

# AGENDA

**RICHMOND REGIONAL  
 TRANSPORTATION PLANNING ORGANIZATION  
 EXECUTIVE COMMITTEE**

**Thursday, October 3, 2019  
 8:30 a.m.**

**PlanRVA James River Board Room**

**MEETING QUORUM (Certification by RRTPO Secretary)**

	<u>Pages</u>
<b>1. Approval of Meeting Agenda</b> (Hodges) .....	-
<b>ACTION REQUESTED</b>	
<b>2. Minutes of September 5, 2019 RRTPO Executive Committee Meeting</b> (Hodges) .....	1 – 3
<b>ACTION REQUESTED</b>	
<b>3. Open Public Comment Period</b> (Hodges/5 minutes).....	-
<b>4. Chairman’s Report</b> (Hodges/10 minutes).....	-
a. Fall Transportation Forum: Nov. 7 at Randolph-Macon College	
b. Cancellation of January 2 RRTPO Meetings	
<b>5. RRTPO Secretary’s Report</b> (Parsons/5 minutes) .....	-
<b>6. Referrals to TAC</b> (Parsons/5 minutes) .....	4 – 7
a. Public Participation Plan Update	
b. FFY 21 – 24 Transportation Improvement Program	
<b>ACTION REQUESTED</b>	
<b>7. Review of Selected RRTPO Agenda Topics</b> (Parsons/5 minutes) .....	-
<b>8. Other Business</b>	
<b>9. Next Meeting: December 5, 2019</b>	
<b>10. Adjournment: Targeted for 9:00 a.m.</b>	

pc: Richard Duran, FHWA  
 Daniel Koenig, FTA Liaison  
 Jennifer DeBruhl, DRPT

Martha Shickle, PlanRVA  
 Eric Gregory, RRPDC Legal Counsel  
 Richmond Area News Media

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION  
EXECUTIVE COMMITTEE  
Minutes of Meeting  
September 5, 2019**

**MEMBERS PRESENT**

John H. Hodges, **Chairman** ..... Town of Ashland  
Manuel Alvarez, Jr. .... Goochland County  
Cynthia I. Newbille ..... City of Richmond  
Patricia S. O'Bannon ..... Henrico County  
Patricia A. Paige (Alternate) ..... New Kent County  
W. Canova Peterson, IV ..... Hanover County  
David T. Williams ..... Powhatan County

**MEMBERS ABSENT**

Floyd H. Miles, Sr., **Vice Chairman** ..... Charles City County  
Steve A. Elswick ..... Chesterfield County  
C. Thomas Tiller ..... New Kent County

**MEETING QUORUM**

Chet Parsons, RRTPO Secretary, reported that a quorum was present.

**CALL TO ORDER**

Richmond Regional Transportation Planning Organization (RRTPO) Chairman John H. Hodges called the September 5, 2019 RRTPO Executive Committee meeting to order at approximately 8:35 a.m. in the PlanRVA James River Board Room.

**1. Approval of Meeting Agenda**

Chet Parsons, RRTPO Secretary, noted the addition of a letter regarding the I-95 Corridor Improvement Plan to the RRTPO Secretary's Report. No other changes were requested to the agenda and on motion of Cynthia I. Newbille, seconded by Manuel Alvarez, Jr., the RRTPO Executive Committee voted unanimously to approve the agenda as amended.

**2. Minutes of the June 27, 2019 RRTPO Executive Committee Meeting**

No changes were requested to the minutes and on motion by W. Canova Peterson, IV, seconded by Manuel Alvarez, Jr., the RRTPO Executive Committee voted unanimously to approve the minutes of the June 27, 2019 meeting as presented.

**3. Open Public Comment Period**

There were no requests to address the RRTPO Executive Committee.

**4. FY20 RRTPO Executive Committee Appointments**

Chairman Hodges asked if there were any changes to the RRTPO Executive Committee list as provided in the agenda package and Mr. Alvarez noted that Susan Lascolette was incorrectly listed in place of John L. Lumpkins, Jr. who replaced Ms. Lascolette last year as the Goochland County alternate member. A typo was also noted. No other changes were requested and the list of Executive Committee members, as corrected, was read into the record as follows: Town of Ashland: John D. Hodges, Chairman, George F. Spagna, alternate; Charles City County: Floyd H. Miles, Sr., Vice Chairman, William G. Coad, alternate; Chesterfield County: Steve A. Elswick, James M. Holland, alternate; Goochland County: Manuel Alvarez, Jr., John L. Lumpkins, Jr., alternate; Hanover County: W. Canova Peterson, IV, Angela Kelly-Wiecek, alternate; Henrico County: Patricia S.

