

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

**ZOOM MEETING MINUTES**

**May 9, 2023, 9:00 a.m.**

**MEMBERS and ALTERNATES (A) PRESENT:**

<b>Town of Ashland</b>		<b>Charles City County</b>		<b>Chesterfield County</b>	
Nora D. Amos	X	Gary Mitchell	X	Barbara K. Smith	X
Vacant (A)		Rhonda Russell (A)		Chessa Walker (A)	X
<b>Goochland County</b>		<b>Hanover County</b>		<b>Henrico County</b>	
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)	
<b>New Kent County</b>		<b>Powhatan County</b>		<b>City of Richmond</b>	
Amy Inman	X	Bret Schardein		Dironna Moore Clarke	X
Kelli Le Duc (A)		Vacant (A)		Vacant (A)	
<b>Capital Region Airport Commission</b>		<b>DRPT</b>		<b>GRTC</b>	
John B. Rutledge	X	Tiffany T. Dubinsky		Sam Sink	
		Daniel Wagner (A)	X	Corey Robinson (A)	X
				Patricia Robinson (A)	X
<b>PlanRVA</b>		<b>RideFinders</b>		<b>RMTA</b>	
Chet Parsons	X	Von S. Tisdale		Theresa Simmons	
Sulabh Aryal (A)	X	John O'Keeffe (A)	X		
<b>VDOT</b>					
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 May 9, 2023, TAC meeting to order at 9:02 a.m.

## 2. Statement Regarding Virtual Meetings

This statement was provided to members virtually.

## 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 changes to the agenda.

## 5. Approval of April 11, 2023, Meeting Minutes

On motion by Nora Amos, seconded by Gary Mitchell, the RRTPO Technical Advisory Committee approved the meeting minutes 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. FY21 – FY24 TIP Amendment – 288 NB HSR

Myles Busching, PlanRVA, presented this request and offered to answer any questions. The existing shoulder on northbound route 288 between the on-ramp of route 711 to the off-ramp of route 6 would be reconstructed to a width of 13 feet to provide an 11 feet hard running shoulder plus a 2 feet shoulder. to be used during the AM peak travel hours. Also, included would be installation of gantries with signage regarding usage. ITS improvements would also be included within the Route 288 corridor. Project would also include the construction emergency pull-offs to provide a refuge area for disabled vehicles while the hard shoulder running lane is in operation. This project also includes a soundwall on the north side of the James River crossing and two (2) stormwater management basins.

This project was a PlanRVA submission in Smart Scale Round 5. It is expected to be funded through a combination of Smart Scale, Innovation and Technology Transportation Fund (ITTF), and CVTA regional funds. The draft TIP amendment includes Advance Construction (AC) - Other for the Preliminary Engineering (PE) phase in FFY2023, meaning non-federal funds are proposed for this phase.

Members had questions about the project. It was noted that the project has been before the TAC previously. Sarah Rhodes, VDOT, offered to provide further information on the project.

On motion of Gary Mitchell, seconded by Austin Goynes, 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) policy board amends the FY21 – FY24 Transportation Improvement Program (TIP) to include UPC 122147: #SMART24 #ITTF23 - 288 NB HARD SHOULDER RUNNING (HSR) as shown in the attached TIP pages; and

**Finally resolved**, that this project is located outside of the former 8-Hour Ozone Maintenance Area and does not require an updated Air Quality Conformity Analysis.

<b>Jurisdiction/Agency</b>	<b>Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
<b>Town of Ashland</b>	Nora D. Amos	X			
<b>Charles City County</b>	Gary Mitchell	X			
<b>Chesterfield County</b>	Barbara K. Smith	X			
<b>Goochland County</b>	Austin Goyne	X			
<b>Hanover County</b>	Joseph E. Vidunas, Vice Chair	X			
<b>Henrico County</b>	Sharon Smidler, Chair	X			
<b>New Kent County</b>	Amy Inman	X			
<b>Powhatan County</b>	Bret Schardein				X
<b>City of Richmond</b>	Dironna Moore Clarke	X			
<b>Capital Region Airport Commission</b>	John B. Rutledge	X			
<b>DRPT</b>	Daniel Wagner	X			
<b>GRTC Transit System</b>	Patricia Robinson	X			
<b>PlanRVA</b>	Chet Parsons	X			
<b>RideFinders</b>	John O’Keeffe (A)	X			
<b>RIC Metropolitan Transp. Authority</b>	Theresa Simmons				X
<b>VDOT</b>	Sarah Rhodes	X			
<b>Totals</b>		14	0	0	2

