

## Policy Board Regular Meeting Minutes June 7, 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, Vice-Chair	✓*	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, Chair		Phil Thompson (Alt)		Ann Cundy
	Tim Fitzgerald		<b>FHWA</b>	✓	Zach Beard
✓	Jennifer Whexel (Alt)		Kevin Jones	✓	Devon Thompson
	Pam Carter (Alt)		<b>FTA</b>	✓	Paula Melester
	<b>City of Waynesboro</b>		Michele DeAngelis	✓	Ansley Heller
✓	Jim Wood		<b>VA DOA</b>	✓	Steve Bolster
	Todd Wood		Rusty Harrington	✓	Dana Trone
	Michael Hamp (Alt)		<b>CTB</b>		
	<b>VDOT</b>		Mark Merrill		
✓	Todd Stevens				
	Adam Campbell (Alt)				
✓	Don Komara (Alt)				
	Matt Dana (Alt)				
	✓* Indicates Zoom Participants				

### Call to Order

The June 7, 2023, meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:02 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.

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## 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 May 3, 2023, Policy Board meeting. Mr. Todd Stevens moved, seconded by Mr. Jim Wood, to approve the minutes as presented. The motion was carried by unanimous vote.

## Approval of FY24 Unified Planning Work Program (UPWP) (Board Action Form #23-05)

Vice Chair 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 reminded the Policy Board that they were presented with the FY24 UPWP at their May 3<sup>rd</sup> meeting where they voted to release the UPWP to the public for 21 days of comment. The FY 24 UPWP received no comments in this period. Ms. Cundy reminded the Policy Board that the FY 24 UPWP would fund a small area study and fund the beginning activities for the SAWMPO 2050 LRTP Update. As outlined in the Board Action Form, Ms. Cundy said the Policy Board that the FY UPWP would rearrange funding and work hours so that the “public outreach” work category would be moved into the general “admin” work category to make time and expenses easier to track. Ms. Cundy explained to the Board that there is now 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.

Vice-Chairperson Arrowood called for a motion to approve the FY 24 UPWP. The was made by Dr. Scott Seaton and seconded by Mr. Todd Stevens. The motion was carried by unanimous vote.

## Approval of FY 21-24 Transportation Improvement Program (TIP) Amendment (Board Action Form #23-06)

Vice Chair Arrowood presented the FY 21-24 TIP Amendment agenda item. Mr. Zach Beard explained to 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 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.



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Mr. Beard noted to the Board that in April VDOT sent the MPO three updated project maintenance groupings. 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.

Mr. Beard reminded the Policy Board that they voted to release the FY 21-24 TIP Amendment for 21 days of public comment at their May meeting. No public comments were received. Mr. Beard requested that the Policy Board approve the FY 21-24 TIP Amendment. A motion to release the item for public comment was made by Mr. Jim Wood and seconded by Ms. Jennifer Whetzel. The motion was carried by unanimous vote.

**Approval of FY 24-27 Transportation Improvement Program (TIP) Amendment (Board Action Form #23-07)**

Vice Chair 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.

Mr. Beard noted that the TIP changes every year and is a snapshot of funding at a particular time. To keep the TIP accurate, there are times when the document must be amended or administratively modified.

Mr. Beard reminded the Policy Board that the FY 24-27 was brought to them for review at their May meeting, where they released the FY 24-27 TIP Amendment for 21 days of public comment. No public comments were received. Mr. Beard asked the Policy Board for their approval of the FY 24-27 TIP. A motion to release the item for public comment was made by Mr. Jim Wood and seconded by Dr. Scott Seaton. The motion was carried by unanimous vote.

**Presentation: SAWMPO Potential for Safety Improvement (PSI) Study Summary and Recommendations – Dana Trone, Senior Vice President, WRA.**

Leading into the presentation Mr. Beard introduced Dana Trone, a senior vice president from the engineering firm WRA who has been the project lead on the SAWMPO's PSI Study. Mr. Beard reminded the Policy Board that the SAWMPO PSI Study is focusing on six intersections across the MPO, these were identified through review of the list VDOT 2020 PSI Intersections and selected through collaboration with MPO staff and local VDOT staff. Two PSI intersections were selected for each locality. The Staunton intersections were the intersection of N. Coalter Street at Statler Boulevard and the intersection of Churchville Avenue and Thornrose



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Avenue. The Augusta County intersections were the intersection of Laurel Hill Road at I-81 Exit 227 Northbound Ramps and the intersection of US-11 at Laurel Hill Road. The Waynesboro intersections were S. Delphine Avenue at I-64 Exit 96 Westbound Ramps and S. Delphine Avenue at Windsor Road.

