

AGENDA

Join Zoom Meeting

<https://us02web.zoom.us/j/82586111800?pwd=NmVEdS9EY3d4VHM0UUNRV2JWeC9SZz09>

Meeting ID: 825 8611 1800

Passcode: 658484

Dial in: 1-646-558-8656

Item	Time†	Description
1	4:00 – 4:05	Call to Order: Read the notice of electronic meeting
2	4:05-4:15	Matters from the Public: limit of 3 minutes per speaker Public are welcome to provide comment on any transportation-related topic, including the items listed on this agenda, and/or comment <u>during items</u> marked with an *
3	4:15-4:30	General Administration * - Ryan Mickles, CA-MPO • Staffing Update –Ryan Mickles • Return to in-person meetings –Ryan Mickles ○ Review Remote Participation Policy • Review and Acceptance of the Agenda* • Approval of January 26, 2022 Meeting Minutes* • Approval of March 10, 2022 Special Meeting Minutes* • Approval of March 24, 2022 Meeting Minutes*
4	4:30-4:45	FY23 Unified Planning Work Program (UPWP)* - Ryan Mickles, CA-MPO • Staff report on Draft FY23 UPWP • Draft FY23 UPWP • Resolution
5	4:45-5:00	SMART SCALE Resolutions of Support – Ryan Mickles, CA-MPO • Resolution of Support for MPO Project Submissions* • Resolution of Support for Local Project Submissions*
6	5:00-5:05	CTAC Appointment* – Ryan Mickles, CA-MPO • Request to re-appoint Donna Chen and Stuart Gardner as MPO appointees to the Citizen Transportation Advisory Committee
7	5:05-5:20	Staff updates • TIP Amendments – Lucinda Shannon, CA-MPO • Regional Transit Visioning Plan – Lucinda Shannon, CA-MPO • Transit Governance Study – Lucinda Shannon, CA-MPO • RideShare – Sara Pennington, RideShare
8	5:20-5:40	Roundtable Updates
9	5:40-5:50	Items Added to the Agenda
10	5:50-6:00	Matters from the Public
11	6:00 pm	Adjourn

† Times are approximate * Requires a vote of the Board

Upcoming Meeting Date: **July 27, 2022**

NOTICE OF ELECTRONIC MEETING

DUE TO COVID-19 STATE OF EMERGENCY

This meeting of the Charlottesville-Albemarle Metropolitan Planning Organizations is being held pursuant to *Code of Virginia* § [2.2-3708.2](#), which allows a public body to hold electronic meetings when the locality in which it is located has declared a local state of emergency, and the catastrophic nature of the emergency makes it impracticable or unsafe to assemble a quorum in a single location, and the purpose of the meeting is to provide for the discharge of its lawful purposes, duties, and responsibilities.

This meeting is being held via electronic video and audio means through Zoom online meetings and is accessible to the public; there will be an opportunity for public comment during that portion of the agenda.

Notice has been provided to the public through notice at the TJPDC offices, to the media, web site posting and agenda.

The meeting minutes will reflect the nature of the emergency, the meeting was held by electronic communication means, and the type of electronic communication means by which the meeting was held.

A recording of the meeting will be posted at www.tjpd.org within 10 days of the meeting.

VOTING MEMBERS
Ann Mallek, Albemarle
Ned Gallaway, Albemarle
Brian Pinkston, Charlottesville
Lloyd Snook, Charlottesville
Sean Nelson, VDOT
Stacy Londrey, VDOT (alternate)
NON-VOTING MEMBERS
Ted Rieck, Jaunt
Julia Monteith, UVA
Garland Williams, CAT
Wood Hudson, DRPT
Vacant, FHWA
Ryan Long, FTA
Lee Kondor, CTAC
Sandy Shackelford, TJPDC

REMOTE ELECTRONIC PARTICIPATION

This purpose of this policy is to provide for the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) Policy Board to permit a member to participate in a Policy Board meeting through electronic communication means from a remote location, provided that:

A. Notification of Inability to Attend Because of Personal Matter, Disability, Medical Condition or Location.

On or before the day of the meeting, the member shall notify the Chair that he or she is unable to attend the meeting due to a personal matter; a temporary or permanent disability or other medical condition that prevents physical attendance; that a family member's medical condition requires the member to provide care for such family member; or that that such member's principal residence is more than 60 miles from the meeting location identified in the required notice for such meeting. The member must identify with specificity the nature of the personal matter.

B. Quorum Physically Assembled; Approval of Remote Electronic Participation.

A quorum of the Policy Board must be physically assembled at the primary or central meeting location. The Policy Board members present must approve of the remote electronic participation; however, the decision shall be based solely on the criteria in Section A, without regard to the identity of the member or items that will be considered or voted on during the meeting.

C. Record of Action.

The Policy Board's minutes shall reflect:

- A. That the member is unable to attend due to a personal matter and identifies with specificity the nature of the personal matter. Participation by a member pursuant to this subdivision A is limited each calendar year to two meetings or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater;
- B. That the member is participating remotely due to a disability or medical condition;
- C. That a family member's medical condition that required the member to provide care for such family member, thereby preventing their physical attendance; or
- D. That such member's principal residence is more than 60 miles from the meeting location identified in the required notice for such meeting, as well as the remote location from which the absent member participated.

If the absent member's remote participation is disapproved because participation would violate this policy, the disapproval shall be recorded in the Policy Board's minutes with specificity.

D. Audibility of Absent Member.

The Policy Board shall make arrangements for the voice of the absent member to be heard by all persons in attendance at the meeting location. If, for any reason, the voice of the absent member cannot reasonably be heard, the meeting may continue without the participation of the absent member.

(Authorized pursuant to *Code of Virginia* § 2.2-3708.2)

MPO Policy Board Meeting

Minutes, January 26, 2022

DRAFT

Video of the meeting can be found here:

<https://www.youtube.com/watch?v=EGdWoXpOUrQ>

VOTING MEMBERS & ALTERNATES		STAFF	
Ann Mallek, Albemarle	x	Lucinda Shannon, TJPDC	x
Ned Gallaway, Albemarle	x	Gretchen Thomas, TJPDC	x
Brian Pinkston, Charlottesville	x	Christine Jacobs, TJPDC	x
Lloyd Snook, Charlottesville	x	Sara Pennington, Rideshare	x
Sean Nelson, VDOT		Chuck Proctor, VDOT	x
Stacy Londrey, VDOT (alternate)	x	Ryan Mickles, TJPDC	x
		Isabella O'Brien, TJPDC	x
NON-VOTING MEMBERS		GUESTS/PUBLIC	
Ted Rieck, Jaunt	x	Jeanette Janiczek, City of Charlottesville	x
Sandy Shackelford, TJPDC	x	Sean Tubbs	x
Julia Monteith, UVA	x	Neil Williamson	x
Garland Williams, CAT	x	Kevin McDermott, Albemarle	x
Wood Hudson, DRPT	x	Stuart Gardner	x
Richard Duran, FHWA		Michael Barnes	x
Ryan Long, FTA			
Tristan Fessell, CTAC			

Note: The Governor has declared a state of emergency due to the COVID-19 pandemic and the nature of this declared emergency makes it impracticable or unsafe for the Thomas Jefferson Planning District Commission to assemble in a single location. This meeting was held utilizing electronic virtual communication with the Zoom software application, and in accordance with virtual meeting procedures and policies as outlined in Item 4.0-01 of the Virginia state budget (HB29), as effective September 23, 2020. A recording of the meeting was made available to the public on February 9, 2022 at <https://www.youtube.com/watch?v=EGdWoXpOUrQ>

1. CALL TO ORDER:

The MPO Policy Board Committee Vice Chair, Ann Mallek, presided and called the meeting to order at 4:01 p.m. Ms. Shackelford read the Notice of Electronic Meeting and Commissioner and Public Protocol and took attendance to validate that a quorum was present.

2. MATTERS FROM THE PUBLIC (MINUTE 2:53)

a. Comments by the Public: None



City of Charlottesville

Albemarle County

Fluvanna County

Greene County

Louisa County

Nelson County

401 East Water Street • Post Office Box 1505 • Charlottesville, Virginia 22902-1505

Telephone (434) 979-7310 • Fax (434) 979 1597 • Virginia Relay Users: 711 (TDD) • email: info@tjpd.org • web: www.tjpd.org

- b. **Comments provided via email, online, web site, etc.:** Ms. Shackelford shared an email from Paulina Kirk expressing her concern about the lack of bike infrastructure in Charlottesville. She noted the importance of reducing greenhouse gas emissions and reliance on fossil fuels and that increasing bike infrastructure will aid in that reduction.

3. GENERAL ADMINISTRATION: (MINUTE 6:12)

Policy Board Membership

Sandy Shackelford introduced Councilor Brian Pinkston as a new member of the Policy Board representing the City of Charlottesville.

Staffing Update

Ms. Shackelford introduced both Isabella O'Brien as a new Planner I and Ryan Mickles as the new Planner III for the TJPDC.

Return to In-Person Meetings

Sandy Shackelford said the next meeting will be held electronically. The current emergency order for the City is scheduled to expire on March 18, 2022. Lloyd Snook noted that council would make a decision about extending the emergency order the first week in March. Until then, the meetings will be held electronically.

Review and Acceptance of the Agenda: (Minute 9:30)

Motion/Action: Lloyd Snook made a motion to accept the agenda, Ned Gallaway seconded the motion and it passed unanimously.

Approval of the December 7, 2021 Meeting Minutes: (Minute 10:04)

Motion/Action: Lloyd Snook made a motion to approve the minutes. Ann Mallek seconded the motion and it passed with Ned Gallaway and Brian Pinkston abstaining.

4. OFFICER ELECTIONS (MINUTE 11:15)

Julia Monteith, member of the nominating committee, said they recommend Ned Gallaway as Chair and Lloyd Snook as Vice Chair.

Motion/Action: A vote was taken and there was unanimous adoption of the new officers. Ned Gallaway took chairmanship of the meeting.

5. MEETING SCHEDULE FOR 2022 (MINUTE 13:54)

Ms. Shackelford presented the committee with a draft calendar for 2022 meetings.

Motion/Action: Lloyd Snook moved to approve the draft meeting dates, Ann Mallek seconded and the motion passed unanimously. Ned Gallaway asked for additional reminders in November.

6. RESOLUTION OF FUNDING SUPPORT FOR TRANSIT GOVERNANCE STUDY TECHNICAL ASSISTANCE GRANT (MINUTE 15:35)

Lucinda Shannon explained to the Policy Board that the next step to implement recommended improvements identified during the Regional Transit Vision Planning process is to conduct a Regional Transit Governance Study to determine the appropriate organizational structure and revenue sources

for project implementation. The TJPDC, with support from the Regional Transit Partnership, Albemarle County, and the City of Charlottesville, would like to pursue a grant from DRPT to complete the study and needs a resolution of support and funding commitment from the MPO for this grant. She presented the committee with the study schedule should the grant be awarded. There was a discussion about funding requested from the entities involved.

Motion/Action: Ann Mallek moved to support the resolution, Lloyd Snook seconded the motion and the motion passed unanimously.

7. APPROVAL OF SAFETY TARGETS (MINUTE 26:26)

Lucinda Shannon explained how target measures are developed. The MPO is required to update its safety targets for the region and recommended that the MPO adopts the state targets.

Motion/Action: Ann Mallek made a motion to accept the safety targets as presented. Lloyd Snook seconded the motion and it passed unanimously.

8. UVA MASTER PLAN (MINUTE 29:30)

Julia Monteith presented the committee with an update on the UVA Grounds Framework Plan (the campus master plan). The presentation can be seen in its entirety on the meeting recording.

9. STAFF UPDATES (MINUTE 1:05:19)

OIPI GAP Grant for Technical Assistance (Minute 1:05:25)

Ms. Shackelford shared that the MPO has received the OIPI Technical Assistance Grant for \$100K. She shared the timeline for the project and encouraged those with any questions to contact her directly.

CA-MPO Round 5 Smart Scale Project Updates (Minute 1:07:42)

Ms. Shackelford said the stakeholders advisory group has been meeting regularly and providing feedback on the Rivanna River Bike/Ped bridge project. She also reviewed the other three projects to be considered for submission during the upcoming application period. There will be a public meeting in early March. Pre-applications are due March 31 and final applications are due August 1.

Ann Mallek requested that the MPO Policy Board hold an additional meeting to review the Rivanna River Bike/Ped bridge project in more detail prior to making a decision on the location and design at their regular meeting in March. Mr. Gallaway concurred.

VDOT Project Pipeline (Minute 1:15:15)

Chuck Proctor provided an update on the VDOT Project pipeline. There are five projects in the pipeline, with three of them, one on the North 29 corridor (going into Greene County), one in Pantops, and one in the Shadwell area. He said VDOT is preparing to go to the public next week (online on the 31st) to gather comments for two weeks based on feedback provided in stakeholder meetings. One of those projects includes a new park and ride lot in the Pantops area.

Rideshare (Minute 1:17:27)

Sara Pennington shared the progress of the Afton Express. Rideshare has been working closely with the CSPDC to promote the service. She provided statistics on ridership noting that there was a downturn at the end of December due to the number of riders at UVA who were on break. Ridership is starting to trend back up again in January.

She also reported on how Rideshare was doing outreach and marketing.

10. ROUNDTABLE DISCUSSION (MINUTE 1:25:01)

Garland Williams said CAT has been working with County staff and TJPDC and with consultants for a micro-transit grant. As an operational component for CAT, he reported that they have been working to get Automatic Passenger Counters (APCs) on their busses and will be submitting their ridership data sometime in February. He also noted, as a response to the letter submitted by a member of public, that all of the CAT busses have bike racks that allow for two bikes to be transported on each bus.

Brian Pinkston had nothing more to add. He thanked the committee for the welcome.

Ann Mallek is looking forward to seeing the transportation projects actually start to happen.

Sean Nelson noted that the park and ride is slated to go into construction in December, 2024. He also said re: the 250/29 bypass, they are working with the County on that study to determine the best project to put forward for Smart Scale this year.

Ted Rieck reported that Jaunt is in the process of working with a consultant to help determine a formula for distributing costs among jurisdictions that they serve.

