

**RICHMOND REGIONAL
TRANSPORTATION PLANNING ORGANIZATION**

**MINUTES OF MEETING
September 24, 2015**

MEMBERS PRESENT

W. Canova Peterson, IV, **Chairman**..... Hanover County
Manuel Alvarez, Jr.Goochland County
Daniel A. GeckerChesterfield County
Angela L. GrayRMTA
Kathy C. Graziano City of Richmond
David Green..... GRTC Transit System
Wayne T. Hazzard (Alternate)..... Hanover County
Edward L. Henson, III..... Town of Ashland
Susan F. LascoletteGoochland County
Floyd H. Miles, Sr. Charles City County
Patricia S. O’Bannon..... Henrico County
Mark Riblett (Alternate)..... Secretary of Transportation Designee
Frank J. Thornton..... Henrico County
Von Tisdale (Nonvoting) RideFinders
Carson L. Tucker Powhatan County
David T. Williams Powhatan County

MEMBERS ABSENT

Steve A. Elswick, **Vice Chairman** Chesterfield County
Parker C. Agelasto..... City of Richmond
Jonathan Baliles City of Richmond
Cliff Burnette (Nonvoting)..... VDA
James H. Burrell New Kent County
Sean M. Davis..... Hanover County
Thomas Fletcher (Nonvoting)..... CTAC
James M. Holland..... Chesterfield County
Ryan Long (Nonvoting) FTA
Brian Montgomery (Nonvoting)..... EDAC
Michelle R. Mosby City of Richmond
Ivan Rucker (Nonvoting) FHWA
John Rutledge CRAC
C. Thomas Tiller, Jr. New Kent County

CALL TO ORDER

TPO Chairman W. Canova Peterson, IV, called the September 24, 2015 meeting of the Richmond Regional Transportation Planning Organization (TPO) to order at approximately 9:30 a.m. in the Richmond Regional Planning District Commission board room.

CERTIFICATION OF MEETING QUORUM

TPO Secretary Barbara S. Nelson reported that a quorum was present.

PLEDGE OF ALLEGIANCE

At the invitation of Chairman Peterson, Floyd H. Miles, Sr., lead the TPO in the Pledge of Allegiance to the flag.

INTRODUCTIONS

Chairman Peterson reported the appointment of William G. Coad, Charles City County Board of Supervisors, as an alternate member of the TPO Board and the TPO Executive Committee. Mr. Coad was not in attendance at the meeting.

I. ADMINISTRATION

A. Approval of the TPO Agenda

On motion by Kathy C. Graziano, seconded by Floyd H. Miles, Sr., the TPO unanimously approved the September 24, 2015 meeting agenda as presented.

B. Minutes of the August 6, 2014 TPO Meeting

On motion by Kathy C. Graziano, seconded by Susan F. Lascolette, the TPO unanimously approved the minutes of the August 6, 2015 TPO meeting as presented.

C. Open Public Comment Period

There were no requests to address the TPO.

D. Consent Action Item –

Chairman Peterson asked if there were any requests to pull the consent agenda item for discussion and none were voiced.

Transportation Alternatives Program (TAP) Blanket Resolution of Endorsement

On motion by Kathy C. Graziano, seconded by Patricia S. O'Bannon, the Richmond Regional Transportation Planning Organization (TPO) approved the consent agenda item as follows:

RESOLVED, that the Richmond Regional Transportation Planning Organization endorses those applications for the Transportation Alternatives Program funds that are endorsed by eligible applicants in the Richmond Region for Federal Fiscal Year 2017 funding.

E. TPO Chairman's Report –

Chairman Peterson called for a motion and second for both resolutions of appreciation, one for Roger D. Cole and the other for Daniel N. Lysy.

On motion of Kathy C. Graziano, seconded by Patricia S. O'Bannon, the TPO took unanimous action to approve resolutions in appreciation for Roger D. Cole and Daniel N. Lysy as presented in the agenda package.

1. Resolution in Appreciation of Roger D. Cole, Former VDOT Richmond District CTB Member

Roger Cole joined Chairman Peterson at the podium and Chairman Peterson remarked that Mr. Cole has represented his region and district well saying he has probably been one of the most influential leaders on the Commonwealth Transportation Board. He said the TPO cannot adequately express its appreciation for the work he has done for the Richmond Region. Chairman Peterson read aloud the "Resolution in Appreciation of Roger D. Cole" provided under tab three of the agenda package and presented him with the framed signed resolution. Mr. Cole received a standing ovation from the TPO. Mr. Cole said he is very grateful for being so honored and he encouraged the TPO to keep up its good work.

