



**Staunton Augusta
Waynesboro**
Metropolitan Planning
Organization

112 MacTanly Place
Staunton, VA 24401

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Policy Board Meeting Agenda September 1, 2021, 10:00 a.m.

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton, VA 24401

OR

Via ZOOM Video Conference

Web Link: <https://zoom.us/j/95304069040?pwd=UTdiQngvL2hMUWJPWXNoSGh0Q3Aydz09>

Dial In (Audio Only): 1-301-715-8592 Meeting ID: 953 0406 9040 Password: 558464

1. Call to Order
2. Public Comment
3. Approval of Minutes of the August 4, 2021 Policy Board Meeting*
4. Consideration of the FY21-24 Transportation Improvement Program (TIP) Amendment (BAF #21-12)*
5. Consideration of 2021 TAP Resolutions of Support (BAF #21-13)*
6. Consideration of the FY22 Small Area Study: Bicycle and Pedestrian Gap Analysis Scope of Work (BAF #21-14)*
7. FY 2022 UPWP Budget Update (Board Memo #21-13)
8. Presentation: *Transforming Virginia Rail* - Mike McLaughlin, Chief of Operating Officer, Virginia Passenger Rail Authority
9. Agency Updates
 - VDOT
 - DRPT
 - BRITE
10. Other Business
11. Upcoming Meetings
 - September 15, 2021 – Technical Advisory Committee Meeting, CSPDC Offices, 2:00 p.m.
 - October 6, 2021 – Policy Board Meeting, CSPDC Offices, 10:00 a.m.
12. Adjournment

* Action Required



**Policy Board
Regular Meeting Minutes
August 4, 2021, 10:00 a.m.**

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton, Virginia

Present (16):

Voting Members		Non-Voting Members		Others	
	City of Staunton		VA DRPT		Others
✓	Carolyn Dull	✓	Wood Hudson	✓	Josh Dunlap, VDOT
✓	Steve Rosenberg		Grant Sparks		Staff (CSPDC)
	Leslie Beauregard (Alt)		VRT	✓	Bonnie Riedesel
	Augusta County	✓	Steve Wilson	✓	Ann Cundy
✓	Scott Seaton, Vice Chair		Phil Thompson (Alt)	✓	Zach Beard
	Tim Fitzgerald		FHWA	✓	Devon Thompson
	Pam Carter (Alt)		Mack Frost	✓	Kimberly Miller
	City of Waynesboro		FTA		
	Bobby Henderson, Chair		Michele DeAngelis		
✓	Jim Shaw		VA DOA		
✓	Michael Hamp (Alt)		Rusty Harrington		
	VDOT		CTB		
✓	Randy Kiser		Mark Merrill		
✓	Adam Campbell (Alt)				
✓	Don Komara (Alt)				
	Matt Dana (Alt)				

Call to Order

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:01 a.m. by Dr. Scott Seaton, Vice Chairperson.

Public Comment

Vice Chairperson Seaton opened the floor for public comment. There were no public comments.



Approval of Minutes

Vice Chairperson Seaton presented the minutes from the June 2, 2021 Policy Board meeting.

Mr. Shaw moved, seconded by Mr. Kiser, to approve the minutes as presented. Motion carried unanimously (5-0; Mr. Rosenberg abstained).

Resolution Authorizing Electronic Participation in SAWMPO Meetings (BAF #21-10)

Vice Chairperson Seaton presented for consideration a Resolution Authorizing Electronic Participation in Meetings of the SAWMPO. Ms. Cundy reported that the Governor of Virginia's Executive Order allowing public bodies to meet by electronic means in response to the COVID-19 pandemic expired on June 30, 2021. She stated that the SAWMPO must approve a policy based on Code of Virginia §2.2-3708.2 to enable its members and committees to participate remotely in meetings. Ms. Cundy noted that the Code allows members to participate electronically if a member notifies the Chair or other presiding officer on or before the date of the meeting that the member is unable to attend due to: 1) a specified personal matter (limited to two occurrences per year; 2) a temporary or permanent disability or other medical condition that prevents physical attendance; or 3) the member's principal residence is more than 60 miles from the meeting location.

