



**Stanton Augusta
Waynesboro**
Metropolitan Planning
Organization

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June 30, 2016

Marie Berry
Manager of Financial Programming
Department of Rail and Public Transportation
600 E Main Street, Suite 2102
Richmond, Virginia 23219

RE: Approval of FY15-18 Highway TIP Adjustments

Dear Ms. Berry:

The Stanton-Augusta-Waynesboro MPO (SAWMPO) Policy Board met on June 1, 2016 and unanimously approved the FY15-18 Transit TIP Adjustments. This matter was advertised as required by our public participation plan and no public comment was received during the public comment period. A copy of the FY15-18 Transit TIP Adjustments and the meeting minutes showing the approval are attached for your review.

Please take the necessary steps to effect approval at the VDOT and FHWA level. Thank you in advance for your assistance in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Bonnie S. Riedesel".

Bonnie S. Riedesel
SAWMPO Secretary/Treasurer

Enclosures: SAWMPO FY15-18 Transit TIP Adjustments
SAWMPO June 1, 2016 Policy Board Meeting Minutes (Draft)

cc: Terry Caserta, DRPT
Nick Britton, DRPT
Ann Cundy, CSPDC

**VIRGINIA DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION
STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM
TRANSIT COSTS (in \$1,000)**

FY2015 - 2018

	Previous Funding	FY 2015	FY 2016	FY 2017	FY 2018	Total FY 2015-2018	
STAUNTON-AUGUSTA-WAYNESBORO METROPOLITAN PLANNING ORGANIZATION							
STIP ID:	CSPDC01	Title: Operating Assistance			Recipient: Central Shenandoah PDC		
FTA 5307		736	358	410	733	FTA 5307	2,237
FTA 5311						FTA 5311	-
State		229	118	146	238	State	731
Local		507	239	265	194	Local	1,205
Revenues		45	45	61	45	Revenues	196
Year Total:	-	1,517	760	882	1,210	Total Funds:	4,369
Description:	Amendment #1 - Increased FY2015 funding \$307K (Increased \$3K FTA 5307, Decreased State \$9K, Increased Local \$313K), to match TIP amendment received from SAWMPO approved by their Board on 10/1/2014. Approved by FTA 10/24/2014. Adjustment #11- Reduce funding in FY16 (decrease 5307 by \$375K, decrease state by \$120K, increase local by \$45K) to match planned expenses for FY16, not to include rural operating. Approved by MPO 6/12/15. Adjustment - Decreased FY17 \$328K (decreased FTA 5307 \$323K, decreased State \$92K, increased local \$71K, increased revenues \$16K) in accordance with FY17 Draft SYIP.						
STIP ID:	CSPDC02	Title: Replacement Rolling Stock			Recipient: Central Shenandoah PDC		
FTA 5307		-	-	-	-	FTA 5307	-
State		-	-	-	-	State	-
Local		-	-	-	-	Local	-
Year Total:	-	-	-	-	-	Total Funds:	-
Description:	Amendment #1 - Decreased FY2015 by \$340 (\$272K FTA 5307, \$54K State, \$14K Local). Decreased FY2016 by \$259 (\$207K FTA 5307, \$42K State, \$10K Local). Decreased FY2018 by \$426 (\$341K FTA 5307, \$68K State, \$17K Local). TIP amendment from SAWMPO approved on 10/1/2014 removed funding from replacement rolling stock and moved to capital cost of contracting. Approved by FTA 10/24/2014.						
STIP ID:	CSPDC03	Title: Capital Contracting			Recipient: Central Shenandoah PDC		
FTA 5307		459	441	528		FTA 5307	1,428
State		54	88	106		State	248
Local		61	22	25		Local	108
Year Total:	-	574	551	659	-	Total Funds:	1,784
Description:	Amendment #1 - Add new project and funding for FY2015 in the amount of \$574K (\$459K FTA 5307, \$54K State, \$61K Local) to match TIP amendment from SAWMPO approved on 10/1/2014. Approved by FTA 10/24/2014. Adjustment #11 - add funding to FY16 to match planned expenses. Approved by MPO 6/12/15. Approved by DRPT 6/17/2015. Adjustment - Added FY17 funding \$659K (added FTA 5307 \$528K, State \$106K, local \$25K) in accordance with FY17 Draft SYIP.						
STIP ID:	CSPDC04	Title: Support Vehicles			Recipient: Central Shenandoah PDC		
FTA 5307						FTA 5307	-
State						State	-
Local						Local	-
Year Total:	-	-	-	-	-	Total Funds:	-
Description:							
STIP ID:	CSPDC05	Title: Purchase Spare Parts, ACM Items			Recipient: Central Shenandoah PDC		
Flexible STP						Flexible STP	-
State						State	-
Local						Local	-
Year Total:	-	-	-	-	-	Total Funds:	-
Description:							
STIP ID:	CSPDC06	Title: Purchase ADP Hardware			Recipient: Central Shenandoah PDC		
Flexible STP						Flexible STP	-
State						State	-
Local						Local	-
Year Total:	-	-	-	-	-	Total Funds:	-
Description:							
STIP ID:	CSPDC07	Title: Purchase Shop Equipment			Recipient: Central Shenandoah PDC		
Flexible STP						Flexible STP	-
State						State	-
Local						Local	-
Year Total:	-	-	-	-	-	Total Funds:	-
Description:							
STIP ID:	CSPDC08	Title: Purchase Amenities			Recipient: Central Shenandoah PDC		
FTA 5307			16	20		FTA 5307	36
State			3	4		State	7
Local			1	1		Local	2
Year Total:	-	-	20	25	-	Total Funds:	45
Description:	Amendment #1 - Change title of funding category to Purchase Amenities for future use. Approved by MPO 10/1/14. Approved by FTA 10/24/2014. Adjustment #11 approved by MPO 6/12/15 to add funding for FY16 projects of shelters and signage. Approved by DRPT 6/17/15. Adjustment - Added FY17 funding \$25K (added FTA 5307 \$20K, State \$4K, local \$1K) in accordance with FY17 Draft SYIP.						

