

Date of Meeting: January 19, 2011

**BOARD OF SUPERVISORS  
TRANSPORTATION AND LAND USE COMMITTEE  
INFORMATION ONLY ITEM**

**I.O.#A**

**SUBJECT:** Transit Development Plan

**ELECTION DISTRICT:** Countywide

**STAFF CONTACTS:** Nancy Gourley, Office of Transportation Services  
Andrew Beacher, Director, Office of Transportation Services

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**BACKGROUND:**

In 2008, the Virginia Department of Rail and Public Transportation (DRPT) began the process of developing three plans that are to provide the blueprint for future DRPT programs, projects and initiatives. A Statewide Transit Plan is one of those initiatives. In order to compile the Statewide Transit Plan, DRPT is working with each transit agency/operator to develop a Transit Development Plan or TDP. As of October 2010, TDPs have been completed for 16 transit agencies/operators in the Commonwealth. For fiscal year 2011, six TDPs are scheduled to be completed, including one for Loudoun County.

The TDP is intended to be a six-year short-term action document with minor adjustments made every year. Each TDP is used by DRPT to prepare the Statewide Transit Six Year Plan similar to how VDOT prepares its Six-Year Plan. DRPT requires that TDPs be completely updated every three years. The TDP is designed to help transit operators improve their efficiency and effectiveness by identifying the need and required resources for modifying and enhancing services provided to the general public. These plans also provide a solid foundation for funding requests and feed directly into the programming process.

The TDP focuses on the provision of bus service at the County/agency level. The TDP does not include rail planning or implementation (which is under the purview of the Dulles Corridor Metrorail Project in conjunction with participating jurisdictions), however it includes the bus service planning for integration with future Metro stations associated with the extension of rail, first to Wiehle Avenue and then into Loudoun County.

**Project Scope**

DRPT assigned and funded their on-call consulting firm, Connetics Transportation Group, to work with County staff to complete the required TDP for Loudoun County. Staff worked with the consultant to develop a scope of work which incorporated the first six years of the County's twenty year vision for transit, as outlined in Chapter 3 and Appendices 4 and 5 of the

Countywide Transportation Plan, adopted in June, 2010. The vision was conceived through extensive public outreach including a Board of Supervisors appointed Transit Plan Advisory Committee, multiple public input sessions, transit rider surveys, targeted information gathering sessions at senior centers and ultimately Planning Commission and Board of Supervisors input. This vision is divided into three phases, designed to coincide with the arrival of rail to Loudoun County. In general, these phases are as follows:

- **Phase 1 (2012-2013):** Current scenario calls for expansion of capacity and infrastructure to meet demands for commuter bus service and maintains existing fixed routes, with the potential for extended hours and a consideration of an expansion route.
- **Phase 2 (2014-2016):** Metrorail Silver Line opened to Wiehle Avenue. Modify all Metro connection service to serve Wiehle Avenue Station and consider weekend service on local fixed routes. Introduce new circulator services to access employee centers and retail, as well as Metrorail stations.
- **Phase 3 (2017):** Metrorail Silver Line is extended into Loudoun County. Modify and enhance Metro connections services and certain local fixed routes to serve new Metro stations. Expand circulator services to access employment centers and retail, as well as Metrorail.

### **Meetings**

A kick-off meeting with the consultant took place on October 6, 2010. During this meeting, the consultant briefed County and DRPT staff on the descriptions of the chapters for the TDP. The consultant also listed all data, materials and information needed from County staff to begin drafting the chapters. Loudoun County Transit's TDP Scope of Work is consistent with the TDP requirements set forth by DRPT and the chapters are outlined as follows:

**Chapter 1: Overview of Transit System:** The overview to be provided in Chapter 1 will include the history, governance, organizational structure, transit services provided and areas served, fare structure, fleet, existing facilities, transit security program and public outreach.

**Chapter 2: Goals, Objectives and Standards:** This chapter of the TDP will incorporate the existing transit and land use policies, public transit policies, and park and ride lot policies from the recently adopted Countywide Transportation Plan (CTP). This chapter will expand on those policies to develop performance standards.

**Chapter 3: Service and System Evaluation:** Chapter 3 will contain an analysis of existing service performance, a peer agency review and a summary of the market analysis that was completed as part of the transit section of the CTP. This chapter will also contain historical ridership graphs, comparison of service hour costs, ridership per capita, as well as land use data.

**Chapter 4: Service Expansion Project Descriptions:** This chapter will propose service expansion for local, inter-county, commuter and express service for the three phases consistent with the CTP. It will also review staff and facility needs.

**Chapter 5: Operations Plan:** Chapter 5 will be a year-by-year service plan based on the service expansion projects identified in Chapter 4 of the TDP. These year-by-year service plans will be prioritized and present estimates of vehicle requirements, annual revenue bus hours of service and annual operating costs.

**Chapter 6: Capital Improvement Plan:** Chapter 6 will identify facility and vehicle needs to support the operations plans presented in Chapter 5. Facility needs will include proposed new park and ride lots and fleet replacement/expansion.

**Chapter 7: Financial Plan:** The financial plan developed in Chapter 7 will identify costs for service operation and maintenance and capital on a year-by-year basis. The consultant will then work closely with County staff to identify likely funding sources.

**Chapter 8: TDP Monitoring and Evaluation:** This final chapter will identify a service monitoring program and annual TDP evaluation requirements to DRPT.

A second meeting with the consultant took place on December 3, 2010. County staff, including a representative from the Department of Management and Financial Services, Virginia Regional Transit staff and DRPT staff participated in this meeting. The meeting focused on financial assumptions including federal and state funding, funding for rail, and the implications of potential changes to the Urbanized Area (UZA) boundary, the line that delineates urban and rural federal funding eligibility. The meeting also focused on identifying service improvements/projects for the TDP six-year time period. These projects were categorized according to the CTP phases and types of service, such as commuter, local, express, etc.

### **Outreach**

The DRPT TDP guidelines contain a stakeholder and public outreach component. These guidelines suggest that the transit agency/operator conduct stakeholder meetings, focus groups and onboard surveys. For Loudoun County's TDP, the consultant is using all the data and material gathered as part of the outreach conducted for the Loudoun County Transit Plan (part of Chapter 3 of the CTP). This data/material included the Transit Plan Advisory Committee (TPAC) meetings, public workshop, online commuter bus service, onboard local bus survey and senior citizen/center surveys.

### **Schedule**

Currently, the consultant is working with staff to develop draft TDP chapters. At this time, draft chapters 1 through 4 have been completed and chapter 5 is in development. It is anticipated that the draft TDP will be completed in the Spring, 2011. At that time, staff would be prepared to present the draft TDP to the Transportation and Land Use Committee for their consideration. Subsequent to Committee review, the draft TDP would be transmitted to the Board of Supervisors for endorsement.

**FISCAL IMPACT:**

There is no fiscal impact to the County. DRPT provided the funding for the consultant, Connetics Transportation Group, to complete Loudoun County Transit's TDP.