

Memorandum

To: Regional Transit Partnership
From: Jessica Hersh-Ballering, Transportation Planner
Date: March 25, 2021
Topic: FY22 Regional Transit Partnership Work Plan

Purpose: The purpose of the work plan that follows this memo is to create a roadmap for the Regional Transit Partnership's activities for the coming fiscal year.

Background: Previous activities of the Regional Transit Partnership have been guided by the 2018 strategic plan. We have largely completed all of the "short term goals" identified in the 2018 strategic plan. And, because of the regional transit visioning process currently underway, we are poised to address many of the strategic plan's "longer term goals."

In order to ensure that the Regional Transit Partnership continues to engage in activities that are consistent with the Partnership's mission and are mutually beneficial to its members, TJPDC staff have created a draft work program for the coming fiscal year, which begins on July 1, 2021.

Activities 1, 2, and 3 are essential to the continued functioning of the Regional Transit Partnership. Items 4 and 5 represent optional additional activities.

Recommendation:

TJPDC staff request that the Regional Transit Partnership review and provide feedback on their interest in activities #4 and #5 and their sub-activities. Specifically, which of those sub-activities do RTP members want to accomplish in the coming fiscal year vs postpone to future work programs? Furthermore, are there any activities that you would like to add to this or a future work program?

TJPDC staff will incorporate this feedback into a second draft of this work program, which will be presented at the Partnership's April meeting, where the membership may request further adjustments or vote to approve the work program.

Please send any questions to Jessica Hersh-Ballering at jballering@tjpd.org.

FY-2022 Regional Transit Partnership Work Program

July 1, 2021-June 30, 2022

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Plan Purpose: The purpose of this plan is to create a roadmap for the Regional Transit Partnership's activities for the coming fiscal year. This plan identifies each activity, giving a brief description of each and outlining the specific tasks to be undertaken to accomplish each activity.

Essential Activities:

Activity 1: Program Administration

Description: The TJPDC will staff meetings of the Regional Transit Partnership by preparing agendas and materials, writing minutes, handling public participation, and updating committee websites. TJPDC staff will work to share transportation-related information with voting and non-voting members of the Regional Transit Partnership, local officials, the MPO Policy Board/TJPDC Commission meetings, and the general public.

Activity 2: Transit Grant Support

Sub-activity 2a: Regional Transit Vision Plan Support

Description: The Regional Transit Vision Plan is largely supported by grant funding from the Virginia Department of Rail and Public Transit, as well as local match from the City of Charlottesville and Albemarle County. TJPDC staff will facilitate the Regional Transit Partnership's full participation in the Regional Transit Vision Plan process as the plan's official advisory group. TJPDC staff will engage in additional tasks necessary to improve the effectiveness of grant-funded activities.

Sub-activity 2b: Identify Transit Funding Opportunities and Support Transit Funding Applications

Description: The TJPDC staff will work to identify additional funding opportunities for transit, share those opportunities with the Regional Transit Partnership, and support transit agencies and other eligible organizations in their funding applications. TJPDC staff will include the Regional Transit Partnership in the Smart Scale process, specifically identifying transit projects eligible for Smart Scale and seeking Regional Transit Partnership input regarding transit-related components of other projects.

Activity 3: Lead-in to FY23 strategic plan

Description: A new round of strategic planning is needed in fiscal year 2023 to allow the Regional Transit Partnership to refine and update its mission, vision, and goals. TJPDC staff will develop a scope of work for a new strategic planning process and develop a Request for Proposals for third-party consultants to aid the Partnership's strategic planning process.

Optional Activities:

Activity 4: Information Sharing

Sub-activity 4a: Spring Peer-City Virtual Workshop Series

Description: In order to address item #4 identified under “Short Term Goals” in the 2018 Regional Transit Partnership strategic plan, TJPDC staff will establish three virtual workshops, each with a “peer city,” with one of those cities being Blacksburg, VA. These workshops are intended for Regional Transit Partnership members and the staff/leaders from the peer city to discuss their transit hurdles and successes and learn from each other.

Sub-activity 4b: Ongoing “Transit as Transportation” Informational Series

Description: TJPDC staff will invite knowledgeable speakers to Regional Transit Partnership meetings to share information regarding regional, state, and local transportation projects that may impact local public transit operations and investment. Such presentations may include, for example, a description of planned changes to east coast Amtrak routes, ridership data from the Afton Express, or the ways in which transit is being addressed in a local transportation corridor study.

Sub-activity 4c: Ongoing “Transit in Policy” Informational Series

Description: TJPDC staff will invite knowledgeable speakers to Regional Transit Partnership meetings to share information regarding best practices to include transit in transit-adjacent planning and policy, such as climate action plans and housing policy.

Activity 5: Subcommittee Wrap-up Activities

Sub-activity 5a: Equitable Driver Appreciation Project

Description: TJPDC staff will work with the standing subcommittee on this topic to continue to gather information on transit agency driver compensation and appreciation with the ultimate goal to create a public document that informs potential hires of the short- and long-term benefits of choosing to work with each transit agency. The goal of this document is to better inform potential hires, thus reducing turnover for transit agencies.

Sub-activity 5b: Ridership Reporting Project

Description: TJPDC staff will work with the standing subcommittee on this topic to continue to gather information on transit ridership and other relevant metrics with the ultimate goal to create a template for a periodically published report that allows the transit agencies to easily share and compare operations data in a meaningful way. This report will also be available to the public.