

**RICHMOND REGIONAL
TRANSPORTATION PLANNING ORGANIZATION**

**MINUTES OF MEETING
May 2, 2019**

MEMBERS PRESENT

Patricia S. O'Bannon, **Chairman** Henrico County
John H. Hodges, **Vice Chairman** Town of Ashland
Parker C. Agelasto City of Richmond
Manuel Alvarez, Jr. Goochland County
Joi Taylor Dean RMTA
Jennifer B. DeBruhl DRPT
Steve A. Elswick Chesterfield County
James M. Holland Chesterfield County
Angela Kelly-Wiecek Hanover County
John Lumpkins, Jr. Goochland County
Patricia A. Paige New Kent County
Mark Riblett (Alternate) Secretary of Transportation Designee
Ivan Rucker (Nonvoting) FHWA
Frank J. Thornton Henrico County
Von S. Tisdale (Nonvoting) RideFinders
David T. Williams Powhatan County
Garland W. Williams (Alternate) GRTC Transit System
Christopher Winslow Chesterfield County

MEMBERS ABSENT

Andreas D. Addison City of Richmond
Cliff Burnette (Nonvoting) DOAV
Charles H. Carter (Nonvoting) CTAC
Kimberly B. Gray City of Richmond
Melissa McGill (Nonvoting) FTA
Floyd H. Miles, Sr. Charles City County
Cynthia I. Newbille City of Richmond
William E. Melton Powhatan County
W. Canova Peterson, IV Hanover County
John B. Rutledge CRAC
Barton A. Thrasher Secretary of Transportation Designee
C. Thomas Tiller, Jr. New Kent County

CALL TO ORDER

Richmond Regional Transportation Planning Organization (RRTPO) Chairman Patricia S. O'Bannon called the May 2, 2019 RRTPO meeting to order at 9:30 a.m. in the Richmond Regional Planning District Commission board room.

CERTIFICATION OF MEETING QUORUM

RRTPO Secretary Chet Parsons reported that a quorum was present.

PLEDGE OF ALLEGIANCE

Chairman O'Bannon led the RRTPO in the Pledge of Allegiance to the flag.

A. ADMINISTRATION

1. Approval of RRTPO Agenda

Chairman O'Bannon called for changes to the agenda and noted a request by Mr. Parsons to pull agenda item A.3.b. from the Consent Agenda for separate consideration. On motion of David T. Williams, seconded by Steve A. Elswick, the RRTPO policy board unanimously approved the May 2, 2019 meeting agenda as amended.

2. Approval of April 4, 2019 RRTPO Meeting Minutes

Chairman O'Bannon noted corrections to the minutes as follows: Under Call to Order, second line the date should be April 4, 2019; and under Agency and Committee Reports, VDOT, first bullet under CTB Meetings, March should be changed to April. On motion of Steve A. Elswick, seconded by David T. Williams, the RRTPO policy board unanimously approved the minutes of the April 4, 2019 RRTPO meeting minutes as corrected.

3. Consent Agenda

As requested under approval of the agenda, Item A.3.b. was pulled for detailed discussion.

On motion of Steve A. Elswick, seconded by David T. Williams., the RRTPO policy board unanimously approved the consent agenda as follows:

a. FY18 – FY21 Transportation Improvement Program Amendments: VDOT

RESOLVED, that the Richmond Regional Transportation Planning Organization policy board amends the *FY18 – FY21 Transportation Improvement Program (TIP)* adding the following five new projects:

- UPC 113843: Route 1 (Merriewood Rd. to Elliham Ave.) Sidewalk – Chesterfield
Will provide 0.3200 miles in facilities for pedestrians and bicycles. The RRTPO approved allocation of CMAQ funding totaling \$200,000 in FY19. The total project cost is \$1,250,000. Chesterfield County concurs with this TIP amendment. The amendment adds the project to the FY18 – FY21 TIP and obligates the preliminary engineering phase.
- UPC 115063: Route 60 (Boulders Parkway – Ruthers Road) Shared-Use Path – Chesterfield
Will provide 0.4000 miles in facilities for pedestrians and bicycles. The RRTPO approved allocation of CMAQ funding totaling \$544,800 in FY19. The total project cost is \$4,254,000. Chesterfield county concurs with this TIP amendment. The amendment adds the project to the FY18 – FY21 TIP and obligates the preliminary engineering phase.
- UPC T22775: Arthur Ashe Park-N-Ride Bus Purchase – City of Richmond
Will provide Richmond region-wide traffic operations improvements for various routes. The RRTPO approved allocation of CMAQ funding totaling \$47,456 in FY19. The total project cost is \$59,320. The City of Richmond concurs with this TIP amendment. The amendment adds the project to the FY18 – FY21 TIP and obligates the construction phase.
- UPC T22779: I-95 at Commerce Road Access Study – City of Richmond – Port Project

Will provide recommendations regarding access to the port at I-95 and Commerce Road. The RRTPO approved \$240,000 in RSTP funds; there is \$300,000 in previous funds available on this project. The total project cost is \$550,000. The Port of Virginia concurs with this TIP amendment. The amendment adds the project to the FY18 – FY21 TIP and obligates the preliminary engineering phase of the project.

- UPC 115001: Parham Road/Hungary Road Bicycle and Pedestrian Study – Henrico County

Will provide recommendations for bicycle and pedestrian facilities in this area of Henrico County. The RRTPO approved \$200,000 in RSTP funding in FY19. The total project cost is \$250,000. Henrico County concurs with this TIP amendment. The amendment adds the project to the FY18 – FY21 TIP and obligates the preliminary engineering phase of the project.

b. FY19 Unified Planning Work Program Budget Amendment

This item was pulled for more detail at the request of Chet Parsons, RRTPO Secretary. Mr. Parsons said he asked that this item be pulled from the consent agenda to highlight three changes to the tables in the agenda package. The bottom lines do not change in terms of the budget, but the columns for PL, 5303 and 5303 Carryover funds needed to be adjusted. In the PL category the contingency funding was reduced from \$124,995 to \$81,649; the 5303 and 5303 Carryover were increased in the Transit category to make up that difference. The changes are reflected in the handout provided at the table.

On motion of David T. Williams, seconded by Frank J. Thornton, the Richmond Regional Transportation Planning Organization policy board unanimously approved the following resolution:

RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) policy board approves the amendments to the *RRTPO Fiscal Year 2019 Unified Planning Work Program* as presented in the agenda package; and

BE IT FURTHER RESOLVED, that the RRTPO policy board 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 FY19 UPWP.

4. Open Public Comment Period

There were no requests to address the RRTPO.

5. RRTPO Chairman's Report

Pat O'Bannon, RRTPO Chairman, reported as follows.

a. CTB Spring Public Meeting – Chairman O'Bannon attended the CTB spring public meeting and Richmond District CTB member Carlos Brown was not in attendance, so there was no opportunity to speak with him regarding his providing a regular report at RRTPO meetings. She had an opportunity to speak with Secretary of Transportation Shannon Valentine prior to the meeting. Chairman O'Bannon said the meeting was very

informal; speakers were limited to three minutes. In her remarks, she expressed thanks for the I-81 Corridor legislation which also provides funding for I-95, I-64 and other interstates. She passed a copy of her remarks around the table. Chairman O'Bannon noted that Patricia Paige, New Kent County, spoke as well and invited her to share her remarks. Ms. Paige said she thanked the CTB for funding portions of the I-64 widening and requested that additional funds be applied to widening the segment of I-64 through New Kent County noting that the RRTPO supports this project. Ms. Paige also shared statistics such as a 38 percent increase in accidents on Rt. 60 and Rt. 249 due to the amount of traffic diverted daily from I-64 between exits 205 to 220 which creates a bottleneck through New Kent County.

b. Other – Chairman O'Bannon had nothing additional to report.

