

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

**ZOOM MEETING MINUTES
February 14, 2023, 9:00 a.m.**

MEMBERS and ALTERNATES (A) PRESENT:

Town of Ashland		Charles City County		Chesterfield County	
Nora D. Amos	X	Gary Mitchell		Barbara K. Smith	X
Vacant (A)		Rhonda Russell (A)		Chessa Walker (A)	
Goochland County		Hanover County		Henrico County	
Austin Goyne	X	Joseph E. Vidunas, FY23 Vice Chair	X	Sharon Smidler, FY23 Chair	X
Thomas M. Coleman (A)		J. Michael Flagg (A)		Todd Eure (A)	
New Kent County		Powhatan County		City of Richmond	
Amy Inman	X	Bret Schardein		Dironna Moore Clarke	X
Kelli Le Duc (A)		Vacant (A)		Vacant (A)	
Capital Region Airport Commission		DRPT		GRTC	
John B. Rutledge		Tiffany T. Dubinsky		Sam Sink	
		Daniel Wagner (A)	X	Corey Robinson (A)	
				Patricia Robinson (A)	x
PlanRVA		RideFinders		RMTA	
Chet Parsons	X	Von S. Tisdale		Theresa Simmons	
Sulabh Aryal (A)	X	John O'Keeffe (A)	X		
VDOT					
Liz McAdory	X				
Nicole Mueller (A)	X				

The technology used for the RRTPO Technical Advisory Committee meeting was a web-hosted service created by Zoom and YouTube Live Streaming and was open and accessible for participation by members of the public. A recording of this meeting is available on our [Plan RVA YouTube Channel](#).

Virtual participation of this meeting by members of the committee is authorized under the City of Richmond Res. No. 2020-R025, - declaration of a local emergency due to the potential spread of COVID-19, adopted March 16, 2020. The resolution is available [here](#).

1. Welcome and Introductions

The Richmond Regional Transportation Planning Organization (RRTPO) Technical Advisory Committee (TAC) Chair, Sharon Smidler, presided and called the February 14, 2023, TAC meeting to order at 9:01 a.m.

2. Statement Regarding Virtual Meetings

Attendees’ attention was directed to the statement regarding virtual meeting participation.

3. Roll Call & Certification of a Quorum

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

4. Consideration of Amendments to the Meeting Agenda

There were no requested amendments to the agenda.

5. Approval of January 10, 2023, Meeting Minutes

On motion of Liz McAdory, seconded by Barbara Smith, the RRTPO Technical Advisory Committee approved the minutes of the January 10, 2023, meeting as presented (voice vote).

6. Open Public Comment Period

There were no requests to address the committee.

7. TAC Chairman’s Report

Chair Smidler did not have a formal report.

8. RRTPO Update

Chet Parsons did not have a formal update.

9. Transit Asset Management Performance Targets

Greta Ryan, PlanRVA, presented this request and offered to answer any questions.

On motion of Amy Inman, seconded by Dironna Moore Clarke, the RRTPO Technical Advisory Committee voted to recommend RRTPO Policy Board approval of the following resolution:

RESOLVED, that the Richmond Regional Transportation Planning Organization Policy Board adopts the FFY2022 Tier II TAM targets and incorporates them into the Transportation Improvement Program.

Jurisdiction/Agency	Member	Aye	Nay	Abstain	Absent
Town of Ashland	Nora D. Amos	X			
Charles City County	Gary Mitchell				X
Chesterfield County	Barbara K. Smith	X			X
Goochland County	Austin Goyne				
Hanover County	Joseph E. Vidunas, Vice Chair				X
Henrico County	Sharon Smidler, Chair	X			
New Kent County	Amy Inman	X			
Powhatan County	Bret Schardein				X
City of Richmond	Dironna Moore Clarke	X			

Capital Region Airport Commission	John B. Rutledge				X
DRPT	Tiffany Dubinsky				X
GRTC Transit System	Patricia Robinson	X			
PlanRVA	Chet Parsons	X			
RideFinders	John O’Keeffe (A)	X			
RIC Metropolitan Transp. Authority	Theresa Simmons				X
VDOT	Liz McAdory	X			
Totals		9	0	0	7

10. FY21 – FY24 TIP Amendment: I-64 Gap Improvement – Segment A

Myles Busching, PlanRVA, presented this request and offered to answer any questions.

