

**RICHMOND REGIONAL
TRANSPORTATION PLANNING ORGANIZATION**

**MINUTES OF MEETING
June 4, 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
Thomas Coleman (Alternate)Goochland County
Daniel A. Gecker.....Chesterfield County
Angela L. Gray.....RMTA
Kathy C. Graziano..... City of Richmond
David Green.....GRTC Transit System
Wayne T. Hazzard (Alternate).....Hanover County
Amy Inman (Nonvoting) DRPT
Susan F. LascoletteGoochland County
Jon Mathiasen (Alternate).....CRAC
Floyd H. Miles, Sr. Charles City County
Patricia S. O'Bannon.....Henrico County
Mark Riblett (Alternate)..... Secretary of Transportation Designee
Ivan Rucker (Nonvoting)FHWA
Von Tisdale (Nonvoting) RideFinders
David T. WilliamsPowhatan County

MEMBERS ABSENT

Cliff Burnette (Nonvoting) VDA
Sean M. DavisHanover County
Steve A. ElswickChesterfield County
Edward L. Henson, III..... Town of Ashland
James M. Holland.....Chesterfield County
Ryan Long (Nonvoting)..... FTA
Brian Montgomery (Nonvoting) (Alternate/ EDAC Acting Chairman)EDAC
Michelle R. Mosby..... City of Richmond
Ellen F. Robertson..... City of Richmond
John RutledgeCRAC
Frank J. ThorntonHenrico County
C. Thomas Tiller, Jr.....New Kent County
Carson L. Tucker Powhatan County
Julien Williams (Nonvoting) CTAC

OTHERS PRESENT

Joe Andrews Citizen
Gary Armstrong.....GRTC
Viktoria Badger City of Richmond
Rob Cary..... VDOT
Roger D. Cole..... Commonwealth Transportation Board (CTB)
Unwanna Dabney.....Parsons Brinckerhoff

Jennifer DeBruhl VDOT
Craig Eddy Michael Baker, Inc.
E. Todd Eure Henrico County
Alex Guzman HOME
Barrett Hardiman Luck Companies
Aubrey Layne, Virginia Secretary of Transportation VDOT
Kelli Le Duc New Kent County
Barbara Nelson Citizen
Jim Ponticello VDOT
John Ramsey Richmond Times Dispatch
Elliott Rigsby HOME
Charika Ruffin RideFinders
Mike Sawyer City of Richmond
Kim Scheeler Greater Richmond Chamber
Yatharth Shukla Chesterfield County
Joanne Simmelink Chesterfield County
Barbara K. Smith Chesterfield County
Travis Snellings VanGo Inc.
Ronald Svejkovsky VDOT
Ben Thompson Luck Companies
Joe Vidunas Hanover County
Promise Wheeler Governor's Fellow

RRPDC STAFF PRESENT

Daniel N. Lysy, TPO Secretary

Sulabh Aryal	Julie Fry	Sarah Rhodes
Bob Crum	Barbara Jacocks	Greta Ryan
Tiffany Dubinsky	Ken Lantz	Chris Wichman
Chuck Gates	Jin Lee	

[Please note: The meeting venue did not offer recording equipment. Meeting minutes are written based on staff notes.]

CALL TO ORDER

TPO Chairman Manuel Alvarez, Jr., called the May 7, 2015 meeting of the Richmond Regional Transportation Planning Organization (TPO) to order at approximately 9:35 a.m. at Luck Companies, 515 Stone Mill Road, Manakin-Sabot, Virginia.

CERTIFICATION OF MEETING QUORUM

TPO Secretary Daniel N. Lysy reported that a quorum was present.

WELCOME and INTRODUCTIONS

Chairman Alvarez welcomed everyone to the Second Annual Richmond Region Transportation Forum. He introduced Mr. Barrett Hardiman, Director of Government Relations at Luck Companies, and thanked him for hosting today's meetings. Chairman Alvarez asked Mr. Hardiman if he'd like to address the members.

Mr. Hardiman said it was the pleasure of Luck Companies to be able to host today's meetings. He provided a brief history of Luck Companies, noting the company had been founded in 1923 in response to the need for road building materials. The company now has 850 locations in the Mid-Atlantic Region.

Chairman Alvarez thanked Mr. Hardiman for providing today's meeting venue.

Chairman Alvarez asked everyone seated around the table to introduce themselves.

PLEDGE OF ALLEGIANCE

All present stood and recited the Pledge of Allegiance.

