

Region 2000 Local Government Council

**FY-2012 Rural Transportation Planning Work Program
July 01, 2011 – June 30, 2012**

**Reviewed and recommended by the Transportation Technical Committee on April 14,
2011**

Approved by the Virginia's Region 2000 Local Government Council on April 21, 2011.

Purpose and Objective

The Virginia Department of Transportation (VDOT) allocates part of the State Planning and Research (SPR) funding to provide annual transportation planning assistance for non-urbanized areas within the Commonwealth. The Rural Transportation Planning (RTP) Program was created to aid the State in fulfilling the requirements of the State Planning Process to address the transportation needs of non-metropolitan areas. Funds appropriated under 23 U.S.C. 307(c) (SPR funds) are used in cooperation with the Department of Transportation, Commonwealth of Virginia for transportation planning as required by Section 135, Title 23, U.S. Code. These Federal funds provide 80 percent funding and require a 20 percent local match.

In FY-2012 each planning district commission / regional commission will receive \$58,000 from VDOT's Rural Transportation Planning Assistance Program and each planning district commission / regional commission will provide a local match of \$14,500 to conduct rural transportation planning activities. This resource may be supplemented with additional planning funds, but note that the arrangement of all such funds involves development of a scope of work, approval and other coordination in TMPD administrative work programs.

The scope of work shall include specific activities as requested by VDOT and/or the Federal Highway Administration. The scope of work may also include activities or studies addressing other transportation planning related issues that may be of specific interest to the region. The criteria for the determination of eligibility of studies for inclusion as part of this work program are based upon 23 U.S.C. 307 (c), State Planning and Research.

FY 2012 - Program Administration (\$14,500)

Background and Objective: The purpose of this work element is to facilitate regional participation and consensus building on transportation-related issues through a continuing, comprehensive, and coordinated planning process.

1. Rural Transportation Planning Management

Description: This activity includes all program management and administrative responsibilities not directly attributable to specific program activities. There are two defined objectives of this task: (1) the administration of transportation planning work program activities; and (2) the completion of necessary contracts, invoices, progress reports, correspondence, and grant applications in support of the work program.

Deliverable Products: The primary result of this task should be a well functioning transportation program, including:

- Preparation of quarterly financial progress reports.
- Provide oversight and administration of specific projects awarded under the Rural Transportation Grant Program.
- Prepare meeting agenda minutes, resolutions, arrange for and/or attend meetings, conferences, and training.
- Preparation for and attendance at Project Management Team (Technical Committee) meetings, including any work for special committees.
- Review proposed enhancement projects as requested.
- Prepare and execute funding agreements and contracts, including contract extensions or supplements, as needed.
- Respond to requests for intergovernmental reviews, coordination.
- Review, as necessary, consultant contracts or supplements and monitor consultant contracts, negotiations, and work progress on corridor studies and plans employing consultants.
- Undertake staff training to enhance the rural transportation planning process, such as attendance at VDOT meetings and training sessions, VAPDC conferences, VAPA conferences and other opportunities as identified.
- Provide Year End Summary List of accomplishments under the Rural Transportation Planning Assistance Program.

Budget: \$11,000

2. Rural Transportation Planning Assistance Program – Scope of Work

Description: This task provides for the annual preparation of the Rural Transportation Planning Assistance Program – Scope of Work for the upcoming

fiscal year (i.e., July 1, 2012 to June 30, 2013). Any amendments or revisions to the existing scope of work are also a part of this element.

Deliverable Products: The FY 2013 Rural Transportation Planning Assistance Program – Scope of Work, which documents the activities to be accomplished by the Region 2000 Local Government Council staff in the upcoming fiscal year. It will also include any amendments or revisions to the existing scope of work.

Budget: \$3,500

SPR Funds (80%)	\$11,600
PDC Funds (20%)	\$2,900
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Total Budgeted Expenditure for Program Administration	\$14,500

FY 2012 - Program Activities (\$58,000)

Background and Objective: Address regional transportation issues that are identified by the Transportation Technical Advisory Committee and the Planning District Commission. Individual projects and work elements are described below:

3. General Technical Assistance

Description: This task allows for the assistance to localities on transportation related activities on an individual or regional basis as needed.

