



Technical Advisory Committee Meeting Agenda January 20, 2016, 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 Minutes of October 21st, 2015, TAC Meeting
4. Draft Scope of Work for SAWMPO Bicycle and Pedestrian Plan (TAC Memo #16-1)
5. Other Business
 - LRTP Citizens Guide
 - VDOT Updates
 - DRPT/Transit Updates
6. Upcoming Meetings
 - Policy Board – February 3, 2016, at 10:00 a.m., CSPDC
 - Technical Advisory Committee – February 17, 2016, at 2:00 p.m., CSPDC
7. Adjournment



Technical Advisory Committee Meeting Agenda February 17, 2016, 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 Minutes of January 20th, 2016, TAC Meeting
4. Draft Scope of Work for SAWMPO Bicycle and Pedestrian Plan (TAC Memo #16-2)
5. Other Business
 - LRTP Citizens Guide
 - VDOT Updates
 - DRPT/Transit Updates
6. Upcoming Meetings
 - Policy Board – March 2, 2016, at 10:00 a.m., CSPDC
 - Technical Advisory Committee – March 16, 2016, at 2:00 p.m., CSPDC
7. Adjournment



Technical Advisory Committee Meeting Agenda March 16, 2016, 2:00 p.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 February 17th, 2016 TAC Meeting
4. Draft FY 2017 Unified Planning Work Program (UPWP) (TAC-AF #16-1)
5. VDOT Updates
6. DRPT/Transit Updates
7. Other Business
 - LRTP Citizens Guide
 - Staunton Bike & Walk to Work Day — May 20, 2016
8. Upcoming Meetings
 - Policy Board – April 6, 2016, at 10:00 a.m., CSPDC
 - Technical Advisory Committee – April 20, 2016, at 2:00 p.m., CSPDC
 - CTB Public Hearing—Date TBD (late April/early May)
 - CTB May Meeting—May 17th and 18th, SAW Region (Stonewall Jackson Hotel)
9. Adjournment



Technical Advisory Committee Meeting Agenda May 18, 2016, 2:00 p.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 16, 2016 TAC Meeting
4. Consideration of Transit TIP Adjustments (TAC Action Form #16-2)
5. Discussion of TAC Small Area/Corridor Study Program (TAC Memo #16-3)
6. Discussion of SAWMPO MOU and Bylaws Amendment (TAC Memo: #16-4)
7. Agency Updates
 - VDOT
 - DRPT
 - Transit
8. Other Business
 - VTrans Regional Form and Six Year Plan Public Meeting - May 16, 2016
 - Staunton Bike & Walk to Work Day - May 20, 2016
9. Upcoming Meetings
 - Policy Board – June 1, 2016, at 10:00 a.m., CSPDC
 - Technical Advisory Committee – June 15, 2016, at 2:00 p.m., CSPDC
10. Adjournment



Technical Advisory Committee Meeting Agenda June 15, 2016, 2:00 p.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 18, 2016 TAC Meeting
4. Presentation and Discussion of Potential Small Area/Corridor Study Sites
5. Agency Updates
 - VDOT
 - DRPT
 - Transit
6. Other Business
7. Upcoming Meetings
 - Policy Board – July 6, 2016, at 10:00 a.m., CSPDC
 - TAC — July 20, 2016, at 2:00 p.m. CSPDC
8. Adjournment



Technical Advisory Committee Meeting Agenda July 20, 2016, 2:00 p.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 June 15, 2016 TAC Meeting
4. Consideration of the Draft Title VI Plan Amendment (TAC AF #16-3)
5. Consideration of the Highway TIP Amendment (TAC AF #16-4)
6. Consideration of Small Area/Corridor Study Site Selection (TAC AF #16-5)
7. SHRP-2 Joint Study with Charlottesville-Albemarle MPO
8. Agency Updates
 - VDOT
 - DRPT
 - Transit
9. Other Business
 - TAP Applicant Workshops
10. Upcoming Meetings
 - Policy Board – August 3, 2016, at 10:00 a.m., CSPDC
 - TAC — August 17, 2016, at 2:00 p.m. CSPDC
11. Adjournment



Technical Advisory Committee Meeting Agenda August 17, 2016, 2:00 p.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 July 20, 2016 TAC Meeting
4. Consideration of SAWMPO SMART SCALE Resolutions of Support (TAC Action Form #16-6)
5. Small Area Study Update
6. Agency Updates
 - VDOT
 - DRPT
 - Transit
7. Other Business
8. Upcoming Meetings
 - Policy Board – September 7, 2016, at 10:00 a.m., CSPDC
 - TAC — September 21, 2016, at 2:00 p.m. CSPDC
9. Adjournment



Technical Advisory Committee Meeting Agenda October 19, 2016, 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 Minutes of the August 17, 2016 TAC Meeting
4. Consideration of SAWMPO SMART SCALE Resolutions of Support for Augusta County's Applications (TAC Action Form #16-7)
5. Consideration of the City of Waynesboro Resolution of Support for TA Grant Application (TAC Action Form #16-8)
6. Discussion of the SMART SCALE Application Update (TAC Memo #16-5)
7. Agency Updates
 - VDOT
 - DRPT
 - Transit
8. Other Business
9. Upcoming Meetings
 - Commonwealth Transportation Board Fall Meeting & Open House BRCC Plecker Center – October 25, 2016, 4:00 p.m.
 - Policy Board Business Meeting @ Virginia Regional Transit Facility in Fishersville – October 26, 2016, 9:30 a.m.
 - SAW/Charlottesville – Albemarle MPO Joint Meeting @ Virginia Regional Transit Facility in Fishersville – October 26, 2016, 10:00 a.m.
 - **CANCELLED - SAWMPO Policy Board Meeting – November 2nd**
 - SAWMPO TAC Meeting — November 16, 2016, 2:00 p.m. @ CSPDC
10. Adjournment



Technical Advisory Committee Meeting Agenda November 16, 2016, 2:00 p.m.

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

1. Call To Order
2. Public Comments
3. Approval of Minutes of the October 19, 2016 TAC Meeting
4. WWRC Small Area Study (TAC Memo 16-6)
5. I-64 Corridor Study Update (TAC Memo 16-7)
6. Agency Updates
 - VDOT
 - DRPT
 - Transit
7. Other Business
8. Upcoming Meetings
 - I-64 Corridor Study Working Group: Meeting #1 – November 18, 2016, 1:00-PM – 3:00 PM @ TJPDC Offices in Charlottesville
 - SAWMPO Board Meeting – December 7, 2016, 10:00 a.m. @ CSPDC
 - SAWMPO TAC Meeting – December 21, 2016, 2:00 p.m. @ CSPDC
9. Adjournment



**Technical Advisory Committee (TAC)
Regular Meeting Minutes
January 20, 2016, 2:00 p.m.**

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton

Present (10):

Voting Members				Others	
	City of Staunton		VDOT		Terry Short, VDOT
✓	Sharon Angle, Chairperson	✓	Don Komara		Corey Allison, VDOT
	Tom Sliwoski	✓	Adam Campbell (Alt)		Drew Williams, McCormick-Taylor
	James Davis (Alt)	✓	Josh Dunlap (Alt)		Staff (CSPDC)
	Vacant (Alt)		VA DRPT		Bonnie Riedesel
	Augusta County		Nick Britton		Kevin McDermott
✓	Becky Earhart		VRT	✓	Ann Cundy
	Doug Wolfe		Bruce Simms	✓	Kimberly Miller
✓	Jeff VanFossen (Alt)	✓	Susan Newbrough (Alt)		Nancy Gourley
	Vacant (Alt)	Non-Voting Members			
	City of Waynesboro		Federal Highway Admin.		
	Michael Barnes, Vice Chair		Mack Frost		
✓	Todd Wood		Federal Transit Admin.		
	Ross Morland (Alt)		Melissa McGill		
	Brian McReynolds (Alt)		VA Dept. of Aviation		
			Rusty Harrington		

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 2:10 p.m. by Ms. Sharon Angle, Chairperson.

