

AGENDA
MPO Technical Committee
Tuesday, November 16th, 2021
10:00 AM Virtual Meeting via Zoom

This meeting will be conducted using video/phone conferencing. Use the link below to access the meeting.

<https://us02web.zoom.us/j/87989814300?pwd=N3B3QlJQQlRvT3ZscWdmaS9obFk2dz09>

Meeting ID: 879 8981 4300

Passcode: 334069

Item	Time	Description
0	10:00-10:05	Attendance and Emergency Statement
1	10:05-10:10	Matters from the Public: limit of 3 minutes per speaker <i>Members of the Public are welcome to provide comment on any public-interest, transportation-related topic, including the items listed on this agenda – limit three minutes per speaker</i>
2	10:10-10:15	Approval of draft meeting minutes* • See September 21st, 2021 MPO Tech Minutes DRAFT
3	10:15-10:30	Virginia Transit Equity and Modernization Study – Wood Hudson (DRPT) • Presentation and discussion
4	10:30-11:10	Round 5 SMART SCALE Changes – Chuck Proctor (VDOT) • Presentation and discussion
5	11:10-11:20	SMART SCALE Project Updates • VDOT Project Pipeline – Chuck Proctor (VDOT) • Rivanna River Bike/Ped Crossing – Sandy Shackelford (CA-MPO)
6	11:20-11:35	Staff Updates • Budget and Work Plan – Sandy Shackelford (CA-MPO) • RideShare and Transit Promotions – Sara Pennington (RideShare) • TIP Adjustments – Lucinda Shannon (CA-MPO) • Upcoming Transit Vision Plan Public Meeting – Lucinda Shannon (CA-MPO)
7	11:35-11:55	Roundtable Updates
8	11:55-12:00	Additional Matters from the Public: Limit of 3 minutes per speaker <i>Members of the Public are welcome to provide comment on any public-interest, transportation-related topic, including the items listed on this agenda – limit three minutes per speaker</i>

* A recommendation to the Policy Board and/or vote is expected for this item

Upcoming Meetings:

MPO Policy Board (Rescheduled due to Thanksgiving): December 7th at 4pm

MPO Tech Committee (3rd Tuesday): January 18th at 10am

NOTICE of ELECTRONIC MEETING:

This meeting of the Charlottesville-Albemarle Metropolitan Planning Organization Technical Committee is being held pursuant to *Code of Virginia* § [2.2-3708.2](#), which allows a public body to hold electronic meetings when the locality in which it is located has declared a local state of emergency, and the catastrophic nature of the emergency makes it impracticable or unsafe to assemble a quorum in a single location, and the purpose of the meeting is to provide for the discharge of its lawful purposes, duties, and responsibilities.

This meeting is being held via electronic video and audio means through Zoom online meetings and is accessible to the public. There will be an opportunity for public comment during that portion of the agenda.

Notice has been provided to the public through notice at the TJPDC offices, to the media, web site posting and agenda.

The meeting minutes will reflect the nature of the emergency, the meeting was held by electronic communication means, and the type of electronic communication means by which the meeting was held.

A recording of the meeting will be posted at www.tjpd.org within 10 days of the meeting.

MPO Technical Committee Meeting

Draft Minutes, September 21, 2021

Video of the meeting can be found at <https://www.youtube.com/watch?v=PHxZxReTEZU>

VOTING MEMBERS & ALTERNATES		STAFF	
Alex Ikefuna, Charlottesville	x	Sandy Shackelford, TJPDC	x
Jeanette Janiczek, Charlottesville		Lucinda Shannon, TJPDC	x
Rory Stolzenberg, Charlottesville PC	x	Gretchen Thomas	x
Kevin McDermott, Albemarle	x		
Jessica Hersh-Ballering, Albemarle	x		
Tim Keller, Albemarle PC	x	NON-VOTING MEMBERS	
Chuck Proctor, VDOT	x	Tony Cho FTA	
Stacy Londrey, VDOT (alternate)			
Christine Jacobs, TJPDC	x		
Stephen Johnson, Jaunt		GUESTS/PUBLIC	
Bill Palmer, UVA		Ben Fry	x
Patrick Clark, UVA (alternate)		Peter Krebs, PEC	x
Juwhan Lee, CAT		Sean Tubbs	x
Wood Hudson, DRPT	x		
Sara Pennington, Rideshare	x		
Richard Duran, FHWA			
Jeanette Janiczek, Charlottesville			

