

RICHMOND AREA
METROPOLITAN PLANNING ORGANIZATION

MINUTES OF MEETING

September 9, 2004

MEMBERS PRESENT

REPRESENTING

Malvern R. Butler, Vice Chairman	County of Goochland
Jack E. Apostolides (Non-voting).....	VDRPT
Rollo Axton.....	GRTC Transit System
Richard W. Ayers.....	County of Powhatan
Viktoria Badger (Alternate)	City of Richmond
Robert Berry.....	RMA
Robert Bredehoft (Non-voting).....	CTAC
Gary A. DuVal (Alternate)	City of Richmond
E. Todd Eure	County of Henrico
Paul E. Fisher	RRPDC
John Gordon.....	County of Hanover
Thomas A. Hawthorne	VDOT
Michael Holmes	County of Charles City
R. M. "Dickie" King	County of Chesterfield
Angela LaCombe	Town of Ashland
Sherman W. Litton.....	County of Chesterfield
Patricia O'Bannon.....	County of Henrico
William Pantele.....	City of Richmond
Ivan Rucker (Non-voting).....	FHWA
Robert R. Setliff.....	County of Hanover
Randall R. Silber	County of Henrico
Barbara K. Smith (Alternate).....	County of Chesterfield
Von Tisdale (Non-voting).....	RideFinders
Stran L. Trout.....	County of New Kent
David T. Williams (Non-voting).....	Citizen Appointee
Mohammad A. Zaid	City of Richmond

MEMBERS ABSENT

REPRESENTING

Russell E. Holland, Chairman	County of Powhatan
Edward Barber	County of Chesterfield
Cliff Burnette (Non-voting)	VDA
Rebecca Draper	County of Hanover
Pat Kampf (Non-voting)	FTA
Joseph T. Lacy	County of Goochland

MEMBERS ABSENT (Cont.)

REPRESENTING

Diane Linderman City of Richmond
Jon Mathiasen CRAC
John McCracken County of Chesterfield
D. M. "Marty" Sparks County of New Kent
Frank Thornton County of Henrico

OTHERS PRESENT

REPRESENTING

Dan Lysy, **Secretary** (Alternate) RRPDC
William R. Britton (Alternate) Charles City County
Nancy Finch Virginians for High Speed Rail (VHSR)
Robert Hodder (Alternate) GRTC Transit System
Mark Riblett (Alternate) VDOT
John Rutledge CRAC
Kristin Tew VDOT
Nick Britton RRPDC
Mike Clements RRPDC
Larry Hagin RRPDC
Jin Lee RRPDC
Sharon Robeson RRPDC
Patricia Villa RRPDC

CALL TO ORDER

The September 9, 2004 meeting of the Richmond Area Metropolitan Planning Organization (MPO) was called to order at approximately 2:15 P.M. in the large conference room of the Richmond Regional Planning District Commission (RRPDC). MPO Vice Chairman Rudy Butler presided over the meeting due to the absence of Chairman Russell Holland.

I. ADMINISTRATION

A. Minutes of the July 21, 2004 MPO Agenda –

On motion by William Pantele, seconded by Pat O'Bannon, the July 21, 2004 MPO minutes were unanimously approved as presented.

B. Open Public Comment Period –

There were no public comments and Vice Chairman Butler closed the open public comment period.

C. MPO Chairman's Report –

1. Introduction of New MPO Member –

Vice Chairman Butler introduced and welcomed Mr. David T. Williams new non-voting MPO member serving as the MPO Chairman Citizen Appointee.