Public Comment

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

Approval of Minutes

Chairperson Angle presented minutes from the October 21, 2015, TAC meeting.



Ms. Earhart moved, seconded by Mr. Wood, to approve the minutes of October 21, 2015, as presented. Motion carried unanimously (6-0).

Discussion of the Draft Scope of Work for SAWMPO Bicycle and Pedestrian Plan (TAC Memo #16-1)

Chairperson Angle presented the draft scope of work for the Bicycle and Pedestrian Plan. Ms. Cundy stated that the next UPWP work item is to create a SAWMPO Bicycle and Pedestrian Plan. Ms. Cundy stated that in the meeting packet a copy of the UPWP work task is attached, as well as a draft of the plan. She stated that the draft plan is open for discussion and revision. She stated that she tried to make a plan that would complement, not supersede, the CSPDC bicycle and pedestrian plan. Ms. Cundy stated that the plan, although 11 years old, is still in use and lays out a good framework for Bike-Ped in the region. She stated that for the MPO plan, we can build upon the regional plan, and add some additional details and analysis of demand and conditions. She stated that the plan will look at areas that are most likely to have bicycle and pedestrian traffic. Ms. Cundy opened the floor for comments and feedback. She stated that she will take all comments, revise the document, and bring it back to the TAC to finalize a draft for the Policy Board to review.

In response to a question, Ms. Cundy stated that there are no federal guidelines that this plan is required to meet, but there may be best practices.

Ms. Cundy stated that Waynesboro already has a Bike-Ped plan; the MPO plan will not replace the City's plan, but can be used to validate the network that the city has already developed.

Ms. Cundy stated that the study area can be stated as the entire MPO, but with the goal of creating recommendations where the greatest demand will be. She stated that she will get an idea from some consultants as to the cost of such an approach.

Ms. Newbrough stated that transit routes should be reviewed and considered. She stated that at this time riders can flag down a bus and it will stop, but if they change to fixed stops, consideration should be given to how people get to the stop. Ms. Cundy stated that feedback from DRPT was to look at "last mile."

Ms. Cundy stated that the plan needs to be inclusive of everyone who needs to walk or bike to public transportation.

Ms. Earhart stated that the MPO should decide how many times the consultant should come to the meetings and establish a cost for additional trips. She also stated that each locality should be able to provide the data for the plan, not the consultant.

Other Business

- LRTP – Ms. Cundy gave each locality and agency a bound copy of the LRTP. She stated that work is currently underway designing a Citizen's Guide. The guide is a way to provide an overview of the LRTP for the general public. The goal is to get it to the printer by the end of January. The Citizen's Guide will be distributed through public libraries, at locality offices, etc.
- VDOT – Mr. Campbell stated that there has been an increase in the amount of available funding due to the FAST Act passed by Congress in December. Based on the recommended HB2 scenario put forth by



VDOT, the Staunton District fared very well. Over the next few weeks, the Staunton District will be doing some outreach to all the applicants to go over the scoring.

- Transit – Ms. Newbrough stated that the expanded Route 250 connector service between Staunton and Waynesboro has been very successful. Also, the newly branded buses have garnered very positive comments from riders.

Meeting Schedule

Chairperson Angle stated that the next Policy Board meeting is scheduled for February 3rd, at 10:00 a.m. and that the next Technical Advisory Committee meeting is scheduled for February 17th, at 2:00 p.m., at the CSPDC.

Meeting Adjourned

Chairperson Angle asked if there was any other business to come before the TAC. There being none, the meeting was adjourned at 3:10 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ann W. Cundy". The signature is written in black ink on a light-colored background.

Ann W. Cundy
SAWMPO Senior Transportation Planner



**Technical Advisory Committee (TAC)
Regular Meeting Minutes
February 17, 2016, 2:00 p.m.**

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton

Present (12):

Voting Members				Others	
	City of Staunton		VDOT	✓	Terry Short, VDOT
✓	Sharon Angle, Chairperson	✓	Don Komara		Staff (CSPDC)
✓	Tom Sliwoski		Adam Campbell (Alt)		Bonnie Riedesel
	James Davis (Alt)		Josh Dunlap (Alt)		Kevin McDermott
	Vacant (Alt)		VA DRPT	✓	Ann Cundy
	Augusta County		Nick Britton	✓	Kimberly Miller
✓	Becky Earhart		VRT	✓	Nancy Gourley
	Doug Wolfe		Bruce Simms		
✓	Jeff VanFossen (Alt)	✓	Susan Newbrough (Alt)		
	Vacant (Alt)	Non-Voting Members			
	City of Waynesboro		Federal Highway Admin.		
✓	Michael Barnes, Vice Chair		Mack Frost		
✓	Todd Wood		Federal Transit Admin.		
	Ross Morland (Alt)		Melissa McGill		
	Brian McReynolds (Alt)		VA Dept. of Aviation		
			Rusty Harrington		

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 2:06 p.m. by Ms. Sharon Angle, Chairperson.

Public Comment

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

Approval of Minutes

Chairperson Angle presented minutes from the January 20, 2016, TAC meeting.



Ms. Earhart moved, seconded by Mr. Wood, to approve the minutes of January 20, 2016, as presented. Motion carried unanimously (8-0).

Discussion of the Draft Scope of Work for SAWMPO Bicycle and Pedestrian Plan (TAC Memo #16-2)

Chairperson Angle presented the draft scope of work for the Bicycle and Pedestrian Plan. Ms. Cundy stated that the version of the proposed scope of work presented has been revised to cover the entire MPO planning area. She stated that based on the feedback from the previous meeting, the process also reflects the need to include all types of pedestrians and cyclists in the stakeholder process.

Ms. Cundy stated that she reached out to two consulting firms, Spectrum Design and Renaissance Planning Group. She stated that the cost of the plan will be very high even if staff does some of the work; much higher than what was estimated.

Ms. Cundy stated that Staunton has applied for a grant from the Office of Intermodal Planning and Investment (OIPI) for UDA technical assistance. She stated that they were notified yesterday that their application was successful and they will receive \$65,000 to help develop a Bicycle Pedestrian Plan for the City to fully meet the definition of designated UDAs in the Comprehensive Plan.

Ms. Cundy stated that since Waynesboro already has a Bicycle Plan, and Staunton will be engaged in their own planning process over the next twelve months, she suggests that regional planning effort be tabled for the rest of the calendar year, and be revisited once Staunton's local process is completed.

Chairperson Angle summarized the group's consensus to wait until Staunton's plan is complete and then revisit the regional Bike-Ped scope in 2017.

Other Business

- LRTP – Ms. Cundy stated that the Citizen's Guide is not back from the printer.
- Ms. Cundy stated that last Wednesday, Mr. McDermott, Mr. Short, Mr. Campbell, Mr. Reed and she attended the VDOT/DRPT Annual Planning and Programming meeting in Richmond. Some highlights:
 - All the presentations made that day are available online and she will send everyone a link
 - OIPI – The VTRANS 2040 needs assessment is complete, recommendations will be made and scenario planning to test the recommendations, then the final VTrans document will go to CTB for adoption in the latter part of 2016.
 - HB2 process – She encouraged the MPO and localities to put together their applications early (before August). Mr. Short said that in April or May there should be some communication about the revised measures for the next round. He said that there are already people preparing their applications.
 - The VAMPO board sent a letter last fall expressing that the MPO and LRTP planning processes should be more significant in the prioritization process.
 - Dean Gustafson, VDOT Central Office, made a presentation about connected and semi-autonomous vehicles and suggested that localities begin to consider the future signaling and connectivity needs of this future scenario.



