



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

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

### 2022 Policy Board Meeting Schedule

January 5, 2022 - **CANCELLED**

July 6, 2022 - **CANCELLED**

February 2, 2022

August 3, 2022

March 2, 2022

September 7, 2022

April 6, 2022 - **CANCELLED**

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



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## **Policy Board Meeting Agenda February 2, 2022, at 10:00 a.m.**

Via Zoom Video Conference

Web Link: <https://us06web.zoom.us/j/89981249696?pwd=a1prMmtGT1pZdVM2R3MzMzMGU2VkZaUT09>

Dial In (Audio Only): 1-301-715-8592 Meeting ID: 899 8124 9696 Password: 505441

1. Call to Order
2. Public Comment
3. Approval of Minutes of the December 1, 2021 Policy Board Meeting\*
4. FY 2022 Safety Performance Targets (Board Memo #22-01)
5. FY 2022 Highway Safety Study Update (Board Memo #22-02)
6. FY 2022 UPWP Budget Update (Board Memo #22-03)
7. Remarks from Commonwealth Transportation Board (CTB) Member Mark Merrill
8. Agency Updates
  - VDOT
  - DRPT
  - BRITE
9. Other Business
10. Upcoming Meetings
  - February 16, 2022 – Technical Advisory Committee Meeting, CSPDC Offices, 2:00 p.m.
  - March 2, 2022 – SAWMPO Policy Board Meeting, CSPDC Offices, 10:00 a.m.
11. Adjournment

\*Action Required



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**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.



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## **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.



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***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.



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## **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.



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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.



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### **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, appearing to read "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





**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Ann Cundy, Director of Transportation  
**MEETING DATE:** February 2, 2022  
**RE:** **Board Memo #22-01: 2022 SAWMPO Safety Performance Targets**

## EXECUTIVE SUMMARY

In 2016, the Federal Highway Administration (FHWA) established National Performance Measures for Safety Performance for the Highway Safety Improvement Program (HSIP) to assess fatalities and serious injuries on public roads. The FHWA requires that state DOTs set statewide annual safety percentage targets for reducing the number and rate of fatalities and serious injuries.

The SAWMPO must concur with VDOT's safety targets, or set its own targets, by February 27, 2022. As with targets from previous years, staff recommends concurring with VDOT's statewide annual safety percentage targets. There is no penalty for not meeting the targets.

## SAFETY TARGETS

### Statewide Targets

In June 2021, the Commonwealth Transportation Board (CTB) approved OIPI's proposed methodology and statewide targets for calendar year 2022. OIPI's methodology establishes targets from statistical models that project future safety performance based on data variables and expected crash reductions from completed projects. Data variables include five-year trends of the annual number of fatalities, serious injuries, and non-motorized fatalities and serious injuries.

In 2022, OIPI projects 861 fatalities, 6,901 Serious Injuries, and 646 Non-motorized Fatalities and Serious Injuries statewide. The numbers reflect the following 2022 safety target percentages:

- Fatalities: Increase of 1.37%
- Serious Injuries: Decrease of 2.36%
- Non-Motorized Fatalities and Serious Injuries: Decrease of 2.37%
- VMT: Increase of 6.8%

### SAWMPO Targets and Actual Numbers

The SAWMPO's 2016 – 2020 five-year average fatality and severe injury rate is lower than the statewide targets, with rates for both decreasing since 2018. The MPO's actual fatality and serious injury numbers have been below safety targets since the MPO began setting targets in 2018. However, the MPO recorded seven fatalities in 2021 according to VDOT crash data from January through September 30, 2021, which suggests that the MPO may meet or surpass the target once crash data is available for the entire year (see **Table 1**).

**Table 1: Safety Targets and Actual Numbers, 2018 – 2022**

	<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>	<b>2021 Actual*</b>	<b>2022 Target</b>
Fatalities	9	<b>4</b>	9	<b>5</b>	10	<b>5</b>	8	7	7
Rate of Fatalities per 100M VMT	.88	<b>.48</b>	.90	<b>.49</b>	.93	<b>.56</b>	.77	NA	.74
Serious Injuries	121	<b>111</b>	120	<b>91</b>	119	<b>81</b>	117	<b>69</b>	109
Rate Serious Injury Per 100M VMT	12.1	11.2	11.8	<b>8.8</b>	11.5	<b>9.1</b>	11.11	NA	10.7
Non-motorized Fatalities/Serious Injuries	10	<b>6</b>	10	<b>6</b>	10	<b>9</b>	10	<b>4</b>	9

\*Data from January 1 – September 30, 2021

## NEXT STEPS

Staff will submit the letter to VDOT outlining the MPO's safety targets for 2022.

## ATTACHMENT

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

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**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Ann Cundy, Director of Transportation  
**MEETING DATE:** February 2, 2022  
**RE:** **Board Memo #22-02: 2022 SAWMPO Highway Safety Plan Update**

## EXECUTIVE SUMMARY

In June 2021, the Policy Board approved working with the VDOT Traffic Engineering Division to develop a Regional Highway Safety Plan. The planning process will begin in March of 2022.

## 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 [first regional Transportation Safety Plan](#) was completed for the Roanoke Valley Transportation Planning Organization (RVTPO) in 2019, which will provide a baseline for the SAWMPO Plan.

The SAWMPO Highway Safety Plan will 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 can inform future grant applications, as well as local policies and investments related to transportation safety.

### Pre-scoping meeting

MPO Staff met with VDOT Traffic Engineering staff and a consultant on January 7, 2022 for a pre-scoping meeting to discuss the planning process. The Study Group will include the MPO TAC and stakeholders from the community involved in public safety – such as law enforcement and other first responders – to provide a broader perspective on the issues impacting regional transportation safety, and inform the Study implementation strategies.

## NEXT STEPS

The Study Team is meeting in March 2022 for the kick-off meeting. VDOT anticipates that the Study will take approximately six months to complete.

## ATTACHMENTS

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



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**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Bonnie Riedesel, SAWMPO Secretary/Treasurer  
**MEETING DATE:** February 2, 2022  
**RE:** **Board Memo #22-03: 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 December 31, 2021. Spending is shown by task and by VDOT and DRPT funding.

EXPENSE SUMMARY BY TASK	12/31/21		BALANCE	%
	UPWP	YTD		
710.1 Program Support & Administration	73,952	23,847	50,105	68%
710.2 Public Participation & Outreach	22,500	6,436	16,064	71%
711 Long Range Transportation Planning	57,500	23,994	33,506	58%
712 Short Range Transportation Planning	91,924	53,381	38,543	42%
713 Local, State, and Federal Assistance	50,000	17,109	32,891	66%
714 Transit Planning	51,420	10,344	41,076	80%
Contingency - Highway	68,737	-	68,737	100%
<b>TOTAL</b>	<b>\$ 416,033</b>	<b>\$ 135,110</b>	<b>\$ 280,923</b>	<b>68%</b>
TOTAL EXCLUDING CONTEGENCY	\$ 347,296	\$ 270,221	\$ 212,186	61%

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%



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## **Policy Board Meeting Agenda March 2, 2022, at 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/85692551486?pwd=QTFNcSsrdUVwYzQ1ZnY1YWwN3QzcrUT09>

Dial In (Audio Only): 1-301-715-8592 | Meeting ID: 856 9255 1486 | Password: 728017

1. Call to Order
2. Public Comment
3. Approval of Minutes of the February 2, 2022 Policy Board Meeting\*
4. FY 2023 Unified Planning Work Program (UPWP) Overview (Board Memo #22-04)
5. I-81 Exit 235 Study Update (Board Memo #22-05)
6. Presentation: *VTrans Risk and Opportunity Register*; by Jitender Ramchandani, OIPI
7. Agency Updates
  - VDOT
  - DRPT
  - BRITE
  - Localities
8. Other Business
9. Upcoming Meetings
  - March 16, 2022 – Technical Advisory Committee Meeting, CSPDC Office, 2:00 p.m.
  - April 6, 2022 – SAWMPO Policy Board Meeting, CSPDC Office, 10:00 a.m.
10. Adjournment

\*Action Required



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**Policy Board  
Regular Meeting Minutes  
February 2, 2022, 10:00 a.m.**

Via Zoom Video Conference\*

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

\*Due to rising COVID-19 cases, a 30-day state of emergency was declared in Virginia on January 10, 2022. In light of this emergency, the February 2nd Policy Board meeting was conducted by 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.



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## **Approval of Minutes**

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

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

## **Discussion of the FY2022 Safety Performance Targets (Board Memo #22-01)**

Chairperson Henderson presented the Safety Performance Targets. Ms. Cundy stated that the FHWA requires that state DOTs set statewide annual safety percentage targets for reducing the number and rate of fatalities and serious injuries. She stated that the SAWMPO must concur with VDOT's safety targets, or set its own targets, by February 27, 2022. Ms. Cundy stated that consistent with previous years, staff recommends concurring with VDOT's statewide annual safety percentage targets and added that there is no penalty if the targets are not met.

Ms. Cundy stated that staff will submit the letter attached to the Memo to VDOT concurring with the statewide targets for 2022.

## **Discussion of the FY2022 Highway Safety Study Update (Board Memo #22-02)**

Chairperson Henderson presented the Highway Safety Study Update. Ms. Cundy stated that in June 2021, the Policy Board approved working with the VDOT Traffic Engineering Division to develop a Regional Highway Safety Plan and that the planning process will begin in March of 2022. She stated that VDOT's Traffic Engineering Division is working with MPOs to develop regional Highway Safety Plans based on the statewide Virginia 2017 to 2021 Highway Safety Plan and that the plans are entirely federally-funded.

Ms. Cundy stated that the Roanoke Valley plan completed in 2019, will provide a baseline for the SAWMPO Plan. She stated that the SAWMPO Plan will 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 can inform future grant applications, as well as local policies and investments related to transportation safety.

Ms. Cundy stated that MPO Staff met with VDOT Traffic Engineering staff and a consultant on January 7<sup>th</sup> for a pre-scoping meeting and to discuss the planning process. She stated that the Study Group will include the MPO TAC and stakeholders from the community involved in public safety to provide a broader perspective on the issues impacting regional transportation safety, and to inform the Study implementation strategies. Ms. Cundy noted that the Study Team is meeting in March 2022 for the kick-off meeting and VDOT estimates the Study will take approximately six months to complete.

## **FY2022 UPWP Budget Update (Board Memo #22-03)**

Chairperson Henderson presented the UPWP Budget Update. Ms. Riedesel stated that the memo summarizes spending activities as compared to budget as of the end of December, which is halfway through the fiscal year. She stated that spending is on-track with 58% of the budget remaining for the fiscal year.



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Ms. Riedesel stated that the FY2023 budget will be prepared in the upcoming months and be presented for approval by the Board.

### **Remarks from Commonwealth Transportation Board (CTB) Member Mark Merrill**

Chairperson Henderson introduced and welcomed Mr. Mark Merrill, CTB member representing the Staunton District. Mr. Merrill expressed his appreciation to the SAWMPO members for their service to the Commonwealth. He stated that the Commonwealth of Virginia has a lot going on, especially regarding transportation and he reviewed the highlights of the major topics. Mr. Merrill reported on the upcoming and outgoing political roster of Cabinet appointees by newly-elected Governor Youngkin. He reported on the Infrastructure Investment and Jobs Act, and reviewed construction allocation funds and revenue sharing, noting that the revenues are coming in more favorably than forecasted, and on the fiscal standpoint, there was nothing but good news.

Mr. Merrill reviewed the Rails to Trails initiatives that would convert out-of-service railroads into multi-use recreational trails, noting that the CTB is supportive of these types of trails. He reported on safety initiatives, noting that the number of fatalities and serious crashes did not decrease over the past year, and there is an initiative underway to try to reduce the number of fatalities on Virginia's highways by 2 percent per year for the next 20 years.

Mr. Merrill reported on other items of interest from the CTB regarding climate change, economic development, and funding allocated for the Transportation Alternatives Program (TAP). He noted that updated information on various I-81 projects can be viewed on [www.improve81.org](http://www.improve81.org).

On behalf of the SAWMPO, Chairperson Henderson thanked Mr. Merrill for his attendance on the Zoom meeting and for his presentation, and for his hard work and dedication to the region.

### **Agency Updates**

#### Virginia Department of Transportation (VDOT)

Mr. Kiser stated that Spring Transportation meetings will be scheduled in April/May.

Mr. Campbell gave the following update:

- SMART SCALE pre-applications will be accepted from March 1<sup>st</sup> to April 1<sup>st</sup>.
- The Federal Land Access Program's 20% match was removed by the IIJA.
- The final report for the STARS Study of the 10 Downtown Staunton intersections was submitted to the Study Team for review.

Mr. Komara gave the following update:

- [Improve81.org](http://Improve81.org) website contains updates on the I-81 projects.
- The auxiliary lane from Exit 220 to 221 is out for advertisement; it will be design/build.
- A public hearing will be held in May/June for the widening project from Exits 220-225 ; a firm will be selected to do both design and build.
- Mr. Komara reported on other projects and gave an update on tree-trimming, snow removal and maintenance projects in the region.





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

Mr. Hudson provided the following update:

- The DRPT 5303 fund estimates will be released this month and the application period opens May 2<sup>nd</sup>.
- Transit Equity and Modernization Study project website, [www.vatransitequity.com](http://www.vatransitequity.com) is available for information about the study.
- Assistance is available from DRPT for transit-related SMART SCALE Round 5 pre-applications.
- In response to a question, Mr. Hudson stated that he will get information and report on the Virginia State Rail Plan.

### BRITE Transit

Ms. Thompson gave the following update:

- The Afton Express is in its fifth month of operating. Passengers have taken over 2,100 trips as of the end of January (total boardings) for the four morning and four evening runs Monday through Friday. Passenger counts and route performance are continuing to be monitored to know where and how the schedule and route could be improved.
- The Transit Development Plan (TDP) process continues. The public opinion survey and onboard rider surveys that were available late last year have been analyzed, and Chapters 1 -3 are in review by CSPDC staff before being presented to the BRITE Transit Advisory Committee for review.
- Virginia Department of Rail and Public Transportation (DRPT) FY23 grants were submitted on the February 1 deadline. Grants were submitted for: Urban & Rural Operating and Capital (which includes the capital cost of contracting for VRT's contracted services); an additional Demonstration Grant for Afton Express; the State match for the FTA 5339 application for the Staunton Lewis Street Hub submitted in November 2021; and Commuter Assistance Program (CAP) Operating assistance for the RideShare program. DRPT will review the grants and make recommendations for the SYIP.
- In response to a question, Ms. Thompson stated that ridership has been increasing and she agreed to prepare a graph of ridership (projections versus actual).

### **Upcoming Meetings**

Chairperson Henderson mentioned the upcoming TAC meeting on February 16<sup>th</sup> and the next Board meeting is scheduled for March 2<sup>nd</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 10:58 a.m.

Respectfully submitted,

Ann W. Cundy  
Director of Transportation



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

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

**MEETING DATE:** March 2, 2022

**RE:** **Board Memo #22-04: FY 2023 Unified Planning Work Program (UPWP) Overview**

## BACKGROUND

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

The Policy Board can make recommendations to MPO staff on the activities and funding levels in the UPWP during the annual update process. 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 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	\$61,920
Total	\$344,192	\$416,033

The FY22 budget is focused on the Exit 235 Study, the Regional Bicycle and Pedestrian Connectivity Study, and Regional Highway Safety Study. In FY23, the MPO's programmatic focus and budget will focus on Smart Scale Round 5 applications, and other activities requested by local and state partners.

## PLANNING EMPHASIS AREAS

In December 2021, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) issued updated planning emphasis areas (PEAs) for MPOs to incorporate into UPWP updates. PEAs are suggested policy, procedural, and technical topics, and there is flexibility in how MPOs incorporate PEAs into transportation planning processes.

The updated PEAs focus on advancing new transportation programs included in the Infrastructure Investment and Jobs Act (IIJA), such as clean energy and climate resilience, equity and environmental justice, complete streets, focusing on linking transportation planning with environmental considerations, and facilitating data sharing between state agencies and MPOs.

## NEXT STEPS

- April 13 – TAC recommends release of the Draft FY 2023 UPWP to public comment
- May 4 – Policy Board releases the Draft FY 2023 UPWP to public comment
- June 1 – Policy Board approves the FY 2023 UPWP

## ATTACHMENTS

- [Current \(FY22\) UPWP](#)
- [2021 FHWA and FTA Planning Emphasis Areas](#)

~~XXXX~~



**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 Senior Transportation Planner  
**MEETING DATE:** March 2, 2022  
**RE:** **Board Memo #22-05: I-81 Exit 235 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.

## PUBLIC SURVEY

Michael Baker reviewed six preliminary concepts with the Augusta County Board of Supervisors (BOS) at the October 25, 2021 work session meeting. MPO Staff incorporated input from the County BOS to develop an online public survey, which was open from December 3 – 22, 2021.

The survey provided an overview of the study area, and allowed respondents to review and rate each of the proposed concepts. 447 people took the survey, and submitted hundreds of individual comments. The Study Team held a final meeting on January 14, 2022 to review the survey results, and discuss how to depict the concepts in the final report.

## NEXT STEPS

MPO and Augusta County staff will host an in-person open house meeting on Monday, March 7 from 5:00 – 7:00 p.m. at Blue Ridge Community College (BRCC) Robert Plecker Workforce Center room P126AB to provide the public with an additional opportunity to comment on the alternatives.

MPO staff will present a summary of the public survey and open house input to the Augusta County BOS at the March 21, 2022 Board work session meeting. The final report will be complete in Spring 2022.

## ATTACHMENTS

- [I-81 Exit 235 Survey Summary](#)
- [Small Area Study Statement of Need](#)



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## **Policy Board Meeting Agenda May 4, 2022, at 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/85692551486?pwd=QTFNcSsrdUVwYzQ1ZnY1YWN3QzcrUT09>

Dial In (Audio Only): 1-301-715-8592 | Meeting ID: 856 9255 1486 | Password: 728017

1. Call to Order
2. Public Comment
3. Approval of Minutes of the March 2, 2022 Policy Board Meeting\*
4. Draft FY 2023 UPWP Release to Public Comment (Board Action Form #22-01)
5. FY22 UPWP Budget Update (Board Memo #22-06)
6. FY2022 Bicycle and Pedestrian Regional Connectivity Study Update (Board Memo #22-07)
7. Agency Updates
  - VDOT
  - DRPT
  - BRITE
  - Localities
8. Other Business
9. Upcoming Meetings
  - May 18, 2022 – Technical Advisory Committee Meeting, CSPDC Office, 2:00 p.m.
  - June 1, 2022 – SAWMPO Policy Board Meeting, CSPDC Office, 10:00 a.m.
10. Adjournment

\*Action Required



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## **Policy Board Regular Meeting Minutes March 2, 2022, 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	✓*	Shane McCabe, VDOT
✓	Leslie Beauregard		Grant Sparks	✓*	Jitender Ramchandani, OIPI
	<b>Augusta County</b>		<b>VRT</b>		<b>Staff (CSPDC)</b>
✓	Scott Seaton, Vice Chair	✓*	Steve Wilson	✓	Bonnie Riedesel
✓	Tim Fitzgerald		Phil Thompson (Alt)	✓	Ann Cundy
	Pam Carter (Alt)		<b>FHWA</b>	✓	Zach Beard
	<b>City of Waynesboro</b>		Kevin Jones	✓	Devon Thompson
✓	Bobby Henderson, Chair		<b>FTA</b>	✓	Paula Melester
✓	Todd Wood		Michele DeAngelis	✓	Kimberly Miller
	Michael Hamp (Alt)		<b>VA DOA</b>		
	<b>VDOT</b>		Rusty Harrington		
✓	Randy Kiser		<b>CTB</b>		
✓*	Adam Campbell (Alt)		Mark Merrill		
✓*	Don Komara (Alt)				
	Matt Dana (Alt)				

\*Non-voting members and members of the public are encouraged to attend by video conferencing using Zoom. Those who attended virtually are indicated by an asterisk.

