

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION
POLICY BOARD**

MINUTES OF ACTION MEETING

Thursday, June 3, 2021

9:30 a.m.

PlanRVA James River Board Room

MEMBERS and ALTERNATES (A) PRESENT:

Town of Ashland		Charles City County		Chesterfield County	
John H. Hodges	x	Vice Chair William G. Coad		Kevin P. Carroll	x
Anita Barnhart (A)		Vacant (A)		James M. Holland (virtual)	x
				Christopher Winslow	
				Leslie Haley (A)	
Goochland County		Hanover County		Henrico County	
John L. Lumpkins Jr.	x	Sean M. Davis (virtual)	x	Patricia S. O'Bannon	x
Susan F. Lascolette	x	W. Canova Peterson (Virtual)	x	Frank J. Thornton	
Vacant (A)		Faye O. Prichard (A)		Thomas M. Branin (A)	
Vacant (A)		Vacant (A)		Vacant (A)	
New Kent County		Powhatan County		City of Richmond	
Chair Patricia A. Paige	x	David T. Williams	x	Andreas D. Addison (virtual)	x
C. Thomas Tiller Jr.		Karin M. Carmack (virtual)	x	Katherine L. Jordan (virtual)	x
Thomas W. Evelyn (A)		Vacant (A)		Stephanie A. Lynch	
Vacant (A)		Vacant (A)		Cynthia I. Newbille (virtual)	x
				Michael J. Jones (A)	
				Kristen Nye Larson (A)	
				Ellen F. Robertson (A)	
				Vacant (A)	
Capital Region Airport Commission		GRTC Transit System		RIC Metropolitan Transp. Authority (RMTA)	
John B. Rutledge		Julie E. Timm (virtual)	x	Joi Taylor Dean (virtual)	x
		Sheryl Adams (A)			
Secretary of Transportation or Designee		CTAC		DRPT	
R. Shane Mann	x	Robert L. Basham Jr. (non-voting)		Jennifer B. DeBruhl (non-voting) (virtual)	x
Mark E. Riblett (A)		Upton S. Martin (A) (non-voting)		Tiffany T. Dubinsky (A) (non-voting) (virtual)	x
Federal Highway Administration (FHWA)		Federal Transit Administration (FTA)		RideFinders	
Thomas L. Nelson Jr. (non-voting)		Daniel Koenig (Liaison)		Von S. Tisdale (non-voting)	
Richard Duran (A) (non-voting) (virtual)	x			Cherika N. Ruffin (A) (non-voting) (virtual)	x
VA Dept. of Aviation (DOAV)					
P. Clifford Burnette Jr. (non-voting)					

The technology used for the RRTPO Policy Board meeting was a web-hosted service created by Zoom and was accessible for participation by members of the public. A recording of this meeting is available on our [Plan RVA YouTube Channel](#).

CALL TO ORDER

The Richmond Regional Transportation Planning Organization (RRTPO) Policy Board Chair, Patricia A. Paige, presided and called the June 3, 2021 RRTPO Policy Board action meeting to order at 9:31 a.m. in PlanRVA's James River Board Room.

WELCOME AND INTRODUCTIONS

Chair Paige introduced Karin Carmack as the new policy board member representing Powhatan County.

ATTENDANCE ROLL CALL & CERTIFICATION OF MEETING QUORUM

Nicole Mueller, Program Coordinator of the RRTPO, took attendance by roll call and certified that a quorum was present.

A. ADMINISTRATION

1. Consideration of Amendments to the Action Meeting Agenda

There were no requested changes to the meeting agenda. Seeing and hearing no objections, Chair Paige approved the June 3, 2021 agenda.

2. Approval of May 6, 2021 RRTPO Policy Board Action Meeting Minutes

On motion of David T. Williams, seconded by Cynthia I. Newbille, the RRTPO Policy Board unanimously approved the minutes of the May 6, 2021 meeting as presented (voice vote).

5.d. MPO Boundary Expansion

Staff submitted this agenda item with a recommendation to accept the boundary change approval from VDOT and set in motion a plan to implement that boundary change by October 15, 2021 with a full understanding of its impacts on PlanRVA as administering agency for RRTPO.

