

Central Virginia Transportation Technical Committee

Region 2000 Local Government Council

Large Conference Room

828 Main Street, 12th Floor

Friday, April 11th, at 9:00 a.m.

***** PLEASE NOTE DATE AND TIME CHANGE *****

Agenda

1. Call to Order.....Paul Harvey, Chair
2. Approval of the March 13, 2014 Meeting Minutes.....Paul Harvey, Chair

See attachment 2.

3. Consideration and Recommendation of an Amendment to the Central Virginia Long Range Transportation Plan Year 2035 (Plan) Regarding Odd Fellows Road.....
.....Bob White, Deputy Director

See attachment 3.

The Virginia Department of Transportation (VDOT) is requesting an amendment to the Central Virginia Long Range Transportation Plan Year 2035 (Plan). This amendment will allow the advancement of improvements to the existing the Odd Fellows Road in conjunction with the Odd Fellows Road interchange construction. An explanation of the changes is attached.

The Committee will be asked to recommend this item to the Central Virginia Metropolitan Planning Organization (CVMPO).

4. Consideration and Recommendation of an Amendment to the Central Virginia Transportation Improvement Program Fiscal Years 2012 – 2015 (CVTIP) regarding Greenview Drive, Odd Fellows Road Interchange, and Related Items.....Bob White, Deputy Director

See attachment 4.

VDOT is requesting an amendment to the CVTIP. The amendment allows for consideration of a public private partnership approach to the construction of the Odd Fellows Road interchange, improvements to Odd Fellows Road, and improvements to Greenview Drive. A narrative illustrating the changes to the CVTIP is attached.

The Committee will be asked to recommend this item to the CVMPO.

5. Consideration and Recommendation of an Amendment to the Central Virginia Transportation Improvement Program Fiscal Years 2012-2015 (CVTIP) regarding the Greater Lynchburg Transit Company (GLTC).....Bob White, Deputy Director

See attachment 5.

GLTC is requesting an amendment to the CVTIP to support the construction of the new Kemper Street transfer facility. This action will reallocate \$500,000 initially dedicated for real estate acquisition to construction activities, including street improvements. This is a description correction to the January 16, 2014 amendment. A narrative illustrating the changes to the CVTIP is attached.

The Committee will be asked to recommend this item to the CVMPO.

6. Consideration and Recommendation of an Amendment to the Central Virginia Metropolitan Planning Organization’s Unified Planning Work Program Fiscal Year 2014 (UPWP FY 14).....
.....Bob White, Deputy Director

See attachment 6.

Staff requests the UPWP FY 14 be amended to allow for reprogramming of project funding. Specifically, the request allows for the carryover of \$44,510 to next year’s UPWP to allow for the use of these funds for the Central Virginia Long Range Transportation Plan (CVALRTP) update. These funds have previously been identified for this purpose.

The Committee will be asked to recommend this item to the CVMPO.

7. Consideration of a Recommendation of Support for the Central Virginia Area Agency on Aging’s, Horizon Behavioral Health’s, and Heart Heavens’ Federal Transit Administration (FTA) Funding Requests.....Bob White, Deputy Director

See attachments 7a, 7b, 7c, and 7d.

The Central Virginia Area Agency on Aging (CVAAA) is requesting CVMPO support for two grant applications through the FTA. The first request is through the FTA 5310 program for capital assistance. The requested funding will be used to purchase two handicap accessible mini-vans and two 9-passenger vans with lift. This grant will allow for an increase and replacement of rolling stock that currently provides demand responsive transportation for elderly and disabled clients within the region. Total grant request: \$160,000; eighty percent federal funds; twenty percent Agency funds.

The second grant request is through the FTA 5317 program for operating expenses for CVAAA’s New Freedom program. Funding will be used to supplement operating expenses for the transportation of disabled individuals to necessary appointments, such as medical

appointments, grocery stores, and other locations. Total cost: \$89,000; ninety percent federal funds; ten percent CVAAA funds.

Horizon Behavioral Health is requesting CVMPO support for its application for FTA 5310 grant funds. The request is for capital assistance to purchase two mini-vans with wheelchair ramps. These vehicles will be used to transport individuals with intellectual disabilities to and from home, medical appointments, work, and other community integration activities. Total cost: \$80,000; eighty percent federal share; twenty percent agency share.

Heart Havens is requesting CVMPO support for its application for FTA 5310 grant funds. The request is for capital assistance to purchase three 9-passenger vans with handicapped-accessible lifts. These vehicles will be used to transport individuals with intellectual and developmental disabilities to and from their homes. Total cost: \$105,000; eighty percent federal share; twenty percent agency share.

The Committee will be asked to recommend this item to the CVMPO.

- 8. Discussion of the Central Virginia Long Range Transportation Plan Year 2040 Update.....
.....Bob White, Deputy Director

See attachment 8.

We will continue our discussion regarding the development of the Central Virginia Long Range Transportation Plan Year 2040 update. Specifically, we will discuss the use of MindMixer public involvement software as well as discuss the project schedule. The attached briefing packet will support this discussion. Please review and be ready to participate in the discussion.

- 9. Matters from the Committee.....All
- 10. Adjournment - Next meeting: May 8th, 2014 at 10:30 am

General Information

- Transportation Technical Committee Statement of Purpose
See attachment GI

Central Virginia Transportation Technical Committee

828 Main Street, 12th Floor
March 13, 2014 at 10:30 a.m.

MINUTES

URBAN MEMBERS

PRESENT

Christopher Arabia.....Virginia Department of Rail and Public Transportation
Lee Beaumont.....Liberty University
Don DeBerry.....City of Lynchburg
Paul Harvey.....Campbell County
Kevin Leamy.....Bedford County
Richard Metz.....Campbell County Citizen’s Representative
David Cook for Rick Youngblood.....VDOT-Lynchburg District
Karen Walton.....Greater Lynchburg Transit Company

ABSENT

Doyle Allen.....Bedford County Citizen Representative
Jeremy Bryant.....Amherst County
Mark Courtney.....Lynchburg Regional Airport
Michael Gray.....VDOT-Salem District
Jack HobbsTown of Amherst
Tom Martin.....City of Lynchburg

RURAL MEMBERS

PRESENT

Christopher Arabia.....Virginia Department of Rail and Public Transportation
Paul Harvey.....Campbell County
Kevin Leamy.....Bedford County
Richard Metz.....Campbell County Citizens Representative
David Cook for Rick Youngblood.....VDOT-Lynchburg District

ABSENT

Doyle Allen.....Bedford County Citizen Representative
Jeremy Bryant.....Amherst County
Michael Gray.....VDOT-Salem District
Roaxanne Paulette.....Town of Appomattox
Johnnie Roark.....Appomattox County
Russell Thurston.....Town of Brookneal
Bart Warner.....Bedford City
Dan Witt.....Town of Altavista

OTHERS PRESENT

Philipp Gabathuler.....Local Government Council
Vlad Gavrilovic.....Renaissance Planning Group
Gaynelle Hart.....City of Lynchburg
Kelly Hitchcock.....Local Government Council
Matt Perkins.....Local Government Council
Bob White.....Local Government Council
Bill Wuensch.....EP&R

Minutes

1. Call to Order

Chairman Paul Harvey called the meeting to order at 10:30 am

2. Approval of the December 13th, 2013 Meeting Minutes

Upon the motion of Richard Metz to approve the minutes of December 12th, 2013 as presented, seconded by Don DeBerry, the meeting minutes from December 12th, 2013 were approved unanimously.

3. Discussion and Recommendation of the Central Virginia Metropolitan Planning Organization (CVMPO) Unified Planning Work Program Fiscal Year 2015 (UPWP)

Bob White provided an overview of the UPWP and reviewed with the Committee the draft plan. Bob gave brief explanations of the activities in each portion of the plan, highlighting new or interesting aspects of the plan, as well as mentioned the budgeted amounts associated with each portion of the plan.

Upon the motion of Karen Walton to approve the Unified Planning Work Program Fiscal Year 2015 (UPWP) as presented, seconded by Lee Beaumont, the UPWP FY 2015 was approved unanimously.

4. Discussion and Recommendation of the Region 2000 Local Government Council FY-2015 Rural Transportation Planning Work Program (Work Program) July 01, 2014 – June 30, 2015.

Bob White presented to the Committee brief description and overview of the Work Program and reviewed the types of activities and projects identified for the current planning year. Specifically, Bob mentioned the engagement with some localities in development and updating of their comprehensive plans, noting the transportation components.

Upon the motion of Richard Metz to recommend the Region 2000 Local Government Council FY-2015 Rural Transportation Planning Work Program to the Local Government Council as presented, seconded by Don DeBerry, this motion was approved unanimously.

