



Central Virginia Transportation Planning Organization

November 20, 2025, 4:00 p.m. Meeting

CVPDC Office, 828 Main St., 12th Floor, Lynchburg, VA

DRAFT MINUTES

MEMBERS PRESENT

John Sharp, Chair Bedford County
 Jeremy Bryant Amherst County
 Kenny Craig Liberty University
 Robert Hiss Bedford County
 Tom Lawton Campbell County
 Josh Moore Greater Lynchburg Transit Company
 Frank Rogers Campbell County
 Evan Tuten (virtual) Virginia Department of Rail & Public Transit
 Drew Wade Amherst County
 Kent White (for Wynter Benda) City of Lynchburg
 Chris Winstead VDOT- Lynchburg District

MEMBERS ABSENT

Dwayne Tuggle Town of Amherst
 Sara McGuffin Town of Amherst

OTHERS PRESENT

Alec Brebner CVPDC/CVTPO
 Jake Brown VDOT – Lynchburg District
 Mark Herman (virtual) Kimley-Horn
 Kelly Hitchcock CVPDC
 Craig Hughes Town of Brookneal
 Andre Miller GLTC
 Hannah Mitchell CVPDC
 Amanda Poncy EPR PC
 Alan Simpson (virtual) EPR PC
 Bruce Vlk CVPDC/CVTPO

1. Call to Order & Establishment of Quorum

John Sharp, Chair, called the meeting to order at 4:00 p.m. and confirmed a meeting quorum. Sharp called for a motion to allow for virtual member participation.

MOTION: Frank Rogers made a motion to approve electronic participation. Tom Lawton seconded the motion. The motion passed unanimously.

2. Approval of Minutes: September 18, 2025

Sharp requested a revision of Kenny Craig's affiliation from the University of Lynchburg to Liberty University. With no additional changes, he entertained a motion to approve the minutes.

MOTION: Frank Rogers made a motion to approve the September 18, 2025, minutes with the change from “University of Lynchburg” to “Liberty University.” Robert Hiss seconded the motion. Tom Lawton abstained, and the remaining board members approved the motion. The motion passed.

3. CVTPO 2026 Safety Performance Targets

Kelly Hitchcock reported that MPOs are required to adopt safety performance targets and submit them to VDOT annually. She noted that the CVTPO has historically adopted the state’s safety performance targets and confirmed there is no penalty to the CVTPO or member localities for failing to reach the safety targets.

MOTION: Frank Rogers moved to adopt the state’s safety performance targets and submit the CVTPO letter as presented. Jeremy Bryant seconded the motion. The motion passed unanimously.

4. LRTP Constrained Revenue Forecast

Hitchcock presented CVTPO constrained funding projections, through 2055, which provide the foundation for the CVTPO Long Range Transportation Plan (LRTP) 2050 update. Hitchcock highlighted the included funding methodology that was included in the provided projection forecast.

5. CVTPO FY25 Annual Obligation Report

Hitchcock explained that both the VDOT/FHWA and DRPT/FTA funding partners annually make available the funding obligation reports and is required to be published annually as a summation of projects using federal funds. The Annual Obligation Report are made available on the CVTPO website on the Transportation Improvement Program (CVTIP) page.

6. FY25 Work Program Update

a. Lynchburg Multimodal Plan

Hitchcock reported that the plan is advancing well. The consultants have researched and developed a network of recommended corridors for inclusion of future bicycle and/or pedestrian facilities. The Draft Multimodal Network, which included a series of public input opportunities. Timmons will be working on developing project recommendations, policy recommendations and the final draft plan, with completion anticipated in early spring 2026.

b. US DOT Thriving Communities

Hitchcock reported that the USDOT technical assistance program, in partnership with the City of Lynchburg and GLTC has resulted in a \$50,000 grant award. The award will fund engineering design for pedestrian facilities, such as curb extension and high visibility crosswalks, to advance 12th Street pedestrian safety.

c. GLTC Bus Stop Inventory and Facility Recommendation Plan

Hitchcock reported that Bruce Vlk will evaluate existing bus stops and create a recommendation plan for improvements.

7. Opportunity for Public Comment

Sharp opened the public comment period. Andre Miller, GLTC Board Member, introduced himself and expressed interest in supporting future projects. With no further comment, Sharp closed the public comment period.

8. Matters from the Board and/or Staff

a. State & Federal Agency Partner Updates

Chris Winstead, VDOT, introduced and expressed appreciation towards Jake Brown, the acting Lynchburg District Planner.

Winstead noted that VDOT is working towards the seventh round of SMART Scale funding and expressed appreciation for the locality collaboration.

b. Other

Josh Moore, GLTC, noted several projects, including adding the Bedford Otter Bus to the mobile fare payment system and assessing the need and interest for expanded services in Campbell County.

9. Draft Central Virginia Safety Action Plan

Sharp reminded the CVTPO that the CVPDC received a US DOT Safe Streets for All SS4A grant of \$280,000, that included a \$70,000 local match, to develop a regional safety action plan.

Amanda Poncy, Senior Planner, EPR PC, the primary project consultant firm, reported that the Central Virginia region experiences a high rate of fatal crashes. She presented a graph with general trends and informed the board that detailed data is available within the report.

Poncy continued by identifying the main concerns for the region: speeding, visibility, bike and pedestrian safety, driver behavior, and school traffic violations. The team established goals based on this data. With the goals being:

- Reduce speeding and improve intersection safety.
- Improve roadway infrastructure to promote safety for all road users.
- Strengthen enforcement initiatives to address dangerous driving.
- Expand safety education and community engagement to foster a culture of safety.
- Support emergency response systems that save lives.

Poncy noted that specific safety policy and program actions, developed and targeted to each locality, in coordination with local stakeholders, are included in the report.

Mark Herman, Transportation Engineer, Kimley-Horn explained that the report categorizes safety improvements by accident type and describes candidate roadways for safety improvement projects. With in the report are ninety-seven (97) listed safety project target locations (34 newly identified and 63 previously identified) are priority-ranked by safety, cost, timeframe, road user vulnerability, and demographic factors.

Poncy noted that additional implementation funds may be acquired through the potential SS4A future funding round or through Virginia programs (e.g. VDOT Highway Safety Improvement Program (HSIP) or Smart Scale). She and Herman explained that previous USDOT SS4A implementation, or construction awards, ranged from \$2.5-\$25 million per project with a 20% match requirement. Winstead noted that VDOT is a willing long-term partner, considering the maintenance of new safety measures.

Hitchcock explained that with the CVTPO and CVPDC adoption of the Safety Action Plan, she will then advance the regional plan to each locality for adoption consideration. With locality adoption localities may then apply for SS4A implementation funds, should there be future rounds. Hitchcock stated the regional safety document also will serve to support localities in their pursuit of VDOT program funding as VDOT supports the Safe System Approach and integration of systemic safety measures. The CVPDC may assist with locality applications or apply for region-wide projects, such as educational initiatives.

MOTION: Frank Rogers moved to adopt the Central Virginia Safety Action Plan and future recommended that the CVPDC adopt the regional safety plan. Robert Hiss seconded the motion. The motion passed unanimously.

10. Adjourn

MOTION: Frank Rogers moved to adjourn the meeting. Robert Hiss seconded the motion. The motion passed unanimously, and the meeting concluded at 4:53.

Informational Item: The CVTPO's next meeting is January 15, 2025.

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