MEMBERS PRESENT

Edward L. Henson, III, Chair ................................................................. Town of Ashland
Timothy W. Cotman, Vice Chair ......................................................... County of Charles City
Richard W. Ayers ................................................................................ County of Powhatan
Robert M. Berry .................................................................................. RMA
Malvern R. Butler ................................................................................ County of Goochland
Douglas G. Conner (Alternate) ............................................................. City of Richmond
Robert A. Crum, Jr. ............................................................................. RRPDC
Marleen K. Durfee ................................................................................ County of Chesterfield
E. Todd Eure ........................................................................................ County of Henrico
Thomas E. Flynn .................................................................................. City of Richmond
Timothy W. Cotman ............................................................................. Charles City County
Kathy C. Graziano ................................................................................ City of Richmond
Thomas A. Hawthorne ........................................................................ VDOT
George M. Homewood ........................................................................ County of New Kent
Amy M. Inman (Alternate) .................................................................. DRPT
Jean M. Moore ..................................................................................... County of Henrico
Patricia S. O’Bannon ........................................................................... County of Henrico
Cherika Ruffin (Nonvoting Alternate) ............................................... RideFinders
Robert R. Setliff ................................................................................... County of Hanover
Barbara K. Smith (Alternate) ............................................................... County of Chesterfield
Stran L. Trout ...................................................................................... County of New Kent
Joseph E. Vidunas ................................................................................ County of Powhatan
Deborah B. Winans (Alternate) .......................................................... County of Hanover

MEMBERS ABSENT

Joseph Andrews, Jr. ............................................................................. County of Goochland
Viktoria W. Badger ................................................................................ City of Richmond
Linda G. Broady-Myers (Nonvoting) .................................................... EDAC
Cliff Burnette (Nonvoting) ................................................................. VDA
Tammye Davis (Nonvoting) ................................................................. FHWA
Daniel A. Gecker ................................................................................ County of Chesterfield
John Gordon ......................................................................................... County of Hanover
James M. Holland ................................................................................ County of Chesterfield
John Jacobs (Nonvoting) ................................................................... CTAC
Ryan Long (Nonvoting) ...................................................................... FTA
John McCracken .................................................................................. County of Chesterfield
Herbert A. Richwine (Nonvoting) ....................................................... CTAC
Ellen F. Robertson ................................................................................ City of Richmond
John Rutledge ....................................................................................... CRAC
Frank J. Thornton ................................................................................ County of Henrico
Von Tisdale (Nonvoting) .................................................................... RideFinders
OTHERS PRESENT
Allyson L. Finchum (Alternate) ....................................................... County of Charles City
M. David McNeel ..................................................................................... Port of Richmond
Jim Ponticello.............................................................................................. VDOT
Mark Riblett (Alternate) .............................................................................. VDOT
Ronald Svejkovsky ...................................................................................... VDOT

RRPDC STAFF PRESENT
Daniel N. Lysy, MPO Secretary ......................................................... Sharon Robeson
Sulabh Aryal .................................................................................................. Greta Ryan
Anne Darby .................................................................................................... Randy Selleck
Billy Gammel ................................................................................................ Jackie Stewart
Chuck Gates ................................................................................................. Sarah Stewart
Barbara Jacocks ............................................................................................ Tiffany Tran
Jin Lee ............................................................................................................... Lee Yolton
Barbara Nelson

CALL TO ORDER
MPO Chairman Edward L. Henson called the February 10, 2011 meeting of the Richmond Area Metropolitan Planning Organization (MPO) to order at 2:18 p.m. in the Richmond Regional Planning District Commission Board Room.

MEETING QUORUM
MPO Secretary Daniel N. Lysy reported that a quorum was present.

PLEDGE OF ALLEGIANCE
All present stood and recited the Pledge of Allegiance to the United States flag.

I. ADMINISTRATION

A. Additions/Changes to MPO Agenda –
Chairman Henson reported a request to amend agenda item III.H, Governor’s Transportation Funding Proposal, to include a request for MPO action. On motion of Patricia S. O’Bannon, seconded by Marleen K. Durfee, the MPO voted unanimously to approve the agenda as amended.

B. Minutes of the December 9, 2010 MPO Meeting –
On motion of Marleen K. Durfee, seconded by Kathy C. Graziano, the MPO unanimously approved the December 9, 2010 meeting minutes as presented.

C. Open Public Comment Period –
There were no requests to address the MPO.
D. **MPO Chairman’s Report** –
Chairman Henson had nothing to report.