### **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.

### **Introductions**

Chairperson Henderson introduced new members and visitors; Ms. Leslie Beauregard, who was an alternate and is now a voting member representing the City of Staunton, and Ms. Paula Melester, a newly hired Planner



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with the CSPDC, who came to us from JMU. Mr. Campbell introduced Mr. Shane McCabe, a new Planner with VDOT Staunton District.

### **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 2, 2022 Policy Board meeting.

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

### **FY2023 Unified Planning Work Program (UPWP) Overview (Board Memo #22-04)**

Chairperson Henderson presented the FY2023 UPWP. Ms. Cundy stated that every year at this time the MPO receives upcoming fiscal year funding allocations and begins reviewing the upcoming fiscal year budget and MPO work activities, which are outlined in the Unified Planning Work Program (UPWP). She explained that annual funding is based on allocations from our two main funding partners: 1) Federal Highways/VDOT, which allocate our highway funds, and 2) FTA/DRPT, which allocate transit funds. Ms. Cundy stated that this is an opportunity for the Board to coordinate with their respective jurisdiction staff to make recommendations to the MPO's work activities and provide input on areas of focus for FY23, such as new transportation studies and MPO assistance.

Ms. Cundy stated that the FY22 work program focuses on the Exit 235 Study, the Regional Bicycle and Pedestrian Connectivity Plan, and the Regional Highway Safety Study. She added that in FY23, the MPO's programmatic focus and budget will be on Smart Scale Round 5 applications, and other activities requested by local partners. Ms. Cundy stated that Waynesboro is due for a Small Area Study if they have a candidate project.

Ms. Cundy stated that by FY24 there could be additional planning requirements for MPOs as part the Infrastructure Investment and Jobs Act (IIJA), linking transportation planning with environmental considerations such as clean energy and climate resilience, equity and environmental justice, and complete streets; increased funding is also anticipated.

Ms. Cundy stated that a draft FY23 UPWP will be presented to the Board at the next meeting to release for public comment.

### **I-81 Exit 235 Study Update (Board Memo #22-05)**

Chairperson Henderson presented the Exit 235 Study Update. Mr. Beard stated that the Exit 235 study is in its final stages. He stated that a public survey was conducted between December 3-23, and received 447 responses and 365 comments. Mr. Beard went over the general characteristics of the respondents and that an overwhelming majority recognized the issues of this corridor.



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Mr. Beard stated that the improvement concepts were divided into two main areas: a) Route 11 and VA 256 and b) VA256. He showed how each improvement concept was depicted and explained on the map and that each concept includes an assessment of its impact on safety, delay, corridor progression, right of way impact and magnitude of cost.

Mr. Beard explained that the Route 11/VA 256 improvement concepts were 1) existing/no build, 2) raised median, and 3) roundabout. He discussed each concept and how each one was ranked by survey respondents. Mr. Beard stated that the most highly rated concept in this area was the roundabout but discussed some of the concerns expressed in the comments section that deserved consideration.

The second area, VA 256, had four improvement concepts: 1) existing/no build, 2) add left turn lanes along I-81 bridge, 3) roundabout at I-81 southbound and 4) roundabout at I-81 northbound. Mr. Beard stated that the no build concept rated very low, but the other three were rated over 3 stars, averaging 3.6, 3.12 and 3.27, respectively. He discussed the ratings and comments in detail.

Mr. Beard summarized by stating that the highest ranked concept was the turn lane on the bridge, and the second highest was the roundabout at Route 11/VA 256. He stated that the consultant, Michael Baker, is finishing the final report. Mr. Beard stated that there will be a second round of public engagement in person at BRCC on March 7<sup>th</sup>, where each of the five concepts will be printed on large boards, and the public will be invited to provide feedback. He stated that the feedback will be summarized and presented to the Board of Supervisors at their March 27<sup>th</sup> meeting. All public comments and feedback will be included in the final report.

### **Presentation: VTrans Risk and Opportunity Register; by Mr. Jitender Ramchandani, OIPI**

Chairperson Henderson introduced and welcomed Mr. Ramchandani, who is the Statewide Transportation Planning Manager at OIPI, and stated that he is with the Policy Board today to provide information on the next step in the VTrans 2045 process.

Mr. Ramchandani stated that VTrans, the state's long-range transportation plan, is currently in the process of the 5-year update. The plan has four components, number three being Long-Term Risk and Opportunity Register (LT-ROR), which is the topic of today's presentation.

The framework for the LT-ROR is comprised of five steps; 1) identify mega and macro trends, 2) identify metrics for CTB goals, 3) estimate impacts of macro trends on metrics, 4) develop VTrans LT-ROR, and 5) track macro trends for annual reporting. Mr. Ramchandani explained the four megatrends that were identified (climate, technology, consumption patterns and socio-demographic) and the macro trends (i.e. increase in flooding risk, adoption of autonomous and electric vehicles, growth in e-commerce and automation, and population impacts on the workforce) that are expected. He went into detail about the ways macro trends can impact specific transportation goals adopted by the CTB. As a result of this analysis, OIPI identified 19 risks and opportunities (available at <https://vtrans.org/long-term-planning/long-term-risk-register>). These identified risks and opportunities may be relevant for regional and local entities, he explained.





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Mr. Ramchandani suggested that the MPO and PDC start doing the following:

- Monitor the 19 risks and opportunities,
- Evaluate the extent to which regional long-range transportation plans will be impacted, and
- Study and develop pilots to address the identified risks and opportunities; the GAP-TA Program Component 2 offers resources to get ahead of the curve on some of the more localized impacts.

He stated that OIPI will monitor the long-term risks and opportunities and modify them based on new information/data. OIPI will also collaborate with VDOT, DRPT and other stakeholders to implement and monitor the VTrans Strategic Actions (Step 4 in the LRTP process), and inform local and regional jurisdictions of available resources that are or come available. (Presentation attached to file minutes.)

Chairperson Henderson thanked Mr. Ramchandani on behalf of the SAWMPO for his presentation.

## **Agency Updates**

### Virginia Department of Transportation (VDOT)

Mr. Campbell gave the following update:

- SMART SCALE Round 5 pre-applications will be accepted during the month of March; pre-applications are required.
- The Statewide training session in February to go over changes to the SMART SCALE portal was recorded and is available on the state SMART SCALE website.

Mr. Komara gave the following update:

- [Improve81.org](https://www.improve81.org) website contains updates on the I-81 projects.
- The Barterbrook Road bridge replacement is scheduled for advertisement in late 2022-early 2023.
- Staunton Exits 221-225 widening project will go to public hearing in May, then to design/build RFP.
- Weyers Cave climbing lanes project will have a public hearing in September.
- The Staunton Crossing project will be advertised in April.
- Mill Place will be advertised very soon.
- Rt262 widening will be advertised this time next year.

Mr. Kiser stated that the Spring Public Transportation meeting will be held on May 9<sup>th</sup> at 4:00 p.m. at BRCC Plecker Center. The IIJA will be discussed. He stated that more details will be shared as they become available.

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

Mr. Hudson provided the following update:

- If a locality is considering applying for projects with transit components (i.e. bus shelters, etc.) during the SMART SCALE Round 5 application window, technical assistance is available from DRPT.
- There may be a change to the SAWMPO representation by DRPT; More information to follow.
- DRPT has launched a new initiative called Rediscover Your Ride that will go live on March 14<sup>th</sup> to attract people back to public transit.



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### BRITE Transit

Ms. Thompson gave the following update:

- The Afton Express is in its sixth month of operating. Passengers have taken over 2,700 trips as of the end of February (total boardings) for the four morning and four evening runs Monday through Friday. In February, there was an average of 26 passenger trips per day, with the highest daily total being 38. Passenger counts and route performance are continuing to be monitored for possible schedule and route improvements.
- The Transit Development Plan (TDP) process continues. The public opinion surveys and onboard rider surveys that were available late last year have been analyzed, and Chapters 1 -3 are in review by CSPDC staff before being presented to the BRITE Transit Advisory Committee for review. Some survey result highlights include:
  - From the onboard survey:
    - Most passengers were travelling to work, followed by shopping/errands and medical needs. Riders are also frequent system users.
    - High satisfaction rates were found, particularly with the bus drivers and dispatch.
    - Rider demographics showed that most riders do not have a driver's license nor access to a vehicle.
    - High ranked service improvements include service on Sunday, bus stop amenities, later evening service, and additional Saturday service.
  - From the public opinion survey:
    - A majority of respondents (78%) were aware of BRITE services and of those most had an overall positive impression.
    - About 90% of respondents believe that there is a need for either additional or improved public transportation in the region and indicated support for additional funding to expand public transportation in the future.
    - When asked to prioritize potential service improvements, the most popular answers were later evening service, expansion outside of the SAW area, bus stop/shelter improvements, and additional Saturday service and Sunday service.

### Locality Updates

Ms. Cundy explained that this section was added to the SAWMPO Agendas as a result of a suggestion made by a member of the HRMPO. The agenda item was added to the HRMPO and the SAWMPO with the intention of providing locality information that may be of interest to the MPO.

### **Upcoming Meetings**

Chairperson Henderson mentioned the TAC has a meeting on March 16<sup>th</sup> and the next Board meeting is scheduled for April 6<sup>th</sup> at 10:00 a.m.



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## Meeting Adjournment

There being no further business to come before the Policy Board, Chairperson Henderson adjourned the meeting at 11:13 a.m.

Respectfully submitted,

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

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:** May 4, 2022

**RE:** **Board Action Form #21-01: FY 2023 Unified Planning Work Program (UPWP) Release for Public Comment**

## RECOMMENDATION

Recommend that the Policy Board release the draft FY 2023 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 during the fiscal year, and federal, state, and local funding. The proposed budget for FY 2023, and the previous year's budget, are below:

Revenues	FY 2022	FY 2023
FHWA PL	\$153,635	\$172,753
PL Carryover	\$109,102	\$100,552
FTA 5303	\$91,376	\$102,363
FTA 5303 Carryover	\$65,500	\$50,000*
Totals	\$419,613	\$425,668

\* Estimate

The FY 2022 budget focused on the Exit 235 Study, the Regional Bicycle and Pedestrian Connectivity Study, and Regional Highway Safety Study. In FY 2023, the MPO's programmatic focus and budget will focus on Smart Scale Round 5 applications, and a new small area study. At the April 21 meeting, the SAWMPO TAC recommended that the Policy Board release the draft FY23 UPWP to public comment.

## PLANNING EMPHASIS AREAS

In December 2021, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) issued updated planning emphasis areas (PEAs) focused on advancing new transportation programs included in the Infrastructure Investment and Jobs Act (IIJA), such as environment and equity initiatives. The FY 2023 draft includes new language addressing the PEAs, and this text is highlighted in red italics.

## NEXT STEPS

- June 2 – Policy Board approves the FY 2023 UPWP

## ATTACHMENT

[Draft FY 2023 UPWP](#)



# Fiscal Year 2023 Unified Planning Work Program

Approved: \_\_\_\_\_



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

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**SAWMPO.org**

# DRAFT: FY23 Unified Planning Work Program

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## DRAFT: FY23 Unified Planning Work Program

### Contact Information:

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

Virginia Relay for Hearing & Voice Impaired: Within Virginia 7-1-1;

Outside Virginia Voice 800-828-1140 • Hearing 800-828-1120

Website: [www.sawmpo.org](http://www.sawmpo.org)

### Title:

SAWMPO Fiscal Year 2023 (FY23) Unified Planning Work Program

### Authors:

Bonnie S. Riedesel, Secretary/Treasurer

Ann Cundy, Director of Transportation

Zach Beard, Senior Planner

### Report Date: June 1, 2022

This Report is prepared on behalf of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) through a cooperative process involving the Cities of Staunton and Waynesboro, County of Augusta, Virginia Department of Transportation, Virginia Department of Rail and Public Transportation, Federal Highway Administration, and the Federal Transit Administration.

The preparation of this work program was financially aided through grants from the Federal Highway Administration, Federal Transit Administration, Virginia Department of Transportation, Virginia Department of Rail and Public Transportation, and the three localities comprising the SAWMPO. Administrative support and technical assistance was provided by the Central Shenandoah Planning District Commission.



# DRAFT: FY23 Unified Planning Work Program

## Policy Board

### Officers

Chair, Bobby Henderson - City of Waynesboro

Vice Chair, Dr. Scott Seaton - Augusta County

Secretary/Treasurer, Bonnie S. Riedesel – Central Shenandoah Planning District Commission (non-voting)

### Members

Tim Fitzgerald - Augusta County

Carolyn Dull - City of Staunton

Leslie Beauregard- City of Staunton

Todd Wood - City of Waynesboro

Randy Kiser - Virginia Department of Transportation

Michele DeAngelis - Federal Transit Administration (non-voting)

Kevin Jones - Federal Highway Administration (non-voting)

Rusty Harrington - Virginia Department of Aviation (non-voting)

Grace Stankus - Virginia Department of Rail and Public Transportation (non-voting)

Steve Wilson - Virginia Regional Transit (non-voting)

## Technical Advisory Committee

### Officers

Chair, Leslie Tate – Augusta County

Vice Chair, Luke Juday – City of Waynesboro

### Members

Doug Wolfe - Augusta County

Jeff Johnston - City of Staunton

Rodney Rhodes - City of Staunton

Alisande Tombarge - City of Waynesboro

Don Komara - Virginia Department of Transportation

Wood Hudson - Virginia Department of Rail and Public Transportation

Kevin Jones - Federal Highway Administration (non-voting)

Devon Thompson - Central Shenandoah Planning District Commission (non-voting)

Phil Thompson – Virginia Regional Transit (non-voting)

Steve Wilson - Virginia Regional Transit (non-voting)

# DRAFT: FY23 Unified Planning Work Program

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## INTRODUCTION

### Basis for Work Program

The Unified Planning Work Program (UPWP) for transportation planning identifies all activities to be undertaken by the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) within the Metropolitan Planning Area (MPA) for FY23 (July 1, 2022 to June 30, 2023). The UPWP provides a mechanism for the coordination of transportation planning activities in the region and is required as a basis and condition for all federal transportation funding and transportation planning assistance by the joint metropolitan planning regulations of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

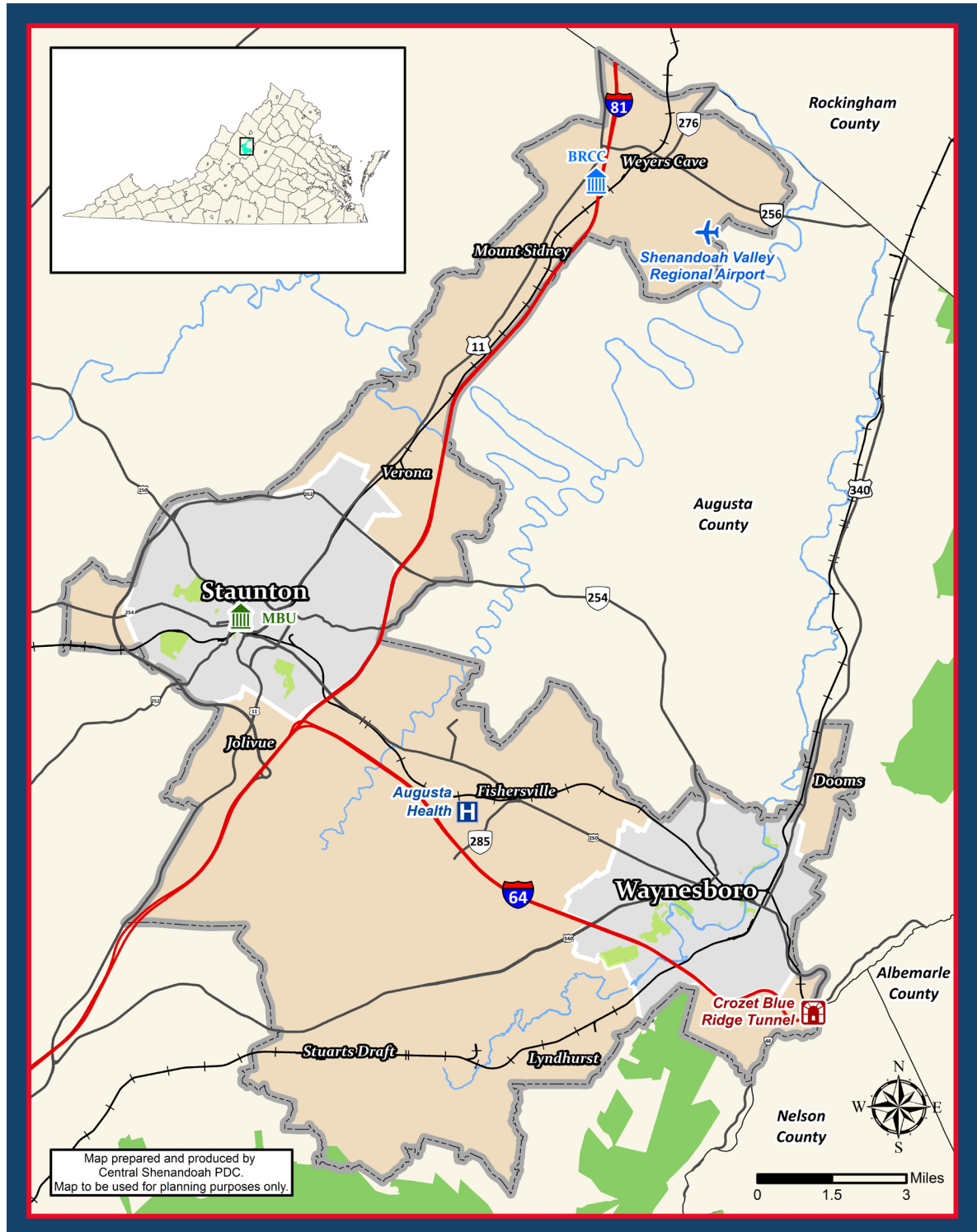
The work tasks within this UPWP are reflective of issues and concerns originating from transportation agencies at the federal, state, regional and local levels. The descriptions of the tasks to be accomplished and the budgets for these tasks are based on a best estimate of what can be accomplished within the confines of available federal, state and local resources.

### Metropolitan Planning Area

The SAWMPO planning area consists of the Cities of Staunton and Waynesboro, and a portion of Augusta County surrounding these jurisdictions. A map of the MPO is provided on the next page (Figure 1).

The SAWMPO has a land area of 142.7 square miles, and had a population of 81,692 according to 2019 estimates documented in the 2045 SAWMPO Long Range Transportation Plan (LRTP).

### Figure 1: SAWMPO Planning Area



## DRAFT: FY23 Unified Planning Work Program

### Responsibilities for Transportation Planning

The SAWMPO is the organization responsible for conducting the continuing, comprehensive, and coordinated (3-C) planning process for the Staunton-Augusta-Waynesboro urbanized area in accordance with requirements of Section 134 (Title 23 U.S.C.) of the Federal Highway Act of 1962, and Section 8 of the Federal Transit Act. The SAWMPO is the official Metropolitan Planning Organization for the Staunton-Augusta-Waynesboro urbanized area, designated by the Governor of Virginia, under Section 134 of the Federal Aid Highway Act, and the joint metropolitan planning regulations of FHWA and FTA. The policy making body of the SAWMPO is its Board which consists of seven (7) voting members. The voting membership of the Policy Board consists of two (2) members from the City of Staunton; two (2) members from Augusta County; two (2) members from the City of Waynesboro; and one (1) member from the Virginia Department of Transportation (VDOT). Member jurisdictions have also provided for alternate voting members.

Other agencies with non-voting membership on the SAWMPO Policy Board include: the Virginia Department of Rail and Public Transportation (DRPT), BRITE Transit contracted service provider, Virginia Regional Transit (VRT), FHWA and FTA, and the Virginia Department of Aviation.

### Organization of the SAWMPO

The day-to-day operations of the SAWMPO are performed by staff of the Central Shenandoah Planning District Commission (CSPDC). Staff, in conjunction with the SAWMPO member agencies, collects, analyzes, and evaluates demographic, land use, and transportation data to gain a better understanding of the transportation system requirements of the area. Staff prepares materials for use at Policy Board and Technical Advisory Committee (TAC) meetings, as well as any existing sub-committee meetings. Staff also administers the public involvement and Title VI processes.

