



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

## **Policy Board Meeting Agenda February 3, 2021, 10:00 a.m.**

Via ZOOM Video Conference Call

Web Link: <https://zoom.us/j/95304069040?pwd=UTdiQngvL2hMUWJPWXNoSGh0OQ3Aydz09>

Dial In (Audio Only): 1-301-715-8592

Meeting ID: 953 0406 9040

Password: 558464

1. Call to Order
2. Public Comment
3. Approval of Minutes of the December 2, 2020 Policy Board Meeting\*
4. FY2022 FTA 5310 Application (Board Action Form #21-01)\*
5. FY21 Small Area Study Overview (Board Action Form #21-02)\*
6. FY2021 Safety Performance Targets (Board Memo #21-01)
7. FY2021 Unified Planning Work Program (UPWP) Budget Update (Board Memo #21-02)
8. Agency Updates
  - VDOT
  - DRPT
  - BRITE
9. Other Business
  - UVA Telework survey
10. Upcoming Meetings
  - February 17, 2021 – Technical Advisory Committee Meeting, via teleconference, 2:00 p.m.
  - March 3, 2021 – Policy Board Meeting, via teleconference, 10:00 a.m.
11. Adjournment

\* Action Required



---

**Policy Board  
Regular Meeting Minutes  
December 2, 2020, 10:00 a.m.**

Via Zoom Video Conference Call  
[Audio Recording of Call Click Here](#)

**Present (19):**

Voting Members		Non-Voting Members		Others	
	<b>City of Staunton</b>		<b>VA DRPT</b>		<b>Others</b>
✓	Carolyn Dull	✓	Wood Hudson	✓	Dave Covington, VDOT
✓	Steve Rosenberg		Grant Sparks	✓	Josh Dunlap, VDOT
	Leslie Beauregard (Alt)		<b>VRT</b>	✓	Lyle Hartt, City of Staunton
	<b>Augusta County</b>		Steve Wilson		<b>Staff (CSPDC)</b>
✓	Scott Seaton		Phil Thompson (Alt)	✓	Bonnie Riedesel
✓	Tim Fitzgerald		<b>FHWA</b>	✓	Ann Cundy
	Pam Carter (Alt)		Mack Frost	✓	Zach Beard
	<b>City of Waynesboro</b>		<b>FTA</b>	✓	Devon Thompson
✓	Bobby Henderson, Vice Chair		Michele DeAngelis	✓	Kimberly Miller
✓	Jim Shaw		<b>VA DOA</b>		
	Michael Hamp (Alt)		Rusty Harrington		
	<b>VDOT</b>				
✓	Randy Kiser				
✓	Adam Campbell (Alt)				
✓	Don Komara (Alt)				
✓	Matt Dana (Alt)				

**Call to Order**

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:02 a.m. by Mr. Bobby Henderson, Chairperson.

**Approval of Minutes**

Chairperson Henderson presented the minutes from the November 4, 2020 Policy Board meeting.



---

***Dr. Seaton moved, seconded by Mr. Rosenberg, to approve the minutes as presented. Motion carried unanimously (7-0).***

**Consideration of the SAWMPO 2021 Meeting Schedule (Action Form #20-09)**

Chairperson Henderson presented the 2021 Meeting Schedule. Ms. Cundy stated that each year the schedule of regular meetings of the SAWMPO is considered by the Board and published in December in accordance with the SAWMPO Public Participation Plan. She stated that for the foreseeable future, the meetings will continue to be held virtually by video conference call.

***Dr. Seaton moved, seconded by Mr. Shaw, to approve the 2021 Meeting Schedule. Motion carried unanimously (7-0).***

**Consideration of the 2045 Long Range Transportation Plan (LRTP) (Action Form #20-10)**

Chairperson Henderson presented the 2045 LRTP. Mr. Beard stated that the LRTP process, which began in March of 2019, is near the end. He stated that the document must be updated every five years and is a core requirement of an MPO. Mr. Beard stated that the primary outcome is to assess the region's transportation network over a 25-year period and identify projects for funding and construction over that period. He stated that drafts of the document have been reviewed with the Board and TAC since September. Mr. Beard stated that the TAC reviewed the final draft at their meeting in October, the Board reviewed it in November and released it to the 21-day public comment period. He stated that no comments were received during that time. Mr. Beard stated that all comments received during the entire process are included in Appendices D and E. He stated that the public outreach process is described in Chapter 2.

Mr. Beard stated that this is the first LRTP to be completed in-house. He thanked the LRTP Working Group, made up of the jurisdictions TAC members, VDOT and DRPT, and the VDOT District Planning staff for their assistance developing the region's first Travel Demand Model.

Mr. Beard stated that staff requests the Policy Board approve the final LRTP document. He stated that the document will be distributed to state (VDOT, DRPT) and federal (FHWA, FTA) agencies, and its completion will ensure that all three of our localities may continue to receive federal funding for their transportation projects.

In response to a question by Dr. Seaton, Ms. Cundy stated that BRITE funding reflected in the Plan includes only services within the Staunton, Augusta County and Waynesboro area, and that the Afton Express service is not included in this document.

***Dr. Seaton moved, seconded by Mr. Fitzgerald, to approve the 2045 LRTP. Motion carried unanimously (7-0).***



---

## **FY2021 UPWP Budget Update (PB Memo #20-25)**

Chairperson Henderson presented the UPWP Budget Update. Ms. Riedesel stated that the memo summarizes spending activities as compared to budget for the fiscal year 2021 as of October 31<sup>st</sup>. She stated that spending is on-track and approximately \$64,000 has been spent so far.

## **Presentation: Interstate-81 Corridor Improvement Plan Updates – Dave Covington, P.E., I-81 Program Delivery Director, VDOT**

Chairperson Henderson presented the I-81 Corridor Improvement Plan Updates presentation. Mr. Kiser introduced Mr. Dave Covington, I-81 Program Delivery Director for the 325-mile corridor that goes through three VDOT construction districts. He stated that Mr. Covington assumed the leadership role last fall and lives within the SAWMPO, in Stuarts Draft. Mr. Kiser stated that Mr. Covington has design, construction and maintenance experience. He stated that Mr. Covington's most notable project within VDOT was the very complex Route 29 Solution project which he delivered under budget and way ahead of schedule.

Mr. Covington stated that he would discuss both historical and current status of the I-81 Improvement program. He stated that the information is available on the [Improve81.org](https://www.improve81.org) website, which is a resource for localities and the public.

Mr. Covington started by discussing the impact of COVID-19 on the corridor; a full recovery to 2019 traffic volume has not yet been achieved. He discussed the core benefits of the I-81 Improvement program: enhanced safety, reduced congestion and economic development. Mr. Covington stated that there are 56 capital projects; 16 are programmed for 2023 and beyond, 8 projects have been completed, five of which were in the Staunton district, and the remaining 32 projects are in some part of the design phase. He discussed the categories of improvements that the capital projects address. Mr. Covington stated that operational improvements are also planned which are quick to implement with relatively low cost and high return on investment. He stated that there are three planned operational studies with potential future improvements: 1) truck parking, 2) speed enforcement and 3) multimodal improvements. Ms. Riedesel stated that Zach represents the SAWMPO region on the truck parking task force. Mr. Beard stated that he will be sending a request for input to the localities regarding truck parking to share with the task force. Ms. Riedesel noted that the Chairman of the Commission, Mr. Frank Friedman, represents the region on the I-81 Advisory Committee.

Mr. Covington provided an update on the status of projects by district, Bristol, Salem and Staunton. He stated that in the Staunton district there are 16 projects, a mix of small and large projects. Within the Staunton District, Mr. Covington showed a timeline of expected project construction. He discussed the role of the I-81 Advisory Committee and the members on the committee. Mr. Covington discussed sources of funding which come from truck fees, regional fuels tax, and statewide road and diesel tax. He stated that project status and schedules are on the [Improve81.org](https://www.improve81.org) website, with project details being searchable on an interactive project map. Mr. Covington discussed that next steps and VDOT contacts for the I-81 Corridor Improvement Program. He asked if there were any questions; there were none. Ms. Cundy stated that she would send out the presentation to the Board members. Presentation attached to file minutes.



---

## Agency Updates

### Virginia Department of Transportation (VDOT)

Mr. Campbell shared the following updates:

- The SMART SCALE applications are in the process of being scored and validated. Final scores and the funding scenario are expected in January.
- VTRANS Needs Prioritization process – OIPI held a series of webinar workshops and comments were accepted through the end of November. The CSPDC submitted a letter with some valid questions and concerns to OIPI. The CTB is expected to approve the process this month, depending on the amount of comments received across the state.
- STARS study updates – the Staunton Downtown Intersection study is well underway. The study focus is to select intersections in downtown and an additional three intersections on West Beverley Street. Count data has been collected and existing conditions analysis will begin next.

Mr. Komara gave the following updates:

- Bell Creek (at Jake's Store) bridge project is progressing well and is on-schedule; the east bound abutment is complete. The detour will likely end in April-May, 2021.
- Waynesboro Park & Ride Lot was advertised; there were eight bidders, the lowest being Plecker Construction Company in Staunton at just over \$1.02 million. Construction is expected to begin in the spring and completed in the summer of 2021.
- Rt 340 safety improvement project will widen the shoulder similar to the Buffalo Gap project.
- Weyers Cave – right turn lanes will be extended so as not to interfere with Route 11 traffic; will be advertised in spring 2021.
- Mill Place dual left into the industrial park in Verona will go out for advertisement next fall.
- Crozet Tunnel is open to the public.
- Other maintenance in the district is underway; i.e. paving, grading of dirt roads, and snow removal contracts.

Mr. Kiser gave the following updates:

- A virtual six-year plan public hearing was held last week just prior to the November 24 CTB meeting; public comments may be submitted through tomorrow, December 3<sup>rd</sup>.
- The 2020 spring public hearing was cancelled due to not knowing what the revenue situation would be. The six-year plan is being updated with the biggest change being reallocation of previously provided revenue sharing, close to \$500 million, and using those funds for existing projects to keep them on-schedule and on-budget.
- The CTB announced the appointment of Mr. Mark Merrill, a former CEO and President of Valley Health in Winchester to replace Mr. Dixon Whitworth, who retired.

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

Mr. Hudson gave the following update:



- FY22 MERIT grant cycle for transit capital operating and special programs opened yesterday with a virtual grantee meeting; the portal is currently open and will remain available through February 1<sup>st</sup>, 2021.
- The FY21 SYIP will be considered by the CTB at their December meeting.

#### BRITE Transit

Ms. Thompson gave the following update:

- BRITE will begin entering applications on the DRPT portal shortly for FY2021 funding.
- Included in the draft SYIP are the Afton Express service and ITS Phase I funding which the CTB will consider at its December meeting.
- Holiday hours are being implemented for Thanksgiving, Christmas and New Year's holidays.
- The inclement weather notification plan is updated and tested annually by the BTAC; the plan has reviewed and updated and a test has been conducted.
- BRITE usually participates in the local Christmas parades, which have been cancelled this year. BRITE will instead participate in Staunton's Festival of Lights with a festively lighted bus stop shelter.

#### **Other Business**

Chairperson Henderson presented other business. Ms. Cundy stated that upon reviewing the VTrans methodology for prioritizing the needs and then the actual prioritization, staff decided to submit feedback to OIPI during the comment period. She stated that more information is needed as to how OIPI would make funding available for VDOT-led studies. Ms. Cundy stated that if a VTrans need is not a high priority, it may not be eligible for something like a STARS study, but more clarification is needed on whether the lower priority needs would be eligible for study funding. She stated that the Tier I and II priority needs that OIPI identified are corridors and locations that we have already studied, either with MPO funding or VDOT funding through the STARS program. She stated that requests for clarification were sent by the SAWMPO, Harrisonburg-Rockingham MPO, and the Virginia Association of MPOs.

#### **Upcoming Meetings**

Chairperson Henderson mentioned the upcoming TAC meeting on December 16<sup>th</sup> and the next Board meeting scheduled to be held on January 6<sup>th</sup> at 10:00 a.m. Both meeting will be held via video conference.

#### **Meeting Adjournment**

There being no further business to come before the Policy Board, Chairperson Henderson adjourned the meeting at 10:48 a.m.

Respectfully submitted,

Ann W. Cundy  
Director of Transportation



112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO TAC  
**FROM:** Ann Cundy, Director of Transportation  
**MEETING DATE:** February 3, 2021  
**RE:** **Board Action Form #21-01: FY2022 FTA 5310 Heart Havens Application for Capital Assistance**

## RECOMMENDATION

Recommend that the Policy Board endorse the 5310 application for Heart Havens, and include the project in the SAWMPO TIP if awarded.

## EXECUTIVE SUMMARY

The SAWMPO is required to maintain a Transportation Improvement Program (TIP) that identifies all federal transportation funding in the MPO region. Every year, the FTA 5310 program provides federal funding for capital and operational transportation assistance for the elderly and persons with disabilities through local non-profit organizations.

In the SAWMPO, there is one non-profit applying for capital assistance under the program in FY22. FTA 5310 applications do not require a financial commitment from the MPO.

## CAPITAL ASSISTANCE

Federal dollars approved for FTA 5310 capital assistance require a 20% applicant match. Heart Havens, a non-profit providing transportation support for adults with a developmental disability at their Stuarts Draft facility, is requesting funding to purchase one 9-passenger van with a handicap-accessible lift.

DRPT and the providers request that the MPO include the 5310 projects in the TIP if the applications are funded. The letter requesting 5310 funds is included with this memo.

## ATTACHMENT

[Heart Havens 5310 Application Notification Letter](#)

---





**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO TAC  
**FROM:** Zach Beard, Transportation Planner  
**MEETING DATE:** February 3, 2021  
**RE:** **Board Action Form #21-02: FY 2021 Small Area Study Statement of Need**

## RECOMMENDATION

Recommend that the Policy Board approve the proposed FY21 Small Area Study.

## EXECUTIVE SUMMARY

The SAWMPO 2045 Long Range Transportation Plan (LRTP) and the Augusta County Comprehensive Plan identify capacity and safety needs along VA 256 (Weyers Cave Road) in the vicinity of I-81 Exit 235 between US 11 and VA 276 (Keezletown Road) in Weyers Cave. This Small Area Study will identify and evaluate moderate-cost, mid-term solutions to periodic congestion at the Exit 235 Interchange, and anticipate long-term corridor needs and intersection configurations to accommodate future growth in the vicinity of the interchange.

A Central Shenandoah Planning District Commission (CSPDC) On-Call Consultant will develop a Scope of Work detailing the study tasks, and develop a final deliverable with recommendations including planning level sketches and cost estimates. The study is anticipated to start in Spring 2021 and be complete in Fall 2021.

## STUDY PURPOSE

The purpose of this study is to evaluate the existing and future conditions near the I-81 Exit 235 interchange on VA 256 from US 11 to VA 276. The study will develop a set of mid- and long-term recommendations for improvements to address multi-modal operational issues in the study area.

The mid-term recommendations will focus on effective solutions to improve operational conditions by examining signal timing adjustments, modification of intersection geometry, innovative intersections, and access management improvements.

The long-term analysis will consider adding capacity to the existing two-lane interstate bridge, including bicycle and pedestrian accommodations, and design alternatives such as innovative intersections, for operational improvements at the Exit 235 interchange. The future scenario will consider where additional growth occurs as anticipated by the County's Comprehensive Plan to inform a future Interchange Modification Report (IMR).



## STUDY NEED

Weyers Cave is a Designated Growth Area in Augusta County, and VA 256 is a two-lane minor arterial serving regional destinations such as Blue Ridge Community College (BRCC) and the Shenandoah Valley Regional Airport. During current AM and PM peaks, VA 256 from US 11 to VA 276 experiences eastbound and westbound queues on the interstate bridge, making it difficult to turn left onto the Exit 235 southbound ramp, and to access US 11.

The Study area is projected to experience modest growth, and there is potential for new commercial and industrial development to accelerate due to an adjacent 514-acre tract of zoned industrial land, and also the continued growth of BRCC and the Airport.

In June 2020, the Airport announced approximately \$5 million in planned investment to construct nearly 25,000 square feet of new hangar and office space and create up to 75 jobs. The study area is expected to experience an unacceptable Level of Service (LOS) by 2035, according to the 2015 Augusta County Comprehensive Plan.

### Previous Plans and Projects

The SAMWPO 2045 LRTP and the 2015 Augusta County Comprehensive Plan identify operational and safety needs in the study area, and the need for long-term improvements along VA 256, such as increasing the capacity of the two-lane road and bridge. VTrans 2045 highlights Capacity Preservation needs on US 11 and Route 256.

Augusta County has submitted four Smart Scale applications addressing congestion in the study area (see **Table 1**). Of those, the FY21 Round 4 application is in the scoring phase, and the FY18 project was approved for funding; the other two projects were not approved. The approved I-81 Exit 235 Access Improvements Construction application addresses some of the needs in the study area, and will construct approximately 250' of right turn lane on Rt. 256 extending to Rt. 11 and the I-81 Southbound ramp, and also approximately 300' of right turn lane with taper on Rt. 256 to the northbound ramp. The funded turn lane improvements will be included in the Study analysis.

**Table 1: Smart Scale Applications**

Application	Description	Fiscal Year	Funding Status
Weyers Cave Road (Rt. 256) Turn Lane Project	Improve Weyers Cave Road (Rt. 256) from the northbound I-81 ramps to Triangle Drive by adding a median, turn lanes and a shared use path. Project includes the construction of a new park and ride facility (50 spaces).	2020, 2022	No, pending
Weyers Cave Road (Rt. 256) Widening Project	Widen Weyers Cave Road (Rt. 256) to a four-lane divided roadway section with a 10' wide shared use path from the eastern Interstate 81 ramps to just west of Houff Lane. This project includes approximately 0.8 of a mile of road improvements, as well as the construction of a park and ride lot at the interstate interchange.	2018	No
Interstate 81 Exit 235 Access Improvements	Construction of turn lanes on to Interstate 81 at Exit 235 Northbound and Southbound from Weyers Cave Road (Rt. 256)	2018	Yes

### Mid- and Long-Term Needs

The area may require major long-term improvements such as expanding the number of lanes on Route 256, reconstructing the Route 256 bridge over the interstate, and ramp connection

improvements to Route 256. Changes to interstate intersection configuration, such as bridge replacement, require that an Interchange Modification Report (IMR) be submitted to VDOT and the Federal Highway Administration (FHWA) to determine the most appropriate improvement strategy.

Bridge replacement is based on bridge condition and obsolescence. VDOT assesses bridges from 0 (failed condition) to 9 (excellent). Currently, the Route 256 bridge condition rating is 7 for deck, 5 for superstructure, and 6 for substructure, with an overall sufficiency rating of 62.7. Based on these ratings a replacement or major rehabilitation project will be necessary in 5 - 20 years.

As a result of the uncertainty of the bridge replacement timeline, the Study will identify both mid-term and long-term improvements. Mid-term improvements, such as signal operations, are cost-effective and can be implemented without an IMR, while the long-term intersection and road improvements can anticipate improvements that will be identified in the IMR.

### 3. TASKS AND DELIVERABLES

The consultant, selected from the CSPDC's on-call list, will be responsible for developing the Scope of Work, tasks, and deliverables, to include existing conditions analysis, modeling and data analysis, recommendations, and cost estimates.

The deliverable will be a technical document highlighting both mid- and long-term improvements that Augusta County and VDOT can use to evaluate operation improvements within the corridor to reduce vehicle delays, increase throughput, and identify funding opportunities. A one-page summary for each recommendation will include a detailed project sketch with aerial image, planning level cost estimate, and final takeaways.

### 4. NEXT STEPS

SAWMPO Staff requested that the TAC review the proposed components of the FY21 Small Area Study. Pending approval of the proposed study from the Policy Board, staff will begin the first steps of administering the project.

---



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO TAC  
**FROM:** Zach Beard, Transportation Planner  
**MEETING DATE:** February 3, 2021  
**RE:** **Board Memo #21-01: 2021 SAWMPO Safety and System Performance Targets**

## EXECUTIVE SUMMARY

In accordance with MAP-21, the Federal Highway Administration (FHWA) set National Performance Measures for Safety in 2016, and System Performance and Asset Management in 2017. Safety targets must be updated annually, while System Performance and Asset Management targets must be updated every four years. VDOT requested and received permission from FHWA to adjust the statewide bridge condition target for this year.

As with targets from previous years, staff recommends concurring with the statewide targets. There is no penalty for not meeting the targets.

## SAFETY PERFORMANCE TARGETS

In June 2020, the CTB approved OIPI's recommendation to set statewide targets in accordance with a trendline methodology that uses percent reductions for the number and rate of fatal crashes, serious injury crashes, and bicycle and pedestrian crashes. OIPI combines model baseline predictions with a project's anticipated crash reduction (SMART SCALE & HSIP), and the new legislation banning using a handheld device while driving, to develop the statewide 2021 Safety Performance Targets.

In 2021, OIPI projects 912 fatalities, 7,533 Serious Injuries, and 760 Non-motorized Fatalities and Serious Injuries statewide, which are reflected in the following safety target percentages:

- Fatalities: Increase of 3.2%
- Serious Injuries: Decrease of 1.46%
- Non-Motorized Fatalities and Serious Injuries: Decrease of .08%
- VMT: Increase of 1.07%

## SAWMPO Targets and Actual Numbers

The SAWMPO's 2015 – 2019 five-year average fatality and severe injury rate is lower than the statewide targets, with rates for both decreasing since 2017, while the number of non-motorized fatal and severe injuries is slightly higher than the target. The average increase in non-motorize crashes is mostly due to an increase in 2019; previously, the MPO was below the annual targets.

Since the MPO began setting targets in 2018, the MPO has been below each target, with the exception of the non-motorized category, which was slightly higher in 2019, and is projected to again surpass the target in 2020 (see **Table 1**).

**Table 1** below compares the annual safety targets and the actual numbers since the MPO began targets in 2018.

**Table 1: Projected Safety Targets and Actual Numbers, 2018 – 2021**

	<b>2018 Target</b>	<b>2018 Actual</b>	<b>2019 Target</b>	<b>2019 Actual</b>	<b>2020 Target</b>	<b>2020* Actual</b>	<b>2021 Target</b>
Fatalities	9	<b>4</b>	9	<b>6</b>	10	<b>3</b>	8
Rate of Fatalities per 100M VMT	.88	<b>.40</b>	.90	<b>.59</b>	.93	<b>.33</b>	.77
Serious Injuries	121	<b>111</b>	120	<b>81</b>	119	<b>66</b>	117
Rate Serious Injury Per 100M VMT	12.12	<b>11.16</b>	11.85	<b>7.81</b>	11.58	<b>6.42</b>	11.11
Non-Motorized Fatalities/Serious Injuries	10	<b>6</b>	10	<b>11</b>	10	<b>9</b>	10

\*Data from January 1 - September 30, 2020

#### BRIDGE CONDITION TARGET

On September 16, 2020, the CTB approved an adjustment to Virginia's 4-year target for one federal performance measure: percentage of deck area of bridges in good condition (National Bridge Inventory (NBI) on the National Highway System (NHS). The adjustment changes the previously established statewide target from 33% to 30.5% of deck area of bridges in good condition.

