

**RICHMOND REGIONAL
TRANSPORTATION PLANNING ORGANIZATION**

**MINUTES OF MEETING
December 1, 2016**

MEMBERS PRESENT

Steve A. Elswick, **Chairman** Chesterfield County
Kathy C. Graziano, **Vice Chairman** City of Richmond
Kathy Abbott..... Town of Ashland
Parker C. Agelasto City of Richmond
Manuel Alvarez, Jr..... Goochland County
Nick Britton (Alternate)..... DRPT
Robert H. Cary Secretary of Transportation Designee, VDOT
David Green GRTC Transit System
James M. Holland Chesterfield County
Angela Kelly-Wiecek..... Hanover County
Floyd H. Miles, Sr..... Charles City County
Robert P. Morris (Nonvoting)..... CTAC
Larry J. Nordvig..... Powhatan County
Patricia S. O'Bannon Henrico County
W. Canova Peterson, IV..... Hanover County
Frank J. Thornton..... Henrico County
Carson L. Tucker (Alternate)..... Powhatan County
Christopher Winslow Chesterfield County

MEMBERS ABSENT

Jonathan Baliles City of Richmond
Jitender Ramchandani (Nonvoting) DRPT
Cliff Burnette (Nonvoting) VDA
Angela L. Gray..... RMTA
Susan F. Lascolette Goochland County
Ryan Long (Nonvoting) FTA
Brian Montgomery (Nonvoting) EDAC
Michelle R. Mosby..... City of Richmond
Patricia A. Paige..... New Kent County
Ivan Rucker (Nonvoting) FHWA
John B. Rutledge..... CRAC
C. Thomas Tiller, Jr. New Kent County
Von Tisdale (Nonvoting) RideFinders

ALTERNATE MEMBERS PRESENT, NOT VOTING

Mark Riblett (Alternate) Secretary of Transportation Designee, VDOT

CALL TO ORDER

Richmond Regional Transportation Planning Organization (RRTPO) Chairman Steve A. Elswick called the December 1, 2016 RRTPO meeting to order at approximately 9:30 a.m. in the Richmond Regional Planning District Commission board room.

CERTIFICATION OF MEETING QUORUM

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

PLEDGE OF ALLEGIANCE

At the request of Chairman Elswick, Larry J. Nordvig, led the RRTPO in the Pledge of Allegiance to the flag.

INTRODUCTIONS

Chairman Elswick announced that effective November 1, 2016, Melissa McGill replaced Ryan Long as the Federal Transit Administration Region 3 RRTPO member.

I. ADMINISTRATION

A. Approval of RRTPO Agenda

Barbara Nelson requested amendment of the agenda to add two items under the Chairman's Report. The first would add a 10 percent budget reserve in the development of the FY18 Unified Planning Work Program (UPWP), and the second would establish a work group to study the RRTPO boundary expansion with the appointment of Manuel Alvarez, Jr., Patricia A. Paige, Frank T. Thornton and Christopher Winslow to that work group. On motion by Larry J. Nordvig, seconded by Kathy C. Graziano, the RRTPO voted unanimously to approve the December 1, 2016 RRTPO meeting agenda as amended.

B. Minutes of the October 6, 2016 RRTPO Meeting

On motion by Kathy C. Graziano, seconded by Patricia S. O'Bannon, the RRTPO unanimously approved the minutes of the October 6, 2016 RRTPO meeting as presented.

C. Open Public Comment Period

There were no requests to address the RRTPO and Chairman Elswick closed the public comment period.

D. Consent Action Items

Barbara Nelson briefly described the consent agenda items included under agenda tab two; there were no requests for additional discussion.

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

1. FY17 Unified Planning Work Program Amendment

RESOLVED, that the Richmond Regional Transportation Planning Organization (RRTPO) amends the Fiscal Year 2017 Unified Planning Work Program to program \$141,864 in Fiscal Year 2016 Federal Transit Administration 5303 Carryover funds to work tasks 2.1 Public Outreach/ Equity, 2.2 Performance Measures and 2.6 Active Transportation; to incorporate project and budget updates for two monitoring projects: GRTC Pulse Bus Rapid Transit and GRTC Downtown Transit Center; and to revise the FY18 – FY21 Transportation Improvement Program to reflect an accelerated completion schedule; and,

BE IT FURTHER RESOLVED, that the RRTPO action to amend the UPWP 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 RRTPO action and amending the FY 2017 UPWP.

