



## **Policy Board Meeting Agenda August 5, 2020, 10:00 a.m.**

Via ZOOM Video Conference Call

Web Link: <https://us02web.zoom.us/j/82092809013?pwd=djNiWHlxYWZbWFuUmcrNEF0ZlB0UT09>

Dial In (Audio Only): 1-301-715-8592

Meeting ID: 820 9280 9013

Password: 387489

1. Call to Order
2. Approval of Minutes of the June 6, 2020 Policy Board Meeting\*
3. Election of Officers (BAF #20-06)\*
4. SMART SCALE Round 4 Update (PB Memo #20-16)
5. 2045 Long Range Transportation Plan Update (PB Memo #20-17)
6. FY 2020 UPWP Budget Update (PB Memo #20-18)
7. Agency Updates
  - VDOT
  - DRPT
  - BRITE
8. Other Business
9. Upcoming Meetings
  - August 19 – Technical Advisory Committee Meeting, via teleconference, 2:00 p.m.
  - September 2 – Policy Board Meeting, via teleconference, 10:00 a.m.
10. Adjournment

\* Action Required



**Policy Board  
Regular Meeting Minutes  
June 3, 2020, 10:00 a.m.**

Via Zoom Video Conference Call  
[Audio Recording of Call Click Here](#)

**Present (21):**

Voting Members		Non-Voting Members		Others	
	<b>City of Staunton</b>		<b>VA DRPT</b>	✓	Randall Wolf, SVBC
✓	James Harrington, Chairperson	✓	Wood Hudson	✓	Kyle Lawrence, SVBC
	Steve Rosenberg		Grant Sparks	✓	Bill Bushman, Hurt & Proffitt
✓	Leslie Beauregard (Alt)		<b>VRT</b>		<b>Staff (CSPDC)</b>
	<b>Augusta County</b>	✓	Steve Wilson	✓	Bonnie Riedesel
✓	Scott Seaton		Phil Thompson (Alt)	✓	Ann Cundy
✓	Tim Fitzgerald		<b>FHWA</b>	✓	Zach Beard
	Pam Carter (Alt)		Mack Frost	✓	Aidan Quirke
	<b>City of Waynesboro</b>		<b>FTA</b>	✓	Kimberly Miller
✓	Bobby Henderson		Michele DeAngelis		
✓	Jim Shaw		<b>VA DOA</b>		
	Michael Hamp (Alt)		Rusty Harrington		
	<b>VDOT</b>		<b>CTB</b>		
✓	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 10:05 a.m. by Mr. James Harrington, Chairperson.



---

## **Approval of Minutes**

Chairperson Harrington presented the minutes from the May 6, 2020 Policy Board meeting.

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

## **Public Comment**

Chairperson Harrington asked if there were any members of the public that would like to provide comments. There were no public comments.

## **Consideration of the FY21-24 Transportation Improvement Plan (TIP) (BAF #20-03)**

Chairperson Harrington presented the Draft FY21-24 TIP. Ms. Cundy stated that we are in the TIP update cycle. She stated that the TIP is the short-range planning document for the MPO that lists all transportation projects and programs and that all MPO TIPs statewide roll up into the VDOT and DRPT Statewide TIPs (STIP). Ms. Cundy stated that VDOT and DRPT have requested that the MPO approve the TIP update so they can create a statewide program. She stated that the TIP was released to public comment on April 6th, for the 21-day public comment period and that no public comments were received. Ms. Cundy stated that one update was received for the VPAS operating funding from DRPT and that change has been made.

***Mr. Shaw moved, seconded by Mr. Seaton, to approve the FY21-24 TIP as presented. Motion carried (7-0).***

## **Consideration of the FY 2021 Unified Planning Work Program (UPWP) (BAF #20-04)**

Chairperson Harrington presented the Draft FY 2021 UPWP. Ms. Cundy stated that the UPWP is the annual work program and budget for the MPO for the coming fiscal year. She stated that the draft FY 2021 UPWP was released to public comment on April 6<sup>th</sup>, for the 21-day public comment period and that no public comments were received.

