

**RICHMOND AREA
METROPOLITAN PLANNING ORGANIZATION**

MINUTES OF MEETING

October 9, 2008

MEMBERS PRESENT

REPRESENTING

Kathy C. Graziano, Chair	City of Richmond
Patricia O'Bannon, Vice Chair	County of Henrico
Robert M. Berry	RMA
Malvern R. Butler	County of Goochland
Karin Carmack	County of Powhatan
Deborah B. Coats (Alternate)	County of Hanover
Timothy W. Cotman	County of Charles City
Robert A. Crum	RRPDC
Marleen K. Durfee	County of Chesterfield
Gary A. DuVal (Alternate)	City of Richmond
Ralph J. "Joe" Emerson	County of Henrico
E. Todd Eure	County of Henrico
Thomas E. Flynn	City of Richmond
Lawrence C. Hagin (Alternate)	GRTC Transit System
Edward L. Henson, III	Town of Ashland
Corey W. Hill (Alternate)	VDRPT
George M. Homewood	County of New Kent
Daniel Johnson (Nonvoting Alternate)	EDAC
Mark E. Riblett (Alternate)	VDOT
Ellen F. Robertson	City of Richmond
Cherika N. Ruffin (Alternate)	RideFinders
Robert R. Setliff	County of Hanover
Barbara K. Smith (Alternate)	County of Chesterfield
Frank Thornton	County of Henrico
Stran L. Trout	County of New Kent
Joseph E. Vidunas	County of Hanover
Joseph B. Walton	County of Powhatan
Dexter C. White (Alternate)	City of Richmond

MEMBERS ABSENT

REPRESENTING

Joseph Andrews, Jr.	County of Goochland
Virginia H. Axtell (Nonvoting)	CTAC
Charles Badger (Nonvoting)	VDRPT
Viktoria W. Badger	City of Richmond
Linda G. Broady-Myers (Nonvoting)	EDAC
Cliff Burnette (Nonvoting)	VDA
Tony Cho (Nonvoting)	FTA

MEMBERS ABSENT (Cont.)

REPRESENTING

Tammye Davis (Nonvoting) FHWA
Daniel A. Gecker County of Chesterfield
John Gordon County of Hanover
Thomas A. Hawthorne VDOT
James M. Holland County of Chesterfield
John M. Lewis GRTC Transit System
John McCracken County of Chesterfield
John Rutledge CRAC
Von Tisdale (Nonvoting) RideFinders

OTHERS PRESENT

REPRESENTING

Daniel N. Lysy, **Secretary** (Alternate) RRPDC
John T. Benton Citizen
Carolyn Cios County of Powhatan
Kelly Hickok Resources for Independent Living, EDAC Member
Mike Schnurman County of Henrico
Anne Darby RRPDC
Jin Lee RRPDC
Sharon Robeson RRPDC
Lee Yolton RRPDC

CALL TO ORDER

MPO Chairman Kathy C. Graziano called the October 9, 2008 meeting of the Richmond Area Metropolitan Planning Organization (MPO) to order at approximately 3:10 p.m. in the large conference room of the Richmond Regional Planning District Commission offices. Chairman Graziano introduced and welcomed new RRPDC Executive Director and new MPO member Robert A. Crum. Chairman Graziano noted the appointment of new Charles City County MPO alternate member John “Jack” F. Miniclier who was not in attendance.

I. ADMINISTRATION

A. Certification by MPO Secretary of Meeting Quorum –

Dan Lysy reported that a quorum was present.

B. Additions to MPO Agenda –

There were no requests for additions to the agenda.

C. Minutes of the August 14, 2008 MPO Meeting –

On motion of Malvern R. Butler, seconded by Patricia S. O'Bannon, the MPO unanimously approved the minutes of the August 14, 2008 meeting as presented.

D. Open Public Comment Period –

There were no requests to address the MPO, and Chairman Graziano closed the public comment period.

