

Central Virginia Metropolitan Planning Organization
 816 Burks Hill Road
 Bedford, VA
 October 15, 2009
 4:00 p.m.

Agenda

1. Call to Order.....Eddie Gunter, Jr., Chair
2. Approval of the July 16, 2009 Meeting Minutes.....Eddie Gunter, Jr., Chair
3. Opportunity for Public Comment.....Eddie Gunter, Jr., Chair
4. Consideration of Resolution a Resolution Supporting the Formation of a Virginia Association of Metropolitan Planning Organizations (VAMPO)..Bob White, Staff
5. Consideration of Amending the Central Virginia Metropolitan Planning Organization's Unified Planning Work Program Fiscal Year (FY) 2010
Bob White, Staff
6. Consideration of a Resolution Supporting a Central Virginia Transportation Improvement Program Amendment for Family Alliance's Ways to Work Program.....Bob White, Staff
7. Status Report Regarding the Central Virginia Long Range Transportation Plan UpdateBob White, Staff
8. Matters from the Members.....All
9. Adjournment-Next meeting is January 21, 2009.....Eddie Gunter, Jr. Chair
10. Informational Items

Central Virginia Metropolitan Planning Organization (CVMPO)

Executive Director's Report

October 15, 2009

1. Call to Order
2. Approval of the July 16, 2009 Meeting Minutes

See attachment 2.

The minutes of the July 16, 2009 meeting of the CVMPO are attached for the members review and approval.

Recommendation: The staff recommends the CVMPO approve the attached minutes of its July 16, 2009 meeting.

3. Opportunity for Public Comment

Individuals wishing to address the CVMPO have an opportunity at this time.

Recommendation: Receive comments.

4. Consideration of Resolution a Resolution Supporting the Formation of a Virginia Association of Metropolitan Planning Organizations (VAMPO)

See attachments 4a, 4b, and 4c.

The General Assembly, through HJR 756, requested Metropolitan Planning Organizations (MPOs) within Virginia to form an association of MPOs. The purpose of the association is to recommend to the General Assembly statutory changes needed, if any, to improve transportation planning and programming in the Commonwealth. HJR 756 is attached as well as a briefing or white paper discussing the issue. The white paper captures the recent discussions regarding this matter by MPO staffs.

The CVMPO is requested to consider a resolution (attached) supporting the formation such an organization.

Recommendation: The staff recommends the CVMPO approve the attached resolution supporting the formation of an association of MPOs.

5. Consideration of Amending the Central Virginia Metropolitan Planning Organization's Unified Planning Work Program Fiscal Year (FY) 2010

See attachments 5a and 5b.

The Department of Rails and Public Transportation (DRPT) has recently revised its funding levels for MPOs. This revision is resulting in an additional \$4,663 for the CVMPO's Unified Planning Work Program (UPWP), bringing total funding available for transit related activities from \$96,406 to \$101,069. The additional funds will be used to enhance staff work on previously identified program areas. The attached UPWP highlights in red the areas that will benefit from the increase in funding. The CVMPO is asked to amend the current UPWP to allow for the inclusion of these additional funds. A resolution supporting this action is attached.

Recommendation: The staff recommends the CVMPO approve the attached resolution amending the UPWP to allow for the additional funding through DRPT.

6. Consideration of a Resolution Supporting a Central Virginia Transportation Improvement Program (TIP) Amendment for Family Alliance's Ways to Work Program.

Attachments 6a and 6b.

The Family Alliance is requesting the CVMPO amend the TIP to allow for \$700,000 in additional funding supporting its Ways to Work program. The Alliance will need to match this amount with \$700,000 of its own funds. These funds are accessed through the Federal Transit Administration's Job Access and Reverse Commute (JARC) program. The attached letter from Thomas M. Prest, CEO, Family Alliance, dated June 30, 2009, provides background on this initiative and its successful history within Region 2000. A resolution in support of this request is attached.

Recommendation: The staff recommends the CVMPO approve the attached resolution in support of the Family Alliance's request for JARC funding in support of its Ways to Work program.

7. Status Report Regarding the Central Virginia Long Range Transportation Plan Update

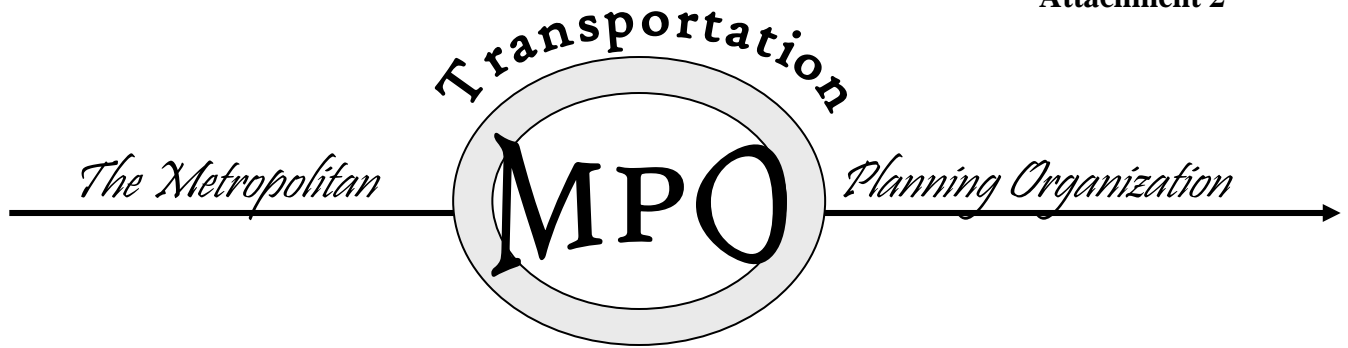
Mr. White will provide a status report for the update Plan update, currently underway.

