

**RICHMOND REGIONAL
TRANSPORTATION PLANNING ORGANIZATION**

MINUTES OF MEETING

February 4, 2016

MEMBERS PRESENT

W. Canova Peterson, IV, **Chairman**Hanover County
Steve A. Elswick, **Vice Chairman**Chesterfield County
Parker C. Agelasto City of Richmond
Manuel Alvarez, Jr..... Goochland County
Jonathan Baliles City of Richmond
Robert H. Cary Secretary of Transportation Designee: VDOT
Nick Britton (Nonvoting).....DRPT
Kathy C. Graziano City of Richmond
David Green GRTC Transit System
Edward L. Henson, III Town of Ashland
James M. HollandChesterfield County
Angela Kelly-Wiecek.....Hanover County
Chris Lloyd (Nonvoting)..... EDAC
Floyd H. Miles, Sr..... Charles City County
Larry J. Nordvig.....Powhatan County
Patricia S. O'Bannon Henrico County
Patricia A. Paige..... New Kent County
Cherika Ruffin RideFinders
Frank J. Thornton..... Henrico County
C. Thomas Tiller, Jr. New Kent County
Carson L. TuckerPowhatan County
Christopher WinslowChesterfield County

MEMBERS ABSENT

Cliff Burnette (Nonvoting) VDA
Thomas Fletcher (Nonvoting)..... CTAC
Angela L. Gray..... RMTA
Susan F. LascoletteGoochland County
Ryan Long (Nonvoting) FTA
Brian Montgomery (Nonvoting) EDAC
Michelle R. Mosby..... City of Richmond
Ivan Rucker (Nonvoting) FHWA
John Rutledge..... CRAC
Von Tisdale (Nonvoting) RideFinders

ALTERNATE MEMBER PRESENT, NOT VOTING

Mark Riblett (Alternate) Secretary of Transportation Designee: VDOT
Wayne Hazzard (Alternate)Hanover County

CALL TO ORDER

TPO Chairman W. Canova Peterson, IV, called the February 4, 2016 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

All present stood and recited the Pledge of Allegiance to the flag.

INTRODUCTIONS

Chairman Peterson announced new TPO members and alternates: George Spagna, alternate member from Ashland; Christopher Winslow, member, and Leslie Haley, alternate member from Chesterfield County; Thomas Branin, alternate member from Henrico County; and welcomed new TPO members in attendance: Angela Kelly-Wiecek, from Hanover County; Patricia Paige from New Kent County; and Rob Cary, Secretary of Transportation Designee from VDOT.

I. ADMINISTRATION

A. Approval of the TPO Agenda

Chairman Peterson reported a request to amend the agenda by Robert Cary to provide a presentation on House Bill 2 activities relative to the Richmond Region. He said this presentation would be added as new agenda item II.A. On motion by Kathy C. Graziano, seconded by Edward L. Henson, III, the TPO unanimously voted to amend the February 4, 2016 meeting agenda as requested.

B. Minutes of the January 7, 2016 TPO Meeting

Chairman Peterson noted that the January 7 meeting minutes misidentified the minutes approved at that meeting and should be corrected to say "Minutes of the December 3, 2015 meeting." On motion by Kathy C. Graziano, seconded by Larry J. Nordvig, the TPO approved the minutes of the January 7, 2016 TPO meeting as corrected, with all voting in favor except for one abstention.

C. Open Public Comment Period

There were no requests to address the TPO.

D. TPO Chairman's Report

1. Resolutions of Appreciation for Outgoing TPO Members/Alternates

Chairman Peterson said there are persons who served long and well on the TPO board who the TPO would like to recognize for their service and noted the Resolutions of Appreciation included under tab 2 of the agenda package.

On motion of Patricia S. O'Bannon, seconded by James M. Holland, the TPO voted unanimous approval of Resolutions of Appreciation for James Burrell, Dan Gecker, David Kaechele, Faye Prichard, Art Warren and David Williams.

