

# AGENDA

## RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION POLICY BOARD

Thursday, July 2, 2020  
9:30 a.m.

**Please join the meeting from your computer, tablet or smartphone.**

<https://www.gotomeet.me/ChetParsons/rrtpo-policy-board---full-board>

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## **E. ADJOURNMENT**

CAP/nm  
Attachments

## **Opening Statement for Electronic Meetings**

### **I. ROLL CALL & CERTIFICATION OF A QUORUM**

We ask that everyone identify themselves first when speaking so we can more accurately record the activities of the meeting. All lines have been muted by the administrator to minimize additional noise and feedback. You may unmute your line at any time to request acknowledgement from the chair. Staff will be monitoring the chat throughout the meeting to assure we do not overlook anyone wishing to participate in the discussion.

Please indicate your presence by saying “AYE” when your name is called during a roll call. Anyone who wishes to identify themselves following the roll call of members will be invited to do so.

I will now ask our clerk to certify we have followed the approved procedures for appropriate notice of this meeting and the means by which we are convening.

### **II. STATEMENT REGARDING VIRTUAL MEETINGS**

Since the Governor declared the state of emergency on March 12, 2020, in response to the COVID-19 pandemic, state and local governmental bodies have been providing for the continuity of government by meeting remotely by telephonic or electronic means in compliance with the Virginia Freedom of Information Act, the Commonwealth’s emergency and other applicable laws, guidance provided by the Attorney General, and their respective legal counsel.

On April 22<sup>nd</sup>, the General Assembly approved a budget amendment to authorize all public bodies, including regional bodies, such as PlanRVA and the Richmond Regional Transportation Planning Organization, likewise to meet by electronic means, without a physical quorum assembled together, during a Governor-declared state of emergency, as long as certain conditions are met, so as to provide for the continuity of governmental operations. This new authority is effective immediately.

The bylaws of the RRTPO policy board define a quorum of the body to be 14 of the 27 total members. The 2020 COVID-19 virus makes it impractical and unsafe, even potentially life-threatening, for a quorum of this size to physically assemble in one location, pursuant to Va. Code § 2.2-3708.2(A)(3). Further, the virus makes it impractical and unsafe for the public, and the agency’s staff, to gather in the same location to participate in this meeting. The health, safety, and welfare of our community is of paramount importance.

Therefore, we have determined the appropriateness and eligibility to conduct today’s meeting of the RRTPO electronically, pursuant to the provisions of Virginia Code § 2.2-

3708.2 and related legislation approved by the General Assembly of Virginia, and in light of the Governor's State of Emergency Declaration for COVID-19.

The convening of the Richmond Regional Transportation Planning Organization (RRTPO) has been determined necessary in order to continue the necessary business of the organization. The matters included on the agenda address important/essential matters of continuing the work of government and therefore it is appropriate to convene during this time.

## **Closing**

While we do not know the exact duration of the current practice of electronic meetings, we will continue to function in this manner until such time as it is deemed advisable to return to in person meetings.

RRTPO staff have provided notice of this meeting and the means by which we are virtually gathered to members of the public. Notice was provided on June 22, 2020 through posting on the PlanRVA website and distribution of email notification to members, alternates, and known interested parties, including the media.

In order to comply with the provisions of Virginia law and to improve accessibility to the discussions intended for today, this meeting will be recorded. Audio (visual) recordings of the meeting will be posted on the PlanRVA website within 48 hours of this meeting.

Any members of the public wishing to address the RRTPO were invited to submit comments via email until the close of business one day prior to the meeting, in order to be reviewed and addressed during this meeting, if necessary. Anyone participating as an observer during the meeting today may submit comments or questions at any time during the meeting via email at [rtpoinput@planrva.org](mailto:rtpoinput@planrva.org) or by using the online chat functions of the meeting platform. Those individuals who are observing by phone may be called upon to address the RRTPO with their questions or comments. All comments and questions submitted during the meeting will be reviewed following the meeting and to the extent practical, responses may be provided or posted on the PlanRVA website.

## **Questions**

Does anyone have any questions regarding the process for assuring effective facilitation of this meeting or for how members of the public may participate?

## **Procedures for Electronic Meetings**

### **Notice of Meetings**

Notice of meetings of public bodies supported by PlanRVA will be given in accordance with applicable law and the bodies' Bylaws. In general, notice will be provided at least 10 days prior to the scheduled meeting and include the proposed agenda and meeting materials, as well as confirmation of the date and time and instructions to access the meeting. This notice will be posted on the PlanRVA website, links to which will be distributed to all members, alternates, interested parties, and our media contact lists, assuring that members of the body and the public are notified concurrently.

Contents of the Notice will include:

- a. Date and time of the meeting
- b. Electronic means by which the meeting will be held and instructions for joining the meeting as a participant or observer
- c. Method by which the meeting agenda and materials can be accessed
- d. Public participation process for meetings including the method(s) by which comments may be provided by members of the public before, during and after the meeting

•

### **Public Participation**

Members of the public are invited to participate in public meetings of PlanRVA, the RRTPO, and their respective committees. The following are new ways members of the public can participate in and follow the business of PlanRVA and the RRTPO during this time:

Anyone wishing to participate as an observer in a public meeting may do so. They should register with PlanRVA staff to get access to the meeting instructions and may sign on online or dial in by phone. Anyone wishing to submit comments prior to the meeting may do so by email. Comments received by 5 pm the business day preceding the meeting will be provided to members of the public body and included in the administrative record.

Members of the public may use the chat feature in the online platform to submit questions or comments during the meeting. These will be recorded and included in the administrative record.

Finally, agendas will be modified to offer two opportunities for members to address the bodies during the meeting: at the beginning to address members regarding agenda items and at the end to raise any other issues not included in the day's meeting agenda, as is customary.

### **Agenda Format**

In order to clearly communicate the electronic means by which the meeting will occur, the Agenda itself will include the following information, in addition to the regular order of business and discussion/action items:



- a. Notification of the electronic means for hosting the meeting including access information
  - i. *The meeting scheduled for [Month Day, Year] of the [Public Body] will be held via [Online Platform] pursuant to provisions of Virginia Code Section [§2.2-3708.2](#) and in light of the Governor's March 12, 2020 State of Emergency Declaration for COVID-19.*
- b. Public Announcement made by the presiding officer, administrator or clerk/secretary at the beginning of the meeting (template script enclosed)
- c. Certification that the procedures were followed to adequately notify the public (following certification of quorum agenda item)
- d. Roll call of those participating as a member of the body in the call and invitation to others to identify themselves
- e. Statement concerning public comments submitted via e-mail or via online meeting platforms will be shared with members of the public body and included in the agency's administrative record.
- f. Open the floor for any member of the public to address the body regarding any matter included on the agenda for the meeting
- g. *All planned agenda items*
- h. Open the floor for any member of the public to address the body regarding any matter germane to the body but not specifically included in the agenda

### **Voting**

At the appropriate time, the Chair will call upon members of the body to introduce a motion addressing the action item. Following a motion and a second, discussion may ensue, ultimately resulting in a call for a vote. Each vote taken during an electronic meeting must be a roll call vote, with each member's name and vote recorded in the minutes of the meeting.

### **Minutes**

Minutes of each meeting shall conform to the normal standards of minutes recorded for the body. Additional documentation should include:

- a. The fact that the meeting was held as an electronic meeting pursuant to the authority and reference the specific disaster Declaration;
- b. The type of electronic means by which the meeting was held; and



- c. Each member of the public body who participated in the meeting. Other participants in the meeting as observers may identify themselves and if so, will be included in the record.

In addition to written record of the meeting, audio/video recording will be posted within 48 hours of the meeting's conclusion on the PlanRVA website (along with the written records, once approved).

The body may approve the minutes of an electronic meeting at a subsequent electronic meeting or one that is held in person.

### **Expiration**

Procedures shall only take effect in the event of a State of Emergency Declaration pursuant to VA Code whereby electronic means of hosting meetings of the public body is the only practicable way to continue the conduct of the organization and achieve other objectives to protect the health, safety and welfare of the community and the body's members and staff.

