



Charlottesville-Albemarle Metropolitan Planning Organization

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Fiscal Year 2012 Work Program

**For plans and studies to be undertaken during the period
July 1, 2011 - June 30, 2012**

FY12 Unified Planning and Work Program

Prepared on behalf of the Charlottesville-Albemarle Metropolitan Planning Organization by the staff of the Thomas Jefferson Planning District Commission through a cooperative process involving the City of Charlottesville and the County of Albemarle, Charlottesville Area Transit, JAUNT, University of Virginia, the Virginia Department of Transportation, the Department of Rail and Public Transportation, the Federal Highway Administration, and the Federal Transit Administration.

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Glossary of Acronyms

The following transportation-related acronyms are 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	Average Annual Daily Traffic
ACCT	Alliance for Community Choice in Transportation
BRT	Bus Rapid Transit
CAT	Charlottesville Area Transit (Formerly Charlottesville Transit Service or CTS)
CHART	Charlottesville-Albemarle Regional Transportation
CTB	Commonwealth Transportation Board
DRPT	Virginia Department of Rail and Public Transportation
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, and Albemarle, Fluvanna, Louisa, Nelson, and Buckingham Counties
LRTP	Long Range Transportation Plan
MPO	Metropolitan Planning Organization
NHS	National Highway System
PL	FHWA Planning Funding (used by 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 Charlottesville City, and Albemarle, Fluvanna, Louisa, Nelson, and Greene Counties.
RLRP	Rural Long Range Transportation Plan
RTA	Regional Transit Authority
SAFETEA-LU	Safe, Accountable, Flexible, Efficient, Transportation Equity Act: A Legacy for Users (legislation governing 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 Plan
TAZ	Traffic Analysis Zone
TDP	Transit Development Plan (for CAT and JAUNT)
TDM	Travel 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)
UnJAM Plan	United Jefferson Area Mobility Plan (MPO LRTP)
UTS	University Transit Service
UVA	University of Virginia
VDOT	Virginia Department of Transportation
VMT	Vehicle Miles Traveled
Work Program	Unified Planning Work Program (also referred to as UPWP)

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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) study area for the fiscal year 2012. 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

The Charlottesville-Albemarle Metropolitan Planning Organization (MPO) provides a forum for conducting continuing, comprehensive, and coordinated (3-C) transportation decision-making among the City, County, UVA, JAUNT, CAT, DRPT 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 adopted a new agreement on January 28, 2009 (Attachment B).

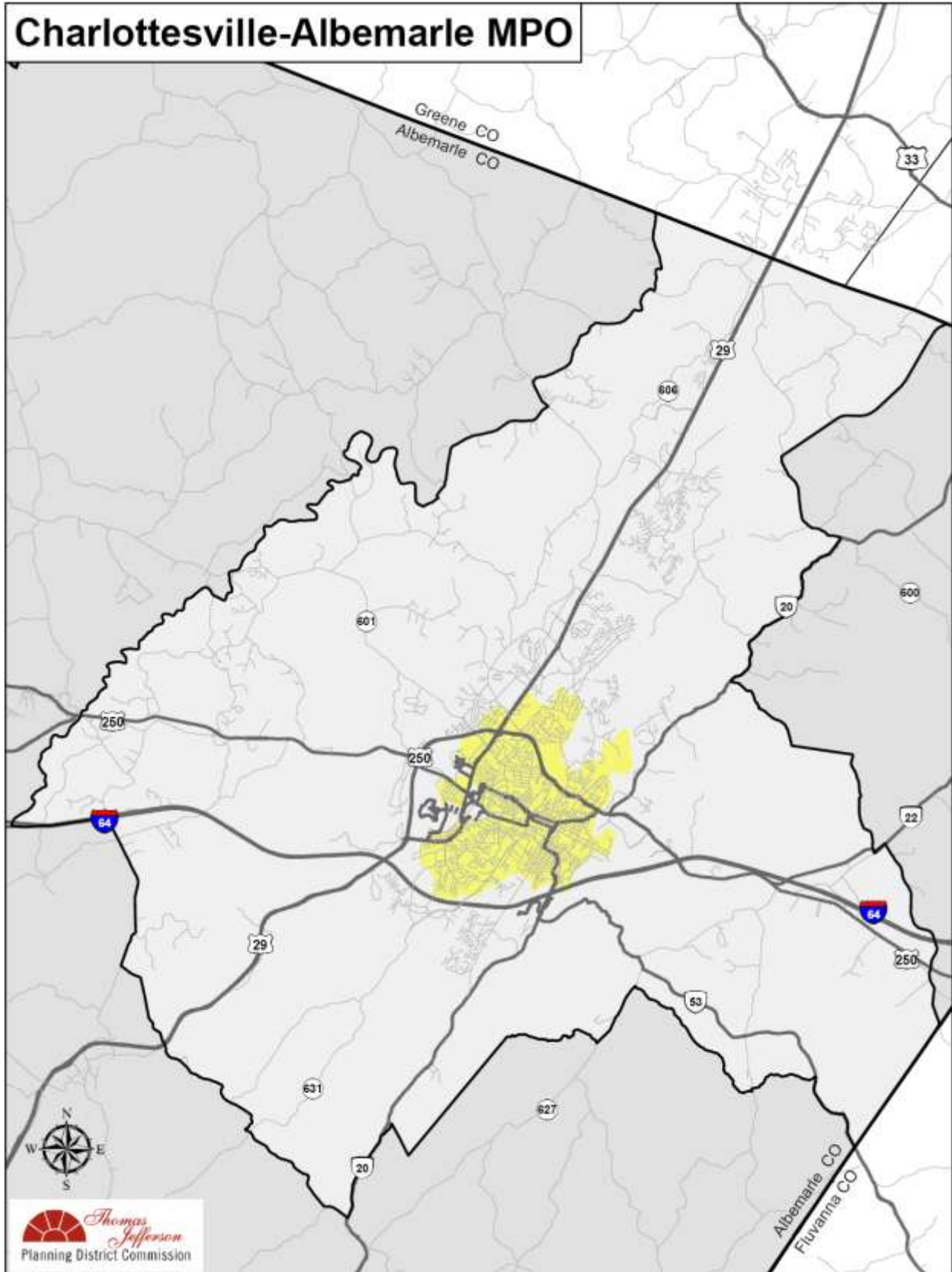
The MPO conducts transportation studies and ongoing planning activities, including an annual Transportation Improvement Program (TIP), which lists road and transit improvements approved for federal funding, and the 20-year long range plan for the overall transportation network, which is updated every 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. The UnJAM 2035 Long Range Transportation Plan focuses specifically on projects within the MPO, but considers the long term effects of these projects on the entire region.

