



**Charlottesville-Albemarle Metropolitan Planning Organization
of the Thomas Jefferson Planning District Commission**
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Fiscal Year 2007-08 Work Program

**For Plans and Studies to be Undertaken During the Period
July 1, 2007 - June 30, 2008**

Approved by the Charlottesville-Albemarle MPO April 18, 2007



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Resolution Adopting FY2008 Unified Planning Work Program

WHEREAS, MPO and local staff have developed a work program for Fiscal Year 2008, and

WHEREAS, the MPO has found the work program satisfactory for 2007-08 urban area planning needs, in accordance with the continuing, comprehensive, cooperative (3-C) transportation planning process; and

WHEREAS, public comment has been sought and addressed in the development of the proposed Work Program; and

WHEREAS, the local governments of Charlottesville and Albemarle County as well as the Thomas Jefferson Planning District Commission and JAUNT have each included the necessary matching funds in their FY2008 budgets;

THEREFORE BE IT RESOLVED THAT the Charlottesville-Albemarle MPO approves the FY2008 Unified Planning Work Program, pending approval from the Virginia Department of Transportation and Department of Rail and Public Transportation.

Adopted the 18th day of April 2007 by the MPO Policy Board.

ATTESTED:

Harrison B. Rue
Executive Director

Glossary of Acronyms

The following transportation-related acronyms are used in this document:

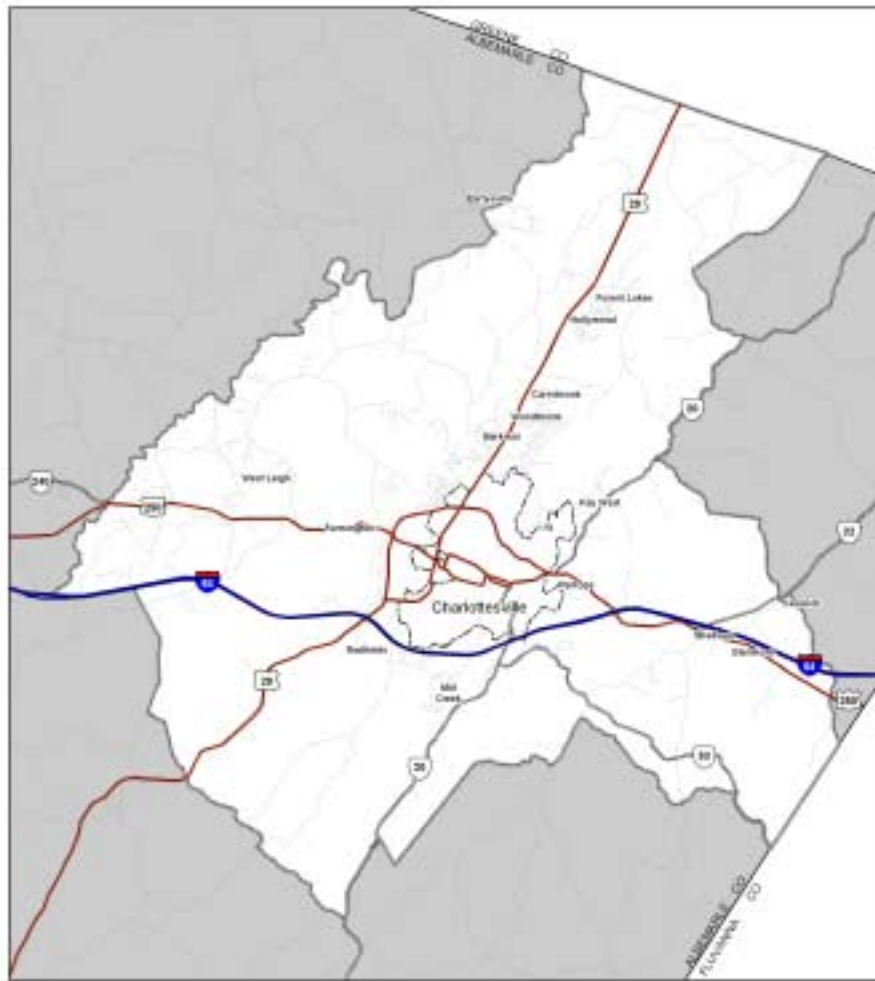
ACCT	Alliance for Community Choice in Transportation
BRT	Bus Rapid Transit
CHART	Charlottesville-Albemarle Regional Transportation
CTS	Charlottesville Transit Service
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Fiscal Year (refers to the state fiscal year July 1 – June 30)
DRPT	Virginia Department of Rail and Public Transportation
JAUNT	Regional transit service provider to Charlottesville City, and Albemarle, Fluvanna, Louisa, Nelson, and Buckingham Counties
MPO	Metropolitan Planning Organization
PL	FHWA Planning Funding (used by MPO)
RideShare	Free Carpool matching service for Charlottesville City, and Albemarle, Fluvanna, Louisa, Nelson, and Greene Counties
RTA	Regional Transit Authority
SAFETEA-LU	Safe, Accountable, Flexible, Efficient, Transportation Equity Act: A Legacy for Users (legislation governing the metropolitan planning process)
SPR	FHWA State Planning and Research Funding (used by VDOT to support MPO)
TDP	Transit Development Plan (for CTS)
TIP	Transportation Improvement Program
TJPDC	Thomas Jefferson Planning District Commission
TMPD	VDOT Transportation and Mobility Planning Division
UPWP	Unified Planning and Work Program (also referred to as Work Program)
UnJAM Plan	United Jefferson Area Mobility Plan (combines MPO & Rural Long Range Plan)
UTS	University Transit Service
UVA	University of Virginia
SOV	Single Occupant Vehicle
VDOT	Virginia Department of Transportation
Work Program	Unified Planning and Work Program (also referred to as UPWP)

Adopted April 18, 2007

Charlottesville-Albemarle MPO Fiscal Year 2008 Work Program

Purpose of MPO: The Charlottesville-Albemarle Metropolitan Planning Organization (MPO) provides a forum for cooperative transportation decision-making among the City, County, and VDOT officials. The local governments of Charlottesville and Albemarle established the MPO in response to a federal mandate through a memorandum of understanding signed by the Thomas Jefferson Planning District Commission (PDC), JAUNT, VDOT and the two localities in 1982. The same parties executed a new agreement on March 9, 1995 (Attachment B).