## **Agenda Item A.2.**

*Minutes of the June 4, 2020 RRTPO Policy  
Board Meeting*

1

### **REQUESTED ACTION**

*The RRTPO is requested to approve the Minutes of  
the June 4, 2020 RRTPO policy board meeting as  
presented.*

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION  
POLICY BOARD**

**MINUTES OF ACTION MEETING  
GoToMeeting Virtual Meeting  
June 4, 2020  
9:30 a.m.**

**MEMBERS and ALTERNATES (A) PRESENT:**

<b>Charles City County</b>	x	<b>Chesterfield County</b>		<b>City of Richmond</b>	
William G. Coada		Kevin P. Carroll	x	Andreas D. Addison	
		James M. Holland		Kimberly B. Gray	
		Christopher Winslow	x	Stephanie A. Lynch	
		Leslie Haley (A)		Cynthia I. Newbille	x
				Chris A. Hilbert (A)	
				Michael J. Jones (A)	
				Kristen Nye Larson (A)	
				Ellen F. Robertson (A)	
<b>Goochland County</b>		<b>Hanover County</b>		<b>Henrico County</b>	
John L. Lumpkins Jr.	x	Sean M. Davis	x	Patricia S. O'Bannon	x
Neil Spoonhower	x	W. Canova Peterson IV	x	Frank J. Thornton	x
Susan F. Lascolette (A)		Faye O. Prichard (A)		Thomas Branin (A)	
Todd Kilduff (A) (NEV)	x	J. Michael Flagg (A) (NEV)			
<b>New Kent County</b>		<b>Powhatan County</b>		<b>Town of Ashland</b>	
Patricia A. Paige	x	Larry J. Nordvig		John H. Hodges	x
C. Thomas Tiller Jr.		David T. Williams	x	George F. Spagna (A)	
Thomas W. Evelyn (A)		Bret Schardein (A) (NEV)			
<b>Capital Region Airport Commission</b>		<b>GRTC Transit System</b>		<b>RMTA</b>	
John B. Rutledge	x	Julie E. Timm	x	Joi Taylor Dean	x
		Sheryl Adams (A)			
<b>Secretary of Transportation Designee</b>		<b>CTAC</b>		<b>DRPT</b>	
R. Shane Mann	x	Herbert A. Richwine (non-voting)		Jennifer B. DeBruhl (non-voting)	x
Mark E. Riblett (A)	x	Robert L. Basham Jr. (A) (non-voting)		Tiffany T. Dubinsky (A) (non-voting)	x
<b>FHWA</b>		<b>FTA</b>		<b>RideFinders</b>	
Thomas L. Nelson Jr. (non-voting)		Daniel Koenig (Liason)		Von S. Tisdale (non-voting)	x
Richard Duran (A) (non-voting)				Cherika N. Ruffin (A) (non-voting)	
<b>DOAV</b>					
P. Clifford Burnette Jr. (non-voting)					

\*NEV – not eligible to vote

The RRTPO policy board meeting was held by electronic communication means as set forth by the April 22, 2020 actions of the General Assembly in response to the continued spread of novel coronavirus, or COVID-19. The technology used for this meeting was a web-hosted service created by GoToMeeting and was open and accessible for participation by members of the public. Voting record tables are included in Appendix A. 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, John H. Hodges, presided and called the June 4, 2020 RRTPO policy board action meeting to order at 9:30 a.m.

### **ATTENDANCE ROLL CALL & CERTIFICATION OF MEETING QUORUM**

Nicole Mueller, Program Coordinator, took attendance by roll call. Chet Parsons, RRTPO Secretary, certified that a quorum was present.

## **A. ADMINISTRATION**

### **1. Approval of RRTPO Policy Board Meeting Agenda**

Notice was given on 28 May 2020 of an addendum to the RRTPO policy board meeting agenda for the purpose of considering the following agenda item:

- Item B.8. Transit Work Group

On motion of Sean M. Davis, seconded by David T. Williams, the RRTPO policy board unanimously approved the June 4, 2020 meeting agenda as presented (see Appendix A).

### **2. Approval of May 7, 2020 RRTPO policy board Meeting Minutes**

On motion of Patricia S. O'Bannon, seconded by Christopher Winslow, the RRTPO policy board unanimously approved the minutes of the May 7, 2020 meeting as presented (see Appendix A).

### **3. Public Comment Period – June 4, 2020 Agenda**

There were no requests to address the RRTPO policy board.

## **B. NEW BUSINESS**

### **1. Action on TIP Amendment: VDOT Request**

On motion of W. Canova Peterson IV, seconded by Patricia S. O'Bannon, the Richmond Regional Transportation Planning Organization (RRTPO) policy board unanimously approved the following resolution (see Appendix A):

**RESOLVED**, that the Richmond Regional Transportation Planning Organization policy board amends the *FY18 – FY21 Transportation Improvement Program (TIP)* adding the following 12 new projects and amend one existing project and one project grouping; and

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

11 New Projects:

- UPC 116597: #I95 CIP Project Refinement - Statewide. Fed AC Other funds (FY20 \$1,000,000) for PE phase. - **Other**
- UPC 116651: #I95 CIP CCTV Program UPC Funding Source Only – Statewide. Fed AC Other funds (FY20 \$15,605,683) for PE phase. - **Safety**
- UPC 116652: #I95 CIP Changeable Message Signs Program UPC – Statewide. Fed AC Other funds (FY20 \$3,240,000) for PE phase. - **Other**
- UPC 116653: #I95 CIP Safety Service Patrols Program UPC – Statewide. Fed AC Other funds (FY20 \$4,100,000) for PE phase. - **Safety**
- UPC 116654: #I95 CIP Trip Towing Program UPC – Statewide. Fed AC Other funds (FY20 \$2,200,000) for PE phase. – **Safety**
- UPC 116655: #I-95 CIP Towing Program-Program UPC, Statewide. \$1,200,000 Fed AC Other funds (FY20 \$1,200,000) for PE phase. - **Safety**
- UPC 116656: #I95 CIP Variable Speed Limits Program UPC – Statewide. Fed AC Other funds (FY20 \$15,144,615) for PE phase. – **Safety**
- UPC 116657: #I95 CIP Ramp Metering Program UPC – Statewide. AC Other funds (FY20 \$5,700,000) for PE phase. - **Safety**
- UPC 116658: #I95 CIP Geofenced Emergency Notifications Program UPC – Statewide. Fed AC Other funds (FY20 \$200,000) for PE phase. - **Safety**
- UPC 116659: #I95 CIP Advanced Work Zone Technology Program UPC – Statewide. Fed AC Other funds (FY20 \$1,000,000) for PE phase. - **Safety**
- UPC 116660: #I95 CIP Regional Multimodal Mobility Program UPC – Statewide. Fed AC Other funds (FY20 \$5,400,000) for PE phase. – **Mass Transit**
- UPC 116661: #I95 CIP Corridor Tech Improvements Program UPC – Statewide. Fed AC Other funds (FY20 \$4,300,000) for PE phase. - **Safety**

Two Existing Projects:

- UPC RRTPO000: Maintenance: Preventive Maintenance for Bridge; Grouping -Districtwide. BR, NHS/NHPP, STP/STBG funds (\$49,044,410) will be used.
- UPC 109260: Hanover County Pole Green Rd Widening from Bell Creek Road to Rural Point Road. AC/ AC Conversion funds (\$1,600,000) will be used for PE phase.

\*\*A copy of the presentation given by Myles Busching, Associate Planner, is available at [TIP Amendment: VDOT Request](#)

## **2. Action on Draft FFY21-24 Transportation Improvement Program (TIP)**

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

**RESOLVED**, that the Richmond Regional Transportation Planning Organization (RRTPO) policy board adopts the FY21-FY24 Transportation Improvement Program as presented.

**FURTHER RESOLVED**, that the Virginia Department of Transportation and the RRTPO policy board, hereby certify that in accordance with 23 Code of Federal Regulations Part 450 Section 336 Self-certification and Federal certifications, the metropolitan transportation planning process is being carried out in accordance with all applicable requirements including:

- (1) 23 U.S.C. 134, 49 U.S.C. 5303 (Highways and Transit), and 23 CFR 450 subpart B – Metropolitan Planning;
- (2) Sections 174 and 176(c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506(c) and (d)) and 40 CFR part 93;
- (3) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- (4) 49 U.S.C. 5332, prohibiting discrimination, on the basis of race, creed, national origin, sex or age in employment or business opportunity;
- (5) Section 1101(b) of the FAST Act (Pub. L. 114-357) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- (6) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- (7) Provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et.seq.) and 49 CFR parts 27, 37, and 38;
- (8) The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- (9) Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- (10) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

\*\*A copy of the presentation given by Myles Busching, Associate Planner, is available at [FY21 – FY24 TIP](#)

### **3. Action on FY20 Unified Planning Work Program (UPWP) Budget Amendment**

On motion of W. Canova Peterson IV, seconded by Cynthia I. Newbille, the Richmond Regional Transportation Planning Organization (RRTPO) 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 2020 Unified Planning Work Program* as presented.