- VDOT – Mr. Short stated that there will be a CTB meeting here in Staunton in May 17-18. He said there is a new resident engineer on staff, Brad Reed, who will be helping a GIS architecture and a travel demand model system.
- DRPT – Mr. Britton stated that the City of Harrisonburg transit system submitted a request for an update to their transit development plan; similar to what the PDC did with the SAW transit system.
- Transit – Ms. Gourley gave an update on Transit activities:
 - FTA introduced a new online grant system that will be used for draw-downs, etc.
 - The Inter-regional Transit Study (Harrisonburg-Charlottesville) will be meeting next week and should move very quickly.
 - The FTA triennial reviewer will be onsite in March.
 - A meeting with Staunton will be held next week with Staunton regarding trolley branding.
 - Ms. Newbrough stated that during the large snow, operations were suspended on the weekend of the large snowstorm. When weather shuts down the system, they communicate through the local media, social media, the BRITE website.

Meeting Schedule

Chairperson Angle stated that the next Policy Board meeting is scheduled for March 2nd, at 10:00 a.m. and that the next Technical Advisory Committee meeting is scheduled for March 16th, at 2:00 p.m., at the CSPDC.

Meeting Adjourned

Chairperson Angle asked if there was any other business to come before the TAC. There being none, the meeting was adjourned at 2:53 p.m.

Respectfully submitted,

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

Ann W. Cundy
SAWMPO Senior Transportation Planner



**Technical Advisory Committee (TAC)
Regular Meeting Minutes
March 16, 2016, 2:00 p.m.**

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton

Present (14):

Voting Members				Others	
	City of Staunton		VDOT		Terry Short, VDOT
✓	Sharon Angle, Chairperson	✓	Don Komara	✓	Brad Reed, VDOT
✓	Tom Sliwoski	✓	Adam Campbell (Alt)		Staff (CSPDC)
	James Davis (Alt)	✓	Josh Dunlap (Alt)		Bonnie Riedesel
	Vacant (Alt)		VA DRPT		Kevin McDermott
	Augusta County		Nick Britton	✓	Ann Cundy
✓	Becky Earhart		VRT	✓	Kimberly Miller
	Doug Wolfe		Bruce Simms	✓	Nancy Gourley
✓	Jeff VanFossen (Alt)	✓	Susan Newbrough (Alt)		
	Vacant (Alt)	Non-Voting Members			
	City of Waynesboro		Federal Highway Admin.		
✓	Michael Barnes, Vice Chair		Mack Frost		
✓	Todd Wood		Federal Transit Admin.		
	Ross Morland (Alt)		Melissa McGill		
	Brian McReynolds (Alt)		VA Dept. of Aviation		
			Rusty Harrington		

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 Ms. Sharon Angle, Chairperson.

Public Comment

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

Approval of Minutes

Chairperson Angle presented minutes from the February 17, 2016, TAC meeting.



Ms. Earhart moved, seconded by Mr. Wood, to approve the minutes of February 17, 2016, as presented. Motion carried unanimously (7-0).

Consideration of the Draft FY 2017 Unified Planning Work Program (UPWP) (TAC-AF #16-1)

Chairperson Angle presented the draft FY17 UPWP for consideration. Ms. Cundy stated that some changes were made since the mail-out (updated packets were handed out and are attached to file minutes). She stated that the budget for FY17 is reduced overall due to having drawn down FY15 contingency funds to cover the Long Range Plan contract supplement, resulting in a smaller carryover. She stated that no major consultant contracts are needed this fiscal year. Ms. Cundy stated that since the MPO is not in an LRTP cycle, a new work item (2.08) was added called Corridor and Small Area Studies. She stated that on the table on page 22 a footnote was added to indicate that rounding may result in some amounts being off by \$1. She stated that with the TAC's approval, this document will be sent to the Policy Board at their April meeting.

Mr. Wood moved, seconded by Mr. Sliwoski, to recommend the draft UPWP to the Policy Board for release to public comment, as presented. Motion carried unanimously (8-0).

Other Business

- VDOT – Mr. Campbell stated that at yesterday's CTB meeting, the Secretary of Transportation's office released two new Six Year Improvement Plan (SYIP) funding scenarios for consideration. Neither of the two will impact any of the MPO's projects, but there are two projects in the CSPDC region that are not included in the scenarios: Exit 247 in Rockingham and Long Hollow Road in Rockbridge. He stated that the CTB will recommend a scenario soon and release it in the draft SYIP and hold public hearings in the spring.
- Mr. Komara stated there will be a CTB meeting at the Stonewall Jackson Hotel in Staunton on May 17-18. He stated that the CTB will take a tour of the Crozet Tunnel and Frontier Culture Museum and host a reception with local officials.
- Transit – Ms. Gourley gave an update on Transit activities:
 - The Inter-regional Transit Study (I-81/I-64 Corridor between Harrisonburg and Charlottesville) committee is preparing a survey to assess needs. The survey will be promoted through press releases, targeted mailings and other distribution. It should be ready by the end of March.
 - Consideration is being given to a ribbon-cutting ceremony of the Staunton Trolley with the BRITE logo and expanded route while the CTB is in town.
 - The FTA triennial reviewer will be onsite next week
- LRTP – Ms. Cundy stated that the Citizen's Guide is ready to be distributed and has been given to Policy Board members. She distributed copies to the members. She stated that FHWA sent a letter stating that they had received the LRTP and it is compliant.
- Ms. Cundy stated that the Staunton Bike and Walk to Work day is scheduled for May 20. There will be several activities that morning at the Staunton Wharf. She stated that there will be giveaways, breakfast, the bike shop will give tune-ups, etc.

Meeting Schedule

Chairperson Angle stated that the next Policy Board meeting is scheduled for April 6th, at 10:00 a.m. and that the next Technical Advisory Committee meeting is scheduled for April 20th, at 2:00 p.m., at the CSPDC. Additionally, the CTB will hold a Public Hearing in late April/early May and CTB May Meeting—May 17th and 18th, SAW Region (Stonewall Jackson Hotel).



Meeting Adjourned

Chairperson Angle asked if there was any other business to come before the TAC. Mr. Campbell introduced Brad Reed, a new district planner for VDOT. Mr. Campbell stated that Mr. Reed worked for 8 years for the City of Harrisonburg as a transportation planner. There being no additional business, the meeting was adjourned at 2:25 p.m.

Respectfully submitted,

Ann W. Cundy
SAWMPO Senior Transportation Planner



**Technical Advisory Committee (TAC)
Regular Meeting Minutes
May 18, 2016, 2:00 p.m.**

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton

Present (9):

Voting Members			Others	
	City of Staunton		VDOT	Terry Short, VDOT
✓	Sharon Angle, Chairperson		Don Komara	Brad Reed, VDOT
✓	Tom Sliwoski	✓	Adam Campbell (Alt)	Staff (CSPDC)
	James Davis (Alt)		Josh Dunlap (Alt)	Bonnie Riedesel
	Vacant (Alt)		VA DRPT	Kevin McDermott
	Augusta County	✓	Nick Britton	✓ Ann Cundy
✓	Becky Earhart		VRT	✓ Kimberly Miller
	Doug Wolfe		Bruce Simms	✓ Nancy Gourley
	Jeff VanFossen (Alt)		Susan Newbrough (Alt)	
	Vacant (Alt)	Non-Voting Members		
	City of Waynesboro		Federal Highway Admin.	
✓	Michael Barnes, Vice Chair		Mack Frost	
	Todd Wood		Federal Transit Admin.	
	Ross Morland (Alt)		Melissa McGill	
	Brian McReynolds (Alt)		VA Dept. of Aviation	
			Rusty Harrington	

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 2:05 p.m. by Ms. Sharon Angle, Chairperson.

