

# AGENDA

EXECUTIVE COMMITTEE  
RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION

Thursday, February 7, 2019  
8:30 a.m.

Richmond Regional Planning District Commission Board Room

## Certification of Quorum

### Introduction

- Chester A. Parsons, RRPDC Director of Transportation

	<u>Pages</u>
<b>1. Approval of Meeting Agenda</b> (O'Bannon) .....	-
<b>ACTION REQUESTED</b>	
<b>2. Minutes of December 6, 2018 RRTPO Executive Committee Meeting</b> (O'Bannon) .....	1 - 2
<b>3. Open Public Comment Period</b> (O'Bannon/5 minutes) .....	-
<b>4. Chairman's Report</b> (O'Bannon/10 minutes) .....	-
a. CTAC Update	
b. Other	
<b>5. Interim RRTPO Secretary's Report</b> (Shickle/5 minutes).....	--
<b>6. Review of Selected RRTPO Agenda Topics</b> (Shickle/10 minutes).....	--
<b>7. Other Business</b>	
<b>8. Next Meeting: March 7, 2019</b>	
<b>9. Adjournment: Targeted for 9:00 a.m.</b>	

MS/sr

Attachment

pc: Eric Gregory, RRPDC Legal Counsel      Jennifer DeBruhl, DRPT  
Ivan Rucker, FHWA                              Martha Shickle, RRPDC  
Melissa McGill, FTA                             Richmond Area News Media  
Bart Thrasher, Designee, Secretary of Transportation

**RICHMOND REGIONAL TRANSPORTATION PLANNING ORGANIZATION  
EXECUTIVE COMMITTEE  
Minutes of Meeting  
December 6, 2018**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Floyd H. Miles, Sr..... Charles City County  
C. Thomas Tiller ..... New Kent County

**MEETING QUORUM**

Sharon Robeson, RRTPO Program Assistant, reported that a quorum was present.

**CALL TO ORDER**

Richmond Regional Transportation Planning Organization (RRTPO) Patricia S. O’Bannon called the December 6, 2018 RRTPO Executive Committee meeting to order at approximately 8:30 a.m. in the Richmond Regional Planning District Commission board room.

**1. Approval of Meeting Agenda**

No changes were requested to the RRTPO Executive Committee agenda and the December 6, 2018 RRTPO Executive Committee agenda stood as presented.

**2. Minutes of the October 4, 2018 RRTPO Executive Committee Meeting**

Chairman O’Bannon called for changes to the minutes and none were offered. On motion by David T. Williams, seconded by Manuel Alvarez, Jr., the minutes of the October 4, 2018 RRTPO Executive Committee meeting were approved as presented.

**3. Open Public Comment Period**

There were no requests to address the RRTPO Executive Committee.

**4. Chairman’s Report**

RRTPO Chairman, Patricia S. O’Bannon, reported on the following items:

- a. Report on Transportation Forum – There was a good turnout with a full room. The presentation on self-driving vehicles was particularly good especially with the telecommunications link with cell towers becoming a necessary technology for self-driving vehicles. David Williams said he found remarks by Commonwealth Transportation Board (CTB) Richmond District member Carlos Brown of interest. Mr. Brown commented on the Richmond region being under-advantaged with SMART

SCALE projects because it didn't have funds to contribute to leverage the cost benefit analysis as Northern Virginia and Hampton Roads do. Chairman O'Bannon thanked Todd Eure for all of his efforts, particularly with the food, and thanked staff for their efforts as well.

- b. CTAC Resolution on Cell Phone Use While Driving – At Chairman O'Bannon's request, Martha Shickle reported on this item. At the November meeting, Community Transportation Advisory Committee (CTAC) had a brief discussion regarding the topic of distracted driving. A CTAC member drafted a resolution and RRTPO staff assisted with distributing it to CTAC members for their comments. The hope was that the RRTPO would review the resolution and want to send it on to the General Assembly. The draft resolution still needed quite a bit of work and did not have the full consensus of CTAC, but from a timeliness perspective, the goal was to bring the topic to the RRTPO.

Since the November CTAC meeting, distracted driving has become a larger topic of discussion in the region and yesterday the Governor issued an Executive Directive about distracted driving. Ms. Shickle suggested that this issue be referred to the RRTPO Technical Advisory Committee (TAC) for review and development of a broader strategy as to how the RRTPO may want to engage in this topic. Distracted driving and safety have a connection to performance measures, complete streets and other related matters under consideration at both the local and regional levels.

Chairman O'Bannon expressed concern that the draft resolution had not had full review and support of CTAC, but concurred that taking this matter to TAC. She invited Herbert Richwine, CTAC Vice Chairman and member for 31 years, to comment and he noted that some members of CTAC aren't clear on the advisory function of CTAC and want it to function as a policy-making organization. He said it is his understanding that CTAC should be reviewing RRTPO agenda items and making recommendations. He suggested that there should be some ground rules written for CTAC. Mr. Richwine also expressed that there is CTAC concern about the merger of CTAC and the former Elderly and Disability Advisory Committee (EDAC). Mr. Richwine expressed appreciation for RRTPO consideration.

Ms. Shickle said providing CTAC some guidance on what their role in the process should be for this topic and how they could better contribute in the process would be helpful. There were no other comments and Chairman O'Bannon said this item would be sent to TAC.