***Mr. Henderson moved, seconded by Dr. Seaton, to approve the FY21 UPWP as presented. Motion carried (7-0).***

## **SMART SCALE Round 4 Resolutions of Support (BAF #20-05)**

Chairperson Harrington presented the SMART SCALE Round 4 Resolutions. Mr. Beard stated that the Board is requested to endorse 20 SMART SCALE (SS) Round 4 Resolutions of Support. He stated that the SAW region has submitted the largest ever number of pre-applications this round. Mr. Beard stated that of the 20 pre-applications, four submissions are duplicates, submitted by MPO staff on behalf of the localities for projects that are eligible for two funding programs; this increases the chances of the project being funded. He stated that last month the projects submitted by a regional entity were summarized. Two localities, Augusta County and Waynesboro, summarized their projects that are being submitted independently. Mr. Fitzgerald discussed Augusta County's three pre-applications: US11, US250 and US254. Dr. Seaton expressed concern



---

over part of the US250 improvements and the potential impact on businesses along that part of the corridor. Mr. Campbell gave an update on the US250 STARS study that led to the US250 improvement recommendations and stated that there will be public input before the study is officially finalized. He stated that there was an online public survey in January/February with over 900 responses that were supportive of moving forward with the recommended alternatives.

Mr. Shaw discussed Waynesboro's three applications: Broad Street Access Management, West Main Street STARS study and the Crozet Tunnel Phase 3 project.

Mr. Beard stated that the Board is requested to endorse the set of 16 SMART SCALE resolutions. He discussed briefly each of the 16 resolutions listed in the BAF for a total of 20 projects (four being duplicates that list both submitting parties).

***Dr. Seaton moved, seconded by Mr. Shaw, to approve endorsement of the SMART SCALE Resolutions of Support as presented. Motion carried (7-0).***

#### **FY 2020 UPWP Budget Update (PB Memo #20-15)**

Chairperson Harrington presented the UPWP Budget Update. Ms. Riedesel stated that the memo summarizes spending activities for the MPO as of April 30th. She stated that overall spending is on-target with 40% funds remaining; any monies not used in this fiscal year may be rolled over.

#### **Remarks from Commonwealth Transportation Board Member Dixon Whitworth**

Ms. Riedesel introduced and welcomed Mr. Dixon Whitworth, CTB Board member, noting that he will be retiring in June after serving on the CTB for two, four-year terms. On behalf of the SAWMPO, she expressed her appreciation for all his hard work and dedication to the SAWMPO during his term on the CTB.

Mr. Whitworth summarized his tenure on the Commonwealth's Department of Transportation. He stated that the Staunton District is an outstanding district and is unique in many ways, containing 11 counties, 7 towns and 150 miles of I-81, 14,000 lane miles with 3500 bridges (more than any other district), and 500,000 people. He stated that the Staunton District staff is very knowledgeable and experienced. Mr. Whitworth stated that there is no district that is more engaged in the public hearings/meetings; this reputation is well-known in Richmond. Mr. Whitworth stated that due to the COVID-19 shut-down, the six-year plan has been delayed as the revenue amounts are uncertain. However, approved construction and maintenance projects are moving along well, especially due to being able to take advantage of the reduced traffic.

Mr. Whitworth reported on the fuel tax, I-81 improvements, Transportation Alternatives, Revenue Sharing, and SMART SCALE applications, past accomplishments and upcoming challenges. Mr. Whitworth expressed his appreciation to the MPO and to the Staunton VDOT District for their hard work, knowledge and assistance to the localities.

Ms. Riedesel stated that Mr. Whitworth was a critical advocate for the Crozet Tunnel restoration project and she invited him to attend the ribbon-cutting ceremony when it is scheduled.



---

Chairperson Harrington stated that over the years of Mr. Whitworth's service over \$7 million in improvements have been invested into our region. He thanked Mr. Whitworth for his exceptional service and assistance in obtaining those improvements. Chairperson Harrington presented Mr. Whitworth with a Certificate of Appreciation on behalf of the SAWMPO expressing the MPO's gratitude for steadfast leadership and dedicated service to the MPO and to the people of the region, shown during his tenure on the Commonwealth Transportation Board.

