

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION  
TECHNICAL ADVISORY COMMITTEE (TAC)**

**MINUTES OF ACTION MEETING**

**Zoom Meeting  
February 8, 2022  
9:00 a.m.**

**MEMBERS and ALTERNATES (A) PRESENT:**

<b>Town of Ashland</b>		<b>Charles City County</b>		<b>Chesterfield County</b>	
Nora D. Amos	X	(vacant)		Barbara K. Smith	X
Vacant (A)				Chessa Walker (A)	X
<b>Goochland County</b>		<b>Hanover County</b>		<b>Henrico County</b>	
Thomas M. Coleman	X	Joseph E. Vidunas	X	Sharon Smidler, FY22 Vice Chair	X
		J. Michael Flagg (A)	X	Todd Eure (A)	
<b>New Kent County</b>		<b>Powhatan County</b>		<b>City of Richmond</b>	
Kelli Le Duc, FY22 Chair		Bret Schardein		Dironna Moore Clarke	X
		(vacant) (A)		Travis A. Bridewell (A)	X
<b>Capital Region Airport Commission</b>		<b>DRPT</b>		<b>GRTC</b>	
John B. Rutledge		Tiffany T. Dubinsky	X	Sam Sink	X
		Grant Sparks (A)		Patricia Robinson (A)	
<b>PlanRVA</b>		<b>RideFinders</b>		<b>RMTA</b>	
Chet Parsons	X	Von S. Tisdale		Theresa Simmons	
Sulabh Aryal (A)		John O'Keeffe (A)	X		
<b>VDOT</b>					
Liz McAdory					
Nicole Mueller (A)	X				

<b>Others Present:</b>	<b>PlanRVA Staff Present:</b>
Nick Britton, Michael Baker International	Myles Busching
Michael Campbell, City of Colonial Heights	Janice Firestone
Tara FitzPatrick, Greater Richmond Fit4Kids	Sidd Kumar
Austin Goynes, Goochland County	Ken Lantz
Daniel Grinnell, VDOT	Jin Lee
Sonja Lewis-Cheatham, DEQ	Phil Riggan
Jim Ponticello, VDOT	
Ronald Svejovsky, Crater PDC	
Adrienne Torres, GRTC	

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. Voting record tables are attached to the action meeting minutes in Appendix A. A recording of this meeting is available on our [Plan RVA YouTube Channel](#).

## **1. STATEMENT REGARDING VIRTUAL MEETINGS**

Chet Parsons, PlanRVA, shared the statement on virtual meetings.

### **Interagency Consultation Group (ICG) meeting – Tri-Cities MPO**

Daniel Grinnell, VDOT and Ronald Svejksky, Tri-Cities MPO, opened the ICG portion of the meeting at 9:00 a.m. and provided presentations on the following:

- [Conformity Overview and EPA guidance](#)
- [Conformity Schedule](#)
- [Concurrence on the schedule, conformity project list.](#)

Members of the Tri-Cities MPO voted to approve the membership update, conformity schedule and modifying the conformity project list.

## **CALL TO ORDER**

Following the ICG meeting, the Richmond Regional Transportation Planning Organization (RRTPO) Technical Advisory Committee (TAC) Vice-chair, Sharon Smidler, presided and called the February 8, 2022, RRTPO TAC meeting to order at 9:17 a.m.

## **ATTENDANCE ROLL CALL & CERTIFICATION OF MEETING QUORUM**

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

## **2. Consideration of Amendments to the Action Meeting Agenda**

Chet Parsons, PlanRVA, presented two amendments to the agenda for consideration: correction of Item 7 to read **FY23 Unified Planning Work Program (UPWP) Priorities** and removal of Item 12 - **Smart Scale Regional Project Selections** (a special meeting will be held at a later date for consideration of that matter).

