



Policy Board Meeting Agenda January 4, 2017, 10:00 a.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 October 26, 2016, Policy Board Meeting
4. Presentation by Randall Wolf, cycling advocate, on an initiative in the Staunton-Augusta-Waynesboro area to create opportunities for school-aged children and adults to participate in bicycling. The initiative includes a Bike Box (a program that recycles bikes and teaches basic bike maintenance), mountain biking teams, and safety education focused on children.
5. Agency Updates
 - VDOT
 - DRPT
 - Transit
6. Other Business
 - Update –Wilson Workforce & Rehabilitation Center (WWRC) Complex Small Area Study
 - Update – SPaCE I-64 Corridor Study
 - Update – On-Call Consultant Program Selection
7. Upcoming Meetings
 - Technical Advisory Committee – January 18, 2017, 2:00 p.m. at CSPDC
 - SPaCE I-64 Corridor Study Working Group – January 31, 2017, 1:00-3:00 p.m. at Virginia Regional Transit Facility in Fishersville
 - Policy Board – February 1, 2017, 10:00 a.m. at CSPDC
 - VTrans2040 Multimodal Transportation Plan (VMTP) Open House – February 15, 2017, 4:00-6:00 p.m. at Virginia Regional Transit Facility in Fishersville
8. Adjournment

**Policy Board
Regular Meeting Minutes
January 4, 2017, 10:00 a.m.**

Central Shenandoah Planning District Commission
112 MacTanly Place · Staunton Virginia

Present (19):

Voting Members		Non-Voting Members		Others	
	City of Staunton		VA DRPT	✓	Josh Dunlap, VDOT
✓	James Harrington, Chairperson		Nick Britton	✓	Terry Short, VDOT
✓	Steve Rosenberg		VRT		Michael Fulcher, VDOT
	Steve Owen (Alt)		Bruce Simms	✓	Tiffany Toliver, VDOT
	Augusta County	✓	Susan Newbrough	✓	Randall Wolf, Bicycling Advocate
	Gerald Garber		Federal Hwy Admin.		Staff (CSPDC)
✓	Tim Fitzgerald		Mack Frost	✓	Bonnie Riedesel
	Vacant (Alt)		Federal Transit Admin.	✓	Elizabeth McCarty
	City of Waynesboro		Melissa McGill	✓	Ann Cundy
✓	Bruce Allen, Vice Chair		VA Dept. of Aviation	✓	Scott Philips
✓	Jim Shaw		Rusty Harrington	✓	Nancy Gourley
	Michael Hamp (Alt)			✓	Kimberly Miller
	VDOT				
✓	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. Campbell introduced Ms. Tiffany Tolliver, who is in the VDOT Core Development program. She has been with Land Use & Planning and is in attendance to see the MPO process.

Approval of Minutes

Chairperson Harrington presented the minutes from the October 26, 2016, Policy Board meeting.

Mr. Fitzgerald moved, seconded by Mr. Kiser, to approve the minutes as presented. Motion carried (6-0).

Presentation

Chairperson Harrington presented Mr. Randall Wolf, cycling advocate. Mr. Wolf presented information about an initiative in the Staunton-Augusta-Waynesboro area to create opportunities for school-aged children and adults to participate in bicycling (Presentation attached to file minutes). The initiative includes a Bike Box (a program that recycles bikes and teaches basic bike maintenance), mountain biking teams and safety education focused on children.

Discussion ensued about the most significant bicycling population and how to reach them with programs and facilities.

Agency Updates

Chairperson Harrington presented Agency Updates.

VDOT

- Mr. Campbell stated that the SMART SCALE validation process has been completed. Of the 436 statewide applications, 31 were screened out, 405 were advanced to scoring. In the VDOT Staunton district, of the 45 projects that were submitted, three were screened out (none of which are in the SAWMPO or CSPDC region), 42 advanced to scoring. Mr. Campbell stated that the estimated high priority total available funding is expected to be between \$700-750 million statewide, and for the Staunton District grant program between \$31-35 million. The CTB will meet on January 17th, after which a department-recommended funding scenario is expected to be released.
- VTrans Process – Mr. Campbell stated that OIPI and VDOT have been working on developing project recommendations based on the Tier 1 needs that were identified as a group. A workshop is being scheduled in February to present the recommendations and receive feedback.
- VDOT and the MPO will begin working on the FY18-21 Statewide and MPO Transportation Improvement Program (TIP); the MPO TIP must be approved in the Spring prior to completion of the STIP by September 30, 2017.

Transit

- Ms. Gourley stated that the newly branded bus stop signs have been designed and price quotes have been solicited. A contract will be awarded shortly. The sign orders will be placed, starting with Staunton, who has the majority of the signs. Next will be Waynesboro then Augusta County signs. All new signs should be in place within 90 days.
- On December 6th, the procurement process began for a newly contracted service provider. The current contract expires at the end of June and a new contract must be effective on July 1, 2017. The deadline to submit proposals is January 20th. A proposal analysis group will review the proposals and includes representatives from the Transit Advisory Committee, the Planning District Commission, and PDC staff.
- The results of the Inter-regional Transit Study have been presented to the SAWMPO, Charlottesville-Albemarle MPO and the Harrisonburg-Rockingham MPO. Representatives of the

study group have been invited by DRPT to discuss the open items and funding opportunities on Friday, January 6th.

Other Business

- Wilson Workforce & Rehabilitation Center (WWRC) Complex Small Area Study Update – Ms. McCarty stated that the scope of work for the WWRC small area study has been prepared and was distributed to the Policy Board. She stated that the study begins this month. Ms. McCarty stated that VDOT has scheduled traffic counts in February. In conjunction with VDOT, PDC staff and Augusta County staff, a consultant will be selected by the end of this month from the CSPDC’s On-Call Consultant program. The study is expected to be completed by the end of the year.
- I-64 Corridor Study (SPaCE) Update – Mr. Philips stated that the TJPDC/CAMPO and the CSPDC/SAWMPO are working together on this study. The study is being funded by a SHRP2 grant from Federal Highway Administration (FHWA). The study is a high-level review of various issues on the corridor and is expected to be completed by the end of September. The first Working Group Meeting was held in November. An Open House was held at the Crozet Library on December 12th, that was well attended by the public and the press. The project presentation was made and questions were fielded from the public. The Working Group Meeting #2 will be held on January 31st at the VRT facilities in Fishersville from 1-3 pm. covering the topics of Corridor Goals and Public Safety in the Corridor. The Working Group Meeting #3 is planned for March at the TJPDC Offices in Charlottesville, on the topics of Economic Development & Accessibility.
- On-Call Consultant Program Selection Update – Ms. Riedesel stated that in mid-year 2016 the MPO entered into a Joint Procurement Agreement with the CSPDC to put out an RFP for the On-Call Consultant program, as contracts expired in the fall. Thirty-eight proposals were received. A selection committee was assembled with representatives from the region to review the proposals. Six consultants were selected from the 38 submissions and will be placed under contract within the coming weeks. The consultants selected are: A. Morton Thomas & Associates (AMT), Draper Aden Associates, Hurt & Proffitt (just acquired Anderson & Associates), Kimley Horn, Timmons Group, and Vanasse Hangen Brustlin (VHB). These consultants are available for use by the MPO and all of the localities in our region. Ms. Riedesel gave credit to Mr. Terry Short for making this suggestion a few years ago to expedite the procurement process for planning and consulting services. In response to a question, Ms. Riedesel stated that the only incumbent firm is Draper Aden Associates.

Meeting Schedule

Chairperson Harrington stated that the upcoming meetings are the Technical Advisory Committee on January 18, 2017, SPaCE I-64 Corridor Study Working Group on January 31, 2017, and the next Policy Board meeting on February 1, 2017, 10:00 a.m. at CSPDC.

Ms. Cundy stated that the VTrans2025 Multimodal Transportation Plan (VMTP) is the shorter-range sub-plan of the statewide long-range 2040 plan. The 2025 Tier 1 Needs and Recommendations are being developed. A series of workshops is being scheduled throughout the state. The workshop for our area will be on the same date as the SAWMPO Technical Advisory Committee (TAC) meeting and the Harrisonburg-Rockingham MPO TAC will be invited. On February 15, 2017, a presentation of the recommended Tier 1 Needs will be made at 3:00 p.m., followed by the Open House from 4:00-6:00 p.m. at Virginia Regional Transit Facility in Fishersville.

Meeting Adjournment



There being no further business to come before the Policy Board, Chairperson Harrington adjourned the meeting at 10:50 a.m.

