

AGENDA

RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION (RRTPO)

COMMUNITY TRANSPORTATION ADVISORY COMMITTEE (CTAC)

**Thursday, January 16, 2020
12:00 p.m.**

PlanRVA James River Board Room

Lunch provided for CTAC members and alternates, staff and invited guests.

PLEDGE OF ALLEGIANCE

A. ADMINISTRATION

Page(s)

- 1. Approval of the January 16, 2020 CTAC Meeting Agenda**
(Richwine)..... —
ACTION REQUESTED
- 2. Approval of the November 21, 2019 CTAC Meeting Minutes**
(Richwine)..... 1 – 3
ACTION REQUESTED
- 3. Open Public Comment Period**
(Richwine/5 minutes)..... —

B. PRIMARY MEETING TOPICS

- 1. Hanover DASH Specialized Transportation Service**
(Jim Taylor, Hanover County/20 minutes)..... —
- 2. 2019 Coordinated Human Service Mobility Plan**
(Brittany Voll, Department of Rail and Public Transportation /10 minutes)..... —
- 3. Overview of Section 5310 Program and FY-21 Applicants**
(Lantz/10 minutes)..... —
- 4. Public Participation Plan Update**
(Busching/10 minutes) —

C. OTHER BUSINESS

1. CTAC Membership Update

(Parsons/10 minutes)

2. CTAC Chairman's Report

(Richwine/5 minutes).....

3. RRTPO Updates

(Parsons/10 minutes)..... 4 – 7

a. RRTPO and TAC Meetings Report for December

b. Current Work Efforts

4. CTAC Announcements and Open Comment

(Richwine/5 minutes)..... –

5. Future Meeting Topics

(Richwine)..... 8

6. Next CTAC Meeting: March 19, 2020

(Richwine)..... –

7. Other Business

(Richwine)..... –

D. ADJOURNMENT: Scheduled for 1:25 p.m.

KEL/sr

Attachments

pc: John H. Hodges, RRTPO policy board Chair
Jennifer DeBruhl, DRPT
Richard Duran, FHWA
Daniel Koenig, FTA
Ron Svejksky, Tri-Cities MPO

Liz McAdory, VDOT
Martha Shickle, RRPDC
CTAC Interested Parties
Area News Media

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

**MINUTES OF MEETING
November 21, 2019**

MEMBERS PRESENT

REPRESENTING

Herbert A. Richwine (**Chairman**).....Chesterfield County
Robert L. Basham, Jr. (**Vice Chairman**)..... Goochland County
James R. Barrett..... Henrico County
Virginia P. Cowles.....League of Women Voters
John EasterChamberRVA
Sera Erickson.....City of Richmond
Frederick S. Fisher Virginia Conservation Network
Thomas A. Fletcher Powhatan County
Walter L. Johnson (Alternate)..... National Association for the Advancement of Colored People
Amber B. Lancaster Henrico County
John D. Leonard.....Virginia Commonwealth University
Upton S. Martin.....Town of Ashland
Charles Rasnick..... Hanover County
William Steele.....City of Richmond
Michael Testerman.....Virginia Association of Railway Patrons
Lloyd VyeRichmond Area Bicycling Association

MEMBERS ABSENT

REPRESENTING

Lisa M. GuthrieNew Kent County
Jonathan Jackson.....Chesterfield County
James Minor National Association for the Advancement of Colored People
John Moyer.....New Kent County

ALTERNATE PRESENT, NOT VOTING

REPRESENTING

Hwan Hill (Alternate).....City of Richmond

CALL TO ORDER

Herbert A. Richwine, CTAC Chairman, called the November 21, 2019 CTAC meeting to order at approximately 12:00 p.m.

PLEDGE OF ALLEGIANCE

All present stood and recited the Pledge of Allegiance.

A. ADMINISTRATION

- 1. Approval of November 21, 2019 CTAC Meeting Agenda** – On motion of Robert L. Basham, Jr., seconded by Walter L. Johnson, CTAC unanimously approved the November 21, 2019 meeting agenda as presented.
- 2. Open Public Comment Period** – There were no requests to address CTAC.
- 3. Approval of September 19, 2019 CTAC Meeting Minutes** – On motion of Walter L. Johnson, seconded by Amber B. Lancaster, CTAC approved the September 19, 2019 CTAC meeting minutes as presented.