On motion of Dironna Moore Clarke, seconded by Joseph E. Vidunas, the RRTPO Technical Advisory Committee unanimously approved the February 8, 2022, agenda as amended (see [Appendix A](#)):

## **3. Approval of [January 11, 2022, RRTPO TAC Meeting Minutes](#)**

On motion of John O’Keefe, seconded by Nora Amos, the RRTPO Technical Advisory Committee unanimously approved the minutes of the January 11, 2022, meeting by acclamation (voice vote) as presented.

## **4. Open Public Comment Period**

Tara FitzPatrick, Safe Routes to School Coordinator for Greater Richmond Fit4Kids, addressed the committee and expressed her appreciation to PlanRVA staff for their help with her agency’s Transportation Alternatives Program (TAP) grant application.

## **5. TAC Chairman’s Report**

There was no report from the Vice-chair.

**6. RRTPO Update**

**a. Current Work Efforts (a copy of this document can be found in the agenda packet)**

Mr. Parsons gave this report to the committee and announced that the public review period for the BikePedRVA 2045 draft plan will open tomorrow. He asked members to share the information and encourage participation.

**7. FY23 Unified Planning Work Program (UPWP) Priorities (a copy of this document can be found in the agenda packet)**

Mr. Parsons gave an overview of the plan and explained that it is updated annually. The four core program areas were explained.

On motion of Nicole Mueller, seconded by Dironna Moore Clarke, the RRTPO Technical Advisory Committee voted unanimously to recommend RRTPO Policy Board consideration and approval of the FY23 UPWP Priorities as presented (see [Appendix A](#)):

**8. Existing STBG/CMAQ project requests (a copy of this document can be found in the agenda packet)**

Myles Busching, PlanRVA, presented this item to the committee and gave an overview of each of the STBG and CMAQ projects. Committee members discussed a number of the projects and it was noted that the matter will be brought back as part of the final allocation plan in March 2022.

**9. TA Set-Aside recommendations (a copy of this document can be found in the agenda packet)**

Mr. Busching presented this item to the committee and offered clarification on the list of remaining projects if additional FY23 – FY24 TA funding is available.

On motion of Dironna Moore Clarke, seconded by Barbara K. Smith, the RRTPO Technical Advisory Committee (TAC) voted to recommend RRTPO Policy Board approval of the following resolution as presented (see [Appendix A](#)):

**Resolved**, that the Richmond Regional Transportation Planning Organization (RRTPO) selects the following projects for FY23 – FY24 Transportation Alternatives (TA) program funding as shown:

<b>Project</b>	<b>Title</b>	<b>Locality</b>	<b>Request</b>	<b>Allocated</b>
7981	Safe Routes to School Program	Richmond	\$ 159,796	\$ 159,796
7851	US 360 (Hull Street) PHB	Richmond	\$ 197,127	\$ 197,127
7979	Cool Spring ES Safe Routes to School	Hanover	\$ 202,928	\$ 202,928
8088	RT 360 at Courthouse Ped Improvements	Chesterfield	\$ 359,688	\$ 359,688
8094	FLT (Shop - Chester Linear Park)	Chesterfield	\$ 459,700	\$ 459,700
7923	Lakeside Community Trail Phase 1	Henrico	\$ 548,543	\$ 548,543

**Further resolved**, that the RRTPO approves the following prioritization for the remaining projects if additional FY23 – FY24 TA funding is made available:

	<b>Title</b>	<b>Locality</b>
1	Courthouse (RT 10 - Fallow) Trail	Chesterfield
2	SR 147 (Main St) Ped Safety (Ph I)	Richmond
3	SR 147 (Cary St) Ped Safety (Ph II)	Richmond
4	Forest Hill Ave Bike/Ped Improvements	Richmond
5	Lakeside Community Trail Phase 2	Henrico
6	Patterson Avenue Bike Lanes	Richmond
7	Downtown Core Protected Bike Lanes	Richmond
8	US Route 1 PHBs	Richmond
9	Jefferson Ave Phase II Clay St to 23rd	Richmond
10	Lakeside Community Trail Phase 3	Henrico
11	A Carnation St Phase II	Richmond
12	Commonwealth Center Bike/Ped Trail	Chesterfield
13	Gillies Creek Greenway Phase IV	Richmond
14	Nuckols Road Corridor Shared Use Path	Henrico
15	Scott's Addition Greenway	Richmond

10. **[FTA 5310 application endorsement](#) (a copy of this document can be found in the agenda packet)**

Ken Lantz, PlanRVA, presented this request to the committee.

