

**RICHMOND REGIONAL
TRANSPORTATION PLANNING ORGANIZATION**

**MINUTES OF MEETING
June 27, 2019**

MEMBERS PRESENT

Patricia S. O'Bannon, **Chairman** Henrico County
John H. Hodges, **Vice Chairman** Town of Ashland
Andreas D. Addison City of Richmond
Manuel Alvarez, Jr. Goochland County
Joi Taylor Dean RMTA
Jennifer B. DeBruhl DRPT
Steve A. Elswick Chesterfield County
Kimberly B. Gray City of Richmond
Wayne Hazzard (Alternate) Hanover County
John Lumpkins, Jr. Goochland County
Cynthia I. Newbille City of Richmond
Patricia A. Paige New Kent County
W. Canova Peterson, IV Hanover County
Mark Riblett (Alternate) Secretary of Transportation Designee
Herbert A. Richwine (Nonvoting) CTAC
Ivan Rucker FHWA
Frank J. Thornton Henrico County
Von S. Tisdale (Nonvoting) RideFinders
Garland W. Williams (Alternate) GRTC Transit System

MEMBERS ABSENT

Parker C. Agelasto City of Richmond
Cliff Burnette (Nonvoting) DOAV
James M. Holland Chesterfield County
Angela Kelly-Wiecek Hanover County
Floyd H. Miles, Sr. Charles City County
William E. Melton Powhatan County
John B. Rutledge CRAC
Barton A. Thrasher Secretary of Transportation Designee
C. Thomas Tiller, Jr. New Kent County
David T. Williams Powhatan County
Christopher Winslow Chesterfield County

ALTERNATE MEMBER PRESENT BUT NOT VOTING

Richard Duran (Alternate, Nonvoting) FHWA

CALL TO ORDER

Richmond Regional Transportation Planning Organization (RRTPO) Chairman Patricia S. O'Bannon called the June 27, 2019 RRTPO meeting to order at 9:35 a.m. in the PlanRVA James River Board Room.

CERTIFICATION OF MEETING QUORUM

In the absence of the RRTPO Secretary, Chet Parsons, Martha Shickle, PlanRVA Executive Director acting as staff for the meeting, certified that a quorum was present.

PLEDGE OF ALLEGIANCE

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

A. ADMINISTRATION

1. Approval of RRTPO Agenda

Martha Shickle, PlanRVA Executive Director, requested that agenda items B.3, B.4, and B.5, all action items, be moved up in the agenda for consideration before items B.1 and B.2., and that item A.3.d. be pulled from the consent agenda for separate consideration. On motion of Patricia A. Paige, seconded by John H. Hodges, the RRTPO policy board unanimously approved the June 27, 2019 meeting agenda as amended.

2. Approval of May 2, 2019 RRTPO Meeting Minutes

Chairman O'Bannon 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 May 2, 2019 RRTPO meeting minutes as presented.

3. Consent Agenda

As requested under approval of the agenda, Item A.3.d. was pulled for separate consideration.

On motion of W. Canova Peterson, IV, seconded by Patricia A. Paige, the RRTPO policy board unanimously approved the consent agenda as follows:

a. Transfer RSTBG Project Funds to CMAQ Funds

RESOLVED, that the Richmond Regional Transportation Planning Organization policy board amends the *FY18 – FY21 Transportation Improvement Program (TIP)* with the following transfer:

RESOLVED, that the Richmond Regional Transportation Planning Organization policy board amends the *FY18 – FY21 Transportation Improvement Program (TIP)* with the following transfer:

- Transfer \$1,250,000 RSTP funds from the Route 60 (Springrock/ Stonebridge Boulders) Sidewalk (UPC 113834) to Route 60 (Boulders Parkway - Ruthers Road) Shared-Use Path (UPC 115063) – Chesterfield.

BE IT FURTHER RESOLVED, that the projects named above are considered exempt from conformity under the following provision contained in section 93.126 of the conformity rule; provision for Bicycle and pedestrian facilities.

b. TIP Amendments: DRPT

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

- STIP ID CHS0004: Chesterfield County Citizens Information and Services - adds this project to the TIP and obligates FTA Section 5310 funds – Chesterfield County;

- STIP ID HCS0001: Hanover Community Services – adds this project to the TIP and obligates FTA Section 5310 funds – Hanover County;
- STIP ID GRTC060: Miscellaneous Equipment for Bus Stops – adds this project to the TIP and obligates Other Federal funds – GRTC; and
- STIP ID HEN0001: Preliminary Engineering for Parking Lots – adds this project to the TIP and obligates Other Federal funds – Henrico County.

