



**Hybrid Meeting: Large Conference Room & Virtual Meeting**

Full audio/video access: <https://us02web.zoom.us/j/81774852151?pwd=dE9BcVF0STJ0TDk2Yk16UE90YW50QT09>

Audio only access by phone: +1 301 715 8592

Meeting ID: 817 7485 2151 ; Pass Code: 914148

**Thursday, December 15, 2022; 4:00 p.m.**

**Agenda**

1. **Call to Order & Establishment of Quorum**..... *Beau Wright, Chair*  
Staff Report (*Attachment 1*)
2. **Approval of Minutes: October 13, 2022**..... *Beau Wright, Chair*  
(*Attachment 2*)
3. **Proposed TIP Amendment (Public Hearing)**..... Kelly Hitchcock, CVTPO  
(Attachment 3a) (Attachment 3b)
4. **Work Program Activity Reports**..... *Kelly Hitchcock, CVTPO*
5. **Other Matters from the Board and/or Staff**..... *Beau Wright, Chair*
  - a) Safe Streets and Roads for All (SS4A) application
  - b) CVTPO Staff Update
  - c) VDOT and/or DRPT Updates
  - d) Other
6. **Adjournment**..... *Beau Wright, Chair*
7. **Informational Items**..... *Beau Wright, Chair*
  - a. CVTPO next meeting: Thursday, February 16, 2023 , 4:00 p.m.

The CVTPO ensures nondiscrimination and equal employment in all programs and activities in accordance with Title VI and Title VII of the Civil Rights Act of 1964. If you have questions or concerns about your civil rights regarding this project or need special assistance for persons with disabilities or limited English proficiency, please contact the CVTPO. Sign language or non-English language interpreters will be provided if needed and requested in advance of this meeting. Please contact the CVTPO at 434-845-3491 to request an interpreter.



## Central Virginia Transportation Planning Organization (CVTPO)

December 15, 2022

### Staff Report

- 1. Call to Order & Establishment of Quorum**  
Concurrence of Electronic Meeting Policy.
- 2. Approval of Minutes: October 20, 2022 (Attachment 2)**  
October 20<sup>th</sup> CVTPO meeting minutes provided for review and approval.  
  
*Recommendation:* Approval of Minutes.
- 3. Item a) Public Hearing on Proposed Amendments to the Central Virginia Transportation Improvement Program (CVTIP) 2021 – 2024 (Attachment 3a)**

Proposed amendments to the FY21-24 Central Virginia TIP have been available for public comment for thirty days and duly advertised in the News & Advance, and on the CVTPO website. This hearing is an opportunity for the public to speak for or against the amendments.

*Recommendation:* Call for Public Hearing to receive comments from the public

Item b) Consideration of the CVTPO Resolution Amending the CVTIP 2021-2024

The Virginia Department of Transportation has requested the consideration for CVTIP amendment to accommodate for financial needs in program and project needs. The Greater Lynchburg Transit Company (GLTC) has requested Amendment in a number of program categories to accommodate for changes in rolling stock needs and adjustment in administrative programming and funding cycles.

The proposed amendments have been available for public comment for thirty days and the Transportation Technical Committee (TTC) supports this request. A resolution (Attachment 3b) is provided of the CVTPO's consideration.

*Recommendation:* Staff recommends CVTIP Amendment Resolution adoption.

#### **4. Work Program Activity Reports**

a) Title VI and Public Communication

Staff will be updating the Title VI and the CVTPO public communication, outreach information. Staff will attend a VAMPO Title VI training December 16, 2022 to learn about new Federal/State plan requirements. The timing for the update supports GLTC FTA agency update requirements. Will have a draft for CVTPO review at the next meeting, with full adoption consideration, after the public input process, later in spring 2023.

#### **5. Other Matters from the Board and/or Staff**

a) Safe Streets and Roads for All (SS4A) application

Reminder the application was submitted and award announcements by US DOT are anticipated for January 2023.

b) CVTPO Staff Update

Advertisement for Transportation Director and Transportation Planner will be posted. Focus will be hiring of knowledgeable staff to work with stakeholders, execute the UPWP, as well as Rural, Work Programs.

c) VDOT and/or DRPT updates

Opportunity for agency partners to share information.

