

**RICHMOND REGIONAL
TRANSPORTATION PLANNING ORGANIZATION**

**MINUTES OF MEETING
April 2, 2015**

MEMBERS PRESENT

Manuel Alvarez, Jr., **Chairman** Goochland County
W. Canova Peterson, IV, **Vice Chairman** Hanover County
Parker C. Agelasto City of Richmond
Jonathan Baliles City of Richmond
James H. Burrell..... New Kent County
Steve A. Elswick..... Chesterfield County
Daniel A. Gecker Chesterfield County
Kathy C. Graziano City of Richmond
David Green GRTC Transit System
Wayne T. Hazzard (Alternate)..... Hanover County
Edward L. Henson, III Town of Ashland
James M. Holland Chesterfield County
Amy Inman (Nonvoting)..... DRPT
Susan F. Lascolette Goochland County
Mark Riblett (Alternate) VDOT
Frank J. Thornton..... Henrico County
Arthur S. Warren (Alternate) Chesterfield County
David T. Williams..... Powhatan County

MEMBERS ABSENT

Cliff Burnette (Nonvoting) VDA
Tammye Davis (Nonvoting) FHWA
Sean M. Davis..... Hanover County
Angela L. Gray..... RMTA
Ryan Long (Nonvoting)..... FTA
Floyd H. Miles, Sr..... Charles City County
Brian Montgomery (Nonvoting) (Alternate/ EDAC Acting Chairman)..... EDAC
Michelle R. Mosby..... City of Richmond
Patricia S. O'Bannon Henrico County
Mark Riblett (Alternate) Secretary of Transportation Designee
Ellen F. Robertson City of Richmond
John Rutledge..... CRAC
C. Thomas Tiller, Jr. New Kent County
Von Tisdale (Nonvoting) RideFinders
Carson L. Tucker Powhatan County
Julien Williams (Nonvoting)..... CTAC

OTHERS PRESENT

Viktoria W. Badger City of Richmond
Roger D. Cole Commonwealth Transportation Board (CTB)
E. Todd Eure Henrico County
Mark Olinger..... City of Richmond
Ron Pierce..... City of Richmond
Barbara K. Smith Chesterfield County

Ronald Svejkovsky VDOT
Joseph E. Vidunas Hanover County

RRPDC STAFF PRESENT

Daniel N. Lysy, TPO Secretary	Tiffany Dubinsky	Sharon Robeson
Sulabh Aryal	Ken Lantz	Greta Ryan
Quillia Brooks	Jin Lee	Chris Wichman
Bob Crum	Sarah Rhodes	

CALL TO ORDER

TPO Chairman Manuel Alvarez, Jr., called the April 2, 2015 meeting of the Richmond Regional Transportation Planning Organization (TPO) to order at approximately 9:35 a.m. in the Richmond Regional Planning District Commission board room.

CERTIFICATION OF MEETING QUORUM

TPO Secretary Daniel N. Lysy reported that a quorum was present. Chairman Alvarez asked if there were any new members to introduce and Mr. Lysy said there were none.

PLEDGE OF ALLEGIANCE

All present stood and recited the Pledge of Allegiance.

I. ADMINISTRATION

A. Request for Changes/Additions to TPO Agenda –

There were no requests to amend the agenda. On motion of David T. Williams, seconded by James H. Burrell, the TPO voted unanimously to approve the agenda as submitted.

B. Open Public Comment Period –

There were no requests to address the TPO.

C. Consent Action Items –

Dan Lysy noted the four consent action items included in the agenda enclosures packet. He said if there were no requests to pull any of these items for discussion, staff would request that the TPO take action to approve them as submitted. On motion of Kathy C. Graziano, seconded by David T. Williams, the Richmond Regional Transportation Planning Organization (TPO) voted unanimously to approve the following consent agenda items and resolutions:

1. Minutes of the March 12, 2015 TPO Meeting –

2. 2040 MTP/CMP Update Socioeconomic Data and Forecasts Technical Report –

RESOLVED, that the Richmond Regional Transportation Planning Organization (TPO) approves the Socioeconomic Data Report for the

2012 Base Year and 2040 Forecast Year Technical Report document as submitted and made available to the TPO; and

BE IT FURTHER RESOLVED, that the TPO's action to approve the Socioeconomic Data Report for the 2012 Base Year and 2040 Forecast Year Technical Report 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 IX Publication Provisions, which includes a requirement for review and approval by the TPO, the Virginia Department of Transportation (VDOT) and by the Federal Highway Administration (FHWA) prior to publication and distribution of this report document.

