

**Agenda**  
**MPO CTAC**

Wednesday July 17th, 2019 @ 7:00 p.m.  
Water Street Center, 407 E. Water Street, Charlottesville, VA 22902

| Item | Time      | Description   |
|------|-----------|---|
| 1    | 7:00-7:05 | <b>Matters from the Public: limit of 3 minutes per speaker</b> <ul style="list-style-type: none"> <li>Members of the Public are welcome to provide comment on any public-interest, transportation-related topic, including the items listed on this agenda.</li> </ul>  |
| 2    | 7:05-7:10 | <b>Approval of May 15th draft Meeting minutes*</b> ; <a href="#">Click here for a copy</a>  |
| 3    | 7:10-7:30 | <b>Hydraulic Road and Route 29 Improvement Prioritization</b> – Chip Boyles <ul style="list-style-type: none"> <li>Three configurations are being considered to improve traffic flow and safety at the Hydraulic Road and Route 29 intersection.</li> </ul>   |
| 4    | 7:30-8:10 | <b>Off-site Meeting Planning Discussion</b> – Sandy Shackelford <ul style="list-style-type: none"> <li>Discuss potential sites and format for an off-site meeting in September. Prior discussions have indicated that there is interest in holding meetings in different locations throughout the MPO to provide better outreach opportunities to the community. A number of ideas for locations/meeting formats have been discussed. Staff will work with the committee to coordinate an off-site meeting in September, but needs direction on format and other logistical considerations.</li> </ul>  |
| 5    | 8:10-8:15 | <b>Transportation Alternatives Program Grant Applications</b> – Sandy Shackelford <ul style="list-style-type: none"> <li>Tabor/Hilltop Pedestrian Improvements (Albemarle County) <a href="#">Click here for a copy</a><br/>The purpose of this project is to connect pedestrians from Downtown Crozet to the Claudius Crozet Park. To provide ADA/pedestrian accommodations and crosswalks from Crozet Avenue to the existing sidewalk along Hill Top Street leading to the Claudius Crozet Park.</li> <li>Hydraulic Road Shared Use Path (Charlottesville) <a href="#">Click here for a copy</a><br/>Design and construction of the continuation of the 250 Bypass Shared Use Path along Hydraulic Road to connect to existing Hillsdale Drive Shared Use Path, future Meadow Creek Trails and possibly Holiday Drive (depending on funding and project costs).</li> <li>*Applicants will be seeking support for these applications from the MPO Policy Board prior to the final application submission deadline of October 1.</li> </ul> |
| 6    | 8:15-8:20 | <b>Revenue Sharing Application</b> – Sandy Shackelford <ul style="list-style-type: none"> <li>Moore's Creek Greenway – Sunset Avenue to Old Lynchburg Road (Albemarle County) <a href="#">Click here for a copy</a><br/>Construct Shared Use Path Greenway Trail from Sunset Avenue to Old Lynchburg Road including a pedestrian crossing at Old Lynchburg Road to connect to Azalea Park path. Also include sidewalk and bike facilities south on Old Lynchburg Road to Doncaster Lane.<br/>*Applicant will be seeking support for this application from the MPO Policy Board prior to the final application submission deadline of October 1.</li> </ul>  |
| 7    | 8:20-8:25 | <b>Staff Updates:</b> <ul style="list-style-type: none"> <li>Regional Transit Partnership Agreement</li> <li>Updated membership roster <a href="#">Click here for a copy</a></li> </ul>   |
| 8    | 8:25-8:30 | <b>Additional Matters from the Public: limit of 3 minutes per speaker</b> <ul style="list-style-type: none"> <li>Members of the Public are welcome to provide comment on any public-interest, transportation-related topic, including the items listed on this agenda.</li> </ul>   |

**Upcoming Meetings:**

MPO Policy Board: July 24<sup>th</sup>

MPO CTAC, September 18<sup>th</sup>

## Citizen Transportation Advisory Committee Draft Meeting Minutes: May 15, 2019

### Committee – Voting Members

Chair Travis Pietila (Charlottesville) - Present  
Vice-Chair Mike Smith (Charlottesville) – Present  
Ray Heron (Charlottesville) – Present  
Mike Dunn (Albemarle) - Present  
Donna Chen (MPO) – Present  
Adam Moore (Charlottesville) - Present  
Tim Keller (Albemarle PC) – Present  
Gary Heaton (Charlottesville PC) – Present  
Marty Meth (Albemarle) - Absent  
Fran Hooper (Albemarle) - Absent  
David Hurst (MPO) – Absent  
David Shreve (Albemarle) – Absent  
Mac Lafferty (MPO) – Absent

### Staff

Jakob zumFelde (MPO)  
Chip Boyles (MPO)

### Call to Order:

Mr. Pietila called the meeting to order at 7:00 PM.

