

FY 14 Local Government Council Work Plan

Approved by the Local Government Council: May 16, 2013



Overview

The annual Comprehensive Work Program is the basis for implementing the projects identified in the budget of the Local Government Council. The Council strives to maximize its limited staff and resources by developing a comprehensive work plan based on current needs and priorities of the region.

This Work Program is a compilation of projects presented by Council members, including Managers and Administrators, the Central Virginia Metropolitan Planning Organization (CVMPO), local planners, regional partner organizations and staff. The intent is to obtain the most benefit from the least direct cost to our local government members.

The work program is revised annually and may be amended as deemed necessary by the Council members or the member governments that we serve.

Local Government Council Staff

Administrative Staff

Gary F. Christie, Executive Director
Rosalie Majerus, Deputy Director
Emmie Boley, Financial Professional
Susan Cook, Administrative Assistant
Matt Perkins, Admin. Coordinator

Region 2000 Services Authority

Clarke Gibson, Director

LGC Core Services Planning Staff

Bob White, AICP, Deputy Director
Philipp Gabathuler, GIS Coordinator
Kelly Hitchcock, Senior Planner
Scott Smith, Senior Planner

Workforce Development

Brian Davis, Director

Acronym Descriptions

CAER	Center for Advanced Engineering and Research
CEDS	Comprehensive Economic Development Strategy funded by the Economic Development Administration
CVMPO	Central Virginia Metropolitan Planning Organization
DEQ	Virginia Department of Environmental Quality
DHCD	Virginia Department of Housing and Community Development
FEMA	Federal Emergency Management Agency
FHWA	Federal Highway Administration
LGC	Local Government Council
TAZ	Update of Transportation Analysis Zones
TIP	Transportation Improvement Program
TMDL	Total Maximum Demand Load is the recommended amount of nutrients that should not be exceeded in our streams and rivers. Like a diet for our streams a TMDL is a recommended limit to the amount of nutrients that get into our waterways
UPWP	Unified Planning Work Plan
VDACS	Virginia Department of Agriculture and Consumer Services
VDMM	Virginia Department of Mines and Minerals
VDOT-PL	Federal Funds administered by Virginia Department of Transportation to provide transportation planning and staff support to the Central Virginia Metropolitan Planning Organization
VDOT-Rural	Funds administered by VDOT used for rural transportation planning
VDRPT-FTA	Federal funds administered by the Virginia Department of Rail and Public Transportation to provide transit planning and staff support regarding Transit and Rail services to the Central Virginia Metropolitan Planning Organization

Regional Support Activities (Projects involving two or more localities)

Maintenance of the Comprehensive Economic Development Strategy and Application for an Economic Development District

Staff will work with the Economic Development Council to

- 1) Develop a structure for the maintenance and updating of the regional economic development strategy (CEDS document),
- 2) Provide an analysis of the region's metrics as defined in the CEDS and
- 3) Update the projects in the document as appropriate.

The update to the CEDS document will be done in January 2014.

Staff will also work with the Local Government Council to develop a structure for an application for designation as an Economic Development District which can be utilized to seek EDA funding for economic development related projects throughout the region.

Localities Served: Region 2000 communities
Project Leader: Bob White and Scott Smith
Funding: EDA and LGC in-kind match

Regional Service Delivery Exploration for Library Administration and Local Government Management Services

Staff will continue to work with library directors and boards and with local government staff to explore and develop opportunities for increased regional cooperation related to library administration, human resources and purchasing.

Localities Served by Library Project: Bedford, Campbell and Lynchburg
Library Project Leader: Bob White
Funding Source: Bedford, Campbell and Lynchburg and LGC Dues

Localities Served by the Local Government Management Services:
Region 2000
Management Services Project Leader: Gary Christie
Funding Source: LGC Dues

Provide Management Services for the Region 2000 Services Authority regional solid waste disposal operations

Staff will continue to provide oversight, management, operations, human resources and financial services for the Services Authority which manages 220,000 tons of solid waste annually from four jurisdictions.

The Services Authority will continue maintaining a long term Solid Waste Plan and recycling plan for the region. Staff will also complete a unique website for the Authority.

Localities Served: Lynchburg, Campbell, Appomattox and Nelson Counties

Project Leaders: Clarke Gibson and Emmie Boley

Funding Source: Services Authority

Coordination of Upgrades to the Region 2000 Radio Communications Board regional radio system

Staff will continue provide staff support to the Radio Board as they move to upgrade the radio system infrastructure. Region 2000 will provide financial and administrative management services for the operations of the system.

