

RICHMOND AREA
METROPOLITAN PLANNING ORGANIZATION

MINUTES OF MEETING

February 8, 2007

MEMBERS PRESENT

REPRESENTING

Robert R. Setliff, Chairman	County of Hanover
R. M. “Dickie” King, Vice Chairman	County of Chesterfield
Robert M. Berry	RMA
E. Todd Eure	County of Henrico
Paul E. Fisher	RRPDC
J. Michael Flagg (Alternate)	County of Hanover
Lawrence C. Hagin (Alternate)	GRTC Transit System
Thomas A. Hawthorne	VDOT
Russell E. Holland	County of Powhatan
Michael Holmes	County of Charles City
George Homewood	County of New Kent
Joseph T. Lacy	County of Goochland
Sherman W. Litton	County of Chesterfield
William C. Nelson, Jr. (Nonvoting)	CTAC
Vanloan Nguyen	City of Richmond
Patricia O’Bannon	County of Henrico
William Pantele	City of Richmond
H. Charles Rasnick (Nonvoting)	MPO Chairman Citizen Appointee
Ellen F. Robertson	City of Richmond
Ivan Rucker (Nonvoting)	FHWA
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
Felicia H. Woodruff (Nonvoting)	VDRPT

MEMBERS ABSENT

REPRESENTING

Jameson Auten (Nonvoting)	RideFinders
Viktoria W. Badger	City of Richmond
Linda G. Broady-Myers (Nonvoting)	EDAC
Cliff Burnette (Nonvoting)	VDA
Malvern R. Butler	County of Goochland
Ralph J. “Joe” Emerson	County of Henrico

MEMBERS ABSENT (Cont.)

REPRESENTING

John Gordon.....County of Hanover
Patricia A. Kampf (Nonvoting).....FTA
John M. Lewis.....GRTC Transit System
John McCrackenCounty of Chesterfield
Faye O. PrichardTown of Ashland
John Rutledge.....CRAC
Carson L. TuckerCounty of Powhatan

OTHERS PRESENT

REPRESENTING

Daniel N. Lysy, **Secretary** (Alternate)..... RRPDC
William R. Britton, Jr. (Alternate).....Charles City County
Rick Canizales Prince William County
Liz McAdory..... VDOT
Gerald L. McCarthyCommonwealth Transportation Board
Mark E. Riblett (Alternate)..... VDOT
Jin Lee..... RRPDC
Barbara Nelson..... RRPDC
Archita Rajbhandary RRPDC
Sharon Robeson RRPDC
Patricia Villa RRPDC
Lee Yolton RRPDC

CALL TO ORDER

MPO Chairman Robert R. Setliff called the February 8, 2007 meeting of the Richmond Area Metropolitan Planning Organization (MPO) to order at approximately 2:35 p.m. in the large conference room of the Richmond Regional Planning District Commission (RRPDC). Chairman Setliff introduced and welcomed Gerald P. McCarthy, Richmond District representative on the Commonwealth Transportation Board, and thanked him for attending the MPO meeting. Mr. McCarthy said it was a pleasure to attend and to see everyone and said he would be available for questions through the presentation on the TransAction 2030 planning process that the CTB is encouraging everyone to take a hard look at and which he believes the MPO will find fascinating. Chairman Setliff introduced and welcomed new MPO member, The Honorable Ellen F. Robertson, a member of Richmond City Council, and new MPO alternate, Michael J. Flagg, Director of the Hanover County Department of Public Works.

I. ADMINISTRATION

A. Certification by MPO Secretary of Meeting Quorum –

Dan Lysy reported that a quorum was present.

B. Additions to MPO Agenda –

No changes to the February 8, 2007 MPO meeting agenda were requested.

C. Minutes of the December 14, 2006 MPO Meeting –

On motion by William Pantele, seconded by Russell Holland, 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 –

1. Resolution of Appreciation for Eugene A. Mason –

A resolution of appreciation for Eugene Mason was approved by consensus action. Mr. Mason was not present to receive his framed resolution of appreciation and presentation was deferred to a later date or to the RRPDC meeting.

2. Cancellation of March 8, 2007 MPO Meeting –

Chairman Setliff said the March 8 MPO meeting is cancelled since there is no urgent business for MPO consideration and the next MPO meeting will be April 12.

