

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION
POLICY BOARD**

MEETING MINTUES
Thursday, April 7, 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	
Anita Barnhart (A)		Vacant (A)		James M. Holland	X
				Christopher Winslow	X
				Leslie Haley (A)	
Goochland County		Hanover County		Henrico County	
Vice Chair Susan F. Lascolette	X	Sean M. Davis	X	Patricia S. O'Bannon	
John L. Lumpkins Jr.	X	W. Canova Peterson IV	X	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 (virtual)	X	Chair David T. Williams	X	Andreas D. Addison	X
C. Thomas Tiller Jr.		Karin M. Carmack (virtual)	X	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 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	X
Vacant (A)		Sheryl Adams (A)		Vacant (A)	
Secretary of Trans. or Designee		CTAC		DRPT	
VDOT, R. Shane Mann	X	Upton S. Martin (non-voting)		Jennifer B. DeBruhl (non-voting)	
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
Richard Duran (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 March 3, 2022, RRTPO Policy Board action meeting to order at 9:30 a.m. in PlanRVA's James River Board Room.

WELCOME AND INTRODUCTIONS

Chair Williams welcomed all the attendees.

Chet Parsons, PlanRVA, announced that Tiffany Dubinsky is the new RRTPO representative for DRPT. Ms. Dubinsky addressed the board and thanked them for welcoming her.

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 Meeting Agenda

There were no amendments to the meeting agenda. On motion duly made and seconded, the RRTPO Policy Board unanimously approved the March 3, 2022, agenda by roll call vote.

2. Approval of the March 3, 2022, meeting minutes

On motion by Susan F. Lascolette, seconded by James M. Holland, the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board approved the minutes of the March 3, 2022, RRTPO meeting by roll call vote with Mr. Davis abstaining from the vote.

3. Open Public Comment Period

There were no requests to address the RRTPO Policy Board.

4. RRTPO Chair's Report

Chair Williams asked Mr. Parsons to provide an update on efforts to extend an invitation to the Secretary of Transportation to attend a future TPO meeting. Mr. Parsons reported that staff has made every effort to extend the invitation. The Executive Committee recommended a formal letter be drafted inviting the Secretary to attend the meeting in June, which will be the joint meeting between the TPO, CVTA and PlanRVA. Chair Williams gave an explanation on the purpose of that joint meeting, which is to show how the three organizations work together.

5. RRTPO Secretary's Report

a. Annual Meeting Update

Mr. Parsons reported that staff will be working closely with TPO members and their staff to make sure the event is a success.

b. Current Work Efforts

Mr. Parsons provided this report and offered to answer any questions.

c. RRTPO Work Status and Financial Reports for February 2022

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

Dr. Newbille asked for an update and clarification on the Public Outreach and Equity Analysis. Mr. Parsons reported that staff efforts on a number of other work tasks can now be reported under public outreach and equity analysis. It has been added to the status report as a tool to track staff's efforts to increase public outreach.

B. NEW BUSINESS

1. STBG/CMAQ Program Development FY23-28 Draft Allocations

Myles Busching presented this request. Following the presentation board members had comments about considering design elements in bridges and the importance of including architectural details, etc. to make the structures more visually appealing. Including pedestrian and bike and bus infrastructure support (beyond just for cars).

There was a discussion about the lack of new projects under STBG even though there is increased funding. Mr. Busching explained that inflation has played a large role in where the additional funds will go. The transition of several projects from a locally administered to VDOT administered has resulted in higher estimates. It was noted that one project's estimated cost has tripled. Staff was asked to bring back recommendations to address the issues that have resulted in the increased estimates.

Board members discussed changing the language that is used with respect to mobility. Terms such as transportation alternatives and road enhancements amenities can underserve citizens for which these are their primary mode of transportation. Mr. Parsons was asked to report back on how projects are scored on mobility and accessibility.

Board members expressed further concern about project estimate increases on the CMAQ request. It was noted there have been past projects that the board has voted not to fully fund due to cost increases.

Ms. Jordan left the meeting at approximately 10:40 a.m.

On motion by Christopher Winslow, seconded by Julie E. Timm, the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board approved the following resolution by roll call vote (see Appendix A).

