

**RICHMOND REGIONAL  
TRANSPORTATION PLANNING ORGANIZATION**

**MINUTES OF MEETING**

**June 2, 2016**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Parker C. Agelasto ..... City of Richmond  
Jonathan Baliles ..... City of Richmond  
Cliff Burnette (Nonvoting) ..... VDA  
Thomas Fletcher (Nonvoting)..... CTAC  
Angela L. Gray..... RMTA  
Ivan Rucker (Nonvoting) ..... FHWA  
Susan F. Lascolette .....Goochland County  
Ryan Long (Nonvoting) ..... FTA  
Brian Montgomery (Nonvoting) ..... EDAC  
Michelle R. Mosby..... City of Richmond  
Larry J. Nordvig.....Powhatan County  
John Rutledge..... CRAC  
Frank J. Thornton..... Henrico County  
C. Thomas Tiller, Jr. ....New Kent County  
Christopher Winslow .....Chesterfield County

**CALL TO ORDER**

TPO Chairman Canova Peterson called the June 2, 2016 Richmond Regional Transportation Planning Organization (TPO) meeting 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 request of the Chairman, Patricia S. O'Bannon led the TPO in the Pledge of Allegiance to the flag asking remembrance of members of the Armed Forces who died so that all could be present to say this pledge.

## **I. ADMINISTRATION**

### **A. Approval of TPO Agenda**

Chairman Peterson reported that Amy Inman was unexpectedly called out of town and would not be present and he requested that the agenda be amended to remove Item II.C. On motion by Kathy C. Graziano, seconded by Patricia S. O'Bannon, the TPO unanimously voted to remove this item from the June 2, 2016 TPO meeting agenda.

Chairman Peterson called for additional changes to the agenda and there were none. On motion of Kathy C. Graziano, seconded by Edward L. Henson, III, the TPO unanimously voted to approve the June 2, 2016 TPO meeting agenda as amended.

### **B. Minutes of the May 5, 2016 TPO Meeting**

On motion by Patricia S. O'Bannon, seconded by Edward L. Henson, III, the TPO approved the minutes of the May 5, 2016 TPO meeting as presented with all voting in favor except one vote in abstention.

### **C. Open Public Comment Period**

There were no requests to address the TPO.

### **D. Consent Action Items**

Chairman Peterson noted there are two items on the consent agenda. He reported that in the TPO Executive Committee meeting, there was discussion of public comments that were made during public review of the Public Participation Plan (PPP). He said one public comment was simply to add the East End Festival to the list of places that the TPO would be represented. It was the consensus of the Executive Committee that this item should be added to the list in the document and Chairman Peterson said he believes that can be done without having to pull it from the consent agenda. With brief discussion, it was decided that if there was a change, the items should be voted on separately.

#### **1. FY 16 UWP Budget Amendment**

On motion of Patricia S. O'Bannon, seconded by Kathy C. Graziano, the TPO unanimously approved the following resolution:

**RESOLVED**, that the Richmond Regional Transportation Planning Organization (RRTPO) amends the FY 2016 Unified Work Program (UWP) to shift Federal Highway Administration (FHWA) PL funds among various RRTPO staff work tasks as presented in the table FY 2016 Unified Work Program (UWP) Agency Budget Summary Sheet; and

**BE IT FURTHER RESOLVED**, that the TPO's action to amend staff budgets for FY 2016 UWP work tasks meets all requirements noted in the "VDOT/RRPDC Agreement for the Utilization of Federal and State Funds to Support Metropolitan Planning in the Richmond Area" as provided in Article III – Statement of Work, which includes approval by the TPO, the Virginia Department of Transportation (VDOT) and by FHWA for the reallocation of state and federal funds between UWP work tasks, and no further action by VDOT and FHWA is required for approval of this UWP amendment action.