**9. Regional Conformity Assessment**

Mr. Busching provided this request. He noted that, as part of the FY24 – FY27 TIP development, the Richmond-Petersburg Area is required to demonstrate conformity under the Clean Air Act (CAA). While in attainment for all current emissions standards, the region was a nonattainment area, and later a maintenance area, for the 1997 8-hour ozone standard. In 2018, the D.C. Circuit Court issued a decision in South Coast Air Quality Management District v. EPA which requires all nonattainment or maintenance areas under the 1997 standards to demonstrate conformity for the LRTP and the TIP, even when in attainment under the more stringent 2015 standards. The constrained list of projects in the ConnectRVA 2045 plan along with the ungrouped projects in the draft FY24-27 TIP that are located within the former 8-hour ozone maintenance area constitute the RRTPO set of projects for this analysis. The policy board acted at the March 2, 2023, meeting to approve this project list.

The interagency consultation meeting took place before the March 14, 2023, TAC meeting. At this meeting, a draft conformity report was reviewed and advanced to the TAC. TAC approved opening a public comment period on the draft report as detailed below.

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) adopts the Richmond and Tri-Cities FY2024 – FY2027 Transportation Improvement Program and 2045 Long-Range Transportation Plan Regional Conformity Assessment as presented.

<b>Jurisdiction/Agency</b>	<b>Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
<b>Town of Ashland</b>	Nora D. Amos	X			
<b>Charles City County</b>	Gary Mitchell	X			
<b>Chesterfield County</b>	Barbara K. Smith	X			
<b>Goochland County</b>	Austin Goyne	X			
<b>Hanover County</b>	Joseph E. Vidunas, Vice Chair	X			
<b>Henrico County</b>	Sharon Smidler, Chair	X			
<b>New Kent County</b>	Amy Inman	X			
<b>Powhatan County</b>	Bret Schardein				X
<b>City of Richmond</b>	Dironna Moore Clarke	X			
<b>Capital Region Airport Commission</b>	John B. Rutledge	X			
<b>DRPT</b>	Daniel Wagner	X			
<b>GRTC Transit System</b>	Patricia Robinson	X			
<b>PlanRVA</b>	Chet Parsons	X			
<b>RideFinders</b>	John O’Keeffe (A)	X			
<b>RIC Metropolitan Transp. Authority</b>	Theresa Simmons				X
<b>VDOT</b>	Sarah Rhodes	X			
<b>Totals</b>		14	0	0	2

**10. FY24 – FY27 Transportation Improvement Program (TIP)**

Mr. Busching provided this request and explained the requirements of TIP approval. The draft TIP largely follows the organization of the current FY21 – FY24 TIP. Projects are organized alphabetically by jurisdiction and then numerically by Universal Project Code (UPC), a number assigned by VDOT to track a project from start to finish. For transit projects and non-federal highway projects, a STIP code developed by staff is used in place of the UPC. The major change to the TIP this year was to focus efforts on developing a web-based, searchable project database for public use while simplifying the project information in the paper document. This approach was chosen to increase ease-of-use for partner agencies and members of the public, and to better facilitate public review of any subsequent amendments.

Committee members had questions and Mr. Busching clarified that existing projects were done separately. After that, the funds left as well as funds from close-outs were listed for allocations for new projects.

On motion of Barbara Smith, seconded by Joseph Vidunas, 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) adopts the FY24 – FY27 Transportation Improvement Program as presented.

