

Unified Planning Work Program (UPWP)

Fiscal Year 2018: July 1, 2017 - June 30, 2018



Approved by the MPO Policy Board May 24, 2017



Preface

Prepared on behalf of the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) by the staff of the Thomas Jefferson Planning District Commission (TJPDC) through a cooperative process involving the City of Charlottesville and the County of Albemarle, Charlottesville Area Transit (CAT), JAUNT, the University of Virginia (UVA), the Virginia Department of Transportation (VDOT), the Department of Rail and Public Transportation (DRPT), the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA).

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Introduction

Purpose of the Unified Planning Work Program

The Unified Planning Work Program (UPWP) for transportation planning identifies all activities to be undertaken in the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) area for fiscal year 2018. The UPWP provides a mechanism for coordination of transportation planning activities in the region, and is required as a basis and condition for all federal funding assistance for transportation planning by the joint metropolitan planning regulations of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

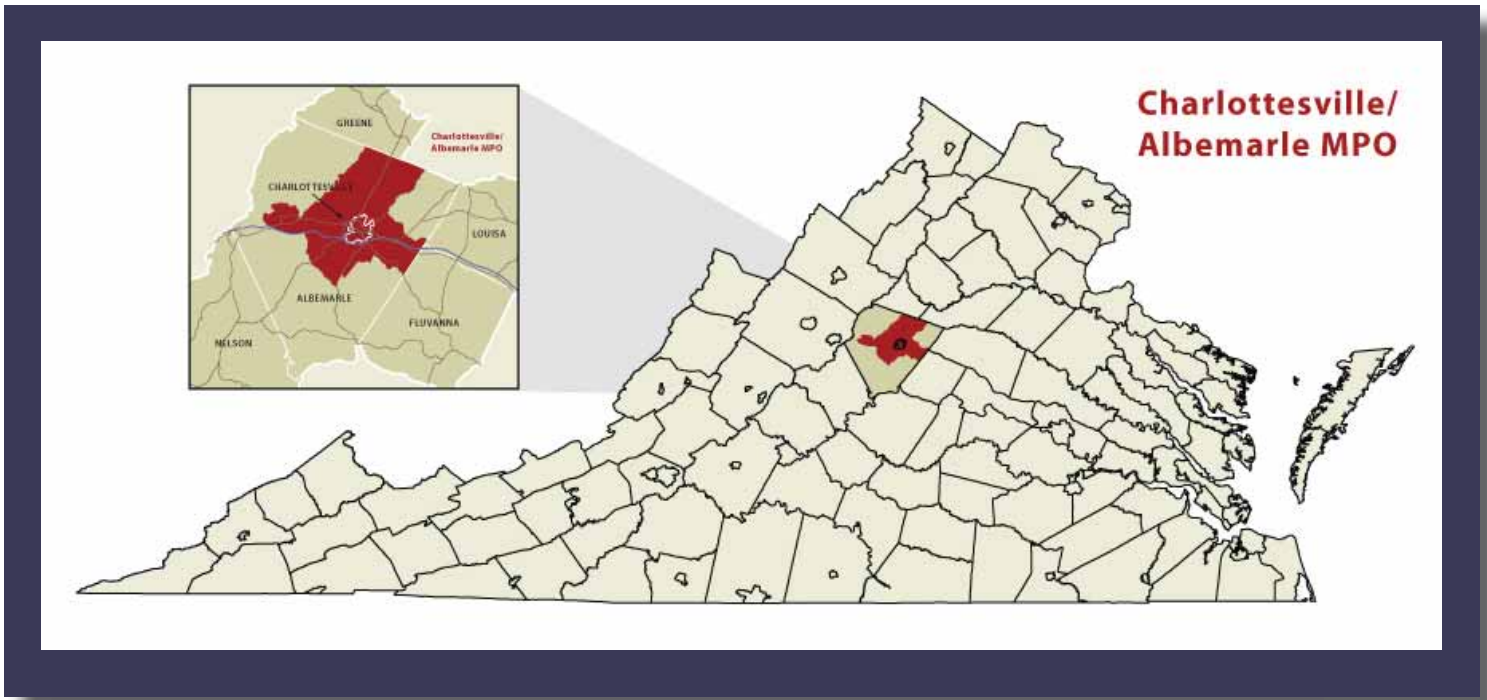
Purpose of the Metropolitan Planning Organization

CA-MPO provides a forum for conducting continuing, comprehensive, and coordinated (3-C) transportation decision-making among City, County, UVA, JAUNT, CAT, DRPT and VDOT officials. In 1982, Charlottesville and Albemarle officials established the MPO in response to a federal mandate through a memorandum of understanding signed by the Thomas Jefferson Planning District Commission (TJPDC), JAUNT, VDOT and the two localities. The same parties adopted a new agreement on January 28, 2009 (Attachment B).

