

# Staunton Augusta Waynesboro Metropolitan Planning Organization Technical Advisory Committee Meeting Agenda February 5, 2025, at 2:00 P.M.

Meeting conducted virtually via Zoom

1. Call to Order
2. Public Comment
3. Approval of Minutes of the December 5, 2024 Meeting\*
4. SAWMPO Metropolitan Planning Area Boundary Expansion to Greenville (TAC Action Form #25-01)\*
5. FY26 Unified Planning Work Program (UPWP) Development Overview (TAC Memo #25-01)
6. SAWMPO Letter of Support for DRPT Technical Assistance Grant (TAC Memo #25-02)
7. Presentation: RideShare Strategic Plan, Danielle Gannon, Transit Planner, CSPDC
8. Agency Updates
  - a. VDOT
  - b. DRPT
  - c. HDPT
  - d. Localities
9. Other Business
10. Upcoming Meetings
  - a. February 19, 2025 - SAWMPO Policy Board Meeting, 2:00 p.m., virtual
  - b. March 5, 2025 – SAWMPO TAC Meeting, 2:00 p.m., CSPDC
11. Adjourn

\* Action needed

## Staunton-Augusta-Waynesboro Metropolitan Planning Organization Technical Advisory Committee (TAC) Regular Meeting Minutes December 18, 2024, 2:00 p.m.

Meeting Held at Central Shenandoah Planning District Commission Office

Voting Members				Others	
City of Staunton		VDOT		Staff (CSPDC)	
✓	Rodney Rhodes (Chair)	✓	Don Komara	✓	Zach Beard
	Tim Hartless (Alt)	✓	Brad Reed (Alt)	✓	Garreth Bartholomew
✓	Lyle Hartt (Alt)	✓	Shane McCabe (Alt)	✓	Devon Thompson
		VA DRPT		✓	Paula Melester
	Augusta County		Grace Stankus	✓	Danielle Gannon
✓	Doug Wolfe (Vice Chair)				
✓	Julia Hensley (Alt)	Non-Voting Members			
				Other attendees	
		VRT			
	City of Waynesboro	✓*	Steve Wilson		
✓	Leslie Tate		Phil Thompson (Alt)		
✓	Alisande Tombarge	Federal Highway Admin.			
✓	Scott Kesecker (Alt)		Kevin Jones		
✓	Chad Rambo (Alt)	Federal Transit Admin.			
			Michele DeAngelis		
		VA Dept. of Aviation			
			Rusty Harrington		

\*Virtual attendance

### Call to Order

The meeting of the Technical Advisory Committee (TAC) of the December 18, 2024 Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) was called to order at 2:00 p.m. by Chair Rodney Rhodes.

### Public Comment

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

## Approval of Minutes

Chair Rhodes presented the minutes from the November 20, 2024 TAC Meeting.

Ms. Julia Hensley moved to approve the minutes; seconded by Ms. Leslie Tate. The TAC approved the motion by unanimous vote.

## Approval of the SAWMPO Boundary Adjustment (TAC Action Form #24-05)

Mr. Bartholomew presented the proposed SAWMPO Metropolitan Planning Area boundary modifications based on the 2020 Census urban area delineations. Mr. Bartholomew explained that VDOT completed a review of MPO boundaries in 2023 to comply with Federal Highway Administration requirements, which states that MPO's must review existing planning areas to consider new urban area designations. The proposed VDOT modifications expand the current MPO boundary by approximately 1.7 square miles (1,090 acres), incorporating several small growth areas:

- Three areas along US 340 south of Crimora
- One area north of Wilson Workforce Rehabilitation Center
- One area along US 11 at the southern boundary
- Two areas along Route 262 on the south side
- One area in the northwest near the Middle River

Mr. Bartholomew noted the proposed boundary changes have negligible impact on population and employment numbers in the MPO region.

Ms. Julia Hensley moved to approve the boundary adjustment and recommended approval to the Policy Board; seconded by Ms. Alisande Tombarge. The TAC approved the motion by unanimous vote.

