

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION
POLICY BOARD MEETING MINUTES
Thursday, October 6, 2022 - 9:30 a.m.**

MEMBERS and ALTERNATES (A) PRESENT:

Town of Ashland		Charles City County		Chesterfield County	
John H. Hodges	X	Byron M. Adkins, Sr.	X	Kevin P. Carroll	X
Anita Barnhart (A)		Rhonda Russell (A)	X	James M. Holland	X
				Christopher Winslow	
				Tara Carroll	
Goochland County		Hanover County		Henrico County	
Susan F. Lascolette	X	Sean M. Davis		Patricia S. O'Bannon	X
John L. Lumpkins Jr., FY23 Chair	X	W. Canova Peterson IV, FY23 Vice Chair		Frank J. Thornton	X
Vacant (A)		Faye O. Prichard (A)		Thomas Branin (A)	
Vacant (A)		Vacant (A)		Vacant (A)	
New Kent County		Powhatan County		City of Richmond	
Patricia A. Paige	X	David T. Williams	X	Andreas D. Addison	X
C. Thomas Tiller Jr.		Karin M. Carmack (virtual)		Katherine L. Jordan	X
Thomas W. Evelyn (A)		Vacant (A)		Stephanie A. Lynch	
Vacant (A)		Vacant (A)		Cynthia I. Newbille (virtual)	X
				Michael J. Jones (A)	
				Kristen Nye (A)	
				Ellen F. Robertson (A)	
Capital Region Airport Commission		GRTC Transit System		RIC Metropolitan Transp. Authority (RMTA)	
John B. Rutledge		Sheryl Adams	X	Joi Taylor Dean	X
Vacant (A)		Adrienne Torres (A) (virtual)	X	Vacant (A)	
Secretary of Trans. Designee		CTAC		DRPT	
VDOT, Mark E. Riblett	X	Lisa M. Guthrie (virtual) (non-voting)	X	Tiffany T. Dubinsky (non- voting)	
		Sera Erickson (FY 23 A) (non-voting)		Grant Sparks (A) (non- voting)	
Federal Highway Administration (FHWA)		Federal Transit Administration (FTA)		RideFinders	
Thomas L. Nelson Jr. (non-voting)		Daniel Koenig (Liaison)		Von S. Tisdale (virtual) (non-voting)	X
Ivan Rucker (A) (virtual) (non-voting)	X	Vacant (A)		Cherika N. Ruffin (A) (non-voting)	
VA Dept. of Aviation (DOAV)					
Rusty Harrington (virtual) (non-voting)	x				

The technology used for the RRTPO Policy Board 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 RRTPO Policy Board 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 RRTPO Policy Board meeting to order at 9:32 a.m. in PlanRVA's James River Board Room.

Pledge of Allegiance

The Pledge of Allegiance was led by Frank J. Thornton.

Welcome and Introductions

Chair Lumpkins welcomed all the attendees and i

Certification of a Quorum

Janice Firestone, Program Coordinator, certified that a quorum was present.

A. ADMINISTRATION

1. Consideration of Amendments to the Meeting Agenda

On motion by David T. Williams, seconded by John H. Hodges, the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board voted to amend the agenda to include item B.-5. – Request for approval of Unified Planning Work Program (UPWP) Annual Report for FY22 (voice vote).

2. Approval of the September 1, 2022, meeting minutes

On motion by David T. Williams, seconded by Katherine L. Jordan, the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board voted to approve the minutes of the September 1, 2022, RRTPO meeting by voice vote.

3. Open Public Comment Period

There were no requests to address the RRTPO Policy Board.

4. RRTPO Chair's Report

Chairman Lumpkins provided an update on the status of construction at the new office location at The Current.

He announced that this month's highlighted locality is Chesterfield County.

a. Chesterfield County Highlight

Kevin P. Carroll gave a presentation on Chesterfield County and described some of the economic development strides the county has taken recently.

James M. Holland added information on the City of Henricus and new school projects in the county.

b. Executive Committee Report

Chairman Lumpkins reported on the discussion from the Executive Committee's meeting concerning the role of the committee. There was consensus to continue holding committee meetings on months that there are agenda items that need to be heard. The Chairman will cancel the meeting on months when there are no action or otherwise important agenda items.

5. RRTPO Secretary's Report

a. RRTPO Work Status and Financial Report for August 2022

Mr. Parsons provided a recap of the report and offered to answer any questions.

b. CTAC Report

Mr. Parsons provided a recap of the most recent CTAC meeting.