Staff and committee members introduced themselves. Mr. zumFelde indicated that he has accepted a job with the City of Harrisonburg and his last day with the TJPDC will be May 24.

### Matters from the Public:

Mr. Pietila noted that Stuart Gardner was attending and that he has applied to join CTAC. Mr. Gardner introduced himself, saying that he has lived in Charlottesville for about 3 years. He works in the automotive industry, currently working for Volkswagen America. Given his background in transportation, he hopes to volunteer as part of CTAC.

### Approval of Meeting Minutes:

The April meeting minutes were reviewed. Mr. Heaton made a motion to approve the minutes, Mr. Moore seconded the motion, and it passed unanimously.

### Long Range Transportation Plan (LRTP) Update

Mr. zumFelde provided a brief overview of the updates that were made following the April CTAC and MPO Policy Board meetings. These updates included:

- ❑ Chpt 3: Changed language regarding e-scooters
- ❑ Chpt 3: Additional language about land use
- ❑ Chpt 4: Additional national performance measure info, including information from VDOT added as Appendix C and a brief overview of transit safety performance measures that have yet to be created

- ❑ Chpt 4: Clarification of safety language
- ❑ Chpt 5: Transit maps with headway information
- ❑ Chpt 5: Note about need for additional data
- ❑ Chpt 8: Added funded project lists
- ❑ Chpt 8: Costs for roadway vision list projects

Mr. Proctor gave an update on projects that are recommended for funding through the SMART SCALE process. Following additional money becoming available, the US 250 and Route 20 intersection (Pantops) has been recommended for funding. One of two projects, the Preston Ave and Grady Ave intersection or the Fifth St, Cherry Ave, Ridge St, and Elliot Ave intersection, will also be recommended for funding. Mr. Proctor indicated that the City Council can choose between the two projects, as they are the next two highest-scoring projects eligible for funding.

Mr. Moore made a motion recommending approval of the current draft of the LRTP by the MPO Policy Board. Mr. Heron seconded the motion, and it passed unanimously.

Mr. zumFelde suggested that there be a brief discussion regarding improvements that could be made for the next update of the LRTP. Mr. Pietila noted the importance of continuing to improve the travel demand model with more modes, and particularly bicycle, pedestrian, and transit trips. Mr. Smith noted that there is always room for improvement regarding community engagement. Mr. Pietila mentioned a need to better incorporate greenhouse gas reduction strategies, in light of the City and County creating related plans. Ms. Chen noted that updating the LRTP every 5 years may not keep up with the pace of change in transportation, which is changing rapidly. Mr. Boyles and Mr. Proctor noted that a yearly evaluation of the document is required and can involve amending the document as necessary. Mr. Pietila added to Mr. Smith's earlier point about public outreach, and noted that having meetings in more locations would be beneficial for engaging the public. Mr. Boyles noted that one important aspect that may change by the next LRTP update is that the MPO boundaries may expand, following the 2020 census.

### **FY20 Unified Planning Work Program (UPWP)**

Mr. zumFelde gave a brief overview of the Unified Planning Work Program (UPWP). He noted that it is required for showing how federal funds will be used. Mr. zumFelde described some of the efforts included in the proposed FY20 UPWP. These include a transportation revenue study, regional transit planning, and short range project planning including work related to SMART SCALE applications which will be submitted in 2020.

Mr. Pietila suggested multiple updates regarding the "MPO Transportation Infrastructure Issues and Priorities" shown on page 6. Specifically, he indicated the need to reference electric vehicles and charging stations, reducing greenhouse gas emissions, and data needs regarding bicycle, pedestrian, and transit usage.

Mr. Moore made a motion to recommend approval of the UPWP, pending inclusion of the recommendations that Mr. Pietila made. Ms. Chen seconded the motion, and it passed unanimously.

