

AGENDA

RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION

EXECUTIVE COMMITTEE

Thursday, September 3, 2020
 8:30 a.m.

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WELCOME AND INTRODUCTIONS (Paige)

I. STATEMENT REGARDING VIRTUAL MEETINGS (Parsons)	1
II. ROLL CALL & CERTIFICATION OF A QUORUM (Parsons)	1
<i>ACTION REQUESTED</i>	
1. Approval of RRTPO Executive Committee Meeting Agenda (Paige)	-
<i>ACTION REQUESTED</i>	
2. Approval of July 2, 2020 RRTPO Executive Committee Meeting Minutes (Paige)	2-6
<i>ACTION REQUESTED</i>	
3. Public Comment Period – September 3, 2020 Agenda (Paige/5 minutes)	-
4. RRTPO Chairman’s Report (Paige/10 minutes)	-
a. RRTPO Membership Changes - Technical Advisory Committee (TAC)	
i. FY21 Chair: Nora D. Amos, Town of Ashland	
ii. FY21 Vice Chair: Kelli LeDuc, New Kent	

- b. RRTPO Membership Changes - Community Transportation Advisory Committee (CTAC)
 - i. FY21 Chair: Robert L. Basham, Goochland County
 - ii. FY21 Vice Chair: Upton S. Martin, Town of Ashland
- c. New RRTPO Policy Board Alternate Member - Anita Barnhart, Town of Ashland Council Member

5. RRTPO Secretary’s Report

(Parsons/10 minutes) –

a. CVTA Update

6. Eighth Annual Transportation Forum

(Paige/10 minutes) –

ACTION REQUESTED

7. Review of Selected RRTPO Agenda Topics

(Parsons/5 minutes) –

8. Other Business

(Paige/10 minutes) –

a. Public Comment Period – Open

b. RRTPO Member Comments

9. Next Meeting: October 1, 2020

10. Adjournment

CAP/nm
Attachments

pc:	Richard Duran, FHWA Daniel Koenig, FTA Liaison Jennifer DeBruhl, DRPT	Martha Heeter, PlanRVA Eric Gregory, RRPDC Legal Counsel Richmond Area News Media
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Opening Statement for Electronic Meetings

In light of 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. Regional Public Bodies were granted authority to conduct meetings electronically, pursuant to the 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 do not know the exact duration of the current practice of electronic meetings, we will continue to function in this manner until such time as it is deemed appropriate to return to in-person meetings.

Staff provided notice of this meeting and the means by which we are virtually gathered to members of the public on August 24, 2020 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 during the meeting via email at rrtpoinput@PlanRVA.org or by using the online chat functions of the meeting platform. Those individuals who are observing by phone may be called upon to share questions or comments. This meeting agenda includes two opportunities for members of the public to address this body. All comments and questions submitted during the meeting will be reviewed following the meeting and to the extent practical, responses will be provided or posted on the PlanRVA website.

We ask that everyone identify themselves first when speaking so we can more accurately record the activities of the meeting. All lines have been muted by the meeting administrator to minimize additional noise and feedback. You may unmute your line at any time to request acknowledgement from the Chair. Staff will be monitoring the chat functions throughout the meeting to assure we do not overlook anyone wishing to participate, as appropriate, in the discussion.

Does anyone have any questions regarding the process for assuring effective facilitation of this meeting or for how members of the public may participate?

I will now ask our clerk to certify we have followed the approved procedures for appropriate notice of this meeting and the means by which we are convening.

<Pause for Clerk's Response>

Please indicate your presence by saying "AYE" 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.

<Pause for Roll Call>

Ashland | Charles City | Chesterfield | Goochland | Hanover | Henrico | New Kent | Powhatan | Richmond

PlanRVA, 9211 Forest Hill Avenue, Suite 200, Richmond, VA 23235

RRTPO Executive Committee Meeting – September 3, 2020

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION
EXECUTIVE COMMITTEE**

**MINUTES OF ACTION MEETING
GoToMeeting Virtual Meeting
July 2, 2020
8:30 a.m.**

MEMBERS and ALTERNATES (A) PRESENT:

Charles City County		Chesterfield County		City of Richmond	
William G. Coad		James M. Holland	x	Cynthia I. Newbille	
		Leslie Haley (A)		Andreas D. Addison (A)	
Goochland County		Hanover County		Henrico County	
Neil Spoonhower	x	W. Canova Peterson IV	x	Patricia S. O'Bannon	x
John L Lumpkins Jr. (A)		Sean M. Davis (A)	x	Frank J. Thornton (A)	
New Kent County		Powhatan County		Town of Ashland	
Patricia A. Paige	x	David T. Williams		John H. Hodges	x
C. Thomas Tiller Jr. (A)		Larry J. Nordvig (A)		George F. Spagna (A)	

The RRTPO Executive Committee 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 GoToMeeting and was open and accessible for participation by members of the public. Voting record tables are included in Appendix A. 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, Patricia A. Paige, presided and called the July 2, 2020 RRTPO Executive Committee action meeting to order at 8:30 a.m.

