



Policy Board Meeting Agenda March 7, 2018, 10:00 a.m.

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

1. Call to Order
2. Public Comment
3. Approval of Minutes of the December 6, 2017 Policy Board Meeting
4. FY 2018 Unified Planning Work Program (UPWP) Update (PB Memo #18-2)
5. FY 2019 UPWP Development (PB Memo #18-3)
6. WWRC Small Area Study
 - a. January 31, 2018 Open House Summary (PB Memo #18-4)
 - b. Presentation: Study Process and Recommendations – Mr. Scott Dunn, Timmons Group
7. Agency Updates
 - a. VDOT
 - b. DRPT
 - c. Transit
8. Other Business
 - a. I-81 Legislative Update
 - b. VAMPO Update
9. Upcoming Meetings
 - a. March 21 – SAWMPO TAC Meeting, 2:00 pm at CSPDC Office
 - b. April 4 – SAWMPO Policy Board Meeting, 10:00 am at CSPDC Office
10. Adjournment

Policy Board Regular Meeting Minutes March 7, 2018, 10:00 a.m.

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton Virginia

Present (18):

Voting Members		Non-Voting Members		Others	
	City of Staunton		Va DRPT		Terry Short, VDOT
✓	James Harrington, Chairperson		Nick Britton	✓	Josh Dunlap, VDOT
✓	Steve Rosenberg		VRT	✓	Alex Bellido, VDOT
	Steve Owen (Alt)	✓	Susan Newbrough	✓	Scott Dunn, Timmons Group
	Augusta County		Phil Thompson (Alt)		Staff (CSPDC)
✓	Wendell Coleman		FHWA	✓	Bonnie Riedesel
✓	Tim Fitzgerald		Mack Frost	✓	Ann Cundy
	Gerald Garber (Alt)		FTA	✓	Nancy Gourley
	City of Waynesboro		Michele DeAngelis	✓	Scott Philips
✓	Bruce Allen, Vice Chair		Va DOA	✓	Rita Whitfield
	Jim Shaw		Rusty Harrington		
✓	Michael Hamp (Alt)		CTB		
	VDOT		F. Dixon Whitworth		
✓	Randy Kiser				
✓	Adam Campbell (Alt)				
✓	Don Komara (Alt)				
	Terry Jackson (Alt)				

Call to Order

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:00 a.m. by Mr. James Harrington, Chairperson.

Public Comment

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

Approval of Minutes

Chairperson Harrington presented the minutes from the December 6, 2017, Policy Board meeting.

Mr. Allen moved, seconded by Mr. Coleman, to approve the minutes as presented. Motion carried unanimously (7-0).

FY18 Unified Planning Work Program (UPWP) Update (Board Memo #18-2)

Chairperson Harrington presented the UPWP Update (attached to file minutes). Ms. Riedesel gave an update on the FY18 UPWP as of January 31, 2018.

FY19 UPWP Development Process (Board Memo #18-3)

Chairperson Harrington presented the FY19 UPWP Development Process. Ms. Cundy gave a review on the FY19 UPWP, noting that the UPWP is the annual work program and budget for the SAWMPO. It details the administrative and planning activities to be undertaken during the fiscal year, and the federal, state, and local funds used for these activities. She presented and reviewed the updated estimated budget for FY19 and the FY18 budget for comparison as follows:

	FY 2018	FY 2019
FHWA PL	\$151,359	\$146,194
FY 17 PL Carryover	\$72,969	\$86,071
FTA 5303	\$88,506	\$90,385
FTA 5303 Carryover	\$10,000	\$2,000*
Total	\$322,834	\$324,382

* Estimate

Ms. Cundy stated that the TAC and the Policy Board can make recommendations to MPO staff on the activities and funding levels in the UPWP during the annual update process. Ms. Riedesel reviewed the next steps, noting that the FY19 UPWP will be presented to the TAC at their March 21, 2018, meeting for recommendation to the Policy Board at their April 4, 2018, meeting to release the FY19 UPWP to public comment, and then following public comment, it will be presented to the Policy Board for final approval at their May 2, 2018 meeting.

Wilson Workforce and Rehabilitation Center (WWRC) Small Area Transportation Study (Board Memo #18-4)

Chairperson Harrington presented the Wilson Workforce and Rehabilitation Center (WWRC) Small Area Transportation Study. Ms. Cundy gave a review on the WWRC Small Area Transportation Study, noting that the Study is funded through the SAWMPO's Short Range Planning Program. She stated that a Stakeholders meeting was held in March 2017 with an initial public meeting in June 2017, and on-site observations in September 2017. Mr. Phillips reported on the public meeting for the Study that was hosted by the SAWMPO on January 31, 2018, at Wilson Middle School. He stated that the project consultant, Timmons Group, provided displays illustrating short- and long-term recommendations and concepts for attendees to review. The Timmons Group also made a presentation to share the Study's goals and objectives, and the short- and long-term recommendations being considered. Mr. Phillips stated that the meeting was well attended.

Mr. Scott Dunn from the Timmons Group gave a PowerPoint presentation on the WWRC Small Area Transportation Study. He gave an overview on the Study, reviewed the project's process, existing issues, the

short- and long-term improvement recommendations and benefits, and cost estimates. Mr. Dunn presented three location concepts and discussed the pros and cons of each option. Following Mr. Dunn's presentation, discussion ensued regarding the Study's short- and long-term recommendations and options, the Study's adoption process, and next steps. Mr. Coleman expressed his appreciation to all the stakeholders and others involved in the preparation of the Study. After discussion, Ms. Cundy stated that the final Study will be presented to the TAC at their March 21st meeting, and to the Policy Board at their April 4th, meeting for adoption.

Agency Updates

Virginia Department of Transportation (VDOT)

Mr. Campbell reported on SMART SCALE Round 3, noting that the application process officially opened March 1st. He reported that the pre-application submission deadline is June 1st and the full application submission deadline is August 1st. Mr. Campbell gave an update on the changes to the application process this year, noting that one notable change is a new limit of four final applications per eligible applicant. He stated that VDOT is available to assist any jurisdiction that has potential projects and needs guidance through the application process.

Mr. Komara introduced Mr. Alex Bellido, engineer trainee with VDOT. He announced that the spring Six-Year Improvement Program (SYIP) meeting will be held on May 3rd, at the Holiday Inn, 152 Fairway Lane, Exit 225 in Staunton. Discussion ensued regarding the format for the SYIP meeting. Mr. Komara reported on the Route 610 project in Stuarts Draft, noting that it was moving forward. He also reported on the extension of the acceleration and deceleration lanes in the Staunton area at Exits 220, 221, and 222, noting that construction is anticipated to begin this summer.

Department of Rail and Public Transportation (DRPT)

There was no report from DRPT.

Transit

Ms. Gourley gave an update on transit activities. She stated that BRITE participated in the DRPT sponsored Try Transit Week in September through promotion and by providing a day of free rides on transit. Ms. Gourley noted that DRPT provides a drawing for all registrants who acknowledge that they tried transit during that specific week. She announced that a BRITE rider won the grand prize which was two tickets anywhere that Amtrak travels, and a one-year pass on BRITE providing free rides.

Ms. Gourley announced that the CPSDC submitted six grant applications to DRPT on February 1, 2018: four were in support of the operations of the urban and rural transit routes; one was a demonstration grant application to complete the planning and marketing efforts to move the inter-regional transit service forward; and one was a technical grant that was submitted to engage a consultant to complete a Contractor Oversight Program to insure that CSPDC is effectively managing the turnkey contract, and meeting all FTA requirements.

Ms. Gourley stated that staff will continue to work with Estland, the contracted website development firm, to develop the stand-alone website for BRITE. She noted that when completed the local jurisdictions and funding partners will be able to link directly to the new website.



Other Business

Ms. Cundy gave an update on two Senate Bills (SB 583 and SB 971) that have been introduced to the General Assembly. She stated that Senator Emmett Hanger introduced SB 583, which imposes an additional 2 percent regional tax on motor vehicle fuels in the counties and cities west of the Blue Ridge Mountains to generate revenue for the fund. Senator Mark Obenshain introduced SB 971 which requests the Commonwealth Transportation Board to develop and adopt an I-81 Corridor Improvement Plan and evaluate financing options for I-81 corridor improvements, which may include tolling heavy commercial vehicles to finance the corridor improvements. Ms. Cundy stated that Delegate Landes introduced Budget Amendment to fund four new positions to increase traffic enforcement on I-81 in Shenandoah, Rockingham, and Augusta counties. She noted that a letter was submitted to the Virginia Congressional Delegation from State Legislators and five Chambers of Commerce requesting federal assistance to implement funding solutions on I-81. Ms. Cundy stated that staff will continue to track the Senate Bills as they move forward.

Ms. Riedesel announced that the Virginia Association of Metropolitan Planning Organizations (VAMPO) and Virginia Association of Planning District Commissions (VAPDC) will jointly hold an annual training conference on June 8, 2018, in Fredericksburg. She stated that the main focus will be Title IV and Diversity issues.

Ms. Cundy stated that the presentation on SAWMPO Safety Trends and the Highway Safety Improvement Program to be presented by Mr. Stephen Read, Mr. Tracy Turpin, Mr. In-Kyu Lim, and Mr. David Morris of VDOT will be presented at the April 4th, SAWMPO Policy Board meeting.

Upcoming Meetings

Chairperson Harrington announced that the next TAC meeting is scheduled for March 21st, at 2:00 p.m., and the next Policy Board meeting is scheduled for April 4th at 10:00 a.m., at the CSPDC Office.

Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Harrington adjourned the meeting at 11:10 a.m.

Respectfully submitted,

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

Ann W. Cundy
Transportation Program Manager



Policy Board Meeting Agenda April 4, 2018, 10:00 a.m.

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

1. Call to Order
2. Public Comment
3. Approval of Minutes of the March 7, 2018 Policy Board Meeting
4. Consideration of the FY 2019 Unified Planning Work Program (UPWP) Release for Public Comment (BAF #18-1)
5. Discussion of the FY 2018 Unified Planning Work Program (UPWP) Update (PB Memo #18-5)
6. Discussion of the Updated SAWMPO MOU/3-C Agreement (PB Memo #18-6)
7. Presentation: SAWMPO Safety Trends and the Highway Safety Improvement Program – Mr. Stephen Read, Mr. Tracy Turpin, Mr. In-Kyu Lim, Mr. David Morris, VDOT
8. Agency Updates
 - a. VDOT
 - b. DRPT
 - c. Transit
9. Other Business
 - a. VAMPO Update
10. Upcoming Meetings
 - a. April 18 – SAWMPO TAC Meeting, 2:00 pm at CSPDC Office
 - b. May 2 – SAWMPO Policy Board Meeting, 10:00 am at CSPDC Office
 - c. May 3 – CTB Spring Six-Year Plan Public Meeting: 4:00 – 6:00 PM at the Holiday Inn Stanton Conference Center, 152 Fairway Lane, Stanton, VA
11. Adjournment

Policy Board Regular Meeting Minutes April 4, 2018, 10:00 a.m.