Public Comment

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

Approval of Minutes

Chairperson Angle presented minutes from the March 16, 2016, TAC meeting.



Mr. Barnes moved, seconded by Ms. Earhart, to approve the minutes of March 16, 2016, as presented. Motion carried unanimously (6-0).

Consideration of Transit TIP Adjustments (TAC Action Form #16-2)

Chairperson Angle presented the Transit TIP adjustments for consideration. Ms. Cundy stated that prior to approval of the FY 2017 Six Year Improvement Program (SYIP) by the Commonwealth Transportation Board (CTB), changes to FY17 transit funding in the SYIP must also be reflected in the MPO's Transit TIP. She stated that the changes to the FY17 funding is for the BRITE Transit service, which is administered by the CSPDC. Ms. Cundy stated that the Valley Community Services Board (VCSB) informed the MPO that they will not be purchasing a van this year; those funds have been de-obligated and will be removed from the Transit TIP. Ms. Cundy stated that the TAC is requested to recommend to the Policy Board that the Transit TIP adjustments be released for the 21-day public comment period.

Ms. Earhart moved, seconded by Mr. Sliwoski, to recommend the Transit TIP Adjustments to the Policy Board for release to public comment. Motion carried unanimously (6-0).

Discussion of TAC Small Area/Corridor Study Program (TAC Memo #16-3)

Chairperson Angle presented the Small Area/Corridor Study for discussion. Ms. Cundy stated that the FY 2017 UPWP includes a new work item, 2.08 Corridor and Small Area Plans, with \$28,089 identified to begin a study for a project that would tentatively be submitted through the 2018 HB2 application round, although projects for revenue sharing or other funding programs could be considered as well. She stated that the House Bill 2 (HB2) process now evaluates all formal phases of project development making it important to thoroughly vet projects and explore alternatives before submitting a project for evaluation and inclusion in the Six-Year Improvement Program.

Ms. Cundy stated that prior to recommending a study, or studies, to the Policy Board for endorsement, the TAC will review potential projects and select a priority for this first study. She asked the TAC members to discuss potential projects for which a small area study would be valuable for their jurisdictions and be prepared to discuss and evaluate the regional significance, scope and readiness of the proposed projects at the next TAC meeting. She stated that the \$28,000 allocated toward this work activity is enough to get a study started, and that additional funds could be added in the next fiscal year's budget to continue work, as needed. In response to a question, Mr. Campbell stated that these funds are intended to set up a study for next year. Ms. Cundy stated that the TAC needs to make a recommendation to the Policy Board for its consideration at the July meeting. Mr. Campbell stated that if there are a couple small studies, such as an intersection, the MPO may be able to study both.

Discussion of SAWMPO MOU and Bylaws Amendment (TAC Memo: #16-4)

Chairperson Angle presented the MOU and Bylaws amendments for discussion. Ms. Cundy stated that due to this not being a technical matter, the discussion is for the TAC's information; no action necessary. She stated that at the time that the MPO was created, Virginia Regional Transit (VRT) was not under contract to the CSPDC, and, thus, was listed by name in both the MOU and Bylaws as a non-voting member of the Policy Board and a voting member of the TAC.

Ms. Cundy stated that CSPDC subsequently became the urban transit agency in the SAWMPO area, and completed a procurement for a contracted transit service provider. She stated that VRT became the



contracted service provider to the CSPDC for this initial contract. Ms. Cundy stated that during the Triennial Review, FTA advised the CSPDC that having VRT as the “named” member of the MPO presents a conflict of interest in light of future procurements. It was their recommendation that the designated membership be changed to “contracted transit provider,” and that the seats on both the TAC and the Policy Board be non-voting for the contracted transit provider.

Ms. Cundy stated that the MPO’s MOU and Bylaws require amendments to address changes to membership and that these proposed changes will go to the Policy Board for approval. She stated that changes to the MOU and the Bylaws also require public notice and, if requested by a member of the public, a public hearing. Ms. Cundy stated that Mr. Steve Rosenberg assisted with the amendments and suggested a draft Amended and Restated MOU and Amended Bylaws that will be presented to the Policy Board for consideration and release to public comment at the June 1, 2016 meeting.

Other Business

- VDOT – Mr. Campbell stated that there is an HB2 update posted on the CTB website, a new policy guide will outline the changes to the factors and is expected to be approved by the CTB in July. Ms. Cundy stated that Mr. Jim Harrington spoke on behalf of the MPO and did a great job. She said there is money from fines for open containers that has been allocated for use in extending TAP projects that take cars off the road; the Crozet Tunnel is expected to receive some of this funding.
- Transit – Ms. Gourley gave an update on Transit activities:
 - The enhancements to the Stanton transit routes will be effective on May 31st. New schedules are being printed and will be available on the buses and press releases will go out in advance.
 - All of the buses are now branded with the BRITE logo.
 - The Inter-regional Transit Study (I-81/I-64 Corridor between Harrisonburg and Charlottesville) committee completed a full month of surveying, with 610 responses. The consultant is wrapping up Task 2 of the TDP and is on-track to finish by the end of the year.
 - The FTA triennial review final report was provided at the beginning of May and staff is working on responding to the items listed in the report.
- VTRANS Regional Forum and Six-Year Plan Public Meeting – Ms. Cundy stated that the MPO and VDOT received a list of the needs that was compiled last year for the corridors of statewide significance, regional networks and UDAs. The list was over 800 projects statewide, so they are now consolidating them to make them more manageable. The MPO and VDOT staff received that consolidated list and were asked for feedback and to rank by how well each need could be met by a VTRANS goal. The end result is to have a consolidated list of needs that translates into recommendations and some specific projects that will be contained in the final VTRANS 2040 plan and the 2025 VMTP. The projects will be tiered through the input received from the MPOs and VDOT. Ms. Cundy suggested that after the business meeting of the TAC today that this is discussed in more detail.
- Ms. Cundy stated that the Stanton Bike and Walk to Work day is scheduled for May 20. There will be several activities that morning at the Stanton Wharf. She stated that there will be giveaways, breakfast, the bike shop will give tune-ups, etc.

Meeting Schedule

Chairperson Angle stated that the next Policy Board meeting is scheduled for June 1st at 10:00 a.m. and that the next Technical Advisory Committee meeting is scheduled for June 15th at 2:00 p.m., at the CSPDC.



Meeting Adjourned

Chairperson Angle asked if there was any other business to come before the TAC. There being no additional business, the meeting was adjourned at 2:51 p.m.

Respectfully submitted,

Ann W. Cundy
SAWMPO Senior Transportation Planner



**Technical Advisory Committee (TAC)
Regular Meeting Minutes
June 15, 2016, 2:00 p.m.**

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton

Present (12):

Voting Members				Others	
	City of Staunton		VDOT		Terry Short, VDOT
✓	Sharon Angle, Chairperson	✓	Don Komara	✓	Brad Reed, VDOT
✓	Tom Sliwoski	✓	Adam Campbell (Alt)		Staff (CSPDC)
	James Davis (Alt)		Josh Dunlap (Alt)		Bonnie Riedesel
	Vacant (Alt)		VA DRPT		Kevin McDermott
	Augusta County		Nick Britton	✓	Ann Cundy
	Becky Earhart		VRT	✓	Kimberly Miller
	Doug Wolfe		Bruce Simms		Nancy Gourley
✓	Jeff VanFossen (Alt)	✓	Susan Newbrough (Alt)	✓	Zach White, Student
	Vacant (Alt)	Non-Voting Members			
	City of Waynesboro		Federal Highway Admin.		
✓	Michael Barnes, Vice Chair		Mack Frost		
✓	Todd Wood		Federal Transit Admin.		
	Ross Morland (Alt)		Melissa McGill		
	Brian McReynolds (Alt)		VA Dept. of Aviation		
			Rusty Harrington		

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 2:07 p.m. by Ms. Sharon Angle, Chairperson.

