

**RICHMOND REGIONAL
TRANSPORTATION PLANNING ORGANIZATION
MINUTES OF MEETING
October 3, 2019**

MEMBERS PRESENT

John H. Hodges, **Chairman** Town of Ashland
Floyd H. Miles, Sr., **Vice Chairman** Charles City County
Andreas D. Addison City of Richmond
Manuel Alvarez, Jr. Goochland County
Joi Taylor Dean RMTA
Tiffany T. Dubinsky (Alternate, Nonvoting) DRPT
Richard Duran (Alternate, Nonvoting) FHWA
Steve A. Elswick Chesterfield County
Kimberly B. Gray City of Richmond
Angela Kelly-Wiecek Hanover County
Shane Mann Secretary of Transportation Designee
Floyd H. Miles Charles City County
Patricia S. O'Bannon Henrico County
Patricia A. Paige New Kent County
Herbert A. Richwine (Nonvoting) CTAC
Frank J. Thornton Henrico County
Julie Timm GRTC Transit System
Von S. Tisdale (Nonvoting) RideFinders

MEMBERS ABSENT

Parker C. Agelasto City of Richmond
Cliff Burnette (Nonvoting) DOAV
Jennifer B. DeBruhl (Nonvoting) DRPT
James M. Holland Chesterfield County
John Lumpkins, Jr. Goochland County
William E. Melton Powhatan County
Cynthia I. Newbille City of Richmond
W. Canova Peterson, IV Hanover County
John B. Rutledge CRAC
C. Thomas Tiller, Jr. New Kent County
David T. Williams Powhatan County
Christopher Winslow Chesterfield County

ALTERNATE MEMBERS PRESENT, NOT VOTING

Mark Riblett (Alternate) Secretary of Transportation Designee

CALL TO ORDER

Richmond Regional Transportation Planning Organization (RRTPO) Chairman John H. Hodges called the October 3, 2019 RRTPO meeting to order at 9:30 a.m. in the PlanRVA James River Board Room.

CERTIFICATION OF MEETING QUORUM

Chet Parsons, RRTPO Secretary, certified that a quorum was present.

PLEDGE OF ALLEGIANCE

Chairman Hodges led the RRTPO policy board in the Pledge of Allegiance to the flag.

At the request of Chairman Hodges, self-introductions were made by those around the table.

A. ADMINISTRATION

1. Approval of RRTPO Agenda

Chet Parsons, RRTPO Secretary, that CTAC Chairman Herbert Richwine would need to leave early and requested that the CTAC Meeting Report, agenda item C.2., be moved back on the agenda. Chairman Hodges requested the CTAC Meeting Report be considered as item A.3.a. On motion of Patricia S. O'Bannon, seconded by Andreas D. Addison, the RRTPO policy board unanimously approved the October 3, 2019 RRTPO policy board meeting agenda as amended.

2. Approval of September 5, 2019 RRTPO Policy Board Meeting Minutes

Chairman Hodges called for corrections or changes to the minutes and there were none. On motion of Steve A. Elswick, seconded by Patricia S. O'Bannon, the RRTPO policy board unanimously approved the minutes of the September 5, 2019 meeting minutes as presented.

3. Open Public Comment Period

There were no requests to address the RRTPO.

3.a. Community Transportation Advisory Committee (CTAC) Meeting Report

Herbert A. Richwine, CTAC Chairman, reported that CTAC met on Thursday, September 19 and had an excellent meeting with reports on the Virginia Breeze Bus Service and three other topics. The staff report in tab six of the agenda package was noted.

4. RRTPO Chairman's Report

John Hodges, RRTPO Chairman, reported as follows.

1. Executive Committee Report –
2. Seventh Annual Transportation Forum: November 7, Randolph-Macon College – Chairman Hodges noted that the Town of Ashland is working with the college to finalize plans for the meeting room and refreshments. Chet Parsons noted the agenda is in the final stages of development and that Michael McLaughlin, DRPT Chief of Rail Transportation is scheduled to speak on the Long-Bridge and related track projects, DC to Raleigh – Southeast High Speed Rail and Federal Reauthorization. Pat O'Bannon requested that he also speak to station development, particularly in the Richmond region and Mr. Parsons said he would explore that possibility. Angela Kelly-Wiecek noted the website calendar had the forum listed as being held in the PlanRVA Board Room; staff will change that calendar listing.

5. RRTPO Secretary's Report

Chet Parsons, RRTPO Secretary, reported as follows:

- a. Current Work Efforts** – These are included under agenda tab two. Of note were projects being finalized this fall and the Active Transportation Work Group meeting with speakers on the Gambles Mill Eco-Corridor and the James River Park Master Plan.
- b. RRTPO Work Status and Financial Reports** – The work status and financial reports were included under tab two of the agenda package;

the financial report indicates expenditures are on track at about 20 percent.

