

**RICHMOND REGIONAL
TRANSPORTATION PLANNING ORGANIZATION
MINUTES OF MEETING
March 5, 2020**

MEMBERS PRESENT

John H. Hodges, **Chairman** Town of Ashland
William G. Coada Charles City County
Sean Davis Hanover County
Joi Taylor Dean..... RMTA
Jennifer B. DeBruhl (Non-voting)DRPT
Kimberly B. Gray City of Richmond
James M. Holland..... Chesterfield County
John Lumpkins, Jr..... Goochland County
Shane Mann..... Secretary of Transportation Designee
Cynthia I. Newbille..... City of Richmond
Larry J. Nordvig..... Powhatan County
Patricia S. O'Bannon..... Henrico County
Patricia A. Paige New Kent County
Neil Spoonhower Goochland County
Julie E. 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
Mark Riblett (Alternate)..... Secretary of Transportation Designee

CALL TO ORDER

Richmond Regional Transportation Planning Organization (RRTPO) Chairman John H. Hodges called the March 5, 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.

INTRODUCTIONS

Chairman Hodges welcomed Mr. William G. Coada as a new member representing Charles City County, along with Charles City's County Administrator Michelle Williams.

A. ADMINISTRATION

1. Approval of RRTPO Meeting Agenda

No agenda changes were requested. On motion of David T. Williams, seconded by Patricia A. Paige, the RRTPO policy board unanimously approved the March 5, 2020 meeting agenda as presented.

2. Approval of February 6, 2020 RRTPO Meeting Minutes

Chairman Hodges called for corrections or changes to the minutes and there were none. On motion of David T. Williams, seconded by Larry J. Nordvig, the RRTPO policy board unanimously approved the minutes of the February 6, 2020 meeting as presented.

3. Consent Agenda

On motion of Christopher Winslow, seconded by James M. Holland, the RRTPO policy board unanimously approved the consent agenda as follows:

a. TIP Amendments: VDOT

RESOLVED, that the Richmond Regional Transportation Planning Organization policy board amends the FY18 – FY21 Transportation Improvement Program (TIP) adding the construction phase to the following project:

- UPC 104889: Route 10 Widening from Whitepine Road to Frith Lane project –Chesterfield County. RRTPO allocated RSTP funds \$8,750,000 for FY18, FY19 and FY21.

BE IT FURTHER RESOLVED, that this project is considered exempt from the conformity rule because this project is already included in the FY18 – FY21 TIP.

b. RRTPO Work Status and Financial Reports

A recommended action was not included for the work status and financial report. The policy board was asked to review and accept the work status and financial report as presented.

4. Open Public Comment Period

There were no requests to address the RRTPO.

5. RRTPO Policy Board Vice Chairman Update

John Hodges, RRTPO Chairman provided information on the policy board representation of Charles City County. Mr. William Coada represents Charles City County as the member on the policy board and is designated as the Vice Chair until the end of this fiscal year. Mr. Coada is new to the RRTPO policy board, and should he elect not to serve as Vice Chair, the office of Vice Chair shall be rotated among the member local governments and would go to New Kent County next. Mr. Coada will consider accepting the office of Vice Chair, and the policy board will revisit this agenda item again in April.

6. RRTPO Chairman's Report

John Hodges, RRTPO Chairman, reported as follows:

The Chairman thanked Chet Parsons for his presentation to the Ashland Town Council on the planning of ConnectRVA 2045, the regional long-range transportation plan.

Chairman Hodges had nothing else to report.

7. RRTPO Secretary's Report

Chet Parsons, RRTPO Secretary, reported as follows:

a. Current Work Efforts

Chet Parsons provided an update on current work efforts:

- ConnectRVA 2045 Long-Range Transportation Plan – Staff is meeting with localities, agencies, and local community groups to talk about the project. Staff is also prepared to speak at Town Hall meetings.
 - Additional current work efforts were discussed later in the agenda.
- b. Vision Zero Work Group** – The Vision Zero Work Group will provide an opportunity to discuss Vision Zero on a regional scale. Establishing the work group and setting up guiding documents is on the March 10th Technical Advisory Committee (TAC) agenda.
- c. General Assembly Update**
- As of March 4th , [HB 1541](#) was signed by the Speaker of the House and by the President of the Senate. Next, the bill goes to Governor Ralph Northam's desk. The bill does not reference the RRTPO, and at the moment, it is unclear of what the role and responsibilities of the RRTPO might be in the future. However, the RRTPO is interested in having a role on the Central Virginia Transportation Authority.
 - The [HB 1414](#) and [SB 890](#) omnibus transportation bill amends numerous laws related to funds, safety programs, revenue sources, etc. A conference committee has been established with conferees appointed by the respective bodies to consider and report upon the disagreeing vote on House Bill No. 1414. RRTPO is not identified in this legislation. A brief discussion took place and the committee will be updated on further development of the bill at the next meeting.
A general overview of legislative updates after the General Assembly session ends will be provided at the next RRTPO policy board meeting.
- d. Vtrans Mid-term Needs Update** – The Vtrans mid-term needs have been established and are available to view on the following website:
[Interact Vtrans](#)

B. NEW BUSINESS

1. SMART SCALE Regional Pre-Application Projects

Chet Parsons provided a background on the SMART SCALE application process and the recommended candidate pool of projects for consideration by the policy board.