3. Other Business –

Chairman Setliff had no other business to report.

F. RRPDC Transportation Director's Report –

Mr. Lysy had nothing to report and thanked everyone present for coming out in the cold weather to attend today's meeting.

II. OLD BUSINESS

No old business was brought forward for consideration.

III. NEW BUSINESS

A. Consent Action Items –

1. CRAC CMAQ Funds Allocation Transfer and TIP Amendment Request –

On motion of George Homewood, seconded by Bill Pantele, the Richmond Area Metropolitan Planning Organization unanimously approved the following resolution:

RESOLVED, that the FY 00 and FY 01 CMAQ allocation of Richmond Area Metropolitan Planning Organization (MPO) funds are adjusted to shift \$500,000 in federal CMAQ funds from UPC 50025 (AVI/Electronic Toll) to UPC 84348 RIC Cellular Lots, with \$49,644 in federal CMAQ funds shifted to CRAC contingency funds; and

BE IT FURTHER RESOLVED, that the Richmond Area Metropolitan Planning Organization (MPO) amends the *FY 2006 – 2008 Transportation Improvement Program (TIP)* to add the project UPC 84348 with an FY 06 obligation of \$500,000 in CMAQ federal funds for the construction of two remote cellular parking lots.

2. FY 2007 UWP PL funds Budget Amendment Request –

On motion of George Homewood, seconded by Bill Pantele, 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 shift \$60,000 in PL funds to UWP task 4.1, Transportation Improvement Program from tasks 1.1, MPO Maintenance/Special Studies; 2.2, Long-Range Transportation Plan; and 3.1, Congestion Management System as follows:

- UWP task 1.1 - \$10,000
- UWP task 2.2 - \$20,000
- UWP task 3.1 - \$30,000

B. TransAction 2030 –

Chairman Setliff introduced Rick Canizales with Prince William County, who served as staff on the TransAction 2030 Plan and was invited to make a presentation to the MPO on the plan at the suggestion of Gerald McCarthy, Richmond District CTB member. Mr. Canizales said he is

from Prince William County and noted that TransAction 2030 was a pilot plan done by the Northern Virginia Transportation Authority (NVTA). He said the NVTA is mandated by the Virginia General Assembly. NVTA focuses on long-range transportation planning for the Northern Virginia region and created TransAction 2030 as a vision plan which serves as a supplement to the region's Constrained Long-Range Plan (CLRP). Mr. Canizales said he would provide some background, discuss some of the system performance addressed in the plan, and then provide information about project prioritization and the telephone survey that helped provide public input for project prioritization and funding alternatives. Mr. Canizales distributed a summary brochure for the TransAction 2030 project and a handout of his PowerPoint presentation slides which were as follows:

- Take Action with TransAction 2030 (photo, cover slide)
- Presentation Outline
- TransAction 2030, 8 Regional Multimodal Corridors
- Updating the 2020 Plan
- TransAction Highlights
- 2020 Vision
- Region is growing (chart)
- Congestion Means Longer Commuting Times (photo)
- Challenges continue with demand exceeding capacity (photo)
- Growth in Transit Use (graph and photos)
- System Performance
- Highway Performance (map)
- Regional Transit Performance
- Service Coverage LOS
- Service Coverage (map)
- Passenger Load (map)
- 2003 Travel Time from Tysons Corner (map)
- Multimodal LOS Analysis (three slides with text)
- Multimodal LOS Analysis (photo chart)
- Multimodal LOS (map)
- Corridor 6: I-66/US 29/US 50 Corridor (prioritization of project table)
- Public Involvement Opportunities (text and photo)
- Project and Network Performance Evaluation
- Telephone Survey Methodology
- Two-thirds of residents are frustrated with the trips they take most often (bar graph)
- Almost nine in ten cited traffic as a reason for their frustration with travel (bar graph)
- Summary of Public Priorities for Transit and Road Widening (bar graph)

- Summary of Mean Willingness to Pay for Transit and Road Widening (graph)
- Half of all respondents said that public transportation is their top priority, compared to just over one-quarter who chose road improvements (bar graph)
- Most and Second Most Acceptable Funding Methods (bar graph)
- Conclusions

