

June 17, 2021

Pursuant to the City of Roanoke Emergency Ordinance adopted by the Roanoke Valley Transportation Planning Organization (RVTPO) Policy Board on April 23, 2020 and 2021 Virginia General Assembly legislation SB1271 passed February 27, 2021, the June meeting of the RVTPO will be held virtually via Zoom on Thursday, June 24, 2021 at 1:00 p.m.

Under the current State of Emergency, and until further notice, it has been deemed unsafe to assemble a quorum of a public body in one place. Any members of the public may view and participate in the meeting through electronic means. Meeting details are listed on the second page of the agenda. All materials made available to the members will be made available to the public at the same time by posting on the RVARC website.

AGENDA

1. Welcome, Call to Order, Roll Call..... *Chairman Martin*
2. Approval of Consent Agenda Items *Chairman Martin*
 - A. Approval of Agenda
 - B. Action on the May 27, 2021 RVTPO Minutes, pp. 3-6
3. Remarks by the Chair *Chairman Martin*
 - A. Roanoke Valley Transportation Planning Organization will resume in-person meetings as of July 1, 2021
4. Appointment of 2021 RVTPO Nominating Committee *Chairman Martin*
5. Overview of the FTA 5310 Grant Program.....*Bryan Hill*
6. Amendment to the FY 2021-2024 Transportation Improvement*Bryan Hill*
 Program- Roanoke County CORTRAN Service, p. 7

PUBLIC HEARING (Sign-Up Requested/3-Minute Limit Per Speaker)

Open Public Hearing – Comment Period – Close Public Hearing *Chairman Martin*

7. Adoption of Resolution Approving Amendment to the FY 2021-2024.....*Chairman Martin*
 Transportation Improvement Program, p. 8

TPO POLICY BOARD: Cities of Roanoke and Salem; Counties of Bedford, Botetourt, Montgomery and Roanoke; Town of Vinton; Greater Roanoke Transit Company (*Valley Metro*); Roanoke-Blacksburg Regional Airport; Virginia Department of Rail & Public Transportation; Virginia Department of Transportation

8. Other Business
9. Comment Period by RVTPO Policy Board Members and/or Public
10. Adjournment

*In accordance with adopted procedures, the Roanoke Valley-Alleghany Regional Commission (RVARC) Office Manager Virginia Mullen will provide public notice of this by posting it on the Commission's website (<http://rvarc.org/meetings/agendas-and-minutes/>) and distribution via electronic mail to media. Bryan Hill, Regional Planner III, will be the host for the virtual meeting. Prior to this meeting, the public may email Bryan Hill at bhill@rvarc.org with comments or call the RVARC at 540-343-4417. There will be public comment period during **item #9**. Members of the Board and the public will be able to access this meeting through Zoom, either by clicking on the web link below (preferable) or by dialing in using the phone number (for listen-only participation). Access information is as follows:*

For computer and smartphone users, use the web link provided below for optimal engagement.

<https://us02web.zoom.us/j/83342220117?pwd=TzhjTEZ0Q3c3dkgwSjV4eW1KS1RHQT09>

Meeting ID: 833 4222 0117

Passcode: 109778

For dial-in access with limited ability to participate in the meeting, a phone number is provided.

Phone: (929) 205-6099

Meeting ID: 833 4222 0117

Passcode: 109778

Public Input Policy

“At the end of each Roanoke Valley TPO Policy Board meeting, the RVTPO Policy Board will allow for an open public forum/comment period. This comment period shall not exceed one-half hour in length and each speaker will be asked to sign up and be allowed a maximum of three (3) minutes to speak.”.

ADA Compliance

The Roanoke Valley Transportation Planning Organization intends to comply with the Americans with Disabilities Act and confirms that the office located at 313 Luck Avenue, SW, Roanoke, VA is ADA compliant. If you have a disability and wish to request assistance or a special accommodation, please inform Bryan Hill at 540-343-4417 or bhill@rvarc.org no later than 48 hours in advance of the posted meeting.

MINUTES

Pursuant to the City of Roanoke Emergency Ordinance adopted by the Roanoke Valley Transportation Planning Organization (RVTPO) Policy Board on April 23, 2020 and 2021 Virginia General Assembly legislation SB1271 passed February 27, 2021, the May meeting of the RVTPO Policy Board was held a virtually via Zoom on Thursday, May 27, 2021 at 1:00 p.m. Under the current State of Emergency, and until further notice, it has been deemed unsafe to assemble a quorum of a public body in one place.

