



Technical Advisory Committee Meeting Agenda May 20, 2020 at 2:00 p.m.

Via ZOOM Video Conference Call

Dial In: +1 646-558-8656 ▪ Meeting ID: 826 4567 5464 ▪ Password: 273304

Meeting URL: <https://tinyurl.com/yaste8jk>

1. Call to Order
2. Public Comment
3. Approval of the Minutes of the January 15, 2020 TAC Meeting*
4. Draft FY 2021 UPWP and FY21-24 TIP Update (TAC Memo #20-05)
5. SMART SCALE Round 4 Pre-Applications Update (TAC Memo #20-06)
6. 2045 LRTP Update (TAC Memo #20-07)
7. Agency Updates
 - a. VDOT
 - b. DRPT
 - c. BRITE
8. Other Business
9. Upcoming Meetings
 - June 3 – Policy Board Meeting, via videoconference, 10:00 a.m.
 - June 17 – SAWMPO TAC meeting, via videoconference, 2:00 p.m.
10. Adjournment

* Action Required

Technical Advisory Committee (TAC) Regular Meeting Minutes January 15, 2020, 2:00 p.m.

Central Shenandoah Planning District Commission
112 MacTanly Place, Staunton

Present (18):

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

Call to Order

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

Public Comment

Chairperson Wood asked if there were any public comments; there were none.

Approval of Minutes

Chairperson Wood presented minutes from the October 16, 2019 TAC Meeting.

Mr. Komara moved, seconded by Ms. Tate, to approve the minutes of October 16, 2019. Motion carried (8-0).

Discussion of Safety Targets Update (TAC Memo #20-01)

Chairperson Wood presented the discussion of Safety Targets. Ms. Cundy stated that each year VDOT and the MPOs are required to adopt Safety Targets. She stated that we have adopted the targets provided by VDOT in the past and staff recommends concurring with VDOT's 2020 targets.

Ms. Cundy stated that there is a statewide increase in fatal crashes and serious injury crashes have leveled off from their previous decline. She stated that after the LRTP update is complete, we may want to revisit the SAWMPO's crash data and trends and evaluate whether a regional Highway Safety Plan should be developed.

Ms. Cundy stated that the letter attached to the TAC Memo is the letter that will be sent to VDOT Central Office on behalf of the SAWMPO.

Discussion of the Long-Range Transportation Plan (LRTP) Update (TAC Memo #20-02)

Chairperson Wood presented the LRTP Update. Mr. Beard stated that the LRTP update process began in March of 2019 and is scheduled to conclude by December 2020. He stated that since March, Scope of Work Tasks 2-5 have been completed; this includes draft chapters of each of those tasks, seven public and stakeholder meetings, and facilitating the development of the Travel Demand Model. Mr. Beard stated that there are four more Working Group meetings scheduled between now and December with the next one being in February. He stated that the next meeting will focus on Tasks 7 and 8 including development of the CLRP. The first draft of the LRTP is scheduled for completion by September followed by a public review and comment period in October.

Ms. Cundy stated that SMART SCALE projects within the MPO must either be in the Long Range Plan or have a resolution of support from the MPO. She stated that localities need to keep this in mind when planning the timing of their project applications.

STARS Studies Update (TAC Memo #20-03)

Chairperson Wood presented the Small Area and STARS Studies Update. Mr. Beard stated that the Greenville Avenue study in Staunton and Augusta County has recently been completed, leaving only the Waynesboro/250 STARS Study currently in progress.

Mr. Beard stated that the Waynesboro/250 STARS Study working group held a meeting in December to review "no-build" and alternative concepts. He stated that four concepts were considered: 1) the impact of signal operations timing, 2) access management, 3) conventional versus roundabout intersections, and 4) road diet. He stated that VDOT District staff met with Waynesboro staff to discuss the alternatives. Mr.

Beard stated that a public survey on the alternative concepts is being developed through MetroQuest. Mr. Beard stated that the final report will be finished by March 2020.

Mr. Campbell stated that Waynesboro and Augusta County provided feedback on the public survey which has been incorporated and it is scheduled to be launched next week. Mr. Campbell stated that a VDOT project page will be developed for the survey and a press release will be distributed to boost awareness.