Jurisdiction/Agency	Member	Aye	Nay	Abstain	Absent
<b>Town of Ashland</b>	Nora D. Amos	X			
<b>Charles City County</b>	Gary Mitchell	X			
<b>Chesterfield County</b>	Barbara K. Smith	X			
<b>Goochland County</b>	Austin Goyne	X			
<b>Hanover County</b>	Joseph E. Vidunas, Vice Chair	X			
<b>Henrico County</b>	Sharon Smidler, Chair	X			
<b>New Kent County</b>	Amy Inman	X			
<b>Powhatan County</b>	Bret Schardein				X
<b>City of Richmond</b>	Dironna Moore Clarke	X			
<b>Capital Region Airport Commission</b>	John B. Rutledge	X			
<b>DRPT</b>	Daniel Wagner	X			
<b>GRTC Transit System</b>	Patricia Robinson	X			
<b>PlanRVA</b>	Chet Parsons	X			
<b>RideFinders</b>	John O’Keeffe (A)	X			
<b>RIC Metropolitan Transp. Authority</b>	Theresa Simmons				X
<b>VDOT</b>	Sarah Rhodes	X			
<b>Totals</b>		14	0	0	2

## 11. RRTPO Self-Certification

Mr. Busching provided this report. As part of the FY24 – FY27 TIP development, the Richmond Regional Transportation Planning Organization is required to prepare and submit certification that the metropolitan transportation planning process is being carried out in accordance with all applicable requirements. This self-certification is signed by the state and RRTPO and submitted along with the TIP to FHWA and FTA as part of the overall Statewide Transportation Improvement Program submittal. In particular, the MPO is required under 23 CFR § 450.336 to certify that the program meets certain laws and regulations.

On motion of Gary Mitchell, 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 hereby certifies that in accordance with 23 Code of Federal Regulations (CFR) Part 450 Section 336 Self-certification and Federal certifications, the metropolitan transportation planning process is being carried out in accordance with all applicable requirements including:

1. 23 U.S.C. 134, 49 U.S.C. 5303, and 23 CFR 450.336;
2. Sections 174 and 176(c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506(c) and (d)) and 40 CFR part 93;
3. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
4. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;

5. Section 1101(b) of the FAST Act (Pub. L. 114-357) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in DOT funded projects;
6. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
7. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
8. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
9. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
10. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

<b>Jurisdiction/Agency</b>	<b>Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
<b>Town of Ashland</b>	Nora D. Amos	X			
<b>Charles City County</b>	Gary Mitchell	X			
<b>Chesterfield County</b>	Barbara K. Smith	X			
<b>Goochland County</b>	Austin Goyne	X			
<b>Hanover County</b>	Joseph E. Vidunas, Vice Chair	X			
<b>Henrico County</b>	Sharon Smidler, Chair	X			
<b>New Kent County</b>	Amy Inman	X			
<b>Powhatan County</b>	Bret Schardein				X
<b>City of Richmond</b>	Dironna Moore Clarke	X			
<b>Capital Region Airport Commission</b>	John B. Rutledge	X			
<b>DRPT</b>	Daniel Wagner	X			
<b>GRTC Transit System</b>	Patricia Robinson	X			
<b>PlanRVA</b>	Chet Parsons	X			
<b>RideFinders</b>	John O'Keefe (A)	X			
<b>RIC Metropolitan Transp. Authority</b>	Theresa Simmons				X
<b>VDOT</b>	Sarah Rhodes	X			
<b>Totals</b>		14	0	0	2

## 12. FY24 – FY29 Regional Funding Allocations

Mr. Busching provided this request. He provided details of each of the projects. He noted that projects selected by the TPO to receive funding are included in the Six-Year Improvement Program (SYIP) for adoption by the Commonwealth Transportation Board (CTB).

In June of 2021, the RRTPO Policy Board adopted new guidelines for project selection and allocation of regional Surface Transportation Block Grant (STBG) and Congestion Mitigation and Air Quality (CMAQ) funds. The newly adopted guidelines can be reviewed [on the PlanRVA website](#).

At the February meeting, the TAC recommended additional funding for five projects. These recommendations have been incorporated into the draft allocations plans. The recommended additional funding is summarized below.

