



## **Technical Advisory Committee Meeting Agenda August 18, 2021 at 2:00 P.M.**

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

1. Call to Order
2. Public Comment
3. Approval of the Minutes of the June 16, 2021 TAC Meeting\*
4. Consideration of 2021 TAP Resolutions of Support (TAC Action Form #21-02)\*
5. Resolution Authorizing Electronic Participation in SAWMPO Meetings (TAC Memo 21-12)
6. FY21-24 Transportation Improvement Program (TIP) Amendment (TAC Memo #21-13)
7. Presentation: Afton Express Service Launch - Devon Thompson, Transit Planner
8. Agency Updates
  - a. VDOT
  - b. DRPT
  - c. BRITE
9. Other Business
  - VAMPO Training September 15, 2021
10. Upcoming Meetings
  - September 1, 2021 – SAWMPO Policy Board, 10:00 a.m., CSPDC Office
  - September 15, 2021 – SAWMPO TAC, 2:00 p.m., CSPDC Office
11. Adjournment

\* Action Required



**Technical Advisory Committee (TAC)  
Regular Meeting Minutes  
June 16, 2021, 2:00 p.m.**

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

**Present (17):**

Voting Members				Others	
	<b>City of Staunton</b>		<b>VDOT</b>	✓	William Wentzien, McCormick Taylor
✓	Rodney Rhodes	✓	Don Komara		
✓	Jeff Johnston	✓	Adam Campbell (Alt)		<b>Staff (CSPDC)</b>
	Tim Hartless (Alt)		Josh Dunlap (Alt)	✓	Ann Cundy
	Lyle Hartt (Alt)		<b>VA DRPT</b>	✓	Zach Beard
	<b>Augusta County</b>		Wood Hudson	✓	Devon Thompson
✓	Leslie Tate, Vice Chair		Grant Sparks (Alt)	✓	Kimberly Miller
✓	Doug Wolfe	<b>Non-Voting Members</b>		✓	Manas Ranjan
	Jeff VanFossen (Alt)		<b>VRT</b>	✓	Olivia Raines
✓	Caroline Stoerker (Alt)		Steve Wilson		
	<b>City of Waynesboro</b>		Phil Thompson (Alt)		
✓	Todd Wood, Chairperson		<b>Federal Highway Admin.</b>		
✓	Luke Juday		Mack Frost		
✓	Alisande Tombarge (Alt)		<b>Federal Transit Admin.</b>		
	Brian McReynolds (Alt)		Michele DeAngelis		
			<b>VA Dept. of Aviation</b>		
			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 June 16, 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.

## **Public Comment**

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

## **Approval of Minutes**

Chairperson Wood presented minutes from the April 21, 2021 TAC Meeting.

***Mr. Wolfe moved, seconded by Ms. Tate, to approve the minutes of April 21, 2021, as presented. Motion carried unanimously (6-0).***

## **FY22 Studies Update (TAC Memo #21-08)**

Chairperson Wood presented the FY22 Studies Update. Mr. Beard stated that at the April TAC meeting, two potential FY22 studies were reviewed; 1) a regional highway safety plan in partnership with VDOT and 2) a bike-ped connectivity plan led by MPO staff. He summarized feedback from the TAC in support of both studies and requesting both studies to be done in the fiscal year if possible.

Mr. Beard stated that due to the time sensitivity of the regional highway safety plan and that the cost is totally paid for with federal funds, the TAC recommended that the MPO pursue this opportunity, which the Board approved. He stated that this study will begin in January 2022. Mr. Beard stated that the plan will be done in partnership with VDOT's Traffic Engineering Division and the product will be a plan that addresses safety, infrastructure and behavioral aspects of safety.

Mr. Beard stated that beginning in the fall of 2021, and conducted in-house by MPO and locality staff, the Bike-Ped Regional Connectivity study will prioritize the segments of each locality to create a connected system for non-motorized transportation that will generally parallel I-81 and I-64. He stated that staff has begun collecting existing data from each locality and outlining a rough scope of work.

## **Introductions**

Chairperson Wood requested introductions of new staff members. Ms. Cundy introduced Ms. Olivia Raines, who joined the CSPDC today as a Regional Planner. Mr. Juday introduced Ms. Alisande Tombarge, who is Waynesboro's new Associate Planner.

## **2020 Census Bureau Proposed Criteria for Urban Areas Letters (TAC Memo #21-09)**

Chairperson Wood presented the Census Bureau Proposed Criteria for Urban Areas. Ms. Cundy stated that staff has reviewed a proposal by the Census Bureau to use a new methodology to define urban areas. She stated that this methodology could dramatically shrink the MPO's urbanized area and cause it to fall below the population threshold. Ms. Cundy stated that this could affect transit funding in the region (BRITE bus system).

Ms. Cundy stated that Mr. Ranjan created a map that shows the potential impact of this proposed criteria. She stated that the 2020 census data is not expected to be significantly different than the projections using the 2010 data. Ms. Cundy stated that a letter was sent to the congressional delegation as discussed at last month's meeting.