This task includes, but is not limited to:

- Providing transportation technical input and resources to the Council's localities outside of the MPO area to improve the overall effectiveness and efficiency of the transportation network;
- Reviewing and assisting in the updating of local comprehensive plans to ensure that land use and other elements are consistent with transportation planning elements and the statewide transportation plan;
- Other duties as required by VDOT, FHWA, and the Council;
- Development and provision of GIS information for use with transportation projects and planning efforts;
- Enhancement and maintenance of a website.
- Education, information, and referral assistance to localities on local transportation planning committees such as the 501 Coalition and local Chamber of Commerce Transportation Committees.
- Writing transportation planning grants, including enhancement and safe routes to school grants. This task includes any research and plan development necessary to support grant application efforts.
- Evaluation and review of special situations such as major traffic generators, site plans, elderly and handicapped needs, and para-transit projects, as needed.
- Finally, this task will allow for staff GIS training activities.

Deliverable Products:

- Assistance as enumerated above;
- Enhance and maintain the Commission's website transportation component;
- Enhancement, safe routes to school, or other transportation planning grant applications for local or regional projects, including supporting research and plan development products;
- Accomplished staff GIS training;

Budget: \$10,000

4. Rural Long Range Transportation Plan

Description: This task allows for the continuing development and use of the rural long range transportation planning process. Items to be accomplished include:

- Formal consideration of the Region 2000 Rural Long Range Transportation Plan;
- Consider prioritizing recommendations from the RLRP into two categories: 1) by jurisdiction and 2) by region. These lists will be provided to VDOT staff (District Planning and Investment Manager) to be used for consideration in developing the draft Six-Year Improvement Program. Examples of prioritization process used in the past include the VDOT prioritization process and the Hampton Roads TPO prioritization process:



Prioritization
Presentation

http://www.hrtpo.org/MTG_AGNDS/HRTPO/2010/July2010/P11_TPO_Prioritization.pdf

- Identify possible strategies, funding, development opportunities, etc. for implementing the top 3 recommendations in each of the two categories 1) by jurisdiction and 2) by region.
- Coordinate, as appropriate, with the Office of Intermodal Planning and Investment to identify specific locations within the Corridors of Statewide Significance in your region as identified in VTrans 2035 that would be a candidate for further study. This list will be used to assist the CTB and VDOT in determining which locations within the CoSS to study in the future.
- Coordinate and host in each member jurisdiction a day to ride and inventory major roads. The purpose is to discuss problems and potential solutions. (VDOT to provide transportation.) Participants on the ride should include: 1) the VDOT Representative on Rural Technical Committee, 2) District Local Liaison (if available), 3) City / County Engineer / Planner, 4) PDC Planner. These field trips will help build working relationships and provide an opportunity to gain local / state perspective on transportation challenges.

Deliverable Products:

- Documented formal consideration of the Region 2000 Rural Long range Transportation Plan.
- Report documenting the prioritizing consideration of the Region 2000 Rural Long Range Transportation Plan recommendations as described above.
- Report documenting consideration of strategies, funding, and development opportunities for implementing the top 3 recommendations in each of the two categories 1) by jurisdiction and 2) by region as described above
- Document or brochure documenting identification of study opportunities within the Corridors of Statewide Significance found within Region 2000 as described

above.

- Documentation regarding hosting field trips as described above.

Budget: \$24,000

5. Region 2000 On-Road Bike Facility Design Standards Manual

Description: Develop the Region 2000 On-Road Bicycle Facility Design Standard Manual

Completion of this item will represent the implementation of a Program Recommendation from the recently completed and adopted Region 2000 Bicycle Plan. The Region 2000 Bicycle Plan outlines a bicycle accommodation network and further, provides specific accommodation recommendations. However, for every bicycle accommodation type, there are numerous AASHTO and MUTCD-approved options related to signage, pavement markings, and various usage standards that can apply for similar road characteristics. This document would establish uniform design decisions across the Region 2000 area.