E. MPO Chairman's Report –

1. Resolutions of Appreciation –

Chairman Graziano noted both of those being honored by resolution of appreciation were not in attendance at today's meeting and she called for action on the resolutions contained in the agenda package. On motion of Malvern R. Butler, seconded by Patricia S. O'Bannon, the MPO voted unanimously to approve the following resolutions:

WHEREAS, William R. Britton, Jr. has served with distinction as the Charles City County alternate voting member on the Richmond Area Metropolitan Planning Organization (MPO); and

WHEREAS, William R. Britton, Jr. was appointed by the Charles City County Board of Supervisors on October 27, 1998 as the County's first alternate MPO member; and

WHEREAS, William R. Britton, Jr. has distinguished himself as an outstanding representative of Charles City County by also serving on the MPO Technical Advisory Committee (TAC) and on several MPO special purpose committees including the 2018, 2023, 2026, and 2031 Long-Range Transportation Plan advisory committees; and

WHEREAS, William R. Britton, Jr. has further distinguished himself as a dedicated, active, and involved leader of TAC through his service as TAC Vice Chairman for two terms and TAC Chairman for two terms; and

WHEREAS, after many years of service at Charles City County and at other local governments, William R. Britton, Jr. has decided to retire;

NOW, THEREFORE BE IT RESOLVED, that the MPO does hereby express its sincere gratitude and heartfelt appreciation this ninth day of October 2008 to William R. Britton, Jr. for his

outstanding and exemplary service on the MPO, and as a public servant to the citizens of the Richmond region.

And,

WHEREAS, H. Charles Rasnick was appointed by past MPO Chairman Robert R. Setliff as one of the MPO Chairman's citizen appointees to the Richmond Area Metropolitan Planning Organization (MPO); and

WHEREAS, H. Charles Rasnick was reappointed by past MPO Chairman R. M. "Dickie" King, Jr. to continue his service on the MPO as one of the MPO Chairman's citizen appointees; and

WHEREAS, H. Charles Rasnick has been a diligent and active non-voting member of the MPO during his term as MPO Chairman citizen appointee; and

WHEREAS, the members of the MPO wish to express their sincere appreciation to H. Charles Rasnick;

NOW, THEREFORE BE IT RESOLVED, that the Richmond Area Metropolitan Planning Organization does hereby express its sincere appreciation and gratitude this ninth day of October 2008 to H. Charles Rasnick for his service to the Richmond Area Metropolitan Planning Organization.

2. Other Business –

Chairman Graziano had no other business to report.

F. RRPDC Transportation Director's Report –

Mr. Lysy noted there were several information items attached in the agenda package and in the interest of time, he referred the MPO to the agenda package for these items. Mr. Lysy offered to address any questions and there were none.

1. VDOT Statewide Bicycle Advisory Committee –

2. RideFinders ACT Award –

3. Will Shippers turn to barges? –

4. Other Business –

Mr. Lysy had no other business to report.

II. OLD BUSINESS

A. Report on Financial Close-Out of Previous Allocations of RSTP and CMAQ Funded Projects –

Mark Riblett reported that VDOT is on track to meet the December 1 deadline promised by VDOT Chief Financial Officer Reta Busher regarding financial close-out of previously allocated RSTP and CMAQ funded projects. On request of Chairman Graziano, Mr. Riblett reviewed that there were a number of RSTP and CMAQ projects over many years beginning in the early nineties, through the present, which are undergoing a reconciliation process to look at allocations, expenditures, any balances, or any deficits for each of those projects. He said the report that will come back will include any information on the findings of what is possibly left on any of those RSTP and CMAQ projects in the Richmond area from a funding standpoint. Chairman Graziano thanked Mr. Riblett for his report.

