



**Staunton Augusta
Waynesboro**
Metropolitan Planning
Organization

112 MacTanly Place
Staunton, VA 24401

Phone (540) 885-5174
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Policy Board Meeting Agenda September 6, 2023, at 1:00 p.m.

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

OR

Zoom Video Conference

Dial In (Audio Only): 1-301-715-8592 • Meeting ID: 853 8765 1524 • Passcode: 424129

1. Call to Order
2. Public Comment
3. Approval of Minutes of the August 2, 2023, Policy Board Meeting*
4. Approval of the FY24 Unified Planning Work Program (UPWP) Amendment (BAF #23-10)*
5. Approval of the FY21-24 Transportation Improvement Program (TIP) Amendment (BAF #23-11)*
6. Update: Afton Mountain Transportation Site Assessment (Board Memo #23-04)
7. Joint SAWMPO – Charlottesville-Albemarle MPO (CA-MPO) Meeting and Memorandum of Understanding (Board Memo #23-05)
8. Agency Updates
 - VDOT
 - DRPT
 - BRITE & Afton Express
 - Localities
9. Other Business
10. Upcoming Meetings
 - September 20, 2023 – Technical Advisory Committee Meeting, CSPDC Office, 2:00 p.m.
 - September 27, 2023 – Joint SAWMPO – CA-MPO Meeting, Fishburne Military School, 10:00 a.m.
11. Adjournment

*Action Required

Policy Board Regular Meeting Minutes August 2, 2023, 10:00 a.m.

Central Shenandoah Planning District Commission*
112 MacTanly Place, Staunton, Virginia

Voting Members		Non-Voting Members		Others	
	City of Staunton	✓	Shane McCabe (Alt)		Others
✓	Brad Arrowood, Vice Chair	✓	Cody Huffman (Alt)		Brad Reed, VDOT
✓	Amanda Kaufman		VA DRPT		Staff (CSPDC)
	Augusta County	✓*	Grace Stankus	✓	Bonnie Riedesel
✓	Tim Fitzgerald		VRT	✓	Ann Cundy
	Vacant	✓*	Steve Wilson	✓	Zach Beard
	Jennifer Whetzel (Alt)		Phil Thompson (Alt)		Devon Thompson
	Pam Carter (Alt)		Kevin Jones		Paula Melester
	City of Waynesboro		FTA	✓	Ansley Heller
✓	Jim Wood		Chelsea Beytas		
✓	Todd Wood		VA DOA		
	Michael Hamp (Alt)		Rusty Harrington		
	VDOT		CTB		
✓	Todd Stevens		Mark Merrill		
✓	Adam Campbell (Alt)				
	Don Komara (Alt)				
	Matt Dana (Alt)				
✓* Indicates Zoom Participants					

Call to Order

The August 2, 2023, meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:00 a.m. by Brad Arrowood, Vice Chair. Pursuant to §2.2-3708.2 of the Code of Virginia, SAWMPO Policy Board members may participate in meetings of the SAWMPO or its committees through electronic communication means. Those who attended virtually are indicated by an asterisk; all others attended in-person.

Public Comment

Vice Chair Arrowood opened the floor for public comment. There were no public comments.

Approval of Minutes

Vice Chair Arrowood presented the minutes from the June 7, 2023, Policy Board meeting. Mr. Jim Wood moved, seconded by Mr. Todd Wood, to approve the minutes as presented. The motion was carried by unanimous vote.

FY24 Unified Planning Work Program (UPWP) Amendment Release for Public Comment (Board Action Form #23-08)

Ms. Ann Cundy provided a brief reminder that the UPWP is the annual budget and work program for the MPO. Ms. Cundy explained that the UPWP amendment moves \$11,314 into the “Admin” line item so that the SAWMPO can transition to a better operating website platform. Ms. Cundy explained that the server for the existing Drupal site will no longer be supported by the SAWMPO IT contractor, and will become inoperable.

Ms. Cundy said that this was not something we were aware of at the start of the fiscal year when the FY 24 UPWP was approved, thus the need to amend the UPWP. Ms. Cundy explained that the next steps would be to release the amended FY 24 UPWP for 21 days of public comment. Vice Chairperson Arrowood called for a motion to release the Amended FY 24 UPWP for 21 days of public comment. The motion was made by Mr. Tim Fitzgerald and seconded by Mr. Todd Wood. The motion was carried by unanimous vote.

