

Planning District #15



Annual Report to the Department of Housing and Community Development


Fiscal Year 2005

September 1, 2005

Town of
Ashland
Counties of
Charles City
Chesterfield
Goochland
Hanover
Henrico
New Kent
Powhatan
City of
Richmond



Planning District Commission



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PDC #15 ANNUAL REPORT

Fiscal Year 2005

ELEMENT #1

Strategic Planning

Strategic Plan Development Activities

In fiscal year 2005, the Richmond Regional Planning District Commission continued to focus on the support of existing plans and programs in several strategic plan vision areas. In Air, Land and Water, the planning district commission remained involved with Virginia's Coastal Resource Management Program by coordinating environmental planning efforts with localities within the planning district commission and with other planning districts in the state's coastal region. The planning district commission played an active role in both the Virginia Association of Planning District Commission's Coastal Committee and York River and James River tributary strategy roundtables. The agency's Environmental Resources Technical Advisory Committee, comprised of staff representing each local government within the region, remains active in identifying key environmental planning issues.

Under the Governance vision area, the Richmond Regional Planning District Commission maintains a Regional Emergency Response Technical Advisory Committee to help coordinate local government emergency response activities and to support planning for the region's Metropolitan Medical Response System—a federally funded effort to help urban areas prepare for a large-scale medical emergency. Key emergency personnel from the entire region's jurisdictions met several times to address topics such as regional radio communication, shelter resources throughout the region, federal and state funding for emergency planning, hospital coordination of patient surges, and support of regional planning efforts.

The fourth Annual Richmond Regional PDC Area Planning Commissioners' Forum was held in FY 05, coordinated by the Richmond Regional PDC and hosted by Hanover County. Over forty local planning commissioners and staff attended the daylong event. This year's forum concentrated on the subject of affordable housing and housing alternatives in the region. Roundtable discussions focused on implementation tools available and those needed to enable affordable housing within each jurisdiction. Goochland County has volunteered to be the host community for the forum in 2006.

The planning district commission also coordinated regional meetings of the local planning directors. These meetings were held in alternating localities every other month. Discussions focused on regional and local planning issues as well as on emerging trends.

Providing support for the transportation vision, the Richmond Area Metropolitan Planning Organization (MPO) continued to advance the efforts of the region by initiating and/or completing the following major studies and other work activities:

1. Public Transportation Needs Assessment for Disadvantaged Population Groups – Staff initiated a two-phase study to assess public transportation needs of elderly, disabled, and low income persons and to develop proposed transportation services and recommendations for consideration by area local governments and state agencies. Staff used information from the recently released Year 2000 Census Transportation Planning Package (CTPP) to identify areas with concentrations of low income, elderly, and disabled in need of public transportation. Staff also organized and conducted (with the assistance of Senior Connections, The Capital Area Agency on Aging, and the United Way of Greater Richmond and Petersburg) two forums on May 23 (at United Way) and May 25 (at Senior Connections) to help identify transportation issues and barriers and to identify recommendations and potential improvements to help overcome those barriers. A total of 144 invitations were sent out to area human service agencies and organizations with 51 individuals attending and participating in these two events. Based on comments provided by participants at these meetings, a draft list of issues/barriers and recommendations/potential improvements were developed and sent to participants for their review. Staff will use this information, Census CTPP information, and other research results to prepare a Phase One study report assessing the public transportation needs of the region’s elderly, disabled, and low-income. This report should be ready for review by MPO committees (TAC, CTAC, and EDAC) by early fall 2005.

2. Richmond/Hampton Roads Passenger Rail Study Tier I EIS/Alternatives Analysis – The Virginia Department of Rail and Public Transportation (VDRPT) initiated this study in FY 04 to investigate potential improvements for passenger rail between the Richmond and Hampton Roads regions. The study will examine two primary rail corridors—the existing CSXT line north of the James River (the current Amtrak route that goes to Newport News) and the existing Norfolk Southern (NS) line south of the James River (runs between Petersburg and Norfolk). VDRPT presented the final work scope and schedule at the MPO’s July 21, 2004 meeting. A technical advisory group has been established with members from local governments in the study area; MPO staffs from Richmond, Tri-Cities, and Hampton Roads; VDRPT; and other organizations. Preliminary alternatives were developed in FY 05 and they were presented to TAC, CTAC, and the MPO. VDRPT recommended that one of the study alternatives be eliminated in order to better focus on the remaining alternatives. The MPO considered these alternatives at its May 12, 2005 and July 14, 2005 (FY 06) meetings and decided not to take any action. The MPO was advised by VDRPT by letter dated July 18, 2005 that VDRPT has decided to proceed with the analysis and evaluation of the following alternatives as part of the Tier I Draft EIS:
 - No Build (or No Action Alternative)
 - Peninsula/CSXT Build Alternative – This alternative generally follows the CSXT line between Richmond and Newport News with three proposed stops: Richmond Main Street Station, Williamsburg, and Newport News Downtown Station.
 - Southside/Norfolk Southern (NS) Build Alternative – This alignment uses the NS right-of-way (current freight line) to connect Norfolk with Petersburg. There are

four proposed stops: Richmond's Main Street Station, Petersburg Station, Bowers Hill, and Norfolk Downtown Station.

3. Richmond Regional Bicycle and Pedestrian Plan – The MPO took action at its July 21, 2004 meeting to accept this plan as work completed as a study document. The final study provides a comprehensive review of the region's network of major roadways assessing the feasibility of designating pedestrian and bicycle routes and provides recommendations to facilitate their development along with support programs for the region's jurisdictions, agencies, and MPO. In accepting this study, the MPO directed follow-up activities and documentation, which VDOT and the study consultants completed in FY 05. These activities and documentation are as follows:
 - Conducting a half-day engineering workshop.
 - Conducting a one-day level-of-service and latent demand model training class.
 - Providing presentations of the study document to local boards of supervisors and city and town councils (to be provided upon the request of the local jurisdiction TAC member).
 - Providing RRPDC staff with final technical documentation reports showing each jurisdiction's complete list of roadway segments and the level-of-service (LOS) pedestrian and bicycle ranking (along with background data) for each of these segments.
 - Providing technical reports documenting work activities to be conducted as part of the half-day engineering workshop and the one-day LOS and latent demand training classes.
4. Transportation Operator's Inventory – Staff developed an updated inventory report that was accepted as work completed at the MPO's March 10, 2005 meeting. This report provides information on private, private non-profit, and social service agency transportation operators working in and serving the greater Richmond area. Information shown in the inventory includes company/agency name, address, phone number, contact person, organization type, service area and times, and number of vehicles. This inventory is used by GRTC Transit System, RideFinders, area local governments, and human service agencies and organizations as an information base and resource for contacting transportation service operators. The final report was distributed to those that participated in the survey, local government TAC members, EDAC, GRTC, VDOT, RideFinders, VDRPT, Access Chesterfield, and interested private transportation operators and social service organizations (total of 118 reports distributed). The report is also posted on the RRPDC web site.

Progress in the 11 topics incorporated into the Richmond region's strategic plan—Air, Land, & Water; Arts, Heritage, & Culture; Downtown; Governance; Homes & Neighborhoods; James River; Jobs; Learning; People; Recreation & Sports; and Transportation—are showcased throughout the Richmond region and are highlighted throughout this document.

Strategic Plan Implementation Activities

The Richmond Regional PDC focuses its activities to address the 11 underlying goal statements of

the region. The goal statements speak to the 11 topics on the previous page and include:

1. Responsible development established through regional cooperation that preserves and improves the quality of air, land, and water.
2. A thriving regional community of arts, heritage, and cultural resources.
3. The safest downtown in the United States.
4. A regional consensus to recognize and prioritize regional interests.
5. A high measure of safe neighborhoods and communities, the threat of violence and loss of life greatly minimized.
6. Waterfront development that respects the natural environment while providing a balanced mixture of uses.
7. Economic growth and development that attract businesses and residents.
8. Quality lifelong educational opportunities that keep pace with the changing demands of work and community.
9. Each individual's human potential is promoted and maintained.
10. Programs and events that teach discipline, sportsmanship, teamwork, and self-confidence.
11. A transportation system that minimizes harmful impacts on the natural environment.

