

**RICHMOND REGIONAL
TRANSPORTATION PLANNING ORGANIZATION
MINUTES OF MEETING
February 6, 2020**

MEMBERS PRESENT

John H. Hodges, **Chairman** Town of Ashland
Kevin Carroll Chesterfield County
Sean Davis Hanover County
Joi Taylor Dean..... RMTA
Jennifer B. DeBruhl (Non-voting) DRPT
Kimberly B. Gray City of Richmond
John Lumpkins, Jr..... Goochland County
Shane Mann..... Secretary of Transportation Designee
Larry Nordvig Powhatan County
Patricia S. O'Bannon..... Henrico County
Patricia A. Paige New Kent County
Herbert A. Richwine (Non-voting) CTAC
Neil Spoonhower Goochland County
Frank J. Thornton Henrico County
Julie Timm GRTC Transit System
Von S. Tisdale (Non-voting)..... RideFinders
David T. Williams Powhatan County
Christopher Winslow Chesterfield County

ALTERNATE MEMBERS PRESENT, NOT VOTING

Richard Duran (Non-voting Alternate).....FHWA
Todd Kilduff (Alternate)..... Goochland County
Mark Riblett (Alternate)..... Secretary of Transportation Designee

CALL TO ORDER

Richmond Regional Transportation Planning Organization (RRTPO) Chairman John H. Hodges called the February 6, 2020 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.

Chairman Hodges welcomed Kevin Carroll as a new member representing Chesterfield County, Sean Davis as a new member representing Hanover County, Todd Kilduff as a new alternate member representing Goochland County, Larry Nordvig as a new member representing Powhatan County, and Neil Spoonhower as a new member representing Goochland County. The Chair noted that MPO materials and training provided to new members would support the understanding of the proceedings of the organization (The ABC's of the PDC and the MPO).

A. ADMINISTRATION

1. Approval of RRTPO Meeting Agenda

No agenda changes were requested. On motion of David T. Williams, seconded by Frank J. Thornton, the RRTPO policy board unanimously approved the February 6, 2020 meeting agenda as presented.

2. Approval of December 5, 2019 RRTPO Meeting Minutes

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

3. Open Public Comment Period

There were no requests to address the RRTPO.

4. Election of RRTPO Policy Board Vice Chairman

Floyd H. Miles, Sr., Charles City County representative, served as the RRTPO Vice Chairman for the first half of FY20, but is no longer serving on the Charles City County Board of Supervisors. Therefore, there is a vacancy at least through June 2020. Traditionally, the office of Chairman is rotated among the members local governments in alphabetical order. Since a representative from Charles City County would be filling this position in July 2020, unsuccessful attempts have been made to receive feedback from Charles City County. The Executive Committee recommends reaching out again to ask for representation on the policy board. Mr. Parsons will follow up with Charles City County. No Action was requested.

5. RRTPO Chairman's Report

John Hodges, RRTPO Chairman, reported as follows:

- a. Executive Committee Meeting Report - Discussions of HB 1541, Central Virginia Transportation Authority, were held which will be considered under Item D.1. RRTPO Member Comments. A copy of HB 1541 was provided.
- b. Vision Zero Work Group - This is a recommendation from the Technical Advisory Committee (TAC). The creation of the Vision Zero Work Group would establish regional goals and gather support and coordination at the regional level. The work group would also support local transportation safety organizations to improve safety around the region. The City of Richmond volunteered to chair the work group. The RRTPO policy board was asked to request TAC's assistance in order to establish this sub-committee. The Chair requested action to authorize the TAC to review and provide a recommendation for integrating this program into the Unified Planning Work Program (UPWP).

On motion of Christopher Winslow, seconded by Patricia S. O'Bannon, the Richmond Regional Transportation Planning Organization (RRTPO) policy board unanimously approved the request.

6. RRTPO Secretary's Report

Chet Parsons, RRTPO Secretary, reported as follows:

Great efforts are made to provide members with resources online which resulted in cost-savings by not printing hardcopies of materials. New and current members are encouraged to reach out to Mr. Parsons with comments and questions.