Respectfully submitted,

Bonnie S. Riedesel

Bonnie S. Riedesel
SAWMPO Secretary/Treasurer



Policy Board Meeting Agenda March 1, 2017, 10:00 a.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 January 4, 2017, Policy Board Meeting
4. FY 2018-2021 Transportation Improvement Program (TIP) (BAF #17-1)
5. Agency Updates
 - VDOT
 - DRPT
 - Transit
6. Other Business
 - Update –Wilson Workforce & Rehabilitation Center (WWRC) Complex Small Area Study
 - Update – SPaCE I-64 Corridor Study
7. Upcoming Meetings
 - March 15, 2017 - Technical Advisory Committee, 2:00 p.m. at CSPDC
 - April 5, 2017 - Policy Board, 10:00 a.m. at CSPDC
8. Adjournment

**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



Policy Board Meeting Agenda April 5, 2017, 10:00 a.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 1, 2017, Policy Board Meeting
4. FY 2018 – 2021 Transportation Improvement Plan (TIP) Approval (BAF #17-2)
5. Presentation: I-64 Corridor Study Update (SPaCE 64)
6. Memorandum of Understanding (MOU) between the Charlottesville-Albemarle MPO and the SAWMPO for the I-64 Corridor (Board Memo #17-2)
7. Agency Updates
 - VDOT
 - DRPT
 - Transit
8. Other Business
 - WWRC Small Area Study Update
9. Upcoming Meetings
 - May 3, 2017 - Policy Board, 10:00 a.m. at CSPDC
 - April 19, 2017 - Technical Advisory Committee, 2:00 p.m. at CSPDC
10. Adjournment



**Policy Board
Regular Meeting Minutes
April 5, 2017, 10:00 a.m.**

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton Virginia

Present (17):

Voting Members		Non-Voting Members		Others	
	City of Staunton		VA DRPT	✓	Josh Dunlap, VDOT
✓	James Harrington, Chairperson	✓	Nick Britton		Staff (CSPDC)
✓	Steve Rosenberg		VRT	✓	Bonnie Riedesel
	Steve Owen (Alt)		Bruce Simms	✓	Elizabeth McCarty
	Augusta County	✓	Susan Newbrough	✓	Ann Cundy
✓	Wendell Coleman		Federal Hwy Admin.	✓	Nancy Gourley
✓	Tim Fitzgerald		Mack Frost	✓	Scott Philips
	Gerald Garber (Alt)		Federal Transit Admin.	✓	Kimberly Miller
	City of Waynesboro		Michele DeAngelis		
✓	Bruce Allen, Vice Chair		VA Dept. of Aviation		
	Jim Shaw		Rusty Harrington		
✓	Michael Hamp (Alt)				
	VDOT				
	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 10:02 a.m. by Mr. James Harrington, Chairperson.

Public Comment

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



Approval of Minutes

Chairperson Harrington presented the minutes from the March 1, 2017, Policy Board meeting.

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

Consideration of the FY2018-2021 Transportation Improvement Program (TIP) (BAF #17-2)

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 and is updated every five years. He stated that the document identifies all of the transportation projects that are receiving federal funds and/or projects of regional significance. Mr. Philips stated that the Board is asked to adopt the TIP so it can move forward for state and federal approval.

Mr. Hamp moved, seconded by Mr. Coleman, to adopt the FY2018-2021 TIP. Motion carried unanimously (7-0).

Agency Updates

VDOT

Mr. Komara stated that the Six-Year Improvement Plan (SYIP) hearing will be held on April 27th, at Blue Ridge Community College. He stated that some ramp extension projects on I-81 at exits 220, 221 and 222, will be started soon. He stated that this week is Work Zone Safety Week and activities included a vigil held yesterday on I-64 and today, there is a wreck crash cushion to show people what it looks like when a car hits the back of a truck. He stated that the Route 612 project is progressing well. Ms. Cundy stated that the I-81 ramp extension projects were HB2 applications.

In response to a question, Mr. Komara stated that the format of the SYIP hearing will be a less formal approach, as it was last time.

Mr. Campbell stated that there is approximately \$7.7 million in unallocated funding in the district grant SMART SCALE grant program. He stated that the preference of the Stanton District CTB member is to utilize the funds and draw them down, not carry them over. This will be a topic of discussion at the April 27th hearing.

DRPT

Mr. Britton stated that the FTA 5303 funding applications are due on May 1st.

Transit

Ms. Gourley stated that the procurement process for a transit provider has been completed and Virginia Regional Transit was awarded the five-year contract. She stated that the contract contains some renewal options.

Ms. Gourley stated that the bus stop sign project is underway, with new signs being installed in Stanton first, then Waynesboro, then Augusta County.

The CTB awarded a mid-cycle grant to make possible the transfer of ownership of the transit facility in Fishersville from VRT to the CSPDC.



Presentation: I-64 Corridor Study Update (SPaCE 64)

Chairperson Harrington stated that the presenter that was planned for the I-64 Corridor Study update will not be here today. Ms. Riedesel stated that the working group just had a meeting last week at the Thomas Jefferson PDC that was well-attended and a great meeting. She stated that Mr. Greg Hitchen of Waynesboro made a presentation on the economic development activities along the corridor in the Waynesboro area. She stated that VDOT presented on projects on I-64 to relieve accidents on the mountain. Mr. Philips stated that all of the staff from the SAWMPO localities have been very involved. He stated that emergency management and communications was another topic of discussion by the working group. Ms. Riedesel stated that this study is being funded by the Federal Highway Administration and will wrap-up in September, 2017.

Memorandum of Understanding (MOU) between the Charlottesville-Albemarle MPO and the SAWMPO for the I-64 Corridor (Board Memo #17-2)

Ms. Riedesel stated that one of the outcomes of the I-64 corridor study is to have in place a Memorandum of Understanding (MOU) between the SAWMPO and the CA-MPO. She stated that the MOU will outline how the two organizations can work together to enhance the corridor and provide each other a reasonable opportunity to review and comment on each other's regional projects that may have an effect on the other. She stated that the two organizations will collaborate and cooperate, will continue to meet jointly on a regular basis and will offer each other letters of support on grant applications. Ms. Riedesel stated that the Board is asked to review the MOU and provide comments; the CA-MPO is doing the same. She stated that the document will be brought back to the Board in the future for adoption.

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 was held on March 3rd. She stated that the group decided to hold a public hearing for the study on May 18th from 5-7pm at Wilson High School auditorium. She stated that VDOT, MPO staff and Timmons Group are working together. She stated that many consultant contracts across the state are in a holding pattern as they complete the pre-award audit process with VDOT Central Office. Ms. Cundy stated that until they can issue the notice to proceed to Timmons, they are doing all of the activities they can in advance to be prepared. She stated that the study is scheduled to be completed by the end of 2017.

Meeting Schedule

Chairperson Harrington presented the upcoming meeting schedules. Ms. Riedesel stated that Mr. Dixon Whitworth, CTB member, is planning to attend the May 3rd Policy Board meeting. She stated that after the Board meeting, Mr. Whitworth will be traveling to Rockbridge County to talk to rural area staff and elected officials. The group discussed the format of the Board meeting with the group, agreeing that they would like to make a brief presentation of projects that summarizes what has been accomplished through this process so far (in particular Enhancement Grants) and a list of projects that the region is requesting and the importance/impact of each. Ms. Riedesel stated that staff will put together a PowerPoint presentation for the meeting.

Chairperson Harrington stated the next meeting of the Board is May 3rd, and the next meeting of the TAC is scheduled for April 19, 2017.



Mr. Coleman stated for the information of the Board that Buckingham Branch has approached Augusta County to let them know that they intend to construct a fuel transloading station on their right-of-way in Fishersville. He stated that the railroad's land is private and they have begun clearing the right-of-way.

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



Policy Board Meeting Agenda May 3, 2017, 10:00 a.m.

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

1. Call To Order & Welcome to Commonwealth Transportation Board (CTB) Member, Mr. Dixon Whitworth
2. Public Comment
3. Approval of Minutes of the April 5, 2017, Policy Board Meeting
4. Consideration of the FY 2018 Unified Planning Work Program (UPWP) Release for Public Comment (BAF #17-4)
5. Presentation - SAWMPO Transportation Projects and Programs
6. Remarks from Mr. Dixon Whitworth, CTB Member
7. Agency Updates
 - VDOT
 - DRPT
 - Transit
8. Other Business
9. Upcoming Meetings
 - May 17 – SAWMPO TAC Meeting, 2:00 p.m. at the CSPDC Office
 - ~~May 18 – WWRC Small Area Study Open House, 5:00 p.m. – 7:00 p.m. at Wilson Memorial High School Auditorium~~ - (Postponed - new meeting date TBD)
 - May 31 - SPaCE I-64 Corridor Study Working Group Meeting #4, 1:00 p.m. – 3:00 p.m. at the Regional Transit Facility, Fishersville
 - June 7 – SAWMPO Policy Board Meeting, 10:00 a.m. at the CSPDC Office
10. Adjournment



Policy Board Regular Meeting Minutes May 3, 2017, 10:00 a.m.

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton Virginia

Present (22):

Voting Members		Non-Voting Members		Others	
	City of Staunton		VA DRPT	✓	Terry Short, VDOT
✓	James Harrington, Chairperson	✓	Nick Britton	✓	Josh Dunlap, VDOT
✓	Steve Rosenberg		VRT	✓	Burgess Lindsey, VDOT
	Steve Owen (Alt)		Bruce Simms	✓	Mauricio Campos, VDOT
	Augusta County	✓	Susan Newbrough	✓	Bill Bushman, Hurt & Proffitt
✓	Wendell Coleman		Federal Hwy Admin.		Staff (CSPDC)
✓	Tim Fitzgerald		Mack Frost		Bonnie Riedesel
	Gerald Garber (Alt)		Federal Transit Admin.	✓	Elizabeth McCarty
	City of Waynesboro		Michele DeAngelis	✓	Ann Cundy
✓	Bruce Allen, Vice Chair		VA Dept. of Aviation		Nancy Gourley
	Jim Shaw		Rusty Harrington	✓	Scott Philips
✓	Michael Hamp (Alt)		CTB	✓	Kimberly Miller
	VDOT	✓	F. Dixon Whitworth	✓	Devon Thompson
✓	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 10:00 a.m. by Mr. James Harrington, Chairperson. Chairperson Harrington welcomed Mr. Dixon Whitworth, CTB member representing the Staunton District, and asked everyone to introduce themselves.

Public Comment

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

Approval of Minutes

Chairperson Harrington presented the minutes from the April 5, 2017, Policy Board meeting.

