



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

Full audio/video access: <https://global.gotomeeting.com/join/881936909>

Audio only access by phone: +1 (312) 757-3121

Access Code: 881-936-909

**Thursday, September 16, 2021 at 4:00 p.m.**

**Agenda**

1. **Call to Order & Establishment of Quorum** ..... *Dwayne Tuggle, Chair*
2. **Board 2021-2022 Elections**..... *Ada Hunsberger, CVTPO*
3. **Approval of Minutes: April 15, 2021 & July 15, 2021**..... *Dwayne Tuggle, Chair*
4. **Proposed TIP Amendment**..... *Ada Hunsberger, CVTPO*
5. **Transportation Alternatives Program**..... *Ada Hunsberger, CVTPO*
6. **Electronic Meeting Policy**.....*Ada Hunsberger, CVTPO*
7. **DRPT TRIP Application**.....*Philipp Gabathuler, CVTPO*
8. **Matters from the Members** ..... *Dwayne Tuggle, Chair*
9. **Adjournment**.....*Dwayne Tuggle, Chair*
10. **Informational Items:**
  - Staff Report
  - The next scheduled meeting of the CVTPO will be at **4:00 p.m. on Thursday, January 20, 2022.**
  - The CVPDC is hiring a new finance director as Rosalie will be retiring soon. In addition, Senior Planner Philipp Gabathuler will be moving on to a new organization as of October 1. Well wishes to both Rosalie and Philipp in their new endeavors.

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

## ~ MINUTES~

April 15, 2021, 4:00 pm

### MEMBERS PRESENT

Brian Booth..... Greater Lynchburg Transit Company  
Sarah Carter ..... Town of Amherst  
Kenny Craig..... Liberty University  
Dean Rodgers..... Amherst County  
Daniel Sonenklar..... Dept. of Rail and Public Transportation  
Dwayne Tuggle..... Town of Amherst  
Chris Winstead..... VDOT Lynchburg District  
Beau Wright..... City of Lynchburg

### MEMBERS ABSENT

Jimmy Ayers ..... Amherst County  
Robert Hiss..... Bedford County  
Jennifer Moore..... Amherst County  
Frank Rogers..... Campbell County  
John Sharp..... Bedford County  
Charlie Watts ..... Campbell County  
Reid Wodicka..... City of Lynchburg

### OTHERS PRESENT

Gary Christie..... CVPDC  
Mallory Cook..... CVPDC  
Philipp Gabathuler..... CVPDC  
Ada Hunsberger..... CVPDC/CVTPO

### Call to Order

Dwayne Tuggle, chair, called the meeting to order via GoToMeeting at 4:00 p.m.

#### 1. Board 2021-2022 Elections

Staff recommended tabling of the 2021-2022 Board Elections until the next scheduled CVTPO meeting. The election will be reviewed at the next meeting of the TPO.

#### 2. Approval of the January 21, 2021 Meeting Minutes

Upon a motion made by Sara Carter, seconded by Chris Winstead, the minutes of the January 21, 2021 meeting minutes were unanimously approved.

### **3. Proposed TIP Amendment (Public Hearing) & Administrative Adjustments**

Philipp Gabathuler reviewed the proposed amendment to the TIP, which incorporate funding from DRPT for local social service agencies to provide paratransit service. In order to be in the State Transportation Improvement Program (STIP), the amendments must first be approved and incorporated into the TPO's TIP.

The first proposed change is for the Central Virginia Alliance for Community Living for funding of two handicap-accessible minivans. The second change relates to funding for Lutheran Family Services of Virginia for two handicap accessible vans.

The public comment period ran from March 15 through April 15 and no comments have been received at this time. A public hearing was held during the meeting and no comments were received.

A motion was made by Sara Carter, seconded by Beau Wright, to approve the proposed amendment as presented, and it was unanimously approved.

### **4. Unified Planning Work Program (UPWP)**

Ada Hunsberger provided an overview of the various work programs the CVTPO oversees. Upcoming and ongoing programs include the Regional Potential for Safety Improvement (PSI) Study, the Greenways, Blueways, and Trails Plan, and an update to Title VI Plan. DRPT funded activities include continued implementation of GLTC's Transit Strategic Plan, support of GLTC's funding applications, and an ADA Bus Stop Accessibility Survey.

A motion was made by Beau Wright, seconded by Sara Carter, to approve the Unified Planning Work Program as presented, and it was unanimously approved.

### **5. Matters from the Members**

Chris Winstead reminded members that there will be a virtual public meeting to receive input on the Six-Year Improvement Program on April 29<sup>th</sup> at 4:00 p.m.