- a. **Current Work Efforts** – These are included under agenda tab four:
 - Long-Range Transportation Plan - The LRTP Advisory Committee kick-off meeting was held on January 23. Staff also plan to kick off a series of public outreach meetings to hear about the regional transportation issues from citizens. The policy board was asked to consider allowing staff to speak and ask questions at their town hall meetings.
 - Ashland Complete Streets Pilot Project – Staff is in the development process of a Complete Streets “tool-kit”. Also, staff is putting together graphics and visualizations on how complete streets can work which can be used as a resource for the region’s localities in their local planning.
 - Ashland Trolley Line Trail Study and Ashland to Petersburg Trail Study - This VDOT-led study is completed and has been released on the VDOT website. It provides cost estimates for different sections so that it can be utilized for upcoming grant applications such as Smart Scale. Plan sheets that detail the trail from Petersburg to Ashland were developed. More information can be found at <http://www.virginiadot.org/projects/richmond/ashland-to-petersburg-trail-study.asp>
 - Bicycle and Pedestrian Plan Update – The plan has not been updated since 2004. Staff is currently collecting data and updates on bicycle and pedestrian improvements and connections that were made in the last 16 years.
- b. **Performance Based Planning: Safety Targets** - The methodology summary and selected MPO targets for performance -based planning were submitted to VDOT. This is a regular coordinated effort between RRTPO staff and VDOT. The targets are used to measure impacts of transportation improvements around the region. The targets were included in the agenda packet for informational purposes.
- c. **RRTPO Work Status and Financial Reports** - The December 2019 work status reports and financial reports were included under tab four of the agenda packet. There were no questions.

B. NEW BUSINESS

1. CMAQ Programs Status Report

This was an information item; no action was requested. This item provides a summary of Congestion Mitigation and Air Quality (CMAQ) programs currently funded by the RRTPO. The City of Richmond provided updates on the City of Richmond Employee Trip Reduction Program. Ridefinders provided an overview of their programs and services.

**A copy of the presentation given by Dironna Moore Clarke, Multimodal Transportation Manager City of Richmond, is available at

[Richmond Employee Trip Reduction Program Update](#)

Following the presentation, there was discussion on several issues including the following questions:

- Where do participants start their commute going into the City of Richmond?
Ms. Clarke referred to the ETRP map in the presentation to see where commuter trips originated. It was noted that the program stretches beyond city borders into other counties and localities. This impacts the region's reduction in emissions.
- What is the cost-benefit analysis for the Employee Trip Reduction Program?
Based on CMAQ's program objectives, the benefits are measured by the air quality impact and the reduction in emissions on the region. VDOT uses emissions reduction performance measures and targets to measure the effectiveness of the program.
- How many parking spaces did not have to be created due to the ETRP?
This information is not available but could be incorporated in future performance measure targets.

**A copy of the presentation given by Von S. Tisdale, Executive Director RideFinders (Division of GRTC Transit System), is available at [RideFinders FY19 Program Review](#)

Following the presentation, there was discussion on several issues including the following questions:

- What are some of the destinations of vanpools?
Currently, vanpools arrive and/or depart in Chesterfield, Henrico, Richmond, Tri-Cities, Hanover, and New Kent. Other localities served include Northern Virginia: Washington D.C. (the Pentagon, Arlington, etc.). Vanpools to Northern Virginia are flexible and arrangements with riders are made as needed (incl. waitlists).
- Do any of the vans have bike racks?
No, not currently. However, GRTC buses provide bike storage on-board.
- What are the long-range strategic plans to expand service?
RideFinders has a six-year plan and wants to grow the program but remain within the regulations and confines of what the funds are used for. RideFinders would like to collaborate with the leaders in each jurisdiction to ascertain what the needs are.

2. Draft Transportation Improvement Program

Myles Busching gave an overview of the Transportation Improvement Program (TIP) including an updated list of transportation projects in the region. Action was requested.

**A copy of the presentation given by Myles Busching, Associate Planner, is available at [FY21-FY24 Draft Transportation Improvement Program](#)

There was discussion on several issues including the following questions:

- What do the project UPC's (letters and numbers) stand for?
The UPC (Universal Product Code) is a number assigned to each project from start to completion. The revised project list includes primarily

paratransit vehicle replacements and purchases as well as operating expenses, for example:

- o CHS – purchase of para-transit vehicles
- o 0002 - mobility management
- o 0003 - operating expenses

More information on how to read the TIP can be found at

[Project Page Key](#)

- It was requested that RRTPO members be notified when the public review and comment period opens so it can be shared with their respective districts.
- Are there any new initiatives to allow for better public input and review? A community open house will give the public the opportunity to learn about the projects. Also, the maps will be uploaded online with the project lists for the public to see which projects are in their neighborhoods. To summarize, the strategies to receive public input are: the newspaper ads in the Richmond Times-Dispatch and the Richmond Free Press as well as digital outreach, social media, and in-person meetings.
- It was noted that better community involvement could be achieved through engaging public leaders. The new public engagement plan makes community engagement a priority.
- Is the region currently in compliance with the air quality standards? Yes, the region is currently an attainment area for all air quality standards.

On motion of Frank J. Thornton, seconded by David T. Williams, 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 opens a 45-day comment period for public review and input on the draft Transportation Improvement Program to run between February 17, 2020 and April 3, 2020, as required by federal regulations [23 CFR § 450.316(a)(1)(i)] and by the Public Participation Plan.

