

AGENDA

RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION (RRTPO)

COMMUNITY TRANSPORTATION ADVISORY COMMITTEE (CTAC)

Thursday, November 21, 2019
12:00 p.m.

PlanRVA James River Board Room

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

PLEDGE OF ALLEGIANCE

INTRODUCTIONS

A. ADMINISTRATION

Page(s)

1. **Approval of the November 21, 2019 CTAC Meeting Agenda**
(Richwine)..... —
ACTION REQUESTED
2. **Open Public Comment Period**
(Richwine/5 minutes)..... —
3. **Approval of the September 19, 2019 CTAC Meeting Minutes**
(Richwine)..... 1 – 3
ACTION REQUESTED

B. PRIMARY MEETING TOPICS

1. **Proposed Jefferson Davis Highway Transit Service**
(Barbara Smith, Chesterfield County/20 minutes)..... —
2. **Complete Streets: Ashland Pilot Project Update**
(Jacocks/10 minutes)..... —
3. **Ashland to Petersburg Trail Update**
(Parsons/10 minutes)..... —
4. **Public Participation Plan Update**
(Busching/10 minutes)..... —

C. OTHER BUSINESS

1. CTAC Chairman's Report

(Richwine/5 minutes).....

2. RRTPO Updates

(Parsons/10 minutes)..... 4 – 8

- a. RRTPO and TAC Meetings Report for October
- b. Richmond Regional Transportation Forum-November 7
- c. Current Work Efforts

3. CTAC Announcements and Open Comment

(Richwine/5 minutes)..... –

4. Future Meeting Topics

(Richwine)..... 9

5. Next CTAC Meeting: January 15, 2020

(Richwine)..... –

6. Other Business

(Richwine)..... –

D. ADJOURNMENT: Scheduled for 1:10 p.m.

CAP/sr
Attachments

pc: John H. Hodges, RRTPO policy board Chair
Jennifer DeBruhl, DRPT
Richard Duran, FHWA
Daniel Koenig, FTA
Jay Ruffa, Crater PDC

Mark Riblett, VDOT
Martha Shickle, RRPDC
CTAC Interested Parties
Area News Media

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

**MINUTES OF MEETING
September 19, 2019**

MEMBERS PRESENT

REPRESENTING

Herbert A. Richwine (Chairman).....	Chesterfield County
Robert L. Basham, Jr. (Vice Chairman).....	Goochland County
James R. Barrett.....	Henrico County
Champe Burnley (Alternate).....	Richmond Area Bicycling Association
Virginia P. Cowles.....	League of Women Voters
John Easter	ChamberRVA
Sera Erickson.....	City of Richmond
Lisa M. Guthrie	New Kent County
Amber B. Lancaster	Henrico County
John D. Leonard.....	Virginia Commonwealth University
Upton S. Martin.....	Town of Ashland
James Minor	National Association for the Advancement of Colored People
Nicholas Smith (Alternate)	Virginia Conservation Network
William Steele.....	City of Richmond
Michael Testerman.....	Virginia Association of Railway Patrons

MEMBERS ABSENT

REPRESENTING

Frederick S. Fisher	Virginia Conservation Network
Thomas A. Fletcher	Powhatan County
Jonathan Jackson.....	Chesterfield County
Robert P. Morris.....	Hanover County
John Moyer.....	New Kent County
Lloyd Vye	Richmond Area Bicycling Association

ALTERNATE PRESENT, NOT VOTING

REPRESENTING

Sam Mayman (Alternate)	ChamberRVA
Walter L. Johnson (Alternate).....	National Association for the Advancement of Colored People

CALL TO ORDER

Herbert A. Richwine, CTAC Chairman, called the September 19, 2019 CTAC meeting to order at approximately 12:00 p.m.

PLEDGE OF ALLEGIANCE

Upton Martin led all present in the Pledge of Allegiance.

A. ADMINISTRATION

- 1. Approval of September 19, 2019 CTAC Meeting Agenda** – On motion of Robert L. Basham, Jr., seconded by John Easter, CTAC unanimously approved the September 19, 2019 meeting agenda as presented.
- 2. Open Public Comment Period** – There were no requests to address CTAC.
- 3. Approval of July 18, 2019 CTAC Meeting Minutes** – On motion of Lisa M. Guthrie, seconded by Walter L. Johnson, CTAC approved the July 18, 2019 CTAC meeting minutes as presented.

