



Policy Board Meeting Agenda February 6, 2019, 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 December 5, 2018 Policy Board Meeting*
4. FY 2020 FTA 5310 Application Request (BAF #19-01)*
5. Public Participation Plan (PPP) and Title VI Plan Review and Update (Board Memo #19-01)
6. Map-21 Annual Letter for Safety Performance Measure Targets (Board Memo #19-02)
7. MPO-Area Corridor and Route Studies Update (Board Memo #19-03)
8. 2045 Long Range Transportation Plan (LRT) Timeline and Roadmap (Board Memo #19-04)
9. FY 2019 Unified Planning Work Program (UPWP) Budget Update (Board Memo #19-05)
10. Agency Updates
 - VDOT
 - DRPT
 - BRITE Transit
11. Other Business
 - I-81 Legislation
 - SMART SCALE
12. Upcoming Meetings
 - February 20, 2019 SAWMPO TAC Meeting, 2:00 p.m., CSPDC Office
 - March 6, 2019 SAWMPO Policy Board Meeting, 10 a.m., CSPDC Office
13. Adjournment



* Action Required



**Policy Board
Regular Meeting Minutes
February 6, 2019, 10:00 a.m.**

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton Virginia

Present (16):

Voting Members		Non-Voting Members		Others	
	City of Staunton		VA DRPT	✓	Josh Dunlap, VDOT
✓	James Harrington, Chairperson		Dan Sonenklar	✓	William Bushman, H&P
✓	Steve Rosenberg		VRT		Staff (CSPDC)
	Steve Owen (Alt)	✓	Susan Newbrough	✓	Bonnie Riedesel
	Augusta County		Phil Thompson (Alt)	✓	Ann Cundy
✓	Wendell Coleman		FHWA	✓	Zach Beard
✓	Tim Fitzgerald		Mack Frost	✓	Nancy Gourley
	Pam Carter (Alt)		FTA	✓	Kimberly Miller
	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. Ms. Cundy introduced the CSPDC's new Transportation Planner, Mr. Zach Beard, who will be working primarily with the SAWMPO. Mr. Beard stated that he is originally from Broadway and graduated from University of Virginia in 2016 with a graduate planning degree. He stated that he previously worked for the Highland Center in Monterey and the West Virginia University College of Law in a pro-bono land-use consultation clinic.

Approval of Minutes

Chairperson Harrington presented the minutes from the December 5, 2018 Policy Board meeting.

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

Consideration of the FY2020 FTA 5310 Application Request (BAF #19-01)

Chairperson Harrington presented the FTA 5310 Application Request. Ms. Riedesel stated that FTA 5310 funds come through the state and that human services organizations can apply for these funds to make capital purchases, such as handicap-accessible vans and buses. She stated that each year, when applications are submitted, the applicant is required to submit the applications for inter-governmental review, in this case the MPO is included in that review. Ms. Riedesel stated that the MPO is asked to endorse the application (not approve). She stated that if the application is approved, we will update our TIP to reflect the approved expenditures. Ms. Riedesel stated that the applicant, Valley Program for Aging Services (VPAS), has requested a 14-passenger bus with wheelchair lift, a 15-passenger van with ramp, and operating funds for their Senior Program.

Mr. Coleman moved, seconded by Mr. Hamp, to endorse the VPAS Application for FTA 5310 funds as presented. Motion carried unanimously (7-0).

Discussion of the Public Participation Plan (PPP) Review and Update (Board Memo #19-01)

Chairperson Harrington presented the Public Participation Plan Update. Ms. Cundy stated that the SAWMPO Public Participation Plan (PPP) is one of the core policy documents of the MPO, is a federal requirement, and is to be reviewed every two years and updated as needed. She stated that the Title VI Plan is more recent document, and that the PPP needs to be brought into alignment with the newer plan.

Mr. Beard stated that as part of the preliminary staff review of the two documents, the following four key components were identified that need to be updated:

- 1) Make sure that the PPP and the Title VI plan are aligned together to address federally required non-discrimination acts such as Title VI, Environmental Justice, Limited English Proficiency populations, to make sure that these are addressed in the PPP.
- 2) Ensure that the PPP is aligned with current DOT regulations that regulate MPOs and their public participation and notice processes.



- 3) Review PPPs from other MPOs around the state and look for ideas that can be incorporated,
- 4) Ensure readability, streamline the layout and make it easier to find information.

He stated that the PPP requires a public review and comment period of 45-days, rather than the 21-day period for other documents. Mr. Beard stated that the next steps include presenting a draft document to the TAC and then to the Board to release for public review and comment, after which it will be presented to the Board for final consideration.

Ms. Cundy stated that staff will provide a red-lined and non-marked version for their review and approval to be released for public comment and final approval at the May meeting. She stated that input or suggestions from the localities is welcome.

Chairperson Harrington asked if there were any questions or comments; there were none.

Discussion of the Annual Letter for MAP-21 Safety Performance Measure Targets (Board Memo #19-02)

Chairperson Harrington presented the Safety Performance Target Letter. Ms. Cundy stated that MAP-21 requires the MPO to update the Safety Performance Targets each year. She stated that last year, the MPO concurred with the Statewide Safety performance targets. Ms. Cundy stated that the methodology for establishing the targets has changed this year; VDOT is using a straight five-year trend line. She stated that Chairperson Harrington will sign the letter to be sent to VDOT on behalf of the MPO, and that this is an administrative item for the information of the Board.

Ms. Cundy stated that in 2017 and 2018, the number of fatalities increased, while reduction in the number of serious injuries has leveled off. Discussion ensued about possible causes and some interventions VDOT is implementing to reduce fatal and serious injury crashes.

Discussion of the MPO-Area Corridor and Route Studies (Board Memo #19-03)

Chairperson Harrington presented MPO-Area Studies Update. Ms. Cundy stated that there are currently three transportation studies in progress.

Greenville Avenue STARS

Mr. Campbell stated that for the STARS project (Greenville Avenue) the framework document has been completed and signed by all appropriate parties, which begins the nine-month study timeline. He stated that traffic count data has been gathered; he showed and explained the data. Mr. Campbell stated that the data indicated that the PM peak-hours' time is what needs to be the focus of the study. He stated that another stakeholder meeting will be held in the coming weeks to discuss the existing conditions analysis and future no-build analysis.

Richmond Road Corridor

Ms. Cundy stated that the Richmond Road corridor study is underway, that the consultant has finalized the methodology for projecting traffic volumes to 2030, and they have submitted a technical memo that describes



existing conditions in the corridor and what the 2030 no-build scenario looks like. She stated that they put together traffic models and have developed alternatives to address the projected traffic issues.

Ms. Cundy stated that they are planning a public meeting in April, and will coordinate it with the 250 Connector Route public meeting.

250 Connector Route

Ms. Gourley stated that the 250 Connector is the route that connects Staunton and Waynesboro. She stated that the route takes one hour to travel and serves key areas such as Augusta Health and Myers Corner. Ms. Gourley stated that the distance affects reliability and the route is currently at its maximum capacity. She stated that the project purpose is to review the route and see if there is a better way to cover the route and improve reliability. Ms. Gourley stated that a stakeholder meeting was held with jurisdictions and that a rider survey was conducted (hard copies on the buses and electronic) to which response was good. She stated that the data is being analyzed by the consultant. Ms. Gourley stated that alternatives will be developed for the study team to review in February.

Ms. Riedesel stated that these three projects and the coordination of them is a good example of utilizing resources simultaneously to achieve efficiency and with a good end result. She thanked VDOT and MPO staff for their efforts on these studies.

Discussion of the 2045 LRTP Process Timeline and Roadmap (Board Memo #19-04)

Chairperson Harrington presented the SAWMPO LRTP Update. Ms. Cundy stated that the SAWMPO adopted its first LRTP in December 2015, with a horizon year of 2040, and that this Plan update will extend that horizon to 2045. She stated that the LRTP Update will begin this year and must be done by December of 2020. Ms. Cundy stated that the LRTP is the core planning document for an MPO and requires a public outreach process to ensure understanding the transportation needs and vision of the region and to come up with a list of projects that could reasonably be funded with available revenues.

Ms. Cundy summarized the LRTP planning process, how the Preferred Scenario was developed and explained the Preferred Scenario. She stated that the LRTP Preferred Scenario should match the individual localities' Comprehensive Plans. Ms. Cundy asked the Board how significant of a role Scenario Planning should play in this 2045 update of the LRTP. She stated that the TAC felt that this Preferred Scenario still works well and should be updated rather than be completely redone. She stated that there are some changes in projections (i.e. population, employment) to account for, but the changes are fairly minor, and the Preferred Scenario can be updated where these changes are needed.

Ms. Cundy stated that staff initially anticipated this update process will be a largely staff- rather than consultant-led process, but upon considering that 2020 is a SMART SCALE application year, it is likely that some items are best outsourced to a consultant. She stated that staff recommends using FY2020 Small Area Study funds to complete one to two discreet tasks on the LRTP.



Mr. Campbell stated that this process will be done in parallel with the VTRANS update and ensure that the needs are aligned between the two plans.

Ms. Cundy stated that a detailed scope of work and timeline will be brought to the Board at a future meeting for consideration.

FY 2019 Unified Planning Work Program (UPWP) Budget Update (Board Memo #19-05)

Chairperson Harrington presented the UPWP Update. Ms. Riedesel gave an update on the FY 2019 UPWP as of the end of December 2018, which is halfway through the fiscal year. She stated that 73% of the funds are still available, but there are expenses in the coming months that will utilize those funds bringing spending in line with where the MPO is in the fiscal year timeline.

Agency Updates

Virginia Department of Transportation (VDOT)

Mr. Campbell gave the following update:

- At the January CTB meeting the final SMART SCALE scoring and staff-recommended funding scenario was presented to the CTB for their consideration. Out of the 430 applications submitted statewide 98 were recommended for funding. There were \$390 million of funding in each the district grant and statewide high priority categories. Out of 70 applications in the Staunton District submitted for scoring 16 were funded. Staunton District total funding recommended was \$28.5 million; \$25.3 from district grant program and \$3.2 from high priority; not as successful in high priority as they had hoped, but there were several districts that received zero in high priority.
- With this recommended funding scenario, the Staunton District has \$765,000 in unallocated district grant and statewide has \$27.5 million. Within MPO area, Waynesboro E. Main Street, 13th/Rosser Roundabout, and Staunton Sidewalk projects were funded. Unfortunately, the County was not as competitive with projects inside the MPO boundaries but the safety project at Rt 254 and 640 just outside the MPO is in the recommended funding scenario.
- If anyone would like to discuss the scoring process or results, please contact VDOT for feedback.
- We need to start talking about applications for the next round of SMART SCALE.
- Keep being advocates for your projects; Mr. Whitworth wants to hear from localities know if you have concerns. Spring meetings will be scheduled in April.

Mr. Komara gave the following update:

- 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 has begun.
- A sinkhole appeared yesterday on the right shoulder of I-81 just south of the Greenville exit; once they began excavating, it got larger and it became necessary to close one of the lanes; they found the throat, filled it and are paving it later this morning; the lane and shoulder should be reopened this afternoon.
- Rt 608 project; A&J was low bidder on that project for a right turn lane onto Rt 250 which will alleviate the back up at the intersection.



Department of Rail and Public Transportation (DRPT)

Mr. Sonenklar was not in attendance to provide an update. Ms. Riedesel stated that last week at the Virginia Association of PDC Directors meeting, Jen DeBruhl, Chief of Transit of DRPT, spoke to the group about two initiatives that DRPT is taking:

- Virginia Breeze which has been so successful and exceeded their expectations. The state is looking at another corridor to implement another Virginia Breeze route which will be required to include a rural area in its service. A survey will be sent in March to the transit organizations for their input on where a good place would be.
- DRPT is updating their Human Service Plan which must be updated every 5-6 years; the plan outlines services to people with disabilities and the elderly. Another demographic that is being considered is veterans, many of whom live in rural areas, and have disabilities and difficulty getting to veterans' health care providers. The initiative is called "GI Go." A draft of the plan will be provided to the MPO when it becomes available.

Transit

Ms. Gourley gave the following update:

- The Transit budget was been finalized in January for FY20 in the amount of \$2.2 million. Significant improvements included in the budget are expanded Saturday service on Waynesboro circulator and North and West loops starting in January 2020, and two bus shelters for the Town of Bridgewater (they are served by the Blue Ridge bus and have agreed to pay the local match and for the installation).
- Due to the federal government shutdown, the triennial review by FTA may be delayed; the review has not yet been scheduled.
- Fare cards will be introduced later this month where people can purchase a card worth multiple rides that will save riders from having to present exact change for the bus each time.
- The BRITE Transit Advisory Committee (BTAC) is adding a second rider representative on the Transit Advisory Committee; the position was advertised, and several expressions of interest have been received. Expressions of interest will be reviewed by a sub-committee of the BTAC and may include interviews. The goal is to have more rider input on the BTAC.
- Mobility Management program developed a resource guide of all the Human Services organizations in this area, contact information for each, what populations they serve and what services they provide, to be a repository for this information.

Other Business

I-81 Legislation

Ms. Cundy stated bills regarding I-81 improvements were introduced in both houses of the General Assembly and have made it to the cross-over; the legislation that passed removed language about tolling; both bills create an I-81 Improvement Fund and Committee to advise the CTB on the implementation and construction of the plan. The committee will include the board chairs of the five PDC's along the corridor; the MPO will be kept involved and informed. A financing solution is required from the Committee by December 2019 and will be reporting back to the Governor and General Assembly.



Discussion ensued regarding possible funding sources.

Mr. Henderson thanked Ms. Cundy and Grant Sanders for presenting to the Waynesboro City Council and doing a great job.

Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Harrington adjourned the meeting at 11:02 a.m.