The MPO area includes the City of Charlottesville and the portion of Albemarle County that is either urban or anticipated to increase to urban density during the next twenty-year period. A map of the MPO area appears below:



Charlottesville-Albemarle MPO



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Staffed by the Thomas Jefferson Planning District Commission (TJPDC), the Metropolitan Planning Organization (MPO) conducts transportation studies and ongoing planning activities, including an annual 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. Transportation and land use issues in urban areas affect development and decision making in the suburban and rural areas and therefore, planning should consider the regional effects. With this realization, the MPO has combined the MPO and Rural Long Range Plans into one document called the United Jefferson Area Mobility (UnJAM) Plan.

The Work Program and its Relationship to Long Range Planning: The MPO Work Program is developed each spring. The Work Program outlines the transportation studies and planning efforts to be conducted during the fiscal year (July 1 – June 30). The transportation studies and planning efforts outlined in the Work Program are guided by the regional transportation vision, goals, issues, and priorities developed through the extensive long range planning process for UnJAM 2025. 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:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility of people and freight;
5. 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;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation; and
8. Emphasize the preservation of the existing transportation system

TJPDC staff will prepare a summary report to indicate how the transportation studies and planning efforts completed during FY08 address the eight FHWA planning factors.

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 complex planning priorities facing the Charlottesville-Albemarle MPO that will be addressed through the Work Program tasks and deliverables.

- Need for expanded and enhanced transit (including ridesharing services) and parking strategies to provide competitive choices for travel throughout the region.
- Need to improve mobility and safety for the movement of people and goods on the area transportation system.
- Need to 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 and transit facilities.
- Need to 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 nonvehicular commuter trails, commuter rail and/or busways.
- Need to ensure that new transportation networks are designed to minimize negative impacts on the community and its natural environment, and to save money.
- Need to encourage more public involvement and participation, particularly addressing environmental justice issues.
- Need to improve the understanding of environmental impacts of transportation projects and identify opportunities for environmental mitigation.
- Need to seriously consider budget shortfalls and its impediments to transportation projects and to move forward with portions of the Transportation Funding Options Working Group's plan of action to realize alternative sources of financing.

Funding: MPO planning activity is funded by two federal agencies: the FHWA Planning program, whose funds are labeled "PL," and the FTA, whose funds are labeled "FTA." The FHWA funds are administered through VDOT and FTA funds are administered through the DRPT. The funds are allocated by the MPO to City of Charlottesville, Albemarle County, JAUNT, and TJPDC, which uses funds for MPO staffing to carry out the MPO process and for RideShare planning. The total budgets for these entities reflect ten percent local funds, ten percent state funds, and eighty percent federal funds.

In addition, 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. FY08 Funding Statewide for TMPD is \$500,000. 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 tables below provide information about the FY08 Work Program Budget. The tables below outline FY08 Work Program funding by Source, FY08 Work Program by Agency, and a summary of the FY08 Work Program budget for each of the three Work Program tasks: Administration (Task 1), Long Range

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Planning (Task 2), and Short Range Planning (Task 3). More detailed budget information for each task is included with the task description of the task activities.

FY08 Work Program: Funding By Source				
	Match Breakdown			
Funding Source	Federal	State Match	Local Match	Total
	80%	10%	10%	100%
PL Funding				
FY06 Carryover PL Funding	\$39,452	\$4,932	\$4,931	\$49,315
FY08 PL Funding	\$145,965	\$18,246	\$18,245	\$182,456
Total FY08 Work Program PL	\$185,417	\$23,178	\$23,176	\$231,771
FTA Funding	\$62,214	\$7,777	\$7,777	\$77,768
PL + FTA Total	\$247,631	\$30,955	\$30,953	\$309,539
VDOT SPR Total	\$100,800	\$25,200	\$0	\$126,000
TOTAL FY08 Work Program	\$348,431	\$56,155	\$30,953	\$435,539

FY08 Work Program: Funding By Agency				
	Match Breakdown			
Funding Recipient	Federal	State Match	Local Match	Total
	80%	10%	10%	100%
Albemarle - PL	\$11,600	\$1,450	\$1,450	\$14,500
Charlottesville - PL	\$5,600	\$700	\$700	\$7,000
CTS - PL	\$5,200	\$650	\$650	\$6,500
JAUNT - PL	\$3,200	\$400	\$400	\$4,000
TJPDC - PL	\$159,817	\$19,977	\$19,977	\$199,771
Total PL	\$185,417	\$23,177	\$23,177	\$231,771
RideShare - FTA	\$6,000	\$750	\$750	\$7,500
TJPDC - FTA	\$56,214	\$7,027	\$7,027	\$70,268
Total FTA	\$62,214	\$7,777	\$7,777	\$77,768
PL + FTA Total	\$247,631	\$30,954	\$30,954	\$309,539
VDOT SPR	\$100,800	\$25,200	\$0	\$126,000
TOTAL FY08 Work Program	\$348,431	\$56,154	\$30,954	\$435,539

