

**RICHMOND REGIONAL
TRANSPORTATION PLANNING ORGANIZATION**

**MINUTES OF MEETING
December 5, 2019**

MEMBERS PRESENT

John H. Hodges, **Chairman** Town of Ashland
Andreas D. Addison City of Richmond
Manuel Alvarez, Jr. Goochland County
Joi Taylor Dean..... RMTA
Tiffany T. Dubinsky (Alternate, Nonvoting)DRPT
Steve A. Elswick.....Chesterfield County
Angela Kelly-Wiecek Hanover County
Shane Mann.....Secretary of Transportation Designee
Floyd H. Miles..... Charles City County
Cynthia I. Newbille.....City of Richmond
Patricia S. O'Bannon..... Henrico County
W. Canova Peterson, IV Hanover County
Patricia A. Paige New Kent County
Herbert A. Richwine (Nonvoting)..... CTAC
Cherika N. Ruffin (Nonvoting) (Alternate)..... RideFinders
Frank J. Thornton Henrico County
Julie Timm GRTC Transit System
David T. Williams Powhatan County
Christopher Winslow Chesterfield County

MEMBERS ABSENT

Floyd H. Miles, Sr., **Vice Chairman**..... Charles City County
Cliff Burnette (Nonvoting) DOAV
Jennifer B. DeBruhl (Nonvoting)DRPT
Richard Duran (Alternate, Nonvoting).....FHWA
Kimberly B. Gray City of Richmond
James M. HollandChesterfield County
John Lumpkins, Jr..... Goochland County
William E. Melton Powhatan County
Thomas L. Nelson, Jr.....FHWA
John B. Rutledge CRAC
C. Thomas Tiller, Jr. New Kent County
Von S. Tisdale (Nonvoting)..... RideFinders

ALTERNATE MEMBERS PRESENT, NOT VOTING

Mark Riblett (Alternate).....Secretary of Transportation Designee
Wayne Hazzard (Alternate)..... Hanover County

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.

A. ADMINISTRATION

1. Approval of RRTPO Agenda

Chairman Hodges reported that Carlos Brown, Richmond District Commonwealth Transportation Board (CTB) member, would provide a presentation to the RRTPO policy board. Mr. Hodges said the Executive Committee suggested moving agenda item D.1., RRTPO Member Comments, to follow agenda item A.3 to accommodate Mr. Brown's presentation and requested action to so amend the agenda. No other agenda changes were requested. On motion of David T. Williams, seconded by Manuel Alvarez, Jr., the RRTPO policy board unanimously approved the agenda amended as requested.

2. Approval of October 3, 2019 RRTPO Policy Board Meeting Minutes

Chairman Hodges called for corrections or changes to the minutes and there were none. On motion of Manuel Alvarez, Jr., seconded by Patricia A. Paige, the RRTPO policy board unanimously approved the minutes of the October 3, 2019 meeting as presented.

3. Open Public Comment Period

There were no requests to address the RRTPO.

D. 1. RRTPO Member Comments

Carlos Brown, Richmond District CTB member expressed appreciation for the opportunity to address the RRTPO policy board. He said his message would be the same as it has been at the last several transportation forums. Hampton Roads and Northern Virginia have gotten authorization from the General Assembly for taxing authority to fund their own transportation needs. The I-81 corridor also has a funding mechanism, the I-81 Committee. They all evolved differently, but all were necessitated by significant highway congestion. The state's highway congestion should have been addressed by the General Assembly, but now that these three regions have funding for congestion solutions in their areas, adoption of a statewide transportation funding solution is unlikely. There is a list of transportation projects for which there will not be funding for a decade or two without the region taking deliberate action to appeal the region's General Assembly delegation to ask for the same opportunities in Richmond that are available to the other three regions. Fredericksburg funding will likely happen this year with efforts being made by Charlottesville and Roanoke for similar funding.

Mr. Brown provided a handout detailing the three existing regional funding programs in the state and discussed the basic structure and differences of these programs in detail. About \$265 million dollars a year are generated in the Northern Virginia funding program. Hampton Roads has \$200 million restricted to just road enhancements and does not include transit or mobility. The I-81 Committee leverages about \$164 million; some of those dollars are being diverted to other interstates. In all cases, those entities have the ability to bond those dollars. The CTB was able to find \$50 million to construct the first five miles of I-64 widening from Exit 205 to Bottoms Bridge.