FY 21-24 Transportation Improvement Program (TIP) Amendment Release for Public Comment (Board Action Form #23-09)

Mr. Zach Beard reminded the Board that the TIP is federally required document that all MPOs are required to update every four years. Mr. Beard explained that the TIP documents transportation projects that receive federal funding, require federal action, or are projects deemed regionally significant. Mr. Beard explained that in the time between approving the last TIP amendment in June 2023 and the August 2nd MPO meeting, VDOT requested further changes including three administrative modifications and one amendment.

Mr. Beard noted that projects and funding under VDOT are typically grouped in three categories: Traffic and Safety Operations, Maintenance and Bridges, and System Maintenance and Preservation. The categories allow VDOT to shift funds between categories as projects change. Mr. Beard informed the Policy Board that the administrative modifications do not require any board action or public comment, because they do not meet the dollar threshold which would require such actions. However, the amendment made to the FY 21-24 TIP does meet the dollar threshold and therefore it must be released for public comment and approved by Policy Board action. Mr. Beard further explained that the amendment shifts funding in the amount of \$6.5 million



to the System Maintenance and Preservation category. Mr. Beard explained that with Board action the amended FY 21- 24 TIP would be released for 21 days of public comment, and then taken back to the Policy Board for adoption at their September meeting. The FY 21- 24 TIP will remain in effect through September with the FY 24-27 TIP taking over in October 2023.

Mr. Beard turned the floor over to Mr. Adam Campbell of VDOT to give additional details. Mr. Campbell reminded the Policy Board that the three mentioned groupings are considered “high-level groupings” and explained further that they are categories holding money for projects that fit within the categories. Continuing, Mr. Campbell said that there is a three-year window between State and Federal agencies where VDOT can request federal reimbursement for projects that fall into these three categories. These changes are part of a larger VDOT strategy to maximize the federal funding the state can receive for these types of projects. Ms. Cundy said that the three groupings are for the entire Staunton construction district, not just the SAWMPO. Vice Chair Arrowood asked for a motion to release the Amended FY 21-24 TIP for 21 days of public comment. A motion was made by Mr. Fitzgerald and seconded by Mr. Todd Wood.

Presentation: Overview of Proposed SMART SCALE Policy Changes – Adam Campbell, VDOT

Mr. Campbell gave a presentation of the proposed SMART SCALE policy changes. Mr. Campbell noted that the changes being proposed to SMART SCALE were being led by the Office of Intermodal Planning and Investment (OIPI) and the Commonwealth Transportation Board (CTB). Mr. Campbell informed the Board that over the past year OIPI released a survey to gain feedback from SMART SCALE users. Results from the survey were gathered and taken to the CTB to inform the CTB’s review of SMART SCALE Policy.

Mr. Campbell reviewed the potential issues identified from the survey and the potential changes to the process, which are summarized in **Table 1**. Mr. Campbell noted that some issues will limit the ability of the MPO/PDC to go after High Priority funding and reduce the Land Use benefit that has allowed the MPO to be successful in project funding.

Mr. Campbell clarified that the SAWMPO boundary and Augusta County are both considered “Rural,” with SAWMPO under category ‘C’ and the rest of Augusta County under ‘D.’ Going into greater detail regarding the reduced number of applications, Mr. Campbell explained that for the SAWMPO the number of SMART SCALE applications would be reduced from 4 to 2.

Mr. Campbell reviewed the SMART SCALE prioritization process, and potential process changes before outlining the next steps and schedule. Mr. Campbell noted that the policy adoption by the CTB is scheduled for December 2023.

Discussion ensued regarding the proposed SMART SCALE changes. Board members expressed concern about the proposed changes, and potential impacts on the MPO’s ability to competitively apply for projects. Policy Board members agreed to submitting a letter to the CTB highlighting MPO concerns regarding the proposed SMART SCALE changes.

Agency Updates

Virginia Department of Transportation (VDOT)

Mr. Todd Stevens began the VDOT update by introducing Mr. Cody Huffman, the new Assistant Resident Administrator for the Harrisonburg Residency working directly for Mr. Don Komara.

Table 1: SMART SCALE Changes Affecting the SAWMPO
(Note: Issues highlighted in yellow were identified as having potentially the most significant impact on the MPO.)