5. Central Virginia Long Range Transportation Plan (CVLRTP) Year 2040 Update

Bob White presented an overview of the CVLRTP and introduced the consulting firms, EP&R and Renaissance Planning Group, who will be working on the project. Bob briefly discussed some of the differences from previous plan updates, specifically that standards of performance/measures will be incorporated and an effort made to more closely tie the Comprehensive Economic Development Strategy (CEDS) into the plan update. Bob mentioned that the TTC will be actively engaged in this plan update process.

Bill Wuensch, EP&R, and Vlad Gavrilovic, Renaissance Planning Group, together presented an overview of the plan update including the consulting team and the schedule for meetings and deliverables showing, among other things, the active involvement of the TTC. They also mentioned the requirements for the plan and also explained aspects of the plan that will be new.

Vlad Gavrilovic reviewed with the Committee new Federal and State regulations that would be affecting the plan update. Additionally, he elaborated on the performance management approach and discussed the integration of online, web-based outreach/project tools.

6. Matters from the Committee

Kelly Hitchcock mentioned a 2014 webinar series and mentioned specifics on coordinating community viewings with those interested from the localities.

Bob White mentioned that it was possible that either the Secretary of Transportation, or a representative from his office, would be speaking at the MPO meeting in April.

Bob White also discussed the need for to move the April TTC to April 11th. By consensus the Committee agreed to the April 11th date.

7. Adjournment

A motion was made by Richard Metz to adjourn, seconded by Don DeBerry, and without objection Chairman Harvey adjourned the meeting at 11:26 a.m.

Signed: _____ **DRAFT** _____
Paul E. Harvey, Chair

Explanations of Changes to the Central Virginia Long Range Transportation Plan Year 2035 pending approval at the April 17th, 2014 Central Virginia Metropolitan Planning Organization (CVMPO) meeting.

This amendment to the Central Virginia Long Range Transportation Plan Year 2035 regards moving the project “Odd Fellows Rd.—Lynchburg Expwy to End” from the “Vision Projects” section to the “Constrained Projects” section.

The “Constrained Projects” section of the Central Virginia Long Range Transportation Plan Year 2035 shows a list of priority projects identified by the Metropolitan Planning Organization that have funding associated with them through the horizon year of the plan.

The “Vision Projects” section shows projects identified as important to the regional transportation system by the Metropolitan Planning Organization but which don’t have funding associated with them through the horizon year of the plan. A transportation project must be shown in the “Constrained Projects” section in order to receive federal funding.

The changes to the Central Virginia Long Range Transportation Plan Year 2035 follow:

EXISTING DESCRIPTION IN VISION PROJECTS SECTION

Jurisdiction	Project Location	Length (mi.)	Description/Notes
Lynchburg	Odd Fellows Rd – Lynchburg Expwy to End	1.3	Widen to 4 Lanes

AMENDED DESCRIPTION IN CONSTRAINED PROJECTS SECTION

Jurisdiction	Project Location	Description/Notes	Est. Year of Expenditure (YOE)	Total Cost (inflated to YOE)	Funding Prior to 2011	Fund Allocation 2011-2035
Lynchburg	Odd Fellows Rd—Lynchburg Expwy to End	Segment B1 – located in the City of Lynchburg, Virginia, three lane typical section begins at the construction limits of Segment A (Odd Fellows Road interchange) and terminates at Mayflower Drive. This segment includes pedestrian facilities and intersection improvements. Segment B2 – located in the City of Lynchburg, Virginia, three lane typical section begins at the intersection of Odd Fellows Road and Mayflower Drive and ends at the southern termini of the existing Odd Fellows Road/Lynchburg Expressway (Route 29) interchange. This segment includes pedestrian facilities and intersection improvements.	2014	\$10,800,000	\$0	\$10,800,000

Explanations of Changes—regarding Odd Fellows Rd./Greenview Dr./Odd Fellows Rd. Interchange—to the Central Virginia Transportation Improvement Program FY12-15 (CVTIP) pending approval at the April 17^h, 2014 Central Virginia Metropolitan Planning Organization (CVMPO) Meeting

The proposed changes to the CVTIP are shown in Section 3 of the Central Virginia Transportation Improvement Program FY2012-2015. The proposed changes will allow funding for new construction improvements along Odd Fellows Rd. and Greenview Dr.; as well as new construction associated with the Odd Fellows Rd. Interchange. (Lynchburg **P3** refers to the Lynchburg Public Private Partnership). A description of changes follows:

Changes to UPC #100023:

E X I S T I N G	UPC NO	100023	SCOPE	NEW CONSTRUCTION			
	SYSTEM	Primary	JURISDICTION	Lynchburg	OVERSIGHT	NFO	
	PROJECT	New Interchange Extending Odd Fellows Road Over Route 29/460			ADMIN BY	VDOT	
	DESCRIPTION	FROM: 1.6 Mi West Route 501 TO: 0.6 Mi West Route 501 (1.0000 MI)					
	PROGRAM NOTE	TIP AMD to obligate \$2,478,278.00 (STP) and \$623,413.00 (EB) funds PE Phase FFY11 (imw 06-17-11).					
	ROUTE/STREET	ODD FELLOWS ROAD (0460)			TOTAL COST	\$30,562,899	
		FUND SOURCE	MATCH	FY12	FY13	FY14	FY15
	PE	EB	\$0	\$0	\$0	\$0	\$0
		STP	\$0	\$0	\$0	\$0	\$0
		PE TOTAL	\$0	\$0	\$0	\$0	\$0

P R O J E C T S E D	UPC NO	100023	SCOPE	New Construction Roadway			
	SYSTEM	Primary	JURISDICTION	Lynchburg	OVERSIGHT	NFO	
	PROJECT	LYNCHBURG P3 - ODD FELLOWS/GREENVIEW - VDOT OVERSIGHT			ADMIN BY	VDOT	
	DESCRIPTION	FROM: VARIOUS TO: VARIOUS					
	PROGRAM NOTE	TIP Amd to update PE & RW based on current estimate and actual oblig's - release an addit'l \$230,737 (STP) FFY13, add \$2,477,902 (STP) FFY14 PE phase; release \$7,108 (EB), add an addit'l \$1,131,226 (STP) FFY13, release \$5,981,389 (STP) FFY14, release \$1,321,304 (ACC-STP) FFY15 RW phase; release \$6,449,128 (STP) FFY15 CN phase. (lco 3/5/14)					
	ROUTE/STREET	VARIOUS (0460)			TOTAL COST	\$4,700,000	
		FUND SOURCE	MATCH	FY12	FY13	FY14	FY15
	PE	Federal - STP/F	(\$101,253)	\$0	(\$1,558,678)	\$2,477,902	\$0
	RW	Federal - STP/F	\$938	\$0	\$3,035,228	(\$3,031,476)	\$0
		MPO Note					

New Project (UPC #105515)for Primary Projects section of Section 3:

UPC NO	105515	SCOPE	New Construction Roadway			
SYSTEM	Primary	JURISDICTION	Lynchburg	OVERSIGHT		
PROJECT	LYNCHBURG P3 - ODD FELLOWS/GREENVIEW			ADMIN BY	VDOT	
DESCRIPTION	FROM: VARIOUS TO: VARIOUS					
PROGRAM NOTE	TIP Amd to add \$5,500,000 (NH) FFY14 PE; add \$11,014,000 (NH) & \$35,486,000 (AC-Other) FFY14 CN phase. (lco 3/5/14)					
ROUTE/STREET	VARIOUS (9999)			TOTAL COST	\$52,000,000	
	FUND SOURCE	MATCH	FY12	FY13	FY14	FY15
RW	Federal - NH	\$0	\$0	\$0	\$5,500,000	\$0
CN	Federal - NH	\$0	\$0	\$0	\$11,014,000	\$0
CN AC	Federal - AC	\$0	\$0	\$0	\$35,486,000	\$0
	MPO Note					

Attachment 5

Explanations of Changes—regarding GLTC funding—to the Central Virginia Transportation Improvement Program FY12-15 (CVTIP) Pending approval at the April 17^h, 2014 Central Virginia Metropolitan Planning Organization (CVMPO) Meeting

This amendment would reallocate the FY13 “Bus Real Estate Acquisition (STIP ID GLTC014)” funds (\$500K) to the FY14 “Bus Construction Admin/Maintenance Facility (STIP ID GLTC026)” line item. The \$500K was allotted to acquire real estate for the new transfer center but exceeded the funds needed to acquire the site. Therefore, the funds are proposed to be allocated to the construction phase of the new transfer center site. This corrective amendment supersedes the amendment regarding fund allocations in Section 4 made on January 16th, 2014.