Note: The City of Charlottesville has declared a local state of emergency due to the COVID-19 pandemic and the nature of this declared emergency makes it impracticable or unsafe for the Thomas Jefferson Planning District Commission to assemble in a single location in the city. This meeting was held utilizing electronic virtual communication with the Zoom software application, and in accordance with virtual meeting provisions contained in Code of Virginia § [2.2-3708.2](#). A recording of the meeting was made available to the public on September 22, 2021 at <https://www.youtube.com/watch?v=PHxZxReTEZU>

1. CALL TO ORDER:

The MPO Technical Committee Chair, Rory Stolzenberg, presided and called the meeting to order at 10:00 a.m. Lucinda Shannon took attendance by roll call, and certified that a quorum was present. Mr. Stolzenberg read the Notice of Electronic Meeting and Commissioner and Public Protocol.

2. MATTERS FROM THE PUBLIC (MINUTE 1:15):

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

3. APPROVAL OF DRAFT MEETING MINUTES (MINUTE 1:24):

Motion/Action: Tim Keller made a motion to approve the minutes, Kevin McDermott seconded and the motion passed unanimously.



4. RIVANNA RIVER BIKE AND PEDESTRIAN CROSSING STAKEHOLDER ENGAGEMENT (MINUTE 2:02):

Ms. Shackelford reminded the committee of the timeline and the status of the process. The Stakeholder Advisory Committee is being created and will be moving forward together in the future. Ms. Shackelford asked the committee for feedback on who else might be important to have on the list of stakeholders. There was a discussion about parking concerns that have been raised and other consideration factors that need to be addressed.

Motion/Action: Kevin McDermott recommended that the list created be presented to the Policy Board, Ms. Jacobs seconded and the motion passed unanimously.

5. SMART SCALE CULPEPER DISTRICT PROJECT PIPELINE PROCESS (MINUTE 39:36):

Chuck Proctor said there was a kick-off meeting for the projects with the stakeholders. Crash and count data is being collected now and the info will be brought to the stakeholders in October with suggestions for resolving those issues. There will be a website that goes live on September 28 available for public consumption, in addition to a media push to make the public aware of the process. There will be public outreach later in the year to get input.

6. NORTH 29 CORRIDOR STUDY UPDATE (MINUTE 1:05:10):

Lucinda Shannon gave an update on the North 29 Corridor study. There was a public meeting last week with a large turnout. There is a survey available on the website to get additional information and comment which ends at the end of September.

7. STAFF UPDATES (MINUTE 1:09:40):

Ms. Shackelford said one of the items approved for the UPWP was to complete a strategic plan for the MPO. There will be a consultant retained to get this completed.

Tentatively, the next meeting will be in person next month, barring any motion from the City.

Lastly, there will be a joint MPO meeting in October with the SAW MPO in Staunton.

Ms. Pennington said Rideshare is working with CAT, Jaunt and UTS for Try Transit. The program is in place to reinforce how easy it is to take transit and how to address any obstacles that the public may feel exist. There will be information shared weekly in October on this program.

The Afton Express launched on Sept 1 and so far, there are 11 – 22 trips per day. Ridership is slowly ticking up. There will be additional marketing and advertising efforts in the future.

8. ROUNDTABLE UPDATES (MINUTE 1:17:40):

Wood Hudson shared that the Transit Equity and Modernization Study is wrapping up the data collection phase. The data will be presented to the General Assembly in December. Would like to get on the November MPO Technical Committee's agenda to discuss the results.

Smart Scale: If you are considering a project with a transit element or if it is going to be transit-specific, please contact him.

Transit Ridership Incentive Program (TRIP): Shared info on a new statewide program that their team is looking at applicants. If interested, there is additional info on the DRPT website.

Virginia Breeze: The bus service is being expanded. There are now five Routes with the additional of the Highlands Rhythm route that runs from Bristol to Northern Virginia via I-81.

Inner City Bus: There is a one-time FDA grant opportunity open right now for inner city bus companies to receive financial assistance for the impact of Covid-19. Edibility and criteria data are on the FTA website.

The VA Passenger Rail Authority is hosting a meeting on September 28. It will be an in-person meeting but also broadcast on www.VPRA.Virginia.gov. There is additional info on the website.