In FY 05, these goals—driven by our regional vision—have led to the following:

Air, Land, & Water

The Richmond Regional Planning District Commission coastal planning program continues to provide assistance to coastal localities and the region as a whole regarding environmental issues. Staff has hosted meetings at the request of local governments addressing issues such as evolving state storm water management regulations and environmental compliance.

Staff has attended meetings of the Local Government Advisory Committee and has provided local government perspectives.

Downtown

Downtown Richmond continues to progress into a city in which more people want to live, work and play. Two years after a \$170 million expansion, the now 700,000 square-foot Greater Richmond

Convention Center hosts more events than expected and includes 178,159 square feet of exhibit space, 32 meeting rooms, and a 30,550-square foot Grand Ballroom.

In addition, the Broad Street Community Development Authority has a \$66.7 million redevelopment project to spruce up downtown, including better lighting and sidewalks to make it safer and more convenient for pedestrians.

The 6th Street Marketplace has been demolished to make way for a revitalized area and the Richmond Marriott has finished a \$12 million remodeling project, while an \$83 million federal courthouse is under construction at North Seventh and East Broad streets.

The hotel, arts center, and courthouse are scheduled to be complete by 2007, to complement the 400th anniversary of Jamestown, bringing an estimated one million tourists to Richmond.

Virginia Commonwealth University is in the midst of its largest capital campaign, the goal of which is to raise \$330 million by June 30, 2007. Currently, \$282 million has been obtained. Campaign donations will be used toward construction of a new Massey Cancer Center research building and new School of Nursing among other projects.

Additionally downtown, the now nine-year old Virginia Biotechnology Research Park celebrated a “monumental success in Virginia Commonwealth University history,” with \$82 million in new gifts and pledges for the fiscal year ending June 30, the university’s best year on record for fundraising. Established out of a partnership with Virginia Commonwealth University, the city of Richmond, and the Commonwealth of Virginia, the BioTech Park is home to bioscience companies, research institutes, and major state and national medical laboratories and organizations involved with forensics, testing of biotoxins, and management of the nation’s organ transplantation process.

Governance

In support of the Governance vision and to better serve its public, the Richmond Regional PDC has continued to maintain and expand its web site, providing greater information of regional interest.

As in previous years, the Richmond Regional PDC has continued posting the online newsletter, allowing additional exposure of regional events relating to goals. Minutes of PDC and of MPO meetings are maintained on the web site as they are approved, enabling further coverage of meetings.

Numerous reports and documents have been added. Of significant note is the *Rural Driving Tour* accessible on the RRPDC web site, pointing out historic markers and highlighting sites of interest throughout the region. All public meetings and notices, legislative priorities for the region, and mid- and post-session legislative updates continue to be posted, as in previous years. The “legislative update” page has also been continued and provides additional information on session highlights, alerts, and bills impacting localities.

Legislative tracking while the General Assembly is in session continues to be an important function of the Governance vision. Monthly legislative updates are presented to the PDC Board while the Virginia General Assembly is in session and legislative issues are discussed as they occur with impacted jurisdictions.

When the General Assembly is not in session, staff monitors legislative meetings, including Capital Region Caucus meetings. December's caucus meeting highlighted the region's upcoming legislative priorities, which was presented by the region's legislative liaisons. This allows for discussion and positive interaction between legislators and liaisons.

Transportation

Transportation Improvement Program (TIP)

The TIP is the MPO's program of federal-aid highway and transit projects that are approved or scheduled for federal funds. The TIP also provides information on other transportation projects including state-funded highway, ridesharing, and airport projects. The TIP is developed based primarily on the projects that are programmed in VDOT's Six-Year Improvement Program (SYIP). The TIP also includes projects from the VDOT secondary system program (Charles City, Chesterfield, Goochland, Hanover, New Kent, and Powhatan counties), Henrico County secondary system, GRTC Transit System, CRAC, area social/human service agencies (Section 5310 program), transportation enhancements, and local/private projects.

In FY 04, staff worked with VDOT staff, TAC, and others to develop the draft Fiscal Year 2005 – 2007 TIP. The TIP has been presented and adopted at the MPO's July 21, 2004 meeting. Starting with the FY 05 – 07 TIP, it was reformatted and its contents revised to show project obligations. Previous TIP documents showed funds that were allocated. The new format shows project information (i.e., location, description, cost estimate by phases, TIP amendments, and other information) and project obligations (previous obligations, obligations for current and upcoming fiscal years for a three-year period, and obligations by phase and funding source). Staff has maintained and updated the TIP processing numerous requests submitted by VDOT, area local governments, and others. The updated TIP is posted on the RRPDC web site. In addition, a number of major initiatives were undertaken in FY 05 related to TIP development, process, and accounting for previously allocated and/or obligated funds as follows:

- a. RSTP/CMAQ Project Review and Selection Process – Based on a corrective action and recommendation action cited in the MPO's August 2004 triennial certification review, a new process for reviewing and selecting proposed Regional Surface Transportation Program (RSTP) and Congestion Mitigation Air Quality (CMAQ) program funds was developed and approved at the December 9, 2004 MPO meeting. This new process for review and selection of RSTP and CMAQ funded projects will start with the FY 08 RSTP and CMAQ allocations and provides for an interim transition period that focuses on previous and FY 06 and FY 07 allocations for projects currently programmed in the TIP.
- b. VDOT Guidelines on Obligation and Expenditure of CMAQ Funds – In late September 2004, staff learned from conversation with VDOT staff that the General Assembly had included, as part of its 2004 session budget bill, language that placed time limits on the expenditure of CMAQ program funds which reads as follows:

3. Projects funded, in whole or part, from federal funds apportioned under 23 USC 149 as congestion mitigation and air quality improvement, shall be selected as directed by the Board and in such a manner that the funds are obligated within 24 months of their allocation and expended within 48 months of their authorization. If the requirements included in the paragraph are not met by such agency or recipient, then the Board shall use such federal funds for any other project eligible under 23 USC 149.

Staff advised the MPO's Technical Advisory Committee (TAC) of this matter on October 27, 2004 and it was briefly discussed at the November 4, 2004 TAC meeting. This item was again discussed at the February 17, 2005 TAC meeting and VDOT reported that it was working on a draft policy that would provide details associated with the allocation, obligation, and expenditure of CMAQ funds. This item was again discussed at the March 17, 2005 TAC meeting and VDOT was requested to provide staff with specific guidelines as to the limits for obligation and authorization of CMAQ funds.

At the April 21, 2005 TAC meeting, VDOT staff was requested to provide a status report on the development of proposed guidelines and to provide written guidelines for staff review. VDOT was not able to provide these guidelines and at the request of staff, VDOT agreed to provide a written report on development and submission of these guidelines at the May 12, 2005 MPO meeting. At this MPO meeting, VDOT reported that its Programming Division had agreed to hold a meeting with all of the state's MPOs on May 24, 2005. This would be one of the items addressed at the meeting and VDOT would present the draft guidelines presented at the meeting for comment and discussion. The draft guidelines presented at the May 24, 2005 meeting were submitted for review and discussion at the June 16, 2005 TAC meeting and comments and concerns expressed by various TAC members were noted and submitted to VDOT for their review and consideration. VDOT's response to these TAC comments is due to MPO staff on August 5, 2005 (FY 06) and will be submitted for review and appropriate action at TAC's August 18, 2005 meeting.