In addition to design standards, the document will suggest guidelines for evaluating changes in road standard policy decisions to accommodate for bicycle facilities.

Deliverable Product: The Region 2000 On-Road Bicycle Facility Design Standard Manual that will serve as the uniform facility implementation manual for Region 2000.

Budget: \$6,000

6. Bicycle and Pedestrian Recommendations

Description: Compile a list of local and regional bicycle and pedestrian recommendations and include the source of each of the recommendations. These will be used in the development or enhancement of local bike plans. The identified projects will be used by VDOT to strengthen the bicycle and pedestrian element of the next Surface Transportation Plan, allow VDOT to map the planned recommendations and provide an inventory of which jurisdictions have bicycle/pedestrian plans.

Deliverable Product: Report documenting the above.

Budget: \$2,000

7. Rural Scenic Corridor Design Guidelines

Description: Region 2000 is home to numerous rural roadways that exhibit unique characteristics derived from the surrounding natural and cultural landscape. The area contains several official Scenic Byways, including Route 130 in Amherst County, Routes 24 and 636 in Appomattox, and Route 43 in Bedford and Campbell Counties. In addition, there are Scenic Roads, Scenic Connectors, and numerous undesignated roadways that offer impressive and

expansive vistas as well as intimate and pristine experiences from bygone days, including routes lined with stone walls, ancient planted trees, and historic farmsteads.

This project would seek to identify additional road segments within Region 2000 that may be suitable for designation as Scenic Byways or Roads. In addition, best practices from around the Commonwealth and beyond would be studied and evaluated in order to compile a set of voluntary guidelines that local governments within the region could use to help preserve community character and designed roadway function within certain targeted corridors. These guidelines may include suggestions for entrance design and spacing, roadway surfaces, retention/addition of certain landscape features, signage, and zoning options (including overlays) in an effort to integrate land use and transportation initiatives.

The guidelines would be included in a bound report that would include additional information regarding corridor preservation concepts, maps of possible roadways to be preserved, and other information that can be used by local governments in comprehensive plans and other strategic documents.

Deliverable Product: Report documenting the above.

Budget: \$11,000

8. Freight Planning Support

Description: Coordinate in conjunction with VDOT a local review (through the rural technical committee) of data and information related to Virginia's freight initiatives, including identifying the location and classification of freight activity zones and responding to freight surveys prepared by VDOT. Basic research on freight planning is included in this item.

Deliverable Product: A report documenting the above.

Budget: \$5,000

SPR Funds (80%)	\$46,400
PDC Funds (20%)	\$11,600
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Total Budgeted Expenditure for Program Activities	\$58,000

FY-2012 Budget Summary

Tasks	VDOT (SPR) 80%	PDC (Match) 20%	Total 100%
<u>Program Administration</u>			
1. Rural Transportation Planning Management	\$8,800	\$2,200	\$11,000
2. Scope of Work	\$2,800	\$700	\$3,500
Total Budgeted Expenditure for Program Administration	\$11,600	\$2,900	\$14,500
<u>Program Activities</u>			
3. General Technical Assistance	\$8,000	\$2,000	\$10,000
4. Rural Long Range Transportation Plan	\$19,200	\$4,800	\$24,000
5. Bike Facilities Design Standards Manual	\$4,800	\$1,200	\$6,000
6. Bicycle and Pedestrian Recommendations	\$1,600	\$400	\$2,000
7. Rural Scenic Corridor Design Guidelines	\$8,800	\$2,200	\$11,000
8. Freight Planning Support	\$4,000	\$1,000	\$5,000
Total Budgeted Expenditure for Program Activities	\$46,000	\$11,600	\$58,000
Total Budgeted Expenditure for Program Administration and Program Activities	\$58,000.00	\$14,500.00	\$72,500.00

Signed PDC Resolution