### **6. Adjourn:** There being no further business, the meeting adjourned at 4:17 p.m.



**Central Virginia Transportation Planning Organization**

~ MINUTES~

July 15, 2021, 4:00 pm

**MEMBERS PRESENT (In-Person)**

Sarah Carter ..... Town of Amherst  
Dean Rodgers..... Amherst County  
Frank Rogers..... Campbell County  
John Sharp.....Bedford County

**MEMBERS PRESENT (Virtually)**

Rick Youngblood [for Chris Winstead]..... VDOT Lynchburg District  
Daniel Sonenklar.....Dept. of Rail and Public Transportation

**MEMBERS ABSENT**

Brian Booth..... Greater Lynchburg Transit Company  
Robert Hiss.....Bedford County  
Dwayne Tuggle..... Town of Amherst  
Beau Wright.....City of Lynchburg  
Jennifer Moore ..... Amherst County  
Charlie Watts ..... Campbell County  
Reid Wodicka.....City of Lynchburg  
Kenny Craig.....Liberty University

**OTHERS PRESENT**

Gary Christie..... CVPDC  
Kelly Hitchcock ..... CVPDC  
Philipp Gabathuler ..... CVPDC  
Ada Hunsberger ..... CVPDC/CVTPO

**1. Call to Order**

Sara Carter, interim chair, called the meeting to order at 4:00 p.m. There were not enough voting members physically present to constitute a quorum at this meeting. All votes held will need to be re-held at the next meeting of the CVTPO Policy Board.

**2. Board 2021-2022 Elections**

Mayor Dwayne Tuggle, Chair and Beau Wright, Vice Chair were nominated to remain in the currently held position. A motion was made by Frank Rodgers and seconded by Dean Rodgers. The motion was unanimously approved. However, due to the lack of a quorum, the vote will need to be re-held at the next meeting.

### **3. Approval of the April 15, 2021 Meeting Minutes**

Upon a motion made by Dean Rodgers, seconded by Frank Rodgers, the minutes of the April 21, 2021 meeting minutes were unanimously approved. However, due to the lack of a quorum, the vote will need to be re-held at the next meeting.

### **4. Census Proposed Changes**

Philipp Gabathuler reviewed the changes which were proposed by both of the Office of Management and Budget (OMB) and the U.S. Census Bureau. The Office of Management and Budget recently announced that they will not change the threshold for Urbanized areas.

### **5. Transportation Alternatives Program**

Ada Hunsberger provided an overview of the various Transportation Alternatives projects which were submitted to VDOT for approval. While board members were in favor of these projects, due to the lack of a quorum, the vote will need to be re-held at the next meeting.

### **6. Electronic Meeting Policy**

Ada Hunsberger presented the proposed electronic meeting policy which allows for board members to participate electronically under certain circumstances. While board members were in favor of this policy, due to the lack of a quorum, the vote will need to be re-held at the next meeting.

### **7. Matters from the Members**

Rick Youngblood shared that the SYIP was recently approved by the CTB which includes \$154 million in SMART SCALE funding throughout the Lynchburg District, including the Candler Mountain Road project which received \$30 million in SMART SCALE Funding, with another \$35 million funded through the State of Good Repair program. VDOT is working on webpage information and is working alongside the City of Lynchburg to advertise the project.

John Sharp asked Rick Youngblood regarding the status of the Split Pair Project at Lakeside Drive and Old Forest Road. The project will go to construction in 2027-2028.

### **8. Adjournment:** There being no further business, the meeting adjourned at 4:28 p.m.

## Narrative of Proposed Changes to the 2021-2024 Transportation Improvement Program

The Virginia Department of Transportation (VDOT) has requested the following amendments to the Central Virginia Transportation Improvement Program (CVTIP). The following allocation of funding will allow Preventative Maintenance and System Preservation funds to be moved from Federal Fiscal Year (FFY) 22 to Federal Fiscal Year (FFY) 21.

### **Lynchburg District Project Groupings**

MPO	Lynchburg					
GROUPING	Maintenance : Preventive Maintenance and System Preservation					
PROGRAM NOTE	Funding identified to be obligated districtwide as projects are identified.					
ROUTE/STREET					TOTAL COST	\$60,798,374
	FUND SOURCE	MATCH	FY21	FY22	FY23	FY24
CN	Federal - STP/STBG	\$0	\$19,021,219	\$9,272,559	\$16,033,673	\$16,470,923
MPO Note	FFY21-09 STIP MOD - move \$6,851,559 (STP/STBG) from FFY22 to FFY21					



**Resolution of the Central Virginia Transportation Planning Organization to amend the Central Virginia Transportation Improvement Program for Fiscal Years 2021-2024**

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

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

**WHEREAS**, this amendment of the CVTIP allows for Maintenance funds allocated for FFY 2022 to be utilized during FFY 2021; and

**WHEREAS**, this resolution is being adopted upon the condition that no adverse public comment was received during a duly-advertised public comment period ending on September 16, 2021.