- c. STIP/TIP Reconciliation and TIP Amendments – On February 4, 2005, staff received a letter from VDOT advising that amendments will be needed to the MPO's TIP to reflect changes in previous obligations (as currently shown in the TIP) and to provide for the addition of maintenance as a federal line item (reflecting VDOT's decision to utilize federal funds for maintenance activities). These changes are proposed for projects that used VDOT's estimate of federal funds projected to be available for obligation (VDOT estimates are made in May and early June, prior to the MPO's action of July 21, 2004 to adopt the TIP) and the actual appropriations, which are made available to VDOT at the end of the federal fiscal year (i.e., which ends September 30) can now be programmed in the TIP. Note that project obligation and proposed TIP amendments provided by VDOT on February 4, 2005 did not reflect any of the MPO's RSTP and CMAQ funded projects. Staff requested this information from VDOT in July 2004 and it has only been submitted for certain projects requested by area local governments and agencies. At the March 17, 2005 TAC meeting, VDOT staff reported that it had scheduled to submit proposed amendments to MPO staff by March 3; however, in reviewing information submitted by

VDOT Programming Division staff, they had submitted a complete list of all projects to be included in the TIP (including projects already programmed in the TIP) rather than just proposed amendments.

MPO staff received VDOT's reconciliation spreadsheet for proposed TIP amendments on March 29, 2005 and advised VDOT staff that it included 37 new projects. Some of those projects would require air quality conformity analysis and a two-week public review period. Staff submitted this list of 37 new projects to VDOT on April 5, 2005 and requested that VDOT provide a status report at the April 21, 2005 TAC meeting. VDOT reported to TAC that it should have an updated spreadsheet ready to go forward to staff in time for the May 12, 2005 MPO meeting. However, this was not received by MPO staff and VDOT reported at the May 12, 2005 MPO meeting that VDOT's schedule had been very ambitious and that it would try to have this list ready for review at the June TAC meeting and submitted for action at the July MPO meeting. At the June 16, 2005 TAC meeting, VDOT reported that it had decided to just submit those projects that are ready to move forward for implementation rather than try to conduct a comprehensive review and submit a large number of amendments. VDOT asked that local government and transportation agency staffs advise MPO and VDOT staffs as to any projects that are ready to move forward and require further action for obligation of funds.

- d. TIP Adjustments – At VDOT's May 24, 2005 meeting with the state's MPOs, VDOT reported that it has proposed that MPO staff be authorized to make certain "adjustments" to the TIP which currently require MPO review and action. Allowing such adjustments would expedite the current process for programming and obligating federal funds. The scope and limits of what is defined as a proposed adjustment and therefore subject to staff discretion and authority for changing in the TIP was presented at the May 24, 2005 VDOT MPOs meeting. Based on VDOT's proposed (i.e., draft VDOT/MPO) agreement, staff prepared and submitted for TAC review the document *Richmond Area TIP Amendments and RSTP/CMAQ Allocation Transfer Guidelines*. This document is similar to VDOT's draft TIP Adjustment agreement except for the addition of provisions that require a higher level of jurisdiction/agency (e.g., GRTC, CRAC, and RideFinders) involvement and consultation prior to adjustments being made and approved. Staff's draft guidelines document also includes current staff and MPO practices related to review of TIP amendments and changes in the allocation of RSTP and CMAQ funds among current and proposed new projects (currently being used under the interim phase as identified in the MPO's *RSTP and CMAQ Project Review and Selection Process* report). TAC reviewed and recommended staff's draft guidelines at its June 19, 2005 meeting and the MPO took action at its July 14, 2005 (FY 06) meeting to approve the report as presented.
- e. TIP Development and Schedule – VDOT advised MPOs at its May 24, 2005 meeting that it was proposing a new time frame and schedule for development and MPO approval of the TIP. The new schedule proposed by VDOT provides that the State Six-Year Improvement Program (SYIP) is reviewed and approved by the Commonwealth Transportation Board (CTB) in June or July (previous SYIPs have been approved by the

CTB in May). The new schedule provides that in October, VDOT Programming Division will begin preparation of obligation information for the MPO's upcoming TIP with final obligation information submitted to MPOs in November and air quality conformity analysis initiated. Action by the MPO to approve the TIP is scheduled for March.

Due to this change in schedule, the MPO initiated a TIP and LRTP amendment process for three major projects (i.e., widening of Route 30 in Hanover County and a new interchange on Route 895 with a connector road serving the Wilton development in Henrico County). These TIP/LRTP amendments were to be included in the upcoming FY 06 – FY 08 TIP; however, due to the change in scheduled MPO action to adopt the TIP (from September 2005 to March 2006) an amendment process for the TIP and LRTP started in May 2005 with work initiated by VDOT on the TIP and LRTP air quality conformity analysis. The proposed amendments were presented at the July 14, 2005 (FY 06) MPO meeting and the MPO took action to authorize these proposed TIP and LRTP amendments for public review and to further recommend that the MPO Chairman authorize TAC to take action on behalf of the MPO at its August 18, 2005 (FY 06) meeting to amend the TIP and LRTP to include these projects subject to TAC finding the air quality conformity analysis being acceptable and that any public review comments submitted do not warrant MPO review and attention.

Template for RSTP and CMAQ Funded Projects – Based on discussions at several TAC meetings on the need for a systematic process for tracking progress and financial status of RSTP and CMAQ funded projects, MPO staff worked with VDOT staff to develop a draft template to be used for providing project status information (template developed using the “Live STIP” as the primary data source). This template was submitted to TAC and discussed at the April 21, 2005 TAC meeting. Staff summarized comments from this TAC meeting and forwarded them to VDOT and requested that VDOT advise staff as to their response to TAC's comments. At the June 16 TAC meeting, VDOT staff reported that due to work required for the SYIP (approved by the CTB in June 2005) VDOT staff was not able to address TAC's comments; however, their response is expected for the next (i.e., August 18, 2005/FY 06) TAC meeting. Staff has emphasized to VDOT the need for the template to include obligation and expenditures deadline information staff had proposed and included with the template previously presented at the April 21, 2005 TAC meeting.

Regional Priority Transportation Projects

VDOT conducted the fall 2004 preallocation public hearings by videoconference on September 28, 2004. Staff received notice from VDOT in early July for the preallocation hearing date and initiated work preparing an updated report on regional priority projects (report providing detailed project information for annual regional priority projects including background information, location maps, estimated cost, funding sources, and estimated completion date). This report, along with information on previous MPO actions on regional priority projects, was reviewed by the MPO's Technical Advisory Committee (TAC), Citizens Transportation Advisory Committee (CTAC), Elderly and Disabled Advisory Committee (EDAC), and MPO Executive Committee. The Executive Committee provided its recommendation to the MPO and the MPO took action at its

September 9, 2004 meeting to approve the following resolution:

RESOLVED, that the Richmond Area Metropolitan Planning Organization (MPO) approves the list of regional priority transportation projects as submitted by the MPO Executive Committee and authorizes its submission to the Commonwealth Transportation Board (CTB) for its review and consideration in developing the Six-Year Improvement Program Update for the Virginia Department of Transportation.

That regional priority transportation projects are identified and ranked as follows:

<u>Priority</u>	<u>Project</u>
1	RIC Expansion and Access Improvements
2	Main Street Station, High-Speed Intercity Rail, GRTC Improvements
3	Route 360 East of I-295 (Hanover) and Route 360 West (Chesterfield)
4	Parham Road/Patterson Avenue Urban Interchange (Henrico)
5	Huguenot Bridge Reconstruction

Other Regional Priority Projects

- I-64 Corridor and Rail Improvements, Richmond to Hampton Roads
- Route 10 Widening (Chesterfield)
- Route 250 Widening from Rt. 623 to Rt. 621 (Goochland)
- RMA and Powhite Parkway Extension Toll Removal
- Widening of I-64 between I-295 (at Short Pump) and Route 288 to six lanes

Note that the MPO dropped the Route 288 and I-95/Atlee Elmont Interchange projects from its previous year's list of priority projects due to those projects being completed. The MPO also added one new project under the Other Regional Priority Projects category: Widening of I-64 between I-295 (at Short Pump) and Route 288 to six lanes.