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton Virginia

Present (21):

Voting Members		Non-Voting Members		Others	
	City of Staunton		Va DRPT	✓	Terry Short, VDOT
✓	James Harrington, Chairperson		Nick Britton	✓	Josh Dunlap, VDOT
✓	Steve Rosenberg	✓	Katie Schwing	✓	Brad Reed, VDOT
	Steve Owen (Alt)		VRT	✓	David Morris, VDOT
	Augusta County	✓	Susan Newbrough	✓	Keith Rider, VDOT
✓	Wendell Coleman		Phil Thompson (Alt)		Staff (CSPDC)
✓	Tim Fitzgerald		FHWA	✓	Bonnie Riedesel
	Gerald Garber (Alt)		Mack Frost	✓	Ann Cundy
	City of Waynesboro		FTA	✓	Nancy Gourley
✓	Bruce Allen, Vice Chair		Michele DeAngelis	✓	Scott Philips
	Jim Shaw		Va DOA	✓	Kimberly Miller
✓	Michael Hamp (Alt)		Rusty Harrington		
	VDOT		CTB		
✓	Randy Kiser		F. Dixon Whitworth		
✓	Adam Campbell (Alt)				
✓	Don Komara (Alt)				
	Terry Jackson (Alt)				

Call to Order

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:00 a.m. by Mr. James Harrington, Chairperson.

Public Comment

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

Approval of Minutes

Chairperson Harrington presented the minutes from the March 7, 2018, Policy Board meeting. Mr. Allen stated that the date of the Policy Board meeting reflected in the minutes should read April 4, 2018.



Mr. Rosenberg moved, seconded by Mr. Fitzgerald, to approve the minutes as amended. Motion carried unanimously (7-0).

Consideration of the FY 2019 Unified Planning Work Program (UPWP) Release for Public Comment (Board Action Form #18-1)

Chairperson Harrington presented the draft FY 2019 UPWP. Ms. Cundy stated that the Board is requested to release the draft document to the public for review and comment. She stated that the draft document was discussed at the last Board meeting and was to be considered by the TAC for recommendation to be released for public comment; however, the March 21st TAC meeting was cancelled due to inclement weather. Ms. Cundy stated that they had the opportunity to share comments via email and none were received. Ms. Cundy stated that \$10,000 was added to the Short-Range Planning work element in order to increase funding for the small area study program.

Mr. Rosenberg moved, seconded by Mr. Coleman, to release the draft FY2019 UPWP for public comment. Motion carried unanimously (7-0).

Discussion of the FY 2018 Unified Planning Work Program (UPWP) Update (PB Memo #18-5)

Chairperson Harrington presented the FY 2018 UPWP Update. Ms. Riedesel gave an update on the UPWP as of February 28, 2018. Ms. Riedesel stated that the MPO is on-target with 61% of the budget spent this fiscal year.

Discussion of the Updated SAWMPO MOU/3-C Agreement (Board Memo #18-6)

Chairperson Harrington presented the SAWMPO MOU/3-C Agreement. Ms. Riedesel stated that all MPOs in the state are requested to amend their MOUs to reflect the MAP-21 Performance-Based Planning and Programming requirements. She stated that there will also be clarification regarding the new planning requirements and the role of BRITE Transit with the MPO. Ms. Riedesel stated that no action is needed at this time; it will be presented to the Board for approval at the next meeting.

Presentation: SAWMPO Safety Trends and the Highway Safety Improvement Program – Mr. David Morris, VDOT Safety Engineer

Chairperson Harrington presented the Safety Trend Presentation. Ms. Cundy stated that in December an action item was brought before the Board to approve the statewide targets for the Safety Performance Measures for the MPO. She stated that following that, there was a discussion about crash trends in the MPO region and what VDOT does to reduce their occurrence; and that more information on that topic would be brought before the MPO. Ms. Cundy introduced the presenter, Mr. David Morris, VDOT Safety Engineer.

Mr. Morris presented the Highway Safety Improvement Program overview, data, analysis, and resources available for planners and localities, and data within the SAWMPO region (presentation attached to file minutes). He explained the types of crashes that are occurring in the MPO region, important information collected about each crash and how VDOT analyzes this crash data. He discussed the types of safety improvements VDOT uses to help reduce fatal and significant crashes, in general and specific improvements



that have been done throughout the region. Mr. Morris stated that there is a database of information that can be accessed by any locality interested and showed the types of information that can be obtained there.

Chairperson Harrington thanked Mr. Morris for coming to present to the Board.

Agency Updates

Virginia Department of Transportation (VDOT)

Mr. Campbell reported that SMART SCALE Round 3 is underway and VDOT is working with the localities to prepare project applications.

Mr. Komara stated that the spring Six-Year Improvement Program (SYIP) meeting will be held on May 3rd, at the Holiday Inn, 152 Fairway Lane, Exit 225 in Staubon. He also stated that the project extending of the acceleration and deceleration lanes in the Staubon area at Exits 220, 221, and 222 was awarded to Kicking Asphalt, the same firm that completed the Greenville ramp extensions.

Department of Rail and Public Transportation (DRPT)

Ms. Katie Schwing reported that there is a bill that was approved in the General Assembly that, once signed, will affect how DRPT is funded in the future. She stated that currently funding is provided using a mix of formula and performance-based allocations. She stated that this bill will change the allocations to be 100% performance based. In response to a question, Ms. Schwing stated that at this time, the new way of allocating applies to capital funding only.

Transit

Ms. Gourley gave an update on transit activities. She stated that Virginia Breeze ridership for March was 1,844 passenger trips, with 30 boardings and 39 alightings at the Staubon stop. The state is planning to do additional outreach this spring. The service came very close to breaking even on fares in March.

Ms. Gourley showed a standing display rack consisting of maps and route brochures. The displays will be placed in public buildings that are served by transit such as libraries, and private locations such as retirement communities.

Other Business

Ms. Riedesel announced that the Virginia Association of Metropolitan Planning Organizations (VAMPO) will hold its annual meeting and training workshop on June 8, 2018, in Fredericksburg. She stated that the focus will be Title IV and Diversity issues but there will also be break-out sessions on other topics such as SMART SCALE, the federal infrastructure bill and updates by AMPO and DRPT. Ms. Cundy will lead a panel on bike-ped planning and present the Bike the Valley campaign. Mr. Jonathan Howard will present a session on project evaluation and scoring criteria as it relates to SMART SCALE. Registration opens next month and everyone is invited to attend.

Ms. Cundy stated that VAMPO will send a letter to Secretary Valentine in support of her request to study alternative sources of transportation revenue, such as a VMT tax.



Ms. Riedesel stated that Chairperson Harrington will present at the CTB Six-Year Improvement meeting on behalf of the MPO. Ms. Cundy stated that staff will go early and sign up anyone who would like to speak at the meeting on behalf of their localities.

Upcoming Meetings

Chairperson Harrington announced that the next TAC meeting is scheduled for April 18th, at 2:00 p.m., and the next Policy Board meeting is scheduled for May 2nd at 10:00 a.m., at the CSPDC Office.

Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Harrington adjourned the meeting at 11:21 a.m.

Respectfully submitted,

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

Ann W. Cundy
Transportation Program Manager



Policy Board Meeting Agenda May 2, 2018, 10:00 a.m.

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

1. Call to Order
2. Public Comment
3. Approval of Minutes of the April 4, 2018 Policy Board Meeting
4. Consideration of Approval of the FY 2019 Unified Planning Work Program (UPWP) (BAF #18-2)
5. Consideration of Acceptance of the US 250/WWRC Small Area Study Final Report (BAF #18-3)
6. Consideration of the 2018 SAWMPO MOU/3C Agreement (BAF #18-4)
7. FY 2018 UPWP Budget Update (PB Memo #18-7)
8. FY 18 US 340/Rosser Avenue Small Area Study Update (PB Memo #18-8)
9. Presentation: I-64 Corridor Study (SPACE 64) Final Report – Scott Philips, SAWMPO Transportation Planner
10. Agency Updates
 - a. VDOT
 - b. DRPT
 - c. Transit
11. Other Business
12. Upcoming Meetings
 - a. May 3 – CTB Spring Six-Year Plan Public Meeting: 4:00 – 6:00 PM at the Holiday Inn Staunton Conference Center, 152 Fairway Lane, Staunton, VA
 - b. May 16 – SAWMPO TAC Meeting, 2:00 pm at CSPDC Office
 - c. June 6 – SAWMPO Policy Board Meeting, 10:00 am at CSPDC Office
13. Adjournment

Policy Board Regular Meeting Minutes May 2, 2018, 10:00 a.m.

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton Virginia

Present (18):

Voting Members		Non-Voting Members		Others	
	City of Staunton		Va DRPT	✓	Josh Dunlap, VDOT
✓	James Harrington, Chairperson		Nick Britton	✓	Alex Bellido, VDOT
	Steve Rosenberg	✓	Tiffany Dubinsky (Alt)	✓	William Bushman, Hurt & Proffitt
✓	Steve Owen (Alt)		VRT		
	Augusta County		Susan Newbrough		Staff (CSPDC)
✓	Wendell Coleman		Phil Thompson (Alt)	✓	Bonnie Riedesel
✓	Tim Fitzgerald		FHWA	✓	Ann Cundy
	Pam Carter (Alt)		Mack Frost	✓	Nancy Gourley
	City of Waynesboro		FTA	✓	Scott Philips
✓	Bruce Allen, Vice Chair		Michele DeAngelis	✓	Kimberly Miller
	Jim Shaw		Va DOA		
✓	Michael Hamp (Alt)		Rusty Harrington		
	VDOT		CTB		
✓	Randy Kiser		F. Dixon Whitworth		
✓	Adam Campbell (Alt)				
✓	Don Komara (Alt)				
	Terry Jackson (Alt)				

Call to Order

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:00 a.m. by Mr. James Harrington, Chairperson.

Public Comment

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

Approval of Minutes

Chairperson Harrington presented the minutes from the April 4, 2018, Policy Board meeting.

Mr. Allen moved, seconded by Mr. Coleman, to approve the minutes as presented. Mr. Owen abstained from voting. Motion carried (6-0).

Consideration of Approval of the FY 2019 Unified Planning Work Program (UPWP) (Board Action Form #18-2)

Chairperson Harrington presented the draft FY 2019 UPWP. Ms. Cundy stated that the Board is requested to approve the FY2019 UPWP. She stated that the draft document was released to the public for the 21-day review and comment period and that no comments were received. Ms. Cundy stated that the approved plan will be sent to the appropriate state and federal agencies for their review and approval.

Mr. Coleman moved, seconded by Mr. Allen, to approve the FY2019 UPWP. Motion carried unanimously (7-0).

Consideration of Acceptance of the US 250/WWRC Small Area Study Final Report (BAF #18-3)

Chairperson Harrington presented the US 250/WWRC Small Area Study Final Report. Ms. Cundy stated that this was the first SAWMPO Small Area Study. She stated that the final report is a large document that contains an Executive Summary and is meant for the layperson. She stated that the Technical Memo was submitted by Timmons and provides more detailed and technical information. Ms. Cundy thanked Mr. Coleman and staff from Augusta County and VDOT for their help in the study process. Mr. Coleman stated that the process went very well, and the Board of Supervisors was pleased with the result.

Mr. Fitzgerald moved, seconded by Mr. Coleman, to approve the US 250/WWRC Small Area Study Final Report. Motion carried unanimously (7-0).