BE IT FURTHER RESOLVED, that the projects named above are considered exempt from conformity under the following provisions contained in section 93.126 of the conformity rule: Planning and technical studies and Construction of small passenger shelters and information kiosks.

c. TIP Amendments: VDOT

RESOLVED, that the Richmond Regional Transportation Planning Organization policy board amends the *FY18 – FY21 Transportation Improvement Program (TIP)* revising the project description and road segment for the three projects listed below; and,

BE IT FURTHER RESOLVED, that these projects are considered exempt from conformity under provisions contained in section 93.126 of the conformity rule as follows:

- UPC 115063: Route 60 Shared-Use Path from Ruthers Road to Stonebridge Plaza Avenue - Chesterfield County; provision for Bicycle and pedestrian facilities;
- UPC 15955: Route 1 Intersection Improvements at Hopkins Road & Harwood Street – City of Richmond; provision for Projects that correct, improve, or eliminate a hazardous location or feature; and
- UPC 64219: Main Street Station Capital Preventative Maintenance – City of Richmond; provision for Reconstruction or renovation of transit buildings and structures (e.g., rail or bus buildings, storage and maintenance facilities, stations, terminals, and ancillary structures).

3.d. FY18 – FY21 TIP Amendments: GRTC – Revised

Martha Shickle noted the handout at the table which was a revised version of the GRTC TIP amendment request distributed in the agenda package. As originally submitted, two of the requested amendments were not consistent with the Six-Year Improvement Program, and do not have funding in the SYIP. Southside Transfer Plaza (GRTC058) and Downtown Transfer Plaza (GRTC0000). In order to address this, GRTC requested that State match funding be shifted to local match funding as specified in the staff report. Jennifer DeBruhl, DRPT, indicated this was an acceptable solution. There were no changes to the other 19 GRTC-requested TIP amendments.

Kim Gray asked several questions which Garland Williams responded to and Canova Peterson asked for clarification of what the difference was between the original request in the agenda package and the revised request. Mr. Williams explained that the two projects were originally

presented with a state match, but because the state had not identified the match for those projects in the SYIP, GRTC was requesting the state match be changed to local match for which there was available funding.

Steve Elswick asked if the changes in the two projects needed to be reviewed by TAC and Barbara Smith, FY19 TAC Vice Chairman, said she did not believe that the changes needed to be reviewed by TAC.

On motion of Cynthia I. Newbille, seconded by Steve A. Elswick, the Richmond Regional Transportation Planning Organization policy board voted unanimous approval of the following resolution:

RESOLVED, that the Richmond Regional Transportation Planning Organization policy board amends the *FY18 – FY21 Transportation Improvement Program (TIP)* revising the following twenty-one (21) GRTC Transit System projects:

- STIP ID GRTC003: Preventive Maintenance
- STIP ID GRTC005: Transit Enhancements
- STIP ID GRTC006: Expansion Rolling Stock
- STIP ID GRTC008: Replacement Vans
- STIP ID GRTC031: Surveillance/Security Equipment
- STIP ID GRTC032: Purchase Shop Equipment
- STIP ID GRTC033: Purchase ADP Hardware
- STIP ID GRTC034: Purchase ADP Software
- STIP ID GRTC035: Purchase Support Vehicles
- STIP ID GRTC048: Expansion Rolling Stock
- STIP ID GRTC049: Paratransit Vehicles
- STIP ID GRTC050: Demolition and Expansion
- STIP ID GRTC053: Miscellaneous Support Equipment
- STIP ID GRTC054: Renovation of Yards & Shops
- STIP ID GRTC055: Employee Education/Training
- STIP ID GRTC056: Renovation of Administrative/Maintenance Facility
- STIP ID GRTC058: Southside Transfer Plaza
- STIP ID GRTC059: Non-Fixed Route ADA Paratransit Service
- GRTC00: ERP Consultant
- GRTC000: BRT Park & Ride
- GRTC0000: Downtown Transfer Plaza

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.