Potential Issue Identified	Findings	OIPI Staff Recommendations
Urban Projects are funded more regularly than rural projects	No bias towards urban projects was found.	No changes are recommended at this time.
Leveraged projects are more successful than non-leveraged projects	There is not a perception of non-leveraged projects being less successful	No changes are recommended at this time.
Smaller projects are disproportionately recommended for funding.	A greater number of small projects (\$10 million or less) are being funded.	Redefining eligibility for the statewide High Priority Program to only include interstate and interstate interchange projects, and bridge replacements projects.
Too many applications are being submitted	Staff resources stretched to dedicate to applicant support and application quality	Reduce the number of applications for all entities.
Forward-Looking Congestion Factor	Projects aren't receiving the full projected benefits as they're analyzed in existing year conditions.	Calculate congestion benefits for 10 years in the future.
Forward-Looking Economic Development Factor	There is a disconnect between square footage and economic benefit.	Engaged VEDP to develop a more forward-looking methodology, which will be brought to the CTB in September.
One-Factor Majority - Land Use Factor	Land Use accounted for greater than 40% of total benefit score and increased for smaller projects	Modify the factor weighting for the Land Use factor

Mr. Campbell provided the following update:

- The final Revenue Sharing and TA application window opens on August 15th and the deadline for submittal is October 2nd.
- The HSIP application timeline is between August 1st and October 31st. The program is available for localities that maintain their own roads for systemic improvements.

Mr. Stevens provided the following VDOT project updates:

- Staunton Crossing is progressing on schedule.
- Staunton I-81 project is on track to get started with shoulder work in the Fall, with more cumbersome work scheduled from the Spring.

Department of Rail and Public Transportation (DRPT)

Ms. Grace Stankus informed the Policy Board that the CTB approved DRPT's Six Year Improvement Program (SYIP) for FY 24. The new SYIP and approved projects are available on DRPT's Open Data Portal.

Transit

Ms. Ann Cundy gave the following BRITE Transit updates:

- BRITE Transit conducted a Triennial Review with the FTA for the BRITE Transit System. FTA looks at all recipients of urbanized federal funding and reviews the entire program to ensure that funds are being spent correctly.
- An hour of service was added back to the BRCC shuttle schedule in response to feedback from commuters that the last trip was necessary to get them back to Staunton at the end of their commute.
- The rehabilitation of the Lewis Street Hub is approaching the submission of 90% plans. The goal is to break ground by the end of the calendar year.
- BRITE and Afton Express attended Waynesboro's Back to School Bash at Kate Collins Middle School

Mr. Zach Beard gave the following Afton Express updates:

- Ridership of the Afton Express continues to grow, and June had the single highest day record with 93 passenger trips.
- On June 21st, Afton Mountain was featured on a Virginia Public Radio segment about CARES funding and how it was being used across the state.



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- Afton Mountain will be featured in a short, 30-second commercial that will be posted on social media in partnership with the Thomas Jefferson Planning District Commission RideShare program.

Locality Updates

City of Waynesboro

Mr. Todd Wood gave the following updates:

- The southern connector is beginning on August 21st and is expected to be complete in September 2025.

Augusta County

Mr. Tim Fitzgerald gave the following update:

- The County hopes to award the Verona Bike Pedestrian project next week.

There were no updates from the City of Staunton, and Vice Chair Arrowood opened the meeting for Other Business.

Other Business

Ms. Bonnie Riedesel reminded the Policy Board of the joint MPO meeting with the SAWMPO and the Charlottesville Albemarle MPO at Fishburn Military School on September 27th.

Upcoming Meetings

Vice Chair Arrowood announced that the next scheduled TAC meeting will be held on August 16th, 2023, at 2:00 p.m., and the next Policy Board meeting is scheduled for September 6th, 2023, at 10:00 a.m.

Meeting Adjournment

There being no further business to come before the Policy Board, Vice Chair Arrowood asked for a motion to adjourn the meeting. The motion was made by Mr. Jim Wood and seconded by Mr. Todd Wood. The meeting adjourned at 11:30 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ann W. Cundy", written in a cursive style.

