

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

**MINUTES OF ACTION MEETING
Zoom Meeting
May 10, 2022
9:00 a.m.**

MEMBERS and ALTERNATES (A) PRESENT:

| | | | | | |
|--|---|----------------------------|---|------------------------------------|---|
| Town of Ashland | | Charles City County | | Chesterfield County | |
| Nora D. Amos | X | Rhonda Russell | | Barbara K. Smith | X |
| Vacant (A) | | Gary Mitchell (A) | | Chessa Walker (A) | X |
| | | | | | |
| Goochland County | | Hanover County | | Henrico County | |
| Thomas Ml. Coleman | X | Joseph E. Vidunas | X | Sharon Smidler, FY22 Vice Chair | X |
| Austin Goynes (A) | X | J. Michael Flagg (A) | | Todd Eure (A) | |
| | | | | | |
| New Kent County | | Powhatan County | | City of Richmond | |
| Kelli Le Duc, FY22 Chair | X | Bret Schardein | X | Dironna Moore Clarke | X |
| | | (vacant) (A) | | Travis A. Bridewell (A) | X |
| | | | | | |
| Capital Region Airport Commission | | DRPT | | GRTC | |
| John B. Rutledge | | Tiffany T. Dubinsky | X | Sam Sink | |
| | | Daniel Wagner (A) | X | 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 | | | | | |
| 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 meeting minutes in Appendix A. A recording of this meeting is available on our [Plan RVA YouTube Channel](#).

STATEMENT REGARDING VIRTUAL MEETINGS

Chet Parsons, PlanRVA, shared the statement on virtual meetings.

CALL TO ORDER

The Richmond Regional Transportation Planning Organization (RRTPO) Technical Advisory Committee (TAC) Chair, Kelli Le Duc, presided and called the May 10, 2022, RRTPO TAC meeting to order at 9:03 a.m.

ATTENDANCE ROLL CALL & CERTIFICATION OF MEETING QUORUM

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

1. Consideration of Amendments to the Action Meeting Agenda

Seeing and hearing no objections, the May 10, 2022, agenda was approved by acclamation as presented.

2. Approval of March 21 and April 12, 2022, Meeting Minutes

On motion of Joseph E. Vidunas, seconded by Dironna Moore Clarke, the RRTPO Technical Advisory Committee unanimously approved the minutes of the March 21, meeting by acclamation (voice vote) as presented.

On motion of Joseph E. Vidunas, seconded by John O'Keefe, the RRTPO Technical Advisory Committee unanimously approved the minutes of the April 12, 2022, meeting by acclamation (voice vote) as presented.

3. Open Public Comment Period

There were no requests to address the Technical Advisory Committee.

4. TAC Chairman's Report

There was no report from the Chair.

5. RRTPO Update

a. Current Work Efforts

Mr. Parsons directed the committee members to this report.

b. Joint Board Meeting Update

Mr. Parsons provided an update on the June 2, 2022, joint meeting.

6. Unified Planning Work Program (FY2023)

Mr. Parsons provided this update. The structure of the program remains the same but there are a number of new priorities and emphasis areas. Public outreach is a key new priority. Committee members had questions and Mr. Parson's provided clarification those items. Nicole Mueller, VDOT, gave an explanation of the amendment from VDOT that was received that morning.

On motion of John O'Keefe, seconded by Nicole Mueller, the RRTPO Technical Advisory Committee voted unanimously to adopt the FY2023 Unified Planning Work Program. (See Appendix A).

7. FY21 – FY24 TIP Amendment – VDOT Request

Myles Busching, PlanRVA, presented this item to the committee and offered to answer any questions.

