

**RICHMOND AREA**  
**METROPOLITAN PLANNING ORGANIZATION**  
**MINUTES OF MEETING**

**March 10, 2005**

**MEMBERS PRESENT**

**REPRESENTING**

Russell E. Holland, <b>Chairman</b> .....	County of Powhatan
Malvern R. Butler, <b>Vice Chairman</b> .....	County of Goochland
Jack E. Apostolides (Non-voting) .....	VDRPT
Richard W. Ayers.....	County of Powhatan
Viktoria Badger (Alternate) .....	City of Richmond
Robert Berry.....	RMA
Linda Broady-Myers (Non-voting).....	EDAC
Rebecca Draper .....	County of Hanover
Gary A. DuVal (Alternate) .....	City of Richmond
Ralph J. "Joe" Emerson .....	Henrico County
E. Todd Eure .....	County of Henrico
Paul E. Fisher .....	RRPDC
Thomas A. Hawthorne .....	VDOT
Robert Hodder (Alternate) .....	GRTC Transit System
Michael Holmes .....	County of Charles City
George Homewood .....	County of New Kent
R. M. "Dickie" King .....	County of Chesterfield
Sherman W. Litton.....	County of Chesterfield
Eugene A. Mason.....	City of Richmond
Patricia O'Bannon.....	County of Henrico
Ivan Rucker (Non-voting).....	FHWA
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

**MEMBERS ABSENT**

**REPRESENTING**

Edward Barber .....	County of Chesterfield
Robert Bredehoft (Non-voting).....	CTAC
Cliff Burnette (Non-voting) .....	VDA
John Gordon.....	County of Hanover
Pat Kampf (Non-voting) .....	FTA
Angela LaCombe .....	Town of Ashland
Joseph T. Lacy .....	County of Goochland
John M. Lewis.....	GRTC Transit System
Diane Linderman .....	City of Richmond
Jon Mathiasen .....	CRAC

**MEMBERS ABSENT (Cont.)**

**REPRESENTING**

John McCracken ..... County of Chesterfield  
William Pantele..... City of Richmond  
Robert R. Setliff..... County of Hanover  
Frank Thornton ..... County of Henrico  
Mohammad A. Zaid ..... City of Richmond

**OTHERS PRESENT**

**REPRESENTING**

Dan Lysy, **Secretary** (Alternate)..... RRPDC  
Jameson Auten..... RideFinders  
Mark Riblett (Alternate) ..... VDOT  
Brandon Stidham (Alternate)..... County of Powhatan  
Stephen Story ..... James River Bus Lines  
Kristin Tew ..... VDOT  
Nick Britton ..... RRPDC  
Geleene Goffena ..... RRPDC  
Larry Hagin..... RRPDC  
Jin Lee..... RRPDC  
Sharon Robeson ..... RRPDC  
Patricia Villa ..... RRPDC

**CALL TO ORDER**

MPO Chairman Russell Holland called the March 10, 2005 meeting of the Richmond Area Metropolitan Planning Organization (MPO) to order at approximately 2:30 P.M. in the large conference room of the Richmond Regional Planning District Commission (RRPDC).

**I. ADMINISTRATION**

**A. Certification by MPO Secretary of Meeting Quorum –**

Dan Lysy reported that a quorum was present.

**B. Minutes of the February 10, 2005 MPO Meeting –**

On motion by Malvern Butler, seconded by Robert Hodder, the February 10, 2005 MPO meeting minutes were unanimously approved as presented.

Following approval of the minutes, Mr. Lysy reported on a request from VDOT to add a Transportation Improvement Program (TIP) amendments item to the agenda, and recommended that it be added as item III.A.2. He reported there is also a request concerning MPO co-sponsorship of a regional transportation summit and recommended adding this as the last item under New Business. Chairman Holland noted the City of

Richmond's request to add an informational item regarding Amtrak funding and Ms. Badger indicated the item could be added at the end of the meeting under Other Business. On motion of Rudy Butler, seconded by John Gordon, all three items were added to the agenda as requested.

**C. Open Public Comment Period –**

No public comments were offered.

**D. MPO Chairman's Report –**

**1. Introduction of New MPO Member–**

Mr. Lysy reported that based on discussions with senior administrative staff at GRTC Transit System, Mr. John M. Lewis will be their new MPO member. Mr. Lysy said that Mr. Lewis sends apologies for his absence from today's meeting due to his attending a last minute press conference called by City of Richmond Mayor Wilder.