**NOW, THEREFORE, BE IT RESOLVED THAT** the Central Virginia Transportation Planning Organization does hereby approve the Central Virginia Transportation Improvement Program for Fiscal Years 2021-2024, as amended and dated September 16, 2021.

Upon motion by Member \_\_\_\_\_, duly seconded by Member \_\_\_\_\_, adopted this 16<sup>th</sup> day of September 2021.

Attested by:

Certified by:

\_\_\_\_\_  
Gary F. Christie, Secretary  
Central Virginia Transportation  
Planning Organization

\_\_\_\_\_  
Mayor Dwayne Tuggle, Chair  
Central Virginia Transportation  
Planning Organization



**Resolution in Support of the Town of Amherst Transportation Alternatives Application**

**WHEREAS**, the Central Virginia Transportation Planning Organization has and continues to support transportation projects that improve the safety for pedestrians to access community resources; and,

**WHEREAS**, the Central Virginia Transportation Planning Organization has and continues to support local and regional planning and construction projects to expand pedestrian and bicycle facilities and encourage residents to access community resources utilizing alternative transportation modes; and,

**WHEREAS**, the Town of Amherst has and continues to invest in expanding pedestrian and bicycle facilities and,

**WHEREAS**, the Town is requesting Transportation Alternatives Program funds to assist in constructing new sidewalks and crosswalks along Main Street,

**NOW THEREFORE, BE IT RESOLVED** that the Central Virginia Transportation Planning Organization does hereby support the Town of Amherst in its application to the Transportation Alternatives Program for funding to enhance sidewalks and crosswalks along Main Street.

Upon motion by \_\_\_\_\_ duly seconded by \_\_\_\_\_ adopted this \_\_ day of September **2021** with members of the Central Virginia Transportation Planning Organization in attendance.

Attested By:

Certified By:

Gary F. Christie, Secretary  
Central Virginia Transportation  
Planning Organization

Dwayne Tuggle, Chair  
Central Virginia Transportation  
Planning Organization





**Resolution in Support of the City of Lynchburg’s Transportation Alternatives Application**

**WHEREAS**, the Central Virginia Transportation Planning Organization has and continues to support transportation projects that improve the safety for pedestrians to access community resources; and,

**WHEREAS**, the Central Virginia Transportation Planning Organization has and continues to support local and regional planning and construction projects to expand pedestrian and bicycle facilities and encourage residents to access community resources utilizing alternative transportation modes; and,

**WHEREAS**, the City of Lynchburg has and continues to invest in expanding pedestrian and bicycle facilities and,

**WHEREAS**, the City is requesting Transportation Alternatives Program funds to assist in constructing improved pedestrian facilities at the Lynchburg Center for Industry,

**NOW THEREFORE, BE IT RESOLVED** that the Central Virginia Transportation Planning Organization does hereby support the City of Lynchburg in its application to the Transportation Alternatives Program for funding to enhance pedestrian facilities.

Upon motion by \_\_\_\_\_ duly seconded by \_\_\_\_\_ adopted this \_\_ day of September **2021** with members of the Central Virginia Transportation Planning Organization in attendance.

Attested By:

Certified By:

Gary F. Christie, Secretary  
Central Virginia Transportation  
Planning Organization

Dwayne Tuggle, Chair  
Central Virginia Transportation  
Planning Organization



Central Virginia Transportation Planning Organization

### **Resolution in Support of Amherst County’s Transportation Alternatives Application**

**WHEREAS**, the Central Virginia Transportation Planning Organization has and continues to support transportation projects that improve the safety for pedestrians to access community resources; and

**WHEREAS**, the Central Virginia Transportation Planning Organization has and continues to support local and regional planning and construction projects to expand pedestrian and bicycle facilities and encourage residents to access community resources utilizing alternative transportation modes; and

**WHEREAS**, Amherst County has and continues to invest in expanding pedestrian and bicycle facilities; and

**WHEREAS**, the County is requesting Transportation Alternatives Program funds to assist in the Design, Engineering and Construction phases to develop a safe and seamless trail corridor that will link Madison Heights and Riveredge Trail to the James River Heritage Trail (JRHT) and downtown Lynchburg.

**NOW THEREFORE, BE IT RESOLVED** that the Central Virginia Transportation Planning Organization does hereby support Amherst County in its application to VDOT FY 2023 & 2024 Transportation Alternatives Program for the Riveredge Trail Design and Construction Project.

