

AGENDA (amended)

RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION POLICY BOARD

**Thursday, January 6, 2022
9:30 a.m.**

PlanRVA James River Board Room and Zoom

This meeting is open to the public. Members of the public are invited to attend in-person or virtually.

For anyone who wishes to participate in this meeting virtually, please register via Zoom at https://planrva-org.zoom.us/webinar/register/WN_m5G5nyST2SjlvxDKeiy3g.

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.

CALL TO ORDER (Williams)

PLEDGE OF ALLEGIANCE (Williams)

WELCOME AND INTRODUCTIONS (Williams)

CERTIFICATION OF A QUORUM (Firestone)

A. ADMINISTRATION

- 1. Consideration of Amendments to the Action Meeting Agenda**
(Williams)
- 2. [Approval of October 4, 2021, RRTPO Policy Board Meeting Minutes](#) -
page 3
(Williams)
ACTION REQUESTED - approval of minutes as presented**
- 3. Open Public Comment Period**
(Williams/5 minutes)
- 4. RRTPO Chair's Report**
(Williams/5 minutes)

5. RRTPO Secretary's Report

(Parsons/5 minutes)

- a. **Current Work Efforts** - page 9
- b. **RRTPO Work Status and Financial Reports – September, October and November 2021** – page 10
- c. **CTAC Report** – page 43
- d. **Safety Performance Measures** – page 45
(Ryan)

B. NEW BUSINESS

1. **Safe Routes to Schools TA Endorsement** – page 47

(Busching/5 minutes)

ACTION REQUESTED - approval of resolution of endorsement as presented

2. **Richmond STBG Funding Request – UPC 15958 Commerce Road Improvement project** – page 49

(Busching/10 minutes)

ACTION REQUESTED - approval of resolution as presented

3. **Transportation Forum – review of November 2021 event and looking ahead to future forums**

(Williams/10 minutes)

4. **Public Outreach and Engagement Update**

(Parsons/Heeter/10 minutes)

C. AGENCY AND COMMITTEE REPORTS

1. **Transportation Agency Updates**

(VDOT, DRPT/10 minutes)

- a. VDOT – Mann
- b. DRPT – DeBruhl

D. OTHER BUSINESS

1. **Future Meeting Topics** – page 52

(Williams/5 minutes)

2. **RRTPO Member Comments**

(Williams/5 minutes)

3. **Next Meeting: February 3, 2022**

(Williams)

E. ADJOURNMENT

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION
POLICY BOARD**

MEETING MINTUES
Monday, October 4, 2021
9:30 a.m.
PlanRVA James River Board Room

MEMBERS and ALTERNATES (A) PRESENT:

Town of Ashland		Charles City County		Chesterfield County	
John H. Hodges	X	William G. Coad		Kevin P. Carroll (Virtual)	X
Anita Barnhart (A)		Vacant (A)		James M. Holland	X
				Christopher Winslow	X
				Leslie Haley (A)	
Goochland County		Hanover County		Henrico County	
John L. Lumpkins Jr.	X	Sean M. Davis	X	Patricia S. O'Bannon	X
Vice Chair Susan F. Lascolette		W. Canova Peterson		Frank J. Thornton	X
Vacant (A)		Faye O. Prichard (A)		Thomas M. Branin (A)	
Vacant (A)		Vacant (A)		Vacant (A)	
New Kent County		Powhatan County		City of Richmond	
Patricia A. Paige (virtual)	X	Chair, David T. Williams	X	Andreas D. Addison	X
C. Thomas Tiller Jr.		Karin M. Carmack		Katherine L. Jordan	X
Thomas W. Evelyn (A)		Vacant (A)		Stephanie A. Lynch	
Vacant (A)		Vacant (A)		Cynthia I. Newbille (virtual)	X
				Michael J. Jones (A)	
				Kristen Nye Larson (A)	
				Ellen F. Robertson (A)	
				Vacant (A)	
Capital Region Airport Commission		GRTC Transit System		RIC Metropolitan Transp. Authority (RMATA)	
John B. Rutledge		Julie E. Timm	X	Joi Taylor Dean	
		Sheryl Adams (A)			
Secretary of Transportation or Designee		CTAC		DRPT	
R. Shane Mann	X	Robert L. Basham Jr. (non-voting)		Jennifer B. DeBruhl (non-voting)	
Mark E. Riblett (A)		Upton S. Martin (A) (non-voting)		Tiffany T. Dubinsky (A) (non-voting)	X
Federal Highway Administration (FHWA)		Federal Transit Administration (FTA)		RideFinders	
Thomas L. Nelson Jr. (non-voting)		Daniel Koenig (Liaison)		Von S. Tisdale (non-voting)	
Richard Duran (A) (non-voting)				Cherika N. Ruffin (A) (non-voting)	X
VA Dept. of Aviation (DOAV)					
P. Clifford Burnette Jr. (non-voting)					

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, David T. Williams, presided and called the October 4, 2021, RRTPO Policy Board action meeting to order at 9:34 a.m. in PlanRVA's James River Board Room.

WELCOME AND INTRODUCTIONS

Chair Williams welcomed all the attendees.

ATTENDANCE, ROLL CALL & CERTIFICATION OF MEETING QUORUM

Janice Firestone, Program Coordinator, took attendance by roll call and certified that a quorum was present.

A. ADMINISTRATION

1. Consideration of Amendments to the Action Meeting Agenda

There were no requested changes to the meeting agenda. The RRTPO Policy Board unanimously approved the October 4, 2021, agenda by acclamation as presented.

2. Approval of [September 2, 2021](#), RRTPO Policy Board Action Meeting Minutes

On motion of Christopher Winslow, seconded by Frank J. Thornton, the RRTPO Policy Board unanimously approved the minutes of the September 2, 2021, meeting as presented (voice vote).

3. Open Public Comment Period

There were no requests to address the RRTPO Policy Board.

4. RRTPO Chair's Report

Chair Williams reminded everyone that the Fall Transportation Forum will take place on November 4, 2021, at the Independence Golf Club in Powhatan County.

5. RRTPO Secretary's Report

a. Current Work Efforts

A copy of the report provided by Chet Parsons, RRTPO Secretary, is available at: [Current Work Efforts](#).

b. RRTPO Work Status and Financial Report for August 2021

A copy of the report provided by Mr. Parsons is available at: [Work Status and Financial Report](#).

Board members discussed the importance of the Drive-to-Work Program.

c. CTAC Report

A copy of the CTAC report is available at: [CTAC Report](#).

d. Fall Forum Update

Mr. Parsons provided an overview of the presentations that are being planned for the forum.

e. Public Messaging Update

Andreas D. Addison, City of Richmond, provided an update on the current efforts to improve public outreach for PlanRVA, RRTPO and the CVTA. He detailed the history of the endeavor and explained that the goal will be to have someone on staff who will proactively communicate the current and upcoming projects. A timeline will be provided and the information shared will be verified and accurate.

Board members discussed the different platforms for communicating information. Staff was asked to include members of each board (RRTPO, CVTA and the PlanRVA Commission) in future discussions about the progress and status of the matter.

B. NEW BUSINESS

1. ConnectRVA 2045 Plan

A copy of the presentation provided by Mr. Parsons is available at: [ConnectRVA 2045 Summary](#) and the entire adopted plan at: [ConnectRVA 2045 Plan](#).

The Chair commended staff and TPO members for the work that was done to finalize the plan.

On motion of James M. Holland, seconded by Christopher Winslow, the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board unanimously approved the following resolution:

RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board adopts ConnectRVA 2045, the Regional Long-Range Transportation Plan, as presented;

FURTHER RESOLVED, that the RRTPO Policy Board authorizes the transmittal of this plan to the Federal Highway Administration and the Federal Transit Administration; and

BE IT FURTHER RESOLVED, that the RRTPO Policy Board authorizes staff to add the ConnectRVA 2045 constrained list of projects to the 2045 Cost-Feasible Scenario of the Richmond/Tri-Cities Travel Demand Model for use as a baseline scenario for any future regional transportation study/plan.

2. TIP Amendment: Interchange Justification Report (IJR) – Route 288

Board members discussed the importance of spelling out the full, correct name of a project or request on the agenda rather than just including acronyms, so it is clear exactly what the matter is.

On motion of John L. Lumpkins, seconded by John H. Hodges, the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board unanimously approved the following resolution:

RESOLVED, that the Richmond Regional Transportation Planning Organization Policy Board amends the FY21 – FY24 Transportation Improvement Program (TIP) adding the following new project; and

FURTHER RESOLVED, that this project is considered exempt from conformity under provisions contained in section 93.126 of the conformity rule.

One New Project:

UPC 118147: IJR – Route 288 (West Creek Area) from Broad Street Road to Tuckahoe Creek Parkway – Goochland County; Planning or Technical Study

3. FY21 – FY24 TIP Amendment: VDOT Request – I64 West and Parham Road)

Board members discussed the matter of delegating authority to the TAC and it was noted that this is being requested due to time constraints. The Policy Board has approved similar requests in the past.

On motion of Patricia S. O'Bannon, seconded by Frank J. Thornton, the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board unanimously approved the following resolution as presented:

RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) policy board authorizes the Technical Advisory Committee (TAC) to review and take action on the proposed amendment to the FY21 – FY24 Transportation Improvement Program (TIP) to add the I-64 WB & Parham Rd Interchange Improvements project.

A copy of the report provided by Myles Busching, Planner, for Items B.2 and B.3. is available at: [TIP Amendment](#).

