

AGENDA

RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION

COMMUNITY TRANSPORTATION ADVISORY COMMITTEE

Thursday, May 21, 2020
 12:00 p.m.

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KEL/nm
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pc: John H. Hodges, RRTPO policy board Chair	Liz McAdory, VDOT
Jennifer DeBruhl, DRPT	Martha Heeter, RRPDC
Richard Duran, FHWA	CTAC Interested Parties
Daniel Koenig, FTA	Area News Media
Ron Svejksky, Tri-Cities MPO	

Opening Statement for Electronic Meetings

I. ROLL CALL & CERTIFICATION OF A QUORUM

We ask that everyone identify themselves first when speaking so we can more accurately record the activities of the meeting. All lines have been muted by the administrator to minimize additional noise and feedback. You may unmute your line at any time to request acknowledgement from the chair. Staff will be monitoring the chat throughout the meeting to assure we do not overlook anyone wishing to participate in the discussion.

I will now ask our clerk to certify we have followed the approved procedures for appropriate notice of this meeting and the means by which we are convening.

Please indicate your presence by saying “AYE” when your name is called during a roll call. Anyone who wishes to identify themselves following the roll call of members will be invited to do so.

II. STATEMENT REGARDING VIRTUAL MEETINGS

Since the Governor declared the state of emergency on March 12, 2020, in response to the COVID-19 pandemic, state and local governmental bodies have been providing for the continuity of government by meeting remotely by telephonic or electronic means in compliance with the Virginia Freedom of Information Act, the Commonwealth’s emergency and other applicable laws, guidance provided by the Attorney General, and their respective legal counsel.

On April 22nd, the General Assembly approved a budget amendment to authorize all public bodies, including regional bodies, such as PlanRVA and the Richmond Regional Transportation Planning Organization, likewise to meet by electronic means, without a physical quorum assembled together, during a Governor-declared state of emergency, as long as certain conditions are met, so as to provide for the continuity of governmental operations. This new authority is effective immediately.

The bylaws of the RRTPO define a quorum of the body to be a majority of the Committee’s current membership. The 2020 COVID-19 virus makes it impractical and unsafe, even potentially life-threatening, for a quorum of this size to physically assemble in one location, pursuant to Va. Code § 2.2-3708.2(A)(3). Further, the virus makes it impractical and unsafe for the public, and the agency’s staff, to gather in the same location to participate in this meeting. The health, safety, and welfare of our community is of paramount importance.

Therefore, we have determined the appropriateness and eligibility to conduct today’s meeting of the RRTPO electronically, pursuant to the provisions of Virginia Code § 2.2-

3708.2 and related legislation approved by the General Assembly of Virginia, and in light of the Governor's State of Emergency Declaration for COVID-19.

The convening of the Richmond Regional Transportation Planning Organization (RRTPO) CTAC has been determined necessary in order to continue the necessary business of the organization. The matters included on the agenda address important/essential matters of continuing the work of government and therefore it is appropriate to convene during this time.

Closing

While we do not know the exact duration of the current practice of electronic meetings, we will continue to function in this manner until such time as it is deemed advisable to return to in person meetings. At this time, we expect meetings to occur in electronic format through the current Declaration, or June 10, 2020.

RRTPO staff have provided notice of this meeting and the means by which we are virtually gathered to members of the public. Notice was provided on May 14th, 2020 through posting on the PlanRVA website and distribution of email notification to members, alternates, and known interested parties, including the media.

In order to comply with the provisions of Virginia law and to improve accessibility to the discussions intended for today, this meeting will be recorded. Audio (visual) recordings of the meeting will be posted on the PlanRVA website within 48 hours of this meeting.

Any members of the public wishing to address the RRTPO Community Transportation Advisory Committee (CTAC) were invited to submit comments via email until the close of business one day prior to the meeting, in order to be reviewed and addressed during this meeting, if necessary. Anyone participating as an observer during the meeting today may submit comments or questions at any time during the meeting via email at rtpoinput@planrva.org or by using the online chat functions of the meeting platform. Those individuals who are observing by phone may be called upon to address the RRTPO CTAC with their questions or comments. All comments and questions submitted during the meeting will be reviewed following the meeting and to the extent practical, responses may be provided or posted on the PlanRVA website.

Questions

Does anyone have any questions regarding the process for assuring effective facilitation of this meeting or for how members of the public may participate?



Procedures for Electronic Meetings

Notice of Meetings

Notice of meetings of public bodies supported by PlanRVA will be given in accordance with applicable law and the bodies' Bylaws. In general, notice will be provided at least 10 days prior to the scheduled meeting and include the proposed agenda and meeting materials, as well as confirmation of the date and time and instructions to access the meeting. This notice will be posted on the PlanRVA website, links to which will be distributed to all members, alternates, interested parties, and our media contact lists, assuring that members of the body and the public are notified concurrently.