O'Bannon, Frank J. Thornton, alternate; New Kent County: C. Thomas Tiller, Jr., Patricia A. Paige, alternate; Powhatan County David T. Williams, William E. Melton, alternate; and City of Richmond: Cynthia I. Newbille, and Andreas D. Addison, alternate.

## **5. Chairman's Report**

Chairman Hodges reported as follows.

- a. Fall Transportation Forum: Nov. 7 at Randolph-Macon College – The agenda is being developed and suggestions would be welcome. The event will begin around 8:00 a.m. with refreshments being provided by the Town of Ashland.
- b. Town of Ashland Express Bus Request Petition – This initiated with a resident who would like to see express bus service from Ashland to downtown Richmond; this will be presented as an information item to the full RRTPO policy board.

## **6. RRTPO Secretary's Report**

Chet Parsons, RRTPO Secretary, reported on the following items:

- A draft letter, already distributed at the table, to Carlos Brown, Richmond District Commonwealth Transportation Board (CTB) member, regarding the I-95 Corridor Improvement Plan that VDOT is developing. Deputy Secretary of Transportation, Nick Donohue, is urging MPOs and member jurisdictions to submit letters in support of any projects that should be considered as part of the I-95 Corridor Improvement Plan. This is an opportunity to support the Port and development of areas around the Bells Road interchange, Maury Street and Chippenham ramps as well. Mr. Parsons requested that this letter be brought to the full RRTPO policy board for consideration.
- There was a question regarding the Chesterfield County letter to have Route 288 named as a Corridor of Statewide Significance (COSS) and whether this is a federal process. Mr. Parsons clarified that this would be considered by the state as a part of the VTrans statewide plan update which is currently being conducted.

## **7. Review of Selected RRTPO Agenda Topics**

Chet Parsons, RRTPO Secretary, reviewed RRTPO policy board agenda topics as follows:

- Consent Agenda A.3. – There are four Transportation Improvement Program (TIP) amendments; all four were awarded funds in the last RSTBG and CMAQ funding cycle. Three are VDOT requests, all for projects in Chesterfield County. The fourth is from DRPT for a RideFinders Cash for Carpool program.
- Chairman's Report – Mr. Hodges mentioned the Express Bus service to be shared as an information item. He will talk about the Transportation Forum plans and the FY20 Executive Committee appointments.
- Secretary's Report – This includes reports on the Current Work Efforts report; the RRTPO Work Status and Financial reports; the Chesterfield Letter to the CTB asking for Rt. 288 to be changed to a Corridor of Statewide Significance (COSS); and the Scenario Planning Workshop and how to move forward with Scenario Planning.
- New Business: Revisions to the LRTP Socioeconomic Data, originally presented in June, will be presented for approval.
- Richmond Tri-Cities (RTC) Model Overview – A presentation on the RTC Travel Demand Model being updated and coordinated with Tri-Cities MPO

for use in the 2045 Long-Range Transportation Plan development.

- Transit Vision Plan Phase II – Initial Recommendations – Kimley-Horn will present the initial recommendations for project implementation.
- Agency and Committee Reports – These will be presented by VDOT, DRPT and CTAC representatives.
- RRTPO Member Comments – An opportunity to share information on important matters and projects around the region.
- Future Meeting Topics – RRTPO members have an opportunity to suggest topics for consideration at future RRTPO policy board meetings.

#### **8. Other Business**

Chairman O'Bannon reported that she would be attending a Goochland Planning Commission meeting later that evening regarding a special use permit request to have an amphitheater built. She reported she has received a large number of complaints that the facility is to be situated so the sound will go toward Tuckahoe Creek and will disturb Henrico County residents. She said since the RRTPO is a regional body and what one county does impacts another county, she thought to mention this as an information item. Mr. Alvarez noted that Innsbrook After Hours that has been running in Henrico for around 30 years was to move to a location in West Creek, across Tuckahoe Creek from Henrico residents who will hear the concerts while most people in Goochland will not. There was further collegial discussion on this matter.

#### **9. Next RRTPO Executive Committee Meeting**

Chairman Hodges noted that the next RRTPO Executive Committee meeting is scheduled for October 3.

