

AGENDA

**RICHMOND REGIONAL
TRANSPORTATION PLANNING ORGANIZATION
REGIONAL FUNDING GUIDELINES SUBCOMMITTEE**

Monday, January 11, 2021

3:00 p.m.

Members of the public may observe the meeting via YouTube Live Streaming on the [PlanRVA YouTube Channel](#). Opportunities for sharing comments are described in the [Public Participation](#) guide.

WELCOME AND INTRODUCTIONS (Busching)

Statement Regarding Virtual Meetings

(Busching)..... page 1

1. Consideration of Amendments to the Agenda

(Vidunas)

2. Approval of October 13, 2020 Meeting Summary

(Vidunas) page 2

Action Requested

3. Task 1: Feedback Summary and Revisions - Discussion

(Busching)

4. Task 2: Project Scoring and Prioritization - Discussion

(Busching)

5. Next Meeting: February 8, 2021

(Vidunas).....

6. Adjournment

(Vidunas).....

MAB/nm
Attachments

Opening Statement for Electronic Meetings

Due to the 2020 COVID-19 virus and current guidance regarding physical distancing to reduce the potential for spread, meetings of the Richmond Regional Planning District Commissions have transitioned to a virtual format in accordance with provisions of Virginia Code § 2.2-3708.2 and related legislation approved by the General Assembly of Virginia during the period of the Governor's State of Emergency Declaration for COVID-19.

While we meet in a remote/virtual format, we remain committed to public accessibility and opportunity to participate. Staff provided notice of this meeting to members and the public on January 4, 2021 through electronic posting on the PlanRVA website and email distribution of notice to members, alternates, and known interested parties, including the media.

This meeting will be recorded. Audio and visual recordings of the meeting and materials will be posted on the PlanRVA website within 48 hours of this meeting.

Any member of the public participating as an observer during the meeting today may submit comments or questions at any time prior to or during the meeting via email at rrtpoinput@PlanRVA.org. All comments and questions submitted at this time will be reviewed following the meeting and to the extent practical, responses will be provided or posted on the PlanRVA website.

We ask that members identify themselves first when speaking so we can more accurately record the activities of the meeting. All lines should be muted to minimize additional noise and feedback. You may unmute your line at any time to request acknowledgement from the Chair.

Please let us know if you have any questions regarding the process for assuring effective facilitation of this meeting or for how members of the public may participate.

By providing this statement, staff certifies that we have followed the approved procedures for appropriate notice of this meeting and the means by which we are convening.

Please indicate your presence by saying "HERE" when your name is called during a roll call. Anyone who wishes to identify themselves following the roll call of members will be invited to do so.

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION
REGIONAL FUNDING GUIDELINES SUBCOMMITTEE**

**MEETING SUMMARY
Zoom Virtual Meeting
October 13, 2020
3:00 p.m.**

MEMBERS PRESENT:

City of Richmond		Goochland County		Hanover County	
Dironna Moore Clarke	x	Tom Coleman	x	Joe Vidunas	x
Henrico County		DRPT (non-voting)		GRTC	
Sharon Smidler	x	Tiffany Dubinsky		Emily DelRoss (A)	x
VDOT (non-voting)					
Jake Hermann (A)	x				

The RRTPO Public Transportation Work Group meeting was held by electronic communication means as set forth by the April 22, 2020 actions of the General Assembly in response to the continued spread of novel coronavirus, or COVID-19. The technology used for this 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 the [Plan RVA YouTube Channel](#).

CALL TO ORDER

Tom Coleman, Richmond Regional Transportation Planning Organization (RRTPO) Regional Funding Guidelines Subcommittee Co-Chair, presided and called the October 13, 2020 Regional Funding Guidelines Subcommittee meeting to order at 3:03 p.m.

1. Considerations of Amendments to the Agenda

There were no requested changes to the meeting agenda. Seeing and hearing no objections, the agenda was approved by acclamation as presented.

2. Approval of September 10, 2020 Meeting Summary

There were no comments or corrections to the September 10, 2020 meeting summary. The RRTPO Regional Funding Guidelines Subcommittee unanimously approved the meeting summary of the September 10, 2020 meeting as presented.

3. Task 1: Draft Text

Myles Busching, Planner, presented the proposed sections of the guidelines related to [project submission and screening](#). The proposals aimed to formalize existing practices and to update some practices to increase efficiency in project screening. The major proposals which led to additional follow-up discussion are summarized below.

Cost Vetting by VDOT: All applications which have a construction element are sent to the VDOT Richmond District for cost estimate review upon submission. The proposed change would require validation before submission to expedite the screening and scoring process. The goal of this proposal is to reduce the cost overruns for TPO funded projects. Committee members had questions about how a pre-screening process

would work in practice and how locally administered projects would be treated. Committee members agreed to discuss with their local staff and provide additional feedback on this proposal.

Schedule Vetting by VDOT: This proposal is related to the cost vetting proposed above. The intent of this change is to expedite the screening and review process and to increase the number of projects which obligate funds on schedule. Concern was raised about the schedule impacting project scoring which staff assured would not be the case. Committee members agreed to review this proposal more in depth.

Cap on Applications and Funding Requests: This proposal aims to ensure a match between program funding and project requests. The language in the draft proposes capping requests at the average annual program funding in the six-year plan. For FY22, this would be approximately \$20.5M for RSTBG, \$8.5M for CMAQ, and \$1.05M for TA. The committee raised concerns about cost increases which exceed the cap. Staff agreed to analyze the impact this proposal would have had on the active project list.

Additionally, staff proposed capping the number of applications per sponsor, a proposal not included in the draft document. Committee members generally felt this was a fair approach, but concerns were raised about limiting the number of applications in each specific program, particularly if a sponsor has had more success in one program. Staff offered to further develop this concept as an alternative or in addition to the cap on funding per project.

Constrained Long-Range Plan Consistency: Another element of project screening discussed in depth was consistency with the long-range transportation plan. This is a part of the screening process which is proposed to be updated with the new long-range plan. The proposed screening criteria matches the project inclusion guidelines for ConnectRVA 2045, the update to the long-range plan currently under development. Committee members discussed the long-range plan amendment process and the impact on project selection. Staff agreed to review recent RSTP/CMAQ submissions to determine how much of an impact these criteria will have but noted that the ConnectRVA 2045 advisory committee will be responsible for the decision.

Project Presentations: A final major topic of discussion was replacing the annual sponsor meetings with presentations of new applications. The intent of this proposal is to offer applicants a chance to explain the project more fully to the review committee and to clarify any potential areas of concern. Committee members generally felt this was a good idea as it would provide opportunities for consultants and project managers to be involved more directly in the process.

Given the breadth of material covered, committee members decided additional review of the draft was needed. It was agreed that all written comments on the draft sections would be submitted to TPO staff by November 6, 2020 with a preferred date of October 23, 2020. All comments submitted will be reviewed and changes to the draft document stemming from the discussion and written comments will be presented to the committee at the next meeting for review and follow-up discussion.

4. Next Subcommittee Meeting: January 11, 2021

Myles Busching noted the next meeting will be held on January 11, 2021, beginning at 3:00 p.m. in Richmond, Virginia.

5. Adjournment

The meeting was adjourned at 3:56 p.m. on October 13, 2020.

MAB/nm