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	Previous Funding	FY 2012	FY 2013	FY 2014
STIP ID:	GLTC014		Title: Bus Real Estate Acquisition	
				Recipient:
FTA 5309	960			
Flexible STP			400	60
State	240		55	8
Local	-		45	7
Year Total:	1,200	-	500	75

	Previous Funding	FY 2012	FY 2013	FY 2014
STIP ID:	GLTC026		Title: Bus Construction Admin/Maint Facility	
				Recipient:
Flexible STP		5,618		
State	-	730		
Local	-	674		
Year Total:	-	7,022	-	-

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	Previous Funding	FY 2012	FY 2013	FY 2014
STIP ID:	GLTC014		Title: Bus Real Estate Acquisition	
				Recipient:
FTA 5309	960			
Flexible STP				60
State	240			8
Local	-			7
Year Total:	1,200	-		75

	Previous Funding	FY 2012	FY 2013	FY 2014
STIP ID:	GLTC026		Title: Bus Construction Admin/Maint Facility	
				Recipient:
Flexible STP		5,618		400
State	-	730		55
Local	-	674		45
Year Total:	-	7,022	-	500

CENTRAL VIRGINIA METROPOLITAN PLANNING ORGANIZATION (CVMPO)

828 Main Street, 12th Floor
Lynchburg, VA 24504
434-845-3491

UNIFIED PLANNING WORK PROGRAM (UPWP)

Fiscal Year (FY) 2014

TRANSPORTATION TECHNICAL COMMITTEE (TTC)
RECOMMENDATION: March 28, 2013

CVMPO ADOPTION: April 18, 2013
Amended: April 17, 2014 (Tentative)

Funding provided by the Federal Highway Administration (FHWA) the Federal Transit Administration (FTA), the Virginia Department of Transportation (VDOT), the Virginia Department of Rail and Public Transportation (DRPT) and Central Virginia Metropolitan Planning Organization (CVMPO) Local Funds

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Resolution

SECTION I

FHWA, VDOT, CVMPO FUNDED ACTIVITIES

1.00 ADMINISTRATION

1.01 General Administration & Operations

Description: This task includes ongoing activities that ensure proper management and operation of the continuing, comprehensive, and coordinated (3-C) planning process. The objectives of this task are to implement the Fiscal Year (FY) 2014 Unified Planning Work Program (UPWP) throughout the fiscal year; provide all required administrative functions, including all accounting, personnel, contract, and office administration; and to support the activities of the Central Virginia Metropolitan Planning Organization (CVMPO) through preparation of agendas, attendance, and scheduling meetings, reports, minutes, and other duties as needed for the CVMPO board and subcommittees. Additionally, staff training is a component of this task.

Products: Efficient office operation, accurate financial information, preparation of quarterly reports and billings, as well as the various direct and indirect supporting roles to the CVMPO. A year end work summary will also be provided.

Additionally, this activity provides for staff training to enhance the transportation planning process, such as attendance at Virginia Chapter of the American Planning Association (VAPA) conferences, geographic information system (GIS) conferences, bicycle and pedestrian seminars, and other opportunities as identified. Funding for membership in the Virginia Association of Metropolitan Planning Organizations is also available.

Budget: \$42,000: staff
Completion date: June 30, 2014

1.02 Work Program Administration

Description: To meet the requirements of 23 CFR Part 420 and 23 CFR Part 450, the CVMPO, in cooperation with the Virginia Department of Transportation (VDOT) and the Virginia Department of Rail and Public Transportation (DRPT), is responsible for the development of a UPWP. This UPWP describes all regional transportation planning activities anticipated in the CVMPO area, which will utilize Federal funding. The UPWP also identifies state and local matching dollars for these Federal planning programs.

Products: UPWP for FY 2015 and amendments to the FY 2014 UPWP.

Budget: \$11,000; staff
Completion date: June 30, 2014

2.0 LONG RANGE TRANSPORTATION PLANNING

2.01 Long Range Transportation Plan Updates

Description: This task allows for the initiation of the update to Central Virginia Long Range Transportation Plan (Plan) as well as the review, explanation, and update of the current Plan. Consultant procurement is a element of this effort.

This task allows for staff transportation modeling development.

Additionally, this task allows for banking of funds to support the update to the Plan.

Products:

- Consultant procurement.
- Update initiation progress reporting.
- Public assistance and information, as well as preparation for any updates or amendments that is necessary.
- Banking of funds for the update.
- Staff transportation modeling skills development

Budget: \$111,407; \$30,916 staff; \$80,491 consultant (note: consultant budget amended to allow \$44,510 carryover to FY'15 UPWP)

Completion date: ongoing through FY '16

2.02 Transportation Improvement Program

Description: Maintenance of the Central Virginia Transportation Improvement Program (TIP), preparation of TIP amendments, and intergovernmental review of transportation projects.

Products: Approved TIP, TIP amendments, and intergovernmental review of transportation projects

Budget: \$4,000; staff
Completion date: June 30, 2014

3.0 TECHNICAL ASSISTANCE

3.01 General Technical Assistance (General Development and Comprehensive Planning)

Description: This task allows for assistance to localities on transportation related activities on an individual basis or CVMPO basis, as needed. This task includes, but is not limited to, providing transportation technical input and resources to the CVMPO's localities to improve the overall effectiveness and efficiency of the transportation network; promoting improved integration of the land use and transportation planning processes; and assisting with the update of local comprehensive plans to ensure land use and other elements are consistent with the statewide transportation plan and other planning documents; and other duties as requested by VDOT, FHWA, and the CVMPO.

This task allows for the development and provision of Geographic Information System (GIS) information for use with transportation projects and planning efforts. This task also provides for the enhancement and maintenance of the CVMPO transportation component of the Local Government Council's website as well as support to the City of Lynchburg Connectivity Study.

This task will provide staff support for transportation related grant writing by member jurisdictions, such as transportation enhancement program and safe routes to school program grants, and multimodal applications

And, finally, this task will provide for flexible staff time to assist with issues that arise during the fiscal year, as well as short term projects where a locality may need assistance.

Products:

- Development and submittal of transportation related grant applications, as needed;
- Enhanced and maintained transportation component of the Council website to include the annual work program, Long Range Transportation Plan, Transportation Improvement Program, project data, transportation studies, meeting information, public participation plan, and related information in compliance with SAFETEA-LU;
- Assistance to localities in the development of transportation priorities for the CVMPO and region;
- Creation of GIS data and maps for transportation planning activities and grants;
- Assistance on other transportation related matters.

Budget: \$21,190; staff

Completion date: June 30, 2014

3.02 Region 2000 Alternative Transportation Initiative

The following is a continuation of LGC staff efforts to continue expansion of alternative transportation planning and implementation activities in Region 2000

LGC Bike/Ped component of LGC website

Description: Staff will maintain and contribute to the dedicated section within the LGC website devoted to bicycle, pedestrian, and transit activity. Staff will be responsible for ensuring this section reflects local activities, events, and articles related to SRTS, local rides, and links to additional regional alternative transportation links (GLTS, RIDE Solutions, bike shops, etc.).

Product: User friendly, maintained, updated component of the new Region 2000 LGC website completed in FY 2013.

Grant Submittal

Description: Apply for, or contribute to Region 2000 locality or organization, grants to contribute to and provide funding towards alternative transportation planning or implementation of direct facilities.

Product: Copy of application or summary of contribution/partnership efforts and full summary of results.

Bike Week

Description: Activities to host the annual Greater Lynchburg Bike Month (extended to the full month of May) and Clean Commute Challenge. The primary Lynchburg Area Greenway Alliance, Region 2000 LGC, RIDE Solutions event, in the 3rd year in 2014, is the premier event to promote the use and development of pedestrian and bicycle facilities and highlight all forms of alternative transportation in the Region 2000 area.

Product: Summary of Bike Month/Clean Commute Challenge which will include details on events, participants, sponsors, donated hours, volunteers, etc.

Facilitation of Bike/Pedestrian Fund Raising Partnership

Description: Host a local bicycle ride, possible fund-raising event, for purpose of assisting in facilitation of bike or pedestrian facilities. Potential generated funds or donated contribution from existing events (such as VA 10-miler) to be used to implement identified alternative transportation facility (sharrows, marked crosswalks, benches, etc.).

Product: A report that summarizes the activity, partnership development, stakeholders, anticipated or achieved funding.

Safe Routes to School

Description: Assist in the implementation of SRTS activities – per Lynchburg City Schools SRTS education and outreach program – in the 2013-14 school year.

Possible activity, depending on LCS and individual school interest, look to guide implementation of the first LCS Bike to School Day at one or two of the SRTS pilot elementary schools or at Linkhorne Middle in May, 2014.

Product: Summary report of activities.

Lynchburg Area Greenway Alliance

Description: Provide ½ staff support, in conjunction with the Rural Transportation Planning Assistance Program, to the Lynchburg Area Greenway Alliance. Support will be for those meeting activities, meeting summaries, and reporting as required to the TTC, CVMPO, LGC, VDOT in execution of bike/pedestrian activities.

Product: Summary report of activities.

