

AGENDA

Policy Board Members and Guests – Join Zoom Meeting:

<https://us02web.zoom.us/j/82602538512>

Meeting ID: 826 0253 8512 and **Dial in** 1-301-715-8592

† Times are approximate

* Requires a vote of the Board

<i>Item</i>	<i>Description</i>	<i>Time†</i>
1	Call to Order a. Call to Order, Roll Call – <i>Chair Gallaway & Gorjan Gjorgjievski</i> b. Reading of the Electronic Meeting Notice – <i>Gorjan Gjorgjievski</i>	4:00 – 4:05
2	Matters from the Public – <i>Chair Gallaway</i> Members of the public are welcome to provide comments on any transportation-related topic, including the items listed on this agenda (<i>limit three minutes per speaker</i>)	4:05 – 4:10
3	*General Administration – <i>Chair Gallaway</i> a. *Review and Acceptance of the Agenda b. *Approval of the Draft March 20, 2026, Special Session Meeting Minutes	4:10 – 4:15
4	*New Business – <i>Chair Gallaway</i> a. *SMART SCALE Round 7 Projects Under Consideration – <i>Taylor Jenkins</i> i. Locality Projects – Staff Memo, Resolution of Support ii. CA-MPO Projects – Presentation, Staff Memo, Resolutions of Support b. *FY27 Unified Planning Work Program (UPWP) – <i>Taylor Jenkins</i> i. FY27 UPWP Document – Final Draft ii. Presentation, Staff Memo and Resolution of Approval iii. Public Hearing c. *FY27-FY30 Transportation Improvement Program (TIP) – <i>Gorjan Gjorgjievski</i> i. FY27-FY30 TIP Document - Draft ii. Presentation, Staff Memo and Resolution of Approval iii. Public Hearing d. *FY24-FY27 TIP Amendment #14 and Adjustment #27 – <i>Gorjan Gjorgjievski</i> i. FY24-FY27 TIP Document ii. Staff Memo and Resolution iii. Public Hearing e. CA-MPO Bylaws and Public Engagement Plan Revisions – <i>Taylor Jenkins</i> i. Staff Memo and Reading of Proposed Amendments ii. Technical Committee Bylaws: Redlined Version and Clean Version iii. Policy Board Bylaws: Redlined Version and Clean Version iv. Public Engagement Plan: Redlined Version and Clean Version	4:15 – 5:20 5:20 – 5:25 5:25 – 5:30 5:30 – 5:35 5:35 – 5:40
5	Staff Updates – <i>Chair Gallaway</i> a. Staff Updates: Staff Report – <i>Taylor Jenkins</i>	5:40 – 5:45
6	VDOT Project Updates – <i>Culpeper District Staff</i> a. STARS and Pipeline Studies – <i>Charles Proctor and Sandy Shackelford</i>	5:45 – 5:50
7	Other Business – <i>Chair Gallaway</i> a. Policy Board Members Roundtable Updates – All members	5:50 – 5:55
8	Additional Matters from the Public – <i>Chair Gallaway</i> Members of the public are welcome to provide additional comments on any transportation-related topic, including the items listed on this agenda (<i>limit of 3 minutes per speaker</i>)	5:55 – 6:00
9	Adjourn – <i>Chair Gallaway</i> a. Next Regular Meeting – June 24, 2026, at 4:00pm (In-Person Meeting) – <i>Fourth Wednesday of every other month</i>	6:00 pm

VOTING MEMBERS
Chair: Ned Gallaway, Albemarle County Board of Supervisors
Vice-Chair: Natalie Oschrein, Charlottesville City Council
Ann Mallek, Albemarle County Board of Supervisors
Jen Fleisher, Charlottesville City Council
Sean Nelson, VDOT Culpeper District
Stacy Londrey, Alternate, VDOT Culpeper District
NON-VOTING MEMBERS
Christine Jacobs, TJPDC
Ivan Rucker, FHWA
Vacant, FAA
Daniel Koenig, FTA
Mitch Huber, DRPT
Wood Hudson, DRPT Alternate
Julia Monteith, UVA Office of the Architect
Mike Murphy, Jaunt
Garland Williams, CAT Director
TJPDC/CA-MPO STAFF
Christine Jacobs, TJPDC
Taylor Jenkins, TJPDC
Lucinda Shannon, TJPDC
Logan Ende, TJPDC
Isabella O'Brien, TJPDC
Gorjan Gjorgjievski, TJPDC
Gretchen Thomas, TJPDC
VIRGINIA DEPARTMENT OF TRANSPORTATION (VDOT) DISTRICT STAFF
Charles Proctor, VDOT – Culpeper District
Sandy Shackelford, VDOT – Culpeper District
GUESTS

NOTICE OF ELECTRONIC MEETING:

This meeting of the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) Policy Board is being held pursuant to the Code of Virginia Subsection C of § 2.2-3708.3, which allows a public body to hold all-virtual public meetings. The meeting is being held via electronic video and audio means through Zoom online meetings and is accessible to the public. The method for holding this meeting shall not change unless a new meeting notice is provided. Should the electronic transmission fail, you may reach out to the TJPDC at tjenkins@tjpd.org.

Notice has been provided to the public through notice at the TJPDC offices, to the media, web site posting and agenda. The meeting is held pursuant to the Remote Electronic Participation and All-Virtual Meeting Policy as adopted by the CA-MPO Policy Board on August 27, 2025. The meeting minutes will reflect that the meeting was held by electronic communication means, and the type of electronic communication means by which the meeting was held.

TJPDC fully complies with Title VI of the Civil Rights Act of 1964 in all programs and activities. TJPDC provides reasonable accommodations for persons who require special assistance to participate in public involvement opportunities. For more information, to request translation services or other accommodations, or to obtain a Discrimination Complaint Form, contact (434) 979-7310 or www.tjpd.org.

MPO Policy Board Meeting

Minutes, March 20, 2026

DRAFT

A video of this meeting can be found at: <https://www.youtube.com/watch?v=hAzMAeb5MV0>

VOTING MEMBERS & ALTERNATES		STAFF	
Ann Mallek, Albemarle	x	Gretchen Thomas, TJPDC	x
Ned Gallaway, Albemarle	x	Sara Pennington, RideShare	
Jen Fleisher, Charlottesville	x	Lucinda Shannon, TJPDC	
Natalie Oschrin, Charlottesville	x	Sarah Simba, TJPDC	
Sean Nelson, VDOT	x	Gorjan Gjorgjevski, TJPDC*	x
Stacy Londrey, VDOT (alternate)	x	Taylor Jenkins, TJPDC	x
NON-VOTING MEMBERS		GUESTS/PUBLIC	
Jason Espie, Jaunt	x	Ben Chambers, City of Charlottesville	x
Christine Jacobs, TJPDC	x	Tonya Swartzendruber, Albemarle County	x
Julia Monteith, UVA	x	Jessica Dimmick, Albemarle County	x
Garland Williams, CAT		Kevin McDermott, Albemarle County	x
Ivan Rucker, FHWA		Michael Barnes, Albemarle County	x
Daniel Koenig, FTA		Darrell Byers, Commonwealth Transportation Board	x
Chuck Proctor, VDOT	x		
Mitch Huber, DRPT*	x		
Mike Murphy, Jaunt			
Sandy Shackelford, VDOT	x		
Wood Hudson DRPT (alternate)			

* attended online via Zoom

1. CALL TO ORDER (MINUTE 0:00)

The MPO Policy Board Chair, Ned Gallaway, presided and called the meeting to order at 3:02 p.m. Sarah Simba called roll.

Ned Gallaway welcomed Commonwealth Transportation Board (CTB) Culpeper District representative Darrell Byers.

2. MATTERS FROM THE PUBLIC (02:15)

Matters from the Public:

There were no matters from the public and no comments provided via email, online, or through the website.



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

3. GENERAL ADMINISTRATION (MINUTE 02:35)

Approval of the Agenda

Motion/Action: Ann Mallek made a motion to approve the agenda as presented. Jen Fleisher seconded, and the motion passed unanimously.

Approval of February 25, 2026 Meeting Minutes

Motion/Action: Ann Mallek made a motion to approve the minutes. Jen Fleisher seconded, and the motion passed unanimously.

4. NEW BUSINESS (MINUTE 03:52)

Opening Remarks

Sean Nelson presented opening remarks for the Special Meeting, covering what better regional coordination, a regional infrastructure strategy, and regional project prioritization could look like. Jessica Dimmick asked how applicants can influence the SMART SCALE Policy. Board members and staff held discussion on how projects are evaluated and how to better align priorities with funding sources.

SMART SCALE Round 7 Projects Under Consideration (Minute 36:55)

Taylor Jenkins, Jessica Dimmick, and Ben Chambers jointly presented information on SMART SCALE projects under consideration for Round 7. Taylor Jenkins began the presentation with foundational SMART SCALE information on project eligibility and evaluation.

Ben Chambers presented information on the SMART SCALE project that will be submitted by the City of Charlottesville at the intersection of W Main St and Ridge/McIntire. He reviewed project background from the ongoing STARS study, the current concept under consideration, and the preliminary project cost.

Taylor Jenkins and Jessica Dimmick jointly presented information on the Albemarle County and CA-MPO projects under consideration, since they are geographically located closer together. While covering projects for Albemarle County, Jessica Dimmick explained the potential strategy behind submitting two projects for US 250 (Ivy Road), one with one roundabout (partial recommendation) and the other project with two roundabouts (the full recommendation).

Board members held discussion about project safety data, VTrans Needs, and challenges. Julia Monteith requested additional coordination and correspondence for the Barracks Road project location. Board members held additional discussion on the two Ivy Road ramp project locations, including VTrans Needs and the purpose of the projects. For the project location at I-64 and 5th Street, Taylor Jenkins stated that this project location was a value-engineered re-submission of a previous SMART SCALE project.

Taylor Jenkins closed the presentation by covering next steps for the SMART SCALE projects in Round 7, including submission deadlines, future Committee meetings, and the selection timeline.

5. STAFF UPDATES)

A written staff update was included in the meeting packet.

6. OTHER BUSINESS: ROUNDTABLE UPDATES

Due to time constraints, the Committee skipped roundtable updates for this meeting.

7. ADDITIONAL MATTERS FROM THE PUBLIC (MINUTE 2:10:00)

There were no additional matters from the public.

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

Memorandum

To: Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO)
From: Christine Jacobs, Executive Director, TJPDC/CA-MPO
Taylor Jenkins, Director of Transportation, TJPDC/CA-MPO
Date: April 22, 2026
Subject: SMART SCALE Final Applications

Background:

The CA-MPO staff and committees have worked diligently, in cooperation with the Virginia Department of Transportation, the Thomas Jefferson Planning District Commission, and staff in both the City of Charlottesville and Albemarle County, to identify and prepare pre-applications for Round Seven (7) of SMART SCALE. As a requirement of the final application, a signed resolution of support is needed for all projects submitted by the CA-MPO. Additionally, as a requirement of the locality SMART SCALE applications, a signed resolution of support is needed for local projects that are within the urbanized area.

All projects submitted by the CA-MPO meet the eligibility criteria for funding under SMART SCALE's High Priority Program (HPP). Projects submitted by the localities within the urbanized area meet the eligibility criteria for funding under SMART SCALE's District Grant Program (DGP) or the HPP program. The table below illustrates DGP and HPP eligibility by project, based on the VDOT Culpeper District's assessment. **HPP eligibility will ultimately be determined by screening review conducted by the Office of Intermodal Planning and Investment (OIPI).**

Applicant	Project	DGP Eligible	HPP Eligible
Charlottesville	W Main/Ridge McIntire	Yes	Yes
Albemarle	Barracks Rd & US 29 SB/US 250 WB On-Ramp	Yes	Yes
Albemarle	US 250 & Old Trail Roundabout	Yes	No*
Albemarle	US 250 (Ivy Road) – Full Recommendation	Yes	No*
Albemarle	US 250 (Ivy Road) – Partial Recommendation	Yes	No*
CA-MPO	US 29 NB/US 250 BE Off-Ramp at Barracks	No	Yes
CA-MPO	5th St / I-64 DDI	No	Yes
CA-MPO	US 29 SB/US250 WB Off-Ramp Extension at Ivy Rd	No	Yes
CA-MPO	US 29 NB/US250 EB Off-Ramp Extension at Ivy Rd	No	Yes

No = not eligible currently, but would be eligible if the Commonwealth Transportation Board (CTB) votes to allow innovative intersections as an eligible project for HPP*

The CTB is scheduled to vote on the change in SMART SCALE eligibility that would allow innovative intersections as an eligible feature type for HPP on April 22, 2026.

The pre-application submission deadline for all projects closed April 1, 2026. The full application window opens June 1, 2026, with application refinement occurring June 1, 2026, through July 30, 2026. Supporting documentation for all applications is due July 15, 2026, with final applications due no later than August 3, 2026.

The descriptions below represent the most accurate descriptions available at the time of application preparation. It is important to note that details of the project may be amended as the project goes through the design phase.

Description of projects being submitted by Albemarle County:

- a. **Barracks Road SB Right Turn Lane at US 29/250 Bypass** – This project will include: constructing a new right turn lane from SB Barracks Road onto the US 29 SB/US 250 WB on-ramp; closing the median crossover at Ricky Road; installing high visibility crosswalks across Barracks Road north of the US 29/250 WB ramps at the signal, and across the 29/250 WB off-ramp; relocating CAT bus stop 14413 one block east on SB Barracks Road from Surrey Rd to Bennington Rd; installing a concrete boarding platform at the relocated bus stop; and installing approximately 350' of shared use path on the south side of Barracks Road from relocated bus stop at Bennington Road to the new crosswalk across Barracks Road. This project will overlap with the US 29 NB/US 250 EB Off-Ramp Improvements project submitted by the CA-MPO at the Barracks Road and US 250 WB/US 29 SB ramp intersection.
- b. **US 250 and Old Trail Drive Intersection Improvements** – This project will include: installing a 2x1 hybrid roundabout (2 lanes in the E/W direction, 1 lane in the N/S direction) at the intersection of Old Trail Drive and US 250 (Rockfish Gap Tpk) with high-visibility pedestrian crosswalks and pedestrian activated signal controls on the northern, southern, and eastern legs of the roundabout; improving the shared use path on the northern (WB) side of US 250 from the intersection heading east connecting to the path accessing Henley Middle School; and adding sidewalk on the western (SB) side of Rt. 9570 from the intersection south connecting to the parking lot at the high school.
- c. **US 250 / Rte 601 Roundabout Corridor Improvements** - This project will include: Installing a 2x1 hybrid roundabout at US 250/Canterbury Road; installing a 2x1 hybrid roundabout at US 250/Boars Head; Installing median barrier between the two roundabouts; constructing 1 additional through lane between the roundabouts in the eastbound direction; constructing 1 additional through lane between the roundabouts in the westbound direction; constructing a shared use path on the eastbound side of US 250 between the two roundabouts; adding 1 high visibility crosswalk on the east leg of the Boars Head Roundabout; adding 1 crosswalk on the west leg of the Canterbury Roundabout; Constructing sidewalk on the westbound side of US 250 from Canterbury Rd west tying into to the existing sidewalk.
- d. **US 250 / Rte 601 / Canterbury Intersection Improvements** - This project will include: Installing a 2x1 (2 lanes in the E/W direction, 1 lane in the N/S direction) hybrid roundabout at the intersection of US 250 (Ivy Road) at Old Garth Road/Canterbury Road; Constructing sidewalk on the WB (northern) side of US 250 from The Market at Bellair west to the existing sidewalk; Constructing crosswalks on the western and southern legs of the roundabout; Constructing approx. 500 ft of shared use path along the EB

(southern) side of US 250; and Constructing approx. 500 ft of median along US 250 from the new roundabout west to the entrance to Commonwise Home Care for access management; and adding a loon for WB-to-EB U-turns on US 250 across from the entrance to Commonwise Home Care.

Description of projects being submitted by the City of Charlottesville:

- a. **Ridge, McIntire, & W Main – Intersection Improvements** - This project will include: Installing a two-way bikeway along W. Main Street and W. Water Street between 4th Street NW and 2nd Street SE; Adding a two-phased bicycle crossing with waiting area on W Water Street; Converting W. Water Street to one-way WB between Ridge-McIntire and 2nd Street SE using South Street West as the one-way pair; Converting the EB slip lane to a standard right turn lane and removing the island/relocating the statue pedestal; Converting the EB through/left lane to EB through/right lane; modifying the signal timing; Replacing the existing crosswalk on the south leg of the intersection with a high visibility crosswalk; improving the curb ramps at existing crosswalks to meet ADA requirements; signaling the WB right turn slip lane from W Water Street to NB Ridge-McIntire.

Description of projects being submitted by the CA-MPO:

- a. **I-64 – 5th St Interchange Improvements** - This project includes conversion of the existing traditional diamond interchange to a Diverging Diamond Interchange (DDI); construction of a shared use path along northbound 5th Street from the 5th Street Trail and Hub (UPC 118870) to the I-64 westbound off-ramp and across the northern interchange terminal, connecting to the existing sidewalk on the 5th Street bridge; addition of a pedestrian crossing at the I-64 westbound to northbound 5th Street off-ramp with active pedestrian control; addition of a signal-controlled pedestrian crossing at the northern diverge; addition of pedestrian crossings with signals at the I-64 eastbound to northbound and southbound off-ramps; construction of a sidewalk along southbound 5th Street connecting to existing pedestrian facilities; and improvement of the northbound 5th Street transit stop south of 5th Street Landing to enhance multimodal access and safety.
- b. **US 29 NB/US 250 EB Ramp Extension/Barracks Road Off-Ramp** - This project will include: Tying together the on-ramp from Leonard Sandridge onto US 250 EB/US 29 NB with the off-ramp at Barracks Road; Adding a second left turn lane from the US 29 NB/US 250 EB off-ramp onto NB Barracks Road; Constructing sidewalk on the SB side of Barracks Road between the US 29 SB/US 250 WB on-ramp and the US 29 NB/US 250 EB off-ramp terminals and extending to the south terminating at the driveway across from the 7-Eleven; Improve the sidewalk on the NB side of Barracks Road between the US 29 SB/US 250 WB off-ramp and the US 29 NB/US 250 EB on-ramp to meet ADA requirements. This project will overlap with the US 29 SB/US 250 WB on-ramp improvement project that is being submitted by Albemarle County at the Barracks Road and US 250 WB/US 29 SB ramp intersection.
- c. **Old Ivy Rd On-Ramp/Leonard Sandridge Rd Off-Ramp Aux. Lane** - This project will include: increasing the length of the on-ramp from Old Ivy Road onto US 29 NB/US 250 EB and tying it together with the off-ramp at Leonard Sandridge Road; adding an additional NB on-ramp lane from Old Ivy Road.

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- d. **US 29/250 SB Off-Ramp Extension to Old Ivy Rd** - This project is a recommendation from a Round 2 Pipeline Study. It will include increasing the length of the off-ramp extension on Ivy Road from US 29 SB/US 250 WB at Old Ivy Road.
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CA-MPO Technical Committee Recommendations:

The Technical Committee considered SMART SCALE resolutions of support at the April 7, 2026, meeting. From the 13-member committee, the following voting representatives were absent from the meeting:

- One (1) Albemarle County Planning Commission representative
- One (1) University of Virginia Representative

1. ***Albemarle County and City of Charlottesville Projects:**

The CA-MPO Technical Committee **recommends adoption** of the resolution endorsing the submission of SMART SCALE applications for projects submitted by Albemarle County and the City of Charlottesville within the urbanized area for Round Seven (7), as described herein.

All present members of the Committee were in favor of the recommendation.

2. ***Charlottesville - Albemarle Metropolitan Planning Organization Projects:**

- a. The CA-MPO Technical Committee **recommends adoption** of the resolution endorsing the CA-MPO's SMART SCALE application for the **I-64 – 5th St Interchange** project.

All present members of the Committee were in favor of the recommendation.

- b. The CA-MPO Technical Committee **recommends adoption** of the resolution endorsing the CA-MPO's SMART SCALE application for the **US 29 NB/US 250 EB Ramp Extension/Barracks Road Off-Ramp** project.

All present members of the Committee were in favor of the recommendation.

- c. The CA-MPO Technical Committee **recommends adoption** of the resolution endorsing the CA-MPO's SMART SCALE application for the **Old Ivy Rd On-Ramp/Leonard Sandridge Rd Off-Ramp Aux. Lane Ramp** project.

In Favor (5):	Albemarle County Staff (2)	Abstained (3):	Jaunt (1)
	VDOT (1)		CAT (1)
	TJPD (1)		DRPT (1)
	RideShare (1)		

Opposed (3):	Charlottesville Staff (2)	Absent (2):	Albemarle County PC (1)
	Charlottesville PC (1)		University of Virginia (1)

- d. The CA-MPO Technical Committee **deferred taking action** on making a recommendation to the Policy Board for the adoption of the resolution endorsing the CA-MPO's SMART SCALE application for the **US 29/250 SB Off-Ramp Extension to Old Ivy Rd** project.

All present members of the Committee were in favor of the recommendation.

CA-MPO Policy Board: Draft Motions for Consideration

1. *Albemarle County and City of Charlottesville Projects:

*I move that the CA-MPO Policy Board *[adopts/does not adopt]* the resolution endorsing the submission of SMART SCALE applications for projects submitted by Albemarle County and the City of Charlottesville within the urbanized area for Round Seven (7), as described herein.

2. *Charlottesville - Albemarle Metropolitan Planning Organization Projects:

- a. *I move that the CA-MPO Policy Board *[adopts/does not adopt]* the resolution endorsing the CA-MPO's SMART SCALE application for the **I-64 – 5th St Interchange** project.
- b. *I move that the CA-MPO Policy Board *[adopts/does not adopt]* the resolution endorsing the CA-MPO's SMART SCALE application for the **US 29 NB/US 250 EB Ramp Extension/Barracks Road Off-Ramp** project.
- c. *I move that the CA-MPO Policy Board *[adopts/does not adopt]* the resolution endorsing the CA-MPO's SMART SCALE application for the **Old Ivy Rd On-Ramp/Leonard Sandridge Rd Off-Ramp Aux. Lane Ramp** project.
- d. *I move that the CA-MPO Policy Board *[adopts/does not adopt]* the resolution endorsing the CA-MPO's SMART SCALE application for the **US 29/250 SB Off-Ramp Extension to Old Ivy Rd** project.

**RESOLUTION ENDORSING THE SUBMISSION OF SMART SCALE (HB2) APPLICATIONS
REQUESTING TRANSPORTATION FUNDING BY LOCALITIES**

WHEREAS, the Charlottesville-Albemarle Metropolitan Planning Organization (CA-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 2024; and

WHEREAS, the 2050 LRTP includes the following transportation improvements; and

WHEREAS, the CA-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 Planning 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 December 4, 2023 adopted updated policy and approved the updated Guidelines for Implementation of the SMART SCALE Project Prioritization Process; and

WHEREAS, the transportation projects identified by its member localities meet the eligibility criteria for funding under SMART SCALE's District Grant Program (DGP); and

WHEREAS, it is in the best interests of the Metropolitan Transportation Planning Area of Charlottesville-Albemarle, for the City of Charlottesville and Albemarle County to submit the following applications for Round 7 of SMART SCALE requesting state funding for eligible transportation projects.

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

Projects Being Submitted by Albemarle County

1. Barracks Road SB Right Turn Lane at US 29/250 Bypass
2. US 250 and Old Trail Drive Intersection Improvements
3. US 250 / Rte 601 Roundabout Corridor Improvements
4. US 250 / Rte 601 / Canterbury Intersection Improvements

Projects Being Submitted by the City of Charlottesville

1. Ridge, McIntire, & W Main – Intersection Improvements

ADOPTED this 22nd day of April 2026 by the Charlottesville-Albemarle Metropolitan Planning Organization Policy Board being duly assembled.

ATTESTED:

Ned Gallaway
Chair, Charlottesville-Albemarle Metropolitan
Planning Organization (CA-MPO) Policy Board

**RESOLUTION ENDORSING THE SUBMISSION OF SMART SCALE (HB2) APPLICATIONS
REQUESTING TRANSPORTATION FUNDING BY LOCALITIES**

WHEREAS, the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO), in cooperation with the Virginia Department of Transportation (VDOT) and the Thomas Jefferson Planning District Commission (TJPD), completed a comprehensive Long Range Transportation Plan (LRTP) in May 2024; and

WHEREAS, the 2050 LRTP includes the following transportation improvements; and

WHEREAS, the CA-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 allocation of transportation funding for projects within the state; and

WHEREAS, the Commonwealth Transportation Board (CTB) during its board meeting of December 4, 2023 adopted updated policy and approved the updated Guidelines for Implementation of the SMART SCALE Project Prioritization Process; and

WHEREAS, the transportation projects identified by the CA-MPO meet the eligibility criteria for funding under SMART SCALE’s High Priority Program (HPP); and

WHEREAS, it is in the best interests of the Metropolitan Transportation Planning Area of Charlottesville-Albemarle, for the CA-MPO to submit the following applications for Round 7 of SMART SCALE projects requesting State funding for eligible transportation projects.

NOW, THEREFORE, BE IT RESOLVED that the Policy Board of the CA-MPO fully support the submission of the SMART SCALE applications requesting funding for the following transportation project:

Project Being Submitted by the CA-MPO

- I64/5th St Interchange Improvements

ADOPTED this 22nd day of April 2026 by the Charlottesville-Albemarle Metropolitan Policy Board being duly assembled.

ATTESTED:

Ned Gallaway, Chair
CA-MPO Policy Board

**RESOLUTION ENDORSING THE SUBMISSION OF SMART SCALE (HB2) APPLICATIONS
REQUESTING TRANSPORTATION FUNDING BY LOCALITIES**

WHEREAS, the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO), in cooperation with the Virginia Department of Transportation (VDOT) and the Thomas Jefferson Planning District Commission (TJPD), completed a comprehensive Long Range Transportation Plan (LRTP) in May 2024; and

WHEREAS, the 2050 LRTP includes the following transportation improvements; and

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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 allocation of transportation funding for projects within the state; and

WHEREAS, the Commonwealth Transportation Board (CTB) during its board meeting of December 4, 2023 adopted updated policy and approved the updated Guidelines for Implementation of the SMART SCALE Project Prioritization Process; and

WHEREAS, the transportation projects identified by the CA-MPO meet the eligibility criteria for funding under SMART SCALE’s High Priority Program (HPP); and

WHEREAS, it is in the best interests of the Metropolitan Transportation Planning Area of Charlottesville-Albemarle, for the CA-MPO to submit the following applications for Round 7 of SMART SCALE projects requesting State funding for eligible transportation projects.

NOW, THEREFORE, BE IT RESOLVED that the Policy Board of the CA-MPO fully support the submission of the SMART SCALE applications requesting funding for the following transportation project:

Project Being Submitted by the CA-MPO

-
- Old Ivy Rd On-Ramp/Leonard Sandridge Rd Off-Ramp Aux. Lane

ADOPTED this 22nd day of April 2026 by the Charlottesville-Albemarle Metropolitan Policy Board being duly assembled.