We will provide procurement services and assistance in upgrading and maintaining tower roads and shelters. We will also provide assistance in grant research and application development and assistance as needed in the installation of the new system.

Localities Served: Bedford and Amherst County, and Lynchburg

Project Leader: Gary Christie and Susan Cook

Funding Source: Region 2000 Radio Board

Provide oversight management and financial services management for the Workforce Development Council and Workforce Investment Board

The LGC will continue to provide oversight program management and financial services management to the Workforce Investment Board and the Workforce Development Council.

Localities Served: Region 2000
Project Leaders: Brian Davis and Rosalie Majerus
Sources of Funding: Workforce Investment Act

Communications and Information

The LGC will publish an annual report, information sheets as appropriate and participate in monthly Partnership electronic newsletters. There will be an annual meeting with elected and appointed officials from throughout the region.

Staff will communicate with local elected officials during the year and will coordinate periodic meetings of area managers and planners.

Localities Served: Region 2000 jurisdictions
Project Leader: Gary Christie
Funding Sources – LGC Dues

Water and Stormwater

LGC staff will manage and conclude an \$84,000 regional stormwater grant which will assist localities develop stormwater ordinances.

Localities Served: Region 2000 jurisdictions
Project Leader: Bob White
Funding Source – VDEQ, Localities, LGC Dues

Rideshare/Commuter Services/Alternative Transportation: RIDESOLUTIONS

Staff will market a rideshare/alternative transportation program to encourage commuters to access the RIDE Solutions data base of car pool and alternative transportation in order to reduce single occupant rides to work. Staff will also work with local businesses to get their financial involvement to support the VDRPT match requirement.

Localities Served: Region 2000 jurisdictions
Project Leader: Kelly Hitchcock
Funding Source – Virginia Department of Rail and Public Transportation, LGC Dues

Local Support Activities

Old Madison Heights Revitalization

Staff will continue to partner with Amherst County and DHCD in the Old Madison Heights Community Revitalization Project – Stumps Hill Area CDBG project. This comprehensive Community Improvement Grant will provide housing rehabilitation improvements for an anticipated nine (9) substandard homes, upgrade approximately 1,450 linear feet of substandard 2-inch waterlines to 8-inch waterlines, and expand sanitary sewer to a number of homes which are currently on individual septic systems, provide road and drainage improvements within the project area, and remove two dilapidated structures and general community debris. The project will revitalize the portion of the Old Town Madison Heights community that consist of Layne and Rucker Streets, and portion of Rocky Hill and Main Streets.

Localities served: Amherst County
Project Leader: Kelly Hitchcock
Funding Sources: CDBG Construction Grant

Appomattox Enhancement Grant

Working with VDOT and Appomattox County, staff will work to complete the design and construction of the first connection route, that between the Appomattox County Community Park and the Town of Appomattox, of the Appomattox Heritage and Recreational Trail (AHRT). The AHRT is the envisioned long-term trail that will connect the historic, recreational and natural resources located within and just outside of the Town of Appomattox.

Localities served: Appomattox County
Project Leader: Kelly Hitchcock
Funding Sources: VDOT Enhancement Grant and Appomattox County

Brookneal Streetscape Improvements, Phase III

The project is a follow-up to the transformative work that was done along Main and Rush Streets in the town's central business district. Phase III will focus on gateway and pedestrian connectivity

improvements along an additional section of East Rush Street as well as the southern end of Main Street.

Localities served: Brookneal Town

Project Leader: Scott Smith

Funding Sources: VDOT Enhancement Grant and Town of Brookneal

Town of Pamplin City Sewer Expansion

Region 2000 is working with the Town of Pamplin City to determine the feasibility of expanding the community's newly-established sewer system into the west side of town, serving homes along and adjacent to Thomas Jefferson Highway and Church Street. The project would also provide sanitary sewer connectivity for two potential future adaptive-reuse project sites at a former school and hotel.

Localities served: Town of Pamplin City

Project Leader: Scott Smith

Funding Sources: DHCD Planning Grant

Provide Human Resources services to the Region 2000 Partnership Organizations and Financial Management Services to the Economic Development Council

Three non-profit Region 2000 organizations contract with the Local Government Council for payroll and human resources services. The Economic Development Council also contracts with the LGC to handle accounts payable.

Organizations Served: Economic Development Council, Technology Council, Center for Advanced Engineering and Research.