Chairman Peterson said that Mr. James H. Burrell, former TPO member from New Kent County, was the only honoree present and noted that resolutions will be mailed to those not in attendance. He said Mr. Burrell has been a mentor to many TPO members and expressed appreciation for his service. Chairman Peterson read aloud the Resolution of Appreciation for Mr. Burrell and presented him with the signed resolution. The TPO responded with a hearty round of applause. Mr. Burrell commented that it has been a pleasure for him to serve. He said Ms. Paige

is an able replacement, very professional and a team player. The TPO responded with a second round of applause.

2. Regional Transportation Forum

Chairman Peterson reported that the third annual Regional Transportation Forum will be held March 3. He said the first one was held at the Downtown Convention Center, the one last year was held at Luck Stone Center and this year will be held at the Harley-Davidson facility in Hanover County. He said there is a good line-up of speakers for the forum including Rob Cary from VDOT, the VDOT Transportation Mobility Planning Division, and speakers from the airport, Port of Richmond, Office of Intermodal Planning and Investment (OIPI), GRTC Transit System, Transportation Network Companies (TNC) and the Virginia Transportation Research Council. Chairman Peterson said the Richmond District Commonwealth Transportation Board (CTB) member, Carlos Brown, will also be participating. He said the forum will begin at 9:15 with coffee and gathering and the meeting will begin at 9:30.

3. Other Business

Chairman Peterson had no other business to report.

E. TPO Secretary's Report –

1. TPO December Work Status Report; and

2. TPO December Financial Status Report

Ms. Nelson reported on both the December TPO Work Status and Financial Status reports included in tab 3 of the agenda package. These reports are provided monthly to the TPO and are consolidated into quarterly billing reports to DRPT and VDOT for program support, and she highlighted two work efforts. The MTP2040, the Metropolitan Transportation Plan with a horizon year of 2040, is a multi-year planning effort which is ramping up and is a major piece of this year's work program which is reflected in these status reports. The project review, ranking and scoring process is in progress for Regional Surface Transportation Program (RSTP) funds and the Congestion Mitigation and Air Quality (CMAQ) program funds and recommendations will be developed for TPO consideration in April. Ms. Nelson said upcoming work includes wrapping up the FY 16 work program and preparation of the FY 17 work program. Ms. Nelson addressed questions as follows:

- The funds included under work task 1.2, Citizen Participation, provide for staff time that is allocated for that work effort. Staff will attend Mr. Thornton's March 24 Town Meeting and will participate in meetings in Ashland and New Kent. In addition, this work task includes the work done with the TPO Citizens Transportation Advisory Committee and for work associated with the long-range plan and other planning efforts.
- Work task 8.2, Bicycle and Pedestrian Count, differs from work task 8.1, Bicycle and Pedestrian Planning, in that it is outside the work routinely accomplished under work task 8.1. The TPO was one of only a few MPO's across the country to receive a pilot grant from the Federal Highway Administration (FHWA) to assist in data collection and monitoring of pedestrian and bicycle counts. This work is accomplished by staff.

Chairman Peterson introduced and welcomed Chris Winslow, new TPO member from Chesterfield County, who had just arrived at the meeting.