## **Agency Updates**

### Virginia Department of Transportation (VDOT)

Mr. Campbell shared the following updates:

- The SMART SCALE final application window will open Tuesday, June 9<sup>th</sup> and the deadline is August 3<sup>rd</sup>.
- VTRANS 2025 Update – the Vision, Goals and Mid-term Needs were adopted by the CTB at their January 2020 meeting; the next portion of the process is to develop the process for identifying the project pipeline recommendations to address the identified needs. This will be underway this summer and there will be opportunities for feedback and input from the localities.

Mr. Komara gave the following updates:

- Rt 254 in the Buffalo Gap area (6.2 mile shoulder project) is almost complete, 2 months ahead of schedule; this project will impact safety.
- Bell Creek (at Jake's Store) bridge project is progressing very well.
- I-81, Exits 220-225 – survey work complete and design phase beginning.
- I-81, Exits 233-237 truck climbing lanes – design firm on-board this summer.
- Secondary road paving, dirt road grading and mowing are underway across the county.
- Waynesboro Park & Ride Lot will be put out for bid in September; work expected to begin in early Spring 2021. The area will include car charging and a bus stop.

Mr. Kiser stated that Mr. Whitworth has been a huge asset to the Staunton District and his experience and expertise will be missed. He stated that Mr. Harrington also has done an outstanding job for the SAWMPO and will be missed.

### Department of Rail and Public Transportation (DRPT)

Mr. Hudson gave the following update:

- Federal CARES Act transit funding and grants are moving forward.
- Outreach to ensure agencies have the personal protective equipment needed and to help them comply with the Governor's mandates.
- Coordinating with VDOT, FHWA and FTA on the Transportation Improvement Plans to get joint language out to the MPOs.
- Completing review of the 5303 applications (transit funding to MPOs).



---

### BRITE Transit

Mr. Quirke gave the following update:

- The BRITE Bus system is now requiring riders to wear masks according to the Governor's Executive Order. Masks are being provided for riders who need them.
- Attended a COVID-19 Response meeting regarding the federal process.
- Ridership is still low but trending upward; expected to continue to increase.
- Working on making sure no riders are left behind as social distancing is still in place and bus capacity is limited.

Mr. Wilson stated that BRITE does not refuse rides for those who are not wearing masks per DRPT guidance. They are also working to minimize anyone being left behind due to buses being at max "social distancing" capacity; demand vehicles are available to pick up riders as needed.

### **Recognition of Out-going SAWMPO Board Chair Jim Harrington**

Ms. Riedesel stated that it is with great pleasure, honor and a bit of sadness to recognize Mr. Jim Harrington for his service to the SAWMPO. Chairperson Harrington will be leaving the Board at the end of the month.

Ms. Riedesel made the following remarks:

Chairperson Harrington served the SAWMPO as Chair for over four years with dedication and strong leadership; he has set a respectful and collegial tone for the Policy Board, facilitating an effective dialogue and regional collaboration. He worked with his fellow elected officials in the SAWMPO region and also in the Charlottesville Albemarle MPO to institute inter-regional collaboration through numerous annual joint MPO meetings; these meetings were effective in promoting inter-regional transportation projects and working on issues critical to both regions. Chairperson Harrington persuasively led leaders in both regions in support for important inter-regional transportation projects, such as Afton Express. Under his leadership and during his tenure as Board Chair, numerous transportation studies have been conducted; these include the WWRC transportation improvement study, the Rt.250 corridor study in Stanton and the Rosser Avenue study in Waynesboro.

Ms. Riedesel thanked Mr. Harrington on behalf of the SAWMPO for his service to the MPO, his community and the region, and presented him with a Certificate of Appreciation.

Chairperson Harrington stated that it has been a great privilege to serve on the MPO including being the Chair. He stated that he appreciates the recognition and wishes the best for each one in the MPO.

Mr. Whitworth thanked Mr. Harrington on behalf of the Commonwealth. He stated that the SAWMPO has been so engaged and has provided excellent input, and he expressed his appreciation for Mr. Harrington's valuable leadership.