Wood Hudson reminded the committee that DRPT is now accepting grant applications with a submission deadline of February 1st.

Christine Jacobs reported that the TJPDC is excited to have two new staff members. She noted that Ryan Mickles will be the point of contact for MPO Technical Committee and the Citizens Transportation Advisory Committee. She noted that the transit grants are moving along well.

Kevin McDermott noted that Albemarle County is taking the lead on numerous Smart Scale projects and gave brief descriptions of each.

8. ITEMS ADDED TO THE AGENDA (MINUTE 1:36:13)

None

7. ADDITIONAL MATTERS FROM THE PUBLIC: (MINUTE 1:36:20)

None

ADJOURNMENT: Ned Gallaway adjourned the meeting at 5:33 p.m.

**Committee materials and meeting recording may be found at
<https://campo.tjpd.org/committees/policy-board/>**

Paulina S. Kirk
1303 Wertland St. Apartment A9
Charlottesville, VA 22903

December 7, 2021

Charlottesville-Albemarle Metropolitan Planning Organization Policy Board
P.O. Box 1505
Charlottesville, VA 22902-1505

Dear Policy Board Members,

I am writing to express my concern about the lack of bicycle infrastructure in Charlottesville and the surrounding urbanized areas of Albemarle. There are currently insufficient means for bikers to easily and safely get around using the sparse existing infrastructure. Additionally, there is an absence of bike lanes on busy roads such as Route 29.

Cars, buses, trucks, and other vehicles are ubiquitous in our society, unfortunately creating a way of life that is dependent on fossil fuels. This is a problem globally as the transportation sector accounted for 29% of US greenhouse gas emissions in 2019, but it is also an important local issue¹. According to the City of Charlottesville's report, in just 2011 the transportation sector was responsible for 16.7% of the community's GHG emissions². These greenhouse gas contributions make transportation a large driver of climate change, which poses a threat to every continent, country, state, county, and city.

A wide range of policy options already exist or have been proposed to grapple with emissions from the transportation industry. Currently, there are national GHG emissions standards in place, but the EPA recently proposed to make requirements stricter³. This would control emissions at the source of vehicles, perhaps resulting in more efficiently designed internal combustion engines. Moreover, there have been lots of initiatives supporting the development of electric vehicles in Charlottesville. The City offers citizens access to public charging stations as well as

¹ "2012 Charlottesville Emissions Report Update." City of Charlottesville Department of Public Works, December 2012.
<https://www.charlottesville.gov/DocumentCenter/View/2829/20121200-Charlottesville-Emissions-Report-Update>.

² "Sources of Greenhouse Gas Emissions." EPA. Environmental Protection Agency. Accessed December 6, 2021. <https://www.epa.gov/ghgemissions/sources-greenhouse-gas-emissions>.

³ "Proposed Rule to Revise Existing National GHG Emissions Standards for Passenger Cars and Light Trucks Through Model Year 2026." EPA. Environmental Protection Agency. Accessed December 6, 2021. <https://www.epa.gov/regulations-emissions-vehicles-and-engines/proposed-rule-revise-existing-national-ghg-emissions>.

information on alternative fuel incentives and tax credits⁴. While EVs help shift emissions away from fossil fuels, they are not a perfect solution as long as we do not have a 100% clean electric grid. Alternative options such as walking or biking do not produce any emissions and provide extra benefits of exercise and fresh air; however, they are often overlooked as methods of sustainable transportation. I understand that one of the limitations of biking is distance, but that is why it is crucial to enhance other types of bicycle infrastructure. For example, we should ensure that public transit buses are equipped with bike racks and that the public is educated on this feature. This would help broaden the scope of bike usage as riders would not have to be deterred by distance, weather, or any other factor.

As a student at the University of Virginia, I have seen firsthand how improved bicycle infrastructure would incentivize more sustainable transportation. Even on and near UVA grounds, where there are some of the most extensive bike lanes I have seen in Charlottesville, there are still many intersections and roads that I simply do not feel comfortable riding on without proper space for bicyclists. My peers have expressed similar apprehensions about biking without lanes, despite owning bikes. I ask that you consider expanding bicycle lanes to be a top priority for one of your next immediate federally funded projects for the region. Specifically, I propose that the policy board focuses on planning bike lanes for congested roads like US 29 that are also hubs for activity (Barracks Shopping Center). Due to the large number of shops and restaurants on 29, it is a central route for workers and visitors. More citizens would be able to bike if the path was paved, making it safer to ride alongside so many cars.

This policy will make a difference if we can get lots of individuals to participate in substituting bike rides for private vehicle trips. When the average citizen chooses to take a bike over a car just once a day, that person can cut their carbon emissions from transport by 67%⁵. This is why I also urge you to consider setting up an incentive program for those who can prove they use bicycles in place of frequently driving a car, ultimately encouraging people to commute on their bikes. Since equity is always an important concern, it could be beneficial to offer tax credits to lower income families for buying bikes or related equipment like helmets or bike locks. A person's ability to choose sustainable transportation should not depend on their wealth.

The MPO has the power and agency to take action on this pressing matter. It is the organization's job to carry out a "continuing, cooperative and comprehensive transportation planning process" with federally funded projects⁶. Considering the fact that the US recently passed the bipartisan

⁴ "Support for EV Charging." Support for EV Charging | Charlottesville, VA. City of Charlottesville. Accessed December 6, 2021. <https://charlottesville.org/767/Support-for-EV-Charging>.

⁵ Lombrana, Laura Millan. "Switching From Cars to Bikes Cuts Commuting Emissions by 67%." Bloomberg Green. Bloomberg, March 31, 2021. <https://www.bloomberg.com/news/articles/2021-03-31/switching-from-cars-to-bikes-cuts-commuting-emissions-by-67>

⁶ "Policy Board." CA-MPO. Thomas Jefferson Planning District Commission. Accessed December 6, 2021. <https://campo.tjpd.org/committees/policy-board/>.

Infrastructure Investment and Jobs Act, which allocates an unprecedented amount of funding to transportation, there is no better opportunity to improve bicycle infrastructure. The bill increases funding for the Transportation Alternatives Program, the largest source of federal money for bike projects, by 60%⁷. We should seize on this opportunity and use federal funding to design and construct a more comprehensive bicycle system that increases accessibility to urban parts of Charlottesville-Albemarle.

Getting to work or school, ordering packages, visiting loved ones, and acquiring necessities all involve transportation. We need mobility to function in this society, but it doesn't have to come at the cost of harmful polluting emissions.

Thank you for your attention to my concerns about this urgent issue. I look forward to hearing from the board about how you plan to address the lacking bicycle infrastructure in Charlottesville-Albemarle.

Sincerely,

A handwritten signature in dark ink, appearing to read "Paulina S. Kirk". The signature is fluid and cursive, with the first name "Paulina" and last name "Kirk" clearly distinguishable.

Paulina S. Kirk

⁷ "Infrastructure Act Passage Will Fund More Bike Lanes, Trails." Bicycle Retailer and Industry News, November 8, 2021.
<https://www.bicycleretailer.com/industry-news/2021/11/08/infrastructure-act-passage-will-fund-more-bike-lanes-trails>.

MPO Policy Board

Online Remote Special Meeting

Minutes, March 10, 2022

DRAFT

Video of the meeting can be found here:

<https://www.youtube.com/watch?v=V6y8KIEJZFY>

VOTING MEMBERS & ALTERNATES		STAFF	
Ann Mallek, Albemarle	x	Lucinda Shannon, TJPDC	x
Ned Gallaway, Albemarle	x	Gretchen Thomas, TJPDC	x
Brian Pinkston, Charlottesville	x	Christine Jacobs, TJPDC	x
Lloyd Snook, Charlottesville	x	Sara Pennington, Rideshare	
Sean Nelson, VDOT	x	Chuck Proctor, VDOT	x
Stacy Londrey, VDOT (alternate)	x	Ryan Mickles, TJPDC	x
		Ruth Emerick, RJPDC	x
NON-VOTING MEMBERS		GUESTS/PUBLIC	
Ted Rieck, Jaunt		Winx Lawrence	x
Sandy Shackelford, TJPDC	x	Sean Tubbs	x
Julia Monteith, UVA	x	Neil Williamson	x
Garland Williams, CAT	x	Kevin McDermott	x
Wood Hudson, DRPT	x	Jessica Hersh-Ballering	x
Tristan Fessell, CTAC		Michael Barnes	x
Ryan Long, FTA		Stuart Gardner	x
		Brennan Duncan	x
		Tim Padalino	x
		Alisha Savage	x
		Allison Wrabel	x
		Annie Stafford	x
		Christopher Hays	x
		Diana Webb	x
		Fran Lawrence	x
		Greg Gelburd	x
		Alex Ikefuna	x
		Katie Whelan	x
		Lee Kondor	x
		Michael Barnes	x
		Neil Williamson	x
		Peter Krebs	x
		Katherine Knott	



Note: The Governor has declared a state of emergency due to the COVID-19 pandemic and the nature of this declared emergency makes it impracticable or unsafe for the Thomas Jefferson Planning District Commission to assemble in a single location. This meeting was held utilizing electronic virtual communication with the Zoom software application, and in accordance with virtual meeting procedures and policies as outlined in Item 4.0-01 of the Virginia state budget (HB29), as effective September 23, 2020. A recording of the meeting was made available to the public on March 17, 2022 at <https://www.youtube.com/watch?v=V6y8KIEJZFy>.

1. CALL TO ORDER:

The MPO Policy Board Committee Chair, Ned Gallaway, presided and called the meeting to order at 1:00 p.m. Ms. Shackelford called roll to validate that a quorum was present.

2. MATTERS FROM THE PUBLIC (MINUTE 2:30)

- a. Comments by the Public:** Greg Goldberg, a physician resident of Woolen Mills since 1993, spoke in favor of the pedestrian bridge. He understands that he has some neighbors who are opposed to it but he believes the bridge is for the betterment of the community. He is a frequent user of the trails in the area and believes that building the bridge will give more people access to nature. He said that nature is one of the best prescriptions he could give somebody. He hopes that those who are thinking about their own little “castle” consider what is best for the community as a whole, which he says is to build the bridge.

Alisha Savage, resident at the corner of Chesapeake Street and Riverside, is also interested in the pedestrian bridge to create connection between the paths. She is, however, a little nervous about the parking at the Chesapeake location. At present, the park can’t contain all the cars and the people that it attracts, so the parking spills into the neighboring community. This can be quite inconvenient if the residents cannot use the street parking by their houses (i.e., to unload groceries).

She said she is also nervous that expanding the parking at the park means there is no nature left, so she would vote to either have the bridge go to the Woolen Mills location because the parking is already solved there, or to not create such a concentrated pressure point for enjoyment of the river at this one location. It would also be nice if the recreation could be spread out along the river throughout the City, if possible.

Diana Webb, employee at the Sentara Martha Jefferson Hospital, is in support of the bridge, with the understanding that there are pros and cons to both locations. Overall, it is a great opportunity for the community, so either option would be suitable to her.

Lee Kondor stated he is in favor of the bridge and even proposed a third alternative. He said this alternative terminates on Riverside Avenue at Bus Route 1. He said people can walk, bike or ride the bus there, so there is no need for additional parking. He hopes that the committee will consider his alternative along with the other two.

Peter Krebs, Piedmont Environmental Council, thanked the MPO Policy Board for the additional outreach being done to the public. He knows that staff and many of the committee members have visited the site and he knows that this special meeting is beyond the normal calendar for

public outreach events. He stated that either of the two options would be a huge win for the community. Both options are compelling. Both options provide connectivity, foster economic growth, and promote public health and safety while getting people out of their cars. As a bonus, they connect people to the Rivanna River without actually touching it.

A successful bridge is one that actually gets built and one that many people will use. He has heard a narrative that a popular bridge at Chesapeake Street would somehow harm the neighborhood or destroy Riverview Park. Peter installed a trail counter there years ago and he is aware of how the park usage has increased, especially since the pandemic. He sees people using the parks and enjoying nature as a positive development and one that has probably saved lives. He has seen numerous types of folks at the park and trails (parents with strollers, teens walking off their stress, elders with their companions, and friends from the neighborhood). He said it would be wonderful to offer that connection to neighboring communities and businesses.

Riverview Park has evolved since it was created and the neighborhood has benefitted from that evolution. Some of the investments have been very costly. Regardless of what happens with the bridge, the park will continue to change and this is an opportunity to address a number of things all at the same time.

He said the Wool Factory site is also a great option. There is a multi-century narrative of history and transportation that many have described with great eloquence. He said he loves what the City and County are doing there as well as on Broadway and at State Farm. Either bridge will need to be appropriate for this location and worthy of the labors and aspirations that so many have put into it.

He stated that when the committee evaluates the options, he encouraged the members to prioritize the location that brings the greatest benefit to the greatest number of people. By his analysis, that would be the Chesapeake Street location.

Lastly, he stated that he embraces this expanded outreach approach and hopes the MPO continues with it in the future.

- b. Comments provided via email, online, web site, etc.:** Mr. Gallaway noted that Lee Kondor did send in some written comments in addition to what was stated during the public comments section. The comments were received by the Policy Board and the comments will be made a part of the official record of the meeting.

3. GENERAL ADMINISTRATION: (MINUTE 12:10)

Review and Acceptance of the Agenda:

Sandy Shackelford said that the only change is that there is a conflict with the March 23rd meeting date listed, so that will need to be reviewed, changed and sent to the committee at a later time.

Motion/Action: Ann Mallek made a motion to accept the agenda as amended, Brian Pinkston seconded the motion and it passed unanimously.

4. RIVANNA RIVER BIKE/PED CROSSING ALTERNATIVES ANALYSIS (MINUTE 13:26)

Sandy Shackelford reviewed the final report of the selection analysis and presented the alternatives comparison matrix. There was discussion among the members about each project.

5. ADDITIONAL MATTERS FROM THE PUBLIC: (MINUTE 1:41:12)

Annie Stafford, member of the stakeholder committee, said she has never participated in this type of process before and she said she learns something in every meeting and she just did in this one as well. She thought the MPO was the body that was going to choose the option and that the City and the County weren't going to have time to present to the public. She is curious what the next steps are.