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

Consideration of the FY2018 Unified Planning Work Program (UPWP) Release for Public Comment (BAF #17-4)

Chairperson Harrington presented the FY2018 UPWP. Ms. Cundy stated that this document is the work program that includes both administrative and programmatic activities for the coming fiscal year, as well as, showing grants from VDOT and DRPT and the local match. She stated the Technical Advisory Committee has reviewed the document and recommended its release to public comment. Ms. Cundy stated that while all of the work items for the MPO remained the same, the document has been streamlined from 8 work elements to the following four: Long-Range Transportation Planning, which now includes Bike & Pedestrian; short Range Transportation Planning, which includes the TIP and the Small Area Study; Federal, State and Local Assistance; and Transit Planning.

Mr. Fitzgerald requested that Mr. Doug Wolfe be placed on the list of TAC members, as he is returning to work on Monday, resuming his role as voting member on the TAC.

Mr. Coleman moved, seconded by Mr. Hamp, to release the draft FY2018 UPWP for public comment. Motion carried unanimously (7-0).

Presentation – SAWMPO Transportation Projects and Programs

Chairperson Harrington presented the SAWMPO Transportation Projects and Programs. Ms. Cundy stated that she will discuss past transportation investments in the region and then the three localities and transit will discuss specific projects (presentation attached to file minutes). Ms. Cundy discussed some of the characteristics and assets of the region, including Interstates 81 and 64, and Routes 11 and 250, which are designated corridors of statewide significance in VTRANS, the multi-modal transportation network and past investments in the MPO region. Mr. Rosenberg from Staunton, Mr. Fitzgerald from Augusta County and Mr. Hamp from Waynesboro discussed projects that are important to their respective localities, both past completed projects and future projects. Each of the three localities described their top development projects and the impact to transportation demands and projects to address the demands. Ms. Thompson discussed Transit projects that have been underway in the SAWMPO region.

Remarks by Mr. Dixon Whitworth, CTB Member

Mr. Whitworth stated that Staunton District is a large region and contains almost half of I-81 that is contained in the State, and has more bridges than any other region in the State. He stated that this region is well regarded throughout the State due to excellent management and good maintenance of the roads and bridges in the region. Mr. Whitworth stated that this District has a very good amount of public support, which has been noticed by the Secretary of Transportation. He discussed the wonderful resource in this area, the Claudius Crozet Blue Ridge Tunnel and how he believes it will positively impact tourism.

Mr. Whitworth stated that this year's efforts on SMART SCALE, Revenue-Sharing and Transportation Alternatives are wrapping up at the June meeting. He stated that there were 29 SMART SCALE



applications for the Stanton District last year; 18 were funded. He stated that this year, across the state, there were 436 applications requesting almost \$10 billion. He stated that in the Stanton District, there were 42 applications that were screened in, requesting \$562 million (about half of the entire state's allocation). Mr. Whitworth stated that there are approximately 16 projects that he is confident will be funded for approximately \$31 million of funding. He stated that the Stanton District is allocated approximately 7.8% of the district grant money, plus a portion of the "high priority" money.

Mr. Whitworth stated that there is currently \$7.7 million that has not yet been allocated, but it will be spent; there are plenty of good projects. He stated that he is aware of some additional monies that may be available and he will work to get any additional funding for the district.

Mr. Whitworth stated that SMART SCALE has become a national model for non-political, transparent decision-making. He stated that the thought was that Revenue-Sharing would be reduced as a result of SMART SCALE. He stated that there is a study committee to review the issues that have come about with Revenue-Sharing to ensure the program helps rural communities, as it was originally intended.

Mr. Whitworth stated that the Transportation Alternative grant program is divided so that the Stanton District has \$1 million. He stated that there is a small amount of open container money that can be used for transportation projects and also a small amount of rural-at-large funds that could be used to fund some of the smaller projects.

Chairperson Harrington thanked Mr. Whitworth for being at the meeting and for his comments.

Agency Updates

Chairperson Harrington stated that to keep Mr. Whitworth on-schedule, the Agency Updates would be skipped and if needed, handled by email.

Meeting Schedule

Chairperson Harrington presented the upcoming meeting schedules. Ms. Cundy stated that the May 18th WWRC Small Area Study Public Open House is postponed and a later date will be announced soon.

Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Harrington adjourned the meeting at 11:25 a.m.

Respectfully submitted,

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

Ann W. Cundy
Transportation Program Manager



Policy Board Meeting Agenda June 7, 2017, 10:00 a.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 3, 2017 Meeting
4. Consideration of Approval of the FY 2018 Unified Planning Work Program (UPWP) (BAF #17-5)
5. Presentation - I-64 Corridor Study by Mr. Wood Hudson, Senior Planner, Charlottesville-Albemarle MPO
6. Update: Memorandum of Understanding between the SAWMPO and the Charlottesville-Albemarle MPO (Board Memo #17-3)
7. Agency Updates
 - VDOT
 - DRPT
 - Transit
8. Other Business
9. Upcoming Meetings
 - June 21 – SAWMPO TAC Meeting, 2:00 p.m. at the CSPDC Office
 - June 22 – WWRC Small Area Study Open House, 5:00 – 7:00 p.m. at Wilson Middle School Cafeteria
 - July 5 – SAWMPO Policy Board Meeting, 10:00 a.m. at the CSPDC Office
10. Adjournment

**Policy Board
Regular Meeting Minutes
June 7, 2017, 10:00 a.m.**

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton Virginia

Present (17):

Voting Members		Non-Voting Members		Others	
	City of Staunton		Va DRPT	✓	Josh Dunlap, VDOT
✓	James Harrington, Chairperson	✓	Nick Britton	✓	Wood Hudson, CA-MPO
✓	Steve Rosenberg		VRT		Staff (CSPDC)
	Steve Owen (Alt)		Bruce Simms	✓	Bonnie Riedesel
	Augusta County		Susan Newbrough	✓	Elizabeth McCarty
✓	Wendell Coleman		FHWA	✓	Ann Cundy
✓	Tim Fitzgerald		Mack Frost	✓	Nancy Gourley
	Gerald Garber (Alt)		FTA	✓	Scott Philips
	City of Waynesboro		Michele DeAngelis	✓	Kimberly Miller
✓	Bruce Allen, Vice Chair		Va DOA		Devon Thompson
	Jim Shaw		Rusty Harrington		
✓	Michael Hamp (Alt)		CTB		
	VDOT		F. Dixon Whitworth		
	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 10:00 a.m. by Mr. James Harrington, Chairperson.

Public Comment

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

Approval of Minutes

Chairperson Harrington presented the minutes from the May 3, 2017, Policy Board meeting.

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



Update on Rockbridge County Tour

Chairperson Harrington inserted into the agenda an update on the visit with Dixon Whitworth last month after the meeting with the SAWMPO Policy Board. Ms. Cundy stated that Mr. Whitworth traveled to Rockbridge County where the first stop was Exit 205 at Raphine Road to see the tentatively funded SMART SCALE project for interchange improvements. She stated that the next stop was Buena Vista to look at several Transportation Alternatives projects that have been funded in the past, and that they hope to have funded in this upcoming cycle. Ms. Cundy stated that next they went to the site of the missing pedestrian crossing over the South River on the Chessie Trail. She stated that the Chessie Trail is the Rails to Trails facility that runs through Rockbridge County, connecting Lexington and Buena Vista. She stated that they spoke to representatives from VMI (the owner of the facility) about obtaining a federal grant to replace the bridge. Ms. Cundy stated that they then went to Lexington to meet with the Mayor, Mr. Frank Friedman, and local staff to talk about smaller-scale revenue-sharing projects.

Ms. Cundy stated that the weather was perfect and they had a reception at the end of the tour. Mr. Whitworth followed up in an email to express his appreciation of the presentations that were made in the Policy Board meeting and also the tour.

Chairperson Harrington stated that Mr. Whitworth's visit was very much appreciated, enjoyable and productive.

Consideration of Approval of the FY2018 Unified Planning Work Program (UPWP) (BAF #17-5)

Chairperson Harrington presented the FY2018 UPWP. Ms. Riedesel stated that this document is the work program that includes both administrative and programmatic activities for the coming fiscal year, as well as, showing funding from VDOT and DRPT and the local match. She went over the budget; 80% being federal, 10% being state and 10% being local match. She stated that the UPWP was released for the 21-day public comment period and there were no public comments. Ms. Cundy stated that the work elements were streamlined, but all of the work that the MPO does has not changed, and is captured within the work elements.

Mr. Fitzgerald noted a change on the map to refer to Mary Baldwin University as "MBU."

Mr. Fitzgerald moved, seconded by Mr. Coleman, to approve the FY2018 UPWP as amended. Motion carried unanimously (7-0).

Presentation – I-64 Corridor Study by Mr. Wood Hudson

Chairperson Harrington presented the I-64 Corridor Study. Mr. Scott Philips introduced Mr. Wood Hudson, Senior Planner with the Thomas Jefferson Planning District Commission (TJPDC), and the Charlottesville-Albemarle MPO (CA-MPO).

Mr. Hudson discussed the Federal Highway Administration's SHRP-2 grant, that incorporates the PlanWorks decision-making and collaboration process specifically for corridor planning. He explained the project scope and the formation of the working group. Mr. Hudson reviewed all of the project goals and the status of each. He stated that the next steps are as follows: a) the next working group meeting will be held on July 26th in Charlottesville, b) a draft MOU will be provided for review by both Policy Boards, c) the group will work through the remaining key decisions (CORs 5, 6 & 7), d) finalize the analyses of hotspots & deficiencies with input from VDOT, and e) develop a draft plan and report. The group will present the report at the joint MPO meeting scheduled for September, 2017; date, time, and location will be provided at a later date. (Presentation attached to file minutes.)