6. RRTPO Secretary's Report

Chet Parsons, RRTPO Secretary, noted materials in agenda tab three.

a. Current Work Efforts Update – Highlighted items from this report included the Complete Streets Workshop held in Ashland; the May 14 Active Transportation Workgroup meeting focusing on the future of automated vehicles; a delay in the consultant selection for the Transit Vision Plan Phase II work task; presentations on the Park and Ride Investment Strategy Study planned for the June 27 RRTPO policy board meeting; and the Ashland Trolley Line Trail which is a major factor in the larger VDOT Ashland to Petersburg Trail study.

b. RRTPO Work Status and Financial Reports for February – The March 2019 work status and financial report were included under tab three of the agenda package. There were no questions on these reports.

B. NEW BUSINESS

1. FY20 – FY25 RSTP and CMAQ Recommendation

Chet Parsons, RRTPO Secretary, said the RRTPO policy board is asked to review and approve two related actions concurrently: allocations of FY20 – FY25 RSTP and CMAQ funds for submission to the Commonwealth Transportation Board (CTB) for inclusion in the Six-Year Improvement Program (SYIP); and thirteen transfers of RSTP and CMAQ funds requested by VDOT to facilitate the project allocations recommendations. Mr. Parsons reviewed the RSTP and CMAQ project review, selection and allocation process noting that total requests for this funding cycle were \$94.8 million with available funding totaling only \$28.5 million. He also reviewed the RSTP and CMAQ tables distributed at the tables and responded to questions.

Due to staffing turnover during this year's review and allocation cycle, VDOT staff volunteered their services to provide assistance with this year's RSTP/CMAQ allocation process. Mr. Parsons said that through their dedication, the process was able to move forward with critical emphasis on transfers, syncing allocation years with project schedules, and addressing rescission threats for member government projects. He expressed appreciation to VDOT for their significant assistance.

B.1.a. - FY20 – FY25 RSTP AND CMAQ ALLOCATIONS

On motion of Angela Kelly-Wiecek, seconded by Manuel Alvarez, Jr., the Richmond Regional Transportation Planning Organization (RRTPO) policy board unanimously approved the following resolution:

RESOLVED, that the Richmond Regional Transportation Planning Organization policy board authorizes the allocation of Regional Surface Transportation Program (RSTP) and Congestion Mitigation and Air Quality (CMAQ) funds in Fiscal Years 2020 – 2025 as shown in the tables “FY20 – FY25 Regional Surface Transportation Program (RSTP) Allocations” and “FY20 – FY25 Congestion Mitigation and Air Quality Program (CMAQ) Allocations” enclosed with this agenda package and authorizes submission of these selected projects and allocations to the Commonwealth Transportation Board (CTB) for inclusion in the Fiscal Year 2020 – 2025 Six-Year Improvement Program as follows:

RSTP

1. Countywide Sidewalk Plan – Chesterfield County (\$150,000)
2. Hopkins / Chippenham Interchange Modification Report – Chesterfield County (\$500,000)
3. Road Diet Study, Hopkins, Turner, Whitepine – Chesterfield County (\$300,000)
4. Atlee Station Road Widening – Hanover County (\$2,500,000)
5. Libbie Avenue Road Diet, Bethlehem to W Broad – Henrico County (\$1,725,000)
6. Hull Street Improvement Project Phase III – City of Richmond (\$1,940,547)

CMAQ

1. Meadowdale Blvd Ped-Bike Improvement, Dalebrook to Beulah – Chesterfield County (\$3,660,000)
2. Patterson Avenue Sidewalks – Henrico County (\$1,366,000)
3. I-64 Express Barge Service Expansion – Port of Virginia (\$3,000,000)
4. Cash for Carpool Incentive Program – RideFinders (\$135,000)

B.1.b. – RSTP and CMAQ Funds Transfers

On motion of Angela Kelly-Wiecek, seconded by Steve A. Elswick, the Richmond Regional Transportation Planning Organization (RRTPO) policy board unanimously approved the following resolution:

RESOLVED, that the RRTPO policy board approves the transfers of Regional Surface Transportation Program (RSTP) funds and Congestion Mitigation and Air Quality (CMAQ) program funds in the FY20 – FY25 RSTP and CMAQ allocations listed below, as requested by VDOT:

- Transfer \$2,574,063 RSTP previous funds from the Richmond Region-wide Traffic Operations Improvements project (UPC 101492) to the City of Richmond Commerce Road Widening project (UPC 15958).
- Transfer \$2,870,771 RSTP previous funds from the Balance Entry (UPC 70721) to the Chesterfield County Route 10 Widening between Bermuda Triangle Road and Meadowville Road project (UPC 101020).