Contents of the Notice will include:

- a. Date and time of the meeting
- b. Electronic means by which the meeting will be held and instructions for joining the meeting as a participant or observer
- c. Method by which the meeting agenda and materials can be accessed
- d. Public participation process for meetings including the method(s) by which comments may be provided by members of the public before, during and after the meeting

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Public Participation

Members of the public are invited to participate in public meetings of PlanRVA, the RRTPO, and their respective committees. The following are new ways members of the public can participate in and follow the business of PlanRVA and the RRTPO during this time:

Anyone wishing to participate as an observer in a public meeting may do so. They should register with PlanRVA staff to get access to the meeting instructions and may sign on online or dial in by phone. Anyone wishing to submit comments prior to the meeting may do so by email. Comments received by 5 pm the business day preceding the meeting will be provided to members of the public body and included in the administrative record.

Members of the public may use the chat feature in the online platform to submit questions or comments during the meeting. These will be recorded and included in the administrative record.

Finally, agendas will be modified to offer two opportunities for members to address the bodies during the meeting: at the beginning to address members regarding agenda items and at the end to raise any other issues not included in the day's meeting agenda, as is customary.

Agenda Format

In order to clearly communicate the electronic means by which the meeting will occur, the Agenda itself will include the following information, in addition to the regular order of business and discussion/action items:



- a. Notification of the electronic means for hosting the meeting including access information
 - i. *The meeting scheduled for [Month Day, Year] of the [Public Body] will be held via [Online Platform] pursuant to provisions of Virginia Code Section [§2.2-3708.2](#) and in light of the Governor's March 12, 2020 State of Emergency Declaration for COVID-19.*
- b. Public Announcement made by the presiding officer, administrator or clerk/secretary at the beginning of the meeting (template script enclosed)
- c. Certification that the procedures were followed to adequately notify the public (following certification of quorum agenda item)
- d. Roll call of those participating as a member of the body in the call and invitation to others to identify themselves
- e. Statement concerning public comments submitted via e-mail or via online meeting platforms will be shared with members of the public body and included in the agency's administrative record.
- f. Open the floor for any member of the public to address the body regarding any matter included on the agenda for the meeting
- g. *All planned agenda items*
- h. Open the floor for any member of the public to address the body regarding any matter germane to the body but not specifically included in the agenda

Minutes

Minutes of each meeting shall conform to the normal standards of minutes recorded for the body. Additional documentation should include:

- a. The fact that the meeting was held as an electronic meeting pursuant to the authority and reference the specific disaster Declaration;
- b. The type of electronic means by which the meeting was held; and
- c. Each member of the public body who participated in the meeting. Other participants in the meeting as observers may identify themselves and if so, will be included in the record.



In addition to written record of the meeting, audio/video recording will be posted within 48 hours of the meeting's conclusion on the PlanRVA website (along with the written records, once approved).

The body may approve the minutes of an electronic meeting at a subsequent electronic meeting or one that is held in person.

Expiration

Procedures shall only take effect in the event of a State of Emergency Declaration pursuant to VA Code whereby electronic means of hosting meetings of the public body is the only practicable way to continue the conduct of the organization and achieve other objectives to protect the health, safety and welfare of the community and the body's members and staff.

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

**MINUTES OF MEETING
January 16, 2020**

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 Easter ChamberRVA
Sera Erickson..... City of Richmond
Thomas A. Fletcher Powhatan County
Jonathan Jackson..... Chesterfield 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 Vye Richmond Area Bicycling Association

ALTERNATE PRESENT, NOT VOTING

REPRESENTING

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

CALL TO ORDER

Herbert A. Richwine, CTAC Chairman, called the January 16, 2020 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 January 16, 2020 CTAC Meeting Agenda** – There was a request to switch the order of agenda items. Ken Lantz requested agenda item B.2. 2019 Coordinated Human Service Mobility Plan as the first primary meeting topic followed by agenda item B.3. Overview of Section 5310 Program and FY-21 Applicants and moving agenda item B.1. Hanover DASH Specialized Transportation Service as the third item under primary meeting topics.

On motion of Virginia Cowles, seconded by William Steele, CTAC unanimously approved the January 16, 2020 meeting agenda as revised.

- 2. Approval of the November 21, 2019 CTAC Meeting Minutes** - On motion of Walter L. Johnson, seconded by Robert L. Basham, Jr., CTAC approved the November 21, 2019 CTAC meeting minutes as presented.

- 3. Open Public Comment Period** – There were no requests to address CTAC.