She also wanted to advocate for the Broadway/Wool Factory access to the East Market Street bridge. She says it preserves the natural area of Riverview Park, creates another badly needed access point to the Rivanna River, is a simple solution to parking issues, does not add to the already overwhelming traffic issues in Woolen Mills, and the alignment with Broadway provides more direct and physically easier pedestrian and bike routes to downtown, not to mention the opportunities for economic development. To top it off, the owner and developer of the Wool Factory property welcomes this option.

She asked how to explain the results from the stakeholder committee. The webinar and the survey indicate a preference for the Chesapeake Street bridge. She has come to the conclusion that the charge given to the TJPDC to produce a narrowly defined study that recommends one of two bridge options wasn't broad enough for such a transformational neighborhood undertaking.

She said the stakeholders were repeatedly told that this project was going to be taken in increments and issues around parking, congestion, bridge design, etc. would all occur after the option was chosen. But if a project isn't set in a large enough framework, then the results from webinar, surveys and stakeholder meetings won't produce well-informed answers and the larger picture is lost.

She went on to say that people choose what they are familiar with and most people get to the only City park on the Rivanna River by Chesapeake Street and that almost nobody knows Broadway. She knows this because she has had the privilege of giving many tours of the two options for the bridge and always "force marched" folks through the Wool Factory parking lot and onto Broadway because she realized even early on that even most residents of Woolen Mills aren't aware that the straightforward connection exists between the river and downtown.

Chris Hayes, a local architect who has studied bridges, admittedly at an "amateur status," said he thinks a bridge in the neighborhood would be a great thing. He said when the pump station was placed at Riverview Park – across the street from him – the City said it would stay small and wouldn't smell. Unfortunately, it got bigger and there was a smell. There was a great deal of work done to create a lot of solutions within 40-50 years to reduce the smell in that neighborhood. He understands the "pros" of the Chesapeake Street option, but really it would be creating a nexus of parking there where the pump station was, which was in the natural area and potentially in the flood zone, and there is a potential of a boat ramp as part of the bridge because that is a natural follow on. A boat ramp means

more cars coming in making the parking and traffic even more dense. He asked the committee going forward to consider the history of the area and lean heavily towards the Wool Factory location.

Katie Whelan, with Bonumose, which is moving into the State Farm building, said that company makes food ingredients, so they need to meet FDA compliance measures. They weren't planning to build a fence because there wasn't a lot of foot traffic. She has seen that the trail will go by the side of the warehouse building that they are on. She requested information on how the trail is going to be from the parking lot of State Farm, that will help her decide if that will impact their food defense. Ms. Shackelford said she would send her the feasibility study.

RAI9W, who did not state his name, noted that the bridge recommended by VDOT was the standard truss bridge which would be several million dollars less expensive than either of the other two options presented. He asked why the less expensive bridge, recommended by VDOT, and already in use in Charlottesville and Albemarle, was not chosen. He also said that in the survey results, there were no responses for a standard truss bridge at either location. He said that was false because he submitted a response in the survey recommending the standard truss bridge. He wanted to know why all the results from the surveys were not included.

Mr. Gallaway explained the "next steps" process to Ms. Stafford.

Ms. Shackelford said that she would ask Metroquest why all of the comments in the surveys did not register and if they could look into that issue.

Mr. Gallaway said the comments and results are available for viewing. He also said that anyone with additional comments or who has additional questions can do so via email at sshackelford@tjpd.org.

Mr. Gallaway continued that the next meeting in March (date TBD) will have a public comment period at the beginning of the meeting, so additional comments can be made at that time.

ADJOURNMENT: Ned Gallaway adjourned the meeting at 2:56 p.m.

**Committee materials and meeting recording may be found at
<https://campo.tjpd.org/committees/policy-board/>**

MPO Policy Board Meeting

Minutes, March 24, 2022

DRAFT

Video of the meeting can be found here:

<https://www.youtube.com/watch?v=qpYvq7F79bI>

VOTING MEMBERS & ALTERNATES		STAFF	
Ann Mallek, Albemarle	x	Lucinda Shannon, TJPDC	x
Ned Gallaway, Albemarle	x	Gretchen Thomas, TJPDC	x
Brian Pinkston, Charlottesville	x	Christine Jacobs, TJPDC	x
Lloyd Snook, Charlottesville	x	Sara Pennington, Rideshare	x
Sean Nelson, VDOT	x	Chuck Proctor, VDOT	x
Stacy Londrey, VDOT (alternate)	x	Ryan Mickles, TJPDC	x
		Ruth Emercik, TJPDC	x
NON-VOTING MEMBERS		GUESTS/PUBLIC	
Ted Rieck, Jaunt	x	Jeanette Janiczek, City of Charlottesville	x
Sandy Shackelford, TJPDC	x	Sean Tubbs	x
Julia Monteith, UVA	x	Neil Williamson	x
Garland Williams, CAT	x	Peter Krebs	x
Wood Hudson, DRPT	x	Allison Wrabel	x
Richard Duran, FHWA		Michael Barnes	x
Ryan Long, FTA		Stuart Gardner	
Lee Kondor, CTAC	x	Fran Lawrence	x
		Annie Stafford	x
		Tim Padalino	x
		Jessica Hersh-Ballering	x
		Kevin McDermott	X
		Brennan Duncan	x
		Jenny Mikulski	X
		Dryden Quigley	X
		Chris Gensic	X
		Alex Ikefuna	X
		Liz Russell	X
		Allison Ewing	X
		Christopher Hays	x

Note: The Governor has declared a state of emergency due to the COVID-19 pandemic and the nature of this declared emergency makes it impracticable or unsafe for the Thomas Jefferson Planning District Commission to assemble in a single location. This meeting was held utilizing electronic virtual communication with the Zoom software application, and in accordance with virtual meeting procedures and policies as outlined in Item 4.0-01 of the Virginia state budget (HB29), as effective September 23, 2020. A recording of the meeting was made available to the public on March 24, 2022 at <https://www.youtube.com/watch?v=qpYvq7F79bI>.



1. CALL TO ORDER:

The MPO Policy Board Committee Chair, Ned Gallaway, presided and called the meeting to order at 2:00 p.m. Ms. Shackelford read the Notice of Electronic Meeting and Commissioner and Public Protocol and took attendance to validate that a quorum was present.

2. MATTERS FROM THE PUBLIC (MINUTE 1:32)

a. Comments by the Public:

Peter Krebs thanked the MPO Policy Board for the enhanced community outreach approach with the Rivanna River Pedestrian Bridge Smart Scale project. He feels this approach fuels a better application that will be more successful and will help address some long-standing community problems adjacent to the project itself. He encouraged the MPO to continue to do this type of outreach for the next round of Smart Scale.

Jenny Mikulski, resident of Charlottesville fairly close to the planned Bike Ped bridge project stated that she is an “enthusiastic” supporter of the project in tandem with the Broadway economic development plan. She also noted that she would like to see increased passenger service via rail to Richmond pass through this area. She noted how deep the ravines are to cross the river, so the bridge is definitely necessary. She also noted it would only be a 1.5 mile walk from her house to the Kluge Ruhe museum.

b. Comments provided via email, online, web site, etc.: None.

3. GENERAL ADMINISTRATION: (MINUTE 5:20)

Staffing

Sandy Shackelford noted that another (non-transportation) planner left the PDC, so the TJPDC is again hiring a regional planner. This new planner will support the transportation portion of the PDC.

In Person Meetings

Sandy Shackelford said the PDC is following what the City is deciding re: in-person meetings, which has extended the emergency order for another 6 months. The plan is to resume meeting in-person sooner than 6 months, but staff will keep everyone updated as procedures are implemented.

Staffing Update

Ms. Shackelford introduced both Isabella O'Brien as a new Planner I and Ryan Mickles as the new Planner III for the TJPDC.

Review and Acceptance of the Agenda: (Minute 9:13)

Motion/Action: Lloyd Snook made a motion to accept the agenda, Ann Mallek seconded the motion and it passed unanimously.

Approval of the January 26, 2022 Meeting Minutes: (Minute 10:00)

Motion/Action: Lloyd Snook noted that the meeting minutes included in the packet were incomplete, so the approval of the minutes was tabled.

4. FY 22 UNIFIED PLANNING WORK PROGRAM (UPWP) AMENDMENTS (MINUTES 11:22)

Sandy Shackelford explained the funding, budget, and requirements of the UPWP. Ms. Shackelford showed the committee the requested amended amounts for FY22. She asked the board to vote on whether to approve the proposed amendments to the FY22 UPWP in order to de-obligate funds to rollover into FY23.

Motion/Action: Ann Mallek made a motion to approve the proposed amendments to the FY22 UPWP and rollover funds into the FY23 budget. Brian Pinkston seconded the motion and the motion passed unanimously.

Mr. Gallaway commented on the staffing issue, and asked TJPDC staff about plans to address the capacity limitations caused by being short-staffed, recognizing that the TJPDC is not the only organization with staffing issues.

Ms. Jacobs addressed the staffing turnover.

5. DRAFT FY 23 UPWP (MINUTES 28:00)

Sandy Shackelford thanked the Board for approving the rollover request from the FY22 UPWP into the FY23 UPWP. Because of this increase, she noted there are good opportunities to enhance the long-range transportation planning (LRTP) process and support the staff who will be working on it. She noted there is also an “on-call services” line item that will help support the MPO as they deal with staffing shortages in the future.

Ryan Mickles presented the draft UPWP FY23 budget to the committee. The final UPWP will come back to the committee in May for adoption.

6. RIVANNA RIVER BIKE/PED CROSSING SMART SCALE APPLICATION (MINUTES 41:45)

Sandy Shackelford presented the committee with an overview of the work done on the Rivanna Bike/Ped crossing. She addressed the ADA accessibility issues for both options with the Chesapeake Street and E. Market Street alignments.

Ms. Shackelford also shared the public webinar and survey results.

Sean Nelson noted that there are maintenance costs to consider because a cable-stayed bridge design is considered a “special structure,” and noted that if this structure is approved for application, VDOT will not want to bear the cost of the additional maintenance. He noted that VDOT would look to the locality to maintain that type of a structure.

There was much discussion about the trailheads and the types of bridges under consideration. Each voting member voiced his/her opinion on their preference.

Motion/Action: Ann Mallek made a motion to choose Option 2, the East Market Street/Broadway and the truss-style bridge. Lloyd Snook seconded the motion. The motion passed 4 – 1 with Brian Pinkston dissenting.

7. SMART SCALE PROJECTS UPDATE (MINUTES 1:31:42)

Ryan Mickles updated the committee on the Smart Scale projects for the City of Charlottesville, the MPO and the County.

Ms. Shackelford said there will be formal requests for resolutions at the next meeting

DUE TO SCHEDULING CONFLICTS, THE MEETING WAS ADJOURNED AT 3:51 P.M. WITHOUT THE STAFF UPDATE OR MATTERS FROM THE PUBLIC.

ADJOURNMENT: Ned Gallaway adjourned the meeting at 3:51 p.m.

**Committee materials and meeting recording may be found at
<https://campo.tjpd.org/committees/policy-board/>**

Memorandum

To: CA-MPO Policy Board
From: Sandy Shackelford, Director of Planning & Transportation
Date: May 11, 2022
Reference: FY23 Unified Planning Work Program

Purpose:

The Unified Planning Work Program (UPWP) for transportation planning identifies all activities to be undertaken in the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) area for fiscal year 2023. The UPWP provides a mechanism for coordination of transportation planning activities in the region and is required as a basis and condition for all federal funding assistance for transportation planning by the joint metropolitan planning regulations of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

Background:

Based on identified initiatives that CA-MPO staff has reviewed with the Citizens Transportation Advisory Committee (CTAC), the MPO Technical Committee (MPO Tech), and the Policy Board, the final draft of the FY23 UPWP has been prepared for consideration and approval. The proposed FY23 UPWP includes a number of required activities: The development of the FY24-27 Transportation Improvement Program, a review of the MPO boundaries based on the outcomes of the 2020 Decennial Census and revised criteria for defining urban areas published by the Census Bureau, continued development into new procedures to implement MPO and agency Title VI requirements based on recent guidance, and beginning the five-year update to the Long Range Transportation Plan.

Additional work tasks added to the FY23 include support for the Regional Transit Governance Study, which has been included in the FY23 Draft Six-Year Improvement Program, completion of the OneMap unified bicycle and pedestrian infrastructure mapping project that has been in process starting in 2019 without dedicated resources, ongoing support for SMART Scale application submissions this summer and review of project awards in early 2023, the development of an on-call consultant program, and other standard line items included regularly in the MPO's work plan. A summary of projects and associated budgets is found in the table on the next page.

Consistent with the revised Public Engagement Plan adopted in July of 2021, the Unified Planning Work Program has been posted to the CA-MPO's website and has been made available for public comment for the minimum 15-day comment period.

Recommendation:

Staff recommends that the Policy Board adopt the proposed FY23 Unified Planning Work Program as presented, or adopt with specified revisions.

If there are any questions or comments, please contact Sandy Shackelford at sshackelford@tjpd.org.

FY23 Unified Planning Work Program Budget			
	PL	FTA	Total
Task 1: Administration	\$37,500	\$21,500	\$59,000
Reporting and Compliance with Regulations	\$14,000	\$8,000	\$22,000
Staffing Committees	\$14,000	\$8,000	\$22,000
Information Sharing	\$9,500	\$5,500	\$15,000
Task 2: Long Range Transportation Planning	\$214,019	\$82,770	\$296,789
2050 LRTP	\$161,335	\$33,000	\$194,335
OneMap	\$20,000	\$8,108	\$28,108
MPO Boundary Analysis	\$14,684	\$7,000	\$21,684
Transit Governance Study	\$0	\$31,662	\$31,662
On-call Services	\$18,000	\$3,000	\$21,000
Task 3: Short Range Transportation Planning	\$49,000	\$49,926	\$98,926
TIP	\$18,000	\$7,000	\$25,000
SMART SCALE	\$15,000	\$12,000	\$27,000
RTP, TDM, and Bike/Ped Support	\$4,000	\$8,500	\$12,500
Performance Targets	\$2,000	\$1,000	\$3,000
Regional Transit & Rail Planning	\$0	\$5,000	\$5,000
CTAC/Public Outreach/Title VI	\$10,000	\$16,426	\$26,426
TOTAL	\$300,519	\$154,196	\$454,715



Unified Planning Work Program (UPWP)

Fiscal Year 2023
July 1, 2022 – June 30, 2023
DRAFT

 *Thomas Jefferson*
Planning District Commission
Charlottesville/Albemarle MPO



 **VDOT**
Virginia Department of Transportation

 **DRPT**
Virginia Department of Rail and Public Transportation

 U.S. Department of Transportation
Federal Highway Administration



Preface

Prepared on behalf of the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) by the staff of the Thomas Jefferson Planning District Commission (TJPDC) through a cooperative process involving the City of Charlottesville and the County of Albemarle, Charlottesville Area Transit (CAT), Jaunt, University of Virginia (UVA), the Virginia Department of Transportation (VDOT), the Department of Rail and Public Transportation (DRPT), the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA).