Public Comment

Chairperson Angle opened the floor for public comment. There were no public comments. Chairperson Angle introduced Zach White, a rising senior at Lee High School, who is shadowing the Staunton Zoning & Inspections Department this week.

Approval of Minutes

Chairperson Angle presented minutes from the May 18, 2016, TAC meeting.



Mr. Komara moved, seconded by Mr. Sliwoski, to approve the minutes of May 18, 2016, as presented. Motion carried unanimously (6-0).

Presentation and Discussion of Potential Small Area/Corridor Study Sites

Chairperson Angle presented the potential small area/corridor study sites discussion. Ms. Cundy stated that there is a new work element in the UPWP to conduct a small area or corridor study in order to advance a project toward an HB2 or other funding application. She stated that each member jurisdiction was to bring potential sites to the TAC for discussion and to prepare a recommendation for the Policy Board to consider at their August meeting.

For Augusta County, Mr. VanFossen stated that a recommended project is to look at the Wilson complex to study potential alternate entrances, even if only for emergency vehicles (a map of the area was provided as a handout). He stated that there are some topographical challenges to this project.

For Staunton, Mr. Sliwoski stated that there are three potential projects to recommend: 1) Richmond Road Road diet, 2) Richmond Road and Statler Boulevard intersection, and 3) Staunton Crossing street extension. He stated that the Richmond Road Road diet, including the intersection of Richmond and Greenville Ave, and Greenville and Commerce, even up to Richmond and Statler need to be improved to include bike and pedestrian facilities and better manage traffic through the area. Mr. Sliwoski stated that the intersection of Richmond and Statler is close to failure and needs improvement and the Staunton Crossing street extension is needed for the development of that area.

For Waynesboro, Mr. Barnes stated that the next major issue after the projects already funded (Southern Connector road and the Lew Dewitt/Rosser connector) is the Lew Dewitt and Rosser Avenue/Route 340 intersection, including I-64 Exit 94.

In response to a question, Ms. Cundy stated that the TAC may decide to provide the Board with a recommendation from each jurisdiction for their consideration. Chairperson Angle asked for consensus to review additional data on the projects at the July meeting before making the decision about which projects to recommend to the Board. All were in agreement.

Agency Updates/Other Business

- VDOT – Mr. Campbell stated that an invitation went out for a HB2 training webinar on Monday, July 20th, at 2:00 p.m., hosted in the Staunton District auditorium. The purpose is to showcase the improvements and updates to the online application tool. It will be available online for those who are not able to attend. Mr. Komara stated that the deadline to submit intent to file for HB2 funding is August 15th. This is so VDOT can be prepared to help with data collection, etc. Mr. Reed stated that FHWA hosted a webinar about the final rule (FAST Act) on the transportation bill. He shared highlights of the final rule, some of which will affect the MPO.
- Transit – Ms. Newbrough gave an update on Transit activities:
 - The schedule changes to the Staunton transit routes that were effective on May 31st, were implemented smoothly with no issues.
 - The PDC and City of Waynesboro will meet to discuss the next step of the route changes that will take effect in August/September.



Meeting Schedule

Chairperson Angle stated that the next Policy Board meeting is scheduled for July 6th at 10:00 a.m. and that the next Technical Advisory Committee meeting is scheduled for July 20th at 2:00 p.m., at the CSPDC.

Meeting Adjourned

Chairperson Angle asked if there was any other business to come before the TAC. There being no additional business, the meeting was adjourned at 3:02 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Ann W. Cundy". The signature is written in a cursive style.

Ann W. Cundy
SAWMPO Senior Transportation Planner



**Technical Advisory Committee (TAC)
Regular Meeting Minutes
July 20, 2016, 2:00 p.m.**

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton

Present (16):

Voting Members				Others	
	City of Staunton		VDOT		Terry Short, VDOT
✓	Sharon Angle, Chairperson	✓	Don Komara	✓	Brad Reed, VDOT
✓	Tom Sliwoski		Adam Campbell (Alt)	✓	Michael Fulcher, VDOT
	James Davis (Alt)	✓	Josh Dunlap (Alt)	✓	Matthew Rehnborg, EPR PC
	Vacant (Alt)		VA DRPT		Staff (CSPDC)
	Augusta County		Nick Britton		Bonnie Riedesel
✓	Becky Earhart	Non-Voting Members		✓	Ann Cundy
	Doug Wolfe		VRT	✓	Scott Philips
✓	Jeff VanFossen (Alt)		Bruce Simms	✓	Kimberly Miller
	Vacant (Alt)	✓	Susan Newbrough (Alt)	✓	Nancy Gourley
	City of Waynesboro		Federal Highway Admin.		
✓	Michael Barnes, Vice Chair		Mack Frost		
✓	Todd Wood		Federal Transit Admin.		
	Ross Morland (Alt)		Melissa McGill		
	Brian McReynolds (Alt)		VA Dept. of Aviation		
			Rusty Harrington		

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 2:06 p.m. by Ms. Sharon Angle, Chairperson.

Public Comment

Chairperson Angle opened the floor for public comment. There were no public comments. Mr. Matthew Rehnborg, from EPR PC introduced himself and stated that he was in attendance to learn about the workings of the MPO. Ms. Cundy introduced Mr. Scott Philips, the CSPDC’s new Transportation Planner, who started on Monday, July 18th. Ms. Cundy announced that Mr. Kevin McDermott has accepted a position with Albemarle County and his last day with the CSPDC will be Friday, July 29th.



Approval of Minutes

Chairperson Angle presented minutes from the June 15, 2016, TAC meeting.

Mr. Sliwoski moved, seconded by Mr. Wood, to approve the minutes of June 15, 2016, as presented. Motion carried unanimously (7-0).

Consideration of the Draft Title VI Plan Amendment (TAC AF #16-3)

Chairperson Angle presented the draft Title VI Plan amendment. Ms. Cundy stated that following the MPO's update of the Title VI Plan in 2015, DRPT responded with a list of additional required updates to the Plan. She stated that in order to meet these additional requirements, staff has added the following information to the Title VI Plan:

- Either a list of complaints and how the MPO addressed the complaints, or a statement at the close of the Title VI Complaint Procedures document that there have been no Title VI investigations, complaints, or lawsuits received by the SAWMPO. Since there have been no complaints, a statement to that effect was added to page 37 of the Plan.
- Demographic maps and analysis that show the impacts of the transit system on traditionally underserved and/or protected populations. Ms. Cundy stated that analysis showed that these populations are well-served by our transit system. Maps depicting the provision of current transit service to minority, low-income and Limited English Proficiency populations and accompanying text have been added to the Plan.
- An analysis of the MPO's transportation system investments that identifies and addresses any disparate impacts. A reference was made on page 15 of the Plan to the Benefits and Burdens analysis that was conducted as part of the Long Range Transportation Plan (LRTP) process and detailed in Chapter 7 of the LRTP document.

Ms. Cundy stated that there are some additional changes that have or will be made prior to Policy Board review. The TAC discussed and agreed on the changes as follows:

- The MPO-wide maps for minority populations (Figure 3, Page 16), low-income populations (Figure 6, Page 19), and LEP population (Fig. 9, Page 25), will be corrected to show the updated Waynesboro boundary.
- The census data beginning on Page 23, includes demographic information not only within the MPO boundary but for the entire county, due to the information not being available in a way that can be broken out by census blocks.
- Tables 2 and 3 on Pages 23-24 will refer to the number of the population that "Spoke a Language other than English at Home."
- Reference will be made on Page 24 to the over 4% LEP population in the Weyers Cave area.

