned obligations for the #SMART24 – I-64 Gap Widening – Segment B project (UPC 123831) project in the FY24 – FY27 Transportation Improvement Program (TIP); and

WHEREAS, this project is already included in the FY24 – FY27 TIP and does not impact the regional conformity assessment; and

WHEREAS, the Technical Advisory Committee (TAC) has reviewed the proposed amendment and recommends approval of the request.

NOW, THEREFORE, BE IT RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) policy board amends the FY24 – FY27 Transportation Improvement Program (TIP) to update the #SMART24 – I-64 Gap Widening – Segment B project (UPC 123831) project as requested by VDOT.

This is to certify that the Richmond Regional Transportation Planning Organization Policy Board approved the above resolution at its meeting held April 4, 2024.

WITNESS:

BY:

Janice Scott
Board Relations Manager
PlanRVA

Myles Busching
Secretary
Richmond Regional Transportation
Planning Organization

ACTION ITEM

April 4, 2024

TO Policy Board**SUBJECT** Unified Planning Work Program (UPWP) Amendment**BRIEF:**

Staff have undertaken a midyear review of the Unified Planning Work Program (UPWP) and budget. This review suggests a rebalancing of the budget is necessary 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. The proposed revisions by task are identified in the attachments to this staff report.

RECOMMENDED ACTION:

The Technical Advisory Committee (TAC) recommends approval of the proposed UPWP amendment as presented. A draft resolution of approval is included in Attachment D for consideration.

DISCUSSION:

The Unified Planning Work Program (UPWP) is a statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area. At a minimum, a UPWP includes a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source of funds. The UPWP also serves as the RRTPO budget and work program for the current fiscal year.

The two primary funding sources supporting the UPWP work program are FHWA Planning funds (PL) and FTA Section 5303 funds. These two federal fund sources are generally matched by state and local sources on an 80% federal (FHWA and FTA) 10% state (VDOT and DRPT), and 10% local (PlanRVA member dues and RRTPO special assessment) basis.

Program Development and Work Priorities: As part of the UPWP development process, a summary of work tasks is prepared based on anticipated needs for the upcoming year with estimates of staff time required for each effort. These work activities are translated into corresponding budgets which are included in each section of the work program. The programmed budget includes the fund sources and the match sources. The UPWP was initially adopted by the RRTPO on April 6, 2023.

Midyear Work Program Review: Staff have conducted a midyear review of the work program, progress on planned tasks, and the available budget. Based upon this review and in recognition of the focus needed to achieve agency and partner

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priorities, staff have prepared a revised budget to ensure the necessary work can be completed for the balance of the fiscal year (ending June 30). The items shown in Attachments A, B, and C are proposed to replace Table 2, Figure 2, and Table 3 in the adopted FY24 UPWP, respectively.

Summary of Proposed Changes: The major changes to the funding within the task in the work program can be summarized as follows:

1. Distribute Contingency Funds (7230) to support additional outreach and engagement, regional plan coordination, program administration, and long-range planning efforts as we ramp up for the 2050 long-range transportation plan.
2. Redistribute surplus short-range transportation planning funds primarily from the financial planning and programming (7420) subtask to support long-range planning efforts and program administration.

Within each broader task, the subtasks have also been redistributed to better reflect the balance of remaining work and available staff support. The proposed breakdown for each subtask is shown in Attachment C.

For more information, please contact Myles Busching at 804-924-7035 or mbusching@planrva.org.