## **Ongoing Role of CTAC**

Mr. Pietila mentioned that he and Mr. Smith met with the Chair and Vice Chair of the MPO Policy Board, Ann Mallek and Kathy Galvin, regarding the role of CTAC over the next few years. The main reason for the meeting and discussion is that in the past CTAC has often not had many items to discuss when there is not an LRTP process happening, so it is important now to make sure that there are things that CTAC can do to stay engaged. One of the key roles of CTAC that was discussed is gathering input from the community and bringing it to the Policy Board. Something that was mentioned as a way to increase input is to hold occasional meetings at locations throughout the region. Mr. Proctor noted that it would be important to have specific items to discuss at these meetings, in order to draw people. Mr. Pietila agreed that this would be quite important, and mentioned the completed LRTP as a possible item to show people. Mr. Proctor and Mr. Moore indicated that potential SMART SCALE applications would be one logical topic of discussion. Various potential locations were mentioned, including the library on Rio near US 29 and the County Office Building on 5<sup>th</sup> Street Extended. Mr. Keller indicated that any efforts to engage citizens should have a clear reason, with it being particularly important that meetings don't give citizens false hope if projects are unlikely to be funded. He indicated that education about the transportation planning and decision-making process would be important so that citizens understand the role that they can play, and the challenges associated with funding improvements. There was additional discussion about ensuring that these meetings are coordinated with City, County and VDOT staff so that various citizen concerns could be heard and addressed.

Mr. Pietila asked how often the committee wanted to consider holding these meetings. Mr. Boyles indicated that these could be discussed in more detail at the next meeting, because at that point there may be a new staff person hired to work on transportation. There was additional discussion about how to draw citizens in, including providing information to them and asking them for feedback. The format of the meeting will also need to be considered, so that CTAC can both address necessary business and ensure public engagement. Having a presentation given at each CTAC meeting was also discussed. Mr. Pietila suggested that if anyone has ideas for presentations or initiatives that they are interested in, CTAC can choose to pursue these things. Mr. Smith noted that he plans to attend MPO Technical Committee meetings and that Mr. Pietila plans to attend MPO Policy Board meetings to ensure good coordination between CTAC and the other committees.

## **Staff Reports**

Mr. zumFelde noted that Sandy Shackelford has been hired as the new Director of Planning and Transportation with the TJPDC.

## **Additional Matters from the Public:**

There were no matters from the public.

The meeting was adjourned at 8:30 PM.



TA Set-Aside Pre-Application

## Tabor/Hilltop Pedestrian Improvements

Project Status: Pre-Screening

Organization: Albemarle County  
Project ID: 5745-Pre

General

### 1. Project Sponsor

**Organization**

Albemarle County

**Point of Contact**

Kevin McDermott

**Email**

kmcdermott@albemarle.org

**Phone**

(434) 296-5841

### Project Information

**Project Title**

Tabor/Hilltop Pedestrian Improvements

**Provide a description of the project and a clearly defined scope of the improvements to be made utilizing Transportation Alternatives funds. Should additional space be needed, please use the Upload Supporting Documents feature. Label the document "Project Description".**

The purpose of this project is to connect pedestrians from Downtown Crozet to the Claudius Crozet Park. To provide ADA/pedestrian accommodations and crosswalks from Crozet Avenue to the existing sidewalk along Hill Top Street leading to the Claudius Crozet Park.

**Select primary category of eligibility even if other categories may apply.**

Construction of bicycle and pedestrian facilities

**Does this project qualify as a “Safe Routes to School” project based on this criteria below?**

- Eligible infrastructure activity
- Project is located within 2 miles of an elementary / middle school (K-8th)

Yes

**Do you wish to pursue this as a SRTS project?**

No

## **\$** Funding

Project Funding

**Do you plan to use third-party donations to meet all or part of the 20% local match requirement?**

No

## **▶▶** Project's Readiness to Proceed

Project's Readiness to Proceed

**Has design work started?**

No

**The ability to secure right of way (including easements) needed for a project is critical to a project's success; which of the following best describes the right of way situation for this project:**

Right of way has not yet been secured for this project (includes when RW acquisition has started but not been completed)

 Supporting Documents

## Current Attachments

| Description                              | Attachment Type             | File Name                             |
|--|-----------------------------|---------------------------------------|
| Tabor- Hilltop Project Cost Estimate     | Detailed Cost Estimate      | Tabor - Hilltop Cost Estimate.pdf     |
| Tabor Hilltop Preliminary Sketch         | Project Sketch              | 2019-05-21_Tabor Sidewalk Exhibit.pdf |
| Tabor Street Scoping Report              | Planning Study/Safety Study | Tabor Street Scoping Report.pdf       |
| Tabor Street Centerline and Posted Speed | Planning Study/Safety Study | Tabor_Ctrline_and_Posted_Speed.pdf    |
| Tabor Sketch                             | Project Sketch              | Tabor_RecordDrawing.pdf               |
| Tabor Sketch 2                           | Project Sketch              | Tabor_Survey_25-Scale.pdf             |



Virginia Department of Rail and Public Transportation  
600 East Main Street, Suite 2102  
Richmond, VA 23219  
(804) 786-4440