**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 FY20 UPWP.

### **4. Action on FY21 Unified Planning Work Program (UPWP)**

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

**RESOLVED**, that the Richmond Regional Transportation Planning Organization (RRTPO) policy board approves the *RRTPO Fiscal Year 2021 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.

### **5. Action on Election of FY21 RRTPO Officers**

On motion of W. Canova Peterson IV, seconded by Sean M. Davis, the Richmond Regional Transportation Planning Organization (RRTPO) policy board unanimously approved the following resolution (see Appendix A):

**RESOLVED**, that the Richmond Regional Transportation Planning Organization elects Patricia A. Paige as FY21 Chair and William G. Coada as FY21 Vice Chair.

### **8. Action on Transit Work Group**

Due to technical difficulties related to the loss of internet audio the policy board did not get to this agenda item to recommend TAC establishing a transit work group – this will be first on the agenda for July.

**\*\*A copy of the Transit Work Group Addendum is available at [Transit Work Group](#)**

**C. OTHER BUSINESS**

**3. Next RRTPO Policy Board Meeting: July 2, 2020**

The next action meeting will be held on July 2, 2020, beginning at 9:30 a.m. in Richmond, Virginia.

**D. ADJOURNMENT:**

On motion of William G. Coad, seconded by Patricia S. O'Bannon, the Richmond Regional Transportation Planning Organization (RRTPO) policy board was adjourned early due to web hosting problems. Chairman Hodges adjourned the meeting at approximately 11:00 a.m. on June 4, 2020.

CAP/nm

## **APPENDIX A**

### **RRTPO Policy Board – Voting Record Tables**

#### **Item A.1. Approval of RRTPO Policy Board Meeting Agenda**

<b>Jurisdiction/Agency (No. of Votes)</b>	<b>Member/Alternate</b>	<b>AYE</b>	<b>NAY</b>	<b>Abstain</b>
<b>Charles City County (1)</b>	William G. Coady (1)	x		
<b>Chesterfield County (4)</b>	Christopher Winslow (2)	x		
	Kevin P. Carroll (2)	x		
<b>City of Richmond (4)</b>	Cynthia I. Newbille (4)	x		
<b>Goochland County (2)</b>	Neil Spoonhower (1)	x		
	John L. Lumpkins (1)	x		
<b>Hanover County (3)</b>	W. Canova Peterson (2)	x		
	Sean M. Davis (1)	x		
<b>Henrico County (4)</b>	Patricia S. O'Bannon (2)	x		
	Frank J. Thornton (2)			
<b>New Kent County (2)</b>	Patricia A. Paige (2)	x		
<b>Powhatan County (2)</b>	David T. Williams (2)	x		
<b>Town of Ashland (1)</b>	John H. Hodges (1)	x		
<b>CRAC (1)</b>	John B. Rutledge (1)	x		
<b>GRTC (1)</b>	Julie Timm (1)	x		
<b>RMTA (1)</b>	Joi Taylor Dean (1)			
<b>Secty Trans Desig (1)</b>	R. Shane Mann (1)	x		
<b>TOTAL</b>		27		

## Item A.2. Approval of May 7, 2020 RRTPO Policy Board Meeting Minutes

<b>Jurisdiction/Agency (No. of Votes)</b>	<b>Member/Alternate</b>	<b>AYE</b>	<b>NAY</b>	<b>Abstain</b>
<b>Charles City County (1)</b>	William G. Coady (1)	x		
<b>Chesterfield County (4)</b>	Christopher Winslow (2)	x		
	Kevin P. Carroll (2)	x		
<b>City of Richmond (4)</b>	Cynthia I. Newbille (4)	x		
<b>Goochland County (2)</b>	Neil Spoonhower (1)	x		
	John L. Lumpkins (1)	x		
<b>Hanover County (3)</b>	W. Canova Peterson (2)	x		
	Sean M. Davis (1)	x		
<b>Henrico County (4)</b>	Patricia S. O'Bannon (2)	x		
	Frank J. Thornton (2)			
<b>New Kent County (2)</b>	Patricia A. Paige (2)	x		
<b>Powhatan County (2)</b>	David T. Williams (2)	x		
<b>Town of Ashland (1)</b>	John H. Hodges (1)	x		
<b>CRAC (1)</b>	John B. Rutledge (1)	x		
<b>GRTC (1)</b>	Julie Timm (1)	x		
<b>RMTA (1)</b>	Joi Taylor Dean (1)			
<b>Secty Trans Desig (1)</b>	R. Shane Mann (1)	x		
<b>TOTAL</b>		27		

### Item B.1. TIP Amendment: VDOT Request

<b>Jurisdiction/Agency (No. of Votes)</b>	<b>Member/Alternate</b>	<b>AYE</b>	<b>NAY</b>	<b>Abstain</b>
<b>Charles City County (1)</b>	William G. Coady (1)	x		
<b>Chesterfield County (4)</b>	Christopher Winslow (2)	x		
	Kevin P. Carroll (2)	x		
<b>City of Richmond (4)</b>	Cynthia I. Newbille (4)	x		
<b>Goochland County (2)</b>	Neil Spoonhower (1)	x		
	John L. Lumpkins (1)	x		
<b>Hanover County (3)</b>	W. Canova Peterson (2)	x		
	Sean M. Davis (1)	x		
<b>Henrico County (4)</b>	Patricia S. O'Bannon (2)	x		
	Frank J. Thornton (2)			
<b>New Kent County (2)</b>	Patricia A. Paige (2)	x		
<b>Powhatan County (2)</b>	David T. Williams (2)	x		
<b>Town of Ashland (1)</b>	John H. Hodges (1)	x		
<b>GRTC (1)</b>	Julie Timm (1)	x		
<b>RMTA (1)</b>	Joi Taylor Dean (1)			
<b>Secty Trans Desig (1)</b>	R. Shane Mann (1)	x		
<b>TOTAL</b>		26		

**Item B. 2. Draft FFY21-24 Transportation Improvement Program (TIP)**

<b>Jurisdiction/Agency (No. of Votes)</b>	<b>Member/Alternate</b>	<b>AYE</b>	<b>NAY</b>	<b>Abstain</b>
<b>Charles City County (1)</b>	William G. Coady (1)	x		
<b>Chesterfield County (4)</b>	Christopher Winslow (2)	x		
	Kevin P. Carroll (2)	x		
<b>City of Richmond (4)</b>	Cynthia I. Newbille (4)	x		
<b>Goochland County (2)</b>	Neil Spoonhower (1)	x		
	John L. Lumpkins (1)	x		
<b>Hanover County (3)</b>	W. Canova Peterson (2)	x		
	Sean M. Davis (1)	x		
<b>Henrico County (4)</b>	Patricia S. O'Bannon (2)	x		
	Frank J. Thornton (2)			
<b>New Kent County (2)</b>	Patricia A. Paige (2)	x		
<b>Powhatan County (2)</b>	David T. Williams (2)	x		
<b>Town of Ashland (1)</b>	John H. Hodges (1)	x		
<b>GRTC (1)</b>	Julie Timm (1)	x		
<b>RMTA (1)</b>	Joi Taylor Dean (1)			
<b>Secty Trans Desig (1)</b>	R. Shane Mann (1)	x		
<b>TOTAL</b>		26		

### Item B.3. FY20 Unified Planning Work Program (UPWP) Budget Amendment

<b>Jurisdiction/Agency (No. of Votes)</b>	<b>Member/Alternate</b>	<b>AYE</b>	<b>NAY</b>	<b>Abstain</b>
<b>Charles City County (1)</b>	William G. Coady (1)	x		
<b>Chesterfield County (4)</b>	Christopher Winslow (2)	x		
	Kevin P. Carroll (2)	x		
<b>City of Richmond (4)</b>	Cynthia I. Newbille (4)	x		
<b>Goochland County (2)</b>	Neil Spoonhower (1)	x		
	John L. Lumpkins (1)	x		
<b>Hanover County (3)</b>	W. Canova Peterson (2)	x		
	Sean M. Davis (1)	x		
<b>Henrico County (4)</b>	Patricia S. O'Bannon (2)	x		
	Frank J. Thornton (2)			
<b>New Kent County (2)</b>	Patricia A. Paige (2)	x		
<b>Powhatan County (2)</b>	David T. Williams (2)	x		
<b>Town of Ashland (1)</b>	John H. Hodges (1)	x		
<b>GRTC (1)</b>	Julie Timm (1)	x		
<b>RMTA (1)</b>	Joi Taylor Dean (1)			
<b>Secty Trans Desig (1)</b>	R. Shane Mann (1)	x		
<b>TOTAL</b>		26		