The policy making body of the CA-MPO is its Board, which consists of five voting members. The voting membership of the Policy Board consists of two representatives from the City of Charlottesville and two representatives from the County of Albemarle. The fifth representative is from the Virginia Department of Transportation (VDOT). Non-voting members include the Department of Rail and Public Transportation (DRPT), Charlottesville Area Transit (CAT), JAUNT, the University of Virginia (UVA), the Federal Highway Administration (FHWA), the Federal Aviation Administration (FAA), the Federal Transit Administration (FTA), and the Charlottesville-Albemarle Regional Transportation Citizen Advisory Committee (CHART). See the table below.

CA-MPO Voting Members	
City of Charlottesville	2 representatives
County of Albemarle	2 representatives
Virginia Department of Transportation	1 representative
CA-MPO Non-Voting Members	
Virginia Department of Rail and Public Transportation (DRPT)	1 representative
Federal Highway Administration (FHWA)	1 representative
Federal Transit Administration (FTA)	1 representative
Federal Aviation Administration (FAA)	1 representative
Charlottesville Area Transit (CAT)	1 representative
JAUNT	1 representative
University of Virginia	1 representative
Charlottesville-Albemarle Regional Transportation Citizen Advisory Committee (CHART)	1 representative

The MPO is staffed by the Thomas Jefferson Planning District Commission (TJPDC). Working in conjunction with partner and professional agencies; staff collects, analyzes, evaluates and prepares materials for use by the Board and Committee Members 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 increase to urban density during the next twenty-year period. A map of the MPO area appears below:



Relationship of UPWP to Long Range Transportation Planning

The MPO Unified Planning Work Program (UPWP) is developed each spring. The UPWP 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 UPWP are guided by the regional transportation vision, goals, issues, and priorities developed through the extensive long range planning process for UnJAM 2035. 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

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 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, transportation demand management strategies including ridesharing services, and parking strategies to provide competitive choices for travel throughout the region, and seek ways to integrate rail with local transit.
- 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, rail and transit/rail 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 non-vehicular

commuter trails, regional commuter rail service, plus right-of-way corridors for light-rail transit and/or bus ways.

- 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.¹
- 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 the TJPDC, which uses funds for MPO staffing to carry out the MPO process. 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. 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 FY12 Work Program Budget. The tables below outline FY12 Work Program Funding by Source, FY12 Work Program by Agency, and a summary of the FY12 Work Program budget for each of 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.

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.

FY12 Unified Planning and Work Program

FY12 Work Program: Funding By Source

Funding Source	Match Breakdown			
	Federal	State Match	Local Match	Total
	80%	10%	10%	100%
FY10 Carryover PL Funds	\$16,442	\$2,055	\$2,056	\$20,553
FY12 PL Funding	\$155,228	\$19,404	\$19,403	\$194,035
Total FY12 PL Funding	\$171,670	\$21,459	\$21,459	\$214,588
Total FTA Funding	\$70,275	\$8,784	\$8,784	\$87,843
PL + FTA Total	\$241,945	\$30,243	\$30,243	\$302,431
VDOT SPR Total	\$156,000	\$39,000	n/a	\$195,000
TOTAL FY12 Work Program	\$ 397,945	\$ 69,243	\$ 30,243	\$ 497,431

FY12 Work Program: Funding By Agency

Funding Recipient	Match Breakdown			
	Federal	State Match	Local Match	Total
	80%	10%	10%	100%
Albemarle - PL	\$9,120	\$1,140	\$1,140	\$11,400
Charlottesville - PL	\$4,560	\$570	\$570	\$5,700
CAT - PL	\$3,800	\$475	\$475	\$4,750
JAUNT - PL	\$3,040	\$380	\$380	\$3,800
TJPDC - PL	\$151,150	\$18,894	\$18,894	\$188,938
Total FY12 PL Funding	\$171,670	\$21,459	\$21,459	\$214,588
RideShare - FTA	\$6,000	\$750	\$750	\$7,500
TJPDC - FTA	\$64,274	\$8,034	\$8,034	\$80,343
Total FTA Funding	\$70,275	\$8,784	\$8,784	\$87,843
PL + FTA Total	\$241,945	\$30,243	\$30,243	\$302,431
VDOT SPR	\$156,000	\$39,000	n/a	\$195,000
TOTAL FY12 Work Program	\$ 397,945	\$ 69,243	\$ 30,243	\$ 497,431

