

# AGENDA

## RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION

### TECHNICAL ADVISORY COMMITTEE - WORKSHOP

Tuesday, December 10, 2019

9:00 a.m.

PlanRVA James River Board Room

#### CERTIFICATION OF QUORUM

	<b>Page(s)</b>
<b>1. Approval of Meeting Agenda</b> <i>(Smith)</i> ..... <i>Action Requested</i>	-
<b>2. Public Comment Period</b> <i>(Smith/5 minutes)</i> .....	-
<b>3. Approval of November 12, 2019 TAC Meeting Minutes</b> <i>(Smith)</i> ..... <i>Action Requested</i>	1-5
<b>4. SMART Scale Local and Regional Projects Discussion</b> <i>(Parsons /45 minutes)</i> .....	-
<b>5. TAC Open Comment</b> <i>(TAC members)</i> .....	-
<b>6. Future Meeting Topics</b> <i>(Smith)</i> .....	16
<b>7. Next TAC Meeting: January</b> <i>(Smith)</i> .....	-
<b>8. Adjournment: Scheduled for 9:50 a.m.</b> <i>(Smith)</i> .....	-

CAP/SA/sr  
 Attachments

pc:	John H. Hodges, RRTPO policy board Chair	Ron Svejkovsky, Tri-Cities MPO
	Herbert A. Richwine, CTAC Chair	Martha Shickle, PlanRVA
	Richard Duran, FHWA	TAC Interested Parties
	Daniel Koenig, FTA Liaison	Area News Media
	Jennifer DeBruhl, DRPT	

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION (RRTPO)**

**TECHNICAL ADVISORY COMMITTEE (TAC)**

**MINUTES OF MEETING**

**November 12, 2019**

**MEMBERS PRESENT**

Barbara K. Smith, Chairman..... Chesterfield County  
Nora D. Amos, Vice Chairman..... Town of Ashland  
Dironna Moore Clarke ..... City of Richmond  
Thomas Coleman ..... Goochland County  
Tiffany Dubinsky..... DRPT  
E. Todd Eure..... Henrico County  
Liz McAdory (Alternate)..... VDOT  
John O’Keeffe (Alternate)..... RideFinders  
Chet Parsons ..... RRPDC  
Andrew Pompei ..... Powhatan County  
Adrienne Torres ..... GRTC Transit System  
Joseph E. Vidunas ..... Hanover County

**MEMBERS ABSENT**

Kelli Le Duc..... New Kent County  
Mark Riblett..... VDOT  
John B. Rutledge ..... CRAC  
Theresa Simmons ..... RMTA  
Von S. Tisdale..... RideFinders

**ALTERNATE MEMBERS PRESENT – NOT VOTING**

Sulabh Aryal (Alternate)..... RRPDC

**CERTIFICATION OF QUORUM**

Barbara K. Smith, TAC Chairman, called the November 12, 2019 Richmond Regional Transportation Planning Organization (RRTPO) Technical Advisory Committee (TAC) meeting to order at 9:00 a.m. Chet Parsons, RRTPO Secretary, reported that a quorum was present.

**1. Approval of Meeting Agenda**

There were no requests to amend the TAC meeting agenda and on motion of Joseph E. Vidunas, seconded by John O’Keeffe, TAC unanimously approved the November 12, 2019 TAC meeting agenda.

**2. Public Comment**

There were no requests to address TAC.

**3. Approval of October 8, 2019 TAC Meeting Minutes**

On motion of E. Todd Eure, seconded by Dironna Moore Clarke, the RRTPO Technical Advisory Committee (TAC) unanimously approved the October 8, 2019 meeting minutes as presented.

**4. TAC Chairman’s Report**

Chairman Smith reported that the Seventh Annual Richmond Region Transportation Forum was a success with better attendance than last year. She said the presentations were all very informative and well-received and Carlos Brown’s remarks reiterated, as at past forum’s, the need for the region to develop a dedicated source of funding for road construction.