4. TRIP Program Funding Application Support – GRTC Request

Julie Timm, GRTC presented this request to the Policy Board. A copy is available at: [TRIP Program Funding Application Support](#).

On motion of Cynthia I. Newbille, seconded by Katherine L. Jordan, the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board unanimously approved the following resolution:

WHEREAS, pursuant to Chapter 1230 of the Acts of Assembly of 2020, the General Assembly enacted the Transit Ridership Incentive Program (the “TRIP Program”); and

WHEREAS, the TRIP Program was developed by the Virginia Department of Rail and Public Transportation and approved by the Commonwealth Transportation Board; and

WHEREAS, the TRIP Program application process opened on August 1, 2021, and closed on September 17, 2021, with all supplemental data being due by October 4, 2021; and

WHEREAS, the TRIP Program is a statewide grant program whose purpose is to improve regional transit connectivity in urban areas and reduce barriers to public transit through low income and zero fare programming; and

WHEREAS, the TRIP Program focuses on urban metropolitan areas with populations of 100,000 or more, which includes the GRTC service area; and

WHEREAS, other Virginia localities and transit agencies are considering the extension of “fare free” or “zero fare” policies post COVID-19, including but not limited to the cities of Alexandria, Charlottesville, Lynchburg, and Roanoke; and

WHEREAS, GRTC believes there is a need for further study of the social and economic impacts of fare collection systems, including zero fare operations on GRTC’s current service population; and

WHEREAS, the GRTC Board of Directors passed a resolution stating its belief that it is in the best interests of all GRTC public transit riders and the citizens of the GRTC service area to continue to study the costs, benefits, and transportation equity of various fare collection systems and zero fare policies; and

WHEREAS, the Richmond City Council passed a resolution stating its belief that it is in the best interests of the citizens of the City of Richmond that the Council supports GRTC’s application for the TRIP Program through DRPT for the purpose of maintaining GRTC’s current zero fare policy; and

WHEREAS, GRTC has obtained financial commitments from the City of Richmond and from VCU as local funding partners to fully match state pilot funding under the TRIPS grant application; and

WHEREAS, GRTC must explore and define additional, new and sustainable sources of funding for all potential future fare collection systems prior to permanent implementation of any; and

WHEREAS, GRTC applied for grant funding through TRIP Program through DRPT for the purpose of maintaining the GRTC’s current zero fare policy while GRTC continues to study fare systems and equity considerations;

RESOLVED that the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board hereby supports the GRTC’s application for the TRIP Program through DRPT for the purpose of maintaining the GRTC’s current zero fare policy while studying social and economic impacts of various fare collection systems.

C. AGENCY AND COMMITTEE REPORTS

1. Transportation Agency Updates

- a. A copy of the Virginia Department of Transportation update provided by R. Shane Mann, VDOT is available at: [VDOT Update](#).

- b. A copy of the Virginia Department of Rail and Public Transportation update provided by Tiffany Dubinsky, DRPT, is available at: [DRPT Update](#).

D. OTHER BUSINESS

1. Future Meeting Topics

Chair Williams requested a future presentation on Scenario Planning.

2. RRTPO Member Comments

There were no comments from Board members.

3. Next RRTPO Policy Board Meeting: December 2, 2021.

The RRTPO Policy Board will hold its Annual Fall Transportation Forum on November 4, 2021. The next action meeting will be held on Thursday, December 2, 2021, beginning at 9:30 a.m., in Richmond, Virginia.

E. ADJOURNMENT:

Chair Williams adjourned the meeting at approximately 10:38 a.m.

Current Work Efforts Update – Item A.-5.-a.

Active Transportation Work Group (ATWG)

In addition to the regular quarterly meetings held by PlanRVA, staff continues to support Henrico staff on the County's ATWG and efforts to develop the bicycle and pedestrian chapter of the county's comprehensive plan. Staff also assists the East Coast Greenway Alliance (ECG) on potential designations of segments of the future route of the trail through the Richmond region and during quarterly ECG council meetings. Currently assisting with the search for a new Virginia coordinator and preparing to help the next hire get acclimated in Virginia.

Ashland Trolley Line Trail Study

Staff continues to work with the National Park Service's Rivers Trails and Conservation Assistance Program (RTCA) adding the skills of Mallory Zink, NPS public historian and a history team of experts from Ashland, Hanover, and Henrico counties for greater interpretation of the trolley line's former role (ca. 1907-1938) and community connections. Concepts ranging from wayfinding/interpretative signage, trolley stop parks or trailheads to self-guided walking tours and possible phasing were shared with the trolley line committee on November 17. Two story maps for the project illustrate the importance and potential for the 14-mile Trolley Line Trail, now a segment of the Fall Line Trail, and include [history of the trolley line](#) and a [design sketchbook](#).

Regional Bicycle and Pedestrian Plan Update

BikePedRVA 2045 is being prepared as a major update to the 2004 Richmond Regional Bicycle and Pedestrian Plan. The draft plan is under review with the steering committee with plans to complete by early January 2022. The draft incorporates virtual public review from the *ConnectRVA 2045* process but will be shared more broadly in early 2022 for direct public review with the benefit of in-person opportunities to meet with existing bike/ped advocacy groups, locality and neighborhood-level meetings focusing on more specific recommendations of the plan. The Complete Streets toolbox or illustrated [story map](#) continues to be updated as one resource intended to implement *BikePedRVA 2045*. The current schedule calls for the plan to be considered for adoption in May 2022 by amendment to *ConnectRVA 2045*.

STBG/CMAQ Suballocations

The FY23 – FY28 application period for regional Surface Transportation Block Grant (STBG) and Congestion Mitigation and Air Quality (CMAQ) program funds was held in October of this year. A total of 34 new or rescope projects were submitted with over \$207 million requested. In addition, 9 existing projects were submitted requesting over \$16.5 million in additional funding. Staff is working to score the projects for TAC review and recommendation at the February and March meetings.



Work Program Status Report September 2021

PlanRVA

9211 Forest Hill Avenue, Suite 200

Richmond, Virginia 23235

MAIN 804.323.2033 | WEB WWW.PLANRVA.ORG

The RRTPO Work Program Progress Report provides a short summary of each activity for the month of August 2021. Please reference the [FY 2022 UPWP](#) for details concerning the approved budget and work description for each task. Table 1 identifies all the tasks in the UPWP and the associated budget.

Table 1 summarizes overall federal and local revenues budgeted by PlanRVA in FY 2022 to support the work of RRTPO. Federal funds budgeted constitute 80 percent of the total; State and local matching funds constitute 20 percent, unless otherwise noted.

TABLE 1. SUMMARY OF FY 2022 RRTPO UPWP BUDGET

Work Task	RRTPO Budget				
	PL Approved	5303 Approved	CO 5303 Approved	OTHER (1)	GRAND TOTAL
7110 MPO Prog Mgmt	\$128,885	\$32,221	\$ -	\$ -	\$161,106
7120 UPWP Budget & Contracts	\$32,314	\$8,079	\$ -	\$ -	\$40,393
7210 Public Outreach/ Equity Analysis	\$138,590	\$59,396	\$ -	\$ -	\$197,985
7220 Special Planning Efforts	\$51,472	\$ -	\$ -	\$ -	\$51,472
7230 Contingency Funding	\$281,049	\$57,670	\$ -	\$ -	\$338,719
7310 Long Range Transp Pln	\$144,088	\$46,921	\$ -	\$200,000	\$391,009
7320 Travel Demand Model	\$119,756	\$ -	\$ -	\$250,000	\$369,756
7330 Transit	\$ -	\$239,087	\$ -	\$ -	\$239,087
7340 Act Transp- Bike/Ped	\$234,338	\$ -	\$ -	\$ -	\$234,338
7350 System Resiliency	\$130,051	\$ -	\$ -	\$ -	\$130,051
7410 Perf Based Transp Plng	\$192,149	\$ -	\$ -	\$ -	\$192,149
7420 Financial Prog/TIP	\$149,270	\$32,767	\$ -	\$ -	\$182,037
7430 Rail & Freight	\$37,746	\$9,437	\$ -	\$ -	\$47,183
TOTAL (\$)	\$1,639,708	\$485,577	\$ -	\$450,000	\$2,575,285

(1) 7310 funds are direct carryover from FY21, 7320 funds are RSTBG funds for travel demand model development

7100 Program Management

7100	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Program Management	\$201,499	\$12,446	\$35,489	18%	11

- Developed agenda packages for the RRTPO Policy Board, Technical Advisory Committee and Community Transportation Advisory Committee
- Participated in the September 1 Office Space Workshop, which consisted of a discussion of the pro's and con's of in-office and remote working, small group critiques of example office space configurations, and a review of the timeline for implementing changes in the office space.
- Participated in the September 2 Office Safety Team meeting. Among the topics discussed were use of a grant to procure safety supplies and a cabinet, creation of a shared folder for all safety-related documents and providing training on selected safety topics at a future agency staff meeting.
- Participated in the September 3 meeting of the Tri-Cities MPO Technical Advisory Committee and prepared a summary of the Committee's major actions
- Participated in the September 15 virtual VAMPO training program, "Integrating Equity and Inclusion into Public Outreach and Engagement Processes." The training topics covered included Arrested Mobility. Ensuring Justice, Equity and Inclusion, Building Community Trust and Transparency, and Prioritizing and Centering Equity.
- Followed-up on the September 16 CTAC meeting by e-mailing to all CTAC members the PlanRVA Meetings and Current Work Efforts reports, an update on recent and future CVTA activities, and handouts provided by the Speakers for the Drive To Work Presentation.
- Participated in the September 16 Better Together webinar, which featured presentations by representatives of Keep Henrico Beautiful, Keep Virginia Cozy, and the Chickahominy Indian Tribe on their litter removal initiatives. Megan Brown of Keep Henrico Beautiful spoke about how her organization was now part of a regional messaging campaign. Brian Bell of Keep Virginia Cozy noted his organization's efforts to provide educational opportunities as well as ongoing litter pick-up days. Dana Adkins reviewed how a tribal environmental initiative had partnered with other organizations such as PlanRVA to undertake shoreline trash removal projects.
- On September 17 forwarded the list of transportation acronyms and abbreviations to members of CTAC and asked for additional terms to add to the list.
- Reviewed and provided comments on the "PlanRVA Sightline Study 2.0."
- Participated in the September 27 staff meeting, which included a presentation by Matthew Shapiro of Six Wheels Consulting entitled "Disability Sensitivity 101." In his presentation Mr. Shapiro discussed the importance of person first language, terms to avoid when speaking with persons with disabilities, and practical tips for effectively communicating with persons with disabilities.