#### ATTACHMENT

[SAWMPO letter of concurrence with State safety targets](#)

[SAWMPO letter of concurrence with adjustment of State bridge condition target](#)

—



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Bonnie Riedesel, SAWMPO Secretary/Treasurer  
**MEETING DATE:** February 3, 2021  
**RE:** **Board Memo #21-02: FY 2021 Unified Planning Work Program (UPWP) Budget Update**

## EXECUTIVE SUMMARY

The UPWP is the spending plan for the MPO for the fiscal year (July 1 – June 30). Below is an update on spending by the MPO as of December 31, 2020. Spending is shown by task and by VDOT and DRPT funding.

		12/31/20			
EXPENSE SUMMARY BY TASK		UPWP	YTD	BALANCE	%
710.1	Program Support & Administration	57,000	22,759	34,241	60%
710.2	Public Participation & Outreach	22,500	9,380	13,120	58%
711	Long Range Transportation Planning	59,000	33,145	25,855	44%
712	Short Range Transportation Planning	74,000	8,215	65,785	89%
713	Local, State, and Federal Assistance	27,500	18,231	9,269	34%
714	Transit Planning	43,924	368	43,556	99%
Contingency - Highway		60,268	-	60,268	100%
<b>TOTAL</b>		<b>\$ 344,192</b>	<b>\$ 92,099</b>	<b>\$ 252,093</b>	<b>73%</b>
TOTAL EXCLUDING CONTEGENCY		\$ 283,924	\$ 92,099	\$ 191,825	68%

All expenses are allocated according to the UPWP allocation percentages:

FUNDING BY TASK AND SOURCE	VDOT	DRPT	TOTAL
710.1 Program Support & Administration	70%	30%	100%
710.2 Public Participation & Outreach	62%	38%	100%
711 Long Range Transportation Planning	71%	29%	100%
712 Short Range Transportation Planning	68%	32%	100%
713 Local, State, and Federal Assistance	55%	45%	100%
714 Transit Planning	0%	100%	100%
Contingency - Highway	100%	0%	100%

**Press Release:**

During the past year working remotely has become a standard routine for many Americans. Global Workplace Analytics, a national research firm, estimates that 25-30% of the workforce will be working from home multiple days a week by the end of 2021. While many see this as a great advantage, especially in rural communities, teleworking can present unique challenges such as distracting environments, unreliable internet access and lack of ergonomic equipment and furniture for many employees.

To potentially assist area residents with these challenges, the Central Shenandoah Planning District Commission (CSPDC), in cooperation with the University of Virginia (UVA) and the Thomas Jefferson Planning District Commission (TJPDC) is conducting a public survey to determine the need for a Coworking Space located in the Fishersville area. This survey will ascertain the demand for a Fishersville collective workspace that would include:

- Convenient access to major highways and Interstate 64
- Private secured offices or shared work areas
- Reliable high-speed internet access
- Communal office amenities
- Free onsite parking

The short survey is available at the following link

[https://virginia.az1.qualtrics.com/jfe/form/SV\\_bCRHqHSsg2FFkQ5](https://virginia.az1.qualtrics.com/jfe/form/SV_bCRHqHSsg2FFkQ5) and will remain open through February 22nd. Responses to this survey will assist decision makers in further developing this potential Coworking Space.



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

## **Policy Board Meeting Agenda March 3, 2021, 10:00 a.m.**

Via ZOOM Video Conference

Web Link: <https://zoom.us/j/95304069040?pwd=UTdiQngvL2hMUWJPWXNoSGhOOQ3Aydz09>

Dial In (Audio Only): 1-301-715-8592

Meeting ID: 953 0406 9040

Password: 558464

1. Call to Order
2. Public Comment
3. Approval of Minutes of the February 3, 2021 Policy Board Meeting\*
4. Title VI Amendment Release to Public Comment (Board Action Form #21-03)\*
5. FY 2022 Unified Planning Work Program (UPWP) (Board Memo #21-03)
6. FY 2021 UPWP Budget Update (Board Memo #21-04)
7. Remarks from Commonwealth Transportation Board (CTB) Member Mark Merrill, and Presentations from MPO Members
8. Agency Updates
  - VDOT
  - DRPT
  - BRITE
9. Other Business
10. Upcoming Meetings
  - April 7, 2021 – Policy Board Meeting, via video conference, 10:00 a.m.
  - March 17, 2021 – Technical Advisory Committee Meeting, via video conference, 2:00 p.m.
11. Adjournment

\* Action Required





---

**Policy Board  
Regular Meeting Minutes  
February 3, 2021, 10:00 a.m.**

Via Zoom Video Conference Call  
[Audio Recording of Call Click Here](#)

**Present (20):**

Voting Members		Non-Voting Members		Others	
	<b>City of Staunton</b>		<b>VA DRPT</b>		<b>Others</b>
✓	Carolyn Dull	✓	Wood Hudson	✓	Josh Dunlap, VDOT
✓	Steve Rosenberg		Grant Sparks	✓	Bill Bushman, Hurt & Proffitt
	Leslie Beauregard (Alt)		<b>VRT</b>	✓	Todd Wood
	<b>Augusta County</b>	✓	Steve Wilson		<b>Staff (CSPDC)</b>
✓	Scott Seaton, Vice Chair		Phil Thompson (Alt)	✓	Bonnie Riedesel
✓	Tim Fitzgerald		<b>FHWA</b>	✓	Ann Cundy
	Pam Carter (Alt)		Mack Frost	✓	Zach Beard
	<b>City of Waynesboro</b>		<b>FTA</b>	✓	Devon Thompson
✓	Bobby Henderson, Chair		Michele DeAngelis	✓	Kimberly Miller
	Jim Shaw		<b>VA DOA</b>		
✓	Michael Hamp (Alt)		Rusty Harrington		
	<b>VDOT</b>				
✓	Randy Kiser				
✓	Adam Campbell (Alt)				
✓	Don Komara (Alt)				
✓	Matt Dana (Alt)				

Governor Ralph Northam declared a state of emergency in Virginia on March 12, 2020, in response to COVID-19. In light of this emergency, the February 3rd, 2021, SAWMPO Policy Board meeting was conducted via video conferencing using Zoom.

**Call to Order**

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:00 a.m. by Mr. Bobby Henderson, Chairperson.



---

## **Approval of Minutes**

Chairperson Henderson presented the minutes from the December 2, 2020 Policy Board meeting.

***Dr. Seaton moved, seconded by Mr. Kiser, to approve the minutes as presented. Motion carried unanimously (6-0).***

## **Consideration of the FY2022 FTA 5310 Application (Board Action Form #21-01)**

Chairperson Henderson presented the FTA 5310 Application. Ms. Cundy stated that each year human services agencies make application to DRPT for funding of capital items to serve their clients. She stated that they must notify the MPO that they are applying for funds by a letter, and if funded, the funds are added to the SAWMPO's TIP. Ms. Cundy stated that the Policy Board takes action to endorse the applications each year.

Ms. Cundy stated that there was only one notification received from Heart Havens, a provider of transportation for adults with disabilities, who has requested funds from DRPT (letter attached to Memo). She stated that this is an 80/20 match program with no financial obligation from the MPO.

Ms. Cundy stated that the Board is requested to endorse the application.

***Dr. Seaton moved, seconded by Mr. Rosenberg, to endorse the Heart Havens application. Motion carried unanimously (7-0).***

## **Consideration of the FY21 Small Area Study Overview (Board Action Form #21-02)**

Chairperson Henderson presented the Small Area Study Overview. Mr. Beard stated that when not involved in Long-Range Transportation planning, the MPO conducts small area studies annually throughout the region. He stated that the studies focus on studying specific corridors in the MPO and recommending projects for grant funding.

Mr. Beard noted that the first small area study was completed at the WWRC entrance and US250 corridor (2017), the second was the Rosser Avenue corridor in Waynesboro, and the third was the Richmond Road corridor in Staunton.

Mr. Beard stated that this year (FY21) staff proposes to study VA 256 (Weyers Cave Road) in the vicinity of I-81 Exit 235, between US 11 and VA 276 (Keezletown Road) in Weyers Cave. He stated that the regional significance and designated growth of this area plus the potential projects in this area provide the basis of need for this study. Mr. Beard stated that the study will evaluate the existing and future needs of the .04 mile segment and that both mid- and long-term recommendations will be made. He stated that a draft statement of need and purpose, which was developed in conjunction with VDOT and Augusta County, is included in the meeting materials. Mr. Beard stated that a consultant from the on-call consultant program will be hired to conduct the bulk of the study including scope, tasks and deliverables with the goals of reducing vehicle delays, increasing throughput, and identifying funding opportunities.



Discussion ensued about the needs of this area and the possible replacement of or improvements to the bridge over I-81. Mr. Beard stated that the plan specifically includes studying the bridge and including it in the analysis. He stated that staff requests approval of the study and the statement of need and purpose which will allow the study process to begin.

***Dr. Seaton moved, seconded by Mr. Hamp, to approve the Small Area Study in the Weyers Cave area as outlined. Motion carried unanimously (7-0).***

### **Discussion of the FY2021 Safety Performance Targets (Board Memo #21-01)**

Chairperson Henderson presented the Safety Performance Targets. Mr. Beard stated that staff recommends concurrence with MAP-21 safety performance targets. He stated that the targets for Fatalities, Serious Injuries, and Non-Motorized Crashes are reviewed every year. Mr. Beard stated that the second target set, Bridge Deck Condition, is also presented this year due to a change proposed by VDOT; this target is typically reviewed every four years. He stated that there is no penalty for not meeting the targets.

Mr. Beard stated that the SAWMPO's 2015-2019 five-year rolling average fatality and severe injury rates are lower than the statewide targets, with rates for both targets decreasing since 2017. He noted that the number of non-motorized fatal and severe injuries are slightly higher than the target. He stated that since the MPO began setting targets in 2018, the MPO has been below each target, with the exception of the non-motorized category, which was slightly higher in 2019, and is projected to again surpass the target in 2020 (see Table 1 in Memo).

Mr. Beard stated that in September the CTB approved an adjustment to Virginia's 4-year target for one federal performance measure - percentage of bridge deck area in good condition for the bridges statewide that are on the National Bridge Inventory (NBI) and on the National Highway System (NHS). He stated that this adjustment changes the previously established statewide target from 33% to 30.5% of deck area of bridges in good condition. In response to a question, Ms. Cundy explained that this metric is a statewide total and only refers to the bridge deck condition. Mr. Kiser stated that bridge decking is just one component of bridge condition. He stated that a bridge deck may not be considered to be in "good" condition if there are some potholes, but that safety is not negatively impacted. He stated that VDOT has a proactive program to apply bridge deck overlays that bring them back to good condition. Mr. Kiser noted that VDOT has to use the funding efficiently and effectively to ensure all aspects of bridge condition are maintained, especially structural deficiencies and that there are no bridges on the interstate system within the Staunton district that are structurally deficient. Mr. Campbell stated that the targets fluctuate based on what can be realistically accomplished. Discussion also followed about the fatality targets and the national and statewide trends.

### **FY2021 Unified Planning Work Program (UPWP) Budget Update (Board Memo #21-02)**

Chairperson Henderson presented the UPWP Budget Update. Ms. Riedesel stated that the memo summarizes spending activities as compared to budget for the fiscal year 2021 as of December 31<sup>st</sup>, 2020. She stated that half of the fiscal year has passed and 68% of the budget is unspent.



---

## Agency Updates

### Virginia Department of Transportation (VDOT)

Mr. Campbell shared the following updates:

- At the January CTB meeting, VDOT staff presented SMART SCALE Round 4 scoring and the staff-recommended funding scenario. The Staunton District was awarded \$80.3 million of District Grant Program funds and High Priority Project funds. The SAWMPO area is expected to receive \$44.4 million in funding for the nine projects that were included in the Recommended Funding Scenario. Six of the nine projects have an associated MPO or VDOT STARS study. Slides attached to file minutes.
- At the January CTB meeting, OIPI provided an update to the VTRANS Needs Prioritization process focused on the public comments received in the fall. Included in the comments were ones made by the CSPDC on behalf of the region. The CTB is expected to approve the process at its next meeting later this month.
- STARS study updates – the Staunton Downtown Intersection study is underway. The study focus is to recommend safety improvements at select intersections in the downtown area and on West Beverley Street. The Committee will review existing safety and operational conditions on Friday, February 12<sup>th</sup>.

Mr. Kiser recommended that the MPO invite the new CTB member, Mr. Mark Merrill, to an MPO meeting to discuss the MPO's SMART SCALE projects before the CTB hears the Recommended Funding Scenario in the Spring. He stated it will be advantageous to familiarize Mr. Merrill with our projects.

Mr. Komara gave the following updates:

- Bell Creek (at Jake's Store) bridge project is progressing well and is on-schedule to be completed this summer.
- Waynesboro Park & Ride Lot pre-construction conference with Plecker Construction Company to be held next Tuesday.
- Rt 340 safety improvement project had three bidders and will move forward this summer.
- Barter Brook Road bridge over I-81 will need to be replaced to extend the lanes underneath for the I-81 project. Details about how this will be done and what the final result will be are to be determined.
- Snow removal crews have been active and prepared, and more winter weather is anticipated.

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

Mr. Hudson gave the following update:

- DRPT received a federal COVID-19 Research and Demonstration Program award from the Federal Transit Administration. This \$247,000 award will allow DRPT to create a comprehensive collection of resources to help transit providers adapt and strengthen public confidence in transit services. And create a toolkit to help transit providers to safely restore ridership.
- CARES Act Part 2 - \$50 million in 5310 funding for enhanced mobility for seniors and disabled. Funds are apportioned by census area with no local match.
- On the rail side, the CTB awarded a \$20.8 contract for preliminary engineering for the long bridge over the Potomac river from Arlington into Washington DC.



- Virginia Passenger Rail Authority will hold its next meeting on February 22<sup>nd</sup>; details are on the DRPT website.
- Several pieces of legislation are being watched which could impact transit and DRPT operations, including House Joint Resolution 542 Transit Modernization and Equity Study, and budget amendments.

### BRITE Transit

Ms. Thompson gave the following update:

- The CTB's approval of the FY21 Six Year Improvement Plan (SYIP) in December included funding for Afton Express. Current plans call for the startup of Afton Express service in July 2021 contingent on the rollout of COVID vaccine and recovery of public transit use. Many tasks have been completed or are well underway, such as brand creation and webpage development.
- The following FY22 grant applications were submitted on February 1<sup>st</sup> to DRPT:
  - Operating and Capital – Urban (5307)
  - Operating and Capital – Rural (5311)
  - Commuter Assistance Program Operating Funds
  - Technical Assistance – Transit Development Plan (TDP) – A TDP is a 10-year planning, management, and policy document for transit operators required by DRPT.

### **Other Business**

Chairperson Henderson presented other business. Ms. Riedesel gave the following update on the UVA Telework Survey:

- The CSPDC is working with UVA and the Thomas Jefferson PDC to develop and release a telework survey to determine the need for a coworking space in the Fishersville area. Since the COVID-19 pandemic, research estimates that 25-30% of the workforce will work at least some time from home through 2021. Working from home may present challenges, such as lack of reliable and strong internet coverage in some areas, and lack of dedicated office space within the home.
- The survey will gauge the interest of remote workers in a shared workspace on this side of Afton. There is 8,000 square feet of office space in the Fishersville BRITE transit facility that would be ideal for a co-working space, which has excellent and fast internet, free parking and good office space.
- The survey opened on Friday and will close on February 22<sup>nd</sup>. As of yesterday, 350 responses have been received. UVA will be analyzing the data and the results will be reported back to the MPO. A press release about the survey is included in the mailout packet.

### **Upcoming Meetings**

Chairperson Henderson mentioned the upcoming TAC meeting on February 17<sup>th</sup> and the next Board meeting scheduled for March 3<sup>rd</sup> at 10:00 a.m. Both meetings will be held via video conference.



---

## Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Henderson adjourned the meeting at 10:57 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ann W. Cundy", is written over a large, light gray "DRAFT" watermark.

Ann W. Cundy  
Director of Transportation



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Ann Cundy, Director of Transportation  
**MEETING DATE:** March 3, 2021  
**RE:** **Board Action Form #21-03: Draft Title VI Amendment Release to Public Comment**

### RECOMMENDATION

Recommend that the Policy Board release the draft amended Title VI Plan to a 21-day public comment period.

### EXECUTIVE SUMMARY

Title VI of the Civil Rights Act of 1964 states that “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

As a recipient of federal funds, the SAWMPO adheres to the law, and documents this in the Title VI Plan, ensuring non-discrimination on the basis of race, color, or national origin, in all our activities, with a particular focus on public participation, and procurement.

In the fall of 2020, VDOT conducted a triennial review of the MPO’s Title VI Plan and program. VDOT delivered its Letter of Findings on January 19, 2021. Staff is working to address the deficiencies listed in the letter. Those related to consultant procurement will be addressed in our procurement for a new set of CSPDC on-call consultants later this year.

Staff is amending the MPO’s Title VI Plan to address Findings 1 and 6, adding our Title VI Certifications and Assurances in Appendix C, and revising our Discrimination Complaint Procedures to ensure compliance with FHWA’s new requirement that all complaints made against a subrecipient of federal funds—i.e. the MPO and its subrecipients—be routed directly to FHWA for review (Appendix D).

### NEXT STEPS

Following the 21-day public comment period, staff will incorporate any additional edits and public comment into the amended document. Staff will present the final 2021 Title IV amendment to the Policy Board for approval at the April 7, 2021 meeting.

### ATTACHMENTS

- [Draft Title VI Plan Amendment](#)
- [VDOT Letter of Findings](#)

—





**TO:** Staunton-Augusta-Waynesboro MPO Policy Board

**FROM:** Zach Beard, SAWMPO Transportation Planner

**MEETING DATE:** March 3, 2021

**RE:** **Board Memo #21-03: FY 2022 Unified Planning Work Program (UPWP) Overview**

## BACKGROUND

The UPWP is the annual work program and budget for the MPO. It details the administrative and planning activities to be undertaken during the fiscal year, and the federal, state and local funds used for these activities.

The Policy Board can make recommendations to MPO staff on the activities and funding levels in the UPWP during the annual process of developing the Plan. VDOT and DRPT provide the MPO with annual allocation of planning funds in the spring, and the final numbers are not yet available. Budgets from the previous two fiscal years are below.

Revenues	FY 2020	FY 2021	FY 2022
FHWA PL	\$149,789	\$151,973	Pending
PL Carryover	\$79,148	\$69,295	Pending
FTA 5303	\$90,577	\$94,084	Pending
FTA 5303 Carryover	\$ 1,733	\$28,840	Pending
Totals	\$321,247	\$344,192	Pending

The FY21 budget focused on the 2045 Long Range Transportation Plan (LRTP) update process, the 2045 VTRANS update, and SMART SCALE applications. In FY22, the MPO's programmatic focus and budget returns to focusing on small area studies and project development, in addition to other activities requested by our local and state partners.

## NEXT STEPS

- March 17 – TAC recommends release of the Draft FY 2022 UPWP to public comment
- April 7 – Policy Board releases the Draft FY 2022 UPWP to public comment
- May 5 – Policy Board approves the FY 2022 UPWP

## REFERENCE

[Current \(FY21\) UPWP](#)



**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Bonnie Riedesel, SAWMPO Secretary/Treasurer  
**MEETING DATE:** March 3, 2021  
**RE:** **Board Memo #21-04: FY 2021 Unified Planning Work Program (UPWP) Budget Update**

## EXECUTIVE SUMMARY

The UPWP is the spending plan for the MPO for the fiscal year (July 1 – June 30). Below is an update on spending by the MPO as of January 31, 2021. Spending is shown by task and by VDOT and DRPT funding.

EXPENSE SUMMARY BY TASK	01/31/20		BALANCE	%
	UPWP	YTD		
710.1 Program Support & Administration	57,000	26,479	30,521	54%
710.2 Public Participation & Outreach	22,500	10,071	12,429	55%
711 Long Range Transportation Planning	59,000	37,277	21,723	37%
712 Short Range Transportation Planning	74,000	10,098	63,902	86%
713 Local, State, and Federal Assistance	27,500	21,479	6,021	22%
714 Transit Planning	43,924	368	43,556	99%
Contingency - Highway	60,268	-	60,268	100%
<b>TOTAL</b>	<b>\$ 344,192</b>	<b>\$ 105,771</b>	<b>\$ 238,421</b>	<b>69%</b>
TOTAL EXCLUDING CONTEGENCY	\$ 283,924	\$ 105,771	\$ 178,153	63%

All expenses are allocated according to the UPWP allocation percentages:

FUNDING BY TASK AND SOURCE	VDOT	DRPT	TOTAL
710.1 Program Support & Administration	70%	30%	100%
710.2 Public Participation & Outreach	62%	38%	100%
711 Long Range Transportation Planning	71%	29%	100%
712 Short Range Transportation Planning	68%	32%	100%
713 Local, State, and Federal Assistance	55%	45%	100%
714 Transit Planning	0%	100%	100%
Contingency - Highway	100%	0%	100%



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

## **Policy Board Meeting Agenda April 7, 2021, 10:00 a.m.**

Via ZOOM Video Conference

Web Link: <https://zoom.us/j/95304069040?pwd=UTdiQngvL2hMUWJPWXNoSGhOO3Aydz09>

Dial In (Audio Only): 1-301-715-8592

Meeting ID: 953 0406 9040

Password: 558464

1. Call to Order
2. Public Comment
3. Approval of Minutes of the March 3, 2021 Policy Board Meeting\*
4. Title VI Amendment Approval (Board Action Form #21-04)\*
5. FY2021 UPWP Budget Update (Board Memo #21-05)
6. Presentation: “Safety Performance Planning and Programming” – Stephen Read, Highway Safety Improvement Program (HSIP) Manager, VDOT
7. Agency Updates
  - VDOT
  - DRPT
  - BRITE
8. Other Business
9. Upcoming Meetings
  - April 21, 2021 – Technical Advisory Committee Meeting, via video conference, 2:00 p.m.
  - May 5, 2021 – Policy Board Meeting, via video conference, 10:00 a.m.
10. Adjournment

\* Action Required

—



---

**Policy Board  
Regular Meeting Minutes  
March 3, 2021, 10:00 a.m.**

Via Zoom Video Conference Call  
[Audio Recording of Call Click Here](#)

**Present (21):**

Voting Members		Non-Voting Members		Others	
✓	<b>City of Staunton</b>	✓	<b>VA DRPT</b>	✓	<b>Others</b>
✓	Carolyn Dull	✓	Wood Hudson	✓	Brad Reed, VDOT
✓	Steve Rosenberg		Grant Sparks	✓	Jeff Johnston, Staunton
	Leslie Beauregard (Alt)		<b>VRT</b>	✓	Bill Bushman, Hurt & Proffitt
	<b>Augusta County</b>		Steve Wilson	✓	Unidentified Caller
✓	Scott Seaton, Vice Chair		Phil Thompson (Alt)		<b>Staff (CSPDC)</b>
✓	Tim Fitzgerald		<b>FHWA</b>	✓	Bonnie Riedesel
	Pam Carter (Alt)		Mack Frost	✓	Ann Cundy
	<b>City of Waynesboro</b>		<b>FTA</b>	✓	Zach Beard
✓	Bobby Henderson, Chair		Michele DeAngelis	✓	Devon Thompson
✓	Jim Shaw		<b>VA DOA</b>	✓	Kimberly Miller
	Michael Hamp (Alt)		Rusty Harrington		
	<b>VDOT</b>		<b>CTB</b>		
✓	Randy Kiser	✓	Mark Merrill		
✓	Adam Campbell (Alt)				
✓	Don Komara (Alt)				
✓	Matt Dana (Alt)				

Governor Ralph Northam declared a state of emergency in Virginia on March 12, 2020, in response to COVID-19. In light of this emergency, the March 3<sup>rd</sup>, 2021, SAWMPO Policy Board meeting was conducted via video conferencing using Zoom.