ATTESTED:

Ned Gallaway, Chair
CA-MPO Policy Board

**RESOLUTION ENDORSING THE SUBMISSION OF SMART SCALE (HB2) APPLICATIONS
REQUESTING TRANSPORTATION FUNDING BY LOCALITIES**

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WHEREAS, the Commonwealth Transportation Board (CTB) during its board meeting of December 4, 2023 adopted updated policy and approved the updated Guidelines for Implementation of the SMART SCALE Project Prioritization Process; and

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WHEREAS, it is in the best interests of the Metropolitan Transportation Planning Area of Charlottesville-Albemarle, for the CA-MPO to submit the following applications for Round 7 of SMART SCALE projects requesting State funding for eligible transportation projects.

NOW, THEREFORE, BE IT RESOLVED that the Policy Board of the CA-MPO fully support the submission of the SMART SCALE applications requesting funding for the following transportation project:

Project Being Submitted by the CA-MPO

-
- US 29 NB/US 250 EB Ramp Extension/Barracks Road Off-Ramp

ADOPTED this 22nd day of April 2026 by the Charlottesville-Albemarle Metropolitan Policy Board being duly assembled.

ATTESTED:

Ned Gallaway, Chair
CA-MPO Policy Board

**RESOLUTION ENDORSING THE SUBMISSION OF SMART SCALE (HB2) APPLICATIONS
REQUESTING TRANSPORTATION FUNDING BY LOCALITIES**

WHEREAS, the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO), in cooperation with the Virginia Department of Transportation (VDOT) and the Thomas Jefferson Planning District Commission (TJPD), completed a comprehensive Long Range Transportation Plan (LRTP) in May 2024; and

WHEREAS, the 2050 LRTP includes the following transportation improvements; and

WHEREAS, the CA-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 allocation of transportation funding for projects within the state; and

WHEREAS, the Commonwealth Transportation Board (CTB) during its board meeting of December 4, 2023 adopted updated policy and approved the updated Guidelines for Implementation of the SMART SCALE Project Prioritization Process; and

WHEREAS, the transportation projects identified by the CA-MPO meet the eligibility criteria for funding under SMART SCALE’s High Priority Program (HPP); and

WHEREAS, it is in the best interests of the Metropolitan Transportation Planning Area of Charlottesville-Albemarle, for the CA-MPO to submit the following applications for Round 7 of SMART SCALE projects requesting State funding for eligible transportation projects.

NOW, THEREFORE, BE IT RESOLVED that the Policy Board of the CA-MPO fully support the submission of the SMART SCALE applications requesting funding for the following transportation project:

Project Being Submitted by the CA-MPO

-
- US 29/250 SB Off-Ramp Extension to Old Ivy Rd

ADOPTED this 22nd day of April 2026 by the Charlottesville-Albemarle Metropolitan Policy Board being duly assembled.

ATTESTED:

Ned Gallaway, Chair
CA-MPO Policy Board

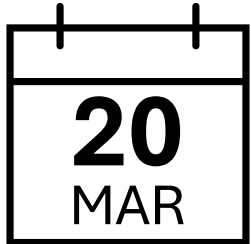
CA-MPO SMART SCALE Round 7 Projects Under Consideration

**Policy Board Meeting
April 22, 2026**



Previous Meetings – Background

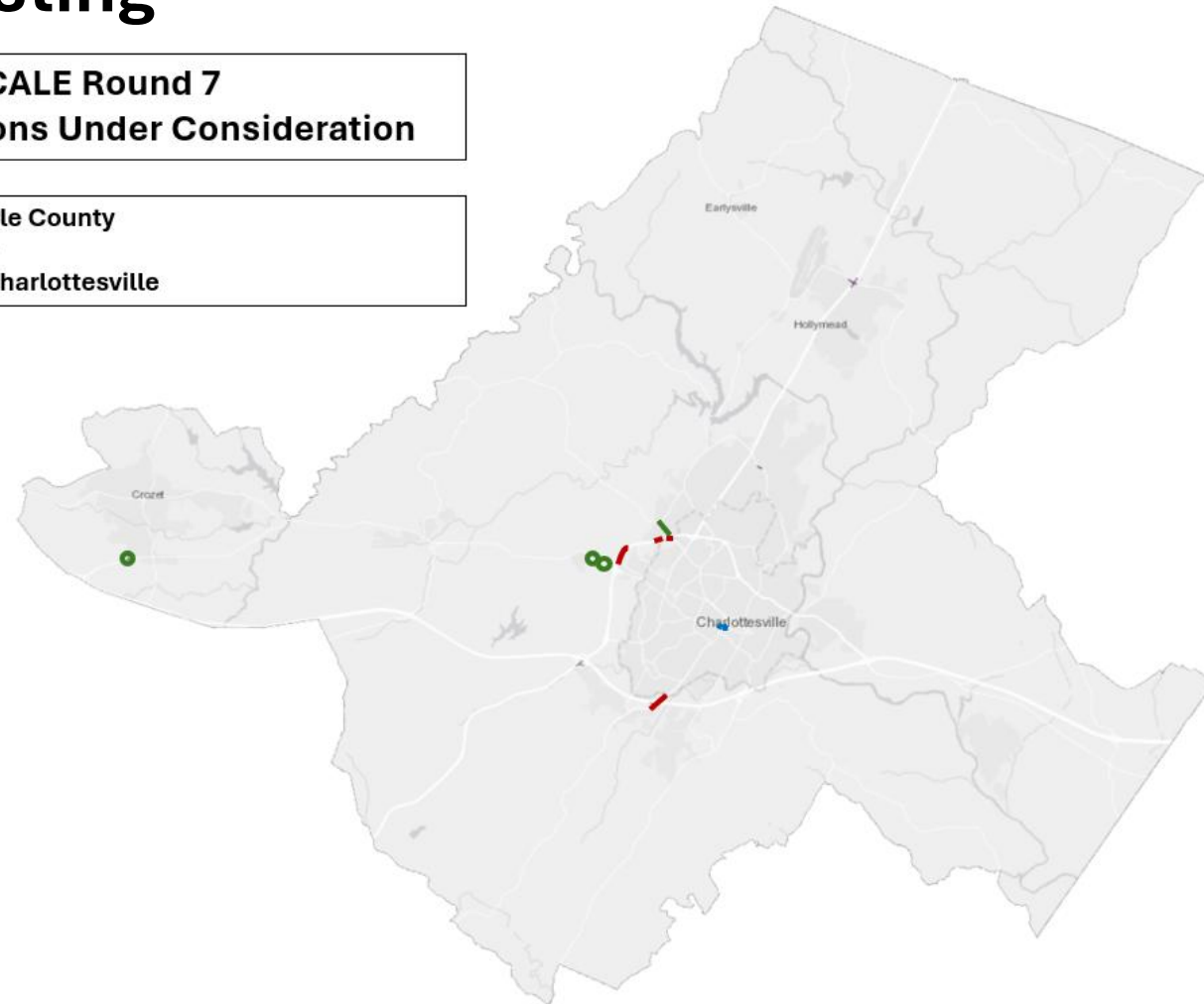
CA-MPO Policy Board Special Meeting



- Policy Board members received a presentation from VDOT staff about regional infrastructure strategy and aligning projects with the best funding sources
- Policy Board members received presentations from City, County, and CA-MPO staff on projects under consideration for submission by each jurisdiction
- No action was taken

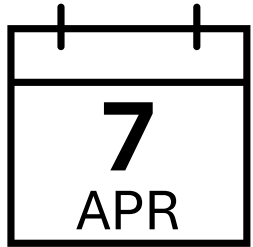
SMART SCALE Round 7
Applications Under Consideration

Albemarle County
CA-MPO
City of Charlottesville



Previous Meetings – Background

CA-MPO Technical Committee Meeting

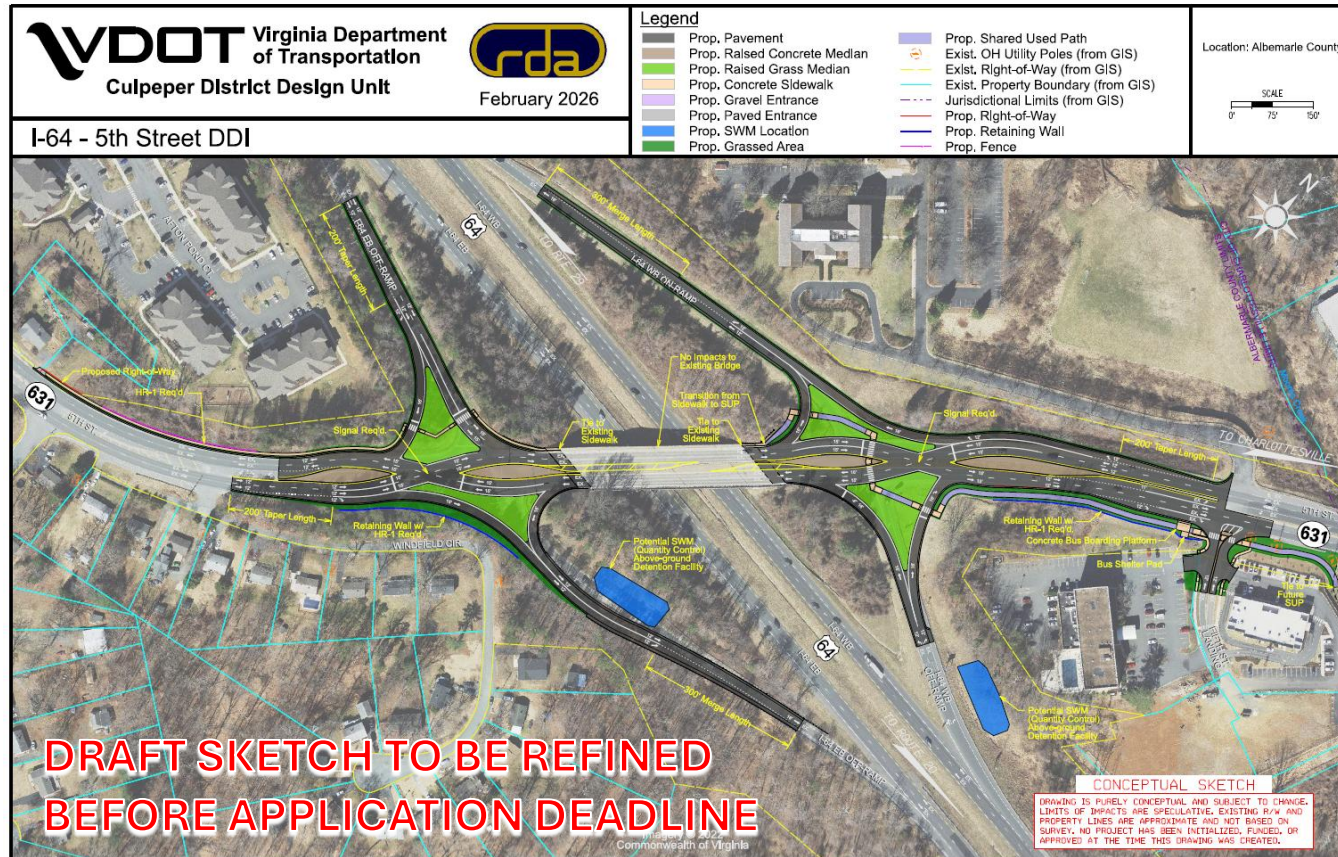


- Committee **recommends adoption** of the resolution endorsing the submission of SMART SCALE applications for projects submitted by Albemarle and Charlottesville
- Committee **recommends adoption** of resolutions of support for
 1. US29 NB/US250 EB Off-Ramp and Pedestrian Improvements at Barracks Road
 2. I-64/5th Street DDI
 3. Old Ivy Rd On-Ramp/Leonard Sandridge Rd Off-Ramp Aux. Lane Ramp
- Committee **deferred taking action** on making a recommendation to the Policy Board for US 29/250 SB Off-Ramp Extension to Old Ivy Rd until the June Technical Committee meeting

Board Action

- **Purpose:** Discuss CA-MPO candidate projects under consideration for SMART SCALE Round 7 and required resolutions of support
- **Requested Board Action (1):** Resolution of Support for Locality-Submitted Applications
- **Requested Board Action (2):** Resolutions of Support for MPO-Submitted Applications
 - **Option 1:** Adopt resolutions of support for CA-MPO projects.
 - **Option 2:** Do not adopt resolutions of support for CA-MPO projects.
 - **Option 3:** Adopt resolutions of support for all CA-MPO projects except the Ivy Road SB ramp extension. Defer action on that project until the next Policy Board meeting (**June 24, 2026**) with a recommendation from the June 2, 2026, Technical Committee meeting.

I-64/5th Street DDI, SUP Connection, & Sidewalk Connection



Study area includes PSI Intersections and Segments, with 225 total crashes occurring within the full study area over the past five years

Project Includes:

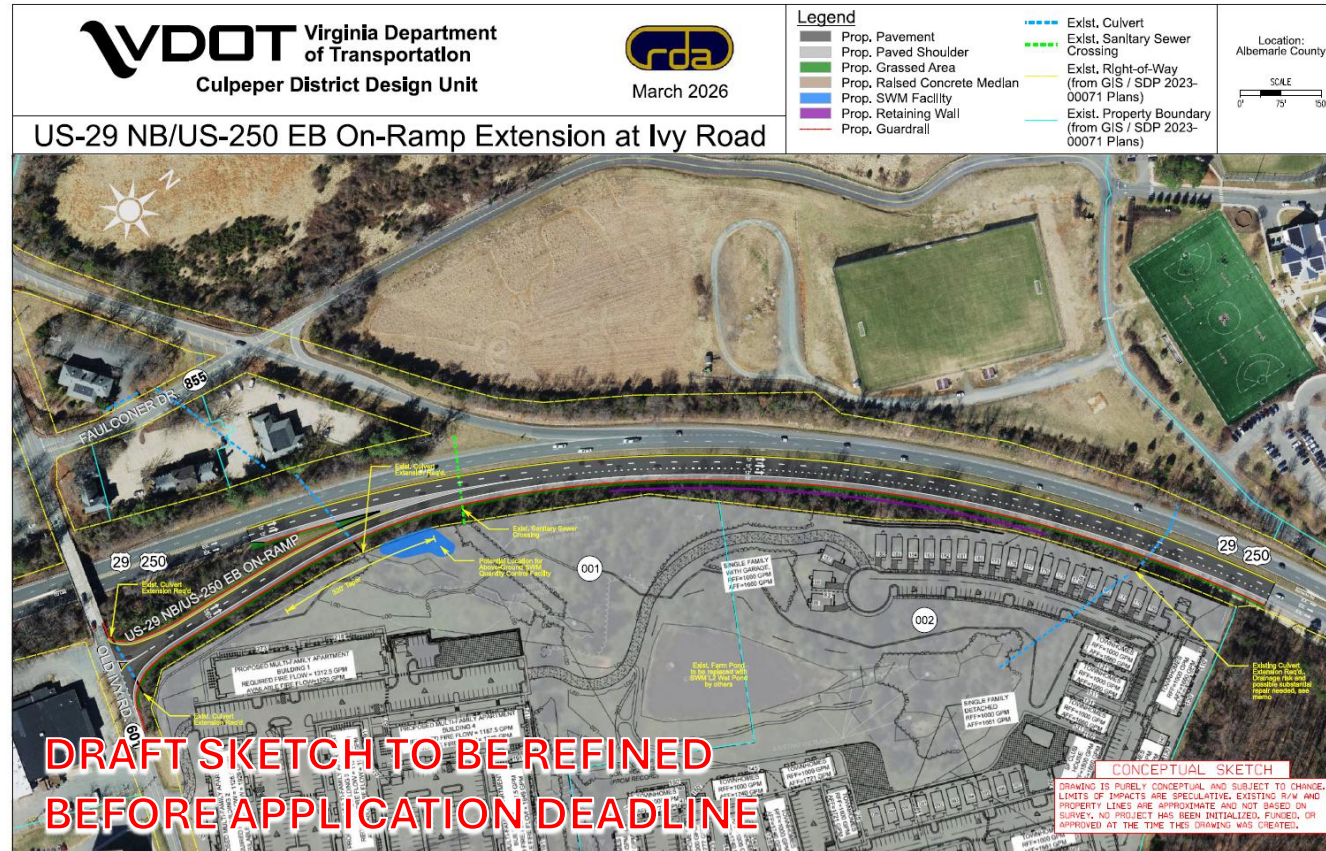
1. Converting existing interchange to a Diverging Diamond Interchange (DDI)
2. Constructing a Shared Use Path along 5th St NB from the previously-funded 5th St Trail and Hub to I-64 WB off-ramp
3. Adding pedestrian crossings:
 - a. Across I-64 WB to 5th St NB off-ramp with active pedestrian control signal.
 - b. From east side of 5th St to west side of 5th St at northern DDI diverge section
 - c. Across I-64 WB to 5th St SB off-ramp with active pedestrian control signal.
 - d. At both I-64 EB to 5th NB/SB off-ramps with active pedestrian control signal.
4. Adding fencing to the bridge
5. Constructing a bus boarding platform and shelter pad at 5th St landing

Preliminary Cost: \$44,705,031

Proposed Project Addresses:

1. Safety: Improving safety by reducing the number of conflict points at the intersection, and providing safer non-auto facilities
2. Bicycle and Pedestrian Access: Constructing sidewalk, multiple pedestrian crossings, and shared use paths to support bicycle and pedestrian activity
3. Transit Access: Improving an existing transit stop

US 29 NB/US 250 EB On-ramp extension at Ivy Road



9% of crashes (22) along the Ivy Rd corridor occurred at the NB and SB ramps

Project Includes:

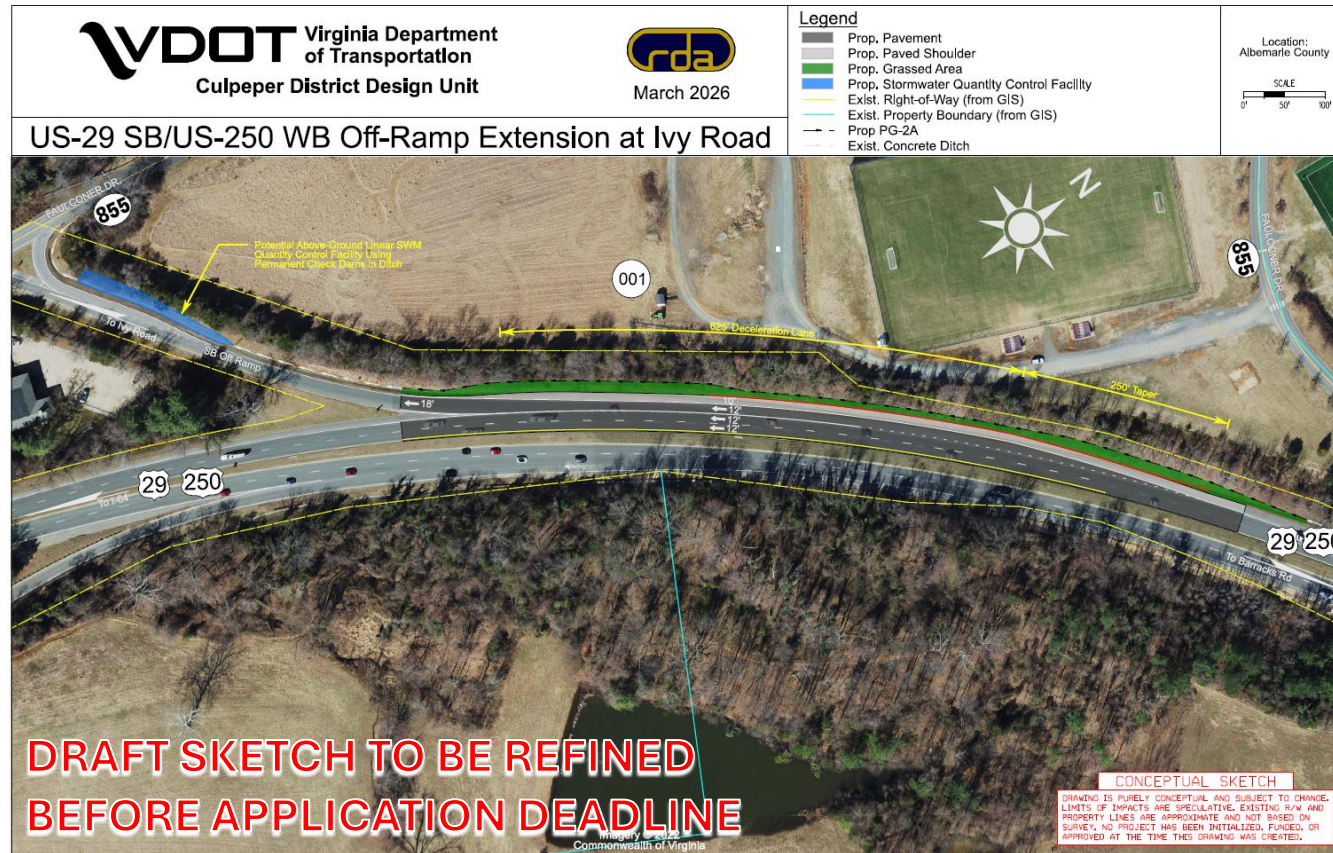
1. Increasing the length of the on-ramp and adding an additional on-ramp lane from Old Ivy Road
2. Connecting the Ivy Road on-ramp with the Leonard Sandridge off-ramp by an auxiliary lane

Preliminary Cost: \$13,865,000

Proposed Project Addresses:

1. Safety: Reducing motorist weaving and merging, and reducing congestion-related crashes
2. Capacity Preservation: Improving the operational capacity of the existing roadway

US 29 SB/US 250 WB Off-ramp extension at Ivy Road



9% of crashes (22) along the Ivy Rd corridor occurred at the NB and SB ramps

Project Includes:

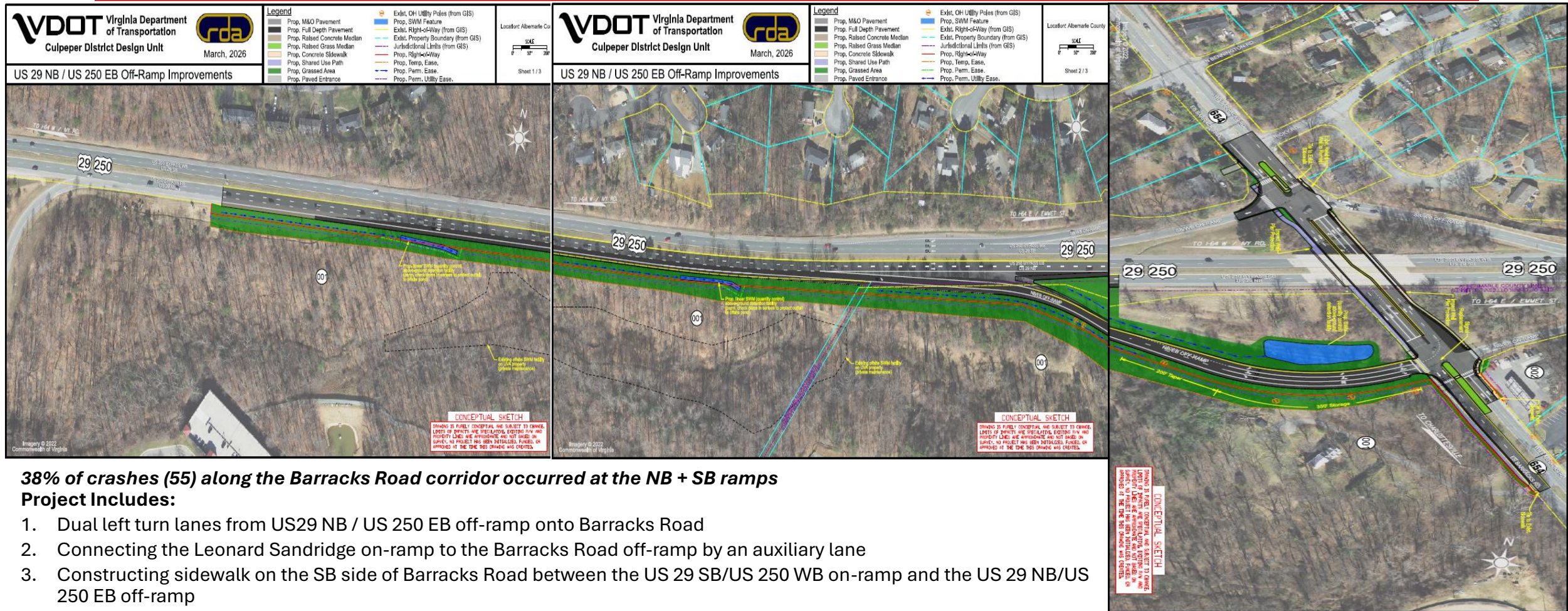
1. Increasing the length of the off-ramp by approximately 600'

Preliminary Cost: \$10,664,361

Proposed Project Addresses:

1. Safety: Providing motorists with additional distance to merge and slow down
2. Capacity Preservation: Improving the operational capacity of the existing roadway by providing additional storage

US29 NB/US250 EB Off-Ramp and Pedestrian Improvements



38% of crashes (55) along the Barracks Road corridor occurred at the NB + SB ramps

Project Includes:

1. Dual left turn lanes from US29 NB / US 250 EB off-ramp onto Barracks Road
2. Connecting the Leonard Sandridge on-ramp to the Barracks Road off-ramp by an auxiliary lane
3. Constructing sidewalk on the SB side of Barracks Road between the US 29 SB/US 250 WB on-ramp and the US 29 NB/US 250 EB off-ramp
4. Adding a crosswalk across Barracks Road at the US 29 SB/US 250 WB on-ramp

Preliminary Cost: \$21,389,947

Proposed Project Addresses:

1. Safety: Reducing weaving and merging for motorists getting on at Leonard Sandridge and off at Barracks Road
2. Bicycle and Pedestrian Access: Constructing a wider, 8-ft sidewalk and crosswalk to support pedestrian and bicycle activity
3. Capacity Preservation: Improving the operational capacity of the existing roadway without large-scale capacity expansion

**DRAFT SKETCH TO BE REFINED
BEFORE APPLICATION DEADLINE**

Next Steps

- **May:** OIPI/VDOT/DRPT review pre-applications to provide feedback and screening decisions
- **June 1:** Round 7 Full Applications Open
- **June 17:** Albemarle County Board of Supervisors Resolutions of Support
- **July 20:** Charlottesville City Council Resolution of Support
- **August 3 at 5pm:** Full Application Deadline
- **January 2027:** Staff-Recommended Funding Scenario Presented
- **June 2027:** Projects Selected for Funding by Commonwealth Transportation Board and Adopted into the SYIP



Unified Planning Work Program (UPWP)

Fiscal Year 2027

July 1, 2026 – June 30, 2027

Approved April xx, 2026

 *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.

