

**RICHMOND AREA**  
**METROPOLITAN PLANNING ORGANIZATION**

**MINUTES OF MEETING**

**April 12, 2007**

**MEMBERS PRESENT**

**REPRESENTING**

Robert R. Setliff, <b>Chairman</b> .....	County of Hanover
R. M. “Dickie” King, <b>Vice Chairman</b> .....	County of Chesterfield
Daniel N. Lysy, <b>Secretary</b> (Alternate) .....	RRPDC
Viktoria W. Badger .....	City of Richmond
Linda G. Broady-Myers (Nonvoting) .....	EDAC
Malvern R. Butler .....	County of Goochland
Gary A. DuVal (Alternate) .....	City of Richmond
E. Todd Eure .....	County of Henrico
J. Michael Flagg (Alternate) .....	County of Hanover
Michael Holmes .....	County of Charles City
George Homewood .....	County of New Kent
James B. Kennedy (Alternate) .....	RMA
M. S. Khara (Alternate) .....	City of Richmond
John M. Lewis .....	GRTC Transit System
Sherman W. Litton .....	County of Chesterfield
William C. Nelson, Jr. (Nonvoting) .....	CTAC
William Pantele .....	City of Richmond
Faye O. Prichard .....	Town of Ashland
H. Charles Rasnick (Nonvoting) .....	MPO Chairman Citizen Appointee
Mark E. Riblett (Alternate) .....	VDOT
Ivan Rucker (Nonvoting) .....	FHWA
Cherika N. Ruffin (Alternate) .....	RideFinders
Barbara K. Smith (Alternate) .....	County of Chesterfield
Donald Sowder .....	County of Chesterfield
Frank Thornton .....	County of Henrico
Stran L. Trout .....	County of New Kent
Joseph E. Vidunas .....	County of Hanover
David T. Williams .....	County of Powhatan
Felicia H. Woodruff (Nonvoting) .....	VDRPT

**MEMBERS ABSENT**

**REPRESENTING**

Jameson Auten (Nonvoting) .....	RideFinders
Robert M. Berry .....	RMA
Cliff Burnette (Nonvoting) .....	VDA
Ralph J. “Joe” Emerson .....	County of Henrico
Paul E. Fisher .....	RRPDC

**MEMBERS ABSENT (Cont.)**

**REPRESENTING**

John Gordon.....County of Hanover  
Thomas A. Hawthorne..... VDOT  
Russell E. Holland.....County of Powhatan  
Patricia A. Kampf (Nonvoting).....FTA  
Joseph T. Lacy.....County of Goochland  
John McCracken.....County of Chesterfield  
Patricia O'Bannon..... County of Henrico  
Ellen F. Robertson.....City of Richmond  
John Rutledge.....CRAC

**OTHERS PRESENT**

**REPRESENTING**

Jim Congable..... Senior Connections  
Lawrence C. Hagin (Alternate)..... GRTC Transit System  
Ralph Rhudy.....City of Richmond  
Stephen McNally.....GRTC Transit System  
Torrence S. Robinson (Alternate).....City of Richmond  
Stephen Story.....James River Bus Lines  
Benjamin Berbert..... RRPDC  
Jin Lee..... RRPDC  
Barbara Nelson..... RRPDC  
Archita Rajbhandary..... RRPDC  
Sharon Robeson..... RRPDC  
Lee Yolton..... RRPDC

**CALL TO ORDER**

MPO Chairman Robert R. Setliff called the April 12, 2007 meeting of the Richmond Area Metropolitan Planning Organization (MPO) to order at approximately 2:20 p.m. in the large conference room of the Richmond Regional Planning District Commission (RRPDC). Chairman Setliff introduced and welcomed new Powhatan County MPO member David T. Williams, who had been serving as an alternate member.

**I. ADMINISTRATION**

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

Dan Lysy reported that a quorum was present.

**B. Additions to MPO Agenda –**

Dan Lysy advised the MPO of a request to move up consideration of agenda items III.G, III.H, and III.I after Item III.C and noted the items

would not be renumbered. On motion of Rudy Butler, seconded by Faye Prichard, the MPO voted unanimously to amend the agenda as requested.