For the Hampton Roads bridge/tunnel project, the state is only contributing \$200 million for this \$3.6 billion project. The entire capital improvement program for the entire Commonwealth in the last round of SMART SCALE was only \$8 million. If you have a significant capital improvement project that needs to get done, if you're not bringing your own dollars to the table, it will not be funded. Mr. Brown referenced examples of unfunded large Richmond District projects totaling \$840 million listed in his handout and noted that between \$80 million and \$90 million are all that the funds available to allocate to projects in the entire VDOT Richmond District.

There is a real crisis coming and the region can act to establish a dedicated source of funding or it can drown in unfunded projects. The opportunity is for the region go to the legislature this session and participate and ask for a similar authority as has been given to other regions in the state. The region should come to the legislature with a list of critical needs projects and show them that the region is united on the priorities and how the money would be used to address the needs. This is the opportune time; next year is an election year. The critical needs will only intensify over the next decade.

The following major points resulted from questions and comments following Mr. Brown's presentation:

- There is no model for a Richmond regional funding authority established yet, but it may be modeled after the I-81 structure, revenue bonds tied to the taxing elements in the Richmond region
- The Richmond region has the second most interstate miles of any of the other regions. When competing in SMART SCALE, a good portion of the region's dollars are dedicated to the interstates.
- If the region does nothing, it will receive no dollars, yet traffic is routed off I-64 in New Kent County onto Rt. 249, a two-lane rural road with no shoulders, where the accident rate has increase 35 percent.
- There is an opportunity to collaborate on what the funding structure would look like. There is discussion going on among the CAOs and some elected officials about the function and structure of a funding authority and there are different scenarios that will come forward shortly.
- Concern was expressed that the region is being backed into a corner to establish this funding authority speedily.
- Caution should be used in how the region meddles; it would be wise for the region to get ahead of this issue and help develop it rather than pushing it away to some undefined future time.
- The region should take care to include and support the smaller jurisdictions in this process.
- The region needs funding and must address critical corridors, but not at the expense of localities not being able to address their interior projects, and transit funding is becoming more and more important. The RRTPO is the right forum to decide the details.
- The I-81 funding structure was a statewide priority, not necessarily supported by all jurisdictions in the I-81 corridor.
- The state must figure out how not to allow Richmond to become a bottleneck and so the state and the Secretary of Transportation's office will be very involved in structuring this regional transportation authority.

- The definition of mass transit should be as broad as possible so that it would not focus solely on GRTC Transit System.
- Concern was expressed that the General Assembly could vote for a funding authority and funding structure without buy-in from the localities affected by the decision.
- If we have an opportunity, we have seen models that work, because the pool of funding that this region can access is ever shrinking and the more funding authorities that come into existence, the smaller that pool. While there is momentum, it may be in the region's best interest to take advantage of it and find a way to become competitive in order to fund key infrastructure for in this region.
- Transit is about mobility and there are lots of ways the region can be mobile besides the bus. The region needs a dedicated source of transit funding and a good portion of that funding should go into major infrastructure that allows people options to get out of their single occupancy vehicles. That needs to be followed by transit funding that will operate a variety of vehicles and programs to provide meaningful transit in the region.
- Transit doesn't have a dedicated funding source.
- The Executive Committee is ready to meet as needed to respond to anything that is brought forward in the General Assembly.
- There is a vision about how the state develops sustainable transportation which includes a component for transit including rail. There is a willingness with this body to have that conversation about a regional funding authority and once a bill is introduced, there will be an opportunity to participate in formulation of the details.

A. 4. RRTPO Chairman's Report

John Hodges, RRTPO Chairman, reported as follows.

1. Resolutions of Appreciation for Outgoing RRTPO Policy Board Members – On motion of Angela Kelley-Wiecek, seconded by Andreas D. Addison, the RRTPO unanimously approved resolutions of appreciation for Parker C. Agelasto, Manuel Alvarez, Jr., Steve A. Elswick, Wayne T. Hazzard, and Floyd H. Miles, Sr. Those members present were recognized and presented with their respective signed resolution.