Recommendation: Receive the report.

8. Matters from the Members
9. Adjournment-Next meeting is January 21, 2009
10. Informational Items

See attachment 10.

The attached list identifies Central Virginia Transportation Improvement Program (TIP) amendments and adjustments accomplished. The amendments have been approved by the CVMPO. The adjustments have been approved by the staff in accordance with the MPO TIP ADJUSTMENT AGREEMENT, dated July 21, 2005. These adjustments do not require CVMPO approval since they are not new projects, but rather are projects that have adjustments made primarily to their funding stream or schedule.



Central Virginia Metropolitan Planning Organization

Randolph College
 Smith Memorial building -Alice Ashley Jack Room-
 2500 Rivermont Avenue
 July 16, 2009
 4:00 p.m.

MEMBERS PRESENT

Jeff Kessler representing Rob Cary.....VDOT Lynchburg District
 Joan Foster.....Lynchburg City
 Eddie Gunter, Jr.....Campbell County
 Jack Hobbs.....Amherst Town
 David Laurrell.....Campbell County
 William Mays.....Amherst County
 Kim Payne.....Lynchburg City
 John Sharp.....Bedford County
 Harold Swisher.....Amherst Town

MEMBERS ABSENT

Kathleen Guzi.....Bedford County
 David Proffitt.....Amherst County

OTHERS PRESENT

Michael Carroll.....GLTC
 Shannon Cotulla.....Candidate for MPO rep for the Region 2000 Greenway Alliance
 Gary Christie.....Local Government Council
 Cayce Dagenhart.....Local Government Council
 Marjorie Gilley.....Local Government Council
 Robert Guercia.....VDOT
 Kelly Hitchcock.....Local Government Council
 Bob White.....Local Government Council
 Bill Wuensch.....Renaissance Planning Group

Draft Minutes

1. Call to Order Chairman

John Sharp welcomed those present and called the meeting to order at 4:04 p.m.

2. Approval of the May 21, 2009 Meeting Minutes

Upon a motion by Eddie Gunter, seconded by Jack Hobbs, the minutes of the May 21, 2009 meeting were approved as presented with the correction that John Sharp was in attendance.

3. Introduction of Shannon Cotulla, Central Virginia Metropolitan Planning Organization Representative to the Region 2000 Greenway Alliance

Mr. Bob White introduced Mr. Shannon Cotulla as the new MPO representative to the Region 2000 Greenway Alliance. Mr. Cotulla spoke of his extensive biking experiences.

4. Public Hearing: Consideration and Approval of an Amendment to the Central Virginia Transportation Improvement Program, Fiscal Years 2009-2012 (CVTIP 2009-2012)

The public hearing to receive comment on the Consideration and Approval of an Amendment to the Central Virginia Transportation Improvement Program, Fiscal Years 2009-2012 (CVTIP 2009-2012) began at 4:04 p.m. There were no comments so the hearing concluded at 4:25 p.m.

Upon a motion by Kim Payne, seconded by Jeff Kessler the CVMPO approved the Consideration and Approval of an Amendment to the Central Virginia Transportation Improvement Program, Fiscal Years 2009-2012 (CVTIP 2009-2012).

5. Status Update to the Central Virginia Long Range Transportation Plan

Bob White introduced Bill Wench from Renaissance Planning Group to join in on the discussion on the update of the plan. Mr. Wuensch and Mr. White provided an overview of the planning effort, the schedule, and a description of scenario based planning.

6. Election of Chair and Vice Chair

Bob White stated that the CVMPO needs to elect a new Chair and Vice Chair for the 2009-2010 fiscal year. The localities have been serving alphabetically, and the next Chair would be Eddie Gunter, Campbell County. The Vice Chair would be Joan Foster, City of Lynchburg.

Upon a motion by David Laurrell, seconded by William Mays, new chair Eddie Gunter and Vice Chair Joan Foster were approved unanimously by those present.

7. Matters from the Members

Jeff Kessler asked if there was interest in a secondary street training. Campbell County showed some interest.

Mr. Kessler stated that letters for the Rt. 29 Leadership Corridor study would be going out soon.

Bob White informed the group that the next Meeting of the CVMPO-October 15, 2009

8. Adjournment

Mr. Sharp adjourned the meeting at 5:00 p.m.

HOUSE JOINT RESOLUTION NO. 756

Requesting the Secretary of Transportation to support and assist in the establishment of a Virginia Association of Metropolitan Planning Organizations.

