

**MPO Policy Board Meeting**  
 Minutes, September 28, 2022

**DRAFT**

Video of the meeting can be found here:  
[https://www.youtube.com/watch?v=x\\_odjHKfcG0](https://www.youtube.com/watch?v=x_odjHKfcG0)

VOTING MEMBERS & ALTERNATES		STAFF	
Ann Mallek, Albemarle	x	Lucinda Shannon, TJPDC	x
Ned Gallaway, Albemarle	x	Gretchen Thomas, TJPDC	
Brian Pinkston, Charlottesville	x	Christine Jacobs, TJPDC	x
Lloyd Snook, Charlottesville	x	Sara Pennington, Rideshare	x
Sean Nelson, VDOT	x	Chuck Proctor, VDOT	x
Stacy Londrey, VDOT (alternate)	x	Ryan Mickles, TJPDC	x
		David Blount, TJPDC	x
NON-VOTING MEMBERS		GUESTS/PUBLIC	
Ted Rieck, Jaunt	x	Neil Williamson	x
Sandy Shackelford, TJPDC	x	Kevin McDermott	x
Julia Monteith, UVA	x	Brennen Duncan	x
Garland Williams, CAT	x	Neil Williamson	x
Wood Hudson, DRPT	x	Sean Tubbs	x
Richard Duran, FHWA		James Freas	x
Ryan Long, FTA			
Lee Kondor, CTAC	x		
Chuck Proctor, VDOT	x		
Michael Barnes, VDOT (alternate)	x		

**1. CALL TO ORDER (MINUTE 0:00)**

The MPO Policy Board, Chair, Mr. Ned Gallaway, presided and called the meeting to order at 2:00 p.m. Chair Gallaway took attendance to validate that a quorum was present.

**2. MATTERS FROM THE PUBLIC (MINUTE 1:49)**

- a. **Comments by the Public:** None.
- b. **Comments provided via email, online, web site, etc.:** None.

**3. GENERAL ADMINISTRATION\* (MINUTE 2:15)**

Review and Acceptance of the Agenda\* (Minute 2:15)

**Motion/Action:** Supervisor Mallek made a motion to accept the agenda. Mayor Snook seconded the motion and it passed unanimously.



Approval of the July 27, 2022 Regular Meeting and August 26, 2022 Special Meeting Minutes (Minute 2:38)

**Motion/Action:** Supervisor Mallek made a motion to approve the July 27, 2022 minutes. Mayor Snook seconded the motion and the motion passed unanimously.

**Motion/Action:** Supervisor Mallek made a motion to approve the August 26, 2022 special meeting minutes. Mayor Snook seconded the motion and the motion passed unanimously.

**4. REMOTE PARTICIPATION AND VIRTUAL MEETING POLICY (MINUTE 3:19)**

Mr. Blount reviewed the draft Remote Participation and Virtual Meeting Policy. Remote participation under such a policy is authorized by § 2.2-3708.3 of the Code of Virginia, for the MPO Policy Board and for any committee created by or under the authority of the Policy Board. With adoption, this policy would replace the previous remote meeting policies.

**Motion/Action:** Councilor Pinkston made a motion to adopt the Remote Participation and Virtual Meeting Policy. Supervisor Mallek seconded the motion and the motion passed unanimously.

**5. REVISIONS TO THE FY23 UNIFIED PLANNING WORK PROGRAM (UPWP) (MINUTE 7:44)**

Ms. Shackelford reported to the Policy Board that there were necessary revisions to the previously adopted FY23 UPWP due to adjustments in the actual funding allocations from the estimated amounts that were used to prepare the original FY23 UPWP. The amount of PL funding increased by \$46,145 from the estimated amounts; and the amount of FTA rollover funding from FY22 decreased by \$1,174. In addition, the FY22 rollover no longer needed to be dedicated as the MPO's match contribution to the Transit Governance Study Technical Assistance Grant, although the Transit Governance Study is still identified as a specified task in the UPWP. The additional FY23 PL funding was added to the On-Call Services task in the UPWP, the \$1,174 reduction in FTA funding was removed from the Transit Governance Study line item, and the FY22 rollover funding was redistributed across all the tasks in the UPWP in order to spend down the FY22 contract in full before starting to bill to the FY23 FTA contract.

**Motion/Action:** Supervisor Mallek made a motion to approve the proposed amendments to the FY23 UPWP as presented by staff. Councilor Pinkston seconded the motion and the motion passed unanimously.