Staff members participate in all SAWMPO meetings, provide expertise, and administer the transportation planning program. In addition, CSPDC staff represent the SAWMPO at other meetings of importance to regional planning activities.

## DRAFT: FY23 Unified Planning Work Program

### Total FY23 Budget Revenues

The primary funding sources for transportation planning activities included in this UPWP are the FHWA Section 112 (PL) (referred to as highway funds) and FTA Section 5303 (referred to as transit funds) programs. The proposed funding amounts, including state and local matching funds, for the FY23 SAWMPO UPWP are shown below.

<b>FY23 UPWP Budget Revenue Summary</b>				
<b>Revenue Category</b>	<b>Total</b>	<b>Federal</b>	<b>State</b>	<b>Local</b>
<b><i>Highway</i></b>				
FY 2023 New Highway Revenues	\$172,753	\$138,202	\$17,275	\$17,275
Carryover from FY 2021 Highway Funds	\$100,552	\$80,442	\$10,055	\$10,055
Subtotal	\$273,305	\$218,644	\$27,331	\$27,331
<b><i>Transit</i></b>				
FY 2023 New Transit Revenues	\$102,363	\$81,890	\$10,236	\$10,236
Spendout from FY 2022 Transit Funds	\$50,000	\$40,000	\$5,000	\$5,000
Subtotal	\$152,363	\$121,890	\$15,236	\$15,236
<b>Total FY23 Revenues</b>	<b>\$425,668</b>	<b>\$340,534</b>	<b>\$42,567</b>	<b>\$42,567</b>

## DRAFT: FY23 Unified Planning Work Program

### Work Task 1.0: Program Administration and Public Outreach

#### Work Task 1.01: Program Administration

##### Objective and Description:

This task includes ongoing activities of a continuing, comprehensive, and coordinated (3-C) planning process that ensures proper management and operation as described in the SAWMPO Memorandum of Understanding. Coordination includes providing opportunities for cross-jurisdictional communication among VDOT and DRPT, the member jurisdictions, and other regional partners through the MPO planning process.

This task includes maintenance of the FY23 UPWP and development of the FY23 UPWP. To meet the requirements of 23 CFR Part 420 and 23 CFR Part 450, the SAWMPO, in cooperation with VDOT and DRPT, is responsible for the development of a UPWP.

The UPWP describes all regional transportation planning activities anticipated in the MPO for the following fiscal year that will utilize federal funding (e.g., Title I Section 134 and Title III Section 8 metropolitan planning funds). The UPWP also identifies state and local matching dollars for these federal planning programs. These transportation planning activities are designed to address highway, transit, and non-motorized modes of travel for the SAWMPO. The UPWP will incorporate suggestions from federal funding agencies, state transportation agencies, transit operating agencies, local governments participating in the SAWMPO, and the public through the public involvement process.

The primary objectives of program support and administration are:

- To provide all required administrative functions including UPWP maintenance, accounting, financial reporting, personnel administration, meeting organization, preparation of meeting materials and minutes or summaries, presentation preparation and follow-up, office management, contract administration, and necessary purchases such as of office equipment and software, etc.
- To coordinate with VDOT and DRPT staff, SAWMPO TAC and Policy Board members, etc., to review and amend plans and policies to ensure that all program elements are compliant with applicable state and federal regulations and guidance.
- To support the activities of the SAWMPO through the organization of regular meetings among stakeholders, preparation of reports, presentations, agendas, minutes, and mailings for all Policy Board, TAC and other meetings, as well as attendance at those meetings. Attendance at meetings and timekeeping are included in this task.
- To provide on-going training and development of staff and Board/Committee members to make certain that they are familiar with new and updated federal and state transportation regulations/guidelines, and are prepared to respond to the challenges and demands of this region.

## DRAFT: FY23 Unified Planning Work Program

- To incorporate the 2021 FHWA and FTA Planning Emphasis Areas (PEAs) into MPO work activities related to clean energy, equity, complete streets, public involvement, planning and environmental linkages, and transportation planning data sharing to address national transportation planning goals and priorities that meet regional and local needs.
- To represent the SAWMPO on the Virginia Association of Metropolitan Planning Organizations (VAMPO).
- To manage the on-call consultant programs for the use of the SAWMPO and its member localities and assist with contract administration and project management services.
- *To incorporate the 2021 FHWA and FTA Planning Emphasis Areas (PEAs) into MPO work activities related to clean energy, equity, complete streets, public involvement, planning and environmental linkages, and transportation planning data sharing to address national transportation planning goals and priorities that meet regional and local needs.*

### Activities and Products:

- Efficient office operation, accurate financial information, preparation of quarterly reports and other information in support of MPO activities, writing and administration of transportation-related grants; transportation planning services; and a well-trained and informed MPO staff, Policy Board, and TAC.
- Coordination between VDOT and DRPT staff, SAWMPO staff, TAC, and Policy Board through regular MPO meetings to share knowledge, strategize on long-term planning issues, review and amend plans and policies, and remain compliant with relevant federal and state regulations and guidelines.
- Support of the administrative activities of the SAWMPO including the Policy Board, TAC and other meetings, as well as attendance at those meetings.
- Coordinate and co-host annual joint MPO meeting with the Charlottesville-Albemarle MPO.
- Management of on-call consultants to provide technical support and project development for the SAWMPO and its member localities.
- Development of the FY24 UPWP and management of the FY23 UPWP.
- Process UPWP amendments as needed for the appropriate sections of funding (i.e. FHWA PL 112, FTA Section 5303, VDOT State match, DRPT State match, or any local matching funds).
- *Facilitate data sharing between the MPO, VDOT, and public transportation providers to advance the efficient use of resources and inform state, regional, and local decision-making.*

1.01 Program Administration				
FY23	Total	Federal	State	Local
Highway	\$45,000	\$36,000	\$4,500	\$4,500
Transit	\$28,952	\$23,161	\$2,895	\$2,896
<b>Total</b>	<b>\$73,952</b>	<b>\$59,161</b>	<b>\$7,395</b>	<b>\$7,396</b>



## DRAFT: FY23 Unified Planning Work Program

### Work Task 1.02: Public Participation and Outreach

#### Objective and Description:

This task includes ongoing activities that maintain and encourage meaningful public participation and outreach to citizens in the MPO region. Public participation is an integral component to MPO activities and therefore this work task is integrated with program support.

Staff will update the SAWMPO website in compliance with the Public Participation Plan (PPP). The MPO will regularly review and update the website to list public notices, provide updates on planning processes, feature upcoming events and receive public input.

The primary objectives of program support and administration are:

- Maintain Title VI compliance and ensure environmental justice in all work plans and activities for travel modes, including consultation with appropriate groups, committees and community representatives.
- Manage the SAWMPO website and develop new content to inform the public on the activities of the SAWMPO and provide updates relative to transportation in the region. Updates may contain information required by federal and state regulations and guidance.
- Continue a proactive public participation process that provides complete information, timely public notice, and full public access to key decisions, and supports early and continuing involvement of the public, including disadvantaged populations, in developing plans, TIPS, and other documents in accordance with the approved Public Participation Plan (PPP).
- *Integrate Virtual Public Involvement (VPI) tools into the overall public engagement approach, and advance outreach to underserved and disadvantaged communities.*

#### Activities and Products:

- Increased participation by community members in the development of the various SAWMPO transportation plans, with a particular focus on improving public participation by groups not previously involved in the transportation planning process.
- Environmental justice and Title VI compliance in all work plans and activities, including the identification of underserved communities.
- Maintain the SAWMPO.org website with timely information regarding the MPO's ongoing activities, scheduled events and planning documents.
- Evaluation of the effectiveness of the PPP and Title VI Plan for engaging transportation disadvantaged communities in the decision-making process.
- *Supplement face-to-face information sharing with VPI technology while ensuring continued public participation by individuals without access to computers and mobile devices.*

# DRAFT: FY23 Unified Planning Work Program

<b>1.02 Public Coordination &amp; Outreach</b>				
<b>FY23</b>	<b>Total</b>	<b>Federal</b>	<b>State</b>	<b>Local</b>
<b>Highway</b>	\$14,000	\$11,200	\$1,400	\$1,400
<b>Transit</b>	\$8,500	\$6,800	\$850	\$850
<b>Total</b>	<b>\$22,500</b>	<b>\$18,000</b>	<b>\$2,250</b>	<b>\$2,250</b>

## Work Task 2.0: Program Activities

### Work Task 2.01: Long-Range Transportation Planning

#### Objective & Description:

The primary objective of this task is to provide for long-range planning activities. This includes updating and implementing the Long-Range Transportation Plan (LRTP), and other long-range planning documents.

Federal law requires that the SAWMPO develop and approve a LRTP every five years, and that the Plan must have at least a 20-year horizon at the time of adoption. The LRTP was adopted on December 3, 2020. FY 23 work will focus on implementing an on-going performance-based planning and evaluation methodology for the 2045 LRTP document and MPO area. The performance-based planning program will utilize transportation performance measures and targets to achieve performance outcomes.

This work task is also intended to support planning work for non-motorized forms of transportation, including activities to expand development of the regional bicycle/pedestrian safety and education program and website, Bike the Valley. These activities may include production and dissemination of marketing literature, participation in community outreach events that promote bicycle and pedestrian safety like the SAW Walk Bike Summit, and work to continue to identify bicycle and pedestrian improvements within the MPO.

The following are activities that may be accomplished under this task.

#### Activities & Products:

- Manage the long range transportation planning process and the 2045 Long Range Transportation Plan document.
- Evaluate and maintain the existing LRTP for an integrated multi-modal transportation system. Maintain consistency with the 3-C process, which identifies the regional context and needs, involves the public appropriately, examines the existing conditions relevant to transportation planning, and results in both a constrained and vision list of project recommendations.
- *Consider the following when conducting long-term planning: identifying the barriers to and opportunities for deployment of alternative fueling and charging infrastructure; evaluating opportunities to reduce greenhouse gas emissions by reducing single-occupancy vehicle trips and increasing access to public transportation, shift to lower emission modes of transportation; and*

## DRAFT: FY23 Unified Planning Work Program

*identifying transportation system vulnerabilities to climate change impacts and evaluating potential solutions.*

- An on-going Performance-Based Planning Program.
- Organize and attend community outreach events to promote all modes of travel.
- Seek state and federal funds to further bicycle/pedestrian programs in the region (e.g., VDOT's Safe Routes to School program, DCR's Trails and Outdoors Fund grants, VDOT's Transportation Alternatives Program, DMV's Governor's Highway Safety grants).
- Maintain and enhance the bicycle/pedestrian program web page on the SAWMPO website, and the Bike the Valley website for posting information and soliciting feedback.

<b>2.01 Long-Range Transportation Planning</b>				
<b>FY 23</b>	<b>Total</b>	<b>Federal</b>	<b>State</b>	<b>Local</b>
<b>Highway</b>	\$45,000	\$36,000	\$4,500	\$4,500
<b>Transit</b>	\$17,500	\$14,000	\$1,750	\$1,750
<b>Total</b>	<b>\$62,500</b>	<b>\$50,000</b>	<b>\$6,250</b>	<b>\$6,250</b>

### Work Task 2.02: Short-Range Transportation Planning

#### Objective & Description:

Short range planning activities for the MPO include maintenance of the Transportation Improvement Program (TIP), and small area or corridor studies to advance projects to the project application and programming stage.

The TIP is a four-year program of highway, transit, bicycle, pedestrian, safety, and enhancement projects receiving federal, state, and local funds. The TIP must be approved by the SAWMPO Policy Board and the Governor of Virginia, and is required as a condition for all federal funding assistance for transportation improvements within the MPO.

This task allows SAWMPO staff or consultants to perform corridor, interchange, or intersection planning studies to prepare projects for advancement to the SYIP and TIP, or towards construction funded by other means. These are multi-modal studies addressing safety and operations for all users of personal vehicles, pedestrians, bicyclists, and transit. These studies may include opportunities to examine the potential for economic development and show commitment to infrastructure improvements that would enable it.

*MPO studies may also include opportunities to reduce greenhouse gas emissions by reducing single-occupancy vehicle trips and increasing access to public transportation, advance alternative fueling and charging infrastructure, identify transportation system vulnerabilities to climate change impacts and*

## DRAFT: FY23 Unified Planning Work Program

*evaluate potential solutions, increase public transportation service in underserved communities, and encourage interagency relationships to minimize impacts on human and natural resources.*

### Activities & Products:

- A current SAWMPO TIP document, listing all highway, transit, and non-motorized projects with obligated federal funding for the published STIP, and complying with all federal and state regulations and guidance.
- Reviewed and processed highway, transit, and non-motorized TIP adjustments and amendments.
- The TIP will be posted on the SAWMPO website. The public and all other interested parties will be given an opportunity to review and comment on the proposed TIP as described under the SAWMPO's PPP. The TIP will be accessible for public review electronically through the internet and at other locations specified in the PPP.
- Completion of the SAWMPO Regional Safety Plan in coordination with VDOT that identifies regional safety trends, crash characteristics, crash locations, and next steps including countermeasures and implementation options.
- Coordinate with member localities, the SAWMPO Policy Board and TAC, and VDOT to identify and develop an FY 23 Small Area Study focused on addressing safety and congestion issues in the region.
- Products completed under this task may also include analysis, reports, mapping, design documents for corridor/interchange/intersection studies. These studies are intended to advance projects in the MPO's 2045 Long Range Transportation Plan.

<b>2.02 Short Range Transportation Planning</b>				
<b>FY 23</b>	<b>Total</b>	<b>Federal</b>	<b>State</b>	<b>Local</b>
<b>Highway</b>	\$73,076	\$58,461	\$7,308	\$7,308
<b>Transit</b>	\$26,924	\$21,539	\$2,692	\$2,693
<b>Total</b>	<b>\$100,000</b>	<b>\$80,000</b>	<b>\$10,000</b>	<b>\$10,001</b>

## Work Task 2.03: Local, State and Federal Agency Assistance

### Objective & Description:

This program element is designed to provide planning assistance for the SAWMPO member jurisdictions, state and federal agencies. Assistance can include but is not limited to, development or administration of transportation-related grants, and assistance with other transportation planning requested.

Work will also include assistance with VTrans, the statewide transportation plan, multimodal and freight planning, coordinated human service planning for transit, ADA, Title VI/ Environmental Justice review, compliance with state and federal planning regulations, and review or development of MPO/regional

## DRAFT: FY23 Unified Planning Work Program

transportation performance measures. Also included in this task will be time for staff to monitor legislative activity related to transportation issues, provide comment and feedback to policy-making boards, and inform local administrators on the implications of this legislative activity, especially with regards to the I-81 Corridor Improvement Program and Committee.

### Activities and Products:

- Identify, write, or administer transportation-related grants for SAWMPO member localities, including the SMART SCALE, Transportation Alternatives/Safe Routes to School, and Highway Safety Improvement Program grants.
- Assist localities with updates to Comprehensive Plans or other planning documents related to transportation.
- Assist in the completion of any special transportation related study or project for any transportation mode for the SAWMPO localities as requested, including the I-64 Corridor Improvement Program.
- Specific planning work items as may be requested by FTA, FHWA, DRPT and VDOT including, but not limited to multi-modal planning, human services transportation planning, freight planning, and assistance with components of the statewide transportation plan.
- Attendance at state or federal agency or non-governmental organization sponsored training, workshops, seminars, and conferences relative to transportation planning.
- Updates and legislative reports will be provided to the Policy Board, TAC and other regional stakeholders and feedback regarding legislative activities will be returned to the appropriate agencies.
- Provide general transportation related planning services, projects, and activities (e.g., map production, data analysis, reports, etc.), as requested by SAWMPO localities or the SAWMPO Policy Board/TAC for all modes of travel.
- Draft or manage transportation-related grants for SAWMPO member localities for projects for all modes, as needed.
- *Provide updates to member localities on opportunities to expand electric and other alternative fuel infrastructure in the region.*

<b>2.03 Local, State and Federal Assistance</b>				
<b>FY 23</b>	<b>Total</b>	<b>Federal</b>	<b>State</b>	<b>Local</b>
<b>Highway</b>	\$45,000	\$36,000	\$4,500	\$4,500
<b>Transit</b>	\$20,000	\$16,000	\$2,000	\$2,000
<b>Total</b>	<b>\$65,000</b>	<b>\$52,000</b>	<b>\$6,500</b>	<b>\$6,500</b>

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### Work Task 2.04: Transit Planning

#### Objective and Description:

The SAWMPO will coordinate with BRITE and other regional transit providers to conduct transit planning in the MPO region.

Transit planning activities include route planning, analysis, and performance evaluations, and identification of gaps in the connectivity of the transit system, evaluation of workforce mobility needs, provision of Park and Ride lots, and other transportation demand management (TDM) needs region-wide.

*MPO studies will consider infrastructure for non-motorized travel, public transportation access, and increased public transportation service in underserved communities, and review policies, rules, and procedures to determine their impact on safety for all users.*

#### Activities and Products:

The SAWMPO may assist in the production of the following items:

- Transit Development Plan monitoring.
- Support the development and update of the Transit Development Plan
- Transit plans for existing or new services throughout the SAWMPO region, especially the Afton Express service between the SAW region and Charlottesville.
- Transit system connectivity gap analysis and potential solutions to provide all populations with adequate access to essential services.
- Transit route planning: On-going route review, planning and analysis.
- Providing assistance with National Transit Database (NTD) Planning related to development of the annual NTD report.
- Assist with transit marketing activities, both for BRITE and Afton Express services.
- Coordinate human service planning for transit.
- Contract with a consultant to implement the first phase of the ITS plan for the BRITE transit system.

<b>2.04 Transit Planning</b>				
<b>FY 23</b>	<b>Total</b>	<b>Federal</b>	<b>State</b>	<b>Local</b>
<b>Highway</b>	\$0	\$0	\$0	\$0
<b>Transit</b>	\$50,487	\$40,390	\$5,049	\$5,048
<b>Total</b>	<b>\$50,487</b>	<b>\$40,390</b>	<b>\$5,049</b>	<b>\$5,048</b>

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### Work Task 3.0: Contingency – Highway

#### Objective & Description:

This category reflects the balance of funds not identified for Program Support, Administration, and Work Program Activities at this time for the highway funding side of the matrix (transit funds are fully drawn down each year).

<b>3.0 Contingency--Highway</b>				
<b>FY 23</b>	<b>Total</b>	<b>Federal</b>	<b>State</b>	<b>Local</b>
<b>Highway</b>	\$51,229	\$40,983	\$5,123	\$5,124
<b>Transit</b>	\$0	\$0	\$0	(\$1)
<b>Total</b>	<b>\$51,229</b>	<b>\$40,983</b>	<b>\$5,123</b>	<b>\$5,123</b>

## DRAFT: FY23 Unified Planning Work Program

### Total Budget For FY23

The total revenues and expenditures as outlined below for FY23 are \$425,668. New revenues on which the member localities are assessed for their local contribution are \$220,092. Below is the breakdown of the FY23 member assessment to the localities within the MPO area. The detailed FY23 budget is on the following page.

<b>FY23 Assessment</b>		
<b>MPO Member</b>	<b># Members</b>	
<b>Augusta County</b>	2	\$9,170
<b>Staunton</b>	2	\$9,170
<b>Waynesboro</b>	2	\$9,170
<b>Total**</b>	6	\$27,510
<b>FY23 Highway Local Match</b>	\$17,275	
<b>FY23 Transit Local Match</b>	\$10,236	
<b>Total**</b>	\$27,512	
<b>Assessment per Member</b>	\$4,585	

\*\*Values are rounded to the nearest dollar; some state and local match amounts will appear off by up to \$1.