B. PRIMARY MEETING TOPICS

- 1. 2019 Coordinated Human Service Mobility Plan** – Brittany Voll, Department of Rail and Public Transportation, reviewed the process for developing the 2019 update of the Coordinated Human Service Mobility Plan. The Plan recognizes transportation needs of specialized populations and recommends approaches to meeting their needs. The approach for the update was to develop one statewide plan with six regional elements. Major statewide recommendations include developing a statewide steering committee as well as regional advisory committees. They will coordinate funding across state and federal programs and continue discussions with transportation network companies and other alternative providers. Recommended Central Region actions include ensuring drivers are equipped with the training and resources to manage and provide aid to passengers and ramp up grassroots work with senior centers, doctor's offices, living facilities and other relevant or potential partners. Work with local jurisdictions to include human services transportation into local transportation planning.
- 2. Overview of Section 5310 Program and FY-21 Applicants** – Ken Lantz, Mobility Coordinator, provided an overview of the Section 5310 Program and FY-21 applicants. The program's intent, funding apportionments and project priorities, were covered along with the estimated funding level for FY-21. It was noted that as of early January, the RRTPO received notices of intent to apply for funds from six area agencies and organizations; the total amount requested was \$1.2 million. Proposed uses of the funds include operating assistance and mobility management and the acquisition of a total of eight vehicles.
- 3. Hanover DASH Specialized Transportation Service** – Hanover County Deputy Manager Jim Taylor provided information on the Hanover DASH Specialized Transportation Service. He presented an overview of the program design, the service area, and how to implement the program using the grant award. DRPT provided seed money to hire a consulting firm to provide research and analysis and to assist in applying for a grant. According to a 2019 Richmond Regional Planning District study, Hanover County has the highest percentage of persons over age 65 of the nine localities in the planning district. Almost 10 percent of Hanover's population has a disability, and over 1,000 households do not have access to a vehicle. The Hanover DASH Transportation Program provides curb-to-curb service for qualified individuals for medical appointments, personal business, shopping, and social programs. At this time, the Program cannot be used for employment transportation. The service area includes all of Hanover and a seven-mile buffer beyond the county boundary. This is a board initiative for the current fiscal year. The service was launched December 12, 2019 and has provided 124 rides through January 15, 2020.

4. **Public Participation Plan Update** – Myles Busching, Transportation Planner, provided an overview of the RRTPO Public Engagement Plan during the November 21, 2019 CTAC meeting which will replace the current Public Participation Plan. He noted that the RRTPO is currently seeking input on the Plan which is open for public comment on the PlanRVA website. The public comment period closes on January 24, 2020. There were no comments from CTAC.

C. OTHER BUSINESS

1. **CTAC Membership Update** – Chet Parsons, RRTPO Secretary, briefly summarized the components of the memorandum on CTAC membership recommendations. The item will be on the agenda for the next CTAC meeting with a full recommendation of the needed changes. The main components included the history of the recommended consolidation of the CTAC and EDAC membership as well as recommendations regarding CTAC committee membership. Staff would like to make the following recommendations regarding the membership of CTAC:
 - a. Adding Senior Connections, Resources for Independent Living, and CAPUP as members of CTAC.
 - b. Establish a Transportation Equity Workgroup.
 - c. Work with the current CTAC member organizations to fill member and alternate vacancies.
2. **CTAC Chairman's Report** – Chairman Richwine shared that the RRTPO policy board did not meet in January. The Chairman discussed the creation of a transportation authority and GRTC transportation improvements to limit bus transfers.
3. **RRTPO Updates** – Chet Parsons, RRTPO Secretary, reported as follows:
 - a. **RRTPO policy board and TAC Meetings Report for January** – Reviewed several items from the staff report starting on page four of the agenda package:
 - o FY20 UPWP Budget Amendment to the existing Unified Planning Work Program incorporating additional FTA Section 5303 Carryover funds into the UPWP budget to be used in several work tasks including our long-range plan update.
 - o Transportation Performance Measures – 2019 Report consists of all performance measures tracked by the RRTPO and an analysis of the trends that define the region's multimodal transportation system performance. Chet Parsons referred to the link provided in the agenda to view the report.
 - o SMART SCALE Local and Regional Projects Discussion
 - 30-day window to submit pre-applications
 - The next TAC meeting is on February 11, 2020.
 - Additionally, Virginia Cowles shared concerns of the League of Women Voters about safe pedestrian access to transit. Chet Parsons recommended reaching out to supervisors or staff at the local level about prioritizing SMART SCALE.

- b. Current Work Efforts** – Highlighted several work efforts including:
- a. Park and Ride Investment Strategy Study
 - Adopted by the policy board on 5 December
 - Chet Parsons referred to link on the agenda and PlanRVA website.
 - b. Long-Range Transportation Plan
 - Officially titled ConnectRVA 2045 with a website and an advisory committee which will meet on January 23, 2020.
 - c. Ashland to Petersburg Trail Study
 - The VDOT consultant team finishes current study at the end of the month with a final report which can then be used in a Smart SCALE application.