**2. Other Business –**

Chairman Holland had no other business items to report.

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

Mr. Lysy called attention to the informational brochure mailed with the agenda package on the Governor's Conference on Greenways, Blueways and Trails. Mr. Lysy said the conference will be held May 1 through 4 at the Richmond Omni Hotel in downtown Richmond. He said there are interesting breakout work sessions covering a lot of information and he encouraged attendance at this event.

**II. OLD BUSINESS**

No old business was brought forward for consideration.

**III. NEW BUSINESS**

**A. Consent Action Items –**

**1. VDOT TIP Amendments Request –**

Mr. Lysy said this item was included in the mailed agenda package. He explained that several projects were deleted from the VDOT FY

2005-2007 Transportation Improvement Program (TIP) Amendments Request list at the MPO Technical Advisory Committee meeting, which changed the numbers on the remaining projects, and that staff had forgotten to change the project numbers for the table in the MPO agenda package and in the resolution under tab two. Mr. Lysy noted the appropriate corrections changing the resolution beginning in the third line to read "...the nine TIP amendments individually numbered 2005-17 to 2005-25 in the attached table" with the same numbering change appearing again at the end of the resolution. On motion of Robert Hodder, seconded by Viktoria Badger, the MPO unanimously approved the following resolution:

**RESOLVED**, that the Richmond Area Metropolitan Planning Organization revises the FY 2005-2007 Transportation Improvement Program (TIP) to reflect the nine TIP amendments individually numbered 2005-17 through 2005-25 in the attached table: *Richmond Area MPO Fiscal Year 2005-2007 TIP Amendment Proposals: 2005-17 through 2005-25*. [Table presented in agenda package corrected as noted at meeting and attached to minutes as Attachment One.]

## 2. FY 2005-2007 TIP Amendment Request –

Dan Lysy referred to the handout for new agenda item III.A.2 saying that staff received late notice of a VDOT request, in cooperation with Chesterfield County, for urgent action to amend the Fiscal Year 2005-2007 Transportation Improvement Program (TIP). Mr. Lysy said the proposed amendment was distributed to TAC for review although TAC had less than the normal three-day review period. Mr. Lysy said the proposed revision will provide for obligation of funds needed to move ahead with improvements to the Route 654 Bailey's Bridge Road project in Chesterfield County. He said there are several schools in the project area and the County would like to take advantage of the summer season for construction. Mr. Lysy said requested changes to the current TIP involve schedule and a slight increase in funding.

On motion of Rudy Butler, seconded by R. M. "Dickie" King, the Richmond Area Metropolitan Planning Organization unanimously approved the following resolution:

**RESOLVED**, that the Richmond Area Metropolitan Planning Organization revises the FY 2005-2007 Transportation Improvement Program (TIP) to reflect TIP amendment number 2005-26 as shown in the attached table: *Richmond Area MPO Fiscal Year 2005-2007 TIP Amendment Proposal: 2005-26*. [Table distributed at meeting and attached to minutes as Attachment Two.]

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

Dan Lysy noted the EDAC meeting report under tab three of the agenda package and EDAC Chairman Linda Broady-Myers said she had nothing to add to that report. Mr. Lysy noted that EDAC is requesting MPO action on one item in the report, permission to submit the EDAC recommendation on the GRTC Transit System/CARE (Community Assisted Ride Enterprise) Proposed Missed Trip Policy to GRTC and CARE. Mr. Lysy said CARE is the GRTC Transit System Americans with Disabilities Act (ADA) transit provider and they requested EDAC's review and recommendation on a proposed change in their missed trips policy, which is included on pages nine and 10 of the MPO agenda package. Mr. Lysy said EDAC had one change to note requesting there be a better explanation as to when a client is officially considered late. Mr. Lysy said the MPO bylaws require that EDAC resolutions be submitted to the MPO for its review and action as appropriate. He said the resolution states that the MPO has received EDAC's recommendation regarding the Proposed Missed Trips Policy and authorizes EDAC to submit its recommendation for GRTC Transit System review and consideration.

Pat O'Bannon had several questions about the proposed changes and at Mr. Lysy's request, Ms. Broady-Myers, who is a regular CARE rider, explained CARE's missed trips policy in more detail and clarified EDAC's recommendation saying that the old policy provides the same penalty for no-shows as it does for late callers. She said in trying to provide incentive for calling to cancel, CARE shortened the two-hour advance cancellation notice to thirty minutes. She explained that a client's pick-up time has a "window" pick-up time of fifteen minutes before and after the pick-up time. Ms. Broady-Myers said EDAC believes there needs to be clarity as to whether a client must give thirty minutes notice of cancellation before the pick-up time or before the "window" pick-up time so that there won't be confusion between the clients and CARE.