Consideration of the 2018 SAWMPO MOU/3C Agreement (BAF #18-4)

Chairperson Harrington presented the SAWMPO MOU/3-C Agreement. Ms. Riedesel stated that all MPOs in the state are requested to amend their MOUs to reflect the MAP-21 Performance-Based Planning and Programming requirements and to recognize that we have a transit program within the MPO. She stated that this MOU will replace the existing MOU dated November 12, 2012. Ms. Riedesel stated that upon approval by the Board, the resolution will be signed and sent with the MOU to the state for the Secretary of Transportation's signature.

Mr. Allen moved, seconded by Mr. Kiser, to approve the 2018 SAWMPO MOU/3C Agreement. Motion carried unanimously (7-0).

FY 2018 UPWP Budget Update (PB Memo #18-7)

Chairperson Harrington presented the FY 2018 UPWP Update. Ms. Riedesel gave an update on the UPWP as of March 31, 2018. Ms. Riedesel stated that there is one more quarter to the fiscal year and spending is on-target with 33% of total budgeted funds remaining.

FY 18 US 340/Rosser Avenue Small Area Study Update (PB Memo #18-8)

Chairperson Harrington presented the FY18 Small Area Study Update. Mr. Philips stated that the study team met on April 12th; the team consists of the consultant Kimley-Horn, VDOT, City of Waynesboro, Augusta County, and MPO staff. He stated that the signals belonging to VDOT and those belonging to the City of Waynesboro are not able to communicate due to differing hardware and levels of software updates that have been done. He stated that the study recommendations will identify hardware and software upgrades needed to enable communication between signals. Mr. Philips stated that Kimley-Horn has conducted field evaluation and is currently in the analysis phase. He stated that they expect to have their draft by the end of May, study recommendations by the end of July and final deliverables in September, followed by a presentation to the MPO Policy Board.

Mr. Komara stated that he asked the consultants that as they observe the corridor to bring forward any ideas they have that would help make the corridor better beyond just the signal study. Mr. Campbell stated that at the kick-off meeting, the consultants agreed they will look for any improvements less than \$500,000 that they think would help the corridor.

Presentation: I-64 Corridor Study (SPACE 64) Final Report – Scott Philips, SAWMPO Transportation Planner

Chairperson Harrington presented the I-64 Corridor Study Presentation. Mr. Philips stated that the I-64 Corridor Study began in the fall of 2016 and completed in December 2017, and that the final report was presented to FHWA in April 2018. Mr. Philips discussed the study and the resulting recommendations (presentation attached to file minutes).

Agency Updates

Virginia Department of Transportation (VDOT)

- Mr. Campbell reported that SMART SCALE Round 3 is underway and that the pre-application window will close in four weeks; SAWMPO localities are making good progress.
- Mr. Komara said that the acceleration and deceleration ramp extension projects on I-81 were awarded to Kicking Asphalt, the same contractor who performed the Greenville ramp extensions. He said the VA 610 project in Stuarts Draft is still proceeding; lane closures this summer will occur. Flashing yellow arrows were installed at the Augusta County government center, Route 11 and Rt. 612; these yellow arrows are clearer to motorists about the need to yield when turning left. Finishing up the agreement to install a right turn lane at Long Meadow where it meets Rt. 250; hope to start work this summer. Ladd Road = right turn lane from Ladd onto Rt. 340. The Spring Transportation meeting is tomorrow, May 3rd, at the Holiday Inn in Staunton.
- Mr. Kiser stated that Senator Obenschain's bill (Senate Bill 971) was signed into law in April. It was created to study and target transportation improvements along I-81 through the entire state. There will be a lot of public engagement starting as soon as June. Mr. Kiser stated that Secretary Shannon Valentine, Mr. Dixon Whitworth and Mr. Stephen Brich, the new Commissioner, will be at the Six-Year Improvement Plan meeting tomorrow.

Department of Rail and Public Transportation (DRPT)

Ms. Tiffany Dubinsky, Statewide Transit Planner, introduced herself and stated that she is the new alternate for DRPT to the SAWMPO. Katie Schwing has moved to the Office of Intermodal Planning and Investment (OIPI). Ms. Dubinsky reported that April numbers for Virginia Breeze are not yet available. She stated that there is a major restructuring of how transit capital will be funded in the future; a prioritization process will be put into place, similar to SMART SCALE, by fall of 2018. There is a Transit Service Delivery Advisory Committee has been meeting to discuss how to implement this process.

Ms. Dubinsky stated that she is the project manager of a pilot demonstration project of a driver assistance system. The system is transit technology that helps assist the transit operators with safety and operations. Ten transit systems will be participating; BRITE is one of those. The system provides cameras to allow the driver to “see” people and things that may be near or in the path of the bus.

Transit

Ms. Gourley stated that BRITE applied to be in the driver assistance system pilot program and was awarded funding to equip three buses with the technology. The kick-off call was yesterday. The technology does not apply braking but helps to improve the driver habits. The data from the pilot will be reported back to DRPT and Virginia Transportation Research Council.

Other Business

Mr. Fitzgerald stated that the TAP Grant application for Verona sidewalk project was approved in the amount of \$340,000 for engineering. He stated the sidewalk extended into the City of Staunton.

Ms. Riedesel stated that eleven TAP Grant applications from the CSPDC region were approved including two were within the SAWMPO.

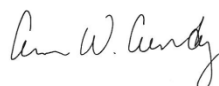
Upcoming Meetings

Chairperson Harrington announced that the next TAC meeting is scheduled for May 16th, at 2:00 p.m., and the next Policy Board meeting is scheduled for June 6th at 10:00 a.m., at the CSPDC Office.

Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Harrington adjourned the meeting at 10:50 a.m.

Respectfully submitted,



Ann W. Cundy
Transportation Program Manager



Policy Board Meeting Agenda June 6, 2018, 10:00 a.m.

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

1. Call to Order
2. Public Comment
3. Approval of Minutes of the May 2, 2018 Policy Board Meeting
4. Consideration of SMART SCALE Round 3 Resolutions of Support (BAF #18-5) *
5. Consideration of the Revised Memorandum of Understanding/3C Agreement between the SAWMPO and the Commonwealth of Virginia (BAF #18-6)
6. FY 2018 UPWP Budget Update (Board Memo #18-9)
7. US 340(Rosser Avenue) Small Area Study Update (Board Memo #18-10)
8. Presentation: Innovative Intersections – Terrell Hughes, PE, VDOT Conceptual Planning Manager
9. Agency Updates
 - a. VDOT
 - b. DRPT
 - c. Transit
10. Other Business
11. Upcoming Meetings
 - a. June 13—I-81 Corridor Study Listening Session, 4:00 – 7:00 PM, Plecker Center, Blue Ridge Community College
 - b. June 20 – SAWMPO TAC Meeting, 2:00 pm at CSPDC Office
 - c. NO July SAWMPO Policy Board Meeting
12. Adjournment

*Action Needed

Policy Board Regular Meeting Minutes June 6, 2018, 10:00 a.m.

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton Virginia

Present (22):

Voting Members		Non-Voting Members		Others	
	City of Staunton		Va DRPT	✓	Terrell Hughes, VDOT
✓	James Harrington, Chairperson		Nick Britton	✓	Terry Short, VDOT
	Steve Rosenberg	✓	Tiffany Dubinsky (Alt)	✓	Josh Dunlap, VDOT
✓	Steve Owen (Alt)		VRT	✓	Alex Bellido, VDOT
	Augusta County	✓	Susan Newbrough	✓	Nickie Mills, Staunton
✓	Wendell Coleman		Phil Thompson (Alt)	✓	Bob Hess, Citizen
✓	Tim Fitzgerald		FHWA	✓	William Bushman, H&P
	Pam Carter (Alt)		Mack Frost		Staff (CSPDC)
	City of Waynesboro		FTA	✓	Bonnie Riedesel
✓	Bruce Allen, Vice Chair		Michele DeAngelis	✓	Ann Cundy
✓	Jim Shaw		Va DOA	✓	Nancy Gourley
	Michael Hamp (Alt)		Rusty Harrington	✓	Scott Philips
	VDOT		CTB	✓	Kimberly Miller
✓	Randy Kiser		F. Dixon Whitworth		
✓	Adam Campbell (Alt)				
	Don Komara (Alt)				
	Terry Jackson (Alt)				

Call to Order

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:02 a.m. by Mr. James Harrington, Chairperson.

Public Comment

Chairperson Harrington opened the floor for public comment. Mr. Bob Hess of Massanutten was present and stated that he is interested to know more about the I-81 Weyers Cave climbing lane projects

Approval of Minutes

Chairperson Harrington presented the minutes from the May 2, 2018, Policy Board meeting.

Mr. Owen moved, seconded by Mr. Kiser, to approve the minutes as presented. Motion carried unanimously (7-0).

Consideration of SMART SCALE Round 3 Resolutions of Support (BAF #18-5)

Chairperson Harrington presented the SMART SCALE Round 3 Resolutions. Each locality shared a summary of their projects:

Stanton – Mr. Mills stated that Stanton is submitting three sidewalk projects; along Edgewood Road from North Coalter to North Augusta with pedestrian signal improvements, along North Augusta Street, from Lambert Street to Harper Court, and along North Augusta Street from Harper Court to Baldwin Place then over to Meadowbrook Drive. Ms. Riedesel asked if there would be a sidewalk on both sides near the bus stop on North Augusta. Mr. Mills stated that they would look at that area.

Augusta County – Mr. Fitzgerald stated that two projects came out of a small area study of the Rt 250 corridor at the Woodrow Wilson complex; 1) installation of a right turn lane onto Rt 250 and a right turn lane onto Rt 358 that will extend to the previously approved roundabout (a short-term access recommendation), and 2) installation of a second entrance to the complex off Rt 250 between Idlewood Blvd. and Woodrow Wilson Avenue (a long-term access recommendation - Option A). Mr. Fitzgerald stated that the 3rd project is an intersection safety improvement project at Rt 254 and Rt 640 that may include some geometric improvements and potential turn lanes. He stated the fourth project is to make improvements on Weyers Cave Road (Rt. 256) at the I-81 Exit 235 interchange by adding a park and ride lot on the north side of Rt. 256, a right turn lane onto northbound I-81, a right turn lane from the interstate onto Triangle Drive and improvements to the eastern edge of the Triangle Drive intersection.

Waynesboro – Mr. Shaw stated that Waynesboro has four applications; 1) installation of a roundabout at a previously signalized intersection at Rosser Avenue and 13th Street, 2) Access Management program on Broad Street between its two intersections with Main Street, 3) Lew Dewitt/Rosser Avenue Connector between Lew Dewitt Boulevard and Rosser Avenue which will relieve the intersection of Lew Dewitt and Rosser Avenue, and 4) installation of a Shared Use Path along East Main Street to support redevelopment along the corridor.

SAWMPO – Mr. Philips stated that the SAWMPO has three applications; 1) Southbound I-81 truck climbing lanes, which will relieve congestion and improve driver safety on I-81 at and adjacent to the I-81 Exit 235 in Weyers Cave, 2) Northbound acceleration lane extension on I-81 at the Mt. Sidney rest area and replacement of the Rt 775 bridge, and 3) Westbound exit ramp deceleration lane extension on I-64 at Exit 94.