2. Transportation Performance Measures 2016 Update

RESOLVED, that the Richmond Regional Transportation Planning Organization accepts the *Transportation Performance Measures Progress Report 2016* as a Fiscal Year 2017 Unified Planning Work Program work task complete.

3. Congestion Management Process Technical Report Update 2016

RESOLVED, that the Richmond Regional Transportation Planning Organization approves the 2016 Update of Congestion Management Process Technical Report as presented.

E. RRTPO Chairman's Report

Chairman Elswick thanked Barbara Nelson, Barbara Smith and staff for their work on the successful Transportation Forum held in November. He reported on a comment by CTB member Carlos Brown regarding funding transportation projects and how it will be difficult for the Richmond Region to compete with Northern Virginia and Tidewater, especially since they have extra funds ranging from hundreds of millions to a billion dollars to put toward transportation needs to augment state dollars. The message was the Richmond Region really needs to get its act together and/or at least look at whether they want to follow these models to come up with a program to raise additional money to be competitive. Chairman Elswick said after the first of the year he would like to start working on this as a group, making sure to include the region's executive managers because this is a regional project. He concurred with a comment by Frank Thornton in the Executive Committee meeting, that the RRTPO must do things that make the region competitive with Northern Virginia and Tidewater. He said the Executive Committee will discuss this at its next meeting and will develop a plan to present to the full membership. Pat O'Bannon noted that Henrico County recently had a bond referendum with one project being a road; the referendum provided funds to leverage for additional funding. Jim Holland suggested including the Richmond Metropolitan Transportation Authority in this effort. Chairman Elswick said this project will take years, but the region must start now to plan for the future.

1. Resolution of Appreciation for Outgoing RRTPO Member Kathy Graziano

Chairman Elswick requested the Ms. Graziano come forward and the resolution of appreciation for her service on the RRTPO was read aloud. Chairman Elswick made several remarks and thanked Ms. Graziano for her service. Ms. Graziano thanked everybody for their support and their hard work for the region and the RRTPO responded with a hearty round of applause. Chairman Elswick noted resolutions of appreciation, distributed at the table, for outgoing RRTPO members Jonathan Baliles and Michelle R. Mosby, who were not present at the meeting.

On motion of W. Canova Peterson, IV, seconded by Patricia S. O'Bannon, the Richmond Regional Transportation Planning Organization unanimously approved resolutions of appreciation for Kathy C. Graziano, Jonathan Baliles and Michelle R. Mosby as presented in the agenda package and at the meeting.

2. Other

a. Budget Reserve of 10 Percent in the FY18 Unified Planning Work Program (UPWP)

The Executive Committee recommended to the full RRTPO approval for staff to develop the FY18 UPWP budget to 90 percent of the anticipated available funds

holding 10 percent in reserve. The reserve would be released later in the fiscal year once there is assurance that all anticipated funds will be available.

On motion of W. Canova Peterson, IV, seconded by Kathy C. Graziano, the Richmond Regional Transportation Planning Organization voted unanimously to approve developing the FY18 Unified Planning Work Program (UPWP) at 90 percent of anticipated available funds holding 10 percent in reserve to be released later in the year when there is assurance that all anticipated funds will be available.

b. Establishment of a Work Group to Study RRTPO Boundary Expansion

The RRTPO Executive Committee recommends that a work group be established for the purpose of studying the RRTPO Boundary Expansion and that the following members be appointed to serve on this work group: Manuel Alvarez, Jr., Goochland County; Patricia A. Paige, New Kent County; Frank Thornton, Henrico County; and Christopher Winslow from Chesterfield County. The group would be convened to evaluate the opportunities and challenges from a policy or funding perspective associated with boundary expansion and to bring a report back to the Executive Committee which would then go to the RRTPO. Chairman Elswick requested that the work group have a report in 90 days and to provide the RRTPO Executive Committee with a preliminary report in 45 days.

On motion of Kathy C. Graziano, seconded by Manuel Alvarez, Jr., the Richmond Regional Transportation Planning Organization (RRTPO) voted unanimously to approve establishing a work group for the purpose of studying the RRTPO Boundary Expansion with a report back to the RRTPO in 90 days, and that the following RRTPO members be appointed to serve on this work group: Manuel Alvarez, Jr., Goochland County; Patricia A. Paige, New Kent County; Frank Thornton, Henrico County; and Christopher Winslow from Chesterfield County.