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List 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
BUILD	Better Utilizing Investments to Leverage Development Grant Program
BRT	Bus Rapid Transit
CA-MPO	Charlottesville-Albemarle Metropolitan Planning Organization
CARTA	Charlottesville Area Regional Transit Authority
CAT	Charlottesville Area Transit
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
OIPI	Office of Intermodal Planning and Investment
PL	FHWA Planning Funding (used by MPO)
RAISE	USDOT Rebuilding American Infrastructure with Sustainability and Equity
RTP	Regional Transit Partnership
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)
SAWMPO	Staunton-Augusta-Waynesboro Metropolitan Planning Organization
SOV	Single Occupant Vehicle
SPR	FHWA State Planning and Research Funding (used by VDOT to support MPO)
SS4A	Safe Streets and Roads for All (USDOT Discretionary Grant)
STIP	The Statewide Transportation Improvement Program (STIP) is a required four-year planning document developed in coordination with MPOs and public transportation providers. It incorporates the MPO's TIP.
SYIP	The Six Year Improvement Plan (SYIP) is Virginia's annually updated budget document that identifies planned spending for transportation projects statewide.
TAZ	Traffic Analysis Zone
TDP	Transit Development Plan (for CAT and JAUNT)
TDM	Travel Demand Management
TIP	The Transportation Improvement Program (TIP) is a required four-year planning document with all federally funded, regionally significant transportation projects. It is updated every four years and maintained by CA-MPO staff.
TJPDC	Thomas Jefferson Planning District Commission
TMPD	VDOT Transportation and Mobility Planning Division
TSP	Transit Strategic Plan
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
VPRA	Virginia Passenger Rail Authority
Work Program	Unified Planning Work Program (also referred to as UPWP)

Introduction

Purpose of the Unified Planning Work Program

The Unified Planning Work Program (UPWP) for transportation planning identifies all activities to be undertaken by the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) for fiscal year 2027 (FY27). 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). The CA-MPO develops its UPWP each spring. Unless otherwise stated, all work activities captured in the main text of this document will be completed by MPO staff. Activities identified in “Attachment B: FY27 UPWP Tasks to be Completed by VDOT” will be completed by state staff at the Virginia Department of Transportation.

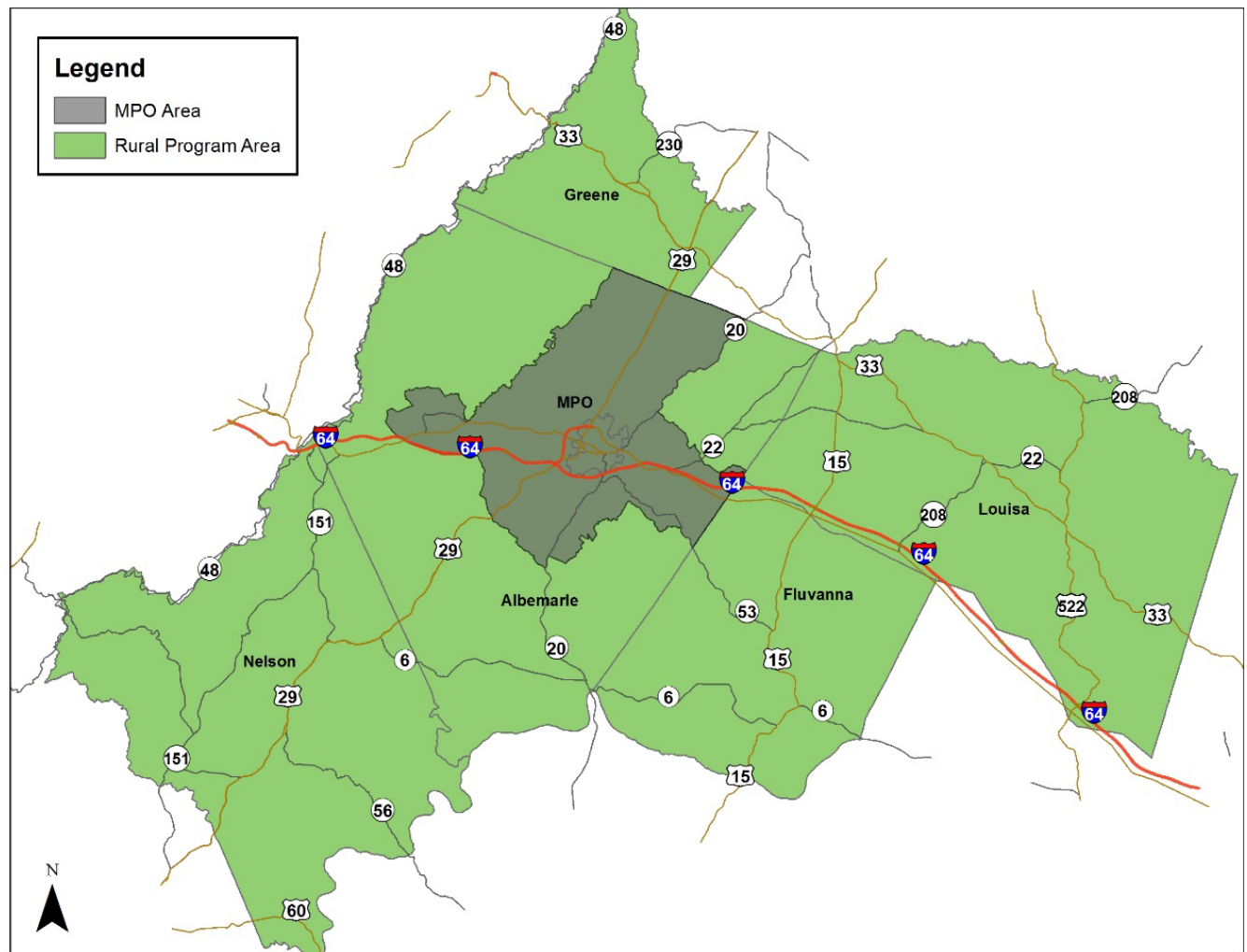
Purpose of the Metropolitan Planning Organization

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), Virginia 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 A).

The CA-MPO conducts transportation studies and ongoing planning activities, including the Transportation Improvement Program (TIP), which lists road and transit improvements approved for federal funding. The TIP is updated every four years and amended as necessary. The CA-MPO maintains 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 Thomas Jefferson Planning District Commission. 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:



The Metropolitan Planning Process and Long Range Transportation Plan

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 also requires that MPOs address ten planning factors in the metropolitan planning process:

- **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:** 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
- **Maintenance:** Emphasize the preservation of the existing transportation system
- **Resiliency and Reliability:** Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation
- **Travel and Tourism:** Enhance travel and tourism

The Long Range Transportation Plan (LRTP) is updated every five years and guides improvements to the region's transportation system for the next 20 years. Last adopted by the CA-MPO Policy Board in May 2024, the LRTP update included an extensive visioning process with community input to develop a regional framework from which the transportation program is developed.

In addition to the ten federally identified planning factors, the following framework lenses will also be considered and addressed through Work Program tasks and deliverables:

- **Equity:** Ensure all community members, regardless of their socio-economic status, race, or ability, have access to transportation options
- **Quality of Life:** Facilitate the movement of people and goods to connect people to places they need, love, and care about
- **Climate Action:** Reduce greenhouse gas emissions from the transportation system
- **Land Use:** Connect community destinations in a manner that aligns with growth management priorities

Public Participation/Title VI Implementation

The CA-MPO makes every effort to include all populations in transportation planning. Throughout this document there are several tasks that specifically discuss the CA-MPO's efforts to include these populations. In addition to the UPWP, the CA-MPO also maintains a Public Participation Plan and a Title VI Implementation Plan. Both plans specify that the CA-MPO must post public notices in key locations. Both plans state that the CA-MPO must make all official documents accessible to all members of our community. The Title VI Implementation 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 CA-MPO's annual goals and processes for regional transportation planning.

Funding

Two federal agencies fund the CA-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 CA-MPO staffing and the 3-C process. The CA-MPO budget consists 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 B 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 CA-MPO areas. TMPD will participate in special studies as requested. DRPT staff also participate actively in MPO studies and committees, although funding for their staff time and resources is not allocated through the CA-MPO process.

The following tables provide information about the FY27 Work Program Budget. These tables outline the FY26 Program Funds by Source and by Agency. The second table summarizes the budget by the three Work Program tasks: Program Administration (Task 1), Long Range Transportation Planning (Task 2), and Short-Range Transportation Planning and Local, State, and Federal Agency Assistance (Task 3). Matching funds are sourced from City of Charlottesville and Albemarle County per capita contributions.

Table 1. FY27 Work Program: Funding by Source

Funding Source	Federal	State	Local	Total
	80%	10%	10%	100%
FY-25 PL-FHWA/VDOT Passive Rollover	\$ 79,188.39	\$ 9,898.54	\$ 9,898.54	\$ 98,985.47
FY-27 PL-FHWA/VDOT Funding	\$ 230,127.62	\$ 28,765.95	\$ 28,765.95	\$ 287,659.52
FY-27 PL-FHWA/VDOT Total	\$ 309,316.01	\$ 38,664.49	\$ 38,664.49	\$ 386,644.99
FY-27 FTA/DRPT Total	\$ 113,759.42	\$ 14,219.93	\$ 14,219.93	\$ 142,199.28
PL-FHWA/VDOT + FTA/DRPT Total	\$ 423,075.41	\$ 52,884.43	\$ 52,884.43	\$ 528,844.27
VDOT SPR	\$ 230,000.00	\$ 57,500.00		\$ 287,500.00
Total FY27 Work Program	\$ 653,075.41	\$ 110,384.43	\$ 52,884.43	\$ 816,344.27

Table 2. FY27 Work Program: Funding by Task

Funding Source	Task 1: Program Administration	Task 2: Long-Range Transportation Planning	Task 3: Short-Range Transportation Planning and Technical Assistance	Total
	25%	30%	45%	100%
FY-25 PL-FHWA/VDOT Passive Rollover	\$ 24,746.37	\$ 29,695.64	\$ 44,543.46	\$ 98,985.47
FY-27 PL-FHWA/VDOT Funding	\$ 71,914.88	\$ 86,297.86	\$ 129,446.78	\$ 287,659.52
FY-27 PL-FHWA/VDOT Total	\$ 96,661.25	\$ 115,993.50	\$ 173,990.25	\$ 386,644.99
FY-27 FTA/DRPT Total	\$ 35,549.82	\$ 42,659.78	\$ 63,989.68	\$ 142,199.28
PL-FHWA/VDOT + FTA/DRPT Total	\$ 132,211.07	\$ 158,653.28	\$ 237,979.92	\$ 528,844.27
VDOT SPR	\$ 115,000.00	\$ 57,500.00	\$ 115,000.00	\$ 287,500.00
Total FY27 Work Program	\$ 247,211.07	\$ 216,153.28	\$ 352,979.92	\$ 816,344.27

Highlights of FY26 UPWP

In FY26, CA-MPO staff continued administering the MPO through reporting and compliance with regulations, staffing CA-MPO Committees as well as utilizing the CA-MPO's function as a conduit for sharing information between local governments, transportation agencies, state agencies, other CA-MPOs, other stakeholders and the public. Below are highlights of several FY26 projects and initiatives, helping to give context for the FY26 activities.

Comprehensive Safety Action Plan

Launched in FY24 and funded by the USDOT Safe Streets and Roads for All (SS4A) discretionary grant program, CA-MPO staff continued to work in partnership with member jurisdictions and partners to complete the Comprehensive Safety Action Plan. In FY26, CA-MPO staff successfully finalized the plan and facilitated plan adoption by all six jurisdictions in the Thomas Jefferson Planning District. CA-MPO staff began pursuing opportunities for implementation following plan adoption.

Regional Transit Planning / Regional Transit Authority

The Regional Transit Partnership (RTP) was established in 2017 as an advisory board to provide recommendations to decisionmakers on transit-related matters. Since its formation, the RTP successfully provided a strong forum for communication and coordination between transit providers and played a critical role in building consensus around regional transit priorities. On November 18, 2025, the RTP held its final meeting as a joint meeting with the Charlottesville-Albemarle Regional Transit Authority (CARTA).

Additionally, staff supported a successful first year for the regional transit authority. The CARTA appointed Board members, adopted bylaws, and kicked off their first major activity: conducting a regional transit prioritization and implementation feasibility study.

Transportation Improvement Program (TIP) Maintenance and Update

CA-MPO continued to maintain the FY24-27 TIP in collaboration with VDOT, DRPT, and CAT by processing TIP adjustments and amendments. Additionally, staff completed a comprehensive update of the TIP for FY27-30 that will include regionally significant projects funded with transportation dollars, as well as newly developed TIP update procedures for staff and partners.

SMART SCALE

SMART SCALE is a data-driven prioritization process that scores and ranks transportation projects statewide. The objective analysis is intended to improve transparency and accountability of project selection, helping the Commonwealth Transportation Board (CTB) to select projects that provide maximum benefits for tax dollars spent. In FY26, staff provided regular updates and presentations to CA-MPO Committees and stakeholders regarding Round 6 overviews and takeaways. Further, staff supported the submission of SMART SCALE pre-applications and began developing materials for full application submission next fiscal year.

STARS Studies

Led by the VDOT Transportation and Mobility Planning Division, the STARS Program conducts studies to identify cost-effective measures to improve safety and reduce congestion. In FY26, staff followed multiple STARS studies in the region:

- US 29/US 250 Bypass & Emmet Street Interchange
- US 29 Corridor Study
- Ridge Street at W. Main Street Intersection Study

With VDOT District partners, staff provided regular updates and presentations to CA-MPO Committees and stakeholders regarding framework documents, proposed changes, and projects to be considered for applications.

Project Pipeline Studies

Led by the Office of Intermodal Planning and Investment (OIPI), Project Pipeline is a performance-based planning process that conducts studies to align VTrans priority needs with multiple transportation solutions. Following the Pipeline process, project alternatives may be considered for funding through programs including SMART SCALE, Revenue Sharing, interstate operations program funding, and others. In FY26, staff followed multiple Project Pipeline studies in the region:

- US 29 from Teel Lane to north of Fontaine Avenue interchange
- 5th Street from Pinehurst Court to Harris Road
- US 29 at I-64 Exit 118 Interchange Study

Through VDOT District partners, staff provided regular updates and presentations to CA-MPO committees and stakeholders regarding framework documents, proposed changes, and projects to be considered for applications.

CA-MPO Travel Demand Model

CA-MPO staff coordinated with VDOT, local partners, and a consultant project team to complete an update of the regional travel demand model that uses a 2022 base year and 2050 forecast year. The travel demand model is used to estimate future travel patterns and behaviors based on data including population, employment, and land use.

Grant Applications

CA-MPO staff prepared and submitted applications for federal and state funding through the following grant programs:

- US Department of Transportation (USDOT) Safe Streets and Roads for All (SS4A) supplemental planning grant application for the project titled, “Crash Analytics and Injury Research (CAIR) - Holistic Approach to Vulnerable Road User Safety”.
- USDOT Better Utilizing Investment to Leverage Development (BUILD) grant application to complete preliminary engineering for the Rivanna River Bike and Pedestrian Bridge Crossing.

- FTA Section 5310 grant application through DRPT for the Partnership for Accessible Transportation (PATH) Program. PATH is a mobility management program dedicated to improving access to transportation for seniors and individuals with disabilities in Virginia's Region 10. Through personalized information and referral services, transportation workshops, and travel training, PATH ensures that community members have the knowledge and resources needed to travel safely and independently.
- DRPT grant application for the RideShare program. RideShare is a program of the TJPDC and Central Shenandoah Planning District Commission (CSPDC) that connects commuters and employers to resources to reduce single-occupant vehicles on the road by facilitating the use of alternative transportation. RideShare provides services such as carpool/vanpool matching, commuter outreach, and a guaranteed ride home program.

National Transportation Performance Measures

Performance Based Planning and Programming requirements for transportation planning are laid out in 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 Transportation (DRPT), and these measures are used to help in the prioritization of TIP and Long-Range Transportation Plan projects. In FY26, the CA-MPO Policy Board voted to adopt safety targets based on regionally specific trends, aligned with the Comprehensive Safety Action Plan (SS4A).

Title VI Implementation/Public Participation

CA-MPO Staff continued improving implementation of the Title VI Plan in conformance with feedback received from VDOT and DRPT.

FY27 Unified Planning Work Program by Task

This section identifies which transportation planning activities will be conducted by CA-MPO staff in FY27 by task. The following task categories are covered:

1. Program Administration
2. Long Range Planning
3. Short Range Transportation Planning and Technical Assistance

Total funding presented for each task does not include VDOT SPR funding.

Task 1: Program Administration¹

Total Funding: \$132,211.07

A. General Administration, Reporting, and Compliance with Regulations (Ongoing)

There are several reports and documents that the CA-MPO is required to prepare or maintain. Staff also provide for the use of legal counsel, accounting, and audit services for administering federal and state contracts.

End Products:

- Provide all required administrative functions including accounting, financial reporting, personnel administration, auditing requirements, meeting organization, office management, contract administration and legal review of contracts/agreements and related certifications and assurances
- Purchase necessary technology, software, and equipment for transportation planning activities of CA-MPO staff
- Prepare and submit monthly invoicing and progress reports
- Manage the FY27 UPWP and develop the FY28 UPWP to meet the requirements of 23 CFR Part 420 and 23 CFR Part 450, in cooperation with VDOT and DRPT
- Process UPWP amendments, as needed
- Administer state and federal grants and other funding, as necessary
- Develop funding agreements and memorandums of understanding, as necessary

B. Staffing Committees (Ongoing)

CA-MPO staff provides support for multiple committees through the preparation of agendas, public notice, meeting minutes, and other materials for the committees listed below:

- CA-MPO Policy Board
- CA-MPO Technical Committee
- Charlottesville-Albemarle Regional Transit Authority (CARTA)
- Other committees as directed by the CA-MPO Policy Board

¹ FTA Code for Metropolitan Planning: 44.21.00 Program Support Administration

End Products:

- Maintain committee membership, organize meetings among stakeholders, and prepare reports, presentations, agendas, minutes, and mailings
- Attend and staff all meetings
- Coordinate with VDOT and DRPT staff and CA-MPO committees to develop and review committee agendas and ensure timely delivery of information
- Coordinate and host a joint meeting of the CA-MPO Policy Board and CARTA Board of Directors

C. Public Outreach, Public Participation, Title VI Implementation (Ongoing)

TJPDC and CA-MPO are required to prepare, maintain, and implement documents related to public outreach, participation, and nondiscrimination, including the Public Participation Plan (PPP) and Title VI Implementation Plan. Staff will support document management and update as necessary.

End Products:

- Provide the public with complete information, timely notice of Public Hearings, and full access to key decisions of the CA-MPO
- Support early and continuing involvement of the public in core CA-MPO activities, including the Transportation Improvement Program (TIP) and Long Range Transportation Plan (LRTP)
- Manage the CA-MPO and TJPDC websites and develop new content to inform the public about the activities of the CA-MPO
- Update, amend, and implement the agency Title VI Plan
- Update, amend, and implement the Public Participation Plan
- Coordinate with VDOT and DRPT staff and CA-MPO committees to review and amend plans to ensure that CA-MPO program elements are compliant with applicable state and federal guidance

D. Information Sharing (Ongoing)

The CA-MPO functions as a conduit for sharing information between local governments, transportation agencies, state agencies, other MPOs, and the public. CA-MPO staff will remain engaged and aware of local, state, and federal processes and trends related to MPO activities.

End products:

- Represent CA-MPO on the Virginia Association of Metropolitan Planning Organizations (VAMPO)
- Attend monthly or quarterly transportation meetings, including those hosted by VAMPO, Office of Intermodal Planning and Investment (OIPI), Commonwealth Transportation Board (CTB), etc.
- Contribute to TJPDC newsletters, quarterly reports, and staff updates

- Attend Charlottesville City Council, Albemarle County Board of Supervisors, and relevant planning commission meetings
- Attend Land Use and Environmental Planning Committee (LUEPC) committee meetings

E. Direct Expenses for Travel, Training, and Professional Development (Ongoing)

\$13,025.00

This line item captures direct expenses related to professional development, training, and travel.

End products:

- Direct expenses for mileage, registration, and travel costs (hotel, ground/air transportation, per diem meals according to approved GSA rates, etc.)
- Membership dues for the Association of Metropolitan Planning Organizations (AMPO), Virginia Association of Metropolitan Planning Organizations (VAMPO), American Planning Association (APA), APA Virginia Chapter, American Institute of Certified Planners (AICP), and AICP exam fee
- Support applicable transportation planning training for CA-MPO staff, including but not limited to Geographic Information Systems (GIS) Professional Certificate, Virginia Land Use Education Center Planning Commissioner certification program, etc.
- VDOT Locally Administered Projects Qualification Program
- Attend trainings, workshops, seminars, summits, and conferences relevant to transportation planning, including but not limited to: the Governor's Transportation Conference, AMPO annual conference, APA National or State conference, WTS International conference, National Association of City Transportation Officials (NACTO) conference, etc.
- Provide on-going training and professional development to staff and Policy Board and Technical Committee members to make certain they are familiar with new and updated federal and state transportation regulations/guidelines, and are prepared to respond to challenges and demands in the region

Task 2: Long Range Transportation Planning²

Total Funding: \$158,653.28

A. Comprehensive Safety Action Plan (Ongoing)

In FY26, CA-MPO staff completed Move Safely Blue Ridge, the region's comprehensive safety action plan. Following adoption by member jurisdictions, CA-MPO staff will pursue opportunities for plan implementation and monitor regional crash data.

² FTA Codes for Metropolitan Planning: 44.23.00 Long Range Transportation Planning
44.22.00 General Development/Comprehensive Planning

End Products:

- Conduct ongoing monitoring, reporting, and sharing of regional crash data
- Support SS4A implementation applications for the City of Charlottesville and Albemarle County

B. Travel Demand Model Coordination (Ongoing)

A travel demand model is used to estimate future travel patterns and behaviors based on data including population, employment, and land use. VDOT maintains the regional travel demand model for the Charlottesville-Albemarle MPO area, and CA-MPO staff coordinated with VDOT for an update of the regional travel demand model in FY26. In FY27, CA-MPO staff will coordinate with local staff, project partners, and VDOT to run the model, provide model files, or update the model as necessary.

End Products:

- Coordinate meetings between local and state stakeholders related to model assumptions and data needs
- Support the collection and gathering of regional data, as needed
- Coordinate with local government staff and project consultants for model files, as needed

C. Transportation Demand Management Study

Through the development of the 2050 LRTP, the CA-MPO identified the need for a comprehensive transportation demand management (TDM) study to identify long-term initiatives that would reduce vehicle miles traveled specifically within Charlottesville City limits. This study will provide a high-level understanding of travel demand factors and support the identification of longer-term infrastructure and multimodal transportation improvements needed to support mode-shift for those traveling into the downtown areas.

End Products:

- Review and synthesis of existing literature and studies previously completed in the region
- Conduct an origin-destination analysis using StreetLight data to understand travel patterns within the region
- Identify TDM strategies to accommodate future traffic volumes, including park and ride infrastructure, bicycle and pedestrian improvements, and transit service improvements

Anticipated completion by June 30, 2027.

D. Long Range Transportation Plan (LRTP) (Ongoing)

Moving Toward 2050 is the federally required long range transportation plan (LRTP) adopted by the CA-MPO. As necessary, the LRTP may be amended based on changes in federal guidance, transportation needs, or anticipated funding (federal/state/local).

End Products:

- Review and amend the LRTP, as necessary
- Create GIS layers representing project location, type, and funding status
- Develop and maintain interactive GIS visualizations of projects included in the adopted LRTP to support internal planning, partner coordination, and public engagement
- Benchmark LRTP scoping and processes
- Develop a public engagement framework for the next LRTP update, including a process for establishing an ad hoc public engagement committee, its structure, etc.

E. Three Notched Trail Coordination (Ongoing)

The Three Notched Trail Master Plan is a 24-month study led by Albemarle County to identify a preferred alignment for the Charlottesville to Afton section of the Three Notched Trail. CA-MPO staff will support planning efforts through participation in the Master Plan Technical Committee, attending public meetings, and sharing information.

End Products

- Collect and/or provide data
- Review draft Master Plan content
- Prepare for/attend technical committee meetings, public meetings, project meetings, etc.

F. Special Studies, Projects, Programs, and Contingency (Ongoing)

CA-MPO staff will assist local, regional, and state efforts with special studies, projects, and programs as requested. As it relates to transportation planning, MPO staff may be requested to share regional data, participate in working groups or steering committees, or support engagement efforts. In FY27, the City of Charlottesville and Albemarle County will begin work on multimodal transportation plans.

End Products:

- Participate in special transportation-related study or project for any transportation mode for the CA-MPO localities, as requested
- Participate in transportation-related studies, projects, and/or programs for state or federal agency partners
- Assist member localities with transportation-related updates to Comprehensive Plans or other planning documents, as requested

Task 3: Short Range Transportation Planning and Technical Assistance³

Total Funding: \$237,979.92

A. Transportation Improvement Program (TIP) (Ongoing)

In accordance with federal law, any federally funded transportation project (FHWA, FTA, etc.) within the CA-MPO must be programmed in the TIP. Done in coordination with the state and transit agencies, the TIP includes regionally significant transportation projects and must cover at least four years.

In FY26, CA-MPO staff completed the FY27-30 TIP update. This task will support ongoing maintenance and monitoring of the TIP, participation in statewide transportation improvement program (STIP) maintenance, and geospatially visualizing TIP projects.

End Products:

- Process the Annual Obligation Report within 90 calendar days following the end of the program year
- Process TIP amendments and adjustments as necessary
- Create GIS layers representing location, phases, cost, and funding source of FY27-30 TIP projects
- Develop interactive GIS visualizations of projects included in the FY27-30 TIP to support internal planning, public engagement, and partner coordination

B. SMART SCALE, STARS, Project Pipeline, and Other Grant Planning and Support (Ongoing)

CA-MPO staff will continue to work with VDOT, DRPT, and City and County staff to identify appropriate funding sources for regional priority projects. CA-MPO staff will coordinate with localities and VDOT to identify potential SMART SCALE projects and support engagement needed to prepare applications. Staff will participate in STARS and Pipeline studies as required. Staff will additionally support localities in identifying, preparing materials for, and submitting to other grant funding sources, as requested.

End Products:

- Provide regular updates to CA-MPO Committees on the SMART SCALE process
- Provide technical assistance for SMART SCALE application drafting and submission, including evaluation of previously identified high-priority projects that remain unfunded
- Participate in VDOT Project Pipeline and STARS studies
- Review performance of applications submitted in past rounds and projects for consideration in upcoming round

³ FTA Code for Metropolitan Planning: 44.24.00 Short Range Transportation Planning
44.25.00 Transportation Improvement Program
44.26.15 System planning to support transit capital investment decisions
44.26.12 Coordination of non-emergency Human Service Transportation

- Coordinate the sharing of economic development, and other relevant information, between localities in support of SMART SCALE applications
- Identify, develop, and/or administer transportation-related grants for the CA-MPO, TJPDC, and/or the CA-MPO member localities, to include but not be limited to: RAISE/BUILD, SS4A, RideShare, PATH Mobility Management, rail, Transportation Alternatives, etc.

C. Regional TDM, Transit and Rail Planning, Human Service Transportation, and Bike/Pedestrian Support (Ongoing)

The RideShare and Partnership for Accessible Transportation Help (PATH) programs, housed by the TJPDC, are essential to the CA-MPO's planning process. Coordination of all transportation modes and programs supports regional transportation demand management (TDM) efforts.