Mr. Rosenberg moved, seconded by Mr. Shaw, to adopt the Resolution as presented. Motion carried unanimously (6-0).

Consideration of the FY21-24 Transportation Improvement Program (TIP) Transit Amendment Release to Public Comment (BAF #21-11)

Vice Chairperson Seaton presented for consideration the TIP Amendment. Ms. Cundy stated that the Board is requested to approve the proposed TIP Amendment being released for the required 21-day public comment period. She explained that any project applying for federal funds must be included in the MPO's TIP. Ms. Cundy stated that the BRITE Transit hub on North Lewis Street in Staunton needs to be improved and it was determined that the existing pavement is inadequate. Mr. Rosenberg asked if results of the soil samples have been received. Ms. Cundy stated that the engineering firm, Draper Aden, conducted a sample of the pavement and found that the sub-base is not an adequate depth, such that repaving would be of little benefit. She stated that the asphalt needs to be completely removed and sub-base added before repaving. Ms. Cundy stated that the first step in the process is to release the proposed Amendment for public comment.

Mr. Rosenberg moved, seconded by Mr. Hamp, to approve the proposed TIP Amendment for release for Public Comment. Motion carried unanimously (6-0).

FY21 Small Area Study Update – Exit 235/Rt 256 (Board Memo #21-11)

Vice Chairperson Seaton presented the Small Area Study Update. Mr. Beard stated that the FY21 Small Area Study is at I-81 Exit 235 in Weyers Cave along Rt 256 from Rt 11 to Triangle Drive, also known as the Blue Ridge Community College exit. He stated that the study began with a kickoff meeting with the consultant,



Michael Baker, in March. Mr. Beard stated that the study will focus on mid-term improvements such as signal improvements and potential interchange designs, and long-term improvements such as bridge capacity.

Mr. Beard stated that the next study group meeting will be held on Friday, August 6th, where existing conditions and preliminary concepts will be reviewed. He stated that public input will be sought over the next few months through a MetroQuest survey and possibly an in-person meeting. The final report is expected to be completed by December 2021.

FY 2021 UPWP Budget Update (Board Memo #21-09)

Vice Chairperson Seaton presented the UPWP Budget Update. Ms. Riedesel stated that the memo summarizes spending activities as compared to budget for the fiscal year 2021 as of the end of June, which is the end of the fiscal year. She stated that there is a significant carryover of funds from 714 to begin updating the Transit Development Plan (TDP) in July.

Presentation: “Afton Express Service Launch” – Devon Thompson, Transit Planner, CSPDC

Vice Chairperson Seaton presented the Afton Express Service Launch Presentation. Ms. Thompson gave members some Afton Express branded items and played three video advertisements by future riders of the service. She discussed the upcoming service, which is beginning on September 1st, and is made possible by a 2-year demonstration grant from DRPT. Ms. Thompson stated that service will be provided by Virginia Regional Transit. During the month of September, fares will be waived; after that, fares are \$3 one way and passes for 10 trips may be purchased for \$25.

Ms. Thompson stated that pre-launch promotion and marketing was developed by a stakeholder committee included representatives from CSPDC, TJPDC, and UVA. Ms. Dull asked if there is a contingency plan for a route being full but people needing to get to work. Ms. Thompson stated that there is a spare bus that can be placed into service if needed. Ms. Riedesel stated that there is a ribbon-cutting ceremony planned for August 16th at the BRITE Transit facility at 4:30 p.m. Mr. Rosenberg asked what forms of payment will be accepted by the bus drivers for fare passes; Ms. Thompson stated that at this time transactions will only be made in cash. (Presentation attached to file minutes.)