Project (UPC)	Sponsor	Recommended Award
Route 1 Improvements: Ashcake Rd to Arbor Oak Dr (112042)	Ashland	\$3,728,815
#SMART18 - Rte 360 Widening (13551)	Hanover	\$1,600,000
Commerce Road – Widening (15958)	Richmond	\$3,770,000
Jahnke Road - 2 Lane Improvements (19035)	Richmond	\$3,000,000
RRTPO Scenario Planning Pilot (118143)	RRTPO	\$400,000

**BUDGET SUMMARY:** Prior to the March meeting, the RRTPO received updated program budgets including information about a new funding program, the Carbon Reduction Program (CRP). This new program is intended to fund programs and projects that reduce greenhouse gas (GHG) emissions. The FHWA factsheet which summarizes eligible project types [can be found here](#). The table below shows the available funding by program for the FY24 – FY29 Six-Year Improvement Plan (SYIP).

Fund	2024	2025	2026	2027	2028	2029
CMAQ	\$8,438,199	\$8,606,963	\$8,779,101	\$8,954,684	\$9,133,778	\$9,316,453
CRP	\$2,203,231	\$2,247,296	\$2,292,242	\$2,338,087	\$2,384,849	\$2,432,546
STBG	\$23,236,118	\$23,700,840	\$24,174,586	\$24,658,354	\$25,151,521	\$25,654,551

**NEW PROJECT PRIORITIZATION:** All the new project applications were screened by staff for eligibility and consistency with regional planning. After meeting with project sponsors to gain better understanding of the projects, staff scored each project based on the project selection criteria and performance measures. Both STBG and CMAQ projects are generally scored under the same criteria. CMAQ projects are also evaluated using the FHWA CMAQ Calculator Toolkit. This demonstration of emissions reduction is a critical piece of establishing project eligibility and submitted to FHWA/VDOT along with any new projects. The performance measures and weights are summarized below:

Goal	Goal Weight	Measure	Measure Weight
Safety	25%	Crash Frequency	17.5%
		Crash Rate	7.5%
Mobility	15%	Person Throughput	7.5%
		Person Hours of Delay	7.5%
Equity & Accessibility	25%	Access to Jobs	7.5%
		Access to Jobs (EJ)	5%
		Access to Destinations	7.5%
		Access to Destination (EJ)	5%
Economic Development	15%	Job Growth	7.5%
		Truck Intensive Areas	3.75%
		Truck Throughput	3.75%
Environment & Land Use	20%	Sensitive Features (Environment & Cultural)	5%
		Air Pollution (NOx, VOC)	5%
		VMT/capita Reduction	5%
		Activity Centers	5%

Studies are scored separately in the STBG program as the purpose is to define and refine the projects for development and/or submission for competitive funding. Study scoring is summarized below:

Criteria	Goal	Weight
Is the study necessary to advance a project, recommendation, or policy in the Long-Range Transportation Plan?	--	40%
Do the Study Goals Address the Following?	--	--
Safety and Crash Reduction	Safety	15%
Congestion Management & Mobility	Mobility	9%
Multimodal Transportation & Mode Choice	Equity & Accessibility	7.5%
Equity and Access for Disadvantaged Populations	Equity & Accessibility	7.5%
Regional Economic Growth & Development	Economic Development	9%
Connections to and within Regional Activity Centers	Environment & Land Use	6%
Resiliency & Protection of the Natural Environment	Environment & Land Use	6%

ALLOCATION APPROACH: Consistent with the Regional Funding Framework, allocations were prioritized in the following order:

1. Unallocated balance to balance entry (UPC 70721/70719)
2. RideFinders FY26 award (\$500,000)
3. Additional funding for existing projects in FY24 – FY28
4. Next phase/balance of existing projects in FY29
5. New projects in order of priority

In cases where funding needs in a specific year exceeded the available funding, staff prioritized projects later in the development process (e.g., CN > RW > PE). Alternately, the draft allocations also generally frontload project funding to ensure federal reimbursement will be available when required by the project schedule.