Resolved, that the RRTPO selects the following new projects for the regional CMAQ program:

- Signal System Retiming Improvements – Richmond
- Alverser Dr/Old Buckingham Rd Roundabout – Chesterfield
- Creighton Rd/Creighton Pkwy & Walnut Grove Rd Roundabout – Hanover; and

Further Resolved, that the RRTPO approves the allocation plans for FY23 – FY28 STBG and CMAQ funds as presented; and,

Finally Resolved, that the RRTPO approves the transfer of previous funds included in the allocation plans and directs staff to take the necessary steps to complete these transfers.

2. RAISE Grant Letters of Support

Mr. Parsons presented the request for the TPO's support of the RAISE Grant letters for Henrico County and the City of Richmond. Board members had questions about the Scott Road bridge, which is replacing a current vehicle bridge with a bridge that is just for bikes and pedestrians. A new vehicle bridge will be built at a later date.

On motion by John L. Lumpkins Jr., seconded by W. Canova Peterson, the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board approved letters of support for Henrico County and the City of Richmond by roll call vote (see Appendix A).

3. Richmond Regional Transportation Safety Plan

Mr. Parsons reported that the plan is posted on the TPO meeting page. The document will be useful to jurisdictions looking at safety issues as it addresses safety from a regional perspective. Additional mapping online and datasets will be posted.

Mr. Hodges expressed concerns that the plan does not include railway/highway intersection safety concerns. He noted one such intersection in the Town of Ashland that is located near a school and fire station. He asked that staff look into how these intersections can be included in the plan. It was suggested the plan be reviewed after the first year, rather than the proposed review after three to five years.

On motion by John H. Hodges, seconded by Frank J. Thornton, the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board adopted the Richmond Regional Transportation Safety Plan with the request that the Transportation Safety Plan Committee and the jurisdictions review and consider amendments to address safety and railroad intersection concerns, referencing the DC to RVA EIS Safety Benefits, VDOT Rail Grade Crossing Action Plan and the CSX 2017 Reported Safety Recommendations, within a year by roll call vote.

4. Proposed Amendment to Bylaws and Policy- Richmond Area Metropolitan Planning Organization

Mr. Parsons 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. Greta Ryan, PlanRVA, certified that the two-thirds majority was present.

Mr. Winslow left the meeting at approximately 11:00 a.m.

On motion by John L. Lumpkins Jr., seconded by Cynthia I. Newbille, the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board approved the bylaws amendment as proposed roll call vote (see Appendix A).

B. AGENCY AND COMMITTEE REPORTS

1. Transportation Agency Updates

- a. Shane Mann, VDOT, provided an update on VDOT agency activity. A copy of the update is available on the TPO meeting web page.
- b. Tiffany Dubinsky, DRPT, provided an update on DRPT agency activity. A copy of the update is available on the TPO meeting web page.

C. OTHER BUSINESS

1. Future Meeting Topics

There were no additional meeting topics suggested by members.

2. RRTPO Member Comments

Mr. Holland commented on the Chesterfield Board of Supervisors' adoption of the County budget and reduced the vehicle registration fee for Chesterfield County residents.

3. Next RRTPO Policy Board Meeting

The next action meeting will be held on Thursday, May 5, 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 11:14 a.m.