**6. LONG RANGE TRANSPORTATION PLAN 2050 (MINUTE 13:33)**

Ms. Shackelford presented the Policy Board with the draft Scope of Work for the development of the 2050 Long Range Transportation Plan. She reviewed the overall purpose of the plan, the committee responsibilities, the plan elements, and general methodology. She then reviewed the draft goal categories, discussed the use of metrics to evaluate system needs and prioritize projects, and reviewed the general planned approach to public engagement and the key initiation points.

**Motion/Action:** Supervisor Mallek moved to endorse the Long Range Transportation Plan 2050 approach as proposed by staff. Councilor Pinkston seconded the motion and the motion was approved unanimously.

**7. STAFF UPDATES (MINUTE 1:16:17)**

Safe Streets and Roads for All Grant Application

Ms. Shackelford shared an overview of the grant application the TJPDC submitted to develop a multi-jurisdictional application to develop a Comprehensive Safety Action Plan. All six jurisdictions within the TJPDC are supporting the grant application and committed funding towards the required local match. TJPDC staff is working with VDOT to conduct a safety and crash analysis for all the jurisdiction within the region starting early in 2023. This analysis will support work towards the development of a Comprehensive Safety Action Plan if the grant is awarded, but will be beneficial to the localities regardless.

Regional Transit Visioning Plan

Ms. Shannon provided an update on the development of the final draft of the Regional Transit Visioning Plan, including survey participation and the schedule for the presentation of the final plan recommendations to the Regional Transit Partnership on October 27<sup>th</sup>.

Transit Governance Study

Ms. Shannon noted that the TJPDC is currently developing the membership for the Steering Committee and that staff is working with consultants to schedule the kick-off meeting.

Rideshare

Ms. Pennington shared that we are participating with DRPT's Discover Transit statewide initiative mostly promoting the Afton Express service, which is also celebrating it's one-year anniversary. RideShare Month promotions will begin in October, and will be part of a state initiative.

**8. ROUNDTABLE UPDATES (MINUTE 1:30:22)**

**Jaunt:** Mr. Rieck shared that Jaunt is finishing up its alternative fuel study considering hydrogen fuel cells, electric, and CNG. Jaunt is working on FY24 budget developing and are facing some funding challenges for operations in the urban areas that will be major topics of discussion.

**UVA:** UVA is beginning onboarding of electric buses. UVA is currently studying the changes that are needed to support the deployment of the new technology.

**CAT:** Mr. Williams shared that CAT is halfway through its alternative fuels feasibility study, and will be doing more engagement with fuel providers for the second portion of the study. Initial study looks at the number of electric vehicles that can be added to the fleet, but the second phase will also include CNG. CAT is about to begin procurement for a consultant to complete the required Transit Strategic Plan.

**CTAC:** Mr. Kondor stated that CTAC is following the LRTP 2050 process very closely.

**VDOT:** Mr. Barnes shared that VDOT staff is wrapping up the review of the SMART Scale Round 5 applications.

**Albemarle County:** Mr. McDermott shared Albemarle County’s plans to submit a Reconnecting Communities grant application to reduce the barrier that Route 29 presents to multi-modal travel in the area. The County is coordinating with Charlottesville on the application. Albemarle County also received a RAISE grant to conduct a planning study for a shared use trail through the County to connect to the western Charlottesville boundary to the entrance of the Blue Ridge Tunnel.

**TJPDC:** Ms. Jacobs shared that the TJPDC is actively working on hiring for the open transportation planner position.

**VDOT:** Mr. Nelson provided updates on the construction of the roundabout at 250 and 151 and shared some of the complications that they have been experiencing during the construction due to large trucks losing their brakes while coming down the mountain towards the intersection. VDOT is adding a permanent truck arrest system to improve safety. The project should be completed by the first quarter of FY23. The CTB will be meeting in October to make funding decisions about the Hydraulic/29 SMART Scale project bundle.

**VDOT:** Ms. Londrey shared that there were 412 SMART Scale applications throughout the state. She also shared that once they wrap up SMART Scale project evaluations, the Revenue Sharing and Transportation Alternatives applications will be opening up. She shared information about the new grant opportunity to help small localities apply for the Transportation Alternatives Program funds.

**Albemarle:** Supervisor Gallaway shared that the Rio Road Corridor Study was presented to the Board of Supervisors in June. He is hopeful that the corridor studies will inform the recommendations developed in the Safe Streets and Roads for All grant if it is awarded.

**9. ITEMS ADDED TO THE AGENDA (MINUTE 1:46:16)**

None.

**10. ADDITIONAL MATTERS FROM THE PUBLIC (MINUTE 1:46:19)**

None.

**ADJOURNMENT:** Mr. Gallaway adjourned the meeting at 5:47 p.m.

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