SECOND ANNUAL RICHMOND REGION TRANSPORTATION FORUM

Chairman Alvarez said he was pleased to introduce Virginia Secretary of Transportation, Aubrey Layne, who will provide opening remarks for today's Forum.

Opening Remarks

Secretary Layne thanked members of the TPO Board for their invitation asking him to provide a few comments this morning. He said he'd first like to introduce Ms. Promise Wheeler, who is working in his office as a Governor's Fellow.

Secretary Layne said that economic development and transportation – the moving of goods, services, and people around the Commonwealth – both have a substantial impact on the state's economy. He said these two areas are very important to the Administration.

When the country was first founded, two of the very first laws enacted dealt with education and protection of byways and roads. Secretary Layne said that the country's Founding Father's recognized that transportation supports the citizens' way of life.

Secretary Layne indicated that the Administration is striving to ensure that the right transportation projects are selected to improve the state's way of life. The Administration wants to be a good steward of the public's money.

Secretary Layne said that Mr. Rob Cary will provide more detailed information on HB2 and HB1887, but he wanted to point out that these pieces of legislation have provided the Commonwealth Transportation Board (CTB) with a metric to use in the allocation of funds for transportation projects. The legislation offers a way for projects to be selected based on certain metrics without outside influence.

Specifically, HB1887 will allow the allocation of funds to the state as a whole with project decisions being given to the localities. There are three designations for funding:

1. State of Good Repair – 45%

2. High-Priority Projects Program (Statewide) – 27.5%
3. District Grant Programs – 27.5%

The CTB is now independent and members can only be removed by cause. Secretary Layne noted that projects will be vetted and funds will be allocated to projects that will provide the best use of those funds. The CTB also recognizes that the state has multimodal transportation needs.

Secretary Layne ended his remarks by saying that the Administration is very involved and aware of the transportation issues in the Richmond Region. He assured members that the Administration wants to support the Region's economy and help maintain the current quality of life.

Chairman Alvarez thanked Secretary Layne for taking time to attend today's meeting and for his remarks.

HB2 and HB1887 Status

Chairman Alvarez said that Mr. Rob Cary, VDOT Richmond District Administrator, will provide more details on the implementation of the HB2 statewide project review and ranking process as well as the funding impact of HB1887.

Mr. Cary thanked members for the opportunity to provide status update on these two pieces of legislation. He introduced Ms. Jennifer DeBruhl, Director of VDOT's Local Assistance Division.

Mr. Cary said as he reviews each of the legislation items, he'll be glad to take any questions.

A candidate project is planned according to guidelines established by VTrans 2040. It is then scored using the metrics established in HB2. Once the project is approved, it is then funded using the process established by HB1887.

Mr. Cary provided a map that illustrated the VTrans Multimodal Transportation Plan (VMTP) needs assessment currently underway. VMTP will identify future needs for all modes of travel across the state. VMTP will focus on corridors of statewide significance, identified regional networks, and local designated growth areas.

Mr. Cary said that in 1986, a 40-30-30 funding formula was put into place during a special session of the General Assembly. This formula has been removed through the passage of HB1887. The new construction formula will become effective in 2021 and will be as stated by Secretary Layne:

1. State of Good Repair – 45%
2. High-Priority Projects Program (Statewide) – 27.5%
3. District Grant Programs – 27.5%

High priority projects will be programmed according to HB2 beginning in FY17.

Funding for HB2 between FY17 and FY20 will be as follows:

- funds not programmed to projects will be distributed 50/50 to
 - High-Priority Projects Program (statewide)
 - District Grans Programs

Mr. Cary provided a breakdown of funding by locality based on the draft Six-Year Improvement Program (SYIP). He noted that the Richmond Region will receive HB1887 grant program funds in the amount of \$56.7 million, or 14.4 percent of the statewide total. Funds available for state of good repair will be provided to the Richmond Region in the amount of \$59.7 million, or 17.4 percent of the statewide total.

Regional entities (MPOs and PDCs) will be eligible to apply for funds in the categories of:

- Corridor of Statewide Significance
- Regional Network

Mr. Cary said the HB2 scoring process is set to be approved by the CTB during its June meeting. He provided a timeline of how the scoring process was developed since HB2 went into effect on July 1, 2014.

