

## Policy Board Regular Meeting Minutes May 3, 2023, 10:00 a.m.

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

Voting Members		Non-Voting Members		Others	
	<b>City of Staunton</b>		<b>VA DRPT</b>		<b>Others</b>
✓	Brad Arrowood	✓*	Grace Stankus		Josh Dunlap, VDOT
✓	Amanda Kaufman		Wood Hudson		Brad Reed, VDOT
	John Blair (Alt)		<b>VRT</b>		<b>Staff (CSPDC)</b>
	<b>Augusta County</b>	✓*	Steve Wilson	✓	Bonnie Riedesel
	Scott Seaton, Vice Chair		Phil Thompson (Alt)	✓	Ann Cundy
✓	Tim Fitzgerald		<b>FHWA</b>	✓	Zach Beard
	Pam Carter (Alt)		Kevin Jones	✓	Devon Thompson
	<b>City of Waynesboro</b>		<b>FTA</b>		Paula Melester
✓	Jim Wood		Michele DeAngelis	✓	Ansley Heller
✓	Todd Wood		<b>VA DOA</b>		
	Michael Hamp (Alt)		Rusty Harrington		
	<b>VDOT</b>		<b>CTB</b>		
✓	Todd Stevens		Mark Merrill		
✓	Adam Campbell (Alt)				
✓	Don Komara (Alt)				
	Matt Dana (Alt)				
*Zoom Participants					

### Call to Order

The May 3, 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, Chairperson. 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.



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## Public Comment

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

## Approval of Minutes

Chairperson Arrowood presented the minutes from the April 5, 2023, Policy Board meeting. Mr. Tim Fitzgerald 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) Release for Public Comment (Board Action Form #23-02)**

Chairperson Arrowood introduced the FY24 Unified Planning Work Program (UPWP) agenda item. Ms. Ann Cundy provided an overview of the UPWP, reminding the Board that it is the annual budget for the MPO. Ms. Cundy explained that each year SAWMPO receives grant funding from Federal Highways along with a match from VDOT as well as a grant from Transit Administration with a match from DRPT. The budget is made up of these grants and agency matches as well as carryover from FY 22. Ms. Cundy explained that the FY 24 UPWP would fund a small area study and fund the beginning activities for the SAWMPO 2050 LRTP Update.

Ms. Cundy explained the UPWP is broken down into several work categories; Administrative Activities, Long Range and Multimodal Planning, Shortrange Planning, Local, State, & Federal Assistance, Transit Planning, and Bike & Ped Planning. Ms. Cundy informed the Board that there is additional language in the FY24 UPWP to document that the SAWMPO is meeting requirements of the Bipartisan Infrastructure Law to dedicate a minimum of 2.5% of the total annual budget to Complete Streets planning activities. Ms. Cundy stated that the MPO already plans with Complete Streets activities in mind, and that no major changes will take place because of this change. Ms. Cundy went on to inform the Board that the Technical Advisory Committee (TAC) reviewed the UPWP at their April 19<sup>th</sup> meeting and recommended that the UPWP be sent to the Policy Board for approval of release to public comment.

Ms. Cundy concluded by asking that the Policy Board approve the FY 24 UPWP be released for 21 days of public comment. The motion to release the UPWP for public comment 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 #23-03)**

Chairperson Arrowood presented the FY 21-24 TIP Amendment agenda item. Mr. Zach Beard reminded the Board that the TIP is federally required and that it documents transportation projects that receive federal funding, require federal action, or are projects deemed regionally significant. The TIP highlights the schedule



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of federal transportation funds coming in the MPO and documents highway projects receiving funding from the Federal Highway Administration and transit projects receiving funds from the Federal Transit Authority. Mr. Beard explained to the Board that the TIP is a dynamic document that can be modified or amended throughout the year.

Mr. Beard informed the board that VDOT sent the MPO three updated project maintenance groupings in April. These updated project maintenance groupings highlight the Staunton district's projected funding obligations based on state revenue projections and state of good repair funding. Mr. Beard explained that the money in these groupings fund maintenance activities between FY 21-24, with funding allocated every year. and invited

Mr. Adam Campbell of VDOT to give more detail. Mr. Campbell reiterated that the funds in these groupings are updated every year based on forecasts and are thought of as a reserve of obligations that can be drawn down from for maintenance projects. Mr. Campbell also noted that these maintenance groupings are for the entire Staunton planning district, including the Harrisonburg-Rockingham MPO and the Winchester-Frederick County MPO. Mr. Beard informed the Board that the TAC reviewed the FY 21-24 TIP Amendment at their April 19<sup>th</sup> meeting and recommended that the Board release the item for 21 days of public comment.