## 5. **RRTPO Update**

Chet Parsons, RRTPO Secretary, reported as follows:

### a. Current Work Efforts:

- Park and Ride Study – Wrapping up for December 5 RRTPO adoption.
- Greater RVA Transit Vision Plan: Phase 2 – Following discussions with Julie Timm, new GRTC Transit System Chief Executive Officer, focus and goals are being reassessed.
- Long-Range Transportation Plan – The study is under way; the Advisory Committee has been established and the first meeting is December 9.
- Trolley Line Trail / Ashland to Petersburg Trail Study – The Trolley Line Trail effort was reviewed at the Transportation Forum; there is overlap with the Ashland to Petersburg Trail which will be finalized in another month.
- Active Transportation Work Group – Will meet following the TAC meeting; will join others to provide input to the Department of Conservation on the 2023 update of the Virginia Outdoors Plan which includes many recommendations for regional trail connections.
- RSTBG and CMAQ Projects – there are 27 new project applications and additional funding or change of scope requests for five existing projects totaling \$102 million over the six years of the cycle. Greta Ryan will be available following the meeting to review how the updated online allocation tracking sheets work.

## 6. **SMART SCALE**

Chad Tucker, SMART SCALE Manager for the Office of Intermodal Planning and Investment, reviewed proposed enhancements to SMART SCALE policies and methods for round 4. He reviewed changes in the application submission and review process and deadlines; discussed project eligibility and readiness; and reviewed project evaluation and scoring for each factor. He reviewed each factor – congestion, safety, economic development sites, environment and land use – and discussed floor area ratio in some detail. Mr. Tucker reviewed treatment of interstate projects in light of the new dedicated interstate funding noting decisions are still being made as to their eligibility for SMART SCALE funds.

## 7. **FY20 UPWP Mid-Year Budget Amendment**

Chet Parsons, RRTPO Secretary, reviewed that the current FY20 UPWP was adopted on June 27, before the amount of Federal Transit Administration (FTA) Section 5303 Carryover funds was determined. The FY19 Carryover funds of \$143,738 are proposed to be allocated in the FY20 UPWP budget to fund three transit-supportive work tasks as follows:

- Task 7310 Long-Range Transportation Plan \$109,408
- Task 7330 Transit \$ 10,330
- Task 7340 Active Transportation – Bicycle & Pedestrian \$ 24,000

This revision includes adjustments for full staff utilization and the programming of all FTA 5303 carryover funds with no changes to the work tasks.

On motion of Thomas Coleman, seconded by E. Todd Eure, the Richmond Regional Transportation Planning Organization (RRTPO) Technical Advisory Committee (TAC) voted unanimously to recommend RRTPO approval of the following resolution:

**RESOLVED**, that the Richmond Regional Transportation Planning Organization (RRTPO) approves the amendments to the *RRTPO Fiscal Year 2020 Unified Planning Work Program* as presented.

**BE IT FURTHER RESOLVED**, that the RRTPO action to amend the UPWP, as submitted, meets all requirements noted in the VDOT/RRPDC Agreement for the Utilization of Federal and State Funds to Support Metropolitan Planning in the Richmond Area as provided in Article III, Statement of Work, which includes VDOT and FHWA approval of this RRTPO action and amending the FY20 UPWP.

#### **8. Transportation Performance Measures – 2019 Report**

Phil Riggan, Transportation Planner, noted that the *Transportation Performance Measures – 2019 Report* is a core component of RRTPO efforts to integrate Performance-Based Planning and Programming into the regional metropolitan transportation planning process. The document is prepared annually and demonstrates areas of improved performance and areas that may need further attention. Mr. Riggan reviewed the various measures noting those that performed well, those that need improvement, and some that were no longer valid or available. Over time, some of the data sources are no longer available and Dironna Moore suggested it would be very important in the next update to conduct an update and review of the performance measures themselves and to revisit data sources to build into the 2020 report.

On motion of Dironna Clarke Moore, seconded by Thomas Coleman, the Richmond Regional Transportation Planning Organization (RRTPO) Technical Advisory Committee (TAC) voted unanimously to recommend RRTPO approval of the following resolution:

**RESOLVED**, that the Richmond Regional Transportation Planning Organization policy board accepts the *Transportation Performance Measures – Progress Report 2019* as a Fiscal Year 2019 Unified Planning work Program work task complete; and

**BE IT FURTHER RESOLVED**, that staff will review performance measures data sources for changes for preparation of the FY20 Transportation Performance Measures Report.

#### **9. Draft Public Engagement Plan**

Myles Busching, RRTPO planner, reviewed the revised plan, formerly the Public Participation Plan, noting the last revisions was done in 2016. The plan has been reworked to include best practices drawn from a wide selection of MPOs. The draft plan is more public-facing than past plans and offers guidance for residents interested in being involved in regional transportation planning rather than being internally focused. Revisions include defining three broad goals for public participation; timelines and defined comment periods for a range of planning processes that previously have not been defined; and provides a matrix of nearly 30 engagement tools which can be used for any project allowing flexibility for plan-specific engagement strategies while still providing general guidance for all engagement activities.