Funds subject to HB2 include:

- state and federal highway funds
- legislation excluded the following projects and types of funding from the prioritization process –
 - asset management
 - revenue sharing
 - regional revenues
 - CMAQ federal funds
 - highway safety federal funds
 - transportation alternatives funds

Information was provided on the types of HB2 projects allowed and the types excluded.

Mr. Cary said the HB2 factor areas are:

- safety
- congestion management
- accessibility
- environmental quality
- economic development
- land use and transportation coordination (areas with over 200,000 people)

He provided measuring factors in each of the six areas. Scoring is based on scoring in each of the six factors. Projects with the highest score are moved to the top of the list to receive funds. Project cost will act as an equalizer.

Mr. Cary said that in May 2015, many PDCs and MPOs requested a change in their weighting frameworks – B to C, C to D. The requests were based on frameworks provided in March 2015. In March, the Richmond Region had been in Category A with Northern Virginia and Hampton Roads. Revisions now place the Richmond Region in Category B along with two other regions.

In the six weighting factors, those changing in the Richmond Region from March to May are:

- safety 15% in March; 20% in May
- land use 15% in March; 10% in May

Mr. Cary said that a scoring pilot program was put into place that evaluated 38 projects. The pilot program tested the application of the evaluation measures, factor weights, and overall prioritization process. Of the 38 projects, two were transit projects. All 38 projects had already been funded and were either currently in construction or completed. VDOT and DRPT staffs provided inputs to the evaluation based on local knowledge.

During the pilot program, all scores are relative based on the other available projects being evaluated. Mr. Cary said it does not appear to be any clear biases based on area type or size of projects. Projects with low “raw scores” can have high relative scores when cost is considered. Projects tend to score well in a few but not all of the factors. Refinement of criteria for ratings-based measures is necessary to improve consistency.

Mr. Cary said that HB2 project applications must include scope (define the limits of the project, its physical and operational characteristics, and physical and/or operational footprint); cost estimate (as realistic as possible considering known information and accounting for possible risk and contingencies); and schedule (realistic and reflect complexity of project, identify phase durations – PE, RW, CN).

Projects that are conceptual in nature and not well defined may need additional planning or pre-scoping level work before the project can be submitted and scored under HB2. Mr. Cary noted that in these cases, District/DRPT PDCs may recommend to the applicant a need for additional study prior to HB2 submittal.

Mr. Cary said that following CTB approval in June, there will be coordination with VDOT and DRPT on candidate projects during the month of July. During August and September, candidate projects will be solicited from local governments and regional entities. All applications will be due on September 30. Projects will be screened and evaluated based on the HB2 process during October through January, with evaluations being released in January. The CTB will consider the evaluated projects during February through April for inclusion in the SYIP. In April, the draft SYIP will be released and public hearings on the draft SYIP will be held in April and May.

Mr. Cary said that concluded his overview and he asked if there were any questions.

Ms. Lascolette asked, referencing slide #36, if there would be any tolerance with regard to cost estimates. Mr. Cary said that is being reviewed at this time. High cost projects will have a lower cost tolerance. He said any cost tolerance will be on a sliding scale.

Mr. Cary said that VDOT staff recommended the Richmond Region be placed in Category B for weighting factors. He said that input on this recommendation should be made to Mr. Cole prior to the June CTB meeting. He noted that Richmond is one of three regions listed in Category B. If any changes are recommended to the weighting factors, implications to the other two regions and the legislative intent would need to be considered.

There was lengthy discussion among the members with regard to the raising of the percentage in Safety from 15 percent in March to 20 percent in May and the lowering of the percentage in Land Use from 15 percent in March to 10 percent in May. Mr. Cary said the changes were made based on requests received from the TPO. In order to get the percentages in the other factors to the levels requested, these two factors had to be changed.

Mr. Peterson said that if members looked at the detailed descriptions of each of the six factors, that may offer insight into how the factors relate to one another. He said that he felt members should accept the factors as presented in recognition of the work done by Mr. Cole to arrive at the current weighting framework.

Mr. Peterson said he would like to make a motion that the weighting factors as presented by Mr. Cary be accepted. Mr. Agelasto seconded the motion. There was no additional discussion and the motion carried with one nay vote being cast by Ms. Lascolette.

Chairman Alvarez thanked Mr. Cary for his presentation and Mr. Cole for his work on aligning the weighting factors to reflect what members had requested.