Agreed to by the House of Delegates, February 26, 2009

Agreed to by the Senate, February 24, 2009

WHEREAS, there are 14 Metropolitan Planning Organizations (MPO) operating in the Commonwealth of Virginia, all duly established pursuant to federal transportation legislation, 23 C.F.R. 450.300 series; and

WHEREAS, these MPOs are especially important in that, pursuant to federal legislation, they are, as the lead agencies, responsible for conducting the cooperative metropolitan transportation planning and programming process in their respective regions; and

WHEREAS, the transportation planning and programming decisions made by these MPOs presage the future investment and expenditure of hundreds of millions of dollars of public moneys on an annual basis; and

WHEREAS, while these MPOs are necessarily independent, whether large or small, they have numerous common interests at both the policy and technical levels, and they seek to interpret and adhere to the requirements of the same federal legislation; now, therefore, be it

RESOLVED by the House of Delegates, the Senate concurring, That the Secretary of Transportation be requested to support and assist in the establishment of a Virginia Association of Metropolitan Planning Organizations (VAMPO). The VAMPO will augment, not supplant, the duties of the individual MPOs in carrying out their respective metropolitan transportation planning and programming functions

The Secretary of Transportation is further requested to assist the Virginia Association of Planning District Commissions and the Transportation Planning Board for the National Capital Area with the determination of the scope of VAMPO activities and responsibilities best suited to the professional needs of the Commonwealth of Virginia or adopt other measures to enhance the effectiveness, professionalism and confidence of the state's MPO organizations.

In consultation with the Secretary of Transportation, Virginia's Metropolitan Planning Organizations are requested to organize the VAMPO, define its mission, and report on statutory changes, if any, that are needed to improve the statewide planning and programming of transportation programs and projects to improve and streamline the Virginia transportation development process.

The Secretary of Transportation shall submit to the Division of Legislative Automated Systems an executive summary and report of its progress in meeting the requests of this resolution no later than the first day of the 2010 Regular Session of the General Assembly. The executive summary and report shall be submitted for publication as provided in the procedures of the Division of Legislative Automated Systems for the processing of legislative documents and reports and shall be posted on the General Assembly's website.

**Virginia Association of Metropolitan Planning Organizations
(VAMPO)
White Paper
September 2009**

Purpose: In accordance with HJR756, the purpose of this White Paper is to respond to the request by the General Assembly for the Metropolitan Planning Organizations (MPOs) of Virginia to form a Statewide Association, define a mission for that Association and recommend to the General Assembly what statutory changes, if any, are needed to improve transportation planning and programming in Virginia.

As shown below, the findings and recommendations in this White Paper have been the subject of discussions and consensus among MPO Administrators and Directors in meetings and correspondence dating back to the Spring of 2009. These findings and recommendations will require concurrence from the MPO Boards.

Current Virginia MPO Status: Virginia's fourteen MPOs are little recognized in the Virginia Code but play a major role in Federal transportation law. In Federal regulations, MPOs are created in each urbanized area (population of 50,000 or more, with a density factor defined by the Census) and charged with operating a comprehensive, continuing and cooperative ("3C") transportation planning process, governed by local elected officials and other transportation interests. As a result of this "3C" process, a Long Range Transportation Plan (LRTP) is required to show what transportation projects are needed and fundable for the next two plus decades. The LRTP is updated every four or five years depending on the population of the MPO's urbanized area. In addition an annual Transportation Improvement Program (TIP) is developed to show where identified State, Federal and local transportation funds will be spent in each of the next four years to implement the project priorities of the LRTP.

In simple terms Federal regulations require that MPOs chart out what the long term, fundable vision of transportation improvements is in the LRTP, and then move those projects from the LRTP to the TIP to apply Federal and other funds to the highest priorities. This is to be completed in close communication with the State (VDOT). VDOT is required in Federal regulations with collecting all MPO TIPs, plus its own plan for rural areas, and annually assembling them into a Statewide Transportation Improvement Program (STIP).

A Unified Planning Work Program (UPWP) is also developed annually to guide staff carrying out MPO activities. As a practical matter, MPOs are also involved in Bicycle Planning, Air Quality/Transportation Planning, Congestion Management Planning, Freight Transportation Planning and a host of other related planning projects.

MPOs are automatically granted annual formula Federal planning funds from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) to complete the tasks described above.

The majority of MPOs in Virginia are housed within their corresponding Planning District Commissions (PDCs) for staff support and fiscal agent services. Exceptions include the Transportation Planning Board (TPB) Washington urbanized area, two primarily Tennessee based MPOs that extend into portions of Virginia near Bristol, and the Blacksburg-Christiansburg-Montgomery MPO housed in Montgomery County's Administration Offices. The choice of PDCs to deliver the staffing and administrative functions of the MPOs is generally based on the following benefits:

- **The desire not to create redundant or duplicative agencies or levels of government.**
- **The desire to coordinate PDC regional planning processes in Economic Development, Community Development, Hazard Mitigation, Water and Air Quality Analysis, Housing and other planning areas into the Urban Transportation Planning Process.** (Recent federal transportation legislation further reinforces the requirements of MPOs to consult and consider other planning processes within the MPO process.)
- **The desire to benefit from economies of scale in building costs, staffing costs, and other organizational costs.** (Small MPOs would have a difficult time solely providing office space and other indirect costs without sharing such costs with a PDC or local government.)
- **Coordination with the Rural Transportation Planning function delivered by PDCs.** (Some MPOs housed at PDCs have already produced combined Urban/Rural Long-Range Transportation Plans.)

