AGENDA

Rural Transportation Advisory Committee

Tuesday, November 17th, 2020
1:00 PM Virtual Meeting via Zoom

This Meeting will be conducted using video and phone conferencing. Please use the link below to access the meeting.

https://us02web.zoom.us/j/86385062209?pwd=Sk5YVm5FYSs3bWVYYjV5ci83UmttUT09

Meeting Password: 616409
Telephone Dial-in Number: 1 (646) 558-8656

Item	Time †	Description
1.	1:00-1:05	**Matters from the Public: Limit of 3-minutes per speaker** • *Members of the Public are welcome to provide comment on any public-interest, transportation-related topic, including the items listed on this agenda.*
2.	1:05-1:10	**Approval of Draft Minutes from September 15th Meeting*;** *click here for a copy*

3.	1:10-1:40	**Staff Updates & Discussion- Sandy Shackelford**
		• Rural Work Program Updates; *click here for a copy of the Work Program*
		  ○ Route 29 Study
		  ○ Update on Zion Crossroads Corridor Plan
		• VTrans Update

4.	1:40-1:55	**Round Table Discussion & Identification of Future Topics** • Committee members are invited to share updates and topics of interest with the group.
5.	1:55-2:00	**Additional Matters from the Public** • *Members of the Public are welcome to provide comment (limit of 3 minutes per speaker)* Adjourn

† Times are approximate ** Requires a vote of the Board*

Upcoming Meeting Dates:

- Rural Technical Advisory Committee: January 19th

Rural Transportation Advisory Committee
1:00 PM Tuesday November 17th, 2020

The Governor has declared a state of emergency due to the COVID-19 pandemic and the nature of this declared emergency makes it impracticable or unsafe for the Rural Transportation Advisory Committee Committee to assemble in a single location. This meeting and the required public hearings will be held utilizing electronic virtual communication with the Zoom software application. In accordance with virtual meeting procedures and policies as outlined in Item 4.0-01 of the Virginia state budget (HB 29), as effective April 24, 2020. The meeting will be recorded and made available to the public at www.tjpdc.org.

Rural Transportation Advisory Committee

DRAFT September 15th Meeting Minutes

Tuesday, September 15th, 2020

Committee – Voting Members	TJPDC Staff
Dan Butch, *Albemarle County*	Chip Boyles
Brad Robinson, *Fluvanna County*	Jessica Hersh-Ballering
Jim Frydl, *Greene County*	Sandy Shackelford
Tom Egeland, *Louisa County*	Lucinda Shannon
Stephen Johnson, *JAUNT*	
Chuck Proctor, *VDOT Culpeper District*	
David Cook, *VDOT Lynchburg District*	
Rick Youngblood, *VDOT Lynchburg District*	

Call to Order:

Mr. Egeland called the virtual meeting to order at 1:00

Matters from the Public:

There were no matters from the public.

Approval of May Minutes:

Mr. Egeland motioned to approve the draft July 21st minutes without revisions. Mr. Frydl provided a second. The minutes were approved unanimously.

Electric Vehicle Charging Needs Update:

Ms. Shannon gave a presentation on electric vehicle charging needs in the region. She asked if there were any stakeholders or groups that should be involved in this process. Mr. Johnson said that JAUNT, as a transit service provider should be involved and that CAT would like to be kept up-to-date as the process moves forward.

Mr. Frydl added that private companies, such as gas station chains, may be valuable to include to know where the infrastructure is being placed and what their needs may be. Mr. Egeland added that Dominion Energy would be a good resource to reach out to as well. Mr. Egeland also noted that it would be valuable to speak with zoning and permitting officials in the localities to learn more about what is involved in permitting these charging stations and if barriers to use exist.

Mr. Boyles asked about how charging stations in common areas of residential developments. Mr. Egeland recommended researching streamlined approaches that could be beneficial to planners. Mr. Butch noted that Albemarle's Climate Action Plan includes language on electric vehicle charging network and identifies specific recommendations around policies and that that plan could serve as a good reference

point. Ms. Shackelford asked about VDOT's efforts for incorporating electric charging infrastructure at commuter lots.