---

### **Other Business**

Several MPO members expressed their appreciation to both Mr. Whitworth and Chairperson Harrington for their service to the MPO.

### **Upcoming Meetings**

Chairperson Harrington mentioned the upcoming meetings listed on the agenda; the next Board meeting will be July 1st.

### **Meeting Adjournment**

There being no further business to come before the Policy Board, Chairperson Harrington adjourned the meeting at 11:28 a.m.

Respectfully submitted,

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

Ann W. Cundy  
Director of Transportation



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

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

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Bonnie Riedesel, SAWMPO Secretary/Treasurer  
**MEETING DATE:** August 5, 2020  
**RE:** **Board Action Form #20-06: Election of Chair**

#### ACTION REQUIRED

Nomination and election of a Chair to fill the vacant office.

#### BACKGROUND

SAWMPO Chair Jim Harrington concluded his term on the Policy Board at the June 3, 2020 meeting. According to Article V, Section 4 of the SAWMPO Bylaws, if an office becomes vacant, an election to fill the office shall be held at the next regular meeting of the SAWMPO, and the new officer elected shall complete the unexpired term of the succeeded officer.

SAWMPO officers serve three-year terms. The current terms began on October 1, 2019 and expire on September 30, 2022.

The Bylaws state that a Staunton, Waynesboro, or Augusta County elected representative shall serve as Chair; however, in no case shall both offices be filled with representatives from the same locality at the same time.

#### ATTACHMENTS

[SAWMPO Bylaws](#)





**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

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

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Ann Cundy, SAWMPO Director of Transportation  
**MEETING DATE:** August 5, 2020  
**RE:** **Board Memo #20-16: SAWMPO SMART SCALE Round 4 Final Applications**

## EXECUTIVE SUMMARY

Local governments and regional agencies in the SAWMPO region submitted 16 SMART SCALE pre-applications for Round 4. The SAWMPO submitted four pre-applications, and the CSPDC, BRITE, Augusta County, and the City of Waynesboro each submitted three pre-applications. The deadline for submitting final applications was extended from August 3 to August 17, 2020.

## BACKGROUND

The SAWMPO is submitting final applications in partnership with the three localities and VDOT. The pre-application cycle was from March 1 – April 17, 2020, while the final cycle is from June 9 – August 17, 2020. The final application deadline was extended due to Covid-19.

The three main components of the final application are 1) identifying economic development site information, 2) passing resolutions of support from local and regional applicants, and 3) developing detailed project cost estimates.

### *Economic Development Sites*

Staff is requesting that localities provide economic development site information for applications being submitted by the SAWMPO and CSPDC. Each project is assessed on its potential to support nearby economic development. Applications must include descriptions of economic development sites supported by the transportation improvement; specifically site plan approval status, zoning designation, square footage, distance from the transportation project, and the level of access that the transportation improvement provides.

### *Resolutions Of Support*

OIPI is accepting resolutions of support from applicants until October 30, 2020 due to the limitations of public bodies meeting because of COVID-19. The SAWMPO and CSPDC passed resolutions of support for their applications in June, 2020.

### *Detailed Cost Estimates*

VDOT Staunton District Planning and Location and Design staff are responsible for reviewing and finalizing all detailed cost estimates for projects to ensure that they avoid future cost overruns to the greatest extent possible. Detailed cost estimates are uploaded into the SMART Portal, and provide start and end dates for project phases—preliminary engineering, right of way acquisition, and construction.