B. PRIMARY MEETING TOPICS

- 1. Proposed Jefferson Davis Highway Transit Service** – Chesterfield County Transportation Planner, Barbara Smith, provided a presentation on the

Chesterfield County Route 1 bus service, a route proposed in the *Greater RVA Transit Vision Plan*. The service, which will run 7.6 miles from north of Chippenham Parkway to John Tyler Community College, is slated to begin operation in March of 2020. Demonstration grant funds have been secured to operate the service for two years. Service will be provided six days per week on 30-minute intervals. There are currently 24 bus stop locations planned along the route. Five of the stops will feature shelters, and benches will be provided at an additional three stops. Chesterfield County is collaborating with John Tyler Community College to establish a park and ride lot at the college. Ms. Smith responded to questions regarding fares, transfers, complementary ADA service and extension of the new route.

- 2. Complete Streets: Ashland Pilot Project Update** – Barbara Jacocks, Transportation Planner, provided an update on the Ashland Complete Streets Pilot Project with a review of the principles and practices of making streets safer and function more effectively for all users with all modes of travel. Next steps include review and action by TAC and the RRTPO policy board of the Richmond Region Complete Streets Recommendations report. A web-based guidance toolbox was introduced. Ms. Jacocks responded to questions regarding on-street parking and planned changes for the Town of Ashland resulting from this study.
- 3. Ashland to Petersburg Trail Update** – Chet Parsons, RRTPO Secretary, presented an update on the Ashland to Petersburg Trail. This update included information shared at the November 7, 2019 Regional Transportation Forum held at Randolph-Macon College. Work is being completed on identifying the alignment for the multi-use trail. Public meetings yielded 831 online surveys and over 1,000 comments from stakeholders and citizens. The trail plan is expected to be complete by the end of the calendar year.
- 4. Public Participation Plan Update** – Myles Busching, Transportation Planner, provided an overview of the RRTPO Public Engagement Plan which will replace the current Public Participation Plan. He reviewed the key elements of the plan, which include robust and creative opportunities to engage stakeholders and various segments of the population including underserved communities; methods and strategies for informing and educating the public; and continuous evaluation and improvement of outreach efforts. Elements of an engagement toolkit were also presented. There were many questions and suggestions for informing and educating the public including engagement of all local elected officials.

C. OTHER BUSINESS

- 1. CTAC Chairman's Report** – Chairman Richwine had nothing to report.
- 2. RRTPO Updates** – Chet Parsons, RRTPO Secretary, reported as follows:
 - a. RRTPO and TAC Meetings Report for December** – Reviewed several items from the staff report starting on page four of the agenda package.
 - b. Richmond Regional Transportation Forum – November 7** – Reviewed highlights from the Forum including the presentation on the history of the old Trolley Line Trail. Forum attendance was slightly higher than last year.

- c. Current Work Efforts** – Highlighted several work efforts including the kickoff meeting for the Long-Range Transportation Plan Advisory Committee to be held December 9.

Mr. Parsons announced that RRTPO Program Assistant Sharon Robeson will retire on January 31 and will be at one more CTAC meeting in January.

3. CTAC Announcements and Open Comment – The following comments were shared by CTAC members:

- Bud Vye reported on advocacy efforts for a rail to trail project on the Eastern Shore and a separated bike/pedestrian lane on the replacement for the Nice Bridge across the Potomac near Dahlgren.
 - Bud Vye also reported on advocacy for legislative measures: stop for a pedestrian in a marked crosswalk and cell phone use while driving.
 - Michael Testerman said he found the Transportation Forum to be very informative, but he noted that the perspective of comments by CTB member Carlos Brown may have been too car-centric for that meeting.
 - Virginia Cowles asked several questions about items in the agenda package:
 - why CTAC was no longer consulted on regional and UPWP priorities;
 - will pedestrian safety improvements be considered in SMART SCALE round 4;
 - were TA projects endorsement, pedestrian safety improvements on West Broad, approved by the RRTPO policy board; and
 - will a CTAC member be on the bicycle and pedestrian plan update?
- Chet Parsons responded that the TA projects were submitted by localities for endorsement by the RRTPO policy board, but TA projects have not yet been selected for funding consideration. Priorities for the FY21 UPWP will go to the RRTPO policy board in December and they will request CTAC input on the work program. The bike/ped steering committee is still being developed but it is intended that a CTAC member would be included on the steering committee.