B. PRIMARY MEETING TOPICS

- 1. Virginia Breeze Bus Service** – Emily DelRoss, Department of Rail and Public Transportation (DRPT) Statewide Program Manager, provided a presentation on the state-supported Virginia Breeze intercity bus service. Among the points covered were the goals of the service and its characteristics, performance and cost. The findings and recommendations of a service expansion study were covered, along with anticipated ridership, alternatives prioritization criteria and next steps. Ms. DelRoss responded to questions regarding coordination with colleges for shuttles; bike rack availability; supplementing Amtrak and other for-profit bus service; route selection; and the use of FTA Section 5311 funds to provide the service.
- 2. Park and Ride Investment Strategy Story Map** – Barbara Jacocks, Transportation Planner, provided an overview of the regional park and ride lot study. Ms. Jacocks reviewed the project purpose and importance, previous efforts, desired outcomes, the project scope, existing conditions, recommended lots, an overall evaluation methodology, project recommendations, and an implementation strategy. The story map for this project was reviewed and is available on the PlanRVA website.
- 3. Transit Vision Plan: Phase II Initial Recommendations** – Barbara Jacocks presented a summary of Phase 2 of the Greater RVA Transit Vision Plan. Her presentation outlined the project purpose, differences from the first phase, the Phase 2 network and analysis plan and screening methodology. The list of initial segments was reviewed along with next steps and the schedule for the remaining study tasks. Ms. Jacocks responded to questions from CTAC.
- 4. 2045 Long-Range Transportation Plan: Scope, Schedule, Advisory Committee** – Sulabh Aryal, Transportation Planning Manager, reviewed the major tasks and the schedule for development of the RRTPO 2045 long-range transportation plan (LRTP), an extensive multi-year planning effort which must be completed by October 2021. Mr. Aryal discussed the scenario planning and public engagement processes. Chet Parsons, RRTPO Secretary, indicated that a long-range transportation plan advisory committee will be established to guide the development of the LRTP update and asked for CTAC volunteers to serve on the committee. There was discussion of how to reach the community for input and Mr. Parsons noted that the Public Participation Plan revision will soon be under way and will revised a lot of the public contact recommendations.

C. OTHER BUSINESS

- 1. CTAC Chairman's Report** – Chairman Richwine reported that he has been regularly attending the RRTPO policy board meetings.
- 2. RRTPO Updates** – Chet Parsons, RRTPO Secretary, reported as follows:
 - a. RRTPO and TAC Meetings Report for September** – Reviewed highlights from the staff report beginning on page five of the agenda package. The travel demand model is being updated in conjunction with efforts at Tri-Cities MPO and should be ready by the end of the calendar year. Ashland to Petersburg Trail public meetings are scheduled for public comment.

- b. Current Work Efforts** – Highlighted several work efforts including the Ashland Complete Streets Pilot Project and the Active Transportation Work Group meeting on November 12.
 - c. Complete Streets: Safer Streets/Stronger Economies – Open House** – The event will be held September 23 from 4:00 to 7:00 p.m. at the Tuckahoe Library and will provide an opportunity for hands-on exercises for attendees to learn about Complete Streets practices.
 - d. RVA Parking Day** – Staff will participate in this activity in the downtown Venture Richmond District to transform a parallel parking spaces into parklet's for a day.
- 3. CTAC Announcements and Open Comment** – The following comments were shared by CTAC members:
- The League of Women Voters (LWV) is publishing its electronic guide to the election with answers to questions from all candidates. This is available online at "Vote411"; Virginia Cowles distributed bookmarks with information about this effort.
 - Bob Basham thanked staff for e-mails regarding events before they happen instead of just reporting on them afterwards.
 - ChamberRVA is sponsoring candidate forums in a lot of localities providing an opportunity for attendees to submit questions over the next month or so.
 - TransitRVA has published answers to questions asked of candidates for supervisor in Chesterfield and Henrico about transit in the region; answers are available at rvarapidtransit.org.
 - Nicholas Smith announced he would be moving out of the area and this is his last CTAC meeting.
- 4. Future Meeting Topics** – Chairman Richwine noted Future Meeting Topics included on page 11 of the agenda package and Chet Parsons responded to a question about scheduling site visits.
- 5. Next CTAC Meeting: November 21, 2019** – Chairman Richwine noted the next meeting date.
- 6. Other Business** –
- Chairman Richwine noted the need for direct transit routes instead of having to go downtown.
 - Ken Lantz reminded CTAC members of the e-mail with information regarding the opportunity to participate in an online dialogue with the U.S. Departments of Transportation and Labor on Barriers and Solutions to Transportation.

IV. ADJOURNMENT

On motion of Robert L. Basham, Jr., seconded by Champe Burnley, Chairman Richwine adjourned the meeting at approximately 1:40 p.m.