TPO VOTING MEMBERS PRESENT

Mickey Johnson	Bedford County
Steve Clinton	Botetourt County
Billy Martin, <i>Chair</i>	Botetourt County
Steve Fijalkowski	Montgomery County
Phil North, <i>Vice Chair</i>	Roanoke County
David Radford	Roanoke County
Robert Jeffrey	City of Roanoke
Stephanie Moon Reynolds	City of Roanoke
Renee Turk	City of Salem
Kevin Price	Greater Roanoke Transit Company (Valley Metro)
Daniel Sonenklar	Va. Dept. of Rail and Public Transportation
Ken King	Virginia Dept. of Transportation – Salem District

TPO VOTING MEMBERS ABSENT

Bill Jones	City of Salem
Mike Stovall	Town of Vinton
Keith Liles	Town of Vinton

TPO NON-VOTING MEMBERS PRESENT

Ben Tripp	Chair of the TPO Transp. Technical Committee
Richard Caywood	Roanoke County
Lee Osborne	Roanoke Valley-Alleghany Reg. Commission

Others Present: Megan Cronise, Roanoke County; Michael Gray, Virginia Department of Transportation- Salem District; Anthony Ford, Virginia Department of Transportation- Salem District; Mark Jamison, Roanoke City; Lindsay Webb, Roanoke City; Will Crawford, Roanoke County.

Staff Present: Cristina Finch, Rachel Ruhlen, Jeremy Holmes, Eddie Wells, Matt Miller, Amanda McGee, Tim Pohlad-Thomas, Wayne Strickland, and Virginia Mullen.

1. CALL TO ORDER, ROLL CALL, OPENING STATEMENT BY THE CHAIR

Chair Martin called the meeting to order at 1:00 p.m. A quorum was present.

TPO POLICY BOARD: Cities of Roanoke and Salem; Counties of Bedford, Botetourt, Montgomery and Roanoke; Town of Vinton; Greater Roanoke Transit Company (*Valley Metro*); Roanoke-Blacksburg Regional Airport; Virginia Department of Rail & Public Transportation; Virginia Department of Transportation

Chair Martin read the following opening statement...*"Pursuant to the City of Roanoke Emergency Ordinance adopted by the RVTPO Policy Board on April 23, 2020 and 2021 Virginia General Assembly legislation SB1271 passed February 27, 2021, the May meeting of the RVTPO Policy Board will be held virtually via Zoom on Thursday, May 27, 2021 at 1:00 p.m. Under the current State of Emergency, and until further notice, it has been deemed unsafe to assemble a quorum of a public body in one place. Any members of the public may view and participate in the meeting through electronic means. Meeting details are listed on the second page of the agenda. All materials made available to the members will be made available to the public at the same time by posting on the RVARC website."*

2. APPROVAL OF CONSENT AGENDA ITEMS

The following consent agenda items were distributed earlier:

- A. May 27, 2021 RVTPO Meeting Agenda
- B. April 22, 2021 RVTPO Minutes
- C. Request to release Amendment #1 to the Transportation Improvement Program (TIP) for Public Comment

Motion: by Ms. Turk to approve items (A), (B) and (C), as distributed. The motion was seconded by Ms. Moon Reynolds.

RVTPO Policy Board Action: Roll call vote: Ayes- 10 (Clinton, Martin, Jeffrey, Moon Reynolds, Fijalkowski, North, Radford, Turk, King, Price); Nays-0; Abstentions-0. Motion carried unanimously.

3. REMARKS BY THE CHAIR

- Chair Martin noted that he represented the RVTPO and the RVARC at the May 5th Commonwealth Transportation Board Public Meeting and presented the planned funded, and current transportation projects in our region.
- Every year in the Commonwealth of Virginia we celebrate transportation day on Thursday, before Memorial Day - which is today May 27, 2021. A short video recognizing "Celebrate Transportation Day", prepared by the RVARC staff was presented at the meeting and also available at <https://www.youtube.com/watch?v=vGRSlOjtQog>.