## Approval of the 2025 SAWMPO Safety Targets (TAC Action Form #24-06)

Mr. Bartholomew presented the 2025 safety targets, explaining that MPOs are required annually to make recommendations to the Commonwealth Transportation Board (CTB) on setting targets for safety, fatalities, serious injuries, and specifically for non-motorized fatalities and serious injuries. MPOs must either adopt the State targets or set their own targets with detailed justification by February 28, 2025. Staff recommended accepting the State targets, and Mr. Bartholomew noted that the SAWMPO has accepted the state targets every year since the MPO began setting targets.

Mr. Bartholomew presented the safety performance measures for number of fatalities, rate of fatalities per 100 million vehicle miles traveled, number of serious injuries, rate of serious injuries per 100 million vehicle miles traveled, and number of non-motorized fatalities and serious injuries. Mr. Bartholomew reviewed data showing that fatal injuries continue to increase annually, although serious injuries are plateauing across the State. The statewide annual goals and percentage changes approved by the CTB included 819 fatal injuries, which is a 10% reduction in injuries from the previous year.

Mr. Bartholomew explained that fatal injuries have exceeded the SAWMPO target since 2021; however, severe injuries and non-motorized fatal and severe injuries continue to be below annual targets. For 2025, the proposed SAWMPO safety targets are:

- 9 fatalities (rate of 0.77 per 100 million vehicle miles traveled)
- 98 serious injuries (rate of 8.76 per 100 million vehicle miles traveled)
- 8 non-motorized fatalities and serious injuries

Ms. Leslie Tate moved to approve the safety targets and recommended approval to the Policy Board; seconded by Ms. Julia Hensley. The TAC approved the motion by unanimous vote.

Approval of the 2050 LRTP Project Scoring Methodology and Draft 2050 LRTP Project List (TAC Action Form #24-07)

Mr. Beard presented the draft project evaluation methodology and project list that would be used for the 2050 Long Range Transportation Plan. Mr. Beard explained that staff is requesting that the TAC recommend the Policy Board approve both items at their January 15 Board meeting, ahead of the second round of public engagement beginning in mid-February 2025, which is focusing on collecting public input on each project included in the LRTP.

Mr. Beard summarized the project scoring methodology, which he noted is similar to the SMART SCALE scoring process, and that the scoring factors are based on the SAWMPO's prioritized goal list that was approved by the Policy Board at the December 4 Board meeting. Mr. Beard reviewed the prioritized goals list and noted that Safety was the highest ranked priority across each locality. The proposed scoring factors and weights are:

- Safety weighted at 35%
- Accessibility at 25%
- Land Use at 17%
- Economic Development at 13%
- Environmental Sustainability at 10%

Mr. Beard compared the proposed scoring factors and weights to SMART SCALE scoring for Category C MPOs, noting the removal of congestion as a scoring factor due to minimal congestion issues in the region compared to other areas. Considerable discussion ensued about removing congestion entirely versus including it at a lower weight, with the committee ultimately agreeing to proceed without it as a separate factor.

Mr. Beard summarized the draft project goal list, which included 31 total projects. TAC discussion indicated that additional review was required to refine the list, add new projects, and remove or combine similar projects. Staff noted that localities should provide any additional input on the draft list by January 6, 2025 to allow time to prepare for the January 15 Policy Board meeting.

Ms. Julia Hensley moved to approve the methodology and project list, pending staff review before January 6, and recommended approval to the Policy Board; seconded by Ms. Leslie Tate. The TAC approved the motion by unanimous vote.

Agency Updates

VDOT

Mr. Reed mentioned that Staunton District submitted an OIPI Project Pipeline study proposal for safety improvements along Rosser Avenue from Grandview Drive to Northgate Avenue. The study would include the Lew Dewitt and Rosser Avenue intersection, which is the number 1 PSI intersection in the Staunton District.

