



Technical Advisory Committee Meeting Agenda March 17, 2021 at 2:00 p.m.

Via ZOOM Video Conference Call

Web Link: <https://zoom.us/j/92314044862?pwd=dDBLVThLRm9YSVp5M1o5Zkg1N0ZjZz09>

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

Meeting ID: 923 1404 4862 ▪ Password: 608183

1. Call to Order
2. Public Comment
3. Approval of the Minutes of the January 20, 2021 TAC Meeting*
4. Title VI Amendment (TAC Memo #21-04)
5. FY 2022 Unified Planning Work Program (UPWP) Overview (TAC Memo #21-05)
6. MAP-21 Quarterly Planning and Programming Updates
7. Agency Updates
 - a. VDOT
 - b. DRPT
 - c. BRITE
8. Other Business
9. Upcoming Meetings
 - April 7, 2021 – Policy Board Meeting, via videoconference, 10:00 a.m.
 - April 21, 2021 – TAC meeting, via videoconference, 2:00 p.m.
10. Adjournment

* Action Required



Technical Advisory Committee (TAC) Regular Meeting Minutes January 20, 2021, 2:00 p.m.

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

Present (17):

Voting Members				Others	
	City of Staunton		VDOT	✓	Bill Bushman, Hurt & Proffitt
✓	Rodney Rhodes	✓	Don Komara	✓	Sam Styers, McCormick Taylor
✓	Jeff Johnston	✓	Adam Campbell (Alt)		Staff (CSPDC)
	Tim Hartless (Alt)		Josh Dunlap (Alt)	✓	Ann Cundy
	Lyle Hartt (Alt)		VA DRPT	✓	Zach Beard
	Augusta County	✓	Wood Hudson	✓	Devon Thompson
✓	Leslie Tate, Vice Chair		Grant Sparks (Alt)	✓	Kimberly Miller
	Doug Wolfe	Non-Voting Members			
✓	Jeff VanFossen (Alt)		VRT		
	Vacant (Alt)	✓	Steve Wilson		
	City of Waynesboro		Phil Thompson (Alt)		
✓	Todd Wood, Chairperson		Federal Highway Admin.		
✓	Luke Juday		Mack Frost		
✓	Kira Johnson (Alt)		Federal Transit Admin.		
	Brian McReynolds (Alt)		Michele DeAngelis		
			VA Dept. of Aviation		
			Rusty Harrington		

Governor Ralph Northam declared a state of emergency in Virginia on March 12, 2020, in response to COVID-19. In light of this emergency, the February 3rd, 2021, SAWMPO TAC meeting was conducted via video conferencing using Zoom.

Call to Order

The meeting of the Technical Advisory Committee (TAC) of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 2:00 p.m. by Chairperson, Mr. Todd Wood.

Approval of Minutes

Chairperson Wood presented minutes from the November 18, 2020 TAC Meeting.

Ms. Tate moved, seconded by Mr. Rhodes, to approve the minutes of November 18, 2020 as presented. Motion carried unanimously (7-0).

Discussion of the FY22 5310 Application (TAC Memo #21-01)

Chairperson Wood presented the 5310 Application. Ms. Cundy stated that each year Human Services agencies make application to DRPT for capital items. She stated that they must notify the MPO that they are applying for funds by a letter, and if funded, the funds are added to the SAWMPO TIP. Ms. Cundy stated that the only notification the MPO has received is from Heart Havens, a provider of transportation for adults with disabilities, who has requested funds from DRPT (letter attached to Memo). She stated that this is an 80/20 match program with no financial obligation from the MPO.

Discussion of the 2021 MAP-21 Safety and System Performance Targets (TAC Memo #21-02)

Chairperson Wood presented the MAP-21 Safety and System Performance Targets. Mr. Beard stated that the MPO is required to periodically review performance and outcome targets for the MAP-21 performance-based planning process. He stated that the safety targets (number and rate of fatalities, serious injuries and non-motorized crashes) are reviewed annually and the system performance target (bridge deck condition) is reviewed every four years.

Mr. Beard stated that the SAWMPO's 2015-2019 five-year rolling average fatality and severe injury rate is lower than the statewide targets, with rates for both decreasing since 2017, while the number of non-motorized fatal and severe injuries is slightly higher than the target. He stated that since the MPO began setting targets in 2018, the MPO has been below each target, with the exception of the non-motorized category, which was slightly higher in 2019, and is projected to again surpass the target in 2020 (see Table 1 in Memo).