Bike/Pedestrian Annual Report

Description: Develop annual report that summarizes all the alternative transportation events, activities, planning, and facility implementation within the Region 2000. The document will include a detailed account of public and private contribution during the year; will include a highlight story of a key business or individual that was instrumental in the bicycle/pedestrian/alternative transportation activities (education, outreach, development, transit).

Product: A photo-ready quality document/brochure that highlights Region 2000 alternative transportation successes, funds generated, etc.

VDOT Bicycle Advisory Committee

Description: Serve as the liaison and participant to 1) the VDOT Bicycle Advisory Committee, managed by John Bolecek, VA Statewide Bicycle and Pedestrian Planner; and 2) VA Bicycle Federation, on request of Champe Burnley, President. Participation in these statewide bike/pedestrian committees ensures that Region 2000 is represented and abreast of key bicycling and pedestrian programs within VA.

Product: Summary of participation activities.

Alternative Transportation Webinar Series

Continue to host webinar series from bike/pedestrian leaders - such as APBP (Association of Pedestrian and Bicycle Professionals), League of American

Bicyclists, PBIC (Pedestrian and Bicycle Information Center), and America Walks – to serve as a learning and information tool to local planners, locality staff, and general public. Webinar series will continue to provide free and easily accessible CM and CEU credits for local planners and engineers.

Product: Summary of webinars held, participants, and CM/CEU credits dispersed as result of webinars.

Yearly Update to the Bicycle/Pedestrian Facilities in Region 2000

Description: Through communication with each locality and VDOT office, obtain a summary of pedestrian and bicycle facility projects completed or planned in the following year. The yearly review cycle will be February to February to account for work that took place over the primary construction months.

Activities:

- Update existing GIS data and bike/pedestrian regional resources, to include sidewalks, crosswalks, trails, on-road bicycle facilities, to reflect changes in resources.
- All activities will be crossed referenced with local planning documents to provide a gauge of success of these documents in guiding facility development.
- Summary report and GIS data format of updated resources, connection to planning documents, if available, and summary of funding used to fund past year's facilities will be included.

Product: Report that summarizes bike and pedestrian projects implemented in Region 2000 through February, 2014, will summarize anticipated projects as known, and will include a summary of funds used to facilitate resource development. A corresponding GIS data base and map will be provided.

Budget: \$20,000: staff

Completion date: June, 2014

3.03 Safety Improvement Study: Route 221 Corridor

Description: This effort will examine the Route 221 Corridor from Coover Hill Boulevard (eastern Bedford County) to Forest Brook Road (Lynchburg). Specifically, this task will identify and document opportunities for safety improvements, congestion reduction, multimodal accommodations, geometric improvements, and improved access management. The study will identify projects and potential funding sources for project implementation.

Project Foundation (previous work): Route 221 Corridor Management Study, VDOT, June 2002

Methodology:

1. **Define Issues:** Safety, congestion, multimodal, access management, others TBD.
2. **Mapping and Data Collection:** GIS base mapping, crash history, link and key intersection volumes, general travel patterns particularly as it relates to off-site factors influencing left-turn traffic issues onto Graves Mill Road.
3. **Examine land uses:** existing vs planned
4. **Analysis:** identify projected future volumes, examine intersection performance (Clover Hill Blvd, Enterprise Drive, Graves Mill, Cottontown Road, Breezewood, Forest Brook) and turn lane needs, examine arterial performance, access management, safety, bike/ped conditions, overall geometric conditions
5. **Identify deficiencies and improvement opportunities:** safety, traffic control devices, lighting, clear zone/geometric, capacity (intersection and arterial), multimodal accommodations, access management, congestion reduction
6. **Conduct two public meetings** (project kickoff and then recommendations)

Product: A draft plan documenting the items identified above.

Budget: \$50,000; Consultant

Completion date: June, 2014

3.04 Environmental Justice

Description: Ongoing public consultation and public participation to provide guidance in transportation planning. Our planning process should be inclusive and work to fairly allocate benefits to concentrations of poverty, minority, disability, limited English proficiency or any other federally protected groups.

In order to ensure compliance and enhancement of Environmental Justice and Title VI regulations the CVMPO will report as required to VDOT's Civil Rights Division regarding the CVMPO's activities and practices and keep track of all Environmental Justice and Title VI issues for all projects in the UPWP.

Products: Documented Environmental Justice and Title VI response to VDOT's Civil Rights Division, as requested.

Budget: \$1,000; staff

Completion date: June, 2014

SECTION II

FTA, VDRPT, CVMPO FUNDED ACTIVITIES

44.21.00 Program Support and Administration

Description: Region 2000 Staff will assist in ongoing activities that ensure proper management and operation of a continuing, comprehensive, and coordinated (3-C) planning process. The primary objectives of this task are to implement the FY 2012 UPWP throughout the fiscal year; provide all required administrative functions, including all accounting, personnel, contract, and office administration; and to support the activities of the CVMPO through preparation of agendas, attendance and scheduling meetings, reports, minutes, and other duties as needed for the CVMPO board and subcommittees. This task allows for amendments to the current UPWP and preparation of the FY 2013 UPWP. Additionally, this task will allow for participation in the Community Health Action and Response Team, promoting alternative transportation that can access transit.

Product: Efficient office operation, accurate financial information, preparation of quarterly reports and billing, as well as the various direct and indirect supporting roles to the CVMPO; amendments to the UPWP; and preparation of the FY 2013 UPWP. Participation in the Community Health Action and Response Team.

Budget: \$30,000

Completion Date: June, 2014

44.22.00 General Development and Comprehensive Planning

Description: This item allows for ongoing transportation planning support services for GLTC and the CVMPO. The CVMPO will provide data gathering and analysis resources as requested and will be available to assist any regional transit agency in their planning efforts. The items in this section are geared toward increasing the safety, security, and accessibility of the transportation system to motorized and non-motorized users. The items are also meant to enhance the integration and connectivity of the transportation system. Lastly, all objectives are geared toward promoting an efficient system operation and management.

Tasks:

1. The CVMPO will be carrying out an ADA Bus Stop Accessibility Study in an effort to support GLTC's continued effort of serving the disabled population. This study will mark the first regional comprehensive ADA bus stop inventory and assessment. The

study will recognize the ongoing mobility challenges for the disabled community. The study will use analysis from the City of Lynchburg's Connectivity Study and combine it with GLTC's bus stop database in order to recognize ongoing mobility challenges for the disabled community. CVMPO staff will use inventoried features such as continuous sidewalks, curb cuts, and landing pad material to determine bus stops that are ADA accessible as well as bus stops that have the potential to become ADA accessible. Recommendations from the plan will result in prioritized improvements related to ADA accessibility and connectivity.

Budget: \$ 35,010

2. Provide the major public transit agency in our area—GLTC—with the planning assistance associated with keeping the bus stop database current. Keeping a current inventory of bus stops will promote the overall efficiency of system operations and management. This item follows on the heels of the 2012 Bus Stop Inventory in which unique identifier number stickers were placed on every stop in the GLTC fixed route system. The overall objective of this planning effort is to provide a current list of the bus stops in the Geographical Information System to improve overall transit efficiency. This item is essential in providing "Routematch"—the company that houses GLTC's bus stop data in a real-time viewing mode—with accurate information which riders can use to determine when the next bus is approaching.

Budget: \$ 15,560

3. The arrival of the new GLTC transfer center—slated to open in 2014—will require the altering of several GLTC fixed routes. GLTC is hiring consultants to conduct technical studies on the impact certain changes will have on ridership numbers and trips. Region 2000 Staff will assist the consultants in gathering information at public meetings, analyzing data and responses, and providing GIS layers when necessary. Region 2000 Staff will also create re-alignment design reports on an as needed basis. The overall objective of this planning effort is to create an up to date routing system map that can be used in a Geographic Information system. Data from every bus stop in the GLTC fixed route system will be stored at the Region 2000 offices.

Budget: \$ 23,340

4. The Transit Development Plan (TDP) developed in FY2010 has goals and objectives listed for yearly increments that need to be monitored. Region 2000 Staff will evaluate these goals and measures to assure that goals are being met in their given time frames. The overall objective of this planning effort is to ensure that the Transit Development Plan is a document that is being followed by the MPO and the various transit agencies in the region. Region 2000 staff time will be used to research existing versus future ridership, route profiles, route alignment, and service frequency and

measure their implementation against the goals and objectives set forth by the TDP. This task will lead to the overall efficiency of systems operations and management of transit in the region. This is a task that has been carried out as part of the work program for the last three years.

Budget: \$ 3,890

Products:

- A document to support the ADA Bus Stop Accessibility Study.
- Quarterly reports to GLTC showing accurate fixed route system data that can be sent to “Routematch”.
- An up to date bus stop database to be maintained by Region 2000 staff.
- Consultant support for the fixed route realignment process.
- Produce short-range planning reports for GLTC as requested.