On motion of Barbara K. Smith, seconded by Nora Amos, the RRTPO Technical Advisory Committee (TAC) voted unanimously to recommend RRTPO Policy Board approval of the following resolution as presented (see [Appendix A](#)):

**RESOLVED**, that the Richmond Regional Transportation Planning Organization Policy Board endorses the following applications for Federal Transit Administration (FTA) Section 5310 funds:

- Chesterfield County Community Citizen Information and Resources Mobility Services: Operating assistance and to support the cost of trips, \$533,600;
- Chesterfield Community Mental Health Services Board: Purchase two (2) 15-passenger body on chassis vans with wheelchair lifts, \$130,000;
- Goochland CARES: Purchase one (1) 14-passenger van with wheelchair lift, \$65,000
- Hanover DASH: Provide and expand specialized transportation for non-driver older adults and individuals with disabilities, \$750,000;
- Senior Connections: Provide mobility management and transportation services for older adults and persons with disabilities, \$305,600
- GRTC: Provide travel training assistance for individuals, particularly seniors and person with disabilities, \$150,000.

11. **VDOT STBG Funding Request - UPC 97688 - Rt. 155 Shared Use Path (a copy of this document can be found in the agenda packet)**

Mr. Busching presented this request to the committee.

On motion of Nicole Mueller, seconded by Barbara K. Smith, the RRTPO Technical Advisory Committee (TAC) voted unanimously to approve the following resolution as presented (see [Appendix A](#)):

**Resolved**, that the Richmond Regional Transportation Planning Organization (RRTPO) approves the transfer of \$88,857 in previous regional Surface Transportation Block Grant (STBG) and match funds from the balance entry (UPC 70721) to the Rt 155 Shared Use Path project (UPC 97688),

**12. Smart Scale Regional Project Selections**

This item was removed from the agenda. A special RRTPO TAC meeting will be scheduled prior to the next RRTPO Policy Board meeting for consideration of the matter.

**13. Transportation Agency Updates**

**a. DRPT**

Tiffany Dubinsky, Statewide Transit Planning Manager at DRPT, introduced Daniel Wagner, new Statewide Transit Planner at DRPT, and provided an update on DRPT activities.

**b. GRTC**

Sam Sink, Director of Planning and Scheduling, at GRTC, noted that Nick Britton would be providing an update on the GRTC Micro-transit Study. Mr. Britton gave an overview of what micro-transit is and reported on the study progress to date. Adrienne Torres, Chief Development Officer at GRTC, noted that they are hoping to start scheduling the meetings with jurisdictions right away.

Mr. Britton clarified that the VDOT MetroQuest Survey period should have ended in December.

**c. RideFinders**

John O'Keeffe, Account Executive at RideFinders, provided an update on RideFinders activities.

**d. VDOT**

Nicole Mueller, Planning Specialist at VDOT, provided an update on VDOT activities.

**14. Future Meeting Topics**

Vice-chair Smidler reviewed the list of future meeting topics and it was noted that the Smart Scale Regional Project Selections item will be heard at the special meeting to be scheduled later in the month.

**15. TAC Member Comments**

There were no member comments.

16. **Next Meeting: February 8, 2022**

Vice Chair Smidler noted that the next regular RRTPO TAC action meeting will be held on March 8, 2022, beginning at 9:00 a.m.

17. **Adjournment**

Vice-chair Smidler adjourned the meeting at 10:40 a.m.