FY12 Work Program: Funding By Task

	Task 1	Task 2	Task 3	Total
	25%	50%	25%	100%
Albemarle - PL	\$2,850	\$5,700	\$2,850	\$11,400
Charlottesville - PL	\$1,425	\$2,850	\$1,425	\$5,700
CAT - PL	\$1,188	\$2,375	\$1,188	\$4,750
JAUNT - PL	\$950	\$1,900	\$950	\$3,800
TJPDC - PL	\$47,235	\$94,469	\$47,235	\$188,938
Total FY12 PL Funding	\$53,647	\$107,294	\$53,647	\$214,588
RideShare - FTA	\$1,875	\$5,625	\$0	\$7,500
TJPDC - FTA	\$20,086	\$40,172	\$20,086	\$80,343
Total FTA Funding	\$21,961	\$43,922	\$21,961	\$87,843
PL + FTA Total	\$75,608	\$151,216	\$75,608	\$302,431
VDOT SPR	\$48,750	\$97,500	\$48,750	\$195,000
TOTAL FY12 Work Program	\$ 124,358	\$ 248,716	\$ 124,358	\$ 497,431

Task 1= 25%, Task 2= 50%, Task 3= 25% (RideShare; Task 1= 25%, Task 2=75%)

MAINTENANCE OF THE MPO

Task 1: Administration: Continuing Urban Transportation Planning Process

A) Reporting and Compliance with Regulations

There are several reports and documents that the MPO is required to prepare, including: developing the draft and final Transportation Improvement Program (TIP); developing the draft and final FY12 Work Program; write progress reports; and complete and process funding agreements, invoices, and billing. The MPO will also continue 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. TJPDC will also provide for use of legal counsel and audit services for administering federal and state contracts; use of GIS and IT staffing as necessary for mapping and data center services, and to support MPO activities.

End Products:

- Updating of the Transportation Improvement Program (TIP) as necessary
- Draft/final FY13 Unified Planning Work Program (UPWP)
- Provide technical assistance to DRPT, VDOT and local partners as requested
- Grant administration
- Execution of project agreements, and related certifications and assurances
- Invoicing, monthly billing, and progress reports

Staff Responsibilities: TJPDC staff will develop and update 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 the 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 is 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 appointed committee representatives from 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
- Additional committees as directed by the MPO Policy Board
- Combined meetings with the TJPDC Rural Technical Committee (*as needed*)

End Products:

- Committee membership and staffing
- Meeting agendas, minutes and handouts
- Meeting technology requirements

- Issuance of public notices and mailings, including electronic
- Maintenance of the TJPDC/MPO Website

Staff Responsibilities: TJPDC will staff MPO Policy Board, Technical Committee, CHART Citizen Advisory 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 attending and organizing informational meetings and training sessions. MPO staff will be available as requested to support Planning Commissions, Staff, and others on transportation issues, and to review and comment as appropriate on legislative and regulatory activities affecting transportation planning and programming. MPO staff will develop maps in GIS format for MPO activities, presentations, and handouts, and provide the same on various websites. Staff will also distribute a quarterly newsletter for TJPDC activities, which include the MPO, as well as for the RideShare program. Staff will continually monitor and report on changes to federal and state requirements related to transportation, transportation planning, and implementation policies. MPO staff will attend seminars, meetings, trainings, workshops, and conferences related to MPO activities as necessary. Similarly, staff will provide seminars and stakeholder trainings for local partners and professionals involved or interested in transportation planning. Staff will provide assistance for and participation in special studies, projects and programs in response to requests by local government, the TJPDC, MPO member organizations and others as determined by the TJPDC Executive Director.

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

End Products:

- Ongoing facts and figures review and update
- State data and mapping center requirements
- Technical data, maps and reports provided to planning partners
- Organize information sharing sessions or roundtable discussions among partners
- Maintenance of the TJPDC Website

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

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. Task 2, Item B, of this document, discusses recent attempts to enhance the public involvement and participation process. The CHART Citizen Advisory Committee, working with TJPDC staff, has spear-headed this effort to improve the public participation process.

End Products:

- Increased participation by community members and underserved populations
- 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
- Maintenance of the TJPDC Website and update to meet ADA accessibility standards

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.

E) Travel Demand Management (TDM)/Rideshare Program

RideShare staff serve as advisors to MPO staff for numerous planning efforts that affect the MPO. RideShare staff serve on our MPO Technical Committee; but beyond this RideShare staff are readily available for MPO staff because both the MPO and RideShare are housed by the TJPDC. RideShare staff assists the MPO generally with regard to MPO documents, specifically the TIP, the UPWP, and the LRTP. *This funding is used exclusively by RideShare staff in assisting the MPO.*

End Products:

- Increased discussion of TDM/RideShare in MPO Planning Documents
- Availability of RideShare staff to assist MPO staff in their planning process
- Availability of RideShare staff to work with all the MPO Committees as needed

Staff Responsibilities: RideShare staff work in with MPO staff regarding TDM/RideShare issues that relate to the MPO.