Chairman Alvarez said at this time, information will be provided on the following agencies:

- Capital Region Airport Commission (CRAC)
- GRTC Transit System (GRTC)
- Richmond Metropolitan Transit Authority (RMTA)
- Department of Rail and Public Transportation (DRPT)

Mr. Jon Mathiasen, President and CEO of Richmond International Airport (RIC), thanked members for the opportunity to provide an update on RIC.

Mr. Mathiasen began his presentation by reviewing a history of air carriers that have served RIC since 1978. The current carriers are Delta, United, Southwest, and American Airlines. Information was provided on changes and challenges in the airline industry. Mr. Mathiasen also provided information on RIC's growth and retained/expanded offerings.

RIC will soon complete conversion of its shuttles to all CNG vehicles. The conversion to CNG from diesel vehicles was initiated using an FHWA CMAQ grant.

RIC is now able to offer Transportation Security Administration (TSA) PreCheck lanes for frequent flyers, making RIC one of 31 airports around the country that offer this service.

Through legacy and national carriers, RIC can provide international and domestic flights. Mr. Mathiasen provided a chart that compared airfare costs of ten peer destinations for flights originating from RIC. The top ten destination markets from RIC were also provided.

With the introduction of low cost carriers to RIC, beginning with AirTran in 2004, airfare costs from RIC have dropped dramatically. Low cost carriers have made RIC a very competitive airport of origin.

Mr. Mathiasen reported that in 2013, RIC was awarded a US Department of Transportation Small Community Air Service Development Program (SCASDP) grant - \$750,000 in federal funds with a local match of \$150,000. These funds will be focused on development of better access to the western half of the country.

Information was also provided on passengers who use RIC as well as drive times to other regional airports.

Mr. Mathiasen encouraged members to promote RIC to their clients and employees. RIC has a \$1.1 billion economic impact in the Region and provides over 2,500 jobs. Mr. Mathiasen said he sees opportunities for future collaboration with increased GRTC service, light rail access, multimodal benefits, and additional sustainability initiatives.

Mr. Mathiasen thanked members for their time.

Chairman Alvarez said that Ms. Angela Gray, CEO of the Richmond Metropolitan Transportation Authority (RMTA) will provide the next presentation.

Ms. Gray began her presentation by reviewing the mission of RMTA, which is “The mission of the RMTA is to build and operate a variety of public facilities and offer public services, especially transportation-related, within the Richmond metropolitan area, each of which is operated and financed primarily through user fees.”

RMTA was created in 1966 by Act of the General Assembly. In 1973, RMTA was authorized to provide vehicular parking facilities. The authority to own and operate sports facilities was granted in 1984. RMTA began managing Main Street Station in 2003. The General Assembly took action in 2014 to amend RMTA’s statute to equalize the board representation and to change the Authority’s name.

Ms. Gray provided a map that shows the RMTA’s expressway system. The system includes 6.6 miles, or 51.2 lane miles, 37 bridges, and four tunnels.

RMTA is a self-supporting entity, using revenue from its operations and proceeds from bond issuance. Ms. Gray emphasized that no local, state, or federal funds are used by the RMTA. She also pointed out that bond resolutions prohibit the comingling of funds and that toll revenue cannot be used to support other operations. Revenue sources include tolls, violation enforcement, interest, and other.

The Expressway System’s total FY16 budget will be \$38.9 in total revenue. Of that total, 29 percent will be available for capital use; 38 percent will be used for operating costs; and 33 percent will be used

for debt service. Ms. Gray also provided information on the RMTA's six-year capital plan and long-range capital outlay.

Ms. Gray said that in looking ahead, things to consider will include the Region's changing demographics, economic development growth, increased population, and increased ridership. She indicated RMTA will soon be celebrating its 50th anniversary and will undertake a rebranding effort. RMTA will work toward strengthening partnerships and relationships by leveraging the experience and backgrounds of its expanded board. Ms. Gray said RMTA will continue to work with the local jurisdictions on regional projects where it is invited and to serve as a resource in the area of transportation. RMTA would like to foster greater regional cooperation.

Ms. Gray concluded her presentation by saying that RMTA will consider all funding options to support capital costs for infrastructure projects to minimize impact of toll fare increases. She thanked members for the opportunity to speak with them this morning.

Chairman Alvarez asked Mr. David Green, CEO of the Greater Richmond Transit System (GRTC) to provide his presentation.

Mr. Green indicated his presentation will focus primarily on the Bus Rapid Transit (BRT) project. He provided a map to show station locations and the design of median and curbside stations.