Mr. Beard requested that the Policy Board release the FY 21-24 TIP Amendment for 21 days of public comment. A motion to release the item for public comment was made by Todd Wood and seconded by Tim Fitzgerald. The motion was carried by unanimous vote.

#### **FY 24-27 Transportation Improvement Program (TIP) Amendment Release for Public Comment (Board Action Form #23-04)**

Chairperson Arrowood presented the FY 24-27 TIP Amendment agenda item. Mr. Beard explained that the SAWMPO is managing the current FY 21-24 TIP as well as creating the FY 24-27 TIP at the same time. Mr. Beard reiterated that the TIP is a short-range planning document that is created every four years, that highlights federally funded highway and transit projects. Mr. Beard explained that every MPO has its own TIP for projects happening within their boundaries, and that the state has a statewide TIP (STIP). The STIP combines all of the MPO TIPS into a single document. On October 1<sup>st</sup> 2023 VDOT will submit the STIP to the Federal Highways Administration for approval.

Mr. Beard explained that the MPO has worked with DRPT and VDOT to develop the FY 24-27 TIP, reviewing the projects, project groupings, and funding for Highway and Transit projects. Mr. Beard explained that the TAC reviewed the FY 24-27 TIP at their April 19<sup>th</sup> meeting and recommended that the Board release the item for public comment.



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Mr. Beard requested that the Policy Board release the FY 24-27 TIP Amendment for 21 days of public comment. A motion to release the item for public comment was made by Todd Wood and seconded by Tim Fitzgerald. The motion was carried by unanimous vote.

### **Presentation: The Port of Virginia Port Overview Mr. Thomas Cross**

The SAWMPO Policy Board meeting continued with Mr. Thomas Cross, the director of state and local government affairs for Virginia Port Authority, giving an overview of the Port of Virginia. Mr. Cross began his presentation with an overview of the Port of Virginia, explaining that it is made up of six terminals across the Commonwealth: Norfolk International Terminals, Virginia International Gateway, Richmond Marine Terminal, Virginia Inland Port, Portsmouth Marine Terminal, and Newport News Marine Terminal. Mr. Cross specified that the offshore of Portsmouth Marine Terminal is the future home for offshore wind and is currently under construction at about 27% complete. Mr. Cross explained that the two main container terminals are the Virginia International Gateway and the Norfolk International Terminals. The Norfolk International Terminals is the largest terminal. Mr. Cross noted that automation and technology has been the driver of success for the Virginia Inland Port, allowing quicker, more efficient, and safer conditions for those working at the Port.

The Port of Virginia is successful due to technological investments, geographic location, and rail connectivity. Having connectivity with Norfolk Southern and CSX railroads allows goods to be shipped from the Port of Virginia to the western U.S. Beyond location and technical resources the Virginia Ports are able to be successful and flexible during moments of high demand due to “The Virginia Model.” As explained by Mr. Cross, the benefit of The Virginia Model is that there is a single port authority and a single operating entity that can assign contracts. This consolidated power structure allows the Port to be more flexible and to unload cargo at many different locations if necessary.

Plans to continue the growth and success of the Port of Virginia include a 55’ channel deepening and widening of the Norfolk Harbor. This widening and deepening will make the Port the only port on the East Coast that can have two way traffic. Over the next few years there will also be around \$90 million in investments in the central rail yard that will raise capacity from 350,000 annual container lifts to 610,000.

In addition to technological and practical advantages the Port is also making efforts to decrease their carbon footprint. By 2024 the Port will see a 65% absolute reduction in green house gas emissions since 2017 as well as having 100% of port operations be powered by clean energy. The overall goal is to have net zero carbon emissions by 2040.

Mr. Cross concluded by reiterating that improvements in the ports themselves and improvements in operations are intended to increase functionality and profitability of The Port of Virginia and will help increase

the profitability of the Commonwealth at large. Mr. Cross opened the floor for questions and discussion ensued.