- c. **Complete Streets Workshop Recap** – The Ashland Complete Streets Pilot Project Public Open House was held on September 23, 4:00 to 7:00 p.m. at the Henrico County Tuckahoe Library. This event was facilitated by Smart Growth America and Michael Baker International and provided an opportunity for stakeholders to review recommendations and to learn more about Complete Streets principles through a workshop designing Complete Streets. There was discussion about Complete Streets principles and changes in public priorities leaning toward walkable communities with trails and bike lanes.
- d. **PlanRVA 50th Anniversary Recap** – Current and former Richmond Regional Planning District Commission / PlanRVA members and staff gathered to celebrate the accomplishments and growth over the past 50 years. Mr. Parsons thanked those who attended for helping to make this event a success.

B. NEW BUSINESS

1. FY21 – FY22 Transportation Alternatives Set-Aside Projects

Chet Parson, RRTPO Secretary, said the FY21 - FY22 Transportation Alternatives (TA) Set-Aside program provides capital grant assistance for projects defined as transportation alternatives. The RRTPO TA allocations are directed towards on- and off-road pedestrian and bicycle facilities, infrastructure projects for improving bike and pedestrian access to public transportation, trails that serve a transportation purpose, and safe routes to school projects. A resolution of endorsement from the MPO is required for all project applications within the MPO boundary. The TAC reviewed 19 projects and recommended endorsement of these projects by the RRTPO policy board. Following the TAC meeting, two former Highway Safety Improvement Program projects became eligible for TA funding and were added to the list for RRTPO endorsement. There was brief discussion about the TA program and the timing of the next opportunity to apply for these funds, which is every two years.

On motion of Steve A. Elswick, seconded by Kimberly B. Gray, the Richmond Regional Transportation policy board voted unanimously to approve the following resolution:

WHEREAS, the Transportation Alternatives (TA) Set-Aside Guidance requires all Transportation Alternatives applications located within the boundaries of a Metropolitan Planning Organization, to obtain a resolution of endorsement from the appropriate MPO; and

WHEREAS, Chesterfield, Goochland, Henrico and Powhatan counties and the City of Richmond have indicated their intent to submit FY21 – FY22 Transportation Alternatives applications for the following projects (descriptions are attached):

Chesterfield County:

- Courthouse (Courts Complex – Rt.10) Trail
- Rt 1 (Gettings - Dwight) SW/Bike Project
- Route 1 at Marina Drive HAWK Signal

Goochland County:

- West Creek Trail – Leg 2

Henrico County:

- Lakeside Community Trail – Phase I
- Lakeside Community Trail – Phase II
- Lakeside Community Trail – Phase II
- Nuckols Road Corridor Shared Use Path
- Pedestrian Accommodations / Intersection Lighting

Powhatan County

- Courthouse Village Sidewalk Extension;

City of Richmond:

- Tredegar Street Sidewalk;
- Greene Elementary School-Safe Route to School-Phase II
- Carnation Street Sidewalk – Phase II
- State Route 161 (Westover Hill Boulevard) Bike Infrastructure-Phase I
- State route 147 (Main Street) Pedestrian Curb Extensions-Phase I
- 1st, 2nd, and 3rd Street Bike Infrastructure-Phase II
- Browns Island multiuse Trail Connection to T. Potterfield Bridge
- Maymont Neighborhood Sidewalk- Phase II
- State Route 161 (Park Drive/ Blanton Ave) Bike Infrastructure Phase II
- State Route 147 (Cary Street) Pedestrian Curb Extensions-Phase II
- Commerce Road Pedestrian Curb Extensions

NOW, THEREFORE, BE IT RESOLVED, that the Richmond Regional Transportation Planning Organization policy board endorses these projects as applications for the FY21 – FY22 Transportation Set-Aside process.

2. **FY20 Congestion Management Process**

Greta Ryan, Transportation Planner, explained that the Congestion Management Process (CMP) is a systematic process for addressing congestion by providing information on transportation system performance and proposing use of alternative strategies and programs to help alleviate congestion. In addition, MPO planning regulations require the RRTPO to address congestion management through a process that provides for safe and effective integrated management and operation of the multimodal transportation system, based on a cooperatively developed and implemented metropolitan-wide strategy of new or existing transportation facilities eligible for funding. The *FY20 Congestion Management Process*, an update of the 2016 CMP Technical Report, is outlined on the Congestion Management page of the PlanRVA website at planrva.org/transportation/cmp/. The process evaluates the current conditions of the regional CMP network, using performance measures from various data sources to identify congested corridors and safety needs. Ms. Ryan reviewed the story map, also available on the website, and responded to questions regarding data availability for secondary roads, and for weekends, particularly important for New Kent County.

On motion of Patricia S. O'Bannon, seconded by Steve A. Elswick, the Richmond Regional Transportation Planning Organization (RRTPO) policy board unanimously approved the following resolution:

RESOLVED, that the Richmond Regional Transportation Planning Organization policy board adopts the *FY20 Congestion Management Process* as presented.