- Contacted Tiffany Dubinsky of DRPT concerning her availability to provide a presentation on the Virginia Transit Equity and Modernization Study for the November 18 CTAC meeting.

7210 Public Outreach & Equity Analysis

7210	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Public Outreach & Equity Analysis	\$197,985	\$36,414	\$54,542	28%	13

- LRTP Public Engagement coordination meetings - internal
- Directed engagement meetings with the public related to ConnectRVA 2045
- General outreach to planning partners and stakeholders, relating to ConnectRVA 2045 and other transportation projects.

7220 Special Planning Efforts

7220	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Special Planning Efforts	\$51,472	\$3,535	\$6,528	13%	15

- Data requests from planning partners and peer agencies
- GRP technical advisory steering committee
- Coordination with GRTC, RMTA, GRP, ChamberRVA and RRT on their initiatives and areas of overlap with our agencies.
- Data sharing discussions with GRTC, RMTA and GRP
- Coordination of speaking engagements to highlight agency achievements with groups like AMPO, NADO, and local/regional partners

7230 Contingency Funding

7230	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Contingency Funding	\$338,179	\$0	\$0	0%	16

7310 Long-Range Transportation Plan (ConnectRVA 2045)

7310	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
L RTP	\$391,009	\$59,895	\$175,378	45%	17

- Conducted open houses public meetings on September 1 at Chesterfield/Clover Hill Technical Center and on September 14 at Henrico's Fairfield Library.
- Reviewed the ConnectRVA 2045 final public review comments in preparation for the September 23 LRTP Advisory Committee meeting.
- Incorporated Public Review comments from the Aug 16 to September 15 review period in the *ConnectRVA 2045* document and technical reports for review and approval by the TAC on September 14 and the LRTP AC on September 23. Prepared same for posting on TPO Policy Board agenda for review and adoption on October 4.
- Participated in the September 14 virtual meeting of the Technical Advisory Committee and the September 16 CTAC meeting which had as its primary meeting topic an overview of the ConnectRVA 2045 planning process.
- Participated in the September 23 meeting of the Long-Range Transportation Plan Advisory Committee. In addition to receiving presentations on the results of the public engagement process, an overview of the planning process and a process recap, the members of the Committee approved a motion recommending adoption of the plan by the TPO Policy Board at their October 4 meeting.
- Reviewed the draft ConnectRVA 2045 document and noted suggested edits for incorporation in the final document.
- Continued work and participation in the internal staff meetings to execute various tasks for the LRTP including documents refinements and website maintenance.
- Participated in (observed) the September 9 virtual meeting of the Tri-Cities MPO. Primary topics included endorsement of the local Transportation Alternatives applications, a presentation on the Plan 2045 Metroquest survey and the application of performance measures to the selection of plan recommendations, and the recent federal certification review
- Participated in the September 20 VTrans Long-term Risk & Opportunity Register Webinar #3. The webinar featured an overview of the ten macrotrends that may affect future mobility levels and the extent to which these trends may increase or decrease travel. Opportunities and risks associated with each trend were presented, along with how the trend addresses the Commonwealth Transportation Board's goals for transportation.

7320 Regional Travel Demand Model (RTDM)

7320	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
RTDM	\$359,753	\$7,621	\$28,103	8%	19

Consultant Support

- Continued discussion with the consultants for the close-out of Tasks 6,7,8 and 9.
- Reviewed the final draft documentation and provided comments to be incorporated.
- Reviewed the draft RTC model with base; existing and committed; and cost-feasible scenarios.

7330 Transit

7330	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Transit	\$239,087	\$14,667	\$34,272	14%	21

- Staff is serving on a Transit Oriented Development (TOD) project team with community partners—PHA, GRTC, ChamberRVA, DRPT--to assist Greater Washington Partnership (GWP) conduct a data-driven research analysis of the next potential north-south BRT route. Building on the draft report on the study background shared on August 4, the project team met on September 27 to receive a second draft of the recommendations. A consolidate draft is to be provided to the stakeholder group in mid-October.
- Participated in the September 9 VDRPT webinar, "Transit Recovery Marketing Initiative." The webinar featured a review of VDRPT's Transit Crisis Recovery Handbook and marketing initiative. Prepared and shared a summary of my notes with Adrienne Torres of GRTC and Von Tisdale of RideFinders.
- Participated in the September 10 Mobility 21 webinar, "Opportunities for Shared Mobility Technologies in Public Transit Systems." The webinar featured an overview of a doctoral dissertation project that analyzed conditions under which shared autonomous vehicles might best benefit public transit services. It was noted that coverage, equity and cost considerations are all factors in determining when shared and autonomous vehicles can best serve and supplement fixed route services.
- Participated in (observed) the September 13 virtual meeting of the CVTA Technical Advisory Committee. The primary topic was an update on the regional project prioritization process. The disposition of five comments that had been submitted was discussed, as well as possible modifications to the process. The Committee agreed to recommend the process with minor modifications to the CVTA Policy Board for consideration.
- Reviewed the agenda packet for the September 21 GRTC Board of Directors meeting. Participated on (observed) the September 21 virtual meeting of the Board of Directors and prepared a summary of the primary topics discussed
- Reviewed the following documents:

- The Innovative Mobility Landscape. The Case of Mobility as a Service
 - Between Public and Private Mobility-Examining the Rise of Technology-Enabled Transportation Services
- Participated in the September 21 TRB webinar, “Improving Bus Stops through Transit Agency Relationships.” The webinar featured a summary of TCRP Synthesis 152, “Transit Agency Relationships and Initiatives to Improve Bus Stops and Pedestrian Access.” Information was presented on key findings from a survey that was conducted in conjunction with the research project. Key takeaways related to dedicated funding, customer input and education, prioritization scoring, maintenance and standards, coordination, piggybacking and packaging, and local partnerships and agreements were presented. Case studies involving Via Metropolitan Transit in San Antonio, Texas and the Utah Transit Authority were also presented.
- Participated in the September 23 RVA Rapid Transit “Transit Talk” program. In addition to a report on the state of public transit in the region, the program featured a series of excerpts from recorded interviews with riders of GRTC. Among the topics discussed were lack of shelters and benches, the importance of maintaining zero fares, the need for weekend and late-night service, and preferences for extension of service.
- Participated in the September 15 virtual Florida Commuter Transportation Summit. The summit featured an update on the State of the Florida Commuter Assistance Program, a neighborhood-based commuter assistance marketing program, state, town and private sector perspectives on commuter services, and highlights of commuter assistance research.

Paratransit and CHSMP

- Participated in the September 21 virtual meeting of the ModivCare (formerly LogistiCare) Advisory Committee. Among the topics discussed were actions to maintain rider safety during the COVID-19 pandemic; reports on ridership, complaints and online utilization; the features of new driver reimbursement and member apps; and a trip digitization initiative being instituted by the Department of Medical Assistance Services.
- Participated in the National Aging and Disability Transportation Center webinar, “Coordination Connections: Regional Coordination Councils.” The webinar featured presentations by representatives of the Minnesota Regional Transportation Coordination Council and Denver Regional Mobility and Accessibility Council. The presentations featured a discussion of why to coordinate; the structure of coordination councils in Minnesota; the development phases associated with creating regional coordination councils; issues addressed by the coordination councils; examples of coordination initiatives; and how mobile apps can be used to enhance coordination
- On September 28 prepared and provided to the Senior Connections Board of Directors an update on regional transportation matters

7340 Active Transportation: Bicycle and Pedestrian

7340	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Active Transportation	\$234,338	\$20,755	\$48,230	21%	22

Active Transportation Work Group

- Staff continues to work with Henrico staff on the County's ATWG and efforts to develop the bicycle and pedestrian chapter of the county's comprehensive plan.
- Staff continues to assist BikeWalkRVA with Bike Month promotion of events scheduled for October.

East Coast Greenway

- Staff worked with East Coast Greenway Alliance (ECG) to hold the Sept. 21 East Coast Greenway Fall Virginia Summit to be held at the PlanRVA offices (and virtually).
- Staff also continues to work with ECG on updates to designated sections of the trail the Richmond region.

Richmond Regional Bicycle and Pedestrian Plan

- Staff continues to consult with regional partners to make additions and revise the interactive GIS story map data collected for the plan. Comments/input received to-date have been incorporated into the July draft plan.
- Staff is in process meeting with individual localities about the draft plan with renewed efforts to bring the next draft before the steering committee in October starting with an update and schedule for completion to be presented to TAC October 12. A number of steering committee members have moved on to other positions requiring a reset for the committee.
- As part of the Bike/Ped plan, staff continues to develop and revise the [regional plan story map](#). The map and data have been presented to the steering committee and staff will continue to revise.
- Continued update of a SharePoint website and a Google Drive updated for committee members to share resources and their own observations of travel around the region on foot or bike.