#### Item B.4. FY21 Unified Planning Work Program (UPWP)

<b>Jurisdiction/Agency (No. of Votes)</b>	<b>Member/Alternate</b>	<b>AYE</b>	<b>NAY</b>	<b>Abstain</b>
<b>Charles City County (1)</b>	William G. Coady (1)	x		
<b>Chesterfield County (4)</b>	Christopher Winslow (2)	x		
	Kevin P. Carroll (2)	x		
<b>City of Richmond (4)</b>	Cynthia I. Newbille (4)	x		
<b>Goochland County (2)</b>	Neil Spoonhower (1)	x		
	John L. Lumpkins (1)	x		
<b>Hanover County (3)</b>	W. Canova Peterson (2)	x		
	Sean M. Davis (1)	x		
<b>Henrico County (4)</b>	Patricia S. O'Bannon (2)	x		
	Frank J. Thornton (2)			
<b>New Kent County (2)</b>	Patricia A. Paige (2)	x		
<b>Powhatan County (2)</b>	David T. Williams (2)	x		
<b>Town of Ashland (1)</b>	John H. Hodges (1)	x		
<b>GRTC (1)</b>	Julie Timm (1)	x		
<b>RMTA (1)</b>	Joi Taylor Dean (1)			
<b>Secty Trans Desig (1)</b>	Mark Riblett (A)	x		
<b>TOTAL</b>		26		

#### Item B.5. Election of FY21 RRTPO Officers

<b>Jurisdiction/Agency (No. of Votes)</b>	<b>Member/Alternate</b>	<b>AYE</b>	<b>NAY</b>	<b>Abstain</b>
<b>Charles City County (1)</b>	William G. Coady (1)	x		
<b>Chesterfield County (4)</b>	Christopher Winslow (2)	x		
	Kevin P. Carroll (2)	x		
<b>City of Richmond (4)</b>	Cynthia I. Newbille (4)	x		
<b>Goochland County (2)</b>	Neil Spoonhower (1)	x		
	John L. Lumpkins (1)	x		
<b>Hanover County (3)</b>	W. Canova Peterson (2)	x		
	Sean M. Davis (1)	x		
<b>Henrico County (4)</b>	Patricia S. O'Bannon (2)	x		
	Frank J. Thornton (2)			
<b>New Kent County (2)</b>	Patricia A. Paige (2)	x		
<b>Powhatan County (2)</b>	David T. Williams (2)	x		
<b>Town of Ashland (1)</b>	John H. Hodges (1)	x		
<b>GRTC (1)</b>	Julie Timm (1)	x		
<b>RMTA (1)</b>	Joi Taylor Dean (1)			
<b>Secty Trans Desig (1)</b>	R. Shane Mann (1)	x		
<b>TOTAL</b>		26		

## Agenda Item A.5.

*RRTPO Secretary's Report*

2

### **NO ACTION REQUESTED – INFORMATION ITEM**

*RRTPO Secretary, Chet Parsons, will review items in the RRTPO Secretary's Report included under this agenda tab.*

*a. Current Work Efforts.....pages 21-22*

*b. RRTPO Work Status  
and Financial Reports ..... pages 23-30*

## **Current Work Efforts Update – Item A.5.a.**

### **ConnectRVA 2045 Long-Range Transportation Plan**

Staff have been working on creating a list of existing transportation issues in the Richmond region based on regional and local transportation studies, additional recommendations provided by LRTP-AC members, future transportation highway issues captured by Richmond/Tri-Cities Travel Demand and public inputs received through the ConnectRVA 2045 website and the community outreach meetings.

The draft transportation needs list and online interactive maps were available for a 15-day public review and comment period, on the [project website](#). **The comment period was open until May 20, 2020.** 11 comments were received through the website. Comments directly related to the Issue Inventory were addressed. Other comments will be addressed during the course of the plan development. In their May 28 meeting, the LRTP Advisory Committee approved the Transportation Needs Inventory as presented by RRTPO staff.

### **Greater RVA Transit Vision Plan: Near-Term Strategic Technical Analysis**

Five corridors or corridor segments have been identified for further analysis of service alternatives with varying capital and operating costs to lay the groundwork for determining a return on investment. The GRTC board was briefed on the cost analysis at their June 16<sup>th</sup> meeting. Technical Memo 2 will be out to the steering committee for review and final meeting scheduled in July followed by TAC review. Upon their approval, TAC will request TPO policy board action later in the summer.

### **Ashland Trolley Line Trail Study**

The Ashland Trolley Line Trail advisory group is working in concert with the VDOT Ashland to Petersburg Trail Study. The localities along the corridor continue to identify segments of independent utility along the conceptual 14-mile route from Ashland to the City of Richmond. Several of these segments are the subject of funding applications either through the Transportation Alternatives (TA) program or SMART Scale. The steering committee met with the National Park Service, Rivers, Trails, and Conservation Assistance program on May 14 to discuss developing a trail design sketchbook and the scope of work for the upcoming FY21. Additional design assistance is being planned with the NPS help to engage the Virginia Chapter of the American Society of Landscape Architects, Virginia Tech and UVA.

### **Regional Bicycle and Pedestrian Plan Update**

The [story map](#) of existing infrastructure, bike/ped features and statistics on bike/ped injuries and fatalities in the region has been completed and continues to be updated and refined. The second steering committee meeting is being held on June 23 to further review local priorities and future plans as a foundation for depicting a regional network supported by clear goals, objectives and measures of performance that define regional impact and establish a strategy for implementation.

### **Ashland Complete Streets Pilot Project**

Complete streets guidelines, or a “tool-box”, depicted through graphic and photographic examples are being prepared to serve as implementation support for

the regional bike/ped plan. These images are intended to show specific locations where good standards have been implemented and where infrastructure improvements could incorporate complete streets elements for better solutions throughout the region. Staff is preparing an illustrated story map to accompany this effort.

### **Active Transportation Work Group (ATWG)**

Staff chose to cancel the quarterly meeting of the ATWG, looking now toward a fall meeting. Staff continues to work with Henrico County's Active Transportation work group, which is designed to advise the planning for a bicycle and pedestrian chapter of the county comprehensive plan.

### **American Planning Association-Virginia Chapter Annual Conference**

Themed "We'll Get You Moving" representing the focus on multi-modal transportation, the [annual APA Virginia Chapter conference](#) will be in Richmond September 13-16, 2020. Staff continues to work with the conference planning committee.

### **Vision Zero Work Group**

The kickoff meeting for the newly created Vision Zero Work Group was held on June 4, 2020 as a virtual meeting. The City of Richmond and Henrico County were selected as Chair and Vice Chair, respectively. City of Richmond staff led a discussion of the Vision Zero movement and how it relates to regional planning. Topics included data and definition of the issue, background on current efforts, and an introduction to establishing vision and mission statements as well as implementation and evaluation metrics.