Mr. Beard stated that in September the CTB approved an adjustment to Virginia's 4-year target for one federal performance measure: percentage of deck area of bridges in good condition (National Bridge Inventory (NBI) on the National Highway System (NHS). He stated that the adjustment changes the previously established statewide target from 33% to 30.5% of deck area of bridges in good condition.

Mr. Beard stated that the MPO has the option to set its own targets, but as in the previous years, staff plans to recommend that the Policy Board concur with the statewide targets at their February meeting. He stated that there is no penalty for not meeting the targets.

Discussion of the FY21 Small Area Study (TAC Memo #21-03)

Chairperson Wood presented the 5310 Application. Mr. Beard stated that when not involved in Long-Range Transportation planning, the MPO conducts small area studies annually throughout the region. He stated

that the first small area study was completed at the WWRC entrance and corridor (2017), the second was the Rosser Avenue corridor in Waynesboro and third was the Richmond Road area in Staunton.

Mr. Beard stated that this year (FY21), due to capacity and safety needs, staff is proposing to study the VA 256 (Weyers Cave Road) in the vicinity of I-81 Exit 235 between US 11 and VA 276 (Keezletown Road) in Weyers Cave. He stated that the regional significance and designated growth of this area plus the potential projects in this area provide the basis of the need for this study.

Mr. Beard stated that a draft statement of need and purpose, which was developed in conjunction with VDOT and Augusta County, is included in the TAC memo. He stated that a consultant from the on-call consultant program will be hired to conduct the bulk of the study including scope, tasks and deliverables. Mr. Beard showed a map of the proposed study area and discussed the various issues the study will seek to address. He stated that the deliverable will be a technical document highlighting both mid- and long-term improvements that Augusta County and VDOT can use to evaluate operational improvements within the corridor to reduce vehicle delays, increase throughput, and identify funding opportunities. Discussion ensued about the bridge and possible improvements or replacement; Mr. Beard stated that it will be included in the analysis.

Mr. Beard stated that SAWMPO Staff is requesting that the TAC review the proposed components of the FY21 Small Area Study. He stated that the Study, and any TAC input, will be reviewed with the Policy Board at the February 3, 2020 meeting.

Agency Updates

VDOT

Mr. Campbell gave the following update:

- Downtown Staunton STARS study had a successful site field review last week of all 10 intersections.
- The January CTB meeting was held yesterday. A VTrans update was provided by OIPI that addressed all the public comments made in the fall, including that of the SAWMPO and the CSPDC. The update included how the comments were addressed or resolved. VDOT will provide an update next month to the MPO. The CTB is scheduled to take action on VTrans Needs Prioritization at next month's meeting.
- Transportation Revenues are expected to be very good due to the new taxation plan. The resulting SMART SCALE Round 4 revenue forecast is significantly higher than expected and the Staunton District's expected funding has doubled.
 - High Priority funding for the Staunton District is \$27 million.
 - In the draft funding scenario, the Staunton District had 20 applications, 10 of which were from the SAWMPO.
 - A more detailed update on funding will be provided next month.

Mr. Komara gave the following update:

- Rt 250 Bell Creek bridge project (near Jake's Store) is progressing very well and is on-schedule, expected to finish in Summer 2021.

- Waynesboro Park & Ride lot project was awarded to Plecker Construction; construction to begin next month.
- Rt 703 bridge replacement has been awarded to Kanawha Stone.
- Safety improvements on Rt 340 from Crimora to Grottoes to include shoulder widening and rumble strips bids have been received; B&S was read low.
- I-81 Exit 235 access improvements (SMART SCALE project) right turn lanes from Rt 256 onto the ramps will go out for advertisement in the Spring.

DRPT

Mr. Hudson gave the following updates:

- The DRPT FY22 application window closes on February 1st.
- Virginia Passenger Rail Authority has a meeting scheduled for January 25th; information is available about the Authority on DRPT's website.
- FTA is expected to provide final apportioning of the Federal COVID relief bill funds.