FY 2023 UPWP Revenues and Expenditures by Federal, State, and Local Sources: Period of July 1, 2022 to June 30, 2023												
Revenues		Total Highway	FHWA Section 112 (PL) (80%)	State Match (10%)	Local Match (10%)			Total Transit	FTA Section 5303 (80%)	State Match (10%)	Local Match (10%)	Total Highway & Transit
FY 2023 New Highway Revenues		\$172,753	\$138,202	\$17,275	\$17,275							\$172,753
FY 2023 New Transit Revenues								\$102,363	\$81,890	\$10,236	\$10,236	\$102,363
Deobligated Highway Funds from FY 22		\$0	\$0	\$0	\$0							\$0
Carryover from FY 2021 Highway Funds		\$100,552	\$80,442	\$10,055	\$10,055							\$100,552
Spendout from FY 2022 Transit Funds								\$50,000	\$40,000	\$5,000	\$5,000	\$50,000
<b>TOTAL FY 2022 Revenues</b>		<b>\$273,305</b>	<b>\$218,644</b>	<b>\$27,331</b>	<b>\$27,331</b>			<b>\$ 152,363</b>	<b>\$121,890</b>	<b>\$15,236</b>	<b>\$15,236</b>	<b>\$425,668</b>
Expenditures	Budget Code					Transit Technical Classification	Budget Code					
1.0 Program Administration												
1.01 Program Administration	710.1	\$45,000	\$36,000	\$4,500	\$4,500	44.21.00	710	\$28,952	\$23,161	\$2,895	\$2,896	\$73,952
1.02 Public Coordination & Outreach	710.2	\$14,000	\$11,200	\$1,400	\$1,400	44.21.00	710	\$8,500	\$6,800	\$850	\$850	\$22,500
2.0 Program Activities												
2.01 Long-Range Transportation Planning	711	\$45,000	\$36,000	\$4,500	\$4,500	44.23.01	711	\$17,500	\$14,000	\$1,750	\$1,750	\$62,500
2.02 Short Range Transportation Planning	712	\$73,076	\$58,461	\$7,308	\$7,307	44.25.00	712	\$26,924	\$21,539	\$2,692	\$2,693	\$100,000
2.03 Local, State and Federal Assistance	713	\$45,000	\$36,000	\$4,500	\$4,500	44.24.00	713	\$20,000	\$16,000	\$2,000	\$2,000	\$65,000
2.04 Transit Planning	714	\$0	\$0	\$0	\$0	44.21.00	714	\$50,487	\$40,390	\$5,049	\$5,048	\$50,487
3.0 Contingency--Highway	720	\$51,229	\$40,983	\$5,123	\$5,124			\$0	\$0	\$0	-\$1	\$51,229
<b>TOTAL FY 2023 Expenditures</b>		<b>\$273,305</b>	<b>\$218,644</b>	<b>\$27,331</b>	<b>\$27,331</b>			<b>\$152,363</b>	<b>\$121,890</b>	<b>\$15,236</b>	<b>\$15,236</b>	<b>\$425,668</b>



**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 4, 2022  
**RE:** **Board Memo #22-06: 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 March 31, 2022. Spending is shown by task and by VDOT and DRPT funding.

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%

		03/31/21			
EXPENSE SUMMARY BY TASK		UPWP	YTD	BALANCE	%
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 CONTINGENCY		\$ 283,924	\$ 132,747	\$ 151,177	53%



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

**FROM:** Zach Beard, Senior Planner

**MEETING DATE:** May 4, 2022

**RE:** **Board Memo #22-07: Bicycle and Pedestrian Connectivity Study Update**

## EXECUTIVE SUMMARY

The FY22 SAWMPO Bicycle and Pedestrian Regional Connectivity Study evaluates connectivity gaps between existing, funded, and proposed bicycle and pedestrian facilities in Staunton, Augusta County, and Waynesboro, and suggests potential corridors and facilities to establish a regional network.

The Study also provides local planning staff with a baseline set of criteria for prioritizing future bicycle and pedestrian routes and facilities.

## STUDY TIMELINE

The Study Team met on August 11, 2021 and reviewed the project scope and existing conditions. Staff developed a [technical memo](#) summarizing connectivity gaps between existing, funded, and planned infrastructure, and reviewed the memo with the Study Team on December 3, 2021.

During the December meeting, the Study Team discussed the preferred connection points and routes, which were categorized as higher density, moderate density, or low density based on roadway characteristics. The Study Team then identified the likely bicycle and pedestrian user types based on the density context to further inform the final recommendations

Staff incorporated Study Team input into a final draft report, and provided a summary of the final report and companion online mapping tool at the April 20, 2022 TAC meeting.

## ATTACHMENTS

- [Bicycle and Pedestrian Study Final Report](#)
- [Bike & Ped Map Viewer Overview](#)
- [Bike & Ped Map Viewer 1.0](#)



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## **Policy Board Meeting Agenda June 1, 2022, at 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 May 4, 2022 Policy Board Meeting\*
4. Consideration of Approval of the FY 2023 Unified Planning Work Program (BAF #22-02)\*
5. Presentation: Smart Scale Round 5 Full Application Overview – Adam Campbell, VDOT District Planning
6. Consideration of SMART SCALE Round 5 Resolutions of Support (BAF #22-03)\*
7. HB 444 Changes to FOIA for Virtual Meetings (Board Memo #22-08)
8. Agency Updates
  - VDOT
  - DRPT
  - BRITE
  - Localities
9. Other Business
10. Upcoming Meetings
  - June 15, 2022 – Technical Advisory Committee Meeting, CSPDC Office, 2:00 p.m.
  - July 6, 2022 – SAWMPO Policy Board Meeting, CSPDC Office, 10:00 a.m.
11. Adjournment

\*Action Required

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**Policy Board  
Regular Meeting Minutes  
May 4, 2022, 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	✓*	Grace Stankus	✓*	Josh Dunlap, VDOT
	Leslie Beauregard		Wood Hudson		
✓	John Blair (Alt)		<b>VRT</b>		<b>Staff (CSPDC)</b>
	<b>Augusta County</b>	✓*	Steve Wilson	✓*	Bonnie Riedesel
✓	Scott Seaton, Vice Chair		Phil Thompson (Alt)	✓	Ann Cundy
✓	Tim Fitzgerald		<b>FHWA</b>	✓	Zach Beard
	Pam Carter (Alt)		Kevin Jones	✓	Devon Thompson
	<b>City of Waynesboro</b>		<b>FTA</b>	✓*	Paula Melester
✓	Bobby Henderson, Chair		Michele DeAngelis	✓	Kimberly Miller
✓	Todd Wood		<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)				

\*Non-voting members and members of the public are encouraged to attend by video conferencing using Zoom. Those who attended virtually are indicated by an asterisk.

**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. Chairperson Henderson introduced Mr. John Blair, interim Acting Deputy City Manager for the City of Staunton.



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## 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 2, 2022 Policy Board meeting.

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

## Draft FY2023 Unified Planning Work Program (UPWP) Release to Public Comment (Board Action Form #22-01)

Chairperson Henderson presented the Draft FY2023 UPWP. Ms. Cundy stated that every year the MPO outlines the upcoming fiscal year budget and MPO work activities in the UPWP. Explaining the chart on the Board Memo, she stated that FHWA PL revenue comes from the Federal Highway Administration through VDOT and that unspent funds may be carried over with a one-year delay; the carryover amount of \$100,552 is from fiscal year 2021.

Ms. Cundy stated that the FTA 5303 funds come through DRPT, which allocates transit funds and unspent funds may be carried over directly from one year to the next. It is estimated that there will be approximately \$50,000 available for carryover from this funding source, for a total revenue in FY23 of \$425,668.

Ms. Cundy stated that the priorities and areas of focus and work won't change dramatically in FY23 from this year. She stated that the MPO will undertake another Small Area Study, likely with the assistance of one of the On-Call Consultant firms. Ms. Cundy stated that the TAC reviewed the UPWP at their last meeting and approved it to be forwarded with the recommendation to the Board to release it for public comment.

Ms. Cundy stated that this year's UPWP includes additional updated language from the FHWA around the Planning Emphasis Areas (PEA). These have been around for a while, but based on the Infrastructure Investment and Jobs Act (IIJA), the MPO has revised the UPWP to add in some language to address new PEAs (those changes shown in red italics in the document). She stated that additional revenue is expected by 2024 to undertake this additional work.

Regarding the Small Area Study for next year, Ms. Cundy stated that the opportunity is rotated among the three localities. Given that, it is Waynesboro's turn to receive a study. She stated that staff will meet with Waynesboro and VDOT representatives to brainstorm needs and possible study areas.

***Dr. Seaton moved, seconded by Mr. Blair, to release the draft FY23 UPWP to public comment (Motion carried unanimously, 7-0).***





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## **FY22 UPWP Budget Update (Board Memo #22-06)**

Chairperson Henderson presented the UPWP Budget Update. Ms. Riedesel stated that the budget memo summarizes spending activities as compared to budget as of the end of March, which is three quarters of the way through the fiscal year. She stated that spending is on-track and any unused funds will be carried over as Ms. Cundy mentioned previously.

## **FY2022 Bicycle and Pedestrian Regional Connectivity Study Update (Board Memo #22-07)**

Chairperson Henderson presented the Bicycle and Pedestrian study update. Mr. Beard stated that the final draft of the SAWMPO FY22 Bicycle and Pedestrian Regional Connectivity Study is complete. This was one of two FY22 studies that were conducted by the MPO, the other being the I-81 Exit 235 (Weyers Cave) small area study. This study was completed in-house by MPO staff.

Mr. Beard stated that the main purpose of the Study was to evaluate bike and ped connectivity gaps between existing, funded, and proposed facilities in Staunton, Augusta County, and Waynesboro, and suggest routes for potential future bike & ped facilities. He stated that the Study Team included members of the SAWMPO TAC, Parks & Rec, and non-profit bicycle organizations.

Mr. Beard summarized the draft final report and provided an overview and demonstration of the Map Viewer. He stated that the Study Team discussed the best routes to address the connectivity gaps and came up with 2 types of gaps; System gaps, which are longer than 4 miles and mostly oriented East-West and Corridor gaps which are typically North-South oriented and shorter.

Based on agreed-upon criteria, 11 system-wide connectivity gaps and 29 corridor gaps were identified. He stated that the study group identified the following three preferred east-west routes as the best routes to consider for future bike & ped infrastructure:

- Route 1: New Hope-Saint James (New Hope-Saint James-Entry School),
- Route 2: U.S. 250 (U.S. 250 from the Staunton City Limit to the Waynesboro City Limit),
- Route 3: Barterbrook-Lyndhurst (Barterbrook-Ramsey-Tinkling Springs-Ladd-Lyndhurst).

In addition, Mr. Beard stated that five different connections addressing corridor gaps were identified that connect and feed into the preferred routes. He stated that the preferred routes and connections in the study area were categorized as higher density, moderate density, or low density based on roadway characteristics. The Study Group identified the likely bike and ped user types for each preferred route based on the density context.

Mr. Beard stated that there are five proposed facility types and improvements for the preferred routes and corridor connections based on roadway characteristics, urban-rural context, and user type, with sidewalks, shared use paths, intersection crossing treatments, and shared lane markings being possible improvements for urban and suburban density contexts, and widened shoulders for rural contexts.

In summary, Mr. Beard stated that there are four general recommendations in the final report, with the main recommendation suggesting that localities consider incorporating the proposed preferred routes and potential



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facilities into local planning documents, and that future bike/ped project prioritization be based on the criteria identified.

Mr. Beard stated that in addition to the final study report, another deliverable was to develop an online inventory and mapping tool to establish a centralized bike/ped dataset of the existing, funded, and proposed facilities from each locality. He stated that the mapping tool is intended to be used primarily for bike/ped planning purposes, but is also accessible to the public. A specific bike/ped page was established on the SAWMPO website to serve as a repository for this data. This page includes links to the Bike/Ped Report, the map, and a comprehensive list of the bike and ped related plans from our region. In the future, a link for all of the GIS data that was collected for the study and map will be included that will make the information publicly available.

To supplement the study, and also orient users to the online map, an online story map was created that provides a short walk-through of the map layers. Mr. Beard demonstrated the mapping tool and capabilities and stated that updates may be made as needs arise and time permits.

## **Agency Updates**

### Virginia Department of Transportation (VDOT)

Mr. Campbell gave the following update:

- SMART SCALE Round 5 pre-application window closed at the end of March. In the Staunton district, there were 56 total pre-applications, of which 47 were unique, and 17 were applications that were submitted in previous rounds but were unsuccessful; there were 11 pre-applications in the SAWMPO region, of which 9 are unique.
- The final application window will open on June 1st and close on August 1st. VDOT staff is continuing to work with locality staff to get the applications ready for submission.
- HSIP is coming back in August (has been on hold for the past 3-4 years); Staunton and Waynesboro are eligible to apply. The HSIP focuses on core safety improvements such as signal operations (i.e. high visibility backplates, flashing yellow arrows), pedestrian crossing, and road diets. VDOT HSIP website was just updated and is available with resources.

Mr. Komara gave the following update:

- The Spring transportation meeting was held Monday; the SAWMPO was well-represented, and projects were presented.
- [Improve81.org](https://www.improve81.org) website contains updates on the I-81 projects.
- The Barterbrook Road bridge replacement is scheduled for advertisement in late 2022-early 2023; right-of-way acquisition and moving utilities are underway.
- Staunton Exits 221-225 widening project will go to public hearing on May 24th, 4-7 at the VDOT Staunton Auditorium.
- Weyers Cave climbing lanes project will have a public hearing in September.
- The Staunton Crossing project is out to bid.
- Mill Place dual turn lane, sidewalk project and Park & Ride lot improvements will result in a nice facelift.
- Rt262 widening will be advertised this fall.





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- A public meeting was held on the third lane and roundabout at WWRC.
  - Waynesboro Connector public meeting was held with a good turnout.
  - Six-year gravel road plan will be scheduled soon.

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

Ms. Stankus provided the following update:

- DRPT released the draft FY23 SYIP on April 20th; new this year is that the agency released the SYIP as a online interactive program. It is available at [data.drpt.virginia.gov](https://data.drpt.virginia.gov). Public hearing information is also available on the Schedule page of the CTB website.
- The Transit Service and Delivery Advisory Committee (TSDAC) has begun work on the updates to the Merit Capital and Operating Program and the Transit Strategic Plan Guidelines. The next TSDAC meeting is on May 13th; more information and registration for virtual viewing is available on the DRPT website.
- The Transit Equity and Modernization Study has released their draft Action Plan for public comment through May 13th. Information can be found at [va.transitmodernization.com](https://va.transitmodernization.com).
- May is Bike Month, aimed at promoting biking as a commuting option. Information and marketing materials are available at [bikeva.org](https://bikeva.org); let DRPT know if any localities are planning to hold Bike Month events.

#### Transit

Ms. Thompson gave the following BRITE Transit update:

- The draft SYIP has been released; the recommended funding included grants that were submitted by the CSPDC for BRITE's operating and capital expenses for both urban and rural, a demonstration grant for Afton Express to continue and expand those operations, and for commuter assistance funding.
- Since being awarded the FTA 5339 Bus and Bus Facilities grant for the rehabilitation of the Staunton Lewis Street Hub, CSPDC staff is moving forward with the environmental document for the NEPA process – once this is complete the federal application for the award can be submitted. This is a \$1.2 million project, inclusive of design and construction, and FTA approved \$916,500 for the project.
- Transit Development Plan (TDP) continues to progress. Currently, proposed projects/recommendations are being developed which include: microtransit pilot program; recommendations to address time challenges on the 250 Connector; other route adjustments; additional rural or specialized senior-oriented service; Saturday & Sunday service; additional hours of evening service; infrastructure projects; and ITS implementation (currently in Phase I).
- The federal mask mandate was removed; masks will still be made available for those who wish to wear them.

Ms. Melester gave the following update about the commuter assistance program, Rideshare:

- Ridership on the Afton Express is the highest yet; March averaged 34 passenger trips per day and the first half of April increased to an average of 38 passenger trips per day. April 20th saw a record high of 50 passenger trips in one day.



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- At the end of March, a new agreement with the University of Virginia was finalized that will allow UVA to sell Afton Express farecards directly to their employees at a discounted rate. UVA purchases the farecards from BRITE and will make them available for employees to purchase online through their Parking and Transportation Office. Coordination with transit staff at UVA is underway to communicate this new option in hopes that it will draw more interest from UVA employees that commute from the Staunton/Augusta/Waynesboro area.
  - New times for the afternoon routes went into effect on April 18th. Traffic on I-64 in the afternoon has increased since we first launched in September and the new times reflect that change in travel time.
  - May is Bike Month and CSPDC will participate in two tabling events during the month.

#### Locality Updates

Augusta County – there was discussion of the tornado that came through and the damage it caused, including to Amazon construction trailers, plus hail damage.

#### **Other Business**

Ms. Cundy stated that the CSPDC is part of the I-81 Transportation Management Plan development, created with the goal of keeping everyone safe during construction and to ensure the travelling public and local businesses and leaders know about construction and closures caused by construction projects. Staff is participating on the Communications sub-committee and will keep the Board updated of any new developments.

Mr. Beard stated that passage of the IIJA has led to questions about the new programs that are coming and what will they be like. He stated that a new grant program called Safe Streets and Roads for All has been released. Through this program, \$1 billion will become available over the next five years for competitive grant funding. It is for local and regional entities to apply for funding to prevent roadway deaths and serious injuries. It is an 80/20 match and can be used for studies or implementation. Staff distributed this information to localities and will continue to do so as new programs become available.

#### **Upcoming Meetings**

Chairperson Henderson mentioned the TAC has a meeting on May 18th and the next Board meeting is scheduled for June 1st at 10:00 a.m.

#### **Meeting Adjournment**

There being no further business to come before the Policy Board, Chairperson Henderson adjourned the meeting at 11:01 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:** SAWMPO Policy Board

**FROM:** Zach Beard, Senior Planner

**MEETING DATE:** June 1, 2022

**RE:** **Board Action Form #22-02: Approval of the FY 2023 Unified Planning Work Program (UPWP)**

## RECOMMENDATION

Recommend approval of the Fiscal Year (FY) 2023 Unified Planning Work Program (UPWP).

## EXECUTIVE SUMMARY

The Policy Board released the draft FY 2023 UPWP for a 21-day public comment period at the May 4, 2022 meeting, following review by the TAC and the Board. The MPO has not received any public or agency comments during the comment period.

Revenues	FY 2022	FY 2023
FHWA PL	\$153,635	\$172,753
PL Carryover	\$109,102	\$100,552
FTA 5303	\$91,376	\$102,363
FTA 5303 Carryover	\$65,500	\$50,000*
Totals	\$419,613	\$425,668

\* Estimate

Staff developed the FY 2023 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 2023.

## ATTACHMENT

[Draft FY 2023 UPWP](#)



112 MacTanly Place  
Staunton, VA 24401

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

**TO:** SAWMPO Policy Board  
**FROM:** Zach Beard, Senior Planner  
**MEETING DATE:** June 1, 2022  
**RE:** **Board Action Form #22-03: SMART SCALE Round 5 Resolutions of Support**

## RECOMMENDATION

Recommend that the SAWMPO Policy Board approve resolutions of support for the SMART SCALE Round 5 applications.

## EXECUTIVE SUMMARY

Localities and the SAWMPO submitted nine [Smart Scale Round 5](#) pre-applications. Eight of the pre-applications are advancing to the full application phase. The full application period opens on June 1 and closes on August 1, 2022. SMART SCALE requires MPO Resolutions of Support for projects within the MPO boundary that are not listed in the MPO's Constrained Long-Range Plan (CLRP).

Following precedent, the SAWMPO is providing Resolutions of Support for all applications in the MPO area, regardless of their CLRP status.