Ms. Trone outlined the scope of work as involving data collection and field review, crash analysis, existing conditions analysis, traffic forecasting, future no build conditions analysis, development and screen of improvement alternatives, future build conditions analysis, cost estimates, and reporting.

- *N. Coalter Street at Statler Boulevard*
  - Beginning the presentation with the City of Staunton Ms. Trone described the current road conditions at the N. Coalter Street at Statler Boulevard intersection, highlighting that field observations noted that there is occasional moderate queuing observed, typically in the afternoon in the Eastbound, Southbound, and Westbound directions. Field observations also lead WRA to notice that there is frequent blocking of commercial entrances near the intersection, and that there are no pedestrian signals along the intersection. Between January 2015 and August 2022 there were 32 crashes at the intersection, 53% were rear end crashes, 41% angle crashes, 3% fixed object crashes, and 3% other crashes.
  - The preferred alternative improvements to the intersection include striping the westbound lane, create a right turn overlap for eastbound and westbound turns, remove the channelization for eastbound right turns, and convert eastbound and westbound protected-permissive left-turn phasing to a flashing yellow arrow. There are also improvements that suggest converting the north and southbound lanes from the protected-only left turn phasing signals to flashing yellow arrows, and increasing the yellow and red clearance times. There are also suggestions to add “DO NOT BLOCK” signage and markings in front of local businesses, adding high visibility signal backplates, and adding crosswalk and pedestrian signal improvements on the west and south legs of the intersection.
- *Churchville Avenue and Thornrose Avenue*
  - The current intersection is described as a stop-controlled intersection, with Churchville Avenue consisting of free flow traffic, and the intersecting Thornrose Avenue coming to a stop. Field observations noted that there is some minor queuing in the area and that there is driver and pedestrian hesitancy related to southbound Churchville Avenue traffic. They also noted that there is a sight distance restriction for those coming out of Gypsy Hill Park on Constitution Drive. Between January 2015 and August 2022 there were 20 crashes at the intersection, 40%



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were angle crashes, 25% rear end crashes, 25% fixed object crashes, and 10% sideswipe crashes.

- Two sets of recommendations were developed for this intersection; a short term and a long term set of preferred alternatives.

- Short Term

- The short-term recommendation would be to remove the right-turn channelization to/from Thornrose Avenue. This would reduce pedestrian crossing distance and conflict points and reduce travel speeds for right turns. It would however impact parking at the Stonewall Brigade Band Bandroom.

- Long Term

- The long-term recommendation would be to create a roundabout at the intersection. The roundabout would create a right-in/right-out for Constitution Drive. It would reduce conflict points as well as delays for Thornrose avenue while also slowing travel speeds and being compatible with the proposed bike lanes. There would be impacts to the parking at the Stonewall Brigade Band Bandroom and the roadway footprint would have to be widened into the ShenanArts property.

- *Laurel Hill Road at I-81 Exit 227 Northbound ramps*

- Another stop-controlled intersection where Laurel Hill Road has free-flowing traffic and I-81 NB Off-Ramp traffic must stop. Field observations found that there is moderate queuing observed at the off-ramp, particularly in the morning and that there is stacking in the median for both the Eastbound lane to I-81 Northbound and for the Northbound lane from I-81 Northbound off-ramp. Between January 2015 and August 2022 there were 24 crashes at the intersection. 92% of crashes were angle crashes and 8% were rear end crashes. 33% of the crashes occurred during nighttime hours.
  - The preferred alternative for this intersection is another roundabout. A roundabout at this intersection would eliminate all crossing conflict points and reduce other conflict points from 9 to 4. This would also reduce travel speeds and reduce delays on the I-81 NB off-ramp. This alternative would allow for dedicated lanes for Eastbound Laurel Hill Road through traffic as well as NB I-81 traffic, and it would eliminate the merge along Eastbound Laurel Hill Rd.



