

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION
POLICY BOARD MEETING MINUTES
PlanRVA James River Boardroom and via Zoom
Thursday, September 5, 2024 - 9:30 a.m.**

MEMBERS and ALTERNATES (A) PRESENT (X), VIRTUAL (V):

VOTING MEMBERS				
Town of Ashland		Henrico County		CRAC
John H. Hodges	X	Roscoe Cooper		John B. Rutledge
Anita Barnhart (A)		Jody Rogish, Vice Chair		
		Dan Schmitt (A)		GRTC Transit System
Charles City County				Adrienne Torres
Byron M. Adkins, Sr.	X	New Kent County		Sheryl Adams (A)
Ryan Patterson (A)		John Moyer	X	
Chesterfield County		Jordan Stewart (A)		RIC Metropolitan Transp. Authority (RMTA)
Kevin P. Carroll	X			Joi Taylor Dean
James M. Holland	X	Powhatan County		
Jessica Schneider	X	Mark Kinney		Secretary of Trans. Des.
Mark S. Miller (A)		Denise Morissette		VDOT, Dale Totten
		Steve McClung (A)		VDOT, Mark E. Riblett (A)
Goochland County		Robert Powers (A)		
Jonathan Lyle				
Charlie Vaughters (A)		City of Richmond		
		Andreas D. Addison		
Hanover County		Katherine L. Jordan	V	
Sean M. Davis	X	Cynthia I. Newbille, Chair	X	
Faye O. Prichard		Ellen Robertson (A)		
Ryan Hudson (A)				
NON-VOTING MEMBERS				
CTAC		Dept. of Rail & Public Transportation (DRPT)		Federal Highway Administration (FHWA)
Sera Erickson (A)	V	Tiffany Dubinsky	X	Thomas L. Nelson Jr.
		Wood Hudson (A)		Ivan Rucker (A)
Dept. of Aviation (DOAV)		Federal Transit Administration (FTA)		RideFinders
Rusty Harrington	X	Daniel Koenig (Liaison)		Cherika Ruffin
				John O'Keefe (A)

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, Cynthia Newbille, called the RRTPO Policy Board meeting to order at 9:31 a.m.

Pledge of Allegiance

The Pledge of Allegiance was led by Chair Newbille.

Welcome and Introductions

Chair Newbille welcomed all attendees.

Certification of a Quorum

Janice Scott, Board Relations Manager, took attendance and certified that a quorum was present in-person.

A. ADMINISTRATION

1. Confirmation of Member Participation from a Remote Location

Chair Newbille reported that two members requested approval to participate remotely: for the following reasons:

- Sera Erickson, reason: personal matter, specifically a scheduling conflict that prevents in-person attendance.
- Katherine Jordan, reason: a temporary or permanent disability or other medical condition that prevents the member's physical attendance.

Chair Newbille announced her approval of the requests to participate remotely.

On motion by John Hodges, seconded by Sean Davis, the members of the RRTPO Policy Board voted unanimously to approve the members' requests to participate from a remote location were in conformance with the Policy for Remote Participation of member; and, the voice of the remotely participating members could be heard by all persons at the primary or central meeting location (voice vote).

The quorum was updated to show the presence of the remote members.

2. Consideration of Amendments to the Meeting Agenda

There were no requested amendments to the agenda.

3. RRTPO Chair's Report

Chair Newbille did not have a formal report.

4. Open Public Comment Period

There were no requests to offer public comment either in-person or online.

5. Approval of July 11, 2024, Meeting Minutes

On motion by Jessica Schneider, seconded by Sean Davis, the members of the RRTPO Policy Board voted to approve the May 9, 2024, and June 13, 2024, meeting minutes as presented (voice vote; John Hodges abstained).

6. RRTPO Secretary's Report

a. Port of Virginia Tour

Martha Shickle, Secretary, reported on the plans for the tour of the Port of Virginia facilities in Hampton Roads and Richmond.

All members and alternates of the RRTPO Policy Board, Technical Advisory Committee, and Community Transportation Advisory Committee will be invited. Members of the Commission and CVTA who do not serve on the Policy Board are invited as well as a limited number of locality representatives identified by the CAOs/Administrators.

Registration is open and will be sent to all members and other invitees.

b. FY25 RRTPO Meeting Schedule

Ms. Shickle gave an overview of the proposed schedule change.

On motion by Jessica Schneider, seconded by John Moyer, the members of the RRTPO Policy Board voted to cancel the October 3, 2024, RRTPO Executive Committee and Policy Board meeting due to the scheduled Port of Virginia tour (voice vote).

c. Work Status Reports – Fourth Quarter FY24 and FY24 Annual Report

Ms. Shickle gave an overview of the reports.

On motion by James Holland, seconded by John Hodges, the members of the RRTPO Policy Board voted to accept the work status reports as presented (voice vote).

B. NEW BUSINESS

1. 2050 Long Range Transportation Plan: Scope of Work, Schedule and Advisory Working Group

Sulabh Aryal, PlanRVA, presented information on the LRTP and explained the purpose of the requested advisory working group.