**Call to Order**

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:04 a.m. by Mr. Bobby Henderson, Chairperson.



---

## **Public Comment**

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

## **Approval of Minutes**

Chairperson Henderson presented the minutes from the February 3, 2021 Policy Board meeting.

***Mr. Rosenberg moved, seconded by Dr. Seaton, to approve the minutes as presented. Motion carried unanimously (7-0).***

## **Consideration of the Title VI Amendment for Release to Public Comment (Board Action Form #21-03)**

Chairperson Henderson presented the Title VI Amendment. Ms. Cundy stated that the SAWMPO has a Title VI Plan (Title VI is part of the Civil Rights Act of 1964) that lays out a plan for non-discrimination in MPO activities. She stated that every three years VDOT reviews the Plan to ensure compliance. Upon a review of the plan in the fall of 2020, Ms. Cundy stated that VDOT sent a letter in January noting some updates that are needed for the Plan. She stated that none of the findings were substantive and the Plan had been approved previously, but due to FHWA policy changes, the plan's complaint procedure needs to be updated. Ms. Cundy stated that in the current Plan, complaints are reviewed by the MPO; this creates a conflict of interest. She stated that this has changed to complaints being sent to and reviewed by FHWA.

Ms. Cundy stated that the Plan has been amended; the amended Plan needs to be released to the public for 21 days for review and comment.

***Dr. Seaton moved, seconded by Mr. Shaw, to endorse the Title VI Amendment to be released to public comment. Motion carried unanimously (7-0).***

## **Discussion of the FY2022 Unified Planning Work Program (UPWP) (Board Memo #21-03)**

Chairperson Henderson presented the FY 2022 UPWP. Mr. Beard stated that each year the MPO budget and activities for the upcoming fiscal year are reviewed. He stated that this plan, the UPWP, shows funding allocations from two main funding partners – FHWA and VDOT provide Highway funds and FTA and DRPT provide Transit funds. Mr. Beard stated that the fiscal year runs from July 1<sup>st</sup> to June 30<sup>th</sup>. The Board Memo includes a table which shows the SAWMPO's funding for the past two fiscal years. Mr. Beard stated that the FY 2022 allocation is pending but expected to be similar to the previous years. Mr. Beard stated that focus in FY 2021 was on long-range planning and the LRTP update; FY 2022 will be focused on small area studies, such as the I-81 Exit 235 study.

Mr. Beard stated that staff is requesting input from the Board and TAC prior to drafting the document. He stated a draft will be presented to the Board in April for release to the 21-day public comment period. Mr. Beard stated that the final document will be considered for adoption at the Board meeting in May.



---

## **FY2021 Unified Planning Work Program (UPWP) Budget Update (Board Memo #21-04)**

Chairperson Henderson presented the UPWP Budget Update. Ms. Riedesel stated that the memo summarizes spending activities as compared to budget for the fiscal year 2021 as of January 31<sup>st</sup>, 2021. She stated that approximately 70% of the budget remains unspent and that any unspent monies at the end of the fiscal year will be carried over to the next fiscal year.

## **Remarks from Commonwealth Transportation Board (CTB) Member Mark Merrill, and Presentations from MPO Members**

Chairperson Henderson asked Mr. Kiser to introduce our new CTB member, Mr. Mark Merrill. Mr. Kiser introduced Mr. Merrill stating that he was highly recommended for the position by our previous Staunton District CTB representative, Mr. Whitworth. He stated that Mr. Merrill recently retired from Valley Health, as President and CEO. Valley Health has over 6,000 employees and over \$1 Billion in revenue and Mr. Merrill will bring financial and management experience that Mr. Kiser stated will be very valuable to the CTB. He stated that Mr. Merrill holds bachelor's and master's degrees from the University of North Carolina. Mr. Kiser welcomed Mr. Merrill to the SAWMPO and passed the floor to him.

Mr. Merrill thanked the MPO members for their service to the Commonwealth. He stated that he was officially appointed to the CTB in November; his first meeting in his new capacity was December. The CTB has been meeting monthly by video conferencing. He stated that \$2 Billion of investment in I-81 is planned and that capital projects are proceeding modestly due to a bond issue that will be addressed this year. Mr. Merrill discussed several major projects and funding across the Commonwealth. Slides attached to file minutes.

Chairperson Henderson thanked Mr. Merrill for his presentation and remarks. He presented the localities to discuss their priority projects with Mr. Merrill. On behalf of Waynesboro, Mr. Shaw presented the US 250 (West Main Street) Corridor Improvements with a value of approximately \$12.6 million. Mr. Rosenberg introduced Mr. Jeff Johnston to present on behalf of the City of Staunton the three SMART SCALE projects that are included in the recommended funding scenario. Augusta County's WWRC Long-Term Improvements were presented by Mr. Fitzgerald, who stated the total cost is approximately \$20 million. Ms. Thompson presented an overview of BRITE Transit and the Afton Express project. Slides attached to file minutes.

## **Agency Updates**

### Virginia Department of Transportation (VDOT)

Mr. Campbell reported that the current STARS study of the downtown Staunton intersections for potential safety improvements is in progress; the study team has reviewed existing conditions and at their next meeting will review alternatives to mitigate the issues.

Mr. Komara reported the bridge construction projects in the region, the Waynesboro Park & Ride Lot improvements, Rt 340 safety improvement project and the Barter Brook Road bridge over I-81, noting that bridge will need to be replaced to extend the lanes underneath for the I-81 acceleration/deceleration lanes extension project.



---

Department of Rail and Public Transportation (DRPT)

Mr. Hudson gave the following update:

- FTA 5303 grant applications are due May 14<sup>th</sup>.
- DRPT received a federal COVID-19 FTA Research grant of approximately \$250,000 to create a comprehensive set of resources to assist transit agencies in protecting riders and operators.
- DRPT is developing scopes around House Joint Resolution 542 Transit Modernization and Equity Study.

BRITE Transit

Ms. Thompson did not have any additional updates the presentation made earlier in the meeting.

**Upcoming Meetings**

Chairperson Henderson mentioned the upcoming TAC meeting on March 17<sup>th</sup> and the next Board meeting scheduled for April 7<sup>th</sup> at 10:00 a.m. Both meetings will be held via video conference.

**Meeting Adjournment**

There being no further business to come before the Policy Board, Chairperson Henderson adjourned the meeting at 11:28 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ann W. Cundy".

Ann W. Cundy  
Director of Transportation





**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Ann Cundy, Director of Transportation  
**MEETING DATE:** April 7, 2021  
**RE:** **Board Action Form #21-04: Approval of the Title VI Amendment**

## RECOMMENDATION

Recommend that the Policy Board approve the 2021 Title VI Plan Amendment.

## BACKGROUND

Title VI of the Civil Rights Act of 1964 states, “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

As a recipient of federal funds, the SAWMPO adheres to the law, and documents this in the Title VI Plan, ensuring non-discrimination on the basis of race, color, or national origin.

## VDOT TITLE VI REVIEW AND PLAN AMENDMENT

In the fall of 2020, VDOT conducted a triennial review of the MPO’s Title VI Plan and program. VDOT delivered its Letter of Findings on January 19, 2021. Staff addressed the deficiencies listed in the letter by amending the MPO’s Title VI Plan. Deficiencies related to consultant procurement will be addressed in our procurement of CSPDC on-call consultants later this year.

The Title VI amendment addresses Findings 1 and 6 in VDOT’s letter. The amended plan added Title VI Certifications and Assurances in Appendix C, and revised the Discrimination Complaint Procedures to ensure compliance with FHWA’s new requirement that all complaints made against a subrecipient of federal funds like the MPO be routed directly to FHWA for review (Appendix D).

## RELEASE TO PUBLIC COMMENT

The Policy Board approved the release of the 2021 Title VI Plan Amendment for a 21-day public comment period at the March 3, 2021 meeting. The TAC reviewed the document at their March 17 meeting without comment. The MPO did not received any public comments during the comment period.

## ATTACHMENTS

[2021 Title VI Plan Amendment](#)

[2021 Title VI Plan Resolution](#)

---



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Bonnie Riedesel, SAWMPO Secretary/Treasurer  
**MEETING DATE:** April 7, 2021  
**RE:** **Board Memo #21-05: FY 2021 Unified Planning Work Program (UPWP) Budget Update**

## EXECUTIVE SUMMARY

The UPWP is the spending plan for the MPO for the fiscal year (July 1 – June 30). Below is an update on spending by the MPO as of February 28, 2021. Spending is shown by task and by VDOT and DRPT funding.

		02/28/21			
EXPENSE SUMMARY BY TASK		UPWP	YTD	BALANCE	%
710.1	Program Support & Administration	57,000	30,119	26,881	47%
710.2	Public Participation & Outreach	22,500	11,250	11,250	50%
711	Long Range Transportation Planning	59,000	40,798	18,202	31%
712	Short Range Transportation Planning	74,000	12,429	61,571	83%
713	Local, State, and Federal Assistance	27,500	23,427	4,073	15%
714	Transit Planning	43,924	368	43,556	99%
	Contingency - Highway	60,268	-	60,268	100%
<b>TOTAL</b>		<b>\$ 344,192</b>	<b>\$ 118,392</b>	<b>\$ 225,800</b>	<b>66%</b>
TOTAL EXCLUDING CONTINGENCY		\$ 283,924	\$ 118,392	\$ 165,532	58%

All expenses are allocated according to the UPWP allocation percentages:

FUNDING BY TASK AND SOURCE	VDOT	DRPT	TOTAL
710.1 Program Support & Administration	70%	30%	100%
710.2 Public Participation & Outreach	62%	38%	100%
711 Long Range Transportation Planning	71%	29%	100%
712 Short Range Transportation Planning	68%	32%	100%
713 Local, State, and Federal Assistance	55%	45%	100%
714 Transit Planning	0%	100%	100%
Contingency - Highway	100%	0%	100%



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

## **Policy Board Meeting Agenda May 5, 2021, 10:00 a.m.**

Via ZOOM Video Conference

Web Link: <https://zoom.us/j/95304069040?pwd=UTdiQngvL2hMUWJPWXNoSGhOO3Aydz09>

Dial In (Audio Only): 1-301-715-8592

Meeting ID: 953 0406 9040

Password: 558464

1. Call to Order
2. Public Comment
3. Approval of Minutes of the April 7, 2021 Policy Board Meeting\*
4. Draft FY 2022 UPWP Release to Public Comment (Board Action Form #21-05)\*
5. FY 2022 Small Area Study (Board Action Form #21-06)\*
6. 2020 Census Bureau Proposed Criteria for Urban Areas (Board Memo #21-06)
7. FY 2021 UPWP Budget Update (Board Memo #21-07)
8. Agency Updates
  - VDOT
  - DRPT
  - BRITE
9. Other Business
10. Upcoming Meetings
  - May 19, 2021 – Technical Advisory Committee Meeting, via video conference, 2:00 p.m.
  - June 2, 2021 – Policy Board Meeting, via video conference, 10:00 a.m.
11. Adjournment

\* Action Required

---



---

## Policy Board Regular Meeting Minutes April 7, 2021, 10:00 a.m.

Via Zoom Video Conference Call  
[Audio Recording of Call Click Here](#)

### Present (22):

Voting Members		Non-Voting Members		Others	
	<b>City of Staunton</b>		<b>VA DRPT</b>		<b>Others</b>
✓	Carolyn Dull	✓	Wood Hudson	✓	Stephen Read, VDOT
✓	Steve Rosenberg		Grant Sparks	✓	Brad Reed, VDOT
	Leslie Beauregard (Alt)		<b>VRT</b>	✓	Bill Bushman, Hurt & Proffitt
	<b>Augusta County</b>	✓	Steve Wilson	✓	Philip Koloski, Public
✓	Scott Seaton, Vice Chair		Phil Thompson (Alt)	✓	Joel Javier, Public
✓	Tim Fitzgerald		<b>FHWA</b>	✓	Unidentified Caller
	Pam Carter (Alt)		Mack Frost		<b>Staff (CSPDC)</b>
	<b>City of Waynesboro</b>		<b>FTA</b>	✓	Bonnie Riedesel
✓	Bobby Henderson, Chair		Michele DeAngelis	✓	Ann Cundy
✓	Jim Shaw		<b>VA DOA</b>	✓	Zach Beard
	Michael Hamp (Alt)		Rusty Harrington	✓	Devon Thompson
	<b>VDOT</b>		<b>CTB</b>	✓	Kimberly Miller
✓	Randy Kiser		Mark Merrill		
✓	Adam Campbell (Alt)				
	Don Komara (Alt)				
✓	Matt Dana (Alt)				

Governor Ralph Northam declared a state of emergency in Virginia on March 12, 2020, in response to COVID-19. In light of this emergency, the April 7<sup>th</sup>, 2021, SAWMPO Policy Board meeting was conducted via video conferencing using Zoom.

### Call to Order

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:00 a.m. by Mr. Bobby Henderson, Chairperson.



---

## **Public Comment**

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

## **Approval of Minutes**

Chairperson Henderson presented the minutes from the March 3, 2021 Policy Board meeting.

***Dr. Seaton moved, seconded by Mr. Rosenberg, to approve the minutes as presented. Motion carried unanimously (7-0).***

## **Consideration of the Title VI Amendment (Board Action Form #21-04)**

Chairperson Henderson presented the Title VI Amendment. Ms. Cundy stated that last month the Board approved releasing the amended Title VI Plan to the public for 21 days for review and comment; no public comments were received. She stated that the Plan was amended to rewrite the complaint procedures to forward complaints directly to FHWA. Ms. Cundy stated that upon approval of the Plan by the Board, response will be made to VDOT and FHWA documenting how the MPO has addressed the findings identified.

***Mr. Shaw moved, seconded by Dr. Seaton, to approve the Title VI Amendment. Motion carried unanimously (7-0).***

## **FY2021 Unified Planning Work Program (UPWP) Budget Update (Board Memo #21-05)**

Chairperson Henderson presented the UPWP Budget Update. Ms. Riedesel stated that the memo summarizes spending activities as compared to budget for the fiscal year 2021 as of February 28<sup>th</sup>, 2021. She stated that approximately 68% of the budget remains unspent and that any unspent monies at the end of the fiscal year will be carried over to the next fiscal year.

## **Presentation: Safety Performance Planning and Programing - Stephen Read, Highway Safety Improvement Program (HSIP) Manager, VDOT**

Chairperson Henderson presented the Safety Performance Presentation. Ms. Cundy welcomed Mr. Stephen Read, from VDOT Central Office, who oversees the traffic safety target development each year. She stated that each year the statewide targets are brought to the MPO and Mr. Read will provide a broader understanding of the targets.

Mr. Read discussed the data-driven safety targets and opportunities to partner with local and regional stakeholders. He explained that federal law requires the DOT to submit five safety performance targets each year, three of which overlap with their DMV partners. The process includes coordination with the MPOs and TPOs to get resolutions on those targets. He discussed the performance measures and how the measures tracked are defined and showed the five-year average trends. Although the numbers remain very low, fatalities are increasing and serious injuries are decreasing. Mr. Read discussed the key steps used for 2020, 2021 and 2022 safety targets: external factors analysis, baseline prediction models, assessment of possible new factors, determination of anticipated benefits of soon to be completed infrastructure projects, etc. He stated that the



baseline predictions are combined with expected project reductions to establish annual targets. Mr. Read answered some questions and Ms. Cundy stated that she will send the slides to the Board members. She stated that this could be an opportunity for the MPO to develop a regional safety plan as part of the Unified Planning Work Program for FY22. Slides attached to file minutes.

## **Agency Updates**

### Virginia Department of Transportation (VDOT)

Mr. Kiser reported that the virtual public hearing on the Six-Year Plan and SMART SCALE Recommended Funding Scenario is planned for April 29<sup>th</sup> at 6:00p.m.

Mr. Campbell gave the following update:

- VTRANS 2045 Needs Assessment was completed in January 2020 and includes SMART SCALE eligibility. Since that time, OIPI has been working on prioritizing the Needs into four levels of importance using a set of performance measures. Last month, the CTB adopted by resolution the prioritization process, creating a project pipeline process. VDOT is awaiting policy and direction on how this will influence VDOT planning efforts.
- The current STARS study of the downtown Staunton intersections for potential safety improvements is in progress; the consultant is currently developing and evaluating improvement alternatives to address the identified needs. The study team will review these alternatives at their next meeting on May 13<sup>th</sup>, after which the initial public input will be solicited.

Mr. Dunlap gave the following update:

- The I-81 Exit 220-222 auxiliary lane project will be ready for public comment soon; whether virtual or in-person is to be determined.
- Bridge construction project at Bell Creek will be finished in May.
- Waynesboro Park & Ride Lot improvements project is underway; completion expected in the fall.
- HSIP (safety improvement) projects are underway.

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

Mr. Hudson gave the following update:

- The four-year Virginia State Rail Plan initiative will be kicked off in May; a rail team consultant will begin to engage stakeholders.
- The Virginia rail investment of \$3.7billion affects the SAWMPO region because of the acquisition of Buckingham Branch railroad; the segment could possibly be made available for passenger rail in the future.
- Spring public hearing is upcoming, and the SYIP will be released soon, which details DRPT grant awards for FY2022.

### BRITE Transit

Ms. Thompson gave the following update:



- 
- American Rescue Plan Act FTA apportionment tables have been released and BRITE received additional operating funds. These funds help public transit agencies continue to provide essential services and cover COVID-19 related expenses. BRITE staff will continue to follow any additional news regarding these funds as it is released.
  - The Afton Express transit service has a planned start date of September 1st. Staff has started and will continue to outline and plan the logistics of starting up the service by that date. In response to a question, Ms. Riedesel stated that a pre-launch campaign is planned and is pending the receipt of the new buses; anticipated launch date is September 1st.

### **Upcoming Meetings**

Chairperson Henderson mentioned the upcoming TAC meeting on April 21<sup>st</sup> and the next Board meeting is scheduled for May 5<sup>th</sup> at 10:00 a.m. Both meetings will be held via video conference.

### **Meeting Adjournment**

There being no further business to come before the Policy Board, Chairperson Henderson adjourned the meeting at 10:53 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





112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board

**FROM:** Zach Beard, Transportation Planner

**MEETING DATE:** May 5, 2021

**RE:** **Board Action Form #21-05: FY 2022 Unified Planning Work Program (UPWP) Release for Public Comment**

## RECOMMENDATION

Recommend that the Policy Board release the draft FY 2022 UPWP for a 21-day public comment period.

## EXECUTIVE SUMMARY

The Unified Planning Work Program (UPWP) is the annual work program and budget for the MPO. It details the administrative and planning activities to be undertaken during the fiscal year, and the federal, state, and local funds used for these activities.

The FY21 UPWP allocated most funding to the 18-month 2045 LRTP update, the 2045 VTrans update, and SMART SCALE applications. The FY22 UPWP focuses on small area studies and safety planning.

Revenues	FY 2021	FY 2022
FHWA PL	\$151,973	\$153,635
PL Carryover	\$69,295	\$109,102
FTA 5303	\$94,084	\$91,376
FTA 5303 Carryover	\$28,840	\$65,500*
Totals	\$344,192	\$419,613

\*estimate

In FY22, the larger PL (highway) carryover from FY20 is due to working on the LRTP rather than engaging a consultant for a Small Area Study. The FTA 5303 carryover increase reflects funds set aside for the BRITE Transit Development Plan, which begins in FY22 with a 50/50 Technical Assistance grant from DRPT.

Staff reviewed the draft document with the Policy Board at the March 3, 2021 Board meeting. The TAC reviewed the draft at the April 21, 2021 Committee meeting, and recommended the Policy Board release the document for public comment.

## NEXT STEPS

- May 5 – Policy Board releases the Draft FY 2022 UPWP to 21-day public comment
- June 2 – Policy Board approves the FY 2022 UPWP

## ATTACHMENT

[Draft FY 2022 UPWP](#)



112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Zach Beard, Transportation Planner  
**MEETING DATE:** May 5, 2021  
**RE:** **Board Action Form #21-06: FY 2022 Study Recommendation**

## RECOMMENDATION

Recommend that the Policy Board endorse developing a Regional Highway Safety Plan in partnership with VDOT.

## EXECUTIVE SUMMARY

The TAC reviewed two potential FY22 study options to pursue when the Exit 235 Study concludes in December 2021. The TAC recommended that the Policy Board consider a SAWMPO Transportation Safety Plan study in partnership with the VDOT Highway Safety Program in the Traffic Engineering Division of Central Office.

## HSIP REGIONAL TRANSPORTATION SAFETY PLAN

VDOT's Highway Safety Program is working with MPOs to develop region-specific Transportation Safety Plans. The plans are based on the state-level [Virginia 2017 – 2021 Highway Safety Plan](#), and are entirely federally-funded.

The first regional Transportation Safety Plan was completed for the [Roanoke Valley Transportation Planning Organization \(RVTPO\) in 2019](#). The report highlights regional safety trends, crash data, and countermeasures and implementation options that address not only infrastructure improvements, but also behavioral safety issues such as speeding, distracted driving, impaired driving, unbelted driving, and other issues.

The SAWMPO has an opportunity to develop a similar plan, which would provide in-depth safety data and analysis on issues in the region. The results may inform future grant applications, and also local policy related to transportation safety.

## NEXT STEPS

Pending Policy Board approval of the FY22 Study, staff will draft a letter requesting VDOT assistance with the Safety Plan, and request that the Board approve the letter at the June 2, 2021 meeting.

After the request letter is submitted and approved by VDOT, staff will coordinate with VDOT to develop a project outline and schedule. A VDOT consultant will develop the Scope of Work detailing the study tasks and deliverables.

## ATTACHMENTS

- [Virginia 2017 – 2021 Highway Safety Plan](#)
- [RVTPO Transportation Safety Plan, 2019](#)

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board

**FROM:** Ann Cundy, Director of Transportation

**MEETING DATE:** May 5, 2021

**RE:** **Board Memo #21-06: 2020 Census Bureau Proposed Criteria for Urban Areas**

## EXECUTIVE SUMMARY

The U.S. Census Bureau is proposing a new methodology for defining urban areas. The proposed changes would change the size of the SAWMPO urban area, and could affect Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) designations of MPOs and small urban transit systems.

In response, staff is developing a letter to the Census Bureau regarding the proposed new urban area criteria methodology, and a letter to state elected officials in reference to the federal code implications.

## BACKGROUND

On February 19, 2021, the U.S. Census Bureau [proposed seven new criteria](#) for defining urban areas based on the 2020 Census results. The Census Bureau revises urban areas after each decennial census as necessary based on newly available data. Public comment on the new criteria is due May 20, 2021

Currently, the Census Bureau urban designations are based on population density. The seven new criteria defining an urban are based on using housing units per square mile instead of population density, and combining all current urban designations under one single definition of “urban area.”

The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) use the Census Bureau's current population density urban area classifications for defining MPO and transit planning activities and boundaries through FHWA [Title 23](#) and FTA [Circular 9030.1E](#) federal codes.