Motion to approve the draft STBG and CMAQ
allocation plans as recommended

Yays
Over 2/3

Vote Totals	22	1	0	Over 2/3			
Motion-Winslow/Second-Timm	Voting			Weighted Vote			
Jurisdiction	Yay	Nay	Abstain	Status	Yay	Nay	Abstain
Ashland (1)							
John H. Hodges	x			Present	1	0	0
Anita Barnhart (A)				Absent	0	0	0
Charles City (1)							
William G. Coada				Absent	0	0	0
Chesterfield (4)							
Kevin P. Carroll				Absent	0	0	0
James M. Holland	x			Present	2	0	0
Christopher Winslow	x			Present	2	0	0
Leslie Haley (A)				Absent	0	0	0
Goochland (2)							
John L. Lumpkins Jr.		x		Present	0	1	0
Vice Chair Susan F. Lascolett	x			Present	1	0	0
Hanover (3)							
Sean M. Davis	x			Present	1	0	0
W. Canova Peterson	x			Present	2	0	0
Faye O. Prichard (A)				Absent	0	0	0
Henrico (4)							
Patricia S. O'Bannon				Absent	0	0	0
Frank J. Thornton	x			Present	4	0	0
Thomas M. Branin (A)				Absent	0	0	0
New Kent (2)							
Patricia A. Paige	x			Present	2	0	0
C. Thomas Tiller Jr.				Absent	0	0	0
Thomas W. Evelyn (A)				Absent	0	0	0
Powhatan (2)							
Chair David T. Williams	x			Present	1	0	0
Karin M. Carmack	x			Present	1	0	0
Richmond (4)							
Andreas D. Addison	x			Present	1	0	0
Katherine L. Jordan				Absent	0	0	0
Stephanie A. Lynch				Absent	0	0	0
Cynthia I. Newbille	x			Present	1	0	0
Michael J. Jones (A)				Absent	0	0	0
Kristen Nye Larson (A)				Absent	0	0	0
Ellen F. Robertson (A)				Absent	0	0	0
CRAC (1)							
John B. Rutledge				Absent	0	0	0
GRTC (1)							

APPENDIX A - VOTING RECORD

Julie E. Timm	x			Present	1	0	0
Sheryl Adams (A)				Absent	0	0	0
RMATA (1)							
Joi Taylor Dean	x			Present	1	0	0
VDOT (1)							
R. Shane Mann	x			Present	1	0	0
Mark E, Riblett (A)				Non Voting Alt	0	0	0
CTAC (0)							
Upton Martin				Absent	0	0	0
Vacant (A)				Absent	0	0	0
DRPT (0)							
Jennifer B. DeBruhl				Absent	0	0	0
Tiffany T. Dubinsky (A)				#REF!	0	0	0
FHWA (0)							
Thomas L. Nelson Jr.				Absent	0	0	0
Richard Duran (A)				Absent	0	0	0
FTA (0)							
Daniel Koenig (Liaison)				Absent	0	0	0
RideFinders (0)							
Von S. Tisdale				#REF!	0	0	0
Cherika N. Ruffin (A)				Absent	0	0	0
VA Dept. of Aviation (0)							
P. Clifford Burnette Jr.				Absent	0	0	0
					22	1	0
					Yea	Nay	Abstain

Motion to approve letters of support for
Henrico County and the City of Richmond

Yays

Vote Totals		22	1	0	Over 2/3	Valid Vote				
Lumpkins/Second-Peterson		Voting				Vote Count				
Jurisdiction		Yay	Nay	Abstain	Status	Vote Check	Yay	Nay	Abstain	
Ashland (1)										
John H. Hodges		x			Present	Valid	1	0	0	
Anita Barnhart (A)						Absent	Valid	0	0	0
Charles City (1)										
William G. Coad						Absent	Valid	0	0	0
Vacant (A)						Vacant	Valid	0	0	0
Chesterfield (4)										
Kevin P. Carroll						Absent	Valid	0	0	0
James M. Holland		x			Present	Valid	1	0	0	
Christopher Winslow						Absent	Valid	0	0	0
Leslie Haley (A)						Absent	Valid	0	0	0
Vacant (A)						Vacant	Valid	0	0	0
Vacant (A)						Vacant	Valid	0	0	0
Goochland (2)										
John L. Lumpkins Jr.		x			Present	Valid	1	0	0	
Vice Chair Susan F. Lascolette			x		Present	Valid	0	1	0	
Vacant (A)						Vacant	Valid	0	0	0
Vacant (A)						Vacant	Valid	0	0	0
Hanover (3)										
Sean M. Davis						Present	Valid	1	0	0
W. Canova Peterson						Present	Valid	1	0	0
Faye O. Prichard (A)						Absent	Valid	0	0	0
Vacant (A)						Vacant	Valid	0	0	0
Henrico (4)										
Patricia S. O’Bannon						Absent	Valid	0	0	0
Frank J. Thornton		x			Present	Valid	1	0	0	
Thomas M. Branin (A)						Absent	Valid	0	0	0
Vacant (A)						Vacant	Valid	0	0	0
New Kent (2)										
Patricia A. Paige		x			Present	Valid	1	0	0	
C. Thomas Tiller Jr.						Absent	Valid	0	0	0
Thomas W. Evelyn (A)						Absent	Valid	0	0	0
Vacant (A)						Vacant	Valid	0	0	0
Powhatan (2)										
Chair David T. Williams		x			Present	Valid	1	0	0	
Karin M. Carmack		x			Present	Valid	1	0	0	
Vacant (A)						Vacant	Valid	0	0	0
Vacant (A)						Vacant	Valid	0	0	0