Agency Updates

Virginia Department of Transportation (VDOT)

Mr. Campbell gave the following update:

- The pre-application window for Revenue Sharing and Transportation Alternatives closed on July 1st. VDOT is conducting pre-screening; the final application window will open from August 15th through October 1st.
- Following the spring transportation meeting, our CTB representative, Mr. Merrill, decided to make a change to the recommended scenario to ensure equity across the district. The Waynesboro Broad Street project, which was the last project to get funded, was removed and a project in Woodstock and one in Frederick County were slid into the recommended funding scenario.
- The Six-Year Improvement Program was adopted by the CTB at their June meeting.



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- At the July CTB meeting there was a presentation on the new Interstate Operations and Enhancement Program, which will fund interstate projects. This program will function similarly to SMART SCALE in scoring and prioritizing projects for funding. Similar to I-81, corridor studies were completed, and recommendations made for corridors on I-95 and I-64 and recommended projects were presented to the CTB. Improvement projects on I-64 that fall within the Staunton District total \$3.4 million.
 - During the pandemic, VDOT began using MetroQuest online survey tool to solicit public comments. The tool worked so well that it has become the preferred survey method. Mr. Campbell showed the survey tool and how each recommended solution is presented and comments are made.

Mr. Komara gave the following update:

- Improve81.org website contains updates on the I-81 projects.
- A citizen information meeting was held regarding the Barterbrook Road bridge over I-81. There was a lot of participation and many comments were made about the length of the bridge closure which VDOT will try to limit to 12 months. Another citizen information meeting will be held on August 24th at the VDOT office regarding the I-81 Exit 220-222 auxiliary lane project.
- Park and Ride Lot improvements in Waynesboro will be mostly completed by fall.
- Updates on other safety, maintenance and bridge projects in the region were discussed.

Department of Rail and Public Transportation (DRPT)

Mr. Hudson gave the following update:

- DRPT is looking forward to the launch of the Afton Express and is anticipating a successful service.
- Transit Ridership Incentive Program is a new statewide grant program dedicated to reducing barriers to transit use by supporting low income and zero fare programming. The application window will be open from August 9 through September 17.
- DRPT is working on the COVID Recovery Toolkit and Marketing Resources to support strategies to develop, deploy, and demonstrate innovative solutions to improve the operational efficiency of transit agencies following a public health emergency.
- The Transit Equity and Modernization Study is underway; the goal of which is an assessment of the current conditions and to provide an action plan to improve equitable delivery of transit within the Commonwealth. A committee made up of DRPT staff, outside experts and transit agency executives will guide the process, and there will be six technical working groups that will advise.

BRITE Transit

Ms. Thompson gave the following update:

- The Transit Development Plan (TDP) process will kick-off at the BRITE Transit Advisory Committee's September meeting. The BTAC will serve as the advisory committee for developing this plan, and KFH Group will be the consultant leading the process.
- Staff is moving forward with the federal funding application for ITS Phase I. Once completed and approved, staff will work with consultant, Kimley-Horn, on the procurement and implementation of ITS on the BRITE buses.



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- On July 5, BRITE resumed fare collection on all routes. Those previously eligible for fare-free rides, i.e. those traveling to Augusta Health or students with a valid ID, will continue to be able to ride fare-free.
 - The Transportation Security Administration (TSA) extended the face mask requirement for individuals across all transportation networks through the US, including public transportation, through September 13. A new extension has pushed the date to January 2022.

Other Business

Vice Chairperson Seaton opened the floor for other business. Ms. Riedesel stated that with the exception of last year, for prior five years, the SAWMPO and the Charlottesville-Albemarle MPO held a joint meeting in the fall. The SAWMPO will host the meeting this year; a tentative date is being planned for Tuesday, November 9th. Details are being discussed now.

Ms. Riedesel also provided an update about the meeting room enhancements that will soon enable the PDC to host hybrid virtual/in-person meetings. Funding was provided through an EDA grant.

Upcoming Meetings

Vice Chairperson Seaton mentioned the upcoming TAC meeting on August 18th and the next Board meeting is scheduled for September 1st at 10:00 a.m.

Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Henderson adjourned the meeting at 10:53 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Ann W. Cundy".