ATTENDANCE ROLL CALL & CERTIFICATION OF MEETING QUORUM

Nicole Mueller, Program Coordinator, took attendance by roll call. Chet Parsons, RRTPO Secretary, certified that a quorum was present.

1. Approval of RRTPO Executive Committee Meeting Agenda

On motion of W. Canova Peterson IV, seconded by John H. Hodges, the RRTPO Executive Committee unanimously approved the July 2, 2020 meeting agenda as presented (see Appendix A).

2. Approval of June 4, 2020 RRTPO Executive Committee Meeting Minutes

On motion of Patricia S. O'Bannon, seconded by James M. Holland, the RRTPO Executive Committee unanimously approved the minutes of the June 4, 2020 meeting as amended (see Appendix A).

3. Public Comment Period – July 2, 2020 Agenda

There were no requests to address the RRTPO Executive Committee.

4. RRTPO Chairman’s Report

a. Action on RRTPO Meeting Schedule for August 2020

On motion of James M. Holland, seconded by Patricia S. O’Bannon, the RRTPO Executive Committee unanimously approved the following resolution (see Appendix A):

RESOLVED, that the Richmond Regional Transportation Planning Organization (TPO) Executive Committee unanimously approves the recommendation for the RRTPO Policy Board to cancel the RRTPO Policy Board and RRTPO Executive Committee meetings on August 6th, 2020.

b. The Chair recognized John H. Hodges for his service as FY20 Chair to the RRTPO Policy Board and RRTPO Executive Committee.

5. RRTPO Secretary’s Report

Chet Parsons, RRTPO Secretary, provided an update on the following:

a. CVTA Update

RRTPO staff is looking forward to being a resource to the CVTA and provide interim staffing support for the authority. An organizing committee has been tasked to develop bylaws, a meeting schedule for the upcoming year, and define CVTA membership. Member appointments are expected to be announced soon. A working draft governance document has provisions for a separate technical advisory committee with RRTPO in one seat. The last updates to revenue projections were provided in March and are expected to decline due to delay of regional sales tax increase for technical reasons and COVID-19 effects.

6. Review of Selected RRTPO Agenda Topics

Chet Parsons, RRTPO Secretary, reviewed RRTPO Policy Board agenda topics as follows:

- Item B.2. Transit Work Group – Action will be requested of the RRTPO Policy Board to direct the RRTPO Technical Advisory Committee (TAC) to establish a Transit Work Group to begin immediate work towards development of a regional public transportation plan.
- Item B.3. SMART SCALE: Final Project Pool - Action will be requested of the RRTPO Policy Board to review and approve the ten final candidate regional projects for SMART SCALE Round 4 applications.
- Agency Committee Reports by VDOT and DRPT

7. Other Business

a. Public Comment Period – Open

b. RRTPO Member Comments

No other comments or business was brought forward.

8. Next RRTPO Executive Committee Meeting

Chair Paige noted that the next RRTPO Executive Committee meeting is scheduled for September 3, 2020

9. Adjournment:

On motion of John H. Hodges, seconded by James M. Holland, Chair Paige adjourned the meeting at 9:16 a.m. on July 2, 2020.

CAP/nm

APPENDIX A

RRTPO Executive Committee – Voting Record Tables

Item 1. Approval of RRTPO Executive Committee Meeting Agenda

Jurisdiction/Agency	Member/Alternate (A)	Aye	Nay	Abstain
Chesterfield County	James M. Holland	x		
Goochland County	Neil Spoonhower	x		
Hanover County	W. Canova Peterson	x		
Henrico County	Patricia S. O'Bannon	x		
New Kent County	Patricia A. Paige	x		
Town of Ashland	John H. Hodges	x		
TOTAL		6		

Quorum is a simple majority of total Executive Committee membership (5).

Item 2. Approval of March 5, 2020 RRTPO Executive Committee Meeting Minutes

Jurisdiction/Agency	Member/Alternate (A)	Aye	Nay	Abstain
Chesterfield County	James M. Holland	x		
Goochland County	Neil Spoonhower	x		
Hanover County	W. Canova Peterson	x		
Henrico County	Patricia S. O'Bannon	x		
New Kent County	Patricia A. Paige	x		
Town of Ashland	John H. Hodges	x		
TOTAL		6		

Quorum is a simple majority of total Executive Committee membership (5).

Item 4.a. Action on RRTPO Meeting Schedule for August 2020

Jurisdiction/Agency	Member/Alternate (A)	Aye	Nay	Abstain
Chesterfield County	James M. Holland	x		
Goochland County	Neil Spoonhower	x		
Hanover County	W. Canova Peterson	x		
Henrico County	Patricia S. O'Bannon	x		
New Kent County	Patricia A. Paige	x		
Town of Ashland	John H. Hodges	x		
TOTAL		6		

Quorum is a simple majority of total Executive Committee membership (5).