The preparation of this work program was financially aided through grants from FHWA, FTA, DRPT, and VDOT.

Table of Contents

PREFACE	2
TABLE OF CONTENTS.....	3
INTRODUCTION	4
PURPOSE OF THE UNIFIED PLANNING WORK PROGRAM	4
PURPOSE OF THE METROPOLITAN PLANNING ORGANIZATION.....	4
RELATIONSHIP OF UPWP TO LONG RANGE TRANSPORTATION PLANNING.....	5
MPO TRANSPORTATION INFRASTRUCTURE ISSUES AND PRIORITIES	6
PUBLIC PARTICIPATION/TITLE VI AND ENVIRONMENTAL JUSTICE	6
FUNDING	7
HIGHLIGHTS OF FY22 UPWP.....	9
FY23 UPWP ACTIVITIES BY TASK	11
TASK 1: ADMINISTRATION	11
TASK 2: LONG RANGE TRANSPORTATION PLANNING.....	12
TASK 3: SHORT RANGE PLANNING	15
TASK 4: CONTRACTED PROJECTS AND STUDIES.....	17
CA-MPO IN FY23	19
PUBLIC PARTICIPATION PROCESS.....	20
REVIEW AND APPROVAL OF TASKS.....	20
ONLINE POSTING	20
STATE REVIEW	20
REVIEW OF FINAL FY23 UPWP	20
GLOSSARY OF ACRONYMS	21
APPENDIX	233
ATTACHMENT A: TASKS PERFORMED BY VDOT	
ATTACHMENT B: MEMORANDUM OF UNDERSTANDING	
ATTACHMENT C: FTA SECTION 5303/PL FUNDING BREAKDOWN	
ATTACHMENT D: RESOLUTION	

INTRODUCTION

Purpose of the Unified Planning Work Program

The Unified Planning Work Program (UPWP) for transportation planning identifies all activities to be undertaken in the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) area for fiscal year 2022. The UPWP provides a mechanism for coordination of transportation planning activities in the region and is required as a basis and condition for all federal funding assistance for transportation planning by the joint metropolitan planning regulations of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

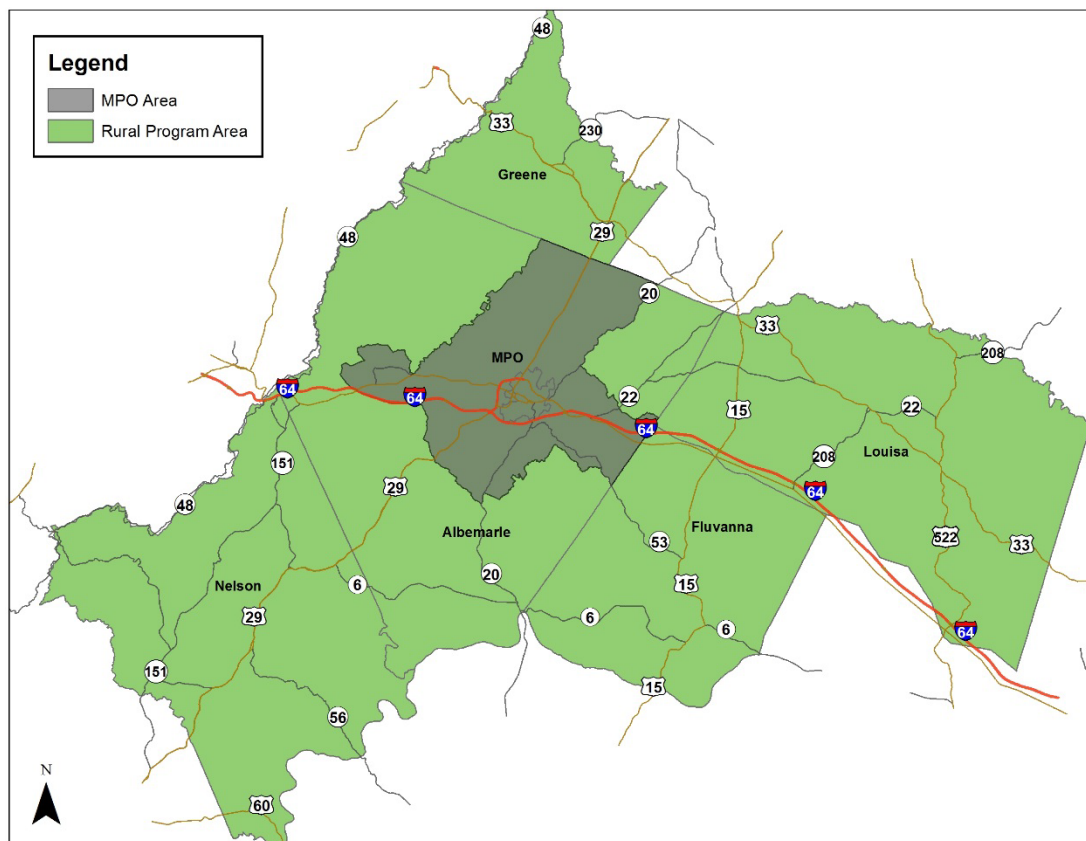
Purpose of the Metropolitan Planning Organization

CA-MPO provides a forum for conducting continuing, comprehensive, and coordinated (3-C) transportation decision-making among the City of Charlottesville, County of Albemarle, University of Virginia (UVA), Jaunt, Charlottesville Area Transit (CAT), Department of Rail and Public Transportation (DRPT) and Virginia Department of Transportation (VDOT) officials. In 1982, Charlottesville and Albemarle officials established the MPO in response to a federal mandate through a memorandum of understanding signed by the Thomas Jefferson Planning District Commission (TJPDC), Jaunt, VDOT and the two localities. The same parties adopted a new agreement on July 25, 2018 (Attachment B).

The MPO conducts transportation studies and ongoing planning activities, including the Transportation Improvement Program (TIP), which lists road and transit improvements approved for federal funding, and the 25-year long range plan for the overall transportation network, which is updated every five years. Projects funded in the TIP are required to be in the long-range plan.

The policy making body of the CA-MPO is its Board, consisting of two representatives from the City of Charlottesville and two representatives from Albemarle County. A fifth representative is from the VDOT Culpeper District. Non-voting members include DRPT, CAT, Jaunt, UVA, the Federal Highway Administration (FHWA), the Federal Aviation Administration (FAA), the Federal Transit Administration (FTA), and the Citizens Transportation Advisory Committee (CTAC). CA-MPO is staffed by the TJPDC, which works in conjunction with partner and professional agencies, to collect, analyze, evaluate and prepare materials for the Policy Board and MPO Committees at their regularly scheduled meetings, as well as any sub-committee meetings deemed necessary.

The MPO area includes the City of Charlottesville and the portion of Albemarle County that is either urban or anticipated to be urban within the next 20 years. In 2013, the MPO boundaries were updated and expanded to be more consistent with 2010 census data. The Commonwealth's Secretary of Transportation approved these new boundaries in March 2013. A map of the MPO area appears on the next page:



Relationship of UPWP to Long Range Transportation Planning

The MPO develops its UPWP each spring. It outlines the transportation studies and planning efforts to be conducted during the upcoming fiscal year (July 1 – June 30). The transportation studies and planning efforts outlined in the UPWP are guided by the regional transportation vision, goals, issues, and priorities developed through the extensive long-range planning process. Federal law requires the MPO to address eight basic planning factors in the metropolitan planning process. These eight planning factors are used in the development of any plan or other work of the MPO, including the Work Program, and are as follows:

- *Economic Vitality*: Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- *Safety*: Increase the safety of the transportation system for motorized and non-motorized users;
- *Security*: Increase the security of the transportation system for motorized and non-motorized users;
- *Accessibility/Mobility*: Increase the accessibility and mobility of people and freight;
- *Environmental Quality*: Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- *Connectivity*: Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- *Efficiency*: Promote efficient system management and operation; and,
- *Maintenance*: Emphasize the preservation of the existing transportation system.

MPO Transportation Infrastructure Issues and Priorities

In addition to the eight planning factors identified by FHWA and FTA, the issues listed below (in no particular order) have been identified by the MPO, its transportation planning partners, and the public throughout the metropolitan planning process. These issues are interconnected components of effective regional transportation planning, and collectively create the planning priorities facing the CA-MPO that will be addressed through the Work Program tasks and deliverables.

The following issues call for a need to:

- Expand and enhance transit, transportation demand management strategies including ridesharing services, and parking strategies to provide competitive choices for travel throughout the region;
- Improve mobility and safety for the movement of people and goods in the area transportation system;
- Improve strategies to make the community friendly to bicycles and pedestrians, particularly the mobility and safety of bicyclists and pedestrians, as well as access to transit, rail and transit/rail facilities;
- Take more visible steps to better integrate transportation planning with local government land use plans, with a goal of creating patterns of interconnected transportation networks and long-term multimodal possibilities such as non-vehicular commuter trails, intercity rail, and right-of-way corridors for bus ways;
- Ensure that new transportation networks are designed to minimize negative impacts on the community and its natural environment, and to save money;
- Encourage public involvement and participation, particularly addressing environmental justice and Title VI issues;¹
- Improve the understanding of environmental impacts of transportation projects and identify opportunities for environmental mitigation; and,
- Seriously consider budget shortfalls and its impediments to transportation projects and work to tap alternative sources of funding.

Public Participation/Title VI and Environmental Justice

The MPO makes every effort to include minority, low-income, and limited-English speaking populations in transportation planning. Throughout this document there are several tasks that specifically discuss the MPO's efforts to include these populations. In addition to the UPWP, the MPO also maintains a Public Participation Plan and a Title VI/Environmental Justice Plan. Both plans specify that the MPO must post public notices in key locations for low-income, minority and limited-English speaking populations. Both plans state that the MPO must make all official documents accessible to all members of our community. The Title VI/Environmental Justice Plan also outlines a complaint process, should a member of these specialized populations feel as though they have been discriminated against. These documents work in tandem with the UPWP to outline the MPO's annual goals and processes for regional transportation planning.

¹ The 1994 Presidential Executive Order directs Federal agencies to identify and address the needs of minority and low-income populations in all programs, policies, and activities.

Funding

Two federal agencies fund the MPO's planning activity. This includes FHWA's funds, labeled as "PL," and FTA, labeled as "FTA." The FHWA funds are administered through VDOT, while FTA funds are administered through the DRPT. Funds are allocated to the TJPDC, to carry out MPO staffing and the 3c's process. The CA-MPO budget consist of 10% local funds, 10% state funds, and 80% federal funds.

VDOT receives federal planning funds from FHWA for State Planning and Research. These are noted with the initials "SPR." The total budget for SPR items reflects 80% federal funds and 20% state funds. Attachment A shows the tasks to be performed by VDOT's District Staff, utilizing SPR funds. VDOT's Transportation and Mobility Planning Division (TMPD), located in the VDOT Central Office, will provide statewide oversight, guidance and support for the federally-mandated Metropolitan Transportation Planning & Programming Process. TMPD will provide technical assistance to VDOT District Planning Managers, local jurisdictions, regional agencies and various divisions within VDOT in the development of transportation planning documents for the MPO areas. TMPD will participate in special studies as requested. DRPT staff also participates actively in MPO studies and committees, although funding for their staff time and resources is not allocated through the MPO process.

The following tables provide information about the FY22 Work Program Budget. These tables outline the FY22 Program Funds by Source and by Agency. The second table summarizes the budget by the three Work Program tasks: Administration (Task 1), Long Range Planning (Task 2), and Short-Range Planning (Task 3). More detailed budget information is included with the descriptions of the task activities.

FY23 Work Program: Funding by Source

Funding Source	Federal	State	Local	Total
	80%	10%	10%	100%
FY-23 PL Funding	\$156,046	\$19,505	\$19,506	\$195,057
FY-21 PL Passive Rollover	\$28,370	\$3,546	\$3,546	\$35,462
FY-22 PL Active Rollover	\$56,000	\$7,000	\$7,000	\$70,000
FY-23 PL Total	\$240,416	\$30,051	\$30,052	\$300,519
FY-23 FTA Funding	\$102,026	\$12,754	\$12,754	\$127,534
FY-22 FTA Active Rollover	\$21,330	\$2,666	\$2,666	\$26,662
FY-23 FTA Total	\$123,356	\$15,420	\$15,420	\$154,196
PL+FTA Total	\$363,772	\$45,471	\$45,472	\$454,715
VDOT SPR	\$136,000	\$17,000	\$17,000	\$170,000
Total FY23 Work Program	\$499,772	\$62,471	\$62,472	\$624,715

FY23 Work Program: Funding by Task

Funding Source	Task 1	Task 2	Task 3	Total
	12.98%	65.27%	21.76%	100%
PL+FTA Total	\$59,000	\$296,789	\$98,926	\$454,715
FY-23 PL Funding	\$37,500	\$108,557	\$49,000	\$195,057
FY-22 PL Active Rollover	\$0	\$35,462	\$0	\$35,462
FY-21 PL Passive Rollover	\$0	\$70,000	\$0	\$70,000
PL Total	\$37,500	\$214,019	\$49,000	\$300,519
FY-23 FTA Funding	\$21,500	\$56,108	\$49,926	\$127,534
FY-22 FTA Active Rollover	\$0	\$26,662	\$0	\$26,662
FTA Total	\$21,500	\$82,770	\$49,926	\$154,196
VDOT SPR	\$50,000	\$60,000	\$60,000	\$170,000
Total FY23 Work Program	\$109,000	\$356,789	\$158,926	\$624,715

Highlights of FY22 UPWP

The CA-MPO conducted several projects and initiatives in FY22. Below are highlights from that year, helping to give context for the FY21 activities.