Respectfully submitted,

A handwritten signature in black ink 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 March 6, 2019, 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 February 6, 2019 Policy Board Meeting*
4. Public Participation Plan (PPP) and Title VI Plan Amendments (BAF #19-02)*
5. 2045 Long Range Transportation Plan (LRTP) Draft Scope of Work (BAF #19-03)*
6. Draft FY 2020 Unified Planning Work Program (UPWP) (Board Memo #19-06)
7. FY 2019 UPWP Budget Update (Board Memo #19-07)
8. Agency Updates
 - VDOT
 - DRPT
 - BRITE Transit
9. Other Business
 - I-81 Legislation
 - SAW Walk-Bike Summit
 - Crozet Blue Ridge Tunnel
10. Upcoming Meetings
 - March 20, 2019 SAWMPO TAC Meeting, 2:00 p.m., CSPDC Office
 - April 3, 2019 SAWMPO Policy Board Meeting, 10 a.m., CSPDC Office
11. Adjournment

* Action Required





**Policy Board
Regular Meeting Minutes
March 6, 2019, 10:00 a.m.**

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton Virginia

Present (16):

Voting Members		Non-Voting Members		Others	
	City of Staunton		VA DRPT	✓	Terry Short, VDOT
✓	James Harrington, Chairperson		Dan Sonenklar	✓	Josh Dunlap, VDOT
	Steve Rosenberg		VRT	✓	William Bushman, H&P
✓	Steve Owen (Alt)	✓	Susan Newbrough		Staff (CSPDC)
	Augusta County		Phil Thompson (Alt)	✓	Bonnie Riedesel
	Wendell Coleman		FHWA	✓	Ann Cundy
✓	Tim Fitzgerald		Mack Frost	✓	Zach Beard
	Pam Carter (Alt)		FTA	✓	Nancy Gourley
	City of Waynesboro		Michele DeAngelis	✓	Kimberly Miller
✓	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 10:03 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 February 6, 2019 Policy Board meeting.

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

Consideration of the Draft Public Participation Plan (PPP) and Title VI Plan Amendments Release to Public Comment (BAF #19-02)

Chairperson Harrington presented the PPP and Title VI Amendments. Mr. Beard stated that the PPP is a federally-required document that outlines our public engagement procedures. He stated that the SAWMPO's PPP was adopted in 2012 and is required to be updated every two years. Mr. Beard stated that the Title VI plan was adopted in 2015 and informs many of the components of the PPP. He stated that staff reviewed the two documents to ensure they are aligned to improve readability and formatting, and to address federally required non-discrimination acts such as Title VI, Environmental Justice, Limited English Proficiency (LEP) populations. Mr. Beard stated that the PPP requires a public review and comment period of 45-days, rather than the 21-day period for other documents.

Mr. Beard stated that staff requests the Board approve the release of both documents to the 45-day public comment period. He stated that public comments/feedback will be reviewed, and the final document brought for approval in May. Mr. Short stated that VDOT has provided comment regarding LEP language that should be included and modifying the language around persons with disabilities. Mr. Beard stated that Mr. Campbell also provided a comment on language related to direct mailings of public meetings to landowners who would be directly affected by future MPO studies.

Mr. Hamp moved, seconded by Mr. Owen, to release the Amended PPP and Title VI Plans for the public review and comment period. Motion carried unanimously (7-0).

Discussion of the 2045 Long Range Transportation Plan (LRTP) Draft Scope of Work & Timeline (Board Memo #19-03)

Chairperson Harrington presented the LRTP Update. Ms. Cundy stated that the SAWMPO is beginning its review of the LRTP to extend the horizon to 2045. She stated that the LRTP Update will begin this year and must be done by December of 2020. Ms. Cundy stated that the TAC recommended not engaging in an overhaul of the Scenario Planning Process, but update the Preferred Growth Scenario for the MPO. She stated that a detailed Scope of Work is presented to the Board for consideration.

Ms. Cundy stated that all the MAP-21 Performance-Based metrics will be incorporated into the LRTP. She stated that they will also align the LRTP with the Statewide Long-Range Plan (VTRANS 2045) which is undergoing an update concurrently with the SAWMPO's.

Ms. Cundy stated that there will be a working group, which will be the TAC; meetings will be in addition to their regularly-scheduled and publicly noticed TAC meetings. She stated that the working group will review



the data and determine methodology for updating the Preferred Growth Scenario and developing the list of projects and scoring them. Ms. Cundy stated that regular updates will be provided to the Board and there are periodic decision points along the timeline. She stated that working group meetings will begin this spring, leading up to a public meeting at the end of the summer. (Timeline provided as handout at meeting attached to file minutes.)

Ms. Cundy stated that VDOT will be transitioning the statewide travel demand model from one platform to another and in so doing, one of their sub-tasks will be to develop a travel demand model for the SAWMPO, which is a useful tool in evaluating current improvements and evaluating a set of projects for the LRTP.

Ms. Cundy requested endorsement of the Scope of Work and Timeline so the working group can begin moving the project forward.

Mr. Owen moved, seconded by Mr. Kiser, to endorse the SAWMPO LRTP Scope of Work and Timeline as presented. Motion carried unanimously (7-0).

Discussion of the Draft FY 2020 Unified Planning Work Program (UPWP) (Board Memo #19-06)

Chairperson Harrington presented the Draft FY2020 UPWP. Ms. Riedesel stated that the UPWP is the annual work program and budget for the MPO. She stated that each year the MPO receives an allocation from FHWA/VDOT and FTA/DRPT. Ms. Riedesel stated that those allocations have been received and are outlined in the memo. She stated that the MPO will receive slightly more money from FHWA/VDOT and slightly less from FTA/DRPT and that the carryover into FY2020 will be less than the prior year. Ms. Riedesel stated that the total budget will be about \$4,000 less than the previous year. She stated that next month the detailed work program will be brought to the Board for release to public comment and then brought to the Board for approval in May. Ms. Riedesel stated that the budget will look very similar to this year with the exception that small area study funds will be earmarked for the LRTP update.

FY 2019 Unified Planning Work Program (UPWP) Budget Update (Board Memo #19-07)

Chairperson Harrington presented UPWP Budget Update. Ms. Riedesel stated that the memo summarizes current year-to-date spending for the MPO as of January 31, 2019. She stated that spending is on-track for the year and that any unused funds will be carried over into the next fiscal year.

Agency Updates

Virginia Department of Transportation (VDOT)

Mr. Short gave the following update:

- The recommended funding scenario for SMART SCALE has been published; our CTB member, Mr. Whitworth likes to hear feedback from the localities regarding the scoring process.
- Mr. Short stated that at the Spring Transportation meeting, there will be a VTRANS update. He stated that it is important to pay attention to the VTRANS process and to be present for the conversations. The statewide plan must be complete by December of 2019.



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- Federal INFRA grant for I-81; 7 in district that are on the list (\$53million; highly competitive for the entire corridor) were submitted on Monday, March 4th.
 - Route 11 STARS; an existing conditions model has been developed; as well as a 2030 traffic forecast memorandum that will feed into the analysis for future year improvements.

Mr. Komara gave the following update:

- The ramp extension projects are closed for the winter.
- Rt. 616/Dam Town Road has begun.
- Plant Mix schedule was awarded to SL Williamson (Charlottesville); Russell Standard (PA) will do surface treatment.
- Snow and ice – this winter saw a lot of activity; gravel roads in the county have required winter grading and extra work.

Mr. Kiser stated that a Spring Transportation Meeting will be held in mid-April to mid-May with the Secretary of Transportation and CTB representative; he will let the Board know when the details are released. He stated that it is important for localities to be prepared to share information about projects and needs at that meeting.

Department of Rail and Public Transportation (DRPT)

Mr. Sonenklar was not in attendance to provide an update.

Transit

Ms. Gourley gave the following update:

- A pass of some kind was recommended in the Transit Development Plan. To meet that recommendation, fare cards were introduced as an affordable alternative to having to carry correct change. They are available to be purchased from the drivers for \$3 and \$5. On the first day they were available (Monday), forty-two were sold. They are expected to be popular among riders.
- Due to the federal government shutdown, the triennial review by FTA has been delayed; the review has not yet been scheduled.
- Ms. Riedesel, Ms. Cundy and Ms. Gourley are going to meet with DRPT to discuss how to move forward the inter-city regional transit service from Charlottesville to the Valley. Ms. Riedesel stated that there was insufficient commitment from the local jurisdictions on the match to implement the service, but they did provide some funding to continue to study options.

Other Business

I-81 Legislation

Ms. Cundy stated that the House version of the bill passed and is awaiting the Governor's signature. An I-81 Improvement Plan Committee will work on developing a funding solution to present to the CTB and the General Assembly by December 2019. The Committee will have 13 voting members which will include the chairs of the five PDCs along the corridor (Frank Friedman, Mayor of Lexington and Chairperson of the CSPDC Commission). Staff will work closely with him to make sure he is briefed. Other members will



be three members of the House of Delegates who represent the five PDC regions, two members of the Senate and three CTB members for the three construction districts, as well as Commissioner Steven Britch from VDOT, and Jennifer Mitchell from DRPT as ex-officio members. The Committee will be staffed by VDOT and OIPI and MPO and PDC staff will be assisting their chairs.

In response to a question, Ms. Cundy stated that the mission of the Committee is to move the I-81 Improvement plan and set of projects forward each year and make recommendations to the CTB, but in 2019 the primary assignment is to find a funding solution.

SAW Walk-Bike Summit

Ms. Cundy stated that representatives from Augusta Health, the three jurisdictions, the Shenandoah Valley Bicycle Coalition and Murphy Deming Department of Health Sciences have been working together to organize and host a Stanton-Augusta-Waynesboro Walk-Bike Summit. The Summit is modeled after the Harrisonburg-Rockingham Bike Walk Summit that has convened annually for seven years. A Save the Date announcement has been sent for the event which will be held on Friday, April 26th, at Murphy Deming from 8:00 am to 2:30 pm. The keynote speaker is Pete Eshelman, who works for the Roanoke Valley Partnership. The Roanoke Valley Partnership has staked its marketing strategy on being “sticky;” which means that people come and visit and want to stay in the area, walking and biking being an attractor for visitors and residents. Facilitators will lead break-out groups to come up with actionable items that different agencies and entities can undertake together or on their own to make SAW a more walkable and bikeable community. Attendance is by invitation only and various stakeholders in the localities and around the region will be invited.

Crozet Blue Ridge Tunnel

Ms. Cundy stated that Mr. Dwayne Jones, Parks & Recreation Director for Waynesboro reported that Nelson County and a contractor are currently working on restoring the inside of the tunnel; one bulkhead has been removed and a second one is being demolished, and brick restoration work has been started. The project completion date is unknown.

Upcoming Meetings

Chairperson Harrington stated that the next TAC meeting is scheduled for March 20th, at 2:00 p.m., and the next Policy Board meeting is scheduled for April 3rd at 10:00 a.m.

Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Harrington adjourned the meeting at 10:44 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 3, 2019, 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 March 6, 2019 Policy Board Meeting*
4. FY 2020 Unified Planning Work Program (UPWP) Release for Public Comment (BAF #19-04)*
5. BRITE Transit Resolution (BAF #19-05)*
6. MPO-Area Corridor and Route Studies Update (Board Memo #19-08)
7. FY 2019 UPWP Budget Update (Board Memo #19-09)
8. Presentation: BRITE Ridership Update, Ms. Nancy Gourley & Ms. Jeannie Puffenbarger
9. Agency Updates
 - VDOT
 - DRPT
10. Other Business
 - I-81 Legislation
11. Upcoming Meetings
 - April 10, 2019 Richmond Road and Route 250 Public Meeting, Staunton City Hall
 - April 20, 2019 SAWMPO TAC Meeting, 2:00 p.m., CSPDC Office
 - April 26, 2019, SAW Walk Bike Summit, Murphy Deming School of Health Sciences
 - May 1, 2019 SAWMPO Policy Board Meeting, 10 a.m., CSPDC Office
 - May 2, 2019, VTrans Workshop and VDOT Spring Meeting, 3:00-6:00 PM Blue Ridge Community College
12. Adjournment

* Action Required



**Policy Board
Regular Meeting Minutes
April 3, 2019, 10:00 a.m.**

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton Virginia

Present (15):

Voting Members		Non-Voting Members		Others	
	City of Staunton		VA DRPT	✓	Jeannie Puffenbarger, VRT
✓	James Harrington, Chairperson	✓	Wood Hudson	✓	William Bushman, H&P
✓	Steve Rosenberg	✓	Dan Sonenklar		Staff (CSPDC)
	Steve Owen (Alt)		VRT	✓	Bonnie Riedesel
	Augusta County		Susan Newbrough	✓	Ann Cundy
	Wendell Coleman		Phil Thompson (Alt)	✓	Zach Beard
✓	Tim Fitzgerald		FHWA	✓	Nancy Gourley
	Pam Carter (Alt)		Mack Frost	✓	Kimberly Miller
	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)				
	Matt Dana (Alt)				

Call to Order

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:03 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 6, 2019 Policy Board meeting.

Mr. Fitzgerald moved, seconded by Mr. Hamp, to approve the minutes as presented. Mr. Rosenberg and Mr. Shaw abstained from voting. Motion carried unanimously (4-0).

Consideration of the Draft FY 2020 Unified Planning Work Program (UPWP) Release to Public Comment (BAF #19-04)

Chairperson Harrington presented the draft FY 2020 UPWP. Mr. Beard stated that the UPWP is the annual work program for the MPO. He stated that the draft UPWP document identifies the activities to be undertaken by the MPO in the next fiscal year, July 1, 2019 to June 30, 2020.

Mr. Beard stated that the table on the Action Form shows a comparison of funding from FY19 to FY20; the MPO will receive slightly more money from FHWA/VDOT and slightly less from FTA/DRPT. He stated that the carryover into FY20 will be less than the prior year, making the total budget about \$5,000 less than the previous fiscal year.