Mr. Wood moved, seconded by Mr. Sliwoski, to recommend the draft Title VI Plan Amendment to the Policy Board for release to public comment, as amended. Motion carried unanimously (7-0).

Consideration of the Highway TIP Amendment (TAC AF #16-4)

Chairperson Angle presented the Highway TIP Amendment. Ms. Cundy stated that after the award of District Grant and Revenue Sharing funds to the City of Waynesboro's Southern Corridor project, the SAWMPO's Transportation Improvement Program (TIP) and the STIP must be amended to reflect the project, which is



now ungrouped at the request of VDOT Staunton District. She stated that the project is already in the MPO's Constrained Long Range Plan. Ms. Cundy stated that the STIP and TIP are also being amended to reflect the addition of the Bessie Weller and Lifecore Drive TAP/SRTS projects in the Construction: Transportation Enhancement/Byway/Non-Traditional grouping.

Mr. Barnes moved, seconded by Ms. Earhart, to recommend the Highway TIP Amendment to the Policy Board for release to public comment. Motion carried unanimously (7-0).

Consideration of Small Area/Corridor Study Site Selection (TAC AF #16-5)

Chairperson Angle presented the Small Area/Corridor Study Site Selection. Ms. Cundy stated that at last month's meeting, each locality submitted projects that were the most appropriate for a small area/corridor study; Augusta County proposed study of an alternate entrance to the Woodrow Wilson complex, Staunton proposed three Richmond Road projects, and Waynesboro proposed study in the Rosser Avenue, Lew Dewitt Boulevard and the I-64 interchange vicinity. She stated that the direction of the TAC was to pull additional information about the proposals to make an objective decision. Ms. Cundy stated that after discussing this with VDOT, their recommendation is to wait to see how the Southern Corridor will affect the Rosser Avenue, Lew Dewitt Blvd., and I-64 access areas. She stated that Staunton has applied for Smart Scale funding for its proposed projects. Ms. Cundy stated that the Woodrow Wilson study is the only good candidate for this small area/corridor study at this time.

Discussion ensued regarding elements of the study that should be included that take into consideration access, transit, etc.

Mr. Wood moved, seconded by Mr. Sliwoski, to recommend a study to examine potential locations for an additional entrance to the Wilson Workforce and Rehabilitation Center and other institutions along Woodrow Wilson Ave., including access management and transit service along the Route 250 corridor in the immediate vicinity of Woodrow Wilson Avenue. Motion carried unanimously (7-0).

SHRP-2 Joint Study with Charlottesville-Albemarle MPO

Chairperson Angle presented the SHRP-2 Joint Study. Ms. Cundy stated that approximately one year ago, the SAWMPO agreed to partner with the Charlottesville-Albemarle MPO (CAMPO) on a joint grant application to the Federal Highway's Strategic Highway Research Program (SHRP), to look at the I-64/Rt. 250 rail corridor from Charlottesville to Staunton. She stated that the original request last year was for \$300,000 and was not funded, but that this year, the application was resubmitted for \$100,000, which was funded. Ms. Cundy stated that the next joint meeting is planned for October of 2016, and is tentatively planned to be held at the Virginia Regional Transit facility. She stated that the agreements with Federal Highway will be in place in October, which is the start of a twelve month timeline. Ms. Cundy stated that the funds will be split 40% CAMPO, 30% SAWMPO, 30% to a consultant. She stated that this is a multi-modal transportation study and that the VDOT central office is very interested in this study and may contribute funding and/or staff support.

Agency Updates/Other Business

VDOT

- Mr. Komara stated that Smart Scale projects are being completed and asked Mr. Reed to discuss the training sessions. Mr. Reed stated that on Friday, July 29th, from 10am-12pm, at the VDOT Staunton District Auditorium, there is a webinar on the Smart Scale portal. One organizational administrator who



will be the point of contact for the organization should attend to learn how the portal works. The new policy guide will also be discussed.

- Applications for Smart Scale will go live on August 1st; Notice of Intent date is August 15th, and applications due on September 30th.
- In response to a question, Ms. Cundy stated that the MPO will need to endorse (via a resolution) if a project is on a corridor of statewide significance; otherwise, only a local resolution is necessary. Mr. Reed stated that the resolutions are not due until December.

Transit

Ms. Gourley gave an update on Transit activities:

- The Triennial Review with the FTA resulted in seven findings, five of which have been closed to date, one is close to being closed, and the remaining one outstanding may require an extension.
- The Stanton route improvements were very well received. These changes were identified in the TDP.
- Waynesboro route revisions are being addressed now. The former 340 Connector route will change significantly to focus more on Stuarts Draft, Waynesboro and Augusta Health. The portion of the route from Waynesboro to Blue Ridge Community College had almost no ridership and it was not fiscally wise to continue. The Waynesboro changes are significant enough to require a public meeting scheduled for the first week of August.
- The Transit Advisory Committee has finalized the bus stop sign design and is currently working on a complete bus stop inventory and evaluation, then will work on procurement and installation of the new signs.
- The first draft of the technical memo was completed by the consultant on the Harrisonburg-Stanton-Waynesboro-Charlottesville service feasibility study and incorporates the survey results and discusses general service alternatives. Staff is reviewing and working with the consultants to finalize.

TAP Applicant Workshops

Ms. Cundy stated that the workshop is scheduled for Tuesday, July 26th, in Culpepper. Mr. McDermott, Ms. Thompson, Mr. Philips and Ms. Cundy plan to attend. She encouraged any who plan to submit a TAP application to attend due to significant changes in the program.

Meeting Schedule

Chairperson Angle stated that the next Policy Board meeting is scheduled for August 3rd, at 10:00 a.m. and that the next Technical Advisory Committee meeting is scheduled for August 17th, at 2:00 p.m., at the CSPDC.

Meeting Adjourned

Chairperson Angle asked if there was any other business to come before the TAC. There being no additional business, the meeting was adjourned at 3:05 p.m.

Respectfully submitted,

Ann W. Cundy
SAWMPO Senior Transportation Planner



**Technical Advisory Committee (TAC)
Regular Meeting Minutes
August 17, 2016, 2:00 p.m.**

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton

Present (13):

Voting Members			Others		
	City of Staunton		VDOT		Terry Short, VDOT
	Sharon Angle, Chairperson	✓	Don Komara		Brad Reed, VDOT
✓	Tom Sliwoski	✓	Adam Campbell (Alt)		Michael Fulcher, VDOT
	James Davis (Alt)	✓	Josh Dunlap (Alt)	✓	Burgess Lindsay, VDOT
	Vacant (Alt)		VA DRPT		Staff (CSPDC)
	Augusta County		Nick Britton		Bonnie Riedesel
✓	Becky Earhart		Non-Voting Members		✓ Ann Cundy
	Doug Wolfe		VRT	✓	Scott Philips
✓	Jeff VanFossen (Alt)		Bruce Simms	✓	Kimberly Miller
✓	Leslie Tate (Alt)		Susan Newbrough (Alt)	✓	Nancy Gourley
	City of Waynesboro		Federal Highway Admin.		
✓	Michael Barnes, Vice Chair		Mack Frost		
	Todd Wood		Federal Transit Admin.		
	Ross Morland (Alt)		Melissa McGill		
	Brian McReynolds (Alt)		VA Dept. of Aviation		
			Rusty Harrington		

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 2:09 p.m. by Mr. Michael Barnes, Vice-Chairperson.