Ann W. Cundy
Director of Transportation



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TO: Staunton-Augusta-Waynesboro MPO Policy Board
FROM: Ann Cundy, Director of Transportation
MEETING DATE: September 1, 2021
RE: **Board Action Form #21-12: Approval of the FY21-24
Transportation Improvement Program (TIP) Amendment**

RECOMMENDATION

Recommend that the Policy Board approve the FY21-24 TIP Amendment.

EXECUTIVE SUMMARY

The Policy Board approved release of a draft FY21-24 TIP Amendment – which updates the transit section of the document to include BRITE Transit Hub rehabilitation costs – at the August 4, 2021 meeting for a 21-day public comment period. The SAWMPO did not receive any public or agency comments during the comment period.

The MPO must add the BRITE Transit Hub costs to the TIP to be eligible to receive federal funding for the project.

BACKGROUND

The CSPDC purchased the BRITE Transit Hub at Lewis Street in Staunton in 2021. The two-acre property is essential to public transportation service delivery, and provides a safe and secure location where four buses and the Downtown Trolley meet each hour. The Hub anchors the 250 Connector Route on the western end, the Blue Ridge Community College Shuttle Route on the southern end, and the Staunton bus routes.

Draper Aden and Associates took core samples to assess the depth and quality of the pavement, and provided the PDC with a preliminary cost estimate for rehabilitating the parking lot. The project will include improvements to the site to support the long-term service plans for the BRITE transit system.

ATTACHMENT

[Draft FY21–24 TIP Transit Amendment](#)



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TO: Staunton-Augusta-Waynesboro MPO Policy Board
FROM: Zach Beard, SAWMPO Transportation Planner
MEETING DATE: September 1, 2021
RE: **Board Action Form #21-13: Consideration of 2021 TAP Resolutions of Support**

RECOMMENDATION

Staff and the SAWMPO TAC recommend that the Policy Board endorse the Resolutions of Support for Transportation Alternatives Set-Aside Program (TAP) projects within the SAWMPO.

OVERVIEW

TAP applications submitted within the SAWMPO area require a resolution of support from the SAWMPO Policy Board. The TAP pre-application validation phase ended on August 15, 2021, and approved applicants have until October 1, 2021 to submit the resolutions with their final applications.

SAWMPO staff recommends endorsing all project applications submitted by SAWMPO members. The SAWMPO TAC recommended that the Policy Board endorse the application at their August 18, 2021 meeting. SAWMPO members have submitted the following pre-applications:

Augusta County

Augusta County is applying for the remaining construction funding for the final phase of the Verona Pedestrian Improvement Project. The project will install new 5' sidewalks on the eastern side of US 11 from Dick Huff Lane into the City of Staunton to approximately 400' south of the Augusta County/City of Staunton line and along Dick Huff Lane (Rt 940) from US 11 to the Augusta County Government Center. TAP funded the preliminary engineering and ROW phases in FY2019, and the first construction phase in FY2021.

City of Waynesboro

The City of Waynesboro is applying for construction funding for Phase 4 of the South River Greenway. The project will install a 10-foot-wide multi-use path from North Park, the terminus of Greenway Phase 2B, to Basic Park on Genicom Drive. Preliminary engineering and right-of-way were funded in a previous TAP grant. Upon completion, the greenway will extend four miles and connect to four parks, the downtown area, and the public library.

ATTACHMENTS

- [Augusta County Verona Pedestrian Improvements TAP Resolution](#)
- [Waynesboro Phase 4 South River Greenway TAP Resolution](#)



TO: Stanton-Augusta-Waynesboro MPO Policy Board
FROM: Zach Beard, Transportation Planner
MEETING DATE: September 1, 2021
RE: **Board Action Form #21-14: FY22 Bicycle and Pedestrian
Connectivity Gap Analysis Study**

RECOMMENDATION

Recommend that the Policy Board approve the proposed FY22 Bicycle and Pedestrian Connectivity Gap Analysis study.