Mr. Juday asked when the 2020 census data will be released; Ms. Cundy stated that she last heard fall of 2021.

### **FY21 Small Area Study: Exit 235 and Route 256 Update (TAC Memo #21-10)**

Chairperson Wood presented the FY21 Small Area Study at Exit 235 and Route 256. Mr. Beard stated that the study in Weyers Cave is evaluating mid-term and long-term corridor needs and intersection configurations to accommodate current congestion and future growth along Weyers Cave Road (VA 256) between US 11 and Triangle Drive. He stated that mid-term recommendations are expected to include signal improvements and potential interchange design improvements. Mr. Beard stated that the long-term recommendations will focus on adding capacity over the bridge at the interchange. He stated that a site review meeting was held last month to look at future development. Mr. Beard stated that once VDOT has confirmed the growth rates, the next study team meeting will be scheduled. He stated that the study is on-track to be completed by the end of the year.

### **Presentation: "COVID-19 Impacts on Regional Transportation," Manas Ranjan, Transportation Planner, CSPDC (TAC Memo #21-11)**

Chairperson Wood presented Mr. Ranjan who will discuss COVID-19 Impacts on Regional Transportation. Mr. Ranjan noted that staff wanted to explore how the COVID-19 pandemic has impacted the transportation networks and requirements in the region, and study the findings in comparison to national trends. He stated that the comparative study found interesting variances and region-specific insights that contrast with national trends, and raised valuable questions regarding transportation characteristics and needs particular to the region.

Mr. Ranjan noted that using the same methodology as studies conducted nationally and in Northern Virginia, staff conducted a study focused on the CSPDC region to explore if the region also followed the national trend or, if it differed, in what ways. He stated that the study used crash data from VDOT to develop models to explore the nature of crashes, increase in fatal crashes, and the reason behind the increase specific to the rural nature of our region.

Mr. Ranjan noted that the study found that, unlike the trends noticed in urban areas and Northern Virginia, the region did not face the same effects of COVID-19 pandemic on transportation. He reported on overall crashes in the region, the number of fatal and major injury crashes as compared to previous years, and the different ways the pandemic may have impacted urban and rural regions. (Presentation attached to file minutes.)

Ms. Cundy stated that the trends found in this study can be used to guide recommendations in the upcoming regional highway safety plans.

### **Agency Updates**

#### VDOT

Mr. Campbell gave the following update:

- The pre-application deadline for Revenue Sharing and Transportation Alternatives Program is July 1<sup>st</sup>. Following the pre-application window, the final application deadline is October 1<sup>st</sup>.
- The June CTB meeting is next week, and it is expected that the CTB will approve the FY22 Six-Year Improvement Program (SYIP). At last month's CTB meeting, our representative, Mr. Merrill, decided to make a change to the recommended scenario to ensure equity across the district. The Waynesboro Broad Street project, which was the last project to get funded, was switched with the next project on the list, a project in Woodstock. The Woodstock project is the only project awarded in that region and is a much-needed safety improvement project. It provides a roundabout at an intersection at the entrance to the Shenandoah Valley Fair Grounds which has the highest PSI location outside the MPO areas.
- The downtown Stanton STARS study team met to review recommendations made by the consultant with City Council. Council asked for more time to evaluate the recommendations before releasing to public comment.
- Mr. Juday asked if Revenue Sharing could be used for paving or maintenance. Mr. Campbell said that those projects are eligible but funding is likely not for the next 2 years. Ms. Cundy stated that the State of Good Repair program may be an option.

Mr. Komara gave the following update:

- Public hearing on June 23<sup>rd</sup> on I-81/Barterbrook Road project.
- I-81 projects are under design and updates are available on [Improve81.org](http://Improve81.org).
- Rt 250 Bell Creek bridge project (near Jake's Store) is complete, six months ahead of schedule.
- Waynesboro Park & Ride lot project work has started; working on drainage basin.
- Rt 703 Hewitt Road bridge replacement; expected to be finished by the end of the summer.
- Safety improvements on Rt 340 from Crimora to Grottoes is almost complete.
- I-81 Exit 235 access improvements (SMART SCALE project) right turn lanes from Rt 256 onto the ramps will go out for advertisement next week.
- Rt 262 improvements are in the design process.

#### DRPT

Mr. Hudson was not available to provide an update.

#### Transit

Ms. Thompson gave the following update:

- The Afton Express transit service has a planned start date of September 1<sup>st</sup>. Staff continues to outline and plan the logistics of starting up the service by that date. Two buses have been purchased and one bus has been delivered and has been branded. This bus was used in a photo shoot yesterday; the photos will be used for the marketing materials for promotional campaigns, which will begin in July and August.
- Staff is moving forward with the procurement of ITS Phase I, which involves assistance from Kimley-Horn with the procurement and implementation of the system.
- DRPT approved the Transit Development Plan (TDP) technical assistance grant and that process will kick-off in July. The BRITE Transit Advisory Committee (BTAC) will serve as the advisory committee for developing this plan, and KFH Group will be the consultant leading the process.