3. 2045 Long-Range Transportation Plan: Scope, Schedule, and Advisory Committee

Sulabh Aryal, Transportation Planner, reviewed the draft scope and schedule for development of the 2045 Long-Range Transportation Plan (LRTP) in detail. He discussed pertinent questions that would guide various stages of plan development, discussed federal requirements for the plan, and reviewed the schedule which will lead to completion and submission of the plan for federal approval by October 2021. Chet Parsons, RRTPO Secretary, reviewed a draft list of members for the LRTP Advisory Committee noting that the list includes the traditional representatives from TAC, CTAC, and federal and state agencies, but also includes members of the community with special expertise and insight into various components of the plan and various populations in the region. He noted that the list may have minor changes as it is finalized. He said the LRTP AC will adjust the scope and schedule as it becomes necessary during plan development. In response to a question, Mr. Aryal explained that Environmental Justice is making sure due consideration is given to minority, limited English proficiency (LEP) and low-income populations so that they are not adversely and disproportionately impacted by transportation plans.

On motion of Angela Kelly Wiecek, seconded by Patricia S. O'Bannon, the Richmond Regional Transportation Planning Organization (RRTPO) policy board unanimously approved the following resolution:

RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) policy board approves the 2045 Long-Range Transportation Plan (LRTP) scope of work and schedule as presented to serve as general guidance to staff and the LRTP Advisory Committee for development and submission of the Year 2045 LRTP; and

BE IT FURTHER RESOLVED, that the Richmond Regional Transportation Planning Organization 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 2045 Long-Range Transportation Plan.

C. AGENCY AND COMMITTEE REPORTS

1. Transportation Agency Updates

a. VDOT – Shane Mann, VDOT District Engineer and Secretary of Transportation designee, reported as follows:

- Commonwealth Transportation Board (CTB) Meetings Update:
 - At the September CTB meeting:
 - There was discussion of Transportation Alternatives Program (TAP) funding; TAP funds are subject to FAST Act rescission.
 - On the meeting video recording available online, FAST Act discussion begins at minute 23 and TAP specific discussion begins at minutes 33.
 - Virginia's share of rescission will be based on unobligated apportionment balances as of September 30, 2019.

- Rescission will be applied and funds taken on July 1, 2020; official rescission amounts will be released after October 2019.
 - The next CTB meeting is October 16 for the 10:00 a.m. workshop and October 17 for the 9:00 a.m. action meeting at the VDOT Central Office auditorium in Richmond.
 - SMART SCALE
 - The SMART SCALE round four processes are under review; updates will be shared as available.
 - Required Pre-Applications open March 1 and close June 1; applications will be screened out if no pre-app is submitted.
 - VTrans is in the wrapping up process with a draft update to the CTB in October and December final approval.
 - The Ashland to Petersburg Trail Study public meetings were held September 30 and October 1; feedback is being reviewed. The public comment period ends October 11; comment at www.ATPTrailStudy.org.
 - Upcoming public hearings/citizen information meetings include:
 - Richmond District Fall Transportation /I-95 Public Meeting, Tuesday, October 15, 4:00 – 6:00 p.m., Short Pump Marriott.
 - The I-95 Study website and fall District meetings information are available on the VDOT website.
 - The Governor's Transportation Conference is November 20 – 22 at the Hyatt Regency Crystal City in Arlington. Registration information is available online.
- b. DRPT** – Tiffany Dubinsky, Statewide Transit Planner, reported as follows:
- The FY20 – 21 Grant Application Cycle opens December 1 and closes February 1.
 - A series of Grantee Workshops will be held prior to the application cycle opening:
 - For human service programs, Section 5310, and senior programs will be held Friday, November 15 from 10:00 to 1:00 at DRPT offices, 600 East Main Street in Richmond;
 - For TDM operating and assistance and mobility programs, a virtual workshop webinar option will be Thursday, November 7;
 - Urban and rural transit workshop will be November 14 at DRPT offices; and
 - Virtual webinar on 5303 funds will be Wednesday, November 13, 10:30 to 11:30.
 - October is Passenger Rail Month in Virginia. The current promotion is \$10 tickets for travel between October 1 and October 10; there are also codes for anytime fares, student fares, Saturday BOGO and other specials available online.
 - Chairman Hodges noted that Ashland Train Day is the first Saturday in November.

2. Community Transportation Advisory Committee (CTAC) Meeting Report

This report was provided earlier in the meeting.

D. OTHER BUSINESS

- 1. RRTPO Member Comments** – No comments were offered.

2. Future Meeting Topics

Future Meeting Topics were noted in tab seven of the agenda package. Suggestions for additional future meeting topics should be submitted to the RRTPO Secretary.

3. Next Meeting: December 5, 2019

Chairman Hodges briefly reviewed upcoming meeting topics included in the agenda package.

E. ADJOURNMENT

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

CAP/sr