Update: Memorandum of Understanding (MOU) between the SAWMPO and the Charlottesville-Albemarle MPO (Board Memo #17-3)

Chairperson Harrington presented an update regarding the MOU between SAWMPO and CA-MPO. Ms. Riedesel stated that the MOU is being provided for review and comment. She stated that the MOU will be approved at the joint meeting between the CA-MPO and SAWMPO in September. Ms. Riedesel stated that the joint meeting will be held in the Crozet area, and is tentatively scheduled for September 27th. She stated that the boundary of the I-64 study area has been expanded to include Route 250 from the Frontier Culture Museum in Staunton to Pantops. Ms. Riedesel stated that Secretary Layne, DRPT Director Mitchell, as well as and CTB members will be invited to attend the joint meeting.

Agency Updates

VDOT

Mr. Campbell gave the following update: At the May CTB meeting, there was discussion of modification to the Round 2 SMART SCALE funding. The Staunton District received good news – out of the original recommended funding scenario, there were approximately \$7 million in district grant funds that were unallocated. Mr. Whitworth was able to coordinate with other CTB members and secure an additional \$2.3 million of high-priority funds for our district. As a result, an additional four project applications will be funded in the Staunton district, one of which is in the SAWMPO region, the WWRC roundabout. The Six-Year Plan is being updated and will be adopted to include these projects at the June meeting. From Round 2, 25 projects for just over \$40 million in funding were awarded to the Staunton District. At the June meeting, there will be a presentation and discussion of the proposed changes to SMART SCALE Round 3, policy and process. The application window will open in March 2018 and close on August 1st. VDOT will begin outreach in the fall for potential applications.

Mr. Komara stated that the revenue-sharing approval will come this month; revenue-sharing is on a two year cycle. The Rt. 612 project is completed, and the new bridge in Waynesboro is completed. The Six-year plan for Augusta will be approved in July, with a focus on gravel roads.

DRPT

No report was presented by Mr. Britton.

Transit

Ms. Gourley stated that the bus stop sign project is nearly complete; the new signs have been installed in Staunton and Waynesboro, and Augusta County and VDOT are finishing up in the county. The inter-regional bus plan is concluding; a stakeholder meeting will be held in August to identify and confirm the local match so application can be made in December, with start-up service targeted in January 2019. Working with VDOT, Park & Ride lots will have to be identified in Harrisonburg, Weyers Cave, and Staunton to support the service.

The BRITE Facebook page is live, and allows us to communicate to riders on a real-time basis. Transfer of ownership of the transit facility in Fishersville is scheduled to occur the end of June, and a ribbon-cutting ceremony will be held at the end of July. The July 1st contract with Virginia Regional Transit is ready to begin with new buses that have been ordered and are on-schedule to be delivered and put into service by the July 1 start date.



Other Business

Mr. Hamp stated that the City of Waynesboro submitted a Transportation Alternatives (TA) application for Phase 3 of the South River Greenway Trail, connecting the intersection of Arch and Wayne Avenues with Ridgeview Park, incorporating the Tree Streets neighborhood, and making its way to Westwood Hills Elementary School. The project has received tentative approval.

Mr. Fitzgerald stated that Augusta County has two projects under construction; a shared use path extension on Rt. 636, and Rt. 608 project near Dominion Outdoors that also includes a shared use path. When completed in the fall it will be possible to walk from the WWRC complex all the way to Dominion Outdoors at the intersection of Rt. 608 and Augusta Farms Road.

Ms. Cundy stated that Mr. Philips, Mr. Jonathan Howard and she will attend the Virginia Association of MPOs annual training on Friday, June 9th. There are two presentations that are of particular interest: a) trip generation affected by agritourism venues by the VDOT Research Council, and b) autonomous vehicles and the impact to localities, particularly related to parking.

Ms. Riedesel stated that VDOT has contracted with a firm, SIR, to study the impact of autonomous vehicles. They will be making a presentation at the Virginia Association of Planning District Commissions conference in Norfolk in July.

Meeting Schedule

Chairperson Harrington presented the upcoming meeting schedules. The TAC meeting is scheduled for June 21st at the CSPDC. Ms. Cundy stated that the WWRC Small Area Study Public Open House will be held on Thursday, June 22, 2017, from 5:00 to 7:00 p.m., at the Wilson Middle School Cafeteria. She handed out a flyer and asked members to pass the information to others who may be interested. In response to a comment, Ms. Riedesel stated that a press release will be sent to media, and an advertisement has been printed in the newspapers. Ms. Cundy stated that an email will be sent and flyers will be provided to businesses along the corridor.

Chairperson Harrington stated that the July 5th Policy Board meeting will be cancelled due to no action items to come before the Board, and its proximity to the July 4th holiday.

Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Harrington adjourned the meeting at 11:05 a.m.

Respectfully submitted,

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

Ann W. Cundy
Transportation Program Manager



Policy Board Meeting Agenda August 2, 2017, 10:00 a.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 June 7, 2017 Meeting
4. Update: I-64 Corridor Study (Board Memo #17-4)
5. Update: WWRC Small Area Study
6. Presentation: Ms. Bridget Donaldson, Senior Research Scientist VDOT/VTTC, "I-64 Animal-Vehicle Collision Research and Mitigation"
7. Agency Updates:
 - VDOT
 - DRPT
 - Transit
8. Other Business
 - Agenda and Logistics for Joint MPO Meeting on September 27, 2017
9. Upcoming Meetings:
 - August 16 - SAWMPO TAC Meeting, 2:00 p.m. at CSPDC Office
 - September 6 - Policy Board Meeting - CANCELLED
 - September 27 - Joint CA-MPO/SAWMPO Policy Board Meeting at King Family Vineyards, 6550 Roseland Farm, Crozet
10. Adjournment

Policy Board
Regular Meeting Minutes
August 2, 2017, 10:00 a.m.

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton Virginia

Present (19):

Voting Members		Non-Voting Members		Others	
	City of Staunton		Va DRPT	✓	Josh Dunlap, VDOT
✓	James Harrington, Chairperson	✓	Nick Britton	✓	Bridget Donaldson, VDOT
✓	Steve Rosenberg		VRT	✓	Bill Bushman, Hurt & Proffitt
	Steve Owen (Alt)		Bruce Simms		Staff (CSPDC)
	Augusta County	✓	Susan Newbrough	✓	Bonnie Riedesel
✓	Wendell Coleman		FHWA		Elizabeth McCarty
✓	Tim Fitzgerald		Mack Frost	✓	Ann Cundy
	Gerald Garber (Alt)		FTA	✓	Nancy Gourley
	City of Waynesboro		Michele DeAngelis	✓	Scott Philips
✓	Bruce Allen, Vice Chair		Va DOA	✓	Kimberly Miller
✓	Jim Shaw		Rusty Harrington	✓	Jonathan Howard
	Michael Hamp (Alt)		CTB		
	VDOT		F. Dixon Whitworth		
	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 10:00 a.m. by Mr. James Harrington, Chairperson.

Public Comment

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

Approval of Minutes

Chairperson Harrington presented the minutes from the June 7, 2017, Policy Board meeting.

Mr. Rosenberg moved, seconded by Mr. Fitzgerald, to approve the minutes as presented. Motion carried unanimously (6-0).

Update: I-64 Corridor Study (Board Memo #17-4)

Chairperson Harrington presented the update on the I-64 Corridor Study. Mr. Philips stated that on July 26th, the working group met and discussed freight planning and movement and rail freight. He stated that presentations were made by Erik Johnson, VDOT Freight Planning Office and Brian Freeman, Buckingham Branch Railroad. Mr. Philips stated that an interactive website is available and includes information about the study and data related to the study. He stated that if there are comments, to provide them to Mr. Wood Hudson or himself. Mr. Philips stated that the final report and MOU will be presented at the joint MPO meeting on September 27th.

Update: WWRC Small Area Study

Chairperson Harrington presented the update on the WWRC Small Area Study. Ms. Cundy stated that a successful public open house was held in June; attendees included residents, business owners and school district staff, developers from Meyer's Corner, as well as, members of the MPO and locality staff. She stated that there were suggestions such as a dedicated right turn lane to keep traffic flowing from the Wilson facility onto US 250 westbound, an advanced warning system near the crest of the hill approaching WWRC from the east (near the Village Garden Center), and that many in attendance supported a secondary entrance onto US 250 rather than on a rural road. She stated that Chairperson Harrington received a written comment by email. Ms. Cundy stated that she and Chairperson Harrington toured the site and the comment will be included in the record of public comment.

Ms. Cundy stated that the CSPDC is awaiting a pre-award audit by VDOT in order to give Timmons Group the Notice to Proceed. She stated that MPO and local staff have provided all the data necessary for Timmons so they are ready once they received the Notice to Proceed. Ms. Cundy stated that data includes arrival time for the schools, signal data, etc.

Mr. Coleman asked if access onto a road other than US 250, such as Barren Ridge Road, would still be considered in the study in spite of the feedback from the public meeting. Ms. Cundy stated that Timmons will evaluate all possible alternatives. Chairperson Harrington asked who would make the ultimate decision about which option to pursue. Mr. Campbell stated that the recommendation section of the study report will evaluate the recommendations based on performance, cost and how it is projected to score in the SMART SCALE process. Mr. Komara stated that VDOT will help the locality and MPO review the options and discuss the factors that affect the decision. Ms. Riedesel stated that all involved parties will work together to evaluate options.

