

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION
EXECUTIVE COMMITTEE**

**MINUTES OF MEETING
PlanRVA James River Boardroom and via Zoom**

Thursday, May 18, 2023 - 8:30 a.m.

MEMBERS and ALTERNATES (A) PRESENT:

Town of Ashland		Charles City County		Chesterfield County	
John H. Hodges	X	Byron Adkins, Sr.	X	James M. Holland	X
Anita Barnhart (A)		William Coada (virtual)			
Goochland County		Hanover County		Henrico County	
John L Lumpkins Jr., Chair	X	W. Canova Peterson, Vice Chair	X	Patricia S. O'Bannon (virtual)	X
Susan F. Lascolette, (A)		Sean M. Davis (A)		Frank J. Thornton (A)	
New Kent County		Powhatan County		City of Richmond	
Patricia A. Paige	X	David T. Williams	X	Cynthia I. Newbille	X
C. Thomas Tiller Jr. (A)		Karin M. Carmack (A)		Andreas D. Addison (A)	

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

Call to Order

The Richmond Regional Transportation Planning Organization (RRTPO) Policy Board Chair, John L. Lumpkins, Jr., presided and called the May 18, 2023, RRTPO Executive Committee meeting to order at 8:37 a.m.

Attendance Roll Call & Certification of Meeting Quorum

Janice Firestone, Program Manager, took attendance and certified that a physical quorum was present.

1. Confirmation of Member Participation from a Remote Location

Chair Lumpkins announced his approval of the request of Patricia O'Bannon to participate remotely in the meeting.

On motion by John H. Hodges, seconded by Cynthia I. Newbille, the RRTPO Policy Board voted unanimously to confirm that the Chair's decision to approve the member's request to participate from a remote location was in conformance with the RRTPO Policy for Remote Participation of Members; and, the voice of the remotely participating member could be heard by all persons at the primary or central meeting location. (voice vote).

The quorum was updated to show the following: Patricia O'Bannon was present remotely from her home in Henrico County, Virginia. Reason: a personal matter, specifically a scheduling conflict that prevents in-person attendance at PlanRVA.

2. Consideration of Amendments to the Meeting Agenda

There were no agenda amendments requested.

3. Approval of April 6, 2023, RRTPO Executive Committee Meeting Minutes

On motion of James M. Holland, seconded by David Williams, the members of the RRTPO Executive Committee approved the minutes as presented (voice vote; Byron Adkins abstained).

4. RRTPO Secretary's Report

Chet Parsons, RRTPO Secretary, reported that there is a proposed amendment to the Policy Board agenda. It is a TIP amendment; VDOT is present to offer explanations on the request if needed. Mark Riblett, VDOT, explained the TIP amendment. It is adding the PE phase to the project. The project is out for public comment now. Approval of the TIP amendment will allow VDOT to keep the project moving along. Committee members had questions and Mr. Riblett offered clarification on the costs and timeframe for the project. Committee members discussed putting the matter on the June consent agenda to give more time for review of the matter.

June 1st is the joint annual meeting at 9:00 a.m. There will be refreshments and networking from 8:00 – 9:00. Following the meeting, PlanRVA Day will feature presentations from partners throughout the day.

5. 2024 Transportation Forum Discussion

Mr. Parsons reported that staff could begin to move forward with preliminary planning for the forum if there is a consensus to hold it at the same place and in the same timeframe.

There was a discussion about the location. The past practice was to hold it in the locality of the current Chairman. It was noted that the Main Street Station location brought out the largest turnout and was convenient for everyone.

6. Review of Selected RRTPO Agenda Topics

Mr. Parsons reviewed the items on the Policy Board agenda. Committee members had questions and Mr. Parsons clarified that the TIP amendment items in the consent agenda were previously reviewed by the Technical Advisory Committee (TAC) prior to the matters being brought to the Policy Board. The allocations item was also reviewed by the TAC. He also clarified that the Regional Surface Transportation Program (RSTP) preceded the Surface Transportation Block Grant Program (STBG).

7. Next Meeting

The next meeting is scheduled for July 6, 2023, at the PlanRVA James River Boardroom, 424 Hull Street, Suite 300, Richmond, VA 23224.

8. Adjournment

Chair Lumpkins adjourned the meeting at 9:09 a.m.