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

Ken Lantz reported on major transportation legislation under consideration during the 2020 General Assembly Session:

- HB 1414: Restructures the transportation funding system in the Commonwealth and establishes a new Virginia Passenger Rail Authority.
- HB 1439: Adopts several safety initiatives and creates new transportation safety programs.
- HB 1541: Creates the Central Virginia Transportation Authority. The Authority will administer transportation funding generated through the imposition of an additional regional 0.7 percent sales and use tax and a 2.1 percent wholesale gas tax.

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

6. Next CTAC Meeting: March 19, 2020 – Chairman Richwine noted the next meeting date.

7. Other Business

- Michael Testerman noted that an error in the November 21, 2019 meeting minutes shows the next meeting as November 21, 2019; the meeting was actually scheduled for January 16.
- Mr. Parsons announced that RRTPO Program Assistant Sharon Robeson will retire on January 31 and will be replaced by Nicole Mueller.

D. ADJOURNMENT

Chairman Richwine adjourned the meeting at approximately 1:25 p.m.

KEL/nm

MEMORANDUM

To: RRTPO Community Transportation Advisory Committee (CTAC)

From: Chet Parsons, RRTPO Secretary

Date: May 14, 2020

Subj: RRTPO Policy Board and TAC Meetings Report

The following presents a brief report on major business and action items from the March 5 Richmond Regional Transportation Planning Organization (RRTPO) policy board meeting and the March 10 RRTPO Technical Advisory Committee (TAC) meeting. Both, the RRTPO policy board meeting on April 2, 2020 and the Technical Advisory Committee (TAC) meeting on April 14, 2020, were cancelled.

SMART SCALE Regional Pre-Application Projects

Chet Parsons provided a background on the SMART SCALE application process and the recommended candidate pool of projects for consideration by the policy board.

The mandatory pre-application intake period opened March 2, 2020. Pre-applications were submitted on April 17, 2020. Last month, the Technical Advisory Committee (TAC) approved a list of 12 projects. These 12 projects are recommended to be submitted as pre-applications for regionally significant projects. VDOT's feedback is expected to help staff make a recommendation to the policy board in terms of which 10 projects will go to the full application process. This process runs parallel to applications being submitted by localities. There was a brief discussion on the method of scoring transportation projects and the number of project prioritizations. More resources are available at [SMART SCALE](#).

FTA Section 5310 Projects Endorsement

Ken Lantz, Mobility Coordinator, provided an overview of FTA's Enhanced Mobility of Seniors & People with Disabilities program. The FTA 5310 program helps in meeting the special transportation needs for seniors and individuals with disabilities by removing barriers and expanding mobility options.

Nine applications requested a total of \$1,505,200 in funding. \$1,040,840 is anticipated to be available from federal FY20 Section 5310 Carryover and federal FY21 Section 5310 funds.

It was clarified that staff at DRPT is currently evaluating these applications for eligibility as part of their Six-Year Improvement Program (SYIP). The endorsement is the right step in the process. However, some modifications may need to be made once DRPT finishes the evaluation and there is not enough funding available to support all the applications. At some point, these modifications may come back to the RRTPO policy board for consideration.

Transportation Alternatives Set-Aside Project Selections

Myles Busching provided an overview of TA Set-Aside project allocations for projects defined as transportation alternatives. It included a brief description of the selection process, requests received, the recommended allocations, and the Virginia Commonwealth Transportation Board (CTB) selections. It was explained that previously unallocated funds came from leaving a balance that is available to disperse if there is a need for additional money or another project comes in. With the switch to selecting projects every other year, additional funding was not requested, and therefore, the current balance is \$845,372. Generally, the balance gets used up before the next allocation cycle. The Policy Board approved the recommendation on March 5, 2020.

Public Engagement Plan

Myles Busching presented on the draft Public Engagement Plan, specifically on the plan approach and the public comment period which ran from December 9th, 2019 to January 24th, 2020. The Policy Board adopted the plan on March 5, 2020.

The revised plan includes timelines and defined comment periods for a range of planning processes that have not been defined in previous Public Participation Plans, including development of the UPWP, regional funding allocations, and consultant-led projects. The amended plan also requires staff to develop a guide to being involved for each Long-Range Transportation Plan development process and for other plans as needed. The goal of these changes is to increase public awareness of opportunities to be involved and to foster a more community-oriented planning process.

Finally, the plan provides a matrix of nearly 30 engagement tools which can be used for any project. For each tool, the plan indicates whether it can be used to educate the public about transportation issues and the planning process, to promote the RRTPO and its work, or to engage the public and obtain feedback and input. This approach allows flexibility in developing plan-specific engagement strategies while still providing general guidance for all engagement activities.