The MPO's regional priority projects were presented by the MPO Chairman at the September 28, 2004 VDOT Six-Year Improvement Program (SYIP) update public hearing (videoconference).

2026 LRTP Executive Summary

Staff prepared as an informational hand-out, an Executive Summary of the MPO's year 2026 *Long-Range Transportation Plan* (LRTP). This document is in a large (44" x 34") format with a map and description of major capital projects, along with background information on the MPO and LRTP. Staff printed 1,000 copies of these documents for distribution at various meetings and events along with 500 CDs (the document includes a space for a sleeve where the CD can be inserted) of the full 2026 LRTP document.

Route 288 Completion

The final two segments of Route 288 were completed and open to traffic in FY 05. The segment from Route 6 in Goochland County to Route 60 in Chesterfield County was opened on August 27, 2005. The other segment from Route 60 to Powhite Parkway/Lucks Lane was opened on November 19, 2005. Route 288 provided a new western crossing of the James River and it links I-64 in Goochland near Short Pump to I-95 in Chesterfield, near Chester. Route 288 is a four-lane limited access facility which is 32 miles in length. These final two segments (approximately 17.5 miles long) cost approximately \$324 million. As part of action taken during the 2005 General Assembly session, the remaining debt for Route 288 (approximately \$130 million) was paid off, freeing future Richmond District primary system funds for other projects.

Regional Transportation Summit

The MPO, Richmond Regional PDC, and Greater Richmond Chamber of Commerce's Regional Transportation Advocacy Board (RTAB) held a regional transportation summit on June 17, 2005, at Capital One Town Hall Building in the West Creek development in Goochland County. Approximately 300 area state and local elected officials, planning commissioners and staffs, chief executives and business leaders, and representatives of various other groups and organizations attended this event. MPO staff provided assistance in preparing the summit agenda, inviting speakers and panelists, sending out invitations, preparing a presentation on the MPO's 2026 Long-Range Transportation Plan priorities and costs, preparing various informational and map displays, and providing other assistance. The summit featured former Governor Gerald Baliles; the RRPDC and MPO chairmen, John Gordon and Russell Holland respectively; former Virginia Secretary of Transportation Whit Clement; Richmond District Commonwealth Transportation Board (CTB) member Gerald McCarthy; state Senator John Watkins; and other prominent transportation specialists.

CMS Corridor Review Team

The Congestion Management System (CMS) Review Group was established as part of the MPO's April 8, 2004 (FY 04) action to adopt the *2026 Long-Range Transportation Plan (LRTP)*. The Review Group's primary responsibility is to perform the on-going functions of the CMS that are required between official updates. These responsibilities generally include:

- a. Establishing consensus on the definitions, guidelines, and documentation procedures used to perform the work group's duties.
- b. Defining congestion and identifying the performance measures needed to identify congested corridors throughout the MPO study area.
- c. Perform CMS alternatives analyses of congested corridors using the adopted CMS Toolbox of strategies (the Toolbox can be found in the CMS Technical Documentation report).
- d. Monitoring the implementation of congestion reducing strategies along the corridors.

CMS Review Group membership includes local and agency members from the MPO's Technical Advisory Committee (TAC) and VDOT central office, district and residency staff. The CMS

Review Group held their first meeting on March 31, 2005 and held one other meeting. The group came to a consensus definition of traffic congestion (for use in future corridor reviews) and initiated review and discussion of performance measures. Due to the departure of the staff project manager, work on this activity has been suspended until a replacement has been hired.



ELEMENT #2

Duties Performed

Conduct studies with regional significance (initiated and/or completed)

1. Richmond Regional Hazard Mitigation Plan – The Richmond Regional PDC is involved in coordinating the planning efforts of the counties of Charles City, Goochland, Hanover, Henrico, New Kent and Powhatan, the City of Richmond, and the Town of Ashland to address regional and local actions needed to better mitigate natural hazards. The process included an advisory committee comprised of locality-appointed staff. The plan is scheduled for local adoption in the fall with formal review and approval required by FEMA.
2. Public Transportation Needs Assessment for Disadvantaged Population Groups – (See description in Element #1, section on Strategic Plan Development Activities.)
3. Richmond/Hampton Roads Passenger Rail Study Tier I EIS/Alternatives Analysis – (See description in Element #1, section on Strategic Plan Development Activities.)
4. Richmond Regional Bicycle and Pedestrian Plan – (See description in Element #1, section on Strategic Plan Development Activities.)
5. Transportation Operators Inventory – (See description in Element #1, section on Strategic Plan Development Activities.)

Identify and study opportunities for local cost savings and staff efficiencies through coordinated local efforts

Geographic Information Systems (GIS) Regional Coordination

1. Regional GIS Coordinators Meetings – Because of the success of the Regional GIS Users Meetings, the PRRDC hosts bi-monthly meetings of the region's GIS coordinators. The purpose of the group is to identify areas of mutual interest, enable peer to peer discussions of technical issues, and coordinate resources for training of the region's GIS users.
2. Regional GIS User Meetings – The Richmond Regional PDC staff attended regular meetings of the area's ArcView GIS Users group. These meetings are hosted by the RRPDC and held in Henrico County. Staff also attended the regular meetings of the VAPDC GIS/Technology Committee. These meetings share information pertaining primarily to GIS from several state agencies such as VDOT, VEDP (Virginia Economic Development Partnership), VEC (Virginia Employment Commission), VGIN (Virginia Geographic Information Network), and the Library of Virginia. The RRPDC is also the host for the FY 06 statewide GIS conference to be held in October 2005.
3. Regional Emergency Response Technical Advisory Committee – The Richmond Regional

Planning District Commission staff hosts regular meetings of the Regional Emergency Response Technical Advisory Committee (RERTAC). In conjunction with this group RRPDC staff also participates as a member of the Hazard Mitigation Advisory Committee, Richmond Metro Hazard Materials Team, Metropolitan Medical Response System Steering Committee, Red Cross Disaster Preparedness Coalition, and the Terrorism Preparedness Work Group. Several members of these committees serve on two or more of the above committees, which allows for sharing of information. RRPDC staff continues to seek federal funding assistance to assist the region's localities. The committee believes that it will be able to leverage greater resources through the RRPDC's regional coordination efforts.

Transportation

1. Ridefinders Commuter Analysis – Richmond Regional PDC staff provides commuter data for the rural portions of the region to Ridefinders. The purpose of the data is to assist with providing increased transit services to rural areas of the region.

Identify mechanisms for coordinating local interests on a regional basis

1. Regional CDBG Priorities – Each year, Richmond Regional PDC staff works with the region's non-entitlement localities to develop a prioritized list of possible community development block grant projects. Richmond Regional PDC staff requests local planners to rank the project categories. Oftentimes this requires review by local elected officials prior to its submission to RRPDC staff. RRPDC staff in turn takes each locality's submission and prepares a draft regional priority list. This list is submitted to the RRPDC Board in March for review and approval prior to its submission to the Department of Housing and Community Development (DHCD).
2. Rural Transportation Planning Program, Technical Advisory Committee – For many years, urban localities have benefited from the presence of an urban transportation planning program managed by local metropolitan planning organizations (MPOs). Several years ago, VDOT created a rural transportation planning program to serve rural areas. This program assists PDCs by providing funding that can be used to address locality-specific and regional transportation-related issues. VDOT provides partial funding to the RRPDC (\$48,000 annually) for rural transportation planning. This program has greatly expanded the ability of the RRPDC to provide transportation planning services to our rural counties. To better serve our localities, the RR PDC established a Rural Transportation Technical Advisory Committee. Membership includes each of the four rural counties in the region, the Virginia Department of Transportation, the Virginia Department of Rail and Public Transportation, the Federal Highway Administration, and Ridefinders, Inc. The Technical Advisory Committee develops a work plan for the RRPDC to address issues of mutual interest as well as locality-specific projects.
3. Rural Transportation Work Program – Each year, Richmond Regional PDC staff works with local county planners to develop a work program for rural transportation planning projects. The work program is developed to address locality-specific transportation issues as well as projects of regional importance. Major projects for FY 05 included: Village Vision Barhamsville Village Plan Phase II, New Kent County Providence Forge Village Plan Phase III, New Kent County Rural Bike Mapping and Signage Program, Goochland County Village Plans and the

Rural Area Driving Tour Phase III.