Ms. Cundy stated that the I-81 truck-climbing lanes project had been submitted previously but was not funded. To make it more competitive, the project is being split into 2 projects, southbound and northbound, with one being submitted by the CSPDC since it is in the rural area of the CSPDC region.

BRITE – Ms. Gourley stated that the US 250 Connector is the backbone of the Transit System and one of the most heavily used stops is at Sangers Lane and Brand Station Road, but there are no pedestrian accommodations in that area. She stated that this project is to create bus pull-off areas and install bus stops with lighting on both sides, add connecting sidewalks and a pedestrian signal.

Ms. Cundy noted that the Waynesboro Hopeman Parkway roundabout project that was included in the meeting packet will not be submitted at this time and the resolution of support is thereby pulled from consideration.

Mr. Fitzgerald moved, seconded by Mr. Coleman, to approve the endorsement of all Resolutions of Support for projects being submitted by the SAWMPO and its members, as presented. Motion carried unanimously (7-0).

Consideration of Revised Memorandum of Understanding/3C Agreement (BAF #18-6)

Chairperson Harrington presented the Memorandum of Understanding. Ms. Riedesel stated that at the last meeting, the Board was asked to approve a Memorandum of Understanding between the SAWMPO and the Department of Transportation. She stated that the approved MOU was sent to the state where the Attorney General made some revisions to the language in “The State” sub-section of Article 7 on page 8; it is the same other than those minor changes. She stated that the Policy Board is asked to approve this new, revised MOU as presented.

Mr. Owen moved, seconded by Mr. Shaw, to approve the Memorandum of Understanding/3C Agreement between the SAWMPO and the Commonwealth of Virginia. Motion carried unanimously (7-0).

FY 2018 UPWP Budget Update (PB Memo #18-9)

Chairperson Harrington presented the FY 2018 UPWP Update. Ms. Riedesel gave an update on the UPWP as of April 30, 2018. She stated that any funds not used by the end of this fiscal year can be carried over into subsequent fiscal years. Ms. Riedesel stated that there is over \$137,000 remaining for this fiscal year, which includes the Contingency funds. She asked if there were any questions; there were none.

FY 18 US 340/Rosser Avenue Small Area Study Update (PB Memo #18-10)

Chairperson Harrington presented the FY18 Small Area Study Update. Mr. Philips stated that the Rosser Avenue Small Area Study is on-time and on-budget. He stated that the consultant has completed their cycle-length assessment and has shared the information with the project team. Mr. Philips stated that they are collecting data for turning movements and ADT and they are working on a draft timing plan. He stated that the next steps are that the consultant will be reporting on corridor level service and delays by the end of the month; improvement recommendations should be completed by early August and a presentation made to the Board in September.

Mr. Dunlap stated that a right turn lane was added from Ladd Road onto Rt 340, and the consultant may want to include this in their assessment and recommendations; he stated he will share that with the project team.

Presentation: Innovative Intersections – Terrell Hughes, PE, VDOT Conceptual Planning Manager

Chairperson Harrington presented the Innovative Intersection Presentation. Ms. Cundy introduced Mr. Hughes who works in the Transportation and Mobility Planning Division at VDOT Central Office. She stated that Mr. Campbell shared similar information with the TAC, so they are aware of this information.

Mr. Hughes stated that common project solutions are traffic signalization, widening projects and building new roadways; however, VDOT is working on bringing additional tools to the list of possible solutions for localities. He stated that “innovative intersection designs” are being developed to assist planners find alternative solutions where funding is limited and safety and capacity improvements are needed.

Mr. Hughes discussed the various innovative intersection designs; Roundabout, Reduced Conflict U-Turn, Continuous Green T, Quadrant Roadway, and Displaced Left Turn. He explained how each works and the benefits of each. He stated that these designs can often solve safety and capacity issues along a corridor with a relatively low monetary investment. Presentation attached to file minutes.

Agency Updates

Virginia Department of Transportation (VDOT)

- Mr. Campbell reported that the SMART SCALE Round 3 pre-application deadline was extended to Friday, June 8th; those from the SAWMPO region are in good shape. New this year is a requirement that localities have a separate Resolution of Support in a public setting and must be uploaded with the application by August 1st.
- Mr. Kiser stated that there is a meeting to discuss I-81 improvements and funding opportunities on June 13th at BRCC at 4pm and one in Strasburg on June 12th. He stated that the I-81 study covers 325 miles of I-81 in Virginia; the study is led by the Secretary of Transportation, with VDOT and DRPT assisting. The public outreach needs to be completed by November 30th and a report presented to the General Assembly by early of January. At the first public meeting, safety, congestion and delay data will be presented but it is really a listening session. Additional public meetings will be held in the summer and fall. Mr. Kiser stated that there will be a brief presentation at the beginning of the public meeting, then the remainder of the time will be an informal time to listen to feedback from the public. He stated that in the past, many improvement ideas have not been accompanied by funding ideas.

Department of Rail and Public Transportation (DRPT)

Mr. Britton stated that Virginia Breeze May ridership was 1700 riders; up about 300 from last month. He stated that the numbers are expected to dip a bit over the summer due to student riders being out of school.

Transit

Ms. Gourley stated that the stand-alone BRITE website is in the final phase of development.

Other Business

Mr. Shaw stated that the Claudius Crozet Blue Ridge Tunnel Project Phase 2 is out for bid. There is an opportunity to apply for a U.S. DOT BUILD (Better Utilizing Investments to Leverage Development) grant (formerly known as TIGER grant). He stated that Waynesboro has interest in applying for a BUILD grant for the western portal of the tunnel and trail. He stated that the preliminary engineering report was completed that laid out a parking lot and trail that leads to the tunnel; however, the main issue is crossing a railroad track. Mr. Shaw stated the City of Waynesboro would like to use their Local Assistance funds through the MPO to complete the Cost/Benefit Analysis so the project can be submitted by the July 15th deadline.

Ms. Riedesel stated this is a great project that would benefit the entire SAWMPO region. She stated that the more we show it is a regional effort, the more competitive the application will be. Chairperson Harrington asked for consensus from the group to support the use of MPO Local Assistance funds to move forward with this potential project; all were in agreement.

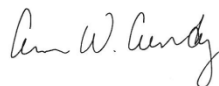
Upcoming Meetings

Chairperson Harrington announced that the next TAC meeting is scheduled for June 20th, at 2:00 p.m., and there is no Policy Board meeting in July; the next meeting is scheduled for August 1st at 10:00 a.m., at the CSPDC Office.

Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Harrington adjourned the meeting at 11:17 a.m.

Respectfully submitted,



Ann W. Cundy
Transportation Program Manager



Policy Board Meeting Agenda August 1, 2018, 10:00 a.m.

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

1. Call to Order and Welcome of New Members
2. Public Comment
3. Approval of Minutes of the June 6, 2018 Policy Board Meeting *
4. FY 2018 UPWP Budget Update and Year-End Report (Board Memo #18 - 11) **
5. Small Area Study Program Update (Board Memo #18 - 12)
 - US 340 (Rosser Avenue) Signal Timing Study
 - FY 2019 Study S
6. Presentation: *BRITE State of Transit Update*, Cindi Johnson, CSPDC Fiscal Officer
7. Presentation: *Transit Funding Reforms*, Nick Britton, Statewide Manager of Transit Planning, DRPT
8. Agency Updates
 - VDOT
 - DRPT
 - Transit
9. Other Business
 - BUILD Grant Application for the Crozet Blue Ridge Tunnel (Fact Sheet attached)
 - Annual Joint SAWMPO-CAMPO Meeting - October 10, 2018
10. Upcoming Meetings
 - August 15 - SAWMPO TAC Meeting, 2:00 pm at CSPDC Office
 - August 23 - VDOT I-81 Corridor Study Meeting at BRCC Plecker Center 4:00 PM – 7:00 PM
 - September 5 - SAWMPO Policy Board Meeting, 10:00 am at CSPDC Office
11. Adjournment

* Action Required

** Provided at meeting

**Policy Board
Regular Meeting Minutes
August 1, 2018, 10:00 a.m.**

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton Virginia

Present (20):

Voting Members		Non-Voting Members		Others	
	City of Staunton		Va DRPT	✓	Josh Dunlap, VDOT
✓	James Harrington, Chairperson	✓	Dan Sonenklar	✓	William Bushman, H&P
✓	Steve Rosenberg	✓	Nick Britton (Alt)	✓	Terry Rodgers, SVSS
	Steve Owen (Alt)		VRT		Staff (CSPDC)
	Augusta County	✓	Susan Newbrough	✓	Bonnie Riedesel
✓	Wendell Coleman		Phil Thompson (Alt)		Ann Cundy
✓	Tim Fitzgerald		FHWA	✓	Nancy Gourley
	Pam Carter (Alt)		Mack Frost	✓	Scott Philips
	City of Waynesboro		FTA	✓	Kimberly Miller
✓	Bobby Henderson		Michele DeAngelis	✓	Cindi Johnson
	Jim Shaw		Va DOA		
✓	Michael Hamp (Alt)		Rusty Harrington		
	VDOT		CTB		
✓	Randy Kiser		F. Dixon Whitworth		
✓	Adam Campbell (Alt)				
✓	Don Komara (Alt)				
	Terry Jackson (Alt)				

Call to Order

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:00 a.m. by Mr. James Harrington, Chairperson.

Public Comment

Chairperson Harrington opened the floor for public comment. Mr. Hamp introduced Mr. Bobby Henderson who was recently elected to the Waynesboro City Council. Mr. Henderson will be the Waynesboro representative to the SAWMPO Policy Board in place of Mr. Allen. Chairperson Harrington welcomed Mr. Henderson. He expressed appreciation on behalf of the SAWMPO to Mr. Allen for his years of service on the Board since the MPO's inception and asked Mr. Hamp to pass along the Board's gratitude to Mr. Allen.

Approval of Minutes

Chairperson Harrington presented the minutes from the June 6, 2018, Policy Board meeting.

Mr. Coleman moved, seconded by Mr. Kiser, to approve the minutes as presented. Motion carried unanimously (7-0).

FY 2018 UPWP Budget Update (PB Memo #18-11)

Chairperson Harrington presented the FY 2018 UPWP Update. Ms. Riedesel gave an update on the UPWP as of June 30, 2018. She stated that this is a statement of financial standing for the fiscal year. Ms. Riedesel stated that there was over \$87,000 remaining for this fiscal year most of which was in the Contingency fund. She stated that the funds not used by the end of this fiscal year can be carried over into the subsequent fiscal year. She asked if there were any questions; there were none.

Small Area Study Program Update (PB Memo #18-12)

Chairperson Harrington presented the FY18 Small Area Study Program Update.

FY 18 US 340/Rosser Avenue Signal Timing Study

Mr. Philips stated that the current Small Area Study on Rosser Avenue in Waynesboro is on-time and on-budget. He stated that the consultant has completed their initial study and the project team provided comments to them. Mr. Philips stated that they are developing improvement recommendations for the corridor and they are expected to be completed by the end of the month. He stated that Kimley-Horn will be at the Board meeting on September 5th to present the final report.

