

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

**Minutes of Meeting – May 16, 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):**

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

*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 May 16, 2024, RRTPO CTAC meeting to order at 12:06 p.m.

**WELCOME AND INTRODUCTIONS**

Chair Erickson welcomed all attendees.

**ROLL CALL & CERTIFICATION OF A QUORUM**

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

## **1. ADMINISTRATION**

### **a. Approval of the March 21, 2024, CTAC Meeting Minutes**

On motion by Lisa Guthrie, seconded by Andrew Bunn, the members of the Community Transportation Advisory Committee voted unanimously to approve the meeting minutes as presented.

### **b. Consideration of Amendments to the Agenda**

There were no requested amendments to the agenda.

### **c. Open Public Comment**

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

### **d. CTAC Chair's Report**

Chair Erickson did not have a formal report.

### **e. Agency Updates – PlanRVA, CVTA and RRTPO**

Myles Busching, RRTPO Director of Transportation, provided a report on recent and upcoming activity for PlanRVA and RRTPO.

## **B. NEW BUSINESS**

### **a. Cycle of Public Engagement: Identifying Planning Issues and Solutions-Forest Hill Widening Case Study**

Mr. Busching presented the details of the case study. The review area was Forest Hill Avenue between W. 47<sup>th</sup> St/Prince George Rd and Semmes Ave. The segment is a 2-lane section in between 4-lane divided sections. It is bounded by Forest Hill Park and residential areas.

The Travel Demand Model suggested the road would approach capacity by 2025. One solution proposed was to widen between W 47<sup>th</sup> St and Semmes to remove capacity bottleneck.

There was a public review of potential solutions (Universe of Projects) before approval and scoring; mapping tools were used to share projects and gather comments. Many comments were received opposing the widening and favoring traffic calming.

The outcome was that a proposed solution was pulled from "Universe of Projects". The solution was not scored or considered in developing a fiscally constrained plan. Richmond Connects advances traffic calming and safety improvements in this area.

Committee members discussed the presentation and shared thoughts on transportation safety needs in the region.

### **b. LRTP Engagement Strategy**

Mr. Busching gave an overview of the engagement strategy for the LRTP:

- Long-Range Transportation Plan (LRTP) IS updated every 5 years; THE next plan is due in October 2026.
- Staff is working on the timeline and major milestones for the next plan, including key approvals and periods for outreach.

- For the July meeting, CTAC will review the schedule and help to develop the engagement strategy for the planning efforts.
- CTAC will be involved throughout to review outcomes and adjust the engagement approach as needed.

**c. Who's in My Community Follow Up**

Holly Gordon, PlanRVA, gave an overview of the “who’s in my community” activity that the committee participated in at the last meeting. She shared options/plans for upcoming member community engagement efforts.

There was a discussion about the importance of and ways to open conversations about what CTAC is/does, transportation and the LRTP. The goal is to set targets for the number of people/organizations members have contact with each month.

**d. Status Report on CTAC Membership**

Ken Lantz, PlanRVA provided this report.

Local Government Vacant Members and Alternates:

- Charles City - 1 vacant Member and 1 vacant Alternate
- Hanover- 1 vacant Alternate
- Henrico- 1 vacant Alternate
- New Kent- 1 vacant Alternate
- Powhatan- 1 vacant Member and 1 vacant Alternate. It was noted that Robert Powers has been serving as the Powhatan representative, but he was elected to the County Board of Supervisors in 2023.

Chesterfield and Henrico are also entitled to one additional representative and one additional alternate but have not been formally asked to designate those individuals.

FY25 Committee Leadership:

Under the RRTPO guidance documents, the next Chair would be the Powhatan representative. If Powhatan is not represented at the time of election (July 2024), the next jurisdiction in line would be Hanover.

CTAC members were asked to encourage responses from their respective Boards and provide names of potential CTAC members for consideration by the Policy Board members.

**C. OTHER BUSINESS**

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

This was an information item.

**b. CTAC Member Comments**

Champe Burnley suggested having an update on SmartScale on an upcoming agenda.

**c. Next Meeting: July 18, 2024**

**D. ADJOURNMENT**

Chair Erickson adjourned the meeting at 1:22 p.m.