Smart Scale Update:

Mr. Proctor gave an update on the Smart Scale process. He said that VDOT is in the process of finalizing projects. They are still in the validation phase and expect that to run through the end of October. Ms. Shackelford asked if there were any changes to the timelines that staff needed to be aware of. Mr. Proctor said scores should be announced at the Jan CTB meeting. VDOT staff is working to collect all of the relevant information to present at the meeting in January. Mr. Cook said that he is working on validating the Nelson County projects. Mr. Youngblood noted that the VTRANS process is important to pay attention to and that the mid-term update is very urban-centric so looking at it from a rural perspective will be important. Mr. Boyles spoke about how projects will be identified for Smart Scale moving forward.

Roundtable Discussion:

Mr. Egeland said that Louisa County has had three solar projects come through the BOS, one was approved. A solar ordinance zoning ordinance may be forthcoming.

Mr. Frydl provided an update on Greene County Smart Scale projects. He asked Chuck about mowing procedures on US-33, as a resident had cited overgrowth being dangerous for biking. Greene County also completed a webinar series on performance zoning.

Mr. Robinson shared that Fluvanna is looking to incorporate solar into the zoning ordinance. Smart Scale applications had been submitted.

Mr. Butch shared that Albemarle's Smart Scale projects had been submitted, the secondary six-year plan was approved along with some rural rustic designations. Albemarle has also worked collaboratively with the facilities department who administer VDOT projects in the County and to improve the internal process. The Crozet Master Plan is also moving forward.

Mr. Johnson provided an update on JAUNT, sharing that ridership numbers are increasing but are not to pre-COVID levels. JAUNT continues quarantine level service and has reduced capacity on busses and that typical metrics for measuring ridership data has been affected.

Ms. Hersh-Ballering shared information regarding the scoping process for RideShare.

Mr. Cook shared that the VDOT commuter survey results are now available.

Mr. Proctor noted that the Zion Crossroads project is continuing. The Metroquest survey for the project will be launched shortly.

Topics of Interest for Future Discussion:

Ms. Shackelford asked about topics of interest, noting public engagement techniques as one. Mr. Egeland asked about traffic calming measures for roads adjacent to large-scale solar projects.

Additional Matters from the Public:

There were no additional matters from the public

Meeting Adjournment:

Mr. Egeland adjourned the meeting at 1:52 PM

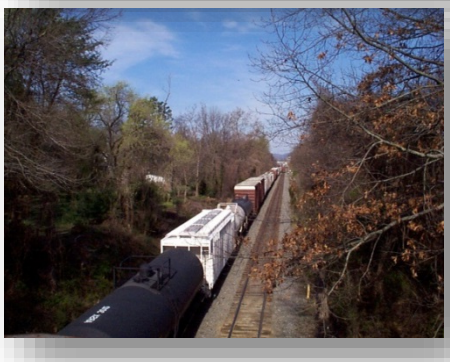
Thomas Jefferson Planning District Commission

FY-2021 Rural Transportation Planning Work Program

July 01, 2020 – June 30, 2021











Thomas Jefferson Planning District Commission

VDOT Virginia Department of Transportation

Preface

Prepared on behalf of the Thomas Jefferson Planning District Commission, through a cooperative process involving Region 10's counties (Albemarle, Fluvanna, Greene, Louisa and Nelson), JAUNT, RideShare, and the Virginia Department of Transportation.

This scope of work is required to include specific activities as requested by VDOT and/or the Federal Highway Administration. The scope of work also includes activities or studies addressing other transportation planning related issues that are of specific interest to the region. The criteria for the determination of eligibility of studies for inclusion as part of this work program are based upon 23 U.S.C. 307 (c), State Planning and Research.

The Rural Transportation Advisory Committee (RTAC) reviewed this work program at their May 19th, 2020 meeting, sending a recommendation of approval to the Planning District Commission. The Commission first reviewed these recommendations at their March 5, 2020 meeting and approved the final FY21 Rural Transportation Planning Work Program on May 7, 2020. The Commission did not meet in April due to the quarantine of the COVID-19 outbreak. The FY21 Rural Transportation Planning Work Program was then amended on November 5, 2020.

The preparation of this program was financially aided through administrative funds from the FY20 Rural Transportation Planning Work Program.