Andreas D. Addison arrived at 10:03 a.m.

B. NEW BUSINESS

1. New Business: FOIA Council Guidance – Compliance for Electronic Meetings

a. Proposed Policy for All Virtual Public Meetings

Eric Gregory, legal counsel described the new, proposed policies that have resulted from the latest FOIA requirements.

b. Proposed Policy for Remote Participation of Members

Board members had questions and Mr. Gregory clarified the following:

- The allowance for virtual participation due to personal reason would include a member's car breaking down.
- The Code of Virginia/FOIA only requires a policy be in place; it does not require a bylaws change, which is a lengthier process. The RRTPO bylaws have already authorized remote participation; this policy will clarify the specifics.
- The current local declaration of emergency covers all members of the board, even those who do not reside in the City of Richmond. It is based on the location of the meeting.
- Until this policy is adopted, members will not be able to participate virtually in meetings held outside of Richmond.
- While the code allows for remote participation, a physical quorum must be present in the room in order for a meeting to be held.

There was discussion about the next meeting possibly being held at a location outside the City of Richmond.

Ms. Paige left the meeting at 10:26 a.m.

Kevin P. Carroll made a motion, seconded by Katherine L. Jordan, to approve the Policy for All Virtual Public Meetings and the Policy for Remote Participation of Members. There was discussion about the need to review the Policy for All Virtual Public Meetings further before taking action and it was suggested that the motion be amended to approve only the Policy for Remote Participation of Members. Mr. Carroll declined to amend his motion and the Chairman called for the roll call vote. The motion failed (See Appendix A).

On motion by Patricia S. O'Bannon, seconded by Kevin P. Carroll, the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board voted to adopt the Policy for Remote Participation of Members (see Appendix A)

2. FY21 – FY24 Transportation Improvement Program – GRTC Request

Myles Busching, PlanRVA, provided an overview of the request and offered to answer any questions.

Remote participants reported that the audio of the livestreaming of the meeting was interrupted at this point. The Chairman announced a brief recess so the issue could be addressed.

The meeting was recessed at 10:50 a.m.

The meeting was reconvened at 10:56 a.m. Ms. Jordan was not present.

The Chairman announced that, due to scheduling conflicts, Joi Taylor Dean, is going to give her agency at this time.

Ms. Dean introduced herself and gave a brief overview of the RMTA. She invited members to attend any RMTA Board meeting that would like. The meetings are held the second Tuesday of each month.

Ms. Dean left the meeting at 10:59.

On motion by James M. Holland, seconded by Patricia S. O'Bannon, the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board approved the following resolution (see Appendix A):

RESOLVED, that the Richmond Regional Transportation Planning Organization Policy Board amends the *FY21 – FY24 Transportation Improvement Program (TIP)* as shown in the attached draft TIP pages, and;

BE IT FURTHER RESOLVED, that the new projects are considered exempt from conformity under provisions contained in section 93.126 of the conformity rule for Planning and Technical Studies.

3. Transportation Forum Planning

The Chairman announced that this matter was discussed the Executive Committee this morning and there was consensus to request the Policy

Board authorize the Executive Committee to handle the planning of the 2023 Transportation Forum.

On motion by Cynthia I. Newbille, seconded by Patricia S. O'Bannon, the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board authorized the RRTPO Executive Committee to handle the planning of the Transportation Forum (voice vote).

4. Scenario Planning Project Update

Mr. Parsons gave a brief update on the efforts to institute the scenario planning project. As the meeting was running late, the Chairman asked that the matter be brought back to the next meeting for a more in-depth presentation with time for member comments and questions.

5. Request for approval of Unified Planning Work Program (UPWP) Annual Report for FY22 (added to agenda)

Mr. Parsons explained the report and how it was compiled.

On motion by John H. Hodges, seconded by Patricia S. O'Bannon, the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board approved the Unified Planning Work Program (UPWP) Annual Report for FY22 (see Appendix A):

C. AGENCY AND COMMITTEE REPORTS

1. Transportation Agency Updates

a. CVTA

Mr. Parsons provided this report. He clarified that staff, as well as the Technical Advisory Committees and the CVTA financial advisors, are looking into the matter of cost overruns. Committee members had further discussion about the methodology of how the cost estimates are put together and the price increases due to inflation and limited supply channels. Mark Riblett, VDOT, described the efforts VDOT is taking to address cost overruns. They are attempting to validate the estimates now in order to complete the scoring. A copy of the update is available on the TPO meeting web page.