4. ACTION TO ALLOCATE FY22 HIGHWAY INFRASTRUCTURE PROGRAM AND HIGHWAY INFRASTRUCTURE PORGRAM CRRSAA

Cristina Finch reported that staff was notified that the RVTPO will receive HIP>200k and HIP-CRRSAA>200k funds. The amount allocated to the RVTPO is \$1,946,778. A summary of the funding obligation requirements for both programs were presented in the staff report, previously distributed with the agenda packet. Given the obligation and expenditure deadlines of the funding programs, staff had provided options and recommendations for allocation of the FY22 HIP funding in the staff report and explained by Ms. Finch at the meeting. Ms. Finch noted that these are new sources of funds and do not have established project application and selection processes like the RVTPO STBG and TA programs.

Mr. Radford asked if the Transportation Technical Committee (TTC) and Virginia Department of Transportation (VDOT) had a chance to look and comment on the proposed use of HIP funds. Ms. Finch explained that staff had discussion with VDOT about the funds, and it is preferable if the projects can be included in the approved final six-year improvement program. Ms. Finch added that these are new sources of funds and do not have established project application and selection processes therefore the proposal was not required to be reviewed by the TTC but if the Board would like to involve the TTC they can.

Mr. Radford commented that his understanding was that it was not urgent to obligate these funds. Ms. Finch explained the funds must be obligated by FY24 and expended by FY29; funds are available as of July 1, 2021. She also explained that for new projects such as the Washington Avenue Study, there is a time sensitivity if a recommendation from the study is to be submitted as a SMART SCALE Round 5 application given that the project would need to be amended into the RVTPO's Transportation Improvement Program before the study could begin. Ms. Finch explained that the Board is already planning a public comment period and public hearing for another TIP Amendment for the June meeting, and there is efficiency when combining items.

Mr. King commented that he is uncertain if staff had coordinated and discussed with the VDOT project manager administrating the Valley Pointe Parkway project if the project can be moved forward. Mr. King commented that it would be valuable to receive a recommendation from the TTC.

Mr. North asked how much STBG committed funds were allocated to the Valley Pointe project. Ms. Finch replied that the STBG funds committed to the project were \$2.5 million and with the HIP funds allocation that amount would come down to \$1,134,388.

Ms. Moon Reynolds concurred with Mr. King and Mr. Radford that it is a good practice to seek a recommendation from the TTC for things such as this.

Motion: by Mr. Radford to seek a recommendation from the TTC on the allocation of FY22 HIP funding. The motion was seconded by Ms. Moon Reynolds.

RVTPO Policy Board Action: Roll call vote: Ayes- 10 (Johnson, Clinton, Martin, Jeffrey, Moon Reynolds, Fijalkowski, North, Radford, Turk, King, Price); Nays-0; Abstentions-0. Motion carried unanimously.

Mr. North commented if there is a time constraint the TTC could hold a special called meeting.

5. PUBLIC HEARING ON THE PUBLIC PARTICIPATION PLAN

The Public Participation Plan, adopted in 2018, is reviewed every three years and adjusted as needed. After reviewing it, staff recommended minor revisions to clarify requirements. A 45-day public comment period was held, and a survey ran from March 4 to April 19, 2021.

PUBLIC HEARING- Chairman Martin opened the public hearing on the Public Participation Plan of the Roanoke Valley Transportation Planning Organization and asked for comments by the public. No comments were voiced. Chairman Martin declared the public hearing closed.

6. ADOPTION OF RESOLUTION APPROVING THE PUBLIC PARTICIPATION PLAN

Staff presented a supporting resolution approving the update to the Public Participation Plan.

Motion: by Mr. North to approve the resolution by the Roanoke Valley Transportation Planning Organization to update the Public Participation Plan, as presented. The motion was seconded by Mr. Jeffrey.

RVTPO Policy Board Action: Roll call vote: Ayes- 10 (Johnson, Clinton, Martin, Jeffrey, Moon Reynolds, Fijalkowski, North, Radford, Turk, King, Price, Sonenklar); Nays-0; Abstentions-0. Motion carried unanimously.

7. **PUBLIC HEARING ON THE FY22-27 SURFACE TRANSPORTATION BLOCK GRANT (STBG) FINANCIAL PLAN**

Cristina Finch gave an overview of the FY22-27 STBG Financial Plan's development activities since November 2020. Ms. Finch noted the Board had indicated a desire to increase funding for four current projects to which a public hearing was advertised. The proposed financial plan was included in the staff report.

PUBLIC HEARING- Chairman Martin opened the public hearing on the FY22-27 Surface Transportation Block Grant (STBG) Financial Plan of the Roanoke Valley Transportation Planning Organization and asked for comments by the public. No comments were voiced. Chairman Martin declared the public hearing closed.