#### **6. Adjourn**

#### **7. Informational Item**

Unless notified otherwise, the next CVTPO meeting will be 4 pm, Thursday, February 16,



Central Virginia Transportation Planning Organization
~ DRAFT MINUTES~

October 13, 2022 4:00 pm

MEMBERS PRESENT (In-Person)

- Beau Wright, Chair .....City of Lynchburg
Dean Rodgers..... Amherst County
Robert Hiss..... Bedford County
Wynter Benda .....City of Lynchburg
Dwayne Tuggle..... Town of Amherst
Sara McGuffin ..... Town of Amherst
Josh Moore..... Greater Lynchburg Transit Company
Frank Rogers..... Campbell County

MEMBERS PRESENT (Virtual)

- Christ Winstead..... VDOT Lynchburg District

MEMBERS ABSENT

- Drew Wade ..... Amherst County
John Sharp..... Bedford County
Charlie Watts ..... Campbell County

OTHERS PRESENT

- Alec Brebner ..... Executive Director, Crater PDC
Kirsten Trautman ..... CVPDC
Kelly Hitchcock ..... CVPDC/CVTPO

1. Call to Order & Establishment of Quorum

Beau Wright, welcomed everyone to the meeting.

MOTION: Wynter Benda motioned for electronic meeting policy to allow for Chris Winstead meeting participation. With a second by Frank Rogers and unanimous approval, the motion carried.

Wright confirmed a meeting CVTPO meeting Quorum. Wright noted the request to adjust the agenda to include consideration for a Highway Safety Improvement Program (HSIP) resolution for the City of Lynchburg and CVTPO Policy adjustment consideration.

MOTION: Wynter Benda motioned to adjust the CVTPO Agenda to permit additional item consideration. The motion was seconded by Frank Rodgers. With unanimous approval the motion carried.

2. **Approval of the July 21, 2022 Minutes**

Beau Wright, CVTPO Chair, requested consideration of July 21, 2022 CVTPO Meeting Minutes for approval.

Josh Moore motioned for approval of the July 21, 2023 Meeting Minutes as submitted. With a second by Dwayne Tuggle and unanimous approval, Wright confirmed the meeting minutes approved.

3. **Work Program Activity Reports**

Multimodal Plan

Hitchcock noted a primary UPWP project is the DRPT-funded Multimodal Plan. Hitchcock outlined two reasons why the activity has not yet begun and a suggestion for holding the consultant procurement until early 2023. 1) The CVPDC submitted the Safe Streets and Roads for All (SS4A) application, where awards will be announced in January 2023, if awarded provide an opportunity to coordinate within the procurement. 2) Each project will require a substantial public outreach, communication process. Starting the multimodal and the following with, from a public standpoint will be very similar, could confuse the public. Waiting for the opportunity to coordinate a unified public process would likely be beneficial. Finally, Hitchcock noted the value in the potential for a new staff, that would lead the project, to be on board.

Title VI and Public Communication update

The Work Program includes the action of updating the Title IV Plan and the CVTPO Public Outreach process. Hitchcock noted that the current Title IV Plan meets requirements but does not take an earnest approach in ensuring public participation. As this action is in the Work Program and is essential for all projects. Thus, the recommendation to, in near term, focus on the Title IV update and hold the other project actions to early 2023.

There were no questions and support for the suggested staff focus and project approach.

4. **Other Matters from the Board and/or Staff**

**a. Safe Streets and Roads for All (SS4A)**

Hitchcock thanked the Board for the SS4A application, which was submitted. The project costs of \$350,000 included the \$280,000 SS4A Federal dollar support, to be matched by \$70,000 CVPDC funds.

**b. VDOT Ready, Set Go!**

Hitchcock provided an overview of the VDOT technical assistance grant program, while for non-MPO areas, of potential value area localities.

**c. OIPI Growth & Accessibility Planning Technical Assistance Grant**

Hitchcock provided an overview of this open grant program. Hitchcock noted all of the planners/TTC members were aware, applications due end of October.

**d. US DOT Thriving Communities**

A brief overview of this US DOT technical assistance grant was provided. IT was noted no match is required and that the goal was to aid localities, with focus on distressed communities,

develop competitive grants for the range of federal programs. Hitchcock noted the first action is to provide a Letter of Interest by December 6<sup>th</sup>, with the full application due in early 2023.

Frank Rogers asked if the actual application was for technical support that would help to apply for actual projects. Hitchcock confirmed that was correct. Noting the program included assistance in generating cost and application development.

**e. CVTPO Staff Update**

Hitchcock noted still actively searching for a Transportation Director. Wynter Benda queried the type of feedback they were receiving and details on the who last held the position. Hitchcock noted last Transportation Director was Scott Smith, and that Gary Christie then split the position with two staff – Philipp Gabathuler managing DRPT and Ada Hunsberger leading VDOT and the CVTPO. Alec noted the goal to have a position that would manage both DRPT and VDOT, UPWP elements. Alec said he is optimistic they will find the right candidate and noted he is seeing very few MPO director positions open nationally. Brebner noted he has contacted Baker Tilly and can go with a firm to assist if need be. Josh Moore, GLTC, suggested utilizing Transit Talent for recruitment, which is a transit industry publication.