## Agency Updates

### Virginia Department of Transportation (VDOT)

Mr. Adam Campbell of VDOT Staunton District Planning provided the following update:

- The spring VDOT public meeting is scheduled from May 3<sup>rd</sup> from 4:00 p.m. to 6:00 p.m. This meeting will be an opportunity for the public to speak with CTB members about the draft Six Year Improvement Program (SYIP). The CTB is accepting comments online until May 24<sup>th</sup>.
- Revenue sharing application window will begin soon and VDOT will share their schedule once it is made available.
- Transportation alternatives application windows will begin on May 15<sup>th</sup>

Mr. Don Komara provided the following VDOT Harrisonburg Residency updates:

- Staunton Crossing is about 27% complete with an expected May 2024 completion date.
- Dual lefts going into Millplace is going to advertisement.
- 262, widening from 613 to 252, went to add in May and will open up in June.
- The Waynesboro connector went out for bids in April and will be opened in May.
- Public hearing is planned to be held sometime this summer for the slip lane and roundabout on 250 towards the Woodrow Wilson school with a 2024 advertisement date.
- I-64 East bound over the mountain will be overlaid. This will be completed this summer by SL Williamson.
- Advanced warning about fog conditions on the mountain will be put in the pavement to record speed and alert drivers to the fog.
- VDOT is beginning mowing operations for the Spring and Summer.
- Mr. Komara encouraged the Policy Board to attend the VDOT public meeting.

Mr. Todd Stevens provided an update from VDOT about the I-81 project.

- The project has a contract and is in a design build. The hope is that the shoulder widening part of the project will begin this fall, and spring 2024 lane restrictions and barriers will begin.



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Department of Rail and Public Transportation (DRPT)

Ms. Grace Stankus gave the following DRPT updates:

- FY-24 draft STIP went live in April and is available on the DRPT open data portal for review.
- Discover transit marketing campaign is back and more information is available on the [connectingva.org](http://connectingva.org) site.

Transit

Ms. Devon Thompson gave the following BRITE Transit and Afton Express updates:

- The FY24 Draft Six-Year Improvement Program has been released and is available for public comment. The CSPDC applications recommended for funding include Urban and Rural Operating and Capital, and Commuter Assistance Operating funds and Technical Assistance for a Strategic Plan.
- The BTAC approved reducing evening hours on the Blue Ridge Community College Shuttles. The decreased hours will be implemented on June 5. Pop-up events were hosted at BRCC, JMU, and Staunton Lewis Street Hub last month to notify riders of the changes and gather their comments and feedback.
- The BRITE Transit Facility hosted the statewide Community Transportation Association of Virginia (CTAV) Paratransit Roadeo on April 29. Drivers from around the state competed to highlight their driving skills related to passenger and operations safety. The winner receives paid way to the national competition.
- CSPDC staff is updating the BRITE Title VI Plan. Plans are required to be updated and submitted to FTA every three years.
- The design and engineering phase of the Lewis Street Hub rehabilitation project continues to move forward. CSPDC staff received the 30% plans from Kimley-Horn and are working through comments and an informal city review. The next step will be a value engineering workshop with DRPT.
- Afton Express ridership for the month of April is strong – the route is averaging 68 passenger trips per day, which is up from 62 in March. CSPDC staff continues to work with UVA to market the expanded times to UVA hospital employees (last evening run is steady with about 2-3 passengers per day, with one day seeing 7 passengers).



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### Locality Updates

There were no updates from the City of Staunton or the City of Waynesboro. Tim Fitzgerald of August County informed the Policy Board that the Verona sidewalk project has gone to bid for the fourth time.

### **Other Business**

Chairperson Arrowood asked if there was any other business. Ms. Ann Cundy informed the Policy Board that the joint MPO meeting with the SAWMPO and the Charlottesville-Albemarle MPO will resume on September 27<sup>th</sup>.

### **Upcoming Meetings**

Chairman Arrowood announced that the next scheduled TAC meeting will be held on May 17, 2023, at 2:00 p.m., and the next Policy Board meeting is scheduled for June 7, 2023, at 10:00 a.m.

### **Meeting Adjournment**

There being no further business to come before the Policy Board, Chair Arrowood asked for a motion to adjourn the meeting. The motion was made by Tim Fitzgerald and seconded by Todd Wood and the meeting was adjourned at 11:04 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