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Introduction

Purpose and Objective

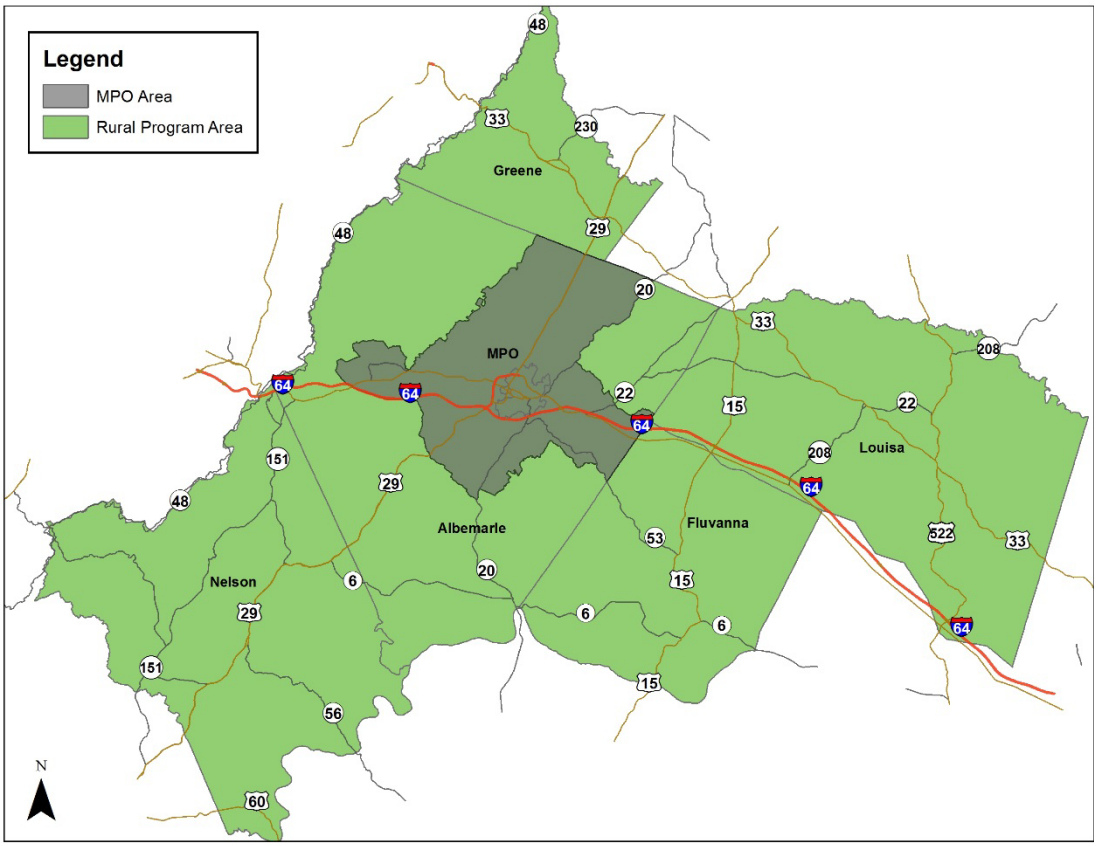
The Virginia Department of Transportation (VDOT) allocates part of the State Planning and Research (SPR) funding to provide annual transportation planning assistance for non-urbanized areas within the Commonwealth. The Rural Transportation Planning (RTP) Program was created to aid the State in fulfilling the requirements of the State Planning Process to address the transportation needs of non-metropolitan areas. Funds appropriated under 23 U.S.C. 307(c) (SPR funds) are used in cooperation with the Department of Transportation, Commonwealth of Virginia for transportation planning as required by Section 135, Title 23, U.S. Code. These Federal funds provide 80 percent funding and require a 20 percent local match.

In FY-2021 each planning district commission / regional commission that has rural area will receive $58,000 from VDOT's Rural Transportation Planning Assistance Program. The corresponding planning district commission / regional commission will provide a local match of $14,500 to conduct rural transportation planning activities. This resource may be supplemented with additional planning funds. The arrangement of all such funds involves the development of a scope of work, approval and other coordination in the Transportation & Mobility Planning Division's (TMPD) administrative work programs.