Formation of the Virginia Association of Metropolitan Planning

Organizations (VAMPO): For the past several years, the Virginia Association of Planning District Commissions (VAPDC) has had a standing Transportation Committee which has hosted a variety of MPO discussions and functions. At two recent VAPDC Transportation Committee meetings, in July and August, HR 756 and the formation of a Statewide MPO Association (VAMPO) was discussed. The great majority of MPO Administrators and Directors present were in favor of forming a Statewide Association (VAMPO), although affirmative action by the MPO Boards will be required to make this a reality.

At these meetings there was a general consensus that VAMPO should be a stand-alone organization, but that VAMPO should meet in conjunction with the VAPDC, so as to combine travel and meeting costs and assure strong communications between the two organizations.

Structure: The final organizational structure of VAMPO, including By-laws, will be developed within the association's first year. Initially, the VAPDC named a “White Paper Committee” and an “Organizational Committee” at its August 25, 2009 meeting in Charlottesville. These committees are developing initial concepts to forward to the Secretary of Transportation’s office, including the present White Paper. The initial administrative support during the formation of VAMPO will be provided by the staff of VAPDC. Long-term structure and staff support will be decided following the initial meeting(s) of VAMPO. At a minimum the “Organizational Committee” will:

- Investigate structures of other states which have associations of MPOs and the American Association of MPOs (AMPO);
- Develop a set of By-laws for consideration;
- Develop a voting system in which possible candidates include: weighted voting, formalized consensus voting or some other voting system;
- Develop a staffing plan either as an extension of VAPDC services, or a separate staffing plan;
- Hold a VAMPO annual conference

Mission: At these Transportation Committee meetings, the Mission for VAMPO was discussed. Participants were in agreement that the Mission Statement for VAMPO should be as follows:

It is the mission of the Virginia Association of Metropolitan Planning Organizations to bring together the Commonwealth's MPOs to enhance the State of urban transportation planning and programming by: 1) fostering a greater spirit of partnership with the Commonwealth's transportation agencies; 2) sharing "best practices" among the MPOs, and 3) continually informing the Commonwealth's executive and legislative branches about improvements needed in Virginia transportation planning and programming, both in law and in practice.

Subject to the approval of the various MPO Boards, VAMPO’s mission will be executed as follows:

More Cooperation with Commonwealth Transportation Agencies: Over the course of the next year, VAMPO will work with VDOT and other Commonwealth Transportation Agencies to discuss and develop agreements in areas such as Memoranda of Understanding, oversight, procurement, information exchange, meeting schedules and other critical issues.

Best Practices Peer Exchange: VAMPO will serve as a forum to allow Virginia MPOs to easily learn from the most successful planning and business practices of other MPOs both in Virginia and the nation. VAMPO will organize an annual meeting or event designed for just this purpose. VAMPO will also investigate the feasibility of MPO peer exchanges or staff mentoring programs between MPOs. The details of this function will be further developed within the first year of VAMPOs establishment.

Legislative Recommendations: Two potential legislative recommendations are included below. These two recommendations are “likely candidates” for initial VAMPO discussions based on the aforementioned VAPDC Transportation Committee discussions. ***MPO Long-Range Transportation Planning Processes and the State Short Term Transportation Programming Process:*** Currently, Federal regulations task MPOs with developing LRTPs constrained by verifiable State, Federal and local funds and programming those funds to specific project priorities in the short term TIP.

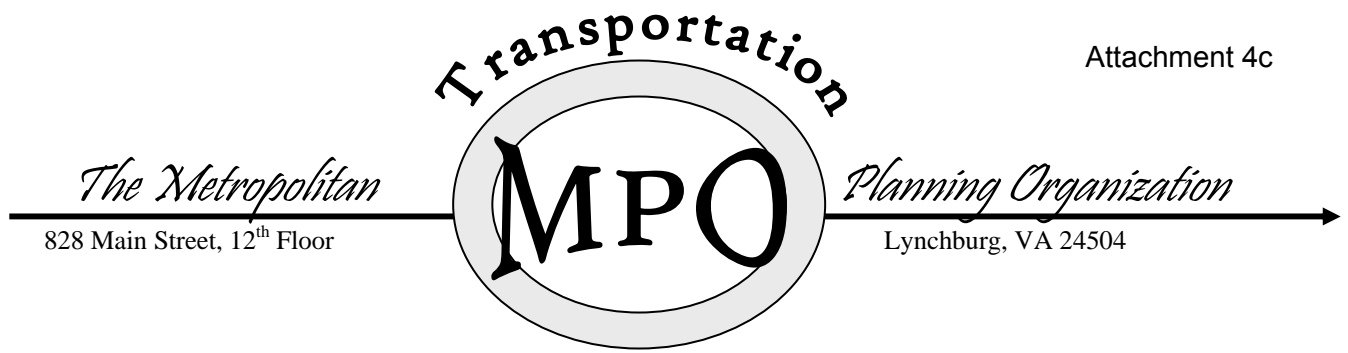
The current practice in Virginia is that the VDOT Six Year Improvement Program (SYIP) is developed by VDOT staff and the Commonwealth Transportation Board (CTB) largely independent of the MPO process. Only after the CTB adopts a SYIP are funds programmed in the TIPs. Projects selected for funding in the SYIP often differ from MPO priorities expressed in the Long Range Plans.