Town of Ashland Pilot Project and Regional Guidance for Complete Streets

- Complete streets guidelines, or a "tool-box" of resources, depicted through graphic and photographic examples will to serve as implementation support for the regional bike/ped plan. The illustrated [story map](#) is available for review and continues to be updated in conjunction with the bike ped plan update.

Fall Line (formerly Ashland to Petersburg Trail)

- The project coordinator (Ursula Lemanski) and historian (Mallory Zink) from the National Park Service (NPS) Rivers, Trails, and Conservation Assistance (RTCA) program visited Ashland/Hanover/Henrico on September 14-15

- The purpose of the visit was to meet with local planners and historians to conceptualize historic interpretation opportunities which can add an important dimension to the Trolley Line Trail and be considered as a template for the Fall Line Trail. Preliminary concepts will be provided in October with plans to reengage with the Trolley Line steering committee.
- Staff representing the Trolley Line steering committee attending Friends of the Fall Line meeting on September 29

7350 Systems Resilience Plan

7350	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Systems Resil. Plan	\$130,051	\$2,346	\$5,400	4%	23

- Continued Coordination with coastal program initiatives, and hazard mitigation plan effort, including data mapping and overlap in programs among the eastern counties in the MPO study area.
- Coordination through participation of the transportation work group for the RVA Green 2050 plan being prepared by the City of Richmond Office of Sustainability.

7410 Performance Based Transportation Planning

7410	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Perf. Based Transp. Plng.	\$192,149	\$7,796	\$16,885	9%	24

System Performance

- Updated the dashboard (<https://planrva.org/transportation/covid-19-pandemic/>) to track various PlanRVA transportation related metrics and the changes in those metrics due to the COVID-19 pandemic. The dashboard is on the Transportation home page of the PlanRVA website. The interactive dashboard was created using Tableau.
- Attended the OIPI-VDOT-DRPT-MPO Quarterly Coordination Meeting. Topics covered included VTrans update, project pipeline, TPM performance update, pavement tool demonstration, safety target setting with discussion on MPO involvement, DRPT updates, rail plan update, VDOT policy on Intersection Control Evaluation, and an update on the Biennial Report to FHWA on performance measures.

- Attended a Transportation Research Board webinar on research from NCHRP Synthesis Report: Use of Vehicle Probe and Cellular GPS Data by State Departments of Transportation
- Attended the quarterly RITIS User Group meeting hosted by The Eastern Transportation Coalition. The meeting included presentations on the Use of PDA Suite in Support of Transportation Planning for Maricopa Association of Governments, and RITIS Signal Analytics Tools: Recent Updates and Use Cases. Updates were also be given on the RITIS Enhancement Working Group and the PDA-Suite Performance Measures Working Group activities.

7420 Transportation Improvement Program (TIP)

7420	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
TIP	\$182,037	\$31,710	\$71,327	39%	25

Maintenance

Based on TAC discussion and recommendation to the TPO at the 9/14/21 TAC meeting, the TIP amendment documents were prepared and included in the 10/4/21 TPO meeting agenda package for their approval. The amendment details are as follows:

- UPC 118147: Route 288 (West Creek Area) IJR from West Broad Street Road to Tuckahoe Creek Parkway – Goochland County

Received a TIP adjustment request from GRTC for two GRTC projects on 9/9/21. Based on the GRTC request and DRPT concurrence, the TIP adjustment documents were prepared and submitted to GRTC and DRPT for the following projects on 9/17/21:

- UPC GRTC067: Planning Consulting Services — GRTC
- UPC GRTC069: Acquire Storage Facility — GRTC

The current TPO TIP was updated with these adjustments and placed on the TPO web site on 9/17/21.

Based on the TPO approval on HIP (Highway Infrastructure Program) STBG and CMAQ funds and VDOT STBG and CMAQ funds transfer requests (9/15/21), the TPO funds tracking sheets have been updated as follows:

- Transfer \$2,910,512 FY22 STBG funds (100%) from the TPO STBG Balance Entry (70721) to the Ashland Rt 1 improvement between Ashcake Rd and Arbor Oak Dr project (#112042).

- Transfer \$638,725 FY23 STBG funds from the Ashland Rt 1 improvement between Ashcake Rd and Arbor Oak Dr project (#112042) to the TPO RSBG Balance Entry (#70721).
- Transfer \$2,271,787 FY24 STBG funds from the Ashland Rt 1 improvement between Ashcake Rd and Arbor Oak Dr project (#112042) to the TPO RSBG Balance Entry (#70721).
- Transfer \$150,000 FY22 STBG funds from the TPO RSBG Balance Entry (#70721) to the Chesterfield Early Settlers Road sidewalk between Robious Road and Hospital/Huguenot Park project (UPC 113846).
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- Transfer \$853,793 FY22 RSBG funds (100%) from the TPO RSBG Balance Entry (#70721) to the Hanover Rt 360 widening between 0.61 MW Rt 643 and 0.18 ME Rt 643 project (#13551).
- Transfer \$1,016,204 FY22 RSBG funds from the TPO RSBG Balance Entry (#70721) to the Hanover Rt 360 widening between 0.61 MW Rt 643 and 0.18 ME Rt 643 project (#13551).
- Transfer \$1,638,526 FY23 RSBG funds from the Hanover Rt 360 widening between 0.61 MW Rt 643 and 0.18 ME Rt 643 project (#13551) to the TPO RSBG Balance Entry (#70721).
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- Transfer \$2,711,897 FY22 RSBG funds from the TPO RSBG Balance Entry (#70721) to the Henrico Brook Rd/Hilliard Rd trail between Brook Rd and Hilliard Rd project (#118153).
- Transfer \$711,991 FY26 CMAQ funds from the Henrico Brook Rd/Hilliard Rd trail between Brook Rd and Hilliard Rd project (#118153) to the TPO CMAQ Balance Entry (#70719).

Based on the TPO approval and VDOT requests, the TPO funds tracking sheets have been updated for the PlanRVA web site.

Received a CMAQ funds transfer request from VDOT on 9/23/21. The transfer details are as follows:

- Transfer \$1,820,487 (FY08 \$133, FY16 \$800,000, and FY17 \$886,976) CMAQ funds from the Richmond Main Street Station Preventative Maintenance project (#64219) to the RRTPO CMAQ Balance Entry (#70719).

Based on the VDOT request, the TPO CMAQ funds tracking sheets have been updated for the PlanRVA web site

7430 Rail, Freight, Intermodal Planning

7430	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Rail, Freight, Interim. Pang.	\$47,183	\$1,032	\$2,247	5%	26

Staples Mill Road Station Advance Planning and Design Study

No new update-but the background for this soon-to be launched VDOT study remains:

- DRPT and their consultant are in the final stage of completing 30% design documents for the replacement of the Staples Mill Amtrak Station. The final Staples Mill Road Station Area Transit-Oriented Development Concept Plan recommended a corridor working group be formed that consists of Henrico, VDOT, DRPT, and PlanRVA to guide the VDOT sub-area plan and more detailed traffic studies of Staples Mill Road to improve both multimodal access to the station and usher in a more supportive land use pattern within the corridor.
- The working group is being formed by VDOT for the next stage of the sub-area plan.

7500 Rural Transportation

7500	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Rural Transportation	\$18,125	\$6,416	\$10,846	60%	27

Rural Transportation Advisory Committee (RTAC)

- Staff is meeting and working with the members of the committee representing the four (4) rural jurisdictions to transition the rural program.
- Opportunities related to environmental and coastal resources and hazard mitigation plan development continue to be shared with the rural jurisdictions.



Work Program Status Report October 2021

PlanRVA
9211 Forest Hill Avenue, Suite 200
Richmond, Virginia 23235
MAIN 804.323.2033 | WEB WWW.PLANRVA.ORG

The RRTPO Work Program Progress Report provides a short summary of each activity for the month of October 2021. Please reference the [FY 2022 UPWP](#) for details concerning the approved budget and work description for each task. Table 1 identifies all the tasks in the UPWP and the associated budget.

Table 1 summarizes overall federal and local revenues budgeted by PlanRVA in FY 2022 to support the work of RRTPO. Federal funds budgeted constitute 80 percent of the total; State and local matching funds constitute 20 percent, unless otherwise noted.