SMART SCALE

The SMART SCALE process scores and ranks transportation projects, based on an objective analysis that is applied statewide. The legislation is intended to improve the transparency and accountability of project selection, helping the Commonwealth Transportation Board (CTB) to select projects that provide the maximum benefits for tax dollars spent. In FY22, CA-MPO staff implemented a new process to increase public engagement opportunities for SMART SCALE projects prior to preparing applications. CA-MPO staff worked with County, City, and VDOT staff to identify project applications early, and conducted an engagement process around one project that was identified as needing additional outreach. CA-MPO staff also coordinated with County, City, and VDOT staff to conduct an information session to share the planned project applications throughout the MPO area with the public and receive preliminary feedback. CA-MPO worked to prepare and submit pre-applications for projects that will be developed into full applications that will be completed in FY23.

North 29 Corridor Study

In FY22, MPO and PDC staff coordinated with VDOT to retain consultants to support an analysis of the northern portion of Route 29 in coordination with the Rural Transportation Work Program. Consultants examined the operation of key intersections throughout the corridor and recommended alternatives that could be implemented to improve operations based on their analysis.

Regional Transit Planning

MPO staff has continued their involvement in overseeing the Regional Transit Partnership. In FY22, staff continued their support of two DRPT grants to study transit service and operations within the MPO region. The feasibility study and implementation plan to expand transit service in Albemarle County was completed, and was successfully leveraged into an application for a demonstration grant to pilot micro-transit services in two areas of Albemarle County. The second study is to develop a Charlottesville Area Regional Transit Vision Plan and is still under development. This projects kicked off in FY21 and will continue into early FY23.

Transportation Improvement Program (TIP)

MPO staff maintained the FY21-FY24 TIP in collaboration with VDOT, DRPT, and the various MPO committees, finalizing the updated plan that was completed by the CA-MPO in FY22.

National Transportation Performance Measures

Performance Based Planning and Programming requirements for transportation planning are laid out in the Moving Ahead for Progress in the 21st century (MAP-21), enacted in 2012 and reinforced in the 2015 FAST Act, which calls for states and MPOs to adopt targets for national performance measures. Each MPO adopts targets for a set of performance measures, in coordination with the Virginia Department of Transportation (VDOT) and the Virginia Department of Rail and Public Transit (DRPT), and these measures are used to help in the

prioritization of TIP and Long-Range Transportation Plan projects. In FY22, the MPO Policy Board voted to support the statewide safety targets, which are reviewed every year.

Long Range Transportation Plan Scoping

MPO Staff began developing the scope for the next update to the Long Range Transportation Plan which will be undertaken beginning in FY23. As part of this scoping process, staff was able to successfully apply and be awarded a Growth and Accessibility Planning Technical Assistance grant through the Office of Intermodal Planning and Investment to develop a project prioritization process to incorporate into the process of developing the plan.

Title VI/Public Participation

In FY22, MPO Staff updated the Title VI plan in conformance with feedback received from VDOT. In FY23, staff will work to implement to new policies and processes that were identified as being required in that plan.

FY23 UPWP Activities by Task

Task 1: Administration

Total Funding: \$59,000

PL Funding: \$37,500

FTA Funding: \$21,500

A) Reporting and Compliance with Regulations

PL Funding: \$14,000

FTA Funding: \$8,000

There are several reports and documents that the MPO is required to prepare or maintain, including:

- FY23 Unified Planning Work Program Implementation;
- FY24 Unified Planning Work Program Development;
- Monthly progress reports and invoices; and,
- Other funding agreements.

TJPD staff will also provide for the use of legal counsel, accounting and audit services for administering federal and state contracts.

End Products:

- Complete annual Unified Planning Work Program (UPWP) process;
- Administer Grants and other funding;
- Execute project agreements, along with related certifications and assurances; and,
- Complete invoicing, monthly billing, and progress reports.

B) Staffing Committees

PL Funding: \$14,000

FTA Funding: \$8,000

TJPD staff is responsible for staffing the MPO Policy Board and Committees. These efforts include preparation of agendas, minutes, and other materials for the committees listed below. The MPO continues to urge localities to appoint committee representatives from minority and low-income communities.

The CA-MPO staffs the following groups:

- MPO Policy Board;
- MPO Technical Committee;
- Regional Transit Partnership (RTP); and,
- Additional committees as directed by the MPO Policy Board.

End Products:

- Staff committees;
- Maintain memberships on committees;
- Issue public notices and mailings; and,
- Maintain committee information on the TJPD/MPO Website.

C) Information Sharing

PL Funding: \$9,500

FTA Funding: \$5,500

The MPO functions as a conduit for sharing information between local governments, transportation agencies, state agencies, other MPOs, and the public. MPO staff will provide data and maps to State and Federal agencies, localities and the public, as needed. Staff will also contribute articles to TJPDC's newsletters and Quarterly Report. The CA-MPO will continually monitor and report on changes to Federal and State requirements related to transportation planning and implementation policies. Staff will attend seminars, meetings, trainings, workshops, and conferences related to MPO activities as necessary. Staff will assist local, regional and State efforts with special studies, projects and programs. One ongoing project is a regional housing analysis that will include use of transportation data around housing centers and travel time to key destinations. Staff will also conduct ongoing intergovernmental discussions; coordinate transportation projects; and attend/organize informational meetings and training sessions. MPO staff will attend additional meetings with local planning commissions and elected boards to maintain a constant stream of information with local officials to include transportation, transit and environmental topics.

End Products:

- Continue to review and update facts and figures;
- Provide technical data, maps and reports to planning partners;
- Attend local planning commission meetings as needed;
- Attend City Council and Board of Supervisors meetings as needed;
- Ensure adequate communication between Planning District Commission and MPO Policy Board;
- Analyze available data to identify whether MPO boundaries may expand into additional counties after the 2020 census;
- Continue coordination of ongoing meetings with staff from Charlottesville, Albemarle and UVA regarding bicycle and pedestrian projects
- Participate and maintain membership with the Virginia Association of MPOs (VAMPO);
- Participate and maintain membership with the American Association of MPOs (AMPO); and,
- Hold annual joint-MPO Policy Board meeting with the Staunton-Augusta-Waynesboro MPO and propose meetings with Lynchburg MPO.
- Maintain the TJPDC's social media; and,
- Maintain the MPO Website.

Task 2: Long Range Transportation Planning

Total Funding: \$296,789

PL Funding: \$214,019

FTA Funding: \$82,770

A) 2050 Long Range Transportation Plan

PL Funding: \$161,335

FTA Funding: \$33,000

The CA-MPO will begin its development of the 2050 Long Range Transportation Plan (LRTP) in FY23. CA-MPO is planning to utilize rollover funding from FY21 and FY22 to procure a

consultant to support the development of the plan. In addition, CA-MPO staff was able to successfully apply for and receive a technical assistance grant through the Office of Intermodal Planning and Investment (OIPI) to support the development of a project prioritization process to be incorporated into the plan methodology. The development of the LRTP is anticipated to take two years.

End Products:

- Complete the existing conditions analysis to update area demographic data, understand transportation network operations and deficiencies, and compile existing studies and plans that have been completed within the MPO region since the previous LRTP;
- Collaborate with MPO stakeholders to review existing transportation system goals/objectives/measures and revise as needed;
- Develop a public engagement strategy and process to be implemented during the plan update;
- Develop a Scope of Work for consultant support, and procure consultants;
- And continue to work with the OIPI-procured technical consultants to develop a project prioritization process to be incorporated into the project prioritization process.

B) OneMap – Regional Bicycle and Pedestrian Infrastructure Map

PL Funding: \$20,000

FTA Funding: \$8,108

The OneMap project is an initiative that was identified during the development of the Jefferson Area Bicycle and Pedestrian Plan adopted in 2019. The purpose of OneMap is to develop a shared naming system for bicycle and pedestrian infrastructure, agreed upon definitions, and mapping format to develop a singular regional map showing all of the bicycle and pedestrian transportation infrastructure throughout the MPO region, including infrastructure in Albemarle County, the City of Charlottesville, and UVA. Developing OneMap has been taken up by both Charlottesville and Albemarle GIS and planning staff at different points since its original conception, but has lacked dedicated resources to complete.

End Products:

- An assessment of data to-date that has been compiled by localities and UVA;
- The compilation of all data into a uniformed format;
- Ongoing coordination meetings to determine purpose and goals for use of OneMap information;
- Processes to regularly update the information included in OneMap; and
- The development of a strategy for sharing the OneMap information either publicly or with stakeholders for ongoing use.

C) CA-MPO Boundary Analysis

PL Funding: \$14,684

FTA Funding: \$7,000

The 2020 Census data necessitates a need to review the MPO boundary and determine if any adjustments need to be made based on the most recent data and potential changes in rule-making for how MPO boundaries are determined. Staff will analyze the population data to determine if activity since the previous census merits adjustments to the MPO boundaries, meet with stakeholders to determine stakeholder preferences for adjustments if merited, and provide any

needed documentation to the Governor's office for consideration.

End Products:

- A map of the eligible boundary area based on 2020 Census data;
- A report summarizing a request to change the MPO boundaries, if merited by a review of data;
- Updates with the MPO Committees with findings;
- Coordination meetings with stakeholders if adjustments are merited;
- Formal request for action from the Governor's Office; and
- Any revisions to policies or by-laws needed based on outcomes from the boundary analysis.

D) Transit Governance Study

PL Funding: \$0

FY23 FTA Funding: \$5,000

FY22 Rollover FTA Funding: \$26,662

The Thomas Jefferson Planning District Commission applied for a Technical Assistance grant from the Department of Rail and Public Transportation to conduct a governance study of the regional transit system. The governance study follows the completion of the Regional Transit Vision Plan and is intended to provide recommendations on the appropriate governance structure needed to implement the recommendations identified during the visioning process.

End Products:

- A review of the existing transit agencies and operations that participate in the regional transit system in the Thomas Jefferson Planning District;
- A review of the existing Regional Transit Authority legislation and an analysis of its strengths and weaknesses;
- A review of funding opportunities and recommended funding scenarios to support the implementation of recommendations identified in the Regional Transit Vision Plan; and
- Alternative governance structures that could be developed to oversee the implementation of recommendations identified as part of the regional transit visioning process.

E) On-call Services

PL Funding: \$18,000

FTA Funding: \$3,000

MPO, VDOT, and local staff will be available to conduct transportation studies, data collection, and planning efforts as requested by our planning partners, including projects focusing on transportation system improvements to improve mobility, safety, and security for area pedestrians, bicyclists, and motorists. All studies will ensure a working partnership with the surrounding area's businesses and neighborhoods. Costs will be incurred to identify and initiate contractual arrangements. MPO staff will also undertake the development of an on-call consultant program to provide efficient access to technical consultants as needed.

- Transportation study or planning effort, as requested, that can be used as a basis for implementing short-term and long-term transportation solutions; and
- Development of desired services that an on-call consultant program can provide; and
- A contract or contracts with consultant(s) procured to provide on-call services to the

MPO, TJPDC, and/or partner localities.

Task 3: Short Range Planning

Total Funding: \$98,926

PL Funding: \$49,000

FTA Funding: \$49,926

A) Transportation Improvement Program (TIP)

PL Funding: \$18,000

FTA Funding: \$7,000

There are a number of federal-aid highway programs (i.e. administered by FHWA) which, in order to be eligible for use by the implementing agency, must be programmed in the TIP. Similarly, there are funds available under federal-aid transit programs (i.e. administered by FTA) which, in order to be used, must also be programmed in the TIP. In fact, any federally-funded transportation projects within the MPO must be included in the TIP, including transit agency projects. Project descriptions include: implementing agency; location/service area; cost estimates; funding sources; funding amounts actual or scheduled for allocation; type of improvement, and; other information, including a required overall financial plan.

The TIP is updated every three years, and this fiscal year, MPO staff will need to prepare the FY24-FY27 TIP to be adopted by the Policy Board in FY23.

End Products:

- Process the Annual Obligation Report;
- Process TIP amendments and adjustments;
- Monitor the TIP as necessary, ensuring compliance with federal planning regulations; and
- Prepare the FY24-FY27 TIP for adoption by the Policy Board.

B) SMART SCALE Planning and Support

PL Funding: \$15,000

FTA Funding: \$12,000

MPO staff will continue to work with VDOT, DRPT, City and County staff to identify appropriate funding sources for regional priority projects. In FY22, MPO staff conducted robust stakeholder and public engagement on one SMART SCALE project that was identified by the MPO Policy Board and prepared pre-applications for projects to be submitted in SMART SCALE Round 5. In FY23, staff will develop final applications for the MPO and TJPDC projects within the MPO region.

End Products:

- Gather information needed for SMART SCALE final applications;
- Coordinate sharing of economic development, and other relevant information, between the localities in support of SMART SCALE applications;
- Submit final funding applications;
- Review performance of applications submitted in Round 5 and review projects for consideration in Round 6; and
- Attend the Quarterly Transportation Meetings hosted by OIPI to ensure that MPO and locality staff have appropriate information about all funding programs.

C) Travel Demand Management (TDM), Regional Transit Partnership (RTP), and Bike/Ped Support

PL Funding: \$4,000

FTA Funding: \$8,500

The RideShare program, housed by the TJPDC, is an essential program of the MPO's planning process. The RTP has been established to provide a venue for continued communication, coordination, and collaboration between transit providers, localities and citizens. These programs, along with continued support for bike and pedestrian travel, support regional TDM efforts. TDM has been, and will continue to be, included in the long-range transportation planning process.

End Products:

- Continue efforts to improve carpooling and alternative modes of transportation in MPO;
- Staff Regional Transit Partnership meetings;
- Address immediate transit coordination needs;
- Formalize transit agreements;
- Improve communication between transit providers, localities and stakeholders;
- Explore shared facilities and operations for transit providers;
- Provide continued support to coordinating bike/ped planning activities between the City of Charlottesville, Albemarle County, UVA and with the rural localities;
- Continue to assess the need for a Regional Transit Authority; and
- Per the Strategic Plan, integrate TDM into all MPO recommendations and projects.