III. NEW BUSINESS

A. Consent Action Item –

1. Transportation Enhancement Funds Applications Endorsement –

On motion of George W. Homewood, seconded by Patricia S. O'Bannon, 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 Regional Priority Transportation Projects –

Dan Lysy noted that usually in the fall of each year, the MPO takes action on its list of regional priority projects; however, he reported that staff has not yet received word from VDOT on when the fall preallocation meetings will be held. He asked Mr. Riblett if he had any word on when these meetings, which are required for the Six-Year Improvement Program to go forward, might be held. Mr. Riblett responded that the fall meetings have not been scheduled and that additional information on how this process will proceed should be forthcoming over the next several weeks. Mr. Riblett said that there is a required public hearing in the spring before the adoption of a new Six-Year Plan, but there is no information on a schedule for the fall meetings at this time. In response to a question as to why there

is a delay in scheduling these meetings, Mr. Riblett said he believes there is a need to finalize updated financial projections to determine the impact on the Six-Year Improvement Program.

C. 2031 Long-Range Transportation Plan (LRTP) Update Committee Review Comments –

Lee Yolton reported that the Long-Range Transportation Plan Advisory Committee held a meeting on September 25 in response to the MPO's request to explore how to conduct the next LRTP planning effort. Mr. Yolton reported the meeting was very productive and the results have been drafted and are being circulated to LRTP Advisory Committee members for their final review. Mr. Yolton reported that staff anticipates the committee's recommendations to be ready for consideration at the November 13 MPO meeting. Mr. Yolton offered to answer questions and there were none.

D. MPO Citizens Transportation Advisory Committee (CTAC) Meetings Report –

Dan Lysy noted the report contained in the agenda package under tab seven and, in the absence of CTAC Chairman Virginia Axtell, offered to answer questions, and there were none.

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

Dan Lysy noted the report contained in the agenda package under tab eight and, in the absence of EDAC Chairman Linda Broady-Myers, asked EDAC Vice Chairman Dan Johnson if he had any comments or report to make and Mr. Johnson responded no. Mr. Lysy offered to answer questions, and there were none.

F. Richmond Urbanized Area Coordinated Human Service Mobility Plan (CHSMP) and GRTC Program Management Plan (PMP) –

Dan Lysy said he would provide an overview of the Coordinated Human Service Mobility Plan (CHSMP); the Federal Transit Administration programs covered under the plan; the responsibilities of the FTA Designated Recipient, GRTC Transit System; and the GRTC Program Management Plan (PMP). Mr. Lysy used the following slides in his PowerPoint presentation:

- Coordinated Human Service Mobility Plan and GRTC Program Management Plan (cover slide)
- Coordinated Human Service Mobility Plan; GRTC Program Management Plan (list of topics)

- 1. Overview of FTA Programs (section cover slide)
- FTA Programs Overview; Elderly and Persons with Disabilities; Section 5310
- FTA Programs Overview; Job Access Reverse Commute (JARC); Section 5316
- FTA Programs Overview; New Freedom; Section 5317
- 2. Coordinated Human Service Mobility Plan (CHSMP) (section cover slide)
- Coordinated Human Service Mobility Plan; Plan Elements (five slides)
- 3. FTA Designated Recipient – GRTC Transit System (section cover slide)
- FTA Designated Recipient – GRTC Transit System; Role of Designated Recipient (two slides)
- FTA Designated Recipient – GRTC Transit System; Designated Recipient – GRTC (two slides)
- 4. GRTC Program Management Plan (PMP) (section cover slide)
- GRTC Program Management Plan (PMP); PMP Purpose
- GRTC Program Management Plan (PMP); Roles/Responsibilities – GRTC (two slides)
- GRTC Program Management Plan (PMP); Roles/Responsibilities – Subrecipients
- GRTC Program Management Plan (PMP); Project Selection Criteria (two slides)
- GRTC Program Management Plan (PMP); Project Selection Committee
- GRTC Program Management Plan (PMP); GRTC Administrative/Management Costs
- GRTC Program Management Plan (PMP); Available Funds
- GRTC Program Management Plan (PMP); Eligible Applicants
- Thank You! Questions? (closing slide)