The scope of work shall include specific activities as requested by VDOT and/or the Federal Highway Administration. The scope of work may also include activities or studies addressing other transportation planning related issues that may be of specific interest to the region. The criteria for the determination of eligibility of studies for inclusion as part of this work program are based upon 23 U.S.C. 307 (c), State Planning and Research.

Rural Transportation Program

The scope of work includes specific activities as requested by VDOT and/or the Federal Highway Administration. The scope of work also includes activities or studies addressing other transportation planning related issues that are of specific interest to the region. The criteria for the determination of eligibility of studies for inclusion as part of this work program are based upon 23 U.S.C. 307 (c), State Planning and Research.



Highlights of FY20

In FY20, the Rural Transportation Program focused on a variety of outcomes. The program dedicated time to the Smart Scale prioritization process, which requires substantially more resources from the VDOT district offices, Planning District and localities. While TJPDC staff conducted its regular administration of the program and provided a variety of other services to the region and its members, the following highlights the more substantive efforts.



ZION CROSSROADS GATEWAY PLAN – Work commenced in early FY20 on a joint, collaborative planning project across two of the PDC's localities, Fluvanna and Louisa County. The plan will help the two localities develop a vision for growth and investment in the Zion Crossroads U.S. Highway 15 corridor off of Interstate 64. Creating common visual elements, design standards, desired land uses, transportation and infrastructure investments, and place-making strategies will help to create a cohesive community and leverage increased interest in the area. The plan is slated to be complete by the end of the fiscal year.

REGIONAL GETTING TO KNOW MORE ROUNDTABLES– With the Rural Transportation Program no longer in an RLRP update cycle, the Technical Advisory Committee decided to focus attention on in-depth learning sessions facilitated by TJPDC staff. This was seen as a way of providing more focused learning and collaboration among the PDC's localities on topics of interest related to general land use planning, as well as transportation-specific topics. Highlights included a presentation on the Jefferson Area Bike and Pedestrian Plan, transit-oriented-development

and its ability to be scaled to rural localities, place-making strategies, and successful community engagement strategies using VDOTs MetroQuest platform.

SMART SCALE – In FY16, the Commonwealth implemented its new process for funding transportation projects. While the process helps to minimize political influence and maximize data-driven decisions, it also demands greater resources from the VDOT districts, PDCs and localities. The TJPDC continues to support its localities with Smart Scale submittal assistance. The TJPDC assisted Nelson County in submitting three projects and submitted three for Albemarle County.

Fiscal Year 2021 Budget

Task	Description	SPR Funds (80%)	PDC (20%)	Total
TASK 1.0	PROGRAM ADMINISTRATION	$11,600	$2,900	$14,500
TASK 2.0	PLANNING & TECHNICAL ASSISTANCE	$46,400	$11,600	$58,000
TOTAL	RURAL PLANNING PROGRAM	$58,000	$14,500	$72,500

FY2021 Scope of Work: This section of the Scope of Work details the administrative and technical tasks, staff responsibilities, and expected end products. The purpose of this work element is to facilitate regional participation and consensus building on transportation-related issues through a continuing, comprehensive, and coordinated (3-C) planning process.

Fiscal Year 2021 Activities by Task

FY 2021 – 1.0 Program Administration - $14,500.00

The purpose of this task is to facilitate regional participation and consensus building on transportation-related issues through a continuing, comprehensive and coordinated planning process *(the 3 C's approach)*. The PDC's Rural Transportation Advisory Committee (RTAC) is the technical committee of the Rural Transportation Program, and is composed of professional staff from local governments, the Virginia Department of Transportation (VDOT), JAUNT, and the PDC's RideShare program. The Planning District Commission functions as the policy board of the Rural Transportation Program.

Task 1.1- Reporting and Compliance with Regulations - $5,000

DESCRIPTION OF ACTIVITIES:

Coordinate rural transportation planning activities (committees, community workshops, studies) and prepare quarterly progress reports and invoices. TJPDC staff will coordinate activities, develop reports to VDOT, and prepare monthly progress reports and invoices. VDOT staff will process invoices and handle reimbursements.