3. FY 2015 Unified Work Program (UWP) Budget Amendments and Transfer of FHWA/PL Funds to the FY 2016 UWP –

RESOLVED, that the Richmond Regional Transportation Planning Organization (TPO) amends the FY 2015 Unified Work Program (UWP) to shift Federal Highway Administration (FHWA) PL funds and Federal Transit Administration (FTA) Section 5303 funds among various Richmond Regional Transportation Planning Organization (RRTP) staff work tasks as presented in the table FY 2015 Unified Work Program (UWP) Proposed Budget Amendments for RRPDC Staff Work Tasks; and

BE IT FURTHER RESOLVED, that the TPO amends the FY 2015 UWP to program \$24,744 in FTA Section 5303 carryover (i.e., FY 2014) funds for a revised total of \$34,744, as presented in the table FY 2015 Unified Work Program (UWP) Proposed Budget Amendments for RRPDC Staff Work Tasks; and

BE IT FURTHER RESOLVED, that the TPO authorizes the transfer of \$170,000 in FY 2015 FHWA/PL funds from the FY 2015 UWP to the FY 2016 UWP; and

BE IT FURTHER RESOLVED, that the TPO's action to amend the FY 2015 UWP work task budgets and to transfer FHWA/PL funds 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 approval by the TPO, the Virginia Department of Transportation (VDOT) and by FHWA for the reallocation of funds between UWP work tasks, and no further action by VDOT and FHWA is required for this UWP amendment action.

4. VDOT TIP Amendment Request (UPC 106217) Route 60 Corridor East Special Area Plan; Powhatan County –

RESOLVED, that the Richmond Regional Transportation Planning Organization (TPO) amends the federal fiscal year (FFY) 2015 to FFY 2018 RRTPO Transportation Improvement Program (TIP) adding a new project as follows:

- Route 60 (Anderson Highway) Corridor East Special Area Plan project (UPC #106217) in Powhatan County. This study utilizes RSTP funds in FY15.

D. TPO Chairman's Report –

1. Rescheduled Richmond Region Second Annual Transportation Forum –

Chairman Alvarez announced that the Second Annual Transportation Forum will be held June 4 at the Luck Stone Corporate Headquarters in Goochland County. Mr. Alvarez noted that staff will send address information and directions prior to the June meeting. The agenda will be pretty similar to what was proposed for the February meeting that was cancelled. He said they hope to have a brief overview or presentation by the regional transportation agencies and to focus on the roundtable discussion of issues and opportunities for transportation topics in the region.

2. Other Business –

No other business was brought forward.

II. OLD BUSINESS

No old business was brought forward.

III. NEW BUSINESS

A. FY 2016 – FY 2021 Regional Surface Transportation Program (RSTP) and Congestion Mitigation/Air Quality (CMAQ) Project Selection and Funds Allocation –

Dan Lysy said Sarah Rhodes, Principal Planner and project manager for RSTP and CMAQ project review, selection and fund allocation process, will provide a presentation on this item. Mr. Lysy said the action requested is to authorize the allocation of RSTP and CMAQ funds as presented and to authorize their submission to the Commonwealth Transportation Board (CTB) for their consideration and inclusion in the upcoming Six-Year Improvement Program.