2. Resolution in Appreciation of Daniel N. Lysy, Outgoing RRPDC Director of Transportation

Chairman Peterson called Dan Lysy to the podium and Mr. Lysy received a hearty round of applause. Chairman Peterson noted that everyone is happy for him on this day of celebration of his retirement and for the many friendships he has developed over these 35 years. He read aloud the “Resolution in Appreciation of Daniel N. Lysy” provided under tab three of the agenda package and presented Mr. Lysy with the framed signed resolution. Mr. Lysy received a standing ovation with hearty applause. He thanked the TPO for the opportunity afforded him to serve as Transportation Director saying it has been an honor to serve the TPO and the citizens of the Richmond Region. He noted the TPO is in capable hands with Barbara Nelson’s leadership and Mr. Lysy thanked elected officials for their work on behalf of the region. Chairman Peterson reminded everyone of the reception following the meeting to honor Mr. Lysy.

3. Other Business –

Chairman Peterson had no other business to report.

F. TPO Secretary’s Report –

1. TPO July and August Work Status Reports

2. TPO July and August Financial Status Reports

Barbara Nelson noted the July and August financial and work status reports contained under tab four of the agenda package are provided as information items with no action required. She said pages one through 10 are a summary of the work activity undertaken to fulfill the TPO FY 16 Unified Work Program approved by the TPO board in May, and page 11 includes a summary of financial expenditures required to advance the work program. Ms. Nelson said TPO funding is significant, approximately \$2 million a year, and she will work to synthesize this information into a brief summary report for future meetings.

II. OLD BUSINESS

A. RRTPO Title VI Plan Update

Barbara Nelson noted the staff report included under tab five of the agenda package saying that this item was pulled from the August 6 TPO agenda for correction of minor typographical errors and updates to Executive Committee and organizational membership. She said the Title VI Plan includes provisions that address Executive Orders related to environmental justice and limited English proficiency (LEP) requirements. The TPO last approved the Title VI Plan in June of 2014 and several changes have occurred since that time that are reflected in the September 2015 draft including the August 2014 adoption of the Transportation Improvement Program (TIP) which required an environmental justice analysis, the October 2014 TPO board reorganization with weighted voting, and changes to the corresponding appendices. Ms. Nelson noted the resolution contained in the staff report requesting TPO approval of the draft plan as revised. Chairman Peterson said all comments received have been addressed and incorporated in the plan noting the plan was not redistributed, but is available on the RRPDC website.

On motion of Patricia S. O’Bannon, seconded by David T. Williams, the Richmond Regional Transportation Planning Organization (RRTPO) unanimously approved the following resolution:

RESOLVED, that the Richmond Regional Transportation Planning Organization (TPO) approves the *Richmond Regional Transportation Planning Organization (TPO) Title VI Plan* as submitted; and

BE IT FURTHER RESOLVED, that the TPO's action to approve the TPO Title VI Plan 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 IX, Publication Provisions, which includes approval by the Virginia Department of Transportation (VDOT) and the Federal Highway Administration (FHWA) authorizing final publication and distribution of the Title VI document as submitted.

B. Bonus Obligation Authority

Barbara Nelson thanked the TPO board for its August 6 meeting action approving a process to allow the region to be in a position to take advantage of an opportunity to receive bonus obligation authority should those revenues have become available to the Richmond TPO region. Ms. Nelson noted that at that time VDOT was hopeful that the state would receive an additional \$109 million of which approximately \$9 million was anticipated to be in Regional Surface Transportation (RSTP) funds. Ms. Nelson said the Commonwealth will receive approximately \$56 million to accomplish paving and bridge work, however, no RSTP funds will be received by the Commonwealth.

III. NEW BUSINESS

A. Richmond Regional Transit Vision Plan

Barbara Nelson noted background information contained under agenda tab six including a request for TPO action on Unified Work Program (UWP) work task 5.3, Richmond Region Transit Vision Plan. Ms. Nelson noted that when the FY 16 UWP was being developed last spring, details for this work activity were not complete and the work scope, budget and funding were not available for inclusion in the document. She said staff worked with DRPT and the consultant team to review the work scope. Ms. Nelson said Nick Britton with the Department of Rail and Public Transportation (DRPT) will provide a presentation on the proposed work program effort and the TPO will then be asked to amend the FY 16 UWP to allow this work effort to move forward.