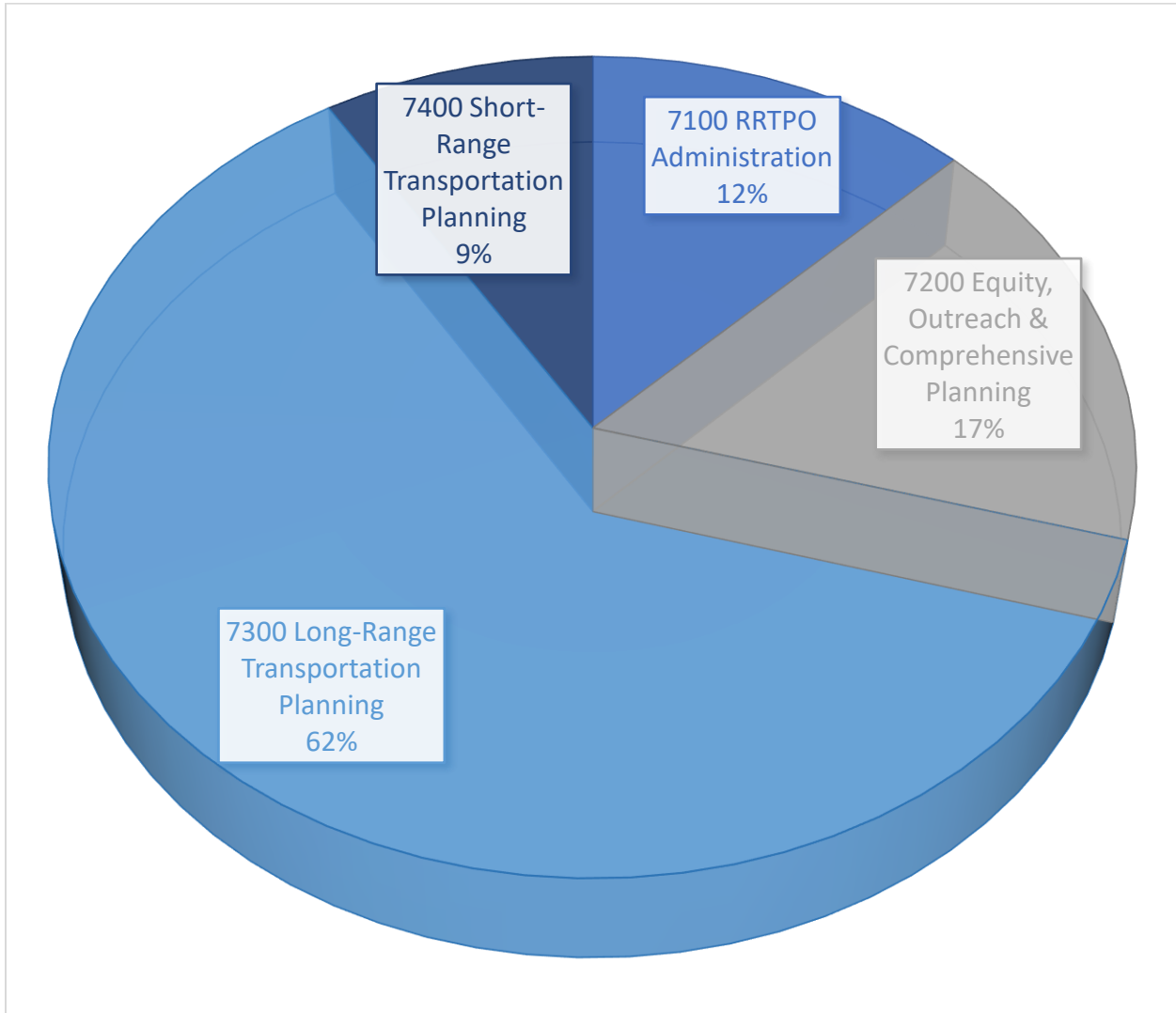
ATTACHMENTS:

- A. Draft UPWP Table 2: Project Categories and Task Budget
- B. Draft UPWP Figure 2: FY24 Total RRTPO Budget by Task
- C. Draft UPWP Table 3: FY 2024 RRTPO Unified Planning Work Program
- D. Draft Resolution of Approval

ATTACHMENT A: PROJECT CATEGORIES AND TASK BUDGET

Task Number	Title	Total Budgeted Amount
7100	PROGRAM SUPPORT & ADMINISTRATION	\$433,000
7110	Program Management	
7120	UPWP, Budget and Contract Administration	
7200	EQUITY, OUTREACH & COMPREHENSIVE PLANNING	\$573,500
7210	Public Outreach & Equity Analysis	
7220	Special Planning Efforts	
7230	Contingency Funding	
7300	LONG-RANGE TRANSPORTATION PLANNING	\$2,122,898
7310	Long-Range Transportation Plan	
7315	Scenario Planning	
7320	Travel Demand Modeling & Emissions Analysis	
7330	Transit	
7340	Active Transportation: Bicycle & Pedestrian	
7350	System Resilience Plan	
7400	SHORT-RANGE TRANSPORTATION PLANNING	\$303,000
7410	Performance Based Transportation Planning	
7420	Financial Programming / Transportation Improvement Program	
7430	Rail, Freight & Intermodal Planning	