Transit

Ms. Thompson gave the following updates:

- The CTB met in December and approved the FY21 Six-Year Improvement Plan (SYIP), which included funding for Afton Express, ITS Phase I, and transit and transportation demand management operating funds.
- Current plans call for the startup of Afton Express service in July 2021.
- FY22 DRPT Grant Application process has started and staff is working on completing grants prior to the February 1 deadline. Grant applications are being submitted for Urban (5307), Rural (5311) and Commuter Assistance Program Operating Funds, and for Technical Assistance to complete the Transit Development Plan (TDP).
- The CSPDC, in cooperation with the University of Virginia and TJPDC, is conducting a public survey to determine the need for a Coworking Space located at the BRITE Transit Facility. The survey is pending approval from UVA and will remain open until early-to-mid February. Once the survey is approved, the link will be distributed to the TAC.

Other Business

Chairperson Wood opened the floor for other business. Ms. Tate introduced Augusta County's new planner, Ms. Caroline Stoerker. She stated that Mr. Wolfe is currently out of the office for military service with the Virginia National Guard.

Upcoming Meetings

Chairperson Wood stated that the Policy Board will meet on February 3rd and the TAC on February 17th, both by videoconference.



Meeting Adjourned

Chairperson Wood asked if there was any additional business to come before the TAC. There being none, the meeting was adjourned at 2:48 p.m.

Respectfully submitted,

Ann W. Cundy
Director of Transportation



**Staunton Augusta
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TO: Staunton-Augusta-Waynesboro MPO TAC
FROM: Ann Cundy, Director of Transportation
MEETING DATE: March 17, 2021
RE: **TAC Memo #21-04: Draft Title VI Amendment**

EXECUTIVE SUMMARY

Title VI of the Civil Rights Act of 1964 states that “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

As a recipient of federal funds, the SAWMPO adheres to the law, and documents this in the Title VI Plan, ensuring non-discrimination on the basis of race, color, or national origin, in all our activities, with a particular focus on public participation, and procurement.

In the fall of 2020, VDOT conducted a triennial review of the MPO’s Title VI Plan and program. VDOT delivered its Letter of Findings on January 19, 2021. Staff is addressing the deficiencies in the letter by amending the MPO’s Title VI Plan. Deficiencies related to consultant procurement will be addressed in our procurement for a new set of CSPDC on-call consultants later this year.

The draft Title VI Plan amendment addresses Findings 1 and 6, adds Title VI Certifications and Assurances in Appendix C, and revises the MPO’s Discrimination Complaint Procedures to ensure compliance with FHWA’s new requirement that all complaints made against a subrecipient of federal funds—i.e. the MPO and its subrecipients—be routed directly to FHWA for review (Appendix D).

NEXT STEPS

The Policy Board released the draft document to a 21-day public comment period at the March 3, 2021 meeting. Staff will incorporate any additional edits and public comment into the amended document, and present the final 2021 Title IV amendment to the Policy Board for approval at the April 7, 2021 meeting.

ATTACHMENTS

- [Draft Title VI Plan Amendment](#)
- [VDOT Letter of Findings](#)

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TO: Staunton-Augusta-Waynesboro MPO TAC
FROM: Zach Beard, SAWMPO Transportation Planner
MEETING DATE: March 17, 2021
RE: **TAC Memo #21-05: FY 2022 Unified Planning Work Program (UPWP) Overview**

BACKGROUND

The UPWP is the annual work program and budget for the MPO. It details the administrative and planning activities during the fiscal year, and the federal, state and local funds used.

The TAC can make recommendations to MPO staff on the activities and funding levels in the UPWP during the annual update process. VDOT and DRPT provide the MPO with annual allocation of planning funds in the spring, and the final numbers are not yet available. Budgets from the previous two fiscal years are below.

Revenues	FY 2021	FY 2022
FHWA PL	\$151,973	\$153,635
PL Carryover	\$69,295	\$109,102
FTA 5303	\$94,084	\$91,376.00
FTA 5303 Carryover	\$28,840	\$50,000*
Totals	\$344,192	\$404,113

*estimate

The FY21 budget focused on the 2045 Long Range Transportation Plan (LRTP) update process, the 2045 VTrans update, and SMART SCALE applications. In FY22, the MPO's programmatic focus and budget returns to small area studies and other activities requested by our local and state partners.

NEXT STEPS

- April 21 – TAC recommends release of the Draft FY 2022 UPWP to public comment
- May 5 – Policy Board releases the Draft FY 2022 UPWP to public comment
- June 2 – Policy Board approves the FY 2022 UPWP

REFERENCE

[Current \(FY21\) UPWP](#)