Budget Total: \$ 77,799

Completion Date: June, 2014

44.23.01 Long Range Transportation Plan Update

Description: Region 2000 Staff will oversee the review, explanation, and update to any projects on the Central Virginia Long Range Transportation Plan, Year 2030 in the event that a project needs to be updated before the five year update. Keeping the plan up to date will support the economic vitality of the metropolitan area and will increase productivity and efficiency in the region. This task will also provide for explanations of the plan to interested parties such as CVMPO Board members and citizens. This task is justified because it keeps the LRTP current. The section of the LRTP depicting transit will also be monitored and updated as needed in order to give a current assessment of transit in the area. This task also helps support the economic vitality of the metropolitan area. This task also promotes consistency between transportation improvements and state and local planned growth and economic development patterns.

This task will carry over into FY2012 and will allow for the updates and maintenance necessary of the Year 2035 Plan.

Products:

- Public Assistance and information, as well as preparation for any updates that are necessary and continued development of the long range plan.
- Continued maintenance and updates to the Year 2035 Plan.

Budget: \$1,000

Completion date: June, 2014

44.25.00 Transportation Improvement Program

Description: Region 2000 Staff will oversee the maintenance of the FY 2009-12 Transportation Improvement Program (TIP), preparation of TIP amendments, and intergovernmental reviews of transportation projects. This task is justified because it keeps the TIP up to date. Any TIP project that is transit related—including bicycle and pedestrian facilities leading to public transit—will be updated as needed. The TIP program supports the economic vitality of the metropolitan area by enabling productivity and efficiency.

Products: Approved TIP, updated TIP maps, TIP amendments, and intergovernmental review of transportation projects.

Budget: \$1,000

Completion date: June, 2014

Proposed Expenditures		FHWA	State	Local	Total	FTA5303	State	Local	Total
1.00 Administration		\$ 42,400	\$ 5,300	\$ 5,300	\$ 53,000	\$ 24,000	\$ 3,000	\$ 3,000	\$ 30,000
1.01 General Admin. & Oper.		\$ 33,600	\$ 4,200	\$ 4,200	\$ 42,000				
1.02 Work Prog. Admin.		\$ 8,800	\$ 1,100	\$ 1,100	\$ 11,000				
2.00 Long Range Planning		\$ 92,326	\$ 11,541	\$ 11,541	\$ 115,407	\$ 1,600	\$ 200	\$ 200	\$ 2,000
2.01 Long Range Trans. Plan		\$ 89,126	\$ 11,141	\$ 11,141	\$ 111,407	\$ 800	\$ 100	\$ 100	\$ 1,000
2.02 Transportation Imp. Prog.		\$ 3,200	\$ 400	\$ 400	\$ 4,000	\$ 800	\$ 100	\$ 100	\$ 1,000
3.00 Short Range Planning		\$ 73,752	\$ 9,219	\$ 9,219	\$ 92,190	\$ 62,239	\$ 7,780	\$ 7,780	\$ 77,799
3.01 General Development and Comprehensive		\$ 16,000	\$ 2,000	\$ 2,000	\$ 20,000	\$ 62,239	\$ 7,780	\$ 7,780	\$ 77,799
3.02 Alternative Transportation		\$ 16,952	\$ 2,119	\$ 2,119	\$ 21,190				
3.03 Safety Improvement Study		\$ 40,000	\$ 5,000	\$ 5,000	\$ 50,000				
3.04 Environmental Justice		\$ 800	\$ 100	\$ 100	\$ 1,000				
		\$ -	\$ 0	\$ 0	\$ 0				
		\$ -	\$ 0	\$ 0	\$ 0				
Total	Subtotal			PL	\$ 260,597			DRPT	\$ 109,799
									\$ 370,396
The following notes relate to VDOT funding arrangements. These funds are not controlled by the CVMPO									
Surface Planning and Research (SPR) FUNDING FOR VDOT STAFF SUPPORT									
ACTIVITY									
Administration			Total	Federal	State				
State Transportation									
Planning			\$150,000	\$120,000	\$30,000				
VDOT's Transportation and Mobility Division (TMPD), located in the Central Office, will provide statewide oversight, guidance, and support for the federally mandated Metropolitan Transportation Planning and Programming Process. TMPD will provide technical assistance to VDOT Planning Managers, local jurisdictions, regional agencies and various divisions within VDOT, in the development of transportation planning documents for the MPO areas. TMPD will participate in special studies as requested.									
FY-13 Funding Available Statewide: \$150,000.									
This spreadsheet was amended April 17, 2014 to allow \$44,510 in carryover to UPWP FY '15, supporting the CVLRTP update.									



Central Virginia Area
Agency on Aging, Inc.

CENTRAL VIRGINIA AREA AGENCY ON AGING, INC. **Attachment**

501 12th Street, Suite A
P.O. Box 1390
Lynchburg, VA 24505
434-385-9070 Fax: 434-385-9209
cvaaa@cvaaa.com

January 13, 2014

Mr. Gary Christie
Executive Director
Region 2000 Planning District Commission
828 Main Street, 12th Floor
Lynchburg, VA 24504

Dear Mr. Christie, *Gary,*

The Central Virginia Area Agency on Aging (CVAAA) is seeking capital assistance from the Commonwealth of Virginia through the FTA Section 5310 program to purchase transportation equipment. As part of the application process, we are required to notify our Metropolitan Transportation Planning Organization and request that the project be included in the annual element of the Transportation Improvement Program. CVAAA is requesting funding to purchase two (2) handicap accessible mini-vans and two (2) 9-passenger vans with lift. The total cost of the project is approximately \$160,000. The federal grant is for 80 percent of the total cost with the agency being responsible for the 20 percent balance.

Our plan is to increase and replace aging rolling stock that currently provides demand responsive transportation for our elderly and disabled clients in the Central Virginia Planning District 11 area to get to agency-related activities, medical appointments, grocery stores, and other destinations.

Please send documentation that the project has been included in the TIP to:

Public Transportation Division
Department of Rail and Public Transportation Division
600 East Main Street, Suite 2102
Richmond, Virginia 23219

This information is required for our application to be considered for approval. If you have any questions about our proposal, please feel free to call me.

Sincerely,

Ken Young
Kenneth Young
Director of Transportation

WE ARE
Meals On Wheels
So no senior goes hungry.

Our Mission:
To enable senior citizens to remain independent in their
home by providing quality supportive services.

LIVE UNITED
United Way
Partner Agency



Central Virginia Area Agency on Aging, Inc.

CENTRAL VIRGINIA AREA AGENCY ON AGING, INC. Attachment

501 12th Street, Suite A
P.O. Box 1390
Lynchburg, VA 24505
434-385-9070 Fax: 434-385-9209
cvaaa@cvaaa.com

January 13, 2014

Mr. Gary Christie
Executive Director
Region 2000 Planning District Commission
828 Main Street, 12th Floor
Lynchburg, VA 24504

Dear Mr. Christie,

The Central Virginia Area Agency on Aging (CVAAA) is seeking capital assistance from the Commonwealth of Virginia through the FTA Section 5317 program to provide operating expenses for our New Freedom transportation program. As part of the application process, we are required to notify our Metropolitan Transportation Planning Organization and request that the project be included in the annual element of the Transportation Improvement Program. CVAAA is requesting funding to supplement operating expenses for the transportation of disabled individuals to necessary appointments. The total cost of the project is approximately \$89,000. The federal grant is for 90 percent of the total cost with the agency being responsible for the 10 percent balance.

Our plan is to increase transportation opportunities for disabled clients in the Central Virginia Planning District 11 area to get to agency-related activities, medical appointments, grocery stores, and other desired destinations.

Please send documentation that the project has been included in the TIP to:

Public Transportation Division
Department of Rail and Public Transportation Division
600 East Main Street, Suite 2102
Richmond, Virginia 23219

This information is required for our application to be considered for approval. If you have any questions about our proposal, please feel free to call me.

Sincerely,

Kenneth Young
Kenneth Young
Director of Transportation



Our Mission:
To enable senior citizens to remain independent in their home by providing quality supportive services.





Attachment

January 6, 2014

Gary Christies
Executive Director
Regional 2000 Planning District Commission
828 Main Street, 12th Floor
Lynchburg, Virginia 24504

Dear Mr. Christies:

Horizon Behavioral Health is seeking capital assistance from the Commonwealth of Virginia through the FTA Section 5310 program to purchase transportation equipment. As part of the application process, we are required to notify our Metropolitan Planning Organization and request that the project be included in the annual element of the Transportation Improvement Program. Horizon is requesting funding to purchase two modified minivans with wheelchair ramps. The total cost for the project is approximately \$80,000.00. The federal grant is for 80 percent of the total cost with the agency being responsible for 20 percent of the balance.

Our plan is to provide demand-responsive transportation for our clients with intellectual disabilities in the Lynchburg metropolitan area to get to agency-related activities, medical appointments, grocery stores, and other destinations.