E. **RRPDC Transportation Director’s Report** –

1. **Announcement/Introduction of New RRPDC Staff** –
Mr. Lysy introduced new RRPDC staff members Ms. Tiffany Tran, Senior Planner and Mr. Sulabh Aryal, Associate Planner, and noted the staff addition of Ms. Aisling Chapin, Intern, who was absent due to illness.

2. **ARRA Projects Status** –
Mr. Lysy noted inclusion of the latest available reports from VDOT and GRTC included in the agenda package.

2. **Virginia Association of Metropolitan Planning Organizations (VAMPO) Meeting Report** –
Mr. Lysy reported the first meeting of the newly formed VAMPO took place on February 4 at the conclusion of the Virginia Association of Planning District Commissions (VAPDC) Winter Conference in Richmond. Steve Williams, Thomas Jefferson PDC Executive Director, was elected Chairman; Dwight Farmer, Hampton Roads PDC Executive Director, was elected Vice Chairman; and Robert A. Crum, Jr., RRPDC Executive Director, was appointed Program Chairman. Mr. Lysy said the dues were established at $500 a year (with dues of the current fiscal year prorated to the remainder of this year) and that Association Builders, staff to VAPDC, will serve as VAMPO staff. Plans were made to meet three times a year.

II. **OLD BUSINESS**
No old business was brought forward.

III. **NEW BUSINESS**

A. **MPO Citizens Transportation Advisory Committee (CTAC) Meeting Report** –
In the absence of both CTAC Co-Chairmen, Barbara Nelson, RRPDC Principal Planner and CTAC lead staff, noted the staff report under tab three of the agenda package and provided a brief report on the January 25, 2011 CTAC meeting. Ms. Nelson reported that John B. Rutledge, Director of Planning and Engineering, Capital Regional Airport Commission (CRAC), provided a presentation on current and future airport development; noted the possible impact to the Region of Southwest Airlines entering the Richmond market through the purchase of AirTran; and made a strong case for supporting low-cost airfare providers at RIC. Ms. Nelson said the next CTAC meeting is scheduled for March 22, 2011.
B. MPO Elderly and Disabled Advisory Committee (EDAC) Meeting Report –

In the absence of EDAC Chairman Linda Broady-Myers, Lee Yolton, RRPDC Principal Planner and EDAC lead staff, noted the staff report included under tab four of the agenda package and provided a brief report on the January 26, 2011 EDAC meeting. Mr. Yolton reported that Jim Congable, Transportation Coordinator, Senior Connections, The Capital Area Agency on Aging (CAAA), provided a presentation, “Ride Connection,” a new regional mobility management program being developed in Planning District 15, which will act as a clearinghouse assisting people who need transportation services in finding a provider that can match their needs. He said the initial development phase of this project was funded by funds by FTA Section 5317 grant funds. Mr. Yolton reported that EDAC also received a presentation from Allied Instructional Services, a private firm that provides mobility training for elderly and disabled individuals, and GRTC provided information on upcoming changes in CARE passenger service policies and procedures regarding “no-show” occurrences. Mr. Yolton also briefly reported on staff efforts to update the Transportation Operators Inventory, last updated in 2005.

Pat O’Bannon observed that responses to her invitation to attend a town meeting for seniors, scheduled for 1:00 p.m. Tuesday, appear to be declining, which has made her aware of the rising number of seniors who are continuing to work past retirement age or who are working part-time to supplement their incomes.

C. Richmond Regional Socioeconomic Data Analysis –

Barbara Jacocks, RRPDC Principal Planner, reminded the MPO of their September 9, 2010 approval of the 2008 base year and 2035 projections of socioeconomic data for the Region and she reported that data is already in use by VDOT for the regional travel demand model and by consultants for the Broad Street Rapid Transit study and the Route 5 Corridor study. Ms. Jacocks said that different than in years past, staff has provided an added dimension by analyzing the data, with the intention of providing foundational opportunities for regional planning, such as economic development, infrastructure planning and local comprehensive planning. Ms. Jacocks noted highlights and benefits from the analysis including:

- 58 percent growth in the Region from 1970 to 2000;
- emerging urban core growth which is backed up by 2010 census and Household Survey numbers, reported since the data was developed;
- declining household size resulting in slower K-12 school enrollment growth;
- intersection of population and employment centers which identify 14 regional development centers; and
use of actual DMV vehicle registration data in developing base year statistics, which should enhance the accuracy of travel demand modeling.

On motion of Malvern R. Butler, seconded by George M. Homewood, the Richmond Area Metropolitan Planning Organization unanimously approved the following resolution:

RESOLVED, that the Richmond Area Metropolitan Planning Organization (MPO) accepts the Richmond Regional Socioeconomic Data Analysis report as presented.