Mr. Don Komara provided updates on several I-81 projects:

- I-81 Exit 221-225 projects progressing with significant earthwork to be completed by April/May 2025.
- Barterbrook Road project approximately 25% ahead of schedule and will cost about \$8 million.
- Branch Civil awarded contract for \$61 million project, and a pre-construction meeting scheduled is for January 14, 2025 for the Weyers Cave area project on I-81.
- Automated speed enforcement implementation expected in January 2025 along I-81 project improvement areas.

#### DRPT

Mr. Bartholomew reported on behalf of Ms. Grace Stankus that FY26 grant applications are now open for transit and rail through February 1, 2025.

#### BRITE and Afton Express

Ms. Thompson provided the following updates:

- Planning applications for urban and rural operating funds and capital cost of contracting will be submitted before the February 1 deadline.
- The BRITE microtransit study underway with Kimley Horn, which completed analyzing opportunity zones.
- Annual Afton Express rider survey launched on Monday, December 16.

#### Locality Updates

##### Augusta County

Mr. Wolfe and Ms. Julia Hensley reported work continues on the County comprehensive plan, and County staff are working on updating the plan in-house.

##### Staunton

Chair Rhodes reported that the city has begun updating the City's comprehensive plan and is utilizing a consultant for the work.

##### Waynesboro

Ms. Leslie Tate noted that there are no new updates to report since the last TAC meeting.

#### Other Business

There was no other business raised.



112 MacTanly Place, Staunton, VA 24401  
(540) 885-5174  
sawmpo.org

Meeting Adjourned

Chair Rhodes adjourned the meeting at 3:19 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Zach Beard". The signature is written in a cursive, flowing style.

Zach Beard, Program Manager



**TO:** Staunton-Augusta-Waynesboro MPO TAC  
**FROM:** Zach Beard, Program Manager  
**MEETING DATE:** February 5, 2025  
**RE:** **TAC Action Form #25-01: SAWMPO Metropolitan Planning Area Boundary Expansion to Greenville**

## **BACKGROUND**

Staff presented an update on VDOT proposed SAWMPO boundary modifications that would expand the current MPO boundary approximately 1.7 square miles in five different areas based on the 2020 Census urban area designations at the January 15 Policy Board meeting. In response, Augusta County requested that the boundary adjustment also include an adjustment expanding the boundary south to incorporate Greenville, which is a census-designated place with a population of 1,224 people and is designated as an urban service area in Augusta County.

The Board agreed to reconsider approving the boundary updates after SAWMPO staff coordinated with Augusta County staff and drafted an additional boundary adjustment to include Greenville.

## **PROPOSED BOUNDARY ADJUSTMENTS**

The Policy Board is considering another MPO boundary modification in addition to the original VDOT proposed boundary modifications presented at the December 18, 2024 SAWMPO TAC meeting. VDOT proposed five small boundary modifications in response to the U.S. Census urban area designations, expanding the current boundary by about 1.7 square miles (1,090 acres).

The Augusta County proposed boundary modification would extend the current southern boundary of the MPO at Mint Spring and I-81 Exit 217 at White Hill Road and shift the boundary approximately 6 miles south. The new southwest boundary would follow parallel to I-81 S and US-11 via Old Greenville Rd. to meet Stover School Rd. and include Augusta County's Greenville Urban Service Area boundary. The boundary would then follow the end of the Urban Service Area along Indian Ridge Road to US 11, then US 11 to US 340, meeting the old boundary on US 340 one mile west of Stuarts Draft. The modification will add approximately 13.1 square miles (8,397 acres) to the SAWMPO boundary region.