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- *US-11 at Laurel Hill Road*
    - The US-11 at Laurel Hill Road intersection is a signal-controlled intersection with signalized pedestrian crossings at all four legs and with flashing yellow arrows for left turns. Field observations noted occasional moderate queuing observed primarily along westbound and southbound left turns. They also noted that there was an imbalanced Northbound lane utilization along US-11 caused by downstream lane reduction and commercial access points.
    - Between January 2015 and August 2022 there were 67 crashes at the intersection. 76% were angle crashes, 5% were pedestrian crashes, and the remaining 19% of crashes were outside of the intersections direct area of influence. The five entrances and exits for a shopping center at Laurel Hill Rd and US-11 make the site particularly challenging. Of the 23 crashes that took place at one of these 5 access points, 11 were concentrated off of the US-11 Southbound right-hand lane. Of these 11 crashes 5 were angle crashes, 5 were rear-end crashes, and 1 was a pedestrian crash. Due to the difficult nature of access management for this area WRA created two options for access management.
      - Option 1 – Improve lane drop signing for westbound right turn traffic, realigning crosswalks, replace curb ramps, and pedestrian signals to improve pedestrian safety, closer Walgreens driveway closest to the intersection, and converting the entrance along US-11 to a right-in only.
      - Option 2 – Improve lane drop signing for westbound right turn traffic, realigning crosswalks, replace curb ramps, and pedestrian signals to improve pedestrian safety, closer Walgreens driveway closest to the intersection. Option 2 would close the US-11 entrance closest to the intersection and shift the entrance further south.
  - *S. Delphine Avenue at I-64 Exit 96 Westbound ramps*
    - This intersection is another stop-controlled intersection with South Delphine Avenue being free-flow. There has been some minor queuing observed as well as significant truck traffic. This intersection is also an area where drivers were observed double stacking if there are vehicles turning left from the off-ramp. Between January 2015 and August 2022 there were 24 crashes at this intersection. 50% fixed object/other crashes, 20% angle crashes, 13%, rear end crashes, 13% sideswipe crashes attributed to two vehicles turning right from ramp simultaneously, and 4% were animal-related crashes.
    - The preferred alternative to this intersection would be to formalize a right turn from southbound Delphine Ave, providing a right turn lane for the I-64 Westbound ramp to reduce



sideswipe crashes and delays for right turns. Improving intersection lighting as well as restriping to provide a lane drop for Southbound Delphine Ave right-turn lane to Westbound I-64 to reduce speeds and potential for right turn, run-off-road crashes would also be suggested.

- *S. Delphine Avenue at Windsor Rd.*
  - The final intersection is another stop-controlled intersection with S. Delphine Avenue being free flow traffic. Field observations found that there is occasional minor queuing, significant truck traffic, and drivers double stack along Windsor Rd if there are vehicles turning left onto S. Delphine Ave. Between January 2015 and August 2022 there were 18 crashes. 44% were angle crashes, 11% were sideswipe crashes, another 11% were animal crashes. There were also fixed object crashes, head on crashes, and rear end crashes, accounting for 6% each of crashes.
  - The preferred alternative for this intersection would be to change Mountain Rd to a right-in/right-out only. Remove Southbound Delphine Avenue left-turn lane and stripe left and right turn lanes onto Windsor Rd. These changes would reduce the conflict points from 32 to 11.

Ms. Trone concluded her presentation and a brief discussion ensued.

## **Agency Updates**

### *Virginia Department of Transportation (VDOT)*

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

- Mr. Campbell told the Policy Board the CTB members for the Staunton district were able to secure an additional \$23.8 million in funding to go towards a project on Main St. and US-11 in Harrisonburg, an intersection improvement at Cross Keys and US-33 in Rockingham County, and an intersection safety improvement along Rt. 55 in Warren County. In addition there was also a district grant balance remaining from the CTB's recommended scenario, and the balance was chosen to fund an additional project in the SAWMPO, the Waynesboro I-64 EXIT 94 Off-ramp improvements.
- Mr. Campbell reminded the Policy Board that preapplications for the transportation alternatives is open until June 30<sup>th</sup>.