Agency Updates

VDOT

Mr. Campbell gave the following VTrans and SMART SCALE update:

- VTrans 2045 is the 5-year update to the state's transportation plan. The Needs of this plan are used for SMART SCALE project screening.
- New Mid-term needs have been changed from VTrans 2040 based on data and are expected to be adopted by the CTB.
- Mr. Campbell discussed the changes that were of concern to the MPO and the changes that were made based on feedback from the MPO.
- In order to apply for a High Priority project, the project must address a Corridor of Statewide Significance (CoSS) or Regional Network need. Projects that address UDA and Safety needs are only eligible for the District grant money. Regional Networks (MPOs) can only make an application on a Regional Network or CoSS need and can only go after High Priority funding; this has expanded the ability of the MPO to apply for projects, which is a positive change for the SAWMPO.
- SMART SCALE Round 4 changes will be an action item at the February CTB Meeting.
- The SMART SCALE application window opens on March 1 and will be open for one month; Mr. Campbell went over the Round 4 timeline.
- Mr. Campbell discussed changes from Round 3 to Round 4 in the Environmental, Safety and Economic Development Sites measures that are being proposed and expected to be approved by the CTB in February.
- Pre-applications for Round 4 are limited to five; a maximum of four applications may be screened in.
- (Slides attached to file minutes.)

Mr. Komara gave the following update:

- The I-81 widening project from MM 221-225 is currently in the process of procuring a consultant.
- Rt 254 shoulder widening near Buffalo Gap is scheduled for the Fall.
- The Waynesboro Park & Ride Lot project will advertise for bids in the Fall.
- Snow removal contractors were activated last week when we received 5 inches of snow in the region and they did a great job.
- A public meeting will be held regarding Staunton Crossing on January 29th at 4pm at Bessie Weller.

DRPT

Mr. Hudson gave the following update:

- DRPT just wrapped up a study, “Economic Impacts of Transit” (infographic handout provided; attached to file minutes). For every dollar of public investment in transit, \$2.91 of economic activity in the state is generated.
- There are some strong trends in transit ridership with double-digit growth.
- A capital needs assessment has been completed to analyze any funding gaps. To make up for the projected shortfall in state-controlled capital funds, the state will need \$42 million/year in additional funding.
- Virginia has entered into a landmark agreement with CSX Corporation to secure the purchase of a significant portion of rail in the Commonwealth. Mr. Hudson stated that if any localities are interested in a Rails With Trails project along that corridor, it is open to consideration.
- Virginia Breeze expansion routes (Rt 29 corridor and Southside route) are in the process of reviewing bids and service will likely begin this summer.
- Afton Express service plan and study – DRPT is looking forward to receiving the application for the demonstration grant.

Transit

Mr. Quirke gave the following updates:

- BRITE has added new Saturday hours on the Waynesboro Circulator and Staunton Loop routes which provide six days/week service.
- Staff is working on a number of applications for DRPT funding; operating assistance, 5311 and 5307 funds, and capital grants for solar panels and an Intelligent Transit System.
- The Afton Express application is in progress; waiting to hear from some of the funding partners, then will be ready to submit.
- The next BTAC meeting will be held on March 11th at 2:00pm at the CSPDC.

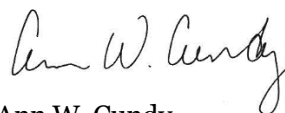
Upcoming Meetings

Chairperson Wood stated that the LRTP Working Group will meet in lieu of the regularly scheduled TAC meeting on February 19th. He stated that the Policy Board will meet on February 5th and the BTAC will meet on March 11th.

Meeting Adjourned

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

Respectfully submitted,



Ann W. Cundy
Transportation Program Manager



TO: Staunton-Augusta-Waynesboro MPO TAC
FROM: Ann Cundy, Director of Transportation
MEETING DATE: May 20, 2020
RE: **TAC Memo #20-05: FY 2021 Unified Planning Work Program (UPWP) and Transportation Improvement Program (TIP) Update**

EXECUTIVE SUMMARY

Due to the COVID-19 pandemic, staff has recommended delaying approval of the Fiscal Year (FY) 2021 UPWP until the next in-person Policy Board meeting to provide the public with an opportunity to comment in person, if possible.

Prior to the pandemic, The Virginia Department of Transportation (VDOT) and the Department of Rail and Public Transportation (DRPT) also requested the SAWMPO approve the FY 2021 – 2024 TIP. Normally, the MPO would approve the TIP in the first half of 2020 for inclusion in the Statewide TIP (STIP) by September 30, 2020, which is the end of the Federal Fiscal Year.