The mandatory pre-application intake period opened March 2, 2020. Pre-applications must be submitted by 5 p.m. on April 3, 2020. Last month, the Technical Advisory Committee (TAC) approved a list of 12 projects. These 12 projects are recommended to be submitted as pre-applications for regionally significant projects. VDOT's feedback is expected to help staff make a recommendation to the policy board in terms of which 10 projects will go to the full application process. This process runs parallel to applications being submitted by localities. Candidate projects for consideration are attached to the agenda packet staff report. There was a brief discussion on the method of scoring transportation projects and the number of project prioritizations. More resources are available at [SMART SCALE](#).

On motion of Patricia A. Paige, 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 (TPO) approves the candidate regional projects for Smart Scale Round 4 applications as presented.

2. FTA Section 5310 Projects Endorsement

Ken Lantz, Mobility Coordinator, provided an overview of FTA's Enhanced Mobility of Seniors & People with Disabilities program. The FTA 5310 program helps in meeting the special transportation needs for seniors and individuals with disabilities by removing barriers and expanding mobility options.

Nine applications requested a total of \$1,505,200 in funding. \$1,040,840 is anticipated to be available from federal FY20 Section 5310 Carryover and federal FY21 Section 5310 funds.

It was clarified that staff at DRPT is currently evaluating these applications for eligibility as part of their Six-Year Improvement Program (SYIP). The endorsement is the right step in the process. However, some modifications may need to be made once DRPT finishes the evaluation and there is not enough funding available to support all the applications. At some point, these modifications may come back to the RRTPO policy board for consideration.

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

RESOLVED, that the Richmond Regional Transportation Planning Organization policy board endorses the following applications for Federal Transit Administration (FTA) Section 5310 funds and found by the Department of Rail and Public Transportation (DRPT) to be eligible for FTA Section 5310 Program funds:

- Chesterfield County Department of Mental Health Support Services: purchase two 15-passenger body on chassis vans with wheelchair lifts, \$130,000;
- Chesterfield County Human Services: operating assistance to fund a part-time Mobility Coordinator position and acquire planning software, \$230,000;
- Hanover County: provide specialized transportation for non-driver older adults and individuals with disabilities, \$168,400;
- Senior Connections, The Capital Area Agency on Aging: mobility management and transportation services for older adults and persons with disabilities, \$426,800.
- SOAR365: purchase four 15-passenger vans with ramps, \$180,000
- St Joseph's Villa: purchase two 14-passenger vehicles with lifts, \$100,000
- Goochland CARES: purchase one 14-passenger van with lift, \$50,000
- GRTC: support of Travel Trainer Instructor, \$150,000
- Capital Area Partnership Uplifting People: purchase one 19-passenger van with wheelchair lift, \$70,000

3. Transportation Alternatives Set-Aside Project Selections

Myles Busching provided an overview of TA Set-Aside project allocations for projects defined as transportation alternatives. It included a brief description of the selection process, requests received, the recommended allocations, and the Virginia Commonwealth Transportation Board (CTB) selections. It was explained that previously unallocated funds came from leaving a balance

that is available to disperse if there is a need for additional money or another project comes in. With the switch to selecting projects every other year, additional funding was not requested, and therefore, the current balance is \$845,372. Generally, the balance gets used up before the next allocation cycle. TAC has reviewed the proposed TA project selection factoring in the CTB selections and recommends approval as presented. Also included are the FY20 funds that were unallocated from the last cycle.

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

RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) approves the allocation of FY21 – FY22 Transportation Alternatives Set-Aside funding as presented.

**A copy of the presentation given by Myles Busching, Associate Planner, is available at

[TA Set-Aside Project Selections](#)

4. **Public Engagement Plan**

Myles Busching presented on the draft Public Engagement Plan, specifically on the plan approach and the public comment period which ran from December 9th, 2019 to January 24th, 2020. TAC has reviewed the draft Public Engagement Plan and recommends approval with two changes to the text. The requested changes have been made and are documented in the appendix of the plan. They include:

- Rewording to RRTPO philosophy on page 7 to include all interested parties who have not been able to participate historically
- Eliminate “Historically these groups have been left out of the planning process and have suffered from negative environmental and health impacts” under Executive Order 12898 - Environmental Justice.

On motion of Patricia O' Bannon, seconded by William G. Coad, the Richmond Regional Transportation Planning Organization (RRTPO) policy board unanimously approved the following resolution:

RESOLVED, that the Richmond Regional Transportation Planning Organization (TPO) adopts the Public Engagement Plan (PEP) as submitted.

**A copy of the presentation given by Myles Busching, Associate Planner, is available at

[Presentation: Draft Public Engagement Plan](#)

C. AGENCY AND COMMITTEE REPORTS

1. Transportation Agency Updates

- a. **VDOT** – Shane Mann, VDOT District Engineer and Secretary of Transportation designee, reported on the following:
- Commonwealth Transportation Board (CTB) Last Meeting Update
 - SMART SCALE Round 4 (FY22-27 SYIP)
 - I-95 Corridor Study
 - I-64 Corridor Study
 - Upcoming Public Hearings/Citizen Information Meetings
 - The Virginia Department of Transportation (VDOT) moved into their new joint operations center. A new listing of contact numbers for will be distributed for your reference.

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

- b. **DRPT** – Jennifer DeBruhl, Transit Planning and Project Development Manager, reported on the following:

- FY21-FY26 Six-Year Improvement Program
- Telework Week – March 2-6, 2020

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

D. OTHER BUSINESS

1. RRTPO Member Comments

It was recommended that the policy board prepares for a potential local occurrence of COVID-19.

2. Future Meeting Topics – Suggestions

Future meeting topics were included in the agenda packet for the month of May 2020. Information for the RRTPO policy board about possible catastrophic events will be considered as a topic as well.

3. Next Meeting: April 2

Chairman Hodges noted the next meeting will be April 2, 2020.

E. ADJOURNMENT:

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