Chairman Hodges announced the retirement of Sharon Robeson, RRTPO Program Assistant, with her last day of work being January 31, 2020, and he expressed appreciation for her service over the last 18.5 years.

2. Executive Committee Report – The Executive Committee may meet later in January to consider anything that may require their attention arising from the General Assembly discussion of a Richmond region transportation funding authority.
3. Seventh Annual Transportation Forum Recap – Chairman Hodges reported that the Forum was a great success with attendance slightly higher than last year.

5. RRTPO Secretary's Report

Chet Parsons, RRTPO Secretary, reported as follows:

- a. **SMART SCALE: Round 4 Update** – The RRTPO Technical Advisory Committee (TAC) will meet on December 10 to discuss and strategize on

potential projects for the upcoming Round 4 SMART SCALE application period. Pre-applications are due the first week in April and projects will not be considered without a pre-application. The PowerPoint is available in the agenda package.

- b. Current Work Efforts** – These were included under agenda tab three,
- c. RRTPO Work Status and Financial Reports** – The work status and financial reports were included under tab two of the agenda package.
- d. Other** – There was no other business to report.

B. NEW BUSINESS

1. FY20 UPWP Budget Amendment

Chet Parson, RRTPO Secretary, reported the need to amend the FY20 Unified Planning Work Program (UPWP) budget incorporating FTA Section 5303 Carryover funds. At the time of FY20 UPWP approval, the Carryover funds were not fully budgeted into the program because the amount was unconfirmed; the amount was confirmed by the annual audit. The carryover funds were programmed to support additional transit-supportive activities.

RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) approves the amendment to the *RRTPO Fiscal Year 2020 Unified Planning Work Program* programming \$143,738 in FY19 Federal Transit Administration (FTA) Section 5303 Carryover funds 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.

2. Transportation Performance Measures – 2019 Report

Phil Riggan, Transportation Planner, provided a presentation on the *Transportation Performance Measures – Progress Report 2019*. This report is a core component of RRTPO efforts to integrate Performance-Based Planning and Programming into the regional metropolitan transportation planning process per federal and state requirements. The report compares the Richmond region's performance to peer and similarly sized regions. The report also highlights RRTPO programs and funded projects that align with the regional **plan2040** transportation goals. The report is available for review here: [Transportation Performance Measures – Progress Report 2019](#). Mr. Riggan responded to questions and comments about the performance measures and data sources.

On motion of Steve A. Elswick, 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 policy board accepts the *Transportation Performance Measures – Progress Report 2019* as a Fiscal Year 2019 Unified Planning work Program work task complete.

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

3. Park and Ride Investment Strategy Study Final Report

Barbara Jacocks, Transportation Planner, reviewed the *Park and Ride Investment Strategy Study Final Report (P&R Strategy)* noting that all five technical memos have been combined into a single report, [RRTPO Park and Ride](#), for review and consideration by the RRTPO policy board. The accompanying interactive [story map](#), presented by Dan Motta, Wilder Fellow at the RRTPO, serves as an Executive Summary and is the primary resource for participating entities to plan, design, fund, and implement P&R lots to serve the Richmond region.

On motion of Frank J. Thornton, 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 adopts the *2019 Richmond Regional Park and Ride Investment Strategy Study* to be used as a comprehensive guide by participating entities to plan, design, fund and implement Park and Ride lots in the Richmond region.

4. Draft Public Engagement Plan

Myles Busching, Transportation Planner, discussed the revised Public Participation Plan (PPP), which is now being called the Public Engagement Plan (PEP). The PEP is a required planning document detailing how the RRTPO seeks public input and guidance when making key decisions about transportation for the region. Mr. Busching reviewed the draft PEP, differences from the old PPP and new items included in this plan.

On motion of W. Canova Peterson, IV, seconded by Cynthia I. Newbille, the Richmond Regional Transportation Planning Organization (RRTPO) policy board unanimously approved the following resolution:

WHEREAS, a 45-day comment period for public review and comment on changes to the Public Participation Plan is required by federal regulations (23 CFR § 450.316) and the current Public Participation Plan, and;

WHEREAS, staff has prepared an updated Public Engagement Plan as part of Task 7210 in the FY20 Unified Planning Work Program (UPWP);

NOW, THEREFORE, BE IT RESOLVED, that the Richmond Regional Transportation Planning Organization policy board hereby authorizes a public review and comment period on the draft Public Engagement Plan to run from December 9, 2019, to January 24, 2020 and directs staff to take all necessary steps to facilitate this public review and comment period.