Ann W. Cundy
Director of Transportation



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TO: Staunton-Augusta-Waynesboro MPO Policy Board
FROM: Ann Cundy, Director of Transportation
MEETING DATE: September 6, 2023
RE: **Board Action Form #23-10: Approval of the Draft FY24 Unified Planning Work Program Amendment**

RECOMMENDATION

Recommend that the Policy Board approve the amended FY24 UPWP.

EXECUTIVE SUMMARY

The Policy Board released the draft FY24 UPWP Amendment for 21 days of public comment at their August 2, 2023, meeting. Staff has not received any public or agency comments during the comment period to date.

The FY24 UPWP amendment moves \$7,920 from the FHWA PL Contingency work element to the Highway Administrative work element, and \$3,394 from the FTA 5303 Transit Planning work element into the Transit Administrative work element to cover the \$11,314 cost of migrating the SAWMPO website to the WordPress platform.

ATTACHMENT

[Draft FY24 UPWP Amendment](#)

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TO: Staunton-Augusta-Waynesboro MPO Policy Board
FROM: Ann Cundy, Director of Transportation
MEETING DATE: September 6, 2023
RE: **Board Action Form #23-11: Approval of the FY-21-24 Transportation Improvement Program (TIP) Amendment**

RECOMMENDATION

Recommend that the Policy Board approve FY21-24 TIP Amendment.

TIP AMENDMENT AND ADMINISTRATIVE MODIFICATIONS

The Policy Board approved release of a draft FY21-24 TIP Amendment at the August 2, 2023 meeting for a 21-day public comment period. Staff did not receive any comments during that period.

The TIP Amendment adds \$6,500,000 to the Preventive Maintenance and System Preservation Grouping in the Highway section of the TIP.

MPO staff also made the following administrative modifications to the Highway TIP:

- Maintenance: Traffic and Safety Operations — move \$2,069,444 in FFY23 to Preventive Maintenance and System Preservation
- Maintenance: Preventive Maintenance for Bridges — move \$6,648,943 to Preventive Maintenance and System Preservation
- Maintenance: Preventive Maintenance and System Preservation—shifts funds between years within the grouping.

ATTACHMENTS

- [Amendment](#)
- [Administrative Modifications](#)
- [Draft FY21-24 TIP Amendment](#)

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TO: Staunton-Augusta-Waynesboro MPO Policy Board
FROM: Ann Cundy, Director of Transportation
MEETING DATE: September 6, 2023
RE: **Board Memo #23-04: Afton Mountain Transportation Site Assessment Scope of Work**

EXECUTIVE SUMMARY

The FY24 SAWMPO Afton Mountain Transportation Site Assessment is evaluating existing vehicular and bicycle and pedestrian conditions as part of a larger site assessment conducted by Augusta County. Timmons Group is leading the Afton Mountain Site Assessment activities for the MPO.

BACKGROUND

In 2021, Augusta County developed a Scope of Work to apply for an EDA CARES grant to conduct a comprehensive site assessment at the Inn at Afton Mountain near the I-64 Exit 99 interchange. While the grant was not funded, Augusta County began survey work earlier this year with Virginia Industrial Revitalization (IRF) grant funds. The SAWMPO is working with the County, the City of Waynesboro, and Timmons to develop the transportation sections of the site assessment.

The MPO-funded transportation tasks will 1) evaluate the existing vehicular network along US 250 including the intersections with Howardsville Turnpike and the Skyline Drive; 2) evaluate the bicycle and pedestrian connectivity between the site and nearby outdoor recreation points of interest; and 3) recommend improvements in relation to a future development scenario.

DRAFT SCOPE OF WORK

The study group includes Augusta County, Waynesboro, SAWMPO, VDOT, which met with Timmons on July 21, 2023 to outline a revised Scope of Work. The discussion clarified questions about the original tasks, and highlighted the need to consider Waynesboro's Eastern Federal Lands Access Program (EFLAP) trail project between the City and Afton Mountain, the Round 5 SMART SCALE project at the I-64 Exit 99 ramp intersection with US 250, and the internal site circulation.

Timmons submitted a draft Scope of Work for review on August 14, 2023, and is incorporating feedback from the study group. The Scope includes existing conditions data collection and a site visit, a future development scenario to inform recommendations, and three concept layouts depicting improvements.

NEXT STEPS

The study is anticipated to be complete in six months. Timmons is finalizing the Scope of Work and will conduct a field visit in September or October 2023.