D. Regional Performance Measures –

Lee Yolton, RRPDC Principal Planner and project manager for Regional Performance Measures, said legislation now requires MPOs to adopt regional transportation and land use performance measures by July 1 or the state will withhold Regional Surface Transportation Program (RSTP) matching funds. Mr. Yolton said the Virginia Secretary of Transportation has directed Office of Intermodal Planning and Investment (OIPI) staff to assist MPOs in developing performance measures and on January 13, the OIPI provided a matrix, included under tab five in the agenda package, to assist large MPOs in meeting the legislative requirements. Mr. Yolton said staff will work towards developing the minimum measures required by state code at this time and will consider additional measures in conjunction with work on the upcoming Long-Range Transportation Plan (LRTP) and Congestion Management Process (CMP) updates. He noted that the deadline for submission of these performance measures has changed from December 31, 2010 to the end of April 2011 and said that TAC will receive the proposed measures at the February 17 TAC meeting with TAC action on behalf of the MPO anticipated at the March 17 TAC meeting. The Commonwealth Transportation Board (CTB) will receive the measures for consideration at its May meeting with CTB action scheduled for June.

E. VDOT/DRPT Initiation of Six-Year Improvement Program (SYIP) Development –

Dan Lysy reported that VDOT and the Virginia Department of Rail and Public Transportation (DRPT) have recently development of the next Six-Year Improvement Program (SYIP). Referencing items included under agenda package tab six, Mr. Lysy noted that VDOT’s original kick-off meeting with large MPOs was scheduled for mid-December, and due to inclement weather, the meeting was rescheduled and held January 21. Mr. Lysy said staff has provided VDOT with the Regional Transportation Priority Projects as requested by Reta Busher, VDOT Chief of Planning and Programming, at the January 21 meeting. He reported that the MPO is on a very tight time frame for development and submission of RSTP and CMAQ projects to VDOT. The SYIP is primarily developed by VDOT and DRPT, he said, and with MPOs and others only allowed to
provide minimal input. He stated that MPOs should have a significant role in this process in the future and staff will discuss this with TAC.

F. MPO Transportation Improvement Program (TIP) and Virginia State Transportation Improvement Program (STIP) Development and Schedule –

Ms. Nelson noted that MPO staff participated in a coordination meeting on January 21 with VDOT, DRPT and MPOs from Hampton Roads, Fredericksburg, Northern Virginia and Tri-Cities to kick off development of the next MPO TIP and STIP. She said VDOT’s aggressive schedule allows just under four months to develop our TIP. Ms. Nelson provided a brief overview of the TIP programming process and explained that all of the MPO TIPs come together to form the statewide TIP (STIP), which is then advanced for federal review and approval. The TIP then becomes the Region’s budget document for moving projects forward over the next four years and implementing the LRTP. Ms. Nelson reviewed the TIP development schedule and said the MPO will be provided the draft FY 12 – FY 15 TIP at its June meeting. Ms. Nelson provided information on the TIP/STIP relationship; background on the current TIP/STIP; components of the TIP; and the proposed schedules for public review and for air quality conformity analysis. She discussed various parameters of the TIP and the kinds of information included; programs that may be incorporated; financial constraint requirements; the public review process; and the requirement to meet an air quality budget approved for the Richmond non-attainment area. Ms. Nelson reviewed the upcoming requirement to use a new air quality model switching from Mobile 6.2 to MOVES2010 by March of 2012 and the various ramifications associated with this change, noting that Mobile 6.2 will be used for the FY 12 – FY 15 TIP currently being developed.

A question was asked about what kind of air contaminants are considered in the conformity analysis, and Mr. Lysy requested Jim Ponticello, Air Quality Program Manager for the VDOT Environmental Division, to respond. Mr. Ponticello explained that the air quality conformity model estimates only the emissions of all motor vehicles that operate on public roadways, which contain primarily volatile organic compounds (VOC) and oxides of nitrogen (NOx), both precursors to ozone. He explained that the total emissions for motor vehicles must be below the budget cap set for the Region. Mr. Ponticello noted that the State Implementation Plan (SIP) for air quality conformity for the EPA-designated non-attainment area considers additional sources such as area-wide and stationary sources in addition to motor vehicle emissions.