D) Performance Targets

PL Funding: \$2,000

FTA Funding: \$1,000

MPOs are asked to participate in the federal Transportation Performance Management process by coordinating with the state to set targets for their regions based on the state targets and trend data provided by the state. The CA-MPO will need to set and document the regional safety and performance targets adopted.

End Products:

- Prepare workbook and background materials for MPO committees and Policy Board to review;
- Facilitate discussion of performance targets with the MPO committees and Policy Board;
- Complete all documentation notifying the state of the adopted safety and performance targets; and
- Update the TIP when the FY23 safety and performance targets are adopted.

E) Regional Transit and Rail Planning

PL Funding: \$0

FTA Funding: \$5,000

MPO, VDOT, and local staff will be available to conduct transportation studies and planning efforts as requested by our planning partners, including projects focusing on transportation

system improvements to improve mobility, safety, and security for area pedestrians, bicyclists, and motorists. All studies will ensure a working partnership with the surrounding area's businesses and neighborhoods. Costs will be incurred to identify and initiate contractual arrangements.

End Products:

- Provide technical support and staffing to ensure the successful completion of two grants awarded by DRPT: the completion of the Regional Transit Visioning Plan and the Regional Transit Governance Study, if awarded; and
- Prepare and submit planning and implementation grant applications for transit and rail projects as opportunities are identified.

F) CTAC, Public Participation, and Title VI

PL Funding: \$10,000

FTA Funding: \$16,426

TJPD staff will participate in and help develop community events and educational forums such as workshops, neighborhood meetings, local media, and the MPO web page. Staff will also participate in and act upon training efforts to improve outreach to underserved communities, such as low-income households, people with disabilities, minority groups, and limited English-speaking populations, including maintenance and implementation of the agency Title VI Plan. The TJPD will continue to staff the Citizens Transportation Advisory Committee, which is an important conduit for receiving feedback and input on the efficacy of public outreach and engagement efforts.

End Products:

- Utilize a broad range of public engagement strategies to disseminate information on transportation planning efforts and processes;
- Develop programs to better inform the public about transportation planning and project development;
- Demonstrate responsiveness to public input received during transportation planning processes;
- Review Title VI/Environmental Justice Plan as needed;
- Review Public Participation Plan as needed;
- Implement processes in compliance with Title VI Plan, Environmental Justice Plan, and Public Participation Plan;
- Review information on website for accessibility and understandability;
- Continue to investigate methods to increase participation from historically underserved communities;
- Provide proper and adequate notice of public participation activities; and
- Provide reasonable access to information about transportation issues and processes in paper and electronic media.

Task 4: Contracted Projects and Studies

A) Coordinate and support the following projects:

- If awarded, coordinate, manage, and implement the Regional Transit Governance Study for the CAMPO and TJPDC region.
- Coordinate, manage, and implement the completion of the Regional Transit Visioning Plan for the CAMPO and TJPDC region, which will be completed early in FY 23.

B) Explore opportunities for contracted project and studies.

Topical areas may include:

- Environmental impacts of the local transportation system and mitigation strategies.
- Improving coordination with locality staff and elected officials.
- Implementing recommendations from the Albemarle Service Expansion Feasibility Study.

CA-MPO in FY23

Along with ongoing, required MPO tasks, staff anticipates work on the following efforts, some of which will carry-over from FY22.

SMART SCALE

- Explore ways to improve the success of funding for projects
- Strengthen applications submitted in Round 5 for final submission
- Monitor any changes and updates to the SMART SCALE process
- Integrate any changes in State process into MPO and local projects to strengthen funding applications

LRTP 2045

- Conduct annual review of Plan and performance targets as set forth in MAP-21
- Continue to coordinate procedures and efforts with neighboring MPOs

MPO Boundary Adjustment

- Follow outcomes from the 2020 Census and prepare for discussions regarding adjustments to the CA-MPO boundaries.

Other Studies

- Assess connections with other regions and MPOs
- Continue evaluation of the region's transit network and participate in creation of the transit strategic plan

Public Participation Process

Review and Approval of Tasks

MPO Policy Board:

- Initial Draft provided March 24th, 2022
- Final Approval May 25th, 2022

Online Posting

Posted as part of MPO meeting agenda for March 24th, 2022

Posted on TJPDC.org: May 2nd, 2022 for 15 day public comment period

State Review

Draft submittal for VDOT review/comment: March 7th, 2022

Draft submittal for DRPT review/comment: March 7th, 2022

Review of Final FY23 UPWP

MPO Technical Committee: May 17th, 2022

Citizen Transportation Advisory Committee (CTAC): May 18th, 2022

MPO Policy Board: May 25^h, 2022

Glossary of Acronyms

The following transportation-related acronyms are used in this document:

3-C Planning Process	Federal Planning Process which ensures that transportation planning is continuing, comprehensive, and coordinated in the way it is conducted
AADT	Annual Average Daily Traffic
BRT	Bus Rapid Transit
CAT	Charlottesville Area Transit
CTAC	Citizens Transportation Advisory Committee
CTB	Commonwealth Transportation Board
DRPT	Virginia Department of Rail and Public Transportation
EV	Electric Vehicle
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Fiscal Year (refers to the state fiscal year July 1 – June 30)
GIS	Geographic Information System
JAUNT	Regional transit service provider to Charlottesville City, and Albemarle, Fluvanna, Louisa, Nelson, Buckingham, Greene and Orange Counties
L RTP	Long Range Transportation Plan
MAP-21	Moving Ahead for Progress in the 21 st Century (legislation governing the metropolitan planning process)
MPO	Metropolitan Planning Organization
NHS	National Highway System
PL	FHWA Planning Funding (used by MPO)
RideShare	Travel Demand Management (TDM) services housed at TJPDC that promote congestion relief and air quality improvement through carpool matching, vanpool formation, Guaranteed Ride Home, employer outreach, telework consulting and multimedia marketing programs for the City of Charlottesville, and Albemarle, Fluvanna, Louisa, Nelson, and Greene Counties.
RLRP	Rural Long Range Transportation Plan
RTA	Regional Transit Authority
RTP	Rural Transportation Program
SAFETEA-LU	Safe, Accountable, Flexible, Efficient, Transportation Equity Act: A Legacy for Users (legislation that formerly governed the metropolitan planning process)
SOV	Single Occupant Vehicle
SPR	FHWA State Planning and Research Funding (used by VDOT to support MPO)
SYIP	Six Year Improvement Plan
TAZ	Traffic Analysis Zone
TDP	Transit Development Plan (for CAT and JAUNT)
TDM	Travel Demand Management
TIP	Transportation Improvement Program
TJPDC	Thomas Jefferson Planning District Commission

TMPD	VDOT Transportation and Mobility Planning Division
UPWP	Unified Planning Work Program (also referred to as Work Program)
UTS	University Transit Service
UVA	University of Virginia
VDOT	Virginia Department of Transportation
VMT	Vehicle Miles Traveled
Work Program	Unified Planning Work Program (also referred to as UPWP)

Appendix

Attachment A: Tasks Performed by VDOT

Attachment B: Memorandum of Understanding (2019)

Attachment C: FTA Section 5303/PL Funding Breakdown

Attachment D: Resolution

ATTACHMENT – A (PLACEHOLDER)

Charlottesville/Albemarle Urbanized Area
FY-2023 Unified Planning Work Program
VDOT Input

State Planning and Research (SPR) Funds Available

\$ TBD

**MEMORANDUM OF UNDERSTANDING
ON METROPOLITAN TRANSPORTATION PLANNING RESPONSIBILITIES
FOR THE CHARLOTTESVILLE-ALBEMARLE METROPOLITAN PLANNING
AREA**

This agreement is made and entered into as of _____, 2018 by and between the Commonwealth of Virginia hereinafter referred to as the State, the Charlottesville-Albemarle Metropolitan Planning Organization hereinafter referred to as the MPO; and the City of Charlottesville, the Charlottesville Area Transit Service, Albemarle County and JAUNT, Inc. hereinafter referred to as the Public Transportation Providers; and the Thomas Jefferson Planning District Commission serving as planning and administrative staff to the MPO, hereinafter referred to as the Staff.

WHEREAS, joint responsibilities must be met for establishing and maintaining a continuing, cooperative, and comprehensive (3-C) metropolitan transportation planning and programming process as defined and required by the United States Department of Transportation in regulations at [23 CFR 450 Subpart C](#), and

WHEREAS, the regulations at [23 CFR 450.314](#) direct that the MPO, State, and Public Transportation Provider responsibilities for carrying out the 3-C process shall be cooperatively determined and clearly identified in a written agreement.

NOW, THEREFORE, it is recognized and agreed that, as the regional transportation planning and programming authority in cooperation with the Staff, State and Public Transportation Provider, the MPO shall serve as the forum for cooperative development of the transportation planning and programming activities and products for the Charlottesville-Albemarle metropolitan area. It is also agreed that the following articles will guide the 3-C process. Amendments to this agreement may be made by written agreement among the parties of this agreement.

Article 1

Planning and Modeling Boundaries

The MPO is responsible as the lead for coordinating transportation planning and programming in the Charlottesville-Albemarle metropolitan transportation planning area (MPA) that includes the City of Charlottesville and a portion of Albemarle County. A map providing a visual and itemized description of the current MPA will be included on the MPO website. It is recognized that the scope of the regional study area used with the travel demand model may extend beyond the MPA. The boundaries of the MPA shall be subject to approval of the MPO and the Governor. The MPA shall, at a minimum, cover the U.S. Bureau of the Census' designated urbanized area and the contiguous geographic area expected to become urbanized within the 20 year long range plan forecast period. The boundaries will be reviewed by the MPO and the State at least after

each Census decennial update, to adjust the MPA boundaries as necessary. Planning funds shall be provided to financially support the MPO's planning activities under 23 CFR 450 and 49 CFR 613, and the latest applicable metropolitan planning funding agreement with the State for the metropolitan planning area. All parties to this agreement shall comply with applicable state and federal requirements necessary to carry out the provisions of this agreement.

Article 2

MPO Structure & Committees

The MPO shall consist of, at a minimum, a Policy Board and a standing advisory group, the MPO Technical Committee. The MPO shall establish and follow rules of order and record. The Policy Board and MPO Technical Committee each shall be responsible for electing a chairman with other officers elected as deemed appropriate. These committees and their roles are described below. Redesignation of an MPO is required when an existing MPO proposes to make substantial changes on membership voting, decisionmaking authority, responsibility, or the procedure of the MPO.

(A) The Policy Board serves as the MPO's policy board, and is the chief regional authority responsible for cooperative development and approval of the core transportation planning activities and products for the urbanized region including:

- the MPO budget and Unified Planning Work Program (UPWP); and
- the performance based Constrained Long Range Transportation Plan (CLRP); and
- the performance-based Transportation Improvement Program (TIP) including all regionally significant projects regardless of their funding source; and
- the adoption of performance measure targets in accord with federal law and regulations that are applicable to the MPO metropolitan planning area; and
- the reporting of targets and performance to be used in tracking progress toward attainment of critical outcomes for the MPO region [450.314]; and
- the Public Participation Plan

The Policy Board will consider, analyze as appropriate, and reflect in the planning and programming process the improvement needs and performance of the transportation system, as well as the federal metropolitan planning factors consistent with 23 CFR 450.306. The Policy Board and the MPO will comply and certify compliance with applicable federal requirements as required by [23 CFR 450.336](#), The Policy Board and the MPO also shall comply with applicable state requirements such as, but not limited to, the Freedom of Information Act requirements which affect public bodies under the Code of Virginia at [2.2-3700 et sequel](#).

Voting membership of the Policy Board shall consist of the following representatives, designated by and representing their respective governments and agencies:

- One representative participating on behalf of the State appointed by the Commonwealth of Virginia Secretary of Transportation, and
- Locally elected officials representing each County, independent City, Town or other appropriate representation within the metropolitan transportation planning area.

The individual voting representatives may be revised from time to time as designated by the respective government or agency. State elected officials may also serve on the MPO. Nonvoting members may be added or deleted by the Policy Board through a majority of all voting members. Voting and nonvoting designated membership of the Policy Board will be identified and updated on the MPO's website with contact information.

(B) The MPO Technical Committee provides technical review, supervision and assistance in transportation planning. Members are responsible for providing, obtaining, and validating the required latest official travel and socio-economic planning data and assumptions for the regional study area. Members are to ensure proper use of the data and assumptions by the MPO with appropriate travel forecast related models. Additional and specific responsibilities may be defined from time to time by the Policy Board. This committee consists of the designated technical staff of the Policy Board members, plus other interests deemed necessary and approved by the Policy Board. The designated voting and nonvoting membership of the MPO Technical Committee will be updated by the Policy Board, and will be identified online with contact information.

(C) Regular Meetings – The Policy Board and MPO Technical Committee shall each be responsible for establishing and maintaining a regular meeting schedule for carrying out respective responsibilities and to conduct official business. Meeting policies and procedures shall follow regulations set forth in 23 CFR §450.316. The regular meeting schedule of each committee shall be posted on the MPO's website and all meetings shall be open to the public. Any meetings and records concerning the business of the MPO shall comply with State Freedom of Information Act requirements.

Article 3

Unified Planning Work Program (UPWP)

Transportation planning activities anticipated within the Charlottesville-Albemarle Metropolitan Planning Area during the next one or two year period shall be documented and prepared annually by the Staff and the MPO Technical Committee in accord with 23 CFR 450.308 and reviewed and endorsed by the Policy Board. Prior to the expenditure of any funds, such UPWP shall be subject to the approval of the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and the State for funding the activities. Any changes in

transportation planning and related activities, regardless of funding source, shall be accomplished by amendments to the UPWP and adoption by the Policy Board according to the same, full procedure as the initial UPWP.

Article 4

Participation Plan

The Policy Board shall adopt and maintain a formal, written Public Participation Plan. The Participation Plan shall provide reasonable opportunity for involvement with all interested parties in carrying out the metropolitan area's transportation planning and programming process, providing reasonable opportunities for preliminary review and comment especially at key decision points. Initial or revised participation plan procedures shall undergo a minimum 45 day draft public review and comment period. The Participation Plan will be published and available on the MPO's website. The State may assist, upon request of the MPO and on a case by case basis, in the provision of documents in alternative formats to facilitate the participation of persons with limited English proficiency or visual impairment.

