



**Central Virginia Transportation Planning Organization**  
**May 15, 2025, 4:00 p.m. Meeting**  
CVPDC Office, 828 Main St., 12<sup>th</sup> Floor Lynchburg, VA

**FINAL MINUTES**

**MEMBERS PRESENT**

Frank Rogers (Acting Chair).....Campbell County  
Robert Hiss..... Bedford County  
Tom Lawton.....Campbell County  
Dwayne Tuggle.....Town of Amherst  
Rick Youngblood (for Chris Winstead) ..... VDOT Lynchburg District  
Kent White (for Wynter Benda)..... City of Lynchburg

**MEMBERS ABSENT**

Jeremy Bryant, Chair ..... Amherst County  
Kenny Craig ..... Liberty University  
Josh Moore.....Greater Lynchburg Transit Company  
Marty Misjuns..... City of Lynchburg  
John Sharp, Vice Chair ..... Bedford County  
Evan Tuten ..... Virginia Department of Rail & Public Transit  
Drew Wade..... Amherst County

**OTHERS PRESENT**

Alec Brebner ..... CVPDC/CVTPO  
Patti Lassiter.....CVPDC  
Kelly Hitchcock .....CVPDC  
Curt Diemer..... City of Lynchburg

**1. Call to Order & Establishment of Quorum**

Frank Rogers, serving as Chair, called the meeting to order at 4:00, thanked everyone for attending, and confirmed the meeting quorum. Rogers called for a motion to allow Marty Misjuns participation if needed.

**MOTION:** Kent White made a motion to approve virtual participation for March 20, 2025. Tom Lawton seconded the motion. All were in favor, and the motion passed.

**2. Approval of Minutes: March 20, 2025**

Rodgers asked if there were any corrections, revisions or staff questions to the March 20, 2025 minutes. With no questions, approval of minutes was sought.

**MOTION:** Tom Lawton made a motion to approve the March 20, 2025, CVTPO Meeting Minutes as submitted. Rick Youngblood seconded the motion. With unanimous approval the motion passed.

### 3. FY2026 Unified Planning Work Program

Rogers reminded the CVTPO had received and reviewed the draft FY2026 Unified Planning Work Program (UPWP) proposed projects, without associated funding as all state allocated funds had not yet been confirmed, at the March meeting.

Hitchcock summarized elements of the Draft FY2026 UPWP including:

- Total FY2026 \$953,853 program budget was unusually high, as a function of \$269,990 carried over from FY24, reflective of two full-time staff down. Hitchcock noted the \$173,000 of direct VDOT and \$157,182 DRPT FY2026 allocations reflect anticipated/typical CVTPO allocations.
- The budget includes an anticipated \$163,242 direct carryover, reflecting not a project to allocate the funds and the opportunity to utilize the funds in future identified planning projects. Hitchcock noted that these funds are available if the CVTPO identifies a project.
- Hitchcock provided an overview of the DRPT budget, Section II, noting that DRPT, unlike VDOT, program is an 18-month grant. As such, it is standard to have two budget years reflected. The \$27,480 FY 24 funds is an estimate and full expenditures will be known from final quarter billing. Finally, Hitchcock noted that \$154,950 reflects that anticipated program expenditure through June 2026.
- Discussion followed confirming the differences between DRPT and VDOT funding. VDOT funding is a 12-month expenditure window, however unspent funds are not lost for future use by the CVTPO. Rather there are two avenues to capture unspent funds. One use of remaining funds is direct roll-over, where CVTPO requests designated funds to be available for direct use in following year. Second, is carryover funds, where unspent funds are held and added to the VDOT direct year's allocation, as is reflected by \$269,990 FY24 carryover in the CVTPO VDOT budget.

DRPT 5303 grant funding is an 18-month grant cycle. The application is yearly, and as such the CVTPO will regularly have two open grants for a portion of each fiscal year. Grant extensions can be requested, typically for a quarter, which the CVPDC has done, to completed fund expenditure.

**MOTION:** Robert Hiss made a motion to approve the FY2026 Unified Planning Work Program. Dwayne Tuggle seconded the motion. All were in favor, the motion passed.

### 4. FY 2024-2027 CVTIP Adjustment

Staff received a request directly from the Department of Rail and Public Transportation (DRPT) to make an administrative adjustment to our Transportation Improvement Program (TIP) on behalf of the Central Virginia Alliance for Community Living, to advance a 5310 application for service to seniors and individuals with disabilities.

Hitchcock noted that administrative adjustments, in the context of the Central Virginia TIP, that document that reflects federal funding programs, are those projects where an agency is making expenditure changes or funding adjustments less than \$2 million dollars, and as such do not require a 30-day comment period public notification and Public Hearing process. Hitchcock noted that in the past CVPDC staff processed administrative adjustments, however under a new format will bring adjustments to CVTPO attention.

**MOTION:** Dwayne Tuggle made the motion to approve the FY2024 – 2027 CVTIP Administrative Adjustment to support a 5310 application by Central Virginia Alliance for Community Living. Tom Lawton seconded the motion. All were in favor, and the motion passed.