4. VAPDC Transportation Committee – Richmond Regional PDC staff continues to participate actively in the VAPDC’s Transportation Committee. During the year, the major issue for discussion was the changes underway in VDOT administration and priority work projects as well as intelligent transportation system efforts underway in Virginia and across the country. RRPDC staff also continued to work with the committee on village planning efforts and the use of GIS in linking transportation planning to land use and community facilities planning. This committee has been an essential link to gaining timely access to transportation-related information.
5. Regional Environmental Technical Advisory Committee – The Richmond Regional PDC hosts a Regional Environmental Technical Advisory Committee to assist with its efforts to identify and address environmental issues. Originally established under the auspices of the RRPDC’s Coastal Resources Management Program, the committee now includes all nine jurisdictions in the region. The committee currently meets every other month and provides a venue for local governments to discuss environmental issues of local and regional significance; to share ideas; and to meet with representatives of the Department of Environmental Quality, the Department of Conservation and Recreation, the Department of Game and Inland Fisheries, and other environmental agencies.

The Richmond Regional PDC serves as an environmental data resource for local governments. PDC staff distributes information and answers questions related to a wide variety of information as the need arises, including Chesapeake 2000 Agreement updates, Chesapeake Bay Preservation Act regulations, groundwater withdrawal permit applications, Virginia water protection permit applications, and other local issues.
6. Regional Environmental Work Program – Each year, Richmond Regional PDC staff works with local planning staff and DEQ staff to develop a work program for environmental and coastal planning projects. The work program is developed to address locality-specific environmental issues as well as projects of regional importance. Major projects for FY 05 included:
 - Review of environmental impacts of development proposals
 - Mapping of environmental data
 - Printing of the James River interpretative map
 - Assistance to local governments with tributary strategies
 - Assistance to local government with C2K commitments
 - Coordination of appropriate Chesapeake Bay Preservation Act activities
 - Coordination of appropriate coastal activities
 - Membership into the Metro Areas Work Group and the Local Government Participation Action Plan review team
 - Support of the Environmental Resources Technical Advisory Committee
 - GIS data mapping
 - Local grant writing application assistance
7. VAPDC Coastal Committee – Richmond Regional PDC staff continues to participate actively in the VAPDC’s Coastal Committee. During the year, the major issue for discussion was the

continued development of tributary strategies for the coastal region of Virginia. Richmond Regional PDC staff also continued to work with the committee on other major coastal planning efforts and potential impacts on local government implementation. This committee has been an essential link to gaining timely access to coastal-related information.

8. Regional Emergency Response Technical Advisory Committee – The Richmond Regional PDC, working with the region’s chief administrative officials, established a Regional Emergency Response Technical Advisory Committee to identify and address issues of regional importance. The committee is scheduled to meet every other month. Oftentimes the committee brings in experts from related fields to discuss technical issues.

9. Regional Emergency Services Work Program – The Richmond Regional PDC staff worked with members of the Regional Emergency Response Technical Advisory Committee to develop a work program for emergency services planning projects. The work program is developed to address locality-specific emergency services issues as well as projects of regional importance. Major projects for FY 05 include:
 - Map regional EMS service boundaries
 - Assist the Center for Disease Control
 - Support regional emergency services initiatives
 - Support Regional Emergency Response Technical Advisory Committee
 - Coordinate regional interoperability
 - Inventory regional shelter resources
 - Seek federal and state funding opportunities
 - Develop memorandum of understanding between localities
 - Develop regional emergency services FY 06 work program

10. MPO/Advisory Committees – The Richmond Area MPO is the federally designated organization for regional transportation planning and programming and is staffed by the Richmond Regional PDC. The Richmond Area MPO and two of its three standing committees have a majority of their voting membership appointed by area local governments, ensuring representation of local interests at the regional level. The MPO, with a voting membership of 28, has 23 members appointed by local governments. Voting representation on the MPO’s three advisory committees (Technical, Citizens Transportation, and Elderly and Disabled) is as follows:

REPRESENTATION STATUS		
COMMITTEE	LOCAL GOVERNMENT	AT-LARGE
TAC	9	7
CTAC	12	7
EDAC	-	14

The Richmond Area MPO and its advisory committees meet routinely to conduct business and address regional transportation issues. In FY 05, 30 meetings of the MPO, TAC, CTAC, and

EDAC were held. In addition, there were nine special purpose, work group, and subcommittee meetings.

10. Annual Regional Planning Commissioners' Forum for all nine member localities' planning commissioners – See description for Governance Vision under Strategic Plan Development Activities.

Implement services upon request of local governments

1. Regional Street Name Clearinghouse – The Richmond Regional PDC manages a street name clearinghouse for the region. The purpose of this service is to aid in the cataloging of street name reservations from residential and commercial developers in an effort to avoid duplication of names within the region. This procedure minimizes confusion for police, fire, and other emergency service providers. When developers propose new street names, they submit these names to the Richmond Regional PDC for review and staff compares the proposed names to the existing database. Similar sounding names or spellings and exact duplications are researched, and staff notifies the developer as to whether the proposed names meet the regional criteria for use, although final determination remains with the locality. In FY 05, the Richmond Regional PDC reviewed 358 requests (up from 301 requests last year) representing over 1460 street names (down from 1517 names last year).
2. Charles City County Zoning Ordinance – Charles City County requested RRPDC staff to assist the county in updating their zoning ordinance. With the assistance of the RRPDC, the ordinance—developed over three years and with extensive work from the county planning commission—promotes maintaining the county's attractive, rural character while providing updated standards for uses throughout the county. RRPDC staff contributed to the ordinance development through research, writing and organizing sections, and working with the planning commission and county commonwealth's attorney.
3. Charles City County E911 Map Book – Charles City County requested RRPDC staff to assist the county in the development of a map book that can be used by the county emergency dispatch center and first responders. RRPDC staff supervised the county's GIS intern to merge several GIS tax and real estate databases, correct data, integrate new street centerline data and create a county map book. This effort required the RRPDC to assist in the coordination of activities between multiple county developments including development, public works, building, sheriff, information technology, administration, and commissioner of revenue.

Provide technical assistance to local governments

1. Charles City County Chesapeake Bay Gateway – At the request of the county, RRPDC staff assisted the county with the preparation of an application to become a part of the Chesapeake Bay Gateways Network which is sponsored in part by the National Parks Service. The application was successful and Lawrence Lewis, Jr. Park located on the James River is now a member of an extensive network of places in the Bay watershed where public access and interpretation of natural and historic resources is promoted through the Networks' web site, maps, and guides. The county also has received a grant from the Network to provide special

signage to interpret the history of the former wharf and wildlife at the park.