CAP/jf

## February 8, 2022 - RRTPO Technical Advisory Committee (TAC)

### APPENDIX A - Voting Record Tables

#### Item 3 – Approval of previous meeting minutes

Jurisdiction/Agency	Member	Aye	Nay	Abstain	Absent
<b>Town of Ashland</b>	Nora D. Amos	X			
<b>Charles City County</b>	(vacant)				
<b>Chesterfield County</b>	Barbara K. Smith	X			
	Chessa Walker (A)				
<b>Goochland County</b>	Thomas M Coleman	X			
<b>Hanover County</b>	Joseph E. Vidunas	X			
	Mike Flagg (A)				
<b>Henrico County</b>	Sharon Smidler, VC	X			
	Todd Eure (A)				
<b>New Kent County</b>	Kelli Le Duc, Chair				
<b>Powhatan County</b>	Bret Schardein				
<b>City of Richmond</b>	Dironna Moore Clarke	X			
	Travis A. Bridewell (A)				
<b>Capital Region Airport Commission</b>	John B. Rutledge				
<b>DRPT</b>	Tiffany T. Dubinsky	X			
	Grant Sparks (A)				
<b>GRTC Transit System</b>	Sam Sink	X			
	Patricia Robinson (A)				
<b>PlanRVA</b>	Chet Parsons	X			
	Sulabh Aryal (A)				
<b>RideFinders</b>	Von S. Tisdale				
	John O'Keeffe (A)	X			
<b>RIC Metropolitan Transp. Authority</b>	Theresa Simmons				
<b>VDOT</b>	Liz McAdory				
	Nicole Mueller (A)	X			
<b>TOTAL</b>		11			

Quorum is at least one-half of TAC's membership to include a minimum of four local government representatives (as per Article V, Section 2 of the bylaws).

**Item 7 – Recommend Policy Board consideration and approval of the FY23 UPWP Priorities**

<b>Jurisdiction/Agency</b>	<b>Member</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
<b>Town of Ashland</b>	Nora D. Amos	X			
<b>Charles City County</b>	(vacant)				
<b>Chesterfield County</b>	Barbara K. Smith	X			
	Chessa Walker (A)				
<b>Goochland County</b>	Thomas M Coleman	X			
<b>Hanover County</b>	Joseph E. Vidunas	X			
	Mike Flagg (A)				
<b>Henrico County</b>	Sharon Smidler, VC	X			
	Todd Eure (A)				
<b>New Kent County</b>	Kelli Le Duc, Chair				
<b>Powhatan County</b>	Bret Schardein				
<b>City of Richmond</b>	Dironna Moore Clarke	X			
	Travis A. Bridewell (A)				
<b>Capital Region Airport Commission</b>	John B. Rutledge				
<b>DRPT</b>	Tiffany T. Dubinsky	X			
	Grant Sparks (A)				
<b>GRTC Transit System</b>	Sam Sink	X			
	Patricia Robinson (A)				
<b>PlanRVA</b>	Chet Parsons	X			
	Sulabh Aryal (A)				
<b>RideFinders</b>	Von S. Tisdale				
	John O’Keeffe (A)	X			
<b>RIC Metropolitan Transp. Authority</b>	Theresa Simmons				
<b>VDOT</b>	Liz McAdory				
	Nicole Mueller (A)	X			
<b>TOTAL</b>		11			