II. NEW BUSINESS

A. Project Scope Revision: Creighton Rd./Cold Harbor Rd., UPC 81667

Sarah Rhodes reported that staff received a request in December from Hanover County to revise the scope for the Creighton Rd./Cold Harbor Rd. intersection project, which is currently funded with nearly \$6.5 million in TPO CMAQ funds with an additional FY 18 allocation of \$1.9 million and \$86,734 in formula secondary funds for a total project cost of \$8.4 million. Both staff and TAC recommend approval of the scope revision. Ms. Rhodes noted the proposed resolution for TPO consideration found on tab 4 in the agenda package. Joe Vidunas, Hanover County Traffic Engineer, provided a brief overview of the project noting the intersection experience at this location is concentrated peak commuter traffic in the a.m. and p.m. periods with quiet mid-day traffic. He said the initial approach was to proceed with a traditional intersection improvement with widening and turn lanes; however, the cost increased significantly to about \$4 million out of budget and caused a reassessment of the approach to the intersection. Mr. Vidunas demonstrated through PowerPoint slides how a roundabout will be a better solution for this intersection having a smaller footprint, reducing right-of-way, drainage and utility impacts, which all reduce the cost. He said modeling indicates the roundabout outperforms the traditional design and they believe the project can be constructed within the current budget. He said rather than requesting additional funds from the TPO for this project, Hanover County decided to request a scope change which is less impactful, functions better and should be accomplished within the current budget. Mr. Vidunas offered to answer questions and Mr. Elswick thanked Hanover County for its choice to find a way to make it work. Chairman Peterson said Hanover has very good staff who are conscientious with the taxpayer's money. There was discussion on the benefits and drawbacks of roundabouts.

On motion of Kathy C. Graziano, seconded by Edward L. Henson, III, the Richmond Regional Transportation Planning Organization (RRTPO) unanimously approved the following resolution:

WHEREAS, through the project development process for Creighton Rd. and Cold Harbor Rd. intersection improvements in Hanover County, the county determined that the current scope of the project is not a feasible alternative and with the funding for this project authorized by the Richmond Regional Transportation Planning Organization, the Board has the opportunity to consider the project's revised scope;

NOW THEREFORE BE IT RESOLVED, that the Richmond Regional Transportation Planning Organization supports the scope revision for the Creighton Rd. and Cold Harbor Rd. from standard intersection, four-approach improvements, to a roundabout.

B. House Bill 2

Rob Cary, VDOT Richmond District Engineer, provided copies excerpts from a PowerPoint presentation to the Commonwealth Transportation Board (CTB) by Deputy Secretary of Transportation Nick Donohue on the results of House Bill 2 scoring. He said projects have been scored, but decisions have not been made on how to allocate the money. The CTB will accept input as they look at allocation methods over the next

several months noting that Richmond District CTB member Carlos Brown and at-large member Marty Williams are looking for input regarding the recommended scenario for allocating HB 2 funds. Mr. Cary provided a scoring summary of the 321 applications totaling \$7 billion in requests for the \$1.2 billion in available funds. He explained each step of a four-step recommended scenario for allocating funds and reviewed the outcome of that process for projects in the Richmond region. Mr. Cary noted that a wide array of projects across the modes would be funded statewide using this scenario, but also noted that there are other scenarios that could be developed which would change the list of funded projects. He reviewed the timeline for moving forward with the CTB developing potential revisions to the recommended scenario in March and April; public hearings on the recommended scenario and any revisions held in the April-May time frame; finalizing the revised funding scenario in May; and CTB adoption of the new Six-Year Improvement Program (SYIP) at its June meeting. Mr. Cary said the project ranking was done by a system that was used everywhere and now the CTB will decide the algorithm they use to fund projects. He said the CTB may go with the recommended scenario or they may hear other scenarios or tweaks from places around the state and this is an opportunity to exercise the TPO's voice on what it believes would be the right approach. Mr. Cary offered to provide additional detail or explanation individually or to local governments as a whole or whoever needs more information on the process. Chairman Peterson spoke with Richmond District CTB member Carlos Brown who is looking to hear from the TPO what its thoughts are on the process for distribution of HB 2 funds and he opened the floor for questions. The following major points were brought forward:

- Under the recommended funding scenario, the Richmond Region would receive an approximate total of \$154 million in HB 2 funds.
- The TPO is offered an opportunity to comment on the recommended scenario for the allocation of HB 2 funds to projects and to offer alternative scenarios they believe would improve the process.
- Mr. Brown, and the CTB as a whole, would like to hear the TPO's opinion on whether the order in which funds are proposed to be allocated makes sense.
- The next opportunity to apply for HB 2 funds will be the fall of FY 16; this initial round of HB 2 applications may point out tweaks or changes that need to be made in the application process, the measures, and other areas of the application process.
- The intent after this second round of applications is that the process will be conducted every other year thereafter and in the off-years, there will be applications for the State of Good Repair projects for maintenance and bridge repair that are not capital improvements.
- The scoring process tried to include factors that could be objectively measured with data that is readily available, with a forward look at impact, without using subjective factors; there is a manual that defines each factor and how it is evaluated.