OVERVIEW

The TAC reviewed two potential FY22 studies – a Regional Highway Safety Plan in partnership with the VDOT Highway Safety Improvement Program (HSIP), and a Bicycle and Pedestrian Connectivity Gap Analysis study – at the April 2021 TAC meeting. The TAC expressed support for both studies, and the Policy Board approved the Safety Plan Scope of Work at the June 2021 Board meeting, which will be led by VDOT and begin in January 2022.

Staff coordinated with each locality and VDOT District Planning to develop a Scope of Work for the Bicycle and Pedestrian study during a Study Group meeting on August 11, 2021. The study will be developed internally by MPO staff.

STUDY SCOPE

Background

The City of Stanton, Augusta County, and the City of Waynesboro each have bicycle and pedestrian plans identifying non-motorized infrastructure improvements, and each locality has made progress expanding their network of non-motorized facilities, yet the SAWMPO lacks information for connecting these networks across the region.

Purpose

This analysis will identify non-motorized connectivity gaps between existing and funded non-motorized projects. It is the first step in defining a continuous bicycle and pedestrian network between Stanton, Augusta County, and Waynesboro. The study area is an east-west corridor paralleling Interstate-64 and Route 250 from Stanton through Augusta County to Waynesboro.

Tasks and Deliverables

SAWMPO Staff will develop the tasks and deliverables, to include data collection, gap analysis, and recommendations. MPO staff will review regional plans, and coordinate with the Study Group to create an inventory of the existing, funded, and proposed non-motorized projects. The main task will

review the existing and funded projects in the study area, and identify non-motorized infrastructure gaps between each locality.

Recommendations will analyze the connectivity gaps, and focus on identifying the preferred connections between the three jurisdictions. Staff will also develop an online inventory and map to establish a centralized dataset of the existing, funded, and proposed non-motorized infrastructure in each locality to facilitate multi-modal planning. The map will be maintained by SAWMPO staff and updated as projects are proposed, funded, and complete.

NEXT STEPS

Pending Policy Board approval of the proposed study, staff will begin developing the analysis. The Study will be complete in December 2020.

ATTACHMENT

[Draft Bicycle and Pedestrian Connectivity Gap Analysis Scope of Work](#)





TO: Staunton-Augusta-Waynesboro MPO Policy Board
FROM: Bonnie Riedesel, SAWMPO Secretary/Treasurer
MEETING DATE: September 1, 2021
RE: **Board Memo #21-13: FY 2022 Unified Planning Work Program (UPWP) Budget Update**

EXECUTIVE SUMMARY

The UPWP is the spending plan for the MPO for the fiscal year (July 1 – June 30). Below is an update on spending by the MPO as of July 31, 2021. Spending is shown by task and by VDOT and DRPT funding.

EXPENSE SUMMARY BY TASK	UPWP	07/31/21	BALANCE	%
		YTD		
710.1 Program Support & Administration	73,952	3,795	70,157	95%
710.2 Public Participation & Outreach	22,500	826	21,674	96%
711 Long Range Transportation Planning	57,500	4,667	52,833	92%
712 Short Range Transportation Planning	91,924	10,608	81,316	88%
713 Local, State, and Federal Assistance	50,000	2,373	47,627	95%
714 Transit Planning	55,000	-	55,000	100%
Contingency - Highway	68,737	-	68,737	100%
TOTAL	\$ 419,613	\$ 22,269	\$ 397,344	95%
TOTAL EXCLUDING CONTEGENCY	\$ 350,876	\$ 44,539	\$ 328,607	94%

All expenses are allocated according to the UPWP allocation percentages:

FUNDING BY TASK AND SOURCE	VDOT	DRPT	TOTAL
710.1 Program Support & Administration	70%	30%	100%
710.2 Public Participation & Outreach	62%	38%	100%
711 Long Range Transportation Planning	71%	29%	100%
712 Short Range Transportation Planning	68%	32%	100%
713 Local, State, and Federal Assistance	55%	45%	100%
714 Transit Planning	0%	100%	100%
Contingency - Highway	100%	0%	100%