- BRITE will resume fare collection on all routes beginning on July 5. Those previously eligible for fare-free rides will continue to be able to ride fare-free.
- The Transportation Security Administration (TSA) extended the face mask requirement for individuals across all transportation networks through the US, including public transportation, through September 13. BRITE will continue to adhere to the requirement until lifted.

### **Other Business**

Chairperson Wood opened the floor for other business. Ms. Cundy gave the following updates:

- She requested localities to notify staff of any planned TAP applications so that resolutions of support may be presented to the Policy Board in September. Signed resolutions of support are required to be submitted with TAP applications.
- The Governor will lift the emergency order on July 1<sup>st</sup>. This will be the last virtual meeting; meetings will be in-person going forward. The July meeting will likely be cancelled.
- Staff is working with an attorney to develop a remote attendance policy which would require an in-person quorum, but allow for virtual attendance for up to two meetings per year. This is in accordance with state law. If anyone has concerns, please let Ms. Cundy know.

### **Upcoming Meetings**

Chairperson Wood stated that the Policy Board is scheduled to meet on July 7<sup>th</sup> and the TAC on July 21<sup>th</sup>.

### **Meeting Adjourned**

Chairperson Wood asked if there was any additional business to come before the TAC. There being none, the meeting was adjourned at 2:55 p.m.

Respectfully submitted,

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

Ann W. Cundy  
Director of Transportation



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

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Staunton, VA 24401

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**TO:** Staunton-Augusta-Waynesboro MPO TAC  
**FROM:** Zach Beard, SAWMPO Transportation Planner  
**MEETING DATE:** August 18, 2021  
**RE:** **TAC Action Form #21-02: Consideration of 2021 TAP Resolutions of Support**

#### RECOMMENDATION

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

#### OVERVIEW

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

SAWMPO staff recommends endorsing all project applications submitted by SAWMPO members. SAWMPO members have submitted the following pre-applications:

#### Augusta County

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

#### City of Waynesboro

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

#### ATTACHMENTS

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



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**TO:** Staunton-Augusta-Waynesboro MPO TAC

**FROM:** Zach Beard, Transportation Planner

**MEETING DATE:** August 18, 2021

**RE:** **TAC Memo #21-12: FY21-24 Transportation Improvement Program (TIP) Transit Amendment**

## EXECUTIVE SUMMARY

The MPO must add the cost of rehabilitating the BRITE Transit Hub on Lewis Street in Staunton to the FY21-24 TIP before submitting an application for federal transit funds to cover a portion of the cost. The Policy Board approved the release the FY21-24 TIP Transit Amendment to public comment for the required 21-day comment period at the August 4, 2021 Board meeting.

## BACKGROUND

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

Draper Aden and Associates took core samples to assess the depth and quality of the pavement, and provided the PDC with a preliminary cost estimate for rehabilitating the parking lot. The project will include constructing a concrete bus lane to extend the life of the lot where buses pull through and park.

## NEXT STEPS

The Policy Board released the draft FY21-24 TIP Transit Amendment on August 10, 2021 for the 21-day public comment period. The Policy Board will review any comments received, and approve the amendment at the September 1, 2021 meeting.

## ATTACHMENT

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



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**TO:** Staunton-Augusta-Waynesboro MPO TAC  
**FROM:** Zach Beard, Transportation Planner  
**MEETING DATE:** August 18, 2021  
**RE:** **TAC Memo #21-13: Resolution Authorizing Electronic Participation in SAWMPO Meetings**

## EXECUTIVE SUMMARY

The Governor of Virginia's Executive Order allowing public bodies to meet by electronic communications in response to the COVID-19 pandemic expired on June 30, 2021. The SAWMPO resumed in-person Policy Board and TAC meetings at the CSPDC office in August, 2021. The revised Virginia State Code allows for members to participate electronically based on several restrictions and conditions.

The Policy Board approved the resolution at the August 4, 2021 Board meeting.

## BACKGROUND

Governor Ralph Northam declared a state of emergency in Virginia on March 12, 2020, in response to COVID-19. The General Assembly authorized public bodies to meet via electronic means without a physical quorum during the COVID-19 global pandemic, which expired on June 30, 2021.

Absent a declared state of emergency, the Virginia Freedom of Information Act authorizes certain limited electronic participation. The SAWMPO must approve a policy based on Code of Virginia § 2.2-3708.2 to enable its members and committees to participate remotely in meetings.

The Code allows members to participate electronically if a member notifies the Chair or other presiding officer on or before the date of the meeting that the member is unable to attend due to 1) a specified personal matter; 2) a temporary or permanent disability or other medical condition that prevents physical attendance; or 3) the member's principal residence is more than 60 miles from the meeting location.

Remote participation due to a personal matter is limited to two meetings per year.

## ATTACHMENTS

- [SAWMPO Remote Attendance Resolution](#)
- [Code of Virginia: § 2.2-3708.2. Meetings held through electronic communication means](#)