On motion of Pat O'Bannon, seconded by Rebecca Draper, the Richmond Area Metropolitan Planning Organization unanimously approved the following resolution:

**RESOLVED**, that the Richmond Area Metropolitan Planning Organization (MPO) has received the recommendation of the MPO's Elderly and Disabled Advisory Committee (EDAC) on the GRTC Transit System/CARE (Community Assisted Ride Enterprise) Proposed Missed Trip Policy, and that EDAC's recommendation be submitted for GRTC Transit System review and consideration.

**C. Transportation Operators Inventory –**

Mr. Lysy noted the draft *Transportation Operators Inventory*, enclosed with the agenda package, is updated about every two to three years by identifying transportation operators in the region and mailing to them a survey form to complete and return providing contact information, hours of operation, number of vehicles, area served, fees, and other basic information about their service. Mr. Lysy said the inventory is then updated and compiled by category of service—taxicabs, ambulance services, paratransit operators, and so forth—and the final document is provided to RideFinders, GRTC, area social service agencies, and other community organizations, and is posted on the RRPDC web site. He said the *Inventory* serves as a useful information resource for these groups in meeting program needs and finding paratransit services for clients. Mr. Lysy reported that the document was submitted to the Elderly and Disabled Advisory Committee (EDAC) and to the Technical Advisory Committee (TAC) for their review and both committees have recommended it to the MPO for review and action. Mr. Lysy said the action requested is to accept the *Inventory* as work completed and noted that the resolution is included under tab four of the agenda package.

Pat O'Bannon noted that a large number of taxicab companies did not respond to the survey and asked if there were any incentive given to respond. Mr. Lysy said the only incentive is receiving a copy of the completed *Inventory* document noting that it is difficult for many of these operators to respond and that one incentive might be to revise the survey form to make it shorter and easier to complete and return.

On motion of Malvern Butler, seconded by Rebecca Draper, the Richmond Area Metropolitan Planning Organization unanimously approved the following resolution:

**RESOLVED**, that the Richmond Area Metropolitan Planning Organization (MPO) accepts the *Richmond Area MPO Transportation Operators Inventory* as work completed.

**D. VDOT State Transportation Planning Grants Pilot Program –**

Mr. Lysy provided a PowerPoint presentation on the State Transportation Planning Grant Pilot Program, a new VDOT program that makes \$1.6 million in funds available for MPOs and Planning District Commissions for various planning projects under four proposal categories on a statewide competitive basis. Mr. Lysy's presentation included the following slides:

- State Transportation Planning Grants Pilot Program (two slides)
  - Program Basics:

- Proposal Categories:
- Application and Selection Schedule
- Project Title: Regional Comprehensive Transit Plan (two slides)
  - Phase I – Regional Public Transportation Analysis
  - Phase 2 – Comprehensive Operational Analysis
  - Cost Estimate:
  - Purpose/Benefits:
- Project Title: Safe Routes to School
  - Tasks:
  - Cost Estimate:
  - Purpose/Benefits:
- Travel Demand Forecasting & Land Use Build-out Model (two slides)
  - Tasks:
  - Cost Estimate:
  - Purpose/Benefits:

Mr. Lysy said applications are limited to \$500,000 per project and awards will provide 100 percent state funds, although the addition of local funds or staff time are an incentive within the program. Mr. Lysy noted that staff was given short notice on this program having received the letter with details on January 26 providing notification that the application deadline is tomorrow, March 11.

Mr. Lysy said a special called MPO Technical Advisory Committee (TAC) meeting was held February 9 with RRPDC Regional Environmental TAC members invited to attend (no RRPDC Regional Environmental TAC members attended), and a total of 12 application proposals from MPO staff, City of Richmond staff, and Chesterfield County staff were reviewed and considered. After discussion, Mr. Lysy said one project was dropped from consideration and two others were merged. By way of a priority ranking exercise, TAC took unanimous action to recommend that staff develop and submit for MPO review and endorsement action the following three proposals:

- Comprehensive Transit System Update/Multimodal Transportation Areas
- Safe Routes to School Assessment
- Regional Travel Demand Model with Land Use and Build-Out Scenarios

Based on TAC's action, staff prepared applications for these three proposals in consultation with staff from the City of Richmond and GRTC Transit System on one proposal and with review and endorsement by the Tri-Cities Area MPO on another. Mr. Lysy noted the applications for all three proposals are included in the agenda package on pages 14 through 32

and that the MPO is requested to endorse these applications so they can be submitted to VDOT for their review and consideration by tomorrow's deadline.