TABLE 1. SUMMARY OF FY 2022 RRTPO UPWP BUDGET

Work Task	RRTPO Budget				
	PL Approved	5303 Approved	CO 5303 Approved	OTHER (1)	GRAND TOTAL
7110 MPO Prog Mgmt	\$128,885	\$32,221	\$ -	\$ -	\$161,106
7120 UPWP Budget & Contracts	\$32,314	\$8,079	\$ -	\$ -	\$40,393
7210 Public Outreach/ Equity Analysis	\$138,590	\$59,396	\$ -	\$ -	\$197,985
7220 Special Planning Efforts	\$51,472	\$ -	\$ -	\$ -	\$51,472
7230 Contingency Funding	\$281,049	\$57,670	\$ -	\$ -	\$338,719
7310 Long Range Transp Pln	\$144,088	\$46,921	\$ -	\$200,000	\$391,009
7320 Travel Demand Model	\$119,756	\$ -	\$ -	\$250,000	\$369,756
7330 Transit	\$ -	\$239,087	\$ -	\$ -	\$239,087
7340 Act Transp- Bike/Ped	\$234,338	\$ -	\$ -	\$ -	\$234,338
7350 System Resiliency	\$130,051	\$ -	\$ -	\$ -	\$130,051
7410 Perf Based Transp Plng	\$192,149	\$ -	\$ -	\$ -	\$192,149
7420 Financial Prog/TIP	\$149,270	\$32,767	\$ -	\$ -	\$182,037
7430 Rail & Freight	\$37,746	\$9,437	\$ -	\$ -	\$47,183
TOTAL (\$)	\$1,639,708	\$485,577	\$ -	\$450,000	\$2,575,285

(1) 7310 funds are direct carryover from FY21, 7320 funds are RSTBG funds for travel demand model development

7100 Program Management

7100	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Program Management	\$201,499	\$9,104	\$44,593	22%	11

- Developed agenda package for the RRTPO Technical Advisory Committee.
- Participated in meetings of the RRTPO Executive Committee, Policy Board and Technical Advisory Committee.

- Developed agenda for the 8th Annual Richmond Region Transportation Forum; visited venue, Independence Golf Club to coordinate room set-up, catering, equipment and other logistics for the forum.
- Participated in the October 25 staff meeting, which included presentations by Ken Lantz and Katie Moodie on emergency preparedness, office safety, COVID booster shot availability and seasonal flu vaccinations.
- Reviewed the list of candidate office sites provided by PlanRVA's realtor and provided comments and a preferred rank ordering of the sites. Participated in visits to 10 potential sites on October 28 and 29.
- In preparation for the October 25 staff meeting prepared fact sheets concerning the COVID-19 booster shots and flu vaccinations. Distributed the fact sheets at the staff meeting and also presented information on fire safety and evacuation procedures.
- Met virtually with the CTAC Chair and Vice-Chair on October 27 to review the agenda for the November 18 CTAC meeting. Revised the agenda to reflect the comments from the discussion.

7210 Public Outreach & Equity Analysis

7210	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Public Outreach & Equity Analysis	\$197,985	\$6,052	\$60,594	31%	13

7220 Special Planning Efforts

7220	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Special Planning Efforts	\$51,472	\$10,371	\$16,899	33%	15

- Data requests from planning partners and peer agencies.
- Coordination with GRTC, RMTA, GRP, ChamberRVA and RRT on their initiatives and areas of overlap with our agencies.
- Data sharing discussions with GRTC, RMTA and GRP.
- Coordination of speaking engagements to highlight agency achievements with groups like AMPO, NADO, and local/regional partners.
- Coordinated with local staff, elected officials, and congressional representatives on developing project applications for potential federal earmarks.

7230 Contingency Funding

7230	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Contingency Funding	\$338,179	\$0	\$0	0%	16

7310 Long-Range Transportation Plan (ConnectRVA 2045)

7310	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
L RTP	\$391,009	\$21,193	\$223,321	57%	17

- The RRTPO Policy Board unanimously adopted ConnectRVA 2045 plan at their October 4, 2021 meeting. The Air Quality Conformality Determination for the plan from FTA/FHWA was also received the same day.
- Completed the final version of the plan document and technical reports for *ConnectRVA 2045*.
- Worked internally to discuss and document lessons learned and recommendations for the next LRTP update.
- Participated in the October 28 “wrap-up” meeting of the Long-Range Transportation Plan Advisory Committee. The main item in the agenda was the ‘ConnectRVA 2045 Concluding Discussion’ in which LRTP-AC members provided feedback on lessons learned and recommendations for 2050 LRTP update. Other topics included development of a citizens’ guide for the plan.
- Streamlined the ConnectRVA 2045 files and folders in PlanRVA Server for future use and reference.
- Participated in (observed) the October 1 meeting of the Tri-Cities MPO TAC. Among the topics discussed were the recommended approval of the Plan2045 vision and goals and objectives, the Plan2045 candidate regionally significant projects, and the Virginia Transit Equity and Modernization Study.
- Participated in the October 5 staff discussion concerning the creation of a regional data hub. The discussion covered the data that might be included in a GeoHub site, data layer types, and policies for inclusion of data, such as only including data that has been approved by a policy-level board.
- Participated in (observed) the October 12 meeting of the TPO Technical Advisory Committee. Primary meeting topics included the DRPT Transit Equity and Modernization Study and an update on the Regional Bicycle and Pedestrian Plan.
- Participated in (observed) the October 14 meeting of the Tri-Cities MPO and prepared a report of major actions taken.
- Participated in the October 29 LRTP Core Group wrap up meeting. Among the topics discussed were the locations of the electronic files related to the plan; factors to consider in identifying candidate projects; and lessons learned that will be helpful and applicable to the development of the scope of work for the 2050 plan.

7320 Regional Travel Demand Model (RTDM)

7320	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
RTDM	\$369,756	\$14,148	\$42,251	11%	19

Consultant Support

- Final discussion with the consultants for the close-out of Tasks 6,7,8 and 9
- Reviewed the final documentation and accepted it.
- Tested the final delivered RTC model for the various new components.
- Organized all Model Run Files.

7330 Transit

7330	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Transit	\$239,087	\$12,741	\$47,014	20%	21

- Reviewed the following documents:
 - Transit Agency Relationships and Initiatives to Improve Bus Stops and Pedestrian Access
 - TCRP Synthesis 98: Ridesharing as a Complement to Transit
 - The New Automobility: Lyft & Uber and the Future of American Cities
- Participated in the October 8 Smart Mobility Connection webinar. The webinar featured a presentation on the results of a research project concerning the impact of COVID-19 on bus usage and the policy implications of using autonomous vehicles for passenger transportation as well as grocery delivery.
- Participated in (observed) the October 12 virtual meeting of the CVTA Technical Advisory Committee. The primary meeting topics included a staff update and the regional project prioritization process.
- Observed the October 13 meeting of the CVTA Finance Committee. Among the topics discussed were development of a six-year program budget for the expenditure of anticipated funding; the operating budget implications associated with the compensation of an executive director; review of the requests for proposal for financial services and bond counsel; and the findings of the FY21 financial audit.
- Participated in the October 26 virtual meeting of the GRTC Board of Directors and prepared a summary of the meeting.
- Participated in the October 26 webinar, "Flexibility is Forever-Future Proof the Commute." The webinar featured presentations by Kelly Koster of Luum and Ted Sturgeon of the Seattle Cancer Care Alliance. Among the points noted were trends in commuting post-COVID; the importance of instituting flexible commute benefits such as daily parking reservations and charges, customized employee commute subsidies and rewards; and the role of flexible commute options in attracting and retaining employees.

- Participated in (observed) the October 29 meeting of the Central Virginia Transportation Authority. Among the topics discussed were the regional project prioritization scoring and ranking results; an update on staffing; and a presentation on revenue forecasts through FY28.

Paratransit and CHSMP

- Participated in the October 1 VDRPT Central Region Coordinated Human Service Mobility Plan virtual meeting. The meeting included a review of the requirements of the Coordinated Human Service Mobility Plan, the recommendations from the plan, recommendations specific to the Central Region, and round-robin statements from representatives of various agencies and organizations concerning their current transportation services, the extent to which they have collaborated with other agencies and organizations on transportation, and whether they intend to apply for a FY-23 Section 5310 grant.
- Prepared a summary of recent transportation developments for presentation to the Hanover Human Service Network on October 7 and the Senior Connections Advisory Council on October 28.
- Participated in the October 22 VDRPT Human Service Grant Application Virtual Workshop. In addition to an overview of the Section 5310 Program, the workshop presented information on the Section 5310 capital, mobility management, and operating programs as well as the Rural Transportation Assistance Program (RTAP), the online grants administration system, and invoicing and reporting procedures.
- Reviewed the following documents
 - Older Driver Experience with Autonomous Vehicle Technology
 - Autonomous Vehicles and Alternatives to Driving: Trust, Preferences and Effects of Age
 - TNCs and Disabled Access

7340 Active Transportation: Bicycle and Pedestrian

7340	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Active Transportation	\$234,338	\$18,122	\$66,352	28%	22

Active Transportation Work Group

- Staff is preparing to have the ATWG assist with helping identify potential groups and meetings to share the Regional Bicycle and Pedestrian draft plan.
- Staff continues to work with Henrico staff on the County's ATWG and efforts to develop the bicycle and pedestrian chapter of the county's comprehensive plan.

East Coast Greenway

- Staff is working with East Coast Greenway Alliance (ECG) to find a new candidate for the Virginia coordinator position.

- Staff also continues to work with ECG on updates to designated sections of the trail the Richmond region.

Richmond Regional Bicycle and Pedestrian Plan

- Staff continues to consult with regional partners to make additions and revise the interactive GIS story map data collected for the plan. Comments/input received to-date have been incorporated into the July draft plan.
- Staff is in process meeting with individual localities about the draft plan with renewed efforts to bring the next draft before the steering committee in November. Staff provided an update and schedule for completion at the TAC October 12 meeting. A number of steering committee members have moved on to other positions requiring a reset for the committee and staff has been working to find replacements.
- As part of the Bike/Ped plan, staff continues to develop and revise the [regional plan story map](#). The map and data have been presented to the steering committee and staff will continue to revise.
- Continued update of a SharePoint website and a Google Drive updated for committee members to share resources and their own observations of travel around the region on foot or bike.