## 5. FY25 Work Program Update

### a. Route 221 Corridor Study

Hitchcock provided a project update noting there was a March 18, 2025 Public Meeting, and survey that launched the same day and ran through April 8<sup>th</sup>. The technical survey, that included a review of the recommended improvements along the corridor, was completed by 119 participants that generated 1,537, Hitchcock noting far fewer than the approximate 4,000 responses generating 29,000 responses.

Robert Hiss reported that he felt the Board received the study fairly well and did not express overt objections to the recommendations. Hiss noted he initially felt there was tepid response from the surveys with ratings around 3.2 to 3.4 on a scale of 5, which does not reflect strong opinions. Hiss expressed that many of the suggestions are solid and confirmed the final step, development of cost estimates associated with the recommendations, along with logical/realistic funding programs, will be important in the final project and conversations of next steps.

### b. Central Virginia Safety Action Plan

The Central Virginia Safety Action Plan is still in development. Hitchcock noted feedback on the first draft, including some additional specificity on some project recommendations and clearer distinction for Towns resulted in additional editing.

Hitchcock noted that she did communicate with locality and received confirmation there was no intention of submitting a US DOT Safe Streets and Roads for All construction application. It is the aim of presenting the Draft Safety Action Plan at the July meeting with a September adoption.

### c. Lynchburg Multimodal Plan

Hitchcock provided an overview of the Lynchburg Multimodal Plan, GIS evaluation and decision methodology being utilized by The Timmins group, the project consultants, in developing a prioritization/decision process based on connectivity, access, demand and usage.

Hitchcock provided an overview of the project GIS map layers, the analysis factors being used and evaluated by the Workgroup to assist in the pending project prioritization. Hitchcock presented the layers and highlighted the zonal grid, at quarter-mile size, rating that summarizes the range of destinations, connectivity, population density and other factors.

It was noted that a public input process will take place in the summer and will include outreach to non-profits and area organizations, such as Central Virginia Alliance for Community Living, to provide opportunity for broad public input. Hitchcock also noted strong partnership with GLTC for a range of input opportunities.

Discussion followed on importance of considering areas where there may not be a high density of destinations, connectivity or population, however, there is a key location that individuals need access. Hitchcock pointed out that evaluation/rating of key destinations, such as medical facility, and direct responses from the public that can't be reflected through direct GIS, that do not easily follow the overarching methodology, is a recognized and will be considered in plan development.

It was noted the Lynchburg Multimodal Plan is a project within the City of Lynchburg, however elements of the GIS evaluation factors can have bearing and use practicality in CVTPO long range planning projects.

### d. U.S. DOT Thriving Communities Program

Hitchcock provided a brief overview of the USDOT Thriving Communities 12<sup>th</sup> Street focused grant. The CVPDC, Lynchburg and GLTC, were pleased to learn that up to \$50,000 to implement project-supporting activities was awarded. The project team is currently considering a project submittal plan

that could include a safety demonstration project as well as visual/art project. up to \$50,000 in additional funding for what is called a sub-award. We've been coordinating with our city and GLTC partners to explore how this funding can support the city along the 12th Street corridor. We are considering some safety demonstration opportunities as well as potential art projects. There will be a public event that will include a site visit and workshop led by the project consultant over the summer.

**6. Opportunity for Public Comment**

No public comments were received at this time, and the public comment session was closed.

**7. Matters from the Board and/or Staff**

a. State & Federal agency partner update

VDOT: Rick Youngblood, Lynchburg District Planning Manager, Lynchburg District noted the Commonwealth Transportation Board (CTB) meeting will be held in Danville, and if you have not attended a CVB meeting, here is an opportunity to attend one in fairly close proximity.

Youngblood provided an overview of some local studies underway in the area including:

- Graves Mill Road study, survey just closed on this study, which does include bypass interchange.
- STARS study reassessing Campbell Avenue, to include the Expressway 460 interchange, which was not included in the previous study.
- Updating both Graves and Campbell as studies was outside the 10-year horizon.
- VDOT about to engage in an internal meeting to discuss English Tavern, as VDOT prepares to go out for public information to present recommendations.
- Youngblood noted VDOT routinely works along the CVTPO, CVPDC to collaborate on study locations and maximize funding from a range of sources, not just the CVTPO allocations.
- Rick noted the Lynchburg District has 15 active studies throughout the District, noting the most they have had at one time, and noted they have good on-call consultants.

Youngblood noted that there was no change from the consensus recommendations from Lynchburg District projects. Rogers expressed appreciation for supporting the local projects.

**8. Adjourn**

**MOTION:** Dwayne Tuggle made the motion for adjournment. The motion was seconded by Rick Youngblood. All were in favor, and the motion was approved. The meeting adjourned at 4:42 PM.

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By:



John Sharp, Chair  
Central Virginia Transportation Planning Organization

Date:

9/18/25