Mr. Beard stated that most of the activities are the same from last plan to this plan except there will be a shift in the FY20 plan focus from short-range small area study to long-range planning. He stated that the largest effort will be work on the 2045 LRTP update and that activity in the second half of the fiscal year will be the start of SMART SCALE funding applications.

Mr. Beard stated that the TAC reviewed and recommended that the draft plan be released for public comment. He stated that the Board is asked to approve the Draft FY2020 UPWP to be released for the 21-day public comment period.

Mr. Shaw moved, seconded by Mr. Fitzgerald, to release the Draft FY 2020 UPWP for the public review and comment period. Motion carried unanimously (6-0).

Consideration of the BRITE Transit Resolution (BAF #19-05)

Chairperson Harrington presented the BRITE Transit Resolution. Ms. Riedesel stated that the resolution updates a previously endorsed resolution from 2013 that designated the CSPDC to be the direct recipient of FTA Section 5307 funds to operate the public transit system in the urbanized areas of the MPO. She stated that since then, the CSPDC has been designated as recipient of the Section 5311 funds (rural) for the BRITE routes that operate outside of the urbanized area; specifically, the Blue Ridge Community College routes and the Stuarts Draft Link. Ms. Riedesel stated that in 2017, the CSPDC became the owner of the transit facility in Fishersville which is also reflected in this Resolution.

Ms. Riedesel stated that this updated Resolution reaffirms the Board's commitment of the transit system in this area and is in preparation for the Triennial review coming up this calendar year.



Mr. Rosenberg stated that he had provided a couple comments; Ms. Riedesel stated that those comments were received, and the changes have been made to the Resolution that is to be signed. She stated that the changes were 1) the word “passed” replaced with “issued” in the first paragraph and 2) the word “and” was added in the fifth paragraph.

Ms. Riedesel stated that the Board is asked to approve the Resolution, re-affirming the CSPDC as the designated recipient of the Federal Transit Administration Section 5307 Funds, as well as the Section 5311 (rural) Funds, and recognizing the CSPDC as the owner of the BRITE Transit facility.

Mr. Rosenberg moved, seconded by Mr. Fitzgerald, to endorse the BRITE Transit Resolution as amended. Motion carried unanimously (6-0).

Discussion of the MPO-Area Corridor and Route Studies Update (Board Memo #19-08)

Chairperson Harrington presented the MPO-Area Corridor and Route Studies Update. Ms. Cundy stated that there are three area/corridor studies in progress: 1) the STARS study on Greenville Avenue, led by VDOT, 2) the Richmond Road Corridor Study, and 3) the Route 250 Connector Study.

Mr. Campbell stated that the first STARS study team meeting will be held this Monday from 2-4pm and that the consultant will present the existing year and future no-build operational and safety analysis along the corridor. He stated he hopes to have some deliverables to distribute to the team this week and that the team can begin to consider future alternatives.

Ms. Cundy stated that she and Ms. Gourley are going to go over the progress-to-date and draft alternatives for the Richmond Road Corridor and Transit Rt. 250 Connector Studies before they are shared with the public at the public meeting on April 10th. She stated that there is an Advisory Committee, made up of TAC members from the county and cities, that has reviewed and helped shape this information. Ms. Cundy stated that the consultant, Kimley-Horn, has reviewed previous studies, plans and Master Plans, and evaluated crashes in the corridor. She stated that the Advisory Committee and Kimley-Horn have agreed on forecasted growth in traffic numbers through year 2030. Ms. Cundy stated that existing (2018) and 2030 no-build synchro models and traffic analysis have been completed and submitted in a memo from Kimley-Horn. She stated that once those numbers were established, a set of preliminary alternatives were created for the corridor based on the assumed growth. Ms. Cundy stated that the alternatives are conservative in that they will address the maximum anticipated new traffic generated by new business and residential development in the area. She stated that they are in the process of evaluating the measures of effectiveness (MOE) for the alternatives. Ms. Cundy showed each of the alternatives by intersection. She stated that this information is what will be presented at the public meeting on April 10th and that staff will report back to the Board on the public comments and the final evaluation of the MOE's from Kimley-Horn. Presentation attached to file minutes.

Ms. Gourley stated that progress-to-date on the Route 250 Connector study includes data collection on productivity and efficiency. She stated that riders were surveyed to estimate future demand and that two preliminary alternatives were created and described in a draft memo from the consultant. Ms. Gourley



stated that the route most heavily used is from the Lewis Street Hub to Staunton Walmart. She stated that there are some end-to-end trips, but they are minimal and that the most used stops are the Staunton Hub, Staunton Walmart, Waynesboro Walmart, WWRC, and Augusta Health. Ms. Gourley stated that riders want to see improved reliability, keeping the bus on time and that the number one reason people ride is to get to work. She stated that riders also want weekend and later evening hours, more shelters, and more benches. Ms. Gourley stated that Kimley-Horn developed two alternatives to relieve pressure from the route and provide better service to riders and she explained them. She stated that she recommends having a public meeting in Waynesboro, as well Staunton.

Ms. Cundy stated that the public meeting scheduled for April 10, from 4-6pm will be held at Staunton City Hall Council Chambers. She stated that the consultant will make a presentation at 5pm. Ms. Cundy invited and encouraged Board members to attend. Presentation attached to file minutes.

FY 2019 UPWP Budget Update (Board Memo #19-09)

Chairperson Harrington presented the UPWP Budget Update. Ms. Riedesel stated that the memo summarizes current year-to-date spending for the MPO as of February 28, 2019. She stated that there are remaining funds of 55% (not including Contingency), and that spending is on-target for the year.

Presentation: BRITE Ridership Update – Ms. Nancy Gourley, Transit Manager, CSPDC and Ms. Jeannie Puffenbarger, BRITE Operations Supervisor, Virginia Regional Transit

Chairperson Harrington presented the BRITE Ridership Update. Ms. Gourley shared ridership numbers that were shared with the BRITE Transit Advisory Committee meeting in March. She stated that ridership has been fairly constant over the past three years and she showed comparisons of FY2017, 2018 and the first 7 months of FY2019. Ms. Gourley stated that other systems around the state have seen a decline, but BRITE ridership is staying constant. She stated that full fare riders have increased and student riders (who ride for free) have decreased.

Ms. Jeannie Puffenbarger provided an update on the fare cards. She stated that by popular request from the riders, fare cards were offered for sale beginning on March 1st. Ms. Puffenbarger stated that fares are either \$0.25, \$0.50 or \$1.00. She stated that in the first 2 weeks of availability, over 200 fare cards were sold, a total of 1,970 rides were used during the month, and they sold 71 three-dollar and 256 five-dollar farecards for a total of \$1,493 in revenue. Ms. Gourley said the kick-off was very successful. Presentation attached to file minutes.

Agency Updates

Virginia Department of Transportation (VDOT)

Mr. Campbell gave the following update:

- Upcoming VDOT Spring Public Meeting date was changed from May 2nd to April 22nd from 3-6 at BRCC Plecker Center. From 3-4pm, VTrans will hold a 2045 kick-off meeting seeking input from localities; 4-6pm is a Six-Year plan public hearing with formal comment period.



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- VDOT Office of Strategic Innovation Dialog on Highway Automation workshop will be held on April 15, from 9:30-3:30, with lunch provided, at BRCC Plecker Center. The purpose is to seek local and MPO input to help shape VDOT's connected and automated vehicle strategic plan.

Department of Rail and Public Transportation (DRPT)

Mr. Sonenklar gave the following update:

- Mr. Sonenklar introduced Mr. Wood Hudson, who has been hired by DRPT from the TJPDC. Mr. Hudson will be the new primary MPO representative for DRPT and Mr. Sonenklar will be the alternate.
- Merit Capital Prioritization process has been completed and six-year plans are being finalized; the results should be available within the week.
- March Virginia Breeze ridership was up significantly with 2725 trips, attributed to college spring breaks. March 2019 ridership was higher than last March's 1800 trips and 1000 more than January 2019, which is another high student travel month.

Transit

Ms. Gourley provided updates for BRITE Transit earlier in the meeting.

Other Business

I-81 Legislation

Ms. Cundy stated that today is the veto session for the legislature. She stated that in lieu of signing the I-81 bill, the Governor introduced substantial amendments, including funding mechanisms. Ms. Cundy stated that the committee structure remains in effect. She stated that the Governor proposed in lieu of tolling, increased truck registration fees and an increase in diesel and road taxes that heavy trucks pay, and that these proposals have the support of the trucking industry. Ms. Cundy stated that the proposed amendments are likely to pass in the House and the Senate is to vote today.

Mr. Campbell stated that the amendments transition funding for statewide interstate improvements rather than only the I-81 corridor. He stated that one of the proposals is to introduce a regional gas tax for the I-81 corridor.

Ms. Cundy stated that these proposals are anticipated to raise \$151 million for I-81, \$40 million for I-95, \$28 million for I-64, \$20 million for Northern Virginia Transportation Authority and \$43 million to be reserved for investment in other interstate highways as prioritized by the CTB.

Mr. Campbell stated that the gas taxes are expected to raise prices by \$0.04/gallon for gasoline and \$0.17/gallon increase for diesel/trucks implemented over 3 years.



Upcoming Meetings

Chairperson Harrington stated that there are quite a few upcoming meetings as listed on the Agenda. He reminded the Board that in addition to the listed meetings, the VDOT Spring Meeting will take place on April 22nd.

Ms. Cundy reminded the group of the first annual SAW Walk-Bike Summit on Friday, April 26th, at Murphy Deming from 8:00 am to 2:30 pm; breakfast and lunch will be provided. She stated that the keynote speaker is Mr. Pete Eshelman, who works for the Roanoke Valley Partnership and that Ms. Mary Mannix will speak about the importance of this initiative for Augusta Health. She stated that there is a conflict with the Shenandoah Valley Partnership Economic Forum in the morning but requested that localities have an available colleague or staff member attend the summit.

Ms. Riedesel stated that VDOT is holding a series of Transportation Alternatives Program (TAP) workshops around the state; the closest to us is Culpeper on April 24th. She stated that for localities interested in applying for TAP grants it is imperative to attend, as there have been many changes to the TAP application process.

Ms. Riedesel stated that if anyone wishes to make comments at the Spring public hearing to let staff know and someone will put them on the sign-up list.

Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Harrington adjourned the meeting at 11:08 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "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 May 1, 2019, 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 3, 2019 Policy Board Meeting*
4. Consideration of the 2019 Public Participation Plan (PPP) Amendments (BAF #19-06)*
5. Consideration of the 2019 Title VI Plan Amendments (BAF #19-07)*
6. Consideration of the FY2020 Unified Planning Work Program (UPWP) (BAF #19-08)*
7. Consideration of the VDOT STARS Study Application for US 250 in Waynesboro (BAF #19-09)*
8. Small Area Studies Update (Board Memo #19-10)
9. FY 2019 UPWP Budget Update (Board Memo #19-11)
10. Presentation: Office on Youth Safe Routes to School Program, Ginny Newman, Executive Director
11. Agency Updates
 - VDOT
 - DRPT
 - BRITE
12. Other Business
 - SAW Walk-Bike Summit
13. Upcoming Meetings
 - May 15, 2019 SAWMPO TAC Meeting, 2:00 p.m., CSPDC
 - June 5, 2019, SAWMPO Policy Board Meeting, 10:00 a.m., CSPDC
14. Adjournment

* Action Required





**Policy Board
Regular Meeting Minutes
May 1, 2019, 10:00 a.m.**

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton Virginia

Present (16):

Voting Members		Non-Voting Members		Others	
	City of Staunton		VA DRPT	✓	Ginny Newman, Office on Youth
✓	James Harrington, Chairperson	✓	Wood Hudson	✓	William Bushman, H&P
	Steve Rosenberg		Dan Sonenklar		Staff (CSPDC)
✓	Steve Owen (Alt)		VRT	✓	Bonnie Riedesel
	Augusta County	✓	Susan Newbrough	✓	Ann Cundy
✓	Wendell Coleman		Phil Thompson (Alt)	✓	Zach Beard
✓	Tim Fitzgerald		FHWA	✓	Nancy Gourley
	Pam Carter (Alt)		Mack Frost	✓	Kimberly Miller
	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)				
	Matt Dana (Alt)				

Call to Order

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:00 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 3, 2019 Policy Board meeting.

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

Consideration of the 2019 Public Participation Plan (PPP) Amendments (BAF #19-06)

Chairperson Harrington presented the PPP Amendments. Mr. Beard stated that staff has been updating the SAWMPO Public Participation Plan (PPP) and presented a draft for public review and comment at the March Policy Board meeting. He stated that the PPP was originally adopted in 2012 and is a core document of the MPO. Mr. Beard stated that the draft PPP was released for public review period of 45 days and comment and received no comments and that the Board is requested to approve the amended document.

Mr. Owen moved, seconded by Mr. Shaw, to approve the PPP Amendments. Motion carried unanimously (7-0).

Consideration of the 2019 Title VI Plan Amendments (BAF #19-07)

Chairperson Harrington presented the Title VI Plan Amendment. Mr. Beard stated that the Title VI Plan is the companion document of the PPP and outlines the MPO's federal non-discrimination regulations that impact community engagement. He stated that the document was released at the March Policy Board meeting for public review period of 45 days, that no comments were received, and it is presented to the Board for final approval.

Mr. Shaw moved, seconded by Mr. Fitzgerald, to approve the Title VI Plan Amendments. Motion carried unanimously (7-0).

Consideration of the FY2020 Unified Planning Work Program (UPWP) (BAF #19-08)

Chairperson Harrington presented the FY 2020 UPWP. Ms. Cundy stated that the UPWP is the annual work program for the MPO. She stated that the draft UPWP document was released at the April Policy Board meeting for the public review and comment period of 21 days and no public comments were received. Ms. Cundy stated that this plan shifts focus from short-range small area study to long-range planning for the 2045 LRTP Update. She stated that the UPWP is presented for Board for approval.

Mr. Coleman moved, seconded by Mr. Owen, to approve the FY2020 UPWP. Motion carried unanimously (7-0).