PREVIOUS FUNDING TRANSFERS: The RRTPO has adopted a new policy of retaining funding in reserve in the current fiscal year to provide flexibility to meet urgent project requests. Due to this policy as well as closeout of complete projects with surplus funding, the RRTPO has a balance of previous funding to reallocate to projects. Staff have proposed transfers to reallocate all the previous funding. The previous balances are summarized below:

Program	Previous Balance
STBG	\$2,635,090
CMAQ	\$2,726,694
CRP	\$4,718,611



There was discussion on specific projects. Mr. Busching provided clarification on those. He explained the options for including other specific projects. There was a consensus to use the balance entry.

On motion of Gary Mitchell, seconded by Amy Inman, 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) policy board approves the allocation of regional Surface Transportation Block Grant (STBG), Congestion Mitigation and Air Quality (CMAQ), and Carbon Reduction Program (CRP) funds as show in the attached allocation plan spreadsheets.

**FURTHER RESOLVED**, that the RRTPO policy board approves the proposed transfers of previous funds as shown in the attached transfer plan spreadsheets and directs staff to take any necessary steps to coordinate the transfers with VDOT.

Jurisdiction/Agency	Member	Aye	Nay	Abstain	Absent
<b>Town of Ashland</b>	Nora D. Amos	X			
<b>Charles City County</b>	Gary Mitchell	X			
<b>Chesterfield County</b>	Barbara K. Smith	X			
<b>Goochland County</b>	Austin Goyne				X
<b>Hanover County</b>	Joseph E. Vidunas, Vice Chair	X			
<b>Henrico County</b>	Sharon Smidler, Chair	X			
<b>New Kent County</b>	Amy Inman	X			
<b>Powhatan County</b>	Bret Schardein				X
<b>City of Richmond</b>	Dironna Moore Clarke	X			
<b>Capital Region Airport Commission</b>	John B. Rutledge	X			
<b>DRPT</b>	Daniel Wagner	X			
<b>GRTC Transit System</b>	Patricia Robinson	X			
<b>PlanRVA</b>	Chet Parsons	X			
<b>RideFinders</b>	John O’Keeffe (A)	X			
<b>RIC Metropolitan Transp. Authority</b>	Theresa Simmons				X
<b>VDOT</b>	Sarah Rhodes	X			
<b>Totals</b>		13	0	0	3

**13. Transportation Agency Updates**

**a. DRPT**

Daniel Wagner provided an update on recent and upcoming DRPT activity.

**b. GRTC**

Patricia Robinson provided an update on recent and upcoming GRTC activity.

**c. RideFinders**

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

- Started a new 7 passenger vanpool from Chesterfield to Ft. Pickett.
- All missing RideFinders signs along the interstates have been replaced by VDOT.
- Celebrated National Walking Day and encouraged people to host walking meetings, replace a car trip and walk to get lunch, and to take a break and go outside to take a walk if they are teleworking.
- Shared partner notices/announcements on Twitter, Instagram and/or Facebook for VDOT, DRPT, Henrico County and Southside ReLeaf.
- Attended Earth Day event at Riverfront Plaza.
- Held RideFinders Advisory Board meeting on April 17<sup>th</sup>.
- RideFinders staff is assisting GRTC with their origin and destination (O+D) survey by riding buses and conducting surveys of riders.
- Met virtually with DRPT to review result of FY23 grant applications. Notified that the Carpool Incentive (\$125,000) and the 5-year Strategic Plan (\$95,000) were approved.

**d. VDOT**

Sarah Rhodes provided an update on VDOT’s recent and upcoming activities, which is posted in the [meeting agenda packet](#).

**14. Future Meeting Topics**

Chair Smidler reviewed the future meeting topics and noted that the FY24 Chair and Vice Chair will be selected at the next meeting.

**15. TAC Member Comments**

There were no member comments.

**16. Next Meeting**

Chair Smidler noted the next meeting will be held on June 13, 2023.

**17. Adjournment**

Chair Smidler adjourned the meeting at 10:16 a.m.