The MPO also shall, to the extent practicable, develop and follow documented process(es) that at least outline the roles, responsibilities and key points for consulting with adjoining MPOs, other governments and agencies and Indian Tribal or federal public lands regarding other planning activities, thereby ensuring compliance with all sections of [23 CFR 450.316](#). The process(es) shall identify procedures for circulating or providing ready access to draft documents with supporting materials that reference, summarize or detail key assumptions and facilitate agency consultations, and public review and comment as well as provide an opportunity for MPO consideration of such comments before formal adoption of a transportation plan or program.

Article 5

Inclusion and Selection of Project Recommendations

Selection of projects for inclusion into the financially Constrained Long-Range Plan (CLRP)

Recommended transportation investments and strategies to be included in the CLRP shall be determined cooperatively by the MPO, the State, and Public Transportation Provider(s). The CLRP shall be updated at least every five years, and address no less than a 20 year planning horizon. Prior to the formal adoption of a final CLRP, the MPO shall provide the public and other interested stakeholders (including any intercity bus operators) with reasonable opportunities for involvement and comment as specified in 23 CFR 450.316 and in accordance with the procedures outlined in the Participation Plan. The MPO shall demonstrate explicit consideration and response to public input received during the development of the CLRP.

Development of the Transportation Improvement Program (TIP)

The financially constrained TIP shall be developed by the MPO with assistance from the State and Public Transportation Provider(s). The TIP shall cover a minimum four year period and shall be updated at least every four years, or more frequently as determined by the State to coincide and be compatible with the Statewide Transportation Improvement development and approval process.

The State shall assist the MPO and Public Transportation Provider(s) in the development of the TIP by: 1) providing the project listing, planned funding and obligations, and 2) working collaboratively to ensure consistency for incorporation into the STIP. The TIP shall include any federally funded projects as well as any projects that are regionally significant regardless of type of funding. Projects shall be included and programmed in the TIP only if they are consistent with the recommendations in the CLRP. The State and the Public Transportation Provider(s), assisted by the state, shall provide the MPO a list of project, program, or grouped obligations by year and phase for all the State and the public transportation projects to facilitate the development of the TIP document. The TIP shall include demonstration of fiscal constraint and may include additional detail or supporting information provided the minimum requirements are met. The MPO shall demonstrate explicit consideration and response to public input received during the development of the TIP.

Once the TIP is compiled and adopted by the Policy Board the MPO shall forward the approved TIP, MPO certification, and MPO TIP resolution to the State. After approval by the MPO and the Governor, the State shall incorporate the TIP, without change, into the STIP. The incorporation of the TIP into the STIP demonstrates the Governor's approval of the MPO TIP. Once complete, the STIP shall be forwarded by the State to FHWA and FTA for review and approval.

Article 6

Financial Planning and Programming, and Obligations

The State, the MPO and the Public Transportation Provider(s) are responsible for financial planning that demonstrates how metropolitan long-range transportation plans and improvement programs can be implemented consistent with principles for financial constraint. Federal requirements direct that specific provisions be agreed on for cooperatively developing and sharing information for development of financial plans to support the metropolitan transportation plan (23 CFR 450.324) and program (23 CFR 450.326), as well as the development of the annual listing of obligated projects (23 CFR 450.334).

Fiscal Constraint and Financial Forecasts

The CLRP and TIP shall be fiscally constrained pursuant to 23 CFR 450.324 and 450.326 respectively with highway, public transportation and other transportation project costs inflated to reflect the expected year of expenditure. To support the development of the financial plan for the CLRP, the State shall provide the MPO with a long-range forecast of expected state and federal transportation revenues

for the metropolitan planning area. The Public Transportation Provider(s), similarly, shall provide information on the revenues expected for public transportation for the metropolitan planning area. The financial plan shall contain system-level estimates of the costs and the revenue sources reasonably expected to be available to adequately operate and maintain the federal aid highways and public transportation. The MPO shall review the forecast and add any local or private funding sources reasonably expected to be available during the planning horizon. Recommendations on any alternative financing strategies to fund the projects and programs in the transportation plan shall be identified and included in the plan. In the case of new funding sources, strategies for ensuring their availability shall be identified and documented. If a revenue source is subsequently found removed or substantially reduced (i.e., by legislative or administrative actions) the MPO will not act on a full update or amended CLRP and/or TIP that does not reflect the changed revenue situation.

Annual Obligation Report

Within 90 days after the close of the federal fiscal year the State and the Public Transportation Provider(s) shall provide the MPO with information for an Annual Obligation Report (AOR). This report shall contain a listing of projects for which federal highway and/or transit funds were obligated in the preceding program year. It shall include all federally funded projects authorized or revised to increase obligations in the preceding program year, and at a minimum include TIP project description and implementing agency information and identify, for each project, the amount of Federal funds requested in the TIP, the Federal funding that was obligated during the preceding year, and the Federal funding remaining and available for subsequent years. The MPO shall publish the AOR in accordance with the MPO's public participation plan criteria for the TIP.

Article 7

Performance-Based Metropolitan Planning Process Responsibilities

The MPO

The MPO, in cooperation with the State and Public Transportation Provider(s), shall establish and use a performance-based approach in carrying out the region's metropolitan transportation planning process consistent with 23 CFR 450.306, and 23 CFR 490. The MPO shall integrate into the metropolitan transportation planning process, directly or by reference, the goals, objectives, performance measures, and targets described in applicable transportation plans and transportation processes, as well as any plans developed under 49 U.S.C. Chapter 53 by providers of public transportation required as part of a performance-based program. The MPO shall properly plan, administratively account for and document the MPO's performance based planning activities in the MPO UPWP.

Attachment B: Memorandum of Understanding

The MPO shall develop, establish and update the federally required transportation performance targets that apply for the MPO metropolitan planning area in coordination with the State(s) and the Public Transportation Provider(s) to the maximum extent practicable. The Policy Board shall adopt federal targets of the MPO after reasonable opportunity for and consideration of public review and comment, and not later than 180 days after the date on which the relevant State(s) and Public Transportation Provider(s) establish or update the Statewide and Public Transportation Provider(s) performance targets, respectively. No later than 21 days of the MPO deadline for the selection of new or updated targets, for each federally required performance measure, the MPO shall formally notify the state(s) and Public Transit Provider(s) of whether the MPO: 1) has selected “to contribute toward the accomplishment” of the statewide target selected by the state, or 2) has identified and committed to meet a specific quantitative target selected by the Public Transportation Provider(s) or the MPO for use in the MPO’s planning area of Virginia.

In the event that a Virginia MPO chooses to establish a MPO-specific federal highway or transit performance measure quantitative target, then the Virginia MPO shall be responsible for its own performance baseline and outcome analyses, and for the development and submittal of special report(s) to the State for the MPO-specific highway and/or transit performance measure(s). Reports from the Virginia MPOs that choose their own MPO-specific highway or transit target(s) will be due to the State no later than 21 days from the date that the MPO is federally required to establish its performance target for an upcoming performance period. The special report(s) for each new or updated MPO-specific highway target shall be sent from the Virginia MPO to the VDOT Construction District Engineer. The special report(s) for each new or updated MPO-specific transit target shall be sent from the Virginia MPO to the Department of Rail and Public Transportation. The special report(s) shall include summary documentation on the performance analyses calculation methods, baseline conditions, quantitative target(s), and applicable outcome(s) regarding the latest performance period for the MPO-specific performance measure(s). For the Virginia MPOs which agree to plan and program projects “to contribute toward the accomplishment” of each of the statewide performance measure targets, the State will conduct the performance analyses for the MPO’s metropolitan planning area in Virginia and provide online summaries for each measure such that no special report to the State will be due from these MPOs.

If a Virginia MPO chooses to contribute to achieving the statewide performance target, the MPO shall, at minimum, refer to the latest performance measure analyses and summary information provided by the State, including information that was compiled and provided by the State on the metropolitan planning area’s performance to inform the development of appropriate performance targets. The MPO may use State performance measures information and targets to update the required performance status reports and discussions associated with each MPO CLRP and/or TIP update or non-administrative modification. The MPO’s

transportation performance targets, recent performance history and status will be identified and considered by the MPO's Policy Board in the development of the MPO CLRP with its accompanying systems performance report required per 23 CFR 450.324, as well as in the development of the TIP with its accompanying description of the anticipated effect of the TIP toward achieving the performance targets, linking their TIP investment priorities to the performance targets as required per 23 CFR 450.326. The MPO CLRP and its accompanying systems performance report, and/or the MPO TIP and its accompanying description of the anticipated effect of the TIP, shall directly discuss or reference the latest State performance measure status information available and posted online by the State regarding the metropolitan planning area at the time of the MPO's Technical Committee recommendation of the draft MPO long range plan or draft TIP.

The State

Distinct from the roles of the metropolitan Public Transportation Provider(s) with federal performance measures on transit (transit is the subject of the next section), the State is the lead party responsible for continuous highway travel data measurement and collection. The State shall measure, collect highway data and provide highway field data for use in federal highway related performance measure analyses to inform the development of appropriate federal performance targets and performance status reports. MPO information from MPO-specific data analyses and reports might not be incorporated, referenced or featured in computations in the Virginia statewide performance data analyses or reports. The State shall provide highway analyses for recommending targets and reporting on the latest performance history and status not only on a statewide basis but also on the Virginia portions of each of Virginia's MPO metropolitan planning areas, as applicable. The findings of the State's highway performance analyses will inform the development or update of statewide targets.

Information regarding proposed statewide targets for highway safety and non-safety federal performance measures will be presented to the Commonwealth Transportation Board (CTB) at the CTB's public meetings and related documents, including, but not limited to, presentations and resolutions, will be made publicly available on the CTB website. The MPO and Public Transportation Provider(s) shall ensure that they inform the State of any special data or factors that should be considered by the State in the recommendation and setting of the statewide performance targets.

All statewide highway safety targets and performance reports are annually due from the State to FHWA beginning August 31, 2017 and each year thereafter. The MPO shall report their adopted annual safety performance targets to the State for the next calendar year within 180 days from August 31st each year. The statewide highway non-safety performance two and/or four year targets are due for establishment from the State initially no later than May 20, 2018 for use with the state biennial baseline report that is due by October 1, 2018. The subsequent state biennial report, a mid-period report for reviews and possible target

adjustments, is due by October 1, 2020. Thereafter, State biennial updates are cyclically due by October 1st of even numbered years with a baseline report to be followed in two years by a mid-period report. Using information cooperatively compiled from the MPOs, the State and the Public Transportation Providers, the State shall make publicly available the latest statewide and (each) MPO metropolitan planning area's federally required performance measure targets, and corresponding performance history and status.

The Public Transportation Provider(s)

For the metropolitan areas, Public Transportation Providers are the lead parties responsible for continuous public transit data measurement and collection, establishing and annually updating federal performance measure targets for the metropolitan transit asset management and public transportation agency safety measures under 49 U.S.C. 5326(c) and 49 U.S.C. 5329(d), respectively, as well as for updates that report on the public transit performance history and status. The selection of the performance targets that address performance measures described in 49 U.S.C. 5326(c) and 49 U.S.C. 5329(d) shall be coordinated, to the maximum extent practicable, between the MPO, the State and Public Transportation Provider(s) to ensure consistency with the performance targets that Public Transportation Providers establish under 49 U.S.C. 5326(c) and 49 U.S.C. 5329(d). Information from the Public Transportation Provider(s) on new or updated public transit asset management and safety performance targets, and data-reports on the public transit performance history and status relative to the targets is necessary for use and reference by the affected State(s) and the MPO(s). The Public Transportation Provider(s) that receive federal funds shall annually update and submit their transit asset management targets and data-reports to the FTA's National Transit Database consistent with FTA's deadlines based upon the applicable Public Transportation Provider's fiscal year. The Public Transportation Provider(s) shall notify, and share their information on their targets and data-reports electronically with the affected State(s) and MPO(s) at the time that they share the annual information with FTA, and coordinate, as appropriate, to adequately inform and enable the MPO(s) to establish and/or update metropolitan planning area transit target(s) no later than 180 days thereafter, as required by performance-based planning process.

IN WITNESS WHEREOF, the parties have executed this agreement on the day and year first written above.

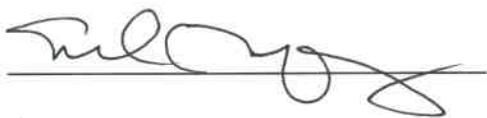


Chair
Charlottesville-Albemarle
Metropolitan Planning Organization

WITNESS BY 
DATE 7/25/18

Secretary of Transportation
Commonwealth of Virginia

WITNESS BY _____
DATE _____



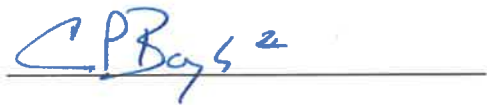
City Manager
City of Charlottesville for
Charlottesville Area Transit

WITNESS BY 
DATE 1/2/2019

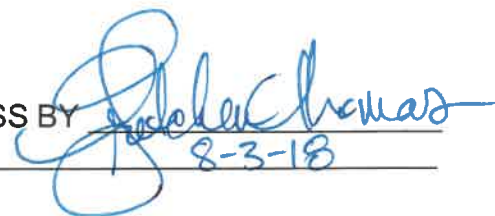


Executive Director
Jaunt, Inc.

