

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

**ZOOM MEETING MINUTES**

**June 13, 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	
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		Tiffany T. Dubinsky	X	Sam Sink	
		Daniel Wagner (A)		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 June 13, 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 May 9, 2023, Meeting Minutes**

On motion by Gary Mitchell, seconded by John O'Keefe, 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 but expressed her appreciation for her time as Chair of the committee.

## **8. Memorandum of Understanding for the Sub-allocation of Federal Transit Administration Grants to the Richmond Urbanized Area, State of Virginia**

Chet Parsons provided a background and explanation of this item. Ron Svejkovsky, Tri-Cities MPO, described the comments his organization had and indicated support of the MOU.

Austin Goyne joined the meeting at 9:19 a.m.

Committee members shared comments on ensuring the agreement is ready due to the technical nature of it. Tiffany Dubinsky explained that DRPT gave technical guidance but did not take a more active role in the agreement because it is a regional agreement.

Charles Koonce and Ms. Poindexter, Petersburg Area Transit (PAT), noted that there is no formula to determine what amount of funds each organization will receive. The work done to determine a formula was explained. Adrienne Torres, GRTC, explained that the formula is based on methodology and GRTC relied on PlanRVA staff to research and set examples for formulas.

Chair Smidler suggested not taking action on the MOU today; having the matter just be a discussion item.

Amy Inman made a motion, seconded by Gary Mitchell, to table the matter; no further action will be taken unless GRTC and PAT come back with an agreement on the split, at which time TAC can review and offer comments. There was discussion about the funds not being accessible since 2020 so the matter needs resolution as soon as possible. There was also discussion about the appropriate role of TAC. Dironna Moore Clarke offered a friendly amendment to the motion to state that the Tri-Cities TPO and PAT should come up with a suggestion and reach an agreement with GRTC prior to it coming back to this TAC. Ms. Inman and Mr. Mitchell agreed to the amended motion. The motion was approved.

Jurisdiction/Agency	Member	Aye	Nay	Abstain	Absent
Town of Ashland	Nora D. Amos		X		
Charles City County	Gary Mitchell	X			
Chesterfield County	Chessa Walker	X			
Goochland County	Austin Goyne	X			
Hanover County	Joseph E. Vidunas	X			
Henrico County	Sharon Smidler	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				X	
<b>Totals</b>		7	2	4	3

**9. FY21 – FY24 TIP Amendment: VDOT Request - #SMART18 - Richmond-Henrico Turnpike - South Segment**

Mr. Busching presented an overview of the request. Chair Smidler provided an update on the progress of the project from Henrico County’s standpoint.

Chessa Walker left the meeting at 9:58 a.m.

On motion by Joseph Vidunas, seconded by Austin Goyne, 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) amends the #SMART18 - Richmond-Henrico Turnpike - South Segment project (UPC 111716) as follows:

- Update project estimate from \$18,642,000 to \$29,678,850.
- Move \$165,826 (STP/STBG) from FFY23 to FFY22, add \$92,100 (AC-STP/STBG) FFY23 PE, add \$92,100 (ACC- STP/STBG) FFY24 (PE phase).
- Release \$4,484,000 (AC-Other) FFY21, add \$2,756,642 (STP/STBG), release \$1,866,522 (ACC-STP/STBG) FFY22, add \$1,732,358 (AC-STP/STBG) FFY23, add \$1,732,358 (ACC-STP/STBG) FFY24 (RW phase).
- Release \$12,513,000 (AC-Other) FFY23 (CN phase).

<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>	Chessa Walker				X
<b>Goochland County</b>	Austin Goyne	X			
<b>Hanover County</b>	Joseph E. Vidunas	X			
	Sharon Smidler	X			
<b>Henrico County</b>					
<b>New Kent County</b>	Amy Inman	X			
<b>Powhatan County</b>	Bret Schardein				X
<b>City of Richmond</b>	Dironna Moore	X			
	Clarke				
<b>Capital Region Airport Commission</b>	John B. Rutledge				X
<b>DRPT</b>	Tiffany Dubinsky	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>		12	0	0	4

**10. FY21 – FY24 TIP Amendment: City of Richmond Request – Main Street Station Improvements**

Mr. Busching provided an explanation of the request and offered to answer any questions.

On motion by Dironna Moore Clark, 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) amends the FY21 – FY24 Transportation Improvement Program (TIP) to add the COR001 – Main Street Station Improvements project.

Further Resolved, that this project is exempt from transportation conformity determination pursuant to 40 CFR § 93.126 under the following exemption:

- Mass Transit - Reconstruction or renovation of transit buildings and structures (e.g., rail or bus buildings, storage and maintenance facilities, stations, terminals, and ancillary structures).