## **RRTPO WORK STATUS REPORT – MAY 2020**

### **7100 Program Management**

- Developed agenda packages for the RRTPO policy board, Technical Advisory Committee, and Community Transportation Advisory Committee for the month of May. Distributed agenda packets and held meetings virtually due to COVID-19 restrictions. Meeting materials can be found here: <https://planrva.org/transportation/meeting-agendas-minutes-and-presentations-tpo/>
- Staff support for the RRTPO policy board, Technical Advisory Committee, and Community Transportation Advisory Committee for the month of May
- Coordinated staffing on current work tasks and ensured completion of time-sensitive activities
- Provided the following in way of support for the Community Transportation Advisory Committee
  - Contacted Lisa Guthrie and John Easter and confirmed their availability for the May 21 virtual CTAC meeting.
  - Contacted CTAC members Herb Richwine, Upton Martin, and Bob Basham regarding the agenda for and presiding over the May 21 CTAC meeting, and the proposed slate of CTAC officers for FY21. Finalized the agenda for the May 21 CTAC meeting.
  - Made initial contacts on May 26, 2020 for speakers for the July 16 CTAC meeting.
  - Revised the list of topics for upcoming CTAC meetings through March 2021
  - Prepared for inclusion in the June TPO agenda packet a staff report summarizing the May 21 CTAC meeting
- Participated in the May 19, 2020 “Another Limited Rebellion” (ALR) staff training. The primary focus was on the art of innovation, and seven suggestions were offered for building creative “muscle”: (1) dream small, (2) let go of perfection, (3) embrace limitations, (4) cultivate the unexpected, (5) expand your default settings, (6) you can’t do it alone, (7) inspiration is everywhere.
- Participated in the May 27 Jive telephone system training provided by Proxios. The training covered the use of the GoToConnect desktop for conference calling, call transfers, and voice mail management

### **7210 Public Outreach**

- Coordinated ConnectRVA 2045 website postings and social media shares

### **7310 Long-Range Transportation Plan (ConnectRVA 2045)**

#### *Data, Analysis & Mapping:*

- Participated in the May 28, 2020 virtual meeting of the ConnectRVA 2045 Advisory Committee. The meeting featured a review and discussion of the 2045 long range growth forecast analysis report; discussion and approval of the needs inventory; and the presentation of the project inclusion guidelines,
- Continued groundwork and participation in the internal staff meetings, to develop various tasks for the LRTP – including project prioritization process and accessibility and environmental justice analysis.
- Continued work to develop the first draft for the 2020 Richmond Region Bridge and Culvert Study.
- Prepared the final InDesign version of 2045 Long Range Growth Forecast Analysis Report for the policy Board review.
- Participated in the May 6 MetroQuest webinar, “Optimizing Online Engagement for Planning with MetroQuest.” The webinar featured an overview of online public engagement tools and their advantages and disadvantages, tips for successful public engagement, a demonstration of the MetroQuest public engagement tool, and a question and answer period.
- Participated in the May 13 virtual meeting of the Goochland Community Partners. Reviewed the major points of the ConnectRVA 2045 Prezi with the participants and also provided a link to the presentation for inclusion in the meeting summary and distribution to the individual community partners.
- Participated in the May 19, 2020 teleconference meeting of the Senior Connections Board of Directors and Advisory Board. Reviewed the major points from the Connect RVA 2045 Prezi and followed up by sending links to the Prezi and LRTP website to Senior Connections Executive Director Thelma Watson for distribution to the members of the Boards.

### **7320 Regional Travel Demand Model (RTDM)**

#### *Consultant Support*

- Attended web-based meetings to discuss the development of Land Use Allocation Model (Task Order 7).
- Worked to develop the framework of the scope of work for Task Order 8 to create a RTC model-based project prioritization tool to be used in ConnectRVA 2045. The tool will include accessibility calculation and project and scenario level economic analysis components as well.
- Attended web-based meeting to discuss Task Order 8 with the consultants.

## **7330 Transit**

### *Greater Richmond Transit Vision Plan: Near-Term Strategic Technical Analysis*

- Web site landing page (<https://planrva.org/transportation/greater-rva-transit-vision-plan/>) includes Technical Memo 1 with analysis support provided to the steering committee for selecting the five corridors of focus:
  1. Broad Street-Short Pump (Willow Lawn to Bon Secours Short Pump)
  2. Midlothian Turnpike (CBD to Chesterfield Town Center)
  3. West End South (CBD to Regency Square)
  4. Airport via Route 60 (CBD to Richmond Airport)
  5. Route 1 to Ashland (CBD to Parham Road)
- Technical Memo 2 covering Service Plan options, O&M and Capital Cost analysis for the five selected corridors is under review by staff inviting input from the steering committee in July.

### *General Transit Activities*

- Participated in best practices webinars and online forums relevant to current work tasks, including the May 13 Association for Commuter Transportation webinar, “Developing a Culture that Embraces Telework Post COVID-19,” the May 7, 2020 Eno Foundation webinar, “Dynamic Streets, Curbs, and Sidewalks in COVID-19,” the May 20 Eno Foundation webinar, “Road to Recovery,” the May 22 Metro Magazine webinar “How COVID-19 has Changed Public Transportation,” and the May 27 National Aging and Disability Transportation Center webinar, “The Impact of COVID-19 on Transportation Services for Older Adults and People with Disabilities.”

## **Paratransit and CHSMP**

- Reviewed relevant best practices documentation for current planning efforts
- Participated in the May 1 virtual meeting of the Greater Richmond Longevity Project (formerly Age Wave). The meeting featured presentations by representatives of all of the jurisdictions concerning their current and planned programs and activities for seniors. Common approaches during the COVID-19 crisis include increased telephone reassurance/check-in calls and establishment of food distribution pantries. Other innovations include holding virtual meetings of Senior Advisory Councils, offering online classes for certification as a Personal Care Assistant, and utilizing school cafeterias for the preparation of friendship café meals.

## **7340 Active Transportation: Bicycle and Pedestrian**

### *Active Transportation Work Group*

- Staff participated with Henrico County's active transportation work group, which meets monthly and is designed to advise the county in the development of a new bicycle and pedestrian chapter in the county's comprehensive plan, which is currently being updated. Priorities for regional connections was the main topic.

### *Richmond Regional Bicycle and Pedestrian Plan*

- Staff continued to collect photos of bicycle and pedestrian infrastructure from throughout the Richmond region to help with the plan update and other active transportation related projects.
- Staff continues to write sections of the update to the plan in preparation for review by the steering committee.
- Continued to update a SharePoint website and a Google Drive updated for committee members to share resources and their own observations of travel around the region on foot or bike. Committee continues to update a WikiMap shared by the LRTP.
- Updated the steering committee via email with new information to review for update of the 2004 plan and provide links to all information sharing and crowdsourcing websites.

### *Town of Ashland pilot project and regional guidance for Complete Streets*

- Staff continues to work on the illustrative guideline tool box of complete streets best practices for use by the localities in their own planning work and to support implementation of the regional bicycle and pedestrian plan; to be added to the Story Map.

### *Ashland Trolley Line Trail / Ashland to Petersburg Trail*

- PlanRVA staff continues to participate in events designed to develop a name and branding for the proposed Ashland to Petersburg Trail.
- Steering committee for the Ashland Trolley Line Trail met on May 14 to plan for FY21 activities.
- Developing a Story Map in coordination with the National Park Service's assistance with the Trolley Line Trail.

## **7420 Transportation Improvement Program (TIP)**

### *Development*

- Reviewed the completed projects in the draft FY21 – FY24 TIP.
- Reviewed SMART SCALE regional projects, termini, jurisdiction, improvement types, descriptions, and cost estimates to be screened.

- Reviewed the Public Engagement Plan that TPO approved at the May TPO meeting.

### *Maintenance*

- Based on TPO approval on 5/7/20, prepared a TIP amendment document for the GRTC Expansion Vehicles – Articulated Vehicles project (#GRTC00000) and submitted to DRPT on 5/11/20. This project will use \$672,000 in FTA Section 5307 funds, \$1,632,000 State match, and \$96,000 local match. The updated TIP was placed on RRPDC web site.
- Based on TAC discussion and recommendation to TPO at the 5/12/20 TAC meeting, the TIP amendment projects documents for 14 projects have been prepared and included in the 6/4/20 TPO meeting agenda package as follows:
  1. UPC 116597: #I95 CIP Project Refinement - Statewide. Fed AC Other funds (FY20 \$1,000,000) will be used for PE phase.
  2. UPC 116651: #I95 CIP CCTV Program UPC Funding Source Only – Statewide. Fed AC Other funds (FY20 \$15,605,683) will be used for PE phase.
  3. UPC 116652: #I95 CIP Changeable Message Signs Program UPC – Statewide. Fed AC Other funds (FY20 \$3,240,000) will be used for PE phase.
  4. UPC 116653: #I95 CIP Safety Service Patrols Program UPC – Statewide. Fed AC Other funds (FY20 \$4,100,000) will be used for PE phase.
  5. UPC 116654: #I95 CIP Trip Towing Program UPC – Statewide. Fed AC Other funds (FY20 \$2,200,000) will be used for PE phase.
  6. UPC 116655: #I95 CIP Towing Program UPC – Statewide. Fed AC Other funds (FY20 \$1,200,000) will be used for PE phase.
  7. UPC 116656: #I95 CIP Variable Speed Limits Program UPC – Statewide. Fed AC Other funds (FY20 \$15,144,615) will be used for PE phase.
  8. UPC 116657: #I95 CIP Ramp Metering Program UPC – Statewide. Fed AC Other funds (FY20 \$5,700,000) will be used for PE phase.
  9. UPC 116658: #I95 CIP Geofenced Emergency Notifications Program UPC – Statewide. Fed AC Other funds (FY20 \$200,000) will be used for PE phase.
  10. UPC 116659: #I95 CIP Advanced Work Zone Technology Program UPC – Statewide. Fed AC Other funds (FY20 \$1,000,000) will be used for PE phase.
  11. UPC 116660: #I95 CIP Regional Multimodal Mobility Program UPC – Statewide. Fed AC Other funds (FY20 \$5,400,000) will be used for PE phase.
  12. UPC 116661: #I95 CIP Corridor Tech Improvements Program UPC – Statewide. Fed AC Other funds (FY20 \$4,300,000) will be used for PE phase.
  13. UPC RRTPO000: Maintenance: Preventive Maintenance for Bridge; Grouping -Districtwide. BR, NHS/NHPP, STP/STBG funds (\$49,044,410) will be used.