On motion of Barbara K. Smith, seconded by John O’Keeffe, the RRTPO Technical Advisory Committee voted unanimously to adopt the following resolution (see Appendix A):

RESOLVED, that the Richmond Regional Transportation Planning Organization Policy Board amends the FY21 – FY24 Transportation Improvement Program (TIP) adding the following new project:

- UPC 118148: Richmond Signal System – Phase IV; and,

BE IT FURTHER RESOLVED that this project is considered exempt from conformity under provisions contained in section 93.126 of the conformity rule for Safety: Traffic control devices and operating assistance other than signalization projects.

8. FY21 – FY24 TIP Amendment – DRPT Request

Mr. Busching presented this item to the committee and offered to answer any questions.

On motion of Dironna Moore Clarke, seconded by Barbara K. Smith, the RRTPO Technical Advisory Committee voted unanimously to adopt the following resolution (see Appendix A):

RESOLVED, that the Richmond Regional Transportation Planning Organization Policy Board amends the FY21 – FY24 Transportation Improvement Program (TIP) adding the following new projects:

- UPC CHS0004: Capital Cost of Contracting
- UPC: HCS0002: Capital Cost of Contracting; and,

BE IT FURTHER RESOLVED that these projects are considered exempt from conformity under provisions contained in section 93.126 of the conformity rule for mass transit.

9. 2050 Socioeconomic Data Workgroup

Sulabh Aryal, PlanRVA, presented this item to the committee and explained that the members will be from localities, GRTC, DRPT and VDOT.

On motion of Thomas M. Coleman, seconded by Barbara K. Smith, the RRTPO Technical Advisory Committee voted unanimously to adopt the following resolution (see Appendix A):

RESOLVED, that the Richmond Regional Transportation Planning Organization Policy, Technical Advisory Committee, approves the establishment of the Socioeconomic Data Workgroup and designate appointees by May 27, 2022.

10. Transportation Agency Updates

a. DRPT

Tiffany Dubinsky, Statewide Transit Planning Manager at DRPT, provided an update on DRPT activities, which is posted with the [meeting documents](#).

b. GRTC

Patricia Robinson, GRTC, updated the committee members on the upcoming GRTC Board meeting.

c. RideFinders

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

- Attended two Bike to School events in person at Cool Springs Elementary in Hanover County and Chickahominy Middle School in Hanover County. There were over 275 participants at Cool Springs and 37 participants at Chickahominy Middle.
- Participated in the Earth Day Event, County of Henrico, Fairfield Library
- Continuing to work with GRTC and Mack Global on GRTC’s telework policy.
- Beginning to hear from more employees at state agencies regarding joining vanpools and we are assisting them with vans we currently have and the formation of new vanpools.
- Met with City of Richmond’s Office of Equitable Transit and Mobility about pursuing funds to support a van-share program for RRHA residents.
- Wrote, compiled supporting documentation and submitted entries for the 2022 Association for Commuter Transportation (ACT) Awards:
- Added Public Comment notice on our website regarding the Central Virginia Transportation Authority (CVTA) estimated \$276.4 million in transportation projects including regional bike, pedestrian, bridge and highway infrastructure.
- Continued promoting Way to Go Wednesday - to highlight the impact of our programs, celebrate commuting stories and testimonials, and share initiatives from our regional and community partners and stakeholders.
- Created and uploaded to RideFinders website three new kids activities to celebrate Earth Month on the Sustainability Resources for Kids webpage: Earth Day Word Search, Earth Day coloring activity and Earth Day coloring activity.
- Received federal authorization and signed off on FY22 T203 CMAQ contract.
- Met with Department of Rail and Public Transportation representatives regarding the Draft Six Year Improvement Plan recommendations and RideFinders two (2) grant applications.

d. VDOT

Nicole Mueller, Planning Specialist at VDOT, provided this update, which is posted with the [meeting documents](#).

11. Future Meeting Topics

Chair Le Duc reviewed the future meeting topics. Vice Chair Smidler suggested adding the SmartScale Round 5 final project selections for the region, to the next meeting agenda so that a recommendation can be forwarded to the policy board in June.

12. TAC Member Comments

There were no member comments.