## **5. Recruitment Update for RRPDC Director of Transportation Vacancy**

Martha Shickle, Interim RRTPO Secretary, reported there is an accepted offer from Chet Parsons who will join the RRPDC in a full-time capacity as Director of Transportation on February 1, 2019. He will spend several days in January in a part-time capacity. Mr. Parsons will be coming from Morgantown, West Virginia where he is employed as Regional Director of AECOM and was the first Executive Director of the Morgantown MPO. He has significant experience with the MPO structure and was a former employee of the RRPDC earlier in his career. There were comments regarding Mr. Parsons being an impressive candidate. Chairman O'Bannon reviewed the interview process. She thanked Ms. Shickle for taking on two full-time jobs during the interim.

**6. Ashland Resolution on Rail Safety and Obstructions**

Martha Shickle called on John Hodges, RRTPO Vice Chairman and Ashland Town Council, to comment on what the Town of Ashland was thinking in preparing the resolution included in the agenda package. Vice Chairman Hodges said a representative of the State Corporation Commission approached the town regarding the resolution which is more formally called “Resolution on Protecting the Public from the Negative Impacts of Blocked Highway-Railroad Grade Crossings. He said recently on train day when there were 10,000 guests in the town, a train stopped in the middle of town, and he discussed problems Ashland experiences with stopped trains. The resolution is intended to allow for a change in federal law that would allow states to establish an agency to set times for blockage of railroad crossings. The State Corporation Commission would likely be the entity to set those times for blocking a roadway. Vice Chairman Hodges noted a recently adopted resolution asking for the same change in federal law by the Association of State Rail Safety Managers. He asked about the appropriate procedure for RRTPO consideration and whether that might include referral to TAC. Vice Chairman Hodges said the matter affects other jurisdictions in the region as well. Canova Peterson noted an incident in Ashland where freight train stopped in the middle of Ashland and blocked several passages for citizens, fire, and emergency medical services for five hours because the engineer had run out of time and needed to wait for a new crew.

On motion by John H. Hodges, seconded by W. Canova Peterson, IV, the Richmond Regional Transportation Planning Organization (RRTPO) voted unanimously to refer the Town of Ashland’s request for RRTPO consideration of the resolution on rail safety to the RRTPO Technical Advisory Committee for a recommendation on how to proceed.

Vice Chairman Hodges requested that the resolution from the Association of State Rail Safety Managers also be referred to TAC, along with the Town of Ashland resolution, for consideration of this issue.

On motion of John H. Hodges, seconded by W. Canova Peterson, IV, the Richmond Regional Transportation Planning Organization (RRTPO) voted unanimously to include the resolution from the Association of State Rail Safety Managers in the referral of this matter for TAC consideration and recommendation.

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

Martha Shickle, Interim RRTPO Secretary, reviewed RRTPO agenda items as follows:

- a. CTAC Membership Update – Chairman O’Bannon will address this matter at the RRTPO meeting. CTAC has formed a sub-committee to consider CTAC membership and to meet with Chairman O’Bannon to discuss CTAC membership and recent changes to the MPO Bylaws that dissolved EDAC and the recommendation that EDAC member organizations fill vacant at-large membership slots on CTAC. There is no delineated work effort for CTAC, only a brief statement in the MPO Bylaws about this. Chairman O’Bannon asked that members check with their staff and others about which organizations might best serve on CTAC.
- b. DRPT Voting Membership on the RRTPO – As the MPO Bylaws are reviewed regarding CTAC issues, the question of whether to add the Department of Rail and Public Transportation (DRPT) as a voting member on the RRTPO, discussed two meetings ago, might be appropriately considered to minimize bylaws amendments.

Discussion brought forward concerns about having a majority of elected officials, dilution of the vote by jurisdictions, the possibility of a General Assembly member representing “the state,” the need to add the Port of Virginia as a voting/nonvoting member, and the need for justification. There are federal statements of the composition of MPOs which name “the state” as a representative. In Virginia there is a separation of highway and transit in agency structure; the Secretary of Transportation designates the voting member on the MPO to represent “the state” and Secretary Valentine has continued to uphold this structure. There are inconsistencies with other MPOs in the state. This matter was a recommendation in the federal certification review.

- c. Transfer Requests and Allocation Swaps – There are several of these on the agenda and it is important the RRTPO first consider whether the allocation of additional funds is something they want to support and then consider the staff recommendation on how best to deal with funding the project. The Port of Virginia has an unusual request in that during construction, for which funds were already allocated, a significant sinkhole was discovered that is viewed as an emergency.
- d. FY19 Unified Planning Work Program (UPWP) Budget Amendment – The transfers requested do not change the total dollar amount or budget, but shift funds to maximize the use of older dollars on certain work tasks moving forward and newer dollars on work tasks that will move forward later in the year.

**8. Other Business**

No other business was brought forward.

**9. Next RRTPO Executive Committee Meeting**

Martha Shickle noted that the RRTPO generally cancels the January meeting and so the next RRTPO meeting is scheduled for February 7, 2019. Chairman O’Bannon said she would bring that change up at the full RRTPO meeting.

**10. Adjournment**

Chairman O’Bannon adjourned the meeting at approximately 9:10 a.m.