14. UPC 109260: Hanover County Pole Green Rd Widening from Bell Creek Road to Rural Point Road. AC/ AC Conversion funds (\$1,600,000) will be used for PE phase.
- Received FY18- FY21 TIP adjustment requests for 14 TIP projects from VDOT on 5/5, 5/7, 5/19, and 5/26/20 as follows:
    1. UPC 103393: Trolley Line Trail from Maple St Ex to Trolley Line Trail Park- Town of Ashland
    2. UPC 59166: Rte 607 (Wayside Rd) Minor Widening- Charles City County
    3. UPC 102952: Rte 10 Widening from I-95 to Rte 1- Chesterfield County
    4. UPC 104890: Rte 360 E Widening from Lonas Pkwy to Castle Rock Rd- Chesterfield County
    5. UPC 56181: Rte 33 Add Left Turn Lanes at Rte 623 (Ashland Rd)-Hanover County
    6. UPC 81667: Rte 615 (Creighton Rd) Roundabout- Hanover County
    7. UPC 103014: Rt 623 (Cedar Ln) Improve Intersection at Rt 1- Hanover County
    8. UPC 104875: Rte 606 (Studley Rd) Roundabout- Hanover County
    9. UPC 60933: Rte 9999 Dabbs House Rd Reconstruction from Nine Mile Rd to E Richmond Rd- Henrico County
    10. UPC 60934: Rte 9999 Sadler Rd Widen & Reconstruction from Dominion Blvd to Cedar Branch Ct- Henrico County
    11. UPC 104880: Construct Sidewalk on Ridgefield Parkway- Henrico County
    12. UPC 104887: Rt 60 Bridge Rehabilitation at Rt 161 (Belt Blvd)- City of Richmond
    13. UPC 106246: Cannon Creek Greenway Pedestrian & Bicycles from Valley Rd to Hospital Rd- City of Richmond
    14. UPC 114631: RMT Emergency Bulkhead Repair- Port of Richmond.
    15. UPC 111466: I-95 Aux Lanes (nb & sb) from Rte 288 to Rte 10- Chesterfield County
  - The TIP adjustment document for these 14 TIP projects has been prepared and submitted to VDOT at the beginning of June.

#### *RSTBG and CMAQ*

- Continued to review potential FY21 – FY26 RSTBG and CMAQ existing and new projects and allocations that will be included the June 9, 2020 TAC meeting agenda package.

### **7430 Rail, Freight, IM Planning**

#### *Staples Mill Road Station Advance Planning and Design Study*

- Staff is serving on a stakeholders group for this study funded and supported by DRPT. The Station and the station area are the focus of the study, and meetings held in May to explore opportunities for a transit-oriented development of the Staples Mill corridor.
- Consultant team plans to complete preliminary engineering in September 2020.

**TPO**  
**PL/Section 5303 Financial Status Report for May FY20**

Project Name/UPWP Work Task Staff	Funding Sources				% of funding	Total Expenditures to Date	Percent of Budget Spent	Balance Remaining
		APR 20	MAY 20	JUN 20				
7110 Program Management	PL	\$ 7,486	\$ 6,723	\$ -	80%	\$ 117,090		\$ 14,910
	Sec. 5303	\$ 1,771	\$ 1,681	\$ -	20%	\$ 26,184		\$ 6,816
	RRPDC	\$ 9,258	\$ 8,404	\$ -		\$ 143,274	87%	\$ 21,726
7120 UPWP,Budget, & Contract Admin	PL	\$ 3,724	\$ 2,120	\$ -	52%	\$ 20,989		\$ 3,432
	Sec. 5303	\$ 3,438	\$ 1,956	\$ -	48%	\$ 19,378		\$ 3,201
	RRPDC	\$ 7,162	\$ 4,076	\$ -		\$ 40,367	86%	\$ 6,633
7210 Public Outreach & Equity Analysis	PL	\$ 8,303	\$ 10,492	\$ -	85%	\$ 92,363		\$ 5,387
	Sec. 5303	\$ 1,465	\$ 1,852	\$ -	15%	\$ 16,275		\$ 975
	RRPDC	\$ 9,768	\$ 12,344	\$ -		\$ 108,638	94%	\$ 6,362
7280(7220) Special Planning Efforts	PL	\$ 5,985	\$ 12,140	\$ -	100%	\$ 65,792		\$ 33,208
	RRPDC	\$ 5,985	\$ 12,140	\$ -		\$ 65,792	66%	\$ 33,208
7230 Contingency Funding	PL	\$ 12,165	\$ -	\$ -	100%	\$ 12,165		\$ 26,693
	RRPDC	\$ 12,165	\$ -	\$ -		\$ 12,165	31%	\$ 26,693
7310 Long-Range Transportation Plan	PL	\$ 32,968	\$ -	\$ -	80%	\$ 242,096		\$ (0)
	Sec. 5303	\$ 11,122	\$ -	\$ -	20%	\$ 60,192		\$ 332
	Sec. 5303-CO	\$ -	\$ 51,868	\$ -		\$ 51,868		\$ 57,540
	RRPDC	\$ 44,090	\$ 51,868	\$ -		\$ 354,156	86%	\$ 57,872
7320 Trvl Demand Model & Emis Analy	PL	\$ 12,904	\$ 12,189	\$ -	95%	\$ 99,294		\$ 119,206
	Sec. 5303	\$ -	\$ -	\$ -	5%	\$ 11,500		\$ (0)
	Other (RSTP)	\$ 28,412	\$ 50,161	\$ -	0%	\$ 78,573		\$ 171,427
	RRPDC	\$ 41,316	\$ 62,350	\$ -		\$ 189,367	39%	\$ 290,633
7330 Transit	PL	\$ 4,606	\$ 11,520	\$ -	31%	\$ 124,367		\$ 47,133
	Sec. 5303	\$ 33,020	\$ -	\$ -	69%	\$ 278,479		\$ (19,309)
	Sec. 5303-CO	\$ -	\$ -	\$ -		\$ 10,330		\$ -
	RRPDC	\$ 37,626	\$ 11,520	\$ -		\$ 413,176	94%	\$ 27,824
7340 Active Transport - Bicycle & Ped	PL	\$ 11,195	\$ 7,620	\$ -	85%	\$ 169,222		\$ 24,278
	Sec. 5303	\$ (4,453)	\$ -	\$ -	15%	\$ 31,500		\$ (0)
	Sec. 5303-CO	\$ 8,700	\$ -	\$ -		\$ 22,065		\$ 1,935
	RRPDC	\$ 15,442	\$ 7,620	\$ -		\$ 222,788	89%	\$ 26,212
7350 Systems Resilience Plan	PL	\$ 15,017	\$ 16,445	\$ -	100%	\$ 51,511		\$ 59,171
	RRPDC	\$ 15,017	\$ 16,445	\$ -		\$ 51,511	47%	\$ 59,171
7410 Performance Based Transport Plan	PL	\$ 8,451	\$ 4,723	\$ -	85%	\$ 80,120		\$ 17,630
	Sec. 5303	\$ 1,392	\$ 834	\$ -	15%	\$ 13,471		\$ 3,779
	RRPDC	\$ 9,843	\$ 5,557	\$ -		\$ 93,591	81%	\$ 21,409
7420 Financial Program/Transport Improv Pro	PL	\$ 24,202	\$ 19,402	\$ -	95%	\$ 258,829		\$ 23,796
	Sec. 5303	\$ 1,274	\$ 1,021	\$ -	5%	\$ 13,623		\$ 1,252
	RRPDC	\$ 25,476	\$ 20,423	\$ -		\$ 272,451	92%	\$ 25,049
7430 Rail, Freight & Intermodal Planning	PL	\$ 324	\$ 108	\$ -	40%	\$ 2,407		\$ 1,793
	Sec. 5303	\$ 487	\$ 163	\$ -	60%	\$ 4,153		\$ 2,147
	RRPDC	\$ 811	\$ 271	\$ -		\$ 6,560	62%	\$ 3,940