Town of Ashland Pilot Project and Regional Guidance for Complete Streets

- Complete streets guidelines, or a “tool-box” of resources, depicted through graphic and photographic examples will to serve as implementation support for the regional bike/ped plan. The illustrated [story map](#) is available for review and continues to be updated in conjunction with the bike ped plan update.

Fall Line (formerly Ashland to Petersburg Trail)

- The project coordinator (Ursula Lemanski) and historian (Mallory Zink) from the National Park Service (NPS) Rivers, Trails, and Conservation Assistance (RTCA) program visited Ashland/Hanover/Henrico on September 14-15 and staff has been working on follow-up meetings and planning coordination with NPS staff.
- The purpose of the visit was to meet with local planners and historians to conceptualize historic interpretation opportunities which can add an important dimension to the Trolley Line Trail and be considered as a template for the Fall Line Trail. Preliminary concepts will be provided in October with plans to reengage with the Trolley Line steering committee in November.

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7350	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
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- Continued Coordination with coastal program initiatives, and hazard mitigation plan effort, including data mapping and overlap in programs among the eastern counties in the MPO study area.
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System Performance

- Updated the dashboard (<https://planrva.org/transportation/covid-19-pandemic/>) to track various PlanRVA transportation related metrics and the changes in those metrics due to the COVID-19 pandemic. The dashboard is on the Transportation home page of the PlanRVA website. The interactive dashboard was created using Tableau.

7420 Transportation Improvement Program (TIP)

7420	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
TIP	\$182,037	\$28,065	\$99,392	55%	25

Maintenance

- Based on TAC discussion and recommendation to the TPO at the 9/14/21 TAC meeting, the TIP **amendment** documents were prepared and included in the 10/4/21 TPO meeting agenda package for their approval. The amendment details are as follows:
 - UPC 118147: Route 288 (West Creek Area) IJR from West Broad Street Road to Tuckahoe Creek Parkway – Goochland County
 - Based on TPO approval on 10/4/21, amendment documents were prepared and submitted to VDOT 10/5/21.
- Based on the TPO approval on HIP (Highway Infrastructure Program), STBG and CMAQ funds and VDOT funds transfer requests (9/15/21), the TPO funds tracking sheets were updated on 10/26/21 as follows:
 - Transfer \$2,910,512 FY22 HIP funds (Fed 100%) from the TPO Balance Entry (70721) to the Ashland Rt 1 improvement between Ashcake Rd and Arbor Oak Dr project (#112042).
 - Transfer \$638,725 FY23 STBG funds from the Ashland Rt 1 improvement between Ashcake Rd and Arbor Oak Dr project (#112042) to the TPO RSBG Balance Entry (#70721).

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- Transfer \$711,991 FY26 CMAQ funds from the Henrico Brook Rd/Hilliard Rd trail between Brook Rd and Hilliard Rd project (#118153) to the TPO CMAQ Balance Entry (#70719).
- The Updated TPO funds tracking sheets have been placed on the PlanRVA web site.
- Received a CMAQ funds transfer request from VDOT on 9/23/21. The transfer details are as follows:
 - Transfer \$1,820,487 (FY08 \$133,511 State match, FY16 \$800,000 CMAQ funds, and FY17 \$886,976 CMAQ funds) from the Richmond Main Street Station Preventative Maintenance closeout project (#64219) to the RRTPO CMAQ Balance Entry (#70719).
 - The TPO CMAQ funds tracking sheets were updated and placed on the PlanRVA web site on 10/26/21.
- Received a RSBG funds transfer request from VDOT on 9/30/21, the TPO RSBG fund tracking sheets were updated on 10/26/21 as follows:
 - Transfer \$69 FY16 RSBG funds from the Chesterfield Rt 360 widening between Winterpock Road and Woodlake Village Parkway project (#97687) to the TPO RSBG Balance Entry (#70721).

- Transfer \$90 FY17 RSBG funds from the RMT intermodal transfer improvement closeout project (#109266) to the TPO RSBG Balance Entry (#70721).
- Received a draft FY21 annual funds obligation report for **highway** projects from VDOT on 10/22/21. The report is under review. The TPO staff expects to receive the obligation report for **transit** projects from DRPT soon. The final documents on the obligation report should be on the PlanRVA web site before 12/31/21.
- Received a RSBG fund transfer request from VDOT on 10/27/21 as follows:
 - Transfer \$400,000 RSBG funds from the Charles City Capital Trail Spur closeout project (#106296) to the TPO RSBG Balance Entry (#70721). The request has been under review.

7430 Rail, Freight, Intermodal Planning

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Rail, Freight, Interim. Pang.	\$47,183	\$0	\$2,247	5%	26

Staples Mill Road Station Advance Planning and Design Study

- No new update-but the background for this soon-to be launched VDOT study remains:
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Rural Transportation	\$18,125	\$14,670	\$25,515	141%	27

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- Staff is meeting and working with the members of the committee representing the four (4) rural jurisdictions to transition the rural program after October 15.
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MAIN 804.323.2033 | WEB WWW.PLANRVA.ORG

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7100	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Program Management	\$201,499	\$11,359	\$47,726	30%	11

- Developed agenda package for the RRTPO Technical Advisory Committee (TAC) and Community Transportation Advisory Committee (CTAC).
- Participated in meetings of the RRTPO TAC and CTAC.

7210 Public Outreach & Equity Analysis

7210	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Public Outreach & Equity Analysis	\$197,985	\$6,290	\$66,884	34%	13

- The CVTA TAC approved creation of the Fall Line Working Group; staff developed membership list, folders and a new website page and coordinated with members to schedule the first meeting of the group (December 1).
- Participated in the 8th Annual Richmond Region Transportation Forum at the Independence Golf Club; assisted in room set-up, video-taping, equipment and other logistics for the forum. The Forum featured panel discussions on organizational cooperation and project collaboration, as well as an overview of scenario planning and what it means for the region.
- In response to a telephone inquiry from Susan Wilson with Chesterfield County, researched the recent letter concerning CTAC representatives and alternates and confirmed that Chesterfield County is entitled to one additional alternate.
- Participated in the November 8 virtual meeting of the VAMPO Board of Directors. Primary meeting topics included development of a Title VI refresher training course and updating the Virginia TIP Preparation Guide.
- Contacted and confirmed the speakers for the November 18 CTAC meeting and finalized the meeting agenda. Provided support to the Chair for the November 18 meeting and developed a staff report for inclusion in the next TAC and Policy Board meeting packets.
- Participated in the November 19 virtual VAMPO peer-to-peer discussion. In addition to discussing the MPOs' experience with Smart Scale, other topics discussed included changes in MPO areas, attracting and retaining staff, and telework policies and practices.
- Reviewed the agenda packet for the Tri-Cities MPO Technical Advisory Committee in preparation for the November 5 TAC meeting.
- Observed the November 9 virtual meeting of the Technical Advisory Committee. The primary topic was an in-depth presentation on Smart Scale Round 5. Information was presented on program requests and funding levels, as well as feedback concerning environmental quality and land use factors that will be used to evaluate funding requests.
- Participated in (observed) the November 18 meeting of the Tri-Cities MPO and prepared a summary of the primary meeting topics.
- Reviewed the agenda packet for the Tri-Cities MPO TAC in preparation for the December 3 TAC meeting.

7220 Special Planning Efforts

7220	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Special Planning Efforts	\$51,472	\$970	\$17,869	35%	15

- Data requests from planning partners and peer agencies
- Coordination with GRTC, RMTA, GRP, ChamberRVA and RRT on their initiatives and areas of overlap with our agencies.

7230 Contingency Funding

7230	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Contingency Funding	\$338,179	\$0	\$0	0%	16

7310 Long-Range Transportation Plan (ConnectRVA 2045)

7310	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
LRTP	\$391,009	\$12,959	\$236,280	60%	17

- Worked internally to discuss and document lessons learned and recommendations for the next LRTP update.
- Streamlined the ConnectRVA 2045 files and folders in PlanRVA Server for future use and reference
- Began internal strategy for development of scenario planning process leading into ConnectRVA 2050

7320 Regional Travel Demand Model (RTDM)

7320	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
RTDM	\$369,756	\$11,249	\$53,500	14%	19

Consultant Support

- Final discussion with the consultants for the close-out of Tasks 6,7,8 and 9
- Reviewed the final documentation and accepted it.
- Tested the final delivered RTC model for the various new components.
- Organized all Model Run Files.

7330 Transit

7330	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Transit	\$239,087	\$11,758	\$58,772	25%	21

- Observed the November 8 virtual meeting of the CVTA Technical Advisory Committee. Meeting topics included the regional project prioritization process, establishment of a working group to guide the development of the Fall Line Trail, and a presentation on the GRTC Micro-Transit study
- Reviewed the following documents:
 - The New Automobility: Lyft & Uber and the Future of American Cities
 - Mobility on Demand: A Smart, Sustainable and Equitable Future
 - How to Make Your Community Transit Ready. Setting the Stage for Transit.
 - Public Transportation's Response to the COVID-19 Pandemic & How It Shapes Transit's Future
 - On the Horizon: Planning for Post-Pandemic Travel
- Reviewed the agenda for the November 16 meeting of the GRTC Board of Directors. Participated in (observed) the Board's virtual meeting and prepared a summary of the major points from the meeting.
- Participated in the November 30 VDRPT virtual Transit and Special Programs Workshop and prepared a summary of the information pertinent to the work of the TPO.