FY12 Work Program: Task 1 Administration (April 11th 2011)

Funding Recipient	Match Breakdown			
	Federal	State Match	Local Match	Total
	80%	10%	10%	100%
Albemarle - PL	\$2,280	\$285	\$285	\$2,850
Charlottesville - PL	\$1,140	\$143	\$143	\$1,425
CAT - PL	\$950	\$119	\$119	\$1,188
JAUNT - PL	\$760	\$95	\$95	\$950
TJPDC - PL	\$37,788	\$4,723	\$4,723	\$47,235
Total FY12 PL Funding	\$42,918	\$5,365	\$5,365	\$53,648
RideShare - FTA	\$1,500	\$188	\$188	\$1,875
TJPDC - FTA	\$16,069	\$2,009	\$2,009	\$20,086
Total FTA Funding	\$17,569	\$2,196	\$2,196	\$21,961
PL + FTA Total	\$60,487	\$7,561	\$7,561	\$75,609
VDOT SPR	\$39,000	\$9,750	\$0	\$48,750
TOTAL FY12 Work Program	\$99,487	\$17,311	\$7,561	\$124,359

*VDOT SPR Funding; State provides total match.

LONG RANGE TRANSPORTATION PLANNING

Task 2: Long Range Planning

A) Urbanized Area Long Range Transportation Plan (LRTP)

The current LRTP was approved by the MPO Policy Board in May 2009. This plan is titled the United Jefferson Mobility Plan or UnJAM 2035. During FY11 TJPDC and MPO staff began the initial research for the LRTP update, due for approval in May 2014. This plan update will include numerous phases. The latter half of FY11 and into FY12 will include a demographic data analysis and an assessment of the existing transportation system. These projects will then be used to inform an analysis using the transportation model the MPO currently maintains in house. The Model will be used to develop four, 20-year, scenarios. These scenarios will include a control or status quo analysis, which will illustrate how the transportation system will look if no changes are made in the next 20 years. The other three scenarios will focus on roadway projects, transit projects, and bicycle and pedestrian projects. From these scenarios a final scenario will be developed that considers projects and options from all three of the modal scenarios. This will be the bulk of the work for FY12; However the LRTP will not be complete at that time. FY13 will involve the development of three distinct model plans including, a road/freight plan, a transit/passenger rail plan and a bike/pedestrian plan. The development of these plans will take us into FY13, which will mostly focus on developing a project list that is both fiscally-constrained and environmentally assessed. This final list will be the final element of the LRTP.

End Products:

- Complete data analysis and existing conditions reports
- Establish modal scenarios; status quo, roads, transit, and bike/pedestrian
- Develop final multi-modal scenario
- Keep public involved throughout the entire process; set up open house opportunities, update materials on website, send out public notices, and present LRTP activities at all MPO meetings (all are open to the public)
- Update current LRTP, UnJAM 2035, as needed

Staff Responsibilities: TJPDC will work with planners working on the recently awarded livability grant in an effort to coordinate the updating process for the LRTP and the City and County Comprehensive plans. Staff will work to keep public involved throughout the process. Staff will develop transportation system scenarios using the MPO's transportation model.

B) CHART Citizens Advisory Committee

CHART will continue its efforts in facilitating a long-term public, participation program aimed to improve the current public participation model. The goal of this public participation initiative is to proactively seek public comment and find a more diverse representation of public interests. CHART will also continue to serve in its advisory role to the MPO Policy Board, throughout the Long Range Transportation Plan update process.

End Products:

- Continued efforts to improve public involvement and awareness in regional transportation plan.
- Suggest updates and/or amendments to the UnJAM 2035 as necessary
- Identify opportunities to implement UnJAM 2035 priority projects and vision

Staff Responsibilities: TJPDC staff will assist the CHART Committee in improving public participation methods and will continue to staff committee meetings.

C) Travel Demand Management (TDM)/Rideshare Program

The RideShare program, housed by the TJPDC, is an essential program of the MPO's long range 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 LRTP.

End Products:

- Continued efforts to improve RideShare and TDM in long range transportation planning
- Assistance with the RideShare/TDM sections of the LRTP
- Identify opportunities to implement RideShare and TDM practices in the MPO

Staff Responsibilities: TJPDC staff will work with RideShare to include RideShare and TDM practices in the long range transportation plan.

D) Bicycle and Pedestrian Projects and Studies

The TJPDC will continue to assist the City and County on any bicycle and pedestrian projects and plans that are of interest to the City, the County, or both localities. TJPDC staff will assist with identifying potential bicycle and pedestrian facilities and establishing a scope of work for these plans and projects. The TJPDC staff will also continue to work with city and county staff to determine future opportunities for bicycle and pedestrian planning.

End Products:

- Identifying opportunities for new bicycle and pedestrian facilities, as requested.
- Facilitating opportunities to establish cross-jurisdictional bicycle and pedestrian facilities.
- Producing plans and reports for these facilities, as requested.
- Pursuing options and opportunities to receive funding for bicycle and pedestrian facilities.

Staff Responsibilities: TJPDC and local government staff will coordinate and participate in the identifying and developing of these projects and plans.