## ADVANCING APPLICATIONS

### Smart Scale Round 5 Full Applications

Project	Description	CLRP Status
WWRC Long-term Access Improvements*	Construct 3,700 feet of new alignment to connect US 250 to WWRC	Yes
I-64 and US 250 Exit 99 Intersection Improvement*	Install an unsignalized Continuous Green T (CGT) intersection	No
US 11 and Route 256 Raised Median	Construct a raised median, relocate stop bar, restrict left turn lanes	No
Route 256 and US 11 Single Lane Roundabout	Construct a single-lane roundabout US 11 and Route 256 intersection	No
Route 256 and I-81 Interchange Three Lane Bridge	Widen bridge deck to add left turn lanes on Route 256	No
Crozet Tunnel Trail	Construct a ~1.3 mile shared use path parallel to US 250	No
Rosser Avenue, Broad Steet, Main Street Roundabout	Construct a new roundabout at the intersection	No
I-64 and Exit 94 Off Ramp Improvements	Construct second right turn lane on ramp approach to Rosser Avenue	No

\*Submitted by SAWMPO

## RESOLUTIONS

- [WWRC Long-term Access Improvements](#)
- [I-64 and US 250 Exit 99 Intersection Improvement](#)
- [US 11 and Route 256 Raised Median](#)
- [Route 256 and US 11 Single Lane Roundabout](#)
- [Route 256 and I-81 Interchange Three Lane Bridge](#)
- [Crozet Tunnel Trail](#)
- [Rosser Avenue, Broad Steet, Main Street Roundabout](#)
- [I-64 and Exit 94 Off Ramp Improvements](#)





**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

112 MacTanly Place  
Staunton, VA 24401

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

**TO:** SAWMPO Policy Board

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

**MEETING DATE:** June 1, 2022

**RE:** **Policy Board Memo #22-08: HB 444 Changes to FOIA for Virtual Meetings**

### EXECUTIVE SUMMARY

The General Assembly has passed, and Governor Youngkin recently signed [House Bill 444](#) into law, which details new provisions for virtual public meetings.

VAPDC Executive Director David Blount summarized the new provisions:

“As passed, the new law will allow electronic (‘all-virtual’) meetings for public bodies that are not a local governing body, local school board, planning commission, architectural review board, zoning appeals board, or any board with the authority to deny, revoke, or suspend a professional or occupational license.

That means that Planning District Commissions/Regional Commission may hold ‘all-virtual’ meetings consistent with the law. For such meetings, the bill contains a 10-point checklist of rules on public access that must be followed, and the body still must meet all other requirements of the FOIA law, including adoption of a policy on the holding of these meetings. These ‘all-virtual’ provisions can only be used for two, or 25 percent of the public body’s meetings per year, whichever is greater. These new provisions of the law take effect September 1.”

The FOIA Council is convening a workgroup that will develop recommendations for best practices for public bodies holding all-virtual public meetings, including but not limited to how to take public comment virtually and the proper use of video by public body members. Recommendations from the workgroup in this regard are expected in early August, prior to the effective date of the new legislation.

### NEXT STEPS

According to the new law, SAWMPO is eligible to hold up to three meetings virtually each year. If the Policy Board wishes to pursue this option, staff can explore potential dates, evaluate the MPO’s public participation obligations for these meetings, and bring the recommendations back to the Board as an action item at a future Policy Board meeting.



**Staunton Augusta  
Waynesboro**  
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Organization

112 MacTanly Place  
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## **Policy Board Meeting Agenda August 3, 2022, at 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 1, 2022 Policy Board Meeting\*
4. Presentation: [I-81 Corridor Coalition](#) – Andy Alden, Executive Director of the Coalition
5. Presentation: BRITE Transit Development Plan (TDP) – Lib Rood, Senior Transportation Planner, KFH Group
6. Agency Updates
  - VDOT
  - DRPT
  - BRITE
  - Localities
7. Other Business
8. Upcoming Meetings
  - August 17, 2022 – Technical Advisory Committee Meeting, CSPDC Office, 2:00 p.m.
  - September 7, 2022 – SAWMPO Policy Board Meeting, CSPDC Office, 10:00 a.m.
9. Adjournment

\*Action Required

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**Policy Board  
Regular Meeting Minutes  
June 1, 2022, 10:00 a.m.**

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

**Present (14):**

Voting Members		Non-Voting Members		Others	
	<b>City of Staunton</b>		<b>VA DRPT</b>		<b>Others</b>
	Carolyn Dull		Grace Stankus	✓*	Josh Dunlap, VDOT
	Leslie Beauregard		Wood Hudson		<b>Staff (CSPDC)</b>
✓	John Blair (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)		Kevin Jones		Paula Melester
	<b>City of Waynesboro</b>		<b>FTA</b>	✓	Ansley Heller
✓	Bobby Henderson, Chair		Michele DeAngelis	✓	Kimberly Miller
✓	Todd Wood		<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)				

\*Non-voting members and members of the public are encouraged to attend by video conferencing using Zoom. Those who attended virtually are indicated by an asterisk.

**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. Chairperson Henderson introduced Ms. Ansley Heller, who is a new Transportation Planner with the CSPDC. Ms. Heller stated she is a recent graduate from University of Virginia with a master's degree in Planning and that she is looking forward to her work in transportation at the PDC.





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## 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 4, 2022, Policy Board meeting.

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

## Consideration of Approval of the FY2023 Unified Planning Work Program (UPWP) (Board Action Form #22-02)

Chairperson Henderson presented the FY2023 UPWP. Ms. Cundy stated that this is an action item for the Board after release of the draft document for the 21-days of public review and comment. She stated that there were no public comments received.

Ms. Cundy stated that the Memo outlines the funding for the year, which includes annual allocations of PL (Highway) and carryover of unspent funds from FY2021, and Transit funds (FTA 5303) and estimated carryover from this fiscal year, for a total of \$425,668.

Ms. Cundy stated that the priorities and areas of focus and work aren't changing substantially in FY23 from this year. She stated that the MPO will undertake another Small Area Study with the assistance of one of the On-Call Consultant firms. Ms. Cundy stated that the TAC reviewed the UPWP at their last meeting and recommended it to be approved by the Board.

***Dr. Seaton moved, seconded by Mr. Wood, to approve the FY2023 UPWP (Motion carried unanimously, 6-0).***

## Presentation: Smart Scale Round 5 Full Application Overview, by Adam Campbell, VDOT District Planning

Chairperson Henderson presented the Smart Scale Round 5 Overview. Mr. Campbell stated that the Board is asked to consider the Smart Scale Round 5 Resolutions of Support next on the agenda. He stated that today is the first day of the application window which will remain open until August 1<sup>st</sup>. In order to assist the Board, Mr. Campbell gave a recap of how the SAWMPO region's applications fared in the previous round and provided background information on the new applications being considered in Round 5. He stated that one application is located in the SAWMPO's CLRP which is the WWRC long-term access improvements. Mr. Campbell stated he would familiarize the Board with the projects not included in the CLRP prior to consideration of the Resolutions.

In Round 4, there were 13 applications submitted and scored of which 10 received funding totaling \$51.6 total. Mr. Campbell attributed the success of these applications to the good studies that were completed and ready to support applications (3 MPO studies, 2 VDOT STARS studies). He reviewed the Round 4 applications, their



approval status and notable reasons if they were not funded. The City of Staunton submitted three applications; two submitted on their behalf by the CSPDC and one by the MPO for a total of \$12.1 million. Augusta County had 6 applications, one submitted on their behalf by BRITE, for a total of \$18.2 million. The City of Waynesboro submitted four applications, one by the SAWMPO. One project, the Crozet Tunnel Trail, was not funded and the Broad Street Improvement project was funded by another program that used the Smart Scale scoring criteria.

Since Round 4, Mr. Campbell stated that there have been two additional studies; a STARS study of Staunton downtown intersections for safety and a SAWMPO I-81 Exit 235 (US 11 and Route 256) study. Staunton did not pursue Smart Scale funding for any of the recommendations that came out of the downtown intersection study due to the low cost of safety/operational improvements and/or to pursue other funding.

Mr. Campbell discussed the Round 5 applications. Augusta County has five Round 5 pre-applications, three of which came from the Small Area Study of I-81 Exit 235 in the Weyers Cave area. The five projects are:

- US 11/Route 256 Access Management Improvement,
- US 11/Route 256 Roundabout,
- Rt 256/Exit 235 Bridge Deck Widening,
- I-64 Exit 99/US 250 Florida Green T (recommended SAWMPO application), and
- WWRC Long-term improvements (recommended SAWMPO application).

The City of Waynesboro has two projects:

- Main Street and Rosser Avenue Roundabout, and
- I-64, Exit 94 dual right turn lanes onto Rosser Avenue.

Mr. Campbell stated that the final application development window begins today (June 1<sup>st</sup>) and the submission deadline is August 1<sup>st</sup>. Smart Scale portal users have been notified of a full application training that will be held on June 9<sup>th</sup>, from 2-4 pm.

In response to a question, Mr. Campbell stated that it is anticipated that all of the pre-applications will be screened in and advance, but there is some needed follow-up coordination with Central Office.

In response to another question, Mr. Campbell stated that funds for the Round 4 funded projects were able to be accelerated and some of the projects are in the engineering/design phase at this time.

### **Consideration of Smart Scale Round 5 Resolutions of Support (Board Action Form #22-03)**

Chairperson Henderson presented the Smart Scale Resolutions of Support. Mr. Beard thanked Mr. Campbell for recapping the Round 4 results and Round 5 pre-application overview.

Mr. Beard stated that there are eight projects that are expected to advance to Round 5 application submission. He noted that Smart Scale requires SAWMPO Resolutions of Support for projects that are in the CLRP, but it has been the MPO's practice to provide Resolutions of Support for all applications.



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The SAWMPO is submitting two applications on behalf of Augusta County: WWRC Long Term Access Improvements and the I-64, Exit 99 intersection with Rt 250 (Afton Mountain). The Waynesboro Crozet Tunnel (resubmittal), Rosser and Main Roundabout and I-64, Exit 94 dual turn lanes at off ramp.

A motion to approve the Resolutions of Support for these eight projects was requested. The resolutions will be included with the applications.

***Dr. Seaton moved, seconded by Mr. Wood, to approve the Round 5 Smart Scale Resolutions of Support (Motion carried unanimously, 6-0).***

### **HB444 Changes to FOIA for Virtual Meetings (Board Memo #22-08)**

Chairperson Henderson presented the HB444 discussion. Ms. Cundy stated that the General Assembly passed, and the Governor signed this amendment to the FOIA law. This permits public bodies to have a certain number of meetings fully virtually each year. Staff is neutral as to whether to pursue this option. The state will create a FOIA council that will develop guidance and staff will monitor and report on the mechanisms that the MPO could use to have virtual meetings. Ms. Cundy stated that this will most likely be implemented for the CSPDC Board since the meetings are held in the evenings and representatives travel from throughout the region to attend. The language of the law states that there cannot be more than two members of the board together in person during a virtual meeting. The law goes into effect on September 1, 2022. She stated that there is no requirement to decide at this time whether or not to use this new option.

### **Agency Updates**

#### Virginia Department of Transportation (VDOT)

Mr. Komara gave the following update:

- [Improve81.org](https://www.improve81.org) website contains updates on the I-81 projects.
- The auxiliary lane project from MM 220-221 is expected to go to advertisement in early 2023.
- A well-attended public hearing was held last week for the Staunton Exits 221-225 widening project.
- Weyers Cave climbing lanes project will have a public hearing on July 27<sup>th</sup> at Blue Ridge Community College.
- Rt262 widening from 613 to 252 will be advertised early 2023.
- A public meeting was held on the third lane and roundabout at WWRC.
- Various road maintenance and improvements are being made throughout the region this summer and mowing is underway.

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

Ms. Stankus was not in attendance to provide an update.

#### Transit

Ms. Cundy gave the following BRITE Transit update (Devon and Paula are at the Virginia Transit Association Conference):

- Funding for operating and capital expenditures in the SYIP will be approved by the CTB next week.



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- Included in the SYIP is funding for a third demonstration grant for Afton Express and the commuter-assistance program, Rideshare.
  - The Intelligent Transit System is underway with assistance from the consultant Kimley Horn to develop an RFI and an RFP; implementation should be completed about this time next year.
  - The Transit Development Plan (TDP) is close to being completed; Chapter 4, the list of recommended projects and capital investments, is being finalized. The consultant, KFH group, plans to present those recommendations at a future SAWMPO meeting.
  - The Lewis Street Hub improvements project is waiting for a NEPA document from FTA. A standalone RFP will be required (the CSPDC's On-Call Consultant Program will not be utilized) due to the additional scope and requirements of the project. The project is expected to be under construction in late 2023/early 2024.
  - Afton Express had an average of 38 passenger trips per day in May; this number is expected to go down slightly in June. UVA is selling fare cards, which indicates riders' intentions to use the service.
  - The CSPDC is working with VRT to purchase a new Afton Express bus and implement the new schedule for UVA's 12-hour shift employees.

#### Locality Updates

There were no updates.

#### **Upcoming Meetings**

Chairperson Henderson mentioned the TAC has a meeting on June 15<sup>th</sup> and the next Board meeting is scheduled for July 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 10:48 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

## **Policy Board Meeting Agenda September 7, 2022, at 10:00 a.m.**

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

OR

Zoom Video Conference

Web Link: <https://us06web.zoom.us/j/85692551486?pwd=QTFNcSsrdUVwYzQ1ZnY1YWN3QzcrUT09>

Dial In (Audio Only): 1-301-715-8592 • Meeting ID: 856 9255 1486 • Passcode: 728017

1. Call to Order
2. Public Comment
3. Approval of Minutes of the August 3, 2022 Policy Board Meeting\*
4. Election of Officers Nominating Committee (Board Memo #22-09)
5. Approval of FY23 Small Area Study (BAF #22-04)\*
6. Consideration of new SAWMPO Electronic Participation and Virtual Meetings Policy (BAF #22-05)\*
7. Agency Updates
  - VDOT
  - DRPT
  - BRITE
  - Localities
8. Other Business
9. Upcoming Meetings
  - September 21, 2022 – Technical Advisory Committee Meeting, CSPDC Office, 2:00 p.m.
  - October 5, 2022 – SAWMPO Policy Board Meeting, CSPDC Office, 10:00 a.m.
10. Adjournment

\*Action Required



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**Policy Board  
Regular Meeting Minutes  
August 3, 2022, 10:00 a.m.**

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

**Present (17):**

Voting Members		Non-Voting Members		Others	
	<b>City of Staunton</b>		<b>VA DRPT</b>		<b>Others</b>
✓	Carolyn Dull	✓*	Grace Stankus		Josh Dunlap, VDOT
	Leslie Beauregard		Wood Hudson	✓*	Andy Alden, I-81
✓	John Blair (Alt)		<b>VRT</b>	✓*	Lib Rood,, KFH Group
	<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)		Kevin Jones	✓	Zach Beard
	<b>City of Waynesboro</b>		<b>FTA</b>	✓	Devon Thompson
	Bobby Henderson, Chair		Michele DeAngelis		Paula Melester
✓	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)				

\*Non-voting members and members of the public are encouraged to attend by video conferencing using Zoom. Those who attended virtually are indicated by an asterisk.

**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-Chair Seaton opened the floor for public comment. There were no public comments.



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## **Approval of Minutes**

Vice-Chair Seaton presented the minutes from the June 1, 2022, Policy Board meeting.

***Mr. Wood moved, seconded by Mr. Fitzgerald, to approve the minutes, as presented (Motion carried 5-0; Ms. Dull abstained).***

## **Presentation: I-81 Corridor Coalition, by Mr. Andy Alden, Executive Director of the I-81 Corridor Coalition**

Vice-Chair Seaton presented the I-81 Corridor Coalition presentation. Mr. Beard introduced Mr. Andy Alden, who serves as the Executive Director of the Interstate 81 Corridor Coalition and Alternative Systems Research Group at the Virginia Tech Transportation Institute. The I-81 Corridor Coalition includes representatives from federal, state and local levels from each state along the I-81 corridor, from Tennessee to New York, and the organization's mission is to improve the safety and efficiency of freight and passenger movement.

Mr. Alden showed a United States and I-81 freight traffic map. The 325 miles of I-81 in Virginia is within the top ten most heavily used highway freight corridors in the U.S. There are approximately 12 million trucks per year that travel on the highway and that make up 42% of all Virginia truck traffic by count. The highway in Virginia is primarily 2 lanes with some 3-lane sections. Mr. Alden discussed truck-related incidents and stated that one of the primary causes of truck accidents is drowsy drivers. Truck parking is an important issue and mitigation strategies are being developed along the corridor to address the lack of truck parking to meet demand. He discussed the impact of crashes, in particular those involving trucks, which have multiple impacts. Thirty-five percent of fatal crashes involve trucks and clearance times are typically greater than six hours. Loss of one of two total lanes due to a crash reduces overall capacity by 65%, he stated.

Mr. Alden discussed some of the areas of focus for the Coalition, such as prevention of crashes, crash management, and the application of technology. More automation on highways is coming, such as animal sensing/warning systems and drones for emergency response vehicles to survey a crash scene and determine what type of response is needed. Another example is an automated research truck owned by FHWA that has sensors and cameras for data collection. A section of I-81 has been setup as a test site in Virginia to test the automated truck.

In response to a question about the ARPA application mentioned, Mr. Alden stated that the application was placed under the Build Back Better Regional Challenge. Vice Chair Seaton thanked Mr. Alden for his presentation. (Presentation attached to file minutes.)

## **Presentation: BRITE Transit Development Plan (TDP), by Ms. Lib Rood, Senior Transportation Planner, KFH Group**

Vice-Chair Seaton introduced the BRITE TDP presentation. Mr. Beard introduced Ms. Lib Rood, who is a senior transportation planner with KFH Group and has 22 years of experience in research and transit planning. KFH Group and Ms. Rood have been assisting with the update of the BRITE TDP since September 2021.





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Ms. Rood began by stating that KFH Group was involved in the first ever TDP for BRITE in 2015 and now in this first update of the plan. The current update, she stated, is more than 80% complete. Ms. Rood explained that the TDP is a multiyear planning document that provides direction for a transit system and its community partners over a 10-year period and is updated every six years as required by DRPT. Potential projects to meet identified needs and goals are prioritized in the plan and resources needed to implement those projects are also identified.

Ms. Rood stated that this process has been guided by CSPDC staff and the BRITE Technical Advisory Committee (BTAC). She explained the components (chapters) of the plan and the status of each. The final draft plan is expected to be completed in August and the final plan completed by the fall of 2022.

The issues identified in the system evaluation were categorized into four areas: 1) meeting additional community mobility needs, 2) updating transit technology, 3) improving transit infrastructure, and 4) restoring productivity to pre-pandemic levels. To garner community involvement, a public survey was conducted with over 100 responses received. Survey feedback was used to inform the needs that were identified and alternatives that were developed to address the needs. Ms. Rood stated that the remaining tasks are to prioritize projects and assign years (timeline) to develop the 10-year plan, completing the draft plan by the end of August, and presenting the final TDP for review and adoption by staff, BTAC and the CSPDC Board.

Ms. Riedesel added that Senator Warner was in our region in June and visited the BRITE Transit facility in Fishersville and presented the system with a large check (\$8.5 million). She stated that the Senator commented that the BRITE system was one of the best-run small systems in the Commonwealth. Ms. Cundy added that the BRITE Transit Advisory Committee has done great work on the plan. She reminded the group that the MPO has funded 50% of the plan update and stated that staff desires to update the Board and receive feedback prior to final approval. Vice Chair Seaton thanked Ms. Rood for the presentation. (Presentation attached to file minutes.)

## **Agency Updates**

### Virginia Department of Transportation (VDOT)

Mr. Campbell gave the following Smart Scale update:

- The Round 5 submission deadline was Monday and there were 412 applications submitted statewide. There were 41 submissions in the Staunton District (42 were submitted in Round 4). Of those, 6 were in the SAWMPO region (3 for Waynesboro, 1 for Augusta County, and 2 for Augusta County submitted by the SAWMPO) for a total request of \$333 million. He stated that the award is expected to be in the range of \$50-60 million.

Mr. Komara gave the following update:

- [Improve81.org](https://www.improve81.org) website contains updates on the I-81 projects.
- The auxiliary lane project from MM 220-221 is expected to go to advertisement in early 2023; easements and right-of-way are in process.
- A well-attended public hearing was held last week for the Staunton Exits 221-225 widening project; hoping to select a contractor this fall.