FY08 Work Program: Funding Summary by Task				
	Task 1	Task 2	Task 3	Total
	30%	40%	30%	100%
Albemarle - PL	\$4,350	\$5,800	\$4,350.0	\$14,500
Charlottesville - PL	\$2,100	\$2,800	\$2,100	\$7,000
CTS - PL	\$0	\$3,575	\$2,925	\$6,500
JAUNT - PL	\$0	\$2,200	\$1,800	\$4,000
TJPDC - PL	\$59,931	\$79,908	\$59,931	\$199,771
Total PL	\$66,381	\$94,283	\$71,106	\$231,771
RideShare - FTA	\$0	\$4,125	\$3,375	\$7,500
TJPDC - FTA	\$21,080	\$28,107	\$21,080	\$70,268
Total FTA	\$21,080	\$32,232	\$24,455	\$77,768
PL + FTA Total	\$87,462	\$126,515	\$95,562	\$309,539
VDOT SPR	\$34,000	\$51,000	\$41,000	\$126,000
TOTAL FY08 Work Program	\$121,462	\$177,515	\$136,562	\$435,539

Task 1: Administration of the Continuing Urban Transportation Planning Process

A) Reporting and Compliance with Regulations: There are several reports and documents that the MPO is required to prepare annually, including: develop draft and final FY08 Transportation Improvement Program (TIP); develop draft and final FY09 Work Program; write progress reports; and complete and process funding agreements, invoices, and billing. The MPO will also develop and maintain a process to evaluate disproportionate impacts and distribution of benefits and burdens of plans and programs on low-income and minority neighborhoods. Additionally, the MPO will continue to review and implement SAFETEA-LU planning process requirements.

End Products: Completed documents and regular reports: Progress Reports, TIP, and Work Program. Improved ability to interpret and act upon federal regulations, including SAFETEA-LU. Continue addressing and evaluating Environmental Justice and Title VI. Documentation that summarizes how work products produced during the FY08 Work Program address the eight FHWA Planning Factors.

Staff Responsibilities: TJPDC staff will develop the TIP and the Work Program. TJPDC and local staff will complete progress reports and invoices; VDOT and DRPT staff will process invoices and handle reimbursements. TJPDC staff will work with FHWA staff to develop process for evaluating impacts of planning as related to Environmental Justice and Title VI, including establishing a procedure to assess low-income and minority population participation in the transportation planning process.

B) Committee Staffing: TJPDC staff are primarily responsible for staffing the MPO Committees. This includes: preparing materials, minutes, public participation, and other support of the committees listed below. The MPO continues to urge localities to ensure locally appointed committee members fill open positions with representatives of minority and low-income groups, as well as increasing its own proactive approaches to involve these groups. Among the committees being staffed are:

- MPO Policy Board
- MPO Technical Committee
- Charlottesville-Albemarle Regional Transportation (CHART) Plan Citizen Advisory Committee
- Community Mobility Committee
- Transportation Funding Options Working Group (*as needed*)
- Additional committees as directed by the MPO Policy Board
- Combined meetings with the TJPDC Rural Technical Committee (*as needed*)

End Products: Regular committee meetings with prepared agendas, minutes, and information needed. Publicity of meetings through media notices, mailings to lists of interested citizens and associations, and website postings. Expanded diversity of committee membership.

Staff Responsibilities: TJPDC will staff MPO Policy Board, Technical Committee, CHART Citizen Advisory Committee, Community Mobility Committee, and other committees as directed by the MPO Policy Board. VDOT, DRPT, Charlottesville, Albemarle, public transportation, and RideShare staff participate as advisors with all committees.

C) Information Sharing: The MPO functions as a conduit for sharing information between local governments, transportation agencies, and the public. This work takes many forms, including: conducting ongoing intergovernmental discussions, coordinating transportation projects and attend and organize informational meetings and training sessions. MPO Staff will be available as requested to support Planning Commissions, Staff, and others on transportation issues. VDOT will also review road

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plans for conformance with current transportation plans; review the federal-aid functional classification system; coordinate multi-modal activities and maintain transportation inventory; monitor regional travel; review enhancement project proposals; and review local and regional transportation planning activities and attend public hearings.

End Products: Ongoing review of issues and data; provide information to planning partners as requested (e.g. technical data, summary reports, etc.); staff will attend and organize meetings and training sessions as needed; enhancement to the MPO webpage(s), including development of an online glossary of transportation terms.

Staff Responsibilities: Local, TJPDC, and state staff will gather relevant information for committee discussions; VDOT staff will maintain highway facility inventory.

D) Public Involvement and Participation: TJPDC and local staff will participate in and help develop community events and educational forums related to transportation planning such as workshops, neighborhood meetings, local media, and the MPO web page. Staff will also participate in and act upon training to improve outreach to population groups who may not often participate in planning, such as low-income households, people with disabilities, and minority groups. This will help the MPO better address federal regulations for Environmental Justice.

End Products: Increased participation by community members in transportation plans, with a particular focus on improving participation by groups not previously involved in the transportation planning process.

Staff Responsibilities: Local, MPO, and state staff will participate in and help develop opportunities for communication and education, respond to questions, concerns, and suggestions, and evaluate progress.