Ms. Rhodes made certain that revised copies of the RSTP and CMAQ tables were distributed. She said the goal is for TPO review and approval of the RSTP and CMAQ funds allocation as presented, which is recommended by the TPO Technical Advisory Committee (TAC) with concurrence from VDOT Richmond District CTB member Roger Cole, and to authorize submission of these projects and allocations for CTB consideration and inclusion in the upcoming VDOT and DRPT Six-Year Improvement Program (SYIP). Ms. Rhodes provided an overview of the purpose and spending parameters for both RSTP and CMAQ funds and reviewed the selection process for existing projects addressing scope, schedule, estimates, additional funding needs, project review meetings held and the competitive application process for new projects. She reviewed the historical allocations of RSTP and

CMAQ funds from FY 1991 through FY 21 noting that a total of \$141,840,326 in allocations is being recommended for the FY 16 – FY 21 timeframe. Ms. Rhodes reviewed funding requests for five exiting RSTP projects totaling \$5,160,901 and for eight existing CMAQ projects totaling \$8,467,200. She reported there were 16 applications for new RSTP projects totaling \$38,160,901 and 11 applications for new CMAQ projects totaling \$6,811,500. Ms. Rhodes said staff recommends funding only the three highest ranked RSTP projects and recommends funding no new CMAQ projects incorporating the remaining \$139,774 in FY 20 CMAQ funds into regionwide projects.

Ms. Rhodes said that an additional recommendation is being made that FY11, FY12, and FY14 allocations for a Jahnke Road, two-lane improvement project be swapped with FY16, FY18, and FY19 allocations on the Lewistown Road Bridge Replacement project for a total of \$4,468,138. Ms. Rhodes noted that this swap will still leave an \$81,862 balance on Lewistown Road in FY 16. She said this swap would allow the TPO to better meet VDOT federal strategy by using older allocations first when they are needed and delaying newer allocations for use in later years while still allowing both projects to remain fully funded. Ms. Rhodes reviewed the resolution presented for TPO consideration and action and she added one more additional consideration that may come before the TPO at a later date. She noted that staff is working with VDOT staff to determine if closeout funds are available from the I-64 from I-295 Exit to Bottoms Bridge Exit project (PE-ONLY). She said if the closeout funds can be transferred to the I-64 project, then the funds would be added to Chesterfield's SuperStreet project requiring less of a funding commitment in the out years. However, this project is not included in the request for action from the TPO today.

Ms. Rhodes responded to significant TPO discussion and questions regarding various projects as follows:

- A nearly \$15 million increase in the cost of the Chesterfield SuperStreets project is due to a change in scope from a six-lane widening project to an eight-lane widening with superstreet turn elements at two main intersections and throughout the length of the project.
- The total project cost for preliminary engineering (PE) only on the Bottoms bridge project is around \$9.9 million with the TPO recommending \$2.5 million to kick-start the project which has a total estimated cost of \$80 million for a 4.6 mile segment. The project scored well in the TPO project review process.
- The Hampton Roads region is doing quite a bit to improve I-64 and the Richmond Region will experience a bottleneck. I-64 widening is going to be a priority for the future and should score well under the House Bill (HB) 2 process that starts in August. Advancing RSTP funds, and getting PE work done now will provide a better idea of the total resources needed for this project.
- There has been a lot of surveying and a lot of review and analysis along the I-64 corridor as the project focus has changed from reconstruction to widening over time. The request is being entered as four individual

projects allowing smaller projects to advance more quickly with smaller amounts of money that are available. The CTB has approved \$100 million on that project for the Six-Year Plan and Hampton Roads has made this a priority project investing in not only PE, but also in right-of-way and construction.

- The \$2.5 million on the Bottoms Bridge/I-64 project is included in out years 20 and 21 and there will be plenty of time to re-examine the allocation and change it should that later be the decision of the TPO.
- The widening of I-64 west of I-295 in the Short Pump area was a CTB/VDOT funded project, not an RSTP funded project and Mark Riblett explained that the widening between Route 288 and I-295 was a Federal Highway (FHWA) requirement for safety purposes when the connection of Route 288 was approved in the location that it is today.
- DRPT is currently conducting the Tier II Environmental Impact Statement (EIS) process on rail between Richmond and Washington, D. C. which will determine whether Main Street Station will be the terminus for higher speed rail.
- The \$3 million RSTP allocation for Phase III at Main Street Station, the final stage of Main Street Station restoration, is for stabilizing the shed, replacing the roof, cutting Franklin Street through, and is to be completed in the summer of 2016.
- A presentation on the Tier II EIS status that's being conducted between Washington, D. C. and Main Street Station will be provided at the May TPO meeting. A good discussion question for this meeting would be determining what the strategy is for funding intercity rail projects.