Consideration of the VDOT STARS Study Application for US 250 in Waynesboro (BAF #19-09)*

Chairperson Harrington presented the VDOT STARS Study Application. Ms. Cundy stated that VDOT Staunton District Planning submitted another STARS study application for the area consisting of US250 in Waynesboro from Hopeman Parkway just past the city limits to Old White Bridge Road in Augusta County. She stated that the scope is very similar to the Greenville Avenue corridor STARS study. Ms. Cundy stated



that this stretch of US250 ranks second after Greenville in highest incidents of crashes and PSI. She stated that VDOT requests that the MPO be willing to contribute up to \$25,000 toward the study, if needed. Ms. Cundy stated that if VDOT does need this funding, it would come out of the Contingency portion of the budget. She stated that competition for the STARS grants has increased due to the success of previous projects.

In response to a question, Ms. Cundy stated that the application has been submitted and Mr. Kiser said that awards will be made this summer.

Mr. Hamp moved, seconded by Mr. Kiser, to approve the US250 Corridor VDOT STARS Study and use of up to \$25,000 from Contingency Funds, if needed. Motion carried unanimously (7-0).

Small Area Studies Update (Board Memo #19-10)

Chairperson Harrington presented the MPO-Area Corridor and Route Studies Update. Ms. Cundy stated that there are three area/corridor studies in progress: 1) the STARS study on Greenville Avenue, led by VDOT, 2) the Richmond Road Corridor Study, and 3) the Route 250 Connector Study.

Greenville Avenue STARS

In Mr. Campbell's absence, Ms. Cundy stated that the STARS study team met in early April and reviewed the existing conditions data that the consultant developed. She stated that the team had a preliminary discussion about the recommendations to address safety and operational improvements and the consultant will develop final recommendations based on that discussion. Ms. Cundy stated that the study is expected to conclude by the end of the summer.

Richmond Road Corridor

Ms. Cundy stated that following feedback from the TAC and Policy Board, staff and the consultant made some changes to the preliminary recommendations prior to the April 10, 2019 public meeting. She stated that attendance at the public meeting was low, but there were some members of the public that attended and provided feedback. Ms. Cundy stated that Kimley-Horn is working on their final report which will include the final recommendations, safety and operational analysis. She stated that the consultant will attend the Board meeting in June to present the study process and recommendations. Ms. Cundy stated that upon Board acceptance, the study results will be turned over to the City of Staunton and Augusta County to decide which of those recommendations they may choose to implement through the competitive grant funding programs.

250 Connector Route

Ms. Gourley stated that the Route 250 Connector study recommendations were presented at the April 10th meeting in Staunton and also at a public meeting in Waynesboro. She stated that neither meeting was well-attended, but that there was coverage by the press.



Ms. Gourley stated that 5% of the transit budget that had been withheld for FY2017 and 2018 related to establishment of the Metro Safety Commission has now been released. Also, state performance-based operating funding is higher than anticipated. She stated this increased funding will be used to provide the most benefit to riders.

FY 2019 UPWP Budget Update (Board Memo #19-11)

Chairperson Harrington presented the UPWP Budget Update. Ms. Riedesel stated that the memo summarizes current year-to-date spending for the MPO as of March 31, 2019. She stated that there are remaining funds of approximately 25% and the same amount remaining in the fiscal year, so that spending is on-target for the year. Ms. Riedesel stated that any unused funds can be carried forward into the following year for DRPT or into second year for VDOT.

Presentation: Office on Youth Safe Routes to School Program, Ginny Newman, Executive Director

Chairperson Harrington presented the Safe Routes to School (SRTS) Program. Ms. Cundy introduced Ms. Ginny Newman, Executive Director of the Office on Youth. She stated that the Office on Youth has applied for a Safe Routes to School Coordinator for the City of Waynesboro schools. Ms. Cundy stated that all three jurisdictions have applied for SRTS infrastructure, such as sidewalk improvements, crosswalks, staffing of crossing guards, etc., but education and encouragement are still needed to make the community walking and biking friendly.

Ms. Newman stated that the Office of Youth was created in 1977 and serves Staunton, Waynesboro and Augusta County. She stated that this office is one of the last five remaining in the state. Ms. Newman stated that the SRTS grant is a good example of how the Office on Youth works with schools and local government. She stated that the goals of the grant are to provide a long-range plan providing improved safety for children who walk or bike to school, to educate and encourage parents and students that biking and walking can be a beneficial alternative to riding the bus or being driven to school, and to overcome the parental perception that walking and biking to school is unsafe. Ms. Newman stated that they conducted a survey in which parents expressed their fears of children's safety especially crossing streets.

Ms. Newman stated that the grant application is for \$51,000, of which \$26,000 is for a coordinator's salary. She stated that the number of schools that are included in an area determines the amount available for a coordinator.

Ms. Newman stated that the grant will create a plan for education, encouragement, enforcement and evaluation as follows:

- Education - pedestrian safety skills, hands-on during PE class beginning in 3rd and 6th; bicycle safety for grades 4 and 7; they will partner with the Bike Coalition to provide second-hand bikes and a trailer to haul them from school to school, literature.
- Encouragement – targeted toward parents to stress the importance of an active lifestyle for them and children, diminish drop-offs and pick-ups; encourage a “walking school bus.”



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- Enforcement – Waynesboro Police Department and crossing guards to offer supplies.
 - Evaluation – data-driven, have already started data-collection with locality and parents; looking at ways to disseminate that information. Walk to School Week program already exists in Waynesboro and the head of the Bike Coalition was previously a SRTS coordinator in Rockingham County and he brings great experience and knowledge to the program.

Ms. Newman stated that the position will be full-time for up to three years and possibly beyond.

Agency Updates

Virginia Department of Transportation (VDOT)

Mr. Kiser gave the following update:

- Participation at the Spring Transportation Meeting was high and was greatly appreciated by the Secretary.
- The General Assembly passed the amendments offered by the Governor on the I-81 Improvements. The plan is available online and will generate approximately \$2 billion in improvements; the Stanton district has about \$840 million. I-81 Committee will be forming and reviewing and prioritizing the list of projects. The Secretary is working on getting the General Assembly members to be appointed to the Committee. Mr. Dixon Whitworth will be on the Committee and hope to get it up and running by July. Regional taxes have to stay on the interstate highway system.

Ms. Cundy shared the following update on behalf of Mr. Campbell:

- This is the year for TA and Revenue Sharing applications; the pre-application window opens on May 15th and closes July 1st; new this year is the pre-application process, which is a requirement to submit an application.
- HSIP is still an annual program; open from August 1-November 1 with no pre-application window.

Department of Rail and Public Transportation (DRPT)

Mr. Hudson gave the following update:

- A new director of planning has been hired, Grant Sparks, and will attend an MPO meeting to meet the localities.
- The DRPT draft six-year plan is available on their website; projects that have been recommended for funding are in the plan.
- Conversations are continuing regarding the Inter-regional transit on the I-64 corridor and how DRPT can support the service.
- Virginia Breeze ridership numbers are not available for April, but ridership continues to be strong; other routes are being considered, probably an east to west route.

Transit

Ms. Gourley provided the following update:

- They learned from FTA last week that they are still going to conduct the triennial review this year by an outside contractor; they will hold workshops in Richmond prior to coming onsite.



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- Inter-regional transit service from Stanton to Charlottesville is still being considered; DRPT is funding a consultant to develop a service and funding plan.

Other Business

SAW Walk-Bike Summit

Ms. Cundy stated that the first annual Stanton, Augusta, and Waynesboro Walk-Bike Summit was held last Friday, April 26th at Murphy Deming. She stated that about 60 people were in attendance with representatives from the localities, Augusta Health, Murphy Deming and bicycle advocates. Ms. Cundy stated that the summit was facilitated by JMU Institute for Constructive Advocacy and Dialog (ICAD) who also helps with the Harrisonburg-Rockingham Bike-Walk Summits. Ms. Cundy stated that keynote speaker, Mr. Pete Eshelman of Roanoke Valley Partnership, spoke about making communities “sticky,” meaning making them great places to live and letting that be part of a locality’s economic development strategy. She stated that updates were presented from all three jurisdictions about their respective walking and biking initiatives and infrastructure. Ms. Cundy stated that the Summit also included brainstorming of action items and next steps that the region can work on.

Build Grants

Ms. Riedesel stated that the BUILD grants, formerly TIGER grants, are currently open. Discussion ensued regarding Waynesboro’s application last year and whether they plan to reapply.

Upcoming Meetings

Chairperson Harrington stated that the next TAC meeting is scheduled for May 15th, at 2:00 p.m., and the next Policy Board meeting is scheduled for June 5th at 10:00 a.m.

Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Harrington adjourned the meeting at 11:05 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 June 5, 2019, 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 1, 2019 Policy Board Meeting*
4. 2040 Constrained Long Range Plan Amendment for I-81 Projects (BAF #19 - 10)
5. Transportation Improvement Plan (TIP) Administrative Modification (Board Memo #19 - 12)
6. Long Range Transportation Program (LRTP) 2045 Update (Board Memo #19 - 13)
7. FY 2019 Unified Planning Work Program (UPWP) Budget Update (Board Memo #19 - 14)
8. Presentation: Richmond Road Corridor Study and Route 250 Connector Study Final Recommendations, Mike Harris, Kimley-Horn (Board Memo #19 - 15)
9. Agency Updates
 - VDOT
 - DRPT
 - BRITE
10. Other Business
 - None
11. Upcoming Meetings
 - June 19 – SAWMPO LRTP Working Group, 2:00 p.m., CSPDC Office
 - July – SAWMPO TAC and Policy Board meetings are cancelled
12. Adjournment

* Action Required



**Policy Board
Regular Meeting Minutes
June 5, 2019, 10:00 a.m.**

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton Virginia

Present (16):

Voting Members		Non-Voting Members		Others	
	City of Staunton		VA DRPT	✓	Mike Harris, Kimley-Horn
✓	James Harrington, Chairperson	✓	Wood Hudson		Staff (CSPDC)
✓	Steve Rosenberg		Dan Sonenklar	✓	Bonnie Riedesel
	Steve Owen (Alt)		VRT	✓	Ann Cundy
	Augusta County	✓	Susan Newbrough	✓	Zach Beard
✓	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)				
	Matt Dana (Alt)				

Call to Order

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:00 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 May 1, 2019 Policy Board meeting.

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

Consideration of the 2040 Constrained Long Range Plan (CLRP) Amendment for I-81 Projects (BAF #19-10)

Chairperson Harrington presented the CLRP Amendment. Ms. Cundy stated that VDOT is expediting construction projects in the I-81 Improvement Plan in anticipation of new revenue sources. She stated that the projects in the SAWMPO need to be individually listed in the CLRP in order to be eligible for funding.

Ms. Cundy stated that the amended CLRP needs to be released for public comment for the 21-day period as required by the PPP, and asked the Board to approve its release. She stated that the Board will consider the amendment for approval at the August meeting.

Mr. Fitzgerald moved, seconded by Mr. Henderson, to release the CLRP Amendment for public comment. Motion carried unanimously (7-0).

Discussion of the Transportation Improvement Plan (TIP) Administrative Modification (Board Memo #19-12)

Chairperson Harrington presented the TIP Administrative Modification. Ms. Cundy stated that the MPO has been working on being compliant with MAP-21 performance-based planning requirements. She stated that the MPO has concurred with the state's performance targets for all the targets required to date. Ms. Cundy stated that the TIP has been administratively modified to ensure compliance with the performance targets by adding language in Appendices F and G that states that the program of projects in this five-year plan is helping the MPO meet the targets for pavement and bridge conditions, and system performance. She stated that if the TIP is not compliant, no amendments can be made, which can stop the flow of funds to construction projects.

Ms. Cundy stated that this is not an action item, but for the information of the Board.

Discussion of the Long Range Transportation Program (LRTP) 2045 Update (Board Memo #19-13)

Chairperson Harrington presented the LRTP Update. Mr. Beard stated that the LRTP is the MPO's master plan over a 25-year horizon. He stated that the first SAWMPO LRTP was adopted in 2015 and is updated every five years. Mr. Beard stated that the first LRTP working group meeting was held in March where some preliminary data was reviewed. He stated that the second meeting was held last week and the group reviewed the three main tasks of the Scope of Work document. Mr. Beard stated that VDOT is creating a travel demand model for the SAWMPO that will be used in evaluating the entire set of projects in the CLRP. He stated that the evaluation will identify possible future transportation considerations and deficiencies that may not exist today.



Mr. Beard stated that the next working group meeting is June 19th to review the 2045 data assumptions from the travel demand model and determine where changes are most likely to occur. He stated that preparations will begin for two public meetings and a public online survey. Mr. Beard stated that a transportation stakeholder meeting will be held in August, and public meetings in September in the three jurisdictions.

Ms. Riedesel stated that when the MPO completed its first LRTP a consultant was hired to lead the process. She stated that for this update, PDC staff is leading the process with locality staff, whose assistance is crucial.

In response to a question, Mr. Beard stated that population datasets come from the decennial Census and organizations (i.e. Woods & Poole, Weldon Cooper) make population estimates and projections in the years between each census.

Chairperson Harrington asked if traffic volume estimates include the impact of driverless cars or other technological developments that may affect traffic volumes. Mr. Campbell stated that it is not in the scope of the plan at this time, but it is a good question, and he will look to see how larger area plans may be addressing those potential impacts.

Discussion of the FY2019 Unified Planning Work Program (UPWP) Budget Update (Board Memo #19-14)

Chairperson Harrington presented the UPWP Budget Update. Ms. Riedesel stated that the memo summarizes current year-to-date spending for the MPO as of April 30, 2019. She stated that spending is on-target for the year and that any unused funds will be carried forward into the following year for DRPT or into second year for VDOT.