**C. Minutes of the February 8, 2007 MPO Meeting –**

On motion by Rudy Butler, seconded by Frank Thornton, the February 8, 2007 MPO meeting minutes were unanimously approved as presented.

**D. Open Public Comment Period –**

There were no comments offered and Chairman Setliff closed the Public Comment Period.

**E. MPO Chairman's Report –**

Chairman Setliff reported that he would attend the Chamber of Commerce intercity visit in Oklahoma City starting Sunday, April 15 and would be representing Hanover County. Mr. Setliff noted that RRPDC Assistant Executive Director Jo Evans and RRPDC Chairman Russell Holland would participate in the intercity visit as well.

**1. Resolutions of Appreciation –**

Chairman Setliff noted resolutions of appreciation for former Powhatan County MPO member Carson Tucker and former City of Richmond MPO member Vanloan Nguyen included in the agenda book and, due to the absence of both Mr. Tucker and Ms. Nguyen, the MPO agreed to dispense with reading the resolutions. On motion of Bill Pantele, seconded by Michael Holmes, the MPO unanimously approved the following resolutions:

**WHEREAS,** Carson Tucker has provided valuable public service from May 2005 to February 2007 as a voting member to the Richmond Area Metropolitan Planning Organization; and

**WHEREAS,** he has offered his dedicated support and commitment to serving the citizens of the Richmond area in his capacity as a member of the Richmond Area Metropolitan Planning Organization;

**NOW, THEREFORE BE IT RESOLVED,** that the Richmond Area Metropolitan Planning Organization sincerely appreciates his contributions and effort;

**AND, BE IT FURTHER RESOLVED,** that the Richmond Area Metropolitan Planning Organization, this twelfth day of April 2007,

acknowledges and commends his dedicated service to the citizens of the Richmond region.

and this,

**WHEREAS,** Vanloan Nguyen has provided valuable public service from May 2005 to February 2007 as a voting member to the Richmond Area Metropolitan Planning Organization; and

**WHEREAS,** she has offered her dedicated support and commitment to serving the citizens of the Richmond area in her capacity as a member of the Richmond Area Metropolitan Planning Organization;

**NOW, THEREFORE BE IT RESOLVED,** that the Richmond Area Metropolitan Planning Organization sincerely appreciates her contributions and effort;

**AND, BE IT FURTHER RESOLVED,** that the Richmond Area Metropolitan Planning Organization, this twelfth day of April 2007, acknowledges and commends her dedicated service to the citizens of the Richmond region.

## **2. MPO Nominating Committee Report –**

MPO Nominating Committee Chairman Stran Trout reported that the MPO Executive Committee considered the report of the Nominating Committee and, in accordance with the rotation order established in the MPO Bylaws, recommended Mr. William J. Pantele as the nominee for FY 08 MPO Vice Chairman. Mr. Trout reported that the current Vice Chairman, Dickie King, declined to be nominated as MPO chairman since his term of office as a Chesterfield County elected official will end on December 31, 2007 and he would not be eligible to complete the FY 08 term of office as MPO Chairman. Mr. Trout reported that the Executive Committee recommended to the Nominating Committee that further consideration and discussion be held with Chesterfield County officials for the MPO Chairmanship (as it is their turn under the MPO Bylaws to provide an elected official to serve as MPO Chairman) and to come back with its report for the MPO Chairmanship at the next MPO meeting. Following discussion suggesting that Mr. King serve as MPO chairman the first half of FY 08, Mr. King agreed to be nominated. Mr. Trout briefly conferred with other Nominating Committee members who noted their agreement with this arrangement. On motion of Stran Trout, seconded by Rudy Butler, the MPO unanimously elected R. M. “Dickie” King as FY 08 MPO Chairman and William J. Pantele as FY 08 MPO Vice

Chairman and established the MPO Executive Committee with appointments to be made by the new MPO Chairman.

**3. Cancellation of May 10, 2007 MPO Meeting –**

Chairman Setliff cancelled the May 10 MPO meeting.