Chairman Peterson said Mr. Brown indicated his biggest concern was with step 4 of the recommended scenario process, which is more subjective in approach from the standpoint of scoring. He suggested that TPO members take a careful look at this step and give it serious consideration from the standpoint of their individual jurisdictions and the region as a whole prior to the next TPO meeting.

C. CMAQ Program Reports

Chairman Peterson noted that most of the region's Congestion Mitigation and Air Quality (CMAQ) program funding goes to projects, which are completed with the results physically visible, but he recently became fully aware that there are three organizations that the TPO provides with CMAQ funds that are not project based. He said the TPO provides six to seven percent of its CMAQ funds each year to these various programs and the TPO board needs to be fully aware of how these funds are being spent. He said each of these organizations have been requested and are here today to share with the TPO board how these funds are being utilized to improve air quality and mitigate congestion in the region.

Sarah Rhodes said Sarah McCoy will speak about the Port of Virginia Green Operator (GO) program; Amy Inman will provide information on the City of Richmond's Employee Trip Reduction program; and Cherika Ruffin will discuss the RideFinders air quality program.

Sarah McCoy with Port of Virginia provided information on what the Port of Virginia (POV) and the Richmond Marine Terminal (RMT) are. She reviewed the POV statewide footprint, economic impact, and the connectivity it provides which reduces highway congestion, increases economic opportunities and lowers harmful emissions into the environment. She said the 40-year lease agreement between the POV and the City of Richmond for the Richmond Marine Terminal, formerly known as the Port of Richmond, provides certainty to shippers to look at Richmond as a point of origin and destination for their cargo. She discussed the strategic modal connectivity of this location and reviewed year-over-year growth at the Richmond Marine Terminal. Ms. McCoy explained the POV Green Operator Program which uses CMAQ funds to provide clean diesel technologies such as retrofitting or replacing dray trucks, short and long-haul rail, cargo-handling equipment and marine vessels which will significantly reduce air pollution at the port. She said this supports the barge operation which removes an estimated 80 trucks per barge trip from the highway, thereby improving air quality, and she noted that the POV will soon commission a 120 container barge which will increase capacity on the marine highway and remove additional trucks from Interstate 64. Ms. McCoy reviewed the reduction in tons for each of six categories of air pollutants saying the science measures significant reductions in all categories from using the barge versus trucks to move cargo on the marine highway.

Amy Inman thanked the TPO for its support for the City of Richmond Employee Trip Reduction Program initiated by Vicky Badger in 2004. She said the City wanted to take a step towards providing more mobility options for its employees encouraging alternative forms of transportation to reduce dependency on the automobile, to reduce the demand for parking, and to improve air quality. The program leverages the RideFinders programs, carpooling and vanpooling, and transit providing City employees with GRTC swipe cards and a guaranteed ride home in an emergency situation. She said approximately 1,000 employees, about 22 percent of the city's work force, participate in this program and about 45 percent of those enrolled use the program on a daily basis, approximately 470 persons per day. She said funding comes from TPO CMAQ funds along with a local match from the Department of Rail and Public Transportation. Ms. Inman reviewed the air quality benefits of the program saying the overall program has provided 1.4 million bus and vanpool trips resulting in a

reduction of 18 tons of hydrocarbons and 19 tons of nitrous oxide emissions over the eleven years of the program. She said that two tons each of hydrocarbons and nitrous oxide emissions are removed from the atmosphere annually through this program.