Attachment B: FY 2024 TOTAL RRTPO BUDGET BY TASK



Attachment C: FY 2024 RRTPO Unified Planning Work Program

FY 2024 RRTPO Budget

Work Task	PL				5303				5303 CO (1)	STBG (2)	GRAND TOTAL
	Federal	State	Local	Total	Federal	State	Local	Total	Total		
7110 MPO Prog Mgmt	\$227,200	\$28,400	\$28,400	\$284,000	\$56,800	\$7,100	\$7,100	\$71,000			\$355,000
7120 UPWP Budget & Contracts	\$49,920	\$6,240	\$6,240	\$62,400	\$12,480	\$1,560	\$1,560	\$15,600			\$78,000
7210 Public Outreach/ Equity Analysis	\$159,040	\$19,880	\$19,880	\$198,800	\$39,760	\$4,970	\$4,970	\$49,700			\$248,500
7220 Special Planning Efforts	\$208,000	\$26,000	\$26,000	\$260,000	\$52,000	\$6,500	\$6,500	\$65,000			\$325,000
7230 Contingency Funding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			\$0
7310 Long Range Transp Pln	\$133,200	\$16,650	\$16,650	\$166,500	\$0	\$0	\$0	\$0			\$166,500
7315 Scenario Planning	\$202,393	\$25,299	\$25,299	\$252,991	\$50,407	\$6,301	\$6,301	\$63,009		\$400,000	\$716,000
7320 Travel Demand Model	\$40,831	\$5,104	\$5,104	\$51,039	\$19,159	\$2,395	\$2,395	\$23,948	\$342,411		\$417,398
7330 Transit	\$0	\$0	\$0	\$0	\$206,400	\$25,800	\$25,800	\$258,000	\$100,000		\$358,000
7340 Act Trans- Bike Ped	\$164,000	\$20,500	\$20,500	\$205,000	\$0	\$0	\$0	\$0			\$205,000
7350 System Resiliency	\$208,000	\$26,000	\$26,000	\$260,000	\$0	\$0	\$0	\$0			\$260,000
7410 Perf Based Transp Plng	\$32,000	\$4,000	\$4,000	\$40,000	\$32,000	\$4,000	\$4,000	\$40,000			\$80,000
7420 Financial Prog/TIP	\$112,505	\$14,063	\$14,063	\$140,631	\$50,695	\$6,337	\$6,337	\$63,369			\$204,000
7430 Rail & Freight	\$7,600	\$950	\$950	\$9,500	\$7,600	\$950	\$950	\$9,500			\$19,000
TOTAL (\$)	\$1,544,689	\$193,086	\$193,086	\$1,930,861	\$527,301	\$65,913	\$65,913	\$659,126	\$442,411	\$400,000	\$3,432,398

POLICY AGENDA 4/4/2024; ITEM B.-3.

Unified Planning Work Program (UPWP) Amendment

Richmond Regional Transportation Planning Organization

WHEREAS, the Richmond Regional Transportation Planning Organization (RRTPO) has conducted a review of the Unified Planning Work Program (UPWP) and budget; and

WHEREAS, this review suggests a rebalancing of the budget is necessary 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; and

WHEREAS, the Technical Advisory Committee (TAC) has reviewed the proposed amendment and recommends approval of the request;

NOW, THEREFORE, BE IT RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) policy board amends the FY24 Unified Planning Work Program (UPWP) as shown.