FY08 Work Program: Task 1 Administration				
	Match Breakdown			
Funding Recipient	Federal 80%	State Match 10%	Local Match 10%	Total 100%
Albemarle - PL	3,480	435	435	4,350
Charlottesville - PL	\$1,680	\$210	\$210	\$2,100
CTS - PL	\$0	\$0	\$0	\$0
JAUNT - PL	\$0	\$0	\$0	\$0
TJPDC - PL	\$47,945	\$5,993	\$5,993	\$59,931
Total PL	\$53,105	\$6,638	\$6,638	\$66,381
RideShare - FTA	\$0	\$0	\$0	\$0
TJPDC - FTA	\$16,864	\$2,108	\$2,108	\$21,080
Total FTA	\$16,864	\$2,108	\$2,108	\$21,080
PL + FTA Total	\$69,969	\$8,746	\$8,746	\$87,462
VDOT SPR	\$27,200	\$3,400	3400	\$34,000
TOTAL FY08 Work Program	\$97,169	\$12,146	\$12,146	\$121,462

Adopted April 18, 2007

Task 2: Long Range Planning: United Jefferson Area Mobility (UnJAM) Plan

A) Urbanized Area Transportation Plan: UnJAM Implementation

The MPO's long range plan, adopted in May 2004 and incorporated into the UnJAM 2025 Plan, includes recommendations for all transportation modes and integrates land use with transportation plans. It is used to guide the transportation projects for the study area. The implementation of projects will continue in FY08. Some of the recommendations from the Plan can be completed in the short-term, including the active seeking of alternative funds for new construction, improvements, and studies. For example, the MPO Technical Committee may further explore the implementation of projects identified in the 29H250 Phase I and Phase II Studies and the Rt. 29 North Corridor Study/Places29.

End Products: Identified opportunities to implement UnJAM 2025 priority projects and vision.

Staff Responsibilities: TJPDC staff will lead a team of local staff to jointly develop information for the planning process in accordance with SAFETEA-LU requirements. VDOT will respond to inquiries and concerns relative to the plan update.

B) Urbanized Area Transportation Plan: UnJAM Update

Long range plans must be updated every five years. The MPO's most recent long range plan was adopted in May 2004. The updated plan must be adopted no later than May 2009. The CHART Citizen Advisory Committee and MPO Technical Committee will continue work to update the long range plan. Work will build on the extensive work and analysis of UnJAM 2025 and will continue to include recommendations for all transportation modes, integrate land use and transportation, and address SAFETEA-LU planning process requirements. The MPO will pay particular attention to improving its documentation of freight planning, Environmental Justice, and environmental mitigation activities. The MPO's freight planning work will also include continued participation in the VDOT Statewide Multimodal Freight Study.

End Products: TJPDC staff will work with local staff, VDOT, and the MPO Committees to jointly develop information for the planning process in accordance with SAFETEA-LU requirements. This will include assessing transportation and land use data that is newly available since the development of UnJAM 2025, and the methodologies for applying this data to make projections for the long range plan update to determine an approach for the technical analysis associated with the long range plan update.

Staff Responsibilities: TJPDC staff will lead a team including local, public transportation (including RideShare), and VDOT staff to jointly develop information for the planning process. TJPDC staff will handle logistical tasks such as preparation of agendas and minutes. VDOT will respond to inquiries and concerns relative to the plan update.

C) Coordinated Public Transit-Human Services Plan

TJPDC Staff will work with DRPT, CTS, JAUNT, RideShare, and other public transportation stakeholders and Human Service providers and stakeholders to develop the Coordinated Public Transit-Human Services Plan. The Plan is intended to document the coordination of human service transportation resources provided through multiple federal programs: Section 5310 (Elderly Individuals and Individuals with Disabilities), Section 5316 (Job Access and Reverse Commute (JARC)), and Section 5317 (New Freedom) Programs.

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The coordination of public transportation and human services is intended to enhance human service transportation access, minimize the duplication of services, and facilitate appropriate, cost-effective transportation possible with available resources. As outlined in FTA guidance issued in April 2007, the Plan will include the following elements:

1. Assessment of available services;
2. Assessment of transportation needs for individuals with disabilities, older adults, and people with low incomes;
3. Strategies, activities and/or projects to address the identified gaps; and
4. Priorities for implementation based on resources, time, and feasibility.

End Products: Draft Public Transit-Human Services Plan, coordination and collaboration with DRPT and interested stakeholders to develop the Draft Plan

Staff Responsibilities: TJPDC staff will convene stakeholder meetings, review FTA/FHWA guidance, collaborate with DRPT staff, and any other activities necessary to develop the Plan.

FY08 Work Program: Task 2 Long Range Planning				
	Match Breakdown			Total
	Federal	State Match	Local Match	
Funding Recipient	80%	10%	10%	100%
Albemarle - PL	\$4,640	\$580	\$580	\$5,800
Charlottesville - PL	\$2,240	\$280	\$280	\$2,800
CTS - PL	\$2,860	\$358	\$358	\$3,575
JAUNT - PL	\$1,760	\$220	\$220	\$2,200
TJPDC - PL	\$63,927	\$7,991	\$7,991	\$79,908
Total PL	\$75,427	\$9,428	\$9,428	\$94,283
RideShare - FTA	\$3,300	\$413	\$413	\$4,125
TJPDC - FTA	\$22,486	\$2,811	\$2,811	\$28,107
Total FTA	\$25,786	\$3,223	\$3,223	\$32,232
PL + FTA Total	\$101,212	\$12,652	\$12,652	\$126,515
VDOT SPR	\$40,800	\$10,200	\$0	\$51,000
TOTAL FY08 Work Program	\$142,012	\$22,852	\$12,652	\$177,515

Task 3: Short Range Planning: Intermodal/Congestion Management Planning

A) Regional Transit Authority

TJPDC, VDOT, DRPT, and local staff will continue to support activities related to establishment of a Regional Transit Authority (RTA). The RTA is expected to be the planning and funding mechanism for the regional transit service framework described by the Regional Transit Vision that was adopted by the MPO, City Council, and County Board of Supervisors in FY07. TJPDC will staff a transit technical team which includes CTS, UTS, JAUNT, RideShare, local planning staff, and others. The purpose of the technical team is to develop and provide technical information to facilitate further exploration of the regional transit challenges and opportunities discussed at the November 2006 Transit Work Session.