The Freight Rail Enhancement to Increase Goods and Highway Throughput (FREIGHT) grant program is being reviewed by the CTB Extension of Train routes. It should be adopted by CTB at their December meeting. Look for additional information on their website.

Mr. Hudson is working on the Virginia state rail plan currently and there has been a great deal of engagement on it.

Lastly, he said the DRPT is monitoring a lot of the performance measures and it will need to demonstrate a number of variables for grant funding in the future.

Kevin McDermott said Albemarle is excited to get underway on a number of locally-administered sidewalk projects.

He also reported that the Rio Road Corridor study is ongoing on now from the City to the County line with lots of opportunity for public engagement.

He went on to say that the Crozet Master Plan is advancing to the board next month for final approval.

Lastly, he said the County is preparing to submit revenue sharing grant applications for this year.

Alex Ikefuna said there is a new NDS Director, James Fritz. There will be a combination of housing, redevelopment and grants administration departments. Secondly, the Planning Commission is meeting tonight (9/21/21) to discuss the comprehensive plan. The joint public hearing is scheduled for October.

Rory Stolzenberg had nothing more to add.

Christine Jacobs reported that the TJPDC is hiring for a Transportation Planner III/IV and are exploring the possibility of a grant to look at the process for the LRTP process.

Chuck Proctor said VDOT is trying to get with localities to see what project they will be submitted for Smart Scale. They currently have the Rivanna River Crossing, the pipeline projects, and the North 29 corridor study going on.

Rory Stolzenberg welcomed Jessica Hersh-Ballering to the committee.

10. MATTERS FROM THE PUBLIC (MINUTE 1:35:44): None.

ADJOURNMENT: Mr. Stolzenberg adjourned the meeting at 11:35 a.m.

Memorandum

To: MPO Tech
From: Sandy Shackelford, Director of Planning & Transportation
Date: November 9, 2021
Reference: Unified Planning Work Program and Budget Update

Purpose:

Due to a staffing shortage, staff available to support the MPO FY22 Unified Planning Work Program has been very limited. As a result, we have had to prioritize the work tasks that staff has focused on, and believe it is important to make sure the MPO committees are aware of the current status of the work that is being undertaken and the status of projects identified in the work program.

Background:

The table below shows what was budgeted for the FY22 UPWP activities and our current program budget spent through the first quarter. The goal would be for the total program budget to be spent down by 25% each quarter, so the low percent expenditures for the first quarter demonstrates that we are currently unable to support all of the activities we had planned to undertake at this time. This translates to a gap of more than \$42,000 of what we would have liked to have spent and what we actually spent for the first quarter.

In the meantime, staff has worked to prioritize activities based on time sensitivity and available opportunities to leverage additional resources. We are continuing to provide staff support for the Route 29 North Corridor Study, although in a more limited capacity than originally envisioned when we began the project, have applied for a technical assistance grant through the Office of Intermodal Planning and Investment that will help support the development of a Scope of Work for our Long Range Transportation Plan, and have focused on continuing to support the development of SMART SCALE project applications for Round 5 and participating in the VDOT Project Pipeline processes, which will also identify projects eligible for SMART SCALE awards.

We planned to utilize a consultant to develop the MPO Strategic Plan but were not successful during our first round of procurement. After seeking some initial feedback from consultants we reached out to, we believe that we did not allocate enough money to attract consultants to respond given the limited staffing capacity being experienced across all sectors. Therefore, we are proposing that we allocate the \$25,684 that was set-aside for on-call services towards the MPO Strategic Plan. Given our unexpended balance to date, we believe we can easily support this additional consultant expense, which will allow us to complete a high priority task on this year's work plan.

The TJPDC is actively working to hire additional staff, with a Planner I scheduled to begin on November 22. We are still recruiting for an experienced transportation planner. We will continue to focus on highest priority activities in the short-run, and will be evaluating additional utilization of consultant services to provide agency support if needed.

We will also consider actively rolling funds over into FY23 if our spending continues to be below target. We will begin our update to the Long Range Transportation Plan next fiscal year, so rollover revenue could be used for additional consultant support in the development of that plan.