On motion of James M. Holland, seconded by Kathy C. Graziano, the Richmond Regional Transportation Planning Organization unanimously approved the following resolution:

RESOLVED, that the Richmond Regional Transportation Planning Organization (TPO) authorizes the allocation of RSTP and CMAQ funds in fiscal years 2016 through 2021 as shown in the tables "*FY 2016 – 2021 Regional Surface Transportation Program (RSTP) Allocations*" and "*FY 2016 – 2021 Congestion Mitigation and Air Quality Program (CMAQ) Allocations*" for Commonwealth Transportation Board review, consideration, and inclusion in the upcoming Six-Year Improvement Program.

B. RRTPO Public Participation Plan (PPP) for the Metropolitan Transportation Planning and Programming Process –

Tiffany Dubinsky, Principal Planner and project manager for the Public Participation Plan (PPP), provided a brief overview of the PPP, discussed elements of the plan updated as part of this effort and reviewed actions completed to date in the plan update process. Ms. Dubinsky said the PPP is a guide for conducting public participation in the TPO's regional transportation planning and programming process documenting compliance with federal TPO planning process requirements. She noted the plan was last updated in April 2007 and was cited as a corrective action in the September 2013 federal

certification review report which indicated a need to reflect actual TPO activities related to public outreach and involvement efforts. Ms. Dubinsky reviewed the various elements of the updated plan including federal legislation, the TPO organizational structure including advisory committees, the TPO study area, procedures for the TPO to follow in its various planning efforts, recommended strategies, and results stemming from work of the MPO Ad Hoc Committee on Increasing MPO Public Awareness and Accessibility and the resulting report that was approved at the June 5, 2014 MPO/TPO meeting (with recommendations from this report reviewed and considered for incorporation into the update of the PPP). Ms. Dubinsky reviewed the timeline for review and approval of the PPP update and discussed the authorization requested from the TPO to proceed with a 45-day public review and comment period from April 7 to May 22. She noted that TAC and the Citizens Transportation Advisory Committee (CTAC) both reviewed the draft document and recommended its submission for public review. Ms. Dubinsky reported that CTAC had a significant list of suggestions which will be considered and addressed as part of the public review process. She said comments and staff responses will be incorporated into the document and the revised draft will be presented for TPO approval at either the June 4 or August 6 TPO meeting. Ms. Dubinsky responded to TPO questions and comments as follows:

- Staff will make a better effort moving forward not to use so many acronyms and technical jargon not know to the general public.
- A suggestion was made for consideration of providing a list of current projects that we've approved funding for and provide basic information about each project such as what is it about, who is running it, how much it will cost, and also include a justification or need for the project and why it is being done without providing too much detailed data.
- Staff will provide the TPO with a booklet listing RSTP and CMAQ projects being funded at a future TPO meeting and that information could be included on the website.
- A regional map for projects included in the Transportation Improvement Program (TIP) is on the website which allows the user to hover over a project on the screen and have project information pop up.

On motion of James M. Holland, seconded by Canova W. Peterson, IV, the Richmond Regional Transportation Planning Organization unanimously approved the following resolution:

RESOLVED, that the Richmond Regional Transportation Planning Organization (TPO) authorizes that the draft RRTPO Public Participation Plan for the Metropolitan Transportation Planning and Programming Process (PPP) document for a 45-day public review period, and that comments received during this review period, along with comments submitted by the RRTPO Citizens Transportation Advisory Committee (CTAC) at its March 19, 2015 meeting, be incorporated into the draft PPP document as deemed appropriate by Richmond Regional Planning District Commission (RRPDC) staff; and that RRPDC staff document these comments and provide a response to them

for RRTPO review and consideration when taking action on the final draft PPP document.