FY 19 Study

Ms. Riedesel stated that the next Small Area Study will begin this fall. She stated that each year, one project is selected to study with the purpose of gathering enough information to advance the project to a SMART SCALE application. Ms. Riedesel stated that an example is the two WWRC SMART SCALE applications that were able to be submitted due to the Small Area Study completed last fiscal year. She stated that for the Fiscal Year 2019, the Small Area Study will focus on the area in Staunton around Staunton Crossing and Frontier Center where there is currently a lot of development. She stated that this study will be a multi-modal study, including pedestrian, biking and transit recommendations.

Ms. Gourley stated that the Route 250 Connector bus route is the back-bone of the BRITE system, connecting Waynesboro and Staunton and to the other BRITE routes at the Staunton and Waynesboro hubs. She stated that this route currently takes an hour in each direction and that with all the development in the

corridor, it is becoming increasingly difficult to keep the buses on-time. Ms. Gourley stated that it was suggested in the Transit Development Plan (TDP) that the route be evaluated to find solutions to relieve the stress and be able to better serve the new development occurring at Myers Crossing and in Staunton. She stated that the Small Area Study and the Route 250 Connector Route Study will be completed together as they will share data, and address both the transit planning and the Richmond Road development multi-modal needs. Mr. Fitzgerald stated that a previous study was done on Richmond Road in that same location; Ms. Riedesel stated that the previous plan will be reviewed and considered in this current study. Mr. Campbell stated that the previous study was instrumental in the road diet work that was done on Richmond Road.

Presentation: BRITE State of Transit Update – Cindi Johnson, CSPDC Fiscal Officer

Chairperson Harrington presented the BRITE State of Transit Presentation. Ms. Gourley stated that the CSPDC is the designated recipient of the federal and state funding for the region's transit system (BRITE). She stated that the CSPDC is responsible to plan and manage the transit service, for meeting federal and state mandates for transit, and for all reporting. Ms. Gourley stated that in the first quarter of 2017, a competitive procurement was completed that resulted in a "turn-key" contract for operating the BRITE service and that the service contract was awarded to Virginia Regional Transit, a transit provider, with the contract beginning on July 1, 2017. Ms. Gourley stated that under the contract, Virginia Regional Transit is responsible for providing buses, maintaining the buses, hiring, training and supervision of drivers, and customer service. She introduced Ms. Cindi Johnson, CSPDC Fiscal Officer, who maintains the finances of the transit system and the CSPDC. Ms. Gourley stated that Ms. Johnson previously made this presentation to the SAWMPO Technical Advisory Committee and the BRITE Transit Advisory Committee (BTAC).

Ms. Johnson explained how the transit system is funded by a combination of urban and rural funds that come from FTA, DRPT and local funding partners. She stated that the CSPDC owned BRITE Transit Facility in Fishersville which houses the transit contractor's offices and maintenance facility, provides income through the second-floor office rental; this income must go back into the transit system. Ms. Johnson discussed what services are offered by the BRITE system, the ownership of the facility, ridership of the Paratransit, Urban and Rural systems, and how expenses are determined. She discussed the five-year plan and enhancements that are planned for the service.

Presentation attached to file minutes.

Presentation: Transit Funding Reforms – Nick Britton, DRPT Statewide Manager of Transit Planning

Chairperson Harrington presented the Transit Funding Reforms presentation. Mr. Britton stated that the General Assembly reviewed transit funding in light of the expiration of bonds that currently are used to fund transit capital projects (fiscal cliff). He stated that in reviewing funding sources for transit throughout the state, the state legislature decided to take WMATA (Washington DC metro area transit system) out of the formula that is being developed for the other Virginia transit agencies. Mr. Britton stated that the program is being restructured to allow for consistency in grant funding year over year. He stated that based on averages for the

past few years, the total funding will be allocated as follows: WMATA Operating & Capital 53.5%, Statewide Operating 31%, Statewide Capital 12.5%, and Special Projects 3%. Mr. Britton stated that for Statewide Capital, separate funding will be made available for state of good repair, minor enhancement, and major expansion; major expansion decision-making will be made using the same criteria as SMART SCALE. He stated that for State Operating funds, awards will be allocated on the basis of service delivery factors and will be made available for public comment at least one year before application process opens. Mr. Britton stated that Regional Transit Planning will also be required for transit systems serving population areas between 1.5 million and 2.0 million and will be coordinated by the local MPO.

Presentation attached to file minutes.

Agency Updates

Virginia Department of Transportation (VDOT)

- Mr. Kiser stated that the second round of public meetings to discuss I-81 improvements and funding opportunities will be held on August 23rd at BRCC at 4pm and one at Lord Fairfax Community College in Middletown, on August 22nd. He stated that the public meeting will begin with a formal presentation then be followed with an informal time to listen to feedback from the public.

The Staunton District will host a CTB meeting in Winchester on September 17-18; the meeting is open to the public. The Secretary of Transportation will hold a Fall Transportation Meeting with a Town Hall October 17th the time and location are TBD.

- Mr. Komara stated that the Rt. 610 project and the ramp extension projects are going well; repaving of the Interstate southbound between Weyers Cave and Staunton is currently underway. Six-year secondary gravel road plan is August 8, at 6:30 p.m. with public hearing at 7:00 p.m.
- Mr. Campbell reported that the SMART SCALE Round 3 application deadline was originally today, but has been extended to next Wednesday, August 8th at 5pm. New this year is a requirement that localities have a separate Resolution of Support in a public setting and was to be uploaded with the application but all Resolutions of Support are now due at the end of August.

Ms. Riedesel stated that there are 3 applications for Staunton, 4 for Waynesboro, 3 for Augusta County inside the MPO and one outside the MPO for a total of 10 in the MPO boundary.

Department of Rail and Public Transportation (DRPT)

Mr. Britton stated that Virginia Breeze bus service provides once daily trips both southbound and northbound from Virginia Tech to Union Station with several stops along the way, including one in Staunton and one in Harrisonburg. Ridership numbers in May were 1700; numbers dropped off in June to 1367, and the final July numbers will be around 1300. August will probably pick up again when students head back to school.

DRPT plans to add another line somewhere in the state and is able to do so due to the success of this line. The Virginia Breeze line has exceeded expectations; 7500 riders were expected for the entire first year of operation; that goal was met in May.

Mr. Britton introduced Mr. Daniel Sonenklar, who is a new statewide transit planner and will be the SAWMPO's new DRPT representative.

Transit

Ms. Gourley stated that a Risk Assessment was done 2 weeks ago at the BRITE transit facility. This is required by FTA. The final report made some minor recommendations, but overall the facility scored well. She also reported that the stand-alone BRITE website is in the final phase of development and is expected to go live by the end of this month. Ms. Gourley also reported that a new bus stop is being added to Frontier Center to serve the development there; it should be ready in the next 30 days. The Stuarts Draft Link lunch break will be closed effective September 1; allowing for continuous service throughout the service day.

Other Business

BUILD Grant Application for the Crozet Blue Ridge Tunnel (Fact Sheet attached)

Ms. Riedesel stated that at the last Board meeting, the body approved the use of MPO Local Assistance funds to hire The Timmons Group to conduct a Benefit Cost Analysis that is a requirement for the application. The City of Waynesboro made the application which is to build a trail from the western portal of the tunnel down to the city of Waynesboro with parking and amenities. This is a \$5 million grant application; it is costly due to requiring a tunnel to be built under the live train tracks. Nelson County has been working on this project for approximately a decade; they finally have the funding to restore the inside of the tunnel. Mr. Luke Juday, Waynesboro Planner, did an excellent job on the application. Ms. Riedesel stated this is a great project that would benefit the entire SAWMPO region and that 20% of the BUILD funding must go to rural areas, which this is. She stated that a strong letter of support was given by Mr. Dixon Whitworth, who sent his letter directly to U. S. Secretary of Transportation, Elaine Chow, and that letters of support from Congressman Goodlatte, Senators Kaine and Warner and others were also received. Ms. Riedesel stated that a copy of the application is available for anyone to review.

Mr. Hamp expressed gratitude for the support of the MPO and assistance provided and stated that the project will not only be good for Waynesboro but also for the region.

Annual Joint SAWMPO/CAMPO Meeting

Ms. Riedesel stated that for the past three years, the SAWMPO and the Charlottesville-Albemarle MPO hold a joint meeting to discuss regional projects. The date of the fourth meeting is October 10th; location is to be determined; the SAWMPO is the host of this year's meeting. The joint meeting will likely take the place of the regular October SAWMPO Board meeting.



Upcoming Meetings

Chairperson Harrington referred the group to the meeting schedule which states that the next TAC meeting is scheduled for August 15th, at 2:00 p.m., the VDOT I-81 Corridor Study Meeting will be held on August 23rd at BRCC Plecker Center from 4-7pm, and the next Policy Board meeting is scheduled for September 5th at 10:00 a.m., at the CSPDC Office.

Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Harrington adjourned the meeting at 11:06 a.m.

Respectfully submitted,

Bonnie S. Riedesel

Bonnie Riedesel
SAWMPO Administrator



Policy Board Meeting Agenda September 5, 2018, 10:00 a.m.

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

1. Call to Order
2. Public Comment
3. Approval of Minutes of the August 1, 2018 Policy Board Meeting *
4. Election of Officers (Board Action Form #18-7) *
5. FY 2019 UPWP Budget Update (Board Memo #18-13)
6. Presentation: *Shenandoah Valley Airport Update*, Mr. Greg Campbell, Executive Director
7. Presentation: *US 340 (Rosser Avenue) Corridor Study*, Mr. Kyle Williams, Kimley- Horn
8. Agency Updates
 - VDOT
 - DRPT
 - Transit
9. Other Business
 - Joint CA-MPO/SAWMPO Policy Board Meeting
 - SMART SCALE Update
10. Upcoming Meetings
 - September 19 - SAWMPO TAC Meeting, 2:00 PM at CSPDC Office
 - October 10 - Joint CA-MPO/SAWMPO Policy Board Meeting, 10:00 AM—12:30 PM at Basic City Brewery, Waynesboro (in lieu of regularly-scheduled October 3, 2018 meeting)
 - October 30 - November 1 - Governor's Transportation Conference, Norfolk
11. Adjournment



* Action Required



**Policy Board
Regular Meeting Minutes
September 5, 2018, 10:00 a.m.**

Central Shenandoah Planning District Commission
112 MacTanly Place, Stanton Virginia

Present (19):

Voting Members		Non-Voting Members		Others	
	City of Staunton		Va DRPT	✓	Greg Campbell, SHD
✓	James Harrington, Chairperson	✓	Dan Sonenklar	✓	Kyle Williams, Kimley-Horn
✓	Steve Rosenberg		Nick Britton (Alt)	✓	Alex Price, VDOT
	Steve Owen (Alt)		VRT	✓	William Bushman, H&P
	Augusta County		Susan Newbrough		Staff (CSPDC)
✓	Wendell Coleman		Phil Thompson (Alt)	✓	Bonnie Riedesel
✓	Tim Fitzgerald		FHWA	✓	Ann Cundy
	Pam Carter (Alt)		Mack Frost	✓	Nancy Gourley
	City of Waynesboro		FTA	✓	Kimberly Miller
✓	Bobby Henderson		Michele DeAngelis	✓	Jonathan Howard
	Jim Shaw		Va DOA		
✓	Michael Hamp (Alt)		Rusty Harrington		
	VDOT		CTB		
✓	Randy Kiser		F. Dixon Whitworth		
✓	Adam Campbell (Alt)				
✓	Don Komara (Alt)				
	Terry Jackson (Alt)				

Call to Order

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:02 a.m. by Mr. James Harrington, Chairperson.