The proposed urban criteria changes would not only create difficulty in aligning demographic data from the Census with the SAWMPO's regional planning processes, but also have implications for the FHWA and FTA federal code standards.

## COMMENT TO U.S. CENSUS AND FEDERAL AGENCIES

In response, staff is developing two letters addressing the potential impacts of the urban criteria changes. The first letter to the Census Bureau will outline the concerns with the urban criteria methodology, and encourage the Census Bureau to simplify the criteria for planning purposes. The second letter to state senators and congressmen will outline the FHWA and FTA code implications.

## NEXT STEPS

Staff will submit a letter on behalf of MPO staff to the U.S. Census Bureau by May 20, 2021. Staff will draft a letter regarding the federal code implications to state elected officials on behalf of the Policy Board, and request the Board approve the letter at the June 2, 2021 Board meeting.



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Bonnie Riedesel, SAWMPO Secretary/Treasurer  
**MEETING DATE:** May 5, 2021  
**RE:** **Board Memo #21-07: FY 2021 Unified Planning Work Program (UPWP) Budget Update**

## EXECUTIVE SUMMARY

The UPWP is the spending plan for the MPO for the fiscal year (July 1 – June 30). Below is an update on spending by the MPO as of March 31, 2021. Spending is shown by task and by VDOT and DRPT funding.

EXPENSE SUMMARY BY TASK	UPWP	03/31/21	BALANCE	%
		YTD		
710.1 Program Support & Administration	57,000	34,395	22,605	40%
710.2 Public Participation & Outreach	22,500	12,675	9,825	44%
711 Long Range Transportation Planning	59,000	44,774	14,226	24%
712 Short Range Transportation Planning	74,000	14,730	59,270	80%
713 Local, State, and Federal Assistance	27,500	25,805	1,695	6%
714 Transit Planning	43,924	368	43,556	99%
Contingency - Highway	60,268	-	60,268	100%
<b>TOTAL</b>	<b>\$ 344,192</b>	<b>\$ 132,747</b>	<b>\$ 211,445</b>	<b>61%</b>
TOTAL EXCLUDING CONTEGENCY	\$ 283,924	\$ 132,747	\$ 151,177	53%

All expenses are allocated according to the UPWP allocation percentages:

FUNDING BY TASK AND SOURCE	VDOT	DRPT	TOTAL
710.1 Program Support & Administration	70%	30%	100%
710.2 Public Participation & Outreach	62%	38%	100%
711 Long Range Transportation Planning	71%	29%	100%
712 Short Range Transportation Planning	68%	32%	100%
713 Local, State, and Federal Assistance	55%	45%	100%
714 Transit Planning	0%	100%	100%
Contingency - Highway	100%	0%	100%



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

## **Policy Board Meeting Agenda June 2, 2021, 10:00 a.m.**

Via ZOOM Video Conference

Web Link: <https://zoom.us/j/95304069040?pwd=UTdiOngvL2hMUWJPWXNoSGh0Q3Aydz09>

Dial In (Audio Only): 1-301-715-8592

Meeting ID: 953 0406 9040

Password: 558464

1. Call to Order
2. Public Comment
3. Approval of Minutes of the May 5, 2021 Policy Board Meeting\*
4. Approval of the FY 2022 Unified Planning Work Program (UPWP) (Board Action Form #21-07)\*
5. Letter to Congressional Delegation Re: Census Designation of Urban Areas (Board Action Form #21-08)\*
6. Letter to VDOT Requesting Assistance for a Regional Highway Safety Plan (Board Action Form #21-09)\*
7. FY21 Small Area Study – I-81 Exit 235 and Weyers Cave Road (VA 256) Update (Board Memo #21-08)
8. FY 2021 UPWP Budget Update (Board Memo #21-09)
9. Presentation: COVID-19 Impacts on Regional Transportation - Manas Ranjan, Transportation Planner, CSPDC (Board Memo #21-10)
10. Agency Updates
  - VDOT
  - DRPT
  - BRITE
11. Other Business
  - Remote Attendance Policy
12. Upcoming Meetings
  - June 16, 2021 – Technical Advisory Committee Meeting, via video conference, 2:00 p.m.
  - July 7, 2021 – Policy Board Meeting, via video conference, 10:00 a.m.
13. Adjournment

\* Action Required



---

**Policy Board  
Regular Meeting Minutes  
May 5, 2021, 10:00 a.m.**

Via Zoom Video Conference Call  
[Audio Recording of Call Click Here](#)

**Present (16):**

Voting Members		Non-Voting Members		Others	
	<b>City of Staunton</b>		<b>VA DRPT</b>		<b>Others</b>
	Carolyn Dull	✓	Wood Hudson	✓	Philip Koloski, Public
✓	Steve Rosenberg		Grant Sparks		<b>Staff (CSPDC)</b>
	Leslie Beauregard (Alt)		<b>VRT</b>	✓	Bonnie Riedesel
	<b>Augusta County</b>		Steve Wilson	✓	Ann Cundy
✓	Scott Seaton, Vice Chair	✓	Phil Thompson (Alt)	✓	Zach Beard
✓	Tim Fitzgerald		<b>FHWA</b>	✓	Devon Thompson
	Pam Carter (Alt)		Mack Frost	✓	Kimberly Miller
	<b>City of Waynesboro</b>		<b>FTA</b>		
✓	Bobby Henderson, Chair		Michele DeAngelis		
✓	Jim Shaw		<b>VA DOA</b>		
	Michael Hamp (Alt)		Rusty Harrington		
	<b>VDOT</b>		<b>CTB</b>		
	Randy Kiser		Mark Merrill		
✓	Adam Campbell (Alt)				
✓	Don Komara (Alt)				
✓	Matt Dana (Alt)				

Governor Ralph Northam declared a state of emergency in Virginia on March 12, 2020, in response to COVID-19. In light of this emergency, the May 5<sup>th</sup>, 2021, SAWMPO Policy Board meeting was conducted via video conferencing using Zoom.

**Call to Order**

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:00 a.m. by Mr. Bobby Henderson, Chairperson. He stated that the two



---

action items would be moved to the beginning of the meeting.

### **Approval of Minutes**

Chairperson Henderson presented the minutes from the April 7, 2021 Policy Board meeting.

***Dr. Seaton moved, seconded by Mr. Shaw, to approve the minutes as presented. Motion carried unanimously (6-0).***

### **Consideration of the Draft FY22 Unified Planning Work Program (UPWP) (Board Action Form #21-04)**

Chairperson Henderson presented the UPWP. Mr. Beard stated that the UPWP outlines the MPO's annual work plan and budget. He stated that highway funds come from FHWA/VDOT and transit funds come from FTA/DRPT. Mr. Beard stated that the carryover amount is more than usual for the upcoming year; factors were due to a consultant not being hired for the Long Range Transportation Plan (LRTP) process, and also a carry over of Transit Planning Funds to update the Transit Development Plan (TDP) in FY22, which is updated every five years. He stated that the draft needs to be released to the 21-day public comment period and then approved in June.

Staff requests that the Draft UPWP be released for the public comment period of 21-days.

***Mr. Rosenberg moved, seconded by Dr. Seaton, to approve releasing the Draft UPWP to public comment. Motion carried unanimously (6-0).***

### **Public Comment**

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

### **FY 2022 Small Area Study (Board Action Form #21-06)**

Chairperson Henderson presented the Small Area Study. Mr. Beard stated that the current Small Area Study will be wrapped up in December so two possible studies were identified by staff and discussed with the TAC. He stated that last month, Mr. Steven Read gave a presentation to the Board on the state's annual Safety Targets and noted that the program is working with the MPOs to develop region-specific transportation safety plans to assist the state in achieving zero deaths and in addressing regional safety needs. Mr. Beard stated that this program is VDOT and consultant-led, and is 100% federally funded. Staff requests Board support for a letter requesting this assistance from Steven Read at VDOT. He stated that this was originally an action item, but formal action is not required by VDOT; consensus is requested.

In response to a question, Ms. Cundy stated that there is only a time commitment required of the MPO (staff), but no financial obligation. Mr. Fitzgerald asked if the data would be updated annually or periodically once the initial study is complete, to see what impact the MPO's actions have had on the metrics. Ms. Cundy stated that updating the data at some frequency can be incorporated into the MPO's activities if the Board so desires.





---

## **2020 Census Bureau Proposed Criteria for Urban Areas (Board Memo #21-06)**

Chairperson Henderson presented the Census Bureau Proposed Criteria for Urban Areas. Ms. Cundy stated that staff has been closely watching a proposal by the Census Bureau for a new methodology for defining urban areas. She stated that the major shift is from population density to housing density and is a multi-step process. Ms. Cundy stated that one of the considerations is impervious land cover versus open space, shortening the distance that an urban area can “hop” and “jump” between clusters of urbanized space. As the newest MPO in the state and the smallest, she stated that the SAWMPO just crossed the urbanized area threshold with the 2010 Census, and the area’s growth rate is modest.

Ms. Cundy stated that staff is concerned that this methodology would shrink the MPO’s urbanized area and cause it to fall below the population threshold. She stated that staff has been talking at length with the National Association of MPOs, colleagues around the state, FHWA, etc., and that the Census Bureau is seeking comment on this proposal. Ms. Cundy showed a map that staff created showing the effects of the first step of this proposed methodology which illustrates the impact on the SAWMPO area. (Map attached to file minutes).

Ms. Cundy stated that the deadline for comment is May 20<sup>th</sup>. She stated that after that, staff will draft a letter to be sent on behalf of the SAWMPO to its congressional delegation to acknowledge concerns about what the proposal could mean to its status as an MPO, allocation of PL and 5303 funding, and status as a small urban transit system.

## **FY2021 Unified Planning Work Program (UPWP) Budget Update (Board Memo #21-07)**

Chairperson Henderson presented the UPWP Budget Update. Ms. Riedesel stated that the memo summarizes spending activities as compared to budget for the fiscal year 2021 as of March 31, 2021. She stated that over 60% of the budget remains unspent.

## **Agency Updates**

### Virginia Department of Transportation (VDOT)

Mr. Komara gave the following update:

- Six Year Plan meeting was last week.
- A public hearing on June 23<sup>rd</sup>, from 4-7pm at the Frontier Culture Museum regarding I-81 Exit 220-222 auxiliary lane project will be ready for public comment soon; mixed virtual or in-person.
- Later this summer, a public survey will be released for the I-81 Exits 221-225 projects.
- Bridge construction project at Bell Creek will be finished ahead of schedule; traffic is on the new bridge and the temporary bridge is being dismantled.
- Waynesboro Park & Ride Lot improvements project is underway; drainage work, Plecker construction completion expected in the fall.
- Weyers Cave right turn extensions project will go out to bid
- Safety, maintenance and bridge projects in the region were discussed.
- Alert: Rockslides in Nelson County have resulted in some road closures.



---

Mr. Campbell gave the following update:

- At the Virtual Spring Meeting last week comments were received; comments made statewide will be considered in finalization of the SYIP by the CTB at their June meeting; no changes in the funding scenario are expected.
- Transportation Alternatives and Revenue Sharing programs will begin this month; the SMART portal opens for pre-applications on May 17<sup>th</sup>; workshops for each program were held last month and are available on the VDOT Local Assistance website.
- The current STARS study of the downtown Staunton intersections for potential safety improvements is in progress; the consultant is developing and evaluating improvement alternatives to address the identified needs; these recommendations will be discussed by the study team at their next meeting on May 13<sup>th</sup>.
- In response to a question, Mr. Campbell stated that Mr. Terry Short has accepted a new position with Local Assistance at Central Office to manage the Transportation Alternatives program. Mr. Brad Reed and Mr. Campbell will be taking on the District Planning responsibilities.

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

Mr. Hudson gave the following update:

- An announcement is forthcoming from the Governor and Secretary of Transportation about passenger rail access in the New River Valley.
- The four-year Virginia State Rail Plan initiative is beginning; a rail team consultant will reach out to MPOs and other stakeholders soon.
- The draft SYIP is available for review on the website, which details DRPT grant awards for FY2022 and is expected to be finalized in the next few weeks.

#### BRITE Transit

Ms. Thompson gave the following update:

- The Afton Express transit service has a planned start date of September 1<sup>st</sup>. Staff continues to outline and plan the logistics of starting up the service by that date. Two buses have been purchased.
- Staunton Trolley Summer hours will be implemented beginning Memorial Day weekend (May 28) and will go until further notice. Summer hours usually begin the first Monday in May, but were delayed until the end of the month.
- Staff is moving forward with the procurement of ITS Phase I, from the 2017 ITS Plan, for the procurement and implementation of a mobile data collection system. The consultant, Kimley-Horn, will be involved with the procurement and installation process.
- The two-acre property used as the Lewis Street Transit Hub was been purchased by the CSPDC on April 20<sup>th</sup>. The property was owned by American Shakespeare Company (ASC), and was leased by the City of Staunton as a parking lot, and has also been the location of the BRITE Transit Hub since 2014. The Lewis Street Hub is essential to public transportation service delivery, providing a safe and secure location where four buses and the Downtown Trolley meet each hour. Prior to the pandemic, passenger counts confirmed that over 2,200 riders accessed or departed a bus at this location per week.



---

### **Other Business**

Chairperson Henderson opened the floor for other business; there was no other business.

### **Upcoming Meetings**

Chairperson Henderson mentioned the upcoming TAC meeting on May 19<sup>th</sup> and the next Board meeting is scheduled for June 2<sup>nd</sup> at 10:00 a.m. Both meetings will be held via video conference.

### **Meeting Adjournment**

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

Respectfully submitted,

A handwritten signature in black ink that reads "Ann W. Cundy". The signature is written in a cursive, flowing style.

Ann W. Cundy  
Director of Transportation



112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board

**FROM:** Ann Cundy, Director of Transportation

**MEETING DATE:** June 2, 2021

**RE:** **Board Action Form #21-07: Approval of the FY 2022 Unified Planning Work Program (UPWP)**

## RECOMMENDATION

Recommend approval of the Fiscal Year (FY) 2022 Unified Planning Work Program (UPWP).

## EXECUTIVE SUMMARY

The Policy Board approved release of the draft FY 2022 UPWP for a 21-day public comment period at the May 5, 2021 meeting following review by the TAC and the Board. The MPO has not received any public or agency comments during the comment period.

Staff developed the FY 2022 UPWP in collaboration with state agencies and the TAC. The UPWP identifies how federal, state, and local funds will be spent on SAWMPO administrative and programmatic activities during FY 2022.

## ATTACHMENT

[Draft FY 2022 UPWP](#)



112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board

**FROM:** Ann Cundy, Director of Transportation

**MEETING DATE:** June 2, 2021

**RE:** **Board Action Form #21-08: 2020 Census Bureau Proposed Criteria for Urban Areas Letter**

## RECOMMENDATION

Recommend that the Policy Board approve a letter to our U.S. Senators and Congressman outlining concerns about the impact of the U.S. Census Bureau's proposed urban area definition changes on the SAWMPO and BRITE Transit.

## EXECUTIVE SUMMARY

The U.S. Census Bureau is proposing a new methodology for defining urban areas. The proposed changes would shrink the SAWMPO urban area, and could affect Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) funding allocations to MPOs and small urban transit systems. Staff reviewed the proposed Census changes and impacts with the TAC in April 2021, and the Policy Board in May 2021.

Staff submitted a letter to the Census Bureau that outlined our concerns with the proposed urban area methodology. The second letter to our U.S. Senators and Congressman concerns the impact of the proposed Census criteria on the MPO.

## CENSUS BUREAU PROPOSED URBAN AREAS CRITERIA

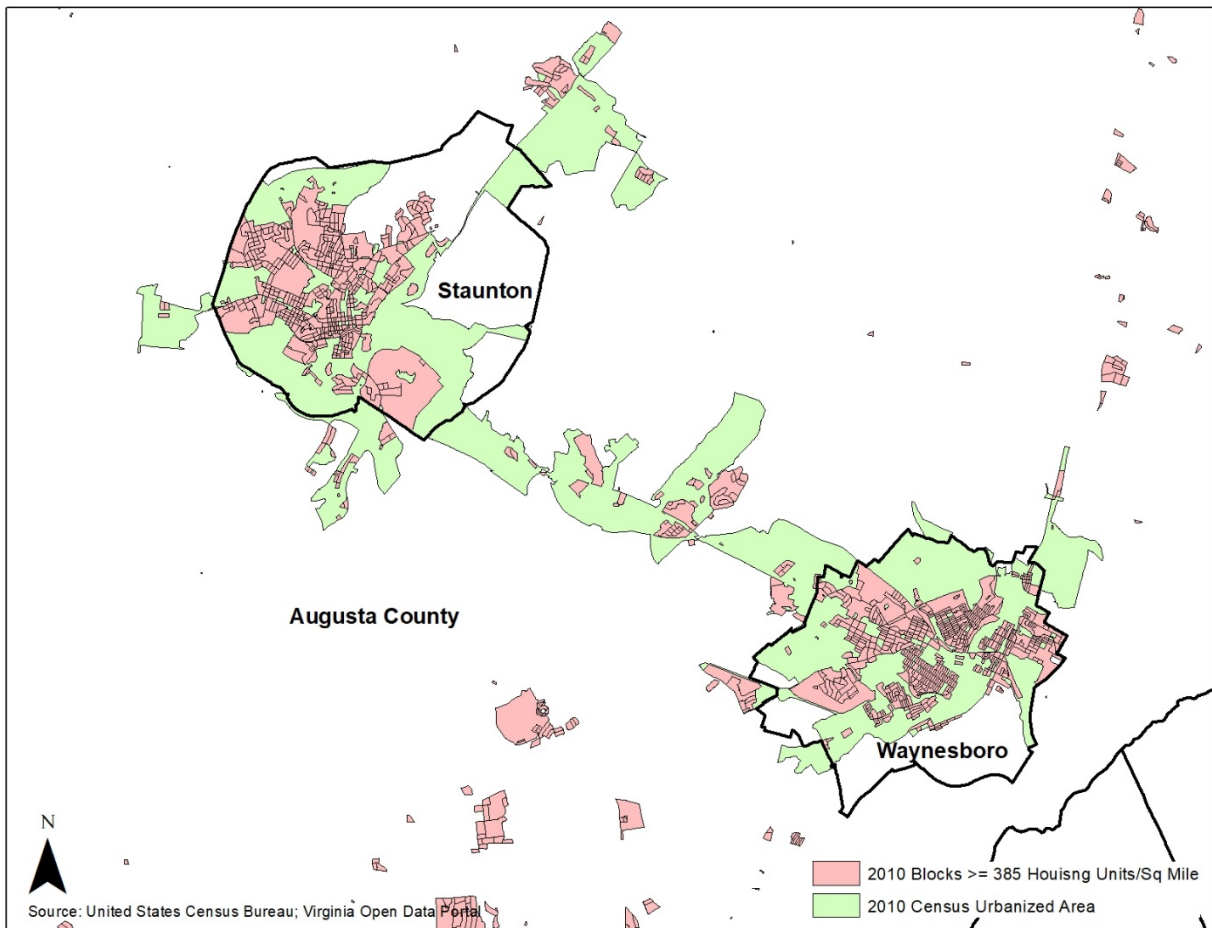
On February 19, 2021, the U.S. Census Bureau [proposed seven new criteria](#) for defining urban areas based on the 2020 Census results. The Census Bureau revises urban area boundaries after each decennial census based on new data.

The Census Bureau currently define urban areas based on population density per Census block. The seven new criteria define an urban area based on housing units per square mile in census blocks, incorporate a measure of soil imperviousness, and reduce the "hop" distance allowed between urban census blocks, which link together to form our urban area.

## IMPLICATIONS

The new criteria would significantly reduce the size of the SAWMPO's urban area (**see Figure 1**). The size reduction could lead to a decrease in the MPO's apportionment of metropolitan planning funding through the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA), which would limit MPO planning activities. It could also change BRITE Transit's status as a direct recipient of FTA 5307 funding for urban transit service. BRITE would become an FTA 5311 (Rural) system.

**Figure 1:** Preliminary SAWMPO Urban Area Changes based on the Census Bureau's Proposed Criteria using 2010 Census Data



## NEXT STEPS

With the Board's approval, staff will submit the letter to Senators Warner and Kaine, and Congressman Cline.

## ATTACHMENTS

- [Draft Letter to Congressional Delegation](#)
- [Letter to the U.S. Census Bureau \(submitted\)](#)
- [AMPO Joint Letter to the Census](#)

—



112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Zach Beard, Transportation Planner  
**MEETING DATE:** June 2, 2021  
**RE:** **Board Action Form #21-09: Regional Highway Safety Plan Request for Assistance Letter**

## RECOMMENDATION

Recommend that the Policy Board request assistance from VDOT to develop a Regional Highway Safety Plan.

## EXECUTIVE SUMMARY

Staff briefed the Policy Board at the May 2020 meeting on developing a Regional Highway Safety Plan in partnership with the VDOT Traffic Engineering Division. The Policy Board expressed support for the study, and requested clarification on VDOT assistance with periodic updates to the Plan to reflect current regional transportation safety trends and crash data. Staff received information from VDOT on the Plan update process, and drafted a letter requesting assistance from VDOT to develop the study for Policy Board review.

## HSIP REGIONAL TRANSPORTATION SAFETY PLAN

VDOT's Traffic Engineering Division is working with MPOs to develop regional Highway Safety Plans. The plans are based on the statewide [Virginia 2017 – 2021 Highway Safety Plan](#), and are entirely federally-funded.

The SAWMPO Highway Safety Plan would highlight regional safety trends, crash data, and countermeasures and implementation strategies that address not only infrastructure improvements, but also behavioral safety issues such as speeding, distracted driving, impaired driving, unbelted driving, and other issues. The results may inform future grant applications, as well as local policies and investments related to transportation safety.

### *Updating the Plan*

VDOT indicated that the MPO may request additional VDOT assistance in updating the Plan every four-to-five years to reflect changes in regional transportation safety trends and crash data, and also specific site locations as needed to advance regional safety planning efforts.

## NEXT STEPS

Pending Policy Board approval, staff will submit the request letter to VDOT. Staff will coordinate with VDOT to develop a project outline and schedule. A VDOT consultant will develop the Scope of Work detailing the study tasks and deliverables. The study is expected to begin in January 2022.

## ATTACHMENT

[Draft Request for Assistance Letter](#)





**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Zach Beard, Transportation Planner  
**MEETING DATE:** June 2, 2021  
**RE:** **Board Memo #21-08: FY 2021 Small Area Study Update**

#### EXECUTIVE SUMMARY

The FY21 SAMWPO Area Study at Interstate 81 Exit 235 in Weyers Cave is evaluating mid-term solutions to periodic congestion, and long-term corridor needs and intersection configurations to accommodate future growth along Weyers Cave Road (VA 256) between US 11 and Triangle Drive.

MPO staff selected Michael Baker International as the study consultant, and held a kick-off meeting on March 21, 2021. The study is scheduled to be complete in December 2021.

#### KICK OFF MEETING

Staff from the MPO, Augusta County, VDOT, BRITE, Blue Ridge Community College, and the Shenandoah Valley Regional Airport participated a kick-off meeting on March 31, 2021. The consultant reviewed the scope of work, study area characteristics, timeline, and study group input.