G. Proposed Changes to Process for Allocating RSTP and CMAQ Funds –

Barbara Nelson noted background information included under agenda tab eight. She said the MPO is asked to consider this item because VDOT is considering changes to the current process for allocating Regional Surface Transportation Program (RSTP) funds as well as Congestion Mitigation
and Air Quality (CMAQ) funds. Ms. Nelson brought forward two key issues: 1) allocation of funds for six years, and 2) consideration of a change to the process for allocating CMAQ funds with more active involvement by the VDOT Central Office. She said it is anticipated that the CTB may take action at their February 16 meeting and the changes could be effective for the FY 12 – FY 17 Six-Year Improvement Program (SYIP) currently under development. Ms. Nelson explained that this is unfortunate timing since the MPO annual project review and selection process is already well underway and the schedule was set last November with a call for projects due by January 19, anticipating MPO action by April.

Ms. Nelson reviewed background on VDOT recommended changes, referencing two tables from the VDOT presentation to the CTB, one for RSTP funds and the other for CMAQ funds, which show six years of allocations. She said that the tables appear to show that the Richmond Region had nearly $5.7 million in unprogrammed RSTP funds and approximately $3.2 million in unprogrammed CMAQ funds. She noted that it has been recommended by VDOT that since it was suggested that there are funds that haven’t been allocated in the past and, in addition, since there are funds in future out-years that haven’t been allocated, allowing those funds to be programmed by VDOT Central Office could make that process more effective and efficient. Ms. Nelson said the MPO records do not reflect what the VDOT records reflect, and with the exception of funds that were released to the MPO in June of 2010, (after the MPO had just completed its annual RSTP and CMAQ project review, selection and allocation process) staff does not agree with VDOT’s contention that the Richmond Area MPO has any unprogrammed funds in the previous years other than the funds released by VDOT on June 1, 2010. She also indicated that if VDOT can confirm that these unprogrammed funds actually exist, that the MPO would program them in short order. Ms. Nelson said that VDOT further suggested that Virginia has a problem meeting their federal strategy and part of the solution is to fully allocate for six years. She said staff does not concur, but would be willing to comply with VDOT’s request to program funds for six years. She said that from an allocations standpoint the tables appear to indicate that Virginia’s MPOs are sitting on millions of dollars of funds and don’t have projects that need them. Ms. Nelson said that is not the case and noted that the MPO has never been requested to program RSTP or CMAQ funds for six years; she further noted that the charts indicate that one major MPO allocates funds for only one year, others for five, where we allocate for four because the allocation process follows the TIP.

Ms. Nelson said the second issue was the CTB subcommittee recommendation presented at the January 19 CTB meeting resulting from consideration of VDOT’s recommendation for VDOT programming staff to centrally program CMAQ funds. Following public comments from representatives from the Northern Virginia Transportation Authority (NVTA) and the Richmond Area MPO, and discussion on VDOT’s four
alternatives, the subcommittee evaluated a fifth option which would require the CTB district member, in consultation with MPO, VDOT and DRPT staffs, to participate in project selection with funds then being programmed centrally. At the request of Secretary of Transportation Connaughton, CTB action was deferred at the January 19 CTB meeting until input from MPOs could be received and considered. Ms. Nelson noted that both VDOT and DRPT already participate in the process as members of the MPO Technical Advisory Committee and the MPO Board.

Ms. Nelson expressed concern that the request to allocate for six years is being made this year in the middle of the project selection and allocation process and that without advance notice, the process becomes more complicated, but she noted that the MPO process can be amended to allocate funds for six years. In response to a question, Ms. Nelson stated that if the CTB acts on February 16 to require a six-year allocation process, there needs to be a contingency plan that will protect and preserve all of our regional RSTP and CMAQ allocations. Following discussion, the proposed draft resolution was amended to include the words “if required to do so by the Commonwealth Transportation Board (CTB)” at the end of the “Resolved” paragraph of the resolution. George Homewood noted that it is particularly frustrating to go through this exercise when the MPO has been congratulated on many occasions for its current process and how inclusive and rigorous it is, and the fact that we don’t allocate all of the dollars so that there are contingency funds available to meet unanticipated budget/cost changes while all actual dollars are actually allocated (all other allocation years are scheduled allocations) makes our process both efficient and effective. Amy Inman noted that DRPT is an MPO nonvoting member and Ms. Nelson concurred noting, however, that DRPT has a vote on the TAC, which provides the recommended projects and allocations to the MPO, and DRPT also has a voice at the table of the MPO Board and certainly has the opportunity to comment on anything that needs to be heard by the MPO on this process.