Mr. Fitzgerald asked about the pre-award audit and the reason for the delay. Ms. Riedesel stated that the information was sent to VDOT Central Office in January for all six of the On-Call Consultants. She stated that they have received approval on four of the six; Timmons being one that has not yet been completed. Ms. Riedesel stated that VDOT Central Office has implemented a different and more rigorous review policy that is taking more time. She stated that they hope that the pre-award audit will be completed on the two remaining On-Call Consultants soon.

Presentation – Ms. Bridget Donaldson, Senior Research Scientist VDOT/VTRC, “I-64 Animal-Vehicle Collision Research and Mitigation”

Chairperson Harrington presented the VDOT presentation. Mr. Scott Philips introduced Ms. Bridget Donaldson, Senior Environmental Research Scientist with Virginia Transportation Research Council, the research arm of VDOT. He stated that her research has focused on reducing the environmental impact of road projects, mitigation of vehicle/animal collisions, GIS habitat assessments, road-kill composting and water-quality implications of culvert repair technologies.

Ms. Donaldson provided background on deer and vehicle collisions and showed how high Virginia ranks nationwide with such collisions. She stated that VDOT contacted the Virginia Transportation Research Council to study the incidents and provide potential mitigation of deer/vehicle collisions in the region of I-64 from Ivy to Afton. Ms. Donaldson presented the research process and findings and the mitigation solutions that were implemented and the results. She stated that fencing and culverts were used in key areas to funnel wildlife from one feeding area to another. She stated that warning messages were posted on electronic signs during peak migration periods. Ms. Donaldson stated that early results show a dramatic decrease in animal/vehicle collisions, with significant cost savings to drivers, insurance companies, and carcass removal. She stated that mitigation requires effort and a will to pursue. She thanked the group for allowing her the opportunity to present. (Presentation attached to file minutes.)

Ms. Riedesel stated that Ms. Donaldson made a presentation to the I-64 Corridor Study Working Group and the information will be included in the final study report.

Agency Updates

VDOT

Mr. Campbell gave the following update: The Fall Transportation Meeting for the Staunton District will be held on October 10th at Blue Ridge Community College. The meeting will begin with an open house format from 4-5 p.m. with displays of projects completed with last year’s funding and proposed changes to SMART SCALE Round 3. From 5-6 p.m. there will be informal town hall format discussion. Also on October 10th, from 1:00 to 3:30 p.m. in the auditorium at BRCC, VDOT will hold Smart Portal and SMART SCALE training for district and locality staff. VDOT is using the Fall meetings as public outreach to get comments and feedback on proposed changes to SMART SCALE Round 3. The public comment period will be open until October 20th; it is anticipated that the CTB will adopt the Technical Guides for SMART SCALE Round 3 at their October 24th meeting.

Mr. Campbell stated that the Smart Portal website opened yesterday for Revenue-Sharing and the various safety programs, and will open on September 1st for TA program applications for the following year. He reminded the group that this is the last year prior to these grant funds going on bi-annual cycles. VDOT Local Assistance will provide a TA workshop on Thursday, August 17th at 10:00 a.m. at the Culpepper VDOT Office. Ms. Cundy stated that she, Mr. Philips and Mr. Howard are planning to attend the workshop in Lynchburg on Thursday, August 3rd. The closing date for these programs is November 1st, 2017. Ms. Cundy requested localities to let staff know if they plan to apply for any of these programs so SAWMPO resolutions of support can be prepared and approved for those projects that fall within the MPO boundary.



Mr. Campbell stated that VDOT's Local Assistance website has been updated to include all of the Revenue-Sharing changes. Some highlights: the overall amount of money has been reduced; the maximum allowable per locality is \$5 million/year and a project life-time cap is \$10 million.

Mr. Komara stated that the revenue-sharing is going to a 2-year cycle and will take additional forethought. The connection at Rt. 612 (near the Razor Plant) is completed; the bridge in Waynesboro is complete and looks great. The bridge at Whiskey Creek in Churchville is complete; Route 608 project should be completed in the fall; Rt. 610 was awarded to A.R. Coffey; the contractor will hold a "Pardon Our Dust" public meeting with residents in the affected area. Exit 213 acceleration/deceleration ramps will be started in the fall; a public hearing was held regarding the bridge project at Bell Creek (near Jake's Store) that was well-attended and the project is moving forward. A six-year secondary plan meeting was held recently that went well.

DRPT

Mr. Britton stated in response to a question in regard to the inter-city bus system from Blacksburg to Washington D.C., that there were three bidders on the service that were narrowed down to two, but no decision has been made yet; a decision is anticipated in late summer. He stated that no stop locations along the route have been determined yet.

Transit

Ms. Gourley gave an update on the BRITE Transit System, noting that the bus stop sign project is now complete. Ownership of the Fishersville transit facility was transferred to the CSPDC on June 30th and a ribbon-cutting ceremony was held on July 27th. New buses were put in service on July 1st and there has been lots of good feedback on them. FTA has awarded CSPDC an additional \$25,000 to operate the BRITE system; the TIP has been updated. A new website is going to be developed for BRITE Transit; a RFP is open and proposals are due by the end of the month. A study will be completed this fall to look at technology to help BRITE gather data and to help riders, such as smartphone apps. This study will be funded by SAWMPO Transit funds.

Other Business

Ms. Riedesel stated that the inter-regional bus study, led by KFH Group, has been underway for over a year. Many stakeholders have been involved. A final report has been completed and the recommendation is that there is a demand for this service and it is feasible. The final service concept is a system that would operate Monday through Friday, from 5:50 a.m. to 8:45 p.m.; 6 east-bound trips and 7 west-bound trips per weekday; the fares would be approximately \$5 for the whole length and lesser amounts for parts of the route. A total of four 28-passenger buses would be required (3 in service and 1 spare). The recommendation is that they be leased or contractor-owned. The system will be an express system and the buses will need to get on and off the highway quickly at the designated stops. This will require Park and Ride lots; one at Exit 245 in Harrisonburg, one at Weyers Cave, one at Staunton at the intersection of I-81 and Rt. 250. The existing lot in Waynesboro would need some improvements to ensure the buses can get in and out quickly. The total cost of the system is estimated to be \$500,000/year. Costs will be offset by fares and by state and federal assistance. Applications for funding are due December 15th for service start-up in January 2019. There will be a local match that will be approximately \$140,000/year and would be shared by 10 potential funding partners (jurisdictions and institutions) that are along the route for approximately



\$14,000/year. The next step is to hold a meeting with the decision-makers of the funding partners to get commitments required to submit the application. A fact sheet was provided to meeting attendees (copy attached to file minutes). Ms. Riedesel asked each Board member to discuss this project with their City Councils and Board of Supervisors. A final presentation will be made at the Joint MPO meeting in September.

Ms. Riedesel provided information about the upcoming third annual Joint Charlottesville-Albemarle MPO and SAWMPO meeting that will be held on Wednesday, September 27th, from 11:00 a.m. to 1:00 p.m. at the King Family Vineyard in Crozet.

Ms. Cundy stated that the annual Governor's Transportation Conference will be held on October 24-27, at the Homestead in Hot Springs.

Meeting Schedule

Chairperson Harrington presented the upcoming meeting schedules. The TAC meeting is scheduled for August 16th, at 2:00 p.m. at CSPDC Office. The September 6th Policy Board Meeting will be cancelled, and the Policy Board will meet jointly with the CA-MPO Board on September 27th at King Family Vineyards, in Crozet.

Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Harrington adjourned the meeting at 11:23 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ann W. Cundy".

Ann W. Cundy
Transportation Program Manager



Policy Board Meeting Agenda October 4, 2017, 10:00 a.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 August 2, 2017 Meeting
4. Consideration of Supporting Resolutions for Applications to the 2017 Transportation Alternatives Program (BAF #17-6)
5. SMART SCALE Round 3 Program Changes and Letter to Dixon Whitworth (BAF #17-7)
6. WWRC Small Area Study Update (PB Memo #17-5)
7. UPWP Update (PB Memo #17-6)
8. Presentation: I-81 Updates — Jeff Lineberry, VDOT Staunton District Transportation and Land Use Director, and Terry Short, VDOT Staunton District Planner
9. Agency Updates
 - a. VDOT
 - b. DRPT
 - c. Transit
10. Other Business



11. Upcoming Meetings

- a. October 10 – VDOT SMART SCALE Training and Fall Transportation Meeting at the Blue Ridge Community College Plecker Center
 - SMART SCALE and Smart Portal Training, 1:00 - 3:30 p.m.
 - Open House 4:00 - 5:00 p.m.
 - Town Hall Meeting 5:00 - 6:00 p.m.
- b. October 18 – SAWMPO TAC Meeting, 2:00 p.m. at CSPDC Office
- c. October 24-27 - Governor's Transportation Conference, The Omni Homestead, Hot Springs VA
- d. November 1 – SAWMPO Policy Board Meeting, 10:00 a.m. at CSPDC Office
- e. November 2 – WWRC Small Area Study Community Meeting Open House, 4:00 - 6:00 p.m. at Wilson Middle School Auditorium

12. Adjournment

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Policy Board
Regular Meeting Minutes
October 4, 2017, 10:00 a.m.