Questions during and following Mr. Canizales' presentation brought forward the following points:

- The public telephone survey of over 1,200 citizens cost \$63,000 and was paid for with Regional Surface Transportation (RSTP) funds.
- Citizen input revealed that Northern Virginia citizens preferred an increase in the sales tax over income or gas tax increases to fund the vision plan projects.
- In determining the cost per family unit of the funding alternatives offered – a 17.5 cents per gallon increase in the gas tax, an add-on income tax, or a .5 cent increase in the sales tax – averages were used because the average is so diverse within the region for family income, gas consumption, and the amount of sales tax paid by an individual family unit so that the impact of one alternative over another could have a different impact on a particular family unit. However, all of the alternatives equaled the necessary \$175 million dollars generated annually for funding the vision plan projects.
- House Bill 3202 under current consideration by the General Assembly includes a regional component for Northern Virginia which allocates regional monies to the Northern Virginia Transportation Authority and would allow for the Transportation Authority to bond projects included in the 2030 plan.
- TransAction 2030 extrapolated land use data for Northern Virginia from the Washington Council of Governments (COG) plan approved by all the local governments, for which all local planning directors provided information and data from their local comprehensive plans.
- An economic model was not done for this plan due to cost factors in developing such a model; consideration that local jurisdictions might bond their own projects was not factored into the plan.
- The TransAction 2030 planning effort cost approximately \$1 million to complete with \$960,000 going to the consultant and \$40,000 being allocated to the committee to conduct their own public meetings.

Chairman Setliff thanked Mr. Canizales for his presentation and asked Mr. McCarthy for his comments. Mr. McCarthy said while the Richmond Area MPO may need to seek funding sources through the General Assembly to accomplish such a study, everything done in this Northern

Virginia planning effort is within reach of the Richmond Area MPO, especially if efforts are combined with the Tri-Cities MPO in the Crater PDC which includes Petersburg and Fort Lee. He said if these two planning districts can get together and come up with a way to fund a regional plan that is prioritized and includes rail, transit, and road improvements with intermodal connections, he believes the region would have a better chance of convincing the General Assembly and the public to support it. He said without a major planning effort that produces a vision plan for the 21st century that will carry us several decades into the future, it will be difficult to secure significant funding at the state level. Mr. McCarthy thanked the MPO for its attention to this program. Mr. Canizales noted that the NVTB delivered their plan to the General Assembly and the transportation summary was quoted and referenced at various transportation committee and finance committee meetings and he noted that it was a very effective tool. Additional discussion ensued exploring various aspects of conducting such a study for the Richmond region including study funding and bonding authority to follow through with the projects resulting from such a study. Chairman Setliff noted that this would be a good agenda item for discussion at a future MPO meeting.

C. MPO Citizen Transportation Advisory Committee (CTAC) Meeting Report –

CTAC Chairman Bill Nelson noted the report under tab five of the agenda package on the January 23 CTAC meeting and reported that the primary topic of discussion at the meeting was in response to a citizen concern expressed during the public comment period of the CTAC meeting regarding need for improvement and maintenance of Deepwater Terminal Road by the City of Richmond and the need for a bus route to serve that area of the City. Mr. Nelson noted the resolution contained in the agenda package and said CTAC is requesting the MPO to forward this resolution to the City of Richmond Public Works Director and the GRTC Director of Planning and Government Relations for their consideration. He offered to answer questions and none were voiced. Dan Lysy said if there were no objections, that it would be reasonable for staff to forward this citizen comment on to the City of Richmond Public Works Director and the GRTC Director of Planning and Government Relations for their information and consideration. Chairman Setliff concurred and no objections were voiced.

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

EDAC Chairman Linda Broady-Myers reported that EDAC would like to request an amendment to the MPO bylaws that would allow each EDAC member to have a second alternate member. She said the committee is

comprised mostly of elderly and disabled persons, many of whom have some sort of hardship getting to EDAC meetings. Additionally, Ms. Broady-Myers pointed out that the groups represented on EDAC are mostly nonprofit organizations with limited staff that is already stretched thin and “wearing many hats.” She noted that when the regular member or alternate are unable to attend, many organizations have another staff member or volunteer staff that could attend the meeting, but because they’re not appointed as the alternate, they would not be able to vote. Consequently, there have been several EDAC meetings with no quorum and Ms. Broady-Myers indicated EDAC would like to avoid that happening again. Dan Lysy said he believes the Executive Committee should consider this item prior to MPO consideration and he apologized for not having had time to prepare this item for Executive Committee review, which met earlier today, but said it would be ready for review at the next Executive Committee meeting.