Mr. Lysy summarized the requested MPO action in the report under tab nine in the agenda package, reviewed portions of the proposed resolution, and offered to answer questions. He said the MPO is requested to take action to approve the Coordinated Human Service Mobility Plan, which will allow the two FTA programs, 5316 and 5317, to go forward so that GRTC can initiate the application process for interested applicants. Mr. Lysy asked Larry Hagin from GRTC Transit System and Corey Hill from the Virginia Department of Rail and Public Transportation if they had additional comments and they did not. During and following Mr. Lysy's presentation, the following points were brought forward:

- As part of assessing the available transportation services and resources, the VDRPT consultant looked at various applications submitted for Section 5310 funds in the region which reflected those agencies with an interest in providing transportation services to their

clients and programs, what some of the needs were and also the available resources.

- There are limited funds for these programs, and though there is no assurance as to how long these program funds will be continued, Mr. Lysy speculated saying that historically speaking, these programs will likely be renewed or continued through the next several years along approximately the same or a slightly reduced level of funding. He said he could not provide a definitive answer as to how long these programs may continue.

On motion of Patricia S. O'Bannon, seconded by Stran L. Trout, the Richmond Area Metropolitan Planning Organization unanimously approved the following resolution:

WHEREAS, the final draft *Richmond/Petersburg Metropolitan Planning Areas, Coordinated Human Service Mobility Plan*; the *GRTC Transit System Project Management Plan, Job Access and Reverse Commute (JARC – Section 5316) and New Freedom (Section 5317)*; and the “Section 5316 Job Access and Reverse Commute (JARC) Program and Section 5317 New Freedom Program, FY _____ - FY _____ Application” documents have been reviewed and recommended by the MPO Technical Advisory Committee (TAC), the MPO Elderly and Disabled Advisory Committee (EDAC) and the Richmond Regional Planning District Commission staff; and

WHEREAS, the Richmond Area MPO has taken action to designate GRTC Transit System as the Federal Transit Administration designated recipient for administering FTA Section 5316 and FTA Section 5317 program funds for use by qualified and approved applicants for the benefit of the Richmond Urbanized Area; and

WHEREAS, the Tri-Cities Area MPO has taken action to endorse GRTC Transit System as the designated recipient for the Richmond Urbanized Area FTA Section 5316 and FTA Section 5317 program funds, and to endorse the “Richmond/Petersburg Metropolitan Planning Area, Coordinated Human Service Mobility Plan”;

NOW THEREFORE BE IT RESOLVED, that the Richmond Area Metropolitan Planning Organization (MPO) approves the *Richmond/Petersburg Metropolitan Planning Areas, Coordinated Human Service Mobility Plan* and the *GRTC Transit System Project Management Plan, Job Access and Reverse Commute (JARC – Section 5316) and New Freedom (Section 5317)* as presented; and

BE IT FURTHER RESOLVED, that the MPO endorses the establishment of and authorizes the participation of those designated by GRTC Transit System on a project review and selection committee for the purpose of reviewing and scoring applications for FTA Section 5316 and

FTA Section 5317 program funds as administered by GRTC Transit System with the project review and selection committee's membership established as follows:

- One staff official from the Virginia Department of Rail and Public Transportation
- One staff official from the Richmond Area Metropolitan Planning Organization
- One staff official from the Tri-Cities Area Metropolitan Planning Organization
- One human services agency member from the Richmond area
- One human services agency member from the Tri-Cities area
- One consumer representative who is a CARE (i.e., Community Assisted Ride Enterprise, the GRTC Transit System ADA-compliant paratransit services program) paratransit service user
- One public transportation consumer representative from the Tri-Cities area

IV. OTHER BUSINESS

No other business was brought forward for MPO consideration.

V. ADJOURNMENT

Chairman Kathy Graziano adjourned the meeting at approximately 3:40 p.m.