## **NEXT STEPS**

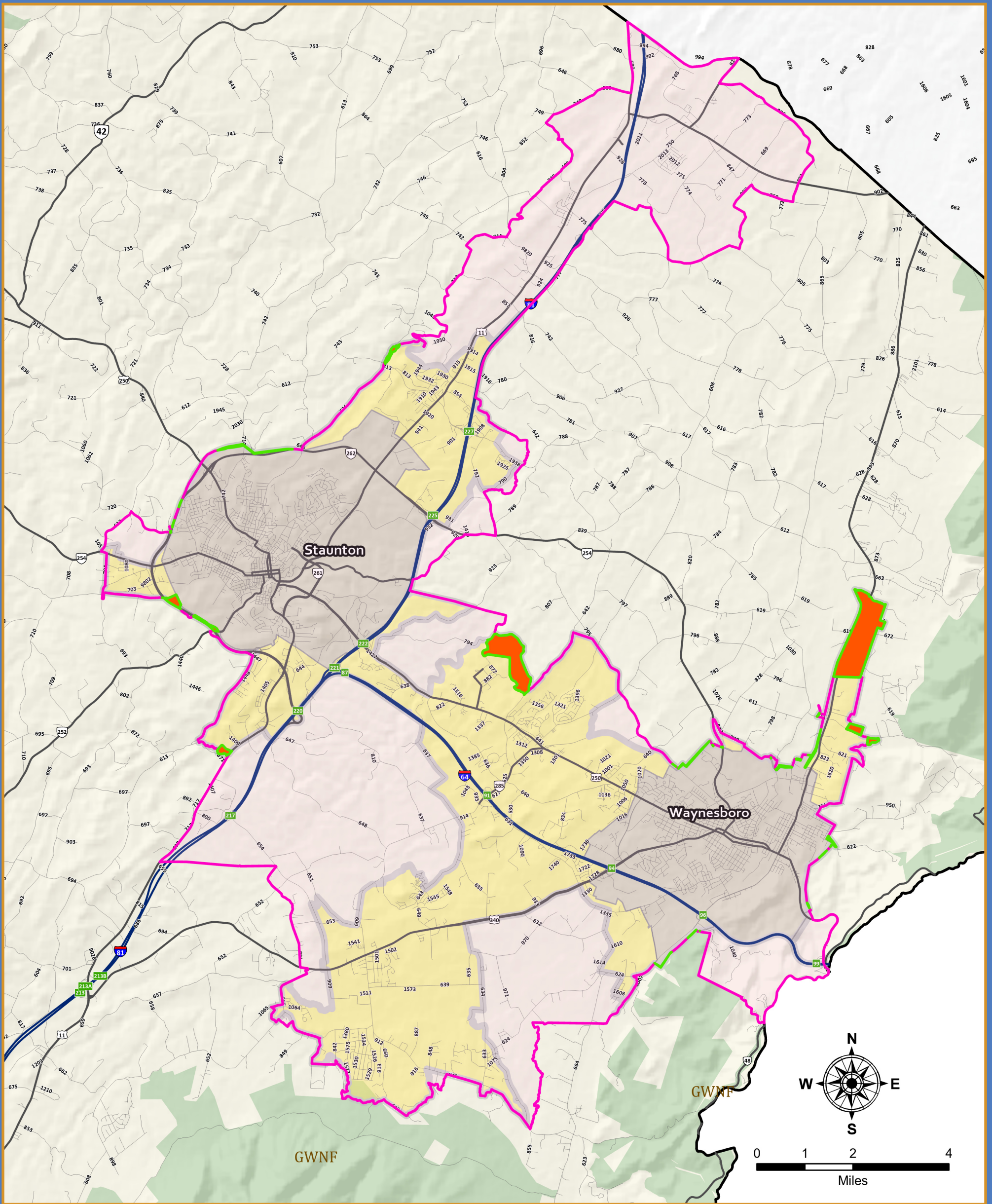
Staff will present the proposed boundary modifications to the Policy Board for final consideration. Upon approval, the revised boundaries will be submitted to VDOT as part of the official 2020 Census boundary update process. The final boundary must be approved by the Governor of Virginia.