Project Leaders: Emmie Boley and Rosalie Majerus

Funding Sources: Contract payments from organizations

Transportation Planning Projects

VDOT-PL

Administration of Transportation Programs for the Central Virginia Metropolitan Planning Organization

Plan and manage the continuing, comprehensive, and coordinated (3-C) transportation planning process. Staff will implement the Fiscal Year (FY) 2013 Unified Planning Work Program (UPWP) throughout the fiscal year; provide all required administrative functions including all accounting, personnel, contract, and office administration. Staff will develop a FY 2014 work program.

Localities Served: Amherst Town & County, Bedford County, Campbell County, and Lynchburg

Project Leader: Bob White

Funding Source: VDOT-PL, LGC Dues

Long Range Transportation Plan Updates

Staff will review, explain, and update projects on the Central Virginia Long Range Transportation Plan, Year 2035 (Plan) in the event that a project needs to be updated before the five year update. This task addresses amendments to add or remove projects on the fiscally constrained portion of the Long Range Transportation Plan.

Some funding will be reserved annually to accumulate to pay for the 5 year update in 2016. Staff will review how the CEDS economic development planning process might be coordinated with the regional transportation planning process.

Localities Served: Amherst Town & County, Bedford County, Campbell County, and Lynchburg

Project Leader: Bob White

Funding Source: VDOT-PL, LGC Dues

Transportation Improvement Program (TIP)

Staff will monitor and make amendments to the current TIP as needed

Localities Served: Amherst Town & County, Bedford County, Campbell County, and Lynchburg
Project Leader: Bob White and Philipp Gabathuler
Funding Source: VDOT-PL, LGC Dues

General Technical Assistance – VDOT-PL

Staff will provide assistance to localities on transportation related activities on an individual basis or CVMPO basis.

Localities Served: Amherst Town & County, Bedford County, Campbell County, and Lynchburg
Project Leader: Bob White
Funding Source: VDOT-PL, LGC Dues

3.02 Alternative Transportation Planning Activities

Bicycle and Pedestrian Website Expansion

The LGC website will be expanded to have a dedicated section devoted to bicycle and pedestrian activity including route and safety information. Connections will include information on Safe Routes to School activities, general bike/pedestrian activities, connection to RIDE solutions and links to additional regional alternative transportation links, such as GLTC, local bike shops, etc.

Grant Submittal

Staff will apply for grant(s) to provide funding towards bicycle and pedestrian programming to include safety, education, outreach, and direct facility development (such as bike racks, pavement markers, etc.)

Bike Week

Activities to host the Lynchburg Area Bike Week and Clean Commute Challenge.

Bike/Pedestrian Fund Raising Partnership

Explore developing a fall or spring fund-raising event for the propose of assisting in development of bike facilities. This event will require private partners to fund and assist with event planning.

Safe Routes to School Program Support

Assist in the implementation of SRTS activities in the 2013-2014 school year.

Region 2000 Greenway Alliance Support

Provide staff support to the Region 2000 Greenways Alliance, the alternative transportation advisory committee to the CVMPO and Local Government Council

Bike/Pedestrian Annual Report

We will develop an annual report that summarizes all of the alternative transportation events, activities, planning and facility implementation within Region 2000.

VDPT Bicycle Advisory Committee

Kelly Hitchcock will serve as the liaison and participant to

- 1) The VDOT Bicycle Advisory Committee
- 2) The Virginia Bicycle Federation

Alternative Transportation Webinar Series

Continue to host webinar series from bike/pedestrian leaders to serve as a learning and information tool to local planners, locality staff and the general public.

Yearly Update to the Bicycle/Pedestrian Facilities Plan in Region 2000

Through communications with each locality and VDOT, obtain a summary of pedestrian and bicycle facility projects completed or planned in the following year.

Localities Served: Central Virginia MPO region

Project Leader: Kelly Hitchcock
Funding Source: VDOT – PL MPO funds, LGC Dues

Safety Improvement Study: U.S. Route 221 Corridor

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

Localities Served: City of Lynchburg and County of Bedford
Project Leader: Bob White
Funding Source: VDOT –PL MPO funds, LGC Dues

Environmental Justice

Staff will continue to engage the public and encourage public participation to provide guidance in transportation planning. Our planning process will work to fairly allocate benefits to concentrations of poverty, minority, disability, limited English proficiency or any other federally protected groups.