The MPO conducts transportation studies and ongoing planning activities, including the Transportation Improvement Program (TIP), which lists road and transit improvements approved for federal funding, and the 20-year long range plan for the overall transportation network, which is updated every five years. Projects funded in the TIP are required to be in the long range plan.

The policy making body of the CA-MPO is its Board, consisting of two representatives from the City of Charlottesville and two representatives from Albemarle County. A fifth representative is from the VDOT, Culpeper District. Non-voting members include DRPT, CAT, JAUNT, UVA, FHWA, the Federal Aviation Administration (FAA), FTA, and the Citizens Transportation Advisory Committee (CTAC). CA-MPO is staffed by the TJPDC, which works in conjunction with partner and professional agencies to collect, analyze, evaluate and prepare materials for the Policy Board and MPO Committees at their regularly scheduled meetings, as well as any sub-committee meetings deemed necessary.

The MPO area includes the City of Charlottesville and the portion of Albemarle County that is either urban or anticipated to be urban within the next 20-years. In 2013, the MPO boundaries were updated and expanded to be more consistent with 2010 census data. The Commonwealth's Secretary of Transportation approved these new boundaries in March 2013. A map of the MPO area appears on the next page:



Relationship of UPWP to Long Range Transportation Planning

The MPO develops its UPWP each spring. It outlines the transportation studies and planning efforts to be conducted during the upcoming fiscal year (July 1 – June 30). The transportation studies and planning efforts outlined in the UPWP are guided by the regional transportation vision, goals, issues, and priorities developed through the extensive long range planning process. Federal law requires the MPO to address eight basic planning factors in the metropolitan planning process. These eight planning factors are used in the development of any plan or other work of the MPO, including the Work Program, and are as follows:

- **Economic Vitality:** Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- **Safety:** Increase the safety of the transportation system for motorized and non-motorized users;
- **Security:** Increase the security of the transportation system for motorized and non-motorized users;
- **Accessibility/Mobility:** Increase the accessibility and mobility of people and freight;
- **Environmental Quality:** Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- **Connectivity:** Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- **Efficiency:** Promote efficient system management and operation; and,
- **Maintenance:** Emphasize the preservation of the existing transportation system.



MPO Transportation Infrastructure Issues and Priorities

In addition to the eight planning factors identified by FHWA and FTA, the issues listed below (in no particular order) have been identified by the MPO, its transportation planning partners, and the public throughout the metropolitan planning process. These issues are interconnected components of effective regional transportation planning, and collectively create the planning priorities facing the CA-MPO that will be addressed through the Work Program tasks and deliverables. The following issues call for a need to:

- Expand and enhance transit, transportation demand management strategies including ridesharing services, and parking strategies to provide competitive choices for travel throughout the region;
- Improve mobility and safety for the movement of people and goods in the area transportation system;
- Improve strategies to make the community friendly to bicycles and pedestrians, particularly the mobility and safety of bicyclists and pedestrians, as well as access to transit, rail and transit/rail facilities;
- Take more visible steps to better integrate transportation planning with local government land use plans, with a goal of creating patterns of interconnected transportation networks and long-term multimodal possibilities such as non-vehicular commuter trails, intercity rail, and right-of-way corridors for bus ways;
- Ensure that new transportation networks are designed to minimize negative impacts on the community and its natural environment, and to save money;
- Encourage more public involvement and participation, particularly addressing environmental justice and Title VI issues;⁻¹
- Improve the understanding of environmental impacts of transportation projects and identify opportunities for environmental mitigation; and,
- Seriously consider budget shortfalls and its impediments to transportation projects and work to tap alternative sources of funding.

Public Participation/Title VI and Environmental Justice

The MPO makes every effort to include minority, low-income and limited-English speaking populations in transportation planning. Throughout this document there are several tasks that specifically discuss the MPO's efforts to include these populations. In addition to the UPWP, the MPO also maintains a Public Participation Plan and a Title VI/Environmental Justice Plan. Both plans specify that the MPO must post public notices in key locations for low-income, minority and limited-English speaking populations. Both plans state that the MPO must make all official documents accessible to all members of our community. The Title VI/Environmental Justice Plan also outlines a complaint process, should a member of these specialized populations feel as though they have been discriminated against. These documents work in tandem with the UPWP to outline the MPO's annual goals and processes for regional transportation planning.