MPOs are then faced with either accepting the decisions in the SYIP, or challenging certain projects, with consequences such as funding on the challenged projects moving to another area in the State.

Consistent with Federal regulations, VAMPO is likely to recommend that MPOs have prior review and decision making authority in the SYIP development process for their regions. The details of this concept will be developed in discussions between the General Assembly, VDOT, and VAMPO during the 2010 Legislative Session.

Codification of MPO Roles in State Law: MPOs are well established in Federal Law, yet in the Virginia Code, MPOs are largely unrecognized and undefined. Some states, such as Florida, specifically codify MPOs at the state level. Benefits of this codification could include the recognition of the MPOs as “partners” with VDOT in planning for transportation improvements in the Commonwealth. After VAMPO is formed, it will investigate the various roles and responsibilities of MPOs to be defined within the Virginia Code, and work with VDOT and the General Assembly during the 2010 Legislative Session to recommend appropriate changes to the Virginia Code.

Final Recommendations: Virginia’s MPOs have listened to the General Assembly and are taking the task of forming VAMPO seriously. The MPOs will need the year 2010 to develop formalized procedures such as By-Laws and a staffing plan. Virginia’s MPOs respectfully request that the General Assembly take no additional action in 2010 concerning the structure of MPOs or VAMPO, thus allowing VAMPO to be formed and address the requirements of HJR756. VAMPO will report to the Secretary of Transportation and the General Assembly concerning progress achieved in the formation of VAMPO during the 2010 General Assembly Session.



**Resolution by the Central Virginia Metropolitan Planning Organization
Supporting the Virginia Association of Metropolitan Planning
Organization Concept**

WHEREAS, The Virginia General Assembly called for the formation of an association of Virginia’s Metropolitan Planning Organizations (MPOs) in HJR 756; and,

WHEREAS, HJR 756 requested that the Secretary of Transportation assist the Virginia Association of Planning District Commissions and the Transportation Planning Board for the National Capital Area with the determination of the scope of Virginia Association of MPOs activities and responsibilities best suited to the professional needs of the Commonwealth of Virginia or adopt other measures to enhance the effectiveness, professionalism and confidence of the State’s MPO organizations; and

WHEREAS, the Virginia Association of Planning District Commissions has empanelled an ad hoc committee to develop a recommended organization structure for a Virginia Association of Metropolitan Planning Organizations (VAMPO); and,

WHEREAS, the formation of VAMPO will allow Virginia’s MPOs to: 1) More effectively cooperate with state transportation agencies, 2) More effectively exchange best practices and other useful information, and 3) Recommend legislation or other policies that will allow MPOs to be more effective and efficient with the resources they have;

NOW, THEREFORE BE IT RESOLVED, that the Central Virginia Metropolitan Planning Organization endorses the concept of the formation of a Virginia Association of Metropolitan Planning Organizations (VAMPO); and,

NOW, THEREFORE BE IT FURTHER RESOLVED, that the Central Virginia Metropolitan Planning Organization encourages the VAPDC to complete its organizational recommendations for VAMPO and report back to Virginia’s MPOs once the recommendations are completed.

ATTESTED BY:

CERTIFIED BY:

Gary Christie, Secretary
 Central Virginia Metropolitan
 Planning Organization

Eddie Gunter, Jr., Chair
 Central Virginia Metropolitan
 Planning Organization

CENTRAL VIRGINIA METROPOLITAN PLANNING ORGANIZATION (CVMPO)

828 Main Street, 12th Floor
Lynchburg, VA 24504
434-845-3491

UNIFIED PLANNING WORK PROGRAM (UPWP)

Fiscal Year (FY) 2010

TRANSPORTATION TECHNICAL COMMITTEE (TTC)

RECOMMENDATION: April 9, 2009

CVMPO ADOPTION: April 16, 2009

Funding provided by the Federal Highway Administration (FHWA) the Federal Transit Administration (FTA), the Virginia Department of Transportation (VDOT), the Virginia Department of Rail and Public Transportation (DRPT) and Central Virginia Metropolitan Planning Organization (CVMPO) Local Funds

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Resolution

SECTION I

FHWA, VDOT, CVMPO FUNDED ACTIVITIES

1.00 ADMINISTRATION

1.01 General Administration & Operations

Description: This task includes ongoing activities that ensure proper management and operation of the continuing, comprehensive, and coordinated (3-C) planning process. The objectives of this task are to implement the Fiscal Year (FY) 2010 Unified Planning Work Program (UPWP) throughout the fiscal year; provide all required administrative functions including all accounting, personnel, contract, and office administration; and to support the activities of the Central Virginia Metropolitan Planning Organization (CVMPO) through preparation of agendas, attendance, and scheduling meetings, reports, minutes, and other duties as needed for the CVMPO board and subcommittees. Additionally, staff training is a component of this task.