F. RRTPO Secretary's Report

Barbara Nelson reported on the following items:

1. Fourth Annual Richmond Region Transportation Forum

There was a good slate of presenters and a good slate of impactful comments leading off with Rob Cary discussing SMART SCALE and the impacts that supplemental regional tax funds have on advancing projects. Also from VDOT, Robb Alexander spoke about how the use of intelligent technology in transportation systems can make it possible to improve transportation constraints before looking at capacity investments. There were presentations by Marty Nohe, with the Northern Virginia Transportation Authority, and Michael Hipple with the Hampton Roads Transportation Accountability Commission. They both confirmed that though it took considerable time to develop the regional consensus, define the solution and get General Assembly approval to move forward with additional taxing authority, the benefits of going through that process outweighed the challenges. They each shared the advantages and challenges at the forum. Presentations from Jon Lugbill with Sports Backers and Greg Rollins with RVA MORE discussed how biking and walking are great not only for the health benefits but creating the community connections, tourism opportunities and opportunities to make that last mile connection for transit. Richmond District Commonwealth Transportation Board

(CTB) member Carlos Brown provided closing remarks focusing on the funds that are apportioned through SMART SCALE. Funds available through the district will remain in the district; however, what is being competed for with other regions is the Statewide pot of funds which is about 27 percent of the total funding available. He encouraged that the region to have a conversation and so the action the board discussed is completely in line with Mr. Brown's call to action.

Ms. Nelson announced that the next forum will be held in late fall of 2017 and as the location changes with the chair of the RRTPO, the next chair will be from the City of Richmond, so the location of the forum will be in Richmond.

2. September/October Work Status Reports

The reports include expenditures in September and October of this fiscal year as well as progress on key work elements. There were no questions.

3. Confirmation of RRTPO Certification from 2013 Federal Review

Distributed at the table were copies of the joint letter from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) advising that the RRTPO has received its final federal certification from the 2013 certification review. In response to a request to review the process, Ms. Nelson reported that the review took place in the fall of 2013 and that the RRTPO received a letter detailing corrective actions in October 2014. The next federal certification review will be held in the fall of 2017.

4. 64 Express

December 1, 2008 was the inaugural sailing of the 64 Express. December 1, 2016 marks eight years of continual sailing with increasing voyages. Ms. Nelson noted successful partnerships with the Port of Virginia, FHWA, the private sector, but without the leadership of the RRTPO to commit the financial support to the barge, the 64 Express would not have the financial opportunities it has today.

II. NEW BUSINESS

Chairman Elswick recognized Parker Agelasto who noted that with Kathy Graziano's departure from the RRTPO, he has concerns about who will serve on the RRTPO as vice chairman and whether six months would be enough time to bring the new RRTPO member up to speed to serve as the FY 18 RRTPO Chairman. Chairman Elswick said Ms. Nelson will note that concern and that it will be discussed following the City's January reorganization resulting from the fall election.

A. DC2RVA: Southeast High Speed Rail Update

Barbara Nelson noted information included in tab five of the agenda package that summarizes past presentations that were received on this topic and two maps showing a summary of the recommended alternatives. Emily Stock, Department of Rail and Public Transportation (DRPT) Manager of Rail Planning, provided an update on the status of the DC2RVA rail project. Ms. Stock discussed the schedule and the process in detail and reviewed this rail segment as part of the Federal Railroad Administration (FRA) South East High Speed Rail Corridor. She discussed its purpose and the need for increased reliability, reduced travel time, improved frequency, and increased system capacity and she addressed speed which will be 90 miles per hour or less from DC2RVA. Scoping for the Draft Tier II Environmental Impact Statement began in 2014 with an FTA Record of Decision anticipated by late 2017. Ms. Stock reviewed

existing and future service assumptions; the Draft EIS evaluation criteria and screening process; and provided a summary of alternatives and the impacts of the various alternatives which were carried forward for additional study. She reviewed proposed alternatives for Long Bridge, Northern Virginia, Central Virginia and Fredericksburg and discussed Ashland area and Richmond area considerations noting next steps in the process. Ms. Stock also reviewed funding and components for the Atlantic Gateway Rail project. Major points brought forward during questions and discussion following the presentation were as follows:

- The FRA high speed rail program was established a long time ago with different conditions throughout the southeast, from Washington, D.C. to Jacksonville. FRA holds out hope that there could be pockets along this corridor that could offer something more like true high speed rail. The “high speed” comes from the name of the funding grant, South East High Speed Rail grant.
- South of Washington, D. C., the line is co-locating passenger rail with freight rail and is bound by speeds determined for freight rail.
- The study looks at the infrastructure that would be a result of the study such as stations, and while there is a potential for spin-off economic development benefits, the study uses projected population growth and transportation options.
- The study team is looking at alternatives as a result of comments received from the modeling that has been done for the Ashland/Hanover area and there is a recognition of a need to slow down the process in that area.
- The mandate from FRA is to make sure that in the system designs, potential for electrification in the future is not precluded.
- U.S. Secretary of Transportation Anthony Foxx set aside a million dollars for a regional service development plan for the southeast. It is a multi-state study that has kicked off and is not being used to fund construction.
- Elevated trains were considered in the Tier I EIS completed in 2002 and options for elevated trains for the Town of Ashland as well. The costs and environmental factors eliminated these from consideration.

Chairman Elswick requested that Ms. Stock return once the recommended alternatives are announced and she agreed that she would return as requested.

B. Equity Planning and Programming

Due to time constraints, this presentation was deferred to the February 2, 2017 meeting.

C. Transportation Disadvantaged Needs and Gaps: Coordinating Entity Update

Ken Lantz provided a report on the background, purpose, a framework for operations of such an entity and reviewed an evaluation of candidate entities using various characteristics and criteria, and recommended moving forward with discussions with Senior Connections, the Capital Area Agency on Aging. Preliminary discussions indicated an interest by Senior Connections in filling this role.

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

RESOLVED, that the Richmond Regional Transportation Planning Organization concurs with the recommended approach and directs the staff to work with a candidate organization to confirm interest in participating as the regional coordination entity to support the needs of transportation disadvantaged and to define the role of the RRTPO in supporting the coordination entity.

III. COMMITTEE REPORTS

A. VDOT Richmond District Update

Rob Cary, Secretary of Transportation designee to the RRTPO, reported that project scoring results for the second round of SMART SCALE will be out at the January CTB meeting. There is a public hearing on the I-64 to widening project from I-295 to Bottoms Bridge which will be held on December 13 from 5:30 to 7:30 at the Varina public library on New Market Road.

B. Citizens Transportation Advisory Committee (CTAC) Meeting Report

Robert Morris, CTAC Chairman, noted the meeting report included under tab eight in the agenda package. He said he had nothing to add except that the next CTAC meeting would be held on January 19, 2017.

C. Elderly and Disability Advisory Committee (EDAC) Meeting Report

In the absence of the EDAC Chairman, Barbara Nelson noted the staff report under tab nine of the agenda package; there were no questions regarding the report.

IV. OTHER BUSINESS

A. Upcoming TPO Policy Board Meetings and Future Meeting Topics

Chairman Elswick noted meeting topics included in tab 10 of the agenda package and noted the schedule for 2017 meetings. He said two big issues the RRTPO will be working on are about expanding the RRTPO boundary and to discuss future funding options.

B. Upcoming Meetings

Chairman Elswick said the January RRTPO meeting is cancelled and the next meeting is scheduled for February 2, 2017.

Chairman Elswick recognized Parker Agelasto for a matter of other business. Mr. Agelasto cited a City of Richmond procurement report on one of their transportation projects noting the contract had to be amended in order to conduct an archaeological survey because it fell within a nationally registered historic district. He inquired that since the RRTPO is dealing with federal funds whether or not the RRTPO would know if a project is in an historic district before it comes to them for action. He said he would like to make sure that if the RRTPO is approving things that are in these historic districts that they understand the additional requirements. Ms. Nelson indicated that it would depend on the amount of advance planning that was done before the funding was requested. Staff can add that to a list of questions on applications to make sure it is addressed on the front end. Chairman Elswick suggested adding a question to the application addressing whether the project is in a federally registered historic district so that the applicant is responsible for researching that fact rather than RRTPO staff.

VI. ADJOURNMENT

Chairman Elswick adjourned the meeting at 10:30 a.m.