2. Charles City County Zoning Ordinance – Richmond Regional PDC staff has worked throughout the year with the Charles City County Planning Commission on the re-write of the entire zoning ordinance. Planning staff provided expertise on needed technical updates and legislative mandates, as well as formatting and style, and provided assistance to legal council on possible interpretations. The ordinance has been referred to the board of supervisors for public hearing.
3. Hanover County Technical Assistance – One of the services that the Richmond Regional PDC offers to the four most populous jurisdictions is technical assistance on a project of the jurisdiction's choosing. This is done on a revolving basis and covers the City of Richmond and Chesterfield, Hanover, and Henrico counties. This year, RRPDC staff assisted Hanover County by presenting information to the county board of supervisors regarding regional transportation issues. The presentation included information about the region's adopted transportation plan, needed improvements, funding, and regulatory requirements. The county plans to use the information to further develop its transportation planning capabilities.
4. Powhatan County Comprehensive Plan – Powhatan County requested RRPDC staff to assist in the county update of their comprehensive plan. To this end, PDC staff provided information on population, housing, and transportation. In addition, staff also made a presentation at a District 3 board member community meeting about how comprehensive planning and zoning work to implement local visions.
5. Contract management for local governments transportation planning – MPO pass-through funded studies for local governments managed by the Richmond Regional PDC staff are as follows:
 - The MPO allocated PL funds for use by Chesterfield County to purchase equipment to be used to enhance its public participation efforts. All PL funds programmed for this work task were budgeted for equipment purchase (staff time is not an eligible expense). The county used these funds (and funds budgeted in the FY 02 and FY 03 Unified Work Programs) to purchase a laptop computer, four desktop computers, projector and replacement bulb, scanner, digital camera, and color printer. The total cost for equipment purchased was \$20,980. At the request of the MPO Technical Advisory Committee (TAC) Chairman, Chesterfield County provided TAC with a report and presentation on how these funds were used and a demonstration involving the equipment purchased. This report was approved at the November 18, 2004 MPO meeting.
 - Chesterfield County GIS Thoroughfare Plan Theme Eastern Area – The MPO first allocated funds for this study in FY 01, and at the request of the county, funds were transferred and the study continued through FY 03. Work on this study provided for consultant services to digitize the county's thoroughfare plan for the eastern area of the county for incorporation into the county's GIS database system. At the end of FY 03 all PL funds programmed for this study was spent. Work was continued using Chesterfield County funds. The final draft report was submitted for MPO review and action at its November 18, 2004 meeting and it was accepted as work completed.

6. New Kent County Access Management Economic Impacts Report – RRPDC staff prepared and submitted to the New Kent County Planning Director a report on the local economic impacts of access management improvements. The report was presented by county staff to the Board of Supervisors for their review and consideration in updating county ordinances related to access management.
7. Rural Area Historic Driving Tour – RRPDC staff produced this tour under VDOT’s Rural Transportation Planning Program grant. The Rural Area Historic Driving Tour is a web-based virtual tour of the Richmond region’s rural jurisdictions’ historic properties. The counties of Charles City, Goochland, New Kent, and Powhatan are included in the virtual driving tour. The web site created for this project contains maps of each of the jurisdictions with the location of properties on the National Register of Historic Places and the location of the roadside historic markers. The maps then contain links to a picture of each property on the National Register of Historic Places and each roadside historic marker in the jurisdiction.
8. Rural Transportation Technical Assistance Grant – RRPDC staff assisted localities with four village plans. RRPC staff, working with the Goochland County planning department, examined future land use, existing development, and environmental constraints in map studies of the villages of Fife-George’s Tavern and Hadensville. In addition, RRPDC staff did a map study and an analysis of Sandy Hook Village in Goochland to determine the residential growth potential in the village. Working with the New Kent County planning department, RRPDC staff prepared a report based on analysis of existing patterns of development in Barhamsville and how they relate to the county’s future land use plans and policies.

Serve as liaison between local governments and state agencies as requested

1. As in prior years, the Richmond Regional PDC has served as a liaison between the Department of Environmental Quality (DEQ), the Department of Conservation and Recreation (DCR), the DCR-Chesapeake Bay Local Assistance Division, and other state environmental departments and member governments for coastal and Chesapeake Bay actions. An important element of the RRPDC environmental program is the liaison work performed by staff on behalf of our member governments. This includes periodic meetings with staff from DEQ, DCR, the DCR-Chesapeake Bay Local Assistance Division, as well as notices to member governments regarding upcoming programs and activities related to environmental issues. This is especially important for the smaller governments that have limited resources available to monitor environmental issues and actions.
2. Invite Public Policy Leaders to Address the Commission and MPO on Topics of Mutual Concern:
 - Dr. William Nelson, Chairman; Richmond Regional Metropolitan Medical Response System
 - Sheila Hill-Christian, Executive Director; Richmond Redevelopment and Housing Authority
 - Jon E. Mathiasen, President/CEO; Capital Region Airport Commission

- James W. Dunn, President/CEO; Greater Richmond Chamber of Commerce
- Gerald L. Baliles, Chair; Greater Richmond Chamber of Commerce Regional Transportation Advocacy Board
- Paul Miller, Greater Richmond Chamber of Commerce
- The Honorable John S. Reid, Delegate, Virginia General Assembly, House District 72
- Donna Reynolds, Director of Community Relations, American Lung Association
- Yolanda Savoy, Program Coordinator, Richmond Area Safe Kids Coalition

3. Other Liaison Activities

- Facilitate monthly meetings of the legislative liaisons from the region to exchange information about the work of state study committees and commissions, as well as activities within each jurisdiction.
- Schedule meetings of the Capital Region Legislative Caucus throughout the year and prepare agenda items for these meetings.
- Prepare and present PowerPoint presentations and legislative priorities to the Capital Region Legislative Caucus each December prior to the General Session convening and again after it has adjourned, highlighting successes.
- Track legislation of local interest, updating localities as necessary and prepare annual summary of legislative actions in the Yeas and Nays Report.
- Participate in Virginia Municipal League and Virginia Association of Counties activities to facilitate collaborative action.
- Assist member localities in developing joint legislative activities and positions.
- Meet with local legislators to share regional concerns and learn of proposed General Assembly actions.
- Maintain legislative web page from the General Assembly while the General Assembly is in session.
- Actively participate in Virginia Association of Planning District Commission activities.

4. Intergovernmental Reviews – On a regular basis, the Richmond Regional PDC is asked to comment on a variety of projects proposed by state and federal agencies. A first step in this process is to ensure that local governments have received notification of the project. In addition, staff seeks comments related to the project.

Review local government aid applications

- Department of Rail and Public Transportation, State of Virginia, Funding for Richmond Area Association for Retarded Citizens-Request to Purchase One 15-Passenger Van with Wheelchair Lift
- Department of Rail and Public Transportation, State of Virginia, Funding for Richmond Area Red Cross Greater Richmond Chapter – Request to Purchase One 14-Passenger Van with Wheelchair Lift and Two 5-Passenger Minivans with Ramps
- Department of Rail and Public Transportation, State of Virginia, Funding for Chesterfield

County Mental Health/Mental Retardation/Substance Abuse Services- Request to Purchase Two Modified Minivans with Wheelchair Ramps

- Department of Rail and Public Transportation Division, State of Virginia, Funding for Goochland Fellowship and Family Service -Request to Purchase Two 14-Passenger Vans with Wheelchair Lift
- Department of Environmental Quality, State of Virginia Groundwater Withdrawal Permit
- Department of Environmental Quality, State of Virginia, VPDES Permit No. VA0053708
- Department of Environmental Quality, State of Virginia Groundwater Withdrawal Permit – Quinton Park
- Department of Environmental Quality, State of Virginia, DGIF Region 1 Office Facility
- Department of Environmental Quality, State of Virginia, VPDES Permit No. VA0028622
- Department of Environmental Quality, State of Virginia, Medical Campus Deck VI, VCU
- Department of Environmental Quality, State of Virginia, Superfund Site H & H Burn Pit (PRP L ROU-1)
- Department of Environmental Quality, State of Virginia, Addition to Division One Dispatch Center Statewide Agencies Radio Systems (STARS)
- Department of Environmental Quality, State of Virginia, FY04 Enforcement and Compliance Assurance Assistance Grant
- Dominion Due Diligence Group, Early Public Review of Spring Arbor
- MACREDO, Institute for Local Self-Reliance, MACREDO Technical/Administrative Assistance Project
- Department of Environmental Quality, State of Virginia, Reedy Creek Drainage Improvement Project, City of Richmond
- Department of Environmental Quality, State of Virginia, DEQ Superfund Core Program Cooperative Agreement
- Department of Environmental Quality, State of Virginia, Thomas Dale High School, Chesterfield County
- U. S. Department of Housing & Urban Development, Oakland Chase Apartments, Henrico County
- Department of Environmental Quality, State of Virginia, 701 West Broad Street Office