FURTHER RESOLVED, that the RRTPO policy board approves the list of ungrouped projects in the draft TIP and the projects in the constrained Long-Range Transportation Plan as the universe of RRTPO projects for air quality conformity analysis as required by federal regulations (23 CFR § 450.326) and authorizes the Technical Advisory Committee (TAC) to review the draft conformity analysis and open the public review and comment period as needed.

3. **FY21 Unified Planning Work Program (UPWP) Priorities**

Mr. Parsons explained that the policy board adopts the UPWP at the beginning of every July 1. It outlines the work that staff will be focusing on for the upcoming fiscal year in the region.

Focus areas for approval today are:

- ConnectRVA2045 which is the update to the Long-Range Transportation Plan.
- Transportation investments to capitalize on regional commerce, workforce mobility and accessibility (incl. planning activities involving freight, transit, multimodal connectivity, and equity).

- Expanding access to transit through multimodal connectivity (planning activities focus on regional bike/ped plan and connection to development of regional priorities). Priorities will be coordinated between GRTC and RRTPO leadership.
- Increasing opportunities for residents of the region to engage in public planning processes.
- Identifying strategies for improving performance measures including Safety and Security, Congestion Mitigation and System Reliability, Freight Mobility, Multimodal Connectivity, and Access to Employment.

There was discussion on the Richmond/Tri-Cities Travel Demand Model (TDM) including the following question:

- Where are we today and how will the TDM be improved on?
The Travel Demand Model needs to be done every four years in concert with the long-range plan. It has been rebuilt to bring it up to current standards. It reflects today's system and is almost complete. An effective TDM guides the impacts of any project that comes out of the long-range transportation planning process. The model is available as a resource to each locality for their transportation planning.

On motion of David T. Williams, seconded by Patricia 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 work priorities for the FY21 Unified Planning Work Program (UPWP) as presented.

4. Transit Vision Plan Phase II: Corridor Analysis

Barbara Jacocks presented on the Transit Vision Plan (TVP) study. Phase II focuses on identifying the near-term efforts to continue advancing a long-term vision and building upon the visioning that was completed in the Greater Richmond Transit Vision Plan of April 2017 as well as the momentum of recent transit improvements in the Richmond region. On December 10, 2020 the detailed analysis for the 12 corridors was reviewed by the Steering Committee using factors such as access to community facilities, walkability, pedestrian network and connectivity, roadway suitability, and ridership potential. A technical memorandum will go out to the Steering Committee with a more detailed cost-benefit analysis. There were no questions or comments.

**A copy of the presentation given by Barbara Jacocks, Principal Planner, is available at

[Greater RVA Transit Vision Plan: Phase II](#)

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) Last Meeting Update:

**A copy of the VDOT update distributed at the meeting is available at [VDOT Update](#)

b. **DRPT** – Jennifer DeBruhl, Transit Planning and Project Development Manager, reported as follows:

In December 2019, Governor Ralph Northam announced an agreement to expand reliability and service on Virginia's rail lines, creating a pathway to separate passenger and freight operations along the Richmond to Washington, D.C. corridor.

**A copy of the Virginia and CSX Announce Landmark Rail Agreement is available at [Virginia and CSX Announce Landmark Rail Agreement](#)

Ms. DeBruhl provided details on General Assembly updates: [HB 1414](#) and [SB 890](#) restructure the transportation formula; all transportation revenue sources are put into a Commonwealth Transportation Fund and disburses those funds by mode which provides more stability and gives transit an additional \$125 million per year by 2024 to support agencies like GRTC with their capital needs. The bill also creates a Transit Incentive Program and a Virginia Passenger Rail Authority. Ms. DeBruhl responded to questions about the omnibus bill.

2. Community Transportation Advisory Committee Meeting Report

Mr. Herbert Richwine reported on the January 16, 2020 CTAC meeting as follows:

- Information on the Hanover DASH specialized transportation service was provided.
- An overview of the RRTPO Public Engagement Plan was provided.

D. OTHER BUSINESS

1. RRTPO Member Comments

HB 1541 was discussed during the Executive Committee meeting preceding the policy board meeting. In addition to the comments Mr. Parsons mentioned that RRTPO is not identified in this legislation but is very interested in having a role on the Central Virginia Transportation Authority. Chairman Hodges suggested that the policy board monitors the development of the bill and provides an update during the March 5, 2020 meeting.

2. Future Meeting Topics – Suggestions

Future Meeting Topics were noted in tab 10 of the agenda packet. Mr. Parsons added that regional SMART SCALE pre-application projects will be presented for approval. Updates on HB 1541 and approval of SMART SCALE regional pre-application projects will be added to the list.

3. Next Meeting: March 5

Chairman Hodges noted the next meeting will be March 5, 2020.

E. ADJOURNMENT:

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