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TRANSIT COSTS (in \$1,000)**

FY2015 - 2018

	Previous Funding	FY 2015	FY 2016	FY 2017	FY 2018	Total FY 2015-2018	
STAUNTON-AUGUSTA-WAYNESBORO METROPOLITAN PLANNING ORGANIZATION							
STIP ID:	CSPDC09	Title: Expansion Rolling Stock			Recipient: Central Shenandoah PDC		
Flexible STP						Flexible STP	-
State						State	-
Local	-					Local	-
Year Total:	-	-	-	-	-	Total Funds:	-
Description:	Amendment #1 - Add new project. Approved by MPO 10/1/14. Approved by FTA 10/24/2014.						
STIP ID:	VCSB001	Title: Paratransit Vans			Recipient: Valley Community Services Board		
FTA 5310		42	-	32	96	FTA 5310	170
State						State	-
Local	-	10	-	8	24	Local	42
Year Total:	-	52	-	40	120	Total Funds:	212
Description:	Adjustment #11 to remove \$55K total funding for FY16; VCSB was not approved for any vehicles in FY16 SYIP. Approved by MPO 6/12/15. Approved by DRPT 6/17/2015. Adjustment - Decreased FY17 funding \$50K (decreased FTA 5310 \$40K, local \$10K) in accordance with FY17 Draft SYIP.						
STIP ID:	VPA0001	Title: Paratransit Vans			Recipient: ValleyProgram for Aging Services		
FTA 5310		-	29	-	-	FTA 5310	29
State						State	-
Local	-	-	7	-	-	Local	7
Year Total:	-	-	36	-	-	Total Funds:	36
Description:	Amendment #5: Add new project and funding in accordance with FY2016 SYIP. Approved by MPO 6/18/15. Approved by FTA 7/21/15.						

Central Shenandoah PDC	Previous Funding	FY 2015	FY 2016	FY 2017	FY 2018	Total FY 2015-2018	
FTA 5307	-	1,195	815	958	733	FTA 5307	3,701
FTA 5310	-	-	-	-	-	FTA 5310	-
FTA 5311	-	-	-	-	-	FTA 5311	-
FTA 5314	-	-	-	-	-	FTA 5314	-
FTA 5339	-	-	-	-	-	FTA 5339	-
JARC	-	-	-	-	-	JARC	-
New Freedom	-	-	-	-	-	New Freedom	-
Flexible STP	-	-	-	-	-	Flexible STP	-
Other Federal	-	-	-	-	-	Other Federal	-
State	-	283	209	256	238	State	986
Local	-	568	262	290	194	Local	1,314
Revenues	-	45	45	61	45	Revenues	196
CMAQ	-	-	-	-	-	CMAQ	-
RSTP	-	-	-	-	-	RSTP	-
Totals	-	2,091	1,331	1,565	1,210		6,197