Mr. Green said that GRTC is facing the following challenges:

- funding (operating and capital)
- service expansion
- lack of understanding about what bus ridership is about
- public perception of riding a bus
- need to establish a permanent transfer center location

Mr. Green said GRTC is looking ahead to the following opportunities:

- strategic regional transportation plan
- dedicated funding source
- community outreach and advocacy
- research and data collection (in cooperation with the Southeastern Institute of Research)
- service and system improvements.

Mr. Agelasto said that in last year's Transportation Forum summary, GRTC also listed as a challenge the location for a permanent transfer station. He asked if the TPO is working to address any of the issues that were identified during last year's Forum.

Mr. Green said GRTC would like to develop a regional transportation plan to address all issues instead of trying to address them piecemeal. He said a regional plan will need to involve everyone.

Mr. Agelasto said the Transportation Forum is the place to begin to develop a regional transportation plan.

Chairman Alvarez said DRPT is working on a Regional Transit Vision Plan. He asked Ms. Inman to provide additional information on this endeavor.

Ms. Inman, DRPT Planning and Mobility Program Administrator, said that she would provide an overview of the plan, which she believes may begin to address some of Mr. Agelasto's questions.

There have been numerous studies in the past, including:

- Richmond Rail Transit Feasibility Study – 2003
- GRTC Comprehensive Operations Analysis – 2008
- Richmond Regional Mass Transit Study – 2008
- Broad Street Bus Rapid Transit Alternatives Analysis and Environmental Assessment – 2014

Since the Mass Transit Study in 2008, the following changes have occurred:

- new 2010 Census data
- implementation of the Broad Street BRT
- local transportation and/or land used plans updated in the last five years
- Region is experiencing a growth in population and employment
- change in travel patterns and demand

Ms. Inman provided an overview of the Transit Vision Plan:

- elements of the plan –
 - stakeholder and public involvement
 - regional transit stakeholder group
 - public meetings held throughout the Region
 - meetings with staffs and elected officials from each jurisdiction
 - data collection and analysis
 - population and employment
 - travel patterns
 - land use analysis
 - analysis of alternatives and recommendations
 - transit service recommendations based on technical analysis and public involvement
 - potential for fixed route, demand response, deviated fixed route, express bus and rapid transit service will be examined
 - Richmond Regional Transit Vision Plan Report

Mr. Williams said that several years ago, there was a recommendation to expand bus service from Powhatan County to Rt. 288. He asked if this was still being considered. Ms. Inman said this was a third tier recommendation. Mr. Williams said a corridor study had been completed that recommended

widening Rt. 60 to help alleviate congestion. He said he felt that the BRT should be extended into the rural communities as many of the rural residents commute into the city for work.

Chairman Alvarez announced that in the interest of time, the presentation on the Richmond Regional TPO will not be given.

Mr. Agelasto asked how the Regional Transit Vision Plan will be adopted. He asked if the TPO will take action on this as a body or if each jurisdiction would be required to pass identical resolutions.

Mr. Crum replied that both GRTC and DRTP see the TPO as a member of the team. The TPO is engaged to identify ideas and to look for opportunities by soliciting public input. He said the TPO will be actively involved in developing the Regional Transit Vision Plan.

Mr. Mathiasen pointed out that each locality sets its own funding priorities. He said if mass transit is going to be extended, then a pilot program needs to be put into place. Plans can then be developed around available funding.

Chairman Alvarez said he appreciated everyone's participation during today's Forum. He said that in looking at the summary from last year, many of the projects have been completed. He said the TPO will continue to be strategic in its planning.

Chairman Alvarez said this will conclude the Transportation Forum and the RRTPO Board meeting will be convened next.

Richmond Regional TPO Board Meeting

I. ADMINISTRATION

A. Request for Changes/Additions to TPO Agenda

There were no requests to amend the agenda. On motion made by Ms. Graziano and seconded by Mr. Gecker, members unanimously approved the agenda as submitted.

B. Open Public Comment Period

There were no requests from the public to address the TPO, and Chairman Alvarez closed the public comment period.