The City of Charlottesville has a BRT feasibility study underway. The MPO Technical Committee, Community Mobility Committee, and TJPDC Staff will provide technical assistance and support to the City in these efforts as necessary. Other agencies and stakeholders will assist as needed.

End Products: Research, reports, and recommendations for further action regarding regional transit and the establishment of a Regional Transit Authority.

Staff Responsibilities: TJPDC staff will lead a team that will perform research related to establishing expanded, enhanced regional transit service. As necessary, TJPDC staff will perform research and assist the City of Charlottesville with the BRT feasibility study.

B) Community Mobility: The Community Mobility Committee (CMC) evaluates, proposes, and monitors improvements to area transit, pedestrian, bicycling, parking, and other mobility components of the transportation system. The Committee will also continue to focus on bicycling and walking efforts in context of its broader goal to identify, explore, and where possible assist with implementation of alternatives to the single occupant vehicle. CMC will offer support and serve in an advisory capacity to the MPO, City and County on their new initiatives. One effort will include supporting and acting in an advisory role for the Downtown Trail concept, as it is developed through the Places29 Master Plan and US29 North Planning Processes. The trail is intended to provide a primary travel corridor for non-motorized travel that links residents and businesses along the Rt. 29 North Corridor with the City of Charlottesville as well as areas to the South, East, and West.

End Products: Coordinated planning for transit, RideShare, and transportation system improvements for travel modes other than the Single Occupant Vehicle (SOV). Incorporation of community mobility concepts and principles into area plans and technical studies.

Staff Responsibilities: TJPDC will staff the committee. Local planning, transit, and ridesharing staff, DRPT, and VDOT will serve as committee members, along with other transportation stakeholders (including a representative from ACCT and citizen advisors from the City of Charlottesville and Albemarle County). VDOT will provide information on transportation system deficiencies and recommendations for improvements to alleviate unacceptable conditions, and coordinate recommended improvements with other plans and studies. VDOT will also assist in coordinating local site reviews with private sector developers to identify mobility and commuter access issues.

C) Bicycling, Walking and Transit: TJPDC, through the MPO and Rural Area Transportation Programs, will support the implementation of the regional bicycle and pedestrian plan that addresses enhanced mobility and safety; work with local governments to identify funding sources and promote development of bicycle and pedestrian facilities, and generally support request for data and design for such facilities and how they fit into large community planning efforts. The Community Mobility Committee will contribute to the RTA work through review of pedestrian and bicycle issues related to transit, including a review of bicycle and pedestrian friendly standards for the location and design of bus

stops and related facilities. Additionally, the MPO will continue to support the region’s Safe Routes to School program, including the projects and plans currently pursued by ACCT, Charlottesville, and Albemarle. The MPO will also contribute to ongoing work to develop regional multimodal transportation performance measures. This is an ongoing effort of the Regional Multimodal Performance Measures Committee, staffed by the VDOT Multimodal Office whose membership includes representatives from MPOs and PDCs throughout Virginia.

End Products: Review of pedestrian and bicycle issues related to transit. Develop draft standards for area pedestrian and bicycle friendly transit facilities. Incorporation of local plans and technical studies into comprehensive plans; regular communication with local governments on implementation issues; report and recommendations to Policy Board. Transit planning, mapping, and facility assessments as requested by CTS, JAUNT, and others.

Staff Responsibilities: TJPDC and local staff will develop and support implementation strategies; TJPDC staff will develop agendas, minutes, and general staffing needs of Community Mobility Committee. TJPDC staff will continue to bring recreation and transportation bicycle/pedestrian issues into other planning efforts and committees, particularly regional transit work. TJPDC staff will assist in developing public education, events, and public-private funding for development of facilities. TJPDC will work with VDOT, Department of Motor Vehicles (DMV), state and local police, and other agencies to gather safety data related to pedestrian and bicycle travel to help demonstrate and prioritize needs for improvements; provide information on transportation system deficiencies and recommendations for improvements to alleviate unacceptable conditions, and coordinate recommended improvements with other plans and studies. Staff will also help identify potential funding sources for improvements.

D) On Call Services

TJPDC, VDOT, and local staff will be available to conduct transportation studies and planning efforts as requested by our planning partners. Previous similar projects include the Hillsdale Safety Study and work with the Meadowbrook neighborhood. Both projects focused 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. Note: the budget for this task may be refined and/or augmented based on specific project needs.

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.

Staff Responsibilities: TJPDC staff will lead an interagency team in conducting a transportation study or planning effort.