On motion of Nora Amos, seconded by Tiffany Dubinsky, the Richmond Regional Transportation Planning Organization (RRTPO) Technical Advisory

Committee (TAC) voted unanimously to recommend RRTPO approval of the following resolution:

**RESOLVED**, that the Richmond Regional Transportation Planning Organization policy board open a 45-day comment period for public review and input on the proposed Public Engagement Plan as required by federal code (23 CFR § 450.316) and by the current Public Participation Plan.

#### 10. **FY21 Unified Planning Work Program Priorities**

Chet Parsons, RRTPO Secretary, reviewed that activities programmed in the UPWP address federal and state planning and programming requirements which are a condition of funding as well as regional transportation planning issues and needs. The FY21 UPWP will continue to be organized with focus on four core program areas: Program Support and Administration, General Development and Comprehensive Planning, Long-Range Transportation Planning, and Short-Range Transportation Planning. Mr. Parsons reviewed funding sources for the work program and discussed potential FY21 work program priorities as detailed in the agenda package. He requested that TAC members review, consider, make suggestions for and provide concurrence on priorities for work tasks to be incorporated in the FY21 UPWP and provide suggestions to him by e-mail. He said TAC will be asked to consider a recommendation for RRTPO approval at the January 2020 meeting

#### 11. **TAC Open Comment**

- Liz McAdory reported for VDOT as follows:
  - The December CTB meeting is December 10 – 11, VDOT Central Office auditorium.
  - The CTB will vote on SMART SCALE Round 4 changes reviewed earlier in the meeting.
  - VTrans Needs are in the final stage of review; final CTB approval is scheduled for December.
  - The I-95 Corridor Study meeting scheduled for November 13 (tomorrow) is canceled and will be rescheduled; completion is scheduled for January.
  - The Ashland to Petersburg Trail Study is on track for completion by early December.
  - Governor's Transportation Conference is being held Nov. 20 – 22 at the Crystal City Hyatt Regency; registration information is available online.
- John O'Keefe reported for RideFinders as follows:
  - RideFinders won the Clean Air Excellence Award from EPA last week at a conference in D.C.
  - RideFinders also received an award for their marketing campaign from ACT, the Association for Commuter Transportation.This report was met with a round of applause by all present.
- Tiffany Dubinsky reported for DRPT as follows:
  - On November 13, DRPT will hold a virtual workshop on FTA Section 5303 funding; registration is still available
  - November 14 DRPT will hold a workshop at DRPT offices downtown on urban and rural transit for anyone who deals with Section 5307, 5311 funds.
  - FY21 Grant procedures have been released and are available online. For questions on the upcoming grant cycle, contact Ms. Dubinsky at DRPT.

**11. Future Meeting Topics**

Chairman Smith noted the list of future meeting topics included on page 16 in the agenda package.

**12. Next TAC Meeting: December 10**

Chairman Smith noted the next TAC meeting is scheduled for Tuesday, December 10, 2019 at 9:00 a.m. Mr. Parsons noted that consideration had been given to cancellation of this meeting but asked if TAC would like to use this as an opportunity to discuss SMART SCALE. The focus of this meeting would be discussion of SMART SCALE regional priorities for round 4 applications. There were no objections and TAC agreed by consensus to meet on December 10.

Chet Parsons invited everyone interested to stay for a guided tour of the revised allocation sheets and database from Greta Ryan.

**15. Adjournment: Scheduled for 10:10 a.m.**

Chairman Smith adjourned the meeting at approximately 10:45 a.m.

CAP/ser

## **TAC AGENDA 11/12/19; ITEM 6.**

### **Upcoming TAC Future Meeting Topics**

#### **January 14**

- Draft FFY 21 – 24 Transportation Improvement Program (TIP)
- FY21 Unified Planning Work Program Priorities
- FY21 – FY26 RSTBG and CMAQ: Preliminary Report
- Regional Bicycle and Pedestrian Plan Update

#### **February 11**

- FY21 – FY26 RSTBG and CMAQ: Existing Projects Recommendation
- Draft Public Participation Plan

#### **March 10**

- FY21 –22 Transportation Alternatives Set-Aside Projects
- FY21 – FY26 RSTBG and CMAQ: New Projects Recommendation

#### **Future Meeting Topics**

- Long-Range Transportation Plan (LRTP) Update
- VTrans Statewide Transportation Plan Update
- Planning for Connected and Autonomous Vehicles and 5G
- East Coast Greenway