

AGENDA

RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION

EXECUTIVE COMMITTEE

Thursday, February 2, 2023, 8:30 a.m.

PlanRVA Board Room, 424 Hull Street, Suite 300,
Richmond, VA 23224 and via Zoom

This meeting is open to the public. Members of the public are invited to attend in-person or virtually. Please alert the RRTPO at RRTPOinput@planrva.org if electronic transmission of this meeting fails for the public. If such transmission fails, the committee will take a recess until public access is restored. Please refer to our [Statement Regarding Virtual Meeting Participation by Members of the Public](#) for more information.

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_7t6vF5kyQt6AGahqst6GRA

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 www.youtube.com/c/PlanRVA.

WELCOME AND INTRODUCTIONS

(Lumpkins)

CERTIFICATION OF A QUORUM

(Firestone)

1. Consideration of Amendments to the Meeting Agenda

(Lumpkins)

2. [Approval of January 5, 2023, Meeting Minutes](#) - page 3

(Lumpkins)

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

3. RRTPO Secretary's Report

(Parsons/10 minutes)

4. Other Business

(Lumpkins/20 minutes)

a. Transportation Forum Planning

1) Draft Forum Agenda (to be distributed at meeting)

b. CTAC Update and Role Discussion– page 6

5. Review of Selected RRTPO Agenda Topics

(Parsons)

6. Next Meeting March 2, 2023

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

(Lumpkins)

7. Adjournment

(Lumpkins)

CAP/jf

Attachments

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION
EXECUTIVE COMMITTEE**

**MINUTES OF MEETING
PlanRVA James River Board Room and via Zoom**

Thursday, January 5, 2023 - 9:30 a.m.

8:30 a.m.

MEMBERS and ALTERNATES (A) PRESENT:

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

The technology used for the RRTPO Executive Committee meeting was a web-hosted service created by Zoom and YouTube Live Streaming and was open and accessible for participation by members of the public. A recording of this meeting is available on our [Plan RVA YouTube Channel](#).

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

Call to Order

The Richmond Regional Transportation Planning Organization (RRTPO) Policy Board Chair, John L. Lumpkins, Jr., presided and called the January 5, 2023, RRTPO Executive Committee meeting to order at 8:41 a.m. at in the PlanRVA James River Board Room, 424 Hull Street, Suite 300, Richmond, VA 23224.

Attendance Roll Call & Certification of Meeting Quorum

Janice Firestone, PlanRVA, took attendance and certified that a quorum was present.

1. Consideration of Amendments to the Meeting Agenda

There were no agenda amendments requested.

2. Approval of December 5, 2022, RRTPO Executive Committee Meeting Minutes

On motion of James M. Holland, seconded by Cynthia I. Newbille, the RRTPO Executive Committee approved the minutes of the December 5, 2022, as presented with Patricia O'Bannon, Patricia Paige and W. Canova Peterson abstaining (voice vote).

David T. Williams arrived at 8:44 a.m.

3. RRTPO Secretary's Report

Chet Parsons, PlanRVA, gave this update.

4. Other Business

a. Transportation Forum Planning

Mr. Parsons reported that coordination is ongoing with ChamberRVA for logistics and planning. They are looking at date and location options. The goal is to have it in early to mid-April.

The forum will be approximately half a day. There will be a mix of activities and speakers. An opportunity will be given for each jurisdiction to provide an update on projects in their locality.

1) Draft Agenda

The draft agenda is being developed.

b. CTAC Role

Mr. Parsons provided an overview of possible contributions CTAC could make, such as advising on upcoming RRTPO agenda items. The committee discussed providing CTAC members with the opportunity to participate in meetings on local projects, then bring that information and feedback forward to the Policy Board. The CTAC meeting minute format will be modified to reflect more of what the committee members discussed concerning various presentations, rather than just reflecting what was presented to them. This will give the Policy Board a better idea of how the CTAC members responded to a particular topic.

Eric Gregory, legal counsel, reported that the RRTPO Bylaws state the purpose of the CTAC is to advise the Policy Board through resolutions and other means. He stressed the importance of Title VI compliance.