13. Next Meeting: June 14, 2022

Chair Le Duc noted that the next regular RRTPO TAC action meeting will be held on June 14, 2022, beginning at 9:00 a.m.

14. Adjournment

Chair Le Duc adjourned the meeting at 9:54 a.m.

CAP/jf

May 10, 2022 - RRTPO Technical Advisory Committee (TAC)

APPENDIX A - Voting Record Tables

Item 6 - Unified Planning Work Program (FY2023)

| Jurisdiction/Agency | Member | Aye | Nay | Abstain | Absent |
|---|-------------------------|-----|-----|---------|--------|
| Town of Ashland | Nora D. Amos | X | | | |
| | | | | | |
| Charles City County | Rhonda Russell | | | | X |
| | Gary Mitchel (A) | | | | X |
| Chesterfield County | Barbara K. Smith | X | | | |
| | Chessa Walker (A) | | | | |
| Goochland County | Thomas M Coleman | X | | | |
| | Austin Goynes (A) | | | | |
| Hanover County | Joseph E. Vidunas | X | | | |
| | Mike Flagg (A) | | | | X |
| Henrico County | Sharon Smidler, VC | X | | | |
| | Todd Eure (A) | | | | X |
| New Kent County | Kelli Le Duc, Chair | X | | | |
| | | | | | |
| Powhatan County | Bret Schardein | X | | | |
| | | | | | |
| City of Richmond | Dironna Moore Clarke | X | | | |
| | Travis A. Bridewell (A) | | | | |
| Capital Region Airport Commission | John B. Rutledge | | | | X |
| | | | | | |
| DRPT | Tiffany T. Dubinsky | X | | | |
| | Daniel Wagner (A) | | | | |
| GRTC Transit System | Sam Sink | | | | X |
| | Patricia Robinson (A) | X | | | |
| PlanRVA | Chet Parsons | X | | | |
| | Sulabh Aryal (A) | | | | X |
| RideFinders | Von S. Tisdale | | | | X |
| | John O'Keeffe (A) | X | | | |
| RIC Metropolitan Transp. Authority | Theresa Simmons | | | | X |
| | | | | | |
| VDOT | Liz McAdory | | | | X |
| | Nicole Mueller (A) | X | | | |
| TOTAL | | 13 | | | |

Quorum is at least one-half of TAC's membership to include a minimum of four local government representatives (as per Article V, Section 2 of the bylaws).

Item 7 - FY21 – FY24 TIP Amendment – VDOT Request

| Jurisdiction/Agency | Member | Aye | Nay | Abstain | Absent |
|---|-------------------------|-----|-----|---------|--------|
| Town of Ashland | Nora D. Amos | X | | | |
| Charles City County | Rhonda Russell | | | | X |
| | Gary Mitchel (A) | | | | X |
| Chesterfield County | Barbara K. Smith | X | | | |
| | Chessa Walker (A) | | | | |
| Goochland County | Thomas M Coleman | X | | | |
| | Austin Goynes (A) | | | | |
| Hanover County | Joseph E. Vidunas | X | | | |
| | Mike Flagg (A) | | | | X |
| Henrico County | Sharon Smidler, VC | X | | | |
| | Todd Eure (A) | | | | X |
| New Kent County | Kelli Le Duc, Chair | X | | | |
| Powhatan County | Bret Schardein | X | | | |
| City of Richmond | Dironna Moore Clarke | X | | | |
| | Travis A. Bridewell (A) | | | | |
| Capital Region Airport Commission | John B. Rutledge | | | | X |
| DRPT | Tiffany T. Dubinsky | X | | | |
| | Daniel Wagner (A) | | | | |
| GRTC Transit System | Sam Sink | | | | X |
| | Patricia Robinson (A) | X | | | |
| PlanRVA | Chet Parsons | X | | | |
| | Sulabh Aryal (A) | | | | X |
| RideFinders | Von S. Tisdale | | | | X |
| | John O'Keeffe (A) | X | | | |
| RIC Metropolitan Transp. Authority | Theresa Simmons | | | | X |
| VDOT | Liz McAdory | | | | X |
| | Nicole Mueller (A) | X | | | |
| TOTAL | | 13 | | | |