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton Virginia

Present (18):

Voting Members		Non-Voting Members		Others	
	City of Staunton		Va DRPT	✓	Josh Dunlap, VDOT
✓	James Harrington, Chairperson		Nick Britton	✓	Jeff Lineberry, VDOT
✓	Steve Rosenberg		VRT	✓	Terry Short, VDOT
	Steve Owen (Alt)		Susan Newbrough	✓	Justin Anderson, VDOT
	Augusta County		Phil Thompson (Alt)		Staff (CSPDC)
✓	Wendell Coleman		FHWA	✓	Bonnie Riedesel
✓	Tim Fitzgerald		Mack Frost		Elizabeth McCarty
	Gerald Garber (Alt)		FTA	✓	Ann Cundy
	City of Waynesboro		Michele DeAngelis		Nancy Gourley
✓	Bruce Allen, Vice Chair		Va DOA	✓	Scott Philips
	Jim Shaw		Rusty Harrington	✓	Kimberly Miller
✓	Michael Hamp (Alt)		CTB		
	VDOT		F. Dixon Whitworth		
✓	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 10:00 a.m. by Mr. James Harrington, Chairperson.

Public Comment

Chairperson Harrington opened the floor for public comment. There were no public comments. Mr. Campbell introduced Mr. Justin Anderson, who is currently in a rotation with the Land Use and Planning department at VDOT.



Approval of Minutes

Chairperson Harrington presented the minutes from the August 2, 2017, Policy Board meeting.

Mr. Rosenberg moved, seconded by Mr. Allen, to approve the minutes as presented. Motion carried unanimously (6-0).

Consideration of Supporting Resolutions for Applications to the 2017 Transportation Alternatives Program (TAP) (BAF #17-6)

Chairperson Harrington presented the TAP Resolutions of Support. Ms. Cundy stated that each year resolutions of support for the localities' Transportation Alternatives grant applications are presented to the MPO for approval. She stated that this is the last year that the program will be annual; it will be on a bi-annual schedule hereafter. Ms. Cundy stated that Augusta County is applying to install sidewalks in Verona on Route 11 from the County line to the intersection of Laurel Hill Road, and continuing on Laurel Hill Road east to Lodge Lane (by the Antique Mall). Mr. Hamp stated that the Waynesboro project is for streetscape improvements to the East Main Street corridor, such as street trees, sidewalk improvements, and bicycle and pedestrian facilities. Ms. Cundy stated that the City of Stanton will also make application to the TA program for additional funding on the Central Avenue streetscape project and the Bessie Weller Safe Routes to School project; however, these projects do not require resolutions of support from the MPO. Ms. Cundy stated that the TAC reviewed the resolutions of support and recommended their consideration by the Board.

Mr. Fitzgerald moved, seconded by Mr. Hamp, to approve the Augusta County and Waynesboro resolutions of support as presented. Motion carried unanimously (7-0).

SMART SCALE Round 3 Program Changes and Letter to Dixon Whitworth (BAF #17-7)

Chairperson Harrington presented the SMART SCALE Round 3 Changes and Letter. Ms. Cundy stated that VDOT Central Office staff has proposed some changes to Round 3 of the SMART SCALE program. She stated that staff has reviewed the proposed changes and has summarized the changes on the Board Action Form attached. She stated that the CTB will be acting on the proposed changes at their October meeting. Ms. Cundy stated that a letter to Mr. Whitworth with feedback on the proposed changes was drafted and approved by the HRMPO. She stated that their letter has been sent to Mr. Whitworth and he has responded that he appreciated hearing from the MPO and liked the proposed solutions. She stated that the SAWMPO TAC has reviewed a similar letter and recommends its consideration by the Board.

Ms. Cundy stated that the primary concern is regarding the cap on the number of projects that are able to be submitted by an applicant. She stated that towns that do not maintain their own roadway networks are not able to apply on their own, but must apply through the county or PDC. Ms. Cundy explained how this could limit the ability of a county to apply for the projects they need.

Mr. Campbell stated that the letter asked for additional clarification about project readiness; but in recent days Central Office posted clarification about project readiness requirements. He suggested that the letter

keep mention of the concerns but acknowledge that the additional information released will be reviewed by the MPO.

Mr. Fitzgerald moved, seconded by Mr. Allen, to approve the letter regarding SMART SCALE Round 3 Program Changes, as amended. Motion carried unanimously (7-0).

WWRC Small Area Study Update (Board Memo #17-5)

Chairperson Harrington presented the update on the WWRC Small Area Study. Mr. Philips stated that the consultants are under contract, began work last month on the study and made a field visit to the site. He stated that a draft plan is expected by late October. He stated that a public open house is planned for November 2nd, and feedback is to be considered by the TAC at their meeting on November 15th. Mr. Philips stated that at the Policy Board's December 6th meeting, Timmons will make a presentation and discuss the refined study recommendations.

Mr. Campbell stated that he was recently contacted by a student at the Shenandoah Valley Governor's School indicating that a team of classmates wish to use WWRC as their capstone project. He stated that they plan to create recommendations to improve traffic flow at the WWRC complex. Mr. Campbell stated that he provided them with all the count data and they will provide him with their recommendations.

Mr. Philips stated that the result of this study is to provide recommendations to the County to assist them with future SMART SCALE applications. Mr. Fitzgerald stated he would like to meet prior to the public open house and that the schedule seems rushed. Ms. Cundy stated that the goal has been to complete the study within the 2017 year since the funds were from the FY17 UPWP; however, the schedule can be adjusted as needed.

UPWP Update (Board Memo #17-6)

Chairperson Harrington presented the UPWP Update. Ms. Riedesel stated that the packet contained an update on the FY18 UPWP, which is the MPO budget adopted in June. She stated that the summary shows that we are on-target to date and this summary will be provided at each meeting so that the Board can be informed as to the MPO's progress.

Presentation: "I-81 Updates" by Mr. Jeff Lineberry, VDOT Staunton District Transportation and Land Use Director and Mr. Terry Short, VDOT Staunton District Planner

Chairperson Harrington presented the VDOT I-81 presentation. Mr. Terry Short stated that there has been a heightened interest in the I-81 corridor among the Virginia legislature. He stated that the information is important to understand at the local level; both the current state of affairs and the Commonwealth's plans for the corridor. Mr. Jeff Lineberry presented an overview of I-81. He stated that there are 325 miles of the interstate in the Commonwealth; 151 of those miles are within the VDOT Staunton District. Mr. Lineberry stated that there is a large percentage of truck volume (20-30%), 48 miles with grades that exceed 3%, and there are six MPOs and 48 institutions of higher education along the corridor. He stated that crashes cause major back-ups, which can be measured in terms of lost revenue, and emergency response costs.



Mr. Lineberry stated that funds programmed for FY18-FY23 Six-Year Improvement Program (SYIP) (Round 1 and 2 excludes Round 1-FY17 funding) to HB 1887 (fully implemented 2021) was \$3.26 billion; with the total for the Stanton District of \$227.5 million. Discussion ensued regarding the issues related to heavy truck traffic and possible solutions that have or could be considered. Presentation attached to file minutes.

Agency Updates

VDOT

Mr. Campbell gave the following update: The Fall Transportation Meeting for the Stanton District will be held on October 10th at Blue Ridge Community College from 4-6 p.m., starting with an open house format at 4:00 p.m., then an informal town hall discussion at 4:30 p.m. Feedback about the Round 3 proposed changes is due on October 20th. He stated that the CTB is reviewing feedback at their October meeting; it is not sure if the CTB will resolve all discussion and approve the changes in October or November.

Mr. Kiser stated that Mr. Whitworth wants to ensure the CTB has sufficient time to absorb and review the feedback and is working with other members of the CTB and the Secretary's Office to consider the interests of the localities.

Mr. Komara stated that revenue-sharing applications are due November 1st. Construction of the Exit 213 acceleration/deceleration ramps has begun. A Rt. 610 "Pardon Our Dust" public meeting was held with about 30 residents in attendance.

DRPT

Ms. Riedesel reported on behalf of DRPT that the inter-city bus route between Blacksburg and Union Station in Washington, DC, has been contracted and service is expected to begin in December of 2017. The stops along the route have not yet been determined. Routes will run each direction once daily.

Transit

Ms. Riedesel gave an update on the BRITE Transit System:

- A RFP was released for design services for a stand-alone BRITE website. The BRITE transit information is currently a part of the CSPDC website. The new website will contain route, bus stop and other information important to riders.
- Kimley-Horn has been contracted to conduct a study to evaluate existing transit system technology and make recommendations to improve the system.
- The BRITE Technical Advisory Committee (BTAC) is working on creating a policy that will provide a procedure for requesting route changes and guidance in considering such requests.
- DRPT's statewide Try Transit Week was September 18-21; BRITE offered free rides on transit on Wednesday; there was a 22% increase on that day from one week prior, which will hopefully lead to more riders in the future.
- Results of the Inter-Regional Transit Study were presented by KFH Group at the Joint MPO meeting. As mentioned there, meetings with key stakeholders are taking place in the next few weeks to determine if funding commitments can be secured in order to make application for service to begin in early 2019.



Meeting Schedule

Chairperson Harrington presented the upcoming meeting schedules. The TAC meeting is scheduled for October 18th, at 2:00 p.m. at CSPDC Office. The next Policy Board Meeting is scheduled for November 1st at 10:00 a.m. at the CSPDC Office.

Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Harrington adjourned the meeting at 11:16 a.m.