C. FY 2015 Unified Work Program (UWP) Amendment; Task 5.1, BRT Connectivity and Land-Use Analysis –

Bob Crum, RRPDC Executive Director, noted information included in tab three of the agenda package and said this is a request to have the TPO add task 5.1 to the Unified Work Program (UWP) titled Bus Rapid Transit (BRT) Connectivity and Land-Use Analysis. He said GRTC and DRPT and their partners are working very hard and are on target with advancing the BRT line from Rockett's Landing to Willow Lawn and are holding public meetings to get public input on the project as they proceed to fine-tune the planning. Mr. Crum said a companion piece that needs to happen with that is for the City to be prepared to take advantage of the BRT line as an economic driver providing economic opportunity. He said Mr. Olinger, City of Richmond Planning Director, is present to answer questions and he said there need to be land uses oriented around the BRT stations that are transit-oriented style development. He said there need to be the right type of land uses; the City needs to make certain they understand the existing baseline condition along the bus rapid transit corridor and they need to be certain that the zoning that's in place currently within the City is prepared to take maximum advantage of the BRT line and stations. Mr. Crum thanked Amy Inman for the opportunity provided by DRPT by offering about \$46,000 in leftover Section 5303 and 5304 monies from other regions in the state to the PDC staff to assist the City of Richmond with a baseline land use analysis. Working with the City Planning Department, DRPT, GRTC and others, PDC staff would establish that baseline condition along the BRT corridor, conduct an inventory of walking and biking facilities near the BRT stations, look at redevelopment potential analysis, look at strengths and weaknesses along the corridor, and assist the City in taking a look at their zoning regulations to see what needs to be tweaked and changed to come up with some good planning efforts to be certain the City is in a good position to maximize this opportunity. He said staff is requesting the TPO to add this as an FY 15 work item with a mid-May timeframe for executing the contracts following action at the May PDC meeting and hiring temporary staff dedicated to this effort which is anticipated to take place over the next six months. Mr. Crum said the two-step action is included under tab three of the agenda package on page two that will amend the TPO FY 15 Unified Work Program to add this new work task and then to say no additional action would be necessary from VDOT or FHWA for the addition of this new work task. Mark Olinger added that the Mayor released his executive budget to the City Council a couple of weeks ago which included \$100,000 in the FY 16 to help support this initiative and City staff is also looking for additional funds to carry this effort further, so that the money DRPT brings to the table will be more than matched by additional City resources. Discussion and questions brought forward the following information:

- Cost estimates have been more than \$350,000 to bring in an outside team to do this work; however, PDC and City staff who are familiar with the effort can shave a significant amount out of that amount closer to the \$250,000 range.
- PDC staff conducted a technical assistance project for the City of Richmond on the Midlothian corridor and would use that as a template for approaching this project with the only additional overlay being to look at transit applications and transit oriented development. In addition, GRTC is conducting a Comprehensive Operations Analysis that would dovetail with the new BRT route.
- The City Planning Department would be the client and the RRPDC would be providing the staff support as these plans are developed. This would require hiring creating a temporary part-time staff position to be filled for the length of this grant and the funds would pay for that with no cost to the agency or to the local jurisdictions (other than local match funds for the additional FTA Section 5303 funds).

On motion of Kathy C. Graziano, seconded by Parker C. Agelasto, the Richmond Regional Transportation Planning Organization unanimously approved the following resolution:

RESOLVED, that the Richmond Regional Transportation Planning Organization (TPO) amends the FY 2015 Unified Work Program (UWP) to add new UWP task 5.1 BRT Connectivity and Land-Use Analysis, as submitted; and

BE IT FURTHER RESOLVED, that the TPO's action to amend the FY 2015 UWP to add this new UWP work task 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 approval by the TPO, the Virginia Department of Transportation (VDOT) and by the Federal Highway Administration (FHWA) for the addition of any new UWP work task, and no further action by VDOT and FHWA is required for the addition of this new UWP work task.