ATTACHMENTS

[Transportation Site Assessment Scope of Work](#)

PROJECT: Afton Mountain Traffic Study
Rockfish Gap, Virginia

CLIENT: Zach Beard
Central Shenandoah Planning District Commission (CSPDC)

DATE: August 31, 2023

Project Understanding

We understand that the scope of this project is to perform a traffic study to review the operations, safety, access management, and potential improvements necessary along US Route 250 (Rockfish Gap Turnpike) and Route 610 (Howardsville Turnpike) to support future redevelopment of the property located on top of Afton Mountain at Rockfish Gap. The project is being completed within the SAWMPO region.

In addition, the area between the western portal of the Blue Ridge Tunnel to the Blue Ridge Parkway will be reviewed for potential bicycle and pedestrian accommodations along US Route 250. This is in conjunction with the proposed RAISE grant project to install a shared use path along US Route 250 from the City of Waynesboro and the western portal.

In accordance with the discussions with CSPDC, Timmons Group will provide overall project management, data collection, safety analysis, operational analysis, intersection alternatives analysis, engineering design, and conceptual options – all consistent with VDOT TOSAM guidelines and requirements.

Our detailed scope of services includes the following:

Task 1 – Site Visit and Existing Conditions Review

- A. Obtain previous studies, planned developments/improvements, other transportation projects that have been considered, and/or any projects that are currently funded adjacent to the project location.
- B. Perform a visual geometric assessment of the existing roadway infrastructure, such as: width of lanes, length of turn lanes, location of pedestrian/bicycle facilities, roadway geometry, sight distance, clear zones, drainage, surface conditions, signage, pavement markings, lighting, barriers, traffic volumes/operations, pedestrian/bicycle volumes, operating speeds, surrounding land uses, and user expectancy evaluation, and adequacy of existing traffic control devices.
Note: This does NOT include detailed survey work.
- C. Identify potential opportunities or constraints for the study area based on field assessment, existing geometry, and the obtained available data.
- D. Review study area for potential pedestrian and bicycle accommodations along US Route 250.
- E. Access management will be assessed per VDOT spacing standards between the existing study intersections in case of modifications associated with an alternative intersection implementation.

Task 2 – Traffic Data Collection

- A. Directional turning movement counts will be collected at the following four (4) study intersections:
 - 1. US Route 250 at Blue Ridge Parkway
 - 2. US Route 250 at Route 610
 - 3. US Route 250 at Afton Circle
 - 4. Route 610 at Blue Ridge Parkway
- B. All data will be collected in 15-minute intervals and broken down into passenger vehicles, heavy vehicles, pedestrians, and bicycles.
- C. Traffic data will be collected on a Tuesday/Wednesday/Thursday (with schools in session) at all four (4) study intersections during the AM and PM peak hours (assumed to be 2 hours of data collection per peak).
- D. Traffic data will also be collected on a Saturday at all four (4) study intersections during the mid-day peak hours (assumed to be 4 hours of data collection).
- E. Information from the ongoing VDOT traffic signal analysis at the US Route 250 interchange with I-64 will be utilized to compare background growth and understand traffic patterns in the area.

Task 3 – Operational Analysis

A traffic analysis will be performed in the study area in accordance with the latest version of the Manual on Uniform Traffic Control Devices (MUTCD), the Virginia Supplement to the MUTCD, the VDOT Traffic Engineering Design Manual, and the VDOT Traffic Operations and Safety Analysis Manual (TOSAM). The Synchro/SimTraffic software platform will be utilized for this traffic analysis.

The traffic analysis will include the four (4) existing intersections at which traffic data will be collected. Representatives from CSPDC, Augusta County, City of Waynesboro, and VDOT will provide all future development and active planning/zoning projects within the study area for use in determining appropriate growth rates and potential changes to traffic patterns.

- A. Analysis will be performed for existing conditions (2023) and design year (TBD). The design year will be agreed upon between CSPDC, VDOT, and the Engineer prior to moving forward with the traffic analysis.
- B. Development of background traffic forecasts for the buildout and design year analyses will be performed for the AM/PM/Saturday peak hours. The applicable growth rate and approved background development traffic will be agreed upon between the CSPDC, VDOT, and the Engineer prior to moving forward with the traffic analysis.
- C. Identification of improvements that may be necessary at the study intersections- to address the operational issues.
- D. Development of future build traffic forecasts with the improvements for the design year analysis will be performed for the AM/PM/Saturday peak hours.