Respectfully submitted,

Ann W. Cundy
Transportation Program Manager



Policy Board Meeting Agenda November 1, 2017, 10:00 a.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 October 4, 2017 Meeting
4. Presentation: MAP-21 Performance Measures (Board Memo #17-7)
5. WWRC Small Area Study Update (Board Memo #17-8)
6. UPWP Update (Board Memo #17-9)
7. Agency Updates
 - a. VDOT
 - b. DRPT
 - c. Transit
8. Other Business
9. Upcoming Meetings
 - a. November 15—SAWMPO TAC Meeting, 2:00 pm at CSPDC Office
 - b. December 6—SAWMPO Policy Board Meeting, 10:00 am at CSPDC Office
10. Adjournment

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

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton Virginia

Present (16):

Voting Members		Non-Voting Members		Others	
	City of Staunton		Va DRPT	✓	Josh Dunlap, VDOT
✓	James Harrington, Chairperson	✓	Nick Britton	✓	Bill Bushman, Hurt & Proffitt
✓	Steve Rosenberg		VRT		Staff (CSPDC)
	Steve Owen (Alt)	✓	Susan Newbrough		Bonnie Riedesel
	Augusta County		Phil Thompson (Alt)		Elizabeth McCarty
✓	Wendell Coleman		FHWA	✓	Ann Cundy
✓	Tim Fitzgerald		Mack Frost		Nancy Gourley
	Gerald Garber (Alt)		FTA	✓	Scott Philips
	City of Waynesboro		Michele DeAngelis	✓	Kimberly Miller
✓	Bruce Allen, Vice Chair		Va DOA		
	Jim Shaw		Rusty Harrington		
✓	Michael Hamp (Alt)		CTB		
	VDOT		F. Dixon Whitworth		
✓	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 10:00 a.m. by Mr. James Harrington, Chairperson.

Public Comment

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

Approval of Minutes

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

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

Consideration of Supporting Resolution for Application to the 2017 Transportation Alternatives Program (TAP) (BAF #17-8)

Chairperson Harrington presented the TAP Resolution of Support. Ms. Cundy stated that the City of Waynesboro is requesting a resolution of support for a TAP application to extend the South River Greenway. Mr. Hamp stated that the project covers about 0.09 of a mile, and will connect Constitution Park and North Park through a forested area.

Mr. Fitzgerald moved, seconded by Mr. Coleman, to approve the Waynesboro resolution of support as presented. Motion carried unanimously (7-0).

Presentation: MAP-21 Performance Measures (Board Memo #17-7)

Chairperson Harrington presented the MAP-21 Performance Measures Presentation. Ms. Cundy stated that the MAP-21 was the federal surface transportation funding bill that was signed into law in 2012 and was subsequently replaced by the FAST Act. She stated that both acts require the creation of a program by U.S. DOT for States and MPOs to track the performance and outcomes of transportation plans and programs, and the allocation of funding resources. She stated that performance management is a strategic approach that uses system information to make investment and policy decisions in support of national, state, regional or local goals. Ms. Cundy stated that U.S. DOT defined seven goal areas, each with accompanying measures and performance targets; these goal areas are safety, infrastructure condition, congestion reduction, system reliability, freight movement and economic vitality, environmental sustainability, reduced project delivery delays. She stated that state DOTs are responsible for setting statewide targets for the measures associated with each goal area and MPOs have the option to either adopt the State's targets, or set their own. The goals will be reflected in transportation plans and documents and performance will be measured and tracked.

Ms. Cundy stated that the MPO needs to decide by February 27, 2018, to concur with the statewide safety targets or establish its own; decision deadlines differ for each of the target areas. She stated that based on consultation with VDOT, the TAC, peer agencies, and review of the data, staff recommends using the state's targets for all performance measures. She stated that the next step is to bring a formal proposal for concurrence with state targets to the TAC and Board for approval at the next meetings of these two bodies.

WWRC Small Area Study Update (Board Memo #17-8)

Chairperson Harrington presented the update on the WWRC Small Area Study. Mr. Philips stated that the study team met on October 20th, where Timmons presented their findings that included 14 possible alignments for secondary access to the WWRC complex. The study team had significant discussions about each of the findings and was able to narrow down the options to three for further evaluation by Timmons, which will include cost analysis. The stakeholder meeting will be held in late November or early December, and the public open house is expected to be held in early January. Mr. Komara stated that the study group



meeting went well, and that Timmons made a good presentation. Mr. Philips said that the goal is to bring the full report with recommendations to the Board by early next year.

UPWP Update (Board Memo #17-9)

Chairperson Harrington presented the UPWP Update. Ms. Cundy stated that the packet contained an update on the FY18 UPWP, as of September 30th, 2017. She stated that the summary shows that we are on-target in terms of overall spending to-date, and this summary will be provided at each meeting so that the Board can be informed as to the MPO's progress. Ms. Cundy stated that the transit planning has been drawn down by almost 50% due to the consultant contract with Kimley-Horn for the ITS study. She stated that the state, federal, and local assistance has been drawn down about 40% due to work on TAP grant application assistance and Staunton comprehensive plan assistance. In response to a question by Mr. Fitzgerald, Ms. Cundy stated that the local assistance line item has not been broken out by locality, but staff balances assistance for each locality, and there is adequate funding available for local assistance this fiscal year.

Agency Updates

VDOT

Mr. Kiser stated that Mr. Whitworth appreciated the feedback from the SAWMPO regarding the proposed SMART SCALE changes. The CTB met and took action on the proposed changes; Mr. Whitworth negotiated to allow for each district to add one additional application for non-SMART SCALE eligible towns per the MPO's feedback. The application limit for urbanized jurisdictions was increased from 8 to 10. In addition, based on feedback received, the CTB agreed to allow notation in the comments section regarding forecasted traffic versus current traffic that can be used in the decision-making process.

Mr. Komara stated that the Rt 608 project is wrapping up, Rt 610 in Stuarts Draft is in the utility phase and next summer there will be additional lane closures, interruptions and detours. Acceleration ramp extensions at Exit 213 are in progress and ramp extensions at 220/221 will begin shortly. A gravel road in Verona will be paved.

DRPT

Mr. Britton reported that the inter-city bus route between Blacksburg and Union Station in Washington, DC, has been contracted with Dillon Bus, and will be called *Virginia Breeze* (presentation attached to file minutes). The stops along the route have been decided, and the agreements are almost all in place. Stops in the CSPDC region are located in Lexington, Staunton and Harrisonburg. Routes will run each direction once daily; fares are expected to be in the \$40-50 range. A soft launch will be on December 1, 2017, and a Grand Opening will be held at the first of the year. This is a pilot project and will be reviewed next year to see if any changes are warranted. If this route is successful, other routes in the state that were studied in 2013 will be reexamined for possible implementation. Mr. Rosenberg stated that Ms. Riedesel and Ms. Gourley helped the City of Staunton advocate for one of the stops on this route to be at Staunton. They helped identify alternate locations for a stop until a Park & Ride lot can be built at Staunton Crossing; a SMART SCALE application has been submitted for that project. Mr. Britton stated that an agreement is close to being completed with Martin's to be the interim stop location.



Transit

Ms. Cundy gave an update on the BRITE Transit System:

- KFH Group was directed to rescope the inter-regional bus service from Harrisonburg, Staunton, Waynesboro to Charlottesville, to just Staunton, Waynesboro and Charlottesville. The stakeholder group will review the cost estimates and determine how to proceed. Staff will meet with DRPT to see what federal and state funds are available with the goal of applying by February 2018.
- A web design firm has been selected to create a stand-alone BRITE website.
- Kimley-Horn has completed the Intelligent Transportation System (ITS) study; more information will be provided at a future meeting.

Other Business

Ms. Cundy stated that she and Ms. Riedesel were on a panel presentation sponsored by the Virginia Association of MPOs (VAMPO) at the Governor's Transportation Conference. Other presenters on the panel were a representative from the Richmond regional TPO, and the Fredericksburg MPO. They all shared about projects where they had a partnership with the state to facilitate a unique study. She and Ms. Riedesel presented on the inter-regional transit study.

Meeting Schedule

Chairperson Harrington presented the upcoming meeting schedules. The TAC meeting is scheduled for November 15th, at 2:00 p.m. at CSPDC Office. The next Policy Board Meeting is scheduled for December 6th at 10:00 a.m. at the CSPDC Office.

Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Harrington adjourned the meeting at 10:46 a.m.

Respectfully submitted,

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

Ann W. Cundy
Transportation Program Manager



Policy Board Meeting Agenda December 6, 2017, 10:00 a.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 November 1, 2017 Meeting
4. Consideration of the 2018 SAWMPO Meeting Calendar (BAF #17-9)
5. Consideration of the FY 18 Small Area Study - US 340/Rosser Avenue Corridor Signal Coordination Study (BAF #17-10)
6. Consideration of Concurrence with statewide MAP-21/FAST Act Safety Targets (BAF #17-11)
7. Consideration of a Highway TIP Amendment for Release for Public Comment (BAF #17-12)
8. Presentation: BRITE Transit Intelligent Transit Systems (ITS) Study - Tyler Beduhn, Kimley-Horn
9. Agency Updates
 - a. VDOT
 - b. DRPT
 - c. Transit
10. Other Business
11. Upcoming Meetings
 - a. December 20 — SAWMPO TAC Meeting, 2:00 pm at CSPDC Office
 - b. January 3 — SAWMPO Policy Board Meeting, 10:00 am at CSPDC Office
12. Adjournment



Policy Board
Regular Meeting Minutes
December 6, 2017, 10:00 a.m.