C. Consent Action Items

Mr. Lysy said the Consent Agenda includes the following items:

1. Minutes of the May 7, 2015 TPO Meeting
2. RRTPO Public Participation Plan for the Metropolitan Transportation Planning and Programming Process

3. Transfer of RSTP Balance Entry and Close-Out Funds for Projects in the Counties of Hanover, Henrico and New Kent
4. VDOT and DRPT Transportation Improvement Program (TIP) Amendments for Projects in the City of Richmond, and Counties of Henrico and New Kent, and GRTC Service Area
5. FY 2015 Unified Work Program (UWP) RRPDC Staff Budget Amendments for FHWA/PL and FTA Section 5310 Funded Work Tasks

On motion made by Ms. Graziano and seconded by Mr. Gecker, the Richmond Regional Transportation Planning Organization (TPO) approved the Consent Agenda as presented [note that resolutions for each of the above consent action items are provided in the TPO agenda package].

D. TPO Chairman's Report

1. Recognition in Honor of Mr. Robert A. Crum, Jr., for his Service as Executive Director for the Richmond Regional Planning District Commission

Chairman Alvarez said he wanted to thank Mr. Crum on behalf of TPO members for the work he's accomplished over the past seven years. He said through Mr. Crum's efforts, the TPO has been elevated to the next level. Chairman Alvarez presented a plaque from members of the TPO in thanks and recognition.

Mr. Crum said it has been an honor to work on the TPO's behalf. He said he's been able to establish some strong relationships with the local elected officials and state partners. Mr. Crum said he, in turn, would like to thank Mr. Lysy and his staff for their assistance.

2. Other Business

There was no other business to report.

II. UNFINISHED BUSINESS

No old business was brought forward.

III. NEW BUSINESS

A. Chesterfield County Request for TPO Allocated Transportation Alternative Program (TAP) Funds and Proposed Process for Mid-Year Allocation of TAP Funds to Existing Projects

Chairman Alvarez asked Ms. Rhodes to make this presentation.

Ms. Rhodes said following her presentation, staff will request that the TPO take action on two items:

1. Consider for approval the allocation of \$56,000 (\$14,000 local match) in unallocated FY16 TAP funds to be added to Chesterfield County's Smoketree Drive Sidewalk project (UPC: 105192).
2. Consider for approval a process for allocating RRTPO Transportation Alternative Program funding mid-cycle

Ms. Rhodes reviewed the TAP allocation process:

- project solicitation – applications are submitted to the state (November)
- proposal screening and ranking – VDOT staff scores applications (November – February)
- TPO staff review – following VDOT scoring and CTB members recommendation (February – March)
- TAC review and TPO review – TAC reviews the staff recommendation and makes a recommendation; the TPO board reviews all funding requests and makes final selections (April – May)
- CTB approval – TAP project selections as part of the SYIP (June)

Ms. Rhodes said the following is being proposed as a mid-year cycle allocation process for TAP funds:

- allocations are requested by the project sponsor should unallocated resources be available
- only projects that have been previously selected by the TPO through the TPO's process are eligible
- reason for the allocation request is considered by TPO staff:
 - if the request is due to cost increases the project can progress
 - if the request is due to a scope change, the scope change must be approved prior to the request
- TAC and TPO review and action (applies to all requests)

Ms. Rhodes said the Chesterfield County project was approved in FY14, and the TPO Board approved \$470,400 in funding, with a local match from Chesterfield County in the amount of \$588,000. Prior to implementation, the County asked that the scope PE and RW be expanded to include an additional 500 feet of sidewalk; however, no request was made for additional funds. The TPO staff supported this request.

Chesterfield County is now requesting an additional \$56,000 to fully construct the sidewalk. The County will provide \$14,000 in local match funds. The expanded scope and higher cost estimate will be more economical than if the project is bid as two separate projects. Ms. Rhodes provided an illustration showing the location of the additional length of sidewalk. She pointed

out that the new library is under construction and the County felt that the sidewalk expansion would be warranted.

With regard to the mid-cycle allocation process, Ms. Rhodes said that MPOs with a population of 200,000 or more are responsible for allocating TAP funds. This authority was granted when MAP-21 was approved in July 2012. Since that time, the TPO has allocated a total of \$2,204,258 to ten projects.

The TPO, on May 7, 2015, approved the allocation of FY15 and FY16 TAP funds totaling \$797,540. This leaves a balance of \$672,395 in unallocated TAP funds.