Public Comment

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



Approval of Minutes

Chairperson Harrington presented the minutes from the August 1, 2018, Policy Board meeting.

Mr. Hamp moved, seconded by Mr. Kiser, to approve the minutes as presented. Motion carried unanimously (6-0).

Election of Officers (BAF #18-7)

Chairperson Harrington presented the Election of Officers. Ms. Riedesel stated that the replacement on the SAWMPO of Mr. Allen by Mr. Henderson from the City of Waynesboro created a vacancy in the Vice-Chair position. She stated that the Bylaws call for election of officers every three years and we are off-schedule and need to elect both the Chair and Vice Chair. Ms. Riedesel stated that staff recommends holding an official election next year in September for an October effective date for both Chair and Vice Chair positions. She stated that only elected officials can hold either position. There was consensus among the voting members to hold the election next year and for Chairperson Harrington to continue as Chair until that election.

Ms. Riedesel stated that an election of Vice Chair is needed now to complete the remainder of the term of office vacated by Mr. Allen, which is through September 2019. Mr. Coleman (Augusta County representative) was nominated.

Mr. Henderson moved, seconded by Mr. Hamp, to elect Wendell Coleman to serve as Vice Chair for the remaining term of office, expiring September 30, 2019. Motion carried unanimously (7-0).

FY 2019 Unified Planning Work Program (UPWP) (Board Memo #18-13)

Chairperson Harrington presented the UPWP Update. Ms. Riedesel gave an update on the UPWP as of July 31, 2018. She stated that this is a statement of financial standing for the fiscal year which started on July 1st. Ms. Riedesel stated that there is over \$306,000 remaining for this fiscal year. She asked if there were any questions; there were none.

Presentation: Shenandoah Valley Airport Update – Mr. Greg Campbell, Executive Director

Chairperson Harrington presented the Shenandoah Valley Airport Update. Mr. Campbell shared a video that provides an overview of the airport and the benefits it provides to the community. He stated that the airport opened in the early 1960's. Mr. Campbell discussed the challenges of a small regional airport and how they are working to strengthen air service in this region. Mr. Campbell discussed the benefits of air service to the region's economic development. He discussed the new service provided by United Airlines/SkyWest and the excellent reliability of the carrier. He stressed the importance of using the service in order to keep and grow the services. Due to crew rest regulations, they have 6 hotel rooms per night for the crews that fly in one day and fly out the next.

In response to a question about what the MPO can do to assist the airport, Mr. Campbell mentioned the



improvements needed at the interchange of I-81 at Rt. 256, which he anticipates will become an issue as the area develops. Presentation attached to file minutes.

Presentation: US 340 (Rosser Avenue) Corridor Study – Kyle Williams, Kimley-Horn

Chairperson Harrington presented the US 340 Corridor Study presentation. Ms. Cundy introduced Mr. Kyle Williams, with Kimley-Horn, who has been the project manager on the US 340/Rosser Avenue Corridor Study. Mr. Williams stated that there were two areas of focus for this study; one was how to coordinate communication among the signals along the corridor and the other was to look for other improvements that could make the corridor function better. He stated that there are six recommendations that came from the study that included adjustments to turn lanes and signal timing and addition of pedestrian crosswalks and call buttons. The study results and recommendations will be turned over to the City of Waynesboro for further action. Presentation attached to file minutes.

Agency Updates

Virginia Department of Transportation (VDOT)

- Mr. Kiser stated that the Stanton District is hosting the September CTB meeting on September 17-18, in Winchester at the George Washington Hotel. October 17th has been tentatively set for the Transportation Meeting at BRCC; this is the final I-81 Outreach meeting and will be combined with the Fall Transportation meeting. On October 18th, another I-81 meeting will be held in Winchester at Shenandoah University.
- Mr. Kiser stated that the Stanton District will host a CTB meeting in Winchester on September 17-18; the meeting is open to the public. The Secretary of Transportation will hold a Fall Transportation Meeting with a Town Hall October 17th the time and location are TBD.
- Mr. Komara introduced Mr. Alex Price, L&D Engineer from Salem, who is doing a role exchange with Josh Dunlap for the month of September. The I-81 ramp extension projects are going well; repaving of the Interstate southbound between Weyers Cave and Stanton is currently underway and should finish in mid-October. Dam Town Road improvements should begin in mid-October (Rt. 616). The Rt. 610 project contractor has had some material issues but should still be finished by the end of October.
- Mr. Campbell reported that the SMART SCALE Round 3 applications are in the screening and district validation process, then will move into scoring. There were 468 applications statewide in Round 3, an increase from 404 in Round 2 that were scored, which is a significant increase. In the Stanton district in Round 2 there were 44 applications scored; in Round 3 there are 71 applications. Of those, 14 are within SAWMPO.
- Mr. Campbell stated that we are currently in FY2020 HSIP application period; applications can be submitted by localities; the deadline is November 1st. David Morris is the VDOT contact person.

Department of Rail and Public Transportation (DRPT)

- Mr. Sonenklar stated that Virginia Breeze ridership numbers are not yet available for August. Ridership numbers decreased in July but are expected to be up in August with students heading back to school. DRPT is also in the midst of SMART SCALE activities.



Transit

- Ms. Gourley stated that the new BRITE Bus website is up and running. It was designed by Estland Design out of Harrisonburg and the product is a great website. The web address is www.britebus.org.
- Last week, staff met with Augusta County and the developer of Myers Corner, Scott Williams, to discuss the Rt. 250 Connector. Two stops were identified for the Myers Corner area, and if approved will be added to the route in mid-October.
- Try Transit Week is September 17-21 to encourage people to try transit; free rides will be offered on Wednesday, September 19th, and riders can enter a drawing for a grand prize of one year of free rides on their local transit service plus 2 tickets on Amtrak.

Other Business

Annual Joint SAWMPO/CAMPO Meeting

Ms. Riedesel stated that for the past three years, the SAWMPO and the Charlottesville-Albemarle MPO hold a joint meeting to discuss regional projects. The SAWMPO is the host of this year's meeting, the fourth annual, which will be held on October 10th; at the Basic City Beer Company in Waynesboro. There will be a quick SAWMPO Board meeting prior to the Joint Meeting that will take the place of the October 3rd meeting. Presentations, lunch and tour of Waynesboro Streetscape.

Upcoming Meetings

Chairperson Harrington referred the group to the meeting schedule; the next TAC meeting is scheduled for September 19th, at 2:00 p.m., the next Policy Board meeting is scheduled for October 10th (to replace the 10/03 meeting) and will be followed by the Joint MPO meeting at 10:00 a.m., and the Governor's Transportation Conference in Norfolk will be held on October 30-November 1.

Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Harrington adjourned the meeting at 11:25 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ann W. Cundy".

Ann W. Cundy
Transportation Program Manager



**Stanton Augusta
Waynesboro**
Metropolitan Planning
Organization

112 MacTanly Place
Stanton, VA 24401

Phone (540) 885-5174
Fax (540) 885-2687

Policy Board Meeting Agenda October 10, 2018, 9:15 a.m.

BRITE Transit Facility
51 Ivy Ridge Lane
Fishersville, VA 22939

1. Call to Order
2. Public Comment
3. Approval of Minutes of the September 5, 2018 Policy Board Meeting*
4. FY 2018-2021 TIP Administrative Modification (BAF #18-8)*
5. Greenville Avenue VDOT STARS Study (BAF #18-9)*
6. FY 2019 UPWP Budget Update (Board Memo #18-14)
7. Other Business
8. Upcoming Meetings
 - October 17—SAWMPO TAC Meeting, 2:00 p.m. at the CSPDC Office
 - October 17 – VDOT Fall Meeting/Final I-81 Corridor Study Meeting, 4:00-7:00 pm, Blue Ridge Community College Plecker Center
 - October 30 - November 1 - Governor's Transportation Conference, Norfolk
 - November 7—SAWMPO Policy Board Meeting, 10:00 a.m. at the CSPDC Office
9. Adjournment

* Action Required

**Policy Board
Regular Meeting Minutes
October 10, 2018, 9:15 a.m.**

BRITE Transit
51 Ivy Ridge Lane, Fishersville, Virginia

Present (15):

Voting Members		Non-Voting Members		Others	
	City of Staunton		Va DRPT	✓	Josh Dunlap, VDOT
✓	James Harrington, Chairperson		Dan Sonenklar	✓	William Bushman, H&P
✓	Steve Rosenberg		Nick Britton (Alt)		Staff (CSPDC)
	Steve Owen (Alt)		VRT	✓	Bonnie Riedesel
	Augusta County	✓	Susan Newbrough	✓	Ann Cundy
✓	Wendell Coleman		Phil Thompson (Alt)	✓	Nancy Gourley
✓	Tim Fitzgerald		FHWA	✓	Kimberly Miller
	Pam Carter (Alt)		Mack Frost		
	City of Waynesboro		FTA		
✓	Bobby Henderson		Michele DeAngelis		
	Jim Shaw		Va DOA		
✓	Michael Hamp (Alt)		Rusty Harrington		
	VDOT		CTB		
	Randy Kiser		F. Dixon Whitworth		
✓	Adam Campbell (Alt)				
✓	Don Komara (Alt)				
	Terry Jackson (Alt)				

Call to Order

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 9:15 a.m. by Mr. James Harrington, Chairperson.

Public Comment

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

Approval of Minutes

Chairperson Harrington presented the minutes from the September 5, 2018, Policy Board meeting. Mr. Rosenberg stated that the motion to elect Mr. Coleman as Vice Chair needed revision to indicate that the election was for Mr. Coleman to serve as Vice Chair for the remaining term of office, expiring September 30, 2019.

Mr. Rosenberg moved, seconded by Mr. Hamp, to approve the minutes as amended. Motion carried unanimously (6-0).

FY 2018-2021 TIP Administrative Modification (BAF #18-8)

Chairperson Harrington presented the TIP Administrative Modification. Ms. Cundy stated that in the beginning of 2018, the SAWMPO discussed implementing MAP-21 performance-based planning requirements, and approved a letter indicating our concurrence with the State's targets for reducing crashes in the MPO. She stated that the next step is to ensure that the MPO's documents, the Long Range Transportation Plan (LRTP) and the Transportation Improvement Program (TIP) meet the new federal requirements. Language will be added to the LRTP when it is due to be updated; the TIP is being updated now. Ms. Cundy stated that VDOT has provided language for the Safety Performance measurement targets and DRPT provided language for the Transit Asset Management targets that apply to BRITE Transit. She stated that October 1 is the start of the new federal fiscal year; any MPO TIPs that aren't updated with the new Safety and Transit measures cannot be amended until updated.

Ms. Cundy stated that the SAWMPO did not have a TIP document other than the financial reports for highway and transit projects, so a document was created to record the administrative language needed; thus, this is an administrative modification with no change to the financials. She stated that the TAC reviewed the TIP administrative modification and recommends it for approval by the Board. The adoption date of the TIP remains April 5, 2017.

Mr. Fitzgerald moved, seconded by Mr. Hamp, to approve the FY 2018-2021 TIP Administrative Modification as presented. Motion carried unanimously (6-0).