On motion of George M. Homewood, seconded by Kathy C. Graziano, the Richmond Area Metropolitan Planning Organization unanimously approved the following resolution:

RESOLVED, that the Richmond Area Metropolitan Planning Organization (MPO) directs the staff and MPO Technical Advisory Committee to develop a program for allocating Regional Surface Transportation (RSTP) and Congestion Mitigation and Air Quality (CMAQ) funds for full six years of planned allocations, if required to do so by the Commonwealth Transportation Board (CTB);

BE IT FURTHER RESOLVED, that MPO staff forward to the Commonwealth Transportation Board a letter of explanation on the current competitive process for selecting CMAQ projects in the non-attainment area of the Richmond Area MPO.
H. Governor’s Transportation Funding Proposal –

Dan Lysy said he was first introduced to the Governor’s transportation funding proposal at the Governor’s Transportation Conference in Roanoke in December. Mr. Lysy provided a PowerPoint presentation (handouts were distributed) which reviewed the key principles and programs of the proposal, General Assembly funding proposals, the illustrative list of projects and criteria and using it as a starting point, a comparison of funding amounts to VDOT districts across the state, and requested MPO action. Mr. Lysy said the overall plan is to invest $4 billion in transportation infrastructure over the next four years with major components including issuing federal Grant Anticipation Revenue (GARVEE) bonds, establishing and funding a Virginia Transportation Infrastructure Bank, and increasing the availability of revenue sharing program funds. Mr. Lysy reported that HB 2527 and SB 1446 are the two bills being considered by the General Assembly to carry out the Governor’s transportation funding proposal. Mr. Lysy noted that in the illustrative list of projects in the Governor’s transportation funding proposal, there are approximately 900 projects across the state amounting to $4.36 billion. There are also 13 statewide projects accounting for $1.6 billion with a majority of these funds being for projects in Northern Virginia and Hampton Roads, and with only one statewide project in the VDOT Richmond District, the Route 460 Expressway project, in the Hampton Roads and Richmond districts, which is outside the Richmond Region. Mr. Lysy explained the criteria for projects included in the illustrative list and noted that the VDOT Richmond District has the lowest funding per capita of any district in the state at $66 per capita as compared to Hampton Roads with $375 per capita, or Salem with $732 per capita, with a statewide per capita average of $560. Mr. Lysy said Secretary Connaughton and others have indicated that the illustrative list of projects is a starting point and the Secretary is open to the Richmond Area MPO providing additional projects that meet the criteria. Mr. Lysy said this is a multi-year program and staff believes it is important to take advantage of this opportunity to identify VDOT and DRPT projects in the Richmond Region that can be added to this list. Mr. Lysy reviewed the MPO action being requested and offered to answer questions. Bob Crum noted that RRPDC staff will be meeting with Secretary Connaughton tomorrow [Friday, February 10] and if the MPO would choose to take this action today, he would like to deliver the letter tomorrow morning reporting this MPO action.

Joe Walton noted that Powhatan did not submit a local priority list of projects in order not to detract from the Route 711 project requests; he said Powhatan will work through their transportation study group to get a local priority list submitted to the MPO. Mr. Lysy responded that the MPO wants to work with VDOT to identify existing and near-term projects that are ready to move forward and it is important for the localities to identify those projects. Joe Vidunas noted that nine of the ten projects identified by Hanover County are currently carrying a surplus of
about $3 million and yet they received an additional $1.8 million in funding and he asked how staff can participate in that decision process. VDOT Richmond District Administrator Tom Hawthorne said his understanding is that once the Governor’s package moves through the General Assembly, then the list will go through the SYIP process. There was brief discussion of the motion.

On motion of Patricia S. O’Bannon, seconded by Marleen K. Durfee, the Richmond Area Metropolitan Planning Organization unanimously approved the following resolution:

**RESOLVED,** that the Richmond Area Metropolitan Planning Organization (MPO) directs MPO staff to submit a letter to Virginia Secretary of Transportation, Sean Connaughton, conveying the following MPO action:

- The MPO is supportive of the Governor’s transportation funding initiatives for additional revenues and programs for transportation infrastructure needs; and
- The MPO expresses its support of the initial illustrative list and supports expanding the number of projects of local and regional need in the Richmond Region; and
- The MPO stands ready to work with the Virginia Department of Transportation (VDOT) and the Virginia Department of Rail and Public Transportation (DRPT) to identify existing and near-term projects that are ready to move forward for funding.

IV. **OTHER BUSINESS**

Mr. Lysy thanked the MPO for their patience in considering so many process and funding program related items which are very important, but are difficult to fully explain.

It was noted that the March 10 meeting is tentatively cancelled unless business should arise that would require the MPO’s consideration. A firm decision will be made closer to the meeting date.

V. **ADJOURNMENT**

There being no further business, Chairman Henson adjourned the meeting at approximately 4:00 p.m.