E) Data and Model Development

The TJPDC will develop and validate a new 2010 base model by updating socioeconomic data and improving model components. TJPDC will correct coding errors of highway and transit networks to represent existing transportation facilities and develop reasonable boundaries for traffic analysis zones (TAZ) based on current geographic characteristics and land use patterns. Data from a variety of sources, including 2010 US Census, Virginia Employment Commission, VDOT, Albemarle County, City of Charlottesville and UVA, will be reviewed and used to update socioeconomic data for TAZs. The 2009 National Household Transportation Survey (NHTS) data will be analyzed to update trip generation, trip distribution, mode choice sub-models, and improve the estimation for alternative modes. In addition, TJPDC, in conjunction with VDOT and local governments, will make efforts to acquire and collect the latest traffic counts in MPO region for model improvement and calibration purposes. An improved 2035 horizon year model will be developed using the same process. The improved Charlottesville

Model will be further calibrated and applied for regional and local transportation planning activities. TJPDC staff is also currently added UTS services to the model calibration. CAT has also been updated and included in the model.

End Products:

- A calibrated 2010 base year model.
- An improved 2035 horizon year model that can be reliably used for travel demand forecasting to facilitate future LRTP updates and local project requests.

Staff Responsibilities: TJPDC and local government staff will coordinate and participate in updating the model network and collecting socioeconomic data as well as traffic count information. TJPDC will review NHTS and US Census data and make model improvements.

F) Modeling Activities

The TJPDC is working with the City of Charlottesville, Albemarle County and VDOT to produce transportation demand modeling reports for high priority projects, such as the Sunset/Fontaine Connector study. The TJPDC will undertake additional modeling projects as directed by the MPO Policy Board and provide on-call service to our member localities.

End Products:

- Produce project-specific modeling analyses as requested

Staff Responsibilities: TJPDC will work with local governments to determine, which planned roadway projects would benefit from a transportation modeling analysis. TJPDC staff will also work with the local governments to locate the best available data for these analyses.

FY12 Work Program: Task 2 Long Range Planning

Funding Recipient	Match Breakdown			
	Federal	State Match	Local Match	Total
	80%	10%	10%	100%
Albemarle - PL	\$4,560	\$570	\$570	\$5,700
Charlottesville - PL	\$2,280	\$285	\$285	\$2,850
CAT - PL	\$1,900	\$238	\$238	\$2,375
JAUNT - PL	\$1,520	\$190	\$190	\$1,900
TJPDC - PL	\$75,576	\$9,447	\$9,447	\$94,470
Total FY12 PL Funding	\$85,837	\$10,730	\$10,730	\$107,296
RideShare - FTA	\$4,500	\$563	\$563	\$5,625
TJPDC - FTA	\$32,137	\$4,017	\$4,017	\$40,172
Total FTA Funding	\$35,137	\$4,392	\$4,392	\$43,922
PL + FTA Total	\$120,974	\$15,122	\$15,122	\$151,218
VDOT SPR	\$78,000	\$19,500	\$0	\$97,500
TOTAL FY12 Work Program	\$198,974	\$34,622	\$15,122	\$248,718

*VDOT SPR Funding; State provides total match.

SHORT RANGE TRANSPORTATION PLANNING

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

A) Transportation Improvement Program

The Charlottesville-Albemarle Transportation Improvement Program (TIP) is a document used to schedule the spending of federal transportation funds within the metropolitan region for the federal fiscal years from FY12 to FY15. This document was completely updated at the end of FY11 to meet FY12 to FY15 compliance. The TIP is a product of the Charlottesville-Albemarle Metropolitan Planning Organization (MPO) in compliance with federal requirements.

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 actually or scheduled for allocation, type of improvement, and other information are found in the document, including an overall financial plan.

Federal requirements for the TIP are as follows:

- It shall be developed through a cooperative effort of the state, transit operators, and the MPO
- It must contain at least 4 years of projects (both capital and non-capital), and be consistent with the MPO's adopted long range transportation plan
- Amendments and adjustments shall be processed as necessary
- It must include strategies, be fiscally constrained and include a financial plan
- It must assess and document the effects of the metropolitan transportation investments with regard to environmental justice, its analysis and documentation
- Must be developed through the MPO's adopted Public Participation Plan
- Shall be made available in electronically accessible formats

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

End Products:

- Monitor and update the TIP as necessary ensuring compliance with federal planning regulations
- Create a four-year federally compliant TIP
- Maintain the TJPDC Website and update to meet ADA accessibility standards

Staff Responsibilities: TJPDC staff will lead and perform activities related to the development of the TIP for the urbanized MPO.

B) Short-range Transit Planning or Transit Development Planning

TJPDC Staff is working with staff from JAUNT, CAT, UTS and DRPT on short-range transit planning activities. These efforts will include whatever analysis our regional transit agencies request; for example, conducting the CAT annual Customer Satisfaction Survey Analysis.

End Products:

- Provide data gathering and analysis resources as requested
- Be available to assist any regional transit agency in their planning efforts
- Produce short-range planning reports for these transportation agencies as requested

Staff Responsibilities: TJPDC staff will continue to work with CAT, UTS and JAUNT to determine how the TJPDC can assist in the transit planning process.

C) Seek Funding for Priority Projects

The TJPDC staff will work with the City and County in seeking funding for high priority transportation projects within the MPO. Specific efforts include seeking funding sources to implement project concepts from the 29/H/250 study, UnJAM 2035, Places29, the Pantops master plan, the Northtown Trail project and other previously adopted planning documents.