Presentation: Richmond Road Corridor Study and Route 250 Connector Study Final Recommendations, Mike Harris, Kimley-Horn (Board Memo #19-15)

Chairperson Harrington presented the Richmond Road and Route 250 Connector Studies. Ms. Cundy introduced Mr. Mike Harris of Kimley-Horn, who was the lead consultant on these two small area studies. She stated that the two studies were conducted simultaneously due to some overlap in the scopes. Ms. Cundy stated that the MPO and the public provided feedback that was incorporated into these recommendations. She stated that any additional comments from the Board or TAC will be incorporated throughout the summer. Ms. Cundy stated that a final report will be presented for consideration at the August meeting, wrapping up the two studies.

Mr. Harris stated that Mr. Tyler Beduhn, who was also involved in the studies, wanted to be at the meeting today but is in corporate training and was unable to attend.

Mr. Harris spoke first about the Richmond Road Corridor study. He stated that the first step was to review the 2009 study recommendations and work with the study team to examine existing and future conditions.



Mr. Harris presented safety data for the intersections along the study area corridor in various ways. He stated that fresh traffic counts and crash data were gathered and analyzed. Mr. Harris stated that future forecasts were created through 2030.

Mr. Harris stated that once the data was established, fifteen alternatives were analyzed. He stated that nine project recommendations made it through the analysis into the final recommendations. Mr. Harris stated that input from the public was solicited and recommendations were revised based on feedback. He described each project, the benefits and considerations, expected safety improvements, cost estimates (in 2019 dollars) and timing of when traffic volumes would support such project. Mr. Campbell stated that the 1-3 year timeline addresses immediate needs and long-term (4-10 years) address future anticipated growth from the development at Staunton Crossing and Frontier Center.

Ms. Cundy stated that Mr. Beduhn had been asked to look at the crash data for time of day and direction. She stated that the data showed an increase in rear-end crashes going westbound in the afternoon and eastbound in the morning. Ms. Cundy stated that there is a list of possible very short-term improvements in the final report; some of which are already in progress or are planned to be implemented.

Mr. Harris spoke about the Route 250 Connector study that was conducted simultaneously with the Richmond Road Corridor Study. He stated that the goals of this study were to improve route reliability, connect public transit to new destinations and improve bus stop safety. Mr. Harris explained the data obtained from the customer survey and the resulting established priorities and service improvements needed. He stated that two preliminary route alternatives were evaluated and received input from the public.

Mr. Harris stated that the final recommendations are in three phases. He stated that the first phase addresses more direct service to the Staunton Mall, makes Valley View Senior Apartments a call stop, and extends BRITE and BRCC shuttle service hours. Mr. Harris stated that the second phase includes the implementation of a South Loop and the start/end stops for the 250 Connector being downtown Staunton and the Waynesboro Walmart, adding a Waynesboro Hub, route adjustments and improved bus stop safety at key locations. He stated that the third phase extends the service into US250 developments and continues the implementation of bus stop safety.

The presentation and Project Overview Sheets (hand-outs) are attached to file minutes.

Agency Updates

Virginia Department of Transportation (VDOT)

Mr. Komara gave the following update:

- The turn lane in Fishersville at US 250 and Long Meadow Road is complete
- Rt 610 project should be completed this week
- SMART SCALE projects will soon be finalized with approval of the FY 20 SYIP; through some funding adjustments, the short-term WWRC project has now been funded

Mr. Campbell shared the following update:

- The pre-application window is open for TA and Revenue Sharing applications until July 1st.
- STARS study on Greenville Avenue - consultant is wrapping up study recommendations, working group will meet by end of month to review, public participation meeting to be held in August.



-
- STARS study along US250 from Goose Creek Road to Hopeman Parkway – the consultant is ATCS, a kick-off meeting will be held this month.

Department of Rail and Public Transportation (DRPT)

Mr. Hudson gave the following update:

- Virginia Breeze ridership numbers continue to be strong and ridership is up 50% from last year; May numbers are not yet available, but it is expected to be a strong month.
- The Inter-regional transit study (I-64 corridor) RFP has gone out to bench contractors.

BRITE Transit

Ms. Gourley provided the following update:

- Proposals to develop a funding plan and service plan for the Inter-regional transit service (between Stanton and Charlottesville) are due tomorrow.
- The FTA Triennial review is scheduled for late October; a 2-day workshop will be held in late June.

Other Business

I-81 Improvement Plan Update

Ms. Riedesel stated that the Board is invited to a ceremonial bill signing on Friday for the I-81 Improvement bill. She stated that a committee of 15 members has been created made up of the chairs of the five PDCs on the corridor and legislators of the areas along the corridor; Mr. Frank Friedman, the chair of the PDC, Mayor of Lexington and head of Cornerstone Bank, is our PDC representative. She stated that Mr. Kiser and his team are preparing a presentation of the issues in the region for Mr. Friedman.

Upcoming Meetings

Chairperson Harrington stated that the next TAC meeting scheduled for June 19th, will be replaced by a LRTP Working Group meeting, and the July meetings of the Policy Board and TAC are cancelled. He stated that the next Board meeting will be held on August 7th.

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,

Ann W. Cundy

Transportation Program Manager



Policy Board Meeting Agenda August 7, 2019, 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 June 5, 2019 Policy Board Meeting*
4. Richmond Road Small Area and 250 Connector Route Studies Acceptance* (BAF #19-11)
5. 2040 Long Range Transportation Plan Amendment* (BAF #19-12)
6. Appointment of a Nominating Committee for Officer Elections (Board Memo #19-16)
7. Long Range Transportation Program (LRTP) 2045 Update (Board Memo #19-17)
8. FY 2019 Unified Planning Work Program (UPWP) Budget Update (Board Memo #19-18)
9. Presentation: I-81 Improvement Program Update, Jeff Lineberry, VDOT Stanton District Transportation and Land Use Director (Board Memo #19-19)
10. Agency Updates
 - VDOT
 - DRPT
 - BRITE
11. Other Business
12. Upcoming Meetings
 - August 21, 2019 SAWMPO TAC Meeting, 2:00 pm, CSPDC Office
 - August 23, 2019 2045 LRTP Stakeholder Meeting, 10:00 am -12:00 pm, BRITE Transit Facility, 51 Ivy Ridge Lane, Fishersville
 - September 4, 2019 SAWMPO Policy Board Meeting, 10:00 am, CSPDC Office
13. Adjournment

* Action Required



**Policy Board
Regular Meeting Minutes
August 7, 2019, 10:00 a.m.**

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

Present (21):

Voting Members		Non-Voting Members		Others	
	City of Staunton		VA DRPT	✓	Frank Friedman, Lexington
✓	James Harrington, Chairperson		Wood Hudson	✓	Jeff Lineberry, VDOT
✓	Steve Rosenberg		Dan Sonenklar	✓	Terry Short, VDOT
	Steve Owen (Alt)		VRT	✓	Josh Dunlap, VDOT
	Augusta County		Susan Newbrough	✓	Burgess Lindsey, VDOT
✓	Wendell Coleman		Phil Thompson (Alt)		Staff (CSPDC)
✓	Tim Fitzgerald		FHWA	✓	Bonnie Riedesel
	Pam Carter (Alt)		Mack Frost	✓	Ann Cundy
	City of Waynesboro		FTA	✓	Zach Beard
✓	Bobby Henderson		Michele DeAngelis	✓	Nancy Gourley
	Jim Shaw		VA DOA	✓	Aidan Quirke
✓	Michael Hamp (Alt)		Rusty Harrington	✓	Kimberly Miller
	VDOT		CTB		
✓	Randy Kiser		F. Dixon Whitworth		
✓	Adam Campbell (Alt)				
✓	Don Komara (Alt)				
✓	Matt Dana (Alt)				

Call to Order

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:00 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 June 5, 2019 Policy Board meeting.

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

Introductions

Ms. Riedesel introduced Mr. Aidan Quirke, the new Transit Program Manager who was hired to replace Ms. Nancy Gourley when she retires at the end of the year.

Chairperson Harrington introduced Mr. Frank Friedman, the Planning District Commission Chairperson and Mayor of Lexington. Chairperson Harrington stated that Mr. Friedman is representing the CSPDC on the I-81 Improvement Advisory Committee. Ms. Riedesel stated that the first meeting of the I-81 Improvement Advisory Committee is next week in Lexington.

Richmond Road Small Area and 250 Connector Route Studies Acceptance* (BAF #19-11)

Chairperson Harrington presented the Small Area Studies final reports. Ms. Cundy stated the Board is asked to accept the final reports for the two concurrent small area studies, Richmond Road and 250 Connector Route. She stated that these two studies were undertaken for fiscal year 2019. Ms. Cundy stated that the final reports were completed by Kimley-Horn after receipt of a final round of staff comments.

Ms. Cundy stated that the consultants were asked to consider the recommendations in the 2009 Richmond Road Corridor Study and revise the traffic projections. She stated that the final recommendations include traffic volume thresholds for implementing the recommended operational improvements. Ms. Cundy stated that the final report is presented for Board consideration.

Ms. Gourley stated that the 250 Connector Route study has been completed and some improvements have already been implemented. She stated that after the May BTAC meeting it was decided that the improvements would be phased in using three phases. Ms. Gourley stated that Phase One improvements were implemented on Monday; these were actions that could be implemented quickly, would have a positive impact on reliability and timeliness and did not have a cost impact. She stated that after some time these improvements will be re-evaluated after which the next phase will be implemented, and the process repeated.

Chairperson Harrington stated that the Board is asked to accept these reports after which they will be provided to the appropriate localities/bodies for implementation.

Mr. Hamp moved, seconded by Mr. Henderson, to accept the Small Area Study Final Reports. Motion carried unanimously (6-0).



2040 Constrained Long Range Transportation Plan Amendment* (BAF #19-12)

Chairperson Harrington presented the Constrained Long Range Plan (CLRP). Ms. Cundy stated that the Board was asked in June to release the CLRP Amendment for public comment. She stated that this amendment adds in the I-81 projects contained in the I-81 Improvement Plan. Ms. Cundy stated that it is required that the projects are included in the MPO's CLRP so they can be eligible to receive federal funding and revenues from the I-81 funding program. She stated that right after the Board materials were sent, a landowner who owns property adjacent to Exit 225 contacted the MPO to inquire about right-of-way footprint if the interchange is expanded. Ms. Cundy stated that the inquiry was referred to VDOT for explanation and the landowner was supportive of the improvements to I-81.

Ms. Cundy stated that the CLRP Amendment is presented for approval.

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

Appointment of a Nominating Committee for Officer Elections (Board Memo #19-16)

Chairperson Harrington presented the Nominating Committee for Officer Elections. He stated that the positions of Chair and Vice Chair need to be elected at the September meeting and begin their tenure in October. Chairperson Harrington stated that procedure calls for the Chair to appoint a nominating committee; he appointed Mr. Kiser, Mr. Hamp, Mr. Rosenberg and Mr. Fitzgerald. He stated that the eligible candidates for nomination are elected officials, and may not both be from the same locality, making the list of available candidates Mr. Coleman, Mr. Henderson and himself.

Ms. Riedesel stated that the election will take place at the next meeting.

Long Range Transportation Program (LRTP) 2045 Update (Board Memo #19-17)

Chairperson Harrington presented the LRTP 2045 Update. Mr. Beard stated that the LRTP 2045 update process was started in February with approval of the scope and in March a Working Group was formed comprised of SAWMPO TAC members. He stated that this is an 18-month process and must be completed by the end of 2020.

Mr. Beard stated that the next step is development of trip generation input data for the Travel Demand Model, which will take about a year. He stated that a Travel Demand Model is a computer forecasting tool used to estimate travel behavior and demand on the transportation network. Mr. Beard stated that the model's operation is predicated on a set of data assumptions. He stated that we are estimating changes in population, households, and employment in the region from the base year of 2018 to the projected year of 2045. Mr. Beard stated that staff held a TDM kick-off meeting with VDOT and a consultant in July to review the scope, methodology and plan of next steps for the model. He stated that in the coming month, staff is focusing on the first round of public meetings: an August Stakeholder Input Meeting, and in September and October, a series of pop-up meetings in each of the jurisdictions at other events (farmer's markets, festivals) to increase the level of engagement. Mr. Beard stated that staff will also release an online public survey to gather public input



on transportation priorities. He stated that staff will hold LRTP Working Group meetings in September and October to present two more draft chapters of the document, and review all Needs input from Stakeholders, the public, and VTrans 2045.

Mr. Friedman asked if there is specific engagement with SVP or Chambers of Commerce. Ms. Cundy stated that the Chamber of Commerce is part of the Stakeholder list and we hope to have their input at the Stakeholder meeting.

FY 2019 Unified Planning Work Program (UPWP) Budget Update (Board Memo #19-18)

Chairperson Harrington presented the UPWP Budget Update. Ms. Riedesel stated that the memo summarizes spending activities for the MPO as of June 30, 2019, the end of the fiscal year. She stated that spending was on-target for the year and that the Contingency funds will be carried over. Ms. Riedesel stated that the next summary will be for the beginning of Fiscal Year 2020.

Presentation: I-81 Improvement Program Update, Jeff Lineberry, VDOT Staunton District Transportation Land Use Director (Board Memo #19-19)

Chairperson Harrington presented the I-81 Improvement Program Update. Ms. Cundy introduced Mr. Jeff Lineberry, from the VDOT Land-Use and Planning Division who will present an overview of the I-81 Improvement Program and the newly formed Committee.

Mr. Lineberry stated that the I-81 Improvement Plan has received a lot of public input and that proposed targeted solutions and potential funding options have been developed for the plan. He stated that improvements are estimated to cost \$43,000,000. Mr. Lineberry stated that operations improvements include CCTV cameras, CMS signs, flashing chevrons and increasing the Safety Service Patrol. He stated that capital improvements for the entire corridor total almost \$1,999 million; \$838 million being for the Staunton district. Mr. Lineberry stated that in the Staunton district, seven proposed projects include auxiliary lanes, widening, and the addition of truck climbing lanes, and he explained each proposed project.