## SAWMPO SMART SCALE ROUND 4 APPLICATIONS

### **SAWMPO**

- Woodrow Wilson Rehabilitation Center Long-term Access Improvements
- Rosser Avenue (US 340) Corridor Improvements
- Richmond Road (US 250) and Crossing Way Shared Use Path (in Staunton)

### **CSPDC**

- Commerce Road/Lewis Creek Greenway (in Staunton)
- Greenville Avenue (US 11 ) Road Diet from Ritchie Boulevard to Richmond Road (in Staunton)

### **BRITE**

- US 11 and Dick Huff Lane BRITE Bus Stop and Pedestrian Crossings
- US 250 and Sangers Lane BRITE Bus Stop, Park and Ride, and Pedestrian Improvements
- US 250 and Lew Dewitt Boulevard Intersection and Crossing to Shopping Center

### **Augusta County Additional Applications**

- Weyers Cave Road/Route 256 Improvements
- VA 254 (Hermitage Road) intersection safety improvements
- US 11 (Lee Highway) access management improvements
- US 250 (Jefferson Highway) access management improvements

### **City of Waynesboro Additional Applications**

- West Main (US 250) Corridor Improvements
- Crozet Tunnel Trail
- West Main Street (US 250) STARS Recommendations
- Broad Street Access Management





**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Zach Beard, SAWMPO Transportation Planner  
**MEETING DATE:** August 5, 2020  
**RE:** **Board Memo #20-17: 2045 Long Range Transportation Plan (LRTP) Update**

### EXECUTIVE SUMMARY

The 2045 Long Range Transportation Plan (LRTP) update began in [March 2019](#). Staff has completed seven of the nine tasks outlined in the Scope of Work, and a rough draft of the document. The 2045 LRTP Update must be adopted by December 15, 2020 for the region to continue to receive federal transportation construction funding.

Since March 2020, SAWMPO staff and the LRTP Working Group refined the project evaluation methodology and finalized a list of transportation projects to evaluate for inclusion in the Plan. The draft scoring results were presented to LRTP Working Group on July 29, 2020.

### PROJECT EVALUATION

#### *Project Lists and Methodology*

The LRTP includes two lists of projects – the Constrained Long Range Plan (CLRP) and the [Vision List](#). The CLRP includes projects with funding committed through the State’s Six Year Improvement Program (SYIP), and projects not yet funded, but which the MPO and its members intend to fund between 2020 and 2045.

The Plan’s fiscal constraint is based on [projected available revenues](#) (see **Table 1**) that reflect assumptions about funding programs such as SMART SCALE, TAP, Revenue Sharing, and the Phase 1 I-81 Improvement Program projects.

**Table 1: Projected Revenues by Funding Program, 2045**

Funding Program	2045 Total
Interstate 81 Improvement Program	\$37,290*
District Grant Program	43,108
High Priority Projects	25,537
Transportation Alternatives	7,589
Revenue Sharing	1,200
Highway Safety Improvement Program	1,500
State of Good Repair	1,088

\*Only includes Phase 1 of I-81 revenues

The Vision List identifies projects for the region that address important needs, but for which projected funding may not be available. There are over 70 projects documented in the 2045 LRTP from the region. The projects were identified from the 2040 Plan adopted in 2015, and new projects based on plans from localities, and SAWMPO and VDOT studies completed since 2015.

### *Vision List Project Scoring Results*

The LRTP Working Group reviewed the draft project scoring results at their July 29, 2020 meeting. Each project was evaluated by the six factors determined by the LRTP Working Group: Congestion, Safety, Accessibility, Economic Development, Environment, and Land Use (see **Table 1**).

**Table 1: Project Scoring Spreadsheet Example**

PROJECT NAME	Congestion (15%)	Safety (24%)	Accessibility (14%)	Economic (28%)	Environment (12%)	Land Use (7%)	Overall Project Scoring		
	Weighted Factor Value	Weighted Factor Value	Weighted Factor Value	Weighted Factor Value	Weighted Factor Value	Weighted Factor Value	Project Benefit	Project Cost (2020)	Project Score
Augusta/F-4 US 250 (Jefferson Highway) at VA 792 (Sangers Lane/Brand Station Road)	1.0	0.7	2.7	0.7	9.9	4.9	19.8	\$1,442,000	137.5
WWRC Long-term Access Improvements	2.8	1.7	5.1	15.2	11.7	4.5	40.9	\$14,200,000	28.8
US 250 (Jefferson Highway) STARS Study Improvements	1.3	3.4	1.6	3.5	10.0	6.6	26.2	\$1,900,000	138.1

The Weighted Factor Value is the raw score multiplied by the weighted percentage assigned to each Factor. The sum of the six Weighted Factor Values results in the Project Benefit score. The final Project Score is the Project Benefit Score divided by the Project Cost Estimate. **Table 2** shows the top ten scoring projects.