FY08 Work Program: Task 3 Short Range Planning				
Funding Recipient	Match Breakdown			Total
	Federal	State Match	Local Match	
	80%	10%	10%	100%
Albemarle - PL	\$3,480.0	\$435.0	\$435.0	\$4,350.0
Charlottesville - PL	\$1,680	\$210	\$210	\$2,100
CTS - PL	\$2,340	\$293	\$293	\$2,925
JAUNT - PL	\$1,440	\$180	\$180	\$1,800
TJPDC - PL	\$47,945	\$5,993	\$5,993	\$59,931
Total PL	\$56,885	\$7,111	\$7,111	\$71,106
RideShare - FTA	\$2,700	\$338	\$338	\$3,375
TJPDC - FTA	\$16,864	\$2,108	\$2,108	\$21,080
Total FTA	\$19,564	\$2,446	\$2,446	\$24,455
PL + FTA Total	\$76,449	\$9,556	\$9,556	\$95,562
VDOT SPR	\$32,800	\$4,100	4100	\$41,000
TOTAL FY08 Work Program	\$109,249	\$13,656	\$13,656	\$136,562

Adopted April 18, 2007

Task 4.0: Consultant Studies (Some of these are funded or proposed to be funded by sources other than MPO planning funds, and are included for information)

A) Regional Transit Authority Plan

The Regional Transit Authority Plan builds upon the regional transit work from FY07, including the Regional Transit Workshop held in November 2006. The City of Charlottesville and County of Albemarle have dedicated funding to the Regional Transit Authority Plan. In addition, a grant application has been made to the VA Department of Rail and Public Transportation (DRPT) for technical assistance in FY08.

End Products: Regional Transit Authority Plan. Recommended frameworks for regional transit management and governance; regional transit service and operations; and regional transit cost estimation and funding.

Staff Responsibilities: Staff will lead an interagency team, plan and execute the public participation process, and manage the consultant contract process.

B) Eastern Connector Study

This study is based on a recommendation in the Charlottesville Albemarle 2015 Transportation Study to identify solutions to decrease traffic congestion, specifically with respect to vehicles traveling from the 250 East to Route 29 North. The need for this connector was also identified in the Eastern Planning Initiative (EPI) Study. Funding for this location study has recently been realized. Study is currently underway.

End Task: Study shall provide a minimum of three alternative alignments that will provide a connection between US 250 east of Route 20 and US 29 between Rio Road and Proffit Road. Study shall provide a thorough assessment of issues related to each alignment and a recommendation on preferred alignment based on analysis and direction provided during project.

Staff Responsibilities: TJPDC staff will provide support and assist County and City staff as requested.

C) Regional Transit Assessment Toolkit

A grant application has been made to the FTA Public Transportation Participation Pilot Program to develop a Regional Transit Assessment Toolkit. The toolkit will solicit feedback from current users of the public transportation system (transit, walking, wheeling) to determine if the existing public transportation service responds to their needs. It will also solicit feedback from people who do not currently utilize alternatives to driving alone, to determine what changes would meet their access and mobility needs and attract them to the benefits of using public transportation. This work will be coordinated with the Regional Transit Authority Plan process and incorporated into the Regional Transit Authority Plan.

End Task: The Toolkit will result in a publicly endorsed list of priority multi-modal system enhancements.

Staff Responsibilities: Staff will lead an interagency and stakeholder team and manage the consultant contract process.

FY08 Work Program: Task Schedule												
Work Program Activity	Jul-07	Aug-07	Sep-07	Oct-07	Nov-07	Dec-07	Jan-08	Feb-08	Mar-08	Apr-08	May-08	Jun-08
Task 1: Administration												
Reporting and Compliance												
Progress Reports			◆			◆			◆			◆
TIP Development*							→	→	→	◆		
UPWP Development							→	→	→	◆		
Environmental Justice	→	→	→	→	→	→	→	→	→	→	→	→
Committee Staffing												
CHART	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆
MPO Policy Board	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆
CMC	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆
MPO Technical	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆
CHART Update	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆
Information Sharing	→	→	→	→	→	→	→	→	→	→	→	→
Public Involvement & Participation	→	→	→	→	→	→	→	→	→	→	→	→
Task 2: Long Range Planning												
CHART Implementation	→	→	→	→	→	→	→	→	→	→	→	→
CHART Update	→	→	→	→	→	→	→	→	→	→	→	→
Coordinated Public Transit Human Services Plan	→	→	→	→	→	→	→	→	→	→	→	→
Task 3: Short Range Planning												
RTA	→	→	→	→	→	→	→	→	→	→	→	→
Community Mobility	→	→	→	→	→	→	→	→	→	→	→	→
Bicycling, Walking, Transit	→	→	→	→	→	→	→	→	→	→	→	→
On Call Planning Services	<i>as requested</i>											
Task 4: Consultant Studies												
RTA Plan	→	→	→	→	→	◆						
Eastern Connector Study	<i>as requested</i>											
Regional Transit Assessment Toolkit	<i>pending FTA grant award</i>											
→	Indicates ongoing task activity; often includes delivery of work products (e.g. staff reports)											
◆	Indicates delivery of final work product, committee meeting, etc.											
	Indicates that no specific task activity is currently planned											

* Schedule dependent upon state timetable and receipt of required programming and funding information.

Adopted April 18, 2007

Public Involvement in Development of the FY2008 Work Program:

This section summarizes public input received at the March and April public hearings, in addition to other public comment and input received during its development. A summary describing how the Work Program responds to the public comment and input is also included.

March 21, 2007 Public Hearing:

1. Peter Kleeman: Mr. Kleeman thanked staff for providing a strike out version of the Work Program. He commented that a lot of text was struck out and doesn't know what happened to those items. He believes these items may represent a large portion of the budget and wants to know what work was done on those items. He also commented on the bulletized list of issues and believes they should have a prioritized order. He said it is difficult for him to determine the priorities of this body. He suggested Staff identify priorities and identify budgets to indicate how much will be spent to meet those priorities. He also mentioned several projects from last year's Work Program that concern him, including: BRT and other priority transit technology report, freight planning analysis, transportation and land use modeling research, and the regional connector safety study

2. John Pfaltz: Mr. Pfaltz commented on the map of the MPO boundaries. He said the MPO boundaries appear to include Monticello (which he believes is not likely to urbanize) but doesn't include Crozet (which is likely for rapid urbanization). He asked if Crozet could be included in the MPO Area.

