



Central Virginia Transportation Planning Organization
April 16, 2026, 4:30 p.m. Meeting
CVPDC Office, 828 Main St., 12th Floor, Lynchburg, VA

DRAFT MINUTES

MEMBERS PRESENT

Chris Adams	Amherst County
Robert Hiss	Bedford County
Tom Lawton	Campbell County
Martin Misjuns (virtual)	Lynchburg City Council
Josh Moore	Greater Lynchburg Transit Company
Frank Rogers.....	Campbell County
John Sharp, Chair	Bedford County
Evan Tuten (virtual)	Virginia Department of Rail & Public Transit
Chris Winstead	VDOT – Lynchburg District

MEMBERS ABSENT

Wynter Benda	City of Lynchburg
Jeremy Bryant	Amherst County
Kenny Craig	Liberty University
Sara McGuffin	Town of Amherst
Dwayne Tuggle, Vice-Chair	Town of Amherst

OTHERS PRESENT

Alec Brebner	CVPDC/CVTPO
Carson Eckhardt (virtual)	VDOT – Lynchburg District
Rob Fowler	Town of Appomattox
Kelly Hitchcock	CVPDC/CVTPO
Ada Hunsberger	CVPDC/CVTPO
Hannah Mitchell	CVPDC
Kelli Rowan	VDOT – Lynchburg District
Thomas Ruff (virtual)	Timmons Group

1. Call to Order & Establishment of Quorum

John Sharp, Chair, called the meeting to order at 4:36 p.m. and confirmed a meeting quorum. Sharp entertained a motion to allow electronic participation.

MOTION: Robert Hiss moved to approve electronic participation. Chris Winstead seconded the motion. The motion passed unanimously.

Chris Winstead introduced Kelli Rowan, Planning Manager for VDOT – Lynchburg District. Sharp prompted all attendees to introduce themselves.

2. Approval of Minutes: January 15, 2026

Sharp entertained a motion to approve the minutes.

MOTION: Tom Lawton moved to approve the January 15, 2025, minutes as presented. Robert Hiss seconded the motion. The motion passed unanimously.

3. Proposed FY2024 – 2027 CVTIP Amendment

Sharp opened the floor for public comment. Hearing none, he closed the session and entertained a motion to approve the amendment.

MOTION: Robert Hiss moved to approve the FY2024 – 2027 CVTIP amendment as presented. Tom Lawton seconded the motion. The motion passed unanimously.

4. Draft FY2027 Unified Planning Work Program (UPWP)

Hitchcock described the Unified Planning Work Program (UPWP) as an annual document to guide staff and consultant activity for projects and programs within CVTPO boundaries. She compared the FY2027 UPWP with the FY2026 UPWP, identifying an updated introduction and budget format, a duplicate administrative allocation and LRTP focus, and an increase in funding for public participation and multimodal planning. Additionally, \$16,000 was added to consultant funds, totaling \$36,000, to assist localities with Smart Scale or other funding opportunities. The overall FY2027 budget is \$616,429.67, slightly higher than FY2026, which was \$614,000. She noted that though MPO allocation decreased, rollover funds increased.

Concerning FTA and DRPT funding, Hitchcock explained that the allocation increased by about \$4,500 to \$171,600. Projects include the GLTC Bus Stop Inventory with consultant Kimley Horn and updated GIS mapping. The Thriving Communities program will also continue during the year.

State partners and the FTA provided feedback on the draft, and Hitchcock expects FHWA feedback soon.

Robert Hiss asked for clarification about the appropriate use of consultant funds by localities. Hitchcock explained that the funds could be used for preliminary planning, but that she is unsure about design engineering. Frank Rogers asked if the budget could be updated to include design engineering funds. Chris Winstead and Hitchcock offered to research both questions and follow up.

5. FTA/DRPT 5303 Program Application

Hitchcock explained that the CVTPO submits an annual 5303 funding application to DRPT. The proposed resolution would provide permission for staff to apply.

MOTION: Tom Lawton moved to approve the resolution as presented. Robert Hiss seconded the motion. The motion passed unanimously.