**4. Reschedule of June MPO Meeting –**

Chairman Setliff reported that the June MPO meeting is being rescheduled to June 28, 1:00 p.m., in the large conference room at the RRPDC's new office location (behind the Stony Point Shopping Center) in order to allow time for completing work to meet the July 1, 2007 deadline for a SAFETEA-LU compliant Long-Range Transportation Plan (LRTP) and Transportation Improvement Program (TIP).

**5. Other Business –**

Chairman Setliff had no other business to report.

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

Mr. Lysy reported the RRPDC office move is scheduled to begin May 17 and a location map with directions to the new offices will be sent out with the next agenda package. He noted that the Sony Point office suite number in the agenda package is incorrect and should be Suite 200.

**II. OLD BUSINESS**

No old business was brought forward for consideration.

**III. NEW BUSINESS**

**A. Consent Action Items –**

Mr. Lysy noted there is a supplement to the Draft Final MPO Public Participation Plan which was mailed/e-mailed to the MPO on Friday, April 6. This supplement reports on the receipt of a letter of support for the MPO's Public Participation Plan that was received on April 4, the last day of the public review period and the day after the MPO agenda was mailed out. There were no requests to pull any of the consent agenda items for discussion.

**1. FY 07 UWP RRPDC Staff Tasks Budget Amendments –**

On motion of Malvern R. Butler, seconded by Viktoria W. Badger, the Richmond Area Metropolitan Planning Organization approved the following resolution:

**RESOLVED**, that the Richmond Area Metropolitan Planning Organization (MPO) amends the *FY 2007 Unified Work Program* to shift Federal Highway Administration PL funds among various RRPDC staff work tasks as presented and to transfer \$95,500 in FHWA/PL funds to the *FY 2008 Unified Work Program*.

**2. FY 07 UWP Consultant Task Budget Amendment –**

On motion of Malvern R. Butler, seconded by Viktoria W. Badger, the Richmond Area Metropolitan Planning Organization unanimously approved the following resolution:

**RESOLVED**, that the Richmond Area Metropolitan Planning Organization (MPO) amends the *FY 2007 Unified Work Program* (UWP) to show \$15,000 in FHWA/PL funds programmed on UWP task 5.5, Regional Mass Transit Study (RMTS), and that \$190,000 in FHWA/PL funds is transferred to the FY 2008 UWP for consultant work on UWP task 5.5.

**3. Draft Final MPO Public Participation Plan –**

On motion of Malvern R. Butler, seconded by Viktoria W. Badger, the Richmond Area Metropolitan Planning Organization unanimously approved the following resolution:

**RESOLVED**, that the Richmond Area Metropolitan Planning Organization (MPO) adopts the “MPO Public Participation Plan” as presented.

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

CTAC Chairman Bill Nelson reported that CTAC met on March 27 and that a complete summary of that meeting is included under tab four of the MPO agenda package and offered to answer any questions. None were voiced and Chairman Setliff thanked Mr. Nelson for his report.

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

EDAC Chairman Linda Broady-Meyers noted the report contained under tab five of the MPO agenda package and the letter on page 30 of that section addressed to MPO Chairman Robert Setliff noting the recent change in Henrico's CARE service and requesting MPO action to urge the City of Richmond to expand CARE service times to be comparable to Henrico's new service times and to allow City residents to travel to Henrico County on evenings, holidays, and weekends. Currently, there is no CARE service for City residents to and from Henrico County on evenings, holidays, and weekends. Ms. Broady-Myers offered to answer questions. Mr. Lysy said the letter Ms. Broady-Myers noted was discussed extensively at the last EDAC meeting and asked Ms. Broady-Myers if she would comment on the Henrico service and EDAC's feelings on that and also on EDAC's request of the City.