On motion by Kevin Carroll, seconded by John Moyer, the members of the RRTPO Policy Board voted unanimously to adopt the following resolution (voice vote):

RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board approves the 2050 Long-Range Transportation Plan (LRTP) scope of work and schedule as presented to serve as the general guidance to staff and the LRTP Advisory Committee.

FURTHER RESOLVED, that RRTPO Policy Board approves the Long-Range Transportation Plan (LRTP) Advisory Committee established for the purpose of providing input and oversight in the development of the 2050 Long-Range Transportation Plan.

2. Pathways to the Future (P2F) – Scenario Planning Process Adoption

Mr. Aryal provided information on the scenario planning process and offered to answer any questions.

On motion by James Holland, seconded by John Hodges, the members of the RRTPO Policy Board voted to adopt the following resolution (voice vote):

RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board adopts *Pathways to the Future – Scenario Planning Process*, as presented.

On motion by James Holland, seconded by John Moyer, the members of the RRTPO Policy Board voted to adopt the following resolution (voice vote):

RESOLVED, that RRTPO Policy Board authorizes staff to use the tools and scenarios developed in the *Pathways to the Future*, for any long-range regional transportation study/ plan.

3. FY24 - FY27 Transportation Improvement Program Amendment – FY25 FTA 5310 Projects

Kerry Ramos, PlanRVA, presented this request and offered to answer any questions.

On motion by Kevin Carroll, seconded by John Moyer, the members of the RRTPO Policy Board voted unanimously to adopt the following resolution (voice vote).

WHEREAS, the Virginia Department of Rail and Public Transportation (DRPT) has requested to add the new FTA 5310 Projects to the FY24 – FY27 Transportation Improvement Program (TIP); and

WHEREAS, these projects have been determined to be exempt from regional air quality conformity assessment under 40 CFR § 93.126 as follows:

- **CCSB001** - Purchase of new buses and rail cars to replace existing vehicles or for minor expansions of the fleet
- **HHI0001** - Purchase of new buses and rail cars to replace existing vehicles or for minor expansions of the fleet
- **SOAR001** - Purchase of new buses and rail cars to replace existing vehicles or for minor expansions of the fleet
- **CCSB002** - Purchase of operating equipment for vehicles (e.g., radios, fareboxes, lifts, etc.).
- **GRTC100** – Operating assistance.; and

WHEREAS, the Technical Advisory Committee (TAC) has reviewed the proposed amendment and recommends approval of the request;

NOW, THEREFORE, BE IT RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) policy board amends the FY24 – FY27 Transportation Improvement Program (TIP) to include the following projects as requested by the Virginia Department of Rail and Public Transportation:

- CCSB001 - FTA 5310 Expansion Vehicle
- HH10001 - FTA 5310 Replacement Vehicle
- SOAR0001 - FTA 5310 Replacement Vehicle
- CCSB002 – Mobility Management
- GRTC100 - FTA 5310 Operating

4. FY24-FY27 Transportation Improvement Program (TIP) - Richmond Safe Streets 4 All Traffic Safety and Operations (T29775)

Ms. Ramos presented this request and offered to answer any questions.

On motion by James Holland, seconded by John Hodges, the members of the RRTPO Policy Board voted unanimously to adopt the following resolution (voice vote):

WHEREAS, the City of Richmond has requested to add the Richmond Safe Streets 4 All Traffic Safety and Operations (T29775) project to the FY24 – FY27 Transportation Improvement Program (TIP); and

WHEREAS, this project is not included in the FY24 – FY27 Transportation Improvement Program; and

WHEREAS, this project has previously been determined to be exempt from regional air quality conformity assessment under 40 CFR § 93.126 under Safety - Projects that correct, improve, or eliminate a hazardous location or feature; and

WHEREAS, the Technical Advisory Committee (TAC) has reviewed the proposed amendment and recommends approval of the request;

NOW, THEREFORE, BE IT RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) policy board amends the FY24 – FY27 Transportation Improvement Program (TIP) to include the Richmond Safe Streets 4 All Traffic Safety and Operations (T29775) project.

5. FY24-FY27 Transportation Improvement Program (TIP) - Maintenance: Traffic and Safety Operations Grouping

Ansley Heller, PlanRVA, presented this request and offered to answer any questions.

On motion by Jessica Schneider, seconded by John Moyer, the members of the RRTPO Policy Board voted unanimously to adopt the following resolution (voice vote):

WHEREAS, the Virginia Department of Transportation has requested a revision to the Maintenance: Traffic and Safety Operations Grouping in the FY24 – FY27 Transportation Improvement Program (TIP); and

WHEREAS, this group has been awarded additional funding which triggers an amendment to the TIP; and,

WHEREAS, all grouped projects have been determined to be exempt from regional air quality conformity assessment; and,

WHEREAS, the Technical Advisory Committee (TAC) has reviewed the proposed amendment and recommends approval of the request;

NOW, THEREFORE, BE IT RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) policy board amends the FY24 – FY27 Transportation Improvement Program (TIP) to update the Maintenance: Traffic and Safety Operations Grouping as requested by the Virginia Department of Transportation.