Task 4 – Safety Analysis

- A. Analyze crash data from publicly-available VDOT sources to identify crashes within the study area and determine if any crash patterns/trends may affect the improvement recommendations.
- B. Crash data will be analyzed for the most recent available data for a 5-year period. At this time, the dates are assumed to be June 2018 to June 2023.
- C. Compile a list of identified safety issues within the study area. Compare field visit findings with crash data to identify those areas with the greatest opportunity for mitigation measures.
- D. Review collected traffic and pedestrian data to understand existing conditions and operations, including routing and patterns within the study area.
- E. Identification of geometric improvements that may be necessary within the study area, including identification of mitigation measures for safety issues. Mitigation measures may include engineering, education, enforcement, or other actions beneficial to user safety. Mitigation measures will be grouped into short-, intermediate-, and long-term options, as applicable.

Task 5 – Alternatives Analysis

- A. Complete screening process utilizing the VDOT Junction Screening Tool (VJuST) for consideration of alternative/innovative intersection options for the intersection of US Route 250 at Route 610, as required by VDOT TE-387.1.
- B. Coordinate with CSPDC and VDOT on the results of the screening process and the crash analysis and select up to three (3) alternatives that will be considered for further analysis.
- C. Perform an operational analysis of the design year conditions for up to three (3) of the selected alternatives. Analyses will be completed using the appropriate TOSAM-approved software. For these locations, it is expected that either Synchro or SIDRA will be the only software tools required to complete the analysis. If other analysis software is required, a change order may be necessary.

Task 6 – Pedestrian/Bicycle Assessment and Recommendation

- A. Perform an assessment of potential improvements for pedestrian and bicycle access and linkages along US Route 250, the entrance to the Blue Ridge Parkway, Shenandoah National Park, Appalachian Trail, and the Crozet Blue Ridge Tunnel – West Portal.
- B. Research and review the available data from the RAISE grant submission for the shared use path from the City of Waynesboro to the western portal of the Blue Ridge Tunnel.
- C. Coordinate with agencies on bicycle/pedestrian volumes and attendance data at the Blue Ridge Tunnel and any known patterns.
- D. Identify options that meet VDOT standards, as well as understanding any necessary exceptions or waivers that may be required.

Task 7 – Conceptual/Schematic Geometric Alternatives

- A. Develop conceptual/schematic layouts for up to three (3) improvement alternatives within the study area.
- B. Exhibits will be developed to a concept-level sketches. The intent of these exhibits is to visually convey potential intersection improvement location/configuration, property impacts, and is to be used for discussion purposes only.
- C. The exhibits will incorporate both the vehicular improvements for operations, safety, and access management, but also any recommended bicycle and/or pedestrian accommodations.
- D. Preparation of all alternatives will be clearly depicted on sheets at scale.
- E. This task includes review time with CSPDC and VDOT staff to ensure the potential alternatives can be implemented. It is assumed that a minimum of two (2) meetings will occur between all parties, assumed virtual. Timmons Group will provide regular updates to CSPDC at all times during the project.

Task 8 – Technical Report

- A. Prepare a technical report documenting all the tasks and providing a summary of Timmons Group's approach, findings, and recommendations for CSPDC and VDOT.
- B. Incorporate vehicular and multi-modal recommendations.
- C. Incorporate any recommendations made by the Blue Ridge Parkway Foundation Blue Ridge Rising (BRR) for the Comprehensive Action Plan that affect the study area, including coordination with BRR.
- D. Coordinate with other on-going work related to the Afton Mountain site and incorporate elements of improvements or recommendations that may affect the vehicular or multi-modal analysis within the study area.
- E. Coordinate with CSPDC and VDOT staff on the recommendations of the report and address comments received from staff. This proposal assumes that up to two rounds of comments will be addressed.