Products: Efficient office operation, accurate financial information, preparation of quarterly reports and billings, as well as the various direct and indirect supporting roles to the CVMPO.

Additionally, staff training to enhance the transportation planning process, such as attendance at Virginia Chapter of the American Planning Association (VAPA) conferences, geographic information system (GIS) conferences, bicycle and pedestrian seminars, and other opportunities as identified.

Budget: \$38,790 staff

Completion date: June 30, 2010

1.02 Work Program Administration

Description: To meet the requirements of 23 CFR Part 420 and 23 CFR Part 450, the CVMPO, in cooperation with the Virginia Department of Transportation (VDOT) and the Virginia Department of Rail and Public Transportation (DRPT), is responsible for the development of a UPWP. This UPWP describes all regional transportation planning activities anticipated in the CVMPO area, which will utilize Federal funding. The UPWP also identifies state and local matching dollars for these Federal planning programs.

Products: UPWP for FY 2011 and amendments to the FY 2010 UPWP.

Budget: \$12,000 staff

Completion date: June 30, 2010

2.0 LONG RANGE TRANSPORTATION PLANNING

2.01 Long Range Transportation Plan Updates

Description: This task allows for the review, explanation, and update to any projects on the Central Virginia Long Range Transportation Plan, Year 2030 (Plan) in the event that a project needs to be updated before the five year update. This task addresses amendments to add or remove projects on the fiscally constrained portion of the Long Range Transportation Plan. This task will also provide for explanations of the Plan to interested parties such as CVMPO Board members or citizens.

Additionally, this task allows for the continued development of the Year 2035 update to the Plan, including project management, consultant contract administration, and other activities as needed to ensure satisfactory project completion.

Products:

- Public assistance and information, as well as preparation for any updates or amendments that is necessary.
- Continuation of the Year 2035 Plan update.
- Consultant contract management.

Budget: \$208,000; staff (\$30,000) and consultant support (\$178,000)

Completion date: December, 2010

2.02 Transportation Improvement Program

Description: Maintenance of the FY 2009-2012 Transportation Improvement Program (TIP), preparation of TIP amendments, and intergovernmental review of transportation projects.

Products: Approved TIP, TIP amendments, and intergovernmental review of transportation projects

Budget: \$5,000; staff

Completion date: June 30, 2010

3.0 TECHNICAL ASSISTANCE

3.01 General Technical Assistance (General Development and Comprehensive Planning)

Description: This task allows for assistance to localities on transportation related activities on an individual basis or CVMPO basis, as needed. This task includes, but is not limited to, providing transportation technical input and resources to the CVMPO's localities to improve the overall effectiveness and efficiency of the transportation network; promoting improved integration of the land use and transportation planning processes; and assisting with the update of local comprehensive plans to ensure land use and other elements are consistent with the statewide transportation plan and other planning documents; and other duties as requested by VDOT, FHWA, and the CVMPO.

This task allows for the development and provision of Geographic Information System (GIS) information for use with transportation projects and planning efforts. This task also provides for the enhancement and maintenance of the CVMPO transportation component of the Local Government Council's website.

This task will provide staff support for transportation related grant writing by member jurisdictions, such as transportation enhancement program, multimodal, and Safe Routes to School (SRTS) applications

This task will provide for the development of a sidewalk inventory within the CVMPO planning area.

This task will provide for SRTS groundwork to be accomplished within the City of Lynchburg to support the future development of SRTS for the City. Included in this effort will be:

- The development of a stakeholders committee consisting of City staff, School District staff, VDOT, and Region 2000 staff;
- The research and development of a travel plan;
- Development of a process to identify community priorities for SRTS funding;
- A report documenting the above.

This task will provide for continued support necessary to facilitate adoption and implementation of the pending Region 2000 Bicycle Plan. Activities will include incorporating this as a component of Bicycle Plan implementation within the MPO/TTC regular meeting format.

Additionally, staff will support VTrans (the statewide multimodal transportation plan) and the Surface Transportation Plan.

And, finally, this task will provide for flexible staff time to assist with issues that arise during the fiscal year, as well as short term projects where a locality may need assistance.

Products:

- Development and submittal of transportation related grant applications, as needed;
- Enhanced and maintained transportation component of the Commission website to include the annual work program, Long Range Transportation Plan, Transportation Improvement Program, project data, transportation studies, meeting information, public participation plan, and related information in compliance with SAFETEA-LU;
- Assistance to localities in the development of transportation priorities for the CVMPO and region;
- Creation of GIS maps for transportation planning activities and grants;
- A CVMPO GIS based sidewalk inventory;
- A report documenting SRTS activities within the City of Lynchburg;
- An amendment to the Greenways/Blueways Plan, addressing the Region 2000 Bicycle Plan;
- Assistance on other transportation related matters;
- Assisting VDOT in the update of VTrans.