4. Future Meeting Topics – Chairman Richwine noted Future Meeting Topics included in the agenda package.

5. Next CTAC Meeting: November 21, 2019 – Chairman Richwine noted the next meeting date.

6. Other Business –

- Chairman Richwine requested that presentations stay within the allotted time frame for agenda items because some CTAC members are attending on their lunch hour and need to get back to work. The meetings are running too long.
- Ken Lantz noted that an error in the agenda package shows the next meeting as January 15; the meeting is actually scheduled for January 16.

IV. ADJOURNMENT

Chairman Richwine adjourned the meeting at approximately 1:30 p.m.

MEMORANDUM

To: RRTPO Citizens Transportation Advisory Committee (CTAC)

From: Chet Parsons, RRTPO Secretary

Date: January 9, 2019

Subj: RRTPO Policy Board and TAC Meetings Report

The following presents a brief report on major business and action items from the December 5 Richmond Regional Transportation Planning Organization (RRTPO) policy board meeting and the December 10 RRTPO Technical Advisory Committee (TAC) meeting.

FY20 UPWP Budget Amendment

The Richmond Regional Transportation Planning Organization (RRTPO) policy board took action to approve an FY20 Unified Planning Work Program (UPWP) budget amendment incorporating FTA Section 5303 Carryover funds into the UPWP budget. The carryover funds were not fully budgeted into the program because the amount was unconfirmed at the time of approval of the FY20 UPWP. The carryover funds were programmed in support of additional transit-supportive activities.

Transportation Performance Measures – 2019 Report

Following a presentation by Phil Riggan, Transportation Planner, the RRTPO policy board took action to accept the *Transportation Performance Measures – Progress Report 2019* as a Fiscal Year 2019 Unified Planning Work Program work task complete. This report is a core component of RRTPO efforts to integrate Performance-Based Planning and Programming into the regional metropolitan transportation planning process per federal and state requirements. The report compares the Richmond region's performance to peer and similarly sized regions. The report also highlights RRTPO programs and funded projects that align with the regional **plan2040** transportation goals. The report is available here: [Transportation Performance Measures – Progress Report 2019](#).

Park and Ride Investment Strategy Study Final Report

Following a presentation by Barbara Jacocks, Transportation Planner, the RRTPO policy board took action to adopt the *Park and Ride Investment Strategy Study Final Report (P&R Strategy)* as an FY20 Unified Planning Work Program (UPWP) work task complete, to be used as a regional strategy for planning, designing, funding and implementing Park and Ride lots to serve the Richmond region. All five technical memos have been combined into a single report [RRTPO Park and Ride](#) for review and consideration by the RRTPO policy board. The accompanying [story map](#) serves as an Executive Summary and primary resource for participating entities to plan, design, fund, and implement P&R lots to serve the Richmond region.

Draft Public Engagement Plan

Myles Busching, Transportation Planner, discussed the revised Public Participation Plan (PPP), which is now being called the Public Engagement Plan (PEP). The PEP is a required planning document detailing how the RRTPO seeks public input and guidance when making key decisions about transportation for the region. Mr. Busching reviewed the draft PEP, differences from the old PPP and new items included in this plan. The RRTPO policy board authorized the draft PEP for a 45-day public review period to run from December 9, 2019, to January 24, 2020 and directed staff to take all necessary steps to facilitate this public review and comment period.

FY21 Unified Planning Work Program Priorities

The Richmond Regional Transportation Planning Organization (RRTPO) policy board was requested to review, consider, make suggestions for and provide concurrence on priorities for work tasks to be incorporated in the FY21 Unified Planning Work Program (UPWP). The FY21 UPWP is the RRTPO budget and work program for the upcoming fiscal year which begins on July 1, 2020 and concludes on June 30, 2021. Activities programmed in the UPWP address federal and state planning and programming requirements and regional transportation planning issues and needs. Additionally, the UPWP addresses federal and state RRTPO planning and programming requirements which are required to remain eligible for federal-aid highway and transit funds.