Notes:

- (1) No data is to be collected on the Blue Ridge Parkway itself. The 2 intersections nearby, one on US Route 250 and one on Route 610, are within the ROW that may be impacted by this project. There is no intent to make improvements along the main Blue Ridge Parkway alignment, only the VDOT intersections and/or roadway corridors nearby. If additional data collection and analysis is requested on the Blue Ridge Parkway, a change order will be required.
- (2) Our fees shall not deviate from the figures indicated below without prior written approval from the CSPDC. Fees indicated as ***budget*** may need to be adjusted up or down based on actual field conditions or regulatory requirements. If for any reason a change to this agreement becomes necessary, the CSPDC will be notified by a change order written by the Project Manager. After the date of this agreement, changes in the scope of work required by state or federal regulatory agencies, or by CSPDC revisions, may require a change order.

TO: Staunton-Augusta-Waynesboro MPO Policy Board
FROM: Bonnie Riedesel, Executive Director
MEETING DATE: September 6, 2023
RE: **Board Memo #23-05: Joint SAWMPO – CA-MPO Meeting and Memorandum of Understanding**

EXECUTIVE SUMMARY

The SAWMPO and Charlottesville-Albemarle MPO (CA-MPO) are hosting a joint Policy Board meeting on Wednesday, September 27, 2023 at Fishburne Military School in Waynesboro. This is the first joint meeting since CA-MPO hosted in Crozet, VA in 2019.

The Joint Meeting is the most significant activity outlined in a joint Memorandum of Understanding (MOU) that the two MPOs signed in 2017 to recognize the unique relationship of the two regions, the I-64/US 250 transportation corridor the connects them, and the benefits of coordinating transportation planning, programming and services across the Blue Ridge Mountains.

BACKGROUND

The two MPOs held the first joint MPO Policy Board meeting in October 2015 to discuss a multi-modal corridor study for I-64/US 250 and an inter-regional transit plan that ultimately launched the Afton Express transit service between Staunton, Waynesboro, and Charlottesville. By 2017, the Corridor Study was complete and included a recommendation for a commitment to on-going inter-regional coordination via an MOU.

The 2017 MOU outlines a planning area, a commitment to providing letters of support for one another's projects, and joint meetings. Staff is drafting a 2023 addendum to the MOU to reaffirm both Policy Board's support for the document and joint planning activities.

The September 2023 meeting will feature presentations on the Afton Express, the opening of the Crozet Blue Ridge Tunnel, and expansions of a trail network east and west of Rockfish Gap. VDOT and DRPT representatives will have an opportunity to share remarks, as well as any Commonwealth Transportation Board members who attend.

ATTACHMENT

[Joint Planning MOU](#)

**MEMORANDUM OF UNDERSTANDING BETWEEN THE CHARLOTTESVILLE-ALBEMARLE
METROPOLITAN PLANNING ORGANIZATION AND THE STAUNTON-AUGUSTA-WAYNESBORO
METROPOLITAN PLANNING ORGANIZATION REGARDING
INTER-REGIONAL TRANSPORTATION PLANNING WITHIN THE I-64 CORRIDOR BETWEEN THE
CITIES OF CHARLOTTESVILLE AND STAUNTON, VIRGINIA**

This Memorandum of Understanding is made and entered into as of September 27, 2017, by and between the Charlottesville-Albemarle Metropolitan Planning Organization, hereinafter referred to as the CA-MPO, and the Staunton-Augusta-Waynesboro Metropolitan Planning Organization, hereinafter referred to as the SAWMPO.

WHEREAS, the 37 mile east-west segment of Interstate 64 connecting the cities of Charlottesville, Waynesboro and Staunton, Virginia, and the counties of Augusta and Albemarle, Virginia, is the primary multi-modal transportation corridor linking the Piedmont and Shenandoah Valley regions of Virginia, functioning as a critical link within the State's comprehensive transportation network for both inter-regional and interstate commerce; and

WHEREAS, the formal coordination of short- and long-range planning activities among local, regional, state and federal government agencies is instrumental to the improvement of transportation planning activities and the development of new transportation facilities within this corridor to produce an efficient, safe and cost effective transportation network; and

WHEREAS, the CA-MPO and the SAWMPO enter into this MOU to conduct transportation and transit planning and development activities within the I-64 corridor in a mutually beneficial manner to each MPO's unique transportation needs, and to the larger area as a whole; and

WHEREAS, transportation planning activities shall address planning for all transportation modes including, but not limited to, rail, bike and pedestrian planning, transit and travel demand management; and

WHEREAS, this MOU provides the framework for each MPO to review, comment, and provide letters of support for each other's transportation projects, Long Range Transportation Plans, grant applications, Transportation Improvement Programs, and when necessary, for projects and other transportation and transit activities located within, or that may affect, the corridor;

NOW THEREFORE, be it recognized and agreed that the CA-MPO and the SAWMPO will conduct inter-regional transportation planning in a collaborative manner within the I-64 corridor. It is also agreed that the following articles will guide the inter-regional cooperation efforts.