<b>Total All Projects</b>	<b>\$ 233,960</b>	<b>\$ 213,018</b>	<b>\$ -</b>	<b>\$ -</b>	<b>1,973,836</b>	<b>\$ 606,732</b>
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					FY20 Spent To Date	Percent Spent	Balance
Funding Source							
PL	\$ 147,331	\$ 103,482	\$ -	66%	\$ 1,336,245	78%	\$ 376,637
Sec. 5303	\$ 49,516	\$ 7,506	\$ -	18%	\$ 474,755	100%	\$ (807)
Sec. 5303-CO	\$ 8,700	\$ 51,868	\$ -	6%	\$ 84,263	59%	\$ 59,475
Other	\$ 28,412	\$ 50,161	\$ -	10%	\$ 78,573	31%	\$ 171,427
<b>GRAND TOTAL</b>	<b>\$ 233,960</b>	<b>\$ 213,018</b>	<b>\$ -</b>	<b>100%</b>	<b>\$ 1,973,836</b>	<b>76%</b>	<b>\$ 606,732</b>

(1) FY20 UPWP budget approved June 27,2019; Amended May 12, 2020

## **Agenda Item B.2.**

### *Transit Work Group*

#### **REQUESTED ACTION**

*This item is presented for Richmond Regional Transportation Planning Organization (RRTPO) policy board consideration to assemble a working group to focus on regional transit and be utilized as needed to support transit development in the region.*

#### **RESOLUTION**

*The following resolution is presented to the RRTPO policy board for approval:*

**RESOLVED**, that the Richmond Regional Transportation Planning Organization (RRTPO) policy board directs the RRTPO Technical Advisory Committee to establish a Transit Work Group to begin immediate work towards development of a regional public transportation plan.

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## **RRTPO POLICY BOARD AGENDA 07/2/20; ITEM B.2.**

### **TRANSIT WORK GROUP Richmond Regional Transportation Planning Organization**

**REQUESTED ACTION:** This item is presented for Richmond Regional Transportation Planning Organization (RRTPO) policy board consideration to assemble a working group to focus on regional transit and be utilized as needed to support transit development in the region.

**BACKGROUND:** The Central Virginia Transportation Authority was established by the 2020 General Assembly and given the responsibility to develop transportation priorities and administer funds generated through fuel and sales/use taxes to projects in the Richmond Region. As part of that legislation, the CVTA is called to utilize GRTC and RRTPO to develop a plan for regional public transportation within Planning District 15.

The current RRTPO structure does not include a committee specifically tasked with addressing transit in the region. In its efforts to support more equitable transportation services in the Richmond region, this work group would provide a forum for more transparent regional conversations about mobility and accessibility for all residents.

**STAFF RECOMMENDATION:** Staff recommends that the RRTPO Policy Board direct TAC to establish a transit work group.

**ACTION REQUESTED:** The following resolution is presented for RRTPO policy board review and action:

**RESOLVED,** that the Richmond Regional Transportation Planning Organization (RRTPO) policy board directs the RRTPO Technical Advisory Committee to establish a Transit Work Group to begin immediate work towards development of a regional public transportation plan.

CAP

## **Agenda Item B.3.**

*SMART SCALE: Final Project Pool*

**REQUESTED ACTION:** *Review and approval of the final regional project candidate pool to develop the Richmond Regional Transportation Planning Organization (RRTPO) regional SMART SCALE applications.*

### **RESOLUTION**

*The following resolution is presented for RRTPO Policy Board review and approval:*

**RESOLVED,** *that the Richmond Regional Transportation Planning Organization (TPO) approves the candidate regional projects for SMART SCALE Round 4 applications as presented.*

4

## **POLICY BOARD AGENDA 7/2/20; ITEM B.3.**

### **SMART SCALE: FINAL PROJECT POOL**

#### **Richmond Regional Transportation Planning Organization**

**REQUESTED ACTION:** Review and approval of the final regional project candidate pool to develop the Richmond Regional Transportation Planning Organization (RRTPO) regional SMART SCALE applications.

**BACKGROUND:** In addition to individual local SMART SCALE applications, RRTPO has the ability to apply for ten regionally-significant projects that would benefit the TPO region. RRTPO member organizations have submitted individual requests for projects to be considered as part of the regional applications submitted by RRTPO. The candidate project pool developed for that application process includes project concepts that have the potential for utilization in upcoming cycles of SMART SCALE.

RRTPO staff worked with VDOT Richmond District to develop a recommended candidate pool of projects for pre-application. The TPO approved twelve (12) projects for pre-application submission as allowed by the SMART SCALE program. **These twelve candidate projects were submitted on April 27, 2020.**

The SMART SCALE application process opened on March 1, 2020. In addition to considering regional needs and impacts for projects, staff has been keenly aware of the performance of regional applications from Round 3 of Smart Scale. New project requests as well as carryover projects from Round 3 have been considered with a focus on those potential applications that will score well and be viable candidates for funding.

Staff has considered cost estimates, how candidate projects correspond to VTrans, whether the project was a previous application, the level of assistance from VDOT or local jurisdictions that would be required to develop an application, an assessment of required documentation compared with the SMART SCALE “readiness” requirements and an assessment of screen-out risk – based on available documentation information, whether the project is included on the RRTPO’s constrained long-range project (CLRP) list, correspondence to regional or statewide plans, and any other pertinent information available.

#### **RRTPO Regional SMART SCALE Candidate Project Pool**

VDOT released screening comments for project pre-applications on June 19, 2020. These screening comments revealed that two of the twelve pre-application were fully screened in and the remaining ten projects were conditionally screened in.

The RRTPO TAC met on June 25, 2020 for a special called meeting to discuss a recommendation for the Policy Board to finalize a slate of ten projects for full application in Round 4 of the Smart Scale program.

TAC discussion considered regional significance of projects and their readiness for a full application.

- The two I-64 expansion projects in New Kent County are important for the region and need to be included in Smart Scale consideration. New Kent County also submitted pre-applications for each of these projects.
- The I-95 Southbound Auxiliary Lane may not be fully ready for application if there isn't more plan background for the project such as an IMR. Staff will work with VDOT to confirm the readiness of this project.
- Due to negative selection trends for projects with higher cost in recent Smart Scale cycles, the I-95/Route 10 project in Chesterfield was highlighted as a potential candidate to come off the list.

TAC selected the following order for recommendation to the Policy Board:

### **Regional Projects for Submission**

6768 Ashland to Petersburg Trail - Chickahominy River Crossing  
6708 Route 360/Courthouse Road Intersection Improvement  
6710 A-to-P Trail: Chester Linear Park Ext. & Chester Rd  
6741 Powhite SB at Chippenham Capacity and Safety Improvements  
6778 Ashland to Petersburg Trail US 1 Walmsley to Bellemeade  
6914 Broad Street Streetscape w/ Pulse BRT Expansion Phase I  
6740 Powhite NB at Chippenham Capacity and Safety Improvements  
6685 SB 288 Continuous HSR Lane - West Creek Parkway to Route 711  
6842 I-64 WB Widening (Exit 211 to Exit 205)  
6841 I-64 EB Widening (Exit 205 to Exit 211)

### **Alternate Projects**

If New Kent chooses to submit one or both I-64 projects as local SMART SCALE applications, the project or projects will not be submitted as regional projects. The alternate projects will be submitted in their place in the order presented below.

