

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

ZOOM MEETING MINUTES

April 11, 2023, 9:00 a.m.

MEMBERS and ALTERNATES (A) PRESENT:

Town of Ashland		Charles City County		Chesterfield County	
Nora D. Amos	X	Gary Mitchell	X	Barbara K. Smith	X
Vacant (A)		Rhonda Russell (A)	X	Chessa Walker (A)	X
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	X	Sam Sink	
		Daniel Wagner (A)		Corey Robinson (A)	X
				Patricia Robinson (A)	X
PlanRVA		RideFinders		RMTA	
Chet Parsons	X	Von S. Tisdale		Theresa Simmons	
Sulabh Aryal (A)	X	John O'Keefe (A)	X		
VDOT					
Sarah Rhodes	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 April 11, 2023, TAC meeting to order at 9:02 a.m. Sarah Rhodes, VDOT Richmond District Assistant Planning Manager, was introduced as the newest TAC member.

2. Roll Call & Certification of a Quorum

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

3. Consideration of Amendments to the Meeting Agenda

Chet Parsons, PlanRVA, announced that the agenda will need to be amended to add an amendment to the FY23 UPWP. It will be the new item 9. The RRTPO Technical Advisory Committee members voted to approve the meeting agenda as amended (voice vote).

4. Approval of March 14, 2023, Meeting Minutes

On motion by Gary Mitchell, seconded by Dironna Moore Clarke, the RRTPO Technical Advisory Committee approved the meeting minutes as presented (voice vote).

5. Open Public Comment Period

There were no requests to address the committee.

6. TAC Chairman's Report

Chair Smidler reported on the success of the recent Transportation Forum.

7. RRTPO Update

a. CTAC Update

Mr. Parsons reported that CTAC has been invited to an upcoming Policy Board meeting to discuss the committee's role.

8. Socioeconomic Data 2050 Future Year Data Approval

Sulabh Aryal, PlanRVA, provided this report. The TPO is in process of developing its first Scenario Planning Process and Tools - Pathways to the Future (P2F). This will be followed by the development of the 2050 Long-Range Transportation Plan (LRTP).

A first task in the 'Pathways to the Future' and the LRTP development process is to update the Richmond/Tri-Cities (RTC) Regional Travel Demand Model and the supporting Socioeconomic (SE) data, also called as the Landuse Data. The RRTPO, the Tri-Cities MPO and VDOT Richmond District staff are working closely with VDOT modeling staff to update the RTC model.

The RTC model update requires a new set of horizon year (2050) population and employment data as a primary input. This data has been developed by a working group of the RRTPO TAC – the Socioeconomic (SE) Data Work Group. The SE Data workgroup convened its first meeting on July 13, 2022. The Workgroup is expected to approve the Future Year 2050 data in their April 6, 2023, meeting.

The draft '*Socioeconomic Data Report for the 2017 Base Year and the 2050 Forecast Year*' report and the '*Executive Summary*' report are provided as attachments for the TAC review and comments. The report provides estimates and projections of population, employment, housing, school and college enrollment and auto ownership data of the Richmond Region at the TAZ geography.

On motion of Gary Mitchell, seconded by Amy Inman, the RRTPO Technical Advisory Committee voted to approve the 2050 Future Year Data at the Traffic Analysis Zone (TAZ), Jurisdictional and Regional levels and recommend RRTPO Policy Board approval of the data (roll call vote):

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	Sarah Rhodes	X			
Totals		13	0	0	3

9. FY23 UPWP Amendment (added to agenda)

Mr. Parsons presented this matter and explained that 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. The UPWP was initially adopted by the RRTPO on June 27, 2019, and amended on December 5, 2019.

Over recent months, staff have realized areas of need for additional focus and effort that meets the needs of our partners and constituents in the community. There is a need for additional time on Long-Range Transportation Planning to cover additional time needed in development of socioeconomic data projections and reporting for the next LRTP (ConnectRVA 2050).

Task 7310, Long-Range Transportation Plan, has been supplemented with an additional \$25,000 from Task 7230, Contingency, and Task 7110, Program Management, has been supplemented with an additional \$25,000 from Task 7230, Contingency.

On motion of Barb, seconded by Dironna Moore Clarke, the RRTPO Technical Advisory Committee voted to recommend RRTPO Policy Board approval of the following resolution (roll call vote):

RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) approves the amendments to the RRTPO Fiscal Year 2023 Unified Planning Work Program as presented.

BE IT FURTHER RESOLVED, that the RRTPO TAC action to amend 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 and amending the FY23 UPWP.

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	Corey Robinson	X			
PlanRVA	Chet Parsons	X			
RideFinders	John O’Keeffe (A)	X			
RIC Metropolitan Transp. Authority	Theresa Simmons				X
VDOT	Sarah Rhodes	X			
Totals		13	0	0	3

10. GRTC FY24 Regional Public Transportation Plan (RPTP)

Adrienne Torres, GRTC, reviewed the draft plan and explained that feedback is being sought on the priorities. Committee members had questions and Ms. Torres offered clarification on a number of aspects of the report, including zone prioritizations, microtransit and the expected timeframe. The plan is to seek Policy Board approval at an upcoming meeting.