Building, VCU, City of Richmond

- Department of Environmental Quality, State of Virginia, Engineering/Technology Building, Virginia State University, City of Petersburg
- Department of Environmental Quality, State of Virginia, Virginia Correctional Center for Women, Goochland County
- Department of Environmental Quality, State of Virginia, Titan Ready-Mix, LLC, City of Norfolk
- City of Richmond, 2004 Brownfield's Assessment Grant Application City of Richmond
- Department of Environmental Quality, State of Virginia, Regional Geographic Initiative- "Expansion of the Virginia Environmental Excellence Program to Recognize and Promote Environmental Stewardship through Green Building and Development"
- Department of Environmental Quality, State of Virginia, Regional Geographic Initiative- "Virginia Roanoke River Basin Advisory Committee"
- Department of Environmental Quality, State of Virginia, Regional Geographic Initiative- "RCRA Brownfield Inventory and Site Profiles for Sites Subject to RCRA Corrective Action in the Commonwealth of Virginia"
- Department of Environmental Quality, State of Virginia, Perimeter/Security Fence Installation, Hanover County Airport
- Department of Environmental Quality, State of Virginia, Performance Partnership Agreement
- Department of Environmental Quality, State of Virginia, 604(b) and 205(j) Water Quality Management and Planning Grant
- Department of Environmental Quality, State of Virginia, Wastewater Operator Training Grant Program – 104(g) On-site Training for POTWs with Operation Related Problem Affecting Plant Compliance with State Permits/certificates
- Department of Environmental Quality, State of Virginia, Wastewater Operator Training Grant Program – 104(g) Training and Assistance Project to Assess System Vulnerability and Develop Emergency Response Plan
- Department of Environmental Quality, State of Virginia, T-Hangar Site Development, New Kent County Airport
- Department of Environmental Quality, State of Virginia, Bryan Park Gardens Subdivision, Henrico County

- Department of Environmental Quality, State of Virginia, Virginia Air National Guard, Short-Term Construction at the 192nd Fighter Wing at Richmond International Airport, Henrico County
- Virginia State Department, State of Virginia, Safe Drinking Water Act – Public Water System Supervision Grant, Virginia Department of Health
- Department of Environmental Quality, State of Virginia, The Park, H. H. Hunt Corporation, Henrico County
- Department of Environmental Quality, State of Virginia, Five Forks Village, Encore Homes, LLC, Chesterfield County
- Department of Environmental Quality, State of Virginia, Hanover Courthouse Sewage Treatment Plant Hanover County
- Department of Environmental Quality, State of Virginia, School of Business/School of Engineering Virginia Commonwealth University, City of Richmond
- Department of The Army, State of Virginia, Richmond Deep Water Terminal, Henrico County
- Virginia Department of Health, State of Virginia, Richmond Deep Water Terminal, Henrico County
- Department of Environmental Quality, State of Virginia, James River Federal Navigational Channel, City of Richmond, and Henrico, Chesterfield, and Charles City Counties
- Department of Environmental Quality, State of Virginia, The Park, Henrico County
- Department of Environmental Quality, State of Virginia, Kingsland Glen Subdivision, Chesterfield County
- Department of Environmental Quality, State of Virginia, Doswell Water Treatment Plant, Hanover County
- Virginia Department of Health, State of Virginia, Virginia Drinking Water State Revolving Fund Program – Program Design Manual
- Department of Environmental Quality, State of Virginia, Freedom House – Conrad Center, Virginia Commonwealth University, City of Richmond
- Virginia Department of Health, State of Virginia, Virginia Department of Health Safe Drinking Water Act Three Percent Set-Aside for Management and Construction Oversight
- Department of Environmental Quality, State of Virginia, Virginia Power, Chesterfield Power

Station

- Department of Environmental Quality, State of Virginia, State Water Control Board State's Water Quality Standards
- Department of Environmental Quality, State of Virginia, Virginia Pollutant Discharge Elimination System
- Department of Environmental Quality, State of Virginia, Jefferson Lakeside County Club

Develop regional functional plans upon request

Regional Transportation Plans and Programs – See Element #1, Strategic Plan Development Activities and Strategic Plan Implementation Activities, Transportation.

Assist state agencies, upon request, in developing sub-state plans

1. Community Development Block Grants – Developing Regional Priorities – Each year the Department of Housing and Community Development (DHCD) asks PDCs to establish these priorities for their non-entitlement localities. In the Richmond region, the non-entitlement localities are the Town of Ashland and the counties of Charles City, Goochland, Hanover, Powhatan, and New Kent. RRPDC staff requested each non-entitlement locality to prepare its list of priorities. Oftentimes this requires review by local elected officials prior to its submission to RRPDC staff. PDC staff in turn takes each locality's submission and prepares a draft regional priority list. This list is submitted to the Richmond Regional PDC Board in March for review and approval prior to its submission to DHCD.

Participate in statewide geographic information system

1. Annual Virginia GIS Conference – The Richmond Regional PDC is developing a program for the Sixteenth Annual Virginia GIS Conference in Richmond, Virginia scheduled for October 2006. This conference is sponsored by the Virginia Association of Planning District Commissions (VAPDC) and is hosted by the Richmond Regional Planning District Commission.
2. PDCconnect – Through its affiliation with VAPDC's Information Systems Management Committee, the Richmond Regional PDC staff participates in an annual survey on GIS development and usage by the state's PDCs.

Serve as an affiliate of the state data center and collect and maintain demographic, economic, and related data for the region and member governments

1. The Richmond Regional PDC participated in the State Data Center Network by collecting and disseminating data generated by the Bureau of the Census and other agencies, including the Virginia Employment Commission, the Bureau of Economic Analysis, and the Bureau of Labor

Statistics.

2. The Richmond Regional PDC maintains a web site, informing the public of activities and publications, highlighting the goals and visions of the strategic plan and presenting demographic and economic data about the region.
3. Census Transportation Planning Package (CTPP) – RRPDC staff received the Parts I and II CTPP CDs from the Census Bureau in early FY 05 and the Part III data CD in late FY 05.

ELEMENT #3

Highlight successes and achievements of special note with regional efforts in cooperation

Highlight #1

Richmond Regional Hazard Mitigation Plan

See Element #2, Identify and study opportunities for local cost savings and staff efficiencies through coordinated local efforts and identify mechanisms for coordinating local interest on a regional basis.

Highlight #2

Staff/Assist Richmond Area Metropolitan Planning Organization

The Richmond Regional PDC provides lead staffing and primary administrative and technical support for the Richmond Area MPO for major projects and reports.

See Element #1, Strategic Plan Implementation Activities – Transportation.

Highlight #3

Village Plans and Other Technical Assistance— New Kent and Goochland Counties

See Element #2, Provide technical assistance to local governments.

Highlight #4

RSTP/CMAQ Project Review and Selection Process

See Element #1, Strategic Plan Implementation Activities – Transportation/TIP

Highlight #5

Transportation Operators Inventory

See Element #1, Strategic Plan Development Activities – Transportation.

Highlight #6

Richmond Regional Bicycle and Pedestrian Plan

See Element #1, Strategic Plan Development Activities – Transportation.

Highlight #7

Regional Priority Transportation Projects

See Element #1, Strategic Plan Implementation Activities – Transportation.

Highlight #8

2026 LRTP Executive Summary

See Element #1, Strategic Plan Implementation Activities – Transportation.

Highlight #9

Route 288 Completion

See Element #1, Strategic Plan Implementation Activities – Transportation.

Highlight #10

Regional Transportation Summit

See Element #1, Strategic Plan Implementation Activities – Transportation.

Highlight #11

Fourth Annual Planning Commissioners' Forum

See Element #1, Strategic Plan Development Activities.

Highlight #12

Rural Area Driving Tour

See Element #2, Provide technical assistance to local governments.