#### SITE VISIT

Michael Baker, the MPO, VDOT, and Augusta County staff met for a site visit on May 10, 2021 to review site conditions and areas for potential development growth. Baker used this information to develop base and future year volumes. A 1% linear growth rate will be applied for Route 256 and Route 11, and a 2% linear growth rate will be applied for the Interstate 81 interchange ramps.

#### NEXT STEPS

The next scheduled meeting in July 2021 will review existing conditions data and preliminary mid- and long-term concepts.

#### ATTACHMENTS

- [March 31, 2021 Small Area Study Kick-off Meeting](#)
- [Small Area Study Statement of Need](#)



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Bonnie Riedesel, SAWMPO Secretary/Treasurer  
**MEETING DATE:** June 2, 2021  
**RE:** **Board Memo #21-09: FY 2021 Unified Planning Work Program (UPWP) Budget Update**

## EXECUTIVE SUMMARY

The UPWP is the spending plan for the MPO for the fiscal year (July 1 – June 30). Below is an update on spending by the MPO as of April 30, 2021. Spending is shown by task and by VDOT and DRPT funding.

		04/30/21		BALANCE	%
EXPENSE SUMMARY BY TASK		UPWP	YTD		
710.1	Program Support & Administration	57,000	37,155	19,845	35%
710.2	Public Participation & Outreach	22,500	13,720	8,780	39%
711	Long Range Transportation Planning	59,000	46,979	12,021	20%
712	Short Range Transportation Planning	74,000	22,760	51,240	69%
713	Local, State, and Federal Assistance	27,500	25,805	1,695	6%
714	Transit Planning	43,924	957	42,967	98%
	Contingency - Highway	60,268	-	60,268	100%
<b>TOTAL</b>		<b>\$ 344,192</b>	<b>\$ 147,376</b>	<b>\$ 196,816</b>	<b>57%</b>
TOTAL EXCLUDING CONTENGENCY		\$ 283,924	\$ 147,376	\$ 136,548	48%

All expenses are allocated according to the UPWP allocation percentages:

FUNDING BY TASK AND SOURCE		VDOT	DRPT	TOTAL
710.1	Program Support & Administration	70%	30%	100%
710.2	Public Participation & Outreach	62%	38%	100%
711	Long Range Transportation Planning	71%	29%	100%
712	Short Range Transportation Planning	68%	32%	100%
713	Local, State, and Federal Assistance	55%	45%	100%
714	Transit Planning	0%	100%	100%
	Contingency - Highway	100%	0%	100%



**TO:** Staunton-Augusta-Waynesboro MPO Policy Board

**FROM:** Manas Ranjan, Transportation Planner

**MEETING DATE:** June 2, 2020

**RE:** **Board Memo #21-10: Presentation - COVID Impacts on Transportation**

## EXECUTIVE SUMMARY

COVID-19 had a significant impact on the nation's transportation network, with major changes observed in traffic volume, traffic speed, and the number of crashes throughout the nation.

National-level studies documented notable trends in decreasing in traffic volume, increasing speed volume, and increasing fatal and severe crash rates.

However, these studies focused on the country's major urban areas, and had limited data points from rural regions. Based on studies conducted nationally and in Northern Virginia, staff conducted a study focused on how more rural regions like the CSPDC and SAWMPO compared to national trends using VDOT crash data and traffic modeling.

## STUDY FINDINGS

The effects of COVID-19 on the transportation network in the SAWMPO do not appear to reflect the trends identified in urban areas and Northern Virginia. Overall, there were several key findings:

- Crashes decreased in the region, but there was no change in the number of fatal and major injury crashes as compared to previous years.
- The number of minor crashes and crashes involving property damage declined during the pandemic. This resulted in an increase in the proportion of fatal crashes and crashes involving major injuries even when the actual number of fatal and major injury crashes remained same as the previous year.
- The models analyzing the crash data and the cause of crashes reveal that national trends in more urban areas likely to not reflect the crash rate trends in the SAWMPO region. This illustrates the importance of contextualizing data, and not overestimating the impact of COVID-19 on the proportion of major and fatal crashes in the MPO area.

The study reveals the different ways the pandemic may have impacted urban and rural regions. The research indicates that the presence of location-specific factors responsible for the crashes may require location-specific metrics to be measured.



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

## **Policy Board Meeting Agenda August 4, 2021, 10:00 a.m.**

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

1. Call to Order
2. Public Comment
3. Approval of Minutes of the June 2, 2021 Policy Board Meeting\*
4. Consideration of Resolution Authorizing Electronic Participation in SAWMPO Meetings (BAF #21-10)\*
5. Consideration of the FY21-24 Transportation Improvement Program (TIP) Transit Amendment Release to Public Comment (BAF #21-11)\*
6. FY21 Small Area Study – Exit 235 and Route 256 Update (Board Memo #21-11)
7. FY 2021 UPWP Budget Update (Board Memo #21-12)
8. Presentation: Afton Express Service Launch - Devon Thompson, Transit Planner
9. Agency Updates
  - VDOT
  - DRPT
  - BRITE
10. Other Business
  - [Tentative] Joint SAWMPO-CAMPO Meeting
11. Upcoming Meetings
  - August 18, 2021 – Technical Advisory Committee Meeting, CSPDC Offices, 2:00 p.m.
  - September 1, 2021 – Policy Board Meeting, CSPDC Offices, 10:00 a.m.
12. Adjournment

\* Action Required

—

## Policy Board Regular Meeting Minutes June 2, 2021, 10:00 a.m.

Via Zoom Video Conference Call  
[Audio Recording of Call Click Here](#)

### Present (17):

Voting Members		Non-Voting Members		Others	
	<b>City of Staunton</b>		<b>VA DRPT</b>		<b>Others</b>
✓	Carolyn Dull	✓	Wood Hudson	✓	Brad Reed, VDOT
	Steve Rosenberg		Grant Sparks	✓	Philip Koloski, Public
✓	Leslie Beauregard (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)		Mack Frost	✓	Devon Thompson
	<b>City of Waynesboro</b>		<b>FTA</b>	✓	Kimberly Miller
✓	Bobby Henderson, Chair		Michele DeAngelis	✓	Manas Ranjan
✓	Jim Shaw		<b>VA DOA</b>		
	Michael Hamp (Alt)		Rusty Harrington		
	<b>VDOT</b>		<b>CTB</b>		
✓	Randy Kiser		Mark Merrill		
	Adam Campbell (Alt)				
✓	Don Komara (Alt)				
	Matt Dana (Alt)				

Governor Ralph Northam declared a state of emergency in Virginia on March 12, 2020, in response to COVID-19. In light of this emergency, the June 2<sup>nd</sup>, 2021, SAWMPO Policy Board meeting was conducted via video conferencing using Zoom.

### Call to Order

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:00 a.m. by Mr. Bobby Henderson, Chairperson.



---

## **Public Comment**

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

## **Approval of Minutes**

Chairperson Henderson presented the minutes from the May 5, 2021 Policy Board meeting.

***Dr. Seaton moved, seconded by Mr. Shaw, to approve the minutes as presented. Motion carried unanimously (6-0).***

## **Consideration of the FY2022 Unified Planning Work Program (UPWP) (Board Action Form #21-07)**

Chairperson Henderson presented the UPWP. Ms. Cundy stated that the Policy Board released the draft UPWP for the 21-day public comment at the May meeting. She stated that staff has not received any comments. Ms. Cundy stated that the document is presented today for approval. She stated that upon approval, staff will send the UPWP to VDOT and DRPT to share with the federal agencies.

***Dr. Seaton moved, seconded by Mr. Fitzgerald, to approve the UPWP. Motion carried unanimously (7-0).***

## **Consideration of the 2020 Census Proposed Criteria for Urban Areas Letter (Board Action Form #21-08)**

Chairperson Henderson presented the Census Bureau Proposed Criteria for Urban Areas. Ms. Cundy stated that staff has reviewed a proposal by the Census Bureau to use a new methodology to define urban areas. She stated that this methodology could dramatically shrink the MPO's urbanized area and cause it to fall below the population threshold. Ms. Cundy stated that the deadline for comment was May 20<sup>th</sup>. She stated that staff sent a letter to the Census Bureau on behalf of the SAWMPO (attached to the memo). At the recommendation of the Association of MPOs (AMPO), the Policy Board is advised to send the letter to the Virginia congressional delegation linked in the Action Form.

***Dr. Seaton moved, seconded by Mr. Fitzgerald, to approve the letter to the Congressional delegation. Motion carried unanimously (7-0).***

## **FY 2022 Small Area Study Request for Assistance Letter (Board Action Form #21-09)**

Chairperson Henderson presented the Regional Highway Safety Plan Request for Assistance Letter. Mr. Beard stated that last month he briefed the Board on the potential for developing a regional highway safety plan with VDOT's assistance. He stated that the Board expressed support for the plan, which would highlight regional safety trends, crash data, and develop countermeasures and implementation strategies that address not only infrastructure improvements, but also behavioral safety issues such as speeding, distracted driving, impaired



---

driving, unbelted driving. Mr. Beard stated that the results may inform future grant applications, as well as local policies and investments related to transportation safety.

He stated that in response to Board's questions about whether the plan would be updated periodically, and if VDOT would assist with the updates, staff received confirmation that the MPO may request additional VDOT assistance in updating the Plan every four-to-five years to reflect changes in regional transportation safety trends and crash data, and also specific site locations as needed to advance regional safety planning efforts.

Mr. Beard stated that staff requests Board approval of the letter to be submitted to VDOT requesting assistance with the plan. He stated that staff will coordinate with VDOT to develop a project outline and schedule and that a VDOT consultant will develop the Scope of Work detailing the study tasks and deliverables.

***Dr. Seaton moved, seconded by Mr. Shaw, to approve the request to VDOT for assistance in developing a Regional Highway Safety Plan. Motion carried unanimously (7-0).***

#### **Discussion of the FY21 Small Area Study – Exit 235 and Route 256 Update (Board Memo #21-08)**

Chairperson Henderson presented the Small Area Study Update. Mr. Beard stated that the I-81 Weyers Cave Small Area Study seeks to evaluate mid- and long-term corridor needs to accommodate future growth. He stated that several possible alternatives will be considered to improve facility traffic flow. Mr. Beard stated that staff held a kick-off meeting with the consultant, Michael Baker, and included key stakeholders, BRCC and the Shenandoah Valley Regional Airport. Slides from the kick-off meeting are available (linked to Memo). He stated that the consultant will host the next meeting in July to review existing conditions and expected growth; expected project completion is the end of 2021.

#### **FY 2021 UPWP Budget Update (Board Memo #21-09)**

Chairperson Henderson presented the UPWP Budget Update. Ms. Cundy stated that the memo summarizes spending activities as compared to budget for the fiscal year 2021 as of the end of April. She stated that spending is on track for the fiscal year. Ms. Cundy stated that the balance is high due to carryover of almost all the funds in 714 to begin updating the Transit Development Plan (TDP) in July. She stated that DRPT funds carryover from one year to the next and that those funds were saved to hire a consultant to assist with the TDP update. Ms. Cundy stated that in the task 712, short range planning, funds will be drawn down in May/June to pay consultant Michael Baker for their work on the I-81 Exit 235 study. She stated that any unspent monies on the VDOT side will be carried over and will become available in FY23 (there is a one-year wait for these carryover funds to be available).

#### **Presentation: "COVID-19 Impacts on Regional Transportation" Manas Ranjan, Transportation Planner, CSPDC (Board Memo #21-10)**

Chairperson Henderson presented the COVID-19 Impacts on Regional Transportation Presentation. Ms. Cundy stated that national trends indicated an impact in traffic volumes and crash volumes. She stated that staff used those study methodologies to study the impacts in the SAWMPO region. Ms. Cundy stated that





---

Mr. Manas Ranjan joined the CSPDC in February and was soon tasked with studying the trends on a national and regional basis.

Mr. Ranjan gave a PowerPoint presentation on the COVID-19 impacts on transportation in the SAWMPO and CSPDC region. He noted that staff wanted to explore how the COVID-19 pandemic has impacted the transportation networks and requirements in the region, and study the findings in comparison to national trends. He stated that the comparative study found interesting variances and region-specific insights that contrast with national trends, and raised valuable questions regarding transportation characteristics and needs particular to the region. Mr. Ranjan noted that based on the studies conducted nationally and in Northern Virginia, staff conducted a study focused on the CSPDC region to explore if the region also followed the national trend or, if it differed, in what ways. He stated that the study used crash data from VDOT to develop models to explore the nature of crashes, increase in fatal crashes, and the reason behind the increase specific to the rural nature of our region. Mr. Ranjan noted that the study found that, unlike the trends noticed in urban areas and Northern Virginia, the region did not face the same effects of COVID-19 pandemic on transportation. He reported on overall crashes in the region, the number of fatal and major injury crashes as compared to previous years, and the different ways the pandemic may have impacted urban and rural regions. (Presentation attached to file minutes.)

## **Agency Updates**

### Virginia Department of Transportation (VDOT)

Mr. Reed gave the following update:

- Revenue Sharing and Transportation Alternatives – the SMART PORTAL is open for pre-applications (a mandatory step) which are due on July 1<sup>st</sup>. The portal will be open for full applications from August 16 to October 1<sup>st</sup> at 5 pm.
- The STARS study of the downtown Staunton intersections for potential safety improvements is in progress. The consultant will present study recommendations to Staunton City Council at their work session on June 10<sup>th</sup> prior to kicking off the formal public outreach stage of the study.
- In response to a question, Mr. Reed stated that there are many options of types of projects that can be submitted to the Revenue Sharing program; in particular capital projects that are included in the CIP (and is a VTRANS need). Mr. Kiser stated that maintenance projects (i.e. paving) are the lowest priority and there is usually not enough money to fund maintenance projects. Mr. Reed mentioned the State of Good Repair program that opens in October.

Mr. Komara gave the following update:

- Improve81.org website contains updates on the projects that are coming up.
- The Residency will hold a public hearing on June 23<sup>rd</sup>, from 4-7pm at the Frontier Culture Museum regarding I-81 Exit 220-222 auxiliary lane project.
- Bridge construction project at Bell Creek is complete.
- Safety, maintenance and bridge projects in the region were discussed.



---

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

Mr. Hudson gave the following update:

- DRPT is finalizing contracts for FY22 grant applications; reviewing section 5303 applications (transit-related work).
- DRPT staff is available to provide technical assistance for transit-only or partial transit applications.
- Emails and surveys went out to MPOs regarding feedback for the state rail planning efforts.

### BRITE Transit

Ms. Thompson gave the following update:

- The Afton Express transit service has a planned start date of September 1<sup>st</sup>. Staff continues to outline and plan the logistics of starting up the service by that date. Two buses have been purchased and one bus has been delivered and has been branded. This bus was used in a photo shoot yesterday; the photos will be used for the marketing materials for promotional campaigns, which will begin in July and August.
- Staff is moving forward with the procurement of ITS Phase I, which involves assistance from Kimley-Horn with the procurement and implementation of the system.
- DRPT approved the Transit Development Plan (TDP) technical assistance grant and that process will kick-off in July. The BRITE Transit Advisory Committee (BTAC) will serve as the advisory committee for developing this plan, and KFH Group will be the consultant leading the process.
- BRITE will resume fare collection on all routes beginning on July 5. Those previously eligible for fare-free rides will continue to be able to ride fare-free.
- The Transportation Security Administration (TSA) extended the face mask requirement for individuals across all transportation networks through the US, including public transportation, through September 13. BRITE will continue to adhere to the requirement until lifted.

### **Other Business**

Chairperson Henderson opened the floor for other business. Ms. Cundy stated that we will be returning to in-person meetings when the Governor lifts the emergency declaration and restrictions. She stated that the CSPDC is working on installing video conferencing equipment in the large conference room. The CSPDC will be working on a Remote Attendance Policy in conjunction with its legal counsel.

### **Upcoming Meetings**

Chairperson Henderson mentioned the upcoming TAC meeting on June 16<sup>th</sup> by video conference and the next Board meeting is scheduled for July 7<sup>th</sup> at 10:00 a.m.



---

### **Meeting Adjournment**

There being no further business to come before the Policy Board, Chairperson Henderson adjourned the meeting at 10:54 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ann W. Cundy", is written over the printed name.

Ann W. Cundy  
Director of Transportation



112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board

**FROM:** Ann Cundy, Director of Transportation

**MEETING DATE:** August 4, 2021

**RE:** **Board Action Form #21-10: Consideration of Resolution Authorizing Electronic Participation in SAWMPO Meetings**

## RECOMMENDATION

Recommend approval authorizing electronic participation in SAWMPO meetings.

## EXECUTIVE SUMMARY

The Governor of Virginia's Executive Order allowing public bodies to meet by electronic communications in response to the COVID-19 pandemic expired on June 30, 2021. The SAWMPO is resuming in-person Policy Board and TAC meetings at the CSPDC office in August 2021. The revised Virginia State Code allows for members to participate electronically based on several restrictions and conditions.

## BACKGROUND

Governor Ralph Northam declared a state of emergency in Virginia on March 12, 2020, in response to COVID-19. The General Assembly authorized public bodies to meet via electronic means without a physical quorum during the COVID-19 global pandemic, which expired on June 30, 2021.

Absent a declared state of emergency, the Virginia Freedom of Information Act authorizes certain limited electronic participation. The SAWMPO must approve a policy based on Code of Virginia § 2.2-3708.2 to enable its members and committees to participate remotely in meetings.

The Code allows members to participate electronically if a member notifies the Chair or other presiding officer on or before the date of the meeting that the member is unable to attend due to 1) a specified personal matter; 2) a temporary or permanent disability or other medical condition that prevents physical attendance; or 3) the member's principal residence is more than 60 miles from the meeting location.

Remote participation due to a personal matter is limited to two meetings per year.

## ATTACHMENTS

- [SAWMPO Remote Attendance Resolution](#)
- [Code of Virginia: § 2.2-3708.2. Meetings held through electronic communication means](#)



112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board

**FROM:** Ann Cundy, Director of Transportation

**MEETING DATE:** August 4, 2021

**RE:** **Board Action Form #21-11: Consideration of the FY21-24 Transportation Improvement Program (TIP) Amendment Release to Public Comment**

## RECOMMENDATION

Staff recommends that the Policy Board release the FY21-24 TIP Transit Amendment to public comment for the required 21-day comment period.

## EXECUTIVE SUMMARY

In order to make application for federal transit funds to cover a portion of the cost of rehabilitating the BRITE Transit Hub on Lewis Street in Staunton, the MPO must add the project to the FY21-24 TIP.

## BACKGROUND

The CSPDC purchased the BRITE Transit Hub in 2021. The two-acre property is essential to public transportation service delivery, and provides a safe and secure location where four buses and the Downtown Trolley meet each hour. The Hub anchors the 250 Connector Route on the western end, the Blue Ridge Community College Shuttle Route on the southern end, and the Staunton bus routes.

Draper Aden and Associates took core samples to assess the depth and quality of the pavement, and provided the PDC with a preliminary cost estimate for rehabilitating the parking lot. The project will include constructing a concrete bus lane to prolong the life of the lot where buses pull through and park.

## NEXT STEPS

The draft FY21-24 TIP Transit Amendment will be released for the 21-day public comment period. The Policy Board will review any comments received, and approve the amendment at the September 1, 2021 meeting.

## ATTACHMENT

[Draft FY21—24 TIP Transit Amendment](#)



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Zach Beard, Transportation Planner  
**MEETING DATE:** August 4, 2021  
**RE:** **Board Memo #21-11: FY 2021 Exit 235 Small Area Study Update**

## BACKGROUND

The FY21 SAWMPO Area Study at Interstate 81 Exit 235 in Weyers Cave is evaluating mid-term solutions to periodic congestion, and long-term corridor needs and intersection configurations to accommodate future growth along Weyers Cave Road (VA 256) between US 11 and Triangle Drive.

The consultant Michael Baker held a kick-off meeting on March 21, 2021, which included the MPO, Augusta County, VDOT, BRITE, Blue Ridge Community College, and the Shenandoah Valley Regional Airport to review the scope of work. In May 2021, Baker, the MPO, VDOT, and County staff conducted a site visit to review the site conditions and future development growth areas to inform the mid- and long-term improvements.

## SECOND MEETING AND PUBLIC ENGAGEMENT

The next scheduled meeting on August 6, 2021 will review existing conditions data and preliminary mid- and long-term concepts for addressing concerns identified in the existing conditions and future no-build analyses.

After the study group reviews the preliminary alternatives, the consultant will begin developing detailed concepts and recommendations for specific improvements, as well as right-of-way impacts and cost estimates.

The consultant will present the detailed concepts to the Augusta County Board of Supervisors in September 2021. After receiving Board input, MPO staff will develop and release an online survey in late September or early October to collect public input on the proposed alternatives. An in-person public meeting is anticipated to be held in November 2021 to summarize the report findings, and the final report will be complete in December 2021.

## ATTACHMENTS

- [March 31, 2021 Small Area Study Kick-off Meeting](#)
- [Small Area Study Statement of Need](#)

---



**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Bonnie Riedesel, SAWMPO Secretary/Treasurer  
**MEETING DATE:** August 4, 2021  
**RE:** **Board Memo #21-12: FY 2021 Unified Planning Work Program (UPWP) Budget Update**

## EXECUTIVE SUMMARY

The UPWP is the spending plan for the MPO for the fiscal year (July 1 – June 30). Below is an update on spending by the MPO as of June 30, 2021. Spending is shown by task and by VDOT and DRPT funding.