Budget: \$36,905 staff

Completion date: June 30, 2010

3.02 City of Lynchburg Transportation Planning Support

Description: These tasks continue to build upon the previous transportation plan activities completed through June, 2009.

3.02.1 Comprehensive Plan-Transportation Element

Description: This task will provide for bringing the City of Lynchburg's Transportation Element into compliance with State Requirements. The effort will include the following:

Final Product: A Comprehensive Plan Transportation Element presented to the City of Lynchburg for consideration.

Budget: \$5,000; staff

Completion date: June 30, 2010

3.02.2 Multimodal Connectivity Analysis

Description: This task will provide for the examination of the streets, sidewalks, bus routes, and bicycle and pedestrian facilities to determine opportunities to enhance connectivity between the various modes.

Final Product:

- Report detailing the connectivity rating system used for evaluation, the level of connectivity for each designated area and suggestions for increasing or decreasing the connections to that area.
- A GIS layer that identifies the areas studied, as well as their level of connectivity and suggested locations that may be examined for a new connection or a decrease in the number of connections. Specific corridors will be specified.

Budget: \$12,000; staff

Completion date: June 30, 2010

3.02.3 Evaluation of Proposed Access Management Policies

Description: This task allows for the test application of proposed access management policies within certain City corridors. Potential corridors include Old Forest Road and Timberlake, subject to City confirmation. This task will allow for the following:

- Work with the City's Transportation Master Plan Workgroup to develop acceptable access management regulations to use in this study. This will allow for corridor specific detail beyond the city-wide policies addressed, previously.
- Use those access management regulations to examine the conditions on selected City streets, such as Old Forest Road and Timberlake Road, subject to City confirmation. (A preliminary evaluation of Old Forest Road has been accomplished. Further detail to support regulatory standards will be addressed.)
- Identify issues that arise from the application of these access management guidelines upon the roadways, such as 'the maximum number of traffic signals has been reached on this roadway'.
- Create a GIS layer that contains, but is not limited to, graphical information on the distance between traffic signals and driveways, suggested locations for cross and joint access for streets and sidewalks.

Products:

- A report that details the issues that arise in the application of the access management regulations to the study roadways as well as maps that show the regulations and where problem areas occur.

- A GIS layer that contains, but is not limited to, graphical information on the distance between traffic signals and driveways, suggested locations for cross and joint access for streets and sidewalks.
- A draft access management ordinance for consideration by City of Lynchburg that is ready for review by elected officials.

Budget: \$18,000; staff

Completion date: June 30, 2010

3.03 Public Participation Research

Description: This task is an evaluation of effectiveness of the CVMPO's efforts to continually improve its public participation plan. This research effort will review and report on state of the practice for MPO public participation efforts, review this information against the current CVMPO policy, suggest revisions to improve effectiveness as appropriate, and provide for consideration and possible amendments to the CVMPO's policy by the CVMPO.

Product: A report summarizing the results of the above referenced activities and possible amendments to the CVMPO's public participation policy.

Budget: \$10,000; staff

Completion date: June 30, 2010

3.04 Environmental Justice

Description: Ongoing public consultation and public participation to provide guidance in transportation planning. Our planning process should be inclusive and work to fairly allocate benefits to concentrations of poverty, minority, disability, limited English proficiency or any other federally protected groups.

In order to ensure compliance and enhancement of Environmental Justice and Title VI regulations the CVMPO will report as required to VDOT's Civil Rights Division regarding the CVMPO's activities and practices and keep track of all Environmental Justice and Title VI issues for all projects in the UPWP.

Products: Documented Environmental Justice and Title VI response to VDOT's Civil Rights Division, as requested.

Budget: \$2,000; staff

Completion date: June 30, 2010

SECTION II

FTA, VDRPT, CVMPO FUNDED ACTIVITIES

44.21.00 Program Support and Administration

Description: This task includes ongoing activities that ensure proper management and operation of a continuing, comprehensive, and coordinated (3-C) planning process. The primary objectives of this task are to implement the FY 2010 UPWP throughout the fiscal year; provide all required administrative functions, including all accounting, personnel, contract, and office administration; and to support the activities of the CVMPO through preparation of agendas, attendance and scheduling meetings, reports, minutes, and other duties as needed for the CVMPO board and subcommittees. This task allows for amendments to the current UPWP and preparation of the FY 2011 UPWP.

Product: Efficient office operation, accurate financial information, preparation of quarterly reports and billing, as well as the various direct and indirect supporting roles to the CVMPO; amendments to the UPWP; and preparation of the FY 2011 UPWP.

Budget: \$23,000

44.22.00 General Development and Comprehensive Planning

Description: This item allows for ongoing transportation planning support services for GLTC and the CVMPO. The following lists activities to be accomplished:

Provide research into the development of a long range transit plan. This effort will involve initial research for the planning process and scope of work development.

Provide assistance as requested by GLTC in the conduct of a transit development plan. GLTC is the lead in this effort. Region 2000 staff potentially will be assisting with data gathering, surveys, and project management.