Paratransit and CHSMP

- Participated in the November 1 National Aging and Disability Transportation Center webinar, "A Deeper Dive Into Diversity and Transportation." The webinar featured a summary of the results of a nationwide survey of a diverse group of individuals and solicited information on barriers to transportation and modes of transportation used. Also presented were conclusions and next steps, which include further exploration of the transportation needs and concerns of diverse groups.
- Reviewed the following documents

- Senior Transportation Alternatives-Why They Are Important and What Makes Them Work
- Prepared and presented a summary of recent developments in transportation for the November 16 virtual meeting of the Senior Connections Board of Directors.
- Participated in the November 17 virtual meeting of the Senior Connections Transportation Coordination Entity Committee. Topics discussed included changes in the Senior Connections Ride Connection services; the meeting frequencies of the Coordination Entity and workgroups; COVID-19 related challenges in providing specialized transportation; opportunities to take services and programs to individuals; partnership opportunities; and the dedicated transportation services section of Virginia Navigator.

7340 Active Transportation: Bicycle and Pedestrian

7340	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Active Transportation	\$234,338	\$21,362	\$87,714	37%	22

Active Transportation Work Group

- Staff plans to seek assistance from the ATWG to identify potential groups and meetings to share the Regional Bicycle and Pedestrian draft plan.
- Staff continues to work with Henrico staff on the County's ATWG and efforts to develop the bicycle and pedestrian chapter of the county's comprehensive plan.

East Coast Greenway

- Staff is working with East Coast Greenway Alliance (ECG) to find a new candidate for the Virginia coordinator position, seeking to fill the position in earl 2022.
- Staff also continues to work with ECG on updates to designated sections of the trail the Richmond region. There are expected to be more sections in Virginia up for approval in the December council meeting.

Richmond Regional Bicycle and Pedestrian Plan

- Staff is in process meeting with individual localities about the draft plan with renewed efforts to bring the next draft BikePedRVA 2045 before the steering committee in January 2022.
- Staff continues to consult with regional partners to make additions and revise the interactive GIS story map data collected for the plan. Comments/input received to-date have been incorporated into the draft plan.
- As part of the Bike/Ped plan, staff continues to develop and revise the [regional plan story map](#). The map and data have been presented to the steering committee and staff will continue to revise.

- An active public review process of BikePedRVA will begin in January 2022 with focus on equity and expanding the outreach from the ConnectRVA plan process which was conducted mostly in a virtual environment.

Town of Ashland Pilot Project and Regional Guidance for Complete Streets

- Complete streets guidelines, or a “tool-box” of resources, depicted through graphic and photographic examples will to serve as implementation support for the regional bike/ped plan. The illustrated [story map](#) is available for review and continues to be updated in conjunction with the bike ped plan update.

Fall Line (formerly Ashland to Petersburg Trail)

- The project coordinator (Ursula Lemanski) and historian (Mallory Zink) from the National Park Service (NPS) Rivers, Trails, and Conservation Assistance (RTCA) has been working on follow-up meetings and planning coordination with NPS staff. These efforts have led to the development of design mockups and phasing plans for potential historical markers and wayfinding.
- The purpose of the visit was to meet with local planners and historians to conceptualize historic interpretation opportunities which can add an important dimension to the Trolley Line Trail and be considered as a template for the Fall Line Trail. Preliminary concepts will be provided in October with plans to reengage with the Trolley Line steering committee in December and early 2022.

7350 Systems Resilience Plan

7350	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Systems Resil. Plan	\$130,051	\$1,567	\$8,302	6%	23

- Continued Coordination with coastal program initiatives, and hazard mitigation plan effort, including data mapping and overlap in programs among the eastern counties in the MPO study area.
- Coordination through participation of the transportation work group for the RVA Green 2050 plan being prepared by the City of Richmond Office of Sustainability.
- Internal staff coordination of next steps for development of performance data and tracking of resilience metrics. Discussion included integration of scenario planning effort into program.

7410 Performance Based Transportation Planning

7410	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Perf. Based Transp. Plng.	\$192,149	\$4,448	\$23,838	12%	24

System Performance

- Updated the dashboard (<https://planrva.org/transportation/covid-19-pandemic/>) to track various PlanRVA transportation related metrics and the changes in those metrics due to the COVID-19 pandemic. The dashboard is on the Transportation home page of the PlanRVA website. The interactive dashboard was created using Tableau.

7420 Transportation Improvement Program (TIP)

7420	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
TIP	\$182,037	\$27,589	\$126,981	70%	25

Maintenance:

- Received a STBG fund **transfer** requests from VDOT on 10/27/21 and 11/4/21 as follows:
 - .Transfer \$400,000 STBG funds from the Charles City Capital Trail Spur closeout project (#106296) to the TPO STBG Balance Entry (#70721).
 - .Transfer \$54,341 STBG funds from the New Kent I-64/Exit 205 interchange modification study project (#107460) to the TPO STBG Balance Entry (#70721).

The updated tracking sheets with these transfers have been placed on the PlanRVA web site on 11/18/21.

- Received the FY21 annual obligation report (AOR) for **transit** projects from DRPT on 11/9/21. The FY21 annual funds obligation report for **highway** projects from VDOT on 11/18/21. The reports show the project categories and number of projects as follows:

- ◆Highway Category:
 - Ungrouping Projects
 - .Interstate—Five projects
 - .Primary—Nine projects
 - .Urban—Three projects
 - .Secondary—Eight projects
 - .Miscellaneous—Six projects
 - .Enhancement—Five projects
 - Grouping—99 projects

♦Transit Category: 23 projects

The reports have been reviewed. The final AOR documents have been prepared and will be placed on the PlanRVA web site before 12/31/21.

-Received a TIP **adjustment** request from GRTC on 11/3/21 for the following projects:

.UPC GRTC031: Security/Surveillance equipment – GRTC

.UPC GRTC034: Acquire Computer Software -- GRTC

UPC GRTC067: Planning Consulting Services --GRTC

Based on GRTC request and DRPT concurrence, TIP adjustment documents were prepared and submitted to GRTC and DRPT on 11/10/21.

-Received a STBG funds **transfer** request from VDOT on 10/27/21 as follows:

.Shift \$400,000 FY24 STBG funds from the Charles City capital trail spur closeout project (#106296) to the TPO STBG Balance Entry funds (#70721).

Prepared a PDF file on updated tracking sheets and were placed on the PlanRVA web site. on 11/18/21.

-Received a fund **transfer** request from VDOT on 11/18/21 as follows:

.Shift \$54,341 FY13 STBG funds from the New Kent I-64/Exit 205 interchange modification study closeout project (#107460) to the TPO STBG Balance Entry funds (#70721). The updated tracking sheets were placed on the PlanRVA website.

-Participated in presentations on FY22 – FY27 local submitted STBG and CMAQ projects with TPO staff and local staffs as follows:

.11/8/21---Town of Ashland three projects

.11/10 and 11/19/21---Richmond 10 projects

.11/16/21---Goochland one project

.11/16/21---Chesterfield 10 projects

.11/18/21.---Hanover County two projects

7430 Rail, Freight, Intermodal Planning

7430	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Rail, Freight, Interim. Pang.	\$47,183	\$792	\$3,039	6%	26

Staples Mill Road Station Advance Planning and Design Study Working Group

- DRPT and their consultant are in the final stage of completing 30% design documents for the replacement of the Staples Mill Amtrak Station. The final Staples Mill Road

Station Area Transit-Oriented Development Concept Plan recommended a corridor working group be formed that consists of Henrico, VDOT, DRPT, and PlanRVA to guide the VDOT sub-area plan and more detailed traffic studies of Staples Mill Road to improve both multimodal access to the station and usher in a more supportive land use pattern within the corridor.

- The working group is active and moving forward with its efforts.

7500 Rural Transportation

7500	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Rural Transportation	\$18,125	\$0	\$18,125	100%	27

The rural transportation program ended on October 15th, 2021 after Charles City, Goochland, New Kent and Powhatan Counties were designated as urban jurisdictions by the RRTPO Policy Board.

MEMORANDUM

To: Richmond Regional Transportation Planning Organization (RRTPO) Policy Board
RRTPO Technical Advisory Committee

From: Kenneth Lantz, Jr., RRTPO Mobility Manager

Date: November 19, 2021

Subj: RRTPO Community Transportation Advisory Committee (CTAC) Meeting Report

The following is a brief report on major discussion items from the November 18, 2021 CTAC meeting.

Virginia Transit Equity and Modernization Study

Tiffany Dubinsky of the Virginia Department of Rail and Public Transportation provided an overview of the Virginia Transit Equity and Modernization Study. The study will address opportunities or gaps in transit service; needs and barriers to improve transit infrastructure; opportunities to reduce carbon footprint through electrification; strategies to inform priorities of implementing emerging technologies; and a framework for identifying and engaging disadvantaged populations and underserved communities. Information is being collected through focus groups, transit agency surveys, technical working groups, and a study website. An interim report will be completed in December 2021, and a final report is expected in the Spring of 2022.

Update on CVTA

Chet Parsons of PlanRVA provided an overview of the Central Virginia Transportation Authority (CVTA). In addition to the background on the establishment of the authority, Mr. Parsons reviewed the project scoring and ranking categories and weights, and project selection and development process.