3. Robert Burke: Mr. Burke suggested that items be ranked to indicate the MPO's priorities to the public. He believes ranking would be especially helpful when working on the long range plan. He also suggested the inclusion of disaster relief and land use. He would like the Work Program to be easier to understand.

March 27, 2007 MPO Technical Committee Meeting Public Comment

During the public comment period at the March 27 MPO Technical Committee meeting, the following comments related to the Draft FY08 Work Program were made:

Peter Kleeman: Mr. Kleeman expressed concern that the draft FY08 Work Program does not adequately identify the MPO's priorities or how the MPO's priorities will be implemented during fiscal year 2008. He hopes that the MPO will pay better attention to this and suggested that it would be better if the Work Program clearly indicated a ranking system for the priorities and extended this ranking system to the schedule for completing the Work Program deliverables. Mr. Kleeman was also concerned that in the current format, the budgets are too highly aggregated. He suggested that a more specific budget be developed which identifies the costs associated with each deliverable, activity, etc.

April 18, 2007 MPO Public Hearing

Peter Kleeman: Mr. Kleeman emphasized his disappointment with the way FY08 Work Program budget is presented. He believes that a budget should be assigned for each activity, rather than an overall budget for the three overall Work Program tasks. Further, he suggested that the budget assigned to each activity should relate to how the MPO prioritizes those activities and deliverables. Mr. Kleeman was also concerned that the Work Program schedule did not specify when the Work Program deliverables would be accomplished. Mr. Kleeman read excerpts from the SAFETEA-LU Planning regulations to support his concerns.

Adopted April 18, 2007

Addressing Public Input: To address concerns about the status of FY07 Work Program deliverables, staff updated the FY07 Work Program Status Table. The FY07 Work Program Status Table was included in the materials distributed for the April 18, 2007 FY08 Work Program Public Hearing. The acronym table of transportation related terms and additional descriptive text was added to help improve the clarity of the Work Program, particularly for members of the public or other interested stakeholders that are new to the metropolitan planning process. Descriptions were added to better identify the linkages between the long range regional transportation vision, goals, and priorities and how these will be addressed through the Work Program activities and also to better clarify that the issues identified are interconnected components of effective regional transportation planning.

Adopted April 18, 2007

Attachment A: Charlottesville/Albemarle Urbanized Area FY-2008 Unified Planning Work Program VDOT Input

State Planning and Research (SPR) Funds Available \$126,000

Tasks

1.0 Administration of the Continuing Urban Transportation Planning Process (3-C)
Budgeted \$34,000

- Preparation for and attendance at MPO (Policy Board), Technical Committee and various other local and jurisdictional committee meetings as necessary
- Preparation of PL funding agreements and addenda
- Review and process billing invoices and progress reports
- Prepare budgets and other VDOT input for the FY-2007 TIP and process amendments to the FY-2007 TIP
- Review road plans for conformance with current transportation plan
- Federal-Aid/Functional Classification System reviews
- Coordinate multi-modal activities and maintain necessary transportation inventory
- Process transportation plan amendments
- Monitor regional travel
- Review proposed enhancement projects as necessary
- Review local and regional transportation planning activities and attend public hearings

2.0 Long-Range Transportation Planning Budgeted \$51,000

- Respond to inquiries concerning the CHART Year 2025 Long-Range Plan
- Assist the MPO with the development of the Year 2035 Long-Range Plan
- Run model to forecast traffic demand and develop multi-modal transportation needs for long-range plans and corridor studies
- Evaluate and review comments and respond to concerns relative to transportation planning process
- Participate in Citizen Advisory Committee for MPO
- Review CHART plan model for coordination and future model update efforts
- Assist MPO in reviewing Smart Growth Index to incorporate into planning efforts
- Evaluate and review comments and respond to concerns relative to corridor, pedestrian, multi-modal, and access management studies

3.0 Short-Range Transportation Planning Budgeted \$41,000

- Evaluate existing transportation system and identify deficiencies
- Recommend improvements to alleviate unacceptable conditions
- Coordinate recommended improvements with other plans and studies
- Coordinate planning activities with the private sector to identify mobility and commuter access issues such as additional commuter parking lots, etc.
- Review and comment on traffic impact studies
- Review environmental impact reports for impacts to existing and future transportation facilities
- Provide advice and support on freight issues and information compilation.

Attachment B:

AN AGREEMENT FOR COOPERATIVELY CONDUCTING THE METROPOLITAN TRANSPORTATION PLANNING AND PROGRAMMING PROCESS IN THE CHARLOTTESVILLE/ALBEMARLE URBANIZED AREA

THIS AGREEMENT, made and entered into as of this 9th day of March 1995, by and between the Commonwealth of Virginia Department of Transportation, hereinafter referred to as the DEPARTMENT; the Thomas Jefferson Planning District Commission, acting as a regional government body serving the City of Charlottesville and the Counties of Albemarle, Fluvanna, Louisa, Greene, and Nelson, hereafter referred to as the PDC; the Charlottesville/Albemarle Metropolitan Planning Organization, hereinafter referred to as the MPO; the City of Charlottesville acting as a local transit operator, hereinafter referred to as the CITY; the County of Albemarle, acting as a local unit of government, hereinafter referred to as the COUNTY; and JAUNT Inc. a local transit operator hereinafter referred to as JAUNT; for the purpose of identifying the roles and responsibilities of cooperatively conducting the metropolitan transportation planning and programming process in the Charlottesville/Albemarle urbanized are of Virginia.