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- Weyers Cave climbing lanes project held a public hearing at Blue Ridge Community College that was well-attended; advertisement expected in late 2024.
  - Staunton Crossing project was awarded to Caton Construction Group.
  - Rt262 widening from 613 to 252 will be advertised early 2023.
  - A public meeting was held on the third lane and roundabout at WWRC; construction expected in 2024.
  - Various road maintenance and improvements are being made throughout the region.

Mr. Kiser added the following:

- The CTB met in Blacksburg and allocated more money for Staunton Crossing at Mr. Kiser's request.
- There are two new Rural At-Large CTB members appointed by the Secretary of Transportation, Randy Laird from Staunton and Ty Lawson from Winchester.
- The Staunton District will host the CTB on September 20-21, 2022, in Staunton at Hotel 24; a tour of Buckingham Branch railroad will be included for attendees. More details to follow.

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

Ms. Stankus gave the following update:

- There is a new DRPT funding opportunity called Transit Ridership Incentive Program (TRIP) to provide regional connectivity funding; the application window will open September 1<sup>st</sup> and close October 3<sup>rd</sup>. See <https://www.drpt.virginia.gov/ongoing-grant-programs/trip/> for more information.
- Four federal discretionary grant programs that are relevant to rail or transit are open and have upcoming deadlines:
  - *Safe Streets and Roads for All* to improve safety (i.e. development or update of a safety action plan); applications are due September 15<sup>th</sup>; see <https://www.transportation.gov/grants/SS4A>,
  - *All Stations Accessibility* to fund upgrades for legacy passenger rail stations to provide accessibility; applications are due September 30<sup>th</sup>; see <https://www.transit.dot.gov/ASAP>,
  - *Railroad Crossing Elimination* to provide crossing improvement projects that improve crossing and mobility; applications are due October 4<sup>th</sup>; see <https://railroads.dot.gov/grants-loans/competitive-discretionary-grant-programs/railroad-crossing-elimination-grant-program>,
  - *Reconnecting Communities Pilot* to reconnect communities by removing, retrofitting or mitigating highways or other facilities that create barriers to community connectivity; applications are due October 13<sup>th</sup>; see <https://www.transportation.gov/grants/reconnecting-communities>.
- DRPT is available for technical assistance on any of these applications.

#### Transit

Ms. Thompson gave the following Transit update:

- As Ms. Rood presented earlier, the TDP is nearing completion.
- Senator Warner visited the region last month; she thanked those who attended the event at the BRITE Transit facility; his comments and funding were very much appreciated.
- Afton Express continues to see consistent and increased ridership. June and July have been averaging 44 daily passenger trips. Next month is the one-year anniversary of the service launch; celebratory



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and promotional events and campaigns are planned throughout the month to appreciate current ridership and draw in new riders. Work also continues toward service expansion for UVA 12-hour shift workers; a third bus has been identified and is on hold for BRITE.

- CSPDC staff continues to receive technical assistance from consultant Kimley-Horn to develop a Request for Information and Proposal (RFI and RFP) for a mobile data collection system for BRITE. This system is made up of tablets and software for collecting data such as passenger counts, mileage, and real-time bus location. The draft RFI is in review and will be released next week with submissions due at the end of the month. Vendor demos will be scheduled for mid-to-late September.
- Since being awarded the FTA 5339 Bus and Bus Facilities grant for the rehabilitation of the Staunton Lewis Street Hub, staff has submitted the application for the award which is currently being reviewed by FTA. Ms. Cundy added that the award comes before the application for this grant and that FTA is providing technical assistance for preparing an RFP for design, engineering and construction administration. Due to the size of the grant, FTA has requested a stand-alone procurement rather than using one of the region's on-call consultants.

#### Locality Updates

There were no updates.

#### **Other Business**

Vice-Chair Seaton asked if there was any other business. Mr. Beard stated that Michael Baker submitted the final draft of the study at Exit 235 in Weyers Cave. The final report will be sent to the Board today and will be available on the [SAWMPO website](#).

#### **Upcoming Meetings**

Vice-Chair Seaton mentioned the TAC has a meeting on August 17<sup>th</sup> and the next Board meeting is scheduled for September 7<sup>th</sup> at 10:00 a.m.

#### **Meeting Adjournment**

There being no further business to come before the Policy Board, Vice-Chair Seaton 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



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
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**TO:** SAWMPO Policy Board  
**FROM:** Bonnie Riedesel, Executive Director  
**MEETING DATE:** September 7, 2022  
**RE:** **Board Memo #22-09: Board Officer Nominating Committee**

#### RECOMMENDATION

Request that the Chair form a Nominating Committee for the positions of Chair and Vice-Chair in order to hold elections at the October 5, 2022 meeting.

#### BACKGROUND

The terms of the current Chair and Vice Chair expire on September 30, 2022. To elect officers, the Chair must appoint a Nominating Committee. The Nominating Committee shall report its recommendations for the positions of Chair and Vice-Chair at the October 5, 2022 meeting, with elections immediately following in order to seat the new Chair and Vice-Chair at the October 5, 2022 meeting.

A Staunton, Waynesboro, or Augusta County publicly-elected representative shall serve as Chair or Vice Chair; however, in no case shall both offices be filled with representatives from the same locality at the same time. The Secretary-Treasurer shall be the CSPDC Executive Director.

#### ATTACHMENTS

[SAWMPO Bylaws](#)



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**TO:** SAWMPO Policy Board  
**FROM:** Zach Beard, Senior Planner  
**MEETING DATE:** September 7, 2022  
**RE:** **Board Action Form #22-04: FY2023 Small Area Study Overview**

## RECOMMENDATION

Recommend that the Policy Board approve the proposed FY23 Small Area Study.

## BACKGROUND

The SAWMPO typically conducts one study each fiscal year, and annually rotates the study focus between each MPO locality. The City of Waynesboro was scheduled to select an FY23 study, and expressed support for conducting an MPO study addressing the transportation section of the Afton Mountain Redevelopment Study. However; other sections of the Afton Mountain Study are dependent upon additional grant funding, and a start date is not yet firm.

As a result, the TAC reviewed alternative study options at the August 17, 2022 TAC meeting, and supports developing a Potential for Safety Improvement (PSI) Intersections Study in the region.

## PSI STUDY

The PSI Intersections Study would analyze unstudied PSI intersections in Augusta County, Staunton, and Waynesboro. PSI is a VDOT safety evaluation tool that identifies dangerous intersections by comparing the number of crashes at an intersection over a 5-year period to the expected number of crashes based on intersection characteristics such as traffic volumes, roadway geometry, and roadway classification.

VDOT Staunton Planning District Staff provided a list of 22 candidate intersections for the study. Staff from each locality reviewed, selected, and prioritized the top three intersections for their locality to potentially include in the study.

A consultant from the CSPDC's On-Call program, will be responsible for developing the Scope of Work, tasks, and deliverables, to include existing conditions analysis, data analysis, recommendations, and cost estimates. The deliverable will be a technical document highlighting improvements that localities and VDOT can use to evaluate intersection improvements within the corridor to enhance safety, and apply for projects through grant funding programs. The study is anticipated to start in Fall 2022 and be complete in Spring 2023.

## NEXT STEPS

Staff will begin administering the project pending Policy Board approval of the proposed study.

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Staunton, VA 24401

Phone (540) 885-5174  
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**TO:** SAWMPO Policy Board  
**FROM:** Ann Cundy, Director of Transportation  
**MEETING DATE:** September 7, 2022  
**RE:** **Board Action Form #22-05: Electronic Meetings Policy Amendment**

## RECOMMENDATION

Recommend that the Policy Board amend the Electronic Meetings Policy to permit up to three all-virtual meetings each calendar year.

## EXECUTIVE SUMMARY

[House Bill 444](#), amended Virginia's FOIA law, which now permits some public bodies to hold a limited number of all-virtual meetings each year.

## VIRTUAL MEETINGS

The new law allows all-virtual meetings for public bodies that are not a local governing body, local school board, planning commission, architectural review board, zoning appeals board, or any board with the authority to deny, revoke, or suspend a professional or occupational license.

MPOs may now hold all-virtual meetings consistent with the law. The body still must meet all other requirements of the FOIA law, including adoption of a policy on the holding of these meetings, which the SAWMPO already has in place. These all-virtual provisions can only be used for two, or 25 percent of the public body's meetings per year, whichever is greater. These new provisions take effect September 1, 2022. For all virtual meetings, no more than two voting members of the TAC or Policy Board may participate in the meeting together.

## SAWMPO PUBLIC PARTICIPATION PLAN (PPP)

Section 4.4.1 of the SAWMPO PPP requires that the MPO publish a schedule of Policy Board and TAC meetings at the beginning of the calendar year, including the meeting location. Section 4.4.2 requires that any meetings for which the date, time, or venue are changed, the MPO must publicly notice the change on the SAWMPO website and in the local papers of record at least seven days in advance of the meeting.

## NEXT STEPS

SAWMPO is eligible to hold up to three virtual meetings each year. With TAC input, staff will make a recommendation to the Board as an action item at a future Policy Board meeting. Staff suggests scheduling one virtual meeting for both the TAC and the Board each year in the winter, and leaving a second meeting "floating" to hold virtually if the need arises. The TAC or Board Chair would make this decision and direct staff to publicly notice the change at least one week prior to the meeting.

## ATTACHMENTS

Resolution

[SAWMPO PPP](#)

[FOIA Electronic Meetings Guide](#)



## RESOLUTION AUTHORIZING AN ELECTRONIC MEETINGS POLICY FOR THE STAUNTON-AUGUSTA-WAYNESBORO METROPOLITAN PLANNING ORGANIZATION

*WHEREAS*, absent a declared state of emergency, the Virginia Freedom of Information Act authorizes certain limited electronic participation, provided that the public body has first adopted a written policy providing for electronic participation in meetings, and subject to certain other restrictions and requirements; and

*WHEREAS*, the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (“SAWMPO”) desires to adopt a policy to enable its members to participate remotely in meetings of SAWMPO and its committees, under certain circumstances; and

*WHEREAS*, the SAWMPO desires to adopt a policy to hold a limited number of all-virtual meetings each year.

*NOW, THEREFORE BE IT RESOLVED*, SAWMPO resolves and adopts the following policy:

1. Individual SAWMPO Policy Board members may participate in meetings of the SAWMPO by electronic communication as permitted by 2.2-3708.3 of the Code of Virginia. This policy shall apply to the entire membership and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting, subject to the following requirements:
  - A. A member wishing to participate from a remote location in a meeting shall notify the Chairperson, or other presiding officer, on or before the date of a meeting that the member is unable to attend the meeting due to (i) a personal matter, provided that the member identifies with specificity the nature of the personal matter, (ii) a temporary or permanent disability or other medical condition that prevents the member’s physical attendance, (iii) a medical condition of a family member that requires the member to provide care that prevents the member’s attendance, or (iv) because the member’s principal residence is more than 60 miles from the meeting location.
  - B. The minutes for the meeting shall record the remote location from which the absent member participated, as well as the specific nature of the personal matter, that the member participated in the meeting electronically due to a medical condition or disability, or that of a family member, or that the member participated in the meeting electronically due to their principal residence being more than 60 miles away from the meeting location.
  - C. If the absent member’s remote participation would violate this policy, such remote participation is disapproved and the absent member shall not be allowed to participate. The reason for such disapproval shall be recorded in the minutes.
  - D. Participation in a meeting through electronic communication due to a personal matter shall be limited for each member and in each calendar year, to two meetings or twenty-five percent of meetings held per calendar year rounded up to the next whole number, whichever is greater.



- E. A quorum must be physically assembled at the primary or central meeting location, unless otherwise provided by law.
  - F. Arrangements shall be made, to the maximum extent practicable, for the voice of the absent member to be heard by all persons in attendance at the primary or central meeting location.
2. Further, it is the policy of the SAWMPO that it may hold all-virtual public meetings pursuant to subsection C of 2.2-3708.3, subject to the following requirements:
- A. Such all-virtual public meetings are limited to two meetings per calendar year or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater. Additionally, an all-virtual public meeting may not be held consecutively with another all-virtual meeting.
  - B. All-virtual meetings will be scheduled with publication of the SAWMPO meeting calendar in local newspapers of record, or at the written direction of the SAWMPO Policy Board Chair. If an all-virtual meeting is scheduled at the written direction of the SAWMPO Policy Board Chair, then public notice of the change of meeting venue will meet the requirements of the Virginia Freedom of Information Act and the SAWMPO Public Participation Plan Section 4.4.2. Record of written direction from the Policy Board chair will be retained by SAWMPO staff.
3. Nothing herein shall be construed to restrict the ability of SAWMPO or its committees to meet without a quorum physically assembled at one location during a state of emergency as may be authorized by law, including without limitation Virginia Code § 2.2.3708.2.
4. This policy is also adopted on behalf of, and shall apply to, all committees and subcommittees of the SAWMPO.

Signed this 7th day of September 2022.

**SIGNED:**

**ATTEST:**

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Bobby Henderson, Chairman  
Staunton-Augusta-Waynesboro  
Metropolitan Planning Organization  
Policy Board

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Bonnie S. Riedesel, Secretary/Treasurer  
Staunton-Augusta-Waynesboro  
Metropolitan Planning Organization  
Policy Board



**Staunton Augusta  
Waynesboro**  
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Organization

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## **Policy Board Meeting Agenda October 5, 2022, at 10:00 a.m.**

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

OR

Zoom Video Conference

Web Link: <https://us06web.zoom.us/j/85692551486?pwd=QTFNcSsrdUVwYzQ1ZnY1YWVN3QzcrUT09>

Dial In (Audio Only): 1-301-715-8592 • Meeting ID: 856 9255 1486 • Passcode: 728017

1. Call to Order
2. Public Comment
3. Approval of Minutes of the September 7, 2022 Policy Board Meeting\*
4. Election of Officers (Board Action Form #22-06)\*
5. Presentation: Staunton Crossing Improvements – Billy Vaughn, Director of Community and Economic Development, City of Staunton
6. Agency Updates
  - VDOT
  - DRPT
  - BRITE
  - Localities
7. Other Business
8. Upcoming Meetings
  - October 19, 2022 – Technical Advisory Committee Meeting, CSPDC Office, 2:00 p.m.
  - November 2, 2022 – SAWMPO Policy Board Meeting, CSPDC Office, 10:00 a.m.
9. Adjournment

\*Action Required





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**Policy Board**  
**Regular Meeting Minutes**  
**September 7, 2022, 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	✓*	Grace Stankus	✓*	Josh Dunlap
	Leslie Beauregard		Wood Hudson		
✓	John Blair (Alt)		<b>VRT</b>		
	<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)		Kevin Jones	✓	Zach Beard
	<b>City of Waynesboro</b>		<b>FTA</b>	✓*	Devon Thompson
✓	Bobby Henderson, Chair		Michele DeAngelis		Paula Melester
✓	Todd Wood		<b>VA DOA</b>		Kimberly Miller
	Michael Hamp (Alt)	✓*	Rusty Harrington	✓	Rita Whitfield
	<b>VDOT</b>		<b>CTB</b>		
✓	Randy Kiser		Mark Merrill		
✓*	Adam Campbell (Alt)				
✓*	Don Komara (Alt)				
	Matt Dana (Alt)				

\*Non-voting members and members of the public are encouraged to attend by video conferencing using Zoom. Those who attended virtually are indicated by an asterisk.

**Call to Order**

The September 7, 2022 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.



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## Public Comment

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

## Approval of Minutes

Chair Henderson presented the minutes from the August 3, 2022 Policy Board meeting.

***Ms. Dull moved, seconded by Mr. Wood, to approve the minutes, as presented. (Motion carried unanimously, 7-0.)***

## Election of Officers Nominating Committee

Chair Henderson presented for consideration the Appointment of a Nominating Committee. He stated that the terms of the current Chair and Vice Chair expire on September 30, 2022, and in order to elect officers, the Chair must appoint a Nominating Committee. Chair Henderson therefore appointed Mr. Wood, Mr. Kiser, and Mr. Blair to the Nominating Committee, with their assent. Ms. Riedesel then reviewed the election process, noting that the Nominating Committee should be prepared to report its recommendations for the positions of Chair and Vice Chair at the October 5, 2022 meeting, with elections immediately following in order to seat the new Chair and Vice Chair at the October meeting. She noted that a Staunton, Waynesboro, or Augusta County publicly elected representative shall serve as Chair or Vice Chair; however, in no case shall both offices be filled with representatives from the same locality. She noted that the person filling the Chair position has typically rotated from among the three jurisdictions. Moreover, because of anticipated departures due to members not running for reelection, they will need to have two special elections after the first of the year, after localities make new appointments. Ms. Cundy added that due to the change in the date of elections for local governing bodies, with the three jurisdictions' City Council and Board of Supervisors elections now occurring in November rather than May, a change of the SAWMPO Bylaws may be in order to move the time for election of officers to align with the new election schedule. After discussion of various alternatives and scenarios, it was the consensus of the members present to proceed with the Nomination Committee and elect a Chair and Vice Chair at the October meeting, and then consider a Bylaw change in the coming calendar year.

## Approval of FY23 Small Area Study

Chair Henderson presented for consideration the FY23 Small Area Study. Mr. Beard stated that the SAWMPO typically conducts one study each fiscal year, and annually rotates the study focus between each MPO locality. He noted that the City of Waynesboro was scheduled to select an FY23 study, and expressed support for conducting an MPO study addressing the transportation section of the Afton Mountain Redevelopment Study; however, other sections of the Afton Mountain Study are dependent upon additional grant funding, and a start date has not been confirmed. Mr. Beard stated that as a result, the TAC reviewed alternative study options at their August meeting, and supports developing a Potential for Safety Improvement (PSI) Intersections Study in the region. Mr. Beard provided an overview of the candidate intersection locations, all of which have been reviewed by staff from each MPO locality, that could be included in the study. He noted that a consultant from the CSPDC's On-Call program will develop the Scope of Work, tasks, deliverables, and cost estimates. Mr. Beard stated that the deliverable will be a technical document highlighting improvements that localities and



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VDOT can use to evaluate intersection improvements to enhance safety, and to apply for project funding through grant programs. Mr. Beard noted that the Study is anticipated to be completed in 2023.

***Dr. Seaton moved, seconded by Mr. Wood, to approve the proposed FY23 Small Area Study. (Motion carried unanimously, 7-0.)***

### **Consideration of Amended SAWMPO Electronic Participation and Virtual Meetings Policy**

Chair Henderson presented for consideration amendment of the SAWMPO Electronic Participation and Virtual Meetings Policy. Ms. Cundy stated that the 2022 General Assembly session included House Bill 444, which amended Virginia's FOIA law, and now permits MPOs to hold a limited number of all-virtual meetings each year consistent with the law. She noted that MPOs still must meet all other requirements of the FOIA law, including adoption of a policy on the holding of these meetings, which the SAWMPO already has in place. Ms. Cundy stated that: 1) these all-virtual provisions can only be used for two, or 25 percent of the public body's meetings per year, whichever is greater; and 2) for all virtual meetings, no more than two voting members of the TAC or Policy Board may participate in the meeting together. She reviewed the SAWMPO Public Participation Plan's (PPP) requirements for public notices and meetings. Ms. Cundy stated that the SAWMPO is eligible to hold up to three virtual meetings each year. She suggested scheduling one virtual meeting for both the TAC and the Board each year in the winter, and leaving a second meeting "floating" to hold virtually if the need arises. Ms. Cundy stated that the TAC or Board Chair would make this decision and direct staff to publicly notice the change at least one week prior to the meeting.

***Dr. Seaton moved, seconded by Ms. Dull, to amend the Electronic Meetings Policy to permit up to three all-virtual meetings each calendar year for both the TAC and the Policy Board. (Motion carried unanimously, 7-0.)***

### **Agency Updates**

#### Virginia Department of Transportation (VDOT)

Mr. Campbell gave an update on SMART SCALE applications, noting that the scores will be released in January, as well as the draft staff recommended funding scenario. He reported on the Highway Safety Improvement Program (HSIP) applications open cycle, noting that the application submission deadline is November 1, 2022.