End Products:

- Facilitate outreach efforts in the pursuit of funding sources for high priority projects within the MPO.

Staff Responsibilities: TJPDC staff will work with City and County planning staff in researching funding opportunities for major transportation projects within the MPO.

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; 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

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

FY12 Work Program: Task 3 Short Range

Funding Recipient	Match Breakdown			
	Federal	State Match	Local Match	Total
	80%	10%	10%	100%
Albemarle - PL	\$2,280	\$285	\$285	\$2,850
Charlottesville - PL	\$1,140	\$143	\$143	\$1,425
CAT - PL	\$950	\$119	\$119	\$1,188
JAUNT - PL	\$760	\$95	\$95	\$950
TJPDC - PL	\$37,788	\$4,723	\$4,723	\$47,235
Total FY12 PL Funding	\$42,918	\$5,365	\$5,365	\$53,648
RideShare - FTA	\$0	\$0	\$0	\$0
TJPDC - FTA	\$16,069	\$2,009	\$2,009	\$20,086
Total FTA Funding	\$17,569	\$2,196	\$2,196	\$21,961
PL + FTA Total	\$60,487	\$7,561	\$7,561	\$75,609
VDOT SPR	\$39,000	\$9,750	\$0	\$48,750
TOTAL FY12 Work Program	\$99,487	\$17,311	\$7,561	\$124,359

*VDOT SPR Funding; State provides total match.

CONSULTANT STUDIES

Task 4.0: Consultant Studies

These projects would be funded or proposed to be funded by sources other than MPO planning funds, and are included for information. As of the adoption of this document there are no consultant studies in process, but TJPDC staff will amend this document to incorporate any future consultant studies.

UNIFIED PLANNING WORK PROGRAM TASK SCHEDULE

FY12 Work Program: Task Schedule

Work Program Activity	Jul-11	Aug-11	Sept-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12
Task 1: Administration												
Reporting and Compliance	→	→	→	→	→	→	→	→	→	→	→	→
Progress Reports			●			●			●			●
TIP Maintenance	→	→	→	→	→	→	→	→	→	→	→	→
UPWP Development							→	→	→	→	●	
Environmental Justice	→	→	→	→	→	→	→	→	→	→	→	→
Committee Staffing												
CHART	●		●		●		●		●		●	
MPO Policy Board	●		●		●		●		●		●	
MPO Technical Committee	●		●		●		●		●		●	
Information Sharing	→	→	→	→	→	→	→	→	→	→	→	→
Public Participation	→	→	→	→	→	→	→	→	→	→	→	→
Travel Demand Management (TDM)/RideShare	→	→	→	→	→	→	→	→	→	→	→	→
Task 2: Long Range Planning												
Long Range Transportation Plan Implementation	→	→	→	→	→	→	→	→	→	→	→	→
CHART Citizen Advisory Committee	→	→	→	→	→	→	→	→	→	→	→	→
Travel Demand Mgmt (TDM)/RideShare Program	→	→	→	→	→	→	→	→	→	→	→	→
Bicycle and Pedestrian Projects and Studies	→	→	→	→	→	→	→	→	→	→	→	→
Data and Model Development	→	→	→	→	→	→	→	→	→	→	→	→
Modeling Activities	→	→	→	→	→	→	→	→	→	→	→	→
Task 3: Short Range Planning												
Transportation Improvement Program	→	→	→	→	→	→	→	→	→	→	→	→
Short Range Transit Planning	→	→	→	→	→	→	→	→	→	→	→	→
Seek Funding for Priority Projects	→	→	→	→	→	→	→	→	→	→	→	→
On-Call Planning Services	<i>As Requested</i>											
Task 4: Consultant Studies												
No Tasks at Present	<i>As Requested</i>											
→	<i>Indicates ongoing task activity; often includes delivery of work products (e.g. staff reports)</i>											
●	<i>Indicates delivery of final work product, committee meeting, etc...</i>											
	<i>Indicates that no specific task activity is currently planned</i>											

PUBLIC PARTICIPATION

Public Participation in Development of the FY2012 Work Program:

This section summarizes public input received during the 30-day public comment period and at the May public hearings. A summary describing how the Work Program responded to the public comment and input is also included.

May 17th, 2011 Public Hearing:

No Comments were made at this public hearing.

May 25th, 2011 Public Hearing:

No Comments were made at this public hearing.

ATTACHMENT A

Charlottesville/Albemarle Urbanized Area
FY-2012 Unified Planning Work Program
VDOT Input

State Planning and Research (SPR) Funds Available \$340,000

Tasks

- 1.0 Administration of the Continuing Urban Transportation Planning Process (3-C)
Budgeted \$48,750
- 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-2012 TIP and process amendments to the FY-2012 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 \$97,500
- Respond to inquiries concerning the UnJAM 2035 Long-Range Plan
 - 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
 - Evaluate and review comments and respond to concerns relative to corridor, pedestrian, multi-modal, and access management studies
 - Evaluate planning study efforts as they relate to the NEPA process.
- 3.0 Short-Range Transportation Planning
Budgeted \$48,750
- 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.