⁻¹ The 1994 Presidential Executive Order directs Federal agencies to identify and address the needs of minority and low-income populations in all programs, policies, and activities.



Funding

Two federal agencies fund the MPO's planning activities. This includes FHWA's funds, labeled as "PL," and FTA's, labeled as "FTA." The FHWA funds are administered through VDOT, while FTA funds are administered through the DRPT. Funds are allocated to the TJPDC, to carry out MPO staffing and the 3c's process. The CA-MPO budget consist of 10% local funds, 10% state funds, and 80% federal funds.

VDOT receives federal planning funds from FHWA for State Planning and Research. These are noted with the initials "SPR". The total budget for SPR items reflects 80% federal funds and 20% state funds. (**Attachment A**) shows the tasks to be performed by VDOT's District Staff, utilizing SPR funds. VDOT's Transportation and Mobility Planning Division (TMPD), located in the VDOT Central Office, will provide statewide oversight, guidance and support for the federally-mandated Metropolitan Transportation Planning & Programming Process. TMPD will provide technical assistance to VDOT District 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. DRPT staff also participates actively in MPO studies and committees, although funding for their staff time and resources is not allocated through the MPO process.

The following tables provide information about the FY18 Work Program Budget. These tables outline the FY18 Program Funds by Source and by Agency. The second table summarizes the budget by the three Work Program tasks: Administration (Task 1), Long Range Planning (Task 2), and Short Range Planning (Task 3). More detailed budget information is included with the descriptions of the task activities.

FY18 Work Program: Funding by Source

Funding Source	Federal	State	Local	Total
	80%	10%	10%	100%
FY-18 PL Funding	\$165,975	\$20,747	\$20,747	\$207,469
FY-18 FTA Funding	\$83,158	\$10,395	\$10,395	\$103,947
PL+FTA Total	\$249,133	\$31,142	\$31,142	\$311,416
VDOT SPR	\$168,000	\$21,000	\$21,000	\$210,000
Total FY18 Work Program	\$417,133	\$52,142	\$52,142	\$521,416

FY18 Work Program: Funding by Task

Funding Source	Task 1	Task 2	Task 3	Total
	25%	40%	35%	100%
FY-18 PL Funding	\$51,867	\$82,988	\$72,614	\$207,469
FY-18 FTA Funding	\$25,987	\$41,579	\$36,381	\$103,947
PL+FTA Total	\$77,854	\$124,566	\$108,996	\$311,416
VDOT SPR	\$52,500	\$84,000	\$73,500	\$210,000
Total FY18 Work Program	\$130,354	\$208,566	\$182,496	\$521,416

VDOT SPR: Non-Urbanized/Rural Transportation Planning Program - \$170,000



H

ighlights of FY-17 UPWP

The CA-MPO conducted several plans, projects and initiatives in FY17. Below are highlights from that year, helping to give context for the FY18 activities.

Coordination of Route 29 Solutions Projects

From FY15 to FY17, CA-MPO staff was significantly involved in coordinating efforts for the Route 29 Solutions Projects, a series of improvements along Route 29, north of Charlottesville. MPO officials served on the Route 29 Advisory Panel and helped to coordinate this complicated effort.

Smart Scale Prioritization

The Smart Scale process scores and ranks transportation projects, based on an objective and fair analysis that is applied statewide. The legislation is intended to improve the transparency and accountability of project selection, helping the Commonwealth Transportation Board (CTB) to select projects that provide the maximum benefits for tax dollars spent. In FY17, CA-MPO staff submitted an application for interchange improvements at exits 118 and exit 124, along I-64. The MPO also helped evaluate and coordinate other applications.

Jefferson Area Bike and Pedestrian Plan

The TJPDC recommitted efforts to update the Jefferson Area Bike and Pedestrian Plan, last approved in 2004. The document will provide a prioritized project listing, with detailed costs and strategies for implementation. In FY18, this effort will integrate into the LRTP update.

