

# FY 15 Local Government Council Work Program

*Adopted May 21, 2015*



## Overview

The annual Comprehensive Work Program is the basis for implementing the projects supported by 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, 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 organized by Regional Support Activities, Local Support Activities, and Transportation Planning efforts. The Program is revised annually and will be amended by the Council or the member governments to take advantage of regional and local opportunities to 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  
Kelly Hitchcock, Senior Planner  
Scott Smith, Senior Planner  
Phillip Gabathuler, Senior Planner

### **Workforce Development**

Ben Bowman, Director

## Acronym Descriptions

<b>CAER</b>	Center for Advanced Engineering and Research
<b>CEDS</b>	Comprehensive Economic Development Strategy
<b>CVMPO</b>	Central Virginia Metropolitan Planning Organization
<b>DEQ</b>	Virginia Department of Environmental Quality
<b>DHCD</b>	Va. Department of Housing and Community Development
<b>FEMA</b>	Federal Emergency Management Agency
<b>FHWA</b>	Federal Highway Administration
<b>LGC</b>	Local Government Council
<b>TAZ</b>	Update of Transportation Analysis Zones
<b>TIP</b>	Transportation Improvement Program
<b>TMDL</b>	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
<b>UPWP</b>	Unified Planning Work Plan
<b>VDACS</b>	VA Department of Agriculture and Consumer Services
<b>VDMM</b>	Virginia Department of Mines and Minerals
<b>VDOT-PL</b>	Federal Funds administered by Virginia Department of Transportation to provide transportation planning and staff support to the Central Virginia Metropolitan Planning Organization
<b>VDOT-Rural</b>	Funds administered by VDOT used for rural transportation planning
<b>VDRPT-FTA</b>	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)

### **5-Year update to the Comprehensive Economic Development Strategy (CEDS)**

With funding from the US Economic Development Administration and the Local Government Council, staff will develop an update to the CEDS

- 1) Form a committee to guide the process
- 2) Provide an analysis of the region's metrics that shape our economy
- 3) Update the region's economic development vision, goals, objectives
- 4) Update the projects in the document as appropriate.

The update to the CEDS document will be completed by December 2016.

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

### **Regional Library**

Staff will continue to work with Lynchburg and Campbell library directors, moving toward a regional library system.

Localities Served: Campbell County and Lynchburg  
Library Project Leader: Bob White  
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.

For FY 16, the construction of a new landfill cell at the Livestock Road facility is the priority. We will explore development of a gas collection and odor control system during FY 16.

In FY 16, we will complete the closure of the Concord Turnpike landfill and transfer the property to the City of Lynchburg.

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.

The system is moving from eleven towers to sixteen towers and from analogue to digital.

Localities Served: Bedford and Amherst County, and Lynchburg

Project Leader: Matt Perkins 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.

In FY 16, the changes brought by the transition to the federal Workforce Innovation and Opportunity Act are likely to require new agreements, new policies and new operational procedures.

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

**Communications and Information**

The LGC will publish an annual report, reports to localities, 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 that will celebrate 45 years of serve to 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**

Staff will continue to support the Regional Stormwater Monitoring Committee as needed.

Localities Served: Region 2000 Jurisdictions  
Project Leader: Bob White  
Funding Source: 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.

Localities Served: Region 2000 jurisdictions

Project Leader: Kelly Hitchcock

Funding Source – VA Dept. of Rail and Public Transportation, LGC Dues

**Analysis and Regional Input on the Transition of the Central Virginia Training Center**

Amherst County and the surrounding communities have been notified that the Central Virginia Training Center will close by 2020. Because of employment and local purchasing done by the Training Center over the years, the Local Government Council look on the Training Center as a regional asset. The LGC wishes to assist Amherst County in any way practicable and to insure that the Commonwealth hears regional voices of the best use for the facility as it transitions to closure.

Localities Served: Amherst County and the Region 2000 Jurisdictions

Project Leaders: Bob White

Funding Source: LGC Dues

**Region 2000 Agriculture Strategic Plan Implementation**

Staff, working with the coordinating committee, will accomplish the annual update to the Plan. Additionally, staff and the committee will accomplish a feasibility study for a food hub concept supporting the region's food system.

Localities Served: Region 2000 jurisdictions

Project Leaders: Philipp Gabathuler and Bob White

Funding Source: LGC dues and DHCD grant

## Local Support Activities

### **Amherst County-Old Madison Heights Planning Grant**

Staff will assist the County in the development of the second Old Madison Heights Planning Grant.

Locality Served: Amherst County  
Project Leader: Kelly Hitchcock  
Funding Source: DHCD-CDBG

### **Amherst Town**

Staff will assist the Town in the grant administration for the Main Street Waterline Replacement Project.