Greenville Avenue VDOT STARS Study (BAF #18-9)

Chairperson Harrington presented the Greenville Avenue STARS Study. Ms. Cundy stated that VDOT has a program called STARS, Strategic, Targeted, Affordable Roadway Solutions. She stated that Stanton District staff noticed that the Greenville Avenue corridor had a high incidence of crashes compared to what it should have for the number of lanes and traffic volumes and made application to the STARS program to study solutions. She stated that VDOT secured support from the City of Stanton and Augusta County, and the Study has been selected, with up to \$200,000 in funding. VDOT will contract with Kimley-Horn to conduct the Study. Ms. Cundy stated that VDOT is asking the MPO for support and approval to contribute up to \$25,000 from the Contingency fund, if needed.



In response to a question, Ms. Cundy stated that the study is expected to be completed within a year of the start.

Mr. Hamp moved, seconded by Mr. Coleman, to approve the Greenville Avenue VDOT STARS Study and use of up to \$25,000 from Contingency Funds, if needed. Motion carried unanimously (7-0).

FY 2019 Unified Planning Work Program (UPWP) (Board Memo #18-14)

Chairperson Harrington presented the UPWP Update. Ms. Riedesel gave an update on the UPWP as of August 31, 2018. She stated that this is a statement of financial standing for the fiscal year which started on July 1st. Ms. Riedesel stated that \$26,000 has been spent so far, and there is approximately 92% funds remaining for this fiscal year. She asked if there were any questions; there were none.

Other Business

Annual Joint SAWMPO/CAMPO Meeting

Ms. Riedesel stated that this is the fourth year that the SAWMPO and the Charlottesville-Albemarle MPO have held a joint meeting to discuss regional projects. She stated that the Chair of the CAMPO, Ann Mallek, and Mr. Harrington will lead the meeting. Ms. Riedesel stated that she and Mr. Chip Boyles, her counterpart for the TJPDC will make remarks, then there will be three presentations. She stated that state and federal agencies will be given an opportunity to make remarks, and Ms. Gourley will provide an update on Transit. She stated that after lunch, a walking tour of the Waynesboro Greenway will be provided.

VDOT Fall Transportation Meeting

Ms. Riedesel stated that the Fall Transportation Meeting and Final I-81 Corridor Study Meeting will be held on October 17th. Mr. Komara stated that from 4-5pm will be the Fall Meeting, and then from 5-7 the I-81 final public meeting. He stated that the meeting will be held at Blue Ridge Community College, Plecker Workforce Center.

Transit

Ms. Gourley stated that the two new bus stops in Meyers Corner will be “live” next Monday. She stated that the developer was very good to work with.

Upcoming Meetings

Chairperson Harrington referred the group to the meeting schedule; the next TAC meeting is scheduled for October 17th, at 2:00 p.m., the next Policy Board meeting is scheduled for November 7th at 10:00 a.m. at the CSPDC.



Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Harrington adjourned the meeting at 9:33 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ann W. Cundy".

Ann W. Cundy
Transportation Program Manager



Policy Board Meeting Agenda November 7, 2018, 10:00 a.m.

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

1. Call to Order
2. Public Comment
3. Approval of Minutes of the October 10, 2018 Policy Board Meeting*
4. Consideration of the US 340 (Rosser Avenue) Small Area Study Final Report (BAF #18-10)*
5. Consideration of the US 250 (Richmond Road) Small Area Study and 250 Connector Transit Route Study (BAF #18-11)*
6. Resolution of Support for I-81 Corridor Improvement Plan Recommendations (BAF #18-12)*
7. Letter of Concurrence with Statewide Asset Condition and System Performance Targets (Board Memo #18-15)
8. FY 2019 UPWP Budget Update (Board Memo #18-16)
9. VDOT Pedestrian Safety Action Plan, Mr. Mark Cole, Assistant Division Administrator, Traffic Engineering Division, VDOT
10. Agency Updates
 - VDOT
 - DRPT
 - BRITE Transit
11. Other Business
12. Upcoming Meetings
 - November 21 –SAWMPO TAC Meeting, CANCELLED
 - December 5, 2018 SAWMPO Policy Board Meeting, 2:00 PM, CSPDC Offices
13. Adjournment



* Action Required

Policy Board Regular Meeting Minutes November 7, 2018, 10:00 a.m.

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton Virginia

Present (13):

Voting Members		Non-Voting Members		Others	
	City of Staunton		VA DRPT	✓	Mark Cole, VDOT
✓	James Harrington, Chairperson	✓	Dan Sonenklar		Staff (CSPDC)
✓	Steve Rosenberg		VRT		Bonnie Riedesel
	Steve Owen (Alt)	✓	Susan Newbrough	✓	Ann Cundy
	Augusta County		Phil Thompson (Alt)	✓	Nancy Gourley
✓	Wendell Coleman		FHWA	✓	Kimberly Miller
✓	Tim Fitzgerald		Mack Frost		
	Pam Carter (Alt)		FTA		
	City of Waynesboro		Michele DeAngelis		
	Bobby Henderson		VA DOA		
	Jim Shaw		Rusty Harrington		
✓	Michael Hamp (Alt)		CTB		
	VDOT		F. Dixon Whitworth		
	Randy Kiser				
✓	Adam Campbell (Alt)				
✓	Don Komara (Alt)				
	Terry Jackson (Alt)				

Call to Order

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:05 a.m. by Mr. James Harrington, Chairperson.

Public Comment

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

Approval of Minutes

Chairperson Harrington presented the minutes from the October 10, 2018 Policy Board meeting.

Mr. Coleman moved, seconded by Mr. Rosenberg, to approve the minutes as presented. Motion carried unanimously (6-0).

Consideration of the US 340 (Rosser Avenue) Small Area Study Final Report (BAF #18-10)

Chairperson Harrington presented the Small Area Study Final Report. Ms. Cundy stated that in September 2018, Mr. Kyle Williams from Kimley-Horn was here to present the draft recommendations from the US 340 Small Area Study. She stated that the final report is being presented to the Board to accept and conclude the study process. Ms. Cundy stated that MPO staff is working with the City and VDOT staff to develop a plan for long-term coordination of the signals along the corridor that will be presented to Waynesboro City Council for their consideration.

Mr. Hamp moved, seconded by Mr. Fitzgerald, to accept the US 340 (Rosser Avenue) Small Area Study Final Report. Motion carried unanimously (6-0).

Consideration of the US 250 (Richmond Road) Small Area Study and 250 Connector Transit Route Study (BAF #18-11)

Chairperson Harrington presented the US 250 Small Area Study and Transit Connector Route Study. Ms. Cundy stated that the next Small Area Study is the US 250 (Richmond Road) corridor study in Staunton for which a scope of work has been completed. She stated that in conjunction with this Study the same consultant will also study the BRITE Transit 250 Connector Route, which will realize some efficiencies. Ms. Cundy stated that in 2009, a study of the Richmond Road corridor was completed by Renaissance Planning Group who developed recommendations based on projected increase in traffic volumes that has not materialized. She stated that the FY19 Small Area Study will revisit and reevaluate the corridor from Frontier Drive to the I-81 north and south bound ramps where the majority of new commercial and some residential development is taking place. Ms. Cundy stated that the Study will also evaluate crashes and safety improvements at the Frontier Drive/Richmond Road intersection which has a high safety improvement rating, as well as multi-modal connectivity throughout the Study area, particularly focusing on connections between Staunton Crossing and Frontier Center.

Ms. Gourley stated that the 250 Connector Route Study is a recommendation from the Transit Development Plan that was completed in 2015. She stated that the 250 Connector route connects Waynesboro, Staunton, and many important stops in between. Ms. Gourley stated that the route currently takes one hour each direction and can easily get off-schedule. She stated that the Route Study will examine development in the corridor, and how best to serve the corridor.

Ms. Cundy stated that Kimley Horn will kick off the two studies by the end of November and conclude in approximately August of 2019.

Ms. Cundy asked the Board to endorse the Small Area Study and Transit Route Study in order to move them forward.

Mr. Coleman moved, seconded by Mr. Hamp, to endorse the US 250 (Rosser Avenue) Small Area Study and BRITE Transit Route 250 Connector Study. Motion carried unanimously (6-0).

Resolution of Support for I-81 Corridor Improvement Plan Recommendations (BAF #18-12)

Chairperson Harrington presented a Resolution of Support for the I-81 Corridor Improvement Plan Recommendations. Ms. Cundy stated that the Roanoke Valley Regional Commission and its TPO passed a similar I-81 Corridor Improvement Plan Resolution of Support. Staff would like the Board to consider the Resolution which would be sent to State elected officials to show that they have the support of their local and regional governments in approving the Plan's recommendations. Mr. Campbell recommended striking the word "regionally" from the Resolution so that it does not appear the MPO is recommending a specific funding mechanism. He stated that the initial investment may differ from the total cost; we want to make it clear that \$2 billion is an initial estimate. Ms. Cundy stated she would make those changes.

Discussion ensued regarding whether the MPO should approve the Resolution prior to taking it to the Board of Supervisors and the two City Councils; all agreed that this action was not necessary.

Mr. Coleman moved, seconded by Mr. Hamp, to endorse the Resolution of Support for the I-81 Corridor Improvement Study, as amended. Motion carried unanimously (6-0).

Letter of Concurrence with Statewide Asset Condition and System Performance Targets (BAF #18-15)

Chairperson Harrington presented the Letter of Concurrence. Ms. Cundy stated that last year the Board concurred with the Statewide Safety performance targets and that the next set of performance measures that are ready for consideration are Asset Condition (Pavement and Bridges) and System Performance (travel time reliability measure for both passenger vehicles and trucks). She stated that peer MPOs around the state are planning to concur with the State's recommendation; staff recommends the SAWMPO take the same action due to not having the resources or access to data to establish targets. She stated that the MPO will not be penalized in any way for not meeting the State's targets.

Ms. Cundy showed a map of the national highway system indicating the portions within the SAWMPO region where travel time reliability and asset condition are measured. She stated that the metrics will be adjusted as needed by VDOT.

FY 2019 Unified Planning Work Program (UPWP) (Board Memo #18-16)

Chairperson Harrington presented the UPWP Update. Ms. Cundy gave an update on the FY 2019 UPWP as of September 30, 2018. Ms. Cundy stated that most of the Local Assistance expenditures were spent in preparing SMART SCALE applications in the first quarter.