6. FY24-FY27 Transportation Improvement Program (TIP) - Arthur Ashe Blvd. Bridge Replacement over CSX Railroad (UPC T29776)

Ms. Heller presented this request and offered to answer any questions.

On motion by Jessica Schneider, seconded by John Moyer, the members of the RRTPO Policy Board voted unanimously to approve the following resolution (voice vote):

WHEREAS, the City of Richmond has requested a revision to the FY24 – FY27 Transportation Improvement Program (TIP) to add the Arthur Ashe Blvd. Bridge Replacement over CSX Railroad (UPC T29776) project); and

WHEREAS, this project is fully funded by The City of Richmond and a federal Rebuilding American Infrastructure with Sustainability and Equity grant; and,

WHEREAS, this project has been determined to be exempt from regional air quality conformity assessment under 40 CFR 93.126 as a safety project – reconstructing bridges without additional travel lanes; and,

WHEREAS, the Technical Advisory Committee (TAC) has reviewed the proposed amendment and recommends approval of the request;

NOW, THEREFORE, BE IT RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) policy board amends the FY24 – FY27 Transportation Improvement Program (TIP) to add the Arthur Ashe Blvd. Bridge Replacement over CSX Railroad (UPC T29776) as requested by The City of Richmond.

7. CMAQ Funding Request - Rte 1 - Intersection Improvements at Hopkins Rd & Harwood St (UPC 15955)

Mr. Busching presented this request and offered to answer any questions.

On motion by James Holland, seconded by Kevin Carroll, the members of the RRTPO Policy Board voted to adopt the following resolution (voice vote):

RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board approves the transfer of \$1,084,443 in previous CMAQ from the regional balance entry (UPC 70719) to the Rte 1 - Intersection Improvements at Hopkins Rd & Harwood St (UPC 15955) project.

8. Functional Classification Update

Mr. Busching provided this update and offered to answer any questions.

On motion by James Holland, seconded by John Hodges, the members of the RRTPO Policy Board voted unanimously to approve following resolution (voice vote):

WHEREAS, functional classifications of highway systems affect transportation planning in that the categories (local, minor collector, major collector, minor arterial, principle arterial, principle arterial freeway, or principle arterial interstate) are used with highway design standards, highway construction funds or maintenance payments, access management standards, traffic calming eligibility, statistical reporting, and certain outdoor advertising controls; and

WHEREAS, periodic reviews and, as appropriate, updates of urban/urbanized area boundaries and/or functional classifications of highway systems generally are warranted in concert with U.S. Census updates for urbanized areas; and

WHEREAS, the Bureau of the Census March 17, 2022, Notice issued decennial 2020 urbanized area information, and each State is federally directed (FHWA 23 CFR 450.312, 470.105 and 109, and guidance) to use the information and undertake a thorough update, as appropriate, of urban/urbanized area boundaries and/or highway system functional classifications in cooperation with Metropolitan Planning Organizations and/or localities; and

WHEREAS, the state has proposed updates in coordination with the respective MPO to the functional classification of highways that reflect the 2020 Census information, and the Technical Advisory Committee (TAC) has reviewed and recommended approval of these updates presented in the accompanying summary map by this policy Board; and

NOW, THEREFORE, BE IT RESOLVED that the Richmond Regional Transportation Planning Organization policy board approves the proposed updates to the highway system functional classifications presented in the accompanying summary map.

BE IT FURTHER RESOLVED that a copy of this approved resolution and the accompanying summary map shall be provided to the Federal Highway Administration Virginia Division Office for information purposes, and documentation of the MPO's participation in the federal functional classification update process.

C. AGENCY AND COMMITTEE REPORTS

1. Transportation Agency Updates

- a. **CVTA** – Chet Parsons, Executive Director, CVTA, provided this update which was included in the meeting agenda packet.
- b. **PlanRVA** – Ms. Shickle provided this update which was included in the meeting agenda packet.

- c. **GRTC** – Adrienne Torres reported on current and upcoming GRTC activity and highlighted upcoming opportunities for public engagement.
- d. **RMTA** – Joi Taylor Dean reported on current and upcoming RMTA activity, including the agency’s new leadership and recent debt issuance,
- e. **DRPT** – Tiffany Dubinsky did not have a formal report. She thanked PlanRVA staff for their recent help on projects.
- f. **VDOT** – Mark Riblett provided this update, which is posted on the [meeting webpage](#).
- g. **FWHA** – Ivan Rucker did not have a formal report.

D. OTHER BUSINESS

1. RRTPO Member Comments

There were no member comments.

2. Next Meeting: October 31, 2024, 9:30 a.m., PlanRVA Boardroom, 424 Hull Street, Suite 300, Richmond, VA 23224 and via Zoom

E. ADJOURNMENT:

Chair Newbille adjourned the meeting at approximately 11:10 a.m.