4.0 Non-Urbanized/Rural Transportation Planning Program
Budgeted \$145,000

- Assist in the administration of the Rural Transportation Programs for the Thomas Jefferson Planning District Commission and the Rappahannock-Rapidan Regional Commission.
- Preparation for and attendance at Rural Technical Committee and various other local and jurisdictional committee meetings as necessary
- Review and process billing invoices and progress reports
- Coordinate multi-modal activities and maintain necessary transportation inventory
- Monitor regional travel
- Review proposed enhancement projects as necessary
- Review local and regional transportation planning activities and attend public hearings
- Assist the PDCs with the development of the Rural Long-Range Plan
- Evaluate and review comments and respond to concerns relative to transportation planning process
- Evaluate and review comments and respond to concerns relative to corridor, pedestrian, multi-modal, and access management studies
- Evaluate planning study efforts as they relate to the NEPA process.
- 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.

VDOT's Transportation and Mobility Planning Division (TMPD), located in the 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.

Attachment B:



Charlottesville-Albemarle Metropolitan Planning Organization
of the Thomas Jefferson Planning District Commission
POB 1505, 401 E. Water St, Charlottesville, VA 22902 www.tjpd.org
(434) 979-7310 phone • (434) 979-1597 fax • info@tjpd.org email



**MEMORANDUM OF UNDERSTANDING
ON METROPOLITAN TRANSPORTATION PLANNING RESPONSIBILITIES FOR THE
CHARLOTTESVILLE-ALBEMARLE METROPOLITAN PLANNING AREA**

This agreement is made and entered into as of January 28, 2009 by and between the Commonwealth of Virginia, hereinafter referred to as the State, the Charlottesville-Albemarle Metropolitan Planning Organization hereinafter referred to as the MPO, the City of Charlottesville hereinafter referred to as the City, the Charlottesville Transit Service hereinafter referred to as CTS, the County of Albemarle hereinafter referred to as the County, JAUNT, Inc (rural transit and paratransit operator) hereinafter referred to as JAUNT, (with JAUNT and CTS together hereinafter referred to as the Public Transit Operators), and the Thomas Jefferson Planning District Commission serving as planning and administrative staff to the MPO, hereinafter referred to as the Staff.

WHEREAS, joint responsibilities must be met for establishing and maintaining a cooperative, comprehensive and continuing (3-C) metropolitan transportation planning and programming process as defined and required by the United States Department of Transportation in regulations at 23 CFR 450 Subpart C, and

WHEREAS, the regulations at 23 CFR 450.314(a) direct that the MPO, State, and Public Transit Operator(s) responsibilities for carrying out the 3-C process shall be cooperatively determined and clearly identified in a written agreement.

NOW, THEREFORE, it is recognized and agreed that, as the regional transportation planning and programming authority in cooperation with the Staff and Public Transit Operators, the MPO shall serve as the forum for cooperative development of the transportation planning and programming activities and products for the Charlottesville-Albemarle Area. It is also agreed that the following articles will guide the 3-C process.

Article 1

Planning and Modeling Boundaries

The MPO is responsible as the lead for coordinating transportation planning and programming in the Charlottesville-Albemarle metropolitan transportation planning area (MPA) that includes the City of Charlottesville and the urbanized portions of the County of Albemarle. It is recognized that the scope of the regional study area used with the transportation demand model may extend beyond the MPA. The boundaries of the MPA shall be subject to approval of the MPO and the Governor.

Article 2

Metropolitan Transportation Planning and Programming Process

The State, the MPO, the CITY, the COUNTY, the Staff, and Public Transit Operators shall establish continuing, cooperative, and comprehensive transportation planning and programming process as provided for by SAFETEA-LU and in accordance with the constitution and statutes of the Commonwealth of Virginia. This process shall be followed and 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 State, the CITY, the COUNTY, the Staff, and Public Transit Operators as signatories of this agreement shall coordinate their responsibilities for transportation planning, programming and implementation with those of the MPO.

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

Details regarding specific functions, duties and responsibilities of the State, the MPO, the CITY, the COUNTY, the Staff, and Public Transit Operators in the metropolitan transportation planning and programming process shall be as described in the Unified Planning Work Program (UPWP). Such functions, duties and responsibilities shall be carried out in accordance with all applicable provisions of SAFETEA-LU (or as amended by future Federal legislation reauthorizing transportation funding and the 3-C process), and its implementing federal regulations of 23 CFR 450 and 23 CFR 420.

Article 3 Metropolitan Planning Organization

The MPO policy board 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. State 1 representative participating on behalf of the State, appointed by the Commonwealth of Virginia Secretary of Transportation)

The policy board will consider, analyze as appropriate, and reflect in the planning and programming process the metropolitan planning factors and requirements for MPO and State certifications as required by sections 23 CFR 450.306, and 450.334, respectively. 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. Department of Rail and Public Transportation
5. JAUNT
6. Charlottesville Transit Service
7. Thomas Jefferson Planning District Commission
8. University of Virginia
9. Charlottesville Albemarle Regional Transportation (CHART) Citizens' Advisory Committee

The membership, voting and nonvoting, shall be expanded to include additional localities or agencies as may be necessary. State elected officials may also serve on the MPO at the discretion of the MPO policy board. 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 re-designate 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 policy board 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.