- The RRTPO Executive Committee voted to cancel the August 1 meetings, both Executive Committee and RRTPO policy board. She reminded that there would be no July meetings because they fall on July 4, a holiday.
- Today is Ivan Rucker's last day and Mr. Rucker reported that Richard Duran is the new FHWA Community Planner, coming from the North Dakota Division, and will be the new FHWA representative to the RRTPO policy board and committees. Mr. Rucker has accepted responsibility for

statewide planning and freight development in the Virginia Division office. Mr. Duran said he is looking forward to working with everyone.

6. RRTPO Secretary's Report

Martha Shickle, PlanRVA Executive Director, reporting on behalf of the RRTPO Secretary, noted materials in agenda tab three.

- a. Current Work Efforts Update** – These are included under agenda tab three.
- b. RRTPO Work Status and Financial Reports for February** – The work status and financial reports were included under tab three of the agenda package.
- c. Agenda Package Distribution** – By action at the June PlanRVA Commission meeting, the default method for distribution of agenda packages will be electronically and those who wish to continue receiving hard copies of the agenda packages by mail will need to opt in by letting Sharon Robeson know that is their preference (323-2033, ext. 112 or srobeson@planrva.org). Staff is working to smooth out difficulties in accessing materials on the website so that everyone should be able to utilize the website to receive agenda materials.
- d. Fiftieth Anniversary Celebration** – The Richmond Regional Planning District Commission will celebrate its fiftieth anniversary this summer and in place of the regular Commission meeting there will be a breakfast open house style celebration on September 12 with remarks around 9:15 a.m. Invitations will go out to all RRTPO members and standing committee members, former members and former staff with details.

B. NEW BUSINESS

[The agenda order was changed under approval of the agenda; items were presented in amended agenda order.]

3. LRTP Socioeconomic Data

Sulabh Aryal, Planning Manager, noted the staff report contained in agenda tab six and the 2017 Base Year Socioeconomic Data and 2045 Future Year Socioeconomic Data at the Traffic Analysis Zone (TAZ), Jurisdictional and Regional levels included in the digital agenda package. Following recommendations for approval from the Socioeconomic Data Workgroup, TAC reviewed and approved the 2017 base year data for the 2045 Long-Range Transportation Plan in November 2018 meeting and the 2045 Future Year data at the June 11, 2019 meeting. Both the 2017 base year data and the 2045 future year data will be used in the Richmond/Tri-Cities (RTC) Model update process. Mr. Aryal reviewed the SE data purpose, the SE Data Workgroup membership, and the levels of data developed for both the base year and the future year. He reviewed data by jurisdiction and the region as a whole for population, households/housing units, K-12 School/College enrollment, employment, and automobiles providing a base year and a future summary.

Mr. Aryal responded to numerous questions. There were questions about some data in Chesterfield and Hanover counties which required consultation with local staff. Mr. Alvarez said there was difficulty for several members in accessing the report on the website and he feels they are being asked to make a decision on material they are seeing for the first time today. He

requested time to review the material with his staff. Canova Peterson requested that there be a comparison of the previous data report to see how accurate the data has been in past predictions.

On motion of Cynthia I. Newbille, seconded by Manuel Alvarez, Jr., the Richmond Regional Transportation Planning Organization voted unanimously to defer action on the LRTP Socioeconomic Data to the next meeting to allow for clarification of some data presented with their localities.

4. Fiscal Year 2020 Unified Planning Work Program

Martha Shickle, PlanRVA Executive Director, said this item is a carryover from the May 2 meeting when the FY20 UPWP was approved for public review and comment. The public review period closed May 14, with one comment received by e-mail on Thursday, May 13, too late for TAC review of the comment. As a result of this public comment, an additional strategy was added to Work Task 7410, Performance Based Transportation Planning, to create an RRTPO Vision Zero Workgroup that will be tasked to establish regional goals and to support and coordinate with local transportation safety organizations to better support improvement of traffic safety around the region. Safety as referred to here is centered around the intersection of bicycle, pedestrian and vehicular traffic and not all encompassing. Other changes submitted by RRTPO policy board members and TAC members, as well as typographical errors have all been incorporated into the final draft document presented for approval today for submission to FHWA, FTA, VDOT and DRPT prior to the June 30 deadline.

On motion of John H. Hodges, seconded by Kimberly B. Gray, 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 *Fiscal Year 2020 Unified Planning Work Program* (UPWP) and directs the submission of this work program to VDOT, the Federal Highway Administration and the Federal Transit Administration for final comment and approval.