EXPENSE SUMMARY BY TASK	06/30/21		BALANCE	%
	UPWP	YTD		
710.1 Program Support & Administration	57,000	44,314	12,686	22%
710.2 Public Participation & Outreach	22,500	15,787	6,713	30%
711 Long Range Transportation Planning	59,000	55,045	3,955	7%
712 Short Range Transportation Planning	74,000	37,717	36,284	49%
713 Local, State, and Federal Assistance	27,500	27,597	(97)	0%
714 Transit Planning	43,924	-	43,924	100%
Contingency - Highway	60,268	-	60,268	100%
<b>TOTAL</b>	<b>\$ 344,192</b>	<b>\$ 180,461</b>	<b>\$ 163,731</b>	<b>48%</b>
<b>TOTAL EXCLUDING CONTINGENCY</b>	<b>\$ 283,924</b>	<b>\$ 180,461</b>	<b>\$ 103,463</b>	<b>36%</b>

All expenses are allocated according to the UPWP allocation percentages:

FUNDING BY TASK AND SOURCE	VDOT	DRPT	TOTAL
710.1 Program Support & Administration	70%	30%	100%
710.2 Public Participation & Outreach	62%	38%	100%
711 Long Range Transportation Planning	71%	29%	100%
712 Short Range Transportation Planning	68%	32%	100%
713 Local, State, and Federal Assistance	55%	45%	100%
714 Transit Planning	0%	100%	100%
Contingency - Highway	100%	0%	100%





**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

## **Policy Board Meeting Agenda September 1, 2021, 10:00 a.m.**

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

OR

Via ZOOM Video Conference

Web Link: <https://zoom.us/j/95304069040?pwd=UTdiQngvL2hMUWJPWXNoSGhOQ3Aydz09>

Dial In (Audio Only): 1-301-715-8592 Meeting ID: 953 0406 9040 Password: 558464

1. Call to Order
2. Public Comment
3. Approval of Minutes of the August 4, 2021 Policy Board Meeting\*
4. Consideration of the FY21-24 Transportation Improvement Program (TIP) Amendment (BAF #21-12)\*
5. Consideration of 2021 TAP Resolutions of Support (BAF #21-13)\*
6. Consideration of the FY22 Small Area Study: Bicycle and Pedestrian Gap Analysis Scope of Work (BAF #21-14)\*
7. FY 2022 UPWP Budget Update (Board Memo #21-13)
8. Presentation: *Transforming Virginia Rail* - Mike McLaughlin, Chief of Operating Officer, Virginia Passenger Rail Authority
9. Agency Updates
  - VDOT
  - DRPT
  - BRITE
10. Other Business
11. Upcoming Meetings
  - September 15, 2021 – Technical Advisory Committee Meeting, CSPDC Offices, 2:00 p.m.
  - October 6, 2021 – Policy Board Meeting, CSPDC Offices, 10:00 a.m.
12. Adjournment

\* Action Required



---

**Policy Board  
Regular Meeting Minutes  
August 4, 2021, 10:00 a.m.**

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

**Present (16):**

Voting Members		Non-Voting Members		Others	
	<b>City of Staunton</b>		<b>VA DRPT</b>		<b>Others</b>
✓	Carolyn Dull	✓	Wood Hudson	✓	Josh Dunlap, VDOT
✓	Steve Rosenberg		Grant Sparks		<b>Staff (CSPDC)</b>
	Leslie Beauregard (Alt)		<b>VRT</b>	✓	Bonnie Riedesel
	<b>Augusta County</b>	✓	Steve Wilson	✓	Ann Cundy
✓	Scott Seaton, Vice Chair		Phil Thompson (Alt)	✓	Zach Beard
	Tim Fitzgerald		<b>FHWA</b>	✓	Devon Thompson
	Pam Carter (Alt)		Mack Frost	✓	Kimberly Miller
	<b>City of Waynesboro</b>		<b>FTA</b>		
	Bobby Henderson, Chair		Michele DeAngelis		
✓	Jim Shaw		<b>VA DOA</b>		
✓	Michael Hamp (Alt)		Rusty Harrington		
	<b>VDOT</b>		<b>CTB</b>		
✓	Randy Kiser		Mark Merrill		
✓	Adam Campbell (Alt)				
✓	Don Komara (Alt)				
	Matt Dana (Alt)				

**Call to Order**

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:01 a.m. by Dr. Scott Seaton, Vice Chairperson.

**Public Comment**

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



---

## **Approval of Minutes**

Vice Chairperson Seaton presented the minutes from the June 2, 2021 Policy Board meeting.

***Mr. Shaw moved, seconded by Mr. Kiser, to approve the minutes as presented. Motion carried unanimously (5-0; Mr. Rosenberg abstained).***

## **Resolution Authorizing Electronic Participation in SAWMPO Meetings (BAF #21-10)**

Vice Chairperson Seaton presented for consideration a Resolution Authorizing Electronic Participation in Meetings of the SAWMPO. Ms. Cundy reported that the Governor of Virginia's Executive Order allowing public bodies to meet by electronic means in response to the COVID-19 pandemic expired on June 30, 2021. She stated that the SAWMPO must approve a policy based on Code of Virginia §2.2-3708.2 to enable its members and committees to participate remotely in meetings. Ms. Cundy noted that the Code allows members to participate electronically if a member notifies the Chair or other presiding officer on or before the date of the meeting that the member is unable to attend due to: 1) a specified personal matter (limited to two occurrences per year; 2) a temporary or permanent disability or other medical condition that prevents physical attendance; or 3) the member's principal residence is more than 60 miles from the meeting location.

***Mr. Rosenberg moved, seconded by Mr. Shaw, to adopt the Resolution as presented. Motion carried unanimously (6-0).***

## **Consideration of the FY21-24 Transportation Improvement Program (TIP) Transit Amendment Release to Public Comment (BAF #21-11)**

Vice Chairperson Seaton presented for consideration the TIP Amendment. Ms. Cundy stated that the Board is requested to approve the proposed TIP Amendment being released for the required 21-day public comment period. She explained that any project applying for federal funds must be included in the MPO's TIP. Ms. Cundy stated that the BRITE Transit hub on North Lewis Street in Staunton needs to be improved and it was determined that the existing pavement is inadequate. Mr. Rosenberg asked if results of the soil samples have been received. Ms. Cundy stated that the engineering firm, Draper Aden, conducted a sample of the pavement and found that the sub-base is not an adequate depth, such that repaving would be of little benefit. She stated that the asphalt needs to be completely removed and sub-base added before repaving. Ms. Cundy stated that the first step in the process is to release the proposed Amendment for public comment.

***Mr. Rosenberg moved, seconded by Mr. Hamp, to approve the proposed TIP Amendment for release for Public Comment. Motion carried unanimously (6-0).***

## **FY21 Small Area Study Update – Exit 235/Rt 256 (Board Memo #21-11)**

Vice Chairperson Seaton presented the Small Area Study Update. Mr. Beard stated that the FY21 Small Area Study is at I-81 Exit 235 in Weyers Cave along Rt 256 from Rt 11 to Triangle Drive, also known as the Blue Ridge Community College exit. He stated that the study began with a kickoff meeting with the consultant,



---

Michael Baker, in March. Mr. Beard stated that the study will focus on mid-term improvements such as signal improvements and potential interchange designs, and long-term improvements such as bridge capacity.

Mr. Beard stated that the next study group meeting will be held on Friday, August 6th, where existing conditions and preliminary concepts will be reviewed. He stated that public input will be sought over the next few months through a MetroQuest survey and possibly an in-person meeting. The final report is expected to be completed by December 2021.

### **FY 2021 UPWP Budget Update (Board Memo #21-09)**

Vice Chairperson Seaton presented the UPWP Budget Update. Ms. Riedesel stated that the memo summarizes spending activities as compared to budget for the fiscal year 2021 as of the end of June, which is the end of the fiscal year. She stated that there is a significant carryover of funds from 714 to begin updating the Transit Development Plan (TDP) in July.

### **Presentation: “Afton Express Service Launch” – Devon Thompson, Transit Planner, CSPDC**

Vice Chairperson Seaton presented the Afton Express Service Launch Presentation. Ms. Thompson gave members some Afton Express branded items and played three video advertisements by future riders of the service. She discussed the upcoming service, which is beginning on September 1<sup>st</sup>, and is made possible by a 2-year demonstration grant from DRPT. Ms. Thompson stated that service will be provided by Virginia Regional Transit. During the month of September, fares will be waived; after that, fares are \$3 one way and passes for 10 trips may be purchased for \$25.

Ms. Thompson stated that pre-launch promotion and marketing was developed by a stakeholder committee including representatives from CSPDC, TJPDC, and UVA. Ms. Dull asked if there is a contingency plan for a route being full but people needing to get to work. Ms. Thompson stated that there is a spare bus that can be placed into service if needed. Ms. Riedesel stated that there is a ribbon-cutting ceremony planned for August 16<sup>th</sup> at the BRITE Transit facility at 4:30 p.m. Mr. Rosenberg asked what forms of payment will be accepted by the bus drivers for fare passes; Ms. Thompson stated that at this time transactions will only be made in cash. (Presentation attached to file minutes.)

### **Agency Updates**

#### Virginia Department of Transportation (VDOT)

Mr. Campbell gave the following update:

- The pre-application window for Revenue Sharing and Transportation Alternatives closed on July 1<sup>st</sup>. VDOT is conducting pre-screening; the final application window will open from August 15<sup>th</sup> through October 1<sup>st</sup>.
- Following the spring transportation meeting, our CTB representative, Mr. Merrill, decided to make a change to the recommended scenario to ensure equity across the district. The Waynesboro Broad Street project, which was the last project to get funded, was removed and a project in Woodstock and one in Frederick County were slid into the recommended funding scenario.
- The Six-Year Improvement Program was adopted by the CTB at their June meeting.



- 
- At the July CTB meeting there was a presentation on the new Interstate Operations and Enhancement Program, which will fund interstate projects. This program will function similarly to SMART SCALE in scoring and prioritizing projects for funding. Similar to I-81, corridor studies were completed, and recommendations made for corridors on I-95 and I-64 and recommended projects were presented to the CTB. Improvement projects on I-64 that fall within the Staunton District total \$3.4 million.
  - During the pandemic, VDOT began using MetroQuest online survey tool to solicit public comments. The tool worked so well that it has become the preferred survey method. Mr. Campbell showed the survey tool and how each recommended solution is presented and comments are made.

Mr. Komara gave the following update:

- [Improve81.org](https://www.improve81.org) website contains updates on the I-81 projects.
- A citizen information meeting was held regarding the Barterbrook Road bridge over I-81. There was a lot of participation and many comments were made about the length of the bridge closure which VDOT will try to limit to 12 months. Another citizen information meeting will be held on August 24<sup>th</sup> at the VDOT office regarding the I-81 Exit 220-222 auxiliary lane project.
- Park and Ride Lot improvements in Waynesboro will be mostly completed by fall.
- Updates on other safety, maintenance and bridge projects in the region were discussed.

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

Mr. Hudson gave the following update:

- DRPT is looking forward to the launch of the Afton Express and is anticipating a successful service.
- Transit Ridership Incentive Program is a new statewide grant program dedicated to reducing barriers to transit use by supporting low income and zero fare programming. The application window will be open from August 9 through September 17.
- DRPT is working on the COVID Recovery Toolkit and Marketing Resources to support strategies to develop, deploy, and demonstrate innovative solutions to improve the operational efficiency of transit agencies following a public health emergency.
- The Transit Equity and Modernization Study is underway; the goal of which is an assessment of the current conditions and to provide an action plan to improve equitable delivery of transit within the Commonwealth. A committee made up of DRPT staff, outside experts and transit agency executives will guide the process, and there will be six technical working groups that will advise.

#### BRITE Transit

Ms. Thompson gave the following update:

- The Transit Development Plan (TDP) process will kick-off at the BRITE Transit Advisory Committee's September meeting. The BTAC will serve as the advisory committee for developing this plan, and KFH Group will be the consultant leading the process.
- Staff is moving forward with the federal funding application for ITS Phase I. Once completed and approved, staff will work with consultant, Kimley-Horn, on the procurement and implementation of ITS on the BRITE buses.



- 
- On July 5, BRITE resumed fare collection on all routes. Those previously eligible for fare-free rides, i.e. those traveling to Augusta Health or students with a valid ID, will continue to be able to ride fare-free.
  - The Transportation Security Administration (TSA) extended the face mask requirement for individuals across all transportation networks through the US, including public transportation, through September 13. A new extension has pushed the date to January 2022.

### **Other Business**

Vice Chairperson Seaton opened the floor for other business. Ms. Riedesel stated that with the exception of last year, for prior five years, the SAWMPO and the Charlottesville-Albemarle MPO held a joint meeting in the fall. The SAWMPO will host the meeting this year; a tentative date is being planned for Tuesday, November 9<sup>th</sup>. Details are being discussed now.

Ms. Riedesel also provided an update about the meeting room enhancements that will soon enable the PDC to host hybrid virtual/in-person meetings. Funding was provided through an EDA grant.

### **Upcoming Meetings**

Vice Chairperson Seaton mentioned the upcoming TAC meeting on August 18<sup>th</sup> and the next Board meeting is scheduled for September 1<sup>st</sup> at 10:00 a.m.

### **Meeting Adjournment**

There being no further business to come before the Policy Board, Vice Chairperson Seaton adjourned the meeting at 10:53 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Ann W. Cundy". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Ann W. Cundy  
Director of Transportation



112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board

**FROM:** Ann Cundy, Director of Transportation

**MEETING DATE:** September 1, 2021

**RE:** **Board Action Form #21-12: Approval of the FY21-24 Transportation Improvement Program (TIP) Amendment**

## RECOMMENDATION

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

## EXECUTIVE SUMMARY

The Policy Board approved release of a draft FY21-24 TIP Amendment – which updates the transit section of the document to include BRITE Transit Hub rehabilitation costs – at the August 4, 2021 meeting for a 21-day public comment period. The SAWMPO did not receive any public or agency comments during the comment period.

The MPO must add the BRITE Transit Hub costs to the TIP to be eligible to receive federal funding for the project.

## BACKGROUND

The CSPDC purchased the BRITE Transit Hub at Lewis Street in Staunton in 2021. The two-acre property is essential to public transportation service delivery, and provides a safe and secure location where four buses and the Downtown Trolley meet each hour. The Hub anchors the 250 Connector Route on the western end, the Blue Ridge Community College Shuttle Route on the southern end, and the Staunton bus routes.

Draper Aden and Associates took core samples to assess the depth and quality of the pavement, and provided the PDC with a preliminary cost estimate for rehabilitating the parking lot. The project will include improvements to the site to support the long-term service plans for the BRITE transit system.

## ATTACHMENT

[Draft FY21–24 TIP Transit Amendment](#)





**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place,  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Zach Beard, SAWMPO Transportation Planner  
**MEETING DATE:** September 1, 2021  
**RE:** **Board Action Form #21-13: Consideration of 2021 TAP Resolutions of Support**

## RECOMMENDATION

Staff and the SAWMPO TAC recommend that the Policy Board endorse the Resolutions of Support for Transportation Alternatives Set-Aside Program (TAP) projects within the SAWMPO.

## OVERVIEW

TAP applications submitted within the SAWMPO area require a resolution of support from the SAWMPO Policy Board. The TAP pre-application validation phase ended on August 15, 2021, and approved applicants have until October 1, 2021 to submit the resolutions with their final applications.

SAWMPO staff recommends endorsing all project applications submitted by SAWMPO members. The SAWMPO TAC recommended that the Policy Board endorse the application at their August 18, 2021 meeting. SAWMPO members have submitted the following pre-applications:

### Augusta County

Augusta County is applying for the remaining construction funding for the final phase of the Verona Pedestrian Improvement Project. The project will install new 5' sidewalks on the eastern side of US 11 from Dick Huff Lane into the City of Staunton to approximately 400' south of the Augusta County/City of Staunton line and along Dick Huff Lane (Rt 940) from US 11 to the Augusta County Government Center. TAP funded the preliminary engineering and ROW phases in FY2019, and the first construction phase in FY2021.

### City of Waynesboro

The City of Waynesboro is applying for construction funding for Phase 4 of the South River Greenway. The project will install a 10-foot-wide multi-use path from North Park, the terminus of Greenway Phase 2B, to Basic Park on Genicom Drive. Preliminary engineering and right-of-way were funded in a previous TAP grant. Upon completion, the greenway will extend four miles and connect to four parks, the downtown area, and the public library.

## ATTACHMENTS

- [Augusta County Verona Pedestrian Improvements TAP Resolution](#)
- [Waynesboro Phase 4 South River Greenway TAP Resolution](#)



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Zach Beard, Transportation Planner  
**MEETING DATE:** September 1, 2021  
**RE:** **Board Action Form #21-14: FY22 Bicycle and Pedestrian  
Connectivity Gap Analysis Study**

## RECOMMENDATION

Recommend that the Policy Board approve the proposed FY22 Bicycle and Pedestrian Connectivity Gap Analysis study.

## OVERVIEW

The TAC reviewed two potential FY22 studies – a Regional Highway Safety Plan in partnership with the VDOT Highway Safety Improvement Program (HSIP), and a Bicycle and Pedestrian Connectivity Gap Analysis study – at the April 2021 TAC meeting. The TAC expressed support for both studies, and the Policy Board approved the Safety Plan Scope of Work at the June 2021 Board meeting, which will be led by VDOT and begin in January 2022.

Staff coordinated with each locality and VDOT District Planning to develop a Scope of Work for the Bicycle and Pedestrian study during a Study Group meeting on August 11, 2021. The study will be developed internally by MPO staff.

## STUDY SCOPE

### *Background*

The City of Staunton, Augusta County, and the City of Waynesboro each have bicycle and pedestrian plans identifying non-motorized infrastructure improvements, and each locality has made progress expanding their network of non-motorized facilities, yet the SAWMPO lacks information for connecting these networks across the region.

### *Purpose*

This analysis will identify non-motorized connectivity gaps between existing and funded non-motorized projects. It is the first step in defining a continuous bicycle and pedestrian network between Staunton, Augusta County, and Waynesboro. The study area is an east-west corridor paralleling Interstate-64 and Route 250 from Staunton through Augusta County to Waynesboro.

### *Tasks and Deliverables*

SAWMPO Staff will develop the tasks and deliverables, to include data collection, gap analysis, and recommendations. MPO staff will review regional plans, and coordinate with the Study Group to create an inventory of the existing, funded, and proposed non-motorized projects. The main task will

review the existing and funded projects in the study area, and identify non-motorized infrastructure gaps between each locality.

Recommendations will analyze the connectivity gaps, and focus on identifying the preferred connections between the three jurisdictions. Staff will also develop an online inventory and map to establish a centralized dataset of the existing, funded, and proposed non-motorized infrastructure in each locality to facilitate multi-modal planning. The map will be maintained by SAWMPO staff and updated as projects are proposed, funded, and complete.

#### NEXT STEPS

Pending Policy Board approval of the proposed study, staff will begin developing the analysis. The Study will be complete in December 2020.

#### ATTACHMENT

[Draft Bicycle and Pedestrian Connectivity Gap Analysis Scope of Work](#)

---



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Bonnie Riedesel, SAWMPO Secretary/Treasurer  
**MEETING DATE:** September 1, 2021  
**RE:** **Board Memo #21-13: FY 2022 Unified Planning Work Program (UPWP) Budget Update**

## EXECUTIVE SUMMARY

The UPWP is the spending plan for the MPO for the fiscal year (July 1 – June 30). Below is an update on spending by the MPO as of July 31, 2021. Spending is shown by task and by VDOT and DRPT funding.

07/31/21				
EXPENSE SUMMARY BY TASK	UPWP	YTD	BALANCE	%
710.1 Program Support & Administration	73,952	3,795	70,157	95%
710.2 Public Participation & Outreach	22,500	826	21,674	96%
711 Long Range Transportation Planning	57,500	4,667	52,833	92%
712 Short Range Transportation Planning	91,924	10,608	81,316	88%
713 Local, State, and Federal Assistance	50,000	2,373	47,627	95%
714 Transit Planning	55,000	-	55,000	100%
Contingency - Highway	68,737	-	68,737	100%
<b>TOTAL</b>	<b>\$ 419,613</b>	<b>\$ 22,269</b>	<b>\$ 397,344</b>	<b>95%</b>
TOTAL EXCLUDING CONTINGENCY	\$ 350,876	\$ 44,539	\$ 328,607	94%

All expenses are allocated according to the UPWP allocation percentages:

FUNDING BY TASK AND SOURCE	VDOT	DRPT	TOTAL
710.1 Program Support & Administration	70%	30%	100%
710.2 Public Participation & Outreach	62%	38%	100%
711 Long Range Transportation Planning	71%	29%	100%
712 Short Range Transportation Planning	68%	32%	100%
713 Local, State, and Federal Assistance	55%	45%	100%
714 Transit Planning	0%	100%	100%
Contingency - Highway	100%	0%	100%



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

## **Policy Board Meeting Agenda October 6, 2021, 10:00 a.m.**

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

OR

Via ZOOM Video Conference

Web Link: <https://us06web.zoom.us/j/95304069040?pwd=UTdiQngvL2hMUWJPWXNoSGhOQ3Aydz09>

Dial In (Audio Only): 1-301-715-8592 Meeting ID: 953 0406 9040 Password: 558464

1. Call to Order
2. Public Comment
3. Recognition of Out-going SAWMPO Board Member Jim Shaw
4. Approval of Minutes of the September 1, 2021 Policy Board Meeting\*
5. Exit 235 Study Update (Board Memo #21-14)
6. FY 2022 UPWP Budget Update (Board Memo #21-15)
7. Presentation: Electric Vehicle Charging Infrastructure - Alleyn Harned, Executive Director, Virginia Clean Cities
8. Agency Updates
  - VDOT
  - DRPT
  - BRITE
9. Other Business
  - Joint CAMPO-SAWMPO meeting
  - Bi-partisan Infrastructure Bill
10. Upcoming Meetings
  - October 20, 2021 – Technical Advisory Committee Meeting, CSPDC Offices, 2:00 p.m.
  - November 9, 2021 –SAWMPO Meeting, CSPDC Offices, 10:00 a.m.
11. Adjournment

\* Action Required



---

**Policy Board  
Regular Meeting Minutes  
September 1, 2021, 10:00 a.m.**

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

**Present (18):**

Voting Members		Non-Voting Members		Others	
	<b>City of Staunton</b>		<b>VA DRPT</b>		<b>Others</b>
✓	Carolyn Dull	✓*	Wood Hudson	✓*	Michael McLaughlin, DRPT
✓	Steve Rosenberg		Grant Sparks	✓*	Josh Dunlap, VDOT
	Leslie Beauregard (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)		Mack Frost	✓*	Devon Thompson
	<b>City of Waynesboro</b>		<b>FTA</b>	✓	Kimberly Miller
✓	Bobby Henderson, Chair		Michele DeAngelis		
✓	Jim Shaw		<b>VA DOA</b>		
	Michael Hamp (Alt)		Rusty Harrington		
	<b>VDOT</b>		<b>CTB</b>		
✓	Randy Kiser		Mark Merrill		
✓*	Adam Campbell (Alt)				
✓*	Don Komara (Alt)				
	Matt Dana (Alt)				

\*Due to a resurgence of COVID-19 cases in the region, non-voting members were encouraged to attend virtually by Zoom. Those who attended virtually are indicated by an asterisk; all others attended in-person.

**Call to Order**

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:01 a.m. by Mr. Bobby Henderson, Chairperson.



---

## **Public Comment**

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

## **Approval of Minutes**

Chairperson Henderson presented the minutes from the August 4, 2021 Policy Board meeting. Dr. Seaton noted an occurrence in the minutes where the Chairperson was noted as adjourning the meeting rather than the Vice Chairperson. The motion includes that revision to the minutes (correction made to file minutes).

***Dr. Seaton moved, seconded by Mr. Rosenberg, to approve the minutes as corrected (Motion carried unanimously (7-0)).***

## **Consideration of the FY21-24 Transportation Improvement Program (TIP) Transit Amendment (BAF #21-12)**

Chairperson Henderson presented for consideration the TIP Amendment. Ms. Cundy stated that proposed TIP Amendment was released at the August Board meeting for the 21-day public comment period and that no public comments were received; the Board is requested to approve the TIP Amendment. She explained that any project applying for federal funds must be included in the MPO's TIP. Ms. Cundy stated that the amount of \$435,000 allocated in the amendment is an estimate based on the consultant's recommendation for rehabilitation of the Lewis Street transit hub parking lot.

She stated that when staff met with DRPT to discuss funding opportunities, they suggested that a study be undertaken to make the Lewis Street Hub a proper transit transfer center; such as reconfiguring the space, better defining parking for the buses, relocating the shelters, and building a small structure with an office and restroom facilities for the drivers. Ms. Cundy stated that the BRITE Transit Development Plan (TDP) that is being updated this year will include an additional task to assess what the current and future needs are for the site, develop a detailed site plan, and apply for funding through a discretionary DRPT fund in January.