## Item 9 - Recommendation to approve TA Set-Aside projects

Jurisdiction/Agency	Member	Aye	Nay	Abstain	Absent
<b>Town of Ashland</b>	Nora D. Amos	X			
<b>Charles City County</b>	(vacant)				
<b>Chesterfield County</b>	Barbara K. Smith	X			
	Chessa Walker (A)				
<b>Goochland County</b>	Thomas M Coleman		X		
	Mike Campbell (A)				X
<b>Hanover County</b>	Joseph E. Vidunas	X			
	Mike Flagg (A)				
<b>Henrico County</b>	Sharon Smidler, VC	X			
	Todd Eure (A)				X
<b>New Kent County</b>	Kelli Le Duc, Chair				X
<b>Powhatan County</b>	Bret Schardein				X
<b>City of Richmond</b>	Dironna Moore Clarke	X			
	Travis A. Bridewell (A)				
<b>Capital Region Airport Commission</b>	John B. Rutledge				X
<b>DRPT</b>	Tiffany T. Dubinsky	X			
	Grant Sparks (A)				X
<b>GRTC Transit System</b>	Sam Sink	X			
	Patricia Robinson (A)				X
<b>PlanRVA</b>	Chet Parsons	X			
	Sulabh Aryal (A)				X
<b>RideFinders</b>	Von S. Tisdale				X
	John O'Keeffe (A)	X			
<b>RIC Metropolitan Transp. Authority</b>	Theresa Simmons				X
<b>VDOT</b>	Liz McAdory				X
	Nicole Mueller (A)	X			
<b>TOTAL</b>		10	1		

**Item 10. - Recommendation to endorse FTA 5310 applications**

<b>Jurisdiction/Agency</b>	<b>Member</b>	Aye	Nay	Abstain	Absent
<b>Town of Ashland</b>	Nora D. Amos	X			
<b>Charles City County</b>	(vacant)				
<b>Chesterfield County</b>	Barbara K. Smith	X			
	Chessa Walker (A)				
<b>Goochland County</b>	Thomas M Coleman	X			
<b>Hanover County</b>	Joseph E. Vidunas	X			
	Mike Flagg (A)				
<b>Henrico County</b>	Sharon Smidler, VC	X			
	Todd Eure (A)				
<b>New Kent County</b>	Kelli Le Duc, Chair				
<b>Powhatan County</b>	Bret Schardein				
<b>City of Richmond</b>	Dironna Moore Clarke	X			
	Travis A. Bridewell (A)				
<b>Capital Region Airport Commission</b>	John B. Rutledge				
<b>DRPT</b>	Tiffany T. Dubinsky	X			
	Grant Sparks (A)				
<b>GRTC Transit System</b>	Sam Sink	X			
	Patricia Robinson (A)				
<b>PlanRVA</b>	Chet Parsons	X			
	Sulabh Aryal (A)				
<b>RideFinders</b>	Von S. Tisdale				
	John O'Keeffe (A)	X			
<b>RIC Metropolitan Transp. Authority</b>	Theresa Simmons				
<b>VDOT</b>	Liz McAdory				
	Nicole Mueller (A)	X			
<b>TOTAL</b>		11			

**Item 11. - Recommendation to approve VDOT Transfer Request – Rt. 155  
Shared Use Path**

<b>Jurisdiction/Agency</b>	<b>Member</b>	Aye	Nay	Abstain	Absent
<b>Town of Ashland</b>	Nora D. Amos	X			
<b>Charles City County</b>	(vacant)				
<b>Chesterfield County</b>	Barbara K. Smith	X			
	Chessa Walker (A)				
<b>Goochland County</b>	Thomas M Coleman	X			
<b>Hanover County</b>	Joseph E. Vidunas	X			
	Mike Flagg (A)				
<b>Henrico County</b>	Sharon Smidler, VC	X			
	Todd Eure (A)				
<b>New Kent County</b>	Kelli Le Duc, Chair				
<b>Powhatan County</b>	Bret Schardein				
<b>City of Richmond</b>	Dironna Moore Clarke	X			
	Travis A. Bridewell (A)				
<b>Capital Region Airport Commission</b>	John B. Rutledge				
<b>DRPT</b>	Tiffany T. Dubinsky	X			
	Grant Sparks (A)				
<b>GRTC Transit System</b>	Sam Sink	X			
	Patricia Robinson (A)				
<b>PlanRVA</b>	Chet Parsons	X			
	Sulabh Aryal (A)				
<b>RideFinders</b>	Von S. Tisdale				
	John O'Keeffe (A)	X			
<b>RIC Metropolitan Transp. Authority</b>	Theresa Simmons				
<b>VDOT</b>	Liz McAdory				
	Nicole Mueller (A)	X			
<b>TOTAL</b>		11			