End Products:

- Continue efforts to improve carpooling and alternative modes of transportation in the MPO
- Support transit studies and activities (surveys, marketing materials, meetings) for Charlottesville Area Transit (CAT), Jaunt, and member jurisdictions
- Assist with transit plans related to Afton Express service between the SAW-MPO and CA-MPO regions
- Participate in statewide initiatives to expand and improve transit and rail service
- Address transit coordination needs and formalize transit agreements, as requested
- Improve communication between transit providers, localities, and stakeholders
- Coordinate bike/pedestrian planning activities between the City of Charlottesville, Albemarle County, University of Virginia (UVA), and rural localities
- Provide information related to specific planning work items as requested by FTA, FHWA, DRPT, the Virginia Passenger Rail Authority (VPRA), and VDOT including but not limited to: multimodal planning, human services transportation planning, passenger rail and freight planning, and assistance with components of the statewide transportation plan (VTrans)
- Improve human service transportation for seniors and people with disabilities by supporting the TJPDC Partnership for Accessible Transportation Help (PATH) program

D. Bicycle and Pedestrian Counting

Evaluate the feasibility of establishing a bicycle and pedestrian counting data program to support City, County, and CA-MPO project planning, grant writing, and safety analysis.

End Products:

- Review current best practice and data availability for bike/ped counts within the region
- Conduct research on counting technologies (tube counters, infrared, permanent count stations) and associated costs
- Draft program framework for implementation options

- Identify recommendations for count locations, equipment procurement strategy, and program pilot
- Purchase bicycle and pedestrian counter equipment

Anticipated completion by June 30, 2027.

E. Annual Performance Targets (Ongoing)

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

End Products:

- Prepare workbook and background materials for CA-MPO Committees and Policy Board members to review
- Facilitate discussion of performance targets with the CA-MPO Committees and Policy Board members
- Complete documentation notifying the state of the adopted safety and performance targets
- Update the TIP when updated performance targets are adopted

F. Special Studies, Projects, Programs, and Contingency (Ongoing)

CA-MPO staff will assist local, regional, and state efforts with special studies, projects, and programs as requested. As it relates to transportation planning, MPO staff may be requested to share regional data, participate in working groups or steering committees, or support engagement efforts. In FY27, the City of Charlottesville and Albemarle County will begin work on multimodal transportation plans.

End Products:

- Participate in special transportation-related study or project for any transportation mode for the CA-MPO localities, as requested
- Participate in transportation-related studies, projects, and/or programs for state or federal agency partners
- Assist member localities with transportation-related updates to Comprehensive Plans or other planning documents, as requested

UPWP Public Participation Process

Review and Approval of Tasks

Action	Body	Date
Initial draft provided to the CA-MPO Technical Committee and VDOT/DRPT	MPO Technical Committee	February 3, 2026
Initial draft provided to the CA-MPO Policy Board	MPO Policy Board	February 25, 2026
Final draft provided to the MPO Technical Committee and VDOT/DRPT	MPO Technical Committee	April 7, 2026
Final draft provided to the MPO Policy Board	MPO Policy Board	April 22, 2026

Online Posting

The UPWP will be posted online as part of meeting agendas for the meetings captured above. It will also be posted on the TJPDC (<https://tjpd.org/>) and CA-MPO (<https://ca-mpo.org/>) websites by March 23, 2026, for a 30-day public comment period. Public Notice of the comment period and approval will be posted in the Charlottesville Daily Progress by March 23, 2026, for a 30-day public comment period.

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

This agreement is made and entered into as of 3/26, ~~2018~~ ²⁰¹⁹ 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.

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.

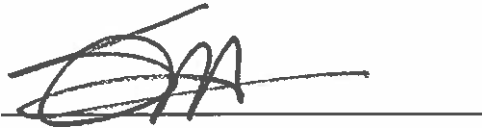
IN WITNESS WHEREOF, the parties have executed this agreement on the day and year first written above.



Chair
Charlottesville-Albemarle
Metropolitan Planning Organization

WITNESS BY 

DATE 7/25/18



Secretary of Transportation
Commonwealth of Virginia

WITNESS BY 

DATE 7/18/19



City Manager
City of Charlottesville for
Charlottesville Area Transit

WITNESS BY 

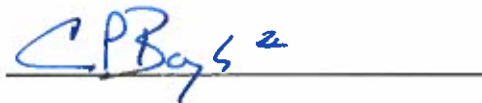
DATE 1/2/2019



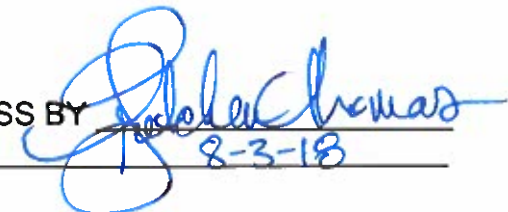
Executive Director
Jaunt, Inc.

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 Skoer
DATE 12/17/2018

ATTACHMENT – B
Charlottesville/Albemarle Urbanized Area
FY-2027 Unified Planning Work Program
VDOT Input

State Planning and Research (SPR) Funds Available \$ 575,000

Task 1.0 Administration of the Continuing Urban Transportation Planning Process (3-C) with the
Charlottesville-Albemarle MPO

Budgeted \$115,000

- Preparation for and attend:
 - MPO Policy Board Committee Meeting;
 - MPO Technical Committee as the VDOT Representative; and
 - Various other local and jurisdictional committee meetings as necessary.
- Preparation of PL funding agreements and addenda.
- Review and process billing invoices and progress reports.
- Process adjustments and amendments to the FY 2024-2027 TIP.
- Review Performance Measure and assist with target setting.
- Review road plans for conformance with current transportation plan.
- Conduct Federal-Aid/Functional Classification System reviews.
- Coordinate multi-modal activities and maintain/update inventory datasets.
- Assist with the updates of the Public Participation Plan, Title VI/Environmental Justice Plan, and other regional plans as needed.
- Monitor regional travel.
- Assist with studies and project development/review.
- Review local and regional transportation planning activities and attend public hearings.

Task 2.0 Long-Range Transportation Planning with the
Charlottesville-Albemarle MPO

Budgeted \$57,500

- Assist the MPO with inquiries and changes as needed to the 2050 Long-Range Transportation Plan.
- Assist the MPO with the development of scenarios as needed to forecast traffic demands for proposed multi-modal transportation improvements and corridor studies.
- Assist the MPO with the completion of the rebuild and review of the Travel Demand Model to include adjustments of the TAZ, update of the Social-Economic Data, model calibration, etc.
- Evaluate and review comments and respond to concerns related to the transportation planning process.

- Evaluate and review comments and respond to concerns related to corridors, pedestrian, multi-modal, and access management studies.
- Evaluate planning study efforts as they relate to the NEPA process.

Task 3.0 Short-Range Transportation Planning with the
Charlottesville-Albemarle MPO

Budgeted \$115,000

- Assist with the completion of the FY 27 – 30 Transportation Improvement Plan Development
- Evaluate existing transportation systems and identify deficiencies
- Recommend improvements to alleviate unacceptable conditions
- Coordinate recommended improvements with other plans and studies
- Coordinate planning activities with the private sector to identify mobility and commuter access issues such as additional commuter parking lots, etc.
- Review and comment on traffic impact studies, Rezoning's and Comprehensive Plan updates and changes
- Review environmental impact reports for existing and future transportation facilities
- Provide advice and support on freight issues and information compilation.

Task 4.0 Non-Urbanized/Rural Transportation Planning Program

Budgeted \$287,500

- Assist in the administration of the Rural Transportation Programs for the Thomas Jefferson Planning District Commission and the Rappahannock-Rapidan Regional Commission.
- Preparation for and attendance at Rural Technical Committee and various other local and jurisdictional committee meetings as necessary
- Review and process billing invoices and progress reports
- Coordinate multi-modal activities and maintain necessary transportation inventory datasets
- Monitor regional travel
- Assist with the updates to the STIP to FY 2024-2027.
- Assist with studies and project development/review.
- Review local and regional transportation planning activities and attend public hearings for compliance with Chapter 729
- Assist the PDCs with the update of the Rural Long-Range Plan and small area plans
- Evaluate and review comments and respond to concerns relative to transportation planning process
- Evaluate and review comments and respond to concerns relative to corridor, pedestrian, multi-modal, and access management studies
- Evaluate planning study efforts as they relate to the NEPA process.

- Evaluate existing transportation system and identify deficiencies
- Recommend improvements to alleviate unacceptable conditions
- Coordinate recommended improvements with other plans and studies
- Coordinate planning activities with the private sector to identify mobility and commuter access issues such as additional commuter parking lots, etc.
- Review and comment on traffic impact studies
- Review environmental impact reports for impacts to existing and future transportation facilities

Provide advice and support on freight issues and information compilation. VDOT's Transportation and Mobility Planning Division (TMPD), located in the 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.



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 Charlottesville-Albemarle Metropolitan Planning Organization's (CA-MPO)
Fiscal Year 2027 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 Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) provides a forum for conducting a continuing, comprehensive, and coordinated (3-C) transportation decision-making process among the City of Charlottesville, County of Albemarle, University of Virginia, Jaunt, Charlottesville Area Transit, Department of Rail and Public Transportation, and Virginia Department of Transportation officials; and

WHEREAS, the UPWP identifies all activities to be undertaken in the CA-MPO area for fiscal year 2027; and

WHEREAS, the CA-MPO Technical Committee reviewed the draft UPWP at their regular meetings, on February 3 and April 7, 2026; and

WHEREAS, the CA-MPO Policy Board reviewed the draft UPWP at their regular meetings, on February 25 and April 22, 2026; and

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

WHEREAS, staff from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) reviewed 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 28, 2021.

NOW, THEREFORE BE IT RESOLVED that the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) approves the Fiscal Year 2027 Unified Planning Work Program and associated budget.

Adopted this 22nd day of April 2026 by the Charlottesville-Albemarle Metropolitan Planning Organization.

ATTESTED:

Ned Gallaway
Chair, Charlottesville-Albemarle Metropolitan
Planning Organization (CA-MPO)

Christine Jacobs
Executive Director, Thomas Jefferson Planning
District Commission (TJPD)

FY27 Unified Planning Work Program (UPWP)

July 1, 2026 – June 30, 2027

Charlottesville-Albemarle MPO

Policy Board Meeting

April 22, 2026



Updates Since the First Draft

- Staff received FY27 PL allocations and the SPR budget from VDOT, which are reflected in updated budget tables
- Staff received FY27 FTA allocations from DRPT, which are reflected in updated budget tables
- **Task 1: Program Administration**
 - Direct expenses related to travel, training, and professional development were identified as a separate line item
 - Added the hosting of a joint meeting of the Charlottesville-Albemarle Regional Transit Authority (CARTA) and the Policy Board
 - Removed administering the Citizens Transportation Advisory Committee (CTAC)
- **Task 2: Long-Range Transportation Planning**
 - Added an activity line for Special Studies, Projects, Programs, and Contingency to match with Task 3
 - Added a bullet under D. Long Range Transportation Plan to capture beginning to develop a public engagement framework, including an ad-hoc committee for public engagement

FY27 Work Program: Funding by Source

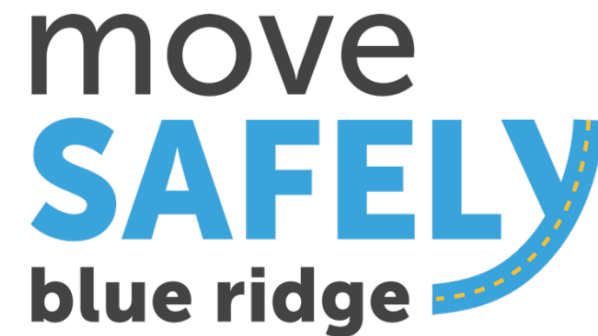
Funding Source	Federal	State	Local	Total
	80%	10%	10%	100%
FY-25 PL-FHWA/VDOT Passive Rollover	\$ 79,188.39	\$ 9,898.54	\$ 9,898.54	\$ 98,985.47
FY-27 PL-FHWA/VDOT Funding	\$ 230,127.62	\$ 28,765.95	\$ 28,765.95	\$ 287,659.52
FY-27 PL-FHWA/VDOT Total	\$ 309,316.01	\$ 38,664.49	\$ 38,664.49	\$ 386,644.99
FY-27 FTA/DRPT Total	\$ 113,759.42	\$ 14,219.93	\$ 14,219.93	\$ 142,199.28
PL-FHWA/VDOT + FTA/DRPT Total	\$ 423,075.41	\$ 52,884.43	\$ 52,884.43	\$ 528,844.27
VDOT SPR	\$ 230,000.00	\$ 57,500.00		\$ 287,500.00
Total FY27 Work Program	\$ 653,075.41	\$ 110,384.43	\$ 52,884.43	\$ 816,344.27

FY27 Work Program: Funding by Task

Funding Source	Task 1: Program Administration	Task 2: Long-Range Transportation Planning	Task 3: Short-Range Transportation Planning and Technical Assistance	Total
	25%	30%	45%	100%
FY-25 PL-FHWA/VDOT Passive Rollover	\$ 24,746.37	\$ 29,695.64	\$ 44,543.46	\$ 98,985.47
FY-27 PL-FHWA/VDOT Funding	\$ 71,914.88	\$ 86,297.86	\$ 129,446.78	\$ 287,659.52
FY-27 PL-FHWA/VDOT Total	\$ 96,661.25	\$ 115,993.50	\$ 173,990.25	\$ 386,644.99
FY-27 FTA/DRPT Total	\$ 35,549.82	\$ 42,659.78	\$ 63,989.68	\$ 142,199.28
PL-FHWA/VDOT + FTA/DRPT Total	\$ 132,211.07	\$ 158,653.28	\$ 237,979.92	\$ 528,844.27
VDOT SPR	\$ 115,000.00	\$ 57,500.00	\$ 115,000.00	\$ 287,500.00
Total FY27 Work Program	\$ 247,211.07	\$ 216,153.28	\$ 352,979.92	\$ 816,344.27

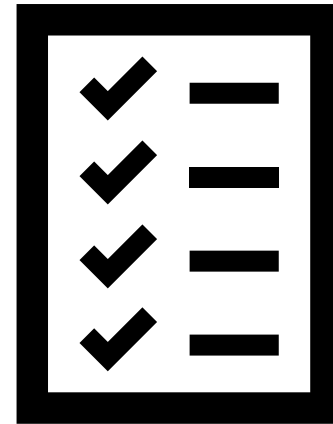
FY27 UPWP: Ongoing and Continued Activities

- MPO administration (staffing committees, invoicing, reporting requirements)
- SMART SCALE coordination and full application submission
- Participation in STARS and Project Pipeline studies
- Annual adoption of performance safety targets
- Continued work on the TDM Study
- Development and submission of other grant applications



FY27 UPWP: Best Practices and Benchmarking

- Incorporated into administration, short range, and long range sections of the UPWP
- Benchmark policies, performance measures, and implementation strategies from peer MPOs
- Identify best practices in data management, public involvement, and project prioritization
- Strengthen internal planning, policy development, and procedural frameworks
- Prepare recommendations and draft revised procedures to incorporate findings

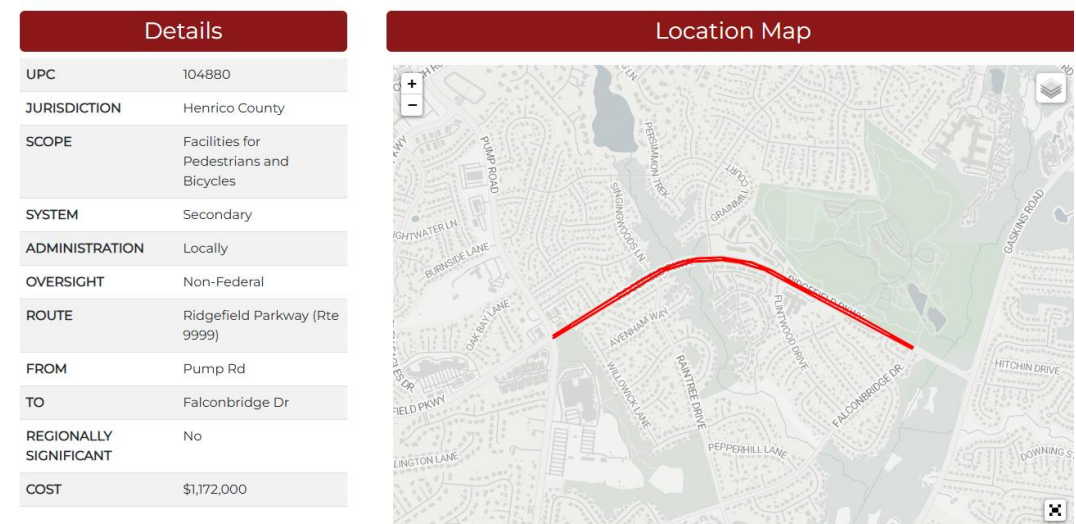


FY27 UPWP: LRTP 2050 and FY27-30 TIP Data

- Incorporated into short range and long range sections of the UPWP
- Create GIS layers representing project location, type, and funding status
- Develop interactive visualizations of projects included in the adopted LRTP and new FY27-30 TIP
- Support internal planning, public engagement, partner coordination, and project implementation



Ridgefield Pkwy - Construct Sidewalk



FY27 UPWP: Bicycle and Pedestrian Counting

- Incorporated into short range section of the UPWP
- Evaluate the feasibility of establishing a bicycle and pedestrian counting data program
- Support City, County, and CA-MPO project planning, grant writing, and safety analysis
- Identify recommendations for count locations, equipment procurement strategy, and program pilot



Image Source: Eco-Counter

Questions?

Taylor Jenkins
(434) 424-0652
tjenkins@tjpdcc.org





Charlottesville-Albemarle Metropolitan Planning Organization

POB 1505, 401 E. Water Street, Charlottesville, VA 22902 www.tjpdg.org

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Resolution of Approval for the Charlottesville-Albemarle Metropolitan Planning Organization Fiscal Year 2027 Unified Planning Work Program

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 Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) provides a forum for conducting a continuing, comprehensive, and coordinated (3-C) transportation decision-making process among the City of Charlottesville, County of Albemarle, University of Virginia, Jaunt, Charlottesville Area Transit, Department of Rail and Public Transportation, and Virginia Department of Transportation officials; and

WHEREAS, the UPWP identifies all activities to be undertaken in the CA-MPO area for fiscal year 2027; and

WHEREAS, the CA-MPO Technical Committee reviewed the draft UPWP at their regular meetings, on February 3 and April 7, 2026; and

WHEREAS, the CA-MPO Policy Board reviewed the draft UPWP at their regular meetings, on February 25 and April 22, 2026; and

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

WHEREAS, staff from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) reviewed 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 28, 2021.

NOW, THEREFORE BE IT RESOLVED that the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) approves the Fiscal Year 2027 Unified Planning Work Program and associated budget.

Adopted this 22nd day of April 2026 by the Charlottesville-Albemarle Metropolitan Planning Organization.

ATTESTED:

Ned Gallaway
Chair, Charlottesville-Albemarle Metropolitan
Planning Organization (CA-MPO)

Christine Jacobs
Executive Director, Thomas Jefferson Planning
District Commission (TJPDG)

Memorandum

To: Charlottesville-Albemarle Metropolitan Planning Organization Policy Board
From: Taylor Jenkins, Director of Transportation
Date: April 22, 2026
Re: Draft Final FY27 Unified Planning Work Program

Purpose:

To inform the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) Policy Board of the draft final Fiscal Year 2027 (FY27) Unified Planning Work Program.

Background:

The Unified Planning Work Program (UPWP) identifies all transportation planning activities to be undertaken by CA-MPO staff in FY27, serving as the CA-MPO budget and work plan. It is primarily funded by two federal agencies: the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). The FY27 UPWP has been posted for public comment and review on the TJPDC and CA-MPO websites. Public notice was posted to the Daily Progress with a 30-day comment period prior to CA-MPO Policy Board approval, and no comments were received.

FY27 Work Activities and Updates to the Draft:

The FY27 UPWP includes ongoing and continued activities from last fiscal year, including general administration, SMART SCALE/STARS/Pipeline coordination, adoption of performance safety targets, and the development of various grant applications. The FY26 Transportation Demand Management (TDM) study will continue in the FY27 UPWP.

New efforts in the FY27 UPWP include best practices and benchmarking initiatives, LRTP and TIP data visualization and coordination, and evaluating the feasibility of establishing a bicycle and pedestrian count program.

Since the first draft was provided, the following content has changed:

- Staff received FY27 PL allocations and the SPR Budget from VDOT, which are reflected in tables 1 and 2.
- Staff received FY27 FTA allocations from DRPT, which are reflected in tables 1 and 2.
- Task 1: Program Administration
 - To become aligned with updated VDOT guidance, direct expenses related to travel, training, and professional development were identified as a separate line within Task 1.
 - Added the hosting of a joint meeting of the Charlottesville-Albemarle Regional Transit Authority (CARTA) and the CA-MPO Policy Board.
 - Removed administering the Citizens Transportation Advisory Committee (CTAC) as a committee of the CA-MPO.
- Task 2: Long-Range Transportation Planning
 - Added an activity line for Special Studies, Projects, Programs, and Contingency to match with Task 3
 - Added a bullet under D. Long Range Transportation Plan to capture beginning to develop a public engagement framework, including an ad-hoc committee for public engagement

Tables 1 and 2 identify FY27 UPWP Funding by Source and Task, respectively.

Table 1. FY27 Work Program: Funding by Source

Funding Source	Federal	State	Local	Total
	80%	10%	10%	100%
FY-25 PL-FHWA/VDOT Passive Rollover	\$ 79,188.39	\$ 9,898.54	\$ 9,898.54	\$ 98,985.47
FY-27 PL-FHWA/VDOT Funding	\$ 230,127.62	\$ 28,765.95	\$ 28,765.95	\$ 287,659.52
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VDOT SPR	\$ 230,000.00	\$ 57,500.00		\$ 287,500.00
Total FY27 Work Program	\$ 653,075.41	\$ 110,384.43	\$ 52,884.43	\$ 816,344.27

Table 2. FY27 Work Program: Funding by Task

Funding Source	Task 1: Program Administration	Task 2: Long-Range Transportation Planning	Task 3: Short-Range Transportation Planning and Technical Assistance	Total
	25%	30%	45%	100%
FY-25 PL-FHWA/VDOT Passive Rollover	\$ 24,746.37	\$ 29,695.64	\$ 44,543.46	\$ 98,985.47
FY-27 PL-FHWA/VDOT Funding	\$ 71,914.88	\$ 86,297.86	\$ 129,446.78	\$ 287,659.52
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Total FY27 Work Program	\$ 247,211.07	\$ 216,153.28	\$ 352,979.92	\$ 816,344.27

CA-MPO Technical Committee Recommendation:

The CA-MPO Technical Committee recommends Policy Board approval of the FY27 UPWP.

Staff Recommendation:

Staff recommend CA-MPO Policy Board approval of the FY27 UPWP.

If there are any questions, please contact Taylor Jenkins at tjenkins@tjpd.org.

Resolution of the Charlottesville-Albemarle MPO Policy Board Adopting the FY2027–FY2030 Transportation Improvement Program

WHEREAS, the U. S. Department of Transportation (DOT) requires that each urbanized area over 50,000 population prepare a Transportation Improvement Program (TIP) for the upcoming three or more years; and

WHEREAS, a Metropolitan Planning Organization (MPO) has been designated for the Charlottesville-Albemarle Urbanized Area; and

WHEREAS, federal regulations require the MPO to develop and adopt a Transportation Improvement Program (TIP) covering at least four years; and

WHEREAS, the FY2027–FY2030 TIP identifies federally funded and regionally significant transportation projects and is financially constrained; and

WHEREAS, the TIP has been developed in cooperation with local jurisdictions, the Virginia Department of Transportation, Virginia Department of Rail and Public Transportation, and public transportation providers; and

WHEREAS, public participation has been sought and considered in accordance with the MPO's Public Participation Plan adopted July 28, 2021; and

WHEREAS, upon adoption, the TIP shall be incorporated into the Statewide Transportation Improvement Program (STIP).

NOW, THEREFORE, BE IT RESOLVED that the Charlottesville-Albemarle MPO approves the FY2027 to FY2030 Transportation Improvement Program.

BE IT FURTHER RESOLVED that the MPO authorizes submission of the TIP to the appropriate state and federal agencies.

Adopted the 22 day of April 2026, by the MPO Policy Board.

ATTESTED:

Ned Gallaway
Chair, Charlottesville-Albemarle
Metropolitan Planning Organization (CA-
MPO)

Christine Jacobs
Executive Director, Thomas Jefferson
Planning District Commission (TJPDC)

Charlottesville-Albemarle Metropolitan Planning Organization

FY27-FY30 Transportation Improvement Program (TIP)

Gorjan Gjorgjievski, Regional Planner II

April 22, 2026



Key Updates in the FY27-FY30 TIP Document

Comprehensive update of the entire CA-MPO TIP Document

Maps

Language

Funding Sources

Updated TIP Tables for all Projects

Combination of new and existing **transit** projects by Project Category

Example: Equipment Hardware

Passenger Amenities

Removal of completed, canceled or formally closed projects

UPC: 115869 – Statewide Technology

UPC: 111779 – Bridge Replacement Rt. 702

UPC: 60233 – Hillsdale Drive Extended (3 lanes)

Transit Projects – Summary Table

MPO	FFY-2027	FFY-2028	FFY-2029	FFY-2030	Total FFY 2027-FFY2030
CA-MPO					
Charlottesville Area Transit					
FTA 5307	\$ 3,998	\$ 4,047	\$ 4,165	\$ 4,172	\$ 16,382
FTA 5339	\$ 6,184	\$ 6,904	\$ 11,729	\$ 25,477	\$ 50,294
Local	\$ 6,196	\$ 8,804	\$ 10,560	\$ 7,077	\$ 32,637
Revenue	\$ 118	\$ 117	\$ 121	\$ 121	\$ 477
State	\$ 7,986	\$ 11,589	\$ 10,945	\$ 14,125	\$ 44,645
Total	\$ 24,482	\$ 31,461	\$ 37,520	\$ 50,972	\$ 144,435
Thomas Jefferson Planning District Commission					
FTA 5310	\$ 181	\$ 189	\$ 195	\$ 201	\$ 766
Local	\$ 10	\$ 10	\$ 10	\$ 11	\$ 41
State	\$ 38	\$ 39	\$ 41	\$ 42	\$ 160
Total	\$ 229	\$ 238	\$ 246	\$ 254	\$ 967
Total	\$ 24,711	\$ 31,699	\$ 37,766	\$ 51,226	\$ 145,402

VDOT Projects – Summary Table

Fund Source	FFY 2027		FFY 2028		FFY 2029		FFY 2030		TOTAL	
	Projected Obligation Authority	Planned Obligation	Projected Obligation Authority	Planned Obligation	Projected Obligation Authority	Planned Obligation	Projected Obligation Authority	Planned Obligation	Projected Obligation Authority	Planned Obligation
Federal										
HIP/F	\$606,068	\$606,068	\$0	\$0	\$0	\$0	\$0	\$0	\$606,068	\$606,068
HSIP	\$3,697	\$3,697	\$0	\$0	\$0	\$0	\$0	\$0	\$3,697	\$3,697
NHS/NHPP	(\$4,534,195)	(\$4,534,195)	\$0	\$0	\$0	\$0	\$3,809,027	\$3,809,027	(\$725,168)	(\$725,168)
STP/STBG	\$2,629,426	\$2,629,426	(\$3,718,642)	(\$3,718,642)	\$0	\$0	\$0	\$0	(\$1,089,216)	(\$1,089,216)
TAP	\$206,122	\$206,122	\$0	\$0	\$0	\$0	\$0	\$0	\$206,122	\$206,122
Subtotal -- Federal	(\$1,088,882)	(\$1,088,882)	(\$3,718,642)	(\$3,718,642)	\$0	\$0	\$3,809,027	\$3,809,027	(\$998,497)	(\$998,497)
Other										
Non-Federal	\$33,236,944	\$33,236,944	\$0	\$0	\$0	\$0	\$0	\$0	\$33,236,944	\$33,236,944
State Match	(\$2,575)	(\$2,575)	\$0	\$0	\$0	\$0	\$0	\$0	(\$2,575)	(\$2,575)
Subtotal -- Other	\$33,234,369	\$33,234,369	\$0	\$0	\$0	\$0	\$0	\$0	\$33,234,369	\$33,234,369
Total	\$32,145,487	\$32,145,487	(\$3,718,642)	(\$3,718,642)	\$0	\$0	\$3,809,027	\$3,809,027	\$32,235,872	\$32,235,872

Federal -- ACC (1)										
NHS/NHPP	\$0	\$0	\$328,314	\$328,314	\$304,246	\$304,246	\$268,159	\$268,159	\$900,719	\$900,719
Subtotal -- Federal - ACC (1)	\$0	\$0	\$328,314	\$328,314	\$304,246	\$304,246	\$268,159	\$268,159	\$900,719	\$900,719

Statewide and/or Multiple MPO - Federal (3)										
CMAQ (2)	\$9,852,982	\$9,852,982	\$4,992,225	\$4,992,225	\$0	\$0	\$0	\$0	\$14,845,207	\$14,845,207
Subtotal -- Statewide and or Multiple MPO - Federal (3)	\$9,852,982	\$9,852,982	\$4,992,225	\$4,992,225	\$0	\$0	\$0	\$0	\$14,845,207	\$14,845,207

Maintenance - Federal (4)										
NHS/NHPP	\$11,927,336	\$11,927,336	\$8,904,000	\$8,904,000	\$8,919,000	\$8,919,000	\$8,957,000	\$8,957,000	\$38,707,336	\$38,707,336
STP/STBG	\$9,842,000	\$9,842,000	\$9,882,000	\$9,882,000	\$9,908,000	\$9,908,000	\$9,975,000	\$9,975,000	\$39,607,000	\$39,607,000
Subtotal -- Maintenance Federal (4)	\$21,769,336	\$21,769,336	\$18,786,000	\$18,786,000	\$18,827,000	\$18,827,000	\$18,932,000	\$18,932,000	\$78,314,336	\$78,314,336

Questions?

