

Policy Board

Regular Meeting Minutes

September 6, 2023, 1:00 p.m.

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

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

Call to Order

Before the September 6, 2023, meeting of the Policy Board of the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order, Ms. Bonnie Riedesel took a moment to introduce Ms. Carolyn Bragg. Ms. Bragg is taking over Chair responsibilities from Dr. Scott Seaton for Augusta County and will serve as SAWMPO Policy Board Chair until the end of the current term. Ms. Riedesel then introduced Allyson Finchum, a new Program Support Specialist. With Chair Bragg and Ms. Finchum introduced, Ms. Riedesel turned the meeting to the Chair and the SAWMPO Policy Board meeting was called to order at 1:04 p.m. by Carolyn Bragg, Chair. Pursuant to §2.2-3708.2 of the Code of Virginia, SAWMPO Policy



Board members may participate in meetings of the SAWMPO or its committees through electronic communication means. Those who attended virtually are indicated by an asterisk; all others attended in-person.

Public Comment

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

Approval of Minutes

Chair Bragg presented the minutes from the August 2, 2023, Policy Board meeting. Mr. Todd Wood moved, seconded by Mr. Jim Wood, to approve the minutes as presented. The motion was carried by unanimous vote.

Approval of the FY24 Unified Planning Work Program (UPWP) Amendment (Board Action Form #23-10)

Chair Bragg reminded the members of the Policy Board that they were given copies of the FY 24 UPWP Amendment and that no comments were received on the document during its 21 days of public review. Chair Bragg asked for a motion to approve the FY 24 UPWP Amendment. Approval was offered by Mr. Todd Wood and seconded by Mr. Jim Wood. Chair Bragg asked if there was any discussion, being none, the motion was put to a vote and passed unanimously.

Approval of the FY 21-24 Transportation Improvement Program (TIP) Amendment (Board Action Form #23-11)

Chair Bragg reminded the members of the Policy Board that they discussed the FY 21-24 TIP Amendment at their last meeting and that it was released for 21 days of public comment. Chair Bragg reported that no comments had been received on the FY 21-24 TIP Amendment and asked for a motion to approve the Amendment. The motion was approved by Vice-Chair, Brad Arrowood and seconded by Mr. Todd Wood. Chair Bragg asked for any discussion, being none, the motion was put to a vote and passed unanimously.

Update: Afton Mountain Transportation Site Assessment (Board Memo #23-04)

Mr. Tim Fitzgerald gave the Policy Board an update on talks with the owner of the Afton Mountain Site. Mr. Fitzgerald explained that the project was a priority for the County.

Ms. Ann Cundy then gave an update on the MPO-funded transportation study taking place on Afton Mountain. She explained that the original scope of work for the site assessment included two transportation tasks. One task was to look at the site and nearby intersections from a vehicular circular standpoint and the second task was to look at the site from a bike and pedestrian access to the site. Ms. Cundy explained that the two tasks were taken from Augusta County's scope of work that was developed in 2020. A working group meeting to review the two tasks was held with staff from Augusta County, SAWMPO, City of Waynesboro, and Timmons Group. The next steps will be for SAWMPO to send out a notice to proceed for the scope of work to Timmons Group.

They will then go and do an onsite assessment, develop an inventory of existing conditions, and gather current traffic count data. Counts will take place during the week and weekend to capture recreational trips to the area. There will be an operational analysis for the current year and a future year, and if deficiencies are found

improvements will be suggested. Timmons will also look at crash data from the last several years to see if any of their geometric improvements being made for operations could also improve safety issues at the intersections. Timmons will also look at the planned improvements that the City of Waynesboro has in the vicinity of the site, particularly a western trail head for the Crozet Tunnel, and other connection points to nearby bicycle and pedestrian attractions. The task will ultimately provide up to three schematic drawings of proposed improvements with the hope being to use them for grant applications for funding. The work should only take about six months and then SAWMPO staff will pivot to updating the 2050 Long Range Transportation Plan in early 2024.

Mr. Fitzgerald suggested doing traffic counts before October to not have numbers inflated by tourists seeing the leaves change. Ms. Cundy noted that Timmons would be made aware of the concern.

Agency Updates

Staunton Augusta Waynesboro MPO (SAWMPO)

Ms. Riedesel reminded members of the Policy Board that on September 27th there will be a joint Charlottesville-Albemarle MPO and Staunton Augusta Waynesboro MPO meeting. The meeting will take place at 10:00 a.m. at Fishburne Military School in Waynesboro. This joint meeting will reestablish the annual Joint MPO Policy Board meetings that were disrupted due to the COVID-19 Pandemic.