Mr. Komara reported on the following projects:

- Barterbrook Road project to replace the Route 635 bridge over Interstate 81, with construction starting in spring 2023.
- Interstate 81 Staunton-area widening from Exit 221 to Exit 225, noting that VDOT was working on the Request for Proposals for design-build.
- Weyers Cave climbing lanes project, noting that the public hearing at Blue Ridge Community College was well-attended and advertisement is expected in late 2024.
- The City of Staunton Crossing Street Extension project was awarded to Caton Construction Group, with April 2023 completion date.



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- Updates on various road maintenance and safety improvement projects in the SAWMPO area.
  - Upon a question regarding the status of the Staunton Crossing Road park and ride lot with designated parking for future electric vehicle charging facilities, Mr. Komara responded that the grant was not approved. Mr. Kiser stated that there are other possible entities to provide the charging stations and potential grant funding available.

Mr. Kiser announced that VDOT will be hosting the September Commonwealth Transportation Board (CTB) meeting at the Hotel 24 South in Staunton on September 20-21, 2022.

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

Ms. Stankus announced that September is Discover Transit Month. She noted that throughout the month of September, DRPT will be informing Virginians about transportation options and encouraging use of local transit services to commute, travel, and explore their communities. Ms. Stankus stated that DRPT is in the process of developing the Virginia Statewide Rail Plan for 2022. She announced that DRPT will be hosting a virtual public meeting on the Plan on September 27<sup>th</sup>, from 6:00 to 7:00 p.m. to receive public comment.

#### Transit

Ms. Thompson gave the following Transit update:

- September is Discover Transit Month and to celebrate BRITE and Afton Express will be offering free rides on September 21<sup>st</sup>.
- The Transit Development Plan (TDP) is nearing completion. Ms. Thompson stated that the BTAC has prioritized the proposed projects and KFH Group is working to assign years to develop the 10-year Plan and develop the financial plan. She noted that a draft Plan will be available in fall 2022.
- Staff continues to receive technical assistance from Kimley-Horn for implementing a mobile data collection system for BRITE. Ms. Thompson stated that the Request for Information (RFI) was released in August and vendor demos will be scheduled for mid-September.
- Staff is working with DRPT to develop the RFP for construction for the Lewis Street Hub rehabilitation. Ms. Thompson stated that the potholes in the lot have been temporarily patched until the lot can be rebuilt.
- Afton Express continues to see increased ridership, with the highest daily ridership being 61. She stated that September marks the one-year anniversary of operations, and staff will be celebrating this milestone all month long in tandem with Discover Transit Month.
- The addendum to the VRT contract for service has been executed, so work on the expansion for Afton Express can move forward. Ms. Thompson stated that a third bus has been purchased and VRT can move forward with implementing the expanded service that will accommodate 12-hour shift workers at UVA.

#### Locality Updates

There were no updates.



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### **Other Business**

Chair Henderson asked if there was any other business. There was no other business presented.

### **Upcoming Meetings**

Chair Henderson announced that the next scheduled TAC meeting will be held on September 21, 2022, at 2:00 p.m., and the next Policy Board meeting is scheduled for October 5, 2022, at 10:00 a.m.

### **Meeting Adjournment**

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "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



**Staunton Augusta  
Waynesboro**  
Metropolitan Planning  
Organization

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**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Ann Cundy, Director of Transportation  
**MEETING DATE:** October 5, 2022  
**RE:** **Board Action Form #20-06: Election of Officers**

### RECOMMENDATION

Nominating Committee to recommend candidates for the positions of Chair and Vice Chair.

### BACKGROUND

The Policy Board Chair appointed a Nominating Committee at the August 7, 2019 meeting to elect new officers. Nominating Committee members are John Blair, Randy Kiser, and Todd Wood.

According to the SAWMPO Bylaws, the Nominating Committee shall report its recommendations to the Policy Board. A Staunton, Waynesboro, or Augusta County representative must serve as Chairman and Vice Chairman. Both officer positions must be appointed with representatives from different localities. The Secretary-Treasurer shall be the CSPDC Executive Director.

At the September 2022 Board meeting, members discussed amending the SAWMPO bylaws to better align the MPO election cycle with local election cycles. Staff is developing the bylaws amendment, and will present the revised document at the November 2022 Board meeting.

### ATTACHMENTS

[SAWMPO Bylaws](#)



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## **Policy Board Meeting Agenda November 2, 2022, at 10:00 a.m.**

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

OR

Zoom Video Conference

Web Link: <https://us06web.zoom.us/j/85692551486?pwd=QTFNcSsrdUVwYzQ1ZnY1YWVN3QzcrUT09>

Dial In (Audio Only): 1-301-715-8592 • Meeting ID: 856 9255 1486 • Passcode: 728017

1. Call to Order
2. Public Comment
3. Approval of Minutes of the October 5, 2022, Policy Board Meeting\*
4. FY21-24 Transportation Improvement Program (TIP) Amendment Release for Public Comment (BAF #22-07)\*
5. SAWMPO Bylaws Amendment Regarding Election of Officers (Board Memo #22-10)
6. Presentation: *National Electric Vehicle Infrastructure Formula Program* by Chris Berg, VDOT Assistant Environmental Division Administrator, Director of Sustainability
7. Agency Updates
  - VDOT
  - DRPT
  - Transit
  - Localities
8. Other Business
9. Upcoming Meetings
  - November 16, 2022 – Technical Advisory Committee Meeting, CSPDC Office, 2:00 p.m.
  - December 7, 2022 – SAWMPO Policy Board Meeting, CSPDC Office, 10:00 a.m.
10. Adjournment

\*Action Required



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**Policy Board**  
**Regular Meeting Minutes**  
**October 5, 2022, 10:00 a.m.**

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

**Present (15):**

Voting Members		Non-Voting Members		Others	
	<b>City of Staunton</b>		<b>VA DRPT</b>		<b>Others</b>
✓	Carolyn Dull	✓*	Grace Stankus	✓	Josh Dunlap, VDOT
	Leslie Beauregard		Wood Hudson	✓	Billy Vaughn, City of Staunton
✓	John Blair (Alt)		<b>VRT</b>		
	<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)		Kevin Jones	✓	Zach Beard
	<b>City of Waynesboro</b>		<b>FTA</b>	✓	Devon Thompson
	Bobby Henderson, Chair		Michele DeAngelis	✓	Paula Melester
✓	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)				

\*Non-voting members and members of the public are encouraged to attend by video conferencing using Zoom. Those who attended virtually are indicated by an asterisk.

**Call to Order**

The October 5, 2022, 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.





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## Public Comment

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

## Approval of Minutes

Vice-Chair Seaton presented the minutes from the September 7, 2022 Policy Board meeting.

***Ms. Dull moved, seconded by Mr. Fitzgerald, to approve the minutes, as presented. (Motion carried unanimously, 6-0.)***

## Election of Officers (Board Action Form #22-06)

Vice-Chair Seaton presented for consideration the Election of Officers and asked for the nominating committee's recommendation. Mr. Wood of the nominating committee stated that it was recommended that Dr. Seaton be considered for Chair and Ms. Dull be considered for Vice Chair. Mr. Blair moved to close the nominations.

***The nominations were approved unanimously, 6-0.***

## Presentation: Staunton Crossing Improvements, by Mr. Billy Vaughn, Director of Community and Economic Development, City of Staunton

Vice-Chair Seaton presented the Staunton Crossing Improvements presentation. Ms. Cundy introduced Mr. Billy Vaughn to provide an update on the development of Staunton Crossing, in particular as it relates to transportation.

Mr. Vaughn discussed the property, its acquisition and the steps taken to develop it into a site that would serve residents and travelers and generate significant tax revenue for the City. He stated that City Council and the Economic Development Authority (EDA) worked together to bring forth this site and project. The City acquired the approximate 300 acre site from the state in 2009.

Phase I focused on commercial development of the front 25 acres in close proximity to Richmond Road and I-81. Preparing the site for sale to developers required the removal of two buildings and development of the road, including a new entrance. The new boulevard was installed for \$17 million using a revenue sharing grant. The City also had to build a brand new facility for the state police before they could be relocated. Taxes generated from Phase I development is close to \$1.2 million.

After Phase I, City Council and EDA began to focus on the remaining acreage and in January 2021 began preparing the site. They received a Brownfields grant to remove underground tanks and all the remaining buildings on the site. This process went smoothly and there were no issues. Road access to the interior of the parcel was installed using a 2016 Smart Scale grant to build connector from roundabout to Valley Center Drive. A shared use path and a 100-space Park & Ride facility with bus stop and charging stations is planned. The price tag is just over \$10 million. A Smart Scale grant of \$8.7 million was awarded, so some of the amenities had to be cut from the project, but other ways of funding those amenities are being explored.

The Virginia Ready Sites program provides funds to develop sites for readiness and has a 5-tier rating scale for sites. The Staunton Crossing site is currently a Tier 2 site and the City desires to increase the rating to a Tier 4-5. The City applied for a grant and received \$854,000 to complete due diligence and to design water



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and sewer services for the site. A water storage tank will also need to be installed to serve the area. Design is currently in progress and is expected to be completed in October 2022. The City applied for \$12 million through another round of VEDP funding to build the water and sewer infrastructure and water storage tank; no matching funds are required, if awarded. If the funding is not awarded, the water and sewer will be installed in phases.

Mr. Vaughn showed drone footage of the site before development and in its more recent state. The road construction project was awarded to Caton Construction Group from Charlottesville and the project is to begin in October and completed by May 2024. An invitation to bid will go out soon for site maintenance to prevent it from becoming overgrown and keep it attractive to developers.

Ms. Cundy stated that not only BRITE will use the Park & Ride bus stop, but Afton Express and Virginia Breeze will use it also.

Dr. Seaton thanked Mr. Vaughn for his presentation.

## **Agency Updates**

### Virginia Department of Transportation (VDOT)

Mr. Campbell gave the following update:

- Mr. Kiser is attending the 2022 VDOT Local Assistance workshop that is taking place in Roanoke through tomorrow.
- HSIP Local systemic application window is currently open and closing at the end of the month. Both Cities are actively working with consultants to prepare applications to submit.
- Later this month is the Governor's Transportation Conference that will be held in Virginia Beach.

Mr. Dunlap reported on the following projects:

- Interstate 81, Exit 220-221 auxiliary lane project – they are currently relocating utilities and acquiring right of way and easements and will put it out for advertisement in 2023 with construction to begin in summer/fall of 2023.
- Interstate 81 Staunton-area widening from Exit 221 to Exit 225 – there is a short-list of design-build teams to be announced later today; construction could begin as early as next year.
- Weyers Cave Exit 235 right turn lanes on both on-ramps – there were no bids from the first advertisement so some changes were made to increase the interest and it will be readvertised this fall.
- The paving schedule is wrapping up with some spot mowing still on-going and focus is moving to signing up contractors for snow removal.
- In response to a question regarding traffic at Exit 221, he stated that the lane closures are due to bridge repair (milling of the bridge deck). Once this work starts, work zones will be pretty consistent for the next several weeks, from Sunday through Thursday nights, starting at about 7-8pm.

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

Ms. Stankus gave the following update:

- DRPT has selected Mr. Zach Trogden, as the new Chief of Public Transportation and he will join DRPT on October 25. Mr. Trogden was the executive director of the Williamsburg Transit Authority since 2017. Grant Sparks will resume his role as Director of Transit Planning once the new Chief is onboard.



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- Last week DRPT hosted a virtual public meeting on the statewide rail plan and released the draft plan. It is available online and will be finalized at the end of the year. The plan is presented as an interactive story map; <https://storymaps.arcgis.com/collections/f83c1618157b45388bc794dde93dof81>.
  - DRPT is working on the Coordinated Human Services Mobility (CHSM) plan update and is requesting input to develop needs and recommendations on transportation preferences and uses. A survey is available to gather input at <https://www.surveymonkey.com/r/CHSM2022-R>.
  - DRPT has completed the 2022 Tier 2 Transit Asset Management (TAM) Plan which went into effect on October 1<sup>st</sup>. MPOs have 180 days to adopt these performance targets into their TIP and CLRP. DRPT will provide the performance targets and template language. TAM related data is available at <https://data.drpt.virginia.gov/stories/s/FY2022-2025-TAM-Plan/h9nh-b94p>.

### Transit

Ms. Thompson gave the following Transit update:

- The draft Transit Development Plan (TDP) has been completed by KFH Group and is being reviewed by staff. Proposed projects are to be implemented over the next 10 years and include the micro transit pilot, additional routes, hours and days of service, and route adjustments. A financial plan is laid out at the end of the draft plan.
- Blue Ridge Community College is evaluating their current level of transit service based on various changes as a result of the pandemic. Two new tasks that are not part of the TDP, but which will be noted in the final plan, are being added. These tasks, which will be completed by KFH Group, are to develop service alternatives for the BRCC Shuttle routes and evaluation of the local partner match structure, the funds which provide the match for the federal and state funds we apply for. More updates should be available at the December meeting once the tasks have been completed and prior to the development of the FY24 budget.
- Staff continues to receive technical assistance from Kimley-Horn for implementing a mobile data collection system for BRITE. This system is made up of tablets and software for collecting data, such as passenger counts, mileage, and real-time bus location. Vendor demos were hosted in late September, which gave vendors the opportunity to demonstrate the features of their system. Work will now be underway for the RFP for the system which is planned to be released in late November.
- With assistance from FTA and DRPT staff, the CSPDC completed and released the RFP for construction, engineering and design, and construction management for the Lewis Street Hub rehabilitation last month. A preproposal meeting was held earlier this week, and proposals are due at the end of October.

Ms. Melester gave the following Afton Express update:

- September ridership averaged 51 passenger trips per day and a new record high was set of 70 passenger trips in a single day.
- There were two fare-free days in September; one to celebrate the 1-year anniversary of Afton Express on September 1<sup>st</sup>, and the second for the Discover Transit Month's fare-free "try transit" day on September 21<sup>st</sup> which BRITE also participated in.
- All of the month's events went very well and provided the opportunity to speak with riders about their experience with the service. Information from a riders' survey is still being collected and will be analyzed. The results will be available in the coming weeks and that information may be used to inform decisions about the upcoming expansion of service. Options for the new schedule are being considered while the new bus is being painted and retrofitted with Afton amenities and a new driver is hired.



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Locality Updates

There were no updates.

**Other Business**

Vice-Chair Seaton asked if there was any other business. There was no other business presented.

**Upcoming Meetings**

Vice-Chair Seaton announced that the next scheduled TAC meeting will be held on October 19, 2022, at 2:00 p.m., and the next Policy Board meeting is scheduled for November 2, 2022, at 10:00 a.m.

**Meeting Adjournment**

There being no further business to come before the Policy Board, Vice-Chair Seaton adjourned the meeting at 10:36 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "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

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Fax (540) 885-2687

**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Ann Cundy, Director of Transportation  
**MEETING DATE:** November 2, 2022  
**RE:** **Board Action Form #22-07: FY 21-24 Transportation Improvement Program (TIP) Amendment Release for Public Comment**

## RECOMMENDATION

Recommend that the Policy Board release an amendment to the FY 21-24 TIP for public comment.

## EXECUTIVE SUMMARY

VDOT and SAWMPO staff are coordinating on development of the FY24-27 Statewide Transportation Improvement Program (STIP) and FY24-27 SAWMPO Transportation Improvement Program (TIP). The STIP is Virginia's federally required four-year programming document that identifies transportation projects funded with federal transportation dollars, or requiring approval from either the Federal Highway Administration (FHWA) or Federal Transit Administration (FTA).

The STIP must include all projects in an urbanized area that are included in the MPO's TIP, and federally funded projects in the non-metropolitan areas of Virginia. VDOT and MPO staff identified several projects in the current TIP under "Construction: Safety/ITS/Operational Improvements" that should be ungrouped and included as individual projects based on their scale and regional significance. The following projects are recommended for ungrouping:

- UPC 111048 - Staunton Crossing
- UPC 116269 - I-81 Widening, MM 221-225
- UPC 116277 - I-81 Truck Climbing Lane at Weyers Cave Northbound
- UPC 116278 - I-81 Truck Climbing Lane at Weyers Cave Southbound

## NEXT STEPS

TIP Amendments require a 21-day public comment period per the MPO Public Participation Plan. VDOT Central Office is currently processing the individual TIP blocks for these projects. MPO staff is requesting that the Policy Board approve the release of these TIP blocks (when ready) for public review by November 16th to meet the 21-day public comment period for consideration of approval of the TIP amendment at the December 7, 2022 Policy Board meeting.

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Fax (540) 885-2687

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

**FROM:** Bonnie Riedesel, Executive Director

**MEETING DATE:** November 2, 2022

**RE:** **Board Memo #22-10: SAWMPO Bylaws Amendment Regarding Election of Officers**

#### EXECUTIVE SUMMARY

At the September 2022 Policy Board meeting, Board members discussed amending the SAWMPO Bylaws to align the MPO election cycle with local election cycles. MPO officer elections are currently held in September just prior to locality elections in November. The Policy Board would like to hold MPO officer elections after local government elections in November and subsequent board appointments, which are made in the first month of the calendar year.

#### PROPOSED AMENDMENT

The current Bylaws state that the election of officers – which are held every three years – shall be held prior to September 30, and members shall assume their duties on October 1. The proposed amendment shown in red under section “Article V – Officers” on page 4 requires MPO officer elections to be held prior to June 30, and have members assume duties on July 1 of each election year. The next scheduled election would be prior to June 30, 2025.

The TAC also operates under the officer election cycle provisions described in the amended document, and would move its election cycle to the prior to June 30 schedule as well.

#### NEXT STEPS

Per Article XI of the Bylaws, members shall have at least 25 days to review the proposed amendments. The Policy Board can approve the amendment after the review period at the next scheduled Board meeting.

#### ATTACHMENTS

[Draft SAWMPO Bylaws Election Cycle Amendment](#) (see page 4)



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Staunton, VA 24401

Phone (540) 885-5174  
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## **Policy Board Meeting Agenda December 7, 2022, at 10:00 a.m.**

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

OR

Zoom Video Conference

Web Link: <https://us06web.zoom.us/j/85692551486?pwd=QTFNcSsrdUVwYzQ1ZnY1YWN3QzcrUT09>

Dial In (Audio Only): 1-301-715-8592 • Meeting ID: 856 9255 1486 • Passcode: 728017

1. Call to Order
2. Public Comment
3. Approval of Minutes of the November 2, 2022, Policy Board Meeting\*
4. Consideration of the SAWMPO 2023 Meeting Schedule (Board Action Form #22-08)\*
5. Consideration of the FY21-24 Transportation Improvement Program (TIP) Amendment (Board Action Form #22-09)\*
6. SAWMPO Bylaws Amendment Regarding Election of Officers (Board Action Form #22-10)\*
7. SAWMPO 2023 Safety Performance Targets (Board Memo #22-11)
8. Agency Updates
  - VDOT
  - DRPT
  - Transit
  - Localities
9. Other Business
10. Upcoming Meetings
  - December 21, 2022 – Technical Advisory Committee Meeting, CSPDC Office, 2:00 p.m.
  - January 4, 2022 – SAWMPO Policy Board Meeting, CSPDC Office, 10:00 a.m.
11. Adjournment

\*Action Required

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**Policy Board  
Regular Meeting Minutes  
November 2, 2022, 10:00 a.m.**

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

**Present (17):**

Voting Members		Non-Voting Members		Others	
	<b>City of Staunton</b>		<b>VA DRPT</b>		<b>Others</b>
✓	Carolyn Dull	✓*	Grace Stankus	✓	Josh Dunlap, VDOT
	Leslie Beauregard		Wood Hudson	✓*	Chris Berg, VDOT
✓	John Blair (Alt)		<b>VRT</b>	✓*	Shane McCabe, 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)		Kevin Jones	✓	Zach Beard
	<b>City of Waynesboro</b>		<b>FTA</b>	✓	Devon Thompson
✓	Bobby Henderson, Chair		Michele DeAngelis	✓	Paula Melester
✓	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)				

\*Non-voting members and members of the public are encouraged to attend by video conferencing using Zoom. Those who attended virtually are indicated by an asterisk.