Highlight #13

Bimonthly Regional Planning Directors' Meetings

See Element #1, Strategic Plan Development Activities.

Highlight #14

Regional GIS Coordinators and Users Meetings

See Element #2, Identify and study opportunities for local cost savings and staff efficiencies through coordinated local efforts and identify mechanisms for coordinating local interest on a regional basis.



ELEMENT #4

Submit a work program for the coming year that includes a budget and lists of member jurisdictions and commission members

Please see accompanying documents.

Table 2006A - Operating Revenues, Pass Through Funds and Fund Balance
 Fiscal Year 2006 Revised Budget
 Richmond Regional Planning District Commission

Category	Column 1	Column 2	Column 3	Column 4
	FY 06 Dec 04 Preliminary	FY 06 May 05 Revised	Change December to May	FY 06 % of Total Budget
Line # Operating Revenue				
1 State Appropriation (RCA)	\$ 165,300	\$ 165,300	\$ -	8.2%
2 Local Membership Dues	\$ 554,200	\$ 552,800	\$ (1,400)	¹ 27.4%
3 FHWA/PL - Urban Transportation Planning	\$ 674,900	\$ 865,800	\$ 190,900	² 42.8%
4 FHWA/PL - Urban Transportation Planning Prior Year(s)	\$ 3,400	\$ 3,400	\$ -	0.2%
5 FTA/Section 5303 - Urban Transit Planning	\$ 150,900	\$ 149,400	\$ (1,500)	² 7.4%
6 FTA/Section 5303 - Urban Transit Planning Prior Year(s)	\$ -	\$ -	\$ -	0.0%
7 VDOT - Rural Transportation Planning Program	\$ 48,000	\$ 48,000	\$ -	2.4%
8 VDEQ VCRMP - Coastal Management Programs	\$ 27,500	\$ 27,500	\$ -	1.4%
9 VDEM - Hazardous Mitigation Plan Grant	\$ -	\$ -	\$ -	0.0%
10 Interest Income	\$ 5,000	\$ 5,000	\$ -	0.2%
11 Miscellaneous Revenue	\$ 1,200	\$ 1,200	\$ -	0.1%
12 From Unrestricted Fund Balance	\$ 339,800	\$ 202,800	\$ (137,000)	³ 10.0%
13 Total Operating Revenue	\$ 1,970,200	\$ 2,021,200	\$ 51,000	100.0%
Pass Through Funds				
<u>Urban Transportation Planning</u>				
14 FHWA/PL - Urban Transportation Planning	\$ -	\$ -	\$ -	0.0%
15 FHWA/PL - Urban Transportation Planning Prior Year(s)	\$ -	\$ -	\$ -	0.0%
16 FTA/Section 5303 - Urban Transit Planning	\$ -	\$ -	\$ -	0.0%
17 FTA/Section 5303 - Urban Transit Planning Prior Year(s)	\$ -	\$ -	\$ -	0.0%
18 Total Pass Through Funds	\$ -	\$ -	\$ -	0.0%
19 Total Operating Revenue and Pass Through Funds	\$ 1,970,200	\$ 2,021,200	\$ 51,000	100.0%
20 Unrestricted Fund Balance FY 04 reduced by FY 05 Estimated Draw		\$ 1,660,907	⁴	

Notes:

¹ See Attachment 2006 C. Dues remain at \$0.60 per capita (\$0.55 General Dues Assessment; \$0.05 Additional MPO Assessment).

² Per UWP adopted by the MPO at its April 14, 2005 meeting.

³ Reduction in amount from unrestricted funds required to balance budget.

⁴ Reported for information only.

Table 2006B - Operating and Pass Through Expenses

Fiscal Year 2006 Revised Budget

Richmond Regional Planning District Commission

Category	Column 1 FY 06 Dec 04 Preliminary	Column 2 FY 06 May 05 Revised	Column 3 Change December to May	Column 4 FY 06 % of Total Budget
Line # Operating Expenses				
1 Personnel	\$ 1,478,800	\$ 1,470,700	\$ (8,100)	¹ 72.8%
2 Legal Fees			-	
3 RRPDC	\$ 10,000	\$ 10,000	-	0.5%
4 MPO	\$ 5,000	\$ 5,000	-	0.2%
5 Computer Operations	\$ 75,000	\$ 101,400	\$ 26,400	² 5.0%
6 Training	\$ 20,000	\$ 20,000	-	1.0%
7 Printing	\$ 75,500	\$ 89,300	\$ 13,800	² 4.4%
8 Rent	\$ 161,300	\$ 158,900	\$ (2,400)	² 7.9%
9 Travel (Agency)	\$ 26,200	\$ 31,300	\$ 5,100	² 1.5%
10 Travel (Board)	\$ 20,000	\$ 20,000	-	1.0%
11 Books and Periodicals	\$ 6,000	\$ 7,000	\$ 1,000	² 0.3%
12 Dues	\$ 10,800	\$ 12,000	\$ 1,200	² 0.6%
13 Postage	\$ 15,800	\$ 15,800	-	0.8%
14 Supplies	\$ 16,500	\$ 30,500	\$ 14,000	² 1.5%
15 Telephone	\$ 6,700	\$ 6,700	-	0.3%
16 Audit and Insurance	\$ 23,000	\$ 23,000	-	1.1%
17 Vehicle Lease and Maintenance	\$ 13,300	\$ 13,300	-	0.7%
18 Hazardous Mitigation Plan - Consultant	\$ -	\$ -	-	0.0%
19 Miscellaneous	\$ 6,300	\$ 6,300	-	0.3%
20 Total Operating Expenses	\$ 1,970,200	\$ 2,021,200	\$ 51,000	100.0%
Pass Through Expenses				
21 Urban Transportation Planning				
22 FHWA/PL - Urban Transportation Planning	\$ -	\$ -	-	0.0%
23 FHWA/PL - Urban Transportation Planning Prior Year(s)	\$ -	\$ -	-	0.0%
24 FTA/Section 5303 - Urban Transit Planning	\$ -	\$ -	-	0.0%
25 FTA/Section 5303 - Urban Transit Planning Prior Year(s)	\$ -	\$ -	-	0.0%
26 Total Pass Through Expenses	\$ -	\$ -	\$ -	0.0%
27 Total Operating and Pass Through Expenses	\$ 1,970,200	\$ 2,021,200	\$ 51,000	100.0%

Notes:

¹ Reflects full staffing of 20 funded positions with a 4.0% salary increase effective 7/1/05.

² Reflects assumption of changes in program requirements or cost inflation factors.

Matching Funds Required for Grants:

Urban Transportation Planning:	\$113,300
Rural Transportation Planning:	\$12,000
Virginia Coastal Resources Management Program	\$27,500

***Richmond Regional Planning District Commission
Member Jurisdictions and Commission Members***

Town of Ashland	Angela L. LaCombe
County of Charles City	Michael L. Holmes, Secretary
County of Chesterfield	Edward Barber, Treasurer Renny B. Humphrey R. M. "Dickie" King, Jr. Sherman W. Litton Kelly E. Miller George Roarty Arthur S. Warren
County of Goochland	Malvern R. Butler, Chairman Frank M. Hartz
County of Hanover	Amy M. Cheeley Elizabeth W. Moorhouse John E. Gordon, Jr. Robert R. Setliff
County of Henrico	James B. Donati Gentry Bell Richard W. Glover David A. Kaechele Patricia S. O'Bannon Frank J. Thornton Ernest B. Vanarsdall
County of New Kent	Thomas W. Evelyn Stran L. Trout
County of Powhatan	Robert R. Cosby Russell E. Holland, Vice Chairman David T. Williams
City of Richmond	Eugene A. Mason Wm. Russell Jones, III Kathy C. Graziano William J. Pantele Ellen F. Robertson John C. Grier

Items Included in Report

Check the appropriate responses for items that are to be included in this report.

Work Program: YES NO (enclosed separately)

Budget: YES NO

List of Commission members: YES NO