Vision Zero Work Group

Chet Parsons gave a summary on formation of the Vision Zero Work Group from the February 6, 2020 RRTPO policy board meeting. The RRTPO Technical Advisory Committee (TAC) is requested to select members to serve on the Vision Zero Work Group. The following TAC members volunteered to serve on this sub-committee:

- Nora D. Amos, TAC Vice Chairman (Alternate)
- Dironna Moore Clarke
- Thomas Coleman
- Liz McAdory
- Sharon Smidler
- Barbara K. Smith, TAC Chairman

TIP Amendment GRTC00000 Expansion – Articulated Vehicles

Myles Busching informed the committee that the RRTPO policy board has received a request from GRTC to amend the TIP to add a new project and purchase three articulated vehicles for expanding the Pulse’s capacity. The project receives FTA state and local funds; no RRTPO funds are involved with this project. There were no questions or comments.

FY21 – 26 RSTP/CMAQ New Project Prioritization

Myles Busching presented on the RSTBG program and the CMAQ program. Development of the SYIP is scheduled to occur later this year compared to recent years. The available RSTP and CMAQ funding for FY21 and projected funding for FY22 – FY26 are not yet available. Given these developments, VDOT has requested the TPO use a two-step approach to allocations for new projects this year. The first step is prioritizing projects for funding. All projects were evaluated using the criteria in the project selection guidelines by a scoring team of eight (8) people drawn from TPO staff, VDOT Richmond District staff, and DRPT staff.

The Congestion Mitigation and Air Quality (CMAQ) program is a funding dedicated to improving air quality in region’s that are not (or formerly were not) in attainment with national air quality standards. The Richmond region currently receives around \$8M each year in CMAQ funding. All of the projects were evaluated for potential reduction of ozone precursors with the help of VDOT’s Environmental Division.

A discussion took place regarding prioritization, evaluation, and selection of projects for funding. Myles Busching (mbusching@PlanRVA.org) is available for questions regarding criteria used in evaluating and ranking proposed projects.

CAP/nm

Current Work Efforts Update – Item 5.b.

ConnectRVA 2045 Long-Range Transportation Plan

Staff have been working on creating a list of existing transportation issues on the Richmond region based on regional and local transportation studies, additional recommendations provided by LRTP-AC members, future transportation highway issues captured by Richmond/Tri-Cities Travel Demand and public inputs received through the ConnectRVA 2045 website and the community outreach meetings.

The draft Transportation Needs list and online interactive maps are now available for a 15-day public review and comment period, on the [project website](#). The comment period will be open until May 20, 2020. All comments will be provided to the LRTP-AC and RRTPO policy board before they vote for their approval.

Greater RVA Transit Vision Plan: Near-Term Strategic Technical Analysis

Five corridors or corridor segments have been identified for further analysis of service alternatives with varying capital and operating costs to lay the groundwork for determining a return on investment. The GRTC staff was briefed on the preliminary cost analysis on March 3, and with the steering committee on April 3. The cost analysis will be shared with the GRTC board on May 19 and is planned for the TAC meeting in June with action requested to send to the RRTPO policy board in July.

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. Several of these segments are the subject of funding applications either through the Transportation Alternatives (TA) program or SMART Scale. Additional field visits with Dominion are being planned by Hanover and Henrico county staff. The steering committee plans to meet with the National Park Service, Rivers, Trails, and Conservation Assistance program on May 14 to develop a trail design sketchbook and the scope of work for the upcoming FY21.

Regional Bicycle and Pedestrian Plan Update

The [story map](#) of existing infrastructure, bike/ped features and statistics on bike/ped injuries and fatalities in the region has been completed and continues to be updated and refined. Staff has met with each locality to review their own priorities and future plans as a foundation for depicting a regional network supported by clear goals, objectives and measures of performance that define regional impact and establish a strategy for implementation. Staff continues to write and update sections of the draft document. A shared drive has been set up to enable committee members to share resources and their own observations of travel around the region on foot or bike.

Ashland Complete Streets Pilot Project

Complete streets guidelines, or a “tool-box”, depicted through graphic and photographic examples are being prepared as part of the regional bike/ped plan story map. These images are intended to show specific locations where good standards have been implemented and where infrastructure improvements could incorporate

complete streets elements for better solutions throughout the region. Staff is adding an illustrated story map to accompany this effort.

Active Transportation Work Group (ATWG)

Staff has begun planning for the regular quarterly meeting of the ATWG, tentatively scheduled for June 9, 2020. Henrico County has formed their own Active Transportation work group, which is designed to advise the planning for a bicycle and pedestrian chapter of the county comprehensive plan. At Henrico's April 15 meeting, staff presented an update to efforts to update the Richmond Regional Bicycle and Pedestrian Plan and how it will advise the Long-Range Transportation Plan (LRTP).

American Planning Association-Virginia Chapter Annual Conference

Themed "We'll Get You Moving" representing the focus on multi-modal transportation, the [annual APA Virginia Chapter conference](#) will be in Richmond September 13-16, 2020. Staff continues to work with the conference planning committee now focusing on planning mobile workshops throughout the region.