Mr. Lineberry discussed the proposed funding of the improvements and the statewide and regional revenues. He discussed the I-81 Committee Members, the purpose of the Committee, deliverables and their timeline.

Chairperson Harrington asked Mr. Friedman for his thoughts on the I-81 Improvement Plan. Mr. Friedman stated that he hopes that the Committee's time will be well-spent to come up with solutions. He stated that he would like to see the Committee consider technology-based solutions. Discussion ensued about the plan and needs for I-81 improvements.

Presentation attached to file minutes.



Agency Updates

Virginia Department of Transportation (VDOT)

Mr. Campbell shared the following update:

- We are currently in an update cycle for VTRANS, the statewide long-range transportation plan. The document is managed by the Office for Intermodal Planning and Investment (OIPI), which is currently conducting regional workshops to develop a new set of needs for the update. A combined workshop for the Harrisonburg/Rockingham MPO and SAWMPO was held last week that was geared for staff and was well-attended. OIPI staff will be releasing a summary of the meeting that will be sent to localities. An interactive mapping component is available at www.vtrans.org; also on this website all the data and current needs can be reviewed and additional comments submitted. The Needs Assessment is the main eligibility factor for SMART SCALE; the goal is to have the new Needs Assessment for VTRANS approved by the end of this year so it can be used for Round 4 SMART SCALE eligibility this Spring. The full VTRANS document projects out to 2045, but the Needs Assessment is focused on a mid-term, 10- to 15-year horizon.
- STARS study on Greenville Avenue – the study team has developed a set of corridor improvement alternatives and is currently working on a plan for public input.
- STARS study along US250 from Goose Creek Road to Hopeman Parkway – the consultant is ATCS. A kick-off meeting was held at the end of June; the scope and fee were just finalized and the Notice To Proceed was issued; traffic data collection along the corridor will begin next week.
- We are currently in the application intake period for Transportation Alternatives (TA) and Revenue Sharing; the pre-applications window closed July 1st; applications are currently being pre-screened, VDOT will make full applications available to applicants by August 15; the final deadline for project submission is October 1.
- HSIP program - The CTB has decided to examine the program and pause it until further review. Last fall's applications will not be funded, which affects Staunton. Staunton's two projects were systemic in nature, and VDOT staff is confident the projects will be eligible in the future, hopefully next fall.

Mr. Komara gave the following update:

- Paving is in progress outside the MPO area on Rt 250 in Churchville.
- A spot improvement in Stuarts Draft at The Cheese Shop is underway; a landowner offered to allow land to be leveled to permit better visibility at the intersection.
- Mowing is ongoing.
- Snow removal planning is beginning; specs changed for snow removal and operators are needed for the winter.

Department of Rail and Public Transportation (DRPT)

Mr. Hudson was not present to provide an update.

BRITE Transit

Chairperson Harrington stated that the Virginia Association of Planning District Commissions (VAPDC) met recently and recognized BRITE, Ms. Gourley and Ms. Riedesel, for the work they have done on the BRITE



project. He stated that The Robert M. deVoursney Best Practices Award was presented to BRITE. Chairperson Harrington read from a news story stating that the BRITE bus system operates a small urban public transit system that operates in Staunton, Augusta, Waynesboro area and that getting BRITE up and running involved many hours of research, coordination, and implementation by Central Shenandoah Commissioners, the BRITE Transit Advisory Committee and CSPDC staff, led by Ms. Gourley. He stated that the CSPDC is the only PDC in the Commonwealth and one of few in the country that oversees and manages a transit system.

Ms. Gourley gave the following update:

- A kick-off meeting was held to discuss what is temporarily being called the “Afton Express” proposed transit between Staunton, Augusta, Waynesboro and Charlottesville. DRPT is taking the lead on the project and has hired consultant Kimley-Horn. The consultant will review prior study work, conduct a peer review, refine the report, further define the need, and create service and funding plans, and performance metrics. A local match funding proposal will be created and a stakeholder group will be involved.

Ms. Riedesel stated that we have been working on this service for years and that lack of support from partners has been the only barrier to implementation. She stated that commitment from local partners is critical. The project team will bring decision-makers and stakeholders together; the study conducted indicated that this is a feasible project, but there must be the will of the localities and other funding partners to do it. The grant applications are due on February 1st. We hope to have a service plan by December of 2020.

Other Business

Chairperson Harrington thanked Mr. Lineberry for the presentation and Mr. Friedman for coming. He stated that Mr. Rosenberg has been appointed the new Staunton City Manager and congratulated him on the promotion.

Upcoming Meetings

The next TAC meeting is scheduled for August 21 and the next Policy Board meeting will be held on September 4th.

Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Harrington adjourned the meeting at 11:35 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 September 4, 2019, 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 August 7, 2019 Policy Board Meeting*
4. Election of Officers (BAF#19-13)*
5. Consideration of 2019 TAP Resolutions of Support (BAF #19-14)*
6. FY 2019 Unified Planning Work Program (UPWP) Budget Update (forthcoming)
7. Presentation and Work Session: Long Range Transportation Plan (LRTP) Needs Identification, Ann Cundy and Zach Beard, SAWMPO
8. Agency Updates
 - VDOT
 - DRPT
 - BRITE
9. Other Business
 - Joint Meeting with Charlottesville-Albemarle MPO
10. Upcoming Meetings
 - September 7 – LRTP Pop-Up Meeting, 9:00 a.m., Stanton Farmers' Market
 - September 11 – BRITE Technical Advisory Committee Meeting, 2:30 p.m. CSPDC
 - September 18 – LRTP Working Group (in lieu of scheduled TAC meeting), 2:00 p.m., CSPDC
 - September 21 – LRTP Pop-Up Meeting, 9:00 a.m., Waynesboro Farmers' Market
 - September 28 – LRTP Pop-Up Meeting, Virginia Chili Festival
 - October 1, 2019—Joint Policy Board Meeting with Charlottesville-Albemarle MPO, 1:00-3:00 PM, Crozet Public Library, Crozet
 - October 8 – LRTP Pop-Up Meeting, 10:00 a.m. – 12:00 p.m., Augusta County Library
11. Adjournment

* Action Required



**Policy Board
Regular Meeting Minutes
September 4, 2019, 10:00 a.m.**

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

Present (15):

Voting Members		Non-Voting Members		Others	
	City of Staunton		VA DRPT	✓	Josh Dunlap, VDOT
✓	James Harrington, Chairperson		Wood Hudson	✓	Bill Bushman, Hurt & Proffitt
✓	Steve Rosenberg		Dan Sonenklar		Staff (CSPDC)
	Steve Owen (Alt)		VRT		Bonnie Riedesel
	Augusta County		Susan Newbrough	✓	Ann Cundy
	Wendell Coleman		Phil Thompson (Alt)	✓	Zach Beard
✓	Tim Fitzgerald		FHWA	✓	Nancy Gourley
	Pam Carter (Alt)		Mack Frost	✓	Aidan Quirke
	City of Waynesboro		FTA	✓	Kimberly Miller
✓	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)				
	Matt Dana (Alt)				

Call to Order

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:00 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 August 7, 2019 Policy Board meeting.

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

Election of Officers (BAF #19-13)

Chairperson Harrington presented the Election of Officers. Mr. Fitzgerald, speaking for the nominating committee, nominated Mr. Harrington to remain as Chairperson and Mr. Coleman to remain as Vice Chair. Chairperson Harrington asked if there were any additional nominations; there were none.

Mr. Fitzgerald moved, seconded by Mr. Henderson, to elect Mr. Harrington as Chair and Mr. Coleman as Vice Chair effective in October. Motion carried unanimously (5-0).

Consideration of 2019 TAP Resolutions of Support (BAF #19-14)

Chairperson Harrington presented the TAP Resolutions of Support. Mr. Beard stated that the TAP program requires a Resolution of Support from the SAWMPO Policy Board to be submitted with the application for projects within the MPO boundary by the October 1st deadline. He stated that there are two TAP applications for consideration:

- 1) Augusta County has applied for construction funding for the next phase of the Verona Pedestrian Improvement Project, which was funded in FY18 for preliminary engineering and right-of-way phases; the project will install new pedestrian accommodations and crosswalks at the north side of Laurel Hill Road and on the eastern side of US11 .
- 2) The City of Waynesboro has applied for Phase 4 of The South River Greenway project. Currently, the project runs from Loth Spring near the Waynesboro Family YMCA to the Port Republic Road neighborhood north of the Buckingham Branch railroad. Phase 4 will extend the trail approximately .75 miles north along the river, crossing the 2nd Street Bridge and ending at Basic Park near Hopeman Parkway.

Mr. Beard stated that the SAWMPO TAC recommended that the Policy Board endorse these two applications and Resolutions of Support at their August 21st meeting.

Mr. Rosenberg moved, seconded by Mr. Fitzgerald, to endorse the two TAP project Resolutions of Support. Motion carried unanimously (5-0).

FY 2019 Unified Planning Work Program (UPWP) Budget Update (Board Memo #19-20)

Chairperson Harrington presented the UPWP Budget Update. Ms. Cundy stated that the memo summarizes spending activities for the MPO as of July 31st, one month into the new fiscal year. She stated that final invoices were paid to Kimley-Horn for the small area studies out of the Short-Range Planning category and that overall spending is on-target.



Presentation and Work Session: Long Range Transportation Plan (LRTP) Needs Identification, Ann Cundy and Zach Beard, SAWMPO

Chairperson Harrington presented the LRTP Needs Identification Presentation. Ms. Cundy stated that she and Mr. Beard will lead the Board through the same presentation and discussion that was conducted with the LRTP Stakeholders at the meeting two weeks ago. She stated that there was good turnout at that Stakeholder Meeting, but there are still some key stakeholders that she hopes to receive input from. Ms. Cundy stated that with input from Stakeholders, the process is to identify and clarify transportation needs both today and in the future. She stated that these needs are developed into a list of projects to address the needs, which are then scored and become the fiscally constrained list of projects for the LRTP. Ms. Cundy stated that public input is also being sought through a series of “pop-up” meetings, and an online survey. She stated that a press release was disseminated about the survey, postcards containing survey information and the survey link are being distributed at the various public input meetings, and the link will be sent by email to the Board for inclusion on locality social media accounts and websites.

Ms. Cundy stated that this input session will follow the same format as the LRTP Stakeholder Meeting. She stated that Mr. Beard will discuss a regional profile of existing conditions and 2045 projections for the region. Ms. Cundy stated that this work session is an opportunity to gather feedback from the Policy Board members. She stated that Chapter 2, Existing Conditions has been drafted and evaluates the present condition of the region. Ms. Cundy stated that the next step is to complete the Needs Assessment, which helps in development of the universe of projects list. She stated that once the public and stakeholder input is complete, the next step is to develop the project list and the methodology for scoring the projects. Ms. Cundy stated that the goal is to get as close as possible to the SMART SCALE scoring process. She stated that a full draft LRTP will be presented later in 2020.

Ms. Cundy stated that the focus of the discussion today is to look at transportation needs in four areas: safety, congestion, access and mobility, and economic development.

Mr. Beard provided some background information about the Regional Profile that is divided into three areas: socio-demographic, employment and transportation data. He stated that data is gathered from estimates made for years between the decennial Censuses, such as the 2013-2017 American Community Survey and from firms such as Weldon Cooper and Moody’s. Mr. Beard showed the current and projected numbers in the various areas of the Regional Profile. He described in more detail the four needs areas introduced by Ms. Cundy that are being used to assess the Regional Transportation Network.

Ms. Cundy handed out the 2045 LRTP Map Packet and led the group in discussing the needs for each of the four needs areas. Needs and comments identified by Board members in each area are as follows:

Safety and Congestion

Bike/ped crossings and bike/ped infrastructure

- Downtown Staunton sidewalk network is fragmented.



-
- Downtown Waynesboro, especially the western side of the city, and along Lew Dewitt/Rosser Avenue corridor are areas where bike/ped infrastructure is lacking.
 - There are funding challenges to address this issue everywhere in the region.
 - Overall, the region needs a strategy to not only improve bike/ped infrastructure, but also at the same time reduce reliability on automobiles.

Distracted driving

- Prohibit text and cell phone use while driving.
- Consider making this a legislative priority.

Augusta County

- Intersections a problem for safety.
- BRCC and the exit are a growing concern.
- Commuting on backroads is becoming more of a safety concern as the population increases.

I-81

- Interchanges along both interstates will likely need to be addressed in the future for safety and congestion concerns.
- Specific example are I-64 at Rt250 and I-64 along Afton.
- Waynesboro needs improved wayfinding coming off I-64 exits.
- Lack of momentum in creating a rail network parallel to I-81 to increase freight movement and take pressure off the interstate.
- Need a multi-state option as rail is private and across state lines.
- Route 11 will likely need to be improved as traffic on I-81 continues to increase in volume, although it is unlikely the road could be expanded to four lanes.

Access and Mobility

- Road diets may be a viable solution to improve bike/ped connections.
- As the population continues to age, a key emphasis should be placed on enhanced transit for the elderly.
- Transit infrastructure improvements are needed for stops and sidewalk connections.
- Must consider the implications of autonomous vehicles on transit.
- The Fishersville/LifeCore area is experiencing growth in senior housing and should be a focus for future transit options that tie into the hospital.

Economic Development

- Better connectivity to the airport via transit and other modes should be a priority.
- Interchanges along the interstates, specifically 235, need to be improved as both corridors grow.
- Passenger rail connections to east-west, specifically to Charlottesville and points east, and connections north-south, specifically to DC and points north, could help attract employers and employees to settle in the area.



-
- There is a need to increase reliability of passenger connections, with the Lynchburg/Roanoke connection cited as an example.

Ms. Cundy thanked everyone for their input and stated that these notes will be typed up and included in a summary of the input from all sources to be provided at a later date.

Presentation and handouts attached to file minutes.