**f. Other Information Items for the Board**

HSIP Application Support Consideration

- Beau Wright proceeded to confirm the desire from the City of Lynchburg for support to the HSIP application, requesting Hitchcock to provide any detail. Hitchcock noted the HSIP application being submitted will advance safety by integrating Flashing Yellow Arrow at signal heads and adding High Visibility Backplates.

**MOTION:** Frank Rogers motioned for approval of the CVTPO Resolution of Support to the City of Lynchburg’s HSIP application. With a second by Wynter Benda and unanimous approval, Wright confirmed the motion passed.

CVTPO Virtual Meeting Policy Adjustment

Beau Wright noted the CVTPO Policy Adjustment wording that will allow for CVTPO virtual meetings. Hitchcock noted that the suggested was provided by Alec, who recognized the value in being able to hold virtual meetings, in the event a meeting much be held to process items such as TIP Amendments or application support actions. There was brief review and discussion and then Wright entertained a motion to adopt the CVTPO policy change.

**MOTION:** Frank Rogers motioned that the CVTPO adopt the CVTPO Policy for All-Virtual Meetings wording as presented to allow the CVTPO to hold virtual meetings when appropriate as determined by the Chair and staff. The motion was seconded by Wynter Benda. With unanimous approval the motion carried.

**5. Adjournment**

Dwayne Tuggle motioned, seconded by Josh Moore, to adjourn. With unanimous approval, Beau Wright adjourned the meeting at 4:20 p.m.



**Narrative of Proposed Changes to the 2021-2024 Transportation Improvement Program  
(Pending Public Comment and CVTPO Approval 12/15/2022)**

The following Amendments and Adjustments to the FY 21-24 Central Virginia Transportation Improvement Program (CVTIP) are proposed. These program funding changes has been reviewed and are supported by agency staff and reflect changes in program and project needs.

The Virginia Department of Transportation (VDOT) has proposed the following project amendments to reflect increased funding within the Maintenance Grouping for Preventative Maintenance for Bridges to be used to address needs throughout the Lynchburg planning district and to adjust funding distribution and increase project funding for the Greenview Drive lane widening project.

The Amendments (denoted in \$1,000s) are located within the following portions of the CVTIP:

- Bridge Maintenance is within the "Project Groupings" portion of Section 3;
- UPC 106537 is located within the "Urban Projects" section.
- GLTC 006 Replacement Rolling Stock is located within Section 4: Public Transportation & Transportation Demand Management (TDM) Projects.

MPO	Lynchburg					
GROUPING	Maintenance : Preventive Maintenance for Bridges					
PROGRAM NOTE	Funding identified to be obligated districtwide as projects are identified.					
ROUTE/STREET					TOTAL COST	\$29,573,242
	FUND SOURCE	MATCH	FY21	FY22	FY23	FY24
CN	Federal - STP/STBG	\$0	\$2,690,090	\$17,875,680	\$5,249,068	\$3,758,404
MPO Note	FFY22-10 STIP MOD - move \$1,000,000 (STP/STBG) from FFY23 to FFY22					

UPC NO	106537	SCOPE	Reconstruction w/ Added Capacity			
SYSTEM	Urban	JURISDICTION	Lynchburg	OVERSIGHT		
PROJECT	UR-6056 - D/B WIDEN FR 2-4 LNS (GREENVIEW DR) DEBT SERVICE			ADMIN BY	VDOT	
DESCRIPTION	FROM: SC-1541 (HERMITAGE RD) TO: 0.220Mi. S. UR-6066 (LEESVILLE RD) (0.4500 MI)					
PROGRAM NOTE	TIP AMD - release \$1,031,853 (AC-STP/STBG) & \$241,639 (STP/STBG) FFY21, release \$217,774 (ACC-STP/STBG) FFY22, \$192,688 (ACC-STP/STBG) FFY23 & \$166,844 (ACC-STP/STBG) FFY24 PE phase; add \$713,281 (STP/STBG) FFY21, add \$713,335 (STP/STBG) FFY22, add \$4,221,042 (AC-STP/STBG) & \$706,541 (STP/STBG) FFY23, add \$699,720 (ACC-STP/STBG) FFY24 CN phase Corresponding CN UPC 106320					
ROUTE/STREET	GREENVIEW DRIVE (6056)				TOTAL COST	\$9,638,117
	FUND SOURCE	MATCH	FY21	FY22	FY23	FY24
CN	Federal - AC CONVERSION	\$0	\$0	\$0	\$0	\$699,720
	Federal - STP/STBG	\$0	\$0	\$0	\$706,541	\$0
	Federal - STP/SU	\$0	\$713,281	\$713,335	\$0	\$0
CN TOTAL		\$0	\$713,281	\$713,335	\$706,541	\$699,720
CN AC	Federal - AC	\$0	\$0	\$0	\$4,221,042	\$0

Federal funds include the use of soft match supported by approved toll credits unless otherwise indicated and/or matching funds are shown in the "Match" column. Non-federal fund sources are as noted in the "Program Note" and shown in the "Match" column, when applicable.