DELIVERABLE TASKS TO BE UNDERTAKEN:

- Submit 12 monthly reports and invoices.
- Submit an annual report for FY21.
- Maintain the FY21 Rural Work Program
- Prepare the FY22 Rural Work Program

Task 1.2 - Staff committee meetings - $4,500

DESCRIPTION OF ACTIVITIES:
The TJPDC will staff committee meetings, by: preparing materials; writing minutes; handling public participation; updating committee websites; and, coordinating with the Charlottesville-Albemarle MPO.

DELIVERABLE TASKS TO BE UNDERTAKEN:
- Staff the Rural Technical Transportation Committee – meeting 6 times per year.
- Conduct presentations to the Thomas Jefferson Planning District Commission (Rural Transportation Program Policy Board).

Task 1.3 - Share information with agencies and public - $5,000

DESCRIPTION OF ACTIVITIES:
TJPDC staff will work to share transportation-related information with state agencies, local officials, other PDCs, and the general public. Staff will also attend relevant training sessions that will better inform rural transportation planning efforts.

DELIVERABLE TASKS TO BE UNDERTAKEN:
- Continue to update the Rural Program website, to better share information with VDOT and stakeholders.
- Participate in outreach meetings and provide/review data as requested by VDOT.
- Participate with the MPOs and VDOT on setting performance measure goals.
- Assist VDOT with local and regional input to annual statewide transportation improvement programs.
- Conduct intergovernmental discussion and coordination of transportation projects and developments.
- Provide informational updates in TJPDC news distribution channels (newsletters, Quarterly Reports, etc.).
- The RTAC and Commission will continue to include public comment periods in its meeting agendas.
- Provide social media informational articles through TJPDC social media pages.
- Attend transportation sessions at statewide conferences.
- Attend trainings from state agencies.
- Host VDOT work sessions at the TJPDC Water Street Center.

Administration Budget	
SPR Funds (80%)	$11,600
PDC Funds (20%)	$ 2,900
Total Budgeted Expenditure for Program Administration	$14,500

FY 2021 - 2.0 Planning & Local Technical Assistance - $58,000.00

The following tasks highlight the planning and technical services that the TJPDC will provide to its member localities in Fiscal Year 2021. The TJPDC will provide general technical assistance to its member localities, as well as undertake specific endeavors on projects throughout the region to move towards the goals established in the Rural Long Range Transportation Plan.

Task 2.1 – Zion Crossroads Small Area Plan - $20,000

DESCRIPTION OF ACTIVITIES:
Work on the Zion Crossroads Small Area Plan began in FY20, and continues into FY21. VDOT has retained a consultant to facilitate the development of a plan that will improve transportation safety and performance in the area. The TJPDC staff continues to serve as the project manager and provide additional planning services to incorporate the transportation components into a more robust planning context.

TASKS TO BE UNDERTAKEN:

- Coordinate with Fluvanna and Louisa Counties, as well as VDOT and its consultants on a small area plan for the Zion Crossroads area
- The plan will involve a significant transportation improvement component, as well as focusing on land use and community development.

Task 2.2 – SMART SCALE - $3,000

DESCRIPTION OF ACTIVITIES:

The TJPDC staff supports its regional members in the identification and submission of Smart Scale applications at their request.

CURRENT/PLANNED PROJECTS:

- Pursue grants related to the Regional Bicycle / Pedestrian Plan.
- Assist the region's towns and villages with grant applications related to transportation improvements.
- Pursue grants for implementation of RLRP projects.

Task 2.3 – Electric Vehicle Charging Station Needs Assessment - $2,000

DESCRIPTION OF ACTIVITIES:

This project will assess needs for Electric Vehicle Charging Stations throughout the region. This project is also listed in the MPO's Unified Planning Work Program and will leverage funding from both sources.

TASKS TO BE UNDERTAKEN:

- Project EV use and charging station needs throughout the region.
- Develop a network of key stakeholders to assess and build strategies for meeting charging station needs.
- Build partnerships with government, community, and business leaders to plan for infrastructure in key locations.
- Investigate funding sources available for providing EV charging infrastructure at various types of facilities.