Gorjan Gjorgjievski
(434) 979-7310 ext. 123
gorjang@tjpdcc.org



MEMORANDUM

To: Charlottesville-Albemarle MPO Technical Committee and Policy Board
From: Gorjan Gjorgjievski, Regional Planner II, CA-MPO/TJPDC
Date: April 22, 2026
Subject: FY27-FY30 Transportation Improvement Program (TIP) - Adoption

Purpose:

The purpose of this memorandum is to present the draft FY2027–FY2030 Transportation Improvement Program (TIP) for review and recommendation by the Technical Committee and for adoption by the Policy Board. The TIP is a federally required, financially constrained document that programs transportation projects within the CA-MPO area over a four-year period.

Background:

Federal regulations require Metropolitan Planning Organizations to develop and adopt a TIP that identifies all regionally significant and federally funded transportation projects. The TIP must be updated at least every four years and must demonstrate fiscal constraint.

The FY2027–FY2030 TIP has been developed in coordination with local jurisdictions, the Virginia Department of Transportation (VDOT), the Department of Rail and Public Transportation (DRPT), and regional transit providers. The document is consistent with the region’s long-range transportation plan and reflects current project priorities and funding availability.

Summary of Key Items in the FY2027–FY2030 TIP

The FY2027–FY2030 TIP includes the following key elements:

- **Comprehensive update of the entire TIP Document**
The FY2027–FY2030 TIP reflects a comprehensive update of the entire document, including revisions to narrative sections, organizational information related to CA-MPO bodies, and updated maps to improve clarity and accuracy. The document has also been reviewed to ensure consistency with current federal and state requirements, with updates made to reflect applicable laws, regulations, and funding sources. These updates ensure the TIP remains compliant, transparent, and aligned with current planning and programming practices.
- **Multimodal Program of Projects:**
The TIP includes roadway, transit, bicycle, and pedestrian projects, reflecting a comprehensive approach to transportation investment across the region.
- **Continuation of Ongoing Projects:**
Ongoing projects from the previous TIP are carried forward with updated funding, schedules, and project phases, reflecting continued progress toward implementation.
- **Incorporation of Recent Funding Awards:**
The TIP includes projects funded through programs such as SMART SCALE and other federal and state sources, advancing regional priorities in safety, congestion mitigation, and accessibility. All projects are supported by identified funding, with updated cost estimates ensuring the document remains financially constrained and reflective of current conditions.

-
- **Updated Cost Estimates and Fiscal Constraint:**
Project costs and schedules have been updated to reflect current estimates. The TIP remains financially constrained, with identified funding sources sufficient to support all programmed projects.
 - **Removal of Projects:**
Projects that have been completed, canceled or formally closed in the previous TIP have been removed, ensuring the document reflects the current project pipeline.
 - **UPC: 115869 – Statewide Technology for Operations** - Canceled
 - **UPC: 111779 – Bridge Replacement Rt. 702** - Completed
 - **UPC: 60233 – Hillsdale Drive Extended (3 lanes)** – Completed
 - **Transit and Accessibility Investments:**
The TIP includes transit-related improvements such as bus stop enhancements and accessibility upgrades, consistent with federal requirements and regional mobility goals.
 - **Consistency with Federal Requirements:**
The TIP reflects federal and state priorities, including maintaining a state of good repair, improving transit accessibility, and supporting multimodal transportation options within the region.

Recommendation

CA-MPO Technical Committee: The CA-MPO Technical Committee voted to recommend that the CA-MPO Policy Board adopt the FY27–FY30 Transportation Improvement Program (TIP), contingent upon consideration of any public comments received and incorporation of feedback provided during the Technical Committee meeting.

CA-MPO Policy Board: CA-MPO staff recommends that the CA-MPO Policy Board adopt the FY27-FY30 Transportation improvement Document (TIP).

If there are any questions, please contact Gorjan Gjorgjevski at gorjang@tjpd.org (434) 979-7310 Ext.123.

**RESOLUTION
APPROVING AMENDMENT #14 TO THE CA-MPO
FY24–FY27 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

WHEREAS, the Transportation Improvement Program (TIP) is a fiscally constrained, multi-year program of transportation projects receiving federal funding, developed in cooperation with the Commonwealth of Virginia, local governments, and public transportation providers; and

WHEREAS, the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) is responsible for preparing and maintaining the region’s TIP; and

WHEREAS, the FY24-FY27 TIP was approved by the CA-MPO Policy Board on May 24, 2023; and

WHEREAS, the CA-MPO is amending the FY24-FY27 TIP to add additional funding for the Mobility Management Program, STIP ID: TJPDC03 (Amendment #14) in Federal Fiscal Year 2026 (FFY26), reflecting:

- \$6,000 Federal Transit Administration (FTA) 5310 funds.
- \$5,000 State funds.
- \$1,000 Local funds.

WHEREAS, the amendment does not alter the financial constraint of the TIP; and

WHEREAS, the amendment has been reviewed and recommended for approval by the CA-MPO Technical Committee.

WHEREAS, public participation has been sought and considered in accordance with the MPO’s Public Participation Plan adopted July 28, 2021; and

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the Charlottesville-Albemarle Metropolitan Planning Organization hereby adopts Amendment #14 to the FY24–27 Transportation Improvement Program as presented.

Adopted on this 22nd day of April 2026, by the Charlottesville-Albemarle Metropolitan Planning Organization.

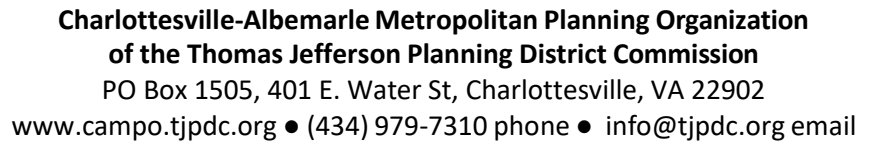
ATTESTED:

Ned Gallaway, Chair
Charlottesville-Albemarle MPO

Christine Jacobs, Executive Director
Thomas Jefferson Planning District Commission

Date

Date



To: Charlottesville-Albemarle MPO Policy Board
From: Gorjan Gjorgjievski, Regional Planner II, CA-MPO/TJPDC
Date: April 22, 2026
Subject: Modifications to the CA-MPO FY24-27 Transportation Improvement Program

	Previous Funding	FY2024	FY2025	FY2026	FY2027	Total FY2024-FY2027	
TIP ID:	TJPDC03	Title: Operating Assistance					
FTA 5310	-	-	3	-	-	FTA 5310	FTA 5310
State	-	-	3	-	-	State	State
Local	-	-	1	-	-	Local	Local
Year Total	-	-	7	-	-	Total	Year Total
Description:	New Tip Block: FY 2025 add \$3,000 FTA 5310, \$3,000 State, \$1,000 local match.						

Summary of the Mobility Management Program Adjustment (Informational):

This adjustment stems from updated guidance and revised funding allocations provided by the Federal Transit Administration (FTA). CA-MPO staff worked closely with the Virginia Department of Rail and Public Transportation (DRPT) to complete the adjustments.

The following adjustment was completed for the Mobility Management Program:

- **STIP ID: TJPDC02 Mobility Management – Adjustment #27:** For FFY26, add \$140,000 in FTA 5310, \$28,000 in State, and \$7,000 in local funds.

New Table

	Previous Funding	FY2024	FY2025	FY2026	FY2027	Total FY2024-FY2027	
TIP ID:	TJPDC02	Title: Mobility Management					
FTA 5310	-	267	258	309	178	FTA 5310	1,012
State	-	53	52	62	36	State	203
Local	-	14	13	15	9	Local	51
Year Total	-	334	323	386	223	Total	1,266
Description:	Adjustment #27: For FFY26, add \$140,000 in FTA 5310, \$28,000 in State, and \$7,000 in local funds.						

Old Table

	Previous Funding	FY2024	FY2025	FY2026	FY2027	Total FY2024-FY2027	
TIP ID:	TJPDC02	Title: Mobility Management					
FTA 5310	-	267	258	169	178	FTA 5310	872
State	-	53	52	34	36	State	175
Local	-	14	13	8	9	Local	44
Year Total	-	334	323	211	223	Total	1,091
Description:	Adjustment #13 TJPDC02. Add FY2025 funding in the amount of: Total project cost \$119,000- State funds \$19,000, Federal Funds 5310 \$95,000, and local match \$5,000. Adjustment # 9 TJPDC01. Add FY2025 funding in the amount of: Total project cost \$215,230- State funds \$34,436.80, Federal 5310 funds \$172,184, and local match \$8,609.20. Amendment #4: This is a new project being added to the TIP based on funding allocations for the TJPDC to launch and operate a ride referral service for seniors and individuals with disabilities. Adjustment #27: For FFY26, add \$140,000 in FTA 5310, \$28,000 in State, and \$7,000 in local funds.						

Recommendation:

CA-MPO Technical Committee: The CA-MPO Technical Committee voted to recommend that the CA-MPO Policy Board approve the FY24-FY37 TIP Amendment #14, including the associated funding changes for FFY 2026.

CA-MPO Policy Board: CA-MPO staff recommends that the CA-MPO Policy Board approve the FY24-FY27 TIP Amendment #14, including the associated funding changes for FFY 2026.

If there are any questions, please contact Gorjan Gjorgjievski at gorjang@tjpd.org (434) 979-7310 Ext.123.

MEMORANDUM

To: Charlottesville-Albemarle MPO Technical Committee and Policy Board
From: Taylor Jenkins, Director of Transportation
Date: April 22, 2026
Subject: CA-MPO Bylaws and Public Engagement Plan Amendments

Purpose:

The purpose of this memorandum is to present proposed amendments to the CA-MPO Technical Committee Bylaws, Policy Board Bylaws, and Public Engagement Plan to remove references to the Citizens Transportation Advisory Committee (CTAC), following formal action by the Policy Board to sunset the Committee.

Discussion:

At its meeting on February 25, 2026, the CA-MPO Policy Board voted to sunset the CTAC. CTAC is identified in the Policy Board bylaws as an advisory committee of the CA-MPO, and as a non-voting member to the Policy Board and Technical Committee. CTAC is also referred to in the Public Engagement Plan as a Committee of the CA-MPO. With its dissolution, amendments are being brought forth to ensure the Bylaws and Public Engagement Plan accurately reflect the MPO's current committee structure and governance.

Staff have prepared revisions to each document reflecting the removal of CTAC and associated language. These revisions are administrative in nature and do not introduce new committees or alter existing roles of the Technical Committee or Policy Board.

Process for Updates:

CA-MPO Engagement Plan

Amendments to the CA-MPO Engagement Plan must be posted for a comment period of 45 days prior to approval.

Technical Committee Bylaws:

Article VI - Amendment

Section 1. These bylaws may be amended by a two-thirds vote of those members present provided that a quorum is present. Proposed changes in the bylaws shall be transmitted to each voting member at least 10 days prior to the meeting when the voting will be conducted.

Article VII - Effective Date

Section 1. These bylaws shall become effective immediately upon ratification by a majority vote of the Technical Committee, subject to approval by the MPO Policy Committee.

Policy Board Bylaws:

Article XI - Amendments

Any proposed amendment to these bylaws shall be presented in writing to the members of the MPO and read at a regular MPO meeting. The members of the MPO shall have at least twenty-five (25) days to review the proposed amendments. At a regular meeting of the MPO thereafter a majority vote of the full voting membership of the MPO shall be required to adopt any proposed amendment to the bylaws.

Article XII - Effective Date

These bylaws, and any amendments thereto, shall become effective immediately upon adoption by a majority of the full voting membership of the MPO.



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By-Laws: Technical Committee

Adopted February 28, 1983. Amended June 27, 1983 to add Charlottesville Albemarle Airport Authority as a nonvoting representative. Amended 1997 to reflect creation of VDRPT separate from VDOT. Amended July 24, 2001 to reflect changes in voting and nonvoting membership as directed by MPO Policy Board. Amended June 24, 2026, to reflect sunseting of the Citizens Transportation Advisory Committee (CTAC).

Article I - Name and Authority

Section 1. The name of this organization shall be known as the Charlottesville-Albemarle Metropolitan Planning Organization Technical Committee, hereinafter called the Technical Committee.

Section 2: The Technical Committee shall have such authority as prescribed in a Memorandum of Understanding for a Continuing, Cooperative, and Comprehensive Transportation Planning Process for the Charlottesville-Albemarle Urbanized Area between the Metropolitan Planning Organization, hereinafter referred to as the MPO; the Virginia Department of Transportation, hereinafter referred to as the DEPARTMENT; the City of Charlottesville, acting as a local unit of government and as one of the local transit operators, hereinafter referred to as the CITY; the County of Albemarle, acting as a local unit of government, hereinafter referred to as the COUNTY, the Thomas Jefferson Planning District Commission, acting as a regional clearinghouse responsible for carrying out the Federal Office of Management and Budget's Circular A-95, hereinafter referred to as the A-95 INTERGOVERNMENTAL REVIEW AGENCY; and JAUNT as one of the local transit operators, as approved September 1, 1982 and updated March 9, 1995.

Article II - Purpose

Section 1. The Technical Committee, composed of individuals with technical knowledge in transportation and land use matters, will provide technical review, comment, and recommendations on transportation plans, programs, studies and other appropriate documents, and on regional transportation issues. The Committee shall integrate land use and environmental considerations into all of its activities in order to forge a stronger link between transportation, land use and the environment. The Committee will, (1) determine the influence of current data upon the Transportation Plan in relation to previous data and projected trends; (2) cooperate in the development of the procedures for the collection of traffic data and reassignment of traffic; (3) work with the staffs of the TJPD and the Department to review, comment, recommend, and assist the Department, participating political jurisdictions, or the TJPD on any proposal, alternatives, and work performed on the location and design of facilities in the Transportation Plan; and serve in an advisory capacity to the Metropolitan Planning Organization.

Article III - Membership

Section 1: The voting membership of the Technical Committee shall be composed of three (3) members each designated by and representing the CITY and the COUNTY, one (1) designated by and representing the DEPARTMENT, and one (1) designated by and representing the Virginia Department of Rail and Public Transportation. The Technical Committee will also include one (1) voting representative each, designated by and representing the UNIVERSITY OF VIRGINIA, JAUNT, the A-95 REVIEW AGENCY, Charlottesville Transit Service, and any appropriate agency as determined by the MPO.

Section 2. The nonvoting membership of the Technical Committee shall be composed of one (1) representative

each, designated by and representing the Federal Aviation Administration (FAA), the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and the Charlottesville-Albemarle Airport Authority.

Section 3. The Technical Committee shall recommend additional voting or nonvoting membership to the Technical Committee as is deemed necessary to carry out its duties.

Section 4. Appointments to the Technical Committee shall be filled by persons trained and knowledgeable in transportation planning or who, by their positions have an interest and responsibility in transportation planning.

Section 5. In order to provide continuity in the Technical Committee's actions, it is recommended that each member serve for a two-year term and may be reappointed for successive terms.

Section 6. Any member of the Technical Committee who wishes to designate an alternate to serve in his or her absence may do so by submitting the name of that individual to the Chairman of the Technical Committee. An alternate may vote only in the absence of the regular member he or she represents.

Section 7. Whenever any voting member fails to attend three (3) consecutive meetings without good reason, the Chairman of the Technical Committee shall seek to determine the cause of the absence and whether the appointing authority wishes the delinquent member to be the representative on the Technical Committee.

Article IV - Officers

Section 1. The officers of the Technical Committee shall consist of a chairman and vice-chairman.

Section 2. The chairman and vice-chairman shall be elected by and from the membership of the Technical Committee, shall serve for one year or until their successors are elected, and shall be eligible for reelection.

Section 3. The election of officers shall be held at the Technical Committee's first meeting after July 1 of each year and those members elected to office shall assume their duties at the conclusion of the meeting during which the election is held. A majority vote shall be required for election to any office.

Section 4. The MPO staff shall prepare and maintain a permanent written record of all Technical Committee proceedings, and shall transmit a copy of the minutes of each Technical Committee and Metropolitan Planning Organization meeting to each member prior to the next regular meeting.

Article V - Meetings

Section 1. The Technical Committee shall establish a regular date and place for its meetings. The chairman may establish an alternate meeting date to substitute for conflicts caused by holidays and any emergency reasons. Members will be notified in advance of a rescheduled meeting. The chairman may also call a special meeting or cancel a regular meeting. Consecutive regular meetings cannot be canceled.

Section 2. A quorum shall consist of one-half of the voting representatives of the Technical Committee and shall include at least one representative from both CITY and COUNTY. Vacancies shall not be considered in the establishment of a quorum.

Section 3. The agenda for each Technical Committee shall be prepared jointly between the Chairman and the MPO staff. The agenda will be mailed one week prior to the next meeting.

Section 4. Parliamentary authority for Technical Committee proceedings not otherwise specified by these

bylaws shall be Robert's Rules of Order, Revised.

Article VI - Amendment

Section 1. These bylaws may be amended by a two-thirds vote of those members present provided that a quorum is present. Proposed changes in the bylaws shall be transmitted to each voting member at least 10 days prior to the meeting when the voting will be conducted.

Article VII - Effective Date

Section 1. These bylaws shall become effective immediately upon ratification by a majority vote of the Technical Committee, subject to approval by the MPO Policy Committee.



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MPO Policy Board Bylaws

Adopted September 1, 1982, Amended November 23, 2009, Amended September 25, 2013, Amended June 24, 2026.

(Replaces previous amendments of 6/27/83, 8/12/01, 8/11/03, 11/23/09, and 9/25/13)

Article I - Name and Authority

The name of this organization shall be known as the Charlottesville-Albemarle Metropolitan Planning Organization and shall have such authority as prescribed in a Memorandum of Understanding for a Continuing, Cooperative, and Comprehensive Transportation Planning Process for the Charlottesville-Albemarle Urbanized Area between the Metropolitan Planning Organization, hereinafter referred to as the MPO; the Virginia Department of Transportation, hereinafter referred to as the DEPARTMENT; the City of Charlottesville, acting as a local unit of government and as one of the local transit operators, hereinafter referred to as the CITY; the County of Albemarle, acting as a local unit of government, hereinafter referred to as the COUNTY, the Thomas Jefferson Planning District Commission, acting as a regional clearinghouse responsible for carrying out Executive Order 12372, Intergovernmental Review of Federal Programs, hereinafter referred to as the INTERGOVERNMENTAL REVIEW AGENCY; and JAUNT as one of the local transit operators, as approved September 1, 1982 and updated March 9, 1995.

Article II - Purpose and Powers

The MPO shall be the policy decision-making body for the purpose of carrying out the continuing, cooperative and comprehensive ("3-C") transportation planning and programming process as defined in United States Code Title 23, Section 134 and Title 49 Section 1607; and in accordance with the constitution and statutes of the Commonwealth of Virginia.

In carrying out its responsibility the MPO shall:

- a) Establish policy for the continuing, comprehensive and cooperative transportation planning process;
- b) Develop the long range transportation plan (LRTP) for the urban study area known as the Charlottesville-Albemarle MPO Planning Area Boundaries ;
- c) Review the LRTP for the study area on an annual basis;
- d) Update the LRTP no less frequently than every five years or as required by the DEPARTMENT;
- e) Recommend action by other appropriate agencies;
- f) Coordinate and conduct transportation planning and conceptual design studies with local governments and the DEPARTMENT;
- g) Revise the MPO Planning Area Boundaries, defined by the "cordon boundary", as required, and in conjunction with the DEPARTMENT;
- h) Develop, in coordination with local governments and the DEPARTMENT, socio-economic data for the regional traffic model;
- i) Develop and approve the annual transportation improvement programming and planning documents as required by the U.S. Department of Transportation Regulations, as amended; and

- j) Perform other reviews and evaluations that may be required to expedite the process.

Article III - Membership

Section 1 - Voting Membership - The voting membership of the MPO shall be composed of two (2) voting members designated by each local government within the Charlottesville-Albemarle Urbanized Area who will be vested with the authority to speak for and act in behalf of the appointing local government on matters concerning area wide transportation planning activities and who carry out the purpose and responsibilities of the MPO as set forth in Articles I and IX of the bylaws. The MPO will also include one (1) voting member designated by and representing the DEPARTMENT.

Section 2 - Nonvoting Membership - The nonvoting membership of the MPO shall be composed of one (1) representative each designated by and representing the INTERGOVERNMENTAL REVIEW AGENCY, the Federal Highway Administration, the Federal Aviation Administration, the Federal Transit Administration, the Virginia Department of Rail and Public Transportation, the University of Virginia, JAUNT, and Charlottesville Area Transit. Other appropriate nonvoting members may be added as agreed upon by all voting representatives to the MPO.

Section 3 - Alternate Members - The CITY, the COUNTY, and the DEPARTMENT may designate one or more alternate members to serve in the absence of their regular representative(s) by submitting the alternate(s) name(s) to the chair of the MPO. An alternate may vote only in the absence of the regular member he or she represents.

Section 4 - Attendance - Whenever any voting member fails to attend or send an alternate to three (3) consecutive meetings, the Chair of the MPO shall seek to determine the cause of the absence and whether the appointing authority wishes the delinquent member to be the representative on the MPO.

Article IV - Terms of Office and Voting

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- b. MPO members who are appointed by the local governing bodies and who are not elected officials of local governing bodies will serve for three years from date of appointment or such shorter terms as their governing bodies shall determine.
- c. The MPO member appointed by the INTERGOVERNMENTAL REVIEW AGENCY, the DEPARTMENT, the Federal Highway Administration, the Federal Transit Administration, the Virginia Department of Rail and Public Transportation, the Federal Aviation Administration, the University of Virginia, and JAUNT shall serve continuously at the pleasure of the appointing body.

Section 2 - Voting Rights - Each MPO member with voting rights shall have one (1) equal vote in all matters before the MPO.

Section 3 - Recorded Vote - The vote of each MPO member, both negative and affirmative, shall be recorded in the official minute book of the MPO.

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Section 3 - Election of Officers - The election of officers shall be held at the MPO's first meeting after January 1st of each year and those members elected to office shall assume their duties at the conclusion of the meeting during which the election is held. A majority vote of the entire voting membership of the MPO shall be required for election to any office. Officers must be voting members.

Section 4 - Vacancies - If for any reason any office becomes vacant during the year, an election to fill the office shall be held at the next regular meeting of the MPO, and the new officer so elected shall complete the unexpired term of the succeeded officer.

Section 5 - Powers and Duties of the Officers - The powers and duties of the officers of the MPO shall be as follows:

- a. The chair shall have the recognized and inherent duties and powers of the office of the chair including the following: The chair shall
 - i. preside over all meetings of the MPO
 - ii. be eligible to vote on all issues regardless of a tie vote;
 - iii. appoint all committees necessary to the MPO, with confirmation by the MPO;
 - iv. have the authority to delegate any routine function to a member of the MPO staff; and
 - v. perform such other duties as may from time to time be assigned by the MPO.
- b. The vice-chair shall, in the absence or inability of the chair, perform all the duties and exercise all the powers of the chair and such other duties assigned by the MPO.

Section 6 - Line of Succession - At any given meeting when the chair and the vice-chair are absent, the first order of business at the meeting shall be the election of a temporary chair for that meeting.

Article VI - Staff Support and Financial Responsibilities

Section 1 - General Staff Support - The staff of the MPO shall be the planning staff of the TJPDC, and may include the planning staffs of the CITY and/or COUNTY and/or any other agency so designated by the MPO, with the assistance of the staff of the DEPARTMENT.

Section 2 - Allocation of Funds - The MPO shall prepare the annual Unified Transportation Planning Work Program which allocates Section 112 (FHWA PL) and Section 5303 (FTA) transportation planning funds to the appropriate transportation planning agencies located within the study area.

Section 3 - Financial Records - The financial records of the MPO shall be maintained by the staff at the direction of the MPO.

Section 4 - Fiscal Year - The fiscal year of the MPO shall be July 1 - June 30.

Section 5 - MPO Member Liability - Individual MPO members, acting as members of the MPO, shall not be personally liable for any loss of funds as a result of acts performed in good faith while conducting the usual business of the MPO.

Article VII - Committees

Section 1 - Transportation Technical Committee - The MPO shall create a Transportation Technical Committee composed of individuals with technical knowledge in transportation and land use matters to provide technical review, comment, and recommendations on transportation plans, programs, studies and other appropriate documents, and on regional transportation issues. The Committee shall integrate land use and environmental considerations into all of its activities in order to forge a stronger link between transportation, land use and the environment. The voting membership of the Technical Committee shall be composed of three (3) members each designated by and representing the CITY and the COUNTY, one (1) designated by and representing the DEPARTMENT, and one (1) designated by and representing the Virginia Department of Rail and Public Transportation. The Technical Committee will also include one (1) voting representative each, designated by and representing the UNIVERSITY OF VIRGINIA, JAUNT, the INTERGOVERNMENTAL REVIEW AGENCY, Charlottesville Area Transit, and any appropriate agency as determined by the MPO. The nonvoting membership of the Technical Committee shall be composed of one (1) representative each, designated by and representing the Federal Aviation Administration (FAA), the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and the Charlottesville-Albemarle Airport Authority.