- Transfer \$161,405 RSTP previous funds from the Richmond Region-wide Traffic Operations Improvements project (UPC 101492) to the Town of Ashland Route 1 Improvements between Ashcake Road and Arbor Oak Drive project (UPC 112042).
- Transfer \$133,806 RSTP previous funds from the Richmond Marine Terminal (RMT) Gate Improvements and New Drop-off Lot project (UPC 113832) to the Town of Ashland Route 1 Improvements between Ashcake Road and Arbor Oak Drive project (UPC 112042).
- Transfer \$46,349 RSTP previous funds from the Balance Entry (UPC 70721) to the Henrico County Sadler Road Reconstruction project (UPC 104148).
- Transfer \$48,935 RSTP previous funds from the Balance Entry (UPC 70721) to the Hanover County Route 360 Widening project (UPC 13551).
- Transfer \$304,000 RSTP previous funds from the Richmond Marine Terminal (RMT) Gate Improvements and New Drop-off Lot project (UPC 113832) to the Chesterfield County Route 360 E Widening between Lonas Pkwy and Castle Rock Road project (UPC 104890).
- Transfer \$887,233 RSTP previous funds from the Richmond Marine Terminal (RMT) Gate Improvements and New Drop-off Lot project (UPC 113832) to the Chesterfield County Route 10 Widening between Bermuda Triangle Road and Meadowville Road project (UPC 101020).
- Transfer \$709,679 CMAQ previous funds from the Henrico County Pedestrian and Signal Improvements project (UPC 106299) to the Hanover County Route 33 Add Left Turn Lanes at the Intersection of Route 623 project (UPC 56181).
- Transfer \$600,321 CMAQ previous funds from the Henrico County Pedestrian and Signal Improvements project (UPC 106299) to the Hanover County Route 615 (Creighton Road) Roundabout project (UPC 81667).
- Transfer \$318,664 CMAQ previous funds from the Henrico County Laburnum Avenue Sidewalk project (UPC 109190) to the Hanover County Route 615 (Creighton Road) Roundabout project (UPC 81667).
- Transfer \$70,000 CMAQ previous funds from the Henrico County Pedestrian and Signal Improvements project (UPC 106299) to the Chesterfield County Route 360 Intersection Improvements at Spring Run Road project (UPC 104886).
- Transfer \$120,888 CMAQ previous funds from the Richmond Region-wide Traffic Operations Improvements project (UPC 101492) to the Hanover County Route 615 (Creighton Road) Roundabout project (UPC 81667).

At the request of Chairman O'Bannon, RRTPO Secretary Chet Parsons reported that staff will advertise and hopefully fill the financial programming position this summer to have someone in place for this specialized position who can manage this work in order to be ready for the next round of programs in the fall.

2. FY20 Unified Planning Work Program

Chet Parsons, RRTPO Secretary, said the draft Fiscal Year 2020 (FY20) Unified Planning Work Program (UPWP) is a simplified, 35-page document that should be useful for everyone who wants to know about the work of the RRTPO, citizens and technical staff alike. There are a number of items in previous UPWP documents that are being compiled in a companion document such as and extensive list of definitions, federal regulations, and other items which guide and support the RRTPO work program. Mr. Parsons reviewed the contents of the FY20 UPWP and provided an overview of several significant work efforts, the budget, and funding sources. Mr. Parsons said the proposed resolution in the agenda package needed to be modified to request approval of the document for public review instead of adoption to accommodate a public engagement process.