APPENDIX A - VOTING RECORD

Richmond (4)									
Andreas D. Addison	x			Present	Valid	1	0	0	
Katherine L. Jordan				Absent	Valid	0	0	0	
Stephanie A. Lynch				Absent	Valid	0	0	0	
Cynthia I. Newbille	x			Present	Valid	1	0	0	
Michael J. Jones (A)				Absent	Valid	0	0	0	
Kristen Nye Larson (A)				Absent	Valid	0	0	0	
Ellen F. Robertson (A)				Absent	Valid	0	0	0	
Vacant (A)				Vacant	Valid	0	0	0	
CRAC (1)									
John B. Rutledge				Absent	Valid	0	0	0	
Vacant (A)				Vacant	Valid	0	0	0	
GRTC (1)									
Julie E. Timm	x			Present	Valid	1	0	0	
Sheryl Adams (A)				Absent	Valid	0	0	0	
RMTA (1)									
Joi Taylor Dean	x			Present	Valid	1	0	0	
Vacant (A)				Vacant	Valid	0	0	0	
VDOT (1)									
R. Shane Mann	x			Present	Valid	1	0	0	
Mark E. Riblett (A)				Non Voting Alt	Valid	0	0	0	
CTAC (0)									
Upton Martin				Absent	Valid	0	0	0	
Vacant (A)				Absent	Valid	0	0	0	
DRPT (0)									
Jennifer B. DeBruhl				Absent	Valid	0	0	0	
Tiffany T. Dubinsky (A)				#REF!	#REF!	0	0	0	
FHWA (0)									
Thomas L. Nelson Jr.				Absent	Valid	0	0	0	
Richard Duran (A)				Absent	Valid	0	0	0	
FTA (0)									
Daniel Koenig (Liaison)				Absent	Valid	0	0	0	
RideFinders (0)									
Von S. Tisdale				#REF!	#REF!	0	0	0	
Cherika N. Ruffin (A)				Absent	Valid	0	0	0	
VA Dept. of Aviation (0)									
P. Clifford Burnette Jr.				Absent	Valid	0	0	0	
						0	14	1	0
						Invalid Votes			

Motion to approve bylaw amendments as presented	Yays			
Vote Totals	22	0	0	Over 2/3

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

APPENDIX A - VOTING RECORD

Stephanie A. Lynch		Absent	0	0	0
Cynthia I. Newbille	x	Present	1	0	0
Michael J. Jones (A)		Absent	0	0	0
Kristen Nye Larson (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)					
Julie E. Timm	x	Present	1	0	0
Sheryl Adams (A)		Absent	0	0	0
RMTA (1)					
Joi Taylor Dean		Absent	0	0	0
Vacant (A)		Vacant	0	0	0
VDOT (1)					
R. Shane Mann	x	Present	1	0	0
Mark E. Riblett (A)		Non Voting ^A	0	0	0
CTAC (0)					
Upton Martin		Absent	0	0	0
Vacant (A)		Vacant	0	0	0
DRPT (0)					
Jennifer B. DeBruhl		Absent	0	0	0
Tiffany T. Dubinsky (A)		#REF!	0	0	0
FHWA (0)					
Thomas L. Nelson Jr.		Absent	0	0	0
Richard Duran (A)		Absent	0	0	0
FTA (0)					
Daniel Koenig (Liaison)		Absent	0	0	0
RideFinders (0)					
Von S. Tisdale		#REF!	0	0	0
Cherika N. Ruffin (A)		Absent	0	0	0
VA Dept. of Aviation (0)					
P. Clifford Burnette Jr.		Absent	0	0	0
			22	0	0
			Yea	Nay	Abstain