Regional Transit Study

In FY16, local decision-makers of the Planning and Coordination Council (PACC) asked the TJPDC/CA-MPO to reexamine opportunities for improved communication, coordination and collaboration on transit matters. The effort explored operations of the region's three transit providers: Charlottesville Area Transit (CAT), JAUNT and University Transit Service (UTS). Rather than focus specifically on an RTA, the Commission's (TJPDC) assignment was to "review organizational, decision-making and formal communication options for the transit service organizations in the region and to explore partnership opportunities between CAT, JAUNT and UTS to enhance transit service in the region." Staff completed the study in FY17 and will begin to staff a Regional Transit Partnership in FY18.

Long Range Transportation Plan

In FY17, the CA-MPO officially kicked-off the five-year update of the LRTP, with a completion date scheduled in FY19. The MPO developed a scope of work for the update and completed early steps, such as defining regional goals and objectives. Staff also worked with VDOT in an effort to update the MPO's Travel Demand Model, an early step in updating the LRTP.

Transportation Improvement Program (TIP)

The State initiated an update of the Statewide Transportation Improvement Program (STIP), requiring each of Virginia's MPOs to update their TIPs. From the fall of 2016 to May 2017, staff worked with VDOT and DRPT on preparing the FY18-21 TIP update.



FY-18 UPWP Activities by Task

Task 1: Administration

Total Funding: \$77,854

PL Funding: \$51,867

FTA Funding: \$25,987

VDOT SPR: \$52,500

A) Reporting and Compliance with Regulations

PL Funding: \$8,000

FTA Funding: \$3,000

There are several reports and documents that the MPO is required to prepare, including:

- The Transportation Improvement Program (TIP),
- FY19 Unified Planning Work Program,
- Monthly progress reports and invoices, and
- Other funding agreements.

TJPDC staff will also provide for the use of legal counsel and audit services for administering federal and state contracts.

End Products:

- Maintain the Transportation Improvement Program (TIP), as necessary;
- Complete annual Unified Planning Work Program (UPWP);
- Administer Grants and other funding;
- Execute project agreements, along with related certifications and assurances; and,
- Complete invoicing, monthly billing, and progress reports.

B) Staffing Committees

PL Funding: \$15,000

FTA Funding: \$8,987

TJPDC staff is responsible for staffing the MPO Policy Board and Committees. These efforts include preparation of agendas, minutes, and other materials for the committees listed below. The MPO continues to urge localities to appoint committee representatives from minority and low-income communities.

The CA-MPO staffs the following groups:

- MPO Policy Board;
- MPO Technical Committee;
- Citizens Transportation Advisory Committee (CTAC); and,
- Additional committees as directed by the MPO Policy Board.

End Products:

- Staff committees;



- Issue public notices and mailings;
- Establish improved orientation packets for Policy Board and committees;
- Restructure Policy Board and Committee bylaws, based on the Strategic Plan; and,
- Maintain the TJPDC/MPO Website.

C) Information Sharing

PL Funding: \$3,000

FTA Funding: \$3,000

The MPO functions as a conduit for sharing information between local governments, transportation agencies, and the public. MPO staff will provide data and maps to: State and Federal agencies, localities and the public, as needed. Staff will also contribute articles to TJPDC’s News Brief, a bimonthly email newsletter to stakeholders. The CA-MPO will continually monitor and report on changes to Federal and State requirements related to transportation planning and implementation policies. Staff will attend seminars, meetings, trainings, workshops, and conferences related to MPO activities as necessary. Staff will assist local, regional and State efforts with special studies, projects and programs.

End Products:

- Continue to review and update facts and figures;
- Provide technical data, maps and reports to planning partners;
- Continue training events, via a Transportation Planning Academy;
- Maintain the TJPDC’s social media presence; and,
- Maintain the MPO Website.

D) Cross-Jurisdictional Communication

PL Funding: \$8,000

FTA Funding: \$3,000

In FY18, the CA-MPO will take added steps to coordinate with its member governments, the Rural Transportation Program (RTP) and other MPOs from across the State. Staff will conduct ongoing intergovernmental discussions; coordinate transportation projects; and, attend/organize informational meetings and training sessions. MPO staff will attend additional meetings with local planning commissions and elected boards, to maintain a constant stream of information with local officials.

End Products:

- Attend local planning commission meetings;
- Attend City Council and Board of Supervisors meetings;
- Establish greater communication between Planning District Commission and MPO Policy Board;
- Coordinate MPO’s LRTP with update of the Rural Long Range Plan (RLRP);
- Participate and maintain membership with the Virginia Association of MPOs (VAMPO);
- Participate and maintain membership with the American Association of MPOs (AMPO); and,
- Hold annual joint-MPO Policy Board meeting with the Staunton-Augusta-Waynesboro MPO.