#### **10. Adjournment**

Chairman Hodges adjourned the meeting at approximately 8:50 a.m.

**RRTPO EXECUTIVE COMMITTEE AGENDA 10/3/19; ITEM 6.a.**

**PUBLIC PARTICIPATION PLAN UPDATE**

**Richmond Regional Transportation Planning Organization**

**REQUESTED ACTION:** The Richmond Regional Transportation Planning Organization (RRTPO) Executive Committee is requested to refer the update of the Public Participation Plan to the RRTPO Technical Advisory Committee (TAC) for review of the project schedule and scope.

**BACKGROUND:** The Public Participation Plan is a required planning document detailing how the RRTPO seeks public input and guidance when making key decisions about transportation for the region. The Public Participation Plan was last revised in 2016 and is scheduled for review and update in the FY20 Unified Planning Work Program (UPWP). Staff is requesting that review of the project schedule and scope be referred to TAC as the next step in the process.

Upon completion, the draft Public Participation Plan will be brought to the RRTPO policy board for review and authorization of a required 45-day public comment period. The final document incorporating public comment will be brought back to the RRTPO policy board for adoption after final review by TAC.

**RRTPO EXECUTIVE COMMITTEE ACTION REQUESTED:** The following resolution is presented for RRTPO executive committee review and action:

**RESOLVED,** that the Richmond Regional Transportation Planning Organization (RRTPO) Executive Committee refers the update of the Public Participation Plan to the RRTPO Technical Advisory Committee (TAC) for review of the project schedule and scope.

MAB  
Attachment

	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Develop Schedule								
Develop Scope								
Draft Timeline								
Present to TAC								
Draft Plan								
Draft Review								
Draft to TAC								
Public Comment								
Open Public Comment								
Close Public Comment								
Plan Adoption								
TAC Recommendation								
TPO Approval								

Key Task	Deadline
Present to TAC	8-Oct
Internal Draft Review	8-Nov
Draft to TAC	12-Nov
Open Public Comment	9-Dec
Close Public Comment	24-Jan
TAC Recommendation	11-Feb
TPO Approval	5-Mar

**RRTPO EXECUTIVE COMMITTEE AGENDA 10/3/19; ITEM 6.b.**

**FFY 21 – 24 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) DEVELOPMENT**

**Richmond Regional Transportation Planning Organization**

**REQUESTED ACTION:** The Richmond Regional Transportation Planning Organization (RRTPO) Executive Committee is requested to refer the project schedule for the FFY 21 – 24 Transportation Improvement Program (TIP) to the RRTPO Technical Advisory Committee (TAC) for review and recommendation.

**BACKGROUND:** The Transportation Improvement Program (TIP) is the RRTPO's list of transportation investment priorities for the region over a four-year period. The TIP is required to be updated to coincide with VDOT's update of the Statewide Transportation Improvement Program (STIP). Staff has begun work with VDOT to review existing projects as part of the update process. Staff is requesting that the project schedule be referred to TAC for review and input as the next step.

Upon completion, the draft TIP will be brought to the RRTPO policy board for review and authorization of a required 45-day public comment period. The final document incorporating public comment will be brought back to the RRTPO policy board for adoption in the spring of 2020 after final review by TAC.

**RRTPO EXECUTIVE COMMITTEE ACTION REQUESTED:** The following resolution is presented for RRTPO executive committee review and action:

**RESOLVED,** that the Richmond Regional Transportation Planning Organization (RRTPO) Executive Committee refers the project schedule for the FFY 21 – 24 Transportation Improvement Program (TIP) to the RRTPO Technical Advisory Committee (TAC) for review and recommendation.

MAB  
Attachment

	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
VDOT Review	■	■	■							
TIP Schedule		■	■	■	■					
to TAC		○								
Project Review		■	■	■	■					
Obligation Review				■	■	■	■			
Draft TIP				■	■	■	■	■	■	
to TAC						○				
to Policy Board						■	●			
Public Review							■	■	■	■
Comment Period							■	■	■	■
TAC Recommend								○		
Policy Board Approve									■	●

Schedule	TAC	8-Oct-19
TIP Draft	TAC	14-Jan-20
	Policy Board	6-Feb-20
Public Comment	TAC Recommend Review	14-Jan-20
	Policy Board Initiate Review	6-Feb-20
	Open	17-Feb-20
	Close	3-Apr-20
	TAC Recommend TIP	14-Apr-20
	Policy Board Approve TIP	7-May-20