Section 2 – Special Committees - The chair may from time to time establish such special committees as deemed desirable for the effective promulgation of MPO affairs and shall appoint the members thereto with concurrence of the MPO.

Section 3 – Nominating Committee - The chair shall appoint a nominating committee of three voting and/or nonvoting members of the MPO no later than twenty-five (25) days prior to the regular MPO meeting at which time the election of MPO officers is held.

Article VIII - Meetings

Section 1 – Regular Meetings – The MPO shall establish a regular date and place for its meetings. The chair may establish an alternate meeting date to substitute for conflicts caused by holidays and any emergency reasons. Members will be notified in advance of a rescheduled meeting.

Section 2 – Special Meetings – Special meetings may be called by the chair or must be called by the chair on petition of one-third of the MPO members.

Section 3 – Public Hearings – The MPO shall conduct all public hearings required by law or if such hearing will be in the public interest.

Section 4 - Meetings Open to the Public - Meetings of the MPO shall be open to the public. At least one period of time will be set aside during each meeting for general comments from the public. Public hearings will be

held and other public involvement efforts will be made prior to major decisions in accordance with the MPO Public Involvement Policy. At the discretion of the Chair, the floor may be opened during a meeting for additional public comments; for example, the Chair may ask for public comments prior to calling for a vote on a significant issue. The MPO, however, may hold executive sessions in accordance with the Virginia Freedom of Information Act.

Section 5 - Quorum - A majority of the voting members of the MPO shall be required in order to constitute a quorum. At least one voting representative from Charlottesville and Albemarle must be present in order to establish a quorum. Vacancies shall not be considered in the establishment of a quorum.

Section 6 - MPO Minutes - The staff of the MPO shall assist the chair and vice-chair in preparing an agenda, conducting the meeting and preparing the minutes of each meeting. The minutes shall be presented at the next MPO meeting for approval. After the minutes have been duly approved, said minutes shall be distributed to all members of any transportation-related and other appropriate organization, agencies or individuals, and shall be recorded in an official minutebook of the MPO.

Article IX - Coordination Responsibilities

Section 1 - Coordination - The MPO shall be responsible for the coordination of all transportation planning activities of the various transportation-related agencies that have both a direct and indirect impact on the Long Range Plan. This can include the coordination, conduction, and participation by MPO staff in any related transportation planning and conceptual design studies.

Section 2 - Regional Review Agent - The MPO shall act as the agent for those agencies applying for federal and state funds through the Unified Transportation Planning Work Program and Transportation Improvement Program, except when a funding agency otherwise directs, and shall submit the notice of intent application to the area wide clearinghouse.

Article X - Parliamentary Procedure

Except as herein provided, all matters of procedure shall be governed by Roberts Rules of Order, latest revised edition.

Article XI - Amendments

Any proposed amendment to these bylaws shall be presented in writing to the members of the MPO and read at a regular MPO meeting. The members of the MPO shall have at least twenty-five (25) days to review the proposed amendments. At a regular meeting of the MPO thereafter a majority vote of the full voting membership of the MPO shall be required to adopt any proposed amendment to the bylaws.

Article XII - Effective Date

These bylaws, and any amendments thereto, shall become effective immediately upon adoption by a majority of the full voting membership of the MPO.



Charlottesville-Albemarle Metropolitan Planning Organization

POB 1505, 401 E. Water St, Charlottesville, VA 22902 www.tjpd.org
(434) 979-7310 phone • (434) 979-1597 fax • info@tjpd.org email

MPO Policy Board Bylaws

Adopted September 1, 1982, Amended November 23, 2009, Amended September 25, 2013, Amended June 24, 2026.

(Replaces previous amendments of 6/27/83, 8/12/01, 8/11/03, 11/23/09, and 9/25/13)

Article I - Name and Authority

The name of this organization shall be known as the Charlottesville-Albemarle Metropolitan Planning Organization and shall have such authority as prescribed in a Memorandum of Understanding for a Continuing, Cooperative, and Comprehensive Transportation Planning Process for the Charlottesville-Albemarle Urbanized Area between the Metropolitan Planning Organization, hereinafter referred to as the MPO; the Virginia Department of Transportation, hereinafter referred to as the DEPARTMENT; the City of Charlottesville, acting as a local unit of government and as one of the local transit operators, hereinafter referred to as the CITY; the County of Albemarle, acting as a local unit of government, hereinafter referred to as the COUNTY, the Thomas Jefferson Planning District Commission, acting as a regional clearinghouse responsible for carrying out Executive Order 12372, Intergovernmental Review of Federal Programs, hereinafter referred to as the INTERGOVERNMENTAL REVIEW AGENCY; and JAUNT as one of the local transit operators, as approved September 1, 1982 and updated March 9, 1995.

Article II - Purpose and Powers

The MPO shall be the policy decision-making body for the purpose of carrying out the continuing, cooperative and comprehensive ("3-C") transportation planning and programming process as defined in United States Code Title 23, Section 134 and Title 49 Section 1607; and in accordance with the constitution and statutes of the Commonwealth of Virginia.

In carrying out its responsibility the MPO shall:

- a) Establish policy for the continuing, comprehensive and cooperative transportation planning process;
- b) Develop the long range transportation plan (LRTP) for the urban study area known as the Charlottesville-Albemarle MPO Planning Area Boundaries ;
- c) Review the LRTP for the study area on an annual basis;
- d) Update the LRTP no less frequently than every five years or as required by the DEPARTMENT;
- e) Recommend action by other appropriate agencies;
- f) Coordinate and conduct transportation planning and conceptual design studies with local governments and the DEPARTMENT;
- g) Revise the MPO Planning Area Boundaries, defined by the "cordon boundary", as required, and in conjunction with the DEPARTMENT;
- h) Develop, in coordination with local governments and the DEPARTMENT, socio-economic data for the regional traffic model;
- i) Develop and approve the annual transportation improvement programming and planning documents as required by the U.S. Department of Transportation Regulations, as amended; and
- j) Perform other reviews and evaluations that may be required to expedite the process.

Article III - Membership

Section 1 - Voting Membership - The voting membership of the MPO shall be composed of two (2) voting members designated by each local government within the Charlottesville-Albemarle Urbanized Area who will be vested with the authority to speak for and act in behalf of the appointing local government on matters concerning area wide transportation planning activities and who carry out the purpose and responsibilities of the MPO as set forth in Articles I and IX of the bylaws. The MPO will also include one (1) voting member designated by and representing the DEPARTMENT.

Section 2 - Nonvoting Membership - The nonvoting membership of the MPO shall be composed of one (1) representative each designated by and representing the INTERGOVERNMENTAL REVIEW AGENCY, the Federal Highway Administration, the Federal Aviation Administration, the Federal Transit Administration, the Virginia Department of Rail and Public Transportation, the University of Virginia, JAUNT, ~~the Long Range Plan Citizen Advisory Committee~~ and Charlottesville Area Transit. Other appropriate nonvoting members may be added as agreed upon by all voting representatives to the MPO.

Section 3 - Alternate Members - The CITY, the COUNTY, and the DEPARTMENT may designate one or more alternate members to serve in the absence of their regular representative(s) by submitting the alternate(s) name(s) to the chair of the MPO. An alternate may vote only in the absence of the regular member he or she represents.

Section 4 - Attendance - Whenever any voting member fails to attend or send an alternate to three (3) consecutive meetings, the Chair of the MPO shall seek to determine the cause of the absence and whether the appointing authority wishes the delinquent member to be the representative on the MPO.

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Section 1 - Terms of Office - The terms of office of MPO members shall be as follows:

- a. MPO members who are appointed by local governing bodies and are also elected officials of the local governing body shall serve coincident with their elected terms of office or such shorter terms as their governing bodies shall determine.
- b. MPO members who are appointed by the local governing bodies and who are not elected officials of local governing bodies will serve for three years from date of appointment or such shorter terms as their governing bodies shall determine.
- c. The MPO member appointed by the INTERGOVERNMENTAL REVIEW AGENCY, the DEPARTMENT, the Federal Highway Administration, the Federal Transit Administration, the Virginia Department of Rail and Public Transportation, the Federal Aviation Administration, the University of Virginia, ~~and JAUNT and the Long Range Plan Citizen Advisory Committee~~ shall serve continuously at the pleasure of the appointing body.

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 - v. perform such other duties as may from time to time be assigned by the MPO.
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~~Section 2 – Citizen Transportation Advisory Committee – The MPO shall appoint a citizen committee, with representatives appointed by the City of Charlottesville, the County of Albemarle, and the MPO Policy Board. These representatives will represent themselves, their areas of interests, and/or groups in the MPO area, and should try to represent a diverse range of interests. The committee shall review, comment, and recommend ideas on transportation plans, programs, studies and other appropriate documents, and on regional transportation issues. All members of the Citizen Transportation Advisory Committee shall be voting members, except the representative from the DEPARTMENT, who will serve as an ex-officio member.~~

Section ~~23~~ - Special Committees - The chair may from time to time establish such special committees as deemed desirable for the effective promulgation of MPO affairs and shall appoint the members thereto with concurrence of the MPO.

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the full voting membership of the MPO.



CA-MPO Engagement Plan
Charlottesville Albemarle Metropolitan Planning
Organization

Abstract

The engagement plan outlines the process and activities the Charlottesville Albemarle Metropolitan Planning Organization (CA-MPO) uses to create opportunities for effective participation, communication, and consultation with all parties interested in the development, adoption, and amendment of its transportation plans and projects.

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First Adopted:

- August 12, 2002

Revised:

- February 14, 2005
- June 20, 2007
- April 22, 2009
- January 23, 2013
- September 28, 2016
- September 23, 2020
- July 28, 2021
- June 24, 2026

Federal "Title VI/Nondiscrimination" Protections

The Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) operates its programs, services, and activities in compliance with federal nondiscrimination laws including Title VI of the Civil Rights Act of 1964 (Title VI), the Civil Rights Restoration Act of 1987, and related statutes and regulations. Title VI prohibits discrimination in federally assisted programs and requires that no person in the United States of America shall, on the grounds of race, color, or national origin (including limited English proficiency), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal assistance. Related federal nondiscrimination laws administered by the Federal Highway Administration, the Federal Transit Administration, or both prohibit discrimination on the basis of age, sex, and disability. These protected categories are contemplated within the CA-MPO's Title VI Programs consistent with federal interpretation and administration. Additionally, the CA-MPO provides meaningful access to its programs, services, and activities to individuals with limited English proficiency, in compliance with US Department of Transportation policy and guidance on federal Executive Order 13166.

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Introduction

The engagement plan is the process by which an organization involves interested or affected individuals, organizations, and government entities during the planning process.

The engagement plan documents the process and activities the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) uses to create opportunities for effective participation, communication, and consultation with all parties interested in the development, adoption, and amendment of its transportation plans and projects including the Long Range Transportation Plan (LRTP), the Transportation Improvement Program (TIP), the Unified Planning and Work Program (UPWP) and other CA-MPO transportation studies.

Additionally, this plan specifies the following:

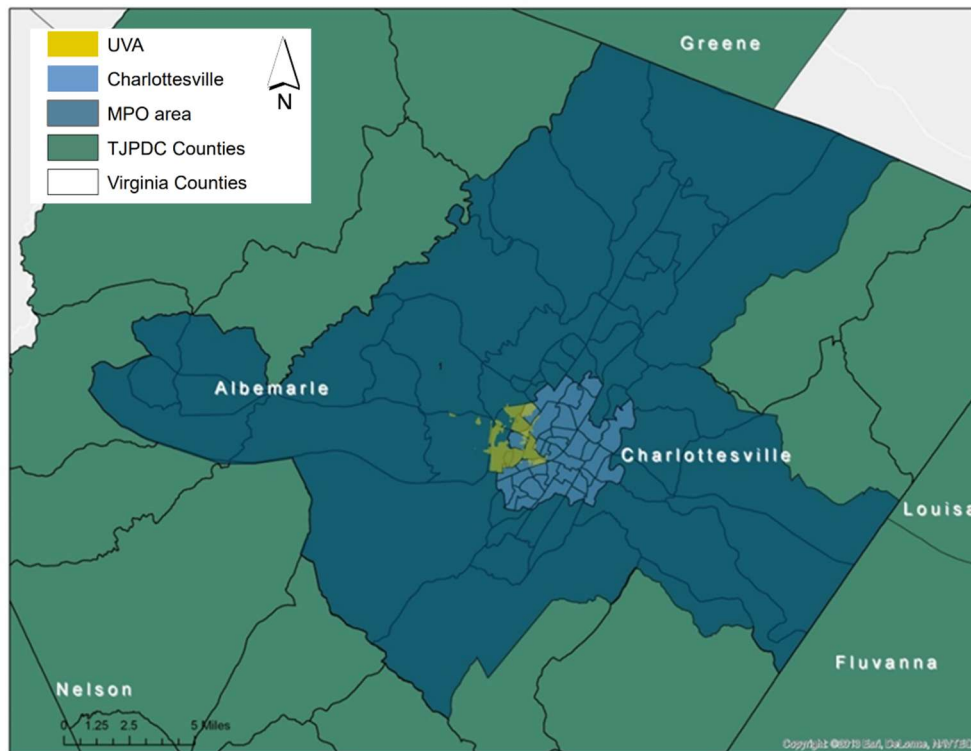
- CA-MPO plans and projects will include an engagement component;
- Legal requirements for public involvement will be met or exceeded;
- Official meetings of the CA-MPO will be open to the public and include opportunities for public comment at the beginning and end of the meeting;
- A public comment period of 45 calendar days will be provided prior to the adoption of this engagement plan and/or any significant amendment to the process; and
- The engagement plan will be reviewed and revised or amended as needed, in consultation with the interested or affected individuals, organizations, and government entities, and with the review of the CA-MPO committees.

What is the CA-MPO

An MPO, or Metropolitan Planning Organization, is an organization comprised of representatives and policymakers from an urbanized area's local governments dedicated to the coordination of transportation planning and policy development within its geographical boundaries.

Federal regulations require that MPOs be designated for urbanized areas with populations of more than 50,000 to provide comprehensive, cooperative, and continuing transportation planning. The boundary of an MPO is based upon U.S Census populations and is determined by an agreement between the MPO and the Governor. The current boundaries of the Charlottesville-Albemarle MPO contain all the city of Charlottesville and the urbanized portions of Albemarle County. The Map in Figure 1 shows the area included in the CA-MPO.

Figure 1: Map of the CA-MPO Service Area



The governing body of the CA-MPO is the Policy Board, which has decision-making authority. The CA-MPO also has one standing committee, the Technical Committee, made up of technically qualified staff from the local governments, state agencies, area transit providers, the University of Virginia, and Planning Commissioners.

What Does the CA-MPO Do?

The primary purpose of an MPO is to ensure that the region is compliant with federal transportation and planning statutes, as well as facilitate a coordinated and collaborative process for decision-making concerning the present and future transportation goals of a region.

The core functions of an MPO are to:

- Create and maintain a Long Range Transportation Plan (LRTP), which is a federally-mandated plan that outlines a region's transportation goals over the next 20 years
- Create and maintain a Transportation Improvement Program (TIP), which outlines scheduled spending of transportation funds within the region over a period of 4 years
- Coordinate transportation planning efforts and prioritize transportation improvement needs throughout the region considering financial, political, and environmental constraints

The CA-MPO and Thomas Jefferson Planning District Commission (TJPDC) can also work on special transportation projects like road improvements, transit operations, corridor plans, and bike and pedestrian planning.

For example, the TJPDC, which also staffs the CA-MPO, produced the **Jefferson Area Bike and Pedestrian Plan** to identify and prioritize bike and pedestrian infrastructure needs in the TJPDC region. The plan is the culmination of more than two years of work and an extensive community engagement process made possible by a grant from the Charlottesville Area Community Foundation and assistance from the Piedmont Environmental Council. The plan seeks to encourage implementation by providing a focused list of regionally-significant bicycle and pedestrian projects that enhance regional connectivity and provide routes connecting the region's important residential and economic centers. The urban areas in the City of Charlottesville and Albemarle County are emphasized. Recommendations are also provided for towns, development areas, and rural areas in Albemarle, Greene, Louisa, Nelson and Fluvanna Counties. The City of Charlottesville also hosts a voluntary advisory Bicycle & Pedestrian Advisory Committee dedicated to improving bicycle and pedestrian facility design and safety for all road users.

Some MPOs are more involved in transit planning, freight, and rail and even aviation planning. The CA-MPO could expand to those areas if a need arises in the future.

CA-MPO's Role in Transportation Planning

The ability to travel throughout the region affects the safety and quality of life for everyone in the community. The CA-MPO provides an independent cooperative forum for regional planning in collaboration with state, local government, transit agency, and university planning partners on select transportation plans and projects. Transportation planning is the first step of a multi-year process to design, fund, purchase land for, and ultimately construct transportation projects. The CA-MPO is one of many agencies involved in the development and maintenance of transportation infrastructure.

The CA-MPO's main responsibilities are maintaining a list of funded transportation projects called the Transportation Improvement Program (TIP) and generating a Long Range Transportation Plan (LRTP). The LRTP, updated every 5 years, outlines the region's priority transportation improvements over the next 20 years. Regional transportation projects must be included in the LRTP to qualify for federal funding. The LRTP exists to provide guidance on current transportation conditions and prioritizes future transportation improvement projects based on estimated funding sources. The state and localities choose which of these projects will be funded and how they will be implemented.

Partnerships

The CA-MPO collaborates with the City of Charlottesville and Albemarle County to coordinate transportation planning and prioritize projects throughout the CA-MPO region.

The **Virginia Department of Transportation and the Department of Rail and Public Transportation** both support the efforts of the MPO by providing programming oversight, ensuring that the MPO meets all of the state and federal requirements, and providing technical support as needed.

The majority of the funding for MPO operations comes from the **Federal Highway Administration and Federal Transit Administration**. Both agencies have non-voting members represented on the MPO Policy Board.

Public transportation for the MPO area is provided by Charlottesville Area Transit (CAT), run by the City of Charlottesville. JAUNT, contracts with the city and county to provide specialized public transportation services to the City of Charlottesville, Albemarle County, Buckingham County, Fluvanna County, Louisa County, and Nelson County. JAUNT works to coordinate transit services with human services agencies, ensuring access to transportation services. Both transit agencies have Transit Development Plans available for public review and comment.

The **University of Virginia** operates the University Transit Service (UTS) which provides fare-free transit service to UVA students, faculty, and staff between UVA facilities and around the main campus. UVA is represented on the CA-MPO Technical Committee and as a non-voting member of the CA-MPO Policy Board.

The **Regional Transit Partnership (RTP)** is a former advisory board, created by the City of Charlottesville, Albemarle County, and JAUNT, in Partnership with the Virginia Department of Rail and Public Transportation to provide recommendations to decision-makers on transit-related matters. While being part of the RTP from its inception, UVA was added as a voting member in 2019. The RTP was not a formal committee of the CA-MPO, but the RTP's Memorandum of Understanding stated that funding for the RTP will be a regular item in the CA-MPO's Unified Planning Work Program. Following the sunset of the RTP in 2025, the Charlottesville-Albemarle Regional Transit Authority (CARTA) is now the regional transit forum for the City of Charlottesville and the County of Albemarle.

CA-MPO's Engagement Goals and Strategies

It is the policy of the CA-MPO to facilitate engagement through open access to the transportation planning process for all stakeholders. To the extent possible by law and budget constraints, planning processes will be inclusive of and accessible to interested or affected individuals, organizations, and government entities well as to other regional stakeholders.

The CA-MPO is committed to developing an engagement process based on the following principles:

- Transparency
- Coordination
- Responsiveness
- Inclusiveness

The CA-MPO recognizes that not all citizens and groups have been represented in past planning processes. It aspires to actively engage and represent historically underserved populations in the planning process through effective engagement activities, making information accessible and understandable to a broad range of stakeholders considering those who may experience barriers to participation.

CA-MPO will use the following steps/goals to approach engagement. For engagement to be effective, effort must be taken to provide interested parties with contextual educational materials and listen to the resulting feedback. CA-MPO strives to make its engagement process accessible and satisfactory for all parties.

CA-MPO's Public Engagement Goals

- 1) Create thoughtful opportunities to engage all affected parties in MPO planning projects
- 2) Provide information and education about the MPO's transportation planning activities
- 3) Listen and respond to public feedback on MPO activities

Each goal is defined in this following section with associated strategies to engage interested or affected individuals, organizations, and government entities.

ONE: Create thoughtful opportunities to engage all affected parties in MPO planning projects

The CA-MPO will provide robust, appropriate opportunities for all members of the community to participate in its planning processes. This will include outreach to affected parties who are not easily engaged because of their race, location, age, ability, and/or limited resources.

The CA-MPO will strive to utilize a variety of strategies to promote engagement including the following as appropriate for the project/plan:

- 1) CA-MPO Committees
 - Utilize the MPO Technical committee to facilitate public and partner engagement
- 2) Public Meetings
 - Involve the public earlier in the planning process
 - Host public meetings at accessible times and locations
 - Use a variety of formats to present technical information to include tables, charts, graphs, maps, and other visual elements in addition to verbal and written explanations
 - Utilize and maintain an email list of interested parties to share information about public meetings and CA-MPO projects
- 3) Engage Historically Underserved Populations
 - Offer interpretive services at public meetings and events (with advanced notice)
 - Host events in locations welcoming to historically underserved communities
 - Partner with organizations that serve historically underserved communities
- 4) Utilize technology in a strategic manner to reach affected parties
 - Employ digital surveys, interactive maps, and other tools to make engagement convenient

- Use social media to solicit feedback on planning activities
 - Host streamed and/or recorded public meetings on the CA-MPO website
 - Solicit comments using email and partner electronic news sources
- 5) Public Comments
- Allow for public comments at the beginning and end of all MPO public meetings
 - Offer periods for review and comment before adopting planning and process documents
 - Provide staff point-of-contact information for the public to submit feedback or ask questions in a variety of ways including in person, through email, through paper mail, and on the phone

TWO: Provide information and education about the MPO's transportation planning activities

Understanding the transportation planning process is key to making effective contributions to transportation projects and plans. The CA-MPO will seek new and effective ways to educate interested or affected parties on transportation planning, regulations, and best practices. Some of the strategies the CA-MPO may use to inform and educate interested parties about the transportation planning process include the following.

- 1) Media engagement
 - Publish notices and press releases with a variety of regional media outlets
 - Utilize local radio and podcasts to promote engagement activities
 - Partner with other agencies to disseminate information
 - Share engagement opportunities and project information on social media platforms
- 2) Notice of meetings and events
 - Utilize a stakeholder email distribution list to provide notice of meetings and materials
 - Post agenda and materials on the CA-MPO website when sent to committee members
 - Share meeting notices with partner agencies for dissemination to their audiences, including neighborhood associations and local organizations
 - Use email, website, and social media to advertise public meetings
- 3) Website and visual designs
 - Utilize the MPO website to share information about MPO projects and process documents
 - Post public meeting times, locations, and agenda packets on the website
 - Provide educational information and MPO Process documents for viewing or download on the website

THREE: Listen and respond to feedback on MPO activities

Effective engagement requires empowering interested or affected individuals, organizations, and government entities with easily understandable information and listening and responding to

comments and feedback. This is especially important for plans and processes that may have impacts for historically underserved communities or populations. When developing transportation plans for areas where historically underserved populations are likely to be impacted, the MPO will communicate with interested parties and leaders in the community to hear what they want in their neighborhood. Some strategies that the MPO will employ to engage, consider, and respond to feedback include the following.

- 1) Be accessible
 - a. Staff will be available to meet with stakeholders, partners, and historically underserved communities in settings and times that are convenient to the stakeholders, partners, and historically underserved communities
 - b. Staff will be available during normal business hours to respond to questions and comments
 - c. Public comments will be collected in appropriate and accessible formats—via, mail, email, phone, in person, and during meetings
- 2) Be responsive
 - a. Public feedback on plans will be made available to the public, stakeholders, and decision makers
- 3) Be considerate
 - a. The MPO values its partnerships and will continue to prioritize collaboration among regional stakeholders
 - b. Demonstrate explicit consideration and response to public input received during planning and development processes

Opportunities for Engagement

This section first outlines the planning document that the CA-MPO produces and updates and how interested or affected individuals, organizations, and government entities can engage during the planning process. Then, next this section describes tools the CA-MPO uses to engage interested parties.

CA-MPO Plans and Document

All residents of the CA-MPO area are entitled to engage with the transportation planning process. The MPO's main activities include developing the Long Range Transportation Plan (LRTP) and the Transportation Improvement Program (TIP). Both documents provide clear avenues for public engagement during the development process. The table below lists the CA-MPO process documents and how the public can find information and engage with the development of these transportation planning documents. Following the table, are descriptions of each document and how they interact with the CA-MPO community.

MPO Planning Documents and Engagement Process			
<i>Document</i>	<i>How often updated</i>	<i>Comment Period for Approval/Amendment</i>	<i>How to engage</i>

Long Range Transportation Plan (LRTP)	Every 5 years	Approval 30 days Amendment 15 days	Public events, submit comments, public hearing, MPO committee meetings, email notices
Transportation Improvement Program (TIP)	Every 4 years	Approval 30 days Amendment 15 days	Public hearing, submit comments, MPO committee meetings, email notices
Unified Planning Work Program (UPWP)	Annually	Approval 15 days	MPO committee meetings, submit comments, email notices
CA-MPO Engagement Plan	Periodic review	Approval 45 days Amendment 45 days	MPO committee meetings, submit comments, email notices
Title VI Plan	Every 3 years	Approval 15 days	MPO committee meetings, submit comments, email notices
Other studies and plans, Bicycle and Pedestrian Plan, corridor studies, and area plans	As needed	Approval 15 days	MPO committee meetings, submit comments, email notices

Long Range Transportation Plan (LRTP)

The Long Range Transportation Plan (LRTP) is a federally-mandated plan that outlines the region's priority transportation improvements over the next 20 years and beyond. Regional transportation projects must be included in a Metropolitan Planning Organization (MPO)'s LRTP to qualify for federal funding. The LRTP provides guidance on current transportation conditions and attempts to project what projects and monies will be needed in the future.

The LRTP provides for extensive public engagement. The CA-MPO engages the public and stakeholders in developing goals and objectives for area transportation systems and creating performance criteria used to select projects to submit for funding. The CA-MPO works closely with VDOT to identify transportation deficiencies, develop a project list, evaluate the projects, and develop a constrained project list based on available funding.

During the LRTP planning process project proposals are submitted to the CA-MPO and judged upon the criteria created for the LRTP that highlights priorities for the future. The LRTP is adopted by the CA-MPO Policy Board after public hearings and presentation of the final plan. Public hearings, along with technical committees of the MPO and other stakeholder input, help shape the direction of the plan.

Transportation Improvement Program (TIP)

The Transportation Improvement Program (TIP) reflects the goals and values of the LRTP. The TIP is, in essence, the realization of the LRTP, because it establishes the projects that have funds allocated and creates a schedule for completion.

The TIP is connected to the Statewide Transportation Improvement Program (STIP), Virginia's federally required four-year program that identifies the transportation projects (highway, passenger rail, freight, public transit, bicycle and pedestrian) that will utilize federal transportation funding or require approval from either the Federal Highway Administration (FHWA) or Federal Transit Administration (FTA). Virginia provides many opportunities for the public to provide input on transportation projects and priorities as part of the continuing transportation planning process for the development of the STIP and the state required Six-Year Improvement Program.