Ms. Broady-Meyers praised Henrico County's action to fund extended hours of operation for GRTC paratransit service provided by CARE, for Henrico residents noting the new hours which begin May 1 for Henrico residents. She noted current operating hours for City of Richmond residents, which are shorter for destinations outside the City limits and do not include evenings, weekends, and holidays. Ms. Broady-Myers said that City residents are not able to access the entertainment, social activities and shopping opportunities located in Henrico County and City residents who work in the County are unable to work overtime or on weekends because they can not afford the alternate transportation, which often costs \$20.00 or more per one-way trip. She noted that most elderly and disabled citizens are on an extremely low fixed income with few affordable options. Ms. Broady-Myers also noted that only 23 percent of the paratransit ridership is Henrico County residents; 77 percent are City residents. Mr. Lysy reiterated the purpose of EDAC's letter to Chairman Setliff and noted that because EDAC is an advisory committee of the MPO, he advised that the letter be sent to the MPO for consideration.

Vickey Badger reported that this issue is on the agenda for the May meeting of the City Land Use and Transportation Committee and that the City will look at all of the issues including the fiscal impact of expanding services. Ms. Broady-Myers detailed all of the Council and Council sub-committee meetings attended and noted upcoming meetings and actions in support of expansion of paratransit service in the City. Ms. Broady-Myers noted time is of the essence and requested that the MPO act prior to City budget approval with a letter being sent to arrive before April 23 when elderly and disabled citizens plan to speak to City Council regarding this issue. Significant discussion ensued with the following points being brought forward:

- Expansion of paratransit services (i.e., CARE) for City of Richmond residents is strictly a City issue and it would not be appropriate for the MPO to advise the City on what decision it should make in that regard.
- Expansion of City of Richmond paratransit services seems to be a human rights issue and an issue of fairness, the kind of issue for which the MPO is being held more and more accountable.
- It isn't necessary to put the City in an embarrassing position or to dictate what action they should take, but it is possible to say we urge the City to consider expansion of services if it can fiscally do so.
- EDAC is not requesting the MPO to tell the City what to do, but rather asking for MPO correspondence supporting EDAC's position in favor of expanded paratransit service.

During discussion, Richmond City Councilman Bill Pantele noted he has a responsibility to participate in public hearings and vote on this matter for the City and asked that the record show he would not take a position and participate in this vote at the MPO level prior to Richmond citizens and other council members having their voices heard. Faye Prichard made a motion, seconded by Michael Holmes, that the MPO send a letter of support for EDAC's request to the City of Richmond. Stran Trout offered a substitute motion, seconded by David Williams, for a resolution that would support regional cooperation in areas of transportation and to support adequate transportation within the entire region for elderly and disabled citizens. Additional discussion ensued with the following points being emphasized:

- It would not be appropriate for the MPO as a regional body to tell the City of Richmond what to do in this matter.
- The motion is not intended to tell the City what they should or should not do, but rather to say that this regional body supports any effort that improves regional cooperation in transportation matters for the elderly and disabled.
- A generic letter in support of regional cooperation in transportation matters for the elderly and disabled only restates the MPO mission and such a letter that only restates what the MPO stands for serves no purpose without the MPO taking a stand.
- The MPO needs to stop backing away from issues that are regional in nature and cross jurisdictional lines and should take affirmative action.
- The letter to the City of Richmond is intended to emphasize MPO concern over a particular regional issue, not to tell another jurisdiction what to do, but to emphasize that this is of great concern to us as a region.
- The issue isn't about whether Richmond provides paratransit, but rather the extent of that service with regard to hours and days of service.

Voting on the substitute motion by Stran L. Trout, seconded by David T. Williams, the Richmond Area Metropolitan Planning Organization took action by a vote of eight in favor, seven in opposition, and six in abstention to approve the following resolution and directing its submission to MPO area local governments:

**RESOLVED**, that the Richmond Area Metropolitan Planning Organization (MPO) supports regional cooperation in addressing the areas of transportation of the entire region for its elderly and disabled citizens.

Following the vote on the substitute motion, there was clarification that Fay Prichard had withdrawn her original motion so that the substitute motion was actually the main motion. Chairman Setliff noted that the motion passes and Linda Broady-Myers thanked the MPO for their consideration and action on this issue.