Cherika Ruffin with RideFinders provided a brief history of the RideFinders program noting that the program has been a division of GRTC Transit System since 1998 with the mission of fostering increased efficiency of the transportation system by influencing travel behavior, mode, time, frequency, trip length or route to reduce traffic congestion, conserve energy, improve air quality and reduce transportation-related expenditures for individuals, employers and governments. She reviewed the RideFinders leadership, service area, staff and funding noting that the TPO has provided consistent financial support with TPO CMAQ and/or Regional Surface Transportation Program (RSTP) funds over the years. Ms. Ruffin reviewed services offered through the RideFinders Commuter Store in downtown Richmond and reviewed programs and services by type including carpool matching, transit, vanpool services, employer services, and the emergency ride home program. She reviewed the Commuter Choice program noting that RideFinders has assisted over 52 companies in developing, implementing and maintaining programs offering employees tax-free, employer-paid, pre-tax employee paid or share-the-fare benefits. RideFinders has also enrolled 26 companies in GRTC's electronic swipe card program, conducts an employer outreach program, assists employers in enrolling in the Telework!VA program, and conducts an annual clean air awareness program from April through September. Ms. Ruffin reviewed results from RideFinders FY 2013 report which indicated that 11,400 people have been served by the program, vehicle trips have been reduced by 1.4 million, vehicle miles traveled have been reduced by 34 million, 34 million pounds of air polluting greenhouse gases have been removed from the atmosphere, 1.42 gallons of gasoline have been saved and 5,700 vehicle trips a day have been removed from the Richmond region's roads. Ms. Ruffin noted that a technical report is available on the RideFinders website which explains in detail the methodology used for calculating these results and she noted that they are audited annually and also had their three-year audit with DRPT and there were no adverse findings.

Chairman Peterson thanked each of the presenters for their reports noting that these presentations were for informational purposes and there is no action to be taken. He said it was important for the board to have an opportunity to thoroughly understand how TPO funds are being used to achieve their goals through these organizations. He opened the floor for questions and the following major points were brought forward:

- No CMAQ funds were allocated to the Port of Virginia Green Operator program or the City or Richmond Employee Trip Reduction Program for FY 16.
- Approximately \$1.5 million annually are allocated to these three programs.
- The new crane at the Richmond Marine Terminal was a project which received TPO funds and was not a program; the \$500,000 shown in the chart under tab five of the agenda package is for the Green Operator program which provides dray truck replacements or diesel retrofits which upgrades older trucks to burn at a lower polluting level.
- There is an agreement between the Port Authority and VDOT that outlines and describes the Green Operator program under which reports are required to be presented and processed. TPO staff is in regular and routine conversation with the

Port Authority on how the funds are being used, so there are checks and balances in place prior to any funds being expended.

- Each of these programs is reviewed on an annual basis when they submit an application for renewal funding and each program goes through the RSTP and CMAQ process for selection through the Technical Advisory Committee. RideFinders receives a recurring annual allocation, by application, which is reviewed by TAC and is approved by the TPO board annually.
- The City Employee Trip Reduction program has an annual cost of about \$200,000 a year, and so the allocation has been stretched a little further than anticipated and so the City did not submit an application for FY 16, but will submit an application in the future when current funds will be depleted.
- The City's program actually pays for bus trips by purchasing reduced fare tickets through RideFinders.
- The Employee Trip Reduction program, RideFinders and the barge service are cited by the Department of Environmental Quality (DEQ) as programs that improve the air quality.