The Virginia Department of Rail and Public Transit (VDRPT) on behalf of Greater Lynchburg Transit Company (GLTC) proposes the following Adjustments and Amendment to the CVTIP to account for within bus purchase timing and amount changes.

STIP ID:	GLTC006		Title: Replacement Rolling Stock				Recipient: Greater Lynchburg Tranist Company		
	Previous Funding	FY2021	FY2022	FY2023	FY2024	FY2025	Total FY2021 - FY2025		
Flexible STP		-				719	Flexible STP		719
FTA 5339		714				106	FTA 5339		820
Adjustment		-				53	Adjustment		53
State		1,000			496	3,366	State		7,106
Local		71			234	1,442	Local		77
<b>Year Total</b>		<b>1,785</b>	<b>-</b>		<b>730</b>	<b>5,633</b>	<b>Total Funds:</b>		<b>8,722</b>
Description:	<p>Technical Correction - GLTC did not include STIP ID in draft TIP; new IDs identified in final TIP. Adjustment #8: Move FY21 funding \$1,428K from Flexible STP to FTA 5339 (\$714K) and to State (\$714K). Move all Flexible STP to FTA 5339 (FY22 \$8,207K, FY23 \$2,059K). No changes to any totals. Approved by TPO 3/29/2021. Approved by DRPT 4/12/2021. Amendment #10: Remove FY22 total funding \$10,258K (FTA 5339 \$8,207K, State \$1,641K, local \$410K); increase FY23 total funding \$2,446K (add Flexible STP \$719K, decrease FTA 5339 \$1,953K, increase State \$2,702K, increase local \$978K); increase FY24 total funding \$978K (remove FTA 5339 \$2,594K, increase State \$2,473K, increase local \$838K). Approved by TPO 5/19/2022. Approved by FTA 6/14/2022. Adjustment#9: Move \$2,702K (FY2020 5307) to FY2022 making a new line; Move Flexible STP \$719K from FY23 to FY22; Move FTA 5339 \$106K from FY23 to FY22; Add a line titled Adjustment for \$53K (payback to FTA for disposal of 2 vehicles over the \$5K limit); Move from State line \$3,114 from FY23 and \$2,992 from FY24 to FY22 totaling \$6,106; Move from local line \$6K from FY23 to FY22; Remove from local line \$1,075K from FY22 and \$968K from FY23. Total of FY22 is \$9,639.</p> <p>Adjustment#10: Remove \$2,702K (FY2020 5307) completely. Move Flexible STP \$719K from FY2022 to FY2025; Move FTA 5339 \$106K from FY2022 to FY2025; Move \$53K from line titled Adjustment for FY2022 to FY2025; Move \$3,366K (and remove \$1,748K) under State from FY2022 to FY2025 and \$496 from FY2022 to FY2024. Remove \$6K under Local for FY2022; Add \$234K under Local for FY2024; Add \$1,442K under Local for FY2025.</p>								





**RESOLUTION TO AMEND THE CENTRAL VIRGINIA  
TRANSPORTATION IMPROVEMENT PROGRAM FISCAL YEARS 2021-2024**

**WHEREAS**, the *Transportation Improvement Program* is required to be submitted to the Virginia Department of Transportation for inclusion in the State Transportation Improvement Program (STIP); and

**WHEREAS**, inclusion of transportation projects in the *Transportation Improvement Program* is a condition of federal participation in the funding of projects and programs; and

**WHEREAS**, the *Transportation Improvement Program* has been prepared to initiate review by the Central Virginia Transportation Planning Organization (CVTPO) of proposed transportation improvements for fiscal years 2021 – 2024; and

**WHEREAS**, public input has been sought pursuant to the Federal requirements and the CVTPO Public Participation Plan and the Transportation Technical Committee has reviewed and recommended the CVTPO approve for inclusion in the State Transportation Improvement Program; and

**WHEREAS**, this resolution is being adopted upon the condition that no adverse public comments were received during a duly advertised public comment period ending on December 12, 2022.

**NOW, THEREFORE, BE IT RESOLVED THAT** that the Central Virginia Transportation Planning Organization does hereby approve the Central Virginia Transportation Improvement Program Fiscal Years 2021-2024, as amended, and described in the attached *Narrative of Changes to the CVTIP FY21-24*.

Upon motion by Member \_\_\_\_\_, duly seconded by Member \_\_\_\_\_, adopted this 15<sup>th</sup> day of December, 2022.

ATTESTED BY:

\_\_\_\_\_  
Alexander W. Brebner, Secretary  
Central Virginia Transportation  
Planning Organization

CERTIFIED BY:

\_\_\_\_\_  
Beau Wright, Chair  
Central Virginia Transportation  
Planning Organization