FY 2024 RRTPO Budget					
Work Task	PL	5303	5303 CO ⁽¹⁾	STBG ⁽²⁾	
	Total	Total	Total		GRAND TOTAL
7110 MPO Prog Mgmt	\$284,000	\$71,000			\$355,000
7120 UPWP Budget & Contracts	\$62,400	\$15,600			\$78,000
7210 Public Outreach/ Equity Analysis	\$198,800	\$49,700			\$248,500
7220 Special Planning Efforts	\$260,000	\$65,000			\$325,000
7230 Contingency Funding	\$0	\$0			\$0

7310 Long Range Transp Pln	\$166,500	\$0			\$166,500
7315 Scenario Planning	\$252,991	\$63,009		\$400,000	\$716,000
7320 Travel Demand Model	\$51,039	\$23,948	\$342,411		\$417,398
7330 Transit	\$0	\$258,000	\$100,000		\$358,000
7340 Act Transp-Bike/Ped	\$205,000	\$0			\$205,000
7350 System Resiliency	\$260,000	\$0			\$260,000
7410 Perf Based Transp Plng	\$40,000	\$40,000			\$80,000
7420 Financial Prog/TIP	\$140,631	\$63,369			\$204,000
7430 Rail & Freight	\$9,500	\$9,500			\$19,000
TOTAL (\$)	\$1,930,861	\$659,126	\$442,411	\$400,000	\$3,432,398

(1) FY23 5303 Carryover funds

(2) Expected STBG fund awards

This is to certify that the Richmond Regional Transportation Planning Organization Policy Board approved the above resolution at its meeting held April 4, 2024.

WITNESS:

BY:

Janice Scott
Board Relations Manager
PlanRVA

Myles Busching
Secretary
Richmond Regional Transportation
Planning Organization

ACTION ITEM

April 4, 2024

TO Policy Board**SUBJECT** Public Engagement Plan Update**BRIEF:**

The Public Engagement Plan (PEP) is the guiding document that establishes consistent procedures to ensure people have reasonable opportunities to be involved in the planning process and provides the framework for developing outreach strategies for individual plans and projects. The RRTPO has committed to reviewing and updating the PEP before starting updates to the long-range transportation plan. This draft has been developed in coordination with and recommended by the Community Transportation Advisory Committee (CTAC) and has undergone a 45-day public review period as required by Federal regulations.

RECOMMENDED ACTION:

The Community Transportation Advisory Committee (CTAC) recommends approval of the proposed update to the Public Engagement Plan. A draft resolution of approval is included in Attachment B for consideration.

DISCUSSION:

The Public Engagement Plan is divided into three sections that broadly cover an overview of the role of the RRTPO as a metropolitan planning organization, the legal mandates that shape our engagement, and the major goals, steps to implement the goals, and quantifiable measures of success for involving the public in our planning work. The Public Engagement Plan establishes three broad goals for our public engagement efforts:

1. **Robust and Creative Opportunities to Engage** - Provide robust and creative opportunities for all residents to engage in planning for transportation, including people in the region who are not easily engaged because of their age, ability, language, lack of financial resources, lack of access to technology, or other reasons.
2. **Informing and Educating the Public** - Inform and educate the public so they can purposefully engage and provide feedback in the transportation planning process.
3. **Continuous Evaluation and Improvement** - Continuously evaluate our progress toward our public engagement goals and amend this plan's strategies and metrics as needed to increase public involvement.

The role of the Community Transportation Advisory Committee (CTAC) has evolved over the past year, with CTAC now leading the development of the Public

Engagement Plan and specific engagement strategies and supporting staff in their implementation. The CTAC has been involved in the update of this plan and has recommended approval of the plan as presented. The changes proposed at this time are relatively minor as the plan meets good engagement standards. With CTAC focused on the RRTPO's engagement efforts, the Public Engagement Plan is expected to be a living document with revisions on a more regular basis as we test engagement strategies to see what works best and begin to more intentionally align with the International Association for Public Participation's Spectrum of Public Participation.

For more information, please contact Holly Gordon at 804-924-9612 or hgordon@planrva.org.

ATTACHMENTS:

- A. [Draft Public Engagement Plan \(2024\) \(linked\)](#)
- B. Draft Resolution of Approval

POLICY AGENDA 4/4/2024; ITEM B.-4.

Public Engagement Plan Update

Richmond Regional Transportation Planning Organization

WHEREAS, the Public Engagement Plan (PEP) is the guiding document that establishes consistent procedures to ensure people have reasonable opportunities to be involved in the planning process and provides the framework for developing outreach strategies for individual plans and projects; and

WHEREAS, the Richmond Regional Transportation Planning Organization (RRTPO) has committed to reviewing and updating the PEP before starting updates to the long-range transportation plan; and

WHEREAS, the Community Transportation Advisory Committee (CTAC) has reviewed and recommends approval of the proposed changes;

WHEREAS, the draft PEP has undergone a 45-day public review period;

NOW, THEREFORE, BE IT RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) policy board adopts this update to the Public Engagement Plan (PEP) as proposed.