Mr. Addison left the meeting at 11:22 a.m.

b. GRTC

Sheryl Adams, GRTC, provided an update on GRTC agency activity. She announced that the next GRTC Board meeting will be held on the 4th Tuesday of the month rather than the 3rd.

c. RMTA

This report was given earlier in the meeting.

d. DRPT

Tiffany Dubinsky, DRPT, announced that there is a new Chief of Public Transportation, Zach Trogden. She provided other DRPT agency updates and

noted that all other information was included in the agency report that was submitted. A copy of the update is available on the TPO meeting web page.

e. VDOT

Mark Riblett, VDOT, provided an update on VDOT agency activity. He reported that no decision has been made on the new District Engineer. A copy of the update is available on the TPO meeting web page.

D. OTHER BUSINESS

1. Future Meeting Topics

Chairman Lumpkins announced that he has asked staff to identify target dates for the future meeting topics when they are able to.

2. RRTPO Member Comments

Mr. Thornton commented on the importance of the Policy Board being transparent and receiving public comments.

Mr. Williams echoed Mr. Thornton's thoughts and stressed the importance of transparency.

There were no other comments from members.

3. Next RRTPO Policy Board Meeting

The next meeting will be held on Thursday, November 3, 2022. The location is being determined and will be announced as soon as it is set.

D. ADJOURNMENT:

Chair Lumpkins adjourned the meeting at approximately 11:26 a.m.

Adopt the Policy for All Virtual Public Meetings and
the Policy for Remote Participation of Members.

Yays

Vote Totals 3 15 4 Under 2/3

Jurisdiction	Voting			Status	Weighted Vote		
	Yay	Nay	Abstain		Yay	Nay	Abstain
Carroll/Jordan							
Ashland (1)							
John H. Hodges		1		Present	0	1	0
Anita Barnhart (A)				Absent	0	0	0
Charles City (1)							
Byron Adkins		1		Present	0	1	0
Vacant (A)				Vacant	0	0	0
Chesterfield (4)							
Kevin P. Carroll	1			Present	2	0	0
James M. Holland		1		Present	0	2	0
Christopher Winslow				Absent	0	0	0
Tara Carroll				Absent	0	0	0
Vacant (A)				Vacant	0	0	0
Vacant (A)				Vacant	0	0	0
Goochland (2)							
Chair John L. Lumpkins Jr.		1		Present	0	1	0
Susan F. Lascolette	1			Present	1	0	0
Vacant (A)				Vacant	0	0	0
Vacant (A)				Vacant	0	0	0
Hanover (3)							
Sean M. Davis				Absent	0	0	0
Vice Chair W. Canova Peterson				Absent	0	0	0
Faye O. Prichard (A)				Absent	0	0	0
Vacant (A)				Vacant	0	0	0
Henrico (4)							
Patricia S. O'Bannon		1		Present	0	2	0
Frank J. Thornton		1		Present	0	2	0
Thomas M. Branin (A)				Absent	0	0	0
Vacant (A)				Vacant	0	0	0
New Kent (2)							
Patricia A. Paige			1	Present	0	0	2
C. Thomas Tiller Jr.				Absent	0	0	0
Thomas W. Evelyn (A)				Absent	0	0	0
Vacant (A)				Vacant	0	0	0
Powhatan (2)							
David T. Williams		1		Present	0	1	0
Karin M. Carmack			1	Present	0	0	1
Vacant (A)				Vacant	0	0	0
Vacant (A)				Vacant	0	0	0
Richmond (4)							
Andreas D. Addison		1		Present	0	1	0

Katherine L. Jordan	1	Present	0	1	0
Stephanie A. Lynch		Absent	0	0	0
Cynthia I. Newbille	1	Present	0	1	0
Michael J. Jones (A)		Absent	0	0	0
Kristen Nye (A)		Absent	0	0	0
Ellen F. Robertson (A)		Absent	0	0	0
Vacant (A)		Vacant	0	0	0
CRAC (1)					
John B. Rutledge		Absent	0	0	0
Vacant (A)		Vacant	0	0	0
GRTC (1)					
Sheryl Adams	1	Present	0	1	0
		Absent	0	0	0
RMTA (1)					
Joi Taylor Dean	1	Present	0	1	0
Vacant (A)		Vacant	0	0	0
VDOT (1)					
Mark E, Riblett	1	present	0	0	1
		Absent	0	0	0

3	15	4
Yea	Nay	Abstain

Adopt the Policy for Remote Participation of
Members.