2. RRPDC/MPO Special Work Session –

Vice Chairman Butler requested that Paul Fisher bring the MPO up to date on a planned joint work session of the Richmond Regional Planning District Commission (RRPDC) and the Richmond Area Metropolitan Planning Organization (MPO) and Mr. Fisher thanked Vice Chairman Butler for the opportunity. Mr. Fisher said when John Gordon became RRPDC chairman in July, he presented a statement that included initiatives he wanted to see the Commission pursue over the coming year and beyond. Mr. Fisher said of the four major initiatives proposed by Mr. Gordon, one pertains to the activities of the MPO as well as the Planning District Commission and revolves around working with other entities in achieving implementation of the *2026 Long-Range Transportation Plan (LRTP)*. The LRTP identifies numerous goals and objectives and includes a constrained project list for implementation over the coming years as well as projects that could not be included due to the LRTP's financial constraint requirement. Therefore, Mr. Fisher said a joint work session of the RRPDC and the MPO is scheduled for Thursday, September 23, from 9:00 A.M. to 2:00 P.M. at the Greater Richmond Convention Center. He said all RRPDC and MPO voting members and alternates are invited and agendas are available at today's meeting for those who have not already received them noting that copies would be mailed to those members not in attendance today. Mr. Fisher said the Greater Richmond Chamber of Commerce recently issued a press release, an analysis using LRTP information to identify some important needs for long-term funding of transportation and transit projects in the Richmond region. Mr. Fisher indicated that James Dunn from the Greater Richmond Chamber of Commerce has been invited to speak at the work session and that Mr. Dunn has invited former Governor Baliles, chairman of the Chamber's Regional Transportation Advisory Board (RTAB), to speak briefly about the Chamber's plans. Mr. Fisher indicated that Vice Chairman Butler is also interested in pursuing discussion on this matter with the Virginia Municipal League (VML) and the Virginia Association of Counties (VACo). A sign-up sheet was circulated for those planning to attend in order to assist staff

in making lunch arrangements. Vice Chairman Butler thanked Mr. Fisher for his remarks.

3. Other Business –

No other business was brought forward for consideration.

D. RRPDC Transportation Director's Report –

Dan Lysy reported that the MPO recently accepted the *Richmond Regional Bicycle and Pedestrian Plan* as work completed and as a study. As part of that action, the MPO directed that the study consultants be available to give presentations to local boards of supervisors and city and town councils if so requested. Mr. Lysy said staff has submitted letters to the chief administrative officer of each local jurisdiction advising of this opportunity. Mr. Lysy said the study contains a lot of useful information and noted that it is up to the local jurisdictions to make the study recommendations a reality. Mr. Lysy noted that a new VDOT policy will assume that bike and pedestrian facilities are part of any major highway improvement or new highway project. Mr. Lysy noted that a technical workshop has been scheduled for September 16 and that MPO Technical Advisory Committee members have been notified of the workshop. Vice Chairman Butler thanked Mr. Lysy for his report.

II. OLD BUSINESS

No old business was brought forward for consideration.

III. NEW BUSINESS

A. Consent Action Items –

1. Chesterfield County TIP Amendment Request –

On motion of Sherman Litton, seconded by Richard Ayers, the Richmond Area Metropolitan Planning Organization unanimously approved the following resolution:

RESOLVED, that the Richmond Area Metropolitan Planning Organization amends the AMENDED FY 02/03 – FY 04/05 Transportation Improvement Program (TIP) to provide for the transfer of all available (i.e., previous funding, and actual and projected allocations) of Congestion Mitigation Air Quality (CMAQ) funds from the Route 647/Reams Road Project (UPC Number 70092) to the

Courthouse Road/Route 360 project (UPC Number 67967), and that VDOT advise staff as to the amount of CMAQ funds already spent for the Route 647/Reams Road project and the amount of CMAQ funds available for transfer to the Courthouse Road/Route 360 project.

2. Transportation Enhancement Funds Applications Endorsement –

On motion of Sherman Litton, seconded by Richard Ayers, the Richmond Area Metropolitan Planning Organization unanimously approved the following resolution:

RESOLVED, that the Richmond Area Metropolitan Planning Organization endorses those applications for Transportation Enhancement funds that are endorsed by area local governments or by quasi-jurisdictional entities in the region.

B. MPO Citizens Transportation Advisory Committee (CTAC) Meeting Report –

Vice Chairman Butler recognized CTAC Chairman Robert F. Bredehoft to provide the CTAC meeting report. Mr. Bredehoft noted the information included under tab five of the agenda package and said there were two primary discussion items at the July 27 CTAC meeting. One was CTAC's recommendation for the Richmond Area MPO Regional Priority Transportation Projects which was submitted and included under Tab 7 of the agenda package. The second major discussion item was consideration of the report of the CTAC Officers and Bylaws Subcommittee. He said that CTAC met and discussed making some modifications and recommendations to the MPO bylaws that modify the number of representatives from CTAC as well as their voting status on the MPO. Mr. Bredehoft reported that there were inconsistencies between what was presented in writing and what was discussed at the meeting and therefore no formal presentation would be made to the MPO until after the next CTAC meeting. There were no questions and Vice Chairman Butler thanked Mr. Bredehoft for his report.