IV. COMMITTEE AND STAFF REPORTS

A. TPO Citizens Transportation Advisory Committee (CTAC) Meeting Report –

In the absence of CTAC Chairman Julien Williams, Dan Lysy noted the staff report included in the agenda package under tab six.

B. RRPDC Transportation Director's Report –

1. Bicycle – Pedestrian Count Technology Pilot Program –

Sarah Rhodes reported that the Richmond Regional TPO, as one of 10 MPOs in the United States, has been awarded a grant for \$20,000, with a \$5,000 match, to implement a bicycle and pedestrian count program. She said this pilot program includes an education element to teach staff and

those associated with the project how best to implement a bike and pedestrian count program, what types of counters to buy, where to put them and so on. She said that Bob Crum is working with Jon Luginbill with Sports Backers to supply use of their staff which can serve as in-kind match for the grant. Dan Lysy noted that this will be part of the FY 16 UWP that will be coming up for TPO action in May.

2. Other Business –

Mr. Lysy reminded the TPO that Randy Selleck left employment at the PDC to work for DRPT and said that as part of that employment he will be addressing the TPO in May on the Richmond Main Street Station to Washington, D. C. higher speed rail corridor Tier II EIS. Mr. Lysy noted that Mr. Selleck had been leading the long-range plan effort, now called the Metropolitan Transportation Plan (MTP) effort, and he announced that Tiffany Dubinsky was promoted to the Principal Planner position and that she will be leading the MTP effort.

V. OTHER BUSINESS

A. Upcoming TPO Policy Board Meetings –

Chairman Alvarez noted that the high-speed rail item has been added to future meeting topics and he said for the May meeting, the TPO will have the election of officers for FY 16 and MAP-21. Mr. Lysy added that as follow-up to the EIS study on I-64 discussion, he would like to add that to the May meeting as well. Chairman Alvarez agreed to add that item.

B. Project Status Report; Huguenot Road/River Road Intersection Improvements –

Dan Lysy noted that having a report on projects of interest in the region near the end of the meeting is a new addition to TPO meetings. He said this is an interesting project supported by about \$870,000 in TPO CMAQ funds and a public hearing was held on the project very recently. Mr. Lysy said Ron Svejkovsky, VDOT staff, would provide a presentation. Mr. Svejkovsky pointed out materials included in the agenda package under tab 7 and distributed copies of his PowerPoint presentation. He noted that Sid Pawar, VDOT project manager, was unable to attend due to illness. Mr. Svejkovsky provided a PowerPoint presentation beginning with a map of the pedestrian safety improvement project location noting that a proposed new pedestrian/bike path from Gambles Mill Road to Huguenot Road and River Road Center would connect to the University of Richmond. Mr. Svejkovsky noted that some sidewalk work has been completed, but there is a need for safety improvements at the intersection and approaches including sidewalks, signals and crosswalks. He noted that this area maintained by three separate entities, the City of Richmond, Henrico County and VDOT and they have agreed that VDOT will administer the project for all three entities. Mr. Svejkovsky reviewed specific project elements and reviewed a detailed map of where the improvements would be located. He discussed photos of existing conditions and a project overview map. Mr. Svejkovsky discussed various

elements of the budget saying that the project cost remains stable at \$870,000 and he reviewed the project schedule noting that advertisement for construction should begin in March of 2016 and should be completed during the summer of 2016. Chairman Alvarez thanked Mr. Svejkovsky for his presentation.

C. Next Meeting –

Chairman Alvarez noted the next meeting is scheduled for May 7 at 9:30 a.m. in the RRPDC board room.

D. Other Business –

Mark Riblett distributed a copy of the CTB spring public hearings schedule noting the Richmond District hearing will be held at the Thomas J. Fulghum Conference Center, the old Clover Hill High School, in the Chesterfield Career and Technical Center at 13900 Hull Street Road in Midlothian at 6:00 p.m.

VI. ADJOURNMENT

Chairman Alvarez adjourned the meeting at approximately 10:55 a.m.

DNL/ser