MEMORANDUM

To: RRTPO Citizens Transportation Advisory Committee (CTAC)

From: Chet Parsons, RRTPO Secretary

Date: November 13, 2019

Subj: RRTPO Policy Board and TAC Meetings Report

The following presents a brief report on major business and action items from the October 3 Richmond Regional Transportation Planning Organization (RRTPO) policy board meeting and the October 8 and November 12 RRTPO Technical Advisory Committee (TAC) meetings.

Air Quality in the Richmond Region

Doris McLeod, Air Quality Planner with the Department of Environmental Quality (DEQ), provided an update on air quality, particularly ozone, which is the main air pollutant in the Richmond region. She reviewed formation of ozone, affected populations, and federal regulation of and standards for ozone since 1990. The Richmond region is in full conformity with the National Ambient Air Quality Standard (NAAQS).

Park and Ride Investment Strategy Study

Following a presentation by Barbara Jacocks, Transportation Planner, at the October 8 meeting, TAC took action to recommend that the Richmond Regional Transportation Planning Organization policy board adopt the *2019 Richmond Regional Park and Ride Investment Strategy Study* to be used as a comprehensive guide by participating entities to plan, design, fund and implement Park and Ride lots in the Richmond region. The RRTPO policy board will consider this recommendation and action on December 5.

TIP Update: Process Overview

At the October 8 TAC meeting, Myles Busching, RRTPO Planner, reported that the Executive Committee reviewed the FY21 – FY24 Transportation Improvement Program (TIP) planning effort and referred it to TAC for development. TAC voted unanimously for staff to proceed with development of the FFY 21 – 24 Transportation Improvement Program (TIP) following the proposed schedule which shows the effort being complete for RRTPO policy board approval and submission to VDOT in early May 2020.

2045 Long-Range Transportation Plan: Scope, Schedule, Advisory Committee

Sulabh Aryal, Transportation Planner, reviewed draft plans for the scope and schedule for development of the 2045 Long-Range Transportation Plan and a draft list of members for the LRTP Advisory Committee at the September 10 TAC meeting and the October 3 RRTPO policy board meeting. The RRTPO policy board took

unanimous action to establish the 2045 LRTP Advisory Committee and approved the draft membership and the draft Scope and Schedule with necessary edits.

Transportation Alternatives (TA) Projects Endorsement

The FY21 - FY22 Transportation Alternatives (TA) Set-Aside provides capital grant assistance for projects defined as transportation alternatives. 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. A resolution of support or letter of endorsement from the local MPO is required for all project applications within the MPO boundary. TAC took unanimous action at the September 10 meeting to recommend a resolution of endorsement for nineteen projects applications for TA funding from five jurisdictions in the region. Following the TAC meeting, and two former Highway Safety Improvement Program projects became eligible for TA funding and were added to the list for RRTPO endorsement. The RRTPO policy board unanimously approved a resolution of endorsement for 21 projects from five jurisdictions in the region.

Public Engagement Plan

Myles Busching, RRTPO planner, introduced the proposed schedule and outline for updating the Public Engagement Plan (PEP) (formerly Public Participation Plan). The RRTPO Executive Committee referred this effort to TAC for oversight and staff guidance. 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. The draft plan was presented for TAC recommendation and the RRTPO policy board will be asked to take action to authorize the draft PEP for a 45-day public review beginning in December.

Ashland Complete Streets Pilot Study; Regional Open House

A public Open House was held on Monday, September 23, at the Tuckahoe Public Library which provided an opportunity for participants to learn Complete Streets principles. Results were reported to TAC in October. The Ashland Complete Streets Pilot Study will be finalized along with recommendations for Complete Streets in the region and reported to TAC in January 2020 and the RRTPO policy board in February.

SMART SCALE Round 4

Chad Tucker, Office of Intermodal Planning and Investment, provided an overview of SMART SCALE Round 4 at the November 12 TAC meeting. He reviewed changes in deadlines, the application process, and revised methods of weighting various application attributes. TAC agreed by consensus to meet in December to focus solely on SMART SCALE project consideration for localities and the region.

2045 Long-Range Transportation Plan: Scope, Schedule, Advisory Committee

Sulabh Aryal, Transportation Planner, reviewed draft plans for the scope and schedule for development of the 2045 Long-Range Transportation Plan and a draft

list of members for the LRTP Advisory Committee at the September 10 TAC meeting and the October 3 RRTPO policy board meeting. The RRTPO policy board took unanimous action to establish the 2045 LRTP Advisory Committee and approved the draft membership and the draft Scope and Schedule with necessary edits.

