

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION
TECHNICAL ADVISORY COMMITTEE (TAC)
ZOOM MEETING MINUTES
August 8, 2023, 9:00 a.m.**

MEMBERS and ALTERNATES (A) PRESENT:

Town of Ashland		Charles City County		Chesterfield County	
Nora D. Amos	X	Gary Mitchell, FY24 Vice Chair	X	Barbara K. Smith	X
Vacant (A)		Rhonda Russell (A)		Chessa Walker (A)	
Goochland County		Hanover County		Henrico County	
Austin Goyne	X	Joseph E. Vidunas, FY24 Chair	X	Sharon Smidler	X
Thomas M. Coleman (A)		Vacant (A)		Todd Eure (A)	
New Kent County		Powhatan County		City of Richmond	
Amy Inman		Mike Ciriello		Dironna Moore Clarke	X
Kelli Le Duc (A)	X	Bret Schardein (A)		Vacant (A)	
Capital Region Airport Commission (CRAC)		DRPT		GRTC	
John B. Rutledge		Tiffany T. Dubinsky	X	Patricia Robinson	
		Daniel Wagner (A)	X	Corey Robinson (A)	X
PlanRVA		RideFinders		RMTA	
Chet Parsons	X	Von S. Tisdale		Theresa Simmons	
Sulabh Aryal (A)	X	John O'Keeffe (A)			
VDOT					
Sarah Rhodes	X				
Nicole Mueller (A)					

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, Joseph Vidunas, presided and called the August 8, 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 June 13, 2023, Meeting Minutes

On motion by Dironna Moore Clarke, seconded by Sharon Smidler, the RRTPO Technical Advisory Committee approved the meeting minutes as presented (voice vote; Kelli LeDuc abstained).

6. Open Public Comment Period

There were no requests to address the committee.

7. TAC Chairman’s Report

Chair Vidunas stated his goals as Chair for the committee for FY24. They are to keep the meetings focused, ensure all participants have the opportunity to speak and participate, and to spend a sufficient amount of time on each topic while ensuring the meetings are efficient.

8. Carbon Reduction Program (CRP) Guidelines

Myles Busching, PlanRVA, presented the CRP guidelines and offered to answer any questions.

On motion by Barb Smith, seconded by Gary Mitchell, the RRTPO Technical Advisory Committee voted to recommend RRTPO Policy Board adoption of the updates to the Regional Funding Framework to include the Carbon Reduction Program (CRP) as presented.

Jurisdiction/Agency	Member	Aye	Nay	Abstain	Absent
Town of Ashland	Nora D. Amos	X			
Charles City County	Gary Mitchell	X			
Chesterfield County	Barb Smith	X			
Goochland County	Austin Goyne	X			
Hanover County	Joseph E. Vidunas	X			
Henrico County	Sharon Smidler	X			
New Kent County	Kelli LeDuc	X			
Powhatan County	Mike Ciriello				X
City of Richmond	Dironna Moore Clarke	X			
CRAC	John B. Rutledge				X
DRPT	Tiffany Dubinsky	X			
GRTC Transit System	Patricia Robinson	X			
PlanRVA	Chet Parsons	X			
RideFinders	John O’Keeffe (A)				X
RMTA	Theresa Simmons				X
VDOT	Sarah Rhodes	X			
Totals		12			4

9. Transportation Alternatives (TA) Project Endorsements

Mr. Busching presented the TA project endorsements and offered to answer any questions.

On motion by Austin Goyne, seconded by Barb Smith, the RRTPO Technical Advisory Committee voted to recommend RRTPO Policy Board endorsement of the FY25 – FY26 Transportation Alternatives applications with the addition of one additional local project from Goochland County, which will be reviewed by staff for eligibility prior to going to the Policy Board for approval.

Jurisdiction/Agency	Member	Aye	Nay	Abstain	Absent
Town of Ashland	Nora D. Amos	X			
Charles City County	Gary Mitchell	X			
Chesterfield County	Barb Smith	X			
Goochland County	Austin Goyne	X			
Hanover County	Joseph E. Vidunas	X			
Henrico County	Sharon Smidler	X			
New Kent County	Kelli LeDuc	X			
Powhatan County	Mike Ciriello				X
City of Richmond	Dironna Moore Clarke	X			
CRAC	John B. Rutledge				X
DRPT	Tiffany Dubinsky	X			
GRTC Transit System	Patricia Robinson	X			
PlanRVA	Chet Parsons	X			
RideFinders	John O’Keeffe (A)				X
RMTA	Theresa Simmons				X
VDOT	Sarah Rhodes	X			
Totals		12			4

10. TAP Project Deficit – Bon Air Pedestrian Improvements (UPC 113439)

Mr. Busching presented the request for additional funding on the Bon Air pedestrian improvement project. There was discussion about the suitability of using CRP or CMAQ funding. It was noted that Chesterfield County is willing to fund half of the deficit amount (\$600,000). Staff attempted to find funding sources that would not interfere with other project funding.

On motion by Gary Mitchell, seconded by John O’Keeffe, the RRTPO Technical Advisory Committee voted to recommend RRTPO Policy Board approval of \$600,000 in FY24 CRP funding for the Bon Air Pedestrian Improvements project.