**Call to Order**

The November 2, 2022, meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 10:00 a.m. by Ms. Carolyn Dull, Vice Chairperson. A quorum was not present, so non-voting business was addressed first.





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## Public Comment

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

### **Presentation: *National Electric Vehicle Infrastructure (NEVI) Formula Program* by Chris Berg, VDOT Assistant Environmental Division Administrator, and Director of Sustainability**

Vice-Chair Dull presented the NEVI Formula Program presentation. Ms. Cundy introduced Mr. Berg,

Mr. Berg stated that a plan is required for VDOT's participation in the federal NEVI Program (funded through the Infrastructure and Jobs Act). Expected funding is \$100 million over 5 years; \$36 million will be available from 2022-2023. VDOT is the lead agency under the direction of the Secretary of Transportation.

The Commonwealth of Virginia is planning to invest the projected funding to install public electric vehicle (EV) charging stations across the state through this program. To meet the federal requirements of the NEVI Program, the initial phase of public charging stations will be located within one mile of Virginia's federally designated Alternative Fuel Corridors (AFCs), which are I-64, I-66, I-77, I-81, I-85, I-95, I-295, and I-495. This allows for convenient and accessible charging and supports the growing EV market in Virginia. The plan outlines installation and upgrade of publicly accessible direct current fast chargers (DCFC) within one mile of the interstate, and spaced approximately every 50 miles, with four ports per station and 150 kW per port. Federal Highway Administration has approved the Virginia Electric Vehicle Infrastructure Deployment Plan.

Virginia envisions an EV charger network that facilitates convenient, reliable, and equitable access to fast charging stations throughout the Commonwealth, while spurring growth in the industry. Deployment will occur in two phases. Phase one will focus on AFCs, initial stakeholder and public outreach, development of the initial EV charging deployment plan, and build out of AFCs. Phase two will include expanding the network to Corridors of Statewide Significance and community charging.

Public outreach is summarized on the website, <https://publicinput.com/virginianevi>. Mr. Berg showed a map of the number of EV registrations per county/city and EV charging infrastructure in Virginia. There are 1,139 public stations that provide over 3,000 charging ports of all charging speeds; 134 stations are equipped with DCFCs; 17 stations currently meet NEVI requirements. There are 985 miles of interstates in Virginia designated as Alternative Fuel Corridors (AFCs). The 17 existing NEVI-compliant stations were mapped throughout the state and then gaps were identified as potential sites for upgrades or new stations.

The next step in implementing the plan is to issue competitive solicitations for third-party agreements to install chargers that meet NEVI and Virginia requirements. The Request for Information was released in October and the RFP is expected to be released in early 2023.

Out of IIJA funding of \$2.5 billion, Virginia plans to commit half to corridors and half to communities.

In response to a question, Mr. Berg stated that there are three levels of chargers – Level 1 is like a wall outlet and can provide a full charge in 24-48 hours. Level 2 can charge in 12-24 hours and Level 3 can charge in 15-45 minutes. These Level 3 chargers cost between \$500,000-\$1,000,000 to install.

Another question was related to controlling the cost of pricing to the consumer. Mr. Berg stated that VDOT is awaiting final rules from FHWA. Discussion ensued regarding the business models for charging stations and whether large energy utility companies are eligible to own charging stations. Mr. Berg stated that some



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states have established regulations around this issue and that no large electric utility companies in Virginia have expressed interest in this market at this time. He added that electricity demand spikes can be an issue.

Vice-Chair Dull thanked Mr. Berg for his presentation. Presentation attached to file minutes.

### **Approval of Minutes**

Vice-Chair Dull presented the minutes from the October 5, 2022, Policy Board meeting.

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

### **Consideration of FY21-24 Transportation Improvement Program (TIP) Amendment Release for Public Comment (Board Action Form #22-07)**

Vice-Chair Dull presented for consideration the TIP Amendment. Ms. Cundy stated that the TIP lists projects that are funded and all the MPO TIPs roll up to the Statewide TIP (STIP). Projects are grouped within the MPO. It is recommended in this amendment that some projects within the MPO that are regionally significant be ungrouped. They are Staunton Crossing Street Extension, I-81 Widening at MM 221-225, I-81 Truck Climbing Lane at Weyers Cave Northbound and I-81 Truck Climbing Lane at Weyers Cave Southbound. When the TIP is amended, it needs to be released to the public for review and comment period of 21 days. The Board is requested to approve the release of the amendment to the public. Public comments, if any, will be considered, and the final amendment will be presented to the Board at the next meeting for consideration.

***Mr. Henderson moved, seconded by Mr. Wood, to approve the release of the draft FY21-24 TIP Amendment to public comment. (Motion carried unanimously, 6-0.)***

### **Discussion of the SAWMPO Bylaws Amendment Regarding Election of Officers (Board Memo #22-10)**

Vice-Chair Dull presented the Bylaws Amendment. Mr. Beard stated that at the September 2022 Board meeting, members discussed amending the bylaws to align the MPO election cycle with local election cycles to avoid holding multiple MPO elections in the same year. Elections are currently held every three years in September just prior to locality elections in November. Staff recommends changing the Bylaws to reflect holding MPO officer elections after local government elections in November and subsequent organizational appointments, which are made in the first month of the calendar year.

The proposed amendment calls for officer elections to be held prior to June 30<sup>th</sup> for both Policy Board and TAC, with officers assuming their new roles on July 1<sup>st</sup>.

The bylaws call for any proposed amendment to be reviewed for a minimum of 25 days by the Board prior to approval of the change.

Discussion ensued regarding the election cycle for localities, and it was mentioned that waiting until June/July to elect new SAWMPO officers would cause an issue with timing should an elected officer not seek



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reelection or be reelected. It was suggested to move the SAWMPO election to just after the localities make their appointments, and that terms of office be for two years, rather than three, to also align with the localities' schedules.

***Mr. Blair moved, seconded by Mr. Henderson, to revise the amendment to hold SAWMPO officer elections to coincide with the localities' election cycle, as soon as possible following elected body appointments, and for two-year terms. (Motion carried unanimously, 6-0.)***

## **Agency Updates**

### Virginia Department of Transportation (VDOT)

Mr. Campbell gave the following update:

- The Virginia Highway Safety Improvement Program (HSIP) application cycle just closed earlier this week. Staunton submitted applications for pedestrian crossing improvements and Waynesboro submitted similar pedestrian projects plus a project to switch signals to include flashing yellow arrows and high visibility signal backplates.

Mr. Komara reported on the following projects:

- Barterbrook Bridge replacement project is expected to be advertised in spring 2023.
- I-81 Staunton-area widening from Exit 221 to Exit 225 - VDOT has short-listed three firms for design-build. Activity should be visible by the end of 2023.
- [Improve81.org](https://www.improve81.org) website contains updates on the I-81 projects.
- The maintenance schedule is wrapping up with some striping and tree trimming; snow removal contractors are being prepared.
- In response to a question regarding what the District is doing to avoid an incident where people are stuck on the highway in inclement weather, Mr. Komara stated that there are several contingencies in place, in particular including places for people to go to get off the highway. The Virginia's Towing and Recovery Incentive Program (TRIP) began on the I-81 corridor in 2021, which standardizes the incident response process. Towing companies bring a variety of equipment to every scene to enable them to clear any type of accident in the shortest time possible. This program is funded by the I-81 Corridor Improvement Program approved by the CTB in 2018. Mr. Kiser added that the I-81 fund provides the money for this program.

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

Ms. Stankus gave the following update:

- DRPT has selected Mr. Zach Trogden, as the new Chief of Public Transportation and he joined DRPT on October 25. Mr. Trogden was previously Executive Director of the Williamsburg Transit Authority. Grant Sparks has resumed his role as Director of Transit Planning now that the new Chief is onboard.
- DRPT is offering two grant program workshops to prepare for the upcoming FY24 grant cycle which opens on December 1st:
  1. Transit/Special Programs/MPO workshop Registration link for Wednesday, November 16th, from 10:00 a.m. to noon. The registration link is:  
<https://register.gotowebinar.com/register/7945743249800271627>



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2. Commuter Assistance workshop will be held on Tuesday, November 15th, from 10:00 a.m. to noon. The registration link is:  
<https://register.gotowebinar.com/register/9213900170266153486>.
- DRPT is working on the Coordinated Human Services Mobility (CHSM) plan update and is requesting input by survey to develop needs and recommendations on transportation preferences and uses. The survey is available at <https://www.surveymonkey.com/r/CHSM2022-R>.

### Transit

Ms. Thompson gave the following Transit update:

- The draft Transit Development Plan (TDP) will go to the BTAC for review this month. Proposed projects to be implemented over the next 10 years include the micro transit pilot, additional routes, hours and days of service, and route adjustments. Once reviewed by the BTAC, the plan will be presented to the CSPDC Board of Commissioners to be released for public comment prior to Board approval.
- Staff continues to receive technical assistance from Kimley-Horn for implementing a mobile data collection system for BRITE. Now that vendor demos have been hosted, the technical specifications for the RFP can be finalized. The RFP is being developed and will be released at the end of the month.
- The RFP for construction, engineering and design, and construction management for the Lewis Street Hub rehabilitation was released and proposals were received at the end of October. The evaluation committee will be meeting in the coming weeks to review the proposals.
- BRITE will again offer free rides for all passengers on Election Day, Tuesday, November 8<sup>th</sup>. BRITE routes serve many polling locations in Staunton, Waynesboro and Augusta County.

Ms. Melester gave the following Afton Express update:

- All of last month's Discover Transit events went well.
- September ridership continues to be strong; average is 45-55 passenger trips per day.
- The 3<sup>rd</sup> Afton Express bus is ready and will allow for service expansion once staffing is in place.

### Locality Updates

Mr. Fitzgerald shared the good news that the City of Waynesboro's Crozet Tunnel western portal trail project has been approved to receive funding for engineering by the Federal Lands Access Program (FLAP). Funding is for the federal fiscal year 2024.

### **Other Business**

Vice-Chair Dull asked if there was any other business. Mr. Henderson announced that this will most likely be his last MPO meeting. He did not run for reelection for Waynesboro's City Council due to job responsibilities that will require a lot of travel in the coming year. He expressed his appreciation for the MPO and the opportunity to serve on the Board.

Mr. Kiser announced that this is his last SAWMPO meeting due to his retirement at the first of next year. He is planning to take some vacation between now and his retirement date.



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Ms. Cundy and the group expressed their appreciation to Mr. Henderson and Mr. Kiser for their contributions to the Board and wished them both well.

### **Upcoming Meetings**

Vice-Chair Dull announced that the next scheduled TAC meeting will be held on November 16, 2022, at 2:00 p.m., and the next Policy Board meeting is scheduled for December 7, 2022, at 10:00 a.m.

### **Meeting Adjournment**

There being no further business to come before the Policy Board, Vice-Chair Dull adjourned the meeting at 11:07 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



**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, Secretary/Treasurer  
**MEETING DATE:** December 7, 2022  
**RE:** **Board Action Form #22-08: Approval of the 2023 SAWMPO Meeting Schedule**

#### RECOMMENDATION

Recommend approval of the Calendar Year 2023 meeting schedule.

#### EXECUTIVE SUMMARY

The SAWMPO publishes its annual meeting schedule each December. The 2023 SAWMPO Policy Board and Technical Advisory Committee (TAC) meeting schedules are on page 2 of this memo. A public notice for the 2023 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 2023 meeting schedule or format will be posted on the website, and publicly noticed in local papers as required by the PPP. Policy Board and TAC members will be notified of meeting schedule changes by email at least one week in advance of the scheduled meeting date.

#### 2023 SAWMPO MEETING SCHEDULE

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

<b>2023 Policy Board Meeting Schedule</b>	
January 4, 2023	July 5, 2023
February 1, 2023	August 2, 2023
March 1, 2023	September 6, 2023
April 5, 2023	October 4, 2023
May 3, 2023	November 1, 2023
June 7, 2023	December 6, 2023
First Wednesday of each month at 10:00 a.m. Location (unless otherwise noted): Central Shenandoah Planning District Commission 112 MacTanly Place, Staunton, Virginia	

<b>2023 Technical Advisory Committee (TAC) Meeting Schedule</b>	
January 18, 2023	July 19, 2023
February 15, 2023	August 16, 2023
March 15, 2023	September 20, 2023
April 19, 2023	October 18, 2023
May 17, 2023	November 15, 2023
June 21, 2023	December 20, 2023
Third Wednesday of each month at 2:00 p.m. Location (unless otherwise noted): Central Shenandoah Planning District Commission 112 MacTanly Place, Staunton, Virginia	

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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 7, 2022  
**RE:** **Board Action Form #22-09: Consideration of the FY 21-24 Transportation Improvement Program (TIP) Amendment**

## RECOMMENDATION

Recommend that the Policy Board approve the FY 21-24 TIP amendment.

## EXECUTIVE SUMMARY

The Policy Board approved release of a draft FY 21-24 TIP Amendment at the November 2, 2022 Board meeting for a 21-day public comment period. The SAWMPO did not receive any public or agency comments during that period. The amendment, which ungroups four regionally significant projects, is included on page 24 of the TIP document.

## BACKGROUND

The TIP must include all funded construction projects in an urbanized area. Through the review process for the TIP and STIP update for fiscal years 2024 – 2027, VDOT and MPO staff identified several projects in the current FY 2021 - 2024 TIP under “Construction: Safety/ITS/Operational Improvements” that should be ungrouped and listed as individual projects based on their scale and regional significance. The following projects are recommended for ungrouping:

- UPC 111048 - Staunton Crossing
- UPC 116269 - I-81 Widening, MM 221-225
- UPC 116277 - I-81 Truck Climbing Lane at Weyers Cave Northbound
- UPC 116278 - I-81 Truck Climbing Lane at Weyers Cave Southbound

## ATTACHMENT

[FY 21-24 TIP Amendment](#)

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**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, Secretary/Treasurer  
**MEETING DATE:** December 7, 2022  
**RE:** **Board Memo #22-10: Consideration of SAWMPO Bylaws  
Amendment Regarding Election of Officers**

#### RECOMMENDATION

Recommend that the Policy Board approve amend the SAWMPO Bylaws to revise the schedule for the election of officers and reduce the length of officer terms.

#### EXECUTIVE SUMMARY

The Policy Board directed staff to draft an amendment to the Bylaws addressing the schedule of MPO officer elections, and reducing the length of officer terms from three to two years. The TAC operates under the same election cycle and term provisions outlined in the Bylaws as the Policy Board.

#### PROPOSED AMENDMENT

The Bylaws currently state that the election of officers – which are held every three years – shall be held prior to September 30, and members shall assume their duties on October 1. The proposed amendment shown in red under section “Article V – Officers” on page 4 requires MPO officer elections to be held prior to June 30, have members assume duties on July 1 of each election year, and hold elections every two years. The next scheduled election would be prior to June 30, 2024.

#### ATTACHMENTS

[Draft SAWMPO Bylaws Election Cycle Amendment](#) (see page 4)



**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Zach Beard, Senior Planner  
**MEETING DATE:** December 7, 2022  
**RE:** **Policy Board Memo #22-11: SAWMPO 2023 Safety Performance Targets**

## EXECUTIVE SUMMARY

In 2016, the Federal Highway Administration (FHWA) established National Performance Measures for Safety Performance for the Highway Safety Improvement Program (HSIP) to assess fatalities and serious injuries on public roads. The FHWA requires that state DOTs and MPOs set statewide annual safety percentage targets for reducing the number and rate of fatalities and serious injuries.

The SAWMPO must concur with VDOT's safety targets or set MPO-specific targets by February 28, 2023. There is no penalty for not meeting the targets.

## STATEWIDE TARGETS

### Approved Targets

In June 2022, the Commonwealth Transportation Board (CTB) approved OIPI's proposed methodology and statewide targets for calendar year 2023. OIPI's methodology establishes targets from statistical models that project future safety performance based on data variables and expected crash reductions from completed projects. Data variables include five-year trends of the annual number of fatalities, serious injuries, and non-motorized fatalities and serious injuries.

In 2023, OIPI projects 1,012 fatalities, 7,465 serious injuries, and 662 non-motorized fatalities and serious injuries statewide. The numbers reflect the following 2023 safety target percentages:

- Fatalities: Increase of 3.69%
- Serious Injuries: Decrease of 0.52%
- Non-Motorized Fatalities and Serious Injuries: Decrease of 0.86%
- Vehicle Miles Traveled: Increase of 0.77%

### Aspirational Goals

While the CTB approved OIPI's 2023 statewide targets, the Board found the anticipated safety outcomes unacceptable. As a result, the CTB established "Aspirational Safety Performance Goals" to be consistent with the State's 2022 – 2026 Strategic Highway Safety Plan, which establishes a goal to reduce fatalities and serious injuries by two percent annually. **Table 1** summarizes both the approved safety targets, and the aspirational goals.

**Table 1: 2023 Approved Safety Targets and Aspirational Goals**

Safety Measure	Approved Statewide Safety Targets	Aspirational Safety Performance Goals
Number of Fatalities	1,012	930
Rate of Fatalities per 100 million VMT	1.216	1.117
Number of Serious Injuries	7,465	7,104
Rate of Serious Injuries per 100 million VMT	8.971	8.537
Number of Non-Motorized Fatalities and Serious Injuries	662	658

**SAWMPO TARGETS AND ACTUAL NUMBERS**

The SAWMPO began setting safety targets in 2018, and until 2020, the MPO's actual number of fatalities, serious injuries, and non-motorized fatalities and serious injuries have been below the targets. However, both motorized and non-motorized fatalities have been increasing in the region since 2021. The MPO recorded eight fatalities in 2021, which matched the 2021 target. Data from January 1 – August 31, 2022 indicates that the MPO has already exceeded the 2022 fatality target (see **Table 2**).

Additionally, three non-motorized fatalities have occurred in first the eight months of 2022, which is the most non-motorized fatalities in the MPO since 2012. This data reflects a statewide trend of increasing non-motorized fatalities. The Virginia DMV reported a statewide record-high number of pedestrian fatalities in 2021, and initial 2022 statewide data indicates the record will be surpassed in 2022.

Despite the increasing number of fatalities, severe injuries and the overall non-motorized fatality and serious injury numbers continue to be below safety targets.

**Table 2: Safety Targets and Actual Numbers, 2019 – 2023**

	2019 Target	2019 Actual	2020 Target	2020 Actual	2021 Target	2021 Actual	2022 Target	2022 Actual*	2023 Target
Fatalities	9	5	10	4	8	8	7	8	8
Rate of Fatalities per 100 million VMT	.90	.49	.93	.45	.77	.71	.74	NA	.75
Serious Injuries	120	90	119	87	117	80	109	52	108
Rate Serious Injury Per 100 Million VMT	11.8	8.7	11.5	9.7	11.11	9.1	10.7	NA	10.1
Non-motorized Fatalities and Serious Injuries	10	6 (1 fatal)	10	8 (0 fatal)	10	7 (2 fatal)	9	5 (3 fatal)	9

\*Data from January 1 – August 31, 2022

## NEXT STEPS

The SAWMPO will concur with the statewide targets by February 28, 2023 via the attached letter.

The TAC and MPO staff have worked with VDOT Central Office's Traffic Engineering Division to develop a regional Highway Safety Plan for the SAW region. Staff will provide a summary of the SAWMPO Highway Safety Plan findings and recommendations at the next SAWMPO meeting to provide additional context to the region's annual safety data trends and targets, and to inform a discussion of what the MPO can do to support the CTB's aspirational goals to reduce highway fatalities and serious injuries.

## ATTACHMENTS

- [Draft VDOT Safety Targets Letter](#)
- [CTB Safety Performance Targets Resolution, June 2022](#)

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