FY20 UPWP Mid-Year Budget Amendment

The TAC took action at the November 12 meeting to recommend to the RRTPO policy board amendment of the FY20 Unified Planning Work Program (UPWP) budget. The RRTPO will consider action to approve this amendment which would allow adjustments for work task variances from the budgeted time and full staff utilization and programming of FTA 5303 carryover funds. Following RRTPO action, the amended work program will be submitted to VDOT, DRPT, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

FY21 Unified Planning Work Program Priorities

At the November 12 meeting, TAC was requested to review proposed priorities for the FY21 UPWP and to consider other priorities that might need to be incorporated into this upcoming work program. The RRTPO policy board will be provided this same opportunity for input at the December 5 RRTPO policy board meeting.

Transportation Performance Measures 2019

Following a presentation by Phil Riggan, Transportation Planner, TAC took action at the November 12 meeting to recommend that the Richmond Regional Transportation Planning Organization policy board accepts the *Transportation Performance Measures – Progress Report 2019* as a Fiscal Year 2019 Unified Planning work Program work task complete with a recommendation that staff conduct an update and review of the performance measures themselves. This document is prepared annually and some of the performance measures are no longer pertinent while data is available in different formats, or not at all, for others.

CAP/ser

Current Work Efforts Update

Park and Ride Investment Strategy Study

All four technical memos and the story map have been completed, reviewed and approved by the study advisory group (SAG). Acting on the Technical Advisory Committee's resolution approved October 8, staff will take the final report and story map to the RRTPO policy board on December 3 for their consideration and adoption.

Greater RVA Transit Vision Plan Phase 2: Corridor Analysis

Phase 2 focuses on the 20 corridors identified in the *transit2040* vision for high-frequency service by 2040. The Kimley-Horn team has shared its initial recommendations for the first cut of near-term enhanced transit corridors with the steering committee (including representation from CTAC), RRTPO Technical Advisory Committee (TAC), the RRTPO policy board and the Community Transportation Advisory Committee (CTAC), and GRTC. Kimley-Horn is working on the more detailed analysis for the 12 selected corridors to share with the committee, TAC, and the RRTPO policy board.

Long-Range Transportation Plan

The Long-Range Transportation Plan (LRTP) is a significant decision tool to guide how the RRTPO and its partners will meet the transportation needs of the Richmond region over the next 20 plus years. RRTPO is in process of updating the region's long-range transportation plan. The LRTP process is guided by a LRTP advisory committee composed of TAC representatives plus additional stakeholders. TAC, CTAC and other stakeholders were invited to participate in the LRTP advisory committee. The general scope and schedule of the 2045 LRTP update has been developed and reviewed by TAC and CTAC and the Policy Board. The general scope, schedule and composition of the LRTP Advisory committee was approved by the RRTPO policy board on October 3. Since then, detailed scope and schedule including the scopes for various tasks within the LRTP, are being developed. Internal workgroup meetings to get started with the different tasks within LRTP were also convened. Work to develop a public outreach strategy, including a branding component for the LRTP is being conducted. The LRTP advisory committee kick-off meeting is scheduled for December 9.

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 next steps are to identify segments of independent utility along the conceptual 14-mile route from Ashland to the City of Richmond. Henrico County is making application for Transportation Alternatives (TA) set-aside funding for the initial segments of the trail in conjunction with utility work being done along Spring Run in the Lakeside area. Field visits to additional segments in Hanover and Town of Ashland are planned for December.

Ashland to Petersburg Trail Study

This VDOT-led study has completed its public outreach with a second set of engagement meetings in Colonial Heights (September 30) and Henrico County (October 1). The meetings were an opportunity to discuss alignment options with the

public and get feedback on proposed improvements. The next steps include development of a final proposed alignment and positioning of trail sections by jurisdiction for future funding opportunities. More information can be found at <http://www.virginiadot.org/projects/richmond/ashland-to-petersburg-trail-study.asp>

Bicycle and Pedestrian Plan Update

Scoping for the update to the 2004 Richmond Regional Bicycle and Pedestrian Plan is underway. Staff is also developing a steering committee; gathering GIS data to create regional maps for bicycle and pedestrian infrastructure; and reviewing master plans and chapters of comprehensive plans from regional localities as well as comparable plans in other regions. Steering committee meetings are expected to begin in January.

CTAC AGENDA 11/21/19; ITEM C.4.

Upcoming and Future CTAC Meeting Topics

January 16, 2020

- Public Participation Plan Update
- Long Range Transportation Plan Update – Community Impacts
- Hanover County Specialized Transportation Service
- Coordinated Human Services Mobility Plan

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