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

- Revenue Sharing is open and would close at the end of June.
- Engineering firm Kokosing was the lowest bidder, so they will be doing the work between Harrisonburg and Staunton, from mile marker 221 to 262.



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- The Bartle Brooke Road Bridge is being extended over Bartle Brooke in July.
  - Staunton Crossing is moving along and should be finished in May of 2024.
  - 262, widening from 613 to 254, went to advertisement in May and is open in June.
  - Bids have been reported for the Waynesboro crossing project.
  - There is a stakeholder meeting June 12<sup>th</sup> for the slip lane and roundabout at the Woodrow Wilson into the Woodrow Dual lefts going into Millplace is going to advertisement.
  - I-64 East bound over the mountain will be overlayed. 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.
  - Augusta County is expected to have several gravel roads paved this upcoming year.
  - VDOT is mowing and fixing potholes.

Mr. Todd Stevens provided an update from VDOT about the Waynesboro connector project.

- Mr. Stevens reminded the Policy Board that in January the project was short on funding, and so funding was moved from one project to the Waynesboro Connector Project. The Waynesboro connector project has received funding and all funds have been moved back to their original projects for full funding.

#### *Department of Rail and Public Transportation (DRPT)*

Ms. Grace Stankus informed the Policy Board that DRPT did not have any updates to provide.

#### *Transit*

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

- The evening hours for the BRCC Shuttles were reduced beginning June 5. Hours were previously Monday – Thursday: 6:50A-11P & Friday 6:50A-8P (North) and Monday-Thursday: 7:15A-10:30P & Friday 7:15A-7:30P. Hours of operation are now Monday-Friday 7A-6P (North) and Monday-Friday 7:30A-5:30P (South). The new hours align with service demand and were approved by the BTAC at the end of last year.
- CSPDC staff has updated the BRITE Title VI Plan. Title VI Plans describe the measures taken to assure compliance with the rules and regulations associated with Title VI and subsequent nondiscrimination



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laws, Environmental Justice, and Limited English Proficiency. Plans are required to be updated, approved, and submitted to FTA every three years. The Draft Plan is out for public comment this month, and approval will be sought at the CSPDC Board of Commissioners June 20 meeting.

- The BRITE Transit Facility is a designated polling location and will host the June primary election on June 20.
- In conjunction with the DRPT Discover Transit campaign, BRITE and Afton Express will offer fare-free rides on Wednesday, June 21.
- The design and engineering phase of the Lewis Street Hub rehabilitation project continues to move forward. 30% plans have been completed and reviewed, and Kimley-Horn is proceeding with the 60% plans. Next steps will include a value engineering workshop with DRPT.

Ms. Paula Melester gave the following Afton Express updates:

- Ms. Melester let the Board know that ridership of the Afton Express continues to grow, seeing about 65 – 85 passenger rides per day.
- Ms. Melester repeated that the DRPT Discover Transit campaign will also cover Afton Express and they will be offering fair-free rides on Wednesday, June 21<sup>st</sup>.

### *Locality Updates*

There were no updates from Augusta County or the City of Waynesboro. Vice Chair Arrowood gave an update for the City of Staunton and informed the Board that Staunton has purchased the old Chestnut Hill Shopping center.

Ms. Wetzel asked VDOT if Revenue Sharing would be applicable for the Verona sidewalk project that has been bid over budget. Mr. Komara explained that the Revenue Sharing program should be helpful with the project. Ms. Cundy asked if there were any efforts by VDOT to offer inflation relief in the TAP programs. Mr. Stevens said he was unaware of something currently in process. Discussion of funding for the Verona Sidewalk project continued.

### **Other Business**

Vice Chair Arrowood asked if there was any other business. Ms. Bonnie Riedesel informed the Policy Board that the CSPDC had recently hired a new planner, Mr. Steve Bolster, and introduced him to the Board. Ms. Riedesel also informed the Policy Board of the joint MPO meeting with the SAWMPO and the Charlottesville-Albemarle MPO on September 27<sup>th</sup> at Fishburne Academy.



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## Upcoming Meetings

Vice Chair Arrowood announced that the next scheduled TAC meeting will be held on June 21<sup>st</sup>, 2023, at 2:00 p.m., and the next Policy Board meeting is scheduled for July 5<sup>th</sup>, 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 11:14 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