It was suggested that the CTAC members be invited to a Policy Board meeting and have the CTAC role discussion as an agenda item. Staff will prepare a proposal of an expanded/restructured CTAC role for the next meeting.

6. Review of Selected RRTPO Agenda Topics

Mr. Parsons reviewed the following topics from the agenda:

- Virginia Passenger Rail Authority presentation: Transforming Rail in Virginia Program
- FY21-24 TIP Amendments: UPC 122295 - #195CIP – Parallel routes operations study and UPC 121681 – Replace bridge on Meadow Road over Boar Swamp
- Project Cost Estimates Report
- Regional Scenario Planning - Update

5. Next Meeting: February 2, 2023, at the PlanRVA Boardroom, 424 Hull Street, Suite 300, Richmond, VA 23224.

7. Adjournment

Chairman Lumpkins adjourned the meeting at 9:22 a.m.

MEMORANDUM

To: Richmond Regional Transportation Planning Organization (RRTPO)
Executive Committee

From: Kenneth Lantz, Jr., RRTPO Mobility Manager

Date: January 23, 2023

Subj: Opportunities for Increased Involvement of CTAC Members

The January 19, 2023, meeting of the Community Transportation Advisory Committee (CTAC) was devoted to a presentation and discussion of ways that the members of CTAC might be more fully engaged in the TPO planning process. This presentation was developed at the request of the members of CTAC, who have expressed a desire to be more fully engaged, offer insights and suggestions that are taken into account by the Policy Board, and be regarded as more effective and meaningful Advisory Committee.

The presentation demonstrated that there are three broad areas that are opportunities for increased involvement by the members of CTAC:

- 1. Long-range planning**
- 2. Public documents and processes**
- 3. Public outreach and engagement activities**

Long-range Planning:

Opportunities will be forthcoming in conjunction with the scenario planning process, *Pathways to the Future*, as well as during the development of the next long-range plan, *Plan2050*.

Pathways to the Future: there will be opportunities for public engagement during the spring of 2023, during which time a Strengths, Weaknesses, Opportunities, and Threats analysis will be undertaken to help shape the scenario narratives. A second opportunity will occur during late summer of 2023, when the scenario results are presented and the implications for regional policy and investment strategies are assessed.

Plan2050: While the scope for the plan has not been finalized, it is expected that the public engagement process will be similar to that used for the development of the 2045 plan. These include community outreach meetings; transportation issues interactive mapping; vision, goals, priorities, strategies and budget allocation surveys; online and in-person community meetings; and on-demand public meetings.

It was pointed out that schedules and deadlines may not allow for the review of these items within the current schedule of every-other-month meetings of CTAC. However, it was noted that staff will see that information is conveyed to the members of CTAC when it is available, and the means of soliciting feedback may be in the form of e-mail communications with members, special called meetings, and additional virtual discussions.

Public documents and processes:

Efforts can be made to increase CTAC's involvement and there will be opportunities for members to provide their input. Examples include the Unified Planning Work Program, Transportation Improvement Program, and Title VI Plan. Additionally, other documents and processes such as agenda reviews and feedback on local projects were noted.

Public outreach and engagement activities:

PlanRVA staff has been making increased efforts to participate in various community/public events. Examples are the "Black Girls Do Bike Richmond" event, a community clean-up day, and a Richmond Flying Squirrels game. When a calendar of community events is developed for 2023, this information will be shared with members of CTAC, and it is hoped that members of the Committee will be available to help Plan RVA employees staff these events. In addition to educating the public about the work of PlanRVA, these events could serve as opportunities for members of CTAC to interact with the public and perhaps even help recruit new and additional members for the Committee.

The members of the CTAC were appreciative of the presentation and their reactions to the suggestions were favorable. Additional suggestions offered by the Committee included:

- Making increased use of social media
- Developing outreach material and guides about the planning process
- Adding a citizens' public involvement tool-kit to the PlanRVA website
- Making use of telephone town halls.