***Dr. Seaton moved, seconded by Mr. Shaw, to approve the TIP Amendment. Motion carried unanimously (7-0).***

## **Consideration of the 2021 TAP Resolutions of Support (BAF #21-13)**

Chairperson Henderson presented for consideration the 2021 TAP Resolutions of Support. Mr. Beard stated that the Transportation Alternatives Program (TAP) provides funding primarily for pedestrian improvements. Applications from the SAWMPO region require a Resolution of Support from the MPO Board, and final applications are due by October 1<sup>st</sup>. Mr. Beard discussed the two applications for consideration by the Board: 1) Augusta County's application for remaining construction of the final phase of the Verona sidewalk project, and 2) Waynesboro's application for construction funding of phase four of the South River Greenway.

***Dr. Seaton moved, seconded by Mr. Fitzgerald, to approve the two 2021 TAP Resolutions of Support. Motion carried unanimously (7-0).***





---

## **Consideration of the FY22 Small Area Study Scope of Work: Bicycle and Pedestrian Gap Analysis (BAF #21-14)**

Chairperson Henderson presented the Small Area Study Update. Mr. Beard stated that at the April TAC meeting, two potential FY22 studies were reviewed: 1) a regional highway safety plan in partnership with VDOT, and 2) a regional bike-ped connectivity gap analysis. He stated that the TAC expressed support for conducting both studies; first the highway safety plan and then the bike-ped connectivity plan. Mr. Beard stated that the Board approved moving forward with the Highway Safety study and approved the Request for Assistance Letter sent to VDOT Central Office in June.

To begin the bike-ped connectivity study process, Mr. Beard stated that a study group was convened to discuss the scope of work. He stated that each locality has completed a number of studies on infrastructure projects and bike-ped planning. Mr. Beard stated that the plans are stand-alone, but at the regional level, there is a desire to explore how these plans can work together to establish continuous, non-motorized access between the localities. He stated that the study will focus on an east-west corridor from Staunton through Augusta County to Waynesboro (parallel to I-64 and Rt 250).

Mr. Beard stated that MPO staff will coordinate with the study group to develop the tasks and deliverables, to include data collection, gap analysis, and recommendations. He stated that MPO staff will review regional plans, and coordinate with the study group to create an inventory of the existing, funded, and proposed non-motorized projects. The study is expected to be completed by December 2020. Mr. Beard requested that the Board approve the proposed Scope of Work.

***Dr. Seaton moved, seconded by Mr. Shaw, to approve the FY22 Small Area Study Scope of Work. Motion carried unanimously (7-0).***

## **FY 2021 UPWP Budget Update (Board Memo #21-09)**

Chairperson Henderson presented the UPWP Budget Update. Ms. Riedesel stated that the memo summarizes spending activities as compared to budget for the fiscal year 2021 as of the end of July, which is the first month of the current fiscal year. She stated that there was a significant carryover of funds from 714 to begin updating the Transit Development Plan (TDP) and that spending is on-track.

## **Presentation: "Transforming Virginia Rail" - Michael McLaughlin, Chief Operating Officer, Virginia Passenger Rail Authority**

Chairperson Henderson presented the Transforming Virginia Rail presentation and introduced Mr Michael McLaughlin. Mr. McLaughlin stated that the Port of Virginia and Virginia's location on the Amtrak network make rail very important to the Commonwealth. He explained funding for rail and how the Virginia Passenger Rail Authority (VPRA) is empowered to make decisions about, and investments in, rail throughout Virginia. Mr. McLaughlin stated that the VPRA purchased right-of-way along the Buckingham Branch rail to preserve it for potential future passenger service. DRPT is studying the corridor from Clifton Forge to Hampton Roads that goes through the SAWMPO region. Mr. McLaughlin discussed infrastructure, acquisition, and goals



around the state. He discussed the Long Bridge and the bottleneck that needs to be addressed there and other priorities throughout the Commonwealth. (Presentation attached to file minutes.)

## **Agency Updates**

### Virginia Department of Transportation (VDOT)

Mr. Campbell gave the following update:

- The final application deadline for this cycle of Revenue Sharing and Transportation Alternatives is October 1<sup>st</sup>.
- Staunton STARS Study MetroQuest survey closed two weeks ago; there were 487 responses received that included 593 comments. Just over 80% of respondents were residents of the City and 15% were from Augusta County. A summary of the comments will be provided to the study team leading up to the third study team meeting on Thursday, September 9<sup>th</sup>.
- SMART SCALE Round 5 application cycle will open next spring; outreach by district and residency staff to localities will begin next month.

Mr. Komara gave the following update:

- [Improve81.org](https://www.improve81.org) website contains updates on the I-81 projects.
- Citizen information meetings were held regarding the Barterbrook Road bridge over I-81 and the I-81 lane widening in Staunton. Participation at both meetings was good and many comments were received.
- Park and Ride Lot improvements in Waynesboro will be mostly completed by fall.
- A newly added right turn lane at Route 701 and Riverheads High School is working well.
- The Weyers Cave access project will be re-advertised; no bidders responded to the first advertisement.
- Rt 262 four lane extensions will be advertised in 2022.

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

Ms. Cundy provided the following update on behalf of Mr. Hudson (a written update handout was provided and is attached to file minutes):

- The Transit Equity and Modernization Study is underway; members of the BRITE Transit Advisory Committee (BTAC) participated in the committee and were interviewed for the study.
- CSPDC staff is talking with DRPT to discuss potential projects for SMART SCALE Round 5 applications.
- BRITE explored participation in the Transit Ridership Incentive Program, specifically the fare-free pilot; it was determined that at the end of the project, additional local match would be needed to continue to be fare-free, and decided not to participate in the pilot at this time. Staff will track other possible ways to be fare-free at some point in the future through grant opportunities.
- The Virginia Breeze is adding new service along I-81 called the Highlands Rhythm. This route will consist of daily northbound and southbound service connecting Bristol, Virginia to Union Station in Washington, D.C. with stops along the I-81 corridor in Wytheville, Christiansburg, Salem, Roanoke and Harrisonburg. DRPT is in the process of procuring a contractor for the service and tickets are expected to go on sale in late fall.



---

### BRITE Transit

Ms. Thompson gave the following update:

- The Transit Development Plan (TDP) process will kick-off at the BRITE Transit Advisory Committee's September meeting. The BTAC will serve as the advisory committee for developing this plan, and KFH Group will be the consultant leading the process. As mentioned earlier, recommendations for improving the Lewis Street transit hub will be included in the TDP's scope of work.
- The Transportation Security Administration (TSA) extended the face mask requirement for individuals across all transportation networks through the US, including public transportation, through January 2022.
- Today is the first day of service for the Afton Express commuter bus service between Staunton and the Charlottesville area. Staff was out this morning to greet riders and give them branded swag as they boarded. Initial reports indicated that the routes were working well and were on-time.

### **Other Business**

Chairperson Henderson opened the floor for other business. Mr. Beard provided an update on the Bi-partisan Infrastructure Bill. He handed out a memo and will also send it after the meeting by email (memo attached to file minutes). He pointed out some of the highlights and said that funding for some projects could be available as early as next fiscal year. He stated that staff will be keeping up with any developments on the bill and funding.

### **Upcoming Meetings**

Chairperson Henderson mentioned the upcoming TAC meeting on September 15<sup>th</sup> and the next Board meeting is scheduled for October 6<sup>th</sup> at 10:00 a.m.

### **Meeting Adjournment**

There being no further business to come before the Policy Board, Chairperson Henderson adjourned the meeting at 11:08 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ann W. Cundy".

Ann W. Cundy  
Director of Transportation



# CERTIFICATE OF APPRECIATION

**THE STAUNTON AUGUSTA WAYNESBORO  
METROPOLITAN PLANNING ORGANIZATION**

expresses sincere appreciation to

**D. JAMES SHAW, II**

for his dedicated service to the Policy Board,  
and to the people of the region, shown during his incumbency as a founding member,

*from August 2012 through October 2021*

and wishing to show its appreciation, does hereby  
present this recognition of gratitude and esteem

*this 6th day of October 2021.*

---

**Bonnie S. Riedesel**  
**SAWMPO Secretary/Treasurer**



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Zach Beard, Transportation Planner  
**MEETING DATE:** October 6, 2021  
**RE:** **Board Memo #21-14: FY 2021 Exit 235 Small Area Study Update**

## BACKGROUND

The FY21 Small Area Study at Interstate 81 Exit 235 in Weyers Cave is evaluating mid-term solutions to periodic congestion, and long-term corridor needs and intersection configurations to accommodate future growth along Weyers Cave Road (VA 256) between US 11 and Triangle Drive.

The study team includes consultant Michael Baker and representatives from the MPO, Augusta County, VDOT, BRITE, Blue Ridge Community College, and the Shenandoah Valley Regional Airport.

## THIRD MEETING AND PUBLIC ENGAGEMENT

On September 21, 2021, the study group reviewed the preliminary mid- and long-term recommendations for addressing concerns identified in the existing conditions and future no-build analyses .

Based on the study group input, the consultant is developing detailed concepts and recommendations for specific improvements, including right-of-way impacts and cost estimates.

The consultant will present the detailed concepts to the Augusta County Board of Supervisors on October 25, 2021. After receiving Board input, MPO staff will develop and release an online survey in early November to collect public input on the proposed alternatives. We anticipate holding an in-person public meeting at Blue Ridge Community College to share the final recommendations.

## ATTACHMENTS

- [Small Area Study Statement of Need](#)

—



**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Bonnie Riedesel, SAWMPO Secretary/Treasurer  
**MEETING DATE:** October 6, 2021  
**RE:** **Board Memo #21-15: FY 2022 Unified Planning Work Program (UPWP) Budget Update**

## EXECUTIVE SUMMARY

The UPWP is the spending plan for the MPO for the fiscal year (July 1 – June 30). Below is an update on spending by the MPO as of August 31, 2021. Spending is shown by task and by VDOT and DRPT funding.

EXPENSE SUMMARY BY TASK	UPWP	08/31/21	BALANCE	%
		YTD		
710.1 Program Support & Administration	73,952	9,103	64,849	88%
710.2 Public Participation & Outreach	22,500	1,554	20,946	93%
711 Long Range Transportation Planning	57,500	9,091	48,409	84%
712 Short Range Transportation Planning	91,924	24,919	67,005	73%
713 Local, State, and Federal Assistance	50,000	5,163	44,837	90%
714 Transit Planning	55,000	-	55,000	100%
Contingency - Highway	68,737	-	68,737	100%
<b>TOTAL</b>	<b>\$ 419,613</b>	<b>\$ 49,830</b>	<b>\$ 369,783</b>	<b>88%</b>
TOTAL EXCLUDING CONTEGENCY	\$ 350,876	\$ 99,660	\$ 301,046	86%

All expenses are allocated according to the UPWP allocation percentages:

FUNDING BY TASK AND SOURCE	VDOT	DRPT	TOTAL
710.1 Program Support & Administration	70%	30%	100%
710.2 Public Participation & Outreach	62%	38%	100%
711 Long Range Transportation Planning	71%	29%	100%
712 Short Range Transportation Planning	68%	32%	100%
713 Local, State, and Federal Assistance	55%	45%	100%
714 Transit Planning	0%	100%	100%
Contingency - Highway	100%	0%	100%



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

## **Policy Board Meeting Agenda December 1, 2021, 10:00 a.m.**

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

OR

Via ZOOM Video Conference

Web Link: <https://us06web.zoom.us/j/95304069040?pwd=UTdiOngvL2hMUWJPWXNoSGhOO3Aydz09>

Dial In (Audio Only): 1-301-715-8592 Meeting ID: 953 0406 9040 Password: 558464

1. Call to Order
2. Public Comment
3. Approval of Minutes of the October 6, 2021 Policy Board Meeting\*
4. Consideration of the SAWMPO 2022 Meeting Schedule (Board Action Form #21-15)\*
5. SMART SCALE Round 5 Scoring Changes Letter to Commonwealth Transportation Board Member Mark Merrill (Board Action Form #21-16)\*
6. Exit 235 Online Public Survey (Board Memo #21-16)
7. Infrastructure Investment and Jobs Act Update (Board Memo #21-17)
8. FY 2022 UPWP Budget Update (Board Memo #21-18)
9. Presentation: *"Preparing for the Next Dimension of Mobility"* – Lisa Peterson, VP of Business Development, [Airspace Link](#)
10. Agency Updates
  - VDOT
  - DRPT
  - BRITE
11. Other Business
12. Upcoming Meetings
  - January 5, 2022 – SAWMPO Policy Board Meeting, CSPDC Offices, 10:00 a.m.
  - December 15, 2021 – Technical Advisory Committee Meeting, CSPDC Offices, 2:00 p.m.
13. Adjournment

\*Action Required



---

**Policy Board  
Regular Meeting Minutes  
October 6, 2021, 10:00 a.m.**

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

**Present (18):**

Voting Members		Non-Voting Members		Others	
	<b>City of Staunton</b>		<b>VA DRPT</b>		<b>Others</b>
✓*	Carolyn Dull	✓*	Wood Hudson	✓*	Alleyn Harned, VA Clean Cities
✓	Steve Rosenberg		Grant Sparks	✓*	Nicole Peterson, VA Clean Cities
	Leslie Beauregard (Alt)		<b>VRT</b>	✓*	Josh Dunlap, VDOT
	<b>Augusta County</b>	✓*	Steve Wilson		<b>Staff (CSPDC)</b>
✓	Scott Seaton, Vice Chair		Phil Thompson (Alt)	✓	Bonnie Riedesel
✓	Tim Fitzgerald		<b>FHWA</b>		Ann Cundy
	Pam Carter (Alt)		Mack Frost	✓	Zach Beard
	<b>City of Waynesboro</b>		<b>FTA</b>	✓	Devon Thompson
✓	Bobby Henderson, Chair		Michele DeAngelis	✓	Kimberly Miller
✓	Jim Shaw		<b>VA DOA</b>		
	Michael Hamp (Alt)		Rusty Harrington		
	<b>VDOT</b>		<b>CTB</b>		
✓	Randy Kiser		Mark Merrill		
✓*	Adam Campbell (Alt)				
✓*	Don Komara (Alt)				
	Matt Dana (Alt)				

\*Due to a resurgence of COVID-19 cases in the region, non-voting members were encouraged to attend virtually by Zoom. Those who attended virtually are indicated by an asterisk; all others attended in-person.

**Call to Order**

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:01 a.m. by Mr. Bobby Henderson, Chairperson.





---

## **Public Comment**

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

## **Recognition of Board Member, Mr. Jim Shaw**

Chairperson Henderson recognized out-going member, Mr. Shaw, who is retiring this month. He presented Mr. Shaw with a Certificate of Appreciation on behalf of the SAWMPO expressing the MPO's gratitude for steadfast leadership and dedicated service to the MPO and to the people of the region, shown during his tenure on the Policy Board from its inception in August of 2012 until the present.

## **Approval of Minutes**

Chairperson Henderson presented the minutes from the September 1, 2021 Policy Board meeting.

***Dr. Seaton moved, seconded by Mr. Fitzgerald, to approve the minutes as presented (Motion carried unanimously (7-0)).***

## **Discussion of the Exit 235 Study Update (Board Memo #21-14)**

Chairperson Henderson presented the Exit 235 Study Update. Mr. Beard stated that the study area is in Weyers Cave, on Route 256 between Route 11 and Triangle Drive and includes both south and northbound exits from I-81 (the area is known as the Blue Ridge Community College exit). The study will examine possible safety and congestion improvements, in particular, left turn movements. The study began in March with the consultant, Michael Baker. Last month, Baker reviewed 10 improvement concepts with the study team; six of which have been identified by the study group to advance forward. More detailed concepts will be presented to the Augusta County Board of Supervisors. Because the bridge over I-81 will not likely be replaced in the near or mid-term future, the team is looking at ways to improve traffic flow and safety in the near future.

Mr. Beard reviewed the 10 concepts, each with a general concept and a table that indicates the potential impact on a.m. and p.m. traffic, estimated crash reduction and whether or not the study team selected the project for advancement. Project concepts were presented in a PowerPoint slide show and in a handout, both attached to file minutes.

There was some discussion about details, results and costs of the recommended concepts. Of the six concepts selected to advance for more detailed analysis, four include roundabouts, 1 includes adding an extra turn lane on the bridge, and 1 includes access improvements and reduction of left turn movements on Rt 11. The six concepts will be reviewed with Augusta County BOS on October 25th, an online survey will be developed and released for public comment, and an in-person meeting may be held at BRCC to review the final recommendations of the study.



---

## **FY 2022 UPWP Budget Update (Board Memo #21-15)**

Chairperson Henderson presented the UPWP Budget Update. Ms. Riedesel stated that the memo summarizes spending activities as compared to budget for the fiscal year 2022, as of the end of August, the first two months of the current fiscal year. She stated that spending is on-track with 86% of the budget remaining for the fiscal year.

Ms. Riedesel stated that Ms. Cundy is not present today due to her attending the annual Association of Metropolitan Planning Organizations in Phoenix, Arizona. Ms. Cundy is the chair of the Virginia Association of MPOs and they paid part of the cost for her to attend this national conference.

## **Presentation: “Electric Vehicle Charging Infrastructure” – Alleyn Harned, Executive Director, Virginia Clean Cities**

Chairperson Henderson presented Electric Vehicle Charging Infrastructure. Mr. Beard stated that last month he discussed the Infrastructure bill being considered in Congress that contains \$7 billion in funding for electric vehicle infrastructure. He stated that whether or not the bill passes, electric vehicles will be part of our future transportation landscape. Mr. Beard stated that Mr. Alleyn Harned is the Executive Director of Virginia Clean Cities, a state-wide non-profit in partnership with JMU, and sponsored by the Department of Energy. Mr. Harned joins the Board today to discuss the deployment of alternative fuel vehicles and infrastructure.

Mr. Harned stated that our use of energy and emissions will change as we plan for reduced greenhouse gases. He gave examples of several Virginia municipalities who have added electric vehicles (EV) and chargers for their fleet and/or for the public’s use. In addition, there are four outlet chargers at the Shenandoah Regional Airport, and 70 workplace chargers at Merck in Elkton. Mr. Harned showed the levels of chargers and how much charge they provide. Chargers at workplaces, office buildings, and shopping centers will be very important to supplement residential charging. Charging has been increasing in Virginia; with a number of them having been installed on the I-81 and I-64 corridors in the Staunton, Augusta County and Waynesboro region (SAW). Mr. Harned discussed the PlugShare app ([plugshare.com](https://www.plugshare.com)) where users can find chargers, see photos of them, and comment on them in a social-media-style format.

Mr. Harned introduced a dashboard at [driveelectricva.org](https://driveelectricva.org) that shows EV data by zip code. In the SAW area there are 174 EVs on the road, 39 of which are in the City of Staunton. This data is accessible live at [driveelectricva.org](https://driveelectricva.org). The Electric Vehicle Infrastructure (EVI) projection tool estimates that in SAW 10% electrification would equal 7400 vehicles. To support that many vehicles, 1037 workplace L2, 642 public L2, and 85 dc fast charging chargers are needed, plus an additional projected 3,040 single home level 2 charging plugs and 760 Multi-Unit Dwelling and or curbside level 2 charging plugs.

Mr. Harned discussed the length of time it takes to achieve any milestones, stating that it depends on how an area invests in the infrastructure. At this time, EVs are not available for purchase in this area and the infrastructure is not adequate. He stated that it took a decade to get to 1%. He stated that before people buy EVs, they will need to know there are places to charge.



---

In response to a question about the cost to the consumer to charge an EV, Mr. Harned stated that the cost of electricity in Virginia is approximately \$0.10/kW hour, or the equivalent of \$1.00 per gallon. The fast chargers charge the equivalent of \$4.00/gallon.

Mr. Harned showed data about the financial burden of electricity, and discussed equity of access among communities of color and low-income. He closed with comments about funding opportunities and the impact of EVs on CO2 emissions. (Presentation attached to file minutes.)

Mr. Hudson stated that Virginia is exploring innovative methods of charging public buses, such as electric overhead cables, conductive chargers, etc. Mr. Harned stated that the Department of Energy has a grant for transit chargers.

## **Agency Updates**

### Virginia Department of Transportation (VDOT)

Mr. Campbell gave the following update:

- Staunton STARS Study fourth and final study group meeting was held on September 9<sup>th</sup> to discuss the online public survey results and select the preferred alternative to advance. The project will wrap-up by end of the year.

Mr. Komara gave the following update:

- [Improve81.org](https://www.improve81.org) website contains updates on the I-81 projects.
- Park and Ride Lot improvements in Waynesboro; first half (lower half) is almost complete, will transfer to Phase II on the Chic-Fil-A end; substantial completion by fall.
- The Weyers Cave access project will be re-advertised this fall.
- Mr. Komara also reported on Paving, Rural Rustics and Maintenance projects in the region.
- In response to a question, Mr. Kiser stated that the infrastructure and conduits will be installed at the Waynesboro Park & Ride Lot so that EV chargers can be installed. Mr. Komara stated that there will also be bike racks installed.

Mr. Kiser stated that at the CTB meeting in September, Nick Donohue reported that revenues are higher than expected and that additional SMART SCALE projects are expected to be advanced for funding. At the October meeting, a presentation will be made on how to identify additional projects for funding. Mr. Campbell added that some Round 4 projects may see accelerated delivery.

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

Mr. Hudson provided the following update:

- The Transit Equity and Modernization Study project website, [www.vatransitequity.com](https://www.vatransitequity.com) is available; the first phase of the project is nearing completion which is a baseline conditions and opportunities assessment report which is due to the General Assembly in December 2021. Four technical working groups are meeting.



- 
- The Transit Ridership Incentive Program application window closed and initial reviews have been completed; total request is \$13.5 million; the team is prioritizing the applications.
  - Virginia Passenger Rail Authority (VPR) – The Governor attended a ribbon-cutting celebration of Rt 51 the last state-supported Amtrak rail segment to return to service after the COVID pause. This is the first service to receive the benefit of Transforming Rail in Virginia initiative funding to extend the rail service. The VPR has a new website: [vpra.virginia.gov](http://vpra.virginia.gov).

### BRITE Transit

Ms. Thompson gave the following update:

- Outreach materials about the Transit Equity and Modernization Study are available at the CSPDC office. BRITE is represented on the focus group on Accessibility and Adequacy of Infrastructure.
- The Afton Express has been operating for a month, and ridership is growing. In September there were 414 passenger trips (total boardings) for the four morning and four evening runs Monday through Friday. The route was fare-free for the month of September. Fares were instituted on October 1<sup>st</sup>. Passenger counts and route performance will be monitored to see if changes are needed to the schedule or route. The schedule is being evaluated to see if accommodations can be made to benefit the 7-7 shifts at UVA, which could increase the ridership pool.
- The Transit Development Plan (TDP) process kicked-off last month at the BRITE Transit Advisory Committee's meeting with the consultant, KFH Group. The kick-off meeting focused on evaluating the prior mission statement and goals developed in the 2015 TDP and discussing current unmet transportation and community mobility needs in the community and service area.
- Like other transit agencies, BRITE has increased bus capacity from 50% to 100%; however, the federal mask mandate is still in effect through January 2022.

### **Other Business**

Chairperson Henderson opened the floor for other business. Ms. Riedesel stated that the SAWMPO and the Charlottesville-Albemarle MPO (CAMPO) began meeting together annually [in 2015] up until 2019; the groups were unable to meet in 2020 due to the pandemic. The annual meeting was planned to resume this year with a meeting planned for November 2021. Due to continued COVID concerns, the meeting has been postponed until the Spring. She stated that the situation will be re-evaluated then to see if it will be feasible.