E. Draft MPO Public Participation Plan –

Lee Yolton reported that in order for the 2026 Long-Range Transportation Plan and the Transportation Improvement Program to be SAFETEA-LU compliant, the “MPO Public Participation Guidelines” document had to be revised to address several requirements of the new legislation dealing with consultation with interested parties and with federal and state agencies and organizations. He said staff has prepared a revised, reformatted document, the “MPO Public Participation Plan,” which incorporates the required changes and is easier to review in terms of meeting various federal requirements. Mr. Yolton said TAC, CTAC, and EDAC have all reviewed the draft document and provided suggestions and input, some of which have been incorporated into the draft plan. He said staff is requesting that the MPO take action to authorize submission of the draft “MPO Public Participation Plan” for a 45-day public review period so that it may be considered by the MPO at its April meeting for final review and action. He said staff will document any comments received and provide those, along with staff response to those comments, at the April MPO meeting.

In response to questions, Dan Lysy explained that this document will be available for public review over a 45-day review period which will be posted on the RRPDC web site and advertised in the *Richmond Times-Dispatch*, the *Richmond Free Press*, and the *Virginia Voice*. In addition, Mr. Lysy said numerous interested parties and organizations involved in our public participation process would be notified of the public review period for the draft document and provided an opportunity for review and comment. Mr. Lysy said a public meeting is not planned at this time. He noted that one asset the Richmond Area MPO has that most other MPO’s do not are the Citizens Transportation Advisory Committee (CTAC) and the Elderly and Disabled Advisory Committee (EDAC), which he said

provide focused attention by dedicated individuals into the MPO process. In response to other questions related to obtaining citizen input, Mr. Lysy noted that a telephone survey is being conducted by GRTC as part of the Comprehensive Operations Analysis and the results will be used in developing the 2031 Long-Range Transportation Plan. He also said that public meetings will be held during development of the Regional Mass Transit Study and the Long-Range Plan.

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

RESOLVED, that the Richmond Area Metropolitan Planning Organization (MPO) authorizes submission of the draft "Public Participation Plan for the Metropolitan Transportation Planning and Programming Process, Richmond Area MPO" for public review and comment.

F. Proposed Functional Classification for MPO Area Roads –

Mr. Yolton reported that several questions were raised about the functional classification system at the December 14 MPO meeting asking exactly what it means and the implications of it. He said staff forwarded those questions to VDOT staff and they provided a written response included on page two under tab eight of the agenda package. Mr. Yolton said those questions and responses were reviewed at the January 18 TAC meeting and that discussion generated additional questions about the functional classification system. Mr. Yolton said staff will return to TAC with some answers to their questions and that VDOT needs more time to work on statewide mileage figures for roadway functional classifications. He advised Chairman Setliff that staff would like to report back to the MPO on some of the answers received in the next round of discussion about functional classification. Mr. Yolton offered to answer questions. Discussion ensued and the following points were brought forward:

- The Department of Emergency Services is conducting a study to determine emergency evacuation routes from Hampton Roads west to Richmond and beyond in case of a hurricane; however functional classification has no bearing on emergency evacuation plans, which are primarily operational in nature.
- Determining the functional classification of a throughway should be a simple process that looks at what the road actually does in terms of access to adjacent properties, and how it serves traffic for long distance or for local traffic.
- Functional classification should change only when the character of the area being served changes, i.e., going from an urban to a rural area, or

changing traffic patterns. Traffic volume is not a factor in determining the functional class of a roadway.

- VDOT is allowed a certain mileage based on federal requirements for certain functional class categories throughout the state with certain ratios in terms of how many miles a principle arterial is compared to other roads.
- The charts on pages 7 and 8 of tab 8 indicate by virtue of blank spaces that VDOT is still working on the Richmond area trying to come up with mileage. While functional class should be a simple function of the road function, the state is also operating under restrictions of so much mileage per category that they are allocated to our region and trying to balance those numbers statewide.