Agency Updates

Virginia Department of Transportation (VDOT)

Mr. Kiser stated that the Secretary's office is planning Fall Transportation meetings in the October/November timeframe. He stated that the meeting is expected to start with an open house; topics will include SMART SCALE policy changes, VTRANS plan and needs assessment and changes to the HSIP program. Location is to be determined.

Mr. Campbell shared the following update:

- STARS study on Greenville Avenue – Corridor recommendations have been presented to SAWMPO TAC, City of Staunton Council, and Augusta County Board. Comments are being consolidated to be provided to consultant for recommendation updates and then the study will advance to public meeting.
- STARS study along US250 Main Street - Traffic data was collected along the corridor in August. The study team Existing Conditions meeting is scheduled for October 3rd.

Mr. Komara gave the following update:

- Paving is in progress throughout the region.
- Rural Rustics (gravel roads spot widening and/or hard surfacing) – two projects are coming to completion.
- Debris removal in Swoope is in progress due to storm.
- Snow removal planning is beginning; operators are needed for the winter.

Department of Rail and Public Transportation (DRPT)

Mr. Hudson was not present to provide an update.

BRITE Transit

Mr. Quirke gave the following update:

- Extended hours on the Stuarts Draft Link were implemented yesterday which makes the service 7a-7p
- Paratransit services were increased by 2 hours each day.
- The extended Friday hours on the BRCC shuttle which were implemented 8/23 have received good feedback; just received the first ridership data today.
- Display tables were set-up at BRCC and MBU orientations to provide information to students.
- Try Transit Week is 9/16-20 with free service on Wednesday, September 18th.
- Preparations are underway for the on-site FTA Triennial Review which is scheduled for 9/24.



Ms. Gourley gave the following update on the Afton Express (service from Stanton to Charlottesville):

- A Plan is underway led by Kimley-Horn; Chapter 1, Background Information, has been completed. The next step is a Peer Review and creation of a Stakeholder Group. The Stakeholder Group will hold its first meeting on September 23rd; volunteers to sit on this group are being sought.
- The consultant will be at the Joint MPO meeting to make a short presentation on the plan's progress. One of the tasks of the Stakeholder Group is to create a funding plan that combines local, state and federal funding.

Other Business

Ms. Cundy stated that the annual Joint Meeting with Charlottesville-Albemarle MPO will be held on Tuesday, October 1st at the Crozet Library. There will not be a Board meeting on Wednesday, October 2nd.

Upcoming Meetings

Chairperson Harrington mentioned the regular meetings that are listed. Ms. Cundy went over the special LRTP pop-up meetings and noted that the BRITE TAC meetings are also included for the Board's information.

- September 7 – LRTP Pop-Up Meeting, 9:00 a.m., Stanton Farmers' Market
- September 11 – BRITE Technical Advisory Committee Meeting, 2:30 p.m. CSPDC
- September 18 – LRTP Working Group (in lieu of scheduled TAC meeting), 2:00 p.m., CSPDC
- September 21 – LRTP Pop-Up Meeting, 9:00 a.m., Waynesboro Farmers' Market
- September 28 – LRTP Pop-Up Meeting, Virginia Chili Festival
- October 1 – Joint Policy Board Meeting with Charlottesville-Albemarle MPO, 1:00-3:00 p.m., Crozet Public Library, Crozet
- October 8 – LRTP Pop-Up Meeting, 10:00 a.m. – 12:00 p.m., Augusta County Library

Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Harrington adjourned the meeting at 11:34 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 November 6, 2019, 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 September 4, 2019 Policy Board Meeting*
4. Consideration of SAWMPO TIP Amendment Release to Public Comment (BAF #19-15)*
5. Consideration of a TAP Resolution of Support (BAF #19-16)*
6. FY 2020 Unified Planning Work Program (UPWP) Budget Update (Board Memo #19-21)
7. SMART SCALE and VTrans 2045 Mid-Term Needs — Ann Cundy and Adam Campbell
8. Agency Updates
 - VDOT
 - DRPT
 - BRITE
9. Other Business
10. Upcoming Meetings
 - November 13, 2019, BTAC Meeting, 1:00 – 3:00 pm, BRITE Transit Facility
 - November 19, 2019, LRTP Working Group Meeting, 2:00 pm, CSPDC Offices
 - November 20-22, 2019, Governor's Transportation Conference, Arlington, VA
 - December 4, 2019, SAWMPO Policy Board Meeting, 10:00 am, CSPDC Offices
11. Adjournment

* Action Required





**Policy Board
Regular Meeting Minutes
November 6, 2019, 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	✓	Leslie Beauregard, Staunton
✓	James Harrington, Chairperson		Wood Hudson	✓	Josh Dunlap, VDOT
✓	Steve Rosenberg		Dan Sonenklar	✓	Bill Bushman, Hurt & Proffitt
	Steve Owen (Alt)		VRT		Staff (CSPDC)
	Augusta County	✓	Susan Newbrough	✓	Bonnie Riedesel
✓	Wendell Coleman		Phil Thompson (Alt)	✓	Ann Cundy
	Tim Fitzgerald		FHWA		Zach Beard
	Pam Carter (Alt)		Mack Frost	✓	Nancy Gourley
	City of Waynesboro		FTA	✓	Aidan Quirke
	Bobby Henderson		Michele DeAngelis	✓	Kimberly Miller
✓	Jim Shaw		VA DOA	✓	Lee Bell
✓	Michael Hamp (Alt)		Rusty Harrington		
	VDOT		CTB		
✓	Randy Kiser		F. Dixon Whitworth		
✓	Adam Campbell (Alt)				
✓	Don Komara (Alt)				
	Matt Dana (Alt)				

Call to Order

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:00 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 September 4, 2019 Policy Board meeting.

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

Introductions

Ms. Riedesel introduced Mr. Lee Bell, who is the new Finance Director at the CSPDC. Mr. Rosenberg introduced Ms. Leslie Beauregard, new Assistant City Manager for Staunton.

Consideration of SAWMPO TIP Amendment Release to Public Comment (BAF #19-15)

Chairperson Harrington presented the draft TIP Amendment. Ms. Cundy stated that a TIP Amendment has been developed due to the addition of several I-81 projects in the FY 20 Six Year Improvement Program (SYIP). She stated that the projects have already been added to the Constrained Long Range Transportation plan, and the next step is to add them to the SAWMPO's TIP in order for them to be eligible for funding. Ms. Cundy stated that the four projects are going into the Safety/ITS/Operational Improvements category. She stated that after the release of the Draft FY18-21 TIP Amendment to public comment, the Policy Board will review any comments received, and approve the amendment at the December 4th meeting.

Mr. Campbell stated that the Mt. Sidney Rest Stop on-ramp extension project is not included on this list because it has been programmed beyond 2021, which is outside this current TIP.

Mr. Rosenberg moved, seconded by Mr. Kiser, to approve the release of the draft FY18-21 TIP Amendment to Public Comment. Motion carried unanimously (6-0).

Consideration of TAP Resolution of Support (BAF #19-16)

Chairperson Harrington presented the TAP Resolution of Support. Ms. Cundy stated that the City of Staunton applied for an HSIP grant for pedestrian safety improvements at five intersections in 2018, but the HSIP program was suspended in 2019. She stated that VDOT announced that localities with HSIP awards in the draft FY20 SYIP which were also eligible for the TAP program would be permitted to submit applications for TAP funding past the regular pre-application deadline. Ms. Cundy stated that the City of Staunton has converted its previous HSIP project into a TAP application.

Ms. Cundy stated that Staunton's project is for pedestrian safety improvements at five intersections, including pedestrian signals, ADA-compliant curb ramps, and crosswalks at each intersection. She stated that these intersections are identified in the City's Bicycle and Pedestrian Plan, adopted in 2018, as intersections most in need of upgrades to address inadequate or nonexistent pedestrian infrastructure. Ms. Cundy stated that a Resolution of Support from the SAWMPO is required for this TAP project application.

Mr. Shaw moved, seconded by Mr. Rosenberg, to endorse the Staunton TAP project Resolution of Support. Motion carried unanimously (6-0).



FY 2019 Unified Planning Work Program (UPWP) Budget Update (Board Memo #19-21)

Chairperson Harrington presented the UPWP Budget Update. Ms. Riedesel stated that the memo summarizes spending activities for the MPO as of September 30th. She stated that overall spending is on-target with 79% funds remaining. Ms. Riedesel asked if there were any questions; there were none. She stated that this memo is provided for the Board's information with no action required.

SMART SCALE and VTrans 2045 Mid-Term Needs – Ann Cundy and Adam Campbell

Chairperson Harrington presented the SMART SCALE and VTrans 2045 Needs Presentation. Ms. Cundy stated that the State and MPO are at an important point in updating their respective Long Range Transportation Plans and in getting ready for the fourth round of SMART SCALE. She stated that she and Mr. Campbell want to discuss some of the information and changes that the SAWMPO and locality planners need to be aware of.

Ms. Cundy stated that VTrans is the statewide long range plan with a 25-year horizon, is federally mandated, and reflects performance-based planning and programming requirements. She stated that the Office of Intermodal Planning and Investment (OIPI) is the department responsible for managing the VTrans process.

Ms. Cundy discussed the five goals of the VTrans which align with SMART SCALE goal areas. She stated that it is important that the MPO's goals also are in alignment, which they are. She stated that the plan is updated every five years and currently mid-term needs are being considered. Ms. Cundy stated that these updated mid-term needs are what will be used to screen and score projects in SMART SCALE. She stated the mid-term needs are applied to the different travel markets; Corridors of Statewide Significance (CSS), Regional Networks, Urban Development Areas (UDA), and, new this update, Safety Needs. Ms. Cundy stated that the new Safety Needs category is particularly helpful to rural areas who may not have a CSS or UDA. She stated that all Tier 3 and higher development-ready sites from the statewide inventory may qualify by meeting some accessibility/connectivity needs.

Ms. Cundy stated that these Needs will define what is screened-in for the next two rounds of SMART SCALE. She stated that the updated Mid-Term Needs will be approved by the CTB in December and OIPI is soliciting comments for the next two weeks. Ms. Cundy stated that locality staff should carefully review the way that the Needs have been defined and communicate back to MPO Staff or OIPI with any comments. She stated that MPO Staff is mapping all the projects in the SAWMPO LRTP to make sure that they are aligned with these Needs and will report back to OIPI if there are any priority projects in our plan that do not match the draft Needs.

Ms. Cundy stated there are three ways to review the proposed Mid-Term Needs; an executive summary is available online, as well as an interactive mapping tool and GIS package that can be downloaded.

Mr. Campbell stated that SMART SCALE is the state's primary program for funding new transportation



improvement projects. He stated that localities submit projects, VDOT local office assists in reviewing and scoring, and then the CTB selects projects for funding based on the scores.

Mr. Campbell stated that at the October CTB meeting, OIPI staff made a presentation of all the draft recommended changes to SMART SCALE Round 4 that will take effect in the Spring, if approved. He highlighted the changes that will most affect the MPO within the Staunton District:

- The pre-application intake window changed from 3-months to 1-month,
- Screening moving up in the process to a 2-month window,
- Pre-application cap limits based on population within a locality; for our localities that would mean a limit of five pre-applications.

He stated that also under consideration is requiring a draft estimate with applications, but that was not included in the CTB update.

Mr. Campbell stated that scoring modifications are being considered in the categories of Congestion Mitigation, Environmental, Land Use, Safety and Economic Development and he explained them in detail. He stated that the SMART SCALE team is considering creating interstate-specific funding streams (I-81, I-95 and I-64) and application process for these projects.

Mr. Campbell stated that if the timing changes are approved, there will be a lot of work to do to prepare the applications for submission in the shortened pre-application intake window.

Presentations attached to file minutes.

Agency Updates

Virginia Department of Transportation (VDOT)

Mr. Kiser reported on the Secretary of Transportation office's Fall Transportation meeting was held on October 28th. He thanked Mr. Harrington, who provided comments on behalf of the MPO, and the MPO members who attended. Mr. Kiser reiterated the importance of the Mid-Term Needs in scoring projects.

Mr. Komara gave the following update:

- Paving and intersection improvement projects throughout the region have or are winding up.
- Snow removal contracting is in progress for this winter season.
- The Staunton District recently raised \$3500 for charity at its Safety Day.

Mr. Campbell shared the following update:

- STARS study on Greenville Avenue – A public meeting was held two weeks ago at Bessie Weller Elementary School. Attendance was low but public comments were received from the online survey, which has been generally supportive of the recommendations. Draft final report should be ready by the end of the month and wrap up by end of the year.



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- STARS study along US250 Main Street – A study team meeting was held on October 3rd to discuss the needs of the corridor and start discussing potential improvements. The consultant is analyzing improvements and will review the analysis at the next study team meeting on December 9th.

Department of Rail and Public Transportation (DRPT)

Mr. Hudson was not present to provide an update.

BRITE Transit

Mr. Quirke gave the following update:

- The on-site FTA Triennial Review was completed on 9/26-27. The CSPDC was cited as one of the best-practices in the country for oversight of the transit facility and will be used as an example to others. There were two small financial findings which were resolved this week and one website Title VI finding that was corrected while FTA was on-site.
- BRITE will participate in four Christmas parades; Staunton, Bridgewater and Waynesboro on 12/7 and Stuarts Draft on 12/14.
- Waynesboro Circulator route has been moved from Port Republic Road to Florence Avenue with three new stops due to safety concerns.
- On Monday, Staunton Downtown Trolley shifted to winter hours, 10-6pm until May.
- Free rides were offered system-wide yesterday for election day.
- BRITE was at Staunton University to highlight the local transit services offered.

Ms. Gourley gave the following update:

- Augusta Health is no longer leasing the office space on the second floor of the BRITE transit facility. A new tenant is needed for this convenient and nice space.
- DRPT is taking the lead on the Afton Express; Chapter 3, Definition of Needs, has been completed; work continues on a draft service plan. A critical stakeholder meeting is upcoming to share the service plan, get feedback, discuss cost and reach agreement of acceptable and equitable local funding plan.