Other Human Service Transportation Providers	Previous Funding	FY 2015	FY 2016	FY 2017	FY 2018	Total FY 2015-2018	
FTA 5307	-	-	-	-	-	FTA 5307	-
FTA 5310	-	42	29	32	96	FTA 5310	199
FTA 5311	-	-	-	-	-	FTA 5311	-
FTA 5314	-	-	-	-	-	FTA 5314	-
FTA 5339	-	-	-	-	-	FTA 5339	-
JARC	-	-	-	-	-	JARC	-
New Freedom	-	-	-	-	-	New Freedom	-
Flexible STP	-	-	-	-	-	Flexible STP	-
Other Federal	-	-	-	-	-	Other Federal	-
State	-	-	-	-	-	State	-
Local	-	10	7	8	24	Local	49
Revenues	-	-	-	-	-	Revenues	-
CMAQ	-	-	-	-	-	CMAQ	-
RSTP	-	-	-	-	-	RSTP	-
Totals	-	52	36	40	120		248

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FY2015 - 2018

	Previous Funding	FY 2015	FY 2016	FY 2017	FY 2018	Total FY 2015-2018	
STAUNTON-AUGUSTA-WAYNESBORO METROPOLITAN PLANNING ORGANIZATION							
Staunton MPO	Previous Funding	FY 2015	FY 2016	FY 2017	FY 2018	Total FY 2015-2018	
FTA 5307	-	1,195	815	958	733	FTA 5307	3,701
FTA 5310	-	42	29	32	96	FTA 5310	199
FTA 5311	-	-	-	-	-	FTA 5311	-
FTA 5314	-	-	-	-	-	FTA 5314	-
FTA 5339	-	-	-	-	-	FTA 5339	-
JARC	-	-	-	-	-	JARC	-
New Freedom	-	-	-	-	-	New Freedom	-
Flexible STP	-	-	-	-	-	Flexible STP	-
Other Federal	-	-	-	-	-	Other Federal	-
State	-	283	209	256	238	State	986
Local	-	578	269	298	218	Local	1,363
Revenues	-	45	45	61	45	Revenues	196
CMAQ	-	-	-	-	-	CMAQ	-
RSTP	-	-	-	-	-	RSTP	-
<i>Totals</i>	-	2,143	1,367	1,605	1,330		6,445

**Policy Board
Regular Meeting Minutes
June 1, 2016, 10:00 a.m.**

Central Shenandoah Planning District Commission
112 MacTanly Place · Staunton Virginia

Present (13):

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		Brad Reed, VDOT
	Augusta County	✓	Susan Newbrough		Staff (CSPDC)
	Gerald Garber		Federal Hwy Admin.	✓	Bonnie Riedesel
✓	Tim Fitzgerald		Mack Frost		Kevin McDermott
	Vacant (Alt)		Federal Transit Admin.	✓	Ann Cundy
	City of Waynesboro		Melissa McGill	✓	Kimberly Miller
✓	Bruce Allen, Vice Chair		VA Dept. of Aviation	✓	Nancy Gourley
✓	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 10:06 a.m. by Mr. Bruce Allen, Vice Chairperson.

Public Comment

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

Approval of Minutes

Vice Chairperson Allen presented the minutes from the April 6, 2016 Policy Board meeting.

Mr. Fitzgerald moved, seconded by Mr. Owen, to approve the minutes as presented. Motion carried unanimously (5-0).

Consideration of Fiscal Year 2017 Transit Transportation Improvement Program (TIP) Adjustments (BAF#16-2)

Vice Chairperson Allen presented the Transit TIP Adjustments. Ms. Cundy stated that every year the Transit TIP is reviewed and adjustments made so that it aligns with the Six-Year Plan. She stated that during the triennial review of the transit plan by the FTA, it was noted that there was not language in the MPO public notices about our willingness to hold a public hearing. She stated that the adjustments will be released for public review and comment with a specific statement about our willingness to hold a public hearing.

Ms. Cundy also stated that she recommends giving contingent approval of the Transit TIP adjustments pending any public comments and/or a request for public hearing.