**Article 1
Corridor Boundaries**

The corridor boundary is defined as Interstate 64 from mile marker 124 westward to Interstate 81 south to mile marker 220 and to Interstate 81 north to mile marker 222, and US-250 from the Charlottesville US-29/US-250 bypass westward to the US-250 intersection in Staunton with Frontier Drive and North Frontier Drive. The corridor boundary includes the cities of Charlottesville, Waynesboro and Staunton and the counties of Augusta, Albemarle, and Nelson; and includes major transportation and multi-modal routes and connections that provide important corridor access points located within one-half mile of either I-64 or US-250. These connections include rail facilities serving Buckingham Branch, Norfolk-Southern and Amtrak rail operations.

**Article 2
Planning Activities**

Each MPO's Policy Board shall remain the sole decision making body regarding projects and transportation plans that fall within their respective jurisdictions. However, this MOU recognizes that transportation planning activities and projects within the corridor boundaries, listed in Article 1, should receive special attention if they may have an

impact on the overall function of the corridor. Therefore, as part of this MOU, the MPOs agree to provide each other with an adequate opportunity to review and comment on regionally significant planning efforts and projects, and in particular, MPO Long Range Transportation Plans (LRTPs) and Transportation Improvement Program (TIP) projects within the corridor. Comments made by either MPO are not binding, nor are they considered a required step in the review process. Collaboration of this nature between the prescribed MPOs is highly encouraged; however, delayed comments from either entity should not provide cause to impede the advancement of planning activities or project development.

Article 3 Letters of Support

When submitting projects and plans for funding located within the boundaries of the corridor, the sponsoring MPO may request a letter of support from the other MPO for inclusion in the project application. Notices of a request should be accompanied with adequate project and/or scoping information for the reviewing party to develop an informed and reasoned response to the request.

Article 4 Joint MPO Meetings

The CA-MPO and the SAWMPO shall jointly host an annual joint MPO Policy Board meeting. This meeting shall alternate annually between each of the MPO's jurisdiction unless other meeting arrangements are mutually agreeable. The joint MPO Policy Board meeting shall include reports from each MPO, the Department of Rail and Public Transportation (DRPT), and the Virginia Department of Transportation (VDOT) addressing projects, plans, activities or items of concern that have arisen during the prior year within the I-64 corridor boundaries identified in this MOU. Adequate time shall be allotted for the discussion of inter-jurisdictional or agency transportation priorities, proposed projects, future joint planning activities and current projects within the corridor. The reports shall address recently completed projects or planning activities, and future planned projects or planning activities located within the corridor. Reports may be provided in written form, and may be presented collectively. Agencies providing activity reports and updates are not limited to the parties identified in Article 4 of this MOU.

Article 5 Modification

Amendments to this Memorandum of Understanding, as mutually agreed upon, may be made by written agreement between all parties to this MOU.

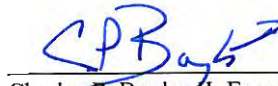
IN WITNESS, WHEREOF, all concerned parties have executed this MOU on the day and year first written above.

SIGNED:

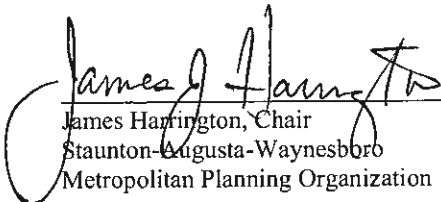
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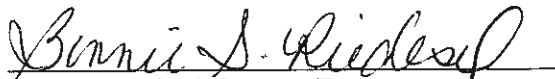
Kristin Szakos, Chair
Charlottesville-Albemarle
Metropolitan Planning Organization



Charles P. Boyles II, Executive Director
Charlottesville-Albemarle
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James Harrington, Chair
Staunton-Augusta-Waynesboro
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Bonnie S. Riedesel, Secretary/Treasurer
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