Virginia Department of Transportation (VDOT)

Mr. Don Komara began the VDOT updates and provided the following:

- The groundbreaking of the southern corridor project began on Sept. 6th
- Staunton Crossing is moving along with most of the dirt needed to be moved.
- I-81 from milepost 221 to 225 should be started in the fall beginning with widening on the inside and an addition of barriers.
- The Barter Rd project will be opened for bids on September 22. There are several contractors bidding for it with the road closure likely to come in December 2023.
- Exit 235 at Weyers Cave, the South and North bound off ramps are moving along.
- VDOT is beginning to prepare for the snow removal season.

Mr. Campbell had no new updates but provided the following reminders:

- The Revenue Sharing and TA application window closes October 2nd.
- For Staunton and Waynesboro, the locality maintained HSIP application window closes on October 31st.

Department of Rail and Public Transportation (DRPT)

The Department of Rail and Public Transportation was not present at the September 6th Policy Board meeting and no DRPT updates were communicated to staff.

BRITE Transit

Ms. Devon Thompson gave the following BRITE Transit updates:

- CSPDC recently underwent a Federal Transit Administration Triennial Review. Triennial Reviews are conducted every three years and examine how recipients of Urbanized Area Formula Program funds meet statutory and administrative requirements, through 23 areas of compliance. In addition to evaluation, the review gives FTA an opportunity to provide technical assistance on requirements. The draft report has been completed by the reviewer and reviewed by PDC staff, and there were three findings (corrective action plans are being drafted as well). The final report will be complete towards the end of the year.
- The design and engineering phase of the Lewis Street Hub rehabilitation project continues to move forward. A certificate of appropriateness from the Staunton Historic Review Commission was issued. Currently, work is progressing on 90% design plans and preparing for the City plan approval process.
- To celebrate DRPT's Discover Transit Campaign in September, BRITE and AX are offering fare-free rides on Wednesday, September 20. We have also scheduled a pop-up event at the Lewis St Hub at the end of the month to hand out swag to passengers.
- Mrs. Thompson announced that she was pleased to have been selected as one of the 16 statewide fellows to participate in the Virginia Transit Association's inaugural year for the Virginia Transit Leadership Institute. VTLI is a groundbreaking program aimed at fostering the next generation of public transportation leaders in Virginia. The comprehensive nine-month program is designed to engage, elevate, and cultivate emerging leaders and provide a platform for them to collaborate with industry experts and drive innovation.
- BRITE and Afton Express attended Waynesboro's Back to School Bash at Kate Collins Middle School

Afton Express

Ms. Paula Melester gave the following Afton Express updates:

- Friday September 1st was Afton Express' 2nd birthday. As of August, there has been an average of 77 passenger trips per day with a few incidents of 96 passenger per day.
- There are a few consistent riders who are riding the recently added 5th run implemented earlier in the year. The PDC will be speaking with UVA to see if that additional run has been useful for their employees.
- Afton Express will continue having pop up events for Afton Express to celebrate Discover Transit month.
 - Sept. 14th at the UVA hospital stop.
 - Sept. 28th at the Staunton Mall stops.
 - Sept. 20th the Afton Express will be fare free.



Locality Updates

City of Waynesboro

Mr. Jim Wood gave the following update:

- Mr. Wood expressed his gratitude for everyone having joined the groundbreaking ceremony earlier in the morning.

Augusta County

Mr. Tim Fitzgerald gave the following update:

- The contract for the Verona Bike Pedestrian project was awarded and activity should begin shortly.

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

Other Business

Ms. Cundy reminded the Board that she sent them a copy of the drafted letter regarding the proposed changes to SMART SCALE and received no comments. Ms. Cundy confirmed that the lack of response is being taken as approval to continue and that the letter would be sent to the Commonwealth Transportation Board and Secretary Miller shortly.

Upcoming Meetings

Ms. Bragg announced that the next scheduled TAC meeting will be held on September 20th, 2023, at 2:00 p.m., and the next Policy Board meeting is scheduled for October 4th, 2023, at 10:00 a.m.

Meeting Adjournment

There being no further business to come before the Policy Board, Chair Bragg asked for a motion to adjourn the meeting. The motion was made by Mr. Jim Wood and seconded by Mr. Todd Wood. The meeting was adjourned at 1:47 p.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