The timeline for the adoption of the STIP is being reevaluated by VDOT and DRPT. SAWMPO will wait to approve the TIP until we receive further guidance from the two state agencies.

BACKGROUND

UPWP

The UPWP is the annual work program and budget for the MPO. It details the administrative and planning activities during the fiscal year, and the federal, state, and local funds for these activities. The FY 2020 budget, and the proposed budget for FY 2021, are below.

	FY 2021	FY 2021
FHWA PL	\$ 149,789	\$ 151,973
PL Carryover	\$ 79,148	\$ 69,295
FTA 5303	\$ 90,577	\$ 94,084
FTA 5303 Carryover	\$ 1,733	\$ 1,500*
Totals	\$ 321,247	\$ 316,852

*Estimate

The FY20 budget focused on the 2045 Long Range Transportation Plan (LRTP) update process, the 2045 VTRANS update, and SMART SCALE applications. This work will continue in the first half of FY21. After the LRTP is approved in December 2020, the MPO’s focus and budget will shift to short range planning, and developing a new small area study in the second half of FY21.

TIP

The TIP is the region’s fiscally-constrained four-year programming document for all transportation and transit projects receiving federal transportation funds, requiring federal action, or deemed “regionally significant.”

Federal regulations require that all transportation projects and programs in the MPO’s region funded under U.S.C Title 23 and 49 be listed in the TIP, and in the subsequent STIP. Funding identified in the SAWMPO TIP is intended to be obligated for the federal fiscal years 2021 – 2024. To be included in the TIP, a project or program must be in the SAWMPO’s Constrained Long Range Plan (CLRP). The FY 2021 – 2024 TIP contains two main updates:

- The Highway TIP, provided by VDOT; and
- The Transit TIP developed in partnership with BRITE and human mobility service providers (FTA Section 5310 applicants).

MPO TIPs must document compliance with MAP-21 Performance-Based Planning and Programming (PBPP) requirements, and how the TIP helps an MPO meet the Safety, Transit Asset Management, Pavement and Bridges, and Highway System Performance targets in the TIP’s Appendices.

RELEASE TO PUBLIC COMMENT AND APPROVAL EXTENSION

Due to COVID-19, the TAC and Policy Board were unable to meet and recommend releasing the draft FY 2021 UPWP and FY 2021-2024 TIP to public comment.

The SAWMPO Bylaws do not require the Board to approve the release of a document to public comment. Staff released the UPWP and the TIP to public comment on April 6, 2020 for the 21-day public comment period. The MPO has not received any public or agency comments on either document to date. If no changes to the document are required by VDOT or DRPT prior to adoption, this public comment period will suffice for adoption of the TIP at a later date.

VDOT notified staff on April 6, 2020 that VDOT, DRPT, Federal Highway Administration (FHWA), and Federal Transit Administration (FTA) would accept a final draft FY 2021 UPWP for review and approval prior to the Policy Board approving the Plan due to the challenges of holding public meetings. Staff recommends waiting until the July 1, 2020 Policy Board meeting to approve the UPWP in anticipation that an in-person meeting may be held for the public to attend.

NEXT STEPS

If possible, the FY 2021 UPWP will be reviewed at an in-person Policy Board meeting in July. Otherwise, the document will be approved via videoconference with provision for public comment. TIP approval is on hold pending guidance from VDOT and DRPT.

ATTACHMENTS

[Draft FY 2021 UPWP](#)

[Draft SAWMPO FY 2021-2024 TIP](#)





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Staunton, VA 24401

Phone (540) 885-5174
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TO: Staunton-Augusta-Waynesboro MPO TAC
FROM: Zach Beard, SAWMPO Transportation Planner
MEETING DATE: May 20, 2020
RE: **TAC Memo #20-06: SAWMPO SMART SCALE Round 4 Update**

EXECUTIVE SUMMARY

SAWMPO staff worked with localities to submit seven SMART SCALE pre-applications by the pre-application deadline on April 17, 2020, and BRITE submitted three pre-applications. The full application cycle is from June 1 to August 3, 2020. SAWMPO staff will be coordinating with each locality on two important application components: economic development site information for each project, and resolutions of support.

BACKGROUND

The SMART SCALE pre-application period closed on April 17, 2020. Agencies were allowed to submit up to four pre-applications. Staff worked with localities to review and submit seven pre-applications, with four pre-applications submitted by the SAWMPO, and three submitted by the CSPDC (the first column in **Table 1** has links to each project sketch). Of the seven applications, six of the projects are based on recommendations from MPO-supported studies.