On motion of Patricia S. O'Bannon, seconded by David T. Williams, the new action item *MPO Boundary Expansion* was added and the June 3, 2021 agenda was approved by acclamation as amended (voice vote).

On motion of David T. Williams, seconded by Cynthia I. Newbille, the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board unanimously approved the following resolution as presented (see Appendix A):

RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board supports the update of the Metropolitan Planning Area boundary to include the entirety of Powhatan, Goochland, New Kent, and Charles City Counties;

BE IT FURTHER RESOLVED, that the RRTPO accepts the recognition of this boundary change by the Virginia Department of Transportation, Federal Highway Administration, and the Governor of Virginia;

AND BE IT FURTHER RESOLVED, that the RRTPO sets a date of October 15, 2021 for the boundary change to go into effect, allowing time for the agency to plan for impacts of the boundary change on its programs and practices.

B. NEW BUSINESS

1. Action on RSTBG Budget Change and Allocation Correction

On motion of W. Canova Peterson, seconded by David T. Williams, the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board unanimously approved the following resolution as presented (see Appendix A):

RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board approves the reallocation of \$524,630 in FY23 and \$231,471 in FY24 funding from the RSTBG balance entry to the #SMART18 - RTE 360 WIDENING project in Hanover County (UPC 13551) to restore funding on the project and fully fund the project to the Smart Scale estimate; and,

FURTHER RESOLVED, that the RRTPO Policy Board approves a decrease of \$91,004 in FY22 allocations to UPC 13551 and the reallocation of an additional \$91,004 in FY23 funding from the RSTBG balance entry to UPC 13551; and,

FURTHER RESOLVED, that the RRTPO Policy Board approves the allocation of the remaining unallocated RSTBG funds in FY23 – FY27 to the RSTBG balance entry.

2. Action on FY22 Unified Planning Work Program (UPWP)

On motion of David T. Williams, seconded by John H. Hodges, the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board unanimously approved the following resolution as presented (see Appendix A):

RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board approves the *RRTPO Fiscal Year 2022 Unified Planning Work Program* as presented.

BE IT FURTHER RESOLVED, that the RRTPO Policy Board action to adopt 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.

Attachment as digital link: [Draft FY22 Unified Planning Work Program \(UPWP\)](#)

3. Action on Title VI Plan Update

On motion of Patricia S. O'Bannon, seconded by David T. Williams, the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board unanimously approved the following resolution by acclamation as presented (voice vote):

RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board approves the *Title VI Plan: Limited English Proficiency Plan* as presented.

Attachment as digital link: [Draft Title VI Plan: Limited English Proficiency Plan](#)

7. Election of FY22 RRTPO Officers

On motion of Patricia S. O'Bannon, seconded by Kevin P. Carroll, the Richmond Regional Transportation Planning Organization (RRTPO) Policy Board unanimously approved the following resolution as presented (see Appendix A):

RESOLVED, that the Richmond Regional Transportation Planning Organization elects David T. Williams as FY22 Chair and Susan F. Lascolette as FY22 Vice Chair.

C. AGENCY AND COMMITTEE REPORTS

1. Transportation Agency Updates

- a. ** A copy of the Virginia Department of Transportation update provided by Shane Mann is available at: [VDOT Update](#)
- b. ** A copy of the Virginia Department of Rail and Public Transportation update provided by Jennifer DeBruhl, Chief of Public Transportation at DRPT, is available at: [DRPT Update](#)

2. Community Transportation Advisory Committee Meeting Report

** A copy of the CTAC meeting report can be found on pages 162-163 in the [June 3, 2021 RRTPO Policy Board agenda packet](#).

D. OTHER BUSINESS

3. Next RRTPO Policy Board Meeting: July 1, 2021

The next action meeting will be held on Thursday, July 1st, 2021, beginning at 9:30 a.m. in Richmond, Virginia.

E. ADJOURNMENT:

Chairwoman Paige adjourned the meeting at approximately 11:17 a.m. on June 3, 2021.