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton Virginia

Present (19):

Voting Members		Non-Voting Members		Others	
	City of Staunton		Va DRPT	✓	Terry Short, VDOT
✓	James Harrington, Chairperson	✓	Nick Britton	✓	Josh Dunlap, VDOT
✓	Steve Rosenberg		VRT	✓	Alex Bellido, VDOT
	Steve Owen (Alt)	✓	Susan Newbrough	✓	Tyler Beduhn, Kimley-Horn
	Augusta County		Phil Thompson (Alt)		Staff (CSPDC)
✓	Wendell Coleman		FHWA	✓	Bonnie Riedesel
	Tim Fitzgerald		Mack Frost		Elizabeth McCarty
	Gerald Garber (Alt)		FTA	✓	Ann Cundy
	City of Waynesboro		Michele DeAngelis	✓	Nancy Gourley
✓	Bruce Allen, Vice Chair		Va DOA	✓	Scott Philips
	Jim Shaw		Rusty Harrington	✓	Kimberly Miller
✓	Michael Hamp (Alt)		CTB		
	VDOT		F. Dixon Whitworth		
✓	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 10:02 a.m. by Mr. James Harrington, Chairperson.

Public Comment

Chairperson Harrington opened the floor for public comment. There were no public comments. Mr. Campbell introduced Mr. Alex Bellido, who is in the VDOT Core Development Program, and is joining the District Land Use & Planning department for the month of December.

Approval of Minutes

Chairperson Harrington presented the minutes from the November 1, 2017, Policy Board meeting.

Mr. Allen moved, seconded by Mr. Kiser, to approve the minutes as presented. Motion carried unanimously (6-0).

Consideration of the 2018 SAWMPO Meeting Calendar (BAF #17-9)

Chairperson Harrington presented the 2018 Meeting Calendar. He stated that the schedule was included in the packet of materials and noted that unless business arises that makes the January 3rd meeting necessary, it will be cancelled.

Mr. Allen moved, seconded by Mr. Rosenberg, to approve the 2018 Meeting Calendar as presented. Motion carried unanimously (6-0).

Discussion of Unified Planning Work Program (UPWP) Update (Board Memo #17-10)

Chairperson Harrington presented the UPWP Update. Ms. Riedesel stated that the FY18 UPWP summary, as of October 31st, shows that we are on-target in terms of overall spending this fiscal year, and this summary will be provided at each meeting so that the Board can be informed as to the MPO's progress (Memo provided at meeting; attached to file minutes). Chairperson Harrington asked if there were any questions; there were none.

Consideration of the FY18 Small Area Study - US 340/Rosser Avenue Corridor Signal Coordination Study (BAF #17-10)

Chairperson Harrington presented the FY18 Small Area Study. Ms. Cundy stated that every fiscal year the MPO budgets for and includes in the work program a small area or corridor study. She stated that the current study at the Wilson Workforce & Rehabilitation Center (WWRC) is nearing completion. Ms. Cundy stated that once that is completed, the FY18 project can begin. She stated that in August, the TAC worked on a proposed signal coordination study along US 340 in Augusta County and Waynesboro. Ms. Cundy stated that the MPO planning dollars will be used to hire a consultant to conduct the study and make recommendations. She stated that VDOT can take those recommendations and implement the changes needed. She stated that SMART SCALE funding will likely not be needed.

Ms. Cundy stated that there is a Vision List project from the LRTP to add an east-bound I-64 off-ramp at Exit 94, and signal coordination is a good interim step to improve the corridor. Mr. Rosenberg asked if, after the study and after the recommendation is implemented, the signals will be maintained by one or two entities. Mr. Campbell and Mr. Komara stated that it would be recommended to give responsibility for signalization to the City of Waynesboro.

Ms. Cundy stated that the amount typically budgeted per year for small area studies is \$35,000.

Mr. Hamp moved, seconded by Mr. Kiser, to approve the US 340/Rosser Avenue Corridor Signal Timing Study as the FY 2018 Small Area Study. Motion carried unanimously (6-0).



Ms. Cundy stated that WWRC Small Area Study is nearing completion and a final public open house will be held on Wednesday, January 31st, from 4-6pm, at the Wilson Middle School. She stated that the study team will meet on December 14th to evaluate feedback from the schools and WWRC on three alternatives for secondary access to the complex; then the consultants will conduct their final cost analysis. The final public open house materials and concepts will be brought to the TAC at the January 17th meeting; and a presentation will be made at the February 7th Board meeting that will include feedback from the public open house.

Consideration of Concurrence with Statewide MAP-21/FAST Act Safety Targets (BAF #17-11)

Chairperson Harrington presented the Statewide MAP-21/FAST Act Safety Targets. Ms. Cundy stated that performance-based planning, which includes setting targets on a variety of measures, is a requirement of the federal government and will be added to the MPO processes. She stated that the first set of measures are related to safety, and the MPO can either set its own measures or concur with VDOT's statewide measures. Ms. Cundy stated that the other MPOs polled are concurring with VDOT's measures. She showed safety data for the SAWMPO (presentation attached to file minutes). Ms. Cundy stated that there will be other target areas to come; right now, the only one that requires a response is the Safety target. She stated that staff recommends concurrence with the statewide safety targets that will be confirmed by a letter from the MPO signed by Chairperson Harrington.

Mr. Coleman moved, seconded by Mr. Kiser, to approve the concurrence with MAP-21/FAST ACT statewide safety performance measure targets. Motion carried unanimously (6-0).

Consideration of a Highway TIP Amendment for Release for Public Comment (BAF #17-12)

Chairperson Harrington presented the Highway TIP Amendment for Release for Public Comment. Mr. Philips stated that VDOT has submitted a request for a TIP Amendment. He stated that the request is to ungroup the Staunton Crossing Street Extension project from the overall VDOT project group listing, add funding to the construction portion of the statewide rail program, and add funds for a rail crossing study that will be completed by VDOT. He stated that this project has regional significance.

Mr. Philips stated that due to the SAWMPO and local jurisdictions holiday meeting schedules, this amendment must be released for public comment without prior TAC review. He stated that the release of this TIP Amendment for public comment also will act as a conditional approval; should no comments or request for hearing be received during the public comment period, the amendment will be approved and submitted to VDOT. He stated that this amendment will be provided to the TAC as an informational item at the January 17, 2018 meeting.

Mr. Allen moved, seconded by Mr. Hamp, to approve the Highway TIP Amendment to be released to public comment, and to conditionally approve the amendment pending no public comments. Motion carried unanimously (6-0).



Presentation: BRITE Transit Intelligent Transit Systems (ITS) Study - Tyler Beduhn, Kimley-Horn

Chairperson Harrington presented the BRITE Transit study. Ms. Gourley stated that one of the projects in this year's work program was to complete an ITS study of the transit system. She stated that one of the PDC's On-Call Consultants, Kimley-Horn, was contracted to do the study; they are a leader in transit technology and systems and have worked extensively with DRPT in that area. She introduced Mr. Tyler Beduhn, Kimley-Horn Project Manager, to discuss the process of the study, and the resulting recommendations and their cost. Mr. Beduhn presented the background, results and recommendations of the study (Presentation attached to file minutes). The study report was presented to the BRITE Transit Advisory Committee and a six-year plan was presented and approved. Mr. Coleman stated that there is a broad range of technological proficiency among the population, and solutions need to be made that do not exclude the less proficient among possible riders. Ms. Newbrough stated that drivers also have differing technological proficiency, and that training and support is and will continue to be specific to their needs.

Agency Updates

VDOT

Mr. Campbell stated that the CTB approved the policy and technical guides as a resource for SMART SCALE Round 3, and they are on the SMART SCALE website. The application period opens March 1, 2018. VDOT District Office will begin outreach to the localities to discuss applications for SMART SCALE.

The State of Good Repair application (locality bridge and primary extension paving) window is currently open and will close January 31, 2018.

Mr. Komara stated that the Rt. 608 and Rt. 636 projects are completed, and final punch lists are being completed. The acceleration/deceleration lanes at the Greenville interchange (Exit 213) are expected to be completed this month. The Staunton ramp extensions will begin in the spring. The Rt. 610 project in Stuarts Draft is working on relocating utilities this winter. Rt. 616 in Fort Defiance/New Hope improvements will begin in the spring.

DRPT

Mr. Britton reported that *Virginia Breeze*, the inter-city bus route between Blacksburg and Union Station in Washington, DC, began service on December 1st. The bus tour prior to the start-up went well and there was good press coverage. Some items they are working on are the website, extra luggage fees and prorating the fares from different zones. Chairperson Harrington asked if there is a plan to market the service to the local colleges. Mr. Britton said that they started with the larger colleges first and plan to reach out specifically to the smaller colleges. Mr. Rosenberg stated that the City of Staunton put a link on the city website to the service. Mr. Britton encouraged everyone to provide DRPT with contact names to assist in the dissemination of this information.

Transit

Ms. Gourley stated that there will be a photo shoot for the new BRITE website next week. BRITE buses will be participating in all the area Christmas parades (Waynesboro, Staunton and Stuarts Draft).



Other Business

Ms. Cundy stated that the Rural Transportation TAC meeting on December 20th, will include a tour of the eastern portal of the Crozet Tunnel. Dwayne Jones, City of Waynesboro Parks & Recreation, will lead the tour. Transportation will be provided by BRITE bus from Constitution Park at 10:00 a.m. to the tunnel. If you are interested in going on the tour, please contact Mr. Philips.

Mr. Coleman asked about where fatal accident data can be accessed. Mr. Kiser stated that VDOT can get that information to him. Discussion ensued about what data is available and where this information resides. Chairperson Harrington suggested VDOT put together a presentation of this information including mitigation techniques and projects.

Meeting Schedule

Chairperson Harrington presented the upcoming meeting schedules. The TAC meeting is scheduled for December 20th, at 2:00 p.m. at CSPDC Office. The next Policy Board Meeting is scheduled for January 3rd at 10:00 a.m. at the CSPDC Office but may be cancelled depending on need.

Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Harrington adjourned the meeting at 11:22 a.m.

Respectfully submitted,

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

Ann W. Cundy
Transportation Program Manager