Additional information on the MPO policy board, related committees, structure(s), membership(s), and working methods shall be established in the Bylaws and in a formal, written Public Participation Plan, as required by SAFETEA-LU. The Public Participation Plan shall provide reasonable opportunity for involvement with all interested parties in carrying out the metropolitan area's transportation planning and programming process, providing reasonable opportunities for preliminary review and comment especially at key decision points.

Article 4
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 State, the CITY, the COUNTY, the Staff, and Public Transit Operators. 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 may be terminated.

Article 5
Inclusion and Selection of Project Recommendations

Selection of projects for inclusion into the Constrained Long-Range Plan (CLRP)

Recommended transportation investments and strategies to be included in the CLRP shall be determined cooperatively by the MPO, the State, and Public Transit Operator(s). Prior to the formal adoption of a final CLRP, the MPO shall provide the public and other interested stakeholders with reasonable opportunities for involvement and comment as specified in 23 CFR §450.316 and in accordance with the procedures outlined in the Participation Plan. The MPO shall demonstrate explicit consideration and response to public input received during the development of the CLRP.

Development of the Transportation Improvement Program (TIP)

To the extent that funds are reasonably available, the projects to be included in the TIP shall be cooperatively determined by the MPO, the State and Public Transit Operators. Projects may be included and programmed in the TIP only if they are also consistent with the recommendations in the CLRP. The State shall provide the MPO a list of known project, program, or grouped obligations by year and phase, for all Virginia Department of Transportation funded projects to assist in the development of the TIP document. The format of the TIP portion of the State Transportation Improvement Plan (STIP) will be based on the executed agreement between FHWA, FTA, and the State. The MPO may include additional detail or supporting information as deemed appropriate to the TIP document. The MPO may add any additional federally funded projects (i.e. CMAQ and RSTP), locally funded projects, or locally/regionally administered projects. Once the TIP is compiled and adopted by the Policy Board, the MPO shall forward the TIP to the State. The State shall incorporate the TIP into the STIP. Once complete, the STIP will be forwarded to FHWA for review and approval.

Selected Transportation Enhancement (TE) projects shall be reported by the State to the appropriate MPO for inclusion in the MPO CLRP and TIP.

The selection of projects from the TIP by the MPO, State or Public Transit Operator(s) shall be done in full accordance with 23 CFR 450.330.

Article 6
Financial Planning and Programming, and Obligations

The State, the MPO and the Public Transit Operators are responsible for financial planning that demonstrates how metropolitan long-range transportation plans and improvement programs can be implemented consistent with

principles for financial constraint. Federal requirements direct that specific provisions be agreed on for cooperatively developing and sharing information for development of financial plans to support the metropolitan transportation plan (23 CFR 450.322(f)(10)) and program (23 CFR 450.324(h) & (i)), as well as the development of the annual listing of obligated projects (23 CFR 450.332).

Fiscal Constraint and Financial Forecasts

The CLRP and TIP shall be fiscally constrained pursuant to 23 CFR §450.322 and §450.324 respectively with project costs inflated to reflect the expected year of expenditure. To support the development of the financial plan for the CLRP, the State shall provide the MPO with a long-range forecast of expected state and federal transportation revenues for the metropolitan planning area for the planning horizon of the CLRP. The MPO shall review the forecast and add any local or private funding sources reasonably expected to be available during the planning horizon. Recommendations on any alternative financing strategies to fund the projects and programs in the transportation plan shall be identified and included in the plan. In the case of new funding sources, strategies for ensuring their availability shall be identified and documented. If a revenue source is subsequently found removed or substantially reduced (i.e., by legislative or administrative actions) the MPO will not act on a full update or amended CLRP and/or TIP that does not reflect the changed revenue situation.

Annual Obligation Report

Within 90 days after the close of a federal fiscal year the Virginia Department of Transportation shall provide the MPO with an Annual Obligation Report. To the extent possible, this report will contain the projects (including investments in pedestrian walkways and bicycle transportation facilities) for which federal highway or transit funds were obligated in the preceding program year. It shall include all federally funded projects authorized or revised to increase obligations in the preceding program year, and at a minimum include TIP project description and implementing agency information and identify, for each project, the amount of Federal funds requested in the TIP, the Federal funding that was obligated during the preceding year, and the Federal funding remaining and available for subsequent years. The MPO shall publish the Annual Obligation Report on the Web and in accordance with any other procedures outlined in the Public Participation Plan to ensure adequate access by the public and other interested stakeholders.

ARTICLE 7-AMENDMENTS

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

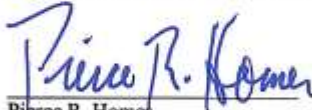
IN WITNESS WHEREOF, all concerned parties have executed this AGREEMENT on the day and year first written above.

Signatures:




David Slutzky
Chairman
Charlottesville-Albemarle Metropolitan Planning Organization

WITNESS BY 



Pierce R. Homer
Secretary of Transportation
Commonwealth of Virginia

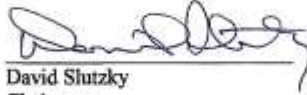
WITNESS BY 



Dave Norris


Mayor
City of Charlottesville, and on behalf of the Charlottesville Transit Service

WITNESS BY 



David Shutzky

Chairman
County of Albemarle Board of Supervisors

WITNESS BY 



Connie Brennan,

Chairman
Thomas Jefferson Planning District Commission

WITNESS BY 



Ray East,

President
JAUNT, Inc.

WITNESS BY 