5. FY21 Unified Planning Work Program Priorities

Chet Parsons, RRTPO Secretary, requested the RRTPO policy board to review, consider, make suggestions for and provide concurrence on priorities for work tasks to be incorporated in the FY21 Unified Planning Work Program (UPWP). The FY21 UPWP is the RRTPO budget and work program for the upcoming fiscal year which begins on July 1, 2020 and

concludes on June 30, 2021. Activities programmed in the UPWP address federal and state planning and programming requirements and regional transportation planning issues and needs. Additionally, the UPWP addresses federal and state RRTPO planning and programming requirements which must be filled to remain eligible for federal-aid highway and transit funds.

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. In addition, the UPWP will also show connections to the PlanRVA Rural Transportation program.

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 November CTB meeting:
 - There was one project that was added to the Six-Year Plan, funded by regional funds and RSTP/CMAQ funds and there were transfers in the Richmond region related to traffic engineering systemic improvements
 - The next CTB meeting is December 10 the 10:00 a.m. for the workshop and December 11 for the action meeting at 8:30 a.m. at the VDOT Central Office auditorium in Richmond.
- SMART SCALE
 - The proposed changes for SMART SCALE round four processes will be presented at the CTB meeting.
 - Required Pre-Applications open March 1 and close June 1; applications will be screened out if no pre-app is submitted. Applications with no pre-application will be screened out.
- VTrans will be presented to the CTB next week for approval
- The public meetings have been completed and work is underway on the draft of the Ashland to Petersburg Trail Study; anticipated completion is early 2020.
- The I-95 Corridor Study recommendations are being finalized with planned completion in January 2020.
- Mr. Dale Totten, former Chesterfield Residency Engineer has been named Deputy District Engineer for the VDOT Richmond District.
- Franklin Street at I-95 Interchange Improvements are now complete.
- Additional safety service patrols are being added on I-64 in New Kent and I-95 in Petersburg on January 11.
- The annual Snow Media Availability event was held November 19 with five local media outlets attending; the District is ready to go for snow.
- There is an upcoming public meeting for Skipwith Road and Pemberton Road Bridge Rehabilitation over I-64 on Thursday, January 23 at 5:30 p.m.

b. DRPT – Tiffany Dubinsky, Statewide Transit Planner, provided an update on behalf of Jennifer DeBruhl as follows:

- The FY20 – 21 Grant Application Cycle has opened and it will close February 3. This will be the second cycle that they will be utilizing the new prioritization and performance-based funding processes; applicants are encouraged to reach out to DRPT for technical assistance or guidance.
- Virginia Breeze Intercity Bus Service is observing its second anniversary. There is a sweepstakes this month to award three free round-trip tickets on the Breeze ahead of the 2020 launch of two new routes serving southern Virginia communities.
 - One new route will connect Danville to D.C. with planned stops in Lynchburg, Charlottesville and Dulles International Airport.
 - Another new route will connect Martinsville to Richmond with planned stops in Danville, South Boston, Hampden Sydney and Farmville.
 - Breeze ridership data shows ridership of 6,511 passengers in the third quarter, a 28 percent increase over 2018.

2. Community Transportation Advisory Committee (CTAC) Meeting Report

Herbert Richwine, CTAC Chairman, reported CTAC received an excellent presentation from Barbara Smith, Chesterfield County, on the bus route being planned to John Tyler Community College. Mr. Richwine commented that he would like to see the RRTPO jurisdictions unite and put pressure on the General Assembly to address funding for highways in the Richmond region.

D. OTHER BUSINESS

1. RRTPO Member Comments – This item was considered earlier in the meeting.

2. Future Meeting Topics

Future Meeting Topics were noted in tab 10 of the agenda package. Suggestions for additional future meeting topics should be submitted to the RRTPO Secretary. Regional Funding Mechanisms will be added to the list.

3. Next Meeting: February 6, 2020

Chairman Hodges noted the next meeting will be February 6, 2020. The Executive Committee is on call for regional funding discussion as needed.

E. ADJOURNMENT

Chairman Hodges adjourned the meeting at approximately 11:10 a.m.