WITNESS BY 
DATE 12/10/2018



Executive Director
Thomas Jefferson
Planning District Commission

WITNESS BY 
DATE 8-3-18



County Executive
Albemarle County

WITNESS BY Cheryl Dixon
DATE 12/17/2018

Attachment C: FTA Section 5303 and PL Funding Breakdown

FY23			
	PL	FTA	Total
Task 1: Administration	\$37,500	\$21,500	\$59,000
Reporting and Compliance with Regulations	\$14,000	\$8,000	\$22,000
Staffing Committees	\$14,000	\$8,000	\$22,000
Information Sharing	\$9,500	\$5,500	\$15,000
Task 2: Long Range Transportation Planning	\$214,019	\$82,770	\$296,789
2050 LRTP	\$161,335	\$33,000	\$194,335
OneMap	\$20,000	\$8,108	\$28,108
MPO Boundary Analysis	\$14,684	\$7,000	\$21,684
Transit Governance Study	\$0	\$31,662	\$31,662
On-call Services	\$18,000	\$3,000	\$21,000
Task 3: Short Range Transportation Planning	\$49,000	\$49,926	\$98,926
TIP	\$18,000	\$7,000	\$25,000
SMART SCALE	\$15,000	\$12,000	\$27,000
RTP, TDM, and Bike/Ped Support	\$4,000	\$8,500	\$12,500
Performance Targets	\$2,000	\$1,000	\$3,000
Regional Transit & Rail Planning	\$0	\$5,000	\$5,000
CTAC/Public Outreach/Title VI	\$10,000	\$16,426	\$26,426
TOTAL	\$300,519	\$154,196	\$454,715



Charlottesville-Albemarle Metropolitan Planning Organization

POB 1505, 401 E. Water Street, Charlottesville, VA 22902 www.tjpd.org
(434) 979-7310 phone • info@tjpd.org email

Resolution of Approval for the CA-MPO's Fiscal Year 2023 Unified Planning Work Program (UPWP)

WHEREAS, The Unified Planning Work Program (UPWP) provides a mechanism for coordinating transportation planning activities in the region, and is required as a basis and condition for all federal funding assistance for transportation planning by the joint metropolitan planning regulations of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA); and

WHEREAS, the CA-MPO provides a forum for conducting a continuing, comprehensive, and coordinated (3-C) transportation decision-making process among the City, County, UVA, JAUNT, CAT, DRPT and VDOT officials; and

WHEREAS, the UPWP identifies all activities to be undertaken in the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) area for fiscal year 2023; and

WHEREAS, the MPO Technical Committee reviewed the draft UPWP at their regular meeting, on May 17th, 2022; and

WHEREAS, the Citizen Transportation Advisory Committee (CTAC) reviewed the draft UPWP at their regular meeting, on May 18th, 2022; and

WHEREAS, staff from the Virginia Department of Transportation (VDOT) and Department of Rail and Public Transportation (DRPT) reviewed and provided amendments to the draft UPWP; and

WHEREAS, the draft UPWP was posted on the CA-MPO website and the public was provided with an opportunity to comment on the plan consistent with the Public Engagement Plan adopted on July 28th, 2021.

NOW, THEREFORE BE IT RESOLVED that the Charlottesville-Albemarle Metropolitan Planning Organization (MPO) approves the Fiscal Year 2023 Unified Planning Work Program and associated budget.

Adopted this 25th day of May, 2022 by the Charlottesville-Albemarle Metropolitan Planning Organization.

ATTESTED:

Ned Gallaway
Chair
Charlottesville-Albemarle MPO

Christine Jacobs
Executive Director
Charlottesville-Albemarle MPO



Charlottesville-Albemarle Metropolitan Planning Organization

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NOW, THEREFORE BE IT RESOLVED that the Charlottesville-Albemarle Metropolitan Planning Organization (MPO) approves the Fiscal Year 2023 Unified Planning Work Program and associated budget.

Adopted this 25th day of May, 2022 by the Charlottesville-Albemarle Metropolitan Planning Organization.

ATTESTED:

Ned Gallaway
Chair
Charlottesville-Albemarle MPO

Christine Jacobs
Executive Director
Charlottesville-Albemarle MPO



**RESOLUTION ENDORSING THE SUBMISSION OF SMART SCALE
APPLICATIONS REQUESTING TRANSPORTATION FUNDING BY THE
CHARLOTTESVILLE-ALBEMARLE METROPOLITAN PLANNING ORGANIZATION**

WHEREAS, the Charlottesville-Albemarle Metropolitan Planning Organization (MPO), in cooperation with the Virginia Department of Transportation and the Thomas Jefferson Planning District Commission, completed a comprehensive Long Range Transportation Plan (LRTP) in May, 2019; and

WHEREAS, the 2045 LRTP includes the following transportation improvements; and

WHEREAS, the MPO Policy Board has identified transportation projects which are critical to improve safe and efficient movement of people and goods along public roadways in the Charlottesville-Albemarle Metropolitan area; and

WHEREAS, during its 2014 session, the Virginia General Assembly enacted legislation in the form of House Bill 2 (“HB2”) now titled “Smart Scale”, which established new criteria for the allocation of transportation funding for projects within the state; and

WHEREAS, the Commonwealth Transportation Board (CTB) during its board meeting of June 17, 2015 approved the Policy and Guidelines for Implementation of a Project Prioritization Process in accordance with Smart Scale; and

WHEREAS, many of the transportation projects identified by the MPO meet the eligibility criteria for funding under Smart Scale; and

WHEREAS, it is in the best interests of the Metropolitan Transportation Planning Area of Charlottesville-Albemarle, for the MPO, the City of Charlottesville and Albemarle County to submit HB2 applications requesting state funding for eligible transportation projects.

NOW, THEREFORE, BE IT RESOLVED that the Policy Board of the MPO fully endorses the submission of a Smart Scale application requesting funding for the following transportation projects:

Being Submitted by the CA-MPO

1. Avon Street Multimodal Improvements
2. District Avenue Roundabout
3. Fifth Street Multimodal Improvements
4. Rivanna River Bicycle and Pedestrian Bridge Crossing

ADOPTED this 25th day of May, 2022 by the MPO Policy Board being duly assembled.

ATTESTED:

Ned Galloway, Chair

Charlottesville-Albemarle MPO Policy Board



**RESOLUTION ENDORSING THE SUBMISSION OF SMART SCALE
APPLICATIONS REQUESTING TRANSPORTATION FUNDING BY LOCALITIES**

WHEREAS, the Charlottesville-Albemarle Metropolitan Planning Organization (MPO) , in cooperation with the Virginia Department of Transportation and the Thomas Jefferson Planning District Commission, completed a comprehensive Long Range Transportation Plan (LRTP) in May, 2019; and

WHEREAS, the 2045 LRTP includes the following transportation improvements; and

WHEREAS, the MPO Policy Board has identified transportation projects which are critical to improve safe and efficient movement of people and goods along public roadways in the Charlottesville-Albemarle Metropolitan area; and

WHEREAS, during its 2014 session, the Virginia General Assembly enacted legislation in the form of House Bill 2 (“HB2”) now titled “Smart Scale”, which established new criteria for the allocation of transportation funding for projects within the state; and

WHEREAS, the Commonwealth Transportation Board (CTB) during its board meeting of June 17, 2015 approved the Policy and Guidelines for Implementation of a Project Prioritization Process in accordance with Smart Scale; and

WHEREAS, many of the transportation projects identified by the MPO meet the eligibility criteria for funding under Smart Scale; and

WHEREAS, it is in the best interests of the Metropolitan Transportation Planning Area of Charlottesville-Albemarle, for the MPO, the City of Charlottesville and Albemarle County to submit Smart Scale applications requesting state funding for eligible transportation projects.

NOW, THEREFORE, BE IT RESOLVED that the Policy Board of the MPO fully endorses submission of a Smart Scale application requesting funding for the following transportation projects:

Being Submitted by the City of Charlottesville

1. **5th Street from Cherry / Elliott Ave. to Harris Road:** The project will include vehicular, bicycle, and pedestrian safety improvements within corridor.

Being Submitted by Albemarle County

1. **Route 631 Rio Road/Belvedere Boulevard Intersection Improvements:** This project would install a continuous green-T intersection treatment. With the continuous green-T, vehicles traveling along Rio Road would continue through the intersection without stopping. Vehicles turning left onto Rio Road from Belvedere Boulevard would use a channelized receiving lane on Rio Road to merge onto Rio Road eastbound. No turning movements are restricted. It is still to be determined whether this intersection treatment will be signalized. This project may include an at-grade pedestrian crossing of Belvedere.
2. **Route 631 Fifth Street Extended (Stagecoach Road to Ambrose Commons Drive) Shared Use Path:** This project would extend the shared-use path proposed by the Albemarle Business Campus development to the north and south to create a continuous facility on the west side of 5th Street/Old Lynchburg Road from Ambrose Commons to Afton Pond Court (Stagecoach Rd). A two-stage pedestrian crossing near Hickory Street would be included. The project would include a road diet (single lane for each travel direction and a center turn lane) from the previously funded roundabout at the Old Lynchburg/5th Street/County Office Building intersection to Ambrose commons.
3. **Route 742 Avon Street Extended (Peregory Lane to Mill Creek Drive):** This project would construct a bi-directional shared-use path adjacent to Avon Street on the west side of the road from Mill Creek Drive to Peregory Lane. It would include a pedestrian crossing of Avon Street near the Lakeside Apartments. This project may include the construction of up to two transit shelters near the pedestrian crossing.
4. **US250/Old Trail Road Roundabout:** This project would construct a roundabout at the Old Trail Drive/250 intersection with pedestrian accommodations, particularly for the pedestrian movement across 250.

Being Submitted by the Planning District Commission but within the MPO Area

1. **US250/Louisa Road (Rt 22) Intersection Improvements:** The project would result in a displaced left-turn for traffic traveling east on US250 and turning north onto Louisa Road. The intersection will likely be signalized. Existing traffic signals will be rebuilt.
2. **US250/Peter Jefferson Parkway Intersection Improvements and Access Management:**
 - Add a right-turn only for eastbound traffic on US250 (turning right onto Peter Jefferson Parkway) to reduce rear-end crashes at this intersection; the existing shared right-turn/thru-lane should be converted to thru-only
 - Implement a “Thru-cut” at the US250/Peter Jefferson Parkway intersection such that thru-movements on the minor approaches are eliminated to maximize signal efficiencies and reduce delay

- Construct a new 50-space park and ride lot on the northwest corner of the US250/Peter Jefferson Parkway intersection
- Complete/close the existing median cut between Pantops Mountain Road and Peter Jefferson Parkway – this access management treatment is intended to improve safety and reduce delay. This application may include at-grade pedestrian crossings of US250 at Pantops Mountain Road and/or Peter Jefferson Parkway

3. US250/Rolkin Road Pedestrian Improvements:

- An at-grade pedestrian crossing for the northern, eastern, and southern legs of the US250/Rolkin Road intersection
- Continuation of the sidewalk on the southern side of US250 (that currently ends at Rolkin Road) to State Farm Boulevard

4. Milton Road Intersection Improvements: This project was identified as part of the VDOT Project Pipeline process, and would include the construction a roundabout at this intersection.

ADOPTED this 25th day of May, 2022 by the MPO Policy Board being duly assembled.

ATTESTED:

Ned Gallaway, Chair
Charlottesville-Albemarle MPO Policy Board

Memorandum

To: CA-MPO-Committees
From: Lucinda Shannon, Senior Regional Planner
Date: April 26, 2022
Subject: Jaunt Adjustments to the Transportation Improvement Program (TIP) FY21-24

Purpose: To inform CA-MPO Committees about adjustments made to the TIP.

Summary: The following adjustment was made to the TIP in April 2022.

There was one administrative adjustment made to the TIP on April, 26th in Fiscal Year 2022 for Jaunt.

Adjustment 21: JNT0013- change the title from Rehab/Rebuild Busses to Associated Capital Maintenance. FTA requested this adjustment to better describe the project and activity line item on Jaunt's funding application to replace transmissions.

If there are any questions or comments, please contact Lucinda Shannon at lshannon@tjpd.org or (434) 979-7310 Ext.113.

Memorandum

To: CA-MPO-Committees
From: Lucinda Shannon, Senior Regional Planner
Date: April 4, 2022
Subject: Jaunt Adjustments to the Transportation Improvement Program (TIP) FY21-24

Purpose: To inform CA-MPO Committees about adjustments made to the TIP.

Summary: The following adjustment was made to the TIP in April 2022.

There was one administrative adjustment made to the TIP on April, 4th in Fiscal Year 2022 for Jaunt.

Adjustment 20: JNT0018- add \$140K funding for FY22 (add FTA 5311 \$112K, State \$22K, local \$6K). Jaunt is purchasing 14 automated passenger counters to install in CONNECT commuter buses to accurately tally passengers and provide higher quality ridership data. APCs will help Jaunt disaggregate the data at the stop, segment, and trip levels, which in return can provide the agency with a higher quality of ridership data.

If there are any questions or comments, please contact Lucinda Shannon at lsannon@tjpd.org or (434) 979-7310 Ext.113.

Memorandum

To: CA-MPO-Committees
From: Lucinda Shannon, Senior Regional Planner
Date: March 24, 2022
Subject: Jaunt Adjustments to the Transportation Improvement Program (TIP) FY21-24

Purpose: To inform CA-MPO Committees about adjustments made to the TIP.

Summary: The following adjustment was made to the TIP in March 2022.

There were three administrative modifications in Fiscal Year 2022 for Jaunt.

1. JNT0001 Operating Assistance- Increase FY22 FTA funding \$1,820K
2. JNT0009 ADP Software- Increase FY22 funding \$140K (increase FTA 5311 \$112K, State \$22K, local \$6K)
3. JNT0019 Mobility Management- Increase FY22 funding \$85K (increase FTA 5311 \$68K, State \$14K, Local \$3K); move FTA 5310 funding to FTA 5311 (\$74K in FY23, \$78K in FY24)

If there are any questions or comments, please contact Lucinda Shannon at ls Shannon@tjpd.org or (434) 979-7310 Ext.113.

Memorandum

To: CA-MPO-Committees
From: Lucinda Shannon, Senior Regional Planner
Date: March 24, 2022
Subject: Adjustments to the Transportation Improvement Program (TIP) FY21-24

Purpose: To inform CA-MPO Committees about adjustments made to the TIP.

Summary: The following adjustment was made to the TIP in March 2022.

Preventative Maintenance & System Preservation and the Preventative Maintenance for Bridge Groupings were updated in March 2022. \$250,000 was moved from the Preventative Maintenance for Bridge Grouping to the Preventative Maintenance & System Preservation Grouping. This transfer is to account for additional actual obligations this year for the State of Good Repair project for the Dairy Road over the 250 Bypass.

If there are any questions or comments, please contact Lucinda Shannon at ls Shannon@tjpd.org or (434) 979-7310 Ext.113.