				Yays			
Vote Totals				20	0	2	Over 2/3
O'Bannon/Carroll	Voting			Status	Weighted Vote		
Jurisdiction	Yay	Nay	Abstain		Yay	Nay	Abstain
Ashland (1)							
John H. Hodges	1			Present	1	0	0
Anita Barnhart (A)				Absent	0	0	0
Charles City (1)							
Byron Adkins	1			Present	1	0	0
Vacant (A)				Vacant	0	0	0
Chesterfield (4)							
Kevin P. Carroll	1			Present	2	0	0
James M. Holland	1			Present	2	0	0
Christopher Winslow				Absent	0	0	0
Tara Carroll				Absent	0	0	0
Vacant (A)				Vacant	0	0	0
Vacant (A)				Vacant	0	0	0
Goochland (2)							
Chair John L. Lumpkins Jr.	1			Present	1	0	0
Susan F. Lascolette	1			Present	1	0	0
Vacant (A)				Vacant	0	0	0
Vacant (A)				Vacant	0	0	0
Hanover (3)							
Sean M. Davis				Absent	0	0	0
Vice Chair W. Canova Peterson				Absent	0	0	0
Faye O. Prichard (A)				Absent	0	0	0
Vacant (A)				Vacant	0	0	0
Henrico (4)							
Patricia S. O'Bannon	1			Present	2	0	0
Frank J. Thornton	1			Present	2	0	0
Thomas M. Branin (A)				Absent	0	0	0
Vacant (A)				Vacant	0	0	0
New Kent (2)							
Patricia A. Paige			1	Present	0	0	2
C. Thomas Tiller Jr.				Absent	0	0	0
Thomas W. Evelyn (A)				Absent	0	0	0
Vacant (A)				Vacant	0	0	0
Powhatan (2)							
David T. Williams	1			Present	1	0	0
Karin M. Carmack	1			Present	1	0	0
Vacant (A)				Vacant	0	0	0
Vacant (A)				Vacant	0	0	0
Richmond (4)							
Andreas D. Addison	1			Present	1	0	0

Katherine L. Jordan	1	Present	1	0	0
Stephanie A. Lynch		Absent	0	0	0
Cynthia I. Newbille	1	Present	1	0	0
Michael J. Jones (A)		Absent	0	0	0
Kristen Nye (A)		Absent	0	0	0
Ellen F. Robertson (A)		Absent	0	0	0
Vacant (A)		Vacant	0	0	0
CRAC (1)					
John B. Rutledge		Absent	0	0	0
Vacant (A)		Vacant	0	0	0
GRTC (1)					
Sheryl Adams	1	Present	1	0	0
		Absent	0	0	0
RMTA (1)					
Joi Taylor Dean	1	Present	1	0	0
Vacant (A)		Vacant	0	0	0
VDOT (1)					
Mark E, Riblett	1	present	1	0	0
		Absent	0	0	0
			20	0	2
			Yea	Nay	Abstain

Approve the FY21 – FY24 Transportation Improvement Program – GRTC Request

Yays

Vote Totals 18 0 4 Over 2/3

Jurisdiction	Voting			Status	Weighted Vote		
	Yay	Nay	Abstain		Yay	Nay	Abstain
Holland/O'Bannon							
Ashland (1)							
John H. Hodges	1			Present	1	0	0
Anita Barnhart (A)				Absent	0	0	0
Charles City (1)							
Byron Adkins	1			Present	1	0	0
Vacant (A)				Vacant	0	0	0
Chesterfield (4)							
Kevin P. Carroll	1			Present	2	0	0
James M. Holland	1			Present	2	0	0
Christopher Winslow				Absent	0	0	0
Tara Carroll				Absent	0	0	0
Vacant (A)				Vacant	0	0	0
Vacant (A)				Vacant	0	0	0
Goochland (2)							
Chair John L. Lumpkins Jr.	1			Present	1	0	0
Susan F. Lascolette	1			Present	1	0	0
Vacant (A)				Vacant	0	0	0
Vacant (A)				Vacant	0	0	0
Hanover (3)							
Sean M. Davis				Absent	0	0	0
Vice Chair W. Canova Peterson				Absent	0	0	0
Faye O. Prichard (A)				Absent	0	0	0
Vacant (A)				Vacant	0	0	0
Henrico (4)							
Patricia S. O'Bannon	1			Present	2	0	0
Frank J. Thornton	1			Present	2	0	0
Thomas M. Branin (A)				Absent	0	0	0
Vacant (A)				Vacant	0	0	0
New Kent (2)							
Patricia A. Paige			1	Present	0	0	2
C. Thomas Tiller Jr.				Absent	0	0	0
Thomas W. Evelyn (A)				Absent	0	0	0
Vacant (A)				Vacant	0	0	0
Powhatan (2)							
David T. Williams	1			Present	1	0	0
Karin M. Carmack	1			Present	1	0	0
Vacant (A)				Vacant	0	0	0
Vacant (A)				Vacant	0	0	0
Richmond (4)							
Andreas D. Addison	1			Present	1	0	0