Upcoming Meetings

Chairperson Harrington mentioned the October Joint CAMPO and SAWMPO meeting and expressed appreciation for the opportunity to share among the two MPOs. He noted that upcoming meetings are listed.

Other Business

Mr. Coleman commented on the election and stated that he did not win reelection. He stated that he enjoyed being on the MPO Board and appreciated having the opportunity to work with everyone. Mr. Harrington thanked him on behalf of the entire SAWMPO for his dedicated service and contributions to the body.



Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Harrington adjourned the meeting at 10:57 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 December 4, 2019, 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 6, 2019 Policy Board Meeting*
 4. Consideration of SAWMPO TIP Amendment (BAF #19-17)*
 5. Consideration of the SAWMPO 2020 Meeting Schedule (BAF #19-18)*
 6. 2045 Long Range Transportation Plan Update (Board Memo #19-22)
 7. FY 2020 Unified Planning Work Program (UPWP) Budget Update (Board Memo #19-23)
 8. Presentation: *Port of Virginia Updates*, Dustin Rinehart, Director of State and Local Government Affairs, Port of Virginia
 9. Agency Updates
 - VDOT
 - DRPT
 - BRITE
 10. Other Business
 11. Upcoming Meetings
 - December 18, 2019 SAWMPO TAC meeting, 2:00 PM, CSPDC Office
 - January 15, 2020, SAWMPO TAC meeting, 2:00 PM, CSPDC Office
 - February 5, 2020, SAWMPO Policy Board meeting, 10:00 AM, CSPDC Office
 12. Adjournment
- * Action Required



**Policy Board
Regular Meeting Minutes
December 4, 2019, 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	✓	Dustin Rinehart, Port of VA
✓	James Harrington, Chairperson	✓	Wood Hudson	✓	Josh Dunlap, VDOT
✓	Steve Rosenberg		Dan Sonenklar	✓	Burgess Lindsey, VDOT
	Leslie Beauregard (Alt)		VRT	✓	Bill Bushman, Hurt & Proffitt
	Augusta County	✓	Susan Newbrough		Staff (CSPDC)
✓	Wendell Coleman		Phil Thompson (Alt)		Bonnie Riedesel
✓	Tim Fitzgerald		FHWA	✓	Ann Cundy
	Pam Carter (Alt)		Mack Frost	✓	Zach Beard
	City of Waynesboro		FTA	✓	Nancy Gourley
✓	Bobby Henderson		Michele DeAngelis	✓	Aidan Quirke
✓	Jim Shaw		VA DOA	✓	Kimberly Miller
	Michael Hamp (Alt)		Rusty Harrington	✓	Lee Bell
	VDOT		CTB		
✓	Randy Kiser		F. Dixon Whitworth		
✓	Adam Campbell (Alt)				
✓	Don Komara (Alt)				
	Matt Dana (Alt)				

Call to Order

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:01 a.m. by 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 6, 2019 Policy Board meeting.

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

Announcement

Chairperson Harrington stated that the City of Staunton has designated the new Assistant City Manager, Ms. Leslie Beauregard, to be an alternate voting representative for the City on the SAWMPO Policy Board.

Consideration of SAWMPO TIP Amendment (BAF #19-17)

Chairperson Harrington presented the TIP Amendment. Ms. Cundy stated that at the November 6, 2019 meeting, the Policy Board approved release of the draft FY 18 – 21 TIP Amendment to add four I-81 projects and funding so that the SAWMPO TIP reflects the VDOT-programmed projects in the FY20 Six-Year Improvement Program (SYIP). She stated that no public or agency comments were received during the 21-day comment period.

Mr. Fitzgerald moved, seconded by Mr. Henderson, to approve the FY18-21 TIP Amendment as presented. Motion carried unanimously (7-0).

Consideration of the 2020 SAWMPO Meeting Schedule (BAF #19-18)

Chairperson Harrington presented the 2020 SAWMPO Meeting Schedule. Mr. Beard stated that the 2020 Meeting Schedule for the Policy Board and TAC is presented for consideration. He stated that the schedule needs to be advertised in the local newspapers and posted on the SAWMPO website. Mr. Beard noted that there is no January Policy Board meeting scheduled due to the first Wednesday being a holiday.

Mr. Coleman moved, seconded by Mr. Rosenberg, to approve the 2020 SAWMPO Meeting Schedule. Motion carried unanimously (7-0).

Discussion of the 2045 Long Range Transportation Plan (Board Memo #19-22)

Chairperson Harrington presented the 2045 Long Range Transportation Plan (LRTP) Update. Mr. Beard stated that the work continues on the 2045 Plan update and is at the halfway mark. He stated that the Plan is on-schedule for adoption in December 2020. Mr. Beard stated that since March, Tasks 1 through 5 of the LRTP Scope of Work have been completed. He stated that work to-date has been mostly research and data collection and that in this next phase, the work will focus on data analysis and evaluating and scoring projects.

Mr. Beard stated that one key aspect of the Plan that has been completed is the first phase of the Public Engagement process with a total of seven in-person meetings and a 15-question online survey. He stated that five themes emerged from the input sessions:

- Improve pedestrian and bicycle connections
- Improve transit service



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- Prioritize travel options for the aging population
 - Address I-81 and I-64 and congestion and safety; and
 - Develop multi-modal infrastructure as an economic development tool.

Mr. Beard handed out a one-page summary of the public online survey (handout attached to file minutes). He stated that the survey data is fairly consistent with feedback from the in-person meetings. Mr. Beard stated that detailed reports of feedback are available on the SAWMPO website.

Mr. Beard stated that the 2045 LRTP Working Group has been focused in the past two meetings on reviewing the 2040 LRTP Goals and updating the list of transportation projects to be included in the 2045 Plan. He stated that the LRTP Goals should be relevant to the region and must generally align with the statewide VTrans Goals, and federal metropolitan planning factors. Mr. Beard stated that the LRTP Working Group also began development of a “universe of projects” as a starting point for the 2045 CLRP and Vision Lists. He stated that the Working Group has reviewed projects from the 2040 Plan and added new projects based on local Plans and MPO and VDOT studies completed since 2015 when the 2040 Plan was adopted. Mr. Beard stated that the Working Group will assess each project on the evaluation criteria informed by the Goals.

Mr. Beard stated that the next Working Group meeting will be held in February, after which time Staff will present draft chapters 1 – 6 of the LRTP to the Policy Board as the update process reaches the halfway point.

FY 2019 Unified Planning Work Program (UPWP) Budget Update (Board Memo #19-21)

Chairperson Harrington presented the UPWP Budget Update. Ms. Cundy stated that the memo summarizes spending activities for the MPO as of October 31st. She stated that overall spending is on-target with 71% funds remaining. Ms. Cundy asked if there were any questions; there were none.

Presentation: Port of Virginia Updates by Mr. Dustin Rinehart, Director of State and Local Government Affairs, Port of Virginia

Chairperson Harrington introduced Mr. Dustin Rinehart from the Port of Virginia. He stated that Mr. Rinehart is a native of Virginia Beach and is a graduate of Virginia Tech. Chairperson Harrington stated that Mr. Rinehart played a pivotal role in securing funding for the Norfolk Harbor Project, which ensures that the Port of Virginia remains one of the few east coast ports able to welcome the largest international cargo vessels. He stated that Mr. Rinehart advocates for the Port’s long-term economic development and transportation concerns for freight fluidity.

Mr. Rinehart stated that there are 81 port-related businesses located in the SAW region and 6,000 containers coming out of those businesses, showing the Port of Virginia’s presence. He stated that the volume at the Port of Virginia creates jobs and economic growth across all Virginia and that \$2 Billion has been invested in jobs across the Commonwealth. Mr. Rinehart stated that in the maritime industry ocean carrier consolidations have grown by 69% and carriers prefer fewer stops. He stated that the Port of Virginia wants to be one of those stops. The Port of Virginia had been the deepest port until the Charleston, SC port exceeded that depth by two feet. A dredging project will begin in early 2020 to make it the deepest port again at 55 feet. Another advantage



of the Port of Virginia is that the tide does not have much effect on its depth, unlike some other ports which are more impacted by the tide.

In 2018, the Port received \$15.5 million in federal grant dollars to double rail capacity at the Virginia Inland Port in Front Royal, add equipment, and build a new highway bridge grade separation.

Mr. Rinehart stated that barge service, rail and trucks transport containers from the Port inland. One third is transported by rail, and their goal is to increase that volume to 40%. Two-thirds is moved by truck and the Richmond marine terminal service also helps. Their focus is on the network to support the Port so that movement is enabled from port to end point.

In response to a question, Mr. Rinehart stated that another inland port would be desirable, but rail is critical in making that happen. He stated that for businesses to support the Port both imports and exports are very important for maximum efficiency.

Presentation attached to file minutes.

Agency Updates

Virginia Department of Transportation (VDOT)

Mr. Campbell shared the following updates:

- STARS study on Greenville Avenue – The consultant has submitted a draft final report that the study team is reviewing. Once feedback is received and incorporated, the study will be finalized; completion is expected by the end of the year.
- STARS study along US250 Main Street – A study team meeting is scheduled for December 9th at the District office to go over the improvement alternatives that the consultant has developed to address the safety needs on the corridor.
- VTrans and SMART SCALE update – the public comment period for the VTrans update has ended and the CTB will be considering the updates to VTrans 2045 at their monthly meeting. He anticipates that SMART SCALE Round 4 will also be discussed.

Mr. Komara gave the following update:

- A public hearing on the sidewalk in Verona was held. There were about 30 people there and the meeting went well. He stated that many of the pedestrians are walking along that corridor for transportation rather than leisure.
- The Waynesboro Park & Ride will be rebuilt in the fall of 2020
- A public hearing for Staunton Crossing projects is being planned
- Three bridges on Knightly Mill Road are receiving upgrades and repairs
- Snow removal contracting is in progress for this winter season.

Department of Rail and Public Transportation (DRPT)

Mr. Hudson gave the following update:



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- DRPT applications are due by February 3rd
 - Annual update letters to the Transit Development Plans are due January 15th
 - FY2020 Transit Asset Management statewide targets will be shared at the MPO quarterly coordination meeting in December; they will remain the same as the FY19 targets. The MPOs will have 180 days to update their TIP and LRTP.
 - Work continues on the Afton Express study. A successful stakeholder meeting was held before Thanksgiving. DRPT is looking forward to having a positive application being considered and working on transit in the corridor.

BRITE Transit

Mr. Quirke gave the following update:

- BRITE experienced a 13% increase in ridership from September to October mirroring the increase in hours.
- Mr. Quirke attended the Governor's Transportation Conference on behalf of BRITE.
- The Staunton Parade was last evening, and BRITE will also participate in Bridgewater, Waynesboro and Stuarts Draft parades in the upcoming weeks.
- BRITE staffed a table at the Augusta County Parks and Recreation Senior Health Fair.
- Staff is working on the budget and TDP update to submit to DRPT.

Ms. Gourley gave the following update:

- The Afton Express stakeholder meeting was held and Kimley Horn presented the work they have done to date. A projected budget was presented. The initial phase of the service will originate from Park & Ride Lots in Staunton (an interim lot will be needed until the Staunton Crossing Park & Ride Lot is completed). Stops along the route will be the BRITE Transit Facility lot in Fishersville, and the Park & Ride lot in Waynesboro. On the eastern side of Afton, multiple stops will be served near UVA, the University Medical Center, and downtown Charlottesville. Buses could stop at riders' request at the Amtrak station in Charlottesville, and at the Waynesboro Hub to transfer to BRITE service. In the future, stops could possibly be added to Crozet, Pantops and 5th Street Station. The CSPDC will be the applicant and grant administrator; our existing service contract with Virginia Regional Transit would be amended to include delivery of this service (drivers, buses, maintenance, supervision and customer service). DRPT has requested that CSPDC submit an additional grant application by February 3rd for two years of expenses under the demonstration grant program, a special program to assist new services in which DRPT funds at the 80% level with a 20% local match. In subsequent years, the service will be funded under the Rural program, which funds at a 78% level with a 22% match. The consultant suggested to offer free rides for the first 30 days to get people to try the service, regular fares are budgeted at \$3 one way. Stakeholders discussed how to split the match and decided that the east side will pay half the match and the west side will pay half, then the stakeholders on each side will determine how to split it among themselves.
- A grant application is underway to install solar panels at the BRITE Transit facility, which will convert approximately 30% of the facility's power needs to solar.



Other Business

Ms. Cundy stated that VTrans needs would be considered by the CTB at the December meeting. Staff has reviewed the proposed changes and noticed a significant reduction in the number of needs, resulting in a reduction for SMART SCALE funding. The proposed changes will limit the number of projects the MPO and PDC can apply for. These concerns were communicated to OIPI in an email yesterday. If there are no objections, staff would also like to share these concerns directly with Mr. Whitworth ahead of the CTB meeting next week. The group agreed.

Ms. Cundy stated that she, Mr. Quirke and Mr. Beard attended the Governor's Transportation Conference the week before Thanksgiving in Crystal City; she discussed some of the focuses of the conference (preparing for Amazon's HQ2 in Arlington County and the CSX bridge across the Potomac).

Ms. Cundy stated that the Shenandoah Valley Project Impact calendars for 2020 have arrived. She offered calendars to anyone who wants them, and stated that calendars will also be delivered to locality offices.

Upcoming Meetings

Chairperson Harrington mentioned that next Board meeting will be February 5th.

Mr. Coleman stated that this will be his last meeting with the MPO. He stated that Augusta County will hold its organizational meeting on January 2nd; then at the second Wednesday meeting board appointments will be made. Chairperson Harrington and the Board thanked Mr. Coleman for his service.

Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Harrington adjourned the meeting at 11:08 a.m.

Respectfully submitted,

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

Ann W. Cundy
Transportation Program Manager