Please send documentation that the project has been included in the TIP to the address below:

Public Transportation Division
Department of Rail and Public Transportation Division
600 East Main Street, Suite 2102, Richmond, Virginia, 23219

This information is required for our application to be considered for approval by the Virginia Department of Rail and Public Transportation. If you have any questions about our proposal, please feel free to contact me via email at felicia.prescott@horizonbh.org or by phone at 434-847-8035.

Sincerely,


Felicia Prescott, LPC, CCC
Senior Director, Adult & Family Services



CC: Nancy Cottingham
Horizon Behavioral Health, CEO

BY:

HORIZON BEHAVIORAL HEALTH 620 Church Street, Lynchburg, VA 24504
PHONE: (434) 847-8035 | FAX: (434) 455-2720 | www.HorizonBH.org



**Attachment
7d**

January 10, 2014

Mr. Gary Christie
Executive Director
Region 2000
828 Main Street, 12th Floor
Lynchburg, VA 24504

RECEIVED
JAN 15 2014

BY:

Dear Mr. Christie,

Heart Havens, Inc. is seeking capital assistance from the Commonwealth of Virginia through the FTA Section 5310 program to purchase transportation equipment. As part of the application process, we are required to notify our Metropolitan Planning Organization (MPO) and request that the project be included in the annual element of the Transportation Improvement Program (TIP). Heart Havens is requesting funding to purchase three 9-passenger vans with handicap-accessible lifts to support individuals with intellectual and developmental disabilities living in our homes in **Lynchburg**, Hanover and Norfolk. The total cost of this project is approximately \$105,000.00. The federal grant is for 80% of the total cost with our agency being responsible for the 20 percent balance.

We are also required to notify our Regional Planning District Commissions (PDC) and request an intergovernmental review of our grant request. *So we ask that this one letter, fulfill both requests, since you lead both organizations.*

We ask that you as part of the MPO, please send documentation that the project has been included in the TIP to the address listed below:

Public Transportation Division
Department of Rail and Public Transportation Division
600 East Main Street, Suite 2102
Richmond, Virginia 23219

This information is required for our application to be considered for approval and we appreciate your assistance.

Heart Havens empowers adults with intellectual disabilities to live and thrive in a safe and nurturing environment. Our goal is to provide safe and convenient transportation for our clients, especially as they age and experience additional physical challenges.

812 Moorefield Park Drive, #301, Richmond, VA 23236 | 804-237-6097 | 1-877-442-8368
info@hearthavens.org | www.hearthavens.org

We provide daily transportation to those individuals living in our homes to and from training, jobs, community programs, grocery stores, medical appointments and other opportunities for community integration.

I have included some information about our organization with this letter, so that you may better know who we are and what we do. You may also visit our website at: www.hearthavens.org

Thank you for your assistance with this project. If you have any questions about our proposal, please contact me at: 804 237 6097 or Jennifer.Barrett@hearthavens.org.

Sincerely yours,



Jennifer Boyden-Barrett, MA, QIDP
Chief Executive Officer

Cc: John Mahoney



Macleigh-Holland Home
Virginia Beach
February, 1999



Rappahannock Home
Kilmarnock
Fall, 1999



Bonnie Home
Stuarts Draft
2000



Colonial Beach Home
Colonial Beach
November, 2001



Marybeth Graft Home
Richmond
June, 2002



Saratoga Home
Winchester
November, 2002



Taylor Home
Norfolk
June, 2003



Lynchburg Home
Lynchburg
2004



Morrison Home
Newport News
June, 2009



Garber-Morris Home
Richmond
December, 2009



Tate Home
Ashland
December, 2010



Lynchburg 2 Home
Lynchburg
February, 2012

Home opening dates and areas of operation

812 Moorefield Park Dr, #301, Richmond, VA 23236. Toll Free 1-877-442-8368. Local 804-237-6097. Fax 804-237-6098. www.hearthavens.org. info@hearthavens.org.

What we do

Established in 1996 by The United Methodist Church and obtaining its own 501(C)3 status in 2003, Heart Havens is a premier provider of residential services for adults with intellectual disabilities in Virginia.

Why

Over 17,000 adults with intellectual disabilities live in Virginia with parents over the age of sixty.

More than 5,600 are on waiting lists for housing and services.

Over 3,056 are in urgent need of residential services.

Contact

Referrals & inquiries please contact Heart Havens at:

Main: 804.237.6097

Toll free: 1.877.442.8368

Fax: 804.237.6098

Web: www.hearthavens.org



Heart Havens homes are nestled in neighborhoods across Virginia. Individuals live as independently as possible among their neighbors, with access to all the resources the community has to offer, including stimulating educational activities, sports programs and local events. Relationships within the community play an important role in ensuring that individuals interact socially with a diverse population.

Using a person centered approach, highly trained staff are on site 24 hours a day to support 4-5 individuals in the home. Individuals work toward developing new skills and fulfilling their goals and dreams, creating a family atmosphere of mutual respect and teamwork.

"I wouldn't have any other neighbors. Not only are the people a joy, but the Men of The United Methodist Church and the families of the Heart Havens men keep the property looking beautiful at all times."

-Mike and Bonnie (Heart Havens neighbors)





Get involved!

- ★ Volunteer
- ★ Adopt a home
- ★ Tour a Heart Havens home
- ★ Visit with residents of Heart Havens
- ★ Invite a Heart Havens representative to speak to your group
- ★ Donate
 - ◆ Cash gift
 - ◆ Planned giving
 - ◆ Matching gifts
 - ◆ Paper products, toiletries or canned goods

For more information contact

Heart Havens:
info@hearthavens.org
804.237.6097



812 Moorefield Park Drive, #301
Richmond, VA 23236
www.hearthavens.org
804.237.6097

Welcome
Home
to
Heart Havens



Central Virginia Long Range Transportation Plan **2040** **Update**

Introductory Materials

for Transportation Technical Committee Review

DRAFT March 31, 2014

PART 1 – WEBSITE MATERIALS

A. Introduction to MindMixer Website

Basics

We are proposing to set up the project website for the CVLRTP 2040 update using a new online interactive engagement tool called **MindMixer**. MindMixer is an online public engagement tool developed by planners and in use by dozens of communities and organizations in Virginia and elsewhere. It is used by MPOs, transit agencies, DOTs and local governments among others to broaden their public outreach programs. The CVLRTP 2040 site will still work like a normal project website that posts regular information and updates about the project, but it will also have greatly enhanced capabilities for outreach and engagement of public and stakeholders in the Region. It is important to recognize that this is not a replacement for the traditional outreach tools such as public meetings and stakeholder working groups, which will still be done as part of this project, but it is a way of greatly leveraging these traditional engagement tools through an expanded web presence for the project.

Running the CVLRTP 2040 website through MindMixer will allow this project new capacity to generate ideas, gather valuable feedback and measure the impact of the Region's contributions in a productive, two-way dialogue. It will still look like the project website, fully customized with local imagery, logos and important weblinks, but it will have far more interactive power than a normal website.

This proposed approach will provide the CVMPO with strong community outreach tools that are especially relevant to the long range transportation planning update process. The core of MindMixer's interactive value rests on well-designed questions and topics for people to react to. The consultant team will develop topics and questions throughout the project for vetting and review by CVMPO staff. Topics will take different forms, such as requests for input and ideas, reactions to draft materials or short surveys, etc. Periods of activity and input on the website will be designed to leverage the input around the main three public workshops proposed for the project.

Key Points about MindMixer:

- Participants who want to post on the site must create an account before contributing, ensuring quality submissions.
- The consultants and client can monitor input and pull any inappropriate content before it is posted for public view.

- Community members can be invited to sign in through the current CVMPO or Region 2000 sites or any existing social media accounts. Participants can use existing Facebook, LinkedIn, or Google accounts or their email address to sign up to contribute comments and input.
- The consultant team will prepare initial topics and questions to get participants talking, or the client can suggest their own.
- Input can be solicited through instant feedback via poll questions or with long-form surveys to get more detail where needed (such as more detailed input on the draft plan).
- The site also allows clients to quickly check the progress of the outreach to find out how many people are engaging, and can export reports to analyze participation.

B. Initial Set Up for MindMixer Website

- Site Name: Central Virginia Long Range Transportation Plan 2040
- Site URL (choose one of the options below):
www.cvlrtp2040.info
www.cvlrtp2040.com
www.cvlrtp2040.org

- Site Description (240 character limit):

The Central Virginia Metropolitan Transportation Organization is currently in the process of updating its Long Range Transportation Plan for 2040. This project website exists to help people stay informed and get involved to provide input on the plan and the transportation priorities for the region.

- Proposed Public Launch Date (to be confirmed with staff and TTC): **May 12, 2014**
- Color Theme: Shades of blue and green as shown below:



- Header background images: variety of community and landscape photos from the Region

- Project Logo:



- Introductory Video:

A common feature of MindMixer sites is an introductory video that is developed for the homepage by someone associated with the project that welcomes visitors to the site, introduces the project and asks for their input and continued participation. Normally, this is as simple as the project director (Bob White, for example) reading a page of text for 2-3 minutes. If this is desirable for this project, we can write up a script for this video.