FUNDING AND DUPLICATE PRE-APPLICATIONS

Project funding comes from two main sources—the construction District Grants Program (DGP) and the High-Priority Projects Program (HPPP). Projects applying for DGP funds compete with other projects from the same construction district, while projects applying for HPPP funds compete with projects from across the commonwealth.

Depending on if a project meets a particular VTrans need, it is eligible under one of these two programs, and localities can maximize their ability for approval of a project by requesting funding for projects under both programs. While localities can only submit one application per project, they can submit duplicate applications for the same project via a regional entity like the SAWMPO or the CSPDC to maximize the potential for approval. SAWMPO Staff submitted three duplicate pre-applications on behalf of localities for the Round 4 cycle.

For example, the Woodrow Wilson Rehabilitation Center Long-term Access Improvements project in **Table 1** was submitted by both the SAWMPO and Augusta County in order for the project to be eligible for both funding sources.

TABLE 1. SMART SCALE ROUND 4 PRE-APPLICATIONS IN THE SAWMPO

Project	Location	Description
SAWMPO		
<u>Woodrow Wilson Rehabilitation Center Long-term Access Improvements (duplicate)</u>	Augusta County	Construct 3,700 feet of new alignment to connect US 250 to WWRC
<u>Weyers Cave Road/Route 256 Improvements (duplicate)</u>	Augusta County	Expand Weyers Cave Road (Rt. 256) to a four-lane section divided roadway with a 10' wide shared use path; construct new park and ride facility
<u>Richmond Road and Crossing Way Shared Use Path</u>	Staunton	Install a shared use path on Richmond Road from Crossing Way to Frontier Drive
<u>Rosser Avenue Corridor Improvements (duplicate)</u>	Waynesboro	Implement the 2017 corridor study recommendations for the corridor from Shenandoah Village Drive to Tiffany Drive
CSPDC		
<u>Commerce Street/Lewis Creek Greenway</u>	Staunton	Reduce Commerce Road to two-lanes from Greenville Ave and Statler Boulevard, and construct 10-ft wide shared use path for greenway
<u>Greenville Avenue Road Diet from Ritchie to Richmond Road</u>	Staunton	Road diet with intermittent median closures, provide bike lanes on both sides of US 11, and install pedestrian refuge for crossing at Gay St.
<u>West Main (US 250) Corridor Improvements</u>	Waynesboro	Access management and pedestrian improvements along West Main Street from Hopeman Parkway to Lew Dewitt Boulevard. Medians, restriping, and sidewalk repair and installation to increase safety and accessibility on West Main Street.
BRITE		
<u>Route 11 and Dick Huff Lane BRITE Bus Stop and Pedestrian Crossings Along Route 11 and near Government Center</u>	Augusta County	System-wide improvements to include: pedestrian signals, high-visibility crosswalks, curb ramps, sidewalk and bus shelters where possible
Route 250 and Sangers Lane BRITE Bus Stop, Park and Ride, and Pedestrian Improvements	Augusta County	
Route 250 and Lew Dewitt Intersection and Crossing to Shopping Center	Waynesboro	

NEXT STEPS

The full application cycle begins on June 1, 2020, and closes on August 3, 2020. Staff will work with each locality to submit final applications. There are two main application components for the full application cycle – collecting economic development site data for each project, and ensuring that the required resolutions of support are included in each application by the August 3rd deadline.

Staff is requesting that localities provide economic development site information for applications being submitted by the SAWMPO and CSPDC, and depending on the project, this requirement may take more time than the other remaining requirements. Each application must include a list and description of each economic development site supported by the transportation improvement, which includes site plan approval status, zoning designation, square footage, distance from the transportation project, and the level of access that the transportation improvement provides.

REFERENCE

[Draft SMART SCALE Technical Guide - Updated May 4, 2020](#)





TO: Staunton-Augusta-Waynesboro MPO TAC
FROM: Zach Beard, SAWMPO Transportation Planner
MEETING DATE: May 20, 2020
RE: **TAC Memo #20-07: 2045 Long Range Transportation Plan (LRTP) Update**

EXECUTIVE SUMMARY

The 2045 Long Range Transportation Plan (LRTP) update began in March 2019. To date, staff has completed activities for five of the nine tasks outlined in the LRTP Scope of Work. The 2045 LRTP Update must be adopted by December 15, 2020 for the region to continue to receive federal transportation construction funding.