D. Richmond Transportation Performance Measures

Chris Wichman, lead staff for performance measures, provided a presentation on performance measures and a draft analysis document *Regional Transportation Performance Measures – Annual Progress Report 2015*. Mr. Wichman noted that he provided a brief overview to the TPO in January; the draft document was included as an enclosure with the February agenda package; and a proposed resolution is included in tab 6 in the agenda package for TPO consideration. Mr. Wichman reviewed some of the legislation, both state and federal, which required the TPO to integrate performance based planning and programming into the work program. He said staff has been tracking performance measures since 2011 which has allowed the TPO to continue receiving Regional Surface Transportation Program (RSTP) funds which are tied to state legislation. He said performance based planning and programming is about using performance measures, setting targets, looking back at projects and looking forward in terms of how the measures are tied to projects that are being funded. Mr. Wichman reviewed a flow chart of the process. He noted that additional performance measures have been added which are tied to goals in the 2040 Metropolitan Transportation Plan. Mr. Wichman reviewed notes on the Summary Table of performance measures and on the analysis report, and he reviewed specific examples from the full report. He noted the TPO is requested, as part of its action, to approve additional measures which have been developed and which TAC has requested be included in the future as board-approved performance measures for tracking. Mr. Wichman reviewed the proposed resolution and offered to answer questions.

- The geographic scale of what each measure represents varies by the data source and so the Texas Transportation Institute data that is labeled "Richmond, Va." represents the Richmond Urbanized Area, which is confusing and in future versions of the report, staff will add clarifying notes in such instances.
- The interstate and primary pavement conditions are broken out separately because the data comes from pavement reports prepared by VDOT. Bridges are broken out by system in the bridges and culverts report, but not in the performance measures report and staff note bridges by interstate and primary in next year's report.

On motion of Kathy C. Graziano, seconded by Edward L. Henson, III, the Richmond Regional Transportation Planning Organization (RRTPO) unanimously approved the following resolution:

RESOLVED, that the Richmond Regional Transportation Planning Organization (TPO) accepts the *Regional Performance Measures – Annual Progress Report 2015* as a FY 2016 work task complete; and

BE IT FURTHER RESOLVED, that the TPO approves changing the status of ‘Additional Measures’ to ‘Board Approved’ measures for the next annual report to be completed in FY 2017.

E. 2040 MTP Allocation Guidelines

Tiffany Dubinsky, lead staff for the 2040 Metropolitan Transportation Plan (MTP), noted this was formerly the Long-Range Transportation Plan, which changed with MAP-21 legislation. She said staff is requesting TPO approval of the Revenue Projections and the Allocation Guidelines as approved by the MTP Advisory Committee (AC) at its January 19 meeting. Ms. Dubinsky reviewed the 2040 MTP schedule and progress to date and she reviewed the process for developing the 2040 MTP fiscally constrained plan. Ms. Dubinsky said the resources available between now and the horizon year 2040 are established and then projecting what those potential transportation projects and needs will be within those years for the regional transportation system. She said they look at revenue projections, allocation guidelines, projects that are submitted by jurisdictions and TPO partner agencies, and then they also look at existing and committed projects as accounted for in the current Six-Year Improvement Program (SYIP). She said for the 2040 plan it was decided to not only use VDOT figures, but also to include Department of Rail and Public Transportation (DRPT) figures as well to more accurately represent the investment in the multimodal transportation system. She said the revenue projections are then broken out into four time bands. Ms. Dubinsky said the projects are scored and prioritized to develop the constrained project list and the unfunded projects regional needs list which contains projects that could not be funded within available resources. She said allocation guidelines were then developed to determine within each time band how much money was going to be allocated to each type of project – highway, bike and ped, bridge, etc. – to be used as a planning tool as the constrained plan is developed. Ms. Dubinsky discussed rationales for the gradual change in focus on project type from time band 1 to time band 4. Next steps were discussed leading to MTP AC review of the draft 2040 MTP document in April with recommendation for TPO and public review. Ms. Dubinsky reviewed the resolution for TPO action presented in tab 7 of the agenda package and offered to answer questions.