SMART SCALE Round 4

Staff worked with member governments to prepare pre-application materials for our 10 (+2) allotted slots for regionally-significant projects and those applications were finalized and submitted April 17, 2020. VDOT staff will pre-screen the applications and notify applicants of screening results. At that time, staff will work with TAC and the policy board to develop the final list of ten applications for full submittal. The full application window runs from June until August 3, 2020.

FY21 Unified Planning Work Program

Staff has worked cooperatively to develop the draft FY21 UPWP, outlining the expected work tasks and efforts that will be undertaken by the agency in Fiscal Year 2021. The draft is published for review by TAC and ready for adoption by the RRTPO policy board in June.

CTAC AGENDA 5/21/20; ITEM B.2.

CONNECTRVA 2045 UPDATE

Richmond Regional Transportation Planning Organization

REQUESTED ACTION: No Action Requested.

BACKGROUND: ConnectRVA 2045 is the name of the new long-range transportation plan that is currently under development. The long-range transportation plan is the document which sets the vision for the next 20 years of transportation improvements in the region and includes a financially constrained list of projects which are expected to be built over that time period. The Long-Range Transportation Plan – Advisory Committee (LRTP-AC) spearheads the development of the LRTP with autonomy to make decisions guiding the process and outcomes.

For the last few months, staff have been working on the first task for ConnectRVA 2045 – *Transportation Needs Assessment*. Staff created a list of existing transportation issues in the Richmond region based on regional and local transportation studies, additional recommendations provided by LRTP-AC members, future transportation highway issues captured by Richmond/Tri-Cities Travel Demand and public inputs received through the ConnectRVA 2045 website and the community outreach meetings. The draft Transportation Needs Inventory and online interactive maps are now available for a 15-day public review and comment period, on the [project website](#). The comment period will be open until **May 20, 2020**. All comments will be provided to the LRTP-AC and RRTPO policy board before they vote for their approval.

At their March 5, 2020 meeting, the RRTPO policy board voted to adopt a new general Public Engagement Plan. The new engagement plan calls for the development of a specific engagement strategy for each planning process. Consistent with that requirement, a public engagement strategy, attached to this report, has been developed for ConnectRVA 2045.

The engagement strategy follows the general project development schedule and consists of five (5) separate phases. The first phase is visioning and needs identification. The second phase is developing a strategic direction, including goals and performance measures. The third phase is developing projects and cost estimates. Fourth, projects are evaluated and prioritized. Finally, the plan will be formally reviewed and adopted by the TPO. For more information about the engagement efforts for each phase, please see the attached Public Engagement Strategy.

Attachment by digital link: [Transportation Needs Inventory](#)
[ConnectRVA 2045 Public Engagement Strategy](#)
[ConnectRVA 2045 Website](#)

RRTPO CTAC AGENDA 05/21/20; ITEM B.3

FY21 UNIFIED PLANNING WORK PROGRAM (UPWP) BUDGET Richmond Regional Transportation Planning Organization

REQUESTED ACTION: This item was presented for Richmond Regional Transportation Planning Organization (RRTPO) Technical Advisory Committee (TAC) review and recommendation for the RRTPO Policy Board to adopt the FY21 Unified Planning Work Program (UPWP) budget. Following RRTPO action, the amended work program will be submitted to VDOT, DRPT, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

BACKGROUND: The FY21 Unified Planning Work Program (UPWP) is the RRTPO budget and work program for the current fiscal year that runs from July 1, 2020 through June 30, 2021. Activities programmed in the UPWP address federal and state requirements and address regional transportation planning issues and needs. Additionally, the UPWP addresses the requirements that are required as a condition for the state and region to remain eligible for federal-aid highway and transit funds. The funding sources supporting the RRTPO program activities come from federal, state and local funds.

The two primary funding sources supporting the UPWP are: FHWA/Planning funds and FTA Section 5303 funds. These two federal fund sources are matched by state and local sources on an 80% federal (FHWA and FTA) 10% state (VDOT and DRPT), and 10% local (RRPDC member dues and RRTPO special assessment) basis. Additional funding in the UPWP includes FHWA/Regional Surface Transportation Program funds that support on-call consultant work for multiple tasks in the work program.

Program Development and Work Priorities

As part of the UPWP development process, a summary of work tasks is prepared based on anticipated needs for the upcoming year with estimates of staff time required for each effort. These work activities are translated into corresponding budgets which are included in each section of the work program. The programmed budget includes the fund sources and the match sources.

STAFF RECOMMENDATION: Staff recommended approval of the proposed UPWP for FY 2021.

RRTPO TAC ACTION REQUESTED: The following resolution was presented for RRTPO TAC review and action:

RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) approves the *RRTPO Fiscal Year 2021 Unified Planning Work Program* as presented.

BE IT FURTHER RESOLVED, that the RRTPO TAC action to adopt the UPWP, as submitted, meets all requirements noted in the VDOT/RRPDC Agreement for the Utilization of Federal and State Funds to Support Metropolitan Planning in the

Richmond Area as provided in Article III, Statement of Work, which includes VDOT and FHWA approval of this RRTPO action.