- “Who’s Listening” Page:

This is a standard feature of MindMixer sites and is just a listing of who will be receiving and reading the public input that is posted on the site. This helps participants relate to real people on the project side and gives a human face to a project. Typically, this would be the project director and key staff, but could also include consultants, appointed/elected officials and/or steering committee members. All that is needed is the confirmation from staff/TTC of who should be listed and photos and brief bios for each “who’s listening” member. Suggested “who’s listening” team is:

- Project Director – Bob White
- Consultant Team (Bill Wuensch, Vlad Gavrilovic, Jason Espie)
- TTC members

Note that MPO Board members or other staff could be included as well to broaden the impact of the site.

- Web Links: The following would be set up as website links on the project site:

- Region 2000 CVMPO <http://www.region2000.org/home.html>
- Virginia's Region 2000 Partnership (FaceBook)
<https://www.facebook.com/pages/Virginias-Region-2000-Partnership/110293669008868>
- Document (PDF) Links - The following would be set up as document links on the project site:
 - 2035 Long Range Transportation Plan, including: CENTRAL VIRGINIA LONG-RANGE TRANSPORTATION PLAN – YEAR 2035 PLAN, October 2010 (PDF, Large file! 56 MB) - Click here for a lower resolution version (10 MB)
 - CENTRAL VIRGINIA LONG-RANGE TRANSPORTATION PLAN – YEAR 2035- EXECUTIVE SUMMARY, October 2010 (PDF, 23 MB file) - Click here for a lower resolution version (8 MB)
 - Technical Appendix Cover (4.6 MB)
 - Technical Appendix A: Summary of Workshops and Focus Groups (9.1 MB)
 - Technical Appendix B: Coordinated Human Services Plan (0.8 MB)
 - Technical Appendix C: Environmental Coordination (6.7 MB)
 - Technical Appendix D: Modeling Methodology (0.5 MB)
 - Technical Appendix E: Summary of Public Process (10.3 MB)
 - Technical Appendix F: Traffic and Safety Analysis Data (0.6 MB)
 - CVLRTP 2035 Summary Map Poster (3.5 MB)
 - CVLRTP 2040 schedule pdf (to be developed)
 - Others ?
- Project Introduction (see draft text below)

B. Initial Content for MindMixer Website

About This Site:

Welcome to the project website for the Central Virginia Long Range Transportation Plan, year 2040 Update. The CVMPO (Central Virginia Metropolitan Planning Organization) has started the process of updating the region's long range transportation plan (LRTP). The process entails a comprehensive evaluation of transportation needs across all modes of travel and includes an extensive public and stakeholder outreach program. This project seeks to engage the public in a conversation about issues, needs, and strategies to achieve community goals for the transportation system in Region 2000. This region faces a range of decisions and options for future transportation - your voice will help guide that process.

Please take a moment to comment on a topic, submit your ideas, submit your photos or interact with fellow residents in your region. You can also visit the CVMPO website for more information, or be part of events related to the project in the coming months.

Home Page:

Welcome to the project website for the Central Virginia Long Range Transportation Plan, year 2040 Update. The CVMPO (Central Virginia Metropolitan Planning Organization) has started the process of updating the region's long range transportation plan (LRTP). The process entails a comprehensive evaluation of transportation needs across all modes of travel and includes an extensive public and stakeholder outreach program. [NOTE: the preceding paragraph is repeated from the "About This Site" page due to the structure of the site pages].

The Lynchburg region has experienced change and growth over the past years and is looking toward continuing to grow and prosper in the coming decades. Potential growth requires support from the region's transportation system to continue to meet new and current demands for the movement of goods and people. As we update the list of the region's long range transportation needs, it is imperative that we hear from as many citizens and interested groups regarding your vision for how to accommodate future travel demand across all modes (vehicles, walking, biking, transit, freight movement, airports) of travel. This website provides an opportunity to share information and also to gather feedback in the form of comments, thoughts and suggestions as we proceed through the project.

Project Overview

This LRTP update effort will build upon recent planning initiatives in Region 2000, as well as meet the needs of emerging state and federal policy and legislative changes to forge a strong transportation policy framework for the coming decades. In particular, three focus areas for this LRTP update will be:

Economic Development - Building upon recent economic development initiatives, especially the recent economic development visioning effort undertaken through the Comprehensive Economic Development Strategy (CEDS) process for the Region. One of the focus areas of this plan update will be to better link transportation policies, programs and projects to economic development and ensure that transportation funding is leveraged to support local economic development.

MAP-21 – The reauthorization of the federal transportation funding bill in 2012 (MAP-21 or Moving Ahead for Progress 21) extended federal funding support for states and MPOs and established a new performance management approach to allocating funding in the future. While some of the provisions of MAP-21 will extend beyond the time frame of this plan update, it is the goal of this update to make the

new LRTP “MAP-21 ready” and ensure that Region 2000 is both in compliance with federal provisions and is best positioned to take advantage of funding opportunities in the coming years.

Performance Based Planning & Programming – Both through the federal-level MAP-21 direction and through recent state-level initiatives (VTTrans statewide transportation policy plan and House Bill 2), transportation policy and planning is increasingly being based on a performance-driven, outcome-based approach. One of the goals of this LRTP update will be to develop a clear and transparent framework for project prioritization that has broad support from the leaders in the Region. A key part of the process for this update will be to seek input and guidance on both general principles and specific criteria for how transportation projects are prioritized in the Region in the coming years.

All three of these focus areas will be incorporated into the LRTP update process, with the end result being both an overarching policy framework for transportation in the coming decades, as well as a refined list of transportation needs and projects to meet the vision, goals and objectives of the Region.

Topics:

MindMixer sites invite input through a constantly updated set of “topics” that are posted regularly on the website. Topics are questions, invitations for input or invitations to post relevant photos or videos to the website. As described above, the consultant team and/or client can review all posts on the site and pull any that may have inappropriate content before they reach the public.

A series of topics/questions for the CVLRTP 2040 site are proposed below. The initial set of topics is oriented around big picture themes, understanding values, vision and goals of the plan, and are geared toward the first public workshop. One to two new questions/topics will be rolled out each week, to keep content fresh and keep people returning to the website. Typically, we will leave topics open for a 3-4 week period, so that content and topics will stay fresh, although all old topics can be left open as well. At any given time there should be 3-7 active topics up on the site. If too many topics are rolled out or left up on the site, it can be daunting or overwhelming for visitors and may discourage participation.

Best practice with MindMixer sites is to roll in and out topics in a steady rate, a preliminary version of which is proposed below. This schedule shows how up to twelve topics could be rolled out prior to the workshop, starting with big picture values and vision affirmation and goals and ideas for the future. A similar set of content will be developed for future workshops, and the topics tailored according to each workshop’s purpose.

Potential Schedule of Topics and Dates:

Week	Special Activity	Date	Topic Rollout Schedule							Total Live Topics
Week 1	LAUNCH	12-May	Topics 1-3							3
Week 2		19-May	Topics 1-3	Topics 4-5						5
Week 3		26-May	Topics 1-3	Topics 4-5	Topics 6-7					7
Week 4		2-Jun		Topics 4-5	Topics 6-7	Topics 8-10				7
Week 5		9-Jun			Topics 6-7	Topics 8-10	Topics 11-12			7
Week 6		16-Jun			Topics 6-7	Topics 8-10	Topics 11-12			7
Week 7		23-Jun				Topics 8-10	Topics 11-12			5
Week 8	WORKSHOP	30-Jun				Workshop 1				0
Week 9		2-Jul				No activity				0
Week 10		7-Jul						Topics 13-15		3
Week 11		14-Jul						Topics 13-15	Topics 16-17	5

NOTE:

The suggested Topics are listed below:

Week 1 - Values:

1. "What do you value most about living here?" Poll Question: What are your top 3 reasons for living in Central Virginia? Provide 10-15 multiple choice options that list qualities, assets of the area.
2. Photo Share: Show us what makes Central Virginia a great place to live! Share pictures of your favorite places, favorite street, or something that makes you proud of where you live.

Week 2 – Big ideas for transportation:

3. What is your big idea for transportation in our community? (Idea Submission)
4. What one change would you make to our current transportation system? (Idea Submission)

Week 3 – Economic prosperity:

5. Do you think we should make transportation a priority as we grow our economy? (Idea Submission)
6. What is your big idea for improving our community's economy with our transportation system? (Idea Submission)

Week 4- Investment priorities:

7. What transportation investment should we make today that our children and grandchildren will thank us for tomorrow? (Idea submission)

Week 5 – Most critical needs and priorities:

8. What do you consider the most critical needs for transportation in the Central Virginia region today?

9. How would you prioritize transportation improvements, pick your top two choices:

- Build/widen more roads
- Improve/expand sidewalks
- Expand bike lanes
- Improve and add more trails
- Better bus service
- Add passenger rail service
- Improve traffic signal timing
- Expand use of technology to get more out of our current system

10. How do you travel to get to work, or run errands (car, bus, bike, walk) Why is that the best option for you?

Week 6 – Vision and Goals (in preparation for First Workshop):

11. Vision Statement Affirmation/Review. Post vision statement from CVLRTP 2035 plan and ask what people like most about it, is there anything that you would change or anything missing?

