

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION
TECHNICAL ADVISORY COMMITTEE (TAC)**

**MINUTES OF ACTION MEETING
Zoom Meeting
December 14, 2021
9:00 a.m.**

MEMBERS and ALTERNATES (A) PRESENT:

Town of Ashland		Charles City County		Chesterfield County	
Nora D. Amos	X	(vacant)		Barbara K. Smith	X
Vacant (A)				Chessa Walker (A)	
Goochland County		Hanover County		Henrico County	
Thomas M. Coleman	X	Joseph E. Vidunas	X	Sharon Smidler, FY22 Vice Chair	X
		J. Michael Flagg (A)		Todd Eure (A)	
New Kent County		Powhatan County		City of Richmond	
Kelli Le Duc, FY22 Chair	X	Bret Schardein		Dironna Moore Clarke	X
		(vacant) (A)		Travis A. Bridewell (A)	X
Capital Region Airport Commission		DRPT		GRTC	
John B. Rutledge		Tiffany T. Dubinsky	X	Adrienne Torres	
		Grant Sparks (A)		Patricia Robinson (A)	X
PlanRVA		RideFinders		RMTA	
Chet Parsons	X	Von S. Tisdale		Theresa Simmons	
Sulabh Aryal (A)		John O'Keefe (A)	X		
VDOT					
Liz McAdory	X				
Nicole Mueller (A)	X				

The technology used for this 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. Voting record tables are attached to the action meeting minutes in Appendix A. A recording of this meeting is available on our [Plan RVA YouTube Channel](#).

CALL TO ORDER

The Richmond Regional Transportation Planning Organization (RRTPO) Technical Advisory Committee Vice Chair, Sharon Smidler, presided and called the December 14, 2021, RRTPO Technical Advisory Committee meeting to order at 9:00 a.m.

1. Statement regarding virtual meetings

Chet Parsons, PlanRVA, shared the statement on virtual meetings and announced that this will be the last meeting of the committee held entirely through Zoom unless the City of Richmond extends the current authorization for virtual meetings. **Starting with the January 11, 2022, meeting, the committee will meet in person in the James River Board room at PlanRVA (9211 Forest Hill Avenue, Suite 200, Richmond).**

ATTENDANCE ROLL CALL & CERTIFICATION OF MEETING QUORUM

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

2. Consideration of Amendments to the Action Meeting Agenda

There were no requested changes to the meeting agenda. Seeing and hearing no objections, the December 14, 2021, agenda was approved by acclamation as presented.

3. Approval of November 8, 2021, RRTPO TAC Meeting Minutes

On motion of Barbara Smith, seconded by John O’Keeffe, the RRTPO Technical Advisory Committee unanimously approved the minutes of the November 9, 2021, meeting by acclamation (voice vote) as presented.

4. Open Public Comment Period

There were no requests to address the Technical Advisory Committee.

5. TAC Chairman’s Report

There was no report from the Chairman.

6. RRTPO Update

a. Current Work Efforts

Mr. Parsons gave this report to the committee.

b. Community Transportation Advisory Committee (CTAC) – Staff Report

Ken Lantz, PlanRVA, gave this report to the committee.

c. Safety Performance Measures

Greta Ryan, PlanRVA, gave this report to the committee.

7. VTrans Long-term Risk & Opportunity Register

Jitender Ramchandani, OIPI, provided this update.

8. Safe Routes to Schools TA Endorsement

Myles Busching, PlanRVA, provided an explanation of this request.

On motion of Dironna Moore Clarke, seconded by Joseph Vidunas, the RRTPO Technical Advisory Committee (TAC) voted unanimously to recommend RRTPO Policy Board approval of the following resolution as presented (see [Appendix A](#)):

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.

9. **Richmond STBG Funding Request – UPC 15958 Commerce Road Improvement project**

Mr. Busching provided an explanation of this request. Dironna Moore Clarke, City of Richmond, offered further details on the history of the request and clarified that the project has been advertised and five bids were received.

On motion of Joseph Vidunas, seconded by Dironna Moore Clarke, the RRTPO Technical Advisory Committee (TAC) voted unanimously to recommend RRTPO Policy Board approval of the following resolution as presented (see [Appendix A](#)):

Resolved, that the Richmond Regional Transportation Planning Organization (RRTPO) approves the transfer of \$1,014,323 in previous Surface Transportation Block Grant (STBG) funds from the balance entry (UPC 70721) to the Commerce Road Improvements project (UPC 15958).

Resolved, that the RRTPO approves the transfer of \$627,677 in FY23 STBG funds from the balance entry (UPC 70721) to the Commerce Road Improvements project (UPC 15958).

10. **Transportation Agency Updates**

a. **DRPT**

Tiffany Dubinsky, Statewide Transit Planning Manager at DRPT, provided this update.

b. **GRTC**

Patricia Robinson, GRTC, reported the following:

- The next GRTC Board meeting is scheduled for December 21, 2021.
- The Regional Transportation Plan is progressing.
- The Microtransit Feasibility Study just finished its first round of public outreach.

c. **RideFinders**

John O’Keeffe, Account Executive at RideFinders, reported the following:

- Working with GRTC and Mack Global on GRTC’s Telework plan.

- Emailed GRTC Micro-Transit survey to ETC network and posted on social media outlets and posted flyer on Commuter Store door for outdoor traffic to scan QR code.
- Contacted Southside ReLeaf organization distribution of trees throughout the communities that have been identified as Urban Heat Desserts upcoming events.
- Contacted GroundworkRVA regarding upcoming events.
- Attended 8th Annual Richmond Region Transportation Forum.
- Continued promoting 40 Days of Good for 40 Years of Service, an initiative encouraging citizens to help us celebrate the 40th anniversary by doing the following: (1) doing something good in their community, the environment, or for their neighbor and (2), sharing their good deed on social media.
- Continued encouraging commuters to “Be the CEO” of their commute - essentially in charge of when and how they commute - by commuting safely, recording their greener trips, and downloading the Ridematching and Rewards app.
- Currently promoting their 2nd Annual Greener (Holi)Days Pledge which promotes a sustainable holiday season through “green” actions such as walking or biking short distances instead of driving that help reduce emissions, conserve energy and support better air quality. Visit www.ridefinders.com and the call-to-action is on the home page.

d. VDOT

Nicole Mueller, Planning Specialist at VDOT, provided this update.

11. Future Meeting Topics

Several future meeting topics were reviewed.

12. TAC Member Comments

Mr. Parsons noted that the Federal Certification Review is still in process. A draft report will be provided either by the end of the calendar year or in early Spring.

13. Next Meeting: January 11, 2022

Chair LeDuc noted that the next regular RRTPO TAC action meeting will be held **in person at PlanRVA** on January 11, 2022, beginning at 9:00 a.m.

14. Adjournment

Chair LeDuc adjourned the meeting at 10:09 a.m.