On motion of Liz McAdory, seconded by Barbara Smith, the RRTPO Technical Advisory Committee voted to recommend RRTPO Policy Board approval of the following resolution:

RESOLVED, that the Richmond Regional Transportation Planning Organization Policy Board amends the *FY21 – FY24 Transportation Improvement Program (TIP)* to revise the planned obligations on UPC 122805: I-64 GAP IMPROVEMENTS – SEGMENT A to include:

- \$1,000,000 in Other (State) funding for Right-of-Way in fiscal year 2023
- \$249,813,744 in Other (State) funding for Construction in fiscal year 2023

Jurisdiction/Agency	Member	Aye	Nay	Abstain	Absent
Town of Ashland	Nora D. Amos	X			
Charles City County	Gary Mitchell				X
Chesterfield County	Barbara K. Smith	X			
Goochland County	Austin Goyne				X
Hanover County	Joseph E. Vidunas, Vice Chair				X
Henrico County	Sharon Smidler, Chair	X			
New Kent County	Amy Inman	X			
Powhatan County	Bret Schardein				X
City of Richmond	Dironna Moore Clarke	X			
Capital Region Airport Commission	John B. Rutledge				X
DRPT	Tiffany Dubinsky				X
GRTC Transit System	Patricia Robinson	X			
PlanRVA	Chet Parsons	X			
RideFinders	John O’Keeffe (A)	X			

RIC Metropolitan Transp. Authority	Theresa Simmons				X
VDOT	Liz McAdory	X			
Totals		9	0	0	7

11. Project Cost Estimating & Overruns

Mr. Busching presented this matter. He noted that he recently provided an update on the matter to members of the Policy Board, specifically with respect to locally administered projects versus VDOT administered.

The policy board has referred this question of how to address cost estimating and overruns to TAC with the following requests:

1. Provide an explanation for the cost increases in all cases where an active or recently completed project has exceeded its original budget (requested last month), and
2. Determine what policy changes are needed (if any) to reduce cost overruns and their impacts on regional funding programs. Some options to consider include:
 - a. Using more conservative estimate assumptions (like Smart Scale)
 - b. Increasing project definition before selection (e.g., requiring 30% design)
 - c. Reducing TPO exposure to overruns by awarding funds for a single phase or fixed dollar amounts
 - d. Improving time to delivery

Joseph Vidunas joined the meeting at approximately 9:24 a.m.

Committee members discussed the project development process. There was a discussion about the four potential policy changes. There was a consensus to defer action on the matter to allow time for further review. The issue will be on the March TAC agenda.

12. FY24 – FY29 STBG/CMAQ Allocations - Existing Project Requests

Mr. Busching presented this matter and offered to answer any questions.

On motion of Barbara Smith, seconded by Dironna Moore Clarke, the RRTPO Technical Advisory Committee voted to recommend RRTPO Policy Board approval of the following projects:

<u>UPC</u>	<u>Sponsor</u>	<u>Amount</u>
13551	Hanover	\$1,600,000
15958	Richmond	\$3,770,000
19035	Richmond	\$3,000,000
112042	Ashland	\$2,759,106
118143	RRTPO	\$400,000

Prior to the vote, Committee members discussed whether or not the other projects reviewed should be funded. Updates were provided on the status of each of those projects.

Jurisdiction/Agency	Member	Aye	Nay	Abstain	Absent
Town of Ashland	Nora D. Amos	X			
Charles City County	Gary Mitchell				X
Chesterfield County	Barbara K. Smith	X			
Goochland County	Austin Goyne				X
Hanover County	Joseph E. Vidunas, Vice Chair	X			
Henrico County	Sharon Smidler, Chair	X			
New Kent County	Amy Inman	X			
Powhatan County	Bret Schardein				X
City of Richmond	Dironna Moore Clarke	X			
Capital Region Airport Commission	John B. Rutledge				X
DRPT	Tiffany Dubinsky				X
GRTC Transit System	Patricia Robinson	X			
PlanRVA	Chet Parsons	X			
RideFinders	John O’Keeffe (A)	X			
RIC Metropolitan Transp. Authority	Theresa Simmons				X
VDOT	Liz McAdory	X			
Totals		10	0	0	6

13. FY24 – FY27 TIP & ConnectRVA 2045 Conformity Projects List

Mr. Busching presented this matter. He note the TPO has to approve the Richmond portion. The interagency consultation will be held prior to the next TAC meeting. TAC will need to open the public comment for both documents.