Rebecca Draper asked VDOT Richmond District Administrator Tom Hawthorne if it is necessary or recommended that the MPO rank or prioritize these projects and Mr. Hawthorne recommended that the MPO prioritize them if they have a preference of one over another rather than leaving that to VDOT. Ms. Draper then asked Dan Lysy if TAC had ranked the proposals or if he felt the MPO should try to rank the projects. Mr. Lysy responded that he believes that VDOT will have a review team ranking these applications and that if that team ranks our projects differently than the MPO has ranked them, he is uncertain what effect that might have on the projects likelihood of being selected for funding. Barbara Smith stated that TAC talked about ranking but decided against it.

Linda Broady-Myers asked which, if any, of these projects would look at audible traffic signals for the blind and deaf and the possibility of removing right and left turn on red options in downtown Richmond noting that a number of blind citizens have been hit and killed in that area. Mr. Lysy said the Safe Routes to School project would look at accommodating ADA requirements for pedestrians near schools and that the Regional Comprehensive Transit Plan would look at areas within a quarter-mile of all bus stops. Ms. Broady-Myers expressed concern that audible traffic signals and right and left turn on red light are overlooked as are the needs of those between school age and senior citizen status. Rebecca Draper concurred that traffic systems are not pedestrian-friendly and noted that if any of the grant applications are funded a detailed scoping of the project will need to be prepared. Ms. Draper moved that should this PDC be granted an award through the VDOT Transportation Planning Grant, that the detailed scope of services include access issues for the visually and physically disabled in that project area. Ms. O'Bannon seconded the motion.

There was discussion on whether to include this as part of the application endorsement resolutions or to make it a separate action. Chairman Holland returned to discussion of whether to prioritize the applications and Ms. Draper said it might not be possible this year at this late date and with such diverse, unique project proposals to prioritize and that perhaps the three should compete on their own merits. Mr. Butler noted the need for a motion to address endorsement of the applications and there was further discussion of whether to include Ms. Draper's resolution at the end of the endorsement resolution. Paul Fisher suggested that two of the scopes for the proposed projects could address EDAC's concern, the Safe Routes to School and the transit study, but the third project would not be suitable for that particular addition. Mr. DuVal noted that the City of Richmond will

address EDAC's ADA issues in its upcoming transportation plan. Chairman Holland requested that Ms. Draper and Ms. O'Bannon withdraw their respective motion and second from the floor and they agreed to do so. On motion of George Homewood, seconded by Pat O'Bannon, the MPO unanimously approved the following resolutions:

**RESOLVED**, that the Richmond Area Metropolitan Planning Organization (MPO) endorses the Regional Comprehensive Transit Plan application for State Transportation Planning pilot grant program funds as presented.

**RESOLVED**, that the Richmond Area Metropolitan Planning Organization (MPO) endorses the Safe Routes to Schools application for State Transportation Planning pilot grant program funds as presented.

**RESOLVED**, that the Richmond Area Metropolitan Planning Organization (MPO) endorses the Travel Demand Forecasting and Land Use Build-out Model application for State Transportation Planning pilot grant program funds as presented.

On motion of Becky Draper, seconded by Rudy Butler, the MPO unanimously approved the following resolution:

**RESOLVED**, that the Richmond Area Metropolitan Planning Organization (MPO) provides that should project number one [Comprehensive Transit System Update/Multimodal Transportation Areas] or project number two [Safe Routes to Schools] be awarded planning grant funds, that the mobility issues for the physically and visually disabled be incorporated in the final scope for those two projects.

**E. Regional Transportation Summit Request –**

At Chairman Holland's request, Paul Fisher informed the MPO of a request received on fairly short notice for the PDC and the MPO to co-sponsor with the Greater Richmond Chamber of Commerce and its Regional Transportation Advocacy Board (RTAB) a regional transportation summit in early June. Mr. Fisher distributed two handouts and said he would address the one titled "Regional Transportation Summit" first. Mr. Fisher reported that Jim Dunn, president of the Greater Richmond Chamber of Commerce, indicated a couple of weeks ago that Governor Baliles, chairman of the Chamber's Regional Transportation Advocacy Board, is interested in holding an urban regional transportation summit similar to one held in 1998 that would bring leaders from the private sector, the public sector, and elected officials together to talk about major transportation issues.

Mr. Fisher said that Governor Baliles and Jim Dunn met with the PDC and MPO chairmen, Dan Lysy, and himself this morning to talk in more detail

about the request for a jointly sponsored summit and it's purpose, which is to elevate the level of knowledge among public and private sector leaders with regard to the magnitude of the transportation problems the region is facing in the future. Mr. Fisher said the Chamber and the Advocacy Board recognize the primacy of the MPO as the entity that develops the regional Long-Range Transportation Plan and sets the priorities for transportation funding for the region and believe it is very important that the MPO and the PDC participate in the summit development and execution.

The second handout describes the PDC and MPO roles at the summit, all things we do well, he said noting that there is no cash sponsorship requested. Our commitment would be helping publicize the summit amongst our member jurisdictions, providing staff support on some of the presentations, providing information on existing plans and priorities and where those stand in terms of completion, and providing other general staff for the summit itself. Mr. Fisher said discussion has made it clear that this summit is not expected to recommend solutions to obvious major shortfalls in transportation funding, but rather to identify potential options that should be considered by the new Governor and the next General Assembly as they deal with the transportation issues in the Commonwealth.

Mr. Fisher summarized that the event will be a general purpose regional transportation summit to get 200 to 300 people together at a site to be determined sometime in early June to have objective presentations on the status of transportation in the Richmond region and to lay the groundwork for how we deal with the serious transportation issues of the future. He said that both the PDC and MPO Executive Committee's and the PDC endorsed the co-sponsorship at their meetings earlier today. Chairman Holland thanked Mr. Fisher and called for questions. Eugene Mason inquired as to what the role of the PDC and MPO would be in planning the summit in terms of ideas and subjects to be presented. Chairman Holland said that question was discussed with Governor Baliles and that those details have not been worked out yet. He said that the Chamber and the PDC and MPO would meet again to work out those details and would provide additional information at the next MPO meeting. Chairman Holland challenged MPO members to look at the summit from a local level and provide feedback to Executive Director Fisher. Mr. Fisher said that between the PDC and MPO meetings he had received an e-mail from Mr. Dunn suggesting that he meet with Mr. Fisher, Mr. Lysy, and another Chamber member to start fleshing out the scope of exactly what the summit will entail. He said the role of the PDC and MPO is to encourage participation at the summit by local elected officials and staff in conjunction with the private sector and to provide some of the

presentations. He said staff will work with the Chamber over the next few weeks to develop targeted speakers, facilitators and so forth.

Pat O'Bannon advised that Mr. Dunn intends to make this a major press event and recommended that all participants come to this event prepared with facts and ready to speak to the press. Sherman Litton said that in this gubernatorial election year he perceives this summit as a political stance by the Chamber and said he doesn't know how you come out of this kind of regional summit without recommendations on how to pay for solutions and he doesn't believe this will accomplish anything. He said he has major concerns that the Chamber's stance would be for more taxes. Ms. O'Bannon said her concern is that if the MPO and PDC don't show up, they are then in a defensive position and she would rather us be present and take a stand. On motion of Michael Holmes, seconded by Richard Ayers, the MPO approved, with all members voting in favor except three votes in opposition, MPO participation in the Regional Transportation Summit as co-sponsor with the Greater Richmond Chamber of Commerce, the Regional Transportation Advocacy Board, and the Richmond Regional Planning District Commission.

#### **IV. OTHER BUSINESS**

##### **A. City of Richmond Amtrak Funding Information –**

Vickey Badger noted that the federal administration's national budget does not include funding for Amtrak, which could have a disastrous impact on the Richmond region. She passed out a proposed resolution for information purposes and requested consideration of it at the next MPO meeting when Virginians for High Speed Rail and other rail experts can present information and be available to answer questions. She said elimination of Amtrak eliminates a major mode of transportation in the country and especially in Virginia and Richmond. In response to a question by Chairman Holland, Ms. Badger made a motion, seconded by Gary DuVal, to consider this matter at the April MPO meeting and the MPO voted unanimously in favor of the resolution

#### **V. ADJOURNMENT**

There being no further business, Chairman Holland adjourned the meeting at approximately 3:35 P.M.