12. Which of the current transportation plan goals do you feel are most important (instant poll using the existing goals from the CVLRTP 2035 Plan, check top three)

Weeks 7-9 - Workshop Period – No New Topics Introduced

Week 10 – Workshop follow up:

13. Summary of workshop 1 posted. Comments welcome

14. To be determined. Consider one of the thematic topics ideas presented below as appropriate.

15. To be determined.

Week 11– Workshop follow up:

16. To be determined.

17. To be determined.

Idea Bank of Other Potential Topics:

Presented below are a number of topic questions grouped by a transportation related thematic area. This idea bank can be drawn on to keep a steady stream of topics up for discussion on the CVLRTP 2040 Mind Mixer page, or these topics could be rolled out just prior to future workshops, as appropriate to support the specific purpose of that event.

Pedestrian Improvements:

- What big change could we make to improve the pedestrian experience in our community? (Idea Submission with Map)
- How can we encourage walkable neighborhoods?
- Where should we begin improving the pedestrian experience first? (Instant Poll)
- What makes you feel safe or unsafe when you are walking? (Idea Submission)
- What features of a complete street do you find most appealing? Show picture(s) of a complete street or features. Ask for comment, or list features and ask them to check the top three favorite features.
- Show us a city with great mobility! (Photo Share)

Traffic Congestion:

- What street do you tend to avoid traveling? (Idea Submission with Map)
- What would cut down on the traffic problem in our community? (Idea Submission with Map)
- Where should we begin reducing traffic first? (Instant Poll)
- How long is your commute to work? (Instant Poll)

Parking:

- Where in our community do you notice a lack of parking? (Idea Submission)
- Which of these parking improvements should we start with? (Instant Poll)
- Which of the following parking options do you utilize? (Instant Poll)

Road Infrastructure:

- Which of these transportation improvements should we start with? (Instant Poll)
- Where in our community are there infrastructure problems? (Idea Submission with Map)
- Which of these infrastructure improvements should we start with? (Instant Poll)
- How would you rate the condition of the road infrastructure in our community? (Instant Poll)

Safe Roads:

- What one step could we take to make our roads safer? (Idea Submission with Map)
- Where should we begin improving safety on our roads? (Instant Poll)
- Show us the roads you avoid for safety reasons. (Photo Share)

Bicycle Improvements:

- What big change could we make to improve the infrastructure for bicyclists in our community? (Idea Submission with Map)
- Where should we begin improving bicycle infrastructure first? (Instant Poll)
- Show us your favorite bike route! (Photo Share)
- What would make you more likely to ride a bike instead of driving to work or other activities? Multiple choice, provide list of specific actions.

Public Transportation Improvements:

- What big change could we make to improve public transportation in our community? (Idea Submission with Map)
- Which transit improvement should we start with? (Instant Poll)
- Why is it important for our community to have a variety of public transportation options? (Idea Submission)
- Do you think Transit Oriented Development makes sense for certain places in the region?

Sidewalks:

- What big change could we make to improve sidewalks in our community? (Idea Submission with Map)
- Where should we begin improving our sidewalks first? (Instant Poll)
- In what way do you use the sidewalks around your neighborhood? (Instant Poll)

Trails:

- Where do we need to improve or expand on the trails around our community? (Idea Submission with Map)
- Which of these trail and path improvements should we start with? (Instant Poll)
- Which trail in our community is the best for taking a walk? (Idea Submission with Map)

Transportation for Seniors:

- How can we provide better transportation options for the seniors in our community? Multiple choice, provide list of specific actions.
- What one change could we make to improve transportation for seniors in our community? (Idea Submission)
- Where should we begin improving transportation for seniors? (Instant Poll)

- How would you rate transportation in our community as it relates to senior passengers and drivers? (Instant Poll)

Emergency Preparedness:

- How could we improve our transportation system to be more prepared for an emergency? (Idea Submission)
- Which of these emergency preparedness enhancements should we start with? (Instant Poll)
- Do you feel our community's emergency routes would adequately protect you and your family in an emergency? (Instant Poll)

Sample Websites:

Although MindMixer websites expire as projects are no longer active, a number of active project and website links are listed below to show how a typical MindMixer site works:

MindMixer Site: http://www.mindmixer.com/how-it-works?gclid=CPHa_fjCvb0CFeRIOgodPSsAbA

Pinellas County, FL -- <http://www.telluspinellas.com/>

State of Rhode Island LRTP -- <http://ideas.rhodemapri.org/> This site is closing down soon but the questions are still accessible.

State of Connecticut LRTP -- <http://www.transformct.org/>

Toronto Light Rail Station Plan -- <http://refocuskodak.mindmixer.com/>

PART 2 – PROJECT SCHEDULE

A. Proposed Project Schedule

The Project Schedule on the following page was presented to the TTC at its March meeting in a more detailed form. It has been simplified in a more graphically-oriented format for more general use. This version of the schedule is suggested for use as the basic road map for the project. Once it is affirmed, it will be posted on the project website and will be used to give advance notice of meetings, workshops and draft deliverables.

CVALRTP 2040 - SCHEDULE OF MEETINGS

2014

MEETING	MARCH		APRIL		MAY		JUNE		JULY		AUGUST - SEPTEMBER		OCTOBER		NOVEMBER - DECEMBER		
	TTC	MPO Board	TTC	Technical Data Review	TTC	Project Introduction & Review	CEDS Committee	Project Introduction & Review Policy Context	Community Meeting	TTC	MPO Board	TTC	CEDS Committee	Community Meeting	MPO Board	TTC	
PURPOSE / FOCUS OF MEETING	Project Kick Off and Review Scope / Schedule	Project Introduction	Technical Data Review		Vision, Goals and Draft Prioritization Framework	Project Introduction & Review Policy Context	Project Introduction & Review Policy Context	Project Introduction & Review Policy Context	Community Meeting	Vision Projects & Refined Prioritization Framework	Vision Projects & Refined Prioritization Framework	Applying the Prioritization Framework & Draft Constrained Project List	Investing in Our Future: Draft Transportation Priorities	Investing in Our Future: Draft Transportation Priorities	Investing in Our Future: Draft Transportation Priorities	Investing in Our Future: Draft Transportation Priorities	Review MPO Board and Public Input

2015

MEETING	JANUARY		FEBRUARY - MARCH		APRIL		MAY - JUNE		JULY	
	TTC	Review Draft L RTP	CEDS Committee	Transportation Plan for Our Region	Community Meeting	Transportation Plan for Our Region	TTC	Review CEDS Committee and Public Input	MPO Board	Transportation Plan for Our Region
PURPOSE / FOCUS OF MEETING								Review MPO Board Input and Final L RTP		Final L RTP Adoption

STATEMENT OF PURPOSE
Approved September 5, 2002

The Central Virginia Transportation Technical Committee (Committee) is responsible for supporting the Central Virginia Metropolitan Planning Organization's (CVMPO) and Region 2000 Regional Commission's transportation policy decision-making efforts.

The Committee provides technical advice in coordinating the federally-mandated "3-C" or continuing, comprehensive, and cooperative, transportation planning and programming process.

The Committee's three principal work efforts are updating the long range transportation plan, updating the transportation improvement program (TIP), and developing the annual unified planning work program. The Committee, in conjunction with its rural colleagues, also develops the annual Rural Transportation Planning Assistance Program Scope of Work. The Committee's intent is to review and comment on TIP projects and work program products.

The Committee acknowledges that the long range transportation plan update is the primary planning document for transportation issues in the Central Virginia region. This planning initiative drives the formulation of the transportation improvement program, as well as the annual work programs.

The Committee further realizes that the long range transportation planning process must identify regional priorities in order to fully influence project funding decisions ultimately exercised by the Commonwealth Transportation Board. The Committee's intent is to recommend priorities and encourage the CVMPO to set these priorities at the regional level.

Because of its importance, the Committee is fully committed to actively being involved in the long range transportation planning process.

In carrying out its responsibilities, the Committee will:

1. Coordinate with local planning departments to ensure an understanding of pertinent local development issues and their impact on the region;
2. Coordinate with nearby MPOs and develop an ongoing dialogue with them;
3. Strive to integrate land use and economic development, as well as transportation considerations, in its planning process;
4. Strive to be proactive as opposed to reactive in problem solving.