On motion of Liz McAdory, seconded by Barbara Smith, the RRTPO Technical Advisory Committee voted to recommend RRTPO Policy Board approval of the following resolution:

RESOLVED, that the Richmond Regional Transportation Planning Organization policy board approves the attached list of ungrouped projects from the draft FY24 – FY27 Transportation Improvement Program and ConnectRVA 2045 as the universe of RRTPO projects for air quality conformity analysis as required by federal regulations (23 CFR § 450.326).

FURTHER RESOLVED, that the RRTPO policy board authorizes the TAC to review and open public comment on the draft FY24 – FY27 TIP and Regional Conformity Assessment at the March 14, 2023, meeting.

Jurisdiction/Agency	Member	Aye	Nay	Abstain	Absent
Town of Ashland	Nora D. Amos	X			
Charles City County	Gary Mitchell				X
Chesterfield County	Barbara K. Smith	X			
Goochland County	Austin Goyne				X
Hanover County	Joseph E. Vidunas, Vice Chair	X			
Henrico County	Sharon Smidler, Chair	X			
New Kent County	Amy Inman	X			
Powhatan County	Bret Schardein				X
City of Richmond	Dironna Moore Clarke	X			
Capital Region Airport Commission	John B. Rutledge				X
DRPT	Tiffany Dubinsky				X
GRTC Transit System	Patricia Robinson	X			
PlanRVA	Chet Parsons	X			
RideFinders	John O’Keeffe (A)	X			
RIC Metropolitan Transp. Authority	Theresa Simmons				X
VDOT	Liz McAdory	X			
Totals		10	0	0	6

14. Smart Scale Recommendations Review (focus on CVTA leveraging impacts)

Mr. Parsons presented this matter and noted that it was also presented to the CVTA TAC. He noted that a wide range of leveraging amounts that would have been required to make the various projects successful.

15. Transportation Agency Updates

a. DRPT

Daniel Wagner provided this report. The agency update is posted with the [meeting documents](#).

b. GRTC

Patricia Robinson provided an update on recent and upcoming GRTC activity. Several new amenity installations were completed last month. There is a new public timetable design. To commemorate black history makers, destination sign codes will be on GRTC buses throughout February.

c. RideFinders

John O’Keeffe, RideFinders, provided an update on the following RideFinders’ activities:

- Working with HR at Amazon RIC1 in Dinwiddie to assist them with commute options for employees. We have done a density plot map and created a survey to go out to employees.

- Working with HR at Shamin hotels with transportation options for employees at some of their hotels where there are staffing issues and transit does not reach.
- Met with Chesterfield County to discuss transportation options and how RideFinders could assist the new Lego facility as well as discussed Amazon efforts at Meadowville location
- Continuing to work with VDOT with assistance from Liz McAdory on the replacement of RideFinders signs along the interstates and secondary roads. Currently 6 signs are missing and 1 has been replaced by VDOT.
- Submitted 2 Commuter Assistance Program Grant applications to DRPT.
- Shared partner notices/announcements on Twitter and/or Facebook from- Chesterfield County, New Kent County, Henrico County, DRPT and PLANRVA.

d. VDOT

Nicole Mueller, VDOT, provided an update on VDOT's recent and upcoming activities, which is posted with the [meeting documents](#).

16. Future Meeting Topics

Chair Smidler reviewed the future meeting topics. Mr. Parsons noted there are two BRT feasibility studies are underway; TAC may be interested in a presentation on these. Members expressed an interest in having it on the next meeting agenda; the north-south BRT corridor study in particular..

17. TAC Member Comments

There were no member comments.

18. Next Meeting: November

Chair Smidler noted the next meeting will be held on March 14, 2023.

19. Adjournment

Chair Smidler adjourned the meeting at 10:33 a.m.