5. Ashland Resolution on Rail Safety

Chairman O'Bannon noted that for this item the blue cover sheet for Tab eight has the correct title but not the correct content. The correct resolution is contained on page two of the staff report under tab eight. Martha Shickle, Plan RVA Executive Director, noted that this item was raised in the fall and was referred to TAC. The item has worked its way back to the RRTPO policy board for consideration. Ms. Shickle deferred to Town of Ashland member John Hodges for background.

Mr. Hodges detailed an incident in 2016 when a non-emergency stop of the train occurred in the middle of town for six hours in order for an engineer to be changed. He said most recently on Train Day with 10,000 people attending, the train stopped, though not as long, causing safety concerns. The resolution presented for RRTPO policy board approval expresses concern for the town's resolution which is to amend the federal code to allow the state to set minimum standards for non-emergency blockage at at-grade intersections. That is supported by the Association of State Rail

Safety Managers. He said staff did a good job of looking at other states and what rail safety regulations they have [included on page three of the materials in tab eight]. He said the resolution requested for approval would support Ashland's resolution and the State Rail Safety Managers resolution which asks congress and representatives to change the federal code to allow an entity established by the state, likely the State Corporation Commission, to set standards for blockage of at-grade non-emergency stops. This particularly impacts emergency response time for fire and rescue in the town not being able to cross the tracks in a timely manner. Mr. Hodges said he believes this would also affect other areas in the region such as Henrico and Hanover counties. In response to a question, Mr. Hodges said the request to allow states to set their standards and then address enforcement of those standards.

On motion of John H. Hodges, seconded by W. Canova Peterson, IV, the Richmond Regional Transportation Planning Organization voted unanimously to approve the following resolution:

RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) policy board supports the October 16, 2018 Town of Ashland Rail Safety resolution and the November 9, 2018 Association of State Rail Safety Managers resolution; and

BE IT FURTHER RESOLVED, that the RRTPO policy board action to support the rail safety resolutions, as submitted, communicates to state and federal partners the desire of the Richmond Region to support rail activity and commerce while ensuring safety for the citizens of the region.

1. Complete Streets: Ashland Pilot Study

Barbara Jacocks, project manager, introduced Emiko Atherton, Director of the National Complete Streets Coalition, a program of Smart Growth America (SGA), to discuss the Ashland Pilot Study. She reviewed what Complete Streets are, why they are needed, completed activities on the Ashland Study and next steps. She reviewed some of the statistics on pedestrian deaths from a national report, *Dangerous by Design*, noting that Virginia is the twenty-third most dangerous state for pedestrians. Between 2008 and 2017, 143 pedestrians were struck and killed by drivers in the Richmond region. Ms. Atherton reviewed case studies from an SGA publication *Safer Streets, Stronger Economies*. Projects to support walking and biking reduced crashes and injuries, and associated costs; they also boosted employment levels, property values, investment from the private sector, and net new businesses. The future of mobility is changing so rapidly that localities must set the policy for what they want their communities to be. There have been two Complete Streets planning workshops in Ashland to consider how they will incorporate Complete Streets principals in the town.

John Hodges commended the study group noting that this effort included representatives from other jurisdictions as well as organizations and agencies in the region. He said it collaborative and he is looking forward to the study because it will be of value to the whole region. Canova Peterson asked if the case studies looked at displacement of populations as a result of

rising property values and Ms. Atherton responded that they did not, but said good Complete Streets policies acknowledge that as a very real concern and include strategies for mitigating displacement.

2. Park and Ride Investment Strategy Study Update

Barbara Jacocks, project manager, said the project is important because park and ride lots support transit, vanpools and ride-sharing in the region. Sarah Sciarrino with Kimley-Horn provided a presentation on work efforts for the *Fiscal Year 2019 Park & Ride (P&R) Investment Strategy Study*. The project team, comprised of the Study Advisory Group (SAG), RRTPO staff and Kimley-Horn, has worked since the October 2018 to provide regional perspectives, participate in project meetings, review technical memos and provide feedback to assist in identifying park and ride needs and develop project recommendations for the region. The SAG members include representatives from the region's nine jurisdictions, GRTC, DRPT, VDOT, and RideFinders.

The project team has reviewed existing conditions and needs, defined future needs, and developed project recommendations (summarized in three technical memos). The SAG identified high-priority park and ride investment areas with demonstrated needs not previously identified. The goal of the implementation strategy is to provide jurisdictions with the foundation and support to advance park and ride projects locally. This will be addressed in the final technical memo on implementation, funding needs and sources which will be completed in June and delivered to the SAG in July. There was brief RRTPO discussion of this item.