The TIP informs the CA-MPO partners and the public of the state's planned spending of federal transportation funds in the MPO, in coordination with significant state and local funds for four consecutive fiscal years. The goal of the TIP is to provide a clear picture of upcoming transportation improvements in an MPO's area, how much they will cost, and an estimate of how long they will take to complete.

The TIP is updated every 4 years, the MPO Technical Committee will reviewing the plan and the MPO Policy Board must hold a public hearing to adopt the plan. The MPO Technical Committee holds a discussion of the TIP and makes a recommendation on action to the MPO Policy Board. The public can attend and comment at the MPO Technical Committee meeting and also during the MPO Policy Board's public hearing.

Unified Planning Work Program (UPWP)

The Unified Planning Work Program (UPWP) is a formal presentation of the transportation planning projects that will be undertaken by an MPO for a designated fiscal year. The UPWP serves as a mechanism for the MPO to plan the money that it receives from federal and state sources—it can go towards project research, committee management, or other responsibilities of the MPO.

Federal law dictates that work programs identified in the UPWP must incorporate one or more of eight basic planning factors in order to be included. These factors include safety, security, and connectivity, and generally represent most or all of an MPO's planning goals. The MPO, after considering these factors, will then formulate its own set of planning priorities after input from staff, transportation stakeholders, local governments, and the general public, and use these priorities to guide and formulate projects. Long term transportation planning efforts, like the Long Range Transportation Plan developed by an MPO, will also guide and prioritize projects.

The UPWP reflects the priorities of an MPO in terms of its desired transportation planning, but also provides a detailed list of projects, their associated costs and timelines for completion, as well as end products and deliverables. In addition to its critical function, accounting for the expenditure of federal funds which make up the majority of the MPO's budget, it serves as a way

to communicate the MPO's priorities to associated localities and residents and ensure that the work that will be completed throughout the year is in line with the goals and vision of the region.

The UPWP is prepared by the CA-MPO to support transportation and planning priorities that have been determined by the CA-MPO Policy Board with opportunities for input from its member localities, other state agencies, and the public. These priorities are reflected in the long range transportation planning process and broader transportation goals and vision.

CA-MPO Engagement Plan

The Charlottesville Albemarle Metropolitan Planning Organization Engagement Plan is a federally required document demonstrating how the CA-MPO will engage interested or affected individuals, organizations, and government entities during the planning process. This plan outlines the CA-MPO's engagement goals and illustrates opportunities for engagement. The CA-MPO is committed to actively seeking out and engaging historically underserved communities, as demonstrated in the goals previously outlined in this document.

The engagement plan is periodically reviewed and updated as needed. In addition to opportunities to participate in the engagement plan update during MPO committee meetings, by submitting comments or contacting staff, there will be a 45-day public review period where the CA-MPO will actively seek out comments and engagement.

Title VI Plan

The CA-MPO's Title VI/Environmental Justice Plan outlines how the CA-MPO mitigates against and avoids inadvertently excluding low-income, minority, limited-English-speaking, disabled, and elderly populations in the planning process and in the development of planning documents. This plan will also include a procedure that allows members of these populations to submit grievances regarding perceived discriminatory actions.

The Title VI Plan is updated by the MPO every three years using population data from the US Census. It identifies populations that may be disproportionately disadvantaged from participating in transportation planning activities and plans to mitigate the disadvantages. In addition to opportunities to participate in the Title VI update during MPO committee meetings, by submitting comments or contacting staff, there will be a 15-day public review period where the CA-MPO will actively seek out comments and engage with organizations and community leaders representing any disproportionately disadvantaged populations identified.

Other Studies and Plans

In addition to the federally required planning documents outlined above, the CA-MPO offers additional opportunities for engagement with the Charlottesville-Albemarle community. The MPO works closely with state and local planning staff on additional transportation plans and studies. As each CA-MPO project is different, the approaches to engagement are tailored to match the needs of the project. For example, in response to needs identified by the public and CA-MPO partners, the CA-MPO developed a more robust engagement process for selecting Smart Scale applications to submit for funding.

The most common funding sources that localities can apply for are Smart Scale, Revenue Sharing, and Transportation Alternatives. Localities, Metropolitan Planning Organizations, and Planning Commissions are the primary applicants for these transportation funding sources.

Smart Scale is a bi-annual state funding process that allocates funds to projects to help satisfy the state's long-range transportation plan, VTrans. There are many different types of projects that can be submitted for Smart Scale funding, including improvements to significant state transportation corridors, urban areas, and regional transportation networks. Localities, MPOs, and public transit agencies can submit requests for funding, and the state uses a criteria system that measures a project's effect on transportation system performance factors including congestion, economic development, and public safety to select projects for funding.

The CA-MPO can submit four applications to the Smart Scale process for funding. Typically, these project applications are submitted in coordination with the state on behalf of the localities the MPO represents. Smart Scale projects being considered for application through the MPO with high public interest will be selected for enhanced public participation, as funding allows. This will include public workshops and the collection and dissemination of comments. Public participation is encouraged throughout the Smart Scale project selection process for all the MPO applications. Committee meetings will review all the projects selected for application and the Policy Board also allows comments during their selection process.

CA-MPO Engagement Tools

The CA-MPO uses a variety of engagement tools based on the planning project or document and interested parties. Most of the CA-MPO's projects include collaboration with the state, local governments, and the public. Some planning documents, like the Long Range Transportation Plan, require extensive public engagement and the CA-MPO will employ multiple engagement strategies. The CA-MPO is always looking for new and creative ways to engage interested parties below are *some* of the tools that the CA-MPO uses.

CA-MPO Committees

Committees are the forums where issues are discussed and formal decisions are made. There is one standing Technical Committee and the Policy Board. All committee meetings are open to the public and meeting schedules and records of past meetings are posted on the CA-MPO website and will be made available in alternative formats upon request.

Policy Board: Decision-making authority rests with the Policy Board, whose voting membership is made up of two members each from the Albemarle Board of Supervisors and Charlottesville City Council, and the District Engineer for the VDOT Culpeper District.

Technical Committee: The voting membership of the Technical Committee consists of individuals with technical knowledge in transportation and land use planning, and the voting membership consists of representatives from local government staff and Planning Commissions, area transit providers, the University of Virginia, and state agencies.

Meeting agendas, materials, and notes for these committees are available on the CA-MPO website and the public can request to be added to the stakeholder email list and have the meeting

notices and materials emailed directly to them. Time is set aside during all the public meetings for public comments.

Website

The CA-MPO maintains a website where interested parties can access transportation planning documents, like the TIP and LRTP. Committee meeting dates, agendas, recordings, and notes are also available on the website.

Stakeholder Emails

Interested or affected individuals, organizations, and government entities can request to be added to a stakeholder email list for topics they are interested in. The website lists committees and other events that people might want to sign up to receive more information on.

Informational Presentations

The CA-MPO staff are available to visit agencies, neighborhoods, organizations, and government entities to share information and present on CA-MPO transportation planning projects that interest them, as funds allow. If the CA-MPO is conducting a transportation planning project in an area that affects a community, they will make efforts to connect with community leaders to share information and gather public comments, as funds allow.

Other Engagement Tools

The CA-MPO uses a variety of methods to engage interested or affected individuals, organizations, and government entities in their planning projects. Some of the tools the CA-MPO uses include:

- Surveys
- Video Recordings
- Information Booths/Kiosks
- Social Media
- Public hearings
- Public workshops and other events
- Attendance at community events with engagement materials

The CA-MPO uses surveys as a tool to gather public comments as appropriate. Many of the CA-MPO meetings are recorded and available to interested or affected individuals, organizations, and government entities on the CA-MPO website. To further engage with a diverse audience, the TJPDC maintains a Facebook page to periodically update page followers on topics of interest related to the TJPDC and the MPO. This format allows for information to easily be disseminated. CA-MPO staff is enthusiastic about including affected parties in planning projects and uses the most effective engagement innovations and strategies according to the needs of each project.

Outreach to Underserved Populations

The CA-MPO maintains a Title VI/Environmental Justice Plan to mitigate against and avoid inadvertently excluding low-income, minority, limited-English-speaking, disabled, and elderly populations in the transportation planning process and in the development of planning documents. That plan also includes contact information and procedures to allow members of these populations to submit grievances regarding perceived discriminatory actions. This plan is reviewed and updated periodically by the CA-MPO and VDOT.

The CA-MPO strives to ensure that its planning efforts are holistic and inclusive of all populations that are part of the regional community. Arrangements will be made for interpreters for hearing impaired individuals, and every effort will be made to ensure provision of interpreters for non-English speaking persons, provided a request is submitted at least one week before the meeting. For meetings conducted electronically, interpretation services may be provided through closed captioning options.

Every effort is made for public hearings, workshops, and forums to be scheduled at times and locations that are accessible and convenient. The CA-MPO works to include stakeholders in both the development and approval of planning documents like the TIP and LRTP. These efforts can vary depending on the type of plan. In the development of new plans MPO staff makes every effort to not only ensure that these plans consider the needs of minority and low-income populations, but also strives to include these populations in the development of these plans.

Appendices

Appendix A: Glossary of Terms

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

ACCT	Alliance for Community Choice in Transportation
BRT	Bus Rapid Transit
CA-MPO	Charlottesville Albemarle Metropolitan Planning Organization
CAT	Charlottesville Area Transit
DRPT	Virginia Department of Rail and Public Transportation
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 (mapping)
IS	Regional transit service provider to Charlottesville City, and Albemarle, Fluvanna, Louisa, Nelson, Greene, and Buckingham Counties
LRTP	Long Range Transportation Plan. Refers to the 20-year transportation plan.
LRT	Light Rail Transit
MAP-21	Moving Ahead for Progress in the 21 st Century
MPO	Metropolitan Planning Organization
PL	FHWA Planning Funding (used by MPO)
PPP	Public Participation Plan
RideShare	Free Carpool matching service for Charlottesville City, and Albemarle, Fluvanna, Louisa, Nelson, and Greene Counties
RTP	Regional Transit Partnership
SAFETEA-LU	Safe, Accountable, Flexible, Efficient, Transportation Equity Act: A Legacy for Users (legislation governing the metropolitan planning process)
SOV	Single Occupant Vehicle
SPR	FHWA State Planning and Research Funding (used by VDOT to support MPO)
TDP	Transit Development Plan (for CTS and JAUNT)
TIP	Transportation Improvement Program
TJPDC	Thomas Jefferson Planning District Commission
TMPD	VDOT Transportation and Mobility Planning Division
UPWP	Unified Planning and Work Program (also referred to as Work Program)
UTS	University Transit Service
UVA	University of Virginia
VDOT	Virginia Department of Transportation

Appendix B: Comments and Responses Collected for this Engagement Plan

Engagement Plan Public Comment Report

Charlottesville Albemarle Metropolitan Planning Organization
Spring 2021

Citizens Transportation Advisory Committee

3/17/21

Initial opportunity for the CTAC committee to review **CA-MPO's Engagement Goals and Strategies** section of the plan and provide feedback. The committee made some language changes and agreed that with those changes the document was ready to move forward.

Posted on the TJPDC and MPO websites

4/17/2021

Comment on the CA-MPO Engagement Plan Now

The Charlottesville Albemarle MPO uses the CA-MPO Engagement Plan to communicate the strategies it uses to satisfy federal regulations that ensure that the MPO has an adequate process to involve interested or affected individuals, organizations, and government entities when developing and adopting MPO planning documents. This plan is intended to provide as much flexibility as possible in meeting the requirements established in the federal regulations. The TJPDC as an organization, which includes the CA-MPO operations, is committed to exceeding the minimum requirements and developing meaningful engagement opportunities, considering the diversity of needs and preferences throughout the MPO area.

During the 2020 update there were some substantial changes requested by MPO committees and the public. The draft of the 2021 [CA-MPO Public Engagement Plan](#) reflects the recommended changes. This is an opportunity for the public to review the plan and provide feedback. The federal regulations require that there be a 45-day public comment period prior to any significant changes to the plan being made. CA-MPO staff started the formal comment period April 19, 2021.

Please submit your questions or comments, to Lucinda Shannon at lshannon@tjpd.org.

No comments from the public.

Posted on the TJPDC Facebook page

4/19/2021

Same as content above.

No comments from the public.

Partner Notice

4/20/21

Shared with Albemarle (Emily Kilroy) and Charlottesville (Brian Wheeler) for their public notices. Same as above

No comments from the public.

Public Hearing

7/28/21

The CA-MPO's Policy Board hosted a Public Hearing for the Engagement Plan. The hearing was advertised on social media, in the Richmond Times and Daily Progress. The hearing was held on July 28, 2021. No comments from the public.

Appendix C: Title VI and Non-Discrimination

The Charlottesville Albemarle Metropolitan Planning Organization (CA-MPO) fully complies with Title VI of the Civil Rights Act of 1964 and related statutes, executive orders, and regulations in all programs and activities. The CA-MPO operates without regard to race, color, national origin, income, gender, age, and disability. Any person who believes him/herself or any specific class of persons, to be subjected to discrimination prohibited by Title VI may by him/herself or by representative file a written complaint with the CA-MPO Title VI Coordinator. A complaint must be filed no later than 180 days after the date of the alleged discrimination. Please contact the Title VI Coordinator via phone at 434-979-7310 for more information. The CA-MPO meetings are conducted in accessible locations and materials can be provided in accessible formats and in languages other than English. If you would like accessibility or language accommodation, please contact the Title VI Coordinator at 434-979-7310. If you wish to attend a CA-MPO function and require special accommodations, please give CA-MPO one week's notice in advance.



CA-MPO Engagement Plan
Charlottesville Albemarle Metropolitan Planning
Organization

Abstract

The engagement plan outlines the process and activities the Charlottesville Albemarle Metropolitan Planning Organization (CA-MPO) uses to create opportunities for effective participation, communication, and consultation with all parties interested in the development, adoption, and amendment of its transportation plans and projects.

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First Adopted:

- August 12, 2002

Revised:

- February 14, 2005
- June 20, 2007
- April 22, 2009
- January 23, 2013
- September 28, 2016
- September 23, 2020
- July 28, 2021
- June 24, 2026

Federal "Title VI/Nondiscrimination" Protections

The Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) operates its programs, services, and activities in compliance with federal nondiscrimination laws including Title VI of the Civil Rights Act of 1964 (Title VI), the Civil Rights Restoration Act of 1987, and related statutes and regulations. Title VI prohibits discrimination in federally assisted programs and requires that no person in the United States of America shall, on the grounds of race, color, or national origin (including limited English proficiency), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal assistance. Related federal nondiscrimination laws administered by the Federal Highway Administration, the Federal Transit Administration, or both prohibit discrimination on the basis of age, sex, and disability. These protected categories are contemplated within the CA-MPO's Title VI Programs consistent with federal interpretation and administration. Additionally, the CA-MPO provides meaningful access to its programs, services, and activities to individuals with limited English proficiency, in compliance with US Department of Transportation policy and guidance on federal Executive Order 13166.

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Introduction

The engagement plan is the process by which an organization involves interested or affected individuals, organizations, and government entities during the planning process.

The engagement plan documents the process and activities the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) uses to create opportunities for effective participation, communication, and consultation with all parties interested in the development, adoption, and amendment of its transportation plans and projects including the Long Range Transportation Plan (LRTP), the Transportation Improvement Program (TIP), the Unified Planning and Work Program (UPWP) and other CA-MPO transportation studies.

Additionally, this plan specifies the following:

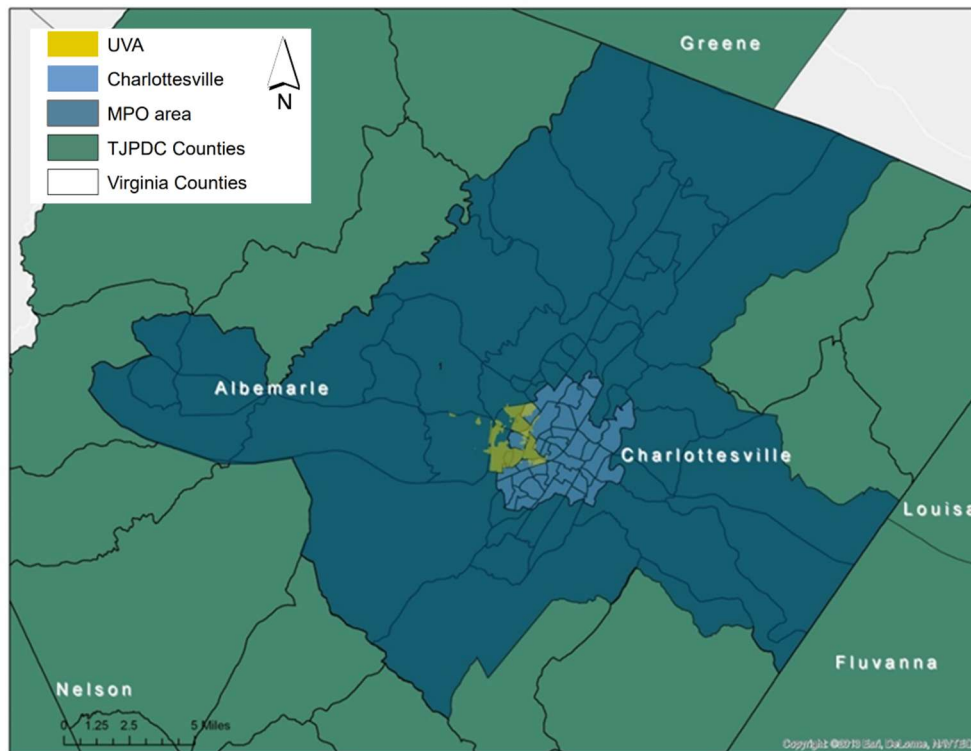
- CA-MPO plans and projects will include an engagement component;
- Legal requirements for public involvement will be met or exceeded;
- Official meetings of the CA-MPO will be open to the public and include opportunities for public comment at the beginning and end of the meeting;
- A public comment period of 45 calendar days will be provided prior to the adoption of this engagement plan and/or any significant amendment to the process; and
- The engagement plan will be reviewed and revised or amended as needed, in consultation with the interested or affected individuals, organizations, and government entities, and with the review of the CA-MPO committees.

What is the CA-MPO

An MPO, or Metropolitan Planning Organization, is an organization comprised of representatives and policymakers from an urbanized area's local governments dedicated to the coordination of transportation planning and policy development within its geographical boundaries.

Federal regulations require that MPOs be designated for urbanized areas with populations of more than 50,000 to provide comprehensive, cooperative, and continuing transportation planning. The boundary of an MPO is based upon U.S Census populations and is determined by an agreement between the MPO and the Governor. The current boundaries of the Charlottesville-Albemarle MPO contain all the city of Charlottesville and the urbanized portions of Albemarle County. The Map in Figure 1 shows the area included in the CA-MPO.

Figure 1: Map of the CA-MPO Service Area



The governing body of the CA-MPO is the Policy Board, which has decision-making authority. The CA-MPO also has one two standing committees: ~~(1)~~, the Technical Committee, made up of technically qualified staff from the local governments, state agencies, area transit providers, the University of Virginia, and Planning Commissioners; and (2) the Citizens Transportation Advisory Committee made up of citizen ~~representatives from within the MPO boundaries with appointments made by each of the member localities as well as the Policy Board.~~

What Does the CA-MPO Do?

The primary purpose of an MPO is to ensure that the region is compliant with federal transportation and planning statutes, as well as facilitate a coordinated and collaborative process for decision-making concerning the present and future transportation goals of a region.

The core functions of an MPO are to:

- Create and maintain a Long Range Transportation Plan (LRTP), which is a federally-mandated plan that outlines a region's transportation goals over the next 20 years
- Create and maintain a Transportation Improvement Program (TIP), which outlines scheduled spending of transportation funds within the region over a period of 4 years
- Coordinate transportation planning efforts and prioritize transportation improvement needs throughout the region considering financial, political, and environmental constraints

The CA-MPO and Thomas Jefferson Planning District Commission (TJPDC) can also work on special transportation projects like road improvements, transit operations, corridor plans, and bike and pedestrian planning.

For example, the TJPDC, which also staffs the CA-MPO, produced the **Jefferson Area Bike and Pedestrian Plan** to identify and prioritize bike and pedestrian infrastructure needs in the TJPDC region. The plan is the culmination of more than two years of work and an extensive community engagement process made possible by a grant from the Charlottesville Area Community Foundation and assistance from the Piedmont Environmental Council. The plan seeks to encourage implementation by providing a focused list of regionally-significant bicycle and pedestrian projects that enhance regional connectivity and provide routes connecting the region's important residential and economic centers. The urban areas in the City of Charlottesville and Albemarle County are emphasized. Recommendations are also provided for towns, development areas, and rural areas in Albemarle, Greene, Louisa, Nelson and Fluvanna Counties. The City of Charlottesville also hosts a voluntary advisory Bicycle & Pedestrian Advisory Committee dedicated to improving bicycle and pedestrian facility design and safety for all road users.

Some MPOs are more involved in transit planning, freight, and rail and even aviation planning. The CA-MPO could expand to those areas if a need arises in the future.

CA-MPO's Role in Transportation Planning

The ability to travel throughout the region affects the safety and quality of life for everyone in the community. The CA-MPO provides an independent cooperative forum for regional planning in collaboration with state, local government, transit agency, and university planning partners on select transportation plans and projects. Transportation planning is the first step of a multi-year process to design, fund, purchase land for, and ultimately construct transportation projects. The CA-MPO is one of many agencies involved in the development and maintenance of transportation infrastructure.

The CA-MPO's main responsibilities are maintaining a list of funded transportation projects called the Transportation Improvement Program (TIP) and generating a Long Range Transportation Plan (LRTP). The LRTP, updated every 5 years, outlines the region's priority transportation improvements over the next 20 years. Regional transportation projects must be included in the LRTP to qualify for federal funding. The LRTP exists to provide guidance on current transportation conditions and prioritizes future transportation improvement projects based on estimated funding sources. The state and localities choose which of these projects will be funded and how they will be implemented.

Partnerships

The CA-MPO collaborates with the City of Charlottesville and Albemarle County to coordinate transportation planning and prioritize projects throughout the CA-MPO region.

The **Virginia Department of Transportation and the Department of Rail and Public Transportation** both support the efforts of the MPO by providing programming oversight, ensuring that the MPO meets all of the state and federal requirements, and providing technical support as needed.

The majority of the funding for MPO operations comes from the **Federal Highway Administration and Federal Transit Administration**. Both agencies have non-voting members represented on the MPO Policy Board.

Public transportation for the MPO area is provided by Charlottesville Area Transit (CAT), run by the City of Charlottesville. JAUNT, contracts with the city and county to provide specialized public transportation services to the City of Charlottesville, Albemarle County, Buckingham County, Fluvanna County, Louisa County, and Nelson County. JAUNT works to coordinate transit services with human services agencies, ensuring access to transportation services. Both transit agencies have Transit Development Plans available for public review and comment. ~~The CA-MPO staffs the Regional Transportation Partnership (RTP) to facilitate regional transit coordination in the Thomas Jefferson Planning District region.~~

The **University of Virginia** operates the University Transit Service (UTS) which provides fare-free transit service to UVA students, faculty, and staff between UVA facilities and around the main campus. UVA is represented on the CA-MPO Technical Committee and as a non-voting member of the CA-MPO Policy Board.

The **Regional Transit Partnership (RTP)** is ~~a~~ former official advisory board, created by the City of Charlottesville, Albemarle County, and JAUNT, in Partnership with the Virginia Department of Rail and Public Transportation to provide recommendations to decision-makers on transit-related matters. While being part of the RTP from its inception, UVA was added as a voting member in 2019. The RTP is not a formal committee of the CA-MPO, but the RTP's Memorandum of Understanding states-stated that funding for the RTP will be a regular item in the CA-MPO's Unified Planning Work Program. Following the sunset of the RTP in 2025, the Charlottesville-Albemarle Regional Transit Authority (CARTA) is now the regional transit forum for the City of Charlottesville and the County of Albemarle.

CA-MPO's Engagement Goals and Strategies

It is the policy of the CA-MPO to facilitate engagement through open access to the transportation planning process for all stakeholders. To the extent possible by law and budget constraints, planning processes will be inclusive of and accessible to interested or affected individuals, organizations, and government entities well as to other regional stakeholders.

The CA-MPO is committed to developing an engagement process based on the following principles:

- Transparency
- Coordination
- Responsiveness

- Inclusiveness

The CA-MPO recognizes that not all citizens and groups have been represented in past planning processes. It aspires to actively engage and represent historically underserved populations in the planning process through effective engagement activities, making information accessible and understandable to a broad range of stakeholders considering those who may experience barriers to participation.

CA-MPO will use the following steps/goals to approach engagement. For engagement to be effective, effort must be taken to provide interested parties with contextual educational materials and listen to the resulting feedback. CA-MPO strives to make its engagement process accessible and satisfactory for all parties.

CA-MPO's Public Engagement Goals

- 1) Create thoughtful opportunities to engage all affected parties in MPO planning projects
- 2) Provide information and education about the MPO's transportation planning activities
- 3) Listen and respond to public feedback on MPO activities

Each goal is defined in this following section with associated strategies to engage interested or affected individuals, organizations, and government entities.

ONE: Create thoughtful opportunities to engage all affected parties in MPO planning projects

The CA-MPO will provide robust, appropriate opportunities for all members of the community to participate in its planning processes. This will include outreach to affected parties who are not easily engaged because of their race, location, age, ability, and/or limited resources.

The CA-MPO will strive to utilize a variety of strategies to promote engagement including the following as appropriate for the project/plan:

- 1) CA-MPO Committees
 - Utilize ~~CTAC and the~~ CA-MPO Technical committees to facilitate public and partner engagement
- 2) Public Meetings
 - Involve the public earlier in the planning process
 - Host public meetings at accessible times and locations
 - Use a variety of formats to present technical information to include tables, charts, graphs, maps, and other visual elements in addition to verbal and written explanations
 - Utilize and maintain an email list of interested parties to share information about public meetings and CA-MPO projects
- 3) Engage Historically Underserved Populations
 - Offer interpretive services at public meetings and events (with advanced notice)
 - Host events in locations welcoming to historically underserved communities
 - Partner with organizations that serve historically underserved communities

- 4) Utilize technology in a strategic manner to reach affected parties
 - Employ digital surveys, interactive maps, and other tools to make engagement convenient
 - Use social media to solicit feedback on planning activities
 - Host streamed and/or recorded public meetings on the CA-MPO website
 - Solicit comments using email and partner electronic news sources
- 5) Public Comments
 - Allow for public comments at the beginning and end of all MPO public meetings
 - Offer periods for review and comment before adopting planning and process documents
 - Provide staff point-of-contact information for the public to submit feedback or ask questions in a variety of ways including in person, through email, through paper mail, and on the phone

TWO: Provide information and education about the MPO's transportation planning activities

Understanding the transportation planning process is key to making effective contributions to transportation projects and plans. The CA-MPO will seek new and effective ways to educate interested or affected parties on transportation planning, regulations, and best practices. Some of the strategies the CA-MPO may use to inform and educate interested parties about the transportation planning process include the following.