Ms. Rhodes said action is being requested on the following resolution:

WHEREAS, the Richmond Regional Transportation Planning Organization (TPO) has since FY2013 been responsible for project review, selection and allocation of certain federal transportation funds apportioned to the Commonwealth of Virginia known as Transportation Alternatives Program (TAP) funds; and

WHEREAS, a portion of the TAP apportioned to the Commonwealth of Virginia are allocated to Transportation Management Areas (TMA) designated Metropolitan Planning Organizations, which include the TPO, and it is the TPO's responsibility to conduct the project review, selection and funds allocation process for these TAP funds; and

WHEREAS, since FY2013 the TPO has taken action on an annual basis to allocate TAP funds and advise the Commonwealth Transportation Board (CTB) of the TPO's allocation action so these projects and allocations can be included in the CTB's Six-Year Improvement Program (SYIP); and

WHEREAS, the TPO has not received requests for an allocation of additional TAP funds or a previously funded TAP project, until a request submitted by Chesterfield County; and

WHEREAS, staff has provided a recommended process to review, address and take action on this request by Chesterfield County, and for all such future requests for the allocation of additional TAP funds to an existing TPO-TAP funded project;

NOW THEREFORE BE IT RESOLVED, that the RRTPO Board approves the request by Chesterfield County and authorizes the allocation of \$56,000 in unallocated FFY16 TPO allocated TAP funds to UPC: 105192 – Smoketree Sidewalk Improvements Project, with the County providing \$14,000 in required local match for a total allocation of \$70,000 in FFY16 TAP funds for the project; and

BE IT FURTHER RESOLVED, that the TPO approves the use of the project review and funds allocation process as described above in staff recommended process for mid-cycle TAP funds allocation as described and noted above.

Chairman Alvarez asked if there were any questions on Ms. Rhodes' presentation or if there was any additional discussion.

Mr. Gecker made a motion that the mid-cycle TAP allocation process and the additional funds for the Chesterfield County Smoketree Sidewalk project be approved as presented by staff. The motion was seconded by Ms. Graziano.

Mr. Agelasto asked if both actions were to be considered as one vote or if two votes would be taken. Mr. Lysy pointed out that both actions are presented in the TPO agenda package as one vote.

Mr. Agelasto asked if this action would also take into consideration a project scope change. Mr. Lysy said that any project scope change would need to be reviewed and recommended by TAC and submitted to the TPO for action.

Ms. Rhodes added that the action on today's agenda will be more cost effective than putting the sidewalk extension request out for a second bid.

Chairman Alvarez clarified that this vote would be to approve the proposed mid-year TAP allocation process in addition to the allocation of additional TAP funds to the Chesterfield County project.

Ms. Lascolette noted that the resolution lists the entire amount for the Chesterfield County project and she asked if that amount was correct. Ms. Rhodes said the total cost for the project is \$70 thousand and the additional allocation amount is \$56 thousand.

There was no additional discussion and the motion passed unanimously.

B. FFY15 – FFY18 TIP Amendment: GRTC Bus Rapid Transit (BRT) Project

Chairman Alvarez asked Ms. Rhodes to present information on this agenda item.

Ms. Rhodes said a request was submitted by the Virginia Department of Rail and Public Transportation (DRPT) to amend the FFY15 – FFY18 TIP to obligate federal and state funds for the GRTC BRT project. Ms. Rhodes noted that detailed information was included in the agenda packet under Tab 2.

Chairman Alvarez asked if there were any questions. There were no questions and on motion made by Ms. Graziano and seconded by Mr. Gecker, the following resolution was approved unanimously as presented:

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 the following project:

- GRTC040 – Bus Rapid Transit Construction and Capital Purchase Rolling Stock, TIGER funds

IV. COMMITTEE AND STAFF REPORTS

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

In the interest of time, Chairman Alvarez said he would bring members' attention to this report, which is included in the agenda packet.

B. RRPDC Transportation Director's Report

In the interest of time, Chairman Alvarez said he would bring members' attention to this report, which is included in the agenda packet.

V. OTHER BUSINESS

A. Upcoming TPO Policy Board Meetings –

Chairman Alvarez noted that information on this item is included in the agenda packet.

B. Next Meeting

Chairman Alvarez reported the next regularly scheduled meeting is July 2, which is just before the July 4 holiday. Staff is recommending that this meeting be cancelled. There was consensus agreement to cancel the July 2 meeting and hold the next regularly scheduled meeting which is Thursday, August 6.

Chairman Alvarez said he would like to thank Luck Companies for hosting today's meetings.

C. Other Business

There was no other business to bring before members.

VI. ADJOURNMENT

Chairman Alvarez adjourned the meeting at approximately 11:55 a.m.