E) Public Participation

PL Funding: \$8,000

FTA Funding: \$3,000

The CA-MPO updated its Title VI and Environmental Justice Plan (approved May 2016) to assist in meeting federal requirements for engaging minority, low-income, and limited English-speaking populations. TJPDC and local staff will participate in and help develop community events and educational



forums, such as workshops, neighborhood meetings, local media, and the MPO web page. Staff will also participate in and act upon training efforts to improve outreach to underserved communities, such as low-income households, people with disabilities, minority groups, and limited English-speaking populations.

End Products:

- Enforce the Title VI/Environmental Justice Plan;
- Implement standards from the Public Participation Plan;
- Increase participation from underserved communities;
- Provide proper and adequate notice of public participation activities;
- Provide reasonable access to information about transportation issues and processes in paper and electronic media;
- Demonstrate responsiveness to public input received during transportation planning processes; and,
- Maintain and update the MPO website to meet ADA accessibility standards.

F) Online Resources

PL Funding: \$9,867

FTA Funding: \$5,000

The new CA-MPO website offers the public added opportunities to participate in the MPO process and includes information items that explain transportation issues in an easily understood format. Additional features will focus on training local officials and stakeholders on the MPO process and transportation concepts.

End Products:

- Develop additional features for the CA-MPO website; and,
- Formalize online training resources associated with the LRTP update and other processes.

Task 2: Long Range Transportation Planning

Total Funding: \$124,566

PL Funding: \$82,988

FTA Funding: \$41,579

VDOT SPR: \$84,000

A) 2045 Long Range Transportation Plan (LRTP)

PL Funding: \$70,988

FTA Funding: \$28,579

The Charlottesville-Albemarle Metropolitan Planning Organization's Long Range Transportation Plan (LRTP) will need to be updated by May of 2019. This update will rely on a revised version of the process used during the 2040 update. The new approach takes into account many of the lessons learned that were documented in the 2040 Lessons Learned report. Also, this process incorporates new requirements and guidance provided by FHWA and VDOT. Further, the process also incorporates many components of Smart Scale, The Commonwealth's data-driven transportation project evaluation funding strategy. A key goal of the 2045 plan update is to ensure all projects on the constrained list are Smart Scale ready. Meaning that there is enough design details and cost estimation to facilitate Smart Scale applications.



The plan update process is built around a 27-month timeline, which is outlined at the end of this scope. The timeline allows for adequate time to evaluate the existing plan, conduct a robust public input process, analyze projects using performance measures and metrics, and a thorough vetting of the final list of projects.

The LRTP update is divided into a set of eight tasks, each with a set of subtasks that lead to the eventual adoption of a new Long Range Plan. Tasks are outlined below and summarized in the attached timeline. Given that this is a two plus year process, there inevitably will be some changes to the timeline as the process matures.

End Products:

- Implement data management plan;
- Maintain the LRTP performance measures to evaluate proposed changes to the plan;
- Evaluate LRTP projects under the State’s Smart Scale prioritization process;
- Develop specialized performance measures for transit projects, for the LRTP update;
- Provide VDOT with data to maintain and update the Travel Demand Model;
- Continue to share information to ensure a cooperative and collaborative process; and,
- Continue update of the LRTP, as laid out in the Scope of Work.

B) Jefferson Area Bike and Pedestrian Plan

PL Funding: \$12,000

FTA Funding: \$8,000

In 2004, the Thomas Jefferson Planning District Commission (TJPDC/CA-MPO) developed the Jefferson Area Bike and Pedestrian Plan. The document spanned the MPO and Rural Transportation Programs of the region, establishing a regional vision for bike and pedestrian projects for all four member localities and incorporated towns. The TJPDC’s member localities adopted their portions of the plan into their local comprehensive plans. The Jefferson Area Bike and Pedestrian Plan also fed into other local, regional and State plans.

Given the new funding requirements and scrutiny for transportation funding, the TJPDC/CA-MPO will develop a new regional bike and pedestrian plan, to establish a better way to prioritize and implement bike/pedestrian improvements. The plan will serve as a practical guide for local, regional and State decision-makers. With a targeted audience of officials, the plan will provide detailed guidance to decision-makers and establish a strategic approach to implementing recommendations. The Jefferson Area Bike and Pedestrian Plan will not serve as an educational piece or as an advocacy document. The plan is slated to be completed in FY18.

