

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION
POLICY BOARD**

MEETING MINTUES
Thursday, February 3, 2022
9:30 a.m.

MEMBERS and ALTERNATES (A) PRESENT:

Town of Ashland		Charles City County		Chesterfield County	
John H. Hodges	X	William G. Coad		Kevin P. Carroll	X
Anita Barnhart (A)		Vacant (A)		James M. Holland	X
				Christopher Winslow	
				Leslie Haley (A)	
Goochland County		Hanover County		Henrico County	
Vice Chair Susan F. Lascolette	X	Sean M. Davis		Patricia S. O'Bannon	
John L. Lumpkins Jr.	X	W. Canova Peterson IV		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	Chair David T. Williams	X	Andreas D. Addison	
C. Thomas Tiller Jr.		Karin M. Carmack		Katherine L. Jordan (virtual)	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 Larson (A)	
				Ellen F. Robertson (A)	
				Vacant (A)	
Capital Region Airport Commission		GRTC Transit System		RIC Metropolitan Transp. Authority (RMTA)	
John B. Rutledge		Julie E. Timm	X	Joi Taylor Dean	
Vacant (A)		Sheryl Adams (A)		Vacant (A)	
Secretary of Trans. or Designee		CTAC		DRPT	
VDOT, R. Shane Mann	X	Upton S. Martin (non-voting) (virtual)	X	Jennifer B. DeBruhl (non-voting)	X
VDOT, Mark E. Riblett (A) (virtual)	X	Lisa M. Guthrie (A) (non-voting)		Tiffany T. Dubinsky (A) (non-voting) (virtual)	X
Federal Highway Administration (FHWA)		Federal Transit Administration (FTA)		RideFinders	
Thomas L. Nelson Jr. (non-voting)		Daniel Koenig (Liason)		Von S. Tisdale (non-voting) (virtual)	X
Ivan Rucker (A) (non-voting)		Vacant (A)		Cherika N. Ruffin (A) (non-voting)	
VA Dept. of Aviation (DOAV)					
P. Clifford Burnette Jr. (non-voting)					

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](#).

CALL TO ORDER

The Richmond Regional Transportation Planning Organization (RRTPO) Policy Board Chair, David T. Williams, presided and called the February 3, 2022, RRTPO Policy Board action meeting to order at 9:42 a.m. in PlanRVA's James River Board Room.

WELCOME AND INTRODUCTIONS

Chair Williams welcomed all the attendees.

ATTENDANCE, ROLL CALL & CERTIFICATION OF MEETING QUORUM

Janice Firestone, Program Coordinator, took attendance by roll call and certified that a quorum was present.

A. ADMINISTRATION

1. Consideration of Amendments to the Action Meeting Agenda

Staff distributed an amended agenda adding a presentation on the Draft BikePedRVA 2045 Plan and a request for approval of opening a public comment period on the draft plan. The RRTPO Policy Board unanimously approved the February 3, 2022, amended agenda by acclamation as presented.

2. Approval of January 6, 2022, RRTPO Policy Board Action Meeting Minutes

On motion by David T. Williams, seconded by Cynthia I. Newbille, the RRTPO Policy Board unanimously approved the minutes of the January 6, 2022, meeting as presented (voice vote).

3. Open Public Comment Period

There were no requests to address the RRTPO Policy Board.

4. RRTPO Chair's Report

There was no formal report by the Chair.

5. RRTPO Secretary's Report

a. Current Work Efforts

Chet Parsons, RRTPO Secretary, provided this report and offered to answer any questions.

b. RRTPO Work Status and Financial Reports for December 2021

Mr. Parsons provided these reports and offered to answer any questions.

c. CTAC Report

There were no updates to the CTAC report.

6. **Proposed Amendment to Bylaws and Policy- Richmond Area Metropolitan Planning**

Eric Gregory, Hefty Wiley and Gore, explained the proposed amendments to the bylaws and the policy document. There was a discussion about the need to have a two-thirds majority present for action on a bylaws change. It was determined that the voting members present, under the current understanding of the localities' voting allocation preferences, did not constitute a two-thirds majority. After further discussion it was decided that each locality should communicate in writing what their preferred voting allocations would be so that it would be clear going forward. No action was taken on the proposed bylaws change.

Frank J. Thornton made a motion, seconded by Kevin P. Carroll, to approve the proposed policy change. After discussion the motion was withdrawn. The matter will be acted on after the proposed bylaws change action.

7. **Unified Planning Work Program – Update**

a. **FY 2022 Amendment**

Mr. Parsons reported that the FY22 amendment will go before TAC and then to Policy Board. The amendment is being developed due to a boundary change, identification of an additional work task, a change in needs for certain areas.

b. **FY 2023 Draft Priorities**

Mr. Parsons provided a presentation on the UPWP and noted that it is the document that outlines all staff tasks for the fiscal year.

8. **Draft BikePedRVA 2045 Plan**

Barbara Jacocks, PlanRVA, gave this presentation to the board. Following the presentation, members had questions and Ms. Jacocks clarified that the Ashland pilot project was included in the plan. Members of the Technical Advisory Committee (TAC) will be reviewing the comments received. A list of the members of that committee will be sent to board members.

It was noted that all types of transportation resources are being utilized.

Following the public comment period, the comments will be shared with TAC in April and the TPO in May for consideration of adoption.

Every locality is represented on the steering committee.

On motion of James M. Holland, seconded by John H. Hodges, the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board unanimously approved the following resolution:

RESOLVED, that the RRTPO Policy Board approves the opening of the public review period for the DRAFT *BikePedRVA 2045* plan as presented by staff and

FURTHER RESOLVED, that the RRTPO Policy Board authorizes the Technical Advisory Committee (TAC) to review the draft plan along with public comments and input received through this process at their April 12, 2022 meeting.

B. AGENCY AND COMMITTEE REPORTS

1. Transportation Agency Updates

- a. A copy of the Virginia Department of Rail and Public Transportation update provided by Shane Mann, VDOT is available at: [VDOT Update](#).
- b. A copy of the Virginia Department of Rail and Public Transportation update provided by Jennifer DeBruhl, DRPT, is available at: [DRPT Update](#).

C. OTHER BUSINESS

1. Future Meeting Topics

Paige suggested inviting the new Secretary of Transportation to join a future Policy Board meeting.

Mr. Thornton suggested creating brief definitions of many of the commonly used terminology used by board members so that members of the public who are watching a meeting will have a better understanding of what is being discussed.

Ms. Lascolette suggested having a session that focuses on rural portions of the region. She noted that most of the future topics listed in the agenda packet are focused on matters completely outside the rural jurisdictions represented on the board.

Mr. Thornton suggested planning outings for members to visit and learn about the other localities in the region.

Kevin Carroll suggesting having an update from RMTA and/or VDOT on tolls.

2. RRTPO Member Comments

There were no comments from Board members.

3. Next RRTPO Policy Board Meeting

The next action meeting will be held on Thursday, March 3, 2022, beginning at 9:30 a.m., in the James River Board Room at PlanRVA, Richmond, Virginia.

D. ADJOURNMENT:

Chair Williams adjourned the meeting at approximately 10:57 a.m.