Provide ongoing transit mapping services for GLTC, as requested.

Undertake the development and execution of a second customer survey for GLTC.

Update the map/display depicting Transportation Improvement Projects (TIP).

Undertake efforts to implement a Commuter Services Program. This effort will involve working closely with the Roanoke and New River Valley commuter services programs.

Products:

- Report discussing approaches to development of a long range transit plan and a potential scope of work for accomplishing this planning effort;
- Technical assistance, as requested, in support of a transit development plan;
- Customer survey for GLTC;
- Updated TIP map;
- Report on the efforts to implement a commuter services program within Region 2000.

Budget: \$62,000; \$48,749: FY 2009/2011 grant; 13,251: FY 2007/2009 grant)

44.23.01 Long Range Transportation Plan Update

Description: This task allows for the review, explanation, and update to any projects on the Central Virginia Long Range Transportation Plan, Year 2030 in the event that a project needs to be updated before the five year update. This task will also provide for explanations of the plan to interested parties such as CVMPO Board members and citizens.

This task will also allow for the continued development of the Year 2035 Plan.

Products:

- Public Assistance and information, as well as preparation for any updates that are necessary and continued development of the long range plan.
- Continued development of the Year 2035 Plan.

Budget: \$12,406

44.25.00 Transportation Improvement Program

Description: Maintenance of the FY 2009-12 Transportation Improvement Program (TIP), preparation of TIP amendments, and intergovernmental reviews of transportation projects.

Products: Approved TIP, TIP amendments, and intergovernmental review of transportation projects.

Budget: \$2,000

44.27.00 Environmental Justice

Description: In order to ensure compliance and enhancement of Environmental Justice and Title VI regulations, the CVMPO will report as required to VDOT's Civil Rights Division regarding the CVMPO's activities and practices.

Products: Documented Environmental Justice and Title VI responses to VDOT's Civil Rights Division.

Budget: \$1,663

Proposed Expenditures	FHWA	State	Local	Total	FTA5303	State	Local	Total	
1.00 Administration	\$	40,632	\$ 5,079	\$ 5,079	\$ 50,790	\$ 18,400	\$ 2,300	\$ 2,300	\$ 23,000
1.01 General Admin. & Oper.	\$	31,032	\$ 3,879	\$ 3,879	\$ 38,790				
1.02 Work Prog. Admin.	\$	9,600	\$ 1,200	\$ 1,200	\$ 12,000				
2.00 Long Range Planning	\$	170,400	\$ 21,300	\$ 21,300	\$ 213,000	\$ 11,525	\$ 1,441	\$ 1,441	\$ 14,406
2.01 Long Range Trans. Plan	\$	166,400	\$ 20,800	\$ 20,800	\$ 208,000	\$ 9,925	\$ 1,241	\$ 1,241	\$ 12,406
2.02 Transportation Imp. Prog.	\$	4,000	\$ 500	\$ 500	\$ 5,000	\$ 1,600	\$ 200	\$ 200	\$ 2,000
3.00 Short Range Planning	\$	67,124	\$ 8,391	\$ 8,391	\$ 83,905	\$ 50,930	\$ 6,366	\$ 6,366	\$ 63,663
3.01 General Development and C	\$	29,524	\$ 3,691	\$ 3,691	\$ 36,905	\$ 49,600	\$ 6,200	\$ 6,200	\$ 62,000
3.02.01 COL Comp Plan	\$	4,000	\$ 500	\$ 500	\$ 5,000				
3.02.02 COL Multimodal	\$	9,600	\$ 1,200	\$ 1,200	\$ 12,000				
3.02.03 COL Access Managemen	\$	14,400	\$ 1,800	\$ 1,800	\$ 18,000				
3.03 Public Participation	\$	8,000	\$ 1,000	\$ 1,000	\$ 10,000				
3.04 Environmental Justice	\$	1,600	\$ 200	\$ 200	\$ 2,000	\$ 1,330	\$ 166	\$ 166	1663
Subtotal				PL	\$ 347,695			DRPT	\$ 101,069
Total									\$ 448,764

Note: General Development and Comprehensive Planning is funded partially from the FY 2009/2011 5303 grant (\$46,749) and partially from the FY 2007/2009 5303 grant (\$13,251) for a total of \$60,000 of 5303 funds.

The following notes relate to VDOT funding arrangements. These funds are not controlled by the CVMPO

Surface Planning and Research (SPR) FUNDING FOR VDOT STAFF SUPPORT

ACTIVITY	Total	Federal	State
Administration	\$ 70,000	\$ 56,000	\$ 14,000
State Transportation Planning			

VDOT's Transportation and Mobility Division (TMPD), located in the Central Office, will provide statewide oversight, guidance, and support for the federally mandated Metropolitan Transportation Planning and Programming Process. TMPD will provide technical assistance to VDOT Planning Managers, local jurisdictions, regional agencies and various divisions within VDOT, in the development of transportation planning documents for the MPO areas. TMPD will participate in special studies as requested.

FY-10 Funding Available Statewide: \$500,000.