End Products:

- Establish bike and pedestrian goals for the region;
- Complete a detailed inventory of existing conditions;
- Develop specialized performance measures for bike and pedestrian projects for the Jefferson Area Bike and Pedestrian Plan ;
- Complete a detailed inventory of bike and pedestrian recommendations for existing plans;
- Initiate a public process for crafting goals and vetting priorities; and,
- Complete the plan, with recommendations integrated into the LRTP and Rural Long Range Plan (RLRP).



C) Amtrak Station Redevelopment

PL Funding: \$0

FTA Funding: \$5,000

Downtown Charlottesville is home to the only train station in the CA-MPO boundaries. Currently, the station is over capacity and unable to meet planned Amtrak service in the corridor. In response, the CA-MPO began discussions with member localities and other stakeholders to begin a planning effort for the site and regional rail corridor. In FY17, MPO staff met with the property owner and DRPT to discuss possible steps for ensuring that the station can remain attractive to users as service in the area is expected to increase.

End Products:

- Work with DRPT and the property owner to find ways for improving Amtrak facilities on site.

H) Other Studies

Grant Funds

CA-MPO staff will continue to pursue grant opportunities and other planning studies that will focus on:

- Improving regional connections between the City and County;
- Assisting member jurisdictions with local projects; and,
- Assessing connections with other regions and MPOs.

End Products:

- Work with local officials and staff to identify additional planning efforts;
- Coordinate with neighboring regions to identify the potential for coordinated planning efforts; and,
- Continue to monitor grants and funding sources, to support additional efforts.

Task 3: Short Range Planning

Total Funding: \$108,996

PL Funding: \$72,614

FTA Funding: \$36,381

VDOT SPR: \$73,500

A) Transportation Improvement Program (TIP)

PL Funding: \$20,000

FTA Funding: \$5,000

There are a number of federal-aid highway programs (i.e. administered by FHWA) which, in order to be eligible for use by the implementing agency, must be programmed in the TIP. Similarly, there are funds available under federal-aid transit programs (i.e. administered by FTA) which, in order to be used, must also be programmed in the TIP. Any federally-funded transportation projects within the MPO must be included in the TIP, including transit agency projects, project descriptions including implementing agency, location/service area, cost estimates, funding sources, funding amounts actual or scheduled for allocation, type of improvement, and other information, including a required overall financial plan.

MPO, TJPDC, VDOT, DRPT, and local City and County staff will continue to collaborate and monitor maintenance of the TIP. The final TIP document shall be posted on the TJPDC website.



End Products:

- Update the TIP format to improve accessibility and transparency;
- Process the Annual Obligation Report;
- Process TIP amendments and adjustments;
- Monitor the TIP as necessary, ensuring compliance with federal planning regulations; and,
- Maintain the TJPDC Website and update to meet ADA accessibility standards.

B) Short Range Project Planning

PL Funding: \$35,000

FTA Funding: \$5,000

MPO staff will work with the City and County on outreach efforts to implement MPO plans and recommendations. This will include exploration of additional funding opportunities and identification of priority projects. Specific efforts include seeking funding sources to implement project concepts from the 2040 LRTP, Bike and Pedestrian plans, the Pantops Master Plan, the Northtown Trail project and other previously adopted planning documents. The CA-MPO will work with State and local agencies to prioritize and submit a list of recommended projects to the District Planner, for consideration in the State’s prioritization and selection process. Staff will document how it developed and prioritized the list of projects. Staff will also test how projects will score under funding formulas, such as Smart Scale. This exercise will prepare the CA-MPO and localities for the State’s funding methodology.

End Products:

- Facilitate outreach efforts in the pursuit of funding sources for high priority projects within the MPO;
- Attend VDOT’s Fall Transportation Meeting;
- Attend VDOT’s Spring Transportation Meeting;
- Test Smart Scale standards with candidate projects for the SYIP;
- Hold a regional meeting to coordinate project submittals from the member localities and MPO;
- Submit a list of prioritized projects for consideration in the SYIP; and,
- Write implementation white papers on select MPO-related projects, for road, bike, pedestrian and transit improvements.