*(Note: Per action under Item I.B to consider agenda items out of order without renumbering them, items III.G, III.H, and III.I were considered here prior to item III.D.)*

**G. Report on Close-Out for RSTP and CMAQ Funded Projects and Programming Available Funds –**

Barbara Nelson noted that staff reported at the February MPO Executive Committee meeting that an estimated \$6 million in RSTP and CMAQ funds may be available for allocation from completed projects. The Executive Committee recommended a resolution be prepared and submitted to the Secretary of Transportation urging the close-out of these projects and to make the surplus funds available to the MPO. Staff prepared and submitted the findings for TAC review at its March 15 meeting.

Ms. Nelson reported the preliminary estimates of funds that may be available are approximately \$5 million in RSTP funds on 18 projects with the estimated debt payoff of approximately \$325,000 on 10 RSTP projects. Staff estimates approximately \$2 million in CMAQ funds are available on 11 projects with nearly \$390,000 in deficit payoff on 15 projects. A significant number of both RSTP and CMAQ projects have multiple funding sources such as secondary, primary, or urban funds, so it is difficult for staff to confirm at this time what percentage, if any, of RSTP or CMAQ funds would be returned as a surplus to the MPO for redistribution. TAC took unanimous action recommending that the MPO pass a resolution urging VDOT to close out the projects that appear to be completed and to make the funds available to the MPO for allocation. Staff concurs with TAC's concerns for VDOT to work on closing out the projects that appear to be completed and to establish a routine system for

reporting the closed out projects and making the remaining balances available. Ms. Nelson said a resolution is provided in the agenda package for MPO consideration and offered to answer any questions.

Chairman Setliff thanked Ms. Nelson for her report and asked if there were any questions; none were voiced.

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

**WHEREAS**, the Richmond Regional Planning District Commission (RRPDC), as staff to the MPO, has tentatively identified 29 projects currently or previously programmed in the Richmond Area Metropolitan Planning Organization's (MPO's) Transportation Improvement Program (TIP) that appear to be complete and should be closed out since no further project expenses are anticipated; and

**WHEREAS**, these 29 projects show an approximate balance of \$7,000,000 in federal and state transportation funds that are urgently needed on other projects in the Richmond area; and

**WHEREAS**, these 29 projects have been programmed in the TIP using Regional Surface Transportation Program (RSTP) and Congestion Mitigation Air Quality (CMAQ) program funds; and

**WHEREAS**, many of these projects have several funding sources shown as being used to fund these projects; and

**WHEREAS**, the MPO is designated under federal rules and regulations as the lead organization for reviewing and selecting projects to be programmed in the TIP with RSTP and CMAQ funds; and

**WHEREAS**, staff for the MPO is not able to determine the exact amount of funds expended and charged to each funding source for these 29 projects, which requires the attention and effort of staff for the Virginia Department of Transportation (VDOT) to identify; and

**WHEREAS**, members of the MPO's Executive Committee and Technical Advisory Committee wish for this matter to be brought to the attention of the MPO with a resolution submitted to the Secretary of Transportation of the Commonwealth of Virginia requesting action by VDOT to close out these projects and to report to the MPO the balance of funds remaining by each funding source; now therefore,

**BE IT RESOLVED**, that the Richmond Area Metropolitan Planning Organization (MPO) directs that staff for the Richmond Regional Planning District Commission (RRPDC) submit to VDOT its list of projects, which based on information available to staff, it believes to be completed and subject to close-out; and

**BE IT FURTHER RESOLVED**, that the Virginia Department of Transportation (VDOT) take appropriate action to provide to RRPDC staff by June 1, 2007 a report showing the status of each project and include as part of its report the following information:

1. VDOT Project UPC number;
2. Project cost;
3. Allocations by funding source;
4. Charges made to the project by funding source; and
5. Project completion date with project being closed to further charges or project completion date and estimated date for project being closed to further charges; and

**BE IT FURTHER RESOLVED**, that this resolution be submitted to the attention of the Virginia Secretary of Transportation with copies of this resolution also submitted to the VDOT Commissioner, the Richmond District member to the Commonwealth Transportation Board, to the VDOT Director of Programming, and to others deemed appropriate by the MPO Secretary.