Vice-Chairperson Barnes asked attendees to introduce themselves, there were two first-time attendees, Ms. Leslie Tate of Augusta County and Mr. Burgess Lindsay of VDOT.

Public Comment

Vice-Chairperson Barnes opened the floor for public comment. There were no public comments.



Approval of Minutes

Vice-Chairperson Barnes presented minutes from the July 20, 2016, TAC meeting.

Ms. Earhart moved, seconded by Mr. VanFossen, to approve the minutes of July 20, 2016, as presented. Motion carried unanimously (5-0).

Consideration of SAWMPO SMART SCALE Resolutions of Support (TAC Action Form #16-6)

Vice-Chairperson Barnes presented the Smart Scale resolutions of support. Ms. Cundy stated that the Cities of Staunton and Waynesboro have put forth projects for SMART SCALE applications. She stated that the resolution put forth on behalf of the SAWMPO for the Park & Ride Lot in Waynesboro is not to be included in the motion due to further consideration of the applicant in order to maximize funding sources. She stated that Augusta County is considering its options and will put forth resolutions at a later date.

Ms. Earhart moved, seconded by Mr. Sliwoski, to recommend to the Policy Board the four resolutions of support for their consideration. Motion carried unanimously (5-0).

Update on the Small Area/Corridor Study

Vice-Chairperson Barnes presented the Small Area/Corridor Study update. Mr. Philips stated that on August 11th, the project team consisting of representatives from Augusta County, VDOT and SAWMPO, met and discussed tasks and the study area. He stated that everyone agreed that additional access and other elements are needed at the Woodrow Wilson complex (WWRC) and along US Route 250. He stated that identified tasks are exploration of a possible new connection to the WWRC, improvements to Woodrow Wilson Avenue, and an access management assessment of US Rt. 250 from Idlewood Boulevard to Barren Ridge Road. The study will recommend short-term and long-term solutions. He stated that a consultant will be procured in early 2017 to conduct a project engineering feasibility analysis.

Mr. Komara stated his support of the study, as there have been many complaints about the area over many years.

Agency Updates/Other Business

VDOT

- Mr. Campbell stated that the deadline for the Notice of Intent to Apply for Smart Scale funding has been rescheduled for Monday, August 22nd.
- The SMART SCALE website is fully operational and a training video has been added to the resources page.
- VTANS – they are still working on the tiering and resulting recommendations.

Transit

Ms. Gourley gave an update on Transit activities:

- The Triennial Review with the FTA resulted in seven findings, six of which have been closed to date and the remaining one outstanding has been granted an extension until issues of the transit facility can be resolved.
- Waynesboro route revisions are scheduled to go into effect on Monday, August 22nd. A public meeting was held on August 4th and was well attended. From that meeting, one small change to the route was made. Information has been made available through multiple channels.



- The Inter-regional Transit Study Steering Committee (Harrisonburg-Stanton-Waynesboro-Charlottesville) is meeting next week. They are working on alternatives, then funding.

Meeting Schedule

Vice-Chairperson Barnes stated that the next Policy Board meeting is scheduled for September 7th, at 10:00 a.m. and that the next Technical Advisory Committee meeting is scheduled for September 21st, at 2:00 p.m., at the CSPDC.

Meeting Adjourned

Vice-Chairperson Barnes asked if there was any other business to come before the TAC. There being no additional business, the meeting was adjourned at 2:25 p.m.

Respectfully submitted,

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

Ann W. Cundy
SAWMPO Senior Transportation Planner



**Technical Advisory Committee (TAC)
Regular Meeting Minutes
October 19, 2016, 2:00 p.m.**

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton

Present (10):

Voting Members			Others	
	City of Staunton		VDOT	Terry Short, VDOT
	Sharon Angle, Chairperson		Don Komara	Brad Reed, VDOT
✓	Tom Sliwoski		Adam Campbell (Alt)	Michael Fulcher, VDOT
✓	Nickie Mills (Alt)	✓	Josh Dunlap (Alt)	Burgess Lindsay, VDOT
	Vacant (Alt)		VA DRPT	Staff (CSPDC)
	Augusta County		Nick Britton	Bonnie Riedesel
✓	Becky Earhart	Non-Voting Members		✓ Ann Cundy
	Doug Wolfe		VRT	Scott Philips
	Jeff VanFossen (Alt)		Bruce Simms	✓ Kimberly Miller
	Leslie Tate (Alt)	✓	Susan Newbrough (Alt)	✓ Nancy Gourley
	City of Waynesboro		Federal Highway Admin.	✓ Elizabeth McCarty
✓	Michael Barnes, Vice Chair		Mack Frost	
	Todd Wood		Federal Transit Admin.	
	Ross Morland (Alt)		Melissa McGill	
	Brian McReynolds (Alt)		VA Dept. of Aviation	
			Rusty Harrington	

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 2:04 p.m. by Mr. Michael Barnes, Vice-Chairperson.

Public Comment

Vice-Chairperson Barnes opened the floor for public comment. There were no public comments.

Approval of Minutes

Vice-Chairperson Barnes presented minutes from the August 17, 2016, TAC meeting.



Ms. Earhart moved, seconded by Mr. Sliwoski, to approve the minutes of August 17, 2016, as presented. Motion carried unanimously (5-0).

Consideration of SAWMPO SMART SCALE Resolutions of Support for Augusta County's Applications (TAC Action Form #16-7)

Vice-Chairperson Barnes presented the Smart Scale resolutions of support. Ms. Cundy stated that the County of Augusta has put forth four projects for SMART SCALE applications for which resolutions of support are required to be submitted by December 1st. Ms. Earhart noted a few typographical changes to be made prior to presenting to the Policy Board.

Ms. Earhart moved, seconded by Mr. Mills, to recommend to the Policy Board the four Augusta County resolutions of support, as amended. Motion carried unanimously (5-0).

Consideration of the City of Waynesboro Resolution of Support for TA Grant Application (TAC Action Form #16-8)

Vice-Chairperson Barnes presented the TA grant application resolution of support. Ms. Cundy stated that the City of Waynesboro has put forth a project for Transportation Alternatives grant funding and like the SMART SCALE applications it also requires MPO endorsement. Vice-Chairperson Barnes stated that the project is for Phase 3 of the South River Greenway trail that will extend the trail from Lot Spring Trailhead to Ridgeview Park. He stated that originally the trail was planned to terminate at Pine Avenue, but it will now extend to Ridgeview Park. He stated this change should be made on the resolution of support prior to presenting to the Policy Board.

Ms. Earhart moved, seconded by Mr. Sliwoski, to recommend to the Policy Board the City of Waynesboro's resolution of support, as amended. Motion carried unanimously (5-0).

Discussion of the SMART SCALE Application Update (TAC Memo #16-5)

Vice-Chairperson Barnes presented the SMART SCALE application update. Ms. Cundy stated that funding requested exceeded \$220 million for the region overall. She stated that the MPO submitted two projects, 1) improvements to the Park and Ride Lot in Waynesboro and 2) construction of grade-separated interchange and ramps at Spring Hill Road and Route 262. Ms. Cundy stated that VDOT has requested the PDC submit a resolution of support for a project near the I-81 Weyers Cave exit for climbing lanes both north- and southbound. She stated that the resolution was endorsed by the Commission at their meeting on Monday evening.

Ms. Earhart thanked the PDC and VDOT staff for their hard work assisting with the applications. Mr. Mills expressed appreciation on behalf of Staunton.

Agency Updates/Other Business

VDOT

- Mr. Dunlap stated that the CTB Fall meetings are in process with the Staunton District meeting being held on October 25th. He stated that the meeting will begin promptly at 4:00 p.m. and will not begin with an open house style as in the past.

