

**Policy Board
Regular Meeting Minutes
March 1, 2017, 10:00 a.m.**

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton Virginia

Present (20):

Voting Members		Non-Voting Members		Others	
	City of Staunton		VA DRPT	✓	Josh Dunlap, VDOT
✓	James Harrington, Chairperson	✓	Nick Britton	✓	Phil Thompson, VRT
✓	Steve Rosenberg		VRT	✓	Mauricio Campos, VDOT
	Steve Owen (Alt)		Bruce Simms		Staff (CSPDC)
	Augusta County	✓	Susan Newbrough	✓	Bonnie Riedesel
✓	Wendell Coleman		Federal Hwy Admin.		Elizabeth McCarty
✓	Tim Fitzgerald		Mack Frost	✓	Ann Cundy
	Gerald Garber (Alt)		Federal Transit Admin.	✓	Nancy Gourley
	City of Waynesboro		Michele DeAngelis	✓	Scott Philips
✓	Bruce Allen, Vice Chair		VA Dept. of Aviation		Jonathan Howard
✓	Jim Shaw		Rusty Harrington	✓	Kimberly Miller
	Michael Hamp (Alt)			✓	Devon Thompson
	VDOT			✓	Hunter Joseph
	Randy Kiser				
✓	Adam Campbell (Alt)				
✓	Don Komara (Alt)				
	Terry Jackson (Alt)				

Call to Order

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:04 a.m. by Mr. James Harrington, Chairperson.

Public Comment

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

Mr. Fitzgerald introduced Mr. Wendell Coleman, Augusta County, Board of Supervisors, who will represent Augusta County as a voting member of the Board.

Approval of Minutes

Chairperson Harrington presented the minutes from the January 4, 2017, Policy Board meeting.

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

Consideration of the FY2018-2021 Transportation Improvement Program (TIP) (BAF #17-1)

Chairperson Harrington presented the FY2018-2021 TIP. Mr. Philips stated that the TIP for the SAWMPO region incorporates both transit and transportation projects that have been funded for this four-year period. He stated that VDOT and DRPT have provided the information contained in the TIP about the projects. Mr. Philips stated that the TIP is a living document and that amendments are made, as needed, if there are changes in project cost, scope or schedule. He stated that the dollar amounts are the best estimates for the projects.

Mr. Philips stated that the Board is asked to approve the draft TIP to be released to public comment for the 21-day period.

Mr. Shaw stated that some projects on the list may actually be closed, but have not yet been removed from the list. Mr. Campbell stated that the list included in the packet was a snapshot of the state STIP projects as of September 2016; however, before the TIP goes to FTA and FHWA in the fall for approval a new snapshot will be provided for final approval.

Mr. Shaw moved, seconded by Mr. Fitzgerald, to release the draft FY2018-2021 TIP to public comment.. Motion carried (7-0).

BRITE Bus Sign Project

Chairperson Harrington presented an addition to the agenda, the BRITE Bus Sign Project. Ms. Gourley stated that part of the Transit Development Plan (TDP) was to brand the aspects of the transit system, such as all printed materials, buses and signs. She stated that a design was completed last spring that is highly visible and informative to riders of the system. Ms. Gourley stated that a comprehensive inventory of the bus stops was completed, which included evaluating each stop for safety and identifying various characteristics of each. She introduced Ms. Hunter Joseph and Ms. Devon Thompson, who were responsible for conducting the bus stop inventory.

Ms. Joseph stated that before they went into the field, they created a data dictionary. She stated that Ms. Newbrough of VRT, Ms. Thompson and she visited each bus stop and gathered data, took GPS information and a took a picture. She showed the resulting spreadsheet of data and types of amenities that were collected for the 135 stops for the entire system. Ms. Joseph stated that after data was collected, it was put into a web app that is accessible by each jurisdiction that provides all of the information about each bus stop.

Ms. Thompson stated that the next step was to select all of the comprehensive elements of the signs and solicit quotes to make the signs. She stated that each bus stop had to be given a name that would be printed on the sign and schedules. Ms. Thompson stated that each locality will have a background that will match their respective downtown or locality aesthetic. She stated that Staunton's signs will be installed first, followed by Waynesboro's and then Augusta County's.

Ms. Riedesel stated that Ms. Joseph and Ms. Thompson did an outstanding job on the inventory and on making recommendations to address a variety of issues that they found such as missing signs, safety issues, etc.

Ms. Gourley stated that the funds for the signs came from the federal and state governments.

Chairperson Harrington asked if data exists that shows how many cars the transit system keeps off the roads. Ms. Gourley stated that that information does exist and she can provide it to him and anyone else who may be interested.

Agency Updates

VDOT

Mr. Komara introduced Mr. Mauricio Campos, an engineering trainee at the VDOT Residency. He stated that the Rt. 612 project is on schedule. The spring transportation meeting will be held at BRCC Plecker Center on April 27th from 4-6pm (time is tentative); more information will be forthcoming.

Mr. Campbell stated that the public hearings are where the draft SYIP will be announced and commented upon. He said that as localities review their SMART SCALE application scores, if questions arise, please contact VDOT. He reminded the group that two weeks ago, the TAC met with the Office of Intermodal Planning & Investment to discuss the VTrans Tier 1 recommendations. He encouraged everyone to review those recommendations.

DRPT

Mr. Britton stated that it is the time of year for Federal and State funding applications for operations, technical assistance and capital. He stated that they are currently in the review stage.

Other Business

Chairperson Harrington presented Other Business.

Wilson Workforce & Rehabilitation Center (WWRC) Small Area Study

Ms. Cundy stated that the kick-off meeting for the WWRC small area study is scheduled for March 3rd. She stated that the study area is along Route 250 from Idlewood Boulevard to Woodrow Wilson Avenue. She stated that traffic and turning movement counts were done on the corridor in preparation for the meeting. Ms. Cundy stated that WWRC, Augusta County administration and schools, VDOT, BRITE and VRT will be represented at the meeting. She stated that Timmons Group has been selected to do the engineering and analysis for the project. She stated that in mid- to late-spring, there will be a public meeting to seek comments.

Ms. Cundy stated that the project is scheduled to be completed by the end of 2017, with the goal of submitting an application for funding in 2018.

SHRP2 I-64 Corridor Plan

Mr. Philips stated that the meeting on January 31st went well and he thanked everyone who attended. He stated that the next (3rd) Working Group meeting will be held on Thursday, March 30th, at the Thomas

Jefferson PDC in Charlottesville from 1:00 to 3:00 p.m., with the focus of this meeting being Economic Development and Transit along the corridor. He stated that an MOU will be forthcoming in the next month or two between the agencies regarding the project.

Meeting Schedule

Chairperson Harrington stated that the next Policy Board meeting is scheduled for April 5, at the CSPDC. The next meeting of the TAC is scheduled for March 15, 2017. Ms. Riedesel stated that Mr. Dixon Whitworth, CTB member, has been invited and is planning to attend one of the Board's spring meetings.

Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Harrington adjourned the meeting at 10:35 a.m.

Respectfully submitted,

Bonnie S. Riedesel

Bonnie S. Riedesel
SAWMPO Secretary/Treasurer