Locality Served: Amherst Town  
Project Leader: Scott Smith  
Funding Source: Amherst Town

### **Appomattox County Comprehensive Plan Development**

Staff will support the update of the County Comprehensive Plan for Appomattox County.

Locality Served: County of Appomattox  
Project Leader: Philipp Gabathuler and Bob White  
Funding Source: County of Appomattox

### **Appomattox Town CDBG Construction Grant (if awarded)**

Scott Smith has completed a CDBG comprehensive housing and community revitalization application in the greater Meadowlark neighborhood of the Town of Appomattox. If approved, the LGC will work with the Town as the Grants Administrator.

Localities Served: Appomattox Town  
Project Leader: Scott Smith  
Funding Sources: DHCD Planning Grant

### **Appomattox Town**

Staff will assist the Town in the maintenance of its Comprehensive Plan.

Locality Served: Appomattox Town  
Project Leader: Philipp Gabathuler  
Funding Sources: Appomattox Town

### **Brookneal Town-Downtown Streetscape Phase 3**

Staff will provide administrative grant support to phase 3 of the Town's downtown streetscape project.

Locality Served: Brookneal Town  
Project Leader: Scott Smith  
Funding Sources: VDOT Transportation Alternatives grant

### **Lynchburg City-Middle James River TMDL Update**

Staff will provide community outreach assistance to the City in support of the Middle James River TMDL update.

Locality Served: Lynchburg City  
Project Leader: Kelly Hitchcock  
Funding Sources: Lynchburg City

### **Pamplin City Town Sewer Expansion**

Region 2000 will continue to be available to the Town of Pamplin City as they consider funding opportunities to expand the public sewer system.

Localities served: Town of Pamplin City  
Project Leader: Scott Smith  
Funding Sources: DHCD Planning Grant



# 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) 2016 Unified Planning Work Program (UPWP) throughout the fiscal year; provide all required administrative functions including all accounting, personnel, contract, and office administration.

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 Update**

Staff will complete the Central Virginia Long Range Transportation Plan Year 2040 update.

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 Year 2040 plan is adopted.

Staff support to the HB2 development 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**

Staff will provide assistance to localities on transportation related activities on an individual basis or CVMPO basis. Efforts will include the development of an Amherst Town wayfinding signage plan.

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

### **Alternative Transportation Planning Activities**

Activities for the coming year include:

- Maintaining the bike and pedestrian component of the Council website
- Grant development support
- Organizing and executing 'Bike Week' activities'
- Supporting the Lynchburg Area Greenway Alliance
- Lynchburg City Neighborhood Alternative Transportation Connection Plan development
- Bike/Pedestrian annual report
- VDOT Bicycle Advisory Committee participation
- Sponsoring the Alternative Transportation webinar series
- Town of Amherst Main Street Bike Lane Feasibility Study

Localities Served: Central Virginia MPO region  
Project Leader: Kelly Hitchcock  
Funding Source: VDOT – PL MPO funds, LGC Dues

### **Rt. 811 Corridor Study**

This effort will examine the Route 811 Corridor from Route 221 to Turkey Foot Road. The study goal is to identify traffic operational and geometric needs required to reduce congestion, improve safety, and provide necessary capacity. Multimodal accommodations will also be considered.

Localities Served: 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

## VDRPT-FTA

### **Program Support and Administration**

Plan and manage the continuing, comprehensive, and coordinated (3-C) transportation planning process. Staff will implement the Fiscal Year (FY) 2016 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 2017 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 Accomplish a comprehensive ridership survey for GLTC
- #2 Provide assistance to GLTC in keeping bus stop data current in the Geographical Information System
- #3 Continue efforts to support bus stop consolidation
- #4 Support GLTC's Transit Development Plan update

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.

Accomplish the Central Virginia Long Range Transportation Plan Year 2040 update.

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

### **Rural Long-Range Transportation Activities**

Staff will initiate the update to the Rural Long-Range Transportation Plan.

Additionally, staff will accomplish corridor and intersection safety analysis at select locations identified by the transportation technical committee in support of the Plan update.

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

### **Alternative Transportation Program Activities**

The following activities will be accomplished:

- Bicycle and Pedestrian website maintenance
- Grant assistance
- Bike Week
- Bike/Pedestrian Annual Report
- VDOT Bicycle Advisory Committee participation
- Alternative Transportation Webinar Series
- Yearly Update to the Bicycle/Pedestrian Facilities in Region 2000
- Appomattox Court House National Historic Park-Alternative Transportation Connection Plan
- Amherst County Recreational/Bike Tour Development Plan

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