RRTPO TAC ACTION: TAC affirmed the resolution and recommended approval to the policy board for June 4, 2020.

Attachments

CAP

CTAC AGENDA 5/21/20; ITEM B.4.

FY21 - FY26 RSTP/CMAQ PROJECT PRIORITIZATION

Richmond Regional Transportation Planning Organization

REQUESTED ACTION: No Action Requested.

BACKGROUND: Selecting and prioritizing projects for funding is one of the primary roles of the RRTPO in developing the regional transportation system. Projects selected by the RRTPO to receive funding are included in the Six-Year Improvement Program (SYIP) for adoption by the Commonwealth Transportation Board (CTB).

Development of the SYIP has been suspended due to the COVID-19 pandemic. Existing allocations will remain the same; new selections will be handled when new allocations are possible.

Given these developments, VDOT has requested the RRTPO use a two-step approach to allocations for new projects this year. The first step, detailed in the sections below, is prioritizing projects for funding. RRTPO staff will work with VDOT to program the projects based on the adopted priorities, existing project needs, and the availability of funds. This funding program will be adopted by the RRTPO after another TAC review whenever new allocations can be advanced.

Regional Surface Transportation Program (RSTP)

The Surface Transportation Block Grant (STBG) offers a flexible source of funding to states for transportation projects. Under the formulas established in the Fixing America's Surface Transportation (FAST) Act, the Richmond region receives approximately \$20M each year in STBG funding to address regional transportation issues.

For the FY21 – FY26 cycle, member governments and agencies submitted 24 applications for new projects and requests for two (2) existing projects. The new projects include ten (10) highway projects, eight (8) bicycle and pedestrian projects, and six (6) planning studies. All projects were evaluated using the criteria in the project selection guidelines by a scoring team of eight (8) people drawn from RRTPO staff, VDOT Richmond District staff, and DRPT staff.

Beyond the scores, the prioritization factors in other committed funding, project schedules, the potential for leveraging funds, and the project sponsor's previous record of progress. The TAC recommended prioritization of new RSTP projects is shown in Attachment 1.

Congestion Mitigation and Air Quality (CMAQ)

The Congestion Mitigation and Air Quality (CMAQ) program is a funding dedicated to improving air quality in regions that are not (or formerly were not) in attainment with

national air quality standards. The Richmond region currently receives around \$8M each year in CMAQ funding.

For the FY21 – FY26 cycle, member governments and agencies submitted 17 applications for new projects in addition to the three (3) existing projects. The new projects include eight (8) highway projects, eight (8) bicycle and pedestrian projects, and one (1) transit project. All of the projects were evaluated for potential reduction of ozone precursors with the help of VDOT's Environmental Division.

Beyond the ranking, the prioritization factors in other committed funding, project schedules, the potential for leveraging funds, and the project sponsor's previous record of progress. The recommended prioritization of all CMAQ projects is shown in Attachment 2.

Attachments

ATTACHMENT 1: TAC RECOMMENDED PROJECT PRIORITIZATION – RSTP

<u>Jurisdiction</u>	<u>Project</u>	<u>Type</u>	<u>Rank</u>	<u>Priority</u>	<u>Flexible</u>	<u>Notes</u>
RRTPO	RRTPO Scenario Planning Pilot	Study	1	1	No	
Henrico	W Broad St Intersection Improvements at Dominion and Cox	Highway	2	2	Yes	
Chesterfield	US 360 Superstreets Study	Study	3	3	No	
Chesterfield	Route 1 (Marina Drive - Merriewood Road) Shared-Use Path	Bike/Ped	4	4	No	Smart Scale funded project; request covers cost overrun
Chesterfield	Route 60 Corridor Improvement Study	Study	5	5	Yes	
Henrico	W Broad St Pedestrian and Transit Improvements - Glenside Dr to Parham Rd	Bike/Ped	6	6	Yes	
Chesterfield	Route 1 (Holiday Lane - Willis Road) Shared-Use Path	Bike/Ped	8	7	Yes	
Chesterfield	Route 60 (Providence Road - Ruthers Road) Shared-Use Path	Bike/Ped	9	8	Yes	
Richmond	Hull Street Project Phase II Chippenham Pkwy to Hey Rd	Highway	10	9	Yes	
Henrico	Springfield Road Intersection Improvements	Highway	11	10	Yes	
Henrico	Rt 33-60-Beulah Roundabout (PE only)	Highway	12	11	Yes	
Henrico	Magellan Parkway Extension Project (PE only)	Highway	13	12	Yes	PE-Only; Smart Scale leverage
Goochland	IJR - Route 288 (West Creek Area)	Study	13	13	Yes	
Chesterfield	Centralia Road at Old Wrexham Road Roundabout	Highway	16	14	Yes	
Henrico	Nuckols Road Pedestrian Improvements	Bike/Ped	17	15	Yes	
Chesterfield	Old Bermuda Hundred Road at Ramblewood Drive Roundabout	Highway	19	16	Yes	
Henrico	Brook Road & Hilliard Road Trail	Bike/Ped	20	17	Yes	
Ashland	Vaughan Road Overpass (PE only)	Highway	22	18	Yes	PE-Only; Smart Scale leverage
Ashland	Ashcake Road Pedestrian Improvements	Bike/Ped	23	19	Yes	
Chesterfield	Brad McNeer Parkway Access Management and Roundabout	Highway	24	20	Yes	
Richmond	Hey Road Improvement	Highway	15	21	Yes	Potential for significant increases if funded
Richmond	Multimodal Transportation Plan Update	Study	18	22	No	Project starting in FY20
Chesterfield	Ashland-to-Petersburg Trail Study	Study	21	23	Yes	Scope mirrors VDOT study
Chesterfield	Route 1 (Gettings Lane - Dwight Avenue) Sidewalk/Bike Improvements	Bike/Ped	7	24	Yes	TA Set-Aside Funded