<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>	Chessa Walker				
<b>Goochland County</b>	Austin Goyne	X			X
<b>Hanover County</b>	Joseph E. Vidunas	X			
	Sharon Smidler	X			
<b>Henrico County</b>					
<b>New Kent County</b>	Amy Inman	X			
<b>Powhatan County</b>	Bret Schardein				X

Jurisdiction/Agency	Member	Aye	Nay	Abstain	Absent
<b>City of Richmond</b>	Dironna Moore	X			
	Clarke				
<b>Capital Region Airport Commission</b>	John B. Rutledge				X
Jurisdiction/Agency	Member	Aye	Nay	Abstain	Absent
<b>DRPT</b>	Tiffany Dubinsky	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>		12	0	0	4

**11. FY21 – FY24 TIP Amendment: City of Richmond Request – North-South Bus Rapid Transit Line**

Mr. Busching provided an explanation of the request and offered to answer any questions.

On motion by Dironna Moore Clarke, 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) amends the FY21 – FY24 Transportation Improvement Program (TIP) to add the COR002 - North South Bus Rapid Transit Line project.

**Further Resolved**, that this project is exempt from transportation conformity determination pursuant to 40 CFR § 93.126 under the following exemptions:

- Safety - Traffic control devices and operating assistance other than signalization projects
- Mass Transit - Construction or renovation of power, signal, and communications systems

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>	Chessa Walker				X
<b>Goochland County</b>	Austin Goyne				X
<b>Hanover County</b>	Joseph E. Vidunas	X			
	Sharon Smidler	X			
<b>Henrico County</b>					
<b>New Kent County</b>	Amy Inman	X			
<b>Powhatan County</b>	Bret Schardein				X
<b>City of Richmond</b>	Dironna Moore	X			
	Clarke				
<b>Capital Region Airport Commission</b>	John B. Rutledge				X
<b>DRPT</b>	Tiffany Dubinsky	X			
<b>GRTC Transit System</b>	Patricia Robinson	X			
<b>PlanRVA</b>	Chet Parsons	X			

<b>Jurisdiction/Agency</b>	<b>Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
<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>		12	0	0	4

## 12. West Broad Street BRT Corridor Analysis

Dan Motta, PlanRVA, gave a presentation on the analysis that was done. He reported that the Glenside Drive,

Committee members shared comments on how parking will be addressed. It was suggested that this be made a formal part of the plan. It was also suggested that the plan look into the importance of connections and timed transfers.

On motion of Amy Inman, seconded by Austin Goyne, the RRTPO Technical Advisory Committee voted to recommend RRTPO Policy Board approval of the plan (roll call vote):

<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>	Chessa Walker				X
<b>Goochland County</b>	Austin Goyne	X			
<b>Hanover County</b>	Joseph E. Vidunas	X			
	Sharon Smidler	X			
<b>Henrico County</b>					
<b>New Kent County</b>	Amy Inman	X			
<b>Powhatan County</b>	Bret Schardein				X
<b>City of Richmond</b>	Dironna Moore	X			
	Clarke				
<b>Capital Region Airport Commission</b>	John B. Rutledge				X
<b>DRPT</b>	Tiffany Dubinsky	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>		12	0	0	4

## 13. SMART SCALE Debrief

Sarah Rhodes, VDOT, provided an overview of the latest round of Smart Scale and recommendations for the next round. The presentation is posted with the [meeting documents](#). Ms. Rhodes reported that more updates will be given to the committee in the coming months.

Austin Goyne left the meeting at 10:28 a.m.

Chessa Walker rejoined the meeting at approximately 10:40 a.m.

SMART SCALE Technical Review – Application Quality - Working Recommendations

- Revising Application Limits
- Streamlining Project Readiness
- Revise Estimate Approach
- Connect Project Selection to Locality Performance

SMART SCALE Round 6 Next Steps

- SMART SCALE Technical Review Feedback
- Leveraging review
- VTrans Update
- Reapply Review
- Pre-Scoping Module

Committee members complimented Ms. Rhodes on the presentation.

**14. Election of FY24 TAC Officers**

Chair Smidler recapped the recommended members for committee leadership based on the current rotation.

On motion of Dironna Moore Clarke, seconded by Nora Amos, the RRTPO Technical Advisory Committee voted to recommend RRTPO Policy Board approval of the following resolution elect Joseph Vidunas as FY24 Chair and Gary Mitchell as FY24 Vice Chair (roll call vote):

<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>	Chessa Walker	X			
<b>Goochland County</b>	Austin Goyne				X
<b>Hanover County</b>	Joseph E. Vidunas	X			
	Sharon Smidler	X			
<b>Henrico County</b>					
<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>	Tiffany Dubinsky	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>		12	0	0	4

## **16. Transportation Agency Updates**

### **a. DRPT**

Tiffany Dubinsky provided an update on recent and upcoming DRPT activities. The update is posted with the [meeting documents](#).

### **b. GRTC**

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

### **c. RideFinders**

John O'Keeffe provided an update on recent and upcoming RideFinders activities.

### **d. VDOT**

Sarah Rhodes provided an update on VDOT's recent and upcoming activities. The update is posted with the [meeting documents](#).

## **17. Future Meeting Topics**

Chair Smidler noted the future meeting topics were in the meeting agenda packet.

## **18. TAC Member Comments**

There were no member comments.

## **19. Next Meeting**

Chair Smidler noted the next meeting will be held on July 11, 2023.

## **20. Adjournment**

Chair Smidler adjourned the meeting at 10:54 a.m.