#### **2. RRTPO Public Participation Plan**

On motion of Kathy C. Graziano, seconded by Patricia S. O'Bannon, the TPO unanimously approved the following resolution:

**RESOLVED**, that the Richmond Regional Transportation Planning Organization (TPO) adopts the Public Participation Plan (PPP) which includes new sections describing the process for public review of revisions to the long-range transportation plan and Transportation Improvement Program as submitted; and

**RESOLVED**, that the East End Festival be added to the list of potential events for staff attendance provided on page 14 of the PPP to address a comment received during public review of the document; and

**BE IT FURTHER RESOLVED**, that the TPO's action to adopt the PPP 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 PPP document as submitted.

#### **E. TPO Chairman's Report**

##### **Resolution in Appreciation of Outgoing TPO Member: Edward L. Henson, III**

On motion of James M. Holland, seconded by Manuel Alvarez, Jr., the TPO unanimously approved the Resolution in Appreciation of Edward L. Henson, III as presented under tab 3 of the agenda package.

Chairman Peterson read the resolution aloud and presented the signed resolution to Mr. Henson thanking him for his service. Mr. Henson thanked the TPO for this recognition and the TPO gave Mr. Henson a round of applause.

#### **F. TPO Secretary's Report**

##### **1. Report on Fulton Charette**

Barbara Nelson noted the flyer included under tab 4 of the agenda package announcing a charette, "Orleans BRT Station Workshop," taking place in the Fulton neighborhood three evenings this week. She said she would cede this agenda time to Josh Mallow who will address this item as part of his presentation later on the agenda as the charette directly ties to the land use and connectivity analysis that staff has been working on with the City of Richmond for the Pulse project.

##### **2. Introduction of New Staff**

Ms. Nelson introduced Catie Bray, the new team lead on public participation, who has just graduated from VCU with a master's degree in Urban and Regional Planning, preceded by a master's degree in Social Work and Planning as well as a certificate in GIS. Ms. Nelson said Ms. Bray would be working on Title VI equity analysis and public outreach efforts to be certain that the TPO is addressing all of the federal requirements. Ms. Nelson noted that Ms. Bray has worked with the TPO as an intern since last September.

##### **3. TPO Work Status Report**

Barbara Nelson reported that the April 2016 Financial Report is included in agenda tab 4 noting that work is advancing on the long-range plan which is scheduled to come to the TPO in July. The 2040 Metropolitan Transportation Plan (MTP) Advisory Committee, a special-purpose committee convened by the TPO board, has been working diligently over the past 16 months to develop the plan document for

this effort which began two years prior. The TPO will be asked to authorize releasing the plan for public review. The 2040 MTP has been a significant staff effort as has preparation for the next round of high priority and district grant applications that are part of the House Bill 2 process.

## **II. NEW BUSINESS**

### **A. Update on the Greater RVA Transit Vision Plan**

Barbara Nelson said Nick Britton, Department of Rail and Public Transportation (DRPT) representative on the TPO, will provide his second update on the Greater RVA Transit Vision Plan, a work effort included in the TPO work program and a cooperative effort between DRPT and the TPO with participation from a significant number of interested parties throughout the region. Public meetings are coming up in the near future and the plan is on track for an early fall completion. Mr. Britton reviewed the plan development, public meetings and advisory committee meetings timeline. He reviewed results of the March public meetings which identified four key themes and three top priorities for transit: dedicated transit funding, increased frequency and off-peak service, and dedicated airport service. The online survey identified the top places people want to go by transit as Short Pump, Innsbrook, Midlothian, Stony Point and Mechanicsville. The study analyzed two service alternatives, simple and expanded, which are differentiated by geographic reach, type of service and quality of service. It examined boardings and linked trips by alternative and considers transit coverage by alternative for both population and employment in 2012 and 2040. Mr. Britton reviewed service maps of the modeled network for the simple and expanded alternative and reviewed projected productivity for major corridors and other routes. Next steps include public meetings in June; development of paratransit; demand/response alternatives; land use visualizations; revision and final analysis of alternatives; market analysis; recommendations for land use, transportation demand management and regional service; and completion of the vision plan document. Mr. Britton shared times and locations for public meetings scheduled for June 7, 9, and 13. Mr. Britton responded to questions with the following major points brought forward:

- One key input for the model is land use which is provided by the counties and the TPO. Given the 25-year scope of the plan, there are developments that could never possibly be predicted based on current land use such as Regency Square no longer being a mall. So a route from Regency to Route 1 may not be viable.
- Airport jobs run very early morning to late night and it is not cost effective to have service with low ridership, but the second model run will look at other routes that might provide such service.
- The Transit Vision Plan will be completed at about the same time as the 2040MTP, the long-range plan, and the findings from this plan will be used to inform the 2045 plan and other future planning efforts to address transit accessibility within the region.
- The FY 17 TPO work program has a transit connectivity work task to address connections beyond the bus stop and how people get to where they need to go safely once they get off the bus.
- Park and Ride lots encourage people to ride transit into the City and other places and they and their effect on the counties should be considered as a component of this plan.
- The location of the third public meeting at Bensley Elementary School probably eliminates attendance by many of the people who need to attend this meeting because of a lack of transportation.

- Hours of operation were calculated at 6:00 a.m. to 6:00 p.m. depending on the type of route and this can be adjusted in the model; however, later service is one of the issues brought up in the public meetings.
- Concern was expressed for workforce transportation to the Shandong Tranlin Paper Company being built in Chesterfield County upon its completion in several years and it was suggested that the study look at potential pilot programs in certain areas, specifically on Jefferson Davis Highway.
- The critical issue is funding for transit which goes all the way to the General Assembly to make this a priority.

#### **B. The Pulse: Land Use and Connectivity Analysis Update**

Barbara Nelson introduced Josh Mallow, project manager for the BRT Land Use and Connectivity Analysis, a work effort included in the TPO work program. Will Sanford has assisted in this work effort as an intern and will be leaving to join the Naval Facilities Engineering Command in Norfolk. Josh Mallow said work on the Land Use and Connectivity Analysis effort to create a transit oriented development plan began in July 2015 and will end in September 2016 and was funded by the City of Richmond and the Department of Rail and Public Transportation (DRPT). The planning team worked with Ladders of Opportunity, a Federal Transit Administration (FTA) initiative, and with Smart Growth America. The technical assistance, provided by Smart Growth America, is a micro-analysis of the whole BRT corridor with station area recommendations for six stations and a Fulton neighborhood specific transit oriented development (TOD) plan which included a charette.

The Fulton charette was run by Van Meter Williams Pollack, a national firm that conducts charettes and open design planning efforts. Mr. Mallow said there are core meetings every morning this week which brings together planning staff for discussions with the consultant. The first day they discussed what they knew about Fulton and what they thought it needed to inform the consultant and that evening, the people of Fulton spoke and discussed what they wanted and what they needed. The second day the planning team discussed what they had learned and in six hours they created a neighborhood plan which was presented to the Fulton community for them to refine and discuss what they need. This morning, Mr. Mallow said the consultant/planning team is working on refining the plan and making a finalized version with drawings which will be presented to the Fulton community this evening. Tomorrow morning they will meet again and make final refinements in the plan that will then go to Smart Growth America for incorporation into their Fulton area plan.

Mr. Mallow defined transit-oriented development as dense, mixed use, and connected by multimodal options. He showed a map of the study area extending along the 7-mile Pulse line noting there are 14 stations. The study area is comprised of 32 census block groups chosen to incorporate whole neighborhoods. Mr. Mallow reviewed demographic data and land use for the study area noting that 57 percent of the population is 18 to 34 year-olds with two-thirds of the population having one or fewer cars. Over one-third of the land in the study area is occupied by surface parking lots. Using a method based on the Denver TOD plan for determining which stations would benefit most from planning efforts, they developed 19 indicators grouped into three categories: market conditions, development readiness and pedestrian orientation. These were translated into a matrix which identified TOD readiness as evolving, emerging or established stations. Using

the Adams Station as an example of how existing land use, density, and various other factors impact the planning efforts for this area and he showed a video of how infill can increase density adding square footage. Next steps for the plan call for a completed plan delivered to the City of Richmond by September 1; recommendations, incentives and implementation schedules will be developed over the summer; and coordination with City departments will take place June through December. For the Ladders of Opportunity portion, a market analysis of the whole corridor will be completed in coming weeks; the Fulton plan is underway with the charette and six additional station areas will be determined for focus. This program also ends in September 2016. Mr. Mallow responded to questions during and following his presentation with the following major points discussed:

- The study includes VCU students residing in the area but excludes those living in group dorm housing.
- VCU student bus service is not included in this analysis; BRT is a function of GRTC and the purpose of the analysis is to look for opportunities to increase density in the station areas. Other transit opportunities are covered in the Richmond Transit Network Plan and by GRTC.

**C. Transit Network Plan: Routing Evaluation in the City of Richmond**

This item was removed from the agenda earlier.

**III. COMMITTEE REPORTS**

**A. VDOT Richmond District Update**

Rob Cary, Richmond District Engineer, thanked the TPO and staff for representation at the Six-Year Improvement Plan public meeting. The Commonwealth Transportation Board (CTB) will adopt the Six-Year Plan at their June 13 – 14 meeting and so some tweaks are still being made. The CTB will also consider adopting the projects selected for funding under State of Good Repair. This is a new program that takes about 45 percent of the money available for construction and puts it toward taking care of structurally deficient bridges and pavements that are in poor condition. They have been working on the prioritization system for that program to be effective July 1, 2016. He said they have been instructed to fix the part that is deficient, for example, just the bridge deck needs repair. At their July meeting, the CTB will discuss revisions to House Bill 2 (HB 2), one of which will be to change the name. They are looking at revising the environmental, economic development, safety and land use factors and they may touch on that some in the June meeting. Mr. Cary said that with the HB 2 process, local governments, MPOs, TPOs could apply for projects on the website and they are expanding that tool now to include Revenue Sharing, Transportation Alternatives, Highway Safety Improvement Program, Bike/Ped Safety Program and other funding programs. He said this process went well and they are trying to create a one-stop shop for everyone.

**B. Citizens Transportation Advisory Committee Meeting Report**

Robert Morris, CTAC Vice Chairman, reported that CTAC met on May 20 and had two presentations, one by Ashley Hall reviewing the CRC [Capital Region Collaborative] history and how they plan to move forward, and a presentation by Chuck Gates, RRPDC Manager of Community Affairs, on the 2016 legislative session. There were a lot of questions of Mr. Gates particularly regarding funding and the lack thereof which were

answered quite adequate by Mr. Gates, Ms. Nelson and staff. CTAC will meet again on July 21. Mr. Morris noted the meeting report included under tab 5 of the agenda package.

**C. Elderly and Disability Advisory Committee Meeting Report**

In the absence of the EDAC Chairman, Ms. Nelson noted that Ken Lantz, lead staff to that committee is present and would be able to answer any questions. Chairman Peterson reported that the Executive Committee had some discussion on this and an item in the report relative to efforts in Hampton Roads to use taxi service as a means of providing additional transportation to transportation disadvantaged individuals. The Executive Committee recommended that this be placed on the list of future meeting topics for discussion, because there is apparently federal funding for this and it may be something the TPO needs to look at to help services in this region.

**IV. OTHER BUSINESS**

**A. Upcoming TPO Policy Board Meetings and Future Meeting Topics**

Chairman Peterson noted that tab six contains a list of future meeting topics and he suggested that TPO members contact Barbara Nelson to add a topic. Also, Chairman Peterson noted that the August 4 meeting has been cancelled.

**B. Next Meeting: July 7, 2016**

Chairman Peterson noted the next TPO meeting will be held July 7, 2016.

**VI. ADJOURNMENT**

Chairman Peterson adjourned the meeting at 10:45 a.m.

BSN/sr