	PL	FTA	Total	% PL Spent Q1	% FTA Spent Q1
Task 1: Administration	\$37,500	\$21,500	\$59,000	19.6%	19.1%
Reporting and Compliance with Regulations	\$14,000	\$8,000	\$22,000		
Staffing Committees	\$14,000	\$8,000	\$22,000		
Information Sharing	\$9,500	\$5,500	\$15,000		
Task 2: Long Range Transportation Planning	\$102,684	\$42,600	\$145,284	12.1%	12.4%
Rt. 29 North Corridor Study	\$33,000	\$18,000	\$51,000		
2050 LRTP Scope Development	\$7,000	\$3,000	\$10,000		
MPO Strategic Plan	\$17,000	\$11,600	\$28,600		
Climate Action Initiatives	\$20,000	\$10,000	\$30,000		
On-call Services	\$25,684		\$25,684		
Task 3: Short Range Transportation Planning	\$71,000	\$45,508	\$116,508	7.3%	7.9%
TIP	\$5,000	\$2,000	\$7,000		
SMART SCALE	\$43,000	\$18,400	\$61,400		
RTP, TDM, and Bike/Ped Support	\$4,000	\$8,500	\$12,500		
Performance Targets	\$2,000	\$1,000	\$3,000		
Regional Transit & Rail Planning		\$5,000	\$5,000		
CTAC/Public Outreach	\$17,000	\$10,608	\$27,608		
TOTAL	\$211,184	\$109,608	\$320,792	11.8%	11.9%

Recommendation:

Staff is not requesting any action at this time.

If there are any questions or comments, please contact Sandy Shackelford at sshackelford@tjpd.org.

Memorandum

To: CA-MPO-Committees
From: Lucinda Shannon, Senior Regional Planner
Date: November 3, 2021
Subject: Adjustments to the Transportation Improvement Program (TIP) FY21-24

Purpose: To inform CA-MPO Committees about adjustments made to the TIP.

Summary: The following four adjustments were made to the TIP in October and November 2021.

1. Grouping Maintenance Traffic & Safety- Move \$500,000 (STP/STBG) FFY22 to MN: Preventive Maintenance and System Preservation FFY21
2. Grouping Preventive Maintenance and System Preservation- Add an additional \$500,000 (STP/STBG) FFY21 moved from MN: Traffic & Safety FFY22
3. Grouping Maintenance- Bridges. FFY22-01 STIP MOD - move \$1,016,242 (STP/STBG) FFY21 MN Traffic & Safety to FFY22; move \$93,000 (STP/STBG) from MN for Bridges to MN Traffic & Safety FFY22
4. Grouping Maintenance- Traffic and Safety Operations. FFY22-01 STIP MOD - move \$1,016,242 (STP/STBG) FFY21 MN Traffic & Safety to FFY22; move \$93,000 (STP/STBG) from MN for Bridges to MN Traffic & Safety FFY22

If there are any questions or comments, please contact Lucinda Shannon at lshannon@tjpd.org or (434) 979-7310 Ext.113.



Regional Transit Vision for the Charlottesville Area

Thomas Jefferson Planning District Commission

Virtual Public Meeting

You're
Invited!

November 18, 2021
6:30 – 8:00 PM

Learn about the effort to develop a single, unified vision for the future of transit service in the Thomas Jefferson Region.

Your feedback will help shape the values and priorities for the future of the region's public transit.

Visit the Project Website to Learn More, Register for the Event, and Take the Transit Vision Survey:

www.tinyurl.com/transitvision





Regional Transit Vision for the Charlottesville Area

Thomas Jefferson Planning District Commission

Your Opinion Matters!

¡Tu Opinión Importa!

Public Survey

Encuesta Publica

We want to hear from you if you live, work, learn, or play in the Charlottesville Area. Your feedback will help shape the values and priorities for the future of the region's public transit.

Queremos oír de usted si vive, trabaja, aprende, o juega en el Area de Charlottesville. Sus comentarios nos ayudarán a formar los valores y prioridades para el futuro del transporte público de la región.

Visit the Project Website to Learn More and Take the Transit
Vision Survey:

Visite el sitio de Internet del Proyecto para Aprender Mas y Tomar la Encuesta de
Visión de Transporte Público:

www.tinyurl.com/transitvision

REGIONAL

TRANSIT

VISION FOR THE
CHARLOTTESVILLE
AREA



SCAN ME