## **ATTACHMENT**

- [VDOT Proposed Boundary Expansion Map](#)
- [Greenville Proposed Boundary Expansion Map](#)
- [Greenville Proposed Boundary Expansion Map \(ArcGIS Online\)](#)
- [Federal Code § 450.312 Metropolitan Planning Area boundaries](#)








# Staunton-Augusta-Waynesboro MPO: 2020 Metropolitan Area Extension



## Transportation

-  Interstate
-  US / State Road
-  Secondary Roads
-  Railroad
-  Interstate Exit

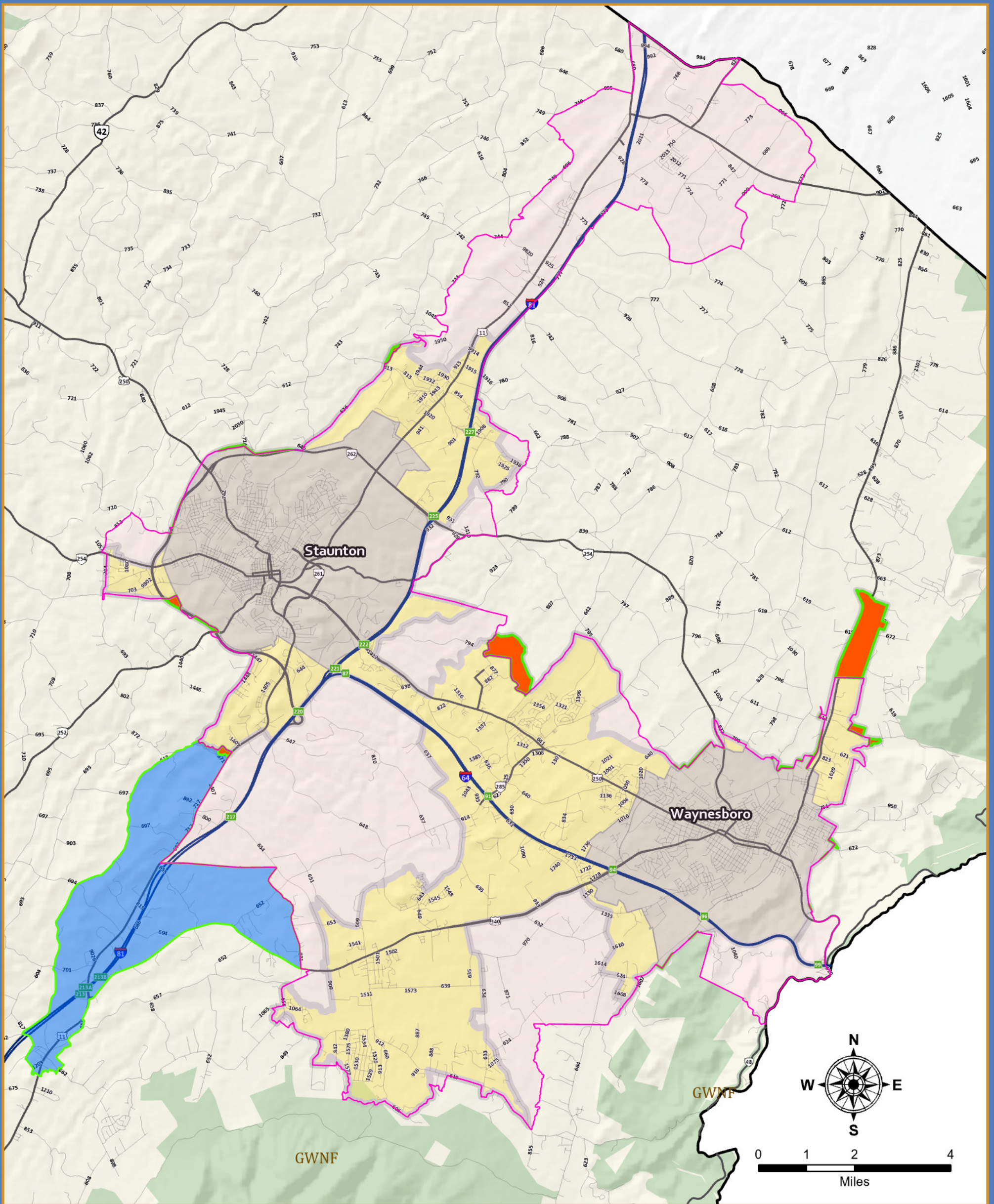
-  City Boundary
-  SAW MPO Boundary
-