VTRANS Overview

Chris Wichman of the Virginia Office of Intermodal Planning and Investment (OIPI) provided an overview of VTRANS, the statewide transportation plan. He noted that VTRANS consists of four major components: (1) a vision, guiding principles, goals and objectives; (2) a mid-term needs identification process; (3)

a long-term risk and opportunity register; and (4) a list of strategic actions (recommendations). The vision and goals include economic competitiveness, accessible places, safety, system management, and healthy and sustainable communities. Mid-term needs encompass a zero to ten-year timeframe, are based on data, and informed by stakeholder feedback. They are updated every two to four years. The four megatrends influencing the development of the plan include climate, technological advancements, change in consumption patterns, and socio-demographic/employment changes. Macrotrends contributing to these megatrends include sea level rise, adoption of highly autonomous and electric vehicles, growth of e-commerce, and growth of the age 65+ cohort. Mr. Wichman noted that OIPI is responsible for the development of strategic actions that advance transportation goals and objectives; accelerate solutions for mid-term goals; and minimize the impacts of long-term risks.

Next CTAC Meeting

The next CTAC meeting is scheduled for Thursday, January 20, 2022.

KEL/

Safety Performance Measures

Performance measures are set for the following 5 safety issues

- Fatalities
- Fatality Rate per 100 million Vehicle Miles Traveled
- Serious Injuries
- Serious Injury Rate per 100 million Vehicle Miles Traveled
- Non-Motorized Fatalities and Serious Injuries

2022 Safety Targets for RRTPO

Target Description	*Statewide Annual Goal Percent Change
Fatalities	+1.37%
Serious Injuries	-2.36%
Non-Motorized Fatalities and Serious Injuries	-2.37%
Vehicle Miles Traveled (VMT)	+6.8%

*A positive value represents an increase and a negative value represents a reduction in five-year averages each year from 2020 to 2022. Year 2020 VMT was 11% lower than 2019 and predicted to recover in 2021 and grow 0.4% in 2022 resulting in 6.8 % per year growth.

Target Description	Target Value
Fatalities	91
Fatality Rate	0.880
Serious Injuries	790
Serious Injury Rate	7.654
Non-Motorized Fatalities and Serious Injuries	107

Federal Safety Performance Measures

POLICY BOARD AGENDA 1/6/21; ITEM B.-1.

SAFE ROUTES TO SCHOOLS TA ENDORSEMENT

Richmond Regional Transportation Planning Organization

REQUESTED ACTION: Review and approval of the resolution of endorsement.

BACKGROUND: The Transportation Alternatives (TA) Set-Aside program provides capital grant assistance for projects defined as “transportation alternatives” in federal code. The RRTPO TA allocations are directed towards on- and off-road pedestrian and bicycle facilities, infrastructure projects for improving bike and pedestrian access to public transportation, trails that serve a transportation purpose, and Safe Routes to School projects.

Under the SAFETEA-LU Act of 2005, Safe Routes to Schools (SRTS) was a separate program from the Transportation Enhancements program. MAP-21 and the later FAST Act combined the two programs into the Transportation Alternatives program. VDOT has continued providing grants for non-infrastructure SRTS programs from remaining SAFETEA-LU funds. This year, however, SRTS non-infrastructure programs were required to submit through the Transportation Alternatives program application process.

As this is the first round submitting through the TA process, the Richmond SRTS program did not request MPO endorsement for their application. VDOT and RRTPO staff have coordinated to allow the application to proceed with an endorsement submitted in January upon policy board approval.

PROGRAM DETAILS: The Safe Routes to School Coordinator works with Richmond Public Schools to encourage students to walk and bike safely to school. The program promotes safe active transportation through educational events, curriculum integration, and community engagement while advocating for infrastructure improvements. The 2015-2016 school year was the first year having a district-wide presence. In the 2021-2022 school year, the program is working with eight (including six Title I) schools to implement full programming, and includes a new partnership with Richmond Public Schools through the development and management of the new crossing guard program

TAC RECOMMENDATION: The Technical Advisory Committee (TAC) reviewed the request at the December meeting and unanimously recommended approval of the resolution of endorsement.

STAFF RECOMMENDATION: Staff agrees with TAC and recommends approval.

TAC REQUESTED ACTION: The following resolution is presented for policy board consideration:

Whereas, the Transportation Alternatives (TA) Set-Aside Guidance requires all Transportation Alternatives applications located within the boundaries of a

Metropolitan Planning Organization to obtain a resolution of endorsement from the appropriate MPO; and

Whereas, this is the first round where Safe Routes to Schools (SRTS) non-infrastructure programs were required to submit through the TA Set-Aside process; and

Whereas, the Richmond SRTS program has submitted an application for funding which was not included in the project list endorsed by the RRTPO; now, therefore, be it

Resolved, that the Richmond Regional Transportation Planning Organization (RRTPO) endorses the Richmond Safe Routes to Schools Program as an application for the FY23 – FY24 Transportation Set-Aside process.

POLICY BOARD AGENDA 1/6/21; ITEM B.-2.

RICHMOND STBG FUNDING REQUEST – UPC 15958

Richmond Regional Transportation Planning Organization

REQUESTED ACTION: Review the request from the City of Richmond for \$3.5M in additional Surface Transportation Block Grant (STBG) funds for UPC 15958 – Commerce Road Improvements.

BACKGROUND: Prioritizing and selecting projects for funding is one of the primary roles of the RRTPO in developing the regional transportation system. Projects selected by the TPO to receive funding are included in the Six-Year Improvement Program (SYIP) for adoption by the Commonwealth Transportation Board (CTB). This process usually takes place from October to April each fiscal year. The Surface Transportation Block Grant (STBG) program is the largest source of funding allocation by the RRTPO. STBG funds are flexible and can be used for a wide range of transportation improvements.

The Commerce Road Improvement project (UPC 15958) is a project in the City of Richmond which was first selected for current STBG funding from the RRTPO in fiscal year 2015 with a total award of \$2.05M. At the time, the project was expected to start construction that year with completion targeted for December 2016 at a total project cost of \$14.9M. The original application is attached to this staff report. Since selection, the project has experienced significant delays due to complications with funding and agreements with CSX. The estimate has continued to increase and the TPO has awarded nearly \$3.5M in additional STBG funds.

The project was advertised this fall, but all the bids received were high relative to the estimate and available allocations. The funding analysis provided by the City of Richmond is attached to this staff report. In total, the project estimate has increased from \$21.76M in the last Appendix A to \$28.7M. The City of Richmond has requested an additional \$3.5M in STBG funds to help cover the deficit and to be able to award the project.

REGIONAL FRAMEWORK GUIDANCE: The Regional Project Selection and Allocation Framework provides guidance for existing projects seeking additional funds. In general, project sponsors are expected to request additional funding during the annual application cycle. If the project is eligible for additional funding, additional allocations can be approved by the Technical Advisory Committee (TAC) or the policy board, depending on the scale of the request and the availability of funds in the balance entry.

The City of Richmond has requested \$3.5 million in additional STBG funds for the Commerce Road Improvements project. RRTPO records, attached, show \$5.493 million allocated to the project. As this request represents a 63.7% increase relative to the current TPO approved funding on the project, TAC is required to review the

request and provide a recommendation to the policy board. The Policy Board can approve any combination of the following options:

- Scale back the project
- Use local or other non-RRTPo funds (partial or full)
- Use STBG balance entry funds (partial or full)

AVAILABLE BALANCE ENTRY FUNDS: Staff has updated the estimates of available funds in the balance entry (UPC 70721) for the STBG program to reflect recent closeouts. The table below summarizes the current balance entry, the target reserve, and the surplus by fiscal year. The target reserve amounts are based on the expected allocations used in the FY22 allocation cycle and the target percentages in the regional framework. Funds in the balance entry are sufficient to cover the request. Using FY23 or later funds will reduce the balance available for allocation to other existing and new project requests submitted this round.

	Previous	2023	2024	2025	2026	2027
Actual	\$1,015,359	\$4,251,611	\$6,061,939	\$5,296,173	\$5,265,974	\$5,010,657
Target	\$0	\$1,941,713	\$1,974,722	\$2,008,292	\$4,084,866	\$6,231,463
Surplus	\$1,015,359	\$2,309,898	\$4,087,217	\$3,287,881	\$1,181,108	(\$1,220,806)

TAC RECOMMENDATION: The Technical Advisory Committee (TAC) reviewed the request for additional allocations at the December meeting. TAC recommends an additional \$3,253,118 in STBG funds be transferred to the project, with the TPO and City of Richmond splitting the cost of the deficit evenly.

STAFF RECOMMENDATION: Staff has reviewed the TAC recommendation and has determined the recommendation is feasible based on available funds and reserve policies.

REQUESTED ACTION: The following resolution is presented for policy board consideration:

Resolved, that the Richmond Regional Transportation Planning Organization (RRTPo) approves the transfer of \$1,015,359 in previous regional Surface Transportation Block Grant (STBG) and match funds from the balance entry (UPC 70721) to the Commerce Road Improvements project (UPC 15958).

Resolved, that the RRTPo approves the transfer of \$1,309,898 in FY23 regional STBG and match funds from the balance entry (UPC 70721) to the Commerce Road Improvements project (UPC 15958).

Resolved, that the RRTPo approves the transfer of \$927,861 in FY24 regional STBG and match funds from the balance entry (UPC 70721) to the Commerce Road Improvements project (UPC 15958).

ATTACHMENTS:

- A. RRTPO Allocation Summary
- B. Richmond Funding Analysis
- C. SYIP Funding Summary
- D. Original RSTP Application

RRTPO POLICY BOARD AGENDA 1/6/22
FUTURE MEETING TOPICS*

- DRPT Transit Modernization and Equity Study
- Regional Scenario Planning
- GRTC Microtransit Study
- RRTPO Regional Bicycle & Pedestrian Plan
- Smart Scale Round 5 – what to expect
- STBG / CMAQ competitive grants

*Draft: This is not a comprehensive list of considerations and is subject to change.