ATTACHMENT 2: TAC RECOMMENDED PROJECT PRIORITIZATION – CMAQ

Jurisdiction	Project	Status	Type	Rank	Priority	Flexible	Notes
RideFinders	Air Pollution Reduction Program	Existing	TDM	1	1	Yes	Existing; fund before new
Richmond	Employee Trip Reduction Program	Existing	TDM	2	2	Yes	Existing; fund before new
Richmond	Richmond Signal System – Phase III	Existing	Highway	3	3	Yes	Existing with expanded scope
Richmond	Richmond Signal System – Phase IV	New	Highway	3	4	Yes	
Henrico	W Broad St Pedestrian and Transit Improvements - Glenside to Parham	New	Bike/Ped	5	5	Yes	
Chesterfield	Route 1 (Marina Drive - Merriewood Road) Shared-Use Path	New	Bike/Ped	6	6	No	Smart Scale funded project; request covers cost overrun
Henrico	Nuckols Road Pedestrian Improvements	New	Bike/Ped	7	7	Yes	
Henrico	Brook Road & Hilliard Road Trail	New	Bike/Ped	8	8	Yes	
Chesterfield	Old Bermuda Hundred Road at Ramblewood Drive Roundabout	New	Highway	8	9	Yes	
Henrico	Rt 33-60-Beulah Roundabout (PE only)	New	Highway	11	10	Yes	
Chesterfield	Brad McNeer Parkway Access Management and Roundabout	New	Highway	12	11	Yes	
Chesterfield	Route 1 (Holiday Lane - Willis Road) Shared-Use Path	New	Bike/Ped	13	12	Yes	
Chesterfield	Route 60 (Providence Road - Ruthers Road) Shared-Use Path	New	Bike/Ped	14	13	Yes	
Henrico	W Broad St Intersection Improvements at Dominion and Cox	New	Highway	14	14	Yes	
Ashland	Ashcake Road Pedestrian Improvements	New	Bike/Ped	16	15	Yes	
Henrico	Springfield Road Intersection Improvements	New	Highway	17	16	Yes	
Chesterfield	Centralia Road at Old Wrexham Road Roundabout	New	Highway	18	17	Yes	
Richmond	Connected and Autonomous Vehicles	New	Highway	N/A	18	No	No flexibility in schedule
Chesterfield	Route 1 Transit Operations	New	Transit	19	19	No	Ridership estimates show increased emissions
Chesterfield	Route 1 (Gettings Lane - Dwight Avenue) Sidewalk/Bike Improvements	New	Bike/Ped	10	20	Yes	TA Set-Aside funded

CTAC FUTURE MEETING TOPICS; ITEM C.2.

16 January 2020

- Hanover DASH
- Coordinated Human Service Mobility Plan
- Section 5310 Program Overview and FY-21 Applications
- Public Participation Plan Update

19 March 2020 - CANCELLED

- Regional Bike and Pedestrian Plan
- RSTPBG/CMAQ Funded Projects
- Richmond Region Transportation Funding Opportunities

21 May 2020

- General Assembly 2020 Session Update
- ConnectRVA 2045 Update – Community Impacts and Public Participation
- FY21 UPWP Priorities
- RSTBG/CMAQ Project Prioritization Endorsement

16 July 2020

- Election of Officers
- FY 21 TIP
- Transit Vision Plan
- Regional Bicycle/Pedestrian Planning
- Senior Connections Regional Transportation Coordination Entity Update

17 September 2020

- Performance Measures
- VDOT Richmond District Traffic Management Center Tour

19 November 2020

- Autonomous and Connected Vehicles
- RIC Ground Transportation and Parking
- School Bus Routing

Revised 5-5-20