G. MPO Allocation of Upcoming RSTP and CMAQ Funds –

Barbara Nelson, RRPDC Principal Planner, reported on a special meeting of the MPO Technical Advisory Committee (TAC) held February 1 for the purpose of recommending a process for allocation of FY 08 RSTP and CMAQ funds. Ms. Nelson provided a summary handout at the meeting that provided TAC and staff recommendations on this matter and staff estimates the balance-to-complete cost of projects underway to be about \$72 million, while projected annual allocations of combined RSTP/CMAQ funds are estimated at between \$23 and \$24 million. Ms. Nelson pointed out that at the current rate of cost escalation, these projects underway could nearly consume the entire allocation budget for the next four years. She noted that MPO guidelines for the RSTP and CMAQ funds allocation review and selection process do not provide guidance on how funds should be allocated to existing projects other than noting that RSTP/CMAQ allocations should be given first priority to existing projects. Ms. Nelson said staff provided a recommended process for allocating funds for TAC consideration. After considerable discussion, TAC agreed on a process for RSTP and CMAQ project review and selection that focused on advancing existing projects with “balances to complete,” giving priority to those projects with identified debt-payoff or those ready for construction or right-of-way acquisition before recommending funds for new projects. The process includes an 11.4 percent off-the-top allocation of CMAQ funds for RideFinders and spells out specific procedures. TAC reviewed and revised project lists provided by staff and made adjustments to cost estimates, balance-to-complete estimates, and other appropriate changes to listed projects. TAC then agreed to provide lists of projects for their jurisdiction that are ready to move forward and are in need of RSTP and/or CMAQ funds with priority being given to allocating funds to projects underway or ready for construction. Staff would compile the project lists according to agreed upon guidelines for consideration at the February 15 TAC meeting, with TAC agreeing to meet as long as necessary to meet VDOT’s March 16

deadline for submission of projects to be included in the tentative Six-Year Improvement Program (SYIP). Ms. Nelson said TAC voted unanimously to request the MPO to allow TAC to act on behalf of the MPO to develop a final list of projects to be submitted for VDOT inclusion in the tentative SYIP. Ms. Nelson also noted the MPO would have an opportunity to review the final list of projects submitted by TAC and make changes at the April 12 meeting, in time for the April 26 deadline for submission of the final list, and in light of the fact that the MPO does not plan to hold a March meeting. Ms. Nelson offered to answer any questions.

Significant discussion ensued. Staff recommended that TAC agree on the project list unanimously in order for it to be submitted to VDOT for the tentative SYIP and George Homewood expressed concern that this is a tough standard. Mr. Homewood noted that the TAC recommendation was for a draft submission for a draft plan and the MPO would review the draft list and have an opportunity to make changes in the final submission at the April MPO meeting. Dan Lysy noted that the submission of a draft list for the draft SYIP is not critical, but is helpful to VDOT and since there are areas of disagreement, staff believes unanimity is important. TAC Chairman Bill Britton said TAC spoke and sent the matter to the MPO requesting permission to act without the unanimous vote and that they were not aware that staff planned to recommend a unanimous vote. Mr. Lysy said staff supports the TAC recommendation with the addition of the unanimous vote requirement; however, it that creates too many difficulties, then staff would be agreeable to striking that requirement. Following additional discussion which clarified that if the changes made by TAC at its March 7 meeting are not acceptable to the MPO, changes may be made by the MPO at its April 12 meeting even if the draft project list has been submitted to VDOT for the SYIP. Stran Trout pointed out that submitting the draft project list on behalf of the MPO gets the list in the door at the earliest opportunity, which he said is always a good idea when dealing with government.

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

RESOLVED, that the Richmond Area Metropolitan Planning Organization (MPO) authorizes action by the MPO Technical Advisory Committee (TAC) to submit the MPO's list of proposed FY 08 – FY 11 RSTP and CMAQ projects to the Virginia Department of Transportation (VDOT) for inclusion in VDOT's tentative Six-Year Improvement Program.

IV. OTHER BUSINESS

No other business was brought forward for consideration.

V. ADJOURNMENT

Chairman Setliff adjourned the meeting at approximately 4:10 p.m.