NOW, THEREAFTER, THE DEPARTMENT, the CITY, the COUNTY, and JAUNT do hereby agree as follows:

ARTICLE 1- METROPOLITAN TRANSPORTATION PLANNING AND PROGRAMMING PROCESS

The DEPARTMENT, the MPO, the PDC, the CITY, the COUNTY, and JAUNT shall establish continuing, cooperative, and comprehensive transportation planning and programming process as provided for by the Intermodal Surface Transportation Efficiency Act of 1991: Section 134 of Title 23 of the United States Code: Section 8 of the Federal Transit Act, as amended; 23 CFR Part 450, Subpart C; 49 CFR Part 613, Subpart A; and in accordance with the constitution and statutes of the Commonwealth of Virginia. This process shall result in plans and programs that consider all transportation modes and supports metropolitan community development and social goals. These plans and programs shall lead to the development and operation of an integrated, intermodal transportation system that facilitates the efficient, economic movement of people and goods.

The MPO, designated in accordance with 23 CFR Part 450, shall be responsible for carrying out the metropolitan transportation planning process. The DEPARTMENT, the PDC, the CITY, the COUNTY, and JAUNT as signatories of this agreement shall coordinate their responsibilities for transportation planning, programming and implementation with those of the MPO.

The DEPARTMENT shall coordinate its responsibilities for statewide transportation plans and programs with the metropolitan transportation plans and programs. The DEPARTMENT, the MPO, the CITY, the COUNTY and JAUNT shall cooperate in the reconciliation of such plans and programs as necessary to ensure connectivity with transportation systems.

The functions, duties and responsibilities of the DEPARTMENT, the MPO, the CITY, the COUNTY and JAUNT in the metropolitan transportation planning and programming process shall be as described in the unified planning work program.

ARTICLE II-METROPOLITAN PLANNING AREA BOUNDARY

The metropolitan planning process shall, as a minimum, cover the urbanized are as designated by the U.S. Bureau of Census, and the contiguous geographic area likely to become urbanized within the twenty-year period covered by the transportation plan. This area shall hereinafter be called the Metropolitan Study Area. The Metropolitan Study Area shall include the City of Charlottesville and a portion of the County of Albemarle.

The Metropolitan Study Area boundary may be adjusted by agreement between the DEPARTMENT and the MPO. If said adjustments extend the boundary into a jurisdiction, such jurisdiction shall be eligible for membership on the MPO.

ARTICLE III- TIME FRAME OF THE PROCESS

The metropolitan transportation planning and programming process shall be established as a continuing procedure effective the date of the execution of this AGREEMENT by all participants.

This AGREEMENT shall be terminated upon the occurrence of any of the following:

1. The Intermodal Surface Transportation Efficiency Act of 1991, or Section 134 of Title 23 of the United States Code, or Section 8 of the Federal Transit Act, as amended, and previously cited hereinafter, are repealed or amended by the Congress of the United States to no longer require the metropolitan transportation planning and programming process, or;
2. The DEPARTMENT, the MPO, the PDC, the local governments previously cited in ARTICLE II or JAUNT withdraws from the metropolitan transportation planning and programming process with not less than ninety (90) days written notice to the other parties, or;
3. There is a redesignation of the MPO.

ARTICLE IV-FINANCING THE PROCESS

The responsibilities of the MPO shall be supported by planning funds authorized by Section 104(f) of Title 23 of the United States Code, hereinafter referred to as PL Funds, and by Section 1607 (d) of Title 49 of the United States Code, hereinafter referred to as Section 8 Funds. PL Funds and Section 8 Funds shall be allocated to work activities in an annual unified planning work program at the direction of the MPO in cooperation with the DEPARTMENT, the CITY, the COUNTY and JAUNT. The use of PL Funds, Section 8 Funds and other funding sources shall continue as additional monies are appropriated. Should all such funds be discontinued, this AGREEMENT shall be terminated.

ARTICLE V-METROPOLITAN PLANNING ORGANIZATIONS

The MPO shall be composed of the following voting representatives designated by and representing their locality or agency:

- | | | |
|----|-------------------------|---------------------|
| 1. | City of Charlottesville | 2 representative(s) |
| 2. | County of Albemarle | 2 representative(s) |
| 3. | DEPARTMENT | 1 representative |

There shall also be a nonvoting representative designated by and representing each of the following:

1. Federal Highway Administration
2. Federal Transit Administration
3. Federal Aviation Administration
4. Virginia Department of Rail and Public Transportation
5. JAUNT
6. Thomas Jefferson Planning District Commission
7. University of Virginia

The membership, voting and nonvoting, shall be expanded to include additional localities or agencies as may be necessary.

The MPO shall elect a chairman and other officers as deemed appropriate, and shall establish rules of order. The MPO constituted hereinafter shall remain in effect until such time the local jurisdictions and the Governor of the Commonwealth of Virginia redesignate the MPO in accordance with 23 CFR Part 450.

The governing body of each member locality or agency, having appointed the appropriate number of representatives to the MPO as indicated in this ARTICLE, whether voting or nonvoting, may appoint an alternate member(s). Voting privileges for alternates shall be the same as for the regular member in the absence of the regular member.

Adopted April 18, 2007

ARTICLE VI-AMENDMENTS

Amendments to this AGREEMENT, as mutually agreed to, may be made by written agreement between all parties of this AGREEMENT.

IN WITNESS WHEREOF, all concerned parties have executed this AGREEMENT on the day and year first written above.

Signatures on original include: Charlotte Y. Humphris, MPO Chair; David R. Gehr, VDOT Commissioner; Katherine E. Slaughter, Thomas Jefferson Planning District Commission Chair; Cole Hendrix, Charlottesville City Manager; Robert W. Tucker, Albemarle County Executive; Linda Wilson, JAUNT Executive Director