



**Policy Board
Regular Meeting Minutes
May 1, 2024, 10:00 a.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)	✓	Ann Cundy
✓	Amanda Kaufman		VA DRPT	✓	Zach Beard
	John Blair (Alt)	✓*	Grace Stankus		Devon Thompson
	Augusta County		VRT	✓	Paula Melester
✓	Tim Fitzgerald		Steve Wilson		Allyson Finchum
✓	Carolyn Bragg (Chair)		Phil Thompson (Alt)		Others
	Jennifer Whetzel (Alt)		Kevin Jones	✓	Thomas Ruff, Timmons
	Pam Carter (Alt)		FTA		
	City of Waynesboro		Chelsea Beytas		
✓	Jim Wood		VA DOA		
✓	Todd Wood		Rusty Harrington		
	Michael Hamp (Alt)		CTB		
	VDOT		Mark Merrill		
	Todd Stevens				
	Brad Reed (Alt)				
	Don Komara (Alt)				
✓	Matt Dana (Alt)				
✓* Indicates Zoom Participants					

Call to Order

The SAWMPO Policy Board meeting was called to order at 10:00 a.m. by Ms. 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 were 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 April 3, 2024, Policy Board meeting. Mr. Tim Fitzgerald moved, seconded by Mr. Jim Wood, to approve the minutes as presented. The motion was carried by unanimous vote.

FY2025 Unified Planning Work Program (UPWP) (Board Action Form #24-04)

Chairperson Bragg presented the draft FY2025 UPWP. Ms. Ann Cundy stated that the draft UPWP was released for a 21-day public comment period, and no public comments were received. She stated that the total FY25 budget, including new and carryover funds, is approximately \$500,000, with a significant portion allocated to updating the Long-Range Transportation Plan (LRTP). Ms. Cundy noted that minor edits were made to the document based on feedback from FTA, but these changes did not impact the overall budget.

Mr. Brad Arrowood moved to approve the FY2025 UPWP as presented; the motion was seconded by Mr. Wood and carried unanimously (7-0).

Presentation: Afton Mountain Transportation Studies

Mr. Zach Beard introduced the topic of the Afton Mountain Small Area Study, which complements Augusta County's comprehensive site assessment. Mr. Beard introduced Mr. Thomas Ruff, project manager with Timmons Group, who presented an overview of the draft study. The study evaluated existing site conditions, including traffic volume and crash history, development scenarios, and recommendations. Three future year development scenarios were established to project growth in the area based on average daily traffic (ADT) thresholds.

Based on the analysis, any level of development greater than 2,500 trips per day will likely need an alternative intersection configuration at the US Route 250 and Route 610 intersection. Mr. Ruff noted the primary recommendation from the study is the consideration of a roundabout at the Rt. 250/Howardsville Turnpike intersection. Mr. Ruff also discussed multi-modal access to the Blue Ridge Tunnel, noting the significant expense of a parallel shared-use path to Rt. 250 due to topography; he suggested further exploration of a trail through adjacent properties may be more feasible.

General Board discussion expressed support for the study recommendations. Mr. Fitzgerald discussed recent activities in the Afton area, noting that the County is pursuing funding to study water/sewer infrastructure, removal of abandoned structures, and development of a master plan for the 83-acre site adjacent to Exit 99. He stated that a new hotel is envisioned at the top of the mountain, with a visitor center and commercial



development, but that the property owner wishes to retain ownership of the parcel. Mr. Fitzgerald continued by noting challenges with topography and sight distance for the existing entrance, adding that relocation of the entrance may be considered as part of future redevelopment.

Agency Updates

Virginia Department of Transportation (VDOT)

Mr. Shane McCabe gave the following updates:

- SMART SCALE Round 6 pre-application evaluation continues, with 31 pre-applications received by the Stanton District. VDOT staff are screening the projects and will provide feedback to the applicants. Commonwealth Transportation Board (CTB) resolutions will be due by August 1 in advance of the full application deadline.
- Stanton District held the SYIP public hearing on April 24; an in-person public meeting is planned for May 15 for the Exit 235 SMART SCALE project.
- Construction continues on the Exit 235 widening project, and the Route 635 bridge project is ahead of schedule. Mr. Fitzgerald noted that the widening created a pavement discontinuity on the exit ramp.

DRPT

Ms. Grace Stankus gave the following updates:

- DRPT will conduct a virtual public meeting on May 16 for the FY25 SYIP. The program includes transit capital funding for BRITE.

BRITE Transit

Ms. Paula Melester gave the following updates:

- A new stop has been added to the 250 Connector at the VCSB building in Fishersville. Service began May 1st with three trips per day.
- Construction on the Lewis Street Hub began on April 15th. Work is progressing well with completion anticipated in September. Monthly coordination meetings are being held.
- The mobile data collection system continues to roll out. Drivers are collecting data on tablets while still using paper manifests for validation purposes.

Afton Express

Ms. Melester gave the following Afton Express updates:

- A trial stop at the UVA Research Park is anticipated to begin at the end of May to coincide with planned construction activities. She reminded the Board that May is Bike Month and the Afton and BRITE buses are equipped with bike racks.



Localities

City of Waynesboro

- Mr. Jim Wood noted that the City is anticipating a soft opening for the new Sunset Park in the near future. Invitations will be sent to the Board members. Increased traffic is expected in the area, especially initially.

City of Staunton

- No updates provided.

Augusta County

Mr. Tim Fitzgerald gave the following update:

- The Comprehensive Plan update is ongoing. The Board appointed a Steering Committee and will work with a transportation focus group.

Other Business

Ms. Ann Cundy mentioned that the Harrisonburg-Rockingham MPO (HRMPO) is assisting with the 2024 Bike-Walk Summit in Harrisonburg and features a speaker from Arkansas discussing trail development in rural areas.

Upcoming Meetings

Chairperson Bragg reminded the Board that the next TAC meeting will be held on May 15 and the next Board meeting will be held on June 5 at 10:00 a.m. at the CSPDC office.

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. Arrowood and seconded by Mr. Jim Wood. The meeting was adjourned at 10:50 a.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Paula Melester".

Paula Melester
Director of Transportation