#### **H. RSTP and CMAQ Allocations –**

Ms. Nelson reported that TAC held a special meeting February 1 to consider VDOT's January 18 preliminary RSTP and CMAQ funding allocation projections and to recommend to the MPO the process by which these funds should be allocated. She noted the current balance to complete on existing projects is projected at over \$70 million and summarized the process TAC agreed to for selection of FY 08 and beyond RSTP and CMAQ projects, which is included in the cover memo under tab 10 of the agenda package. Ms. Nelson said staff provided TAC with an initial list of projects, grouped by year and project phase, beginning with projects that were either under or scheduled for construction in 2008. Subsequent priorities were given to those projects advancing to right-of-way, then preliminary engineering in 2008. TAC members provided a proposed list of projects that were ready to move forward but in need of additional funding, included on pages 2-5 under tab 10 of the agenda package. Ms. Nelson said all the submitted projects were existing projects on MPO tracking sheets except for projects noted on page two of the cover agenda under tab 10. At its February 15 meeting, TAC first considered the CMAQ project list and the allocation requests and, following

discussion and changes to the project cost estimates, TAC took a series of actions by unanimous votes to add five VDOT CMAQ projects and to accept the recommended CMAQ project list. Next, TAC addressed the list of submitted RSTP projects and took initial action by majority vote to accept the list of projects as submitted except for those noted as new projects. Ms. Nelson said following this action, on a motion by VDOT a new project was added for FY 08 which would utilize RSTP funds for a project similar to the TransAction 2030 plan undertaken in Northern Virginia and recently presented at an MPO meeting. Ms. Nelson further reported that in order to fully utilize all FY 08 funds, several actions were taken to move up out year allocations to FY 08. She reported that TAC took action on behalf of the MPO to approve the final list of projects and allocations and authorized submission of the final list of RSTP and CMAQ projects to VDOT for inclusion in the tentative Six-Year Improvement Program (SYIP).

Following TAC action, Ms. Nelson reported there was discussion on several issues of concern with the selection process relating to new projects being added and significant project cost increases. She reported TAC action taken to address future project cost increases which requires earlier notice with more complete documentation of cost changes provided in advance to TAC.

Ms. Nelson reported VDOT submitting revised RSTP and CMAQ allocations to staff on February 26 and said that due to the need to meet VDOT's March 16 deadline for submission of RSTP and CMAQ project allocations for the tentative SYIP, TAC held a special called meeting on March 7. VDOT made a proposal to delay FY 08 RSTP allocations on two projects (i.e., all of the MPO multimodal long-range plan allocation and part of the New Kent County Route 155 Courthouse to Courthouse Connector project allocation) to FY 09 and advised that due to "residual" unused state match CMAQ funds and the reduced RideFinders CMAQ allocation, the proposed project allocations of RSTP and CMAQ funds were both within VDOT's revised allocation. The final list of RSTP and CMAQ project allocations authorized by TAC on behalf of the MPO for submission to VDOT for inclusion in the tentative SYIP was included on pages 19-22 of tab 10 in the agenda package.

Ms. Nelson reported that staff supports the TAC recommendation to allocate the funds to existing projects ready to advance. She reported that the FHWA and VDOT review of the Hanover County Rt. 360 project included on page 19 is now complete and indicates that the FY 08 allocations are satisfactory; however, significant adjustments are anticipated to the FY 09 and FY 10 recommended allocations potentially eliminating the need for those out year allocations. One change made at the February 15 TAC meeting that is not reflected in the table is the New

Kent County Courthouse to Courthouse Connector project on page 22 of tab 10, which should reflect a cost estimate increase from \$2.3 million to \$6.3 million, an increase of \$4 million. However, Ms. Nelson noted the cost increase is reflected in the submitted allocations. Ms. Nelson noted the proposed resolution available for MPO consideration included on page four of the cover memo in tab 10 of the agenda package and offered to answer questions.