Localities Served: Amherst Town & County, Bedford County, Campbell County, and Lynchburg
Project Leaders: Bob White and Philipp Gabathuler
Funding Source and Estimated Hours: VDOT-PL, LGC Dues

Virginia Department of Rail and Public Transportation –
Federal Transit Administration

Program Support and Administration

Plan and manage the continuing, comprehensive, and coordinated (3-C) transportation planning process. Staff will implement the Fiscal Year (FY) 2013 Unified Planning Work Program (UPWP) throughout the fiscal year; provide all required administrative functions including all accounting, personnel, contract, and office administration. Staff will develop a FY 2014 work program.

Localities Served: Central Virginia MPO area) Amherst Town & County, Bedford County, Campbell County, and Lynchburg)

Project Leader: Bob White

Funding Source: VDRPT-FTA, LGC Dues

General Development, Technical Support and Comprehensive Planning

- #1 Carry out an ADA Bus Stop Accessibility Study
- #2 Provide assistance to GLTC in keeping bus stop data current in the Geographical Information System
- #3 Assist GLTC and their consultants with gathering information at public meetings and providing data layers upon request related to the new GLTC transfer center.
- #4 Evaluate the goals and objectives of the Transit Development plan to assure that goals are being met in their given time frames

Localities Served: Amherst Town & County, Bedford County, Campbell County, and Lynchburg

Project Leader: Philipp Gabathuler

Funding Source: VDRPT-FTA, LGC Dues

CVMPO Long Range transportation Plan Update

Staff will maintain the review, explanation and update to the Central Virginia Long Range Transportation Plan in the event that a project needs to be updated.

Localities Served: Amherst Town & County, Bedford County, Campbell County, and Lynchburg
Project Leader: Bob White
Funding Source: VDRPT-FTA, LGC Dues

Transportation Improvement Program

Staff will monitor and make amendments to the current TIP as needed

Localities Served: Amherst Town & County, Bedford County, Campbell County, and Lynchburg
Project Leader: Bob White and Philipp Gabathuler
Funding Source: VDRPT-FTA, LGC Dues

VDOT-Rural

Rural Transportation Planning Management

This activity includes all program management and administrative responsibilities not directly attributable to specific program activities. There are two defined objectives of this task: (1) the administration of transportation planning work program activities; and (2) the completion of necessary contracts, invoices, progress reports, correspondence, and grant applications in support of the work program.

Localities Served: Amherst County, Bedford City and County, Appomattox Town and County, Campbell County, and the towns of Brookneal and Altavista

Project Leader: Bob White

Funding Source: VDOT-Rural, LGC Dues

Rural Transportation Planning Assistance Program – Scope of Work

This task provides for the annual preparation of the Rural Transportation Planning Assistance Program – Scope of Work for the upcoming FY-2014 Rural Transportation Planning Work Program fiscal year (i.e., July 1, 2013 to June 30, 2014). Any amendments or revisions to the existing FY 13 scope of work are also a part of this element.

Localities Served: Amherst County, Bedford Town and County, Appomattox Town and County, Campbell County, and the Towns of Brookneal and Altavista

Project Leader: Bob White

Funding Source: VDOT-Rural, LGC Dues

General Technical Assistance

This task allows for the assistance to localities on transportation related activities on an individual or regional basis as needed.

Localities Served: Amherst County, Bedford Town and County, Appomattox Town and County, Campbell County, and the Towns of Brookneal and Altavista

Project Leader: Bob White
Funding Source: VDOT-Rural, LGC Dues

Alternative Transportation Programs as listed in the CVMPO section above

- Bicycle and Pedestrian Website Expansion
- Grant Submittal
- Bike Week
- Bike Ride Fund Raiser
- Lynchburg Area Greenway Alliance
- Bike/Pedestrian Annual Report
- VDOT Bicycle Advisory Committee participation
- Alternative Transportation Webinar Series
- Yearly Update to the Bicycle/Pedestrian Facilities in Region 2000

Localities Served: All of Region 2000
Project Leader: Kelly Hitchcock
Funding Source: VDOT-Rural, LGC Dues

District Oriented Activities

1. Update/ review of the Small Area Urban Plans in the region
2. Conduct a corridor study/analysis of a roadway segment and identify potential improvements (including access management) to the corridor for safety and/or congestion
3. Conduct an intersection analysis within the region and identify potential improvements for safety and/or congestion.

Localities Served: Amherst County, Bedford Town and County, Appomattox Town and County, Campbell County, and the Towns of Brookneal and Altavista
Project Leaders: Bob White and Scott Smith
Funding Source: VDOT-Rural, LGC Dues