Discussion brought forward the following major points:

- On page 24 of the draft document, the task related to rail and intermodal planning, the word “safely” should be added in the first sentence, before “...efficiently, and with environmentally beneficial impacts.”
- There was a question as to what the RRTPO is doing to reduce fatalities, such as the Vision Zero initiative in the City of Richmond.
- There was discussion as to what Vision Zero is and several members noted that this effort addresses physical design of roadways, crosswalks, and practices that reduce bike/ped fatalities; there was a presentation at the recent transportation forum that addressed this.
- There is flexibility in the work program to address other initiatives such as Vision Zero.
- There was a request to add efforts to address bicycle and pedestrian safety by working with VDOT to identify best practices, especially for mixed use communities to make them more walkable.
- Comments received from public review will receive a response and will be incorporated in the work program, as appropriate, so that the final document presented for approval on June 27 will be ready for submission to FTA, FHWA and VDOT for their approval.

On motion of Steve A. Elswick, seconded by Manuel Alvarez, Jr., the Richmond Regional Transportation Planning Organization (RRTPO) policy board unanimously approved the following resolution:

RESOLVED, that the Richmond Regional Transportation Planning Organization approves the *Draft Richmond Regional Transportation Planning Organization FY20 Unified Planning Work Program* for public review.

3. Park and Ride Study Update

Barbara Jacocks, project manager, reported that this study to look at the regional needs for Park and Ride facilities, which began last October, is at the mid-point. The study strategy team is comprised of representatives from the RTPO Technical Advisory Committee (TAC), VDOT, DRPT, RideFinders, and GRTC Transit System and is working with Kimley Horn through their DRPT bench consultant contract. A census tract needs analysis was developed looking at all the drivers for Park and Ride and these were prioritized. The group is now looking at recommendations. The needs

analysis goals were centered around multimodal activity including transit and van-pools, access, and congestion mitigation. Thirteen general need areas have been identified. The strategy team has been working with localities, VDOT and RideFinders to explore publicly owned properties for future park and ride facilities. They have identified 50 potential sites, some privately owned, which will be narrowed down to 10. High level cost estimates will be developed as well as time frames and implementation steps to develop recommendations that will go to TAC and then to the RRPTO policy board in June. The recommendations will also be developed in a story map to be posted on the website. There were no questions.

4. Complete Streets Update

Barbara Jacocks, project manager, noted that Erica Young with Smart Growth America provided a presentation on Complete Streets at the 2017 Transportation Forum. Ms. Young is working through Michael Baker International, a DRPT bench consultant, on the current Complete Streets pilot project in the Town of Ashland. She and Michael Baker conducted a work shop in Ashland on April 25 and will conduct a two-day workshop on June 25 and 26. They will present to the RRTPO policy board on June 27 on what is happening with best practices in Complete Streets across the country in tune with the Safer Streets, Stronger Economies theme.

The Complete Streets project is a comprehensive region-wide analysis of specific design practices and principles, as well as policy, that make streets function effectively for all users and modes of travel. The Town of Ashland was selected for the pilot project due to its mix of suburban, urban and rural characteristics. Ms. Jacocks reviewed statistics on increased bike/ped accident fatalities; discussed the economic advantages of Complete Streets; and reviewed Complete Streets principles already implemented or planned in each locality in the region. From this effort, a toolbox will be developed to help localities with incorporating these principles in their jurisdictions.

John Hodges said the April 25 workshop was well attended and he looks forward to the recommendations from this study. In response to a question regarding how recommendations will coordinate with VDOT activities, Ms. Jacocks said VDOT has been included in the meetings and workshop and Mr. Riblett said the CTB has a supportive policy as to bicycle and pedestrian accommodations being included, to the extent possible, in any VDOT projects and there is nothing in Complete Streets concepts that would be contrary to the CTB or VDOT expectations. Jennifer DeBruhl noted that DRPT and VDOT have a shared set of Multimodal Design Guidelines and an update of that document is being initiated to insure they stay fresh considering SMART SCALE, autonomous vehicles and other trends on the horizon. There was also discussion of the Emergency Medical Services community being involved in this Complete Streets planning effort.