The FY21 UPWP will continue to be organized with focus on four core program areas: Program Support and Administration, General Development and Comprehensive Planning, Long-Range Transportation Planning, and Short-Range Transportation Planning. In addition, the UPWP will also show connections to the PlanRVA Rural Transportation.

SMART SCALE Local and Regional Projects Discussion

The RRTPO Technical Advisory Committee (TAC) met on December 10 to discuss and strategize on potential projects for the upcoming Round 4 SMART SCALE application period. Pre-applications are due the first week in April and projects will not be considered without a pre-application. After significant review of potential projects and discussion about strategies, TAC agreed that candidate projects should be submitted for TAC consideration at the January 14, 2020 meeting for RRTPO policy board review in February. This will allow adequate time for pre-applications to be developed and submitted by the April deadline.

CAP/ser

Current Work Efforts Update

Park and Ride Investment Strategy Study

The Regional Park and Ride Investment Strategy <https://planrva.org/transportation/park-and-ride/> was adopted by the RRTPO policy board on December 5, 2019. As an adopted plan it is intended to be actively used as a resource by the region's localities and partners to plan for, set priorities, fund and implement park and ride lots as an important element of the overall travel demand management strategy. The goal is to keep the story map (executive summary) current, updating the interactive map as needed, adding links to new funding sources as they become available and information on projects completed. The plan will also serve as an important component of the Regional Long-Range Transportation Plan.

Long-Range Transportation Plan

The LRTP Advisory Committee kick-off meeting was held on December 9. The meeting included a review of the federal regulatory framework for development of the LRTP, the scope of work and schedule, the LRTP brand, and the public engagement plan. Staff worked to develop the brand, theme and logo for the LRTP. The brand name, ConnectRVA2045, was approved by the LRTP Advisory Committee. Staff is currently working to develop an inventory of multimodal transportation needs/deficiencies for the Richmond Region including congestion, safety issues, lack of interconnectivity, operational/maintenance problems and capacity constraints. A dedicated project website for the LRTP <https://www.connectrva2045.org/> has been launched.

Ashland Complete Streets Pilot Project

The draft report summarizing the findings of the Ashland Complete Streets workshops and the public educational meeting is being finalized for use as the basis for a web-based set of guidelines for complete streets. These guidelines, or "tool-box", will be instrumental in guiding good planning practice in implementing the regional bike/pedestrian plan and as a resource for the region's localities in their local planning.

Ashland Trolley Line Trail Study

The Ashland Trolley Line Trail advisory group is working in concert with the VDOT Ashland to Petersburg Trail Study. The localities along the corridor continue to identify segments of independent utility along the conceptual 14-mile route from Ashland to the City of Richmond. The group made field visits to additional segments in Hanover County and Town of Ashland in December, including a tour of the area along Holly Hill Road in Hanover with representatives from Dominion Energy.

Ashland to Petersburg Trail Study

This VDOT-led study is currently in final development with a proposed alignment and positioning of trail sections by jurisdiction for future funding opportunities. VDOT and their consultants are refining the cost estimates for each section so that it can be utilized for upcoming grant applications such as Smart Scale. More information can

be found at <http://www.virginiadot.org/projects/richmond/ashland-to-petersburg-trail-study.asp>

Bicycle and Pedestrian Plan Update

Staff continues to plan for the update to the 2004 Richmond Regional Bicycle and Pedestrian Plan. A steering committee has been assembled and staff has gathered GIS data to create regional maps for bicycle and pedestrian infrastructure. Staff has also reviewed master plans and chapters of comprehensive plans from localities in the region as well as comparable plans in other regions. The first steering committee meeting will follow the TAC meeting on January 14.

CTAC AGENDA 1/16/20; ITEM

Upcoming and Future CTAC Meeting Topics

March 19, 2020

- Plan 2045 Update – Community Impacts
- RSTPBG and CMAQ Funded Projects
- Legislative Update
- FY 21 UPWP priorities
- Greater RVA Transit Vision Plan Phase II: Strategic Technical Analysis

May 21, 2020

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Future Meeting Topics

- Automated Vehicles: Implications for the Future
- Senior Connections Regional Transportation Coordination Entity
- Site Visit Possibilities:
 - Richmond Marine Terminal
 - Main Street Station
 - RIC Airport
 - CSX Acca Yard
 - Amazon Distribution Center