Jurisdiction/Agency	Member	Aye	Nay	Abstain	Absent
Town of Ashland	Nora D. Amos	X			
Charles City County	Gary Mitchell	X			
Chesterfield County	Barb Smith	X			
Goochland County	Austin Goyne	X			
Hanover County	Joseph E. Vidunas	X			
Henrico County	Sharon Smidler	X			
New Kent County	Kelli LeDuc	X			
Powhatan County	Mike Ciriello				X
City of Richmond	Dironna Moore Clarke	X			
CRAC	John B. Rutledge				X
DRPT	Tiffany Dubinsky	X			
GRTC Transit System	Patricia Robinson	X			
PlanRVA	Chet Parsons	X			
RideFinders	John O’Keeffe (A)				X
RMTA	Theresa Simmons				X
VDOT	Sarah Rhodes	X			
Totals		12			4

11. CMAQ Project Deficit - RTE 1 – Intersection improvements at Hopkins Rd and Hardwood St (UPC 15955)

Mr. Busching presented the request for additional funding for the Rte 1 - Intersection improvement project and offered to answer any questions.

On motion by Dironna Moore Clarke, seconded by Mike Ciriello, the RRTPO Technical Advisory Committee voted to recommend RRTPO Policy Board approval of the transfer of \$1,587,314 in CMAQ funding from the I-64 Express Barge Service Expansion (UPC 115815) project to the Rte 1 - Intersection Improvements at Hopkins Rd & Harwood St (UPC 15955) project.

Jurisdiction/Agency	Member	Aye	Nay	Abstain	Absent
Town of Ashland	Nora D. Amos			X	
Charles City County	Gary Mitchell	X			
Chesterfield County	Barb Smith	X			
Goochland County	Austin Goyne	X			
Hanover County	Joseph E. Vidunas	X			
Henrico County	Sharon Smidler	X			
New Kent County	Kelli LeDuc	X			
Powhatan County	Mike Ciriello	X			
City of Richmond	Dironna Moore Clarke	X			
CRAC	John B. Rutledge				X
DRPT	Tiffany Dubinsky	X			
GRTC Transit System	Patricia Robinson	X			
PlanRVA	Chet Parsons	X			
RideFinders	John O’Keeffe (A)				X
RMTA	Theresa Simmons				X
VDOT	Sarah Rhodes	X			
Totals		13			3

12. Urban Boundary Smoothing

Chet Parsons, PlanRVA, presented the information on the proposed Smoothed Urban Area Boundary (UAB). Ian Turner with VDOT provided a new map that further clarified the areas. It was clarified that UZA means urbanized area, UAB is a VDOT designated term for smooth urban area.

Chair Vidunas left the meeting at 10:00 a.m.

On motion by Barb Smith, seconded by Dironna Moore Clarke, the RRTPO Technical Advisory Committee voted to recommend RRTPO Policy Board approval of the proposed Smoothed Urban Area Boundary (UAB) as presented.

Jurisdiction/Agency	Member	Aye	Nay	Abstain	Absent
Town of Ashland	Nora D. Amos	X			
Charles City County	Gary Mitchell	X			
Chesterfield County	Barb Smith	X			
Goochland County	Austin Goyne	X			
Hanover County	Joseph E. Vidunas				X
	Sharon Smidler	X			
Henrico County					
New Kent County	Kelli LeDuc	X			
Powhatan County	Mike Ciriello				X

Jurisdiction/Agency	Member	Aye	Nay	Abstain	Absent
City of Richmond	Dironna Moore Clarke	X			
CRAC	John B. Rutledge				X
DRPT	Tiffany Dubinsky	X			
GRTC Transit System	Patricia Robinson	X			
PlanRVA	Chet Parsons	X			
RideFinders	John O’Keeffe (A)				X
RMTA	Theresa Simmons				X
VDOT	Sarah Rhodes	X			
Totals		11			5

13. FY21 – FY24 Transportation Improvement Program (TIP) - Illustrative Projects

Mr. Busching presented the future-oriented projects that are not included in the constrained LRTP but are recognized priorities for the region.

14. 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

There was not representative from Ridefinders present, but an update on recent and upcoming RideFinders activities was provided by email:

- Met with Rosie’s Gaming Emporium, discussed our Carpool Incentive Program, Emergency Ride Home, delivered bus rack and schedules.
- Attended St. Luke Apartment Community Outreach Day
- Held a call with Amazon HR Meadowville Technology Park about RideFinders services.
- Working with the following agencies: International Rescue Committee and employers they work with to set up meetings and make them aware of RideFinders services and the Henrico Department of Social Services View Program on getting clients registered in Agilemile, CommuteVA! ERH program and discussed the Kickstart your Carpool pilot program.
- Meeting with Tri-Cities MPO Chair and RAB member to discuss FY24 CMAQ Grant for Rideshare Modalities program to discuss program specifics and monies allocated for each.
- Promoted vanpool recruitment opportunities.
- Met with Agile Mile to discuss the Kickstart Your Carpool Pilot Program
- Communications with Ron Svejkovsky (Tri-Cities MPO) and Sarah Rhodes (VDOT) regarding action needed on the Carpool and Vanpool Modalities CMAQ grant relating to TIP Amendment, SYIP, federal authorization and administration of this grant.
- Closed out FY22 CMAQ grant and submitted Final Reimbursement request; closed out CAP vanpool project and submitted de-obligation of remaining funds to DRPT as the grant expired 6/30/2023.
- Added the **“Do the Download”** call-to-action to all pages of the website.

d. VDOT

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

15. Future Meeting Topics

Vice Chair Mitchell asked about options, such as a contingency fund, for unexpected deficits. Mr. Busching clarified that there is are reserve funds.

16. TAC Member Comments

There were no member comments.

17. Next Meeting

Vice Chair Mitchell noted the next meeting will be held on September 12, 2023.

18. Adjournment

Vice Chair Mitchell adjourned the meeting at 10:12 a.m.