This is to certify that the Richmond Regional Transportation Planning Organization Policy Board approved the above resolution at its meeting held April 4, 2024.

WITNESS:

BY:

Janice Scott
Board Relations Manager
PlanRVA

Myles Busching
Secretary
Richmond Regional Transportation
Planning Organization

CVTA AGENCY UPDATE

RRTPO Policy Board Meeting - April 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

The Central Virginia Transportation Authority (CVTA) convened for its regularly scheduled February 23, 2024, business meeting with the intent to consider a new round of funding for regionally-significant projects.

Following a public hearing, the Authority took action to commit \$232.2 million to fund 22 priority regional projects in its latest round of regional funding. This commitment is in addition to the Authority's previous commitments of \$474.5 million to 45 priority regional commitments from 2021 to 2023.

Utilizing a competitive application process approved by the CVTA, member jurisdictions submitted projects for consideration, scoring, and ranking between September 2023 and February 2024. The eligible projects were shared during a 15-day public comment period and 146 written comments were submitted in addition to in-person and virtual feedback received at the meeting.

2024 Regional Projects allocations plan

The Technical Advisory Committee (TAC) met on March 11, 2024, and voted to recommend CVTA approval of the revised [2024 Regional Projects allocations plan](#).

Upcoming Meetings:

CVTA TAC – April 8, 2024 – 1:00 p.m.

Finance Committee – April 10, 2024 – 9:00 a.m.

Authority Meeting – April 26, 2024

The Authority will:

- Hold a public hearing on and adopt the CVTA FY25 Administrative & Operating Budget.

PlanRVA AGENCY UPDATE

RRTPO Policy Board Meeting April 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](#).

Commission Welcomes 13 New Members!

- Mr. Chris Bast, Henrico County Citizen Representative
 - *Mr. Bast was appointed to the Public Outreach & Engagement Committee.*
- Mr. [Roscoe Cooper](#), [Henrico County Board of Supervisors](#), Fairfield District
- Ms. [Susan Dibble](#), [Hanover County Board of Supervisors](#), South Anna District
- Mr. [Bill Donati](#), [Powhatan County Board of Supervisors](#), District 1
- Rev. Milton Hathaway, [New Kent County Planning Commission](#)
 - *Rev. Hathaway was appointed to the Public Outreach & Engagement Committee.*
- Mr. William M. Mackey, [Henrico County Planning Commission](#)
 - *Mr. Mackey was appointed to the Public Outreach & Engagement Committee.*
- Ms. Amy Pearson, [New Kent County Board of Supervisors](#), District 3
- Mr. Frank Petroski, [Chesterfield County Planning Commission](#)
 - *Mr. Petroski was appointed to the Public Outreach & Engagement Committee.*
- Mr. [Jody Rogish](#), [Henrico County Board of Supervisors](#), Tuckahoe District
- Mr. [Dan Schmitt](#), [Henrico County Board of Supervisors](#), Brooklyn District
- Ms. [Jessica Schneider](#), [Chesterfield County Board of Supervisors](#), Clover Hill District
 - *Ms. Schneider was appointed to the Public Outreach & Engagement*
- Ms. Jordan Stewart, [New Kent County Board of Supervisors](#), District 5
 - *Ms. Stewart was appointed to the Audit, Finance and Facilities Committee.*
- Ms. [Misty Whitehead](#), [Henrico County Board of Supervisors](#), Three Chopt District

Orientation Held

PlanRVA held an orientation session for new members at its February 8, 2024, meeting. The orientation was open to new and current members of the Commission as well as members of the Richmond Regional Transportation Policy Board and the Central Virginia Transportation Authority.

The meeting, including the orientation, can be viewed on the [PlanRVA YouTube Channel](#).



Upcoming Meetings

- **Commission & Executive Committee – April 11, 2024 – 8:30 a.m.**
- **Audit, Finance & Facilities Committee – April 16, 2024 – 9:30 a.m.**

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