Upon motion by \_\_\_\_\_ duly seconded by \_\_\_\_\_ adopted this \_\_ day of September **2021** with members of the Central Virginia Transportation Planning Organization in attendance.

Attested By:

Certified By:

Gary F. Christie, Secretary  
Central Virginia Transportation  
Planning Organization

Dwayne Tuggle, Chair  
Central Virginia Transportation  
Planning Organization



### **CVTPO Policy for Participation in Meetings via Video Conference or Telephone<sup>1</sup>**

1. A quorum of the Policy Board members must be physically present.
2. At the beginning of each meeting the Board must vote to allow electronic participation to verify that the policy is being followed by the member claiming exemption from personal attendance.
3. The member must notify the chair or staff on or before the day of the meeting that he or she plans to use the exemption.
4. The member must identify the reason for the use of the electronic meeting provision a) a temporary disability or other medical condition that prevents the member's attendance or  
  
b) a personal matter which prevents the member's attendance. The nature of the personal matter must be specifically identified and included in the minutes. There is no definition of what constitutes a "personal matter."  
  
c) a family member's medical condition that requires the member to provide care for such family member, thereby preventing the member's physical attendance.  
  
d) If a member's personal residence is more than 60 miles from the meeting location, he/she may attend electronically
5. The minutes shall also include a statement as to the remote location where the member is connected electronically.
6. There is no limit to the number of times a member may use: .
  - a. the temporary disability or other medical condition reason,
  - b. a family member's medical condition,
  - c. residence more than 60 miles from the meeting location.
  - d. The use of personal matters (b) is limited to 25% of the annual meetings of the Policy Board.

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<sup>1</sup> This policy shall also apply to the Transportation Technical Committee (TTC) as they are an advisory committee of the Transportation Planning Organization.



# GREATER LYNCHBURG TRANSIT COMPANY

*We're Here To Get You There!*

September 8, 2021

To: Central Virginia Transportation Technical Committee

From: Greater Lynchburg Transit Company

Subject: Transit Ridership Incentive Program

The Virginia House of Delegates passed House Bill 1414 which created the Transit Ridership Incentive Program (TRIP). TRIP is a statewide grant program that allows transit agencies to request grants to support low-income areas as well as improve regional connectivity. Greater Lynchburg Transit Company (GLTC) intends to apply for both segments of the grant. GLTC intends to make certain routes fare-free to provide low-income areas with greater access to transportation to food, work, and enrichment activities. GLTC also intends to apply for the regional connectivity portion of the grant. GLTC would use the funding to add an additional bus to route four. Route four provides connections to Lynchburg Regional Airport, the Amtrack Station, and the Virginia Breeze bus stop.

Sincerely,

Hope W. Custer  
Assistant General Manager

419 Bradley Drive • Lynchburg, VA 24501 | PO Box 11286 • Lynchburg, VA 24506  
434.455.5080 Office • 434.528.4582 Fax • [www.GLTCOnline.com](http://www.GLTCOnline.com)

*The Central Virginia Transit Management Company, Inc., employs all Administrative Staff, Bus Operators and Maintenance Personnel for the Greater Lynchburg Transit Company (GLTC). GLTC is professionally managed by First Transit, a division of First Group America.*





## Central Virginia Transportation Planning Organization (CVTPO)

September 16, 2021

### Staff Report

1. **Call to Order**
2. **Board 2021-2022 Elections**
3. **Approval of Minutes: April 15, 2021**
4. **Proposed TIP Amendment**

VDOT has requested an amendment to the Central Virginia Transportation Improvement Program (CVTIP). This amendment will allow Preventative Maintenance and System Preservation funds to be moved from Federal Fiscal Year (FFY) 22 to Federal Fiscal Year (FFY) 21.

Recommendation: CVTPO Staff recommend approval of this amendment.

5. **Transportation Alternatives Program**

The Transportation Alternatives Program is a federally funded program to fund a number of different types of improvements including bicycle and pedestrian facilities, Safe Routes to Schools (SRTS), and many other types of improvements.

VDOT's pre-application for the Transportation Alternatives Program was due on July 1, with the full application deadline being October 1. In order to submit a full application, each application must be accompanied by a resolution of support from the TPO.

Recommendation: CVTPO Staff recommend the Board endorse Resolutions of Support for each of these projects.

6. **Electronic Meeting Policy**

Due to the end of the State of Emergency, appointed boards will need to resume in-person meetings. We are able to adopt a policy to allow participation virtually, though those members will not constitute a quorum. Voting will be allowed for those who participate virtually. The applicable state code is available here:

<https://law.lis.virginia.gov/vacode/2.2-3708.2/>. 800