### **Upcoming Meetings**

Chairperson Henderson mentioned the upcoming TAC meeting on October 20<sup>th</sup> and the next Board meeting is scheduled for November 3<sup>rd</sup> at 10:00 a.m.

Chairperson Henderson asked Mr. Shaw if he would like to make any comments. Mr. Shaw stated that when the MPO first started, there was some question as to the value of the MPO, but once on the Board, he quickly saw the value of the body. He stated that in particular, he saw how the MPO elevated the region's profile with the CTB, which led to project funding that may not otherwise have been available. He expressed his appreciation for being able to work with the Board and wished everyone continued success.



---

## Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Henderson adjourned the meeting at 11:34 a.m.

Respectfully submitted,

*Bonnie S. Riedesel*

Bonnie S. Riedesel  
Secretary/Treasurer



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place,  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Ann Cundy, Director of Transportation  
**MEETING DATE:** December 1, 2021  
**RE:** **Board Action Form #21-15: Approval of the 2022 SAWMPO Meeting Schedule**

#### RECOMMENDATION

Recommend approval of the Calendar Year 2022 meeting schedule.

#### EXECUTIVE SUMMARY

The SAWMPO publishes its annual meeting schedule each December. The 2022 SAWMPO Policy Board and Technical Advisory Committee (TAC) meeting schedules are on page 2 of this memo. A public notice for the 2022 meeting schedules will be published in local newspapers and posted on [www.sawmpo.org](http://www.sawmpo.org) in accordance with the SAWMPO Public Participation Plan (PPP).

Changes to the 2022 meeting schedule or format will be posted on the website, and publicly noticed in local papers as required by the PPP. TAC and Policy Board members will be notified of meeting schedule changes via email at least one week in advance of the scheduled meeting date.

#### 2022 SAWMPO MEETING SCHEDULE

The proposed meeting schedules for the Policy Board and TAC are on **page 2**.

2022 Policy Board Meeting Schedule	
January 5, 2022	July 6, 2022
February 2, 2022	August 3, 2022
March 2, 2022	September 7, 2022
April 6, 2022	October 5, 2022
May 4, 2022	November 2, 2022
June 1, 2022	December 7, 2022
First Wednesday of each month at 10:00 a.m. Location (unless otherwise noted): Central Shenandoah Planning District Commission 112 MacTanly Place, Staunton, Virginia	

2022 Technical Advisory Committee (TAC) Meeting Schedule	
January 19, 2022	July 20, 2022
February 16, 2022	August 17, 2022
March 16, 2022	September 21, 2022
April 20, 2022	October 19, 2022
May 18, 2022	November 16, 2022
June 15, 2022	December 21, 2022
Third Wednesday of each month at 2:00 p.m. Location (unless otherwise noted): Central Shenandoah Planning District Commission 112 MacTanly Place, Staunton, Virginia	

~~-----~~



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place,  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Ann Cundy, Director of Transportation  
**MEETING DATE:** December 1, 2021  
**RE:** **Board Action Form #21-16: SMART SCALE Letter**

## RECOMMENDATION

Recommend that the Policy Board approve the letter to Commonwealth Transportation Board (CTB) Staunton District Representative Mark Merrill regarding proposed changes to the SMART SCALE program.

## EXECUTIVE SUMMARY

The Office of Intermodal Planning and Investment (OIPI) staff presented proposed changes to the SMART SCALE Environmental and Land Use Measures' scoring criteria to the CTB in October 2021. SMART SCALE Round Five opens in March 2022.

## ROUND FIVE PROPOSED CHANGES

SMART SCALE evaluates transportation projects based on Congestion, Safety, Accessibility, Environment, Economic Development, and Land Use. OIPI's proposed changes to the Environmental Measure allow for a more detailed evaluation of a project's potential to reduce greenhouse gas emissions.

The most significant scoring change for our region is adding Land Use as a factor for Type C regions. The proposed changes adjust the Land Use Measure from 0% to 10%, and adjust the Accessibility Measure from 25% to 15% for our Type C region. In previous rounds of SMART SCALE, projects in our region did not generate high Accessibility Measure scores, and did not generate a Land Use Measure score. The Land Use Measure for Type C balances out the overall project score weighting.

## NEXT STEPS

The CTB is scheduled to vote on the proposed changes at the December meeting. MPO Staff has reviewed these proposed changes, and recommends sending the attached letter to Staunton District CTB member Mark Merrill expressing the MPO's support of the proposed changes.

## ATTACHMENT

[Draft Letter to CTB member Mark Merrill](#)





**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Zach Beard, Transportation Planner  
**MEETING DATE:** December 1, 2021  
**RE:** **Board Memo #21-16: Exit 235 Online Public Survey**

## BACKGROUND

The FY21 Small Area Study at Interstate 81 Exit 235 in Weyers Cave is evaluating mid-term solutions to periodic congestion, and long-term corridor needs and intersection configurations to accommodate future growth along Weyers Cave Road (VA 256) between US 11 and Triangle Drive.

The study team includes consultant Michael Baker and representatives from the MPO, Augusta County, VDOT, BRITE, Blue Ridge Community College, and the Shenandoah Valley Regional Airport.

## BOARD OF SUPERVISORS PRESENTATION AND PUBLIC SURVEY

The consultant team from Michael Baker International reviewed six preliminary concepts with the Augusta County Board of Supervisors at the October 25, 2021 work session meeting. MPO Staff incorporated input from the County Board of Supervisors to develop an online public survey, which is scheduled to be released the week of November 29, 2021.

The survey provides an overview of the study area, and allows respondents to review and rate each of the proposed concepts. The input will inform the final study recommendations.

MPO Staff will walk through the MetroQuest survey with the Policy Board at the December 1<sup>st</sup> meeting.

## ATTACHMENTS

- [Small Area Study Statement of Need](#)

—



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

Phone (540) 885-5174  
Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Zach Beard, Transportation Planner  
**MEETING DATE:** December 1, 2021  
**RE:** **Board Memo #21-17: Infrastructure Bill Update**

## EXECUTIVE SUMMARY

The U.S. House of Representatives passed the \$1.2 trillion [the Infrastructure Investment and Jobs Act \(IIJA\)](#) – also known as the Bipartisan Infrastructure Bill – on November 5, 2021, and President Biden signed the bill into law on November 15, 2021. The legislation covers spending from FY22 through FY26, including reauthorization of the FAST Act, the prior five-year transportation spending plan.

Of the \$1.2 trillion from the IIJA, \$550 billion is new spending, and \$284 billion is allocated for transportation. The Commonwealth of Virginia will receive over \$7 billion in formula funding over the five-year period. A majority of the funding is allocated for highway improvements and transit, while new programs address climate impacts, equity, and electric vehicle infrastructure.

The House of Representatives passed the Senate's version of the IIJA passed in August. MPO staff summarized the contents of the bill in an [IIJA memo](#) distributed to the Policy Board and TAC in September.

## FUNDING OVERVIEW

IIJA provides across-the-board funding increases in baseline funding for each mode of transportation through formula funding, which is distributed by the federal government over several years to states through formulas using measurable criteria such as population and population density, and through competitive grant programs in which applicants apply for funding on a one-time basis.

- ***Roads, Bridges & Highways (\$110 billion)*** – Directs new funds to roads, bridges, highways, and related key transportation projects. Includes funding to repair and retrofit related infrastructure, and to invest in connected cars, sensor-based infrastructure, transit integration, commerce delivery and logistics, smart traffic, and smart grids.
- ***Rail (\$66 billion)*** – Expands Amtrak and addresses Amtrak backlog, modernizes Northeast Corridor rail line, and increases the reach of rail to new areas including cities.
- ***Public Transportation (\$39 billion)*** – Modernizes bus/rail fleets and replaces many with zero-emission options, expands public transit to areas without available options, and improves supporting transit infrastructure.
- ***Airports (\$25 billion)*** – Increases the capacity and accessibility of airport terminals, replaces aging airport infrastructure, and improves air traffic control towers and technology

- **Ports & Waterways (\$17 billion)** – Electrifies port infrastructure, bolsters port efficiency, and invests in projects that increase the resilience of ports to rising sea-levels, flooding and weather events
- **Electric Vehicle Infrastructure (7.5 billion)** – The bill also appropriates \$5 billion for a new EV Formula Program to provide money for States, and authorizes \$2.5 billion over five years for a new competitive grant program to build EV charging infrastructure.

IIJA includes \$7 billion in formula funding for transportation projects in Virginia, with \$1.5 billion of that total being new spending. Of that total, the Commonwealth will receive about \$1.2 billion for transit, \$537 million for bridge replacement and repairs, an estimated \$386 million for airport infrastructure, and at least \$106 million for electric-vehicle infrastructure.

### MPO-Related Planning

Under IIJA, MPOs would be eligible for new pilot programs focused on using data and public engagement innovations in project prioritization and improving travel demand data and modeling. MPOs would also be required to spend at least 2.5 percent of the state Planning Funds on the adoption of Complete Streets principles to reduce vehicle-related crashes and pedestrian risk.

Expanded bicycle and pedestrian funding includes TAP funds increasing by 10%, which includes a new sub-allocation designation enabling small MPOs serving urbanized areas with populations of 200,000 or less to be eligible for funding.

Moreover, MPOs would be encouraged to consider the equitable and proportional representation of the population of the metropolitan area when designating officials or representatives, while states would be encouraged to develop “human capital” workforce development plans through MPOs.

### LOOKING AHEAD

Funding through existing formula fund programs will begin within the next six months for highway maintenance and repair, bridges, transit, rail, and airports. New formula and competitive grant initiatives, such as for electric vehicle infrastructure, will likely take more time because federal agencies need to set-up the new programs.

Additional transportation funding could be available if Congress passes the Build Back Better bill, which includes clean energy programs that further promote alternative energy transportation infrastructure.

### ATTACHMENTS

- [National Association of Counties \(NACO\) IIJA Bill Summary](#)
- [September 2021 IIJA Summary Memo](#)

— x —



**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Bonnie Riedesel, SAWMPO Secretary/Treasurer  
**MEETING DATE:** December 1, 2021  
**RE:** **Board Memo #21-18: FY 2022 Unified Planning Work Program (UPWP) Budget Update**

## EXECUTIVE SUMMARY

The UPWP is the spending plan for the MPO for the fiscal year (July 1 – June 30). Below is an update on spending by the MPO as of October 31, 2021. Spending is shown by task and by VDOT and DRPT funding.

		10/31/21		BALANCE	%
EXPENSE SUMMARY BY TASK		UPWP	YTD		
710.1	Program Support & Administration	73,952	17,516	56,436	76%
710.2	Public Participation & Outreach	22,500	2,758	19,742	88%
711	Long Range Transportation Planning	57,500	16,793	40,707	71%
712	Short Range Transportation Planning	91,924	54,890	37,034	40%
713	Local, State, and Federal Assistance	50,000	12,540	37,460	75%
714	Transit Planning	51,420	4,258	47,162	92%
	Contingency - Highway	68,737	-	68,737	100%
<b>TOTAL</b>		<b>\$ 416,033</b>	<b>\$ 108,754</b>	<b>\$ 307,279</b>	<b>74%</b>
TOTAL EXCLUDING CONTINGENCY		\$ 347,296	\$ 217,508	\$ 238,542	69%

All expenses are allocated according to the UPWP allocation percentages:

FUNDING BY TASK AND SOURCE		VDOT	DRPT	TOTAL
710.1	Program Support & Administration	70%	30%	100%
710.2	Public Participation & Outreach	62%	38%	100%
711	Long Range Transportation Planning	71%	29%	100%
712	Short Range Transportation Planning	68%	32%	100%
713	Local, State, and Federal Assistance	55%	45%	100%
714	Transit Planning	0%	100%	100%
	Contingency - Highway	100%	0%	100%



---

**Policy Board  
Regular Meeting Minutes  
December 1, 2021, 10:00 a.m.**

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

**Present (18):**

Voting Members		Non-Voting Members		Others	
	<b>City of Staunton</b>		<b>VA DRPT</b>		<b>Others</b>
✓*	Carolyn Dull	✓*	Wood Hudson	✓*	Lisa Peterson, Airspace Link
✓	Steve Rosenberg		Grant Sparks	✓*	Corey Baker, Airspace Link
	Leslie Beauregard (Alt)		<b>VRT</b>	✓*	Philip Kozloski, Public
	<b>Augusta County</b>	✓*	Steve Wilson	✓*	Josh Dunlap, VDOT
✓	Scott Seaton, Vice Chair		Phil Thompson (Alt)		<b>Staff (CSPDC)</b>
	Tim Fitzgerald		<b>FHWA</b>	✓	Bonnie Riedesel
	Pam Carter (Alt)		Mack Frost	✓	Ann Cundy
	<b>City of Waynesboro</b>		<b>FTA</b>	✓	Zach Beard
	Bobby Henderson, Chair		Michele DeAngelis	✓	Devon Thompson
✓	Todd Wood		<b>VA DOA</b>	✓	Kimberly Miller
	Michael Hamp (Alt)		Rusty Harrington		
	<b>VDOT</b>		<b>CTB</b>		
✓	Randy Kiser		Mark Merrill		
✓*	Adam Campbell (Alt)				
✓*	Don Komara (Alt)				
	Matt Dana (Alt)				

\*Due to a resurgence of COVID-19 cases in the region, non-voting members were encouraged to attend virtually by Zoom. Those who attended virtually are indicated by an asterisk; all others attended in-person.

**Call to Order**

The meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:00 a.m. by Dr. Scott Seaton, Vice-Chairperson.



---

## Public Comment

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

Vice-Chairperson Seaton took the opportunity to welcome Mr. Todd Wood from the City of Waynesboro who takes the place of Mr. Shaw (retired) on the Policy Board.

## Approval of Minutes

Vice-Chairperson Seaton presented the minutes from the October 6, 2021 Policy Board meeting.

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

## Consideration of the SAWMPO 2022 Meeting Schedule (Board Action Form #21-15)

Vice-Chairperson Seaton presented the 2022 Meeting Schedule. Ms. Cundy stated that each year the upcoming year's schedule is approved and advertised in December in the two local newspapers and on the website.

***Mr. Rosenberg moved, seconded by Mr. Kiser, to approve the 2022 Meeting Schedule, as presented (Motion carried unanimously, 5-0).***

## Consideration of the SMART SCALE Round 5 Scoring Changes Letter to Commonwealth Transportation Board Member Mark Merrill (Board Action Form #21-16)

Vice-Chairperson Seaton presented the letter to the CTB. Ms. Cundy stated that staff has drafted a letter to CTB representative Mr. Mark Merrill, in support of the proposed changes to SMART SCALE scoring. Ms. Cundy gave a high-level overview of the proposed changes; the slides were developed by OIPI and were presented to the CTB in October. She stated that her emphasis is indicated in red; a video of the presentation that was made to the CTB is available on [YouTube](#) and she stated she will send out the link.

Ms. Cundy focused her discussion on the Environmental Quality and Land Use scoring measures, which are where the proposed changes are being made. The Environmental Quality Measures will be split into Air Quality – with a Qualitative and Quantitative Component, and Impact to Natural and Cultural Resources. She explained and gave examples of how this would impact a project score. For the Land Use measure, she explained that there are three tiers depending on the impact and how close the impact is to the project site. Land Use for all area types was included; the Staunton District staff requested OIPI to use the scoring on the Round 4 projects (post-award); almost all scored better with the Land Use measure added in. In conclusion, SAWMPO and VDOT staff believe that these are positive changes for our region. (Presentation attached to file minutes.)

Ms. Cundy stated that these comments are reflected in the letter that the Board is asked to consider.



---

***Mr. Wood moved, seconded by Mr. Rosenberg, to approve the SMART SCALE Scoring Changes Letter to Mr. Merrill, as presented (Motion carried unanimously, 5-0).***

### **Discussion of the Exit 235 Public Survey (Board Memo #21-16)**

Vice-Chairperson Seaton presented the Exit 235 Public Survey. Mr. Beard stated that the study area is in Weyers Cave, on Route 256 between Route 11 and Triangle Drive and includes both south and northbound exits from I-81 (the area is known as the Blue Ridge Community College exit). The study will examine possible safety and congestion improvements in the area. He stated that the ten concepts were reviewed with the Policy Board in October and six were presented to the Augusta County Board of Supervisors, also in October.

The Board of Supervisors had some reservations about one of the roundabout concepts that would reroute left-turn lane traffic on VA 256 to the US11 intersection, so that concept was removed from the group. The next step is for more detailed analysis and public engagement. The survey will be available on MetroQuest, goes live on December 3, 2021 and will be open for approximately three weeks. Mr. Beard showed how to navigate through the five tabs of the online survey.

In summary, Mr. Beard stated that there are five project concepts being advanced for analysis and included in the final report. These five projects are included in the online public survey that will be available from Friday, December 3<sup>rd</sup> through December 22<sup>nd</sup>.

### **Infrastructure Investment and Jobs Act Update (Board Memo #21-17)**

Vice-Chairperson Seaton presented the Infrastructure Investment and Jobs Act Update. Mr. Beard stated that the U.S. House of Representatives passed the \$1.2 trillion the Infrastructure Investment and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Bill, on November 5, 2021, and President Biden signed the bill into law on November 15, 2021. The legislation covers spending from FY22 through FY26, including reauthorization of the FAST Act, the prior five-year transportation spending plan. Of the \$1.2 trillion, \$550 billion is new spending, and of that, \$284 billion is allocated specifically for transportation. A majority of the transportation funding is allocated for highway improvements and transit, while new programs address climate impacts, equity, and electric vehicle infrastructure.

Virginia will receive a 32% increase over 2021 funding. Mr. Beard stated that there is funding available for a plethora of transportation and transit projects. He stated that more information is available at the National Association of Counties website where an in-depth summary is available: <https://www.naco.org/resources/legislative-analysis-counties-infrastructure-investment-jobs-act>. (Presentation attached to file minutes.)

### **FY 2022 UPWP Budget Update (Board Memo #21-18)**

Vice-Chairperson Seaton presented the UPWP Budget Update. Ms. Riedesel stated that the memo summarizes spending activities as compared to budget for the fiscal year 2022, as of the end of October. She stated that spending is on-track with 74% of the budget remaining for the fiscal year.





---

## **Presentation: “Preparing for the Next Dimension of Mobility” – Lisa Peterson, VP of Business Development, Airspace Link**

Vice-Chairperson Seaton presented “Preparing for the Next Dimension of Mobility.” Ms. Cundy introduced Ms. Lisa Peterson, whom she met at the National Association of Metropolitan Planning Organizations conference in October. Ms. Peterson introduced her team member, Mr. Cory Baker, who is also on the call. She stated that her company is looking at drones for movement of packages and is working with the FAA and state governments to pave the way for these new opportunities. Drones are also important for rail, road and bridge inspections. Airspace Link is one of seven companies approved by the FAA to provide low-altitude authorization and notification capability. Drone pilots must use an approved service in order to fly in the vicinity of airports. Airspace Link enables integration of drones into the national airspace and allows drone pilots to make better, safer decisions and get their authorizations.

Drones can offer package delivery to people with mobility issues and reduce the number of vehicles on the road. Airspace Link is working with local jurisdictions to understand the future of drones and create a drone highway in the sky. This includes digital mapping of ground hazards and populated areas for drone pilot use and may involve land use and zoning for takeoff and landing zones.

In response to a question, Ms. Peterson stated that being a drone pilot offers a new area of career opportunity. There is also a push for more United States based drone manufacturing which is another way this growing field will provide new jobs.

## **Other Business**

Vice-Chairperson Seaton opened the floor for other business. Ms. Riedesel stated that the Project Impact calendars are printed and ready for 2022. The project, originally funded by FEMA, is a clever way to get disaster preparedness and mitigation public education distributed to the public. Almost every year for the past 13 years, the CSPDC prints and distributes 5,000 calendars. This year, Sentara RMH Medical Center sponsored the calendar. Calendars are distributed to a variety of locations throughout the year, including all of the local government offices, libraries, and other locations throughout the region.

Ms. Riedesel stated that Augusta County made an application on Monday for the Afton Mountain Renaissance project; the Economic Development Administration made ARPA funds available and this project came to the forefront. The top of Afton Mountain greatly needs restoration and renovation. Augusta County took the lead for preliminary engineering; these funds are very competitive. Letters of support were received from our legislators, cities in the region, and many others.

## **Agency Updates**

### Virginia Department of Transportation (VDOT)

Mr. Campbell gave the following update:

- At next week's CTB meeting the CTB is expected to take action to on additional funding. Waynesboro Broad Street project has been recommended to receive funding.

Mr. Kiser added that a total of \$295 million of additional funds is to be allocated.





---

Mr. Komara gave the following update:

- [Improve81.org](http://Improve81.org) website contains updates on the I-81 projects.
- 220/221 widening project; looking at design/build.
- Park and Ride Lot improvements in Waynesboro is substantially complete and is a wonderful facility.
- Mr. Komara also reported on paving, snow removal and maintenance projects in the region.

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

Mr. Hudson provided the following update:

- The DRPT Transit grant applications season is here; the portal has opened.
- 5310 funding will be coming to the MPOs by the end of the year and will need to be included in the TIPs.
- Transit Equity and Modernization Study project website, [www.vatransitequity.com](http://www.vatransitequity.com) is available; the final report is under review by the Secretary's Office.

#### BRITE Transit

Ms. Thompson gave the following update:

- The Afton Express has been operating for three months. Passengers have taken over 1,300 trips as of mid-November (total boardings) for the four morning and four evening runs Monday through Friday. Passenger trips in the month of November have increased to the mid-to-upper thirties. Passenger counts and route performance are continuing to be monitored to know where and how the schedule and route could be improved.
- The newly enhanced Park & Ride Lot in Waynesboro is complete, and the Waynesboro stop has been moved to that location.
- Afton Express has launched a text alert system, TextMarks, to give real time information and alerts to Afton Express riders. Passengers will be able to voluntarily opt-in to receive these alerts, which include alerts of a late bus, traffic detours, or weather alerts.
- The Transit Development Plan (TDP) process is underway. Currently, the public opinion survey and onboard rider surveys are open. Surveys will provide information on what public transportation priorities are most important for area residents. The public opinion survey is accessible online; links are shared on the BRITE website. For those without computer access, paper copies are available at several locations around the region, like libraries and government buildings. Onboard rider surveys can be filled out on the buses via paper copies or online (QR codes are available on the buses).
- An FTA discretionary grant (5339 Bus and Bus Facilities) was submitted for the rehabilitation of the Staunton Lewis Street Hub. Proposed enhancements include new resurfacing of the lot, additional passenger amenities, accessibility, and safety such as bus shelters and lighting, and reconfiguration of bus lanes and travel within the lot. Municipal parking spaces will still be available, as well as conduits for four EV charging stations. Kimley-Horn assisted the CSPDC in developing the concept plan for the grant application and projected cost estimate – which totaled approximately \$1.2 million, inclusive of design and construction. This grant program is an 80/20 match, and grant award news should be available in 3-4 months.



---

### **Upcoming Meetings**

Vice-Chairperson Seaton mentioned the upcoming TAC meeting on December 15<sup>th</sup> and the next Board meeting is scheduled for January 5<sup>th</sup> at 10:00 a.m.

### **Meeting Adjournment**

There being no further business to come before the Policy Board, Vice-Chairperson Seaton adjourned the meeting at 11:39 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Ann W. Cundy". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Ann W. Cundy  
Director of Transportation