C. AGENCY AND COMMITTEE REPORTS

Transportation Agency Updates

- a. VDOT** – Mark Riblett, alternate designee for the Virginia Secretary of Transportation, reported as follows:
 - Commonwealth Transportation Board (CTB) Meetings Update:

- Highlights of discussion points from the April 9-10 workshop and discussion meetings were:
 - The methodology was presented for the I-95 Corridor Improvement Plan; the study assessment plan is scheduled for completion in November so that recommendations could be ready prior to the upcoming General Assembly session.
 - A legislative update from the last session was provided on HB1700 regarding an assessment is due in October on the possibility of transferring ownership and maintenance of the Virginia Capital Trail to the Department of Conservation and Recreation
- The next CTB meetings are scheduled for May 14 and 15.
- A well-attended stakeholders meeting was held last week on the Ashland to Petersburg Trail study; there 831 completed online surveys and over 1,000 comments received on this study which is scheduled for completion by the end of the year so that resulting recommendations could be ready for round four of SMART SCALE.
- There is a May 14 Design public hearing for the Route 5 turn lane project being held at the Varina library.

b. DRPT – Jennifer DeBruhl, DRPT Manager of Statewide Mobility Programs, reported as follows:

- The DRPT Six-Year Improvement Program is out in draft form for public comment. Notable things from this region included are:
 - Funding for a demonstration project to expand transit in Chesterfield County in the Route 1 corridor;
 - Funding for an innovative 5310 demonstration project in Hanover County for senior and limited mobility human service transportation;
 - Funding for expansion of capacity on the Long Bridge which connects Virginia rail into D.C. which is the bottleneck.
- Two autonomous vehicle shuttle pilots will launch in Northern Virginia:
 - one in June at joint base Myer-Henderson Hall, a public private partnership with possible expansion on public roads to the Pentagon;
 - the other is an autonomous shuttle project being advanced by Fairfax County with Dominion Energy as a private partner, along with VDOT and DRPT, to connect the Dunn Loring Metro Station to the Mosaic District; the shuttle will travel in mixed traffic.
- Amtrak Virginia is offering the Virginia Anytime fare which is a 15 percent discount for anyone traveling by rail within Virginia and up to D.C.
- The Commute Virginia program launched last week which is a new ride-matching commuter rewards platform; partnered with five commuter system agencies around the state which provides the opportunity to review transit, ride-share, carpool, vanpool options and to earn points to use for different types of rewards.
- The final Environmental Impact Statement on D.C. to RVA has been signed by the DRPT director and they are waiting for the final sign-off from the Federal Railroad Administration; the real key to higher speed rail in Virginia is the completion of the Long Bridge.

Jim Holland reported that there may be movement afoot in terms of a federal infrastructure bill with the House, Senate and President seemingly on the same page to move that forward.

D. OTHER BUSINESS

1. RRTPO Member Comments

- On May 5 from 2:00 to 4:00 p.m. Ticket to Ride, a family event will take place in the Town of Ashland on a 4.5-mile loop to walk, run, bike.
- Colonial Downs in New Kent County will hold their grand opening on Friday, May 3, at 8:00 a.m. with drawings and fireworks. Additional off-site betting sites will be opening in coming months and live horse-racing will begin in August.
- Arts in the Park is taking place this weekend (May 4 and 5) in Richmond as well as the Asian Festival and the ¿Que Pasa? Festival, both on May 4.

2. Future Meeting Topics

Chet Parsons noted upcoming meeting topics and presentations for the June 27 meeting as noted on the report on the last page of the agenda package. He said he hopes to have an update on SMART SCALE and will most likely move back presentations on the Regional Bike/Ped Plan and the Congestion Mitigation Process. Chairman O'Bannon noted the suggestion for a presentation on Vision Zero to be added to the list of topics.

3. Next Meeting: June 27, 2019

Chairman O'Bannon noted that the next RRTPO meeting is scheduled for Thursday, June 27, 2019 and reminded all present that the June meeting has been consolidate with the July meeting on June 27; the July 4 meeting was canceled.

E. ADJOURNMENT

Chairman O'Bannon adjourned the meeting at approximately 10:50 a.m.

CAP/sr