Mr. Shaw moved, seconded by Mr. Kiser, to release the Transit TIP Adjustments to public comment, and to conditionally approve it, pending the receipt of any public comments or request for a public hearing. The motion carried unanimously (5-0).

Consideration of SAWMPO MOU and Bylaws Amendment (BAF#16-3)

Vice Chairperson Allen presented the MOU and Bylaws Amendment. Ms. Cundy stated that this action item comes from a recommendation by the FTA during the triennial review to adjust references to Virginia Regional Transit (VRT) in the MOU and Bylaws that specifically naming our transit provider as a voting member could present a conflict of interest if a different transit provider were contracted in the future. She stated that the recommendation is to refer to "contracted transit provider" and to make this provider a non-voting member.

Ms. Cundy stated that Mr. Steve Rosenberg helped with the revisions that resulted in the amended and restated MOU and amended Bylaws. She stated that upon final approval by the MPO, the MOU document must be voted on by each of the localities of the MPO and signed.

Ms. Riedesel stated that once the public comment period is over, a final draft will be taken to the localities governing bodies in July.

Mr. Fitzgerald moved, seconded by Mr. Shaw, to release the amended and restated MOU and Bylaws to public comment, and to conditionally approve them, pending the receipt of any public comments or request for a public hearing. The motion carried unanimously (5-0).

Consideration of the Resolution for Joint Procurement for the On-Call Consultant Program (BAF#16-4)

Vice Chairperson Allen presented the Joint Procurement for On-call Consultant program. Ms. Riedesel stated that in 2012, the CSPDC established an on-call consultant program which allows the member jurisdictions and the two MPO's to expedite the consultant services procurement process. She stated that the four consultants under contract are McCormick-Taylor, Draper Aden, Spectrum Design, and Renaissance Planning Group. Ms. Riedesel stated that the contracts expire this fall. She stated that due to changes in the Virginia Procurement Act, the CSPDC is required to have a signed joint procurement agreement prior to

beginning the procurement process. She stated that the SAWMPO has used on-call consultants for the LRTP and the website design, plus localities have used them for Safe Routes To School projects and other projects.

Mr. Owen moved, seconded by Mr. Fitzgerald, to approve the joint procurement agreement. The motion carried unanimously (5-0).

Agency Updates

- VDOT - Mr. Kiser stated that the CTB was very pleased with the hospitality and involvement at the meeting in May. He stated that the Secretary and Commissioner were pleased with the professional, positive presentations made at the public hearing.
 - Mr. Campbell stated that on May 16th there was a VTRANS regional forum at BRCC. He stated that the needs identified in the needs assessment for the SAWMPO will be brought back to the TAC for ranking and identification of Tier 1 needs; the needs along I-64, I-81 and UDA activity centers were identified by the TAC as Tier 1.
 - HB2 – recommendations have been made for the second round of the HB2 process. The final recommendations will be presented at the June CTB meeting; changes and updated policy guide in July.
 - Mr. Komara said that the Route 612 project bids have come in and construction is expected to begin this summer.
- Transit Update – Ms. Gourley stated that the Staunton route changes have been implemented smoothly. The changes gave people longer hours and expanded service. The next route changes will be in Waynesboro.
 - The Inter-regional Transit Study (I-81/I-64 Corridor between Harrisonburg and Charlottesville) committee completed a full month of surveying, with 610 responses. Of the 610 responses, 545 said there is a need; 40% said they would use it; 318 said they might use it depending on the details. Ms. Gourley went over the survey results stating that there is enough information to support continuing to move forward with the study. The consultant will be coming up with costs and possible revenue sources.
 - Ms. Riedesel stated that park and ride lots may become more important as we discuss connecting these areas. She stated that park and ride lots are eligible for HB2 funding.

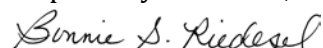
Meeting Schedule

Vice Chairperson Allen stated that the next Policy Board meeting, scheduled for July 6, 2016, at 10:00 a.m. at the CSPDC, will be cancelled if there is no request for a public hearing or public comments that need to be discussed. He stated that the next meeting of the TAC is scheduled for June 15, 2016, at 2:00 p.m. at the CSPDC.

Meeting Adjournment

There being no further business to come before the Policy Board, Vice Chairperson Allen adjourned the meeting at 10:42 a.m.

Respectfully submitted,



Bonnie S. Riedesel
SAWMPO Secretary/Treasurer