Steve Elswick noted that projections on the time bands show highway funding going down 20 percent and public transit going from .33 to 10 percent and rail going from 2.26 percent up to 10 percent so that funding is being shifted significantly from highway. He said he would like to have an opportunity to review these figures with his county transportation staff to ask their opinion on the impact of such a shift on highway over the life of the plan and indicated he would not feel comfortable voting on this today. Ms. Dubinsky said the allocation guidelines are supposed to be used only as a planning tool to assist staff in developing their project list in order to provide a measure

of transparency to the TPO board and the public as to how the decisions were made as to which projects would move forward. Additionally, it was felt that this was a better exercise than in the past to say as we move forward between now and 2040, the region would like to see less investment in highway in order to account for projects such as the DC2RVA rail project coming down the pipeline in this process. Further discussion ensued with the following major points brought forward:

- The TPO board is being asked to approve the funding scenario, by time band, prior to public review and comment and that should occur in the opposite order.
- The investment in rail doesn't do very much for the rural jurisdictions which still need highways.
- It may not be realistic, although it sounds good, to say the TPO is moving away from highway and toward more rail and intermodal transportation.
- The allocation guidelines were developed for internal use to help develop the project lists which will be taken to the public for review and were not intended to be a political statement. Allocation guidelines have not been an element incorporated into the project selection process in the past.
- The "Other" category, which goes from \$46 million to \$6 million, is a catch-all category for project types that did not fit into traditional categories, and to accommodate for Intelligent Transportation Systems (ITS) projects; however, flexibility is lost for this category in the out years when the total is only \$6 million.
- The MTP has been updated every four years, now five years due to air quality conformity status,

In light of further discussion, Chairman Peterson noted that the 2040 MTP was to be presented for final approval in September 2016 and he asked how deferring action on this matter until April would impact that deadline. Ms. Dubinsky responded that it was important to have the allocation guidelines as a planning tool to begin developing project lists and so that effort would be delayed or, if project lists were developed and the guidelines were changed, the project lists would need to be revised. It was suggested that staff develop project lists with the current recommendation and then also using alternative methodology. Chairman Peterson said discussion indicates there is consensus that there be further study before moving forward and he asked for a motion to defer action to a later date.

On motion of Steve A. Elswick, seconded by Manuel Alvarez, Jr., the TPO voted unanimously to defer action on the allocation guidelines until the April TPO meeting.

III. COMMITTEE REPORTS

Citizens Transportation Advisory Committee Meeting Report

Chairman Peterson noted that CTAC Chairman Thomas Fletcher is not present to provide the CTAC meeting report and he noted that the staff report is included in the agenda package and if there were no questions, he would move forward on the agenda.

IV. OTHER BUSINESS

A. Upcoming TPO Policy Board Meetings and Future Meeting Topics

Chairman Peterson noted the report under agenda tab 7.

B. Next Meeting: March 3, 2016

- Chairman Peterson said the Transportation Forum will take the place of the agenda items for this meeting and will include an access management study on U.S. 250, regional transportation measures, MTP 2040 and the CMAQ program review for the Port of Richmond, the City of Richmond and RideFinders.

C. Other Business

1. Angela Kelly-Wiecek said she would like to make sure that everyone is aware of some pending legislation that is moving its way through the General Assembly quickly and it does have an impact on transportation and the ability as localities to fund their transportation needs. She said that is SB 549 with a companion version in the House. Due to the late hour, she did not discuss in detail, but said it is important that elected officials be aware of how their hands may be tied and how the tools may be removed from the local toolbox. She encouraged all to look into this and to contact their state representative.
2. Rob Cary reported that Mark Riblett will take on a larger role at VDOT, saying that not only will he continue to take care of the money and planning work, but he will now oversee all of the engineering work and the project development side of things. He said he wants everyone to know that when you have a question on a project underway, Mark Riblett is from planning through advertisement to construction. Chairman Peterson offered congratulations to Mr. Riblett and the TPO offered a round of applause.

VI. ADJOURNMENT

Chairman Peterson adjourned the meeting at 10:35 a.m.

BSN/sr