Item 8. - FY21 – FY24 TIP Amendment – DRPT Request

| Jurisdiction/Agency | Member | Aye | Nay | Abstain | Absent |
|---|-------------------------|-----|-----|---------|--------|
| Town of Ashland | Nora D. Amos | X | | | |
| Charles City County | Rhonda Russell | | | | X |
| | Gary Mitchel (A) | | | | X |
| Chesterfield County | Barbara K. Smith | X | | | |
| | Chessa Walker (A) | | | | |
| Goochland County | Thomas M Coleman | X | | | |
| | Austin Goynes (A) | | | | |
| Hanover County | Joseph E. Vidunas | X | | | |
| | Mike Flagg (A) | | | | X |
| Henrico County | Sharon Smidler, VC | X | | | |
| | Todd Eure (A) | | | | X |
| New Kent County | Kelli Le Duc, Chair | X | | | |
| Powhatan County | Bret Schardein | X | | | |
| City of Richmond | Dironna Moore Clarke | X | | | |
| | Travis A. Bridewell (A) | | | | |
| Capital Region Airport Commission | John B. Rutledge | | | | X |
| DRPT | Tiffany T. Dubinsky | X | | | |
| | Daniel Wagner (A) | | | | |
| GRTC Transit System | Sam Sink | | | | X |
| | Patricia Robinson (A) | X | | | |
| PlanRVA | Chet Parsons | X | | | |
| | Sulabh Aryal (A) | | | | X |
| RideFinders | Von S. Tisdale | | | | X |
| | John O'Keeffe (A) | X | | | |
| RIC Metropolitan Transp. Authority | Theresa Simmons | | | | X |
| VDOT | Liz McAdory | | | | X |
| | Nicole Mueller (A) | X | | | |
| TOTAL | | 13 | | | |

Item 9. - 2050 Socioeconomic Data Workgroup

| Jurisdiction/Agency | Member | Aye | Nay | Abstain | Absent |
|---|-------------------------|------------|------------|----------------|---------------|
| Town of Ashland | Nora D. Amos | X | | | |
| Charles City County | Rhonda Russell | | | | X |
| | Gary Mitchel (A) | | | | X |
| Chesterfield County | Barbara K. Smith | X | | | |
| | Chessa Walker (A) | | | | |
| Goochland County | Thomas M Coleman | X | | | |
| | Austin Goynes (A) | | | | |
| Hanover County | Joseph E. Vidunas | X | | | |
| | Mike Flagg (A) | | | | X |
| Henrico County | Sharon Smidler, VC | X | | | |
| | Todd Eure (A) | | | | X |
| New Kent County | Kelli Le Duc, Chair | X | | | |
| Powhatan County | Bret Schardein | X | | | |
| City of Richmond | Dironna Moore Clarke | X | | | |
| | Travis A. Bridewell (A) | | | | |
| Capital Region Airport Commission | John B. Rutledge | | | | X |
| DRPT | Tiffany T. Dubinsky | X | | | |
| | Daniel Wagner (A) | | | | |
| GRTC Transit System | Sam Sink | | | | X |
| | Patricia Robinson (A) | X | | | |
| PlanRVA | Chet Parsons | X | | | |
| | Sulabh Aryal (A) | | | | X |
| RideFinders | Von S. Tisdale | | | | X |
| | John O'Keeffe (A) | X | | | |
| RIC Metropolitan Transp. Authority | Theresa Simmons | | | | X |
| VDOT | Liz McAdory | | | | X |
| | Nicole Mueller (A) | X | | | |
| TOTAL | | 13 | | | |