The presentation is posted with the [meeting documents](#).

11. FY21 – FY24 TIP Amendments: Highway Maintenance Groupings

Mr. Parsons presented this matter and explained that VDOT has requested amendments to the FY21 – FY24 TIP for three project groupings. Project groupings are pots of funds for similar types of projects that do not impact air quality or significantly impact capacity of the regional transportation network. Grouping projects allows additional flexibility in implementation as amendments are generally only needed if the total funding for the group of projects changes

significantly. The amendments are all for maintenance project categories and each will add more funding.

On motion of Joseph Vidunas, seconded by Gary Mitchell, the RRTPO Technical Advisory Committee voted to recommend RRTPO Policy Board approval of the following resolution (roll call vote):

Resolved, that the Richmond Regional Transportation Planning Organization (RRTPO) approves the following amendments to the FY21 – FY24 Transportation Improvement Program:

- Maintenance : Preventive Maintenance and System Preservation
 - Add \$115,430 (NHFP) in FFY23
 - Add \$2,258,586 (NHPP) in FFY23
 - Add \$31,116,665 (STP/STBG) in FFY23
- Maintenance : Preventive Maintenance for Bridges
 - Add \$751,472 (NHFP) in FFY23
 - Add \$2,102,357 (NHPP) in FFY23
 - Add 6,926,117 (STP/STBG) in FFY23
- Maintenance : Traffic and Safety Operations
 - Add an additional \$6,405,707 (STP/STBG) in FFY23

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 Goynes	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	Sarah Rhodes	X			
Totals		13	0	0	3

12. TIP Illustrative Project List

Mr. Parsons presented this matter and explained that in response to locality requests to include partially funded candidate projects in the TIP, the RRTPO has reviewed alternative approaches with a goal of streamlining the TPO process and positioning the region's

applications to be competitive. After extensive conversations with VDOT, staff propose including an illustrative project list in the TIP.

Illustrative Project List: An illustrative project is defined in 23 CFR 450.104 as an additional transportation project that may be included in a financial plan for a metropolitan transportation plan, TIP, or STIP if reasonable additional resources were to become available (emphasis added). These projects are not included in the constrained plan but are recognized priorities for the region. In practice, this means that the TIP can include a near-term vision list.

An illustrative project list can be added as a third category of projects in the TIP (after the ungrouped and grouped projects) with an introduction noting that the projects are not included in the constrained plan but would be added to the TIP if additional funding is provided. In effect, this approach is the same as the TPO providing a resolution of support but would allow for a standing list that could be used for multiple grant applications and would allow applicants to demonstrate inclusion in the TIP.

Revisions to illustrative projects are not considered amendments (as they do not impact fiscal constraint or air quality conformity) and can be accomplished quickly to reflect any changes between applications as needed (23 CFR 450.104). The format of the project entries is up to the RRTPO to determine consistent with federal requirements; VDOT does not have any guidance for illustrative projects.

8. Transportation Agency Updates

a. DRPT

There was no report from DRPT

b. GRTC

Patricia Robinson provided an update on recent and upcoming GRTC activity, including:

- The downtown transfer station will be opening in May.
- Pilot technology programs than are underway..
- An onboard survey starts at the end of April.
- The North-south BRT is underway.

c. RideFinders

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

- Presented RideFinders services and programs to Chesterfield Chamber of Commerce non-profit committee meeting via Zoom.
- Continuing to work with VDOT on the replacement of the 6 missing RideFinders signs. Per VDOT all but 2 have been replaced and the remaining should be done soon waiting on 2 sign panels.
- On March 9th RideFinders held a look at the microtransit pilot program happening in the Richmond suburbs at the RideFinders office with almost 30 people in attendance with the Association for Commuter Transportation Chesapeake Chapter. We had representatives from GRTC and the City of Richmond discuss the upcoming microtransit pilot program.
- Created the newly developed Match Made Challenge – a two-week carpool and vanpool challenge, coinciding with college basketball’s March Madness, to celebrate carpoolers and vanpoolers and encourage them to record their trips.
- Shared the results of the 2nd Annual Caring Commutes Challenge, a challenge in February encouraging commuters to show love for the environment by logging their

“green” commute trips, on social media platforms. The challenge resulted in 45,258 reduced vehicle miles traveled, 826 transit trips recorded, 178 vanpool trips recorded, and 106 bike trips recorded.

- Forwarded CAP 5 Year Strategic Plan Proposal and Timeline and GRTC Transportation Strategic Plan program to RAB for review and as an Information Item.

d. VDOT

Nicole Mueller 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

Nora Amos commented that Ashland is moving forward with the microtransit project. There were no other member comments.

18. Next Meeting: November

Chair Smidler noted the next meeting will be held on April 26, 2023. Mr. Parsons reported that this is a special meeting. Topics will include allocations, STBG CMAQ and the updated TIP (this is currently under public review).

19. Adjournment

Chair Smidler adjourned the meeting at 10:22 a.m.