Katherine L. Jordan	1	Present	0	0	1
Stephanie A. Lynch		Absent	0	0	0
Cynthia I. Newbille	1	Present	1	0	0
Michael J. Jones (A)		Absent	0	0	0
Kristen Nye (A)		Absent	0	0	0
Ellen F. Robertson (A)		Absent	0	0	0
Vacant (A)		Vacant	0	0	0
CRAC (1)					
John B. Rutledge		Absent	0	0	0
Vacant (A)		Vacant	0	0	0
GRTC (1)					
Sheryl Adams	1	Present	1	0	0
		Absent	0	0	0
RMTA (1)					
Joi Taylor Dean	1	Present	0	0	1
Vacant (A)		Vacant	0	0	0
VDOT (1)					
Mark E. Riblett	1	present	1	0	0
		Absent	0	0	0
			18	0	4
			Yea	Nay	Abstain

Approve the Unified Planning Work Program
(UPWP) Annual Report for FY22

Yays
Over 2/3

Vote Totals		18	0	4				
Hodges/O'Bannon		Voting			Weighted Vote			
Jurisdiction		Yay	Nay	Abstain	Status	Yay	Nay	Abstain
Ashland (1)								
John H. Hodges		1			Present	1	0	0
Anita Barnhart (A)					Absent	0	0	0
Charles City (1)								
Byron Adkins		1			Present	1	0	0
Vacant (A)					Vacant	0	0	0
Chesterfield (4)								
Kevin P. Carroll		1			Present	2	0	0
James M. Holland		1			Present	2	0	0
Christopher Winslow					Absent	0	0	0
Tara Carroll					Absent	0	0	0
Vacant (A)					Vacant	0	0	0
Vacant (A)					Vacant	0	0	0
Goochland (2)								
Chair John L. Lumpkins Jr.		1			Present	1	0	0
Susan F. Lascolette		1			Present	1	0	0
Vacant (A)					Vacant	0	0	0
Vacant (A)					Vacant	0	0	0
Hanover (3)								
Sean M. Davis					Absent	0	0	0
Vice Chair W. Canova Peterson					Absent	0	0	0
Faye O. Prichard (A)					Absent	0	0	0
Vacant (A)					Vacant	0	0	0
Henrico (4)								
Patricia S. O'Bannon		1			Present	2	0	0
Frank J. Thornton		1			Present	2	0	0
Thomas M. Branin (A)					Absent	0	0	0
Vacant (A)					Vacant	0	0	0
New Kent (2)								
Patricia A. Paige				1	Present	0	0	2
C. Thomas Tiller Jr.					Absent	0	0	0
Thomas W. Evelyn (A)					Absent	0	0	0
Vacant (A)					Vacant	0	0	0
Powhatan (2)								
David T. Williams		1			Present	1	0	0
Karin M. Carmack		1			Present	1	0	0
Vacant (A)					Vacant	0	0	0
Vacant (A)					Vacant	0	0	0
Richmond (4)								
Andreas D. Addison		1			Present	1	0	0

Katherine L. Jordan	1	Present	0	0	1
Stephanie A. Lynch		Absent	0	0	0
Cynthia I. Newbille	1	Present	1	0	0
Michael J. Jones (A)		Absent	0	0	0
Kristen Nye (A)		Absent	0	0	0
Ellen F. Robertson (A)		Absent	0	0	0
Vacant (A)		Vacant	0	0	0
CRAC (1)					
John B. Rutledge		Absent	0	0	0
Vacant (A)		Vacant	0	0	0
GRTC (1)					
Sheryl Adams	1	Present	1	0	0
		Absent	0	0	0
RMTA (1)					
Joi Taylor Dean	1	Present	0	0	1
Vacant (A)		Vacant	0	0	0
VDOT (1)					
Mark E, Riblett	1	present	1	0	0
		Absent	0	0	0
			18	0	4
			Yea	Nay	Abstain