1<sup>st</sup> - 6691 I-95/Route 10 Interchange Improvement, Phase II

2<sup>nd</sup> - 6803 I-95 Southbound Auxiliary Lane: Bells Rd to Chippenham Pkwy

Candidate projects with VDOT comments are attached to this staff report.

**POLICY BOARD ACTION REQUESTED:** The following resolution is presented for RRTPO Policy Board review and approval:

**RESOLVED,** that the Richmond Regional Transportation Planning Organization (TPO) approves the candidate regional projects for SMART SCALE Round 4 applications as presented.

CAP

Attachment

APP ID	Name	Portal Comments
6685	SB 288 Continuous HSR Lane - West Creek Parkway to Route 711	All projects are required to have a project sketch that includes all proposed improvements, clearly differentiates existing and new infrastructure, and, when right-of-way is required, shows existing parcel lines. Revise typical sections to only show concept for Rte 288 SB. Currently NB & SB shown. Project includes ramp terminal modifications to an existing grade-separated interchange, which may require submission of a completed traffic and safety study or Interchange Modification Request (IMR) study; if a new traffic signal is proposed at a ramp terminal, submission of a Signal Justification Report (SJR) is required.
6691	I-95 at Route 10 Interchange, Phase II	Project includes a new traffic signal, verify signal warrant completion by and Signal Justification Report that includes assessment of innovative intersections completed. Provide documentation that SJR has been approved.
6708	Route 360/Courthouse Road Intersection Improvement	All projects are required to have a clear and cohesive description, features, sketch, and estimate. One or more of these components did not meet that criteria. Per the SMART SCALE Technical Guide, a planning assessment/study, operational analysis, and/or safety assessment should be included in the final SMART SCALE application. The included assessment/analysis should reflect the candidate project. All projects are required to have a project sketch that includes all proposed improvements, clearly differentiates existing and new infrastructure, and, when right-of-way is required, shows existing parcel lines. Update sketch with road names, clarify signalization intent.
6710	A-to-P Trail: Chester Linear Park Ext. & Chester Rd.	All projects are required to have a clear and cohesive description, features, sketch, and estimate. One or more of these components did not meet that criteria. No project features are selected. The description should mention length of path, any ROW/utility activities, crossings, bridges, and other significant features. All projects are required to have a project sketch that includes all proposed improvements, clearly differentiates existing and new infrastructure, and, when right-of-way is required, shows existing parcel lines. The project sketch should show clearly where the project begins and ends, as well as show the overall project length in the same document.
6740	Powwhite NB at Chippenham Capacity and Safety Improvements	All projects are required to have a clear and cohesive description, features, sketch, and estimate. One or more of these components did not meet that criteria. Please ensure that project description reflects purpose, need, all project features, and intended scope, and not just the benefits of the improvements. Per the SMART SCALE Technical Guide, a planning assessment/study, operational analysis, and/or safety assessment should be included in the final SMART SCALE application. The included assessment/analysis should reflect the candidate project. All projects are required to have a project sketch that includes all proposed improvements, clearly differentiates existing and new infrastructure, and, when right-of-way is required, shows existing parcel lines. Please ensure sketch includes all labels, including roadways, storage lengths, taper lengths, other dimensions; typical section; property boundaries and expected acquisitions or easements.

<b>6741</b>	Powhite SB at Chippenham Capacity and Safety Improvements	All projects are required to have a clear and cohesive description, features, sketch, and estimate. One or more of these components did not meet that criteria. Description appears to correspond with NB improvements, not SB. Please ensure that project description reflects purpose, need, all project features, and intended scope, and not just the benefits of the improvements. Per the SMART SCALE Technical Guide, a planning assessment/study, operational analysis, and/or safety assessment should be included in the final SMART SCALE application. The included assessment/analysis should reflect the candidate project. All projects are required to have a project sketch that includes all proposed improvements, clearly differentiates existing and new infrastructure, and, when right-of-way is required, shows existing parcel lines. Please ensure sketch includes all labels, including roadways, storage lengths, taper lengths, other dimensions; typical section; property boundaries and expected acquisitions or easements.
<b>6778</b>	Ashland to Petersburg Trail US 1 Walmsley to Bellemeade	All projects are required to have a clear and cohesive description, features, sketch, and estimate. One or more of these components did not meet that criteria. Shared use path is clear. Need to clarify what transit stop improvements are being made if any. Need to check on design waivers for path buffer width and path width. All projects are required to have a project sketch that includes all proposed improvements, clearly differentiates existing and new infrastructure, and, when right-of-way is required, shows existing parcel lines.
<b>6803</b>	I-95 Southbound Auxiliary Lane: Bells Rd to Chippenham Pkwy	Project includes ramp terminal modifications to an existing grade-separated interchange, which may require submission of a completed traffic and safety study or Interchange Modification Request (IMR) study; if a new traffic signal is proposed at a ramp terminal, submission of a Signal Justification Report (SJR) is required. All projects are required to have a clear and cohesive description, features, sketch, and estimate. One or more of these components did not meet that criteria. Description mentions additional SBL but would likely be considered an Auxiliary Lane. Provide anticipated length of improvement. Per the SMART SCALE Technical Guide, a planning assessment/study, operational analysis, and/or safety assessment should be included in the final SMART SCALE application. The included assessment/analysis should reflect the candidate project. All projects are required to have a project sketch that includes all proposed improvements, clearly differentiates existing and new infrastructure, and, when right-of-way is required, shows existing parcel lines. Add feature dimensions such as width of pavement, shoulder and ditch.
<b>6841</b>	I-64 EB Widening (Exit 211 to Exit 205)	Project includes a widening component, which requires a submission of a completed planning assessment with alternatives considered to optimize the existing capacity of the transportation network. Technically a widening project must include two or more general purpose through lanes. This project is likely intending funding for both EB and WB? All projects are required to have a clear and cohesive description, features, sketch, and estimate. One or more of these components did not meet that criteria. Please ensure that project description reflects purpose, need, all project features, and intended scope, and not just the benefits of the improvements. Per the SMART SCALE Technical Guide, a planning assessment/study, operational analysis, and/or safety assessment should be included in the final SMART SCALE application. The included assessment/analysis should reflect the candidate project. All projects are required to have a project sketch that includes all proposed improvements, clearly differentiates existing and new infrastructure, and, when right-of-way is required, shows existing parcel lines. Please ensure sketch includes satellite imagery; labels, including roadways, storage lengths, taper lengths, other dimensions; typical section; property boundaries and expected acquisitions or easements.

<p><b>6842</b></p>	<p>I-64 WB Widening (Exit 211 to Exit 205)</p>	<p>All projects are required to have a project sketch that includes all proposed improvements, clearly differentiates existing and new infrastructure, and, when right-of-way is required, shows existing parcel lines. Sketch clearly and completely defines P&amp;R portion of the project. Please ensure sketch includes satellite imagery; labels, including roadways, storage lengths, taper lengths, other dimensions; typical section; property boundaries and expected acquisitions or easements. Project includes a widening component, which requires a submission of a completed planning assessment with alternatives considered to optimize the existing capacity of the transportation network. Technically a widening project must include two or more general purpose through lanes. This project is likely intending funding for both EB and WB? All projects are required to have a clear and cohesive description, features, sketch, and estimate. One or more of these components did not meet that criteria. Please ensure that project description reflects purpose, need, all project features, and intended scope, and not just the benefits of the improvements. Per the SMART SCALE Technical Guide, a planning assessment/study, operational analysis, and/or safety assessment should be included in the final SMART SCALE application. The included assessment/analysis should reflect the candidate project.</p>
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## **Agenda Item D.2.**

*Future RRTPO Meeting Topics*

### **NO ACTION REQUESTED – INFORMATION ITEM**

*Enclosed under this agenda tab is a brief list of topics for the August 2020 RRTPO policy board meeting and a list of future meeting topics to be scheduled later in FY21.*

## **RRTPO POLICY BOARD FUTURE MEETING TOPICS\***

### **August 6**

- 2020 Richmond Regional Structural Inventory and Assessment Report
- ConnectRVA 2045 Update
- CVTA Introduction
- Greater RVA Transit Vision Plan: Near-Term Strategic Technical Analysis
- Port of Virginia Update – I-95 / Bells Road / Commerce Corridor Study

### **OTHER FUTURE MEETING TOPICS**

- RSTP/CMAQ Allocations
- BUILD (Better Utilizing Investments to Leverage Development) Grant Program

\*Draft: This is not a comprehensive list of considerations and is subject to change.