C. MPO Elderly and Disabled Advisory Committee (EDAC) Meeting Report –

Vice Chairman Butler recognized EDAC Vice Chairman Marjorie L. Payne. Ms. Payne said she is speaking in the place of EDAC Chairman Linda Broady-Myers who wrote a letter of commendation to Marvin A. Green, Project Manager of CARE (Community Assisted Ride Enterprise) for Laidlaw Transit Services. Copies of the letter were passed out as Ms.

Payne read the letter aloud. The letter expresses thanks and appreciation to CARE staff for the outstanding dedicated service they provided during Tropical Storm Gaston in returning all CARE riders safely to their homes or appropriate shelters while working under horrific weather and road conditions during the torrential downpour of rain which created so many transportation obstacles. Ms. Payne then presented the letter to Rollo Axton, GRTC Chief Executive Officer, expressing gratitude for a job well done and the MPO concurred with applause. Vice Chairman Butler thanked Ms. Payne for her report and commented that during times of need, regional cooperation is evident on so many levels with fire and rescue coming together across jurisdictional boundaries in a spirit of cooperation to help their fellow man.

D. MPO Regional Priority Transportation Projects –

Vice Chairman Butler noted the Regional Transportation Projects Priority Lists in tab seven of the agenda package and recognized Dan Lysy for review of this item. Mr. Lysy distributed the MPO Executive Committee's report on Regional Priority Projects and noted the list of projects is basically the same as last year's list with a couple of changes. Mr. Lysy said the Executive Committee added one project under other regional priority projects, the widening of I-64 between I-295 at Short Pump and Route 288 to six lanes. In addition, Mr. Lysy said the Executive Committee removed the statement in the previous year's resolution that noted the continued anticipation of full funding and completion of Route 288 and the I-95 Atlee/Elmont Interchange. He said the Executive Committee felt those projects are nearing completion and almost fully open to traffic and the Commonwealth Transportation Board (CTB) would provide for full payment of these projects.

Vice Chairman Butler thanked Mr. Lysy for his report and asked for comments on the list. Angela LaCombe said that with limited funding, new projects are not likely to be funded this year; however, Ms. LaCombe requested that the Executive Committee and Mr. Lysy develop criteria ahead of time and provide some numerical priority rating to these projects. She also noted that the MPO seems to parallel the TAC recommendation and requested that in the future, the MPO give careful consideration to the priorities and projects recommended by other MPO committees. Pat O'Bannon raised a concern about asking for RMA and Powhite Parkway Extension Toll Removal since RMA is its own authority and separate from VDOT. Further, Ms. O'Bannon pointed out that the General Assembly is looking at adding tolls to roads, adding HOT lanes (high occupancy toll lanes), and reinstating tolls on roads that have had tolls removed. Ms. O'Bannon noted that the CTB has not taken the MPO seriously in the past when the toll removal priority project was mentioned and she expressed

concern that this may diminish the MPO's other regional priority project recommendations. Vice Chairman Butler said Virginia needs to act on transportation funding sooner rather than later because of the negative impact it is having on attracting new business to the state. He spoke about a recent prospect that looked at a couple of areas in Virginia and expressed consternation as to how they could move their product along I-81. Vice Chairman Butler noted the reason the MPO Executive Committee added the new project for six-lanes on I-64 between I-295 and Route 288 is both a congestion and a safety factor. He said long lines of traffic builds up on Route 288 and they cannot safely get onto I-64 resulting in numerous accidents.

Vice Chairman Butler called for a motion to approve this list of projects as submitted by the Executive Committee and authorize its submission to the Commonwealth Transportation Board at its September 28 preallocation hearing. On motion of Pat O'Bannon, seconded by Bill Pantele, the MPO approved the following resolution with all voting in favor except for one abstention:

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

E. MPO Transportation Planning Process Certification Review –

Vice Chairman Butler recognized Ivan Rucker, with Federal Highway Administration (FHWA) and asked if Mr. Rucker had any comments he would like to make about the MPO Transportation Planning Process Certification Review Report before Mr. Lysy begins reviewing the report. Mr. Rucker responded that he believes the agenda package information was well stated and that he is present to answer any questions the MPO may have. Vice Chairman Butler asked Mr. Rucker if there is any urgent action the MPO needs to take and Mr. Rucker responded that there is not. Mr. Lysy reviewed highlights of the report addressing five specific corrective actions noted in the report along with staff response and any corrective actions being taken as follows:

1. VDOT, the Richmond Metropolitan Planning Organization (MPO) and the Tri-Cities MPO are required to develop an agreement and assure the development of an overall transportation plan per 23 CFR 450.310(g) for the entire Richmond and Tri-Cities region. Mr. Lysy advised that the revised memorandum of understanding (MOU) with the Virginia Department of Environmental Quality (VDEQ) and the Metropolitan Richmond Air Quality Committee (MRAQC) has not been fully executed because the MRAQC is still being formed and members are yet to be appointed by the Governor. Once the MRAQC is established, and when all parties have signed the MOU/agreement, Mr. Lysy said staff will advise FHWA and both the Richmond Area MPO and the Tri-Cities MPO will document coordination activities in their respective Unified Work Programs.
2. The MPO must submit a plan that addresses ways to engage limited English speaking citizens and communities in the transportation planning process. Mr. Lysy advised that staff is looking at ways to meet this requirement and will submit a draft plan for MPO review and action. Mr. Lysy also noted that the Citizens Transportation Advisory Committee (CTAC) participated in the Certification Review and has already had some discussion on this matter and staff will seek their input.
3. VDOT is required to assist the MPO in completing its process for assessing and documenting the distributional effects of transportation investments in the Richmond metropolitan area. Mr. Lysy said this requirement deals with Title VI Environmental Justice provisions. He said MPO staff will work with VDOT to prepare a draft process for the MPO's review and consideration.

4. VDOT is required to assist the MPO in providing to the Federal Team the current documented procedures used to fulfill DBE [Disadvantaged Business Enterprise] requirements as it pertains to local agencies' receipt of federal funds. Mr. Lysy said VDOT is primarily responsible for this and the MPO will work with VDOT to make sure documentation and an explanation of the steps and procedures are provided.
5. The MPO must develop an alternative process for distributing sub-allocated RSTP funds. Mr. Lysy said the MPO took action at its February 12 meeting to direct TAC to provide it's recommendations to the MPO on the process for developing and selecting proposed RSTP and CMAQ projects taking into consideration any changes required by the certification review process. He said in the past, the process used pre-allocation of funds based somewhat on population; however, FHWA advised that is not acceptable. TAC has addressed this matter at several meetings and at its July 6 meeting took action to recommend the establishment of new project review, ranking, and selection process identifying major steps and guidelines, and directing staff to develop a report providing detailed steps and procedures for this new process. Mr. Lysy said staff has recently completed a draft report and submitted it for TAC review, comment, and recommendation at TAC's September meeting. Following TAC review and recommendation, staff will present this report for MPO review and action.

Mr. Lysy also stated the certification review report contained three recommended measures that staff will work towards. One addressed developing a new process for prioritizing CMAQ funded projects. Another is reviewing our web site to insure American Disabilities Act (ADA) compliance, which staff is currently doing. The third measure is to develop a standard format for MPO mailing lists to include all necessary contact information. Pat O'Bannon asked what could be done to make a web site more accessible and Patricia Villa, RRPDC Communications Coordinator, explained that the federal review agencies want staff to insure that the web site is ADA compliant. She said two techniques are avoiding functional color-coding of graphics or text that can't be read by special software and placement of alternate text on photographs, maps, and other graphics so that special software will pick up the language telling what the text or graphic is. Mr. Lysy noted that staff puts everything possible in e-mail for two blind members of the Elderly and Disabled Advisory Committee so that they can use the information with software for the blind. He noted EDAC Chairman Linda Broady-Myers said EDAC is one of the few meetings she attends where she receives the material in advance and has a chance to review and read it ahead of time rather than coming to the meeting and having people read it to her as with

other organization meetings she attends. Ms. Villa assured the MPO that alternate text is already on the web site and that the main point is to continue making new material on the web site ADA accessible.

Angela LaCombe inquired about number one under the recommended measures and whether we were to develop a new process for just CMAQ funds or for both RSTP and CMAQ. Mr. Lysy clarified that the certification review corrective action number five was to develop an alternative process for distributing sub-allocated RSTP funds while the certification review programmatic recommendation number one was to develop a new process for prioritizing CMAQ funds. Mr. Lysy said they are both covered but to different degrees. Ivan Rucker questioned whether the predetermined percentage formula previously used for RSTP funds distribution was based on population. Mr. Lysy said the pre-allocated amounts were somewhat based on population, and it included a base amount to provide small localities with enough money to have a viable project. Vice Chairman Butler commented that we are doing the right thing making necessary corrections required for certification and thanked staff for their work in addressing the corrective actions and programmatic recommendations.

IV. OTHER BUSINESS

No other business was brought forward for consideration.

V. ADJOURNMENT

Vice Chairman Butler adjourned the meeting at approximately 2:50 P.M.