Task 2.4 – Support Local and State requests for assistance as needed - $3,000

DESCRIPTION OF ACTIVITIES:

Unanticipated rural transportation planning needs and issues arise during the fiscal year and the Rural Transportation Planning Program of the Planning District should be a resource for addressing these issues.

TASKS TO BE UNDERTAKEN:

- Provide support and technical assistance with plan reviews, rural transportation and corridor studies, strategic planning efforts, bikeway plans and studies.
- Develop and provide GIS information, as requested.
- Provide assistance to local and state partners as requested.

Task 2.5 – Town of Louisa, Mineral, and Scottsville Bicycle and Pedestrian Infrastructure Assessment - $10,000

DESCRIPTION OF ACTIVITIES:

Develop a bicycle and pedestrian infrastructure report for existing facilities in the Towns of Louisa, Mineral, and Scottsville. Much work has been undertaken at the county level to inventory and integrate data into a regional GIS data clearing house, with the towns receiving less attention. This will provide an opportunity to inventory existing conditions and identify network gaps and projects that could be phased for TAP funding.

TASKS TO BE UNDERTAKEN:

- Work with Towns to coordinate efforts
- Develop study scope

- Conduct data gathering with field work
- Drafting report

Task 2.6 – Route 29 North Corridor Study with Urban Component - $20,000

DESCRIPTION OF ACTIVITIES:

Roadway improvements are complete or scheduled for construction along US Highway 29 North in Albemarle County and in Greene County. Traffic concerns continue in areas that are both urban and rural north of Airport Road in Albemarle County to the Cedar Grove Road area of Greene County. The MPO working with the TJPDC Rural Transportation will initiate a study for safety & congestion along the unimproved areas of US 29. This project is projected to run into FY 22.

Planning & Technical Assistance Activities Budget	
SPR Funds (80%)	$46,400
PDC Funds (20%)	$ 11,600
Total Budgeted Expenditure for Program Activities	$58,000

FY22 Anticipated Work Tasks

To provide a longer-view of the Rural Transportation Program, staff began to anticipate work tasks for the next fiscal year. By presenting the FY20, FY21 and FY22 descriptions, staff hopes to create better continuity between fiscal years and manage commitments to member localities.

In FY22, continued work on developing a coordinated regional strategy for Smart Scale funding application projects that prioritize projects by both need and by likelihood of funding. The TJPDC will once again assist local governments in application preparation. Staff intends to complete a joint Rural/MPO corridor study of US Route 29 North from Airport Road in Albemarle County to Cedar Grove Road in Greene County.

The Charlottesville Albemarle MPO is anticipating a boundary increase after the 2020 Census. The TJPDC, IN FY22 will begin to assess the impact of any movement of current rural boundaries into the MPO area.

Appendices

Appendix A: FY-2021 Budget Summary

Appendix A: FY-2021 Budget Summary

Tasks	VDOT (SPR) 80%	PDC (Match) 20%	Total 100%
Program Administration			
Task 1.1- Reporting and Compliance with Regulations	$4,000.00	$1,000.00	$5,000.00
Task 1.2 – Staffing Committees	$3,600.00	$900.00	$4,500.00
Task 1.3 - Information Sharing	$4,000.00	$1,000.00	$5,000.00
Total Budgeted Expenditure for Program Administration	**$11,600.00**	**$2,900.00**	**$14,500.00**
Program Activities			
Task 2.1 – Zion Crossroads Small Area Plan	$16,000.00	$4,000.00	$20,000.00
Task 2.2 – SMART SCALE	$2,400.00	$600.00	$3,000.00
Task 2.3 – Electric Vehicle Charging Needs Assessment	$1,600.00	$400.00	$2,000.00
Task 2.4 – Support Local and State requests for assistance as needed	$2,400.00	$600.00	$3,000.00
Task 2.5 – Town Bike/Ped Infrastructure Inventory	$8,000.00	$2,000.00	$10,000.00
Task 2.6 – 29 North Corridor Study	$16,000.00	$4,000.00	$20,000.00
Total Budgeted Expenditure for Program Activities	**$46,400.00**	**$11,600.00**	**$58,000**
Total Budgeted Expenditure for Program Administration and Program Activities	**$58,000.00**	**$14,500.00**	**$72,500.00**