VDOT Central Office  
1401 East Broad Street  
Richmond, VA 23219  
(804) 367-7623 (toll-free)  
711 (hearing impaired)

© 2019 Commonwealth Transportation Board



TA Set-Aside Pre-Application

## Hydraulic Road Shared Use Path

Project Status: Pre-Screening

Organization: Charlottesville City  
Project ID: 5694-Pre

General

### 1. Project Sponsor

**Organization**

City of Charlottesville, VA

**Point of Contact**

Chris Gensic

**Email**

gensic@charlottesville.org

**Phone**

(434) 970-3656

### Project Information

**Project Title**

Hydraulic Road Shared Use Path

**Provide a description of the project and a clearly defined scope of the improvements to be made utilizing Transportation Alternatives funds. Should additional space be needed, please use the Upload Supporting Documents feature. Label the document "Project Description".**

Design and construction of the continuation of the 250 Bypass Shared Use Path along Hydraulic Road to connect to existing Hillsdale Drive Shared Use Path, future Meadow Creek Trails and possibly Holiday Drive (depending on funding and project costs).

**Select primary category of eligibility even if other categories may apply.**

Construction of bicycle and pedestrian facilities

**Does this project qualify as a “Safe Routes to School” project based on this criteria below?**

- Eligible infrastructure activity
- Project is located within 2 miles of an elementary / middle school (K-8th)

Yes

**Do you wish to pursue this as a SRTS project?**

Yes

## **\$ Funding**

Project Funding

**Do you plan to use third-party donations to meet all or part of the 20% local match requirement?**

No

## **▶▶ Project's Readiness to Proceed**

Project's Readiness to Proceed

**Has design work started?**

No

**The ability to secure right of way (including easements) needed for a project is critical to a project's success; which of the following best describes the right of way situation for this project:**

All right of way required is publicly owned (local and/or state)

 Supporting Documents

Current Attachments

| Description   | Attachment Type        | File Name                                       |
|---------------|------------------------|---|
| Cost Estimate | Detailed Cost Estimate | HydraulicMichieDraftCostEstimate.xls            |
| Concept Map   | Project Sketch         | HydraulicMichieSharedUsePathBasicConceptMap.pdf |



Virginia Department of Rail and Public Transportation  
600 East Main Street, Suite 2102  
Richmond, VA 23219  
(804) 786-4440



VDOT Central Office  
1401 East Broad Street  
Richmond, VA 23219  
(804) 367-7623 (toll-free)  
711 (hearing impaired)

© 2019 Commonwealth Transportation Board



Revenue Sharing Pre-Application

## Moore's Creek Greenway- Sunset Ave to Old Lynchburg Rd

Project Status: Pre-Screening

Organization: Albemarle County  
Project ID: 5876-Pre

### General

#### Project Information

| Project Title  | Locality's Priority # | Route # |
|--|-----------------------|---------|
| Moore's Creek Greenway- Sunset Ave to Old Lynchburg Rd | 3                     | 780     |

**Local Road Name, if available**  
Old Lynchburg Rd

| Project Type | Scope of Work   |
|--------------|-----------------|
| Construction | Bikeways/Trails |

#### Project Short Description

Construct Shared-use Path Greenway Trail from Sunset Ave to Old Lynchburg Rd including a pedestrian crossing at Old Lynchburg Rd to connect to Azalea Park path. Also include sidewalk and bike facilities south on Old Lynchburg Road to Doncaster Lane.

| Locality         | VDOT Organization |
|------------------|-------------------|
| Albemarle County | Culpeper          |

#### Priority Selection Criteria

| <b>CTAC Membership Roster - updated 7/10/2019</b> |                       |                        |
|---|-----------------------|------------------------|
| <b>Name</b>                                       | <b>Representation</b> | <b>Term Expiration</b> |
| Travis Pietila                                    | Charlottesville       | 4/3/2020               |
| Mike Smith  | Charlottesville       | 6/30/2021              |
| Ray Heron   | Charlottesville       | 11/6/2019              |
| Mike Dunn   | Albemarle             | 7/1/2020               |
| Donna Chen  | MPO                   | 3/27/2022              |
| Adam Moore  | Charlottesville       | 4/3/2020               |
| Tim Keller  | Albemarle             | 1/23/2022              |
| Gary Heaton                                       | Charlottesville       | 11/8/2021              |
| Marty Meth  | Albemarle             | 4/3/2020               |
| Fran Hooper                                       | Albemarle             | 4/3/2017               |
| David Shreve                                      | Albemarle             | 4/3/2016               |
| Stuart Gardner                                    | MPO                   | 5/22/2022              |
| Vacant  | MPO                   |                        |