C) Travel Demand Management (TDM)

PL Funding: \$5,000

FTA Funding: \$5,000

The RideShare program, housed by the TJPDC, is an essential program of the MPO’s planning process. RideShare and TDM efforts have been, and will continue to be included in the long-range transportation planning process. RideShare staff works with the MPO by providing data and advice with regard to how RideShare and TDM can affect the MPO. Aside from work on the Jefferson Area Bike and Pedestrian Plan, the CA-MPO will also commence with several short-range efforts for improving the bike and pedestrian environment. These efforts include data collection, reports, implementation of projects and programming.

End Products:

- Continue efforts to improve carpooling and alternative modes of transportation in the MPO;
- Conduct inventories of Park-and-Ride lots and assess how those lots are part of the larger transportation system;
- Per the Strategic Plan, integrate TDM into all MPO recommendations and projects.
- Identify opportunities for new bicycle and pedestrian facilities, as requested;



- Hold the annual Better Block project, to demonstrate best practices in street design;
- Implement recommendations from the Bike Route 76 Corridor Study; and,
- Pursue other funding opportunities to support bicycle and pedestrian facilities and planning.

D) Regional Transit Partnership (RTP)

PL Funding: \$12,614

FTA Funding: \$21,381

In FY16, Local decision-makers of the Planning and Coordination Council (PACC) asked the TJPDC/CA-MPO to reexamine opportunities for improved communication, coordination and collaboration on transit matters. The effort would explore operations of the region's three transit providers: Charlottesville Area Transit (CAT), JAUNT and University Transit Service (UTS). Rather than focus specifically on an RTA, the MPO assignment was to "review organizational, decision-making and formal communication options for the transit service organizations in the region and to explore partnership opportunities between CAT, JAUNT and UTS to enhance transit service in the region." In F17, the City and County elected bodies approved development on a Regional Transit Partnership Advisory Board, whose charge is to provide a venue for continued communication, coordination and collaboration between transit providers, localities and citizens. The RTP could be a precursor to a Regional Transit Authority (RTA) and could serve as an interim body, responsible for ushering the development of an RTA, if the region determines to consolidate transit systems into a single entity.

In FY18, the RTP will begin a regular meeting schedule and will be integrated into the MPO's updated MOU/ Three Cs Agreement. The CA-MPO will staff this Advisory Board and manage the program.

End Products:

- Staff Regional Transit Partnership meetings;
- Address immediate transit coordination needs;
- Formalize transit agreements;
- Improve communication between transit providers, localities and stakeholders;
- Explore shared facilities and operations for transit providers; and,
- Begin to reassess a Regional Transit Authority.

E) On-Call Services

PL Funding: \$0

FTA Funding: \$0

MPO, VDOT, and local staff will be available to conduct transportation studies and planning efforts as requested by our planning partners; projects focusing on transportation system improvements to improve mobility, safety, and security for area pedestrians, bicyclists, and motorists. All safety studies will ensure a working partnership with the surrounding area's businesses and neighborhoods.

End Products:

- Transportation study or planning effort, as requested, that can be used as a basis for implementing short-term and long-term transportation solutions.



Task 4.0: Contracted Projects and Studies

SHRP II (Federal): \$100,000

A) SHRP II: Shenandoah/Piedmont Area Collaboration Effort (SPaCE)

The Charlottesville Albemarle MPO will complete a corridor plan for the I-64 corridor from mile marker 124 to 87 (including parallel routes US-250 and CSX/Amtrak rail lines). The corridor planning effort will focus on the inter-jurisdictional process of developing a conceptual corridor plan. The corridor plan will seek to identify deficiencies in the corridor and work towards identifying conceptual level solutions for addressing them. As part of the planning effort the CA-MPO will adopt MOU's between CA-MPO, VDOT, Staunton Augusta Waynesboro MPO (SAW-MPO), and FHWA. The MOU's will seek to develop a structure for information sharing and long term inter-governmental cooperation in the corridor. Information gathered during the corridor planning process will be documented and shared via a project website. This website will provide a foundation of knowledge and a key project resource now and into the future.

End Products:

- Complete the I-64 Corridor Study;
- Establishment of MOUs between agencies and departments;
- Complete case studies and lessons learned; and,
- Maintain a website and data base of studies and reports.



CA-MPO in FY-19

The CA-MPO Strategic Plan identifies several efforts for FY19. Staff anticipates work on the following efforts, some of which will carry-over from FY18.