**Table 2: 2045 LRTP Top Ten Projects by Overall Project Score**

Project ID	Jurisdiction	Project Name	Project Benefit	Project Cost (2020)	Project Score
W-5	Waynesboro	Rosser Ave Corridor Improvements	50.8	\$845,775	600.9
ST-22	Staunton	Greenville Avenue / Statler Road / Ritchie Blvd Intersection Safety Improvements	35.9	\$645,360	555.8
ST-21	Staunton	Greenville Avenue / Coalter Street / Commerce Road Intersection Improvements	32.9	\$800,000	411.4
ST-24	Staunton	Greenville Avenue Safety / Multimodal Access Improvements (Barterbrook Road to Amherst Road)	36.1	\$1,168,935	308.9
ST-23	Staunton	Greenville Avenue Safety / Multimodal Access Improvements (Ritchie Blvd to Richmond Road)	40.6	\$1,540,220	263.9
ST-20	Staunton	Richmond Road / Frontier Drive Operational / Safety / Access Management Improvements	24.9	\$1,733,000	143.9
F-7	Augusta	US 250 (Jefferson Highway) STARS Study Improvements	26.2	\$1,900,000	138.1
W-3	Waynesboro	W-3 Delphine Ave (VA 340) at Hopeman Pkwy	20.7	\$1,504,200	137.6
F-4	Augusta	US 250 (Jefferson Highway) at VA 792 (Sangers Lane / Brand Station Road)	19.8	\$1,442,000	137.5
W-20	Waynesboro	West Broad Corridor Improvements	44.5	\$3,500,000	127.1

## NEXT STEPS

The Working Group will review the draft final document in August 2020, and the Policy Board will have the opportunity to review the document at the September Board meeting. An online survey for the final draft public comment period is anticipated for a September or October 2020 release.

## ATTACHMENTS

[2045 LRTP Final Performance Evaluation Matrix](#)

[2045 LRTP Draft Project Scoring](#)

~~---~~



**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Bonnie Riedesel, SAWMPO Secretary/Treasurer  
**MEETING DATE:** Augusta 5, 2020  
**RE:** **Board Memo #20-18: FY 2020 Unified Planning Work Program (UPWP) Budget Update**

**EXECUTIVE SUMMARY**

The UPWP is the spending plan for the MPO for the fiscal year (July 1 – June 30). Below is an update on spending by the MPO as of June 30, 2020. Spending is shown by task and by VDOT and DRPT funding.

EXPENSE SUMMARY BY TASK	06/30/20		BALANCE	%
	UPWP	YTD		
710.1 Program Support & Administration	60,192	47,651	12,541	21%
710.2 Public Participation & Outreach	24,000	19,654	4,346	18%
711 Long Range Transportation Planning	96,618	51,672	44,946	47%
712 Short Range Transportation Planning	25,000	25,403	(403)	-2%
713 Local, State, and Federal Assistance	37,500	33,756	3,744	10%
714 Transit Planning	15,000	5,941	9,059	60%
Contingency - Highway	62,937	-	62,937	100%
<b>TOTAL</b>	<b>\$ 321,247</b>	<b>\$ 184,076</b>	<b>\$ 137,171</b>	<b>43%</b>
TOTAL EXCLUDING CONTEGENCY	\$ 258,310	\$ 184,076	\$ 74,234	29%

All expenses are allocated according to the UPWP allocation percentages:

FUNDING BY TASK AND SOURCE	VDOT	DRPT	TOTAL
710.1 Program Support & Administration	70%	30%	100%
710.2 Public Participation & Outreach	58%	42%	100%
711 Long Range Transportation Planning	72%	28%	100%
712 Short Range Transportation Planning	60%	40%	100%
713 Local, State, and Federal Assistance	67%	33%	100%
714 Transit Planning	0%	100%	100%
Contingency - Highway	100%	0%	100%