Nick Britton provided a presentation on the Richmond Region Transit Vision Plan. He noted the goal of the plan is to look at the current state of transit in the Richmond Region, covering the nine-jurisdictions, and to define gaps and opportunities. He said the study will examine how land use plans in all the jurisdictions inform and contribute to future transit goals looking for ways to connect people with places they want and need to go. Mr. Britton said the study will identify gaps in transit service, look at alternatives for filling the gaps and work to develop a common vision resulting in a list of actionable items for moving forward. Mr. Britton said the study will engage the public, community leaders and technical staff, and a study advisory committee will be formed. He discussed the study tasks including data collection and analysis, coordination with GRTC research, alternatives analysis and development of recommendations including possible funding sources for recommendations. He reviewed the study schedule noting anticipated study advisory committee meetings and public meetings. Mr. Britton said periodic presentations on the study progress will be

made to the Technical Advisory Committee (TAC), the Citizens Transportation Advisory Committee (CTAC), the Elderly and Disability Advisory Committee (EDAC) and the TPO.

The following major points were brought forward during and following Mr. Britton's presentation:

- DRPT and the consultant team are working with universities and colleges in the region that would be impacted by transit and are also working with EDAC member organizations to get representation from the elderly and disability communities and veteran's organizations to be as expansive as possible.
- Cost, ridership, long-term impacts, and feasibility will all be part of the alternatives analysis and recommendations, which will also be a part of the GRTC transit development plan.
- The consultant team will gather data from the public and utilize GRTC research and other existing research as well as conducting their own independent research.
- Frank Thornton personally offered to help with outreach to some sectors of the public that often aren't heard from at public meetings in order to hear from them their thoughts and needs for transit which will enhance the plan and transit vision.

On motion of Kathy C. Graziano, seconded by Patricia S. O'Bannon, the Richmond Regional Transportation Planning Organization (RRTPO) unanimously approved the following resolution:

RESOLVED, that Richmond Regional Transportation Planning Organization amends the FY 16 Unified Work Program to include additional language describing the study scope, schedule, the end products and the budget of the Richmond Region Transit Vision Plan.

BE IT FURTHER RESOLVED, that the TPO action to amend the UWP 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 TPO action and amending the FY 2016 UWP.

B. HB 2 Local Applications: TPO Resolutions of Endorsement

Sarah Rhodes said the TPO is requested to show regional support for 26 applications for HB 2 funds being submitted by local governments in the region by approving resolutions of endorsement these projects as presented in the enclosure packet distributed with the agenda package. Ms. Rhodes noted that the TPO approved the resolution format and process at its August 6 meeting and reviewed the timeline and process used for developing the endorsements. She said staff received 29 project descriptions and draft endorsements of which three projects were removed by the locality based on an assessment of the projects' connection to the VTrans2040 Needs Assessment. Ms. Rhodes said 20 projects clearly meet a need identified in the Needs Assessment with six projects not clearly meeting an identified need at this time and are identified as "eligibility pending" in the agenda enclosure. She said comments for these six projects have been submitted by TPO staff, the HB 2 Work Group, and local staff that may influence the VTrans Needs Assessment which is still fluid at this time. She said TAC reviewed and recommended approval of resolutions of endorsement for 25 projects at its September 8 meeting and one additional project was submitted to

TAC by e-mail with no comments being received by staff. In response to a question, Ms. Rhodes clarified that all 26 project resolutions, including those sorted as eligibility pending, will move forward with a resolution of full support from the TPO. Ms. Rhodes indicated that should there be changes to the VTrans Needs Assessment that would positively impact the six identified applications, the resolutions will be revised and presented for TPO approval at its November 5 meeting.

On motion of Kathy C. Graziano, seconded by Patricia S. O'Bannon, the Richmond Regional Transportation Planning Organization (RRTPO) unanimously approved the following resolution:

WHEREAS, through the House Bill 2 process, the Richmond Regional Transportation Planning Organization has the opportunity to endorse local applications for House Bill 2 candidate projects on Corridors of Statewide Significance and the Regional Network;

NOW, THEREFORE, BE IT RESOLVED, that the Richmond Regional Transportation Planning Organization approves the twenty-six House Bill 2 Local Application resolutions of endorsement included in agenda Item III.B.