8. **ADOPTION OF RESOLUTION APPROVING THE FY22-27 STBG FINANCIAL PLAN**

Staff presented a supporting resolution approving the FY 2022-2027 Surface Transportation Block Grant (STBG) Financial Plan.

Motion: by Ms. Moon Reynolds to approve the resolution by the Roanoke Valley Transportation Planning Organization approving the FY 2022-2027 Surface Transportation Block Grant (STBG) Financial Plan, as presented. The motion was seconded by Mr. Radford.

RVTPO Policy Board Action: Roll call vote: Ayes- 10 (Johnson, Clinton, Martin, Jeffrey, Moon Reynolds, Fijalkowski, North, Radford, Turk, King, Price, Sonenklar); Nays-0; Abstentions-0. Motion carried unanimously.

9. **OTHER BUSINESS**

No other business was discussed.

10. **COMMENT PERIOD BY RVTPO POLICY BOARD MEMBERS AND/OR PUBLIC**

No comments were made.

The meeting adjourned at 1:43 p.m.

Wayne Strickland, Secretary
Roanoke Valley Transportation Planning Organization

STAFF REPORT

June 24, 2021 RVTPO Meeting

**SUBJ: Amendment to the FY 2021-2024 Transportation Improvement Program -
 Roanoke County CORTRAN Service**

This amendment to the FY21-24 Transportation Improvement Program (TIP) is being requested to include Roanoke County’s request for FTA 5310 funding to operate its CORTRAN service for seniors and people with disabilities next year. The Virginia Department of Rail and Public Transportation has recommended this project for inclusion in their FY22-27 Six-Year Improvement Program:

Project Name	Funding Request – Roanoke Co.	Total Project Award	Federal Funding (FTA 5310)	State Funding	Local Funding
CORTRAN 5310	\$207,568	\$119,008	\$119,008	\$0	\$0

At its May 27 meeting, the RVTPO Policy Board released the draft amendment for public comment.

At its June 10 meeting, the TTC recommended approval of the amendment.

Pursuant to the RVTPO Public Participation Plan, a 14-day public comment period began June 10th and concludes on June 23rd, prior to the scheduled public hearing at the June 24 RVTPO meeting.

A resolution of approval follows.

RVTPO Policy Board Action: Consideration of approval for an amendment to the FY 2021-2024 Transportation Improvement Program for the Roanoke County CORTRAN Service.

TPO POLICY BOARD: Cities of Roanoke and Salem; Counties of Bedford, Botetourt, Montgomery and Roanoke; Town of Vinton; Greater Roanoke Transit Company (*Valley Metro*); Roanoke-Blacksburg Regional Airport; Virginia Department of Rail & Public Transportation; Virginia Department of Transportation

The 24th day of June, 2021

RESOLUTION

Approving an Amendment to the RVTPO FY 2021-2024 Transportation Improvement Program for the Roanoke County CORTRAN Service

WHEREAS, the Roanoke Valley Transportation Planning Organization (RVTPO) approved the *FY 2021-2024 Transportation Improvement Program* on June 25, 2020; and

WHEREAS, the inclusion of transportation projects in the Transportation Improvement Program (TIP) is a condition of federal participation in the funding of that project; and

WHEREAS, this amendment to the FY 2021-2024 TIP reflects Roanoke County's request for FTA 5310 funding to operate its CORTRAN service for seniors and people with disabilities. The Virginia Department of Rail and Public Transportation has recommended this project for inclusion in the Commonwealth Transportation Board's FY22 Rail and Public Transportation Six-Year Improvement Program; and

WHEREAS, in accordance with the RVTPO's Public Participation Plan, public input has been sought in amending the RVTPO's TIP, feedback has been presented to the Policy Board, and a duly advertised public hearing was held; and

NOW, THEREFORE BE IT RESOLVED, that the Roanoke Valley Transportation Planning Organization Policy Board does hereby approve this amendment to the *FY 2021-2024 Transportation Improvement Program* for the Roanoke County CORTRAN Service, as presented.

Billy W. Martin, Sr.
Chair

TPO POLICY BOARD: Cities of Roanoke and Salem; Counties of Bedford, Botetourt, Montgomery and Roanoke; Town of Vinton; Greater Roanoke Transit Company (*Valley Metro*); Roanoke-Blacksburg Regional Airport; Virginia Department of Rail & Public Transportation; Virginia Department of Transportation