Through the fall and winter of 2019, SAWMPO staff and the LRTP Working Group reviewed the LRTP's Goals, refined a project evaluation methodology, and assembled a universe of projects to evaluate for inclusion in the Plan. Work in Spring 2020 is focused on project evaluation and scoring.

PROJECT EVALUATION

Project Lists Completed

The LRTP includes two lists of projects — the Constrained Long Range Plan (CLRP) and the Vision List. The CLRP includes projects with funding committed through the State's Six Year Improvement Program (SYIP), and projects not yet funded, but which the MPO and its members intend to fund between 2020 and 2045. The Plan's fiscal constraint is based on projected available revenues. The Vision List identifies projects for the region that address important needs, but for which projected funding may not be available.

Staff met with the LRTP Working Group on February 19, 2020 and finalized the 2045 CLRP and Vision List. Combined, there are over 70 projects that will be reviewed and documented in the 2045 LRTP from the region. The projects, which can be viewed [here](#), were identified from the 2040 Plan adopted in 2015, and new projects based on plans from localities, and SAWMPO and VDOT studies completed since 2015.

Each project is being evaluated by the six goals identified by the LRTP Working Group, which are: Congestion Mitigation, Safety, Accessibility, Economic Development, Environment, and Land Use. MPO and VDOT Staunton District Planning staff began project evaluation by each goal area in April 2020, and it is anticipated that staff will share the preliminary project scoring process with the Board in July 2020.

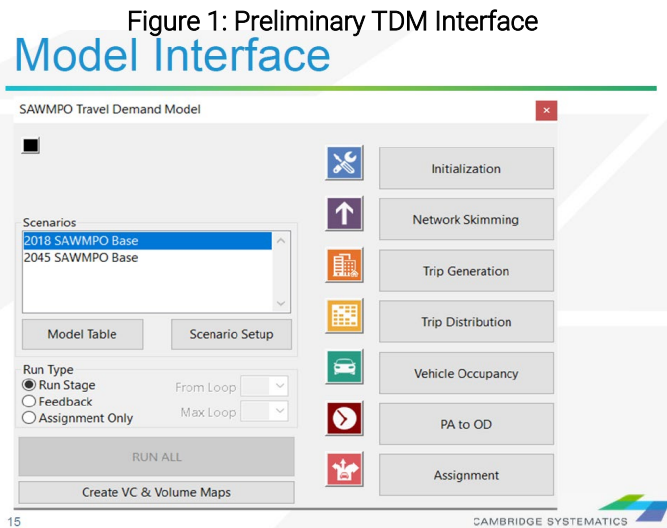
Travel Demand Model Completed

VDOT and consultant Cambridge Systematics completed the SAWMPO Travel Demand Model (TDM) in April 2020. The TDM is a computer model used to forecast travel behavior and travel demand changes within the SAWMPO area from the 2018 base year to the year 2045. The main purpose is to identify possible future transportation system deficiencies in 2045, and the model is an important tool for project evaluation.

SAWMPO Staff began working with VDOT on developing the SAWMPO's first Travel Demand Model (TDM) in July 2019. Overall, staff has held 12 meetings related to TDM development, and ten meetings with VDOT model developers and the consultant Cambridge Systematics. Staff and VDOT Planning received two training webinars on the model on March 17, 2020 and April 16, 2020.

The 2045 traffic forecasts are based on forecasted land use, demographics, and travel patterns unique to the SAWMPO region. The LRTP Working Group provided the data for the model's four key data inputs: Regional population, individuals per household average, retail and non-retail employment, zero car households.

The model's calibration and testing has revealed that the SAWMPO's trip generation characteristics are similar to other mid-sized MPOs in the state, which includes average trip duration by trip purpose and vehicle miles traveled by area.



NEXT STEPS

Staff and VDOT Staunton District Planning have begun evaluating projects in each of the six goal areas. It is anticipated that preliminary project scoring results will be complete and submitted to the LRTP Working Group for review in June 2020. The final draft document will be complete in September 2020, followed by a public comment period beginning in October 2020.

ATTACHMENTS

[2045 LRTP Updated Scope of Work](#)

[2045 LRTP Updated Schedule](#)

[2045 LRTP Performance Evaluation Matrix](#)

[2045 LRTP Project List](#)