Transit

Ms. Gourley gave an update on Transit activities:



- The Inter-regional Transit Study Steering Committee (Harrisonburg-Staunton-Waynesboro-Charlottesville) met on October 18th. The consultant presented four potential alternatives, in response to which the steering committee asked for a hybrid alternative to be detailed and brought back. Once the alternative is decided upon, the consultant will prepare a cost estimate and identify potential funding sources. A full presentation will be made at the Joint SAWMPO/CAMPO meeting on October 26th. In response to a question as to the viability of such a transit system, Ms. Gourley stated that some of the funding will be federal and some local funding will be needed. Also, there is some missing infrastructure such as Park & Ride lots with bus stops. Demand is strong; for example there are approximately 500 people who work at UVA and live in Waynesboro.
- A comprehensive bus stop inventory was completed in September, with information being captured about the stops, signs, and amenities.
- Annual submission of transit data is being made to the federal database by the end of October.
- The route changes that were put in effect have been completed and are working well. The Stuarts Draft link (Stuarts Draft to Waynesboro to Augusta Health loop) immediately matched the ridership that was on the former Route 340 route and is growing. The BRCC route's dinner break was eliminated, creating continuity of service. Ridership is down slightly based on lower student enrollment numbers.
- Six hours per day of paratransit services were added in the County and Waynesboro to help the route buses stay on schedule.

Joint SAWMPO/CAMPO Meeting

- Ms. Cundy discussed that at the Joint meeting on October 26th, the Inter-regional Transit Study will be presented, as well as, the SHRP2 I-64 Corridor Study. Chip Boyles and Wood Hudson, TJPDC, will provide more information about the study. The structure of the study will include stakeholder meetings on several topics over the year-long process. Ms. Cundy said that if any of the jurisdictions would like to participate in the stakeholder meetings, let her know.

Meeting Schedule

Vice-Chairperson Barnes stated that the CTB meeting will be held on October 25th at BRCC, at 4:00 p.m. The next Policy Board meeting is scheduled for October 26th, at 9:30 a.m. immediately followed by the Joint SAWMPO and CAMPO meeting at 10:00 a.m. The next Technical Advisory Committee meeting is scheduled for November 16th, at 2:00 p.m., at the CSPDC.

Meeting Adjourned

Vice-Chairperson Barnes asked if there was any other business to come before the TAC. There being no additional business, the meeting was adjourned at 2:30 p.m.

Respectfully submitted,

Ann W. Cundy
SAWMPO Transportation Program Manager



**Technical Advisory Committee (TAC)
Regular Meeting Minutes
November 16, 2016, 2:00 p.m.**

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton

Present (14):

Voting Members			Others	
	City of Staunton		VDOT	Terry Short, VDOT
✓	Sharon Angle, Chairperson		Don Komara	Brad Reed, VDOT
✓	Tom Sliwoski	✓	Adam Campbell (Alt)	Michael Fulcher, VDOT
	Nickie Mills (Alt)	✓	Josh Dunlap (Alt)	Burgess Lindsay, VDOT
	Vacant (Alt)		VA DRPT	Staff (CSPDC)
	Augusta County	✓	Nick Britton	Bonnie Riedesel
	Vacant	Non-Voting Members		Ann Cundy
	Doug Wolfe		VRT	✓ Scott Philips
✓	Jeff VanFossen (Alt)		Bruce Simms	✓ Kimberly Miller
✓	Leslie Tate (Alt)	✓	Susan Newbrough (Alt)	✓ Nancy Gourley
	City of Waynesboro		Federal Highway Admin.	✓ Elizabeth McCarty
	Michael Barnes, Vice Chair		Mack Frost	
✓	Todd Wood		Federal Transit Admin.	
	Ross Morland (Alt)		Melissa McGill	
	Brian McReynolds (Alt)		VA Dept. of Aviation	
			Rusty Harrington	

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 2:10 p.m. by Mr. Tom Sliwoski, who was selected to preside and act as temporary Chair in the absence of the Chairperson and Vice-Chairperson.

Public Comment

Mr. Sliwoski opened the floor for public comment. There were no public comments.

Approval of Minutes

Mr. Sliwoski presented minutes from the October 19, 2016, TAC meeting.



Mr. Wood moved, seconded by Ms. Tate, to approve the minutes of October 19, 2016, as presented. Motion carried unanimously (6-0).

Discussion of the WWRC Small Area Study (TAC Memo #16-6)

Mr. Sliwoski presented the WWRC Small Area Study update. Mr. Campbell handed out an updated memo with revised study limits and additional 48-hour traffic counts. Ms. McCarty stated that Augusta County provided some comments that were also incorporated into the final draft. Mr. Campbell stated that he suggests that the three study recommendations be prioritized as follows: 1) Interim operational improvements along Woodrow Wilson Avenue (VA 358) and add at the intersection of Lifecore Drive and US 250, as it sets up the easiest application for SMART SCALE in two years; 2) possible location of a new connection into WWRC Complex; and 3) Access Management along US 250. He stated that the Stakeholder Involvement activity should be broadened to include all of the users of the corridor and that it should be advertised as a public meeting. Mr. Philips discussed some issues he observed while at the site of the intersection of Lifecore Drive and US 250. He stated that the Scope of Work document will be revised based on the discussion and sent around for final review. He stated that once ready, it will be distributed to the Policy Board.

Discussion of the I-64 Corridor Study (TAC Memo #16-7)

Mr. Sliwoski presented the I-64 Corridor Study update. Ms. McCarty stated that the kick-off of this project was at the joint SAWMPO and CAMPO Policy Board meeting on October 26th. She stated that there is a meeting on Friday, November 18th, to discuss the first topic as indicated on the project overview. She stated that Mr. Philips is the staff representative for this project.

Mr. Philips stated that there are two phases to this study; one is a high level review of the corridor and the second is about process and communication between the various stakeholders. He stated that meetings will be held on both sides of the mountain and that invitations to present may be made to representatives of the localities.

Agency Updates/Other Business

VDOT

- Mr. Campbell stated that SMART SCALE applications from the MPO and PDC have all been screened in through the District validation process. Scoring results will be completed in January and go to the CTB in February. Mr. Campbell stated that the timeline is the middle of March for a draft Six-Year Plan to be released, then Spring public hearings will be held, with the plan being finalized in June. Mr. Campbell stated that there were five applications from within the MPO submitted for other funding sources (Revenue-sharing, TA). The decision-making process is on the same timeframe as SMART SCALE.

DRPT

- Mr. Britton stated that he just received the TDM work plan from the CSPDC and the first meeting will be on November 29th.

Transit

Ms. Gourley gave an update on Transit activities:

- The Inter-regional Transit Study results were presented to the SAWMPO and CAMPO Boards on October 26th. Tomorrow a presentation will be made to the HRMPO. There will also be a presentation to the BRITE Transit Advisory Committee in January and SAWMPO TAC members are welcome to attend.



- A bus stop inventory was completed in September, and Stanton will be the first area to replace existing signs with the new branded signs.
- The federal grant application for 2017 is in process of being submitted and the 2018 budget process is beginning.

Meeting Schedule

Chairperson Angle stated that the first I-64 Corridor Study Working Group Meeting is scheduled for November 18, 2016, at 1:00 p.m. at TJPDC Offices in Charlottesville. The next Policy Board meeting is scheduled for December 7, 2016, at 10:00 a.m. at CSPDC. The next Technical Advisory Committee meeting is scheduled for December 21, 2016, at 2:00 p.m. at CSPDC.

Meeting Adjourned

Chairperson Angle asked if there was any other business to come before the TAC. There being no additional business, the meeting was adjourned at 2:40 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Elizabeth McCarty". The signature is written in a cursive, flowing style.

Elizabeth McCarty
Director of Planning