Presentation: VDOT Pedestrian Safety Action Plan – Mr. Mark Cole, Assistant Division Administrator, Traffic Engineering Division, VDOT

Chairperson Harrington presented the VDOT Pedestrian Safety Action Plan. Ms. Cundy introduced Mr. Mark Cole, VDOT's Assistant Division Administrator for Traffic Engineering. Ms. Cundy stated that she attended a workshop in Salem where Mr. Cole presented on the Statewide Pedestrian Safety Action Plan. Mr. Cole stated that part of his job is to help VDOT spend their limited resources to improve pedestrian safety. He stated that over the past several years, over 1 in 4 roadway deaths are pedestrians, motorcyclists, or bicyclists. Mr. Cole stated that VDOT is trying to understand these deaths and has reviewed crash data, street data and every fatal pedestrian crash for the past 5 years. He stated that the goal is to reduce crashes through roadway design, safety improvements, behavior change and traffic enforcement. Mr. Cole stated that the data indicated that 95% of pedestrian deaths occur when people attempt to cross the road, 86% of fatal pedestrian crashes and 3 out of 4 injury crashes occurred where there are no marked crosswalks. He stated that countermeasures are recommended by the type of crashes that occurred. Mr. Cole stated that VDOT created a report that includes a library with pictures and a description of each crash site and recommendations as to which tools could be implemented and how effective each is expected to be for the types of crash sites. He stated that a major focus will be on pedestrian crossing and countermeasures such as pavement markings, signage and refuge islands. Mr. Cole stated that localities are encouraged to review their crash data (on the map) and review projects planned in that area and see if pedestrian safety issues are or can be addressed in those projects. He stated that Phase 1 is focused on low-cost improvements/countermeasures and that \$8 Million in HSIP funding is available for Phase 1 projects. Mr. Cole stated that project applications are due November 1, 2018 for a summer 2019 construction schedule. Presentation attached to file minutes.

Agency Updates

Virginia Department of Transportation (VDOT)

Mr. Campbell gave the following update:

- The State of Good Repair, Local Bridge and Pavement application window just opened; the deadline is January 7th.
- The Greenville Avenue STARS study that was approved last month by the Board has begun and the scope is being finalized now.
- A citizen information meeting will be held tomorrow evening from 4-6pm at the Augusta County Government Center (South Board Room) to discuss the intersection improvement at Rt. 262/Rt. 213; VDOT has proposed an innovative intersection design called "R-Cut" (Restricted Crossing U-Turn) that fits within the existing budget.

Mr. Komara stated that ramp extension projects are moving along very well and should be finished this season; the Rt. 610 project will be a nice project when completed; rumble strips have been added to the center and/or sides of various roads, unfortunately houses close to the roads hear them and some homeowners have complained about the noise.

Department of Rail and Public Transportation (DRPT)

Mr. Sonenklar gave the following update:

- DRPT is holding workshops for the statewide integrated mobility plan that is underway that looks at technology and how to incorporate technology into mobility plans.



-
- Last week, the CTB officially adopted the policy guidance on the transit prioritization process and the strategic plan guidance. Grantee workshops will be held starting this week. The application for capital assistance opens on December 1st and closes February 1st.
 - Governor Northam announced last week that the state received an award of \$14 million from the Volkswagen settlement from the emissions lawsuit. The state plans to use that money to change over buses to become either hybrid or electric; no details are available yet as to the application process.

Transit

Ms. Gourley gave the following update:

- Staff attended the Integrated Mobility Plan meeting and will participate next week in the Grantee workshop.
- Yesterday, BRITE offered free rides for election day. Ridership numbers will be shared when they are available.

Other Business

Ms. Cundy stated that the new Bike the Valley website is now live and incorporates the new brand and logo. She stated that the site is mobile-responsive and includes new features such as bike-friendly lodging, guides and tours, bike shops, a Plan Your Trip page and Ride with GPS routes information embedded in each route description. The website can be accessed at www.bikethevalley.org.

Upcoming Meetings

Chairperson Harrington stated that there is no November TAC meeting due to the Thanksgiving holiday, and the next Policy Board meeting is scheduled for December 5th at 10:00 a.m. at the CSPDC.

Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Harrington adjourned the meeting at 11:19 a.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ann W. Cundy".

Ann W. Cundy
Transportation Program Manager



**Stanton Augusta
Waynesboro**
Metropolitan Planning
Organization

112 MacTanly Place
Stanton, VA 24401

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Policy Board Meeting Agenda December 5, 2018, 10:00 a.m.

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

1. Call to Order
2. Public Comment
3. Approval of Minutes of the November 7, 2018 Policy Board Meeting*
4. Consideration of the SAWMPO 2019 Meeting Calendar (BAF #18-13)*
5. FY 2019 UPWP Budget Update (Board Memo #18-17)
6. VTrans 2045 Statewide Transportation Plan Update - Katie Schwing, Virginia Office of Intermodal Planning and Investment
7. Agency Updates
 - VDOT
 - DRPT
 - BRITE Transit
8. Other Business
9. Upcoming Meetings
 - December 19, 2018 SAWMPO TAC Meeting, 2:00 p.m., CSPDC Office
 - January 2, 2019 SAWMPO Policy Board Meeting—CANCELLED
10. Adjournment



* Action Required



**Policy Board
Regular Meeting Minutes
December 5, 2018, 10:00 a.m.**

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton Virginia

Present (14):

Voting Members		Non-Voting Members		Others	
	City of Staunton		VA DRPT	✓	Josh Dunlap, VDOT
✓	James Harrington, Chairperson	✓	Dan Sonenklar	✓	Katie Schwing, OIPI
✓	Steve Rosenberg		VRT		Staff (CSPDC)
	Steve Owen (Alt)		Susan Newbrough		Bonnie Riedesel
	Augusta County		Phil Thompson (Alt)	✓	Ann Cundy
✓	Wendell Coleman		FHWA	✓	Nancy Gourley
✓	Tim Fitzgerald		Mack Frost	✓	Kimberly Miller
	Pam Carter (Alt)		FTA		
	City of Waynesboro		Michele DeAngelis		
✓	Bobby Henderson		VA DOA		
	Jim Shaw		Rusty Harrington		
✓	Michael Hamp (Alt)		CTB		
	VDOT		F. Dixon Whitworth		
	Randy Kiser				
✓	Adam Campbell (Alt)				
✓	Don Komara (Alt)				
	Terry Jackson (Alt)				

Call to Order

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:00 a.m. by Mr. James Harrington, Chairperson.

Public Comment

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



Approval of Minutes

Chairperson Harrington presented the minutes from the November 7, 2018 Policy Board meeting.

Mr. Rosenberg moved, seconded by Mr. Fitzgerald, to approve the minutes as presented. Motion carried unanimously (7-0).

Consideration of the SAWMPO 2019 Meeting Calendar (BAF #18-13)

Chairperson Harrington presented the 2019 Meeting Schedule. Ms. Cundy stated that the calendar needs to be approved annually and distributed on the SAWMPO website and advertised in local newspapers, as required by the Public Participation Plan (PPP). She stated that no meeting is scheduled for the Policy Board in the months of January and July due to holidays. Ms. Cundy stated that the TAC is scheduled to meet every month during 2019.

Mr. Coleman moved, seconded by Mr. Henderson, to approve the 2019 Meeting Calendar as presented. Motion carried unanimously (7-0).

FY 2019 Unified Planning Work Program (UPWP) Update (Board Memo #18-17)

Chairperson Harrington presented the UPWP Update. Ms. Cundy gave an update on the FY 2019 UPWP as of October 31, 2018. Ms. Cundy stated that spending is on-target, and that Long-Range Planning will be drawn upon more consistently in the 2nd half of the fiscal year due to work on the 2045 LRTP update.

Presentation: VTrans 2045 Statewide Transportation Plan Update – Ms. Katie Schwing, Senior Transportation Planner, Office of Intermodal Planning and Investment (OIPI)

Chairperson Harrington presented the VTrans 2045 Statewide Transportation Plan Update. Ms. Cundy introduced Ms. Katie Schwing. She stated that Ms. Schwing had been a DRPT representative to the SAWMPO but is now working at OIPI and is here to talk about the 2045 Statewide Transportation Plan update.

Ms. Schwing gave an overview of Virginia's Multimodal Transportation Plan (VTrans) and the Office of Intermodal Planning and Investment's role in development of the plan. She reviewed the VTrans 2040 plan specific to the SAWMPO region. Ms. Schwing stated that VTrans is a reference for transportation planning at the state, regional and local levels and is used in the SMART SCALE process to screen and score projects. She stated that as part of the 2045 update, the CTB will review and reaffirm their overall direction for transportation planning and policy, being informed by public survey, vulnerability assessment, and demographic, land use, technology and financial trends. Ms. Schwing stated that the CTB plans to adopt the mid-term needs by December of 2019 and will inform SMART SCALE Round 4 decision-making. She stated that a statewide survey will be implemented in the Spring of 2019, public meetings will be held in all nine CTB districts, there will be involvement through the Spring and Fall Transportation Meetings, and there will be active online and social media presence. Presentation attached to file minutes.



Agency Updates

Virginia Department of Transportation (VDOT)

Mr. Campbell gave the following update:

- The State of Good Repair/Local Paving/Bridge application window is currently open through January 7th.
- Since last meeting, the Route 11 (Greenville Avenue) STARS study kick-off meeting was held, the project scope finalized, data collection is complete, and analysis will be completed in January.

Mr. Komara gave the following update:

- Rt. 610 project is behind schedule due to the weather, but work done to date is excellent.
- The ramp extension projects are moving along with three completed and three in progress and are expected to be finished in the Spring.
- Rt. 616/Dam Town Road is in the process of being scheduled.
- With today's snow, Interstates are clear; primary and secondary roads have some snow, and most of the snow is melting upon impact.
- The office in Verona (former residency office) is being reopened and at the same site a salt dome will be built.

Department of Rail and Public Transportation (DRPT)

Mr. Sonenklar gave the following update:

- DRPT FY2020 grant application period opens this week through February 1st; the largest changes are to the Capital Assistance application. A new process has been implemented. To assist applicants a quick guide is available online and a webinar will be held on December 19th to go over the full application process.
- Virginia Breeze ridership continues to rise, with October being the highest month yet with over 2000 rides. This increase was not attributed to the college student schedule since school was in session at that time.

Transit

Ms. Gourley gave the following update:

- The Virginia Breeze added an extra northbound bus on Friday afternoons and an additional southbound bus on Sunday evenings to accommodate weekend travel.
- The Rt. 250 Connector Study was kicked off last week with stakeholders from the three jurisdictions, members of the Transit Advisory Committee and the consultant.
- The BRITE buses and trolley participated in various area holiday parades, Staunton, Waynesboro and Bridgewater, and will participate in Stuarts Draft this coming weekend.
- BRITE Transit participated in the Staunton University (Staunton's new Citizens' University) last week.
- Staff is following the DRPT performance-based funding changes and assessing the impact on the BRITE service.
- FTA sent the Triennial Review package for the calendar year 2019 review.



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- Preparation of the BRITE budget for FY2020 is underway and is required for state grant applications.

Other Business

Ms. Cundy stated that the calendar year 2019 will be a busy year for the SAWMPO. She stated that the Long-Range Transportation Plan will need to be updated in 2020 (a 5-year cycle); this will be done in-house so staff will get started early. The Rt. 250 Study and Richmond Road corridor studies are underway and will run through the Spring. Also, the UPWP is updated annually and revisions will be forthcoming for FY2020. The PPP and Title VI plan will be reviewed by staff to ensure they are up-to-date.

Chairperson Harrington stated that he asked Ms. Cundy to compile a list of projects that the SAWMPO has collaborated on, received approval and funding for and completed for the region. He listed several multi-modal projects and investments made just in the past few years. Over \$50 million in projects have been leveraged through the MPO. Mr. Coleman added the Claudius Crozet Blue Ridge Tunnel improvements that were funded and the support of the MPO in that project.

Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Harrington adjourned the meeting at 10:55 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ann W. Cundy".

Ann W. Cundy
Transportation Program Manager