C. AGENCY AND COMMITTEE REPORTS

1. Transportation Agency Updates

- a. VDOT** – Kevin Gregg, VDOT Richmond District Deputy Administrator, reported as follows:
- Bart Thrasher, Richmond District Engineer, has been promoted to the VDOT Chief Engineer.
 - Commonwealth Transportation Board (CTB) Meetings Update:
 - At the last CTB meeting:
 - Approved the FY20 – FY25 Six-Year Improvement Program.
 - Approved Round Three SMART SCALE projects, twenty of which were in the Richmond District totaling \$92.5 million.
 - The next CTB meetings are scheduled for July 16 and 17 at the Lynchburg District Office.
 - The Ashland to Petersburg Trail Study Advisory Group meets in late July; study completion is anticipated to be in early 2020.
 - Upcoming public hearing / citizen information meetings will be held as follows:
 - The I-95 Corridor Improvement Plan public information meeting is tentatively set for late July with the location to be determined.
 - VTrans Needs Assessment Workshop will be determined in late July or early August.

Kim Gray inquired if the CTB member was invited to participate in RRTPO policy board meetings and Chairman O'Bannon reported that the current member's term expires in June and there is a possibility that a new member

will be appointed, so the decision was made to wait until that is resolved. There was discussion around this issue and the decision was made to communicate to the Secretary of Transportation the RRTPO policy board's expectation that the Richmond District CTB member participate in RRTPO policy board meetings with a standing information report on the agenda. It was noted that that is the way it is done in Hampton Roads and previous Richmond District CTB members have attended and reported at RRTPO policy board meetings.

On motion of Patricia A. Paige, seconded by Kimberly B. Gray, the Richmond Regional Planning District Commission policy board voted unanimously to send correspondence to the Virginia Secretary of Transportation advising of the RRTPO policy board's expectation that the Richmond District CTB member will have a standing item on meeting agendas for him to report on important matters before the CTB.

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

- The CTB adopted the DRPT Six-Year Improvement Program at the June meeting.
 - There were a number of special funding allocations for demonstration programs in the Richmond region, one a 5310 project in Hanover County. Barbara Jacocks did the study work that was the basis for that application. DRPT is excited to be working with the County on that project; it is a different way of looking at human service transportation
 - Funding for GRTC's operations increased based on their performance.
- The first autonomous passenger shuttle in the Commonwealth is now in operation at joint base Myer-Henderson Hall, a public private partnership with possible expansion on public roads to the Pentagon. This is a 90-day pilot which is expected to be extended.
- The Governor made an announcement last week about electric transit and electrification of transit vehicles.
- The City of Richmond, Henrico County and the Commonwealth received recognition from the Greater Washington Partnership and IBTP received the bronze award for the BRT Pulse project, one of eight awarded in the nation.

2. Community Transportation Advisory Committee (CTAC) Meeting Report

CTAC Vice Chairman, Herbert Richwine, reported that CTAC did not meet in June, but met on May 16. He indicated that CTAC members questioned why they weren't informed in advance of the committee's name change and he requested that the RRTPO policy board inform CTAC in advance for any future changes that will affect CTAC.

D. OTHER BUSINESS

1. RRTPO Member Comments

- John Hodges briefly mentioned that the Town of Ashland has passed a resolution expressing concern about the Final Environmental Impact Statement (FEIS) adopted by the Federal Railroad Administration for the D.C. to RVA study. The Town is concerned that with the 3-2-3

configuration, there will be a bottleneck. The resolution is to look forward to new technologies to provide true high-speed rail. The Executive Committee accepted the town's resolution with the understanding that at the appropriate time in the future, this will be on record. He said the Town appreciates the Executive Committee's action to accept the resolution.

2. Future Meeting Topics

Suggestions for additional future meeting topics should be submitted to the RRTPO Secretary.

3. Next Meeting: September 5, 2019

Chairman O'Bannon noted that the next RRTPO meeting is scheduled for Thursday, September 5, 2019 and reminded all present that to receive a hard copy of the agenda package in the mail, they will need to contact Sharon Robeson.

There was discussion of ways to send a link to the agenda package that would be more accessible.

E. ADJOURNMENT

Chairman O'Bannon adjourned the meeting at approximately 11:20 a.m.

CAP/sr