C. HB 2 TPO Applications for Virginia High Priority Projects Funding

Sarah Rhodes provided a status report on this item noting that the TPO is submitting six projects as the applicant which were reviewed, discussed and approved at the August 6 TPO meeting. She said as part of the August 6 action, there was an opportunity to revise the prioritization for those six projects should the need become apparent during the application development process. Ms. Rhodes said TAC confirmed the TPO's August 6 prioritization and no changes were recommended, and so staff will submit the applications by the September 30 deadline. She said the full list of HB 2 applications will be released for public review in mid-October and the full list of scored applications will be released in January 2016. No changes in prioritization were requested by the TPO.

D. Metropolitan Transportation Plan (MTP) 2040

Tiffany Dubinsky, RRPDC staff, noted that work has begun on the 2040 Metropolitan Transportation Plan (MTP) and she reviewed the purpose and requirements for the plan, the schedule for completion of the plan and upcoming TPO actions to be requested. Ms. Dubinsky reviewed the 2040 MTP goals, provided as a handout at the meeting, as approved by the MTP 2040 Advisory Committee (MTP AC) at their August 26 meeting. She reviewed the process for goals development including federal requirements, state criteria from House Bill 2 and the VTrans 2040 Needs Assessment and goals from the 2031 Long-Range Transportation Plan. Ms. Dubinsky discussed the 2040 MTP AC process for determining the final nine goals and she noted that the projects selected for inclusion in the plan will be linked to appropriate plan goals. She said there will be two project lists, one financially constrained list separated into roughly six-year time bands and correlated with VDOT revenue projections. She said there will also be an unfunded regional needs list with projects that could not be allocated funds but still are a priority to the region. Ms. Dubinsky said the process for project evaluation and the method for linkage of goals through an application process is still under evaluation. Ms. Dubinsky reviewed the anticipated project categories for submission of projects and preliminary plans for the public participation process. She said the resolution presented for TPO consideration is included in the staff report under tab nine of the agenda package. There were no questions.

On motion of David T. Williams, seconded by Carson L. Tucker, the Richmond Regional Transportation Planning Organization unanimously approved the following resolution:

RESOLVED, that the Richmond Regional Transportation Planning Organization (TPO) approves the 2040 Metropolitan Transportation Plan Goals for incorporation into the 2040 MTP document; and

BE IT FURTHER RESOLVED, that the goals be used in the project ranking and selection process and be available for public comment.

Following TPO action, Ms. O'Bannon asked Mr. Thornton about public participation at his Town Hall meetings and Mr. Thornton responded that he has scattered results depending on the topic, but he said he knows there is an interest in transportation. He said it is the TPO's job to make sure the public knows what it is doing and he said he believes the TPO needs to be a little more diligent about how they reach out. Ms. Dubinsky said the staff approach with this plan is to go out to community meetings to reach the public rather than asking them to come to staff. Ms. Dubinsky offered to provide presentations to community groups and requested that TPO members provide her an opportunity to present the 2040 MTP to their boards and organizations. Chairman Peterson noted Mr. Thornton's long-term genuine interest in engaging the public and he asked if he would be willing to advise the TPO staff on this matter of public participation, and Mr. Thornton responded that he would.

IV. OTHER BUSINESS

A. Upcoming TPO Policy Board Meetings and Future Meeting Topics

Chairman Peterson noted information on possible future meeting topics included under agenda tab 10. Barbara Nelson reported two topics were added at the Executive Committee meeting, one on whether recent GRTC technology application updates could help accomplish a goal recommended in the *Needs and Gaps Assessment for the Transportation Disadvantaged* report as discussed by the TPO Ad Hoc Committee on Paratransit Needs and Services. The other topic to be added is a presentation by the Department of Environmental Quality (DEQ) on the recent air quality season and whether the measures implemented by the Metropolitan Regional Air Quality Committee are making measurable impacts in the region.

B. Next Meeting November 5

Chairman Peterson noted the next TPO meeting will be November 5 at 9:30 a.m.

C. Other Business

Chairman Peterson noted that following the adjournment of the TPO meeting there will be a reception honoring Dan Lysy.

VI. ADJOURNMENT

Chairman Peterson adjourned the meeting at 10:40 a.m.