L RTP 2045 Update

- Integrate findings from the Jefferson Area Bike and Pedestrian Plan;
- Continue to coordinate procedures and efforts with neighboring MPOs, by establishing an MOU for joint review of LRTPs and models for regional projects; and,
- Continue development of the LRTP.

Smart Scale

- Explore ways to improve the success of funding for projects;
- Integrate the State's process into MPO and local projects, to strengthen funding applications.

Other Studies

- Improve regional connections between the City and County;
- Assist member jurisdictions with local projects; and,
- Assess connections with other regions and MPOs.

Committees and Policy Board

- Establish a non-voting member of the MPO Policy Board that represents Piedmont Virginia Community College (PVCC); and,
- Establish non-voting positions for rural communities that are likely to be integrated into the MPO after the next decennial census.

Data Sharing

- Creating a public, online data center that provides an inventory of all available transportation information for the region; and,
- Establish a well-defined project pipeline, with defined funding strategies.



Public Participation Process

Review and Approval of Tasks

MPO Policy Board: March 24th

Online Posting

Posted on TJPDC.org: April 24th

State Review

Draft submittal for VDOT review/comment: April 14th

Draft submittal for DRPT review/comment: April 14th

Review of Final FY16 UPWP

Citizen Transportation Advisory Committee (CTAC): May 3rd

MPO Technical Committee: May 16th

MPO Policy Board: May 24th

****PUBLIC HEARING: May 24th, 2017****

Note: Copy of public hearing in appendix D



A cronyms

The following transportation-related acronyms may be used in this document.

- **3-C Planning Process:** Federal Planning Process which ensures that transportation planning is continuing, comprehensive, and coordinated in the way it is conducted
- **AADT:** Annual Average Daily Traffic
- **BRT:** Bus Rapid Transit
- **CAT:** Charlottesville Area Transit
- **CTAC:** Citizens Transportation Advisory Committee
- **CTB:** Commonwealth Transportation Board
- **FHWA:** Federal Highway Administration
- **FTA:** Federal Transit Administration
- **FY:** Fiscal Year (refers to the state fiscal year July 1- June 30)
- **GIS:** Geographic Information System
- **JAUNT:** Regional transit service provider to Charlottesville City, Albemarle, Fluvanna, Louisa, Nelson, Buckingham, Greene, and Orange Counties
- **LRTP:** Long Range Transportation Plan
- **MAP-21:** Moving Ahead for Progress in the 21st Century (legislation governing metropolitan planning process)
- **MPO:** Metropolitan Planning Organization
- **NHS:** National Highway System
- **PL:** FHWA Planning Funding (used by the MPO)
- **RideShare:** Travel Demand Management (TDM) services housed at TJPDC that promote congestion relief and air quality improvement through carpool matching, vanpool formation, Guaranteed Ride Home, employer outreach, telework consulting and multimedia marketing programs for the City of Charlottesville, Albemarle, Fluvanna, Louisa, Nelson, and Greene Counties
- **RLRP:** Rural Long Range Transportation Plan
- **RTA:** Regional Transit Authority



- **RTP:** Rural Transportation Program
- **SAFETEA-LU:** Safe, Accountable, Flexible, Efficient, Transportation Equity Act: A Legacy for Users (legislation that formerly governed the metropolitan planning process)
- **SOV:** Single Occupant Vehicle
- **SPR:** FHWA State Planning and Research Funding (used by VDOT to support MPO)
- **SYIP:** Six Year Improvement Fund
- **TAZ:** Traffic Analysis Zone
- **TDP:** Transit Development Plan (for CAT and JAUNT)
- **TDM:** Transportation Demand Management
- **TIP:** Transportation Improvement Program
- **TJPDC:** Thomas Jefferson Planning District Commission
- **TMPD:** VDOT Transportation and Mobility Planning Division
- **UPWP:** Unified Planning Work Program (also referred to as Work Program)
- **UTS:** University Transit Service
- **UVA:** University of Virginia
- **VDOT:** Virginia Department of Transportation
- **VMT:** Vehicle Miles Traveled
- **Work Program:** Unified Planning Work Program



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ppendix

- **Attachment A: Tasks Performed by VDOT**
- **Attachment B: Memorandum of Understanding (January 28, 2009)**
- **Attachment C: FTA Section 5303/PL Funding Breakdown**
- **Attachment D: Public Notice and Resolution**
- **Attachment E: Long Range Transportation Plan (LRTP), Scope of Work**
- **Attachment F: Jefferson Area Bike and Pedestrian Plan, Scope of Work**