

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION
 COMMUNITY TRANSPORTATION ADVISORY COMMITTEE (CTAC)**

**Minutes of Meeting – January 18, 2024, 12:00 p.m.
 PlanRVA James River Boardroom,
 424 Hull Street, Suite 300, Richmond, VA 23224 and via Zoom**

MEMBERS and ALTERNATES (A) PRESENT (X), VIRTUAL (V):

Town of Ashland		Charles City County		Chesterfield County	
Upton S. Martin	X	Vacant		Philip Plymale	
Don Root (A)	V	Hanover County		Herbert A. Richwine (A)	
Goochland County		H. Charles Rasnick		Henrico County	
Robert L. Basham Jr.		Powhatan County		Gordon Dixon	
Austin Goynes (A)		Robert W. Powers		City of Richmond	
New Kent County				Andrew Bunn	X
Lisa M. Guthrie	X	Chamber RVA		Sera Erickson, Chair	
		John Easter	V	Shelley Allmond (A)	
League of Women Voters		NAACP, Richmond Branch		Clinton Smith (A)	
Sarah Weisiger	X	Walter Johnson		RIC Area Bicycling Assoc.	
Karen Rosenblum (A)		Charles Willis (A)		Champe M. Burnley	
Richmond Office of Equitable Transit and Mobility		RVA Rapid Transit		John Hamilton	
Kelli N. Rowan	V	Faith Walker	X	Senior Connections	
VA Conservation Network (VCN)		Richard Hankins (A)		Tony Williams	V
Wyatt Gordon		Virginians for High Speed Rail		Virginia Commonwealth University (VCU)	
Victoria Higgins (A)		Michael Testerman	X	John D. Leonard	X
				Jesse MacLelland (A)	

The technology used for the RRTPO CTAC 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](#).

CALL TO ORDER

The Richmond Regional Transportation Planning Organization (RRTPO) Community Transportation Advisory Committee Chair, Sera Erickson, presided and called the March 21, 2024, RRTPO CTAC meeting to order at 12:03 p.m.

WELCOME AND INTRODUCTIONS

Lisa Guthrie served as Chair of the meeting and welcomed all attendees.

ROLL CALL & CERTIFICATION OF A QUORUM

Janice Scott, PlanRVA, certified that a quorum was present.

A. ADMINISTRATION

1. Approval of the January 18, 2024, CTAC Meeting Minutes

On motion by John Leonard, seconded by Upton Martin, the members of the Community Transportation Advisory Committee voted unanimously to approve the meeting minutes as presented.

2. Consideration of Amendments to the Agenda

There were no requested amendments to the agenda.

3. Open Public Comment

There were no members of the public present wishing to offer public comment.

4. CTAC Chair's Report

Chair Guthrie did not have a formal report.

5. CTAC Staff Report

The CTAC staff report was provided in the agenda packet.

6. Agency Updates – PlanRVA, CVTA and RRTPO

Myles Busching, RRTPO Director of Transportation, provided a report on recent and upcoming activity for PlanRVA and RRTPO. Chet Parsons, CVTA Executive Director, provided a report on recent and upcoming activity for the CVTA.

B. NEW BUSINESS

1. Review of the comments, Public Engagement Plan

Holly Gordon, PlanRVA, distributed the draft public engagement plan. The public comments and responses were reviewed by the group.

On motion by John Leonard, seconded by Gordon Dixon, the members of the Community Transportation Advisory Committee voted unanimously to recommend RRTPO Policy Board approval of the document as presented. (voice vote).

2. Debrief on March 15 Transportation Forum

Ms. Gordon opened a discussion on the forum. Members shared their thoughts about the event and their recommendations for next year's forum. She also shared some of the feedback that has been received from speakers and attendees.

3. Update on CTAC Member Engagement Opportunities

a. Identifying Planning Issues and Solutions-Osborne Turnpike Case Study

Mr. Busching provided a recap of the transportation planning process. He noted that there was a lot of feedback on the Osborne Turnpike project. He detailed the options/alternatives that were developed and the level of public involvement that was generated.

b. Scenario Planning Survey and Charette

Ms. Gordon gave a general overview of the scenario selector and noted it has been posted on all PlanRVA social media channels. She asked members to share the scenario selector and the survey with their networks to help increase participation.

She explained that a charette is scheduled for April 16th with some of the consultants who helped develop the scenario planning survey. CTAC members are invited to attend.

c. Who's in My Community

Ms. Gordan explained that the activity is to determine what civic and neighborhood associations, community organizations and media outlets are in each member's community and how to engage them. Committee members were also asked to determine what the community hubs are in their locality.

C. OTHER BUSINESS

1. [PlanRVA Newsletter: The Better Together Connector \(linked\)](#)

This was an information item.

2. CTAC Member Comments

There were no member comments.

3. Next Meeting: May 16, 2024

D. ADJOURNMENT

Chair Guthrie adjourned the meeting at 1:07 p.m.