- 1) Media engagement
 - Publish notices and press releases with a variety of regional media outlets
 - Utilize local radio and podcasts to promote engagement activities
 - Partner with other agencies to disseminate information
 - Share engagement opportunities and project information on social media platforms
- 2) Notice of meetings and events
 - Utilize a stakeholder email distribution list to provide notice of meetings and materials
 - Post agenda and materials on the CA-MPO website when sent to committee members
 - Share meeting notices with partner agencies for dissemination to their audiences, including neighborhood associations and local organizations
 - Use email, website, and social media to advertise public meetings
- 3) Website and visual designs
 - Utilize the MPO website to share information about MPO projects and process documents
 - Post public meeting times, locations, and agenda packets on the website
 - Provide educational information and MPO Process documents for viewing or download on the website

THREE: Listen and respond to feedback on MPO activities

Effective engagement requires empowering interested or affected individuals, organizations, and government entities with easily understandable information and listening and responding to comments and feedback. This is especially important for plans and processes that may have impacts for historically underserved communities or populations. When developing transportation plans for areas where historically underserved populations are likely to be impacted, the MPO will communicate with interested parties and leaders in the community to hear what they want in their neighborhood. Some strategies that the MPO will employ to engage, consider, and respond to feedback include the following.

- 1) Be accessible
 - a. Staff will be available to meet with stakeholders, partners, and historically underserved communities in settings and times that are convenient to the stakeholders, partners, and historically underserved communities
 - b. Staff will be available during normal business hours to respond to questions and comments
 - c. Public comments will be collected in appropriate and accessible formats—via, mail, email, phone, in person, and during meetings
- 2) Be responsive
 - a. Public feedback on plans will be made available to the public, stakeholders, and decision makers
- 3) Be considerate
 - a. The MPO values its partnerships and will continue to prioritize collaboration among regional stakeholders
 - b. Demonstrate explicit consideration and response to public input received during planning and development processes

Opportunities for Engagement

This section first outlines the planning document that the CA-MPO produces and updates and how interested or affected individuals, organizations, and government entities can engage during the planning process. Then, next this section describes tools the CA-MPO uses to engage interested parties.

CA-MPO Plans and Document

All residents of the CA-MPO area are entitled to engage with the transportation planning process. The MPO's main activities include developing the Long Range Transportation Plan (LRTP) and the Transportation Improvement Program (TIP). Both documents provide clear avenues for public engagement during the development process. The table below lists the CA-MPO process documents and how the public can find information and engage with the development of these transportation planning documents. Following the table, are descriptions of each document and how they interact with the CA-MPO community.

MPO Planning Documents and Engagement Process			
<i>Document</i>	<i>How often updated</i>	<i>Comment Period for Approval/Amendment</i>	<i>How to engage</i>
Long Range Transportation Plan (LRTP)	Every 5 years	Approval 30 days Amendment 15 days	Public events, submit comments, public hearing, MPO committee meetings, email notices
Transportation Improvement Program (TIP)	Every 4 years	Approval 30 days Amendment 15 days	Public hearing, submit comments, MPO committee meetings, email notices
Unified Planning Work Program (UPWP)	Annually	Approval 15 days	MPO committee meetings, submit comments, email notices
CA-MPO Engagement Plan	Periodic review	Approval 45 days Amendment 45 days	MPO committee meetings, submit comments, email notices
Title VI Plan	Every 3 years	Approval 15 days	MPO committee meetings, submit comments, email notices
Other studies and plans, Bicycle and Pedestrian Plan, corridor studies, and area plans	As needed	Approval 15 days	MPO committee meetings, submit comments, email notices

Long Range Transportation Plan (LRTP)

The Long Range Transportation Plan (LRTP) is a federally-mandated plan that outlines the region's priority transportation improvements over the next 20 years and beyond. Regional transportation projects must be included in a Metropolitan Planning Organization (MPO)'s LRTP to qualify for federal funding. The LRTP provides guidance on current transportation conditions and attempts to project what projects and monies will be needed in the future.

The LRTP provides for extensive public engagement. The CA-MPO engages the public and stakeholders in developing goals and objectives for area transportation systems and creating performance criteria used to select projects to submit for funding. The CA-MPO works closely with VDOT to identify transportation deficiencies, develop a project list, evaluate the projects, and develop a constrained project list based on available funding.

During the LRTP planning process project proposals are submitted to the CA-MPO and judged upon the criteria created for the LRTP that highlights priorities for the future. The LRTP is adopted by the CA-MPO Policy Board after public hearings and presentation of the final plan. Public hearings, along with technical committees of the MPO and other stakeholder input, help shape the direction of the plan.

Transportation Improvement Program (TIP)

The Transportation Improvement Program (TIP) reflects the goals and values of the LRTP. The TIP is, in essence, the realization of the LRTP, because it establishes the projects that have funds allocated and creates a schedule for completion.

The TIP is connected to the Statewide Transportation Improvement Program (STIP), Virginia's federally required four-year program that identifies the transportation projects (highway, passenger rail, freight, public transit, bicycle and pedestrian) that will utilize federal transportation funding or require approval from either the Federal Highway Administration (FHWA) or Federal Transit Administration (FTA). Virginia provides many opportunities for the public to provide input on transportation projects and priorities as part of the continuing transportation planning process for the development of the STIP and the state required Six-Year Improvement Program.

The TIP informs the CA-MPO partners and the public of the state's planned spending of federal transportation funds in the MPO, in coordination with significant state and local funds for four consecutive fiscal years. The goal of the TIP is to provide a clear picture of upcoming transportation improvements in an MPO's area, how much they will cost, and an estimate of how long they will take to complete.

The TIP is updated every 4 years, the MPO Technical Committee will reviewing the plan and the MPO Policy Board must hold a public hearing to adopt the plan. The MPO Technical Committee holds a discussion of the TIP and makes a recommendation on action to the MPO Policy Board. The public can attend and comment at the MPO Technical Committee meeting and also during the MPO Policy Board's public hearing.

Unified Planning Work Program (UPWP)

The Unified Planning Work Program (UPWP) is a formal presentation of the transportation planning projects that will be undertaken by an MPO for a designated fiscal year. The UPWP serves as a mechanism for the MPO to plan the money that it receives from federal and state sources—it can go towards project research, committee management, or other responsibilities of the MPO.

Federal law dictates that work programs identified in the UPWP must incorporate one or more of eight basic planning factors in order to be included. These factors include safety, security, and connectivity, and generally represent most or all of an MPO's planning goals. The MPO, after considering these factors, will then formulate its own set of planning priorities after input from staff, transportation stakeholders, local governments, and the general public, and use these priorities to guide and formulate projects. Long term transportation planning efforts, like the Long Range Transportation Plan developed by an MPO, will also guide and prioritize projects.

The UPWP reflects the priorities of an MPO in terms of its desired transportation planning, but also provides a detailed list of projects, their associated costs and timelines for completion, as well as end products and deliverables. In addition to its critical function, accounting for the expenditure of federal funds which make up the majority of the MPO's budget, it serves as a way to communicate the MPO's priorities to associated localities and residents and ensure that the work that will be completed throughout the year is in line with the goals and vision of the region.

The UPWP is prepared by the CA-MPO to support transportation and planning priorities that have been determined by the CA-MPO Policy Board with opportunities for input from its member localities, other state agencies, and the public. These priorities are reflected in the long range transportation planning process and broader transportation goals and vision.

CA-MPO Engagement Plan

The Charlottesville Albemarle Metropolitan Planning Organization Engagement Plan is a federally required document demonstrating how the CA-MPO will engage interested or affected individuals, organizations, and government entities during the planning process. This plan outlines the CA-MPO's engagement goals and illustrates opportunities for engagement. The CA-MPO is committed to actively seeking out and engaging historically underserved communities, as demonstrated in the goals previously outlined in this document.

The engagement plan is periodically reviewed and updated as needed. In addition to opportunities to participate in the engagement plan update during MPO committee meetings, by submitting comments or contacting staff, there will be a 45-day public review period where the CA-MPO will actively seek out comments and engagement.

Title VI Plan

The CA-MPO's Title VI/Environmental Justice Plan outlines how the CA-MPO mitigates against and avoids inadvertently excluding low-income, minority, limited-English-speaking, disabled, and elderly populations in the planning process and in the development of planning documents. This plan will also include a procedure that allows members of these populations to submit grievances regarding perceived discriminatory actions.

The Title VI Plan is updated by the MPO every three years using population data from the US Census. It identifies populations that may be disproportionately disadvantaged from participating in transportation planning activities and plans to mitigate the disadvantages. In addition to opportunities to participate in the Title VI update during MPO committee meetings, by submitting comments or contacting staff, there will be a 15-day public review period where the CA-MPO will actively seek out comments and engage with organizations and community leaders representing any disproportionately disadvantaged populations identified.

Other Studies and Plans

In addition to the federally required planning documents outlined above, the CA-MPO offers additional opportunities for engagement with the Charlottesville-Albemarle community. The MPO works closely with state and local planning staff on additional transportation plans and studies. As each CA-MPO project is different, the approaches to engagement are tailored to

match the needs of the project. For example, in response to needs identified by the public and CA-MPO partners, the CA-MPO developed a more robust engagement process for selecting Smart Scale applications to submit for funding.

The most common funding sources that localities can apply for are Smart Scale, Revenue Sharing, and Transportation Alternatives. Localities, Metropolitan Planning Organizations, and Planning Commissions are the primary applicants for these transportation funding sources.

Smart Scale is a bi-annual state funding process that allocates funds to projects to help satisfy the state's long-range transportation plan, VTrans. There are many different types of projects that can be submitted for Smart Scale funding, including improvements to significant state transportation corridors, urban areas, and regional transportation networks. Localities, MPOs, and public transit agencies can submit requests for funding, and the state uses a criteria system that measures a project's effect on transportation system performance factors including congestion, economic development, and public safety to select projects for funding.

The CA-MPO can submit four applications to the Smart Scale process for funding. Typically, these project applications are submitted in coordination with the state on behalf of the localities the MPO represents. Smart Scale projects being considered for application through the MPO with high public interest will be selected for enhanced public participation, as funding allows. This will include public workshops and the collection and dissemination of comments. Public participation is encouraged throughout the Smart Scale project selection process for all the MPO applications. Committee meetings will review all the projects selected for application and the Policy Board also allows comments during their selection process.

CA-MPO Engagement Tools

The CA-MPO uses a variety of engagement tools based on the planning project or document and interested parties. Most of the CA-MPO's projects include collaboration with the state, local governments, and the public. Some planning documents, like the Long Range Transportation Plan, require extensive public engagement and the CA-MPO will employ multiple engagement strategies. The CA-MPO is always looking for new and creative ways to engage interested parties below are *some* of the tools that the CA-MPO uses.

CA-MPO Committees

Committees are the forums where issues are discussed and formal decisions are made. There ~~are~~ two-is one standing ~~Technical committees~~Committee, and the Policy Board. All committee meetings are open to the public and meeting schedules and records of past meetings are posted on the CA-MPO website and will be made available in alternative formats upon request.

Policy Board: Decision-making authority rests with the Policy Board, whose voting membership is made up of two members each from the Albemarle Board of Supervisors and Charlottesville City Council, and the District Engineer for the VDOT Culpeper District.

Technical Committee: The voting membership of the Technical Committee consists of individuals with technical knowledge in transportation and land use planning, and the voting

membership consists of representatives from local government staff and Planning Commissions, area transit providers, the University of Virginia, and state agencies.

~~**Citizens Transportation Advisory Committee:** Comprised of members of the Charlottesville-Albemarle community, the committee provides feedback, recommendations, and community input on transportation proposals to the Policy Board. The Citizens Transportation Advisory Committee is specifically convened to enhance public engagement and incorporate a broad range of community interests into the decision-making process. Each of the local government governing bodies and the Policy Board have a designated number of members to appoint to this committee.~~

Meeting agendas, materials, and notes for all these committees are available on the CA-MPO website and the public can request to be added to the stakeholder email list and have the meeting notices and materials emailed directly to them. Time is set aside during all the public meetings for public comments.

Website

The CA-MPO maintains a website where interested parties can access transportation planning documents, like the TIP and LRTP. Committee meeting dates, agendas, recordings, and notes are also available on the website.

Stakeholder Emails

Interested or affected individuals, organizations, and government entities can request to be added to a stakeholder email list for topics they are interested in. The website lists committees and other events that people might want to sign up to receive more information on.

Informational Presentations

The CA-MPO staff are available to visit agencies, neighborhoods, organizations, and government entities to share information and present on CA-MPO transportation planning projects that interest them, as funds allow. If the CA-MPO is conducting a transportation planning project in an area that affects a community, they will make efforts to connect with community leaders to share information and gather public comments, as funds allow.

Other Engagement Tools

The CA-MPO uses a variety of methods to engage interested or affected individuals, organizations, and government entities in their planning projects. Some of the tools the CA-MPO uses include:

- Surveys
- Video Recordings
- Information Booths/Kiosks
- Social Media
- Public hearings
- Public workshops and other events
- Attendance at community events with engagement materials

The CA-MPO uses surveys as a tool to gather public comments as appropriate. Many of the CA-MPO meetings are recorded and available to interested or affected individuals, organizations, and government entities on the CA-MPO website. To further engage with a diverse audience, the TJPDC maintains a Facebook page to periodically update page followers on topics of interest related to the TJPDC and the MPO. This format allows for information to easily be disseminated. CA-MPO staff is enthusiastic about including affected parties in planning projects and uses the most effective engagement innovations and strategies according to the needs of each project.

Outreach to Underserved Populations

The CA-MPO maintains a Title VI/Environmental Justice Plan to mitigate against and avoid inadvertently excluding low-income, minority, limited-English-speaking, disabled, and elderly populations in the transportation planning process and in the development of planning documents. That plan also includes contact information and procedures to allow members of these populations to submit grievances regarding perceived discriminatory actions. This plan is reviewed and updated periodically by the CA-MPO and VDOT.

The CA-MPO strives to ensure that its planning efforts are holistic and inclusive of all populations that are part of the regional community. Arrangements will be made for interpreters for hearing impaired individuals, and every effort will be made to ensure provision of interpreters for non-English speaking persons, provided a request is submitted at least one week before the meeting. For meetings conducted electronically, interpretation services may be provided through closed captioning options.

Every effort is made for public hearings, workshops, and forums to be scheduled at times and locations that are accessible and convenient. The CA-MPO works to include stakeholders in both the development and approval of planning documents like the TIP and LRTP. These efforts can vary depending on the type of plan. In the development of new plans MPO staff makes every effort to not only ensure that these plans consider the needs of minority and low-income populations, but also strives to include these populations in the development of these plans.

Appendices

Appendix A: Glossary of Terms

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

ACCT	Alliance for Community Choice in Transportation
BRT	Bus Rapid Transit
CA-MPO	Charlottesville Albemarle Metropolitan Planning Organization
CAT	Charlottesville Area Transit
CTAC	Citizen's Transportation Advisory Committee
DRPT	Virginia Department of Rail and Public Transportation
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 (mapping)
IS	Regional transit service provider to Charlottesville City, and Albemarle, Fluvanna, Louisa, Nelson, Greene, and Buckingham Counties
L RTP	Long Range Transportation Plan. Refers to the 20-year transportation plan.
LRT	Light Rail Transit
MAP-21	Moving Ahead for Progress in the 21 st Century
MPO	Metropolitan Planning Organization
PL	FHWA Planning Funding (used by MPO)
PPP	Public Participation Plan
RideShare	Free Carpool matching service for Charlottesville City, and Albemarle, Fluvanna, Louisa, Nelson, and Greene Counties
RTP	Regional Transit Partnership
SAFETEA-LU	Safe, Accountable, Flexible, Efficient, Transportation Equity Act: A Legacy for Users (legislation governing the metropolitan planning process)
SOV	Single Occupant Vehicle
SPR	FHWA State Planning and Research Funding (used by VDOT to support MPO)
TDP	Transit Development Plan (for CTS and JAUNT)
TIP	Transportation Improvement Program
TJPDC	Thomas Jefferson Planning District Commission
TMPD	VDOT Transportation and Mobility Planning Division
UPWP	Unified Planning and Work Program (also referred to as Work Program)
UTS	University Transit Service
UVA	University of Virginia
VDOT	Virginia Department of Transportation

Appendix B: Comments and Responses Collected for this Engagement Plan

Engagement Plan Public Comment Report

Charlottesville Albemarle Metropolitan Planning Organization
Spring 2021

Citizens Transportation Advisory Committee

3/17/21

Initial opportunity for the CTAC committee to review **CA-MPO's Engagement Goals and Strategies** section of the plan and provide feedback. The committee made some language changes and agreed that with those changes the document was ready to move forward.

Posted on the TJPDC and MPO websites

4/17/2021

Comment on the CA-MPO Engagement Plan Now

The Charlottesville Albemarle MPO uses the CA-MPO Engagement Plan to communicate the strategies it uses to satisfy federal regulations that ensure that the MPO has an adequate process to involve interested or affected individuals, organizations, and government entities when developing and adopting MPO planning documents. This plan is intended to provide as much flexibility as possible in meeting the requirements established in the federal regulations. The TJPDC as an organization, which includes the CA-MPO operations, is committed to exceeding the minimum requirements and developing meaningful engagement opportunities, considering the diversity of needs and preferences throughout the MPO area.

During the 2020 update there were some substantial changes requested by MPO committees and the public. The draft of the 2021 [CA-MPO Public Engagement Plan](#) reflects the recommended changes. This is an opportunity for the public to review the plan and provide feedback. The federal regulations require that there be a 45-day public comment period prior to any significant changes to the plan being made. CA-MPO staff started the formal comment period April 19, 2021.

Please submit your questions or comments, to Lucinda Shannon at lshannon@tjpd.org.

No comments from the public.

Posted on the TJPDC Facebook page

4/19/2021

Same as content above.

No comments from the public.

Partner Notice

4/20/21

Shared with Albemarle (Emily Kilroy) and Charlottesville (Brian Wheeler) for their public notices. Same as above

No comments from the public.

Public Hearing

7/28/21

The CA-MPO's Policy Board hosted a Public Hearing for the Engagement Plan. The hearing was advertised on social media, in the Richmond Times and Daily Progress. The hearing was held on July 28, 2021. No comments from the public.

Appendix C: Title VI and Non-Discrimination

The Charlottesville Albemarle Metropolitan Planning Organization (CA-MPO) fully complies with Title VI of the Civil Rights Act of 1964 and related statutes, executive orders, and regulations in all programs and activities. The CA-MPO operates without regard to race, color, national origin, income, gender, age, and disability. Any person who believes him/herself or any specific class of persons, to be subjected to discrimination prohibited by Title VI may by him/herself or by representative file a written complaint with the CA-MPO Title VI Coordinator. A complaint must be filed no later than 180 days after the date of the alleged discrimination. Please contact the Title VI Coordinator via phone at 434-979-7310 for more information. The CA-MPO meetings are conducted in accessible locations and materials can be provided in accessible formats and in languages other than English. If you would like accessibility or language accommodation, please contact the Title VI Coordinator at 434-979-7310. If you wish to attend a CA-MPO function and require special accommodations, please give CA-MPO one week's notice in advance.

MEMORANDUM

To: Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) Policy Board
From: Taylor Jenkins, Director of Transportation
Date: April 22, 2026
Subject: CA-MPO Agenda Overview and Staff Updates

Purpose: To review current agenda items under consideration and inform Policy Board members of CA-MPO programs and activities.

1. Call to Order

- a. Call to Order, Roll Call – *Chair Gallaway & Gorjan Gjorgjievski*
- b. Reading of the Electronic Meeting Notice – *Gorjan Gjorgjievski*

2. Matters from the Public – *Ned Gallaway, Chair*

- a. Comments by the public are limited to three minutes per speaker.

3. *General Administration – *Ned Gallaway, Chair*

- a. *Review and Acceptance of the Agenda
- b. *Approval of the Draft March 20, 2026, Special Session Meeting Minutes

4. New Business – *Ned Gallaway, Chair*

- a. *SMART SCALE Round 7 Projects Under Consideration – *Taylor Jenkins*
CA-MPO staff will provide a presentation on Round 7 projects under consideration for CA-MPO submission. Policy Board members will take action on providing the required resolutions of support.

Please see the SMART SCALE staff memo for CA-MPO Technical Committee project recommendations.

- b. *FY27 Unified Planning Work Program (UPWP) – *Taylor Jenkins*
CA-MPO staff will present an updated draft of the FY27 Unified Planning Work Program (UPWP), an annual document identifying major metropolitan transportation planning programs and activities to be performed with federal funds next fiscal year.

Staff Recommendation: *Staff recommend Policy Board approval of the FY27 UPWP.*

Technical Committee Recommendation: *The CA-MPO Technical Committee recommends approval of the FY27 UPWP.*

- c. *FY27-30 TIP Draft – *Gorjan Gjorgjievski*
CA-MPO staff will provide a presentation of the FY27-30 Transportation Improvement Program (TIP). The TIP is a federally required, financially constrained document that programs transportation projects within the CA-MPO area over a four-year period.

Staff Recommendation: *Staff recommend Policy Board approval of the FY27-30 TIP Document.*

Technical Committee Recommendation: *The CA-MPO Technical Committee recommends approval of the FY27-30 TIP Document.*

- d. *FY24-27 TIP Amendment #14 and TIP Adjustment #27 – *Gorjan Gjorgjievski*
CA-MPO staff will present amendment and adjustment requests received from the Virginia Department of Rail and Public Transportation (DRPT) to incorporate additional funding for the PATH program. This is related

to the FY27 application submitted by PATH and is not interpreted as an award of funds. The TIP adjustment is presented as informational, and the TIP amendment requires Policy Board approval.

Staff Recommendation: *Recommend approval of the FY24-27 TIP Amendment, contingent upon the receipt and consideration of public comments at the public hearing.*

Technical Committee Recommendation: *The CA-MPO Technical Committee recommends approval of the FY24-FY27 TIP Amendment #14.*

e. CA-MPO Bylaws and Public Engagement Plan Revisions – *Taylor Jenkins*

Following February Policy Board action to sunset the Citizens Transportation Advisory Committee (CTAC), proposed revisions remove Bylaws references to CTAC as a non-voting member on CA-MPO Committees and references within the Public Engagement Plan. The Policy Board directed staff to use the year leading into the LRTP update to evaluate a new approach to public engagement, which may include the formation of an ad hoc committee to support the LRTP process. No action is required at this meeting.

5. Staff Updates – *Taylor Jenkins*

- **Safe Streets and Roads for All (SS4A)**

Staff continue to coordinate with VDOT, Albemarle County, and Charlottesville staff to identify projects from the adopted Safety Action Plan. The TJPDC is actively coordinating with all jurisdictions to gauge interest in pursuing implementation funding through the upcoming round of this federal grant application program.

- [SS4A 2026 NOFO](#) was released on March 27, 2026.
 - Application deadline is May 26, 2026, at 5:00 p.m.
 - Available Funding: **\$993,488,194** available funding from which **\$687,809,874** is for implementation grants and **\$305,678,320** for Planning and Demonstration Grants.
- Key differences between the FY25 and FY26 NOFOs:
 - DOT is placing a priority on Public Safety Infrastructure.
 - Section B. Definitions. Clarifying information is added regarding Public Safety Infrastructure for post-crash care, emergency response coordination, and prehospital blood transfusion activities.
 - Section G. Application Review Information has been updated to include clearer information regarding how SS4A applications will be assessed.
 - Section G. Application Review Information. Added language noting that if DOT does not receive enough merit-worthy applications for Planning and Demonstration Grants to award the 30 percent set aside requirement, surplus funds may be redirected toward merit-worthy Implementation Grants.

- **Commonwealth Transportation Board – March and April Meetings**

The Commonwealth Transportation Board (CTB) met on March 17, 2026. Notable items on the agenda included a [SMART SCALE deep dive presentation](#) and [statewide safety trends](#).

CTB members were previously asked to consider a change in SMART SCALE project eligibility to allow innovative intersections as an eligible feature type for the High Priority Projects (HPP) program. Action on this change will be taken at the April CTB Action meeting, which will occur on April 22nd. Meeting information can be found at <https://ctb.virginia.gov/meetings-news/>.

- **Commonwealth Transportation Board – Spring Meetings Seek Input on Draft FY27-32 Six Year Improvement Program (SYIP)**

The Commonwealth Transportation Board (CTB) will host nine meetings across Virginia inviting the public to share feedback on the draft Fiscal Year 2027-2032 Six Year Improvement Program (SYIP), which allocates funds to highway, road, bridge, rail, bicycle, transit, and transportation demand management projects. Information below is for the Culpeper District meeting:

Tuesday, May 5 at 4pm
Culpeper District Auditorium
1601 Orange Road
Culpeper, VA 22701

Members of the community are invited to attend public meetings or submit comments online, by email, or by mail. More information can be found at <https://ctb.virginia.gov/planning-funding/six-year-improvement-program/2026-spring-meetings/>.

- **Travel Demand Management Study (TDM Study)**

Staff continue to draft an existing conditions report for the TDM study. The study intends to identify opportunities to reduce vehicle miles traveled in the region.

- **Virginia Department of Rail and Public Transportation (DRPT)**

Tickets are live for the [Virginia Breeze](#) Tidewater Current route with a service start date of April 20, 2026. The Tidewater Current connects Harrisonburg and Virginia Beach with a stop in Charlottesville at Alderman Road and Floyd Drive. Please find attached the DRPT Agency Update for April.

- **TJPDC Office Improvements**

TJPDC office renovations began on January 5, 2026. Staff are preparing for a return to in-office operations, with the week of May 4, 2026, marking the first full week of office reopening.

6. VDOT Project Updates – Culpeper District Staff

VDOT staff will provide updates on STARS, Project Pipeline, or SMART SCALE as applicable.

7. Other Business – Ned Gallaway, Chair

- i. Roundtable
- ii. Next Regular Meeting: June 24, 2026, at 4pm

8. Additional Matters from the public – Ned Gallaway, Chair

- i. Comments by the public are limited to three minutes per speaker.

9. Adjournment – Ned Gallaway, Chair

DRPT Agency Update – April 2026

FY27 5303 Applications

The MPO 5303 Application is open and closes on **May 1**. DRPT will provide FTA 5303 apportionment information once it becomes available from FTA. MPOs are encouraged to use last year's dollar amounts when drafting UPWPs for DRPT review.

FFY27-30 S/TIP Development

MPOs are encouraged to reach out to DRPT with any questions about developing their draft TIPs. MPOs should have their new TIPs approved by April, ahead of the blackout period, while we submit the STIP with VDOT to FHWA and FTA for review.

2026 Coordinated Human Services Mobility (CHSM) Plan Update

DRPT has released the 2026 Coordinated Human Services Mobility (CHSM) Plan Update, which identified goals for 2026-2030, DRPT implementation actions, and findings. You can find the plan and profiles for geographic areas on the DRPT [website](#).

Statewide Rail Plan Kickoff

DRPT has begun collecting data for the update in coordination with Amtrak, VPRA, and VRE. Public and stakeholder engagement has begun and MPOs should start hearing from our rail team with surveys being distributed throughout the month. Reach out to your assigned planner with any questions, comments, or concerns. DRPT plans to have a draft available for the Commonwealth Transportation Board in October.

Virginia Breeze Launches Tidewater Current

DRPT will launch its 5th Virginia Breeze line dubbed the Tidewater Current on April 20th. The route will connect Harrisonburg to Virginia Beach via the I-64 corridor with intermediate stops. To learn more and purchase tickets, visit

<https://virginiabreeze.drpt.virginia.gov/>