

AGENDA

RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION

EXECUTIVE COMMITTEE

Thursday, January 7, 2021
8:30 a.m.

Zoom Virtual Meeting

Members of the public may observe the meeting via YouTube Live Streaming on the [PlanRVA YouTube Channel](#). Opportunities for sharing comments are described in the [Public Participation](#) guide.

WELCOME AND INTRODUCTIONS (Paige).....

STATEMENT REGARDING VIRTUAL MEETINGS(Parsons)..... page 1

ROLL CALL & CERTIFICATION OF A QUORUM (Parsons).....
ACTION REQUESTED

1. Consideration of Amendments to the Action Meeting Agenda
(Paige).....

2. Approval of November 5, 2020 RRTPO Executive Committee Meeting Minutes
(Paige)..... page 2
ACTION REQUESTED

3. Open Public Comment Period
(Paige/5 minutes)

4. RRTPO Chairman’s Report
(Paige/10 minutes)

5. RRTPO Secretary’s Report
(Parsons/25 minutes).....
a. FY22 UPWP Development
b. Title VI Certification Update
**Materials will be distributed prior to the meeting.

6. Review of Selected RRTPO Agenda Topics

(Parsons/5 minutes)

7. Other Business

(Paige/10 minutes)

a. RRTPO Member Comments

8. Next Meeting: February 4, 2021

(Paige)

9. Adjournment

(Paige)

CAP/nm
Attachments

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

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

Opening Statement for Electronic Meetings

Due to the 2020 COVID-19 virus and current guidance regarding physical distancing to reduce the potential for spread, meetings of the Richmond Regional Planning District Commissions have transitioned to a virtual format in accordance with provisions of Virginia Code § 2.2-3708.2 and related legislation approved by the General Assembly of Virginia during the period of the Governor's State of Emergency Declaration for COVID-19.

While we meet in a remote/virtual format, we remain committed to public accessibility and opportunity to participate. Staff provided notice of this meeting to members and the public on December 28, 2020 through electronic posting on the PlanRVA website and email distribution of notice to members, alternates, and known interested parties, including the media.

This meeting will be recorded. Audio and visual recordings of the meeting and materials will be posted on the PlanRVA website within 48 hours of this meeting.

Any member of the public participating as an observer during the meeting today may submit comments or questions at any time prior to or during the meeting via email at rrtpoinput@PlanRVA.org. All comments and questions submitted at this time will be reviewed following the meeting and to the extent practical, responses will be provided or posted on the PlanRVA website.

We ask that members identify themselves first when speaking so we can more accurately record the activities of the meeting. All lines should be muted to minimize additional noise and feedback. You may unmute your line at any time to request acknowledgement from the Chair.

Please let us know if you have any questions regarding the process for assuring effective facilitation of this meeting or for how members of the public may participate.

By providing this statement, staff certifies that we have followed the approved procedures for appropriate notice of this meeting and the means by which we are convening.

Please indicate your presence by saying "HERE" 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.

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION
EXECUTIVE COMMITTEE**

**MINUTES OF ACTION MEETING
Zoom Virtual Meeting
November 5, 2020
8:30 a.m.**

MEMBERS and ALTERNATES (A) PRESENT:

Town of Ashland		Charles City County		Chesterfield County	
John H. Hodges	x	William G. Coad		James M. Holland	x
Anita Barnhart (A)				Leslie Haley (A)	
Goochland County		Hanover County		Henrico County	
Neil Spoonhower	x	W. Canova Peterson IV	x	Patricia S. O'Bannon	x
John L Lumpkins Jr. (A)		Sean M. Davis (A)		Frank J. Thornton (A)	
New Kent County		Powhatan County		City of Richmond	
Patricia A. Paige	x	David T. Williams		Cynthia I. Newbille	x
C. Thomas Tiller Jr. (A)		Larry J. Nordvig (A)		Andreas D. Addison (A)	

The RRTPO Executive Committee 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 Zoom and YouTube Live Streaming 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 Chairwoman, Patricia A. Paige, presided and called the November 5, 2020 RRTPO Executive Committee action meeting to order at 8:33 a.m.

ATTENDANCE ROLL CALL & CERTIFICATION OF MEETING QUORUM

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

1. Consideration of Amendments to the Action Meeting Agenda

There were no requested changes to the meeting agenda. Seeing and hearing no objections, the November 5, 2020 agenda was approved by acclamation as presented.

- 2. Approval of October 1, 2020 RRTPO Executive Committee Meeting Minutes**

On motion of W. Canova Peterson, seconded by John H. Hodges, the RRTPO Executive Committee unanimously approved the minutes of the October 1, 2020 meeting as presented (see Appendix A).
- 3. RRTPO Chairwoman's Report**

Chairwoman Paige had nothing to report.
- 4. RRTPO Secretary's Report**

The information agenda item under B.1. Virginia Department of Rail and Public Transportation Passenger Rail Update on the RRTPO Policy Board meeting agenda will be postponed to the December RRTPO Policy Board meeting.
- 5. Review of Selected RRTPO Agenda Topics**

Chet Parsons, RRTPO Secretary, reviewed RRTPO Policy Board agenda topics as follows:

 - Current Work Efforts
 - RRTPO Work Status and Financial Reports for September 2020
 - Port of Virginia Update
 - RRTPO Boundaries Adjustments Update
 - CVTA Update
 - [I-95/RMT/Commerce Road Corridor Access Study](#)
 - Agency Committee Reports by VDOT and DRPT
- 6. Other Business**
 - a. Public Comment Period – Open
There were no requests to address the RRTPO Executive Committee.
 - b. RRTPO Member Comments
 - Mr. Hodges will give a brief update on the newly named Fall Line trail formerly known as Ashland-to-Petersburg trail at the RRTPO Policy Board meeting following the Executive Committee meeting.
 - In an effort to streamline organizational meeting items, legal counsel informed the committee that the reading of the statement regarding virtual meetings is not required if the statement is included in the meeting agenda packet.
 - Staff will revisit the procedures for sending out Zoom meeting access information to smooth the process for how RRTPO members will be able to join future RRTPO meetings.
- 8. Adjournment:**

Chairwoman Paige adjourned the meeting at approximately 8:54 a.m. on November 5, 2020.

APPENDIX A

RRTPO Executive Committee – Voting Record Tables

Item 2. Approval of October 1, 2020 RRTPO Executive Committee Action Meeting Minutes

Jurisdiction/Agency	Member	Aye	Nay	Abstain	Absent
Town of Ashland	John H. Hodges	x			
Charles City County	William G. Coad				x
Chesterfield County	James M. Holland	x			
Goochland County	Neil Spoonhower				technical difficulties
Hanover County	W. Canova Peterson	x			
Henrico County	Patricia S. O'Bannon	x			
New Kent County	Patricia A. Paige	x			
Powhatan County	David T. Williams				x
City of Richmond	Cynthia I. Newbille	x			
TOTAL		6			

Quorum is a simple majority of total Executive Committee membership (5).