6. Draft FY2027 – 2030 CVTIP

Ada Hunsberger presented the draft FY2027 – 2030 CVTIP. She reported that VDOT and DRPT already reviewed and approved the document, including a clarifying update to the DRPT section. The public comment period will begin on April 20th. Hunsberger confirmed that she will present the document for the board's approval at the upcoming May meeting.

7. CVTPO Long Range Transportation Plan (LRTP)

Hitchcock introduced consultant Thomas Ruff with Timmons Group. Ruff reported that Timmons Group began the LRTP project with county meetings. They plan to share more about future improvements and recommendations at the upcoming May meeting.

8. FY26 Work Program Update

a. Lynchburg Multimodal Plan

Hitchcock reported that consultants Timmons Group have a complete draft. They were chosen to present the project at the upcoming 2026 APA Virginia Conference.

b. US DOT Thriving Communities

Hitchcock stated that the Thriving Communities project is closing after producing a policy recommendation, funding playbook, and 12th Street corridor plan. Timmons Group is leading the pedestrian facility preliminary design from Polk Street to Kemper Street through an additional \$50,000 awarded to the project.

c. GLTC Bus Stop Inventory and Facility Recommendation Plan

Hitchcock reported that the plan is moving forward with consultant Kimley Horn.

d. Timberlake GLTC Service Expansion Assessment

Hitchcock stated that the project is still in early stages, but that Hunsberger has developed draft surveys for employers and employees of businesses along Timberlake Road. They plan to coordinate with Campbell County's Office of Economic Development to create a distribution strategy over the summer.

Sharp asked how the current GLTC driver shortage will impact expansion. Hitchcock explained that the project will not expand service right away but determine the actual demand. If there is data to support expansion, further studies will be conducted to develop a strategy.

9. Opportunity for Public Comment

Sharp opened the public comment period. Hearing none, Sharp closed the public comment period.

10. Matters from the Board and/or Staff

a. State & Federal agency partner updates

Chris Winstead noted an upcoming public meeting on May 26th from 4:00-6:00 p.m. at the Ramey Memorial Auditorium. The meeting concerns VDOT's Six-Year Improvement Program and features a potential repair to the Carter Glass Memorial Bridge. Winstead encouraged attendees to participate in the meeting to show support for the project and advocate for the region to state transportation leaders.

Winstead reported that 23 Smart Scale Round 7 applications were received from the Lynchburg District. The applications are being screened before scoring and ranking. He anticipates results in January 2027.

Starting on April 22nd, Winstead expects to begin receiving bids for the Candler's Mountain Interchange project. The project will redo the Candler's Mountain Interchange to make it safer and more efficient. If VDOT receives a suitable bid, he expects work to begin in July and last about three years. VDOT will likely coordinate a public meeting with the City of Lynchburg and others soon.

Finally, Winstead recognized Carson Eckhardt's excellent work.

b. Other

Josh Moore noted GLTC's temporary suspension of Sunday service. He attributed the suspension to a driver shortage and requested that attendees contact him with any recruitment leads. Moore also noted that the organization is considering the use of electronic mirrors and is helping the Otter bus install fare collection equipment.

Hitchcock noted that resolutions of support for Smart Scale Round 7 applications will be considered at the May 21st meeting.

Hitchcock reminded the board that the USDOT Safe Streets and Roads for All (SS4A) grant round is open through May 26th. The round includes \$687 million for construction projects, and \$305 million for planning and demonstration projects. Using the Central Virginia Safety Action Plan, localities may apply for either. She encouraged the board to contact staff for additional details or assistance.

Marty Misjuns asked staff to research and report how the GLTC's proposed service cuts will affect scoring and competitiveness of the region's transportation funding applications.

Sharp noted a missing stop bar at the intersection of Thomas Jefferson Road and Everett Road. Winstead responded that he would pass the information to the Salem District.

11. Adjourn

MOTION: Robert Hiss moved to adjourn the meeting. Tom Lawton seconded the motion. The motion passed unanimously, and the meeting concluded at 5:28 p.m.

Informational Item: The CVTPO's next meeting is May 21, 2026. Quorum required.

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By: _____

Date: _____

John Sharp, Chair
Central Virginia Transportation Planning Organization