Chairman Setliff thanked Ms. Nelson and said if there were no questions, he would entertain a motion for the resolution proposed on page four of tab 10 in the agenda packet. Barbara Smith offered the following motion:

**RESOLVED**, that the Richmond Area Metropolitan Planning Organization (MPO) authorizes submission of FY 08 RSTP and CMAQ allocations as shown in the attached tables dated March 7, 2007 (authorized by TAC on behalf of the MPO for VDOT's Tentative Six-Year Improvement Program) for submission to VDOT for inclusion in VDOT's Final Six-Year Improvement Program and for inclusion in the draft MPO FY 2007 to 2010 Transportation Improvement Program.

**FURTHERMORE**, the MPO directs the TAC to revisit FY 09 – FY 11 allocations keeping in mind the spirit and intent of the new CMAQ/RSTP process: 1) require justification and approval of allocations towards projects with cost increases over 10 percent using estimates submitted prior to 2/15/07 TAC meeting, 2) evaluate the amount of CMAQ or RSTP funding previously allocated toward a project in relation to its total cost estimate and use this in determining future allocations of CMAQ and RSTP, and 3) fund existing project balances prior to considering a comprehensive list of new projects for the region.

Discussion ensued with the following points being made:

- The MPO is being asked to make a last-minute decision on a matter that TAC was aware of and should have been decided by TAC prior to this meeting.
- TAC spent extensive time preparing before the TAC meetings and spent the better part of two days in meetings, so that the TAC list of projects represents significant consideration.
- Cost information for projects was submitted prior to the TAC meeting; however, revised cost increases of anywhere from 10 to 400 percent were presented during the TAC meeting, some without documentation.
- Action could be taken to approve only FY 08 projects and delay action on allocations for future years until TAC can review the rest of the projects for compliance with the RSTP/CMAQ guidelines; however, approving only FY 08 projects will cause projects dependent on

multiple-year funding to suffer without full allocation of the funds for future years.

- For projects to move forward it is important to keep the motion as stated in the agenda package so that jobs can go out for bid and move forward on a long-term process as opposed to doing this year by year.
- VDOT needs to see a funding stream for at least the next two years, if not to project completion, before it will approve a project moving forward.
- VDRPT looks at allocation numbers for the long-term when programming long-term projects on a regional basis.
- If the MPO adopts allocations for the next four years as presented, TAC would have an opportunity to reevaluate those allocations on the basis of the MPO guidelines, to examine the validity of cost increases, and to incorporate needed adjustments in the next update.

Ms. Smith's motion died due to lack of a second. George Homewood moved the resolution presented in the agenda package, which was seconded by Vickey Badger. Additional discussion ensued addressing many of the same points already discussed. Various suggestions were made for approval of a limited number of years, all suggesting that TAC take another look at projects beyond the FY 08 allocations for conformity to the RSTP/CMAQ project selection guidelines. Rudy Butler called for the question; however, Chairman Setliff allowed additional comments and clarification in light of divergent opinions reflected in comments. Following additional discussion, Mr. Pantele called for the question and Chairman Setliff presented the question. The voice vote was unclear and a show of hands was called for.

On motion of George M. Homewood, seconded by Viktoria W. Badger, the Richmond Area Metropolitan Planning Organization approved the following resolution with 14 votes in favor, five votes opposed, and one vote in abstention:

**RESOLVED**, that the Richmond Area Metropolitan Planning Organization (MPO) authorizes the submission of FYs 2008 to 2011 RSTP and CMAQ project allocations as shown in the attached tables dated March 7, 2007 (authorized by TAC on behalf of the MPO for VDOT tentative Six-Year Improvement Program) for submission to VDOT for inclusion in VDOT's Final Six-Year Improvement Program and for inclusion in the draft *MPO FY 2007 to 2010 Transportation Improvement Program*.

#### **I. Proposed Functional Classification for MPO Area Roads –**

Mr. Yolton noted the report at the last MPO meeting that VDOT is updating the functional classification for the region's roadways and said

that earlier today, he received an e-mailed map showing the final functional classifications. Mr. Yolton said he would e-mail the new functional classification maps to members of TAC for their final review and then at their next meeting, TAC will make a final recommendation for MPO consideration to finalize this project.

*(Note: The MPO returned to agenda order beginning with item III.D to consider remaining agenda items.)*

**D. Job Access and Reverse Commute (Section 5316) and New Freedom Program (Section 5317) Designated Recipient –**

Dan Lysy reported that under SAFETEA-LU, the Federal Transit Administration (FTA) Section 5316, Job Access and Reverse Commute Program (JARC), has changed to a formula program (previously it was a discretionary program) and that there is a new FTA formula program which is Section 5317, New Freedom Program. As formula programs, FTA requires that there be a designated recipient in the urbanized area to administer these programs. GRTC is this region's most qualified entity to administer these programs, and so staff is recommending that the MPO take action to recommend the designation of GRTC as the designated recipient for FTA Section 5316 and 5317 funds for the Richmond Urbanized Area. Mr. Lysy said the Tri-Cities Area MPO is also within the Richmond Urbanized Area and would therefore have to pass a similar resolution, with both resolutions to be transmitted to the Governor, who will take action to submit them on to FTA for final action. There was no discussion.

On motion of Viktoria W. Badger, seconded by Joseph E. Vidunas, the Richmond Area Metropolitan Planning Organization unanimously approved the following resolution:

**RESOLVED**, that the Richmond Area Metropolitan Planning Organization (MPO) designates GRTC Transit System as the Richmond Urbanized Area designated recipient for Federal Transit Administration Section 5316 (Job Access and Reverse Commute) and Section 5317 (New Freedom) programs.

**E. 2031 Long-Range Transportation Plan (LRTP) Advisory Committee –**

**1. LRTP Overview –**

The overview presentation was dispensed with in the interest of time.

## **2. LRTP Advisory Committee –**

Dan Lysy reported on the need to establish the Advisory Committee for the *2031 Long-Range Transportation Plan (LRTP)*; the due date for this plan is April 2008. He said the LRTP Advisory Committee is usually a joint technical and citizens advisory committee which helps meet federal requirements for public participation. He noted the proposed LRTP Advisory Committee membership list, along with recommendation actions from CTAC, EDAC, and TAC, are provided under tab seven of the agenda package. Mr. Lysy offered to answer questions and none were asked.

On motion of Gary A. DuVal, seconded by Faye O. Prichard, the Richmond Area Metropolitan Planning Organization unanimously approved the following resolution:

**RESOLVED**, that the Richmond Area Metropolitan Planning Organization (MPO) establishes the 2031 Long-Range Transportation Plan (LRTP) Advisory Committee as a special purpose MPO committee; and

**BE IT FURTHER RESOLVED**, that the voting membership on the 2031 LRTP Advisory Committee is established as presented in the attached LRTP Advisory Committee membership list.

## **F. FY 08 Unified Work Program (UWP) –**

Dan Lysy referenced the FY 08 UWP Staff Work Tasks Summary included under tab eight of the agenda package. He said the full UWP document was mailed to the MPO on Friday, March 9. He said under SAFETEA-LU there are additional PL funds and Section 5303 funds, a good part of which will be used for the Regional Mass Transit Study, which is anticipated to be completed around mid-winter 2008. He noted that the PDC authorized the addition of a senior planner position, which staff has budgeted for in the work program. He also noted that staff has just been advised today by VDOT that the UWP should include \$201,000 in SPR funds in support of VDOT staff with all funds programmed under UWP task 1.1. Mr. Lysy offered to answer questions and none were voiced.

On motion of Viktoria W. Badger, seconded by Donald D. Sowder, the Richmond Area Metropolitan Planning Organization unanimously approved the following resolution:

**RESOLVED**, that the Richmond Area Metropolitan Planning Organization (MPO) adopts the *FY 2008 Unified Work Program (UWP)* as presented.

**IV. OTHER BUSINESS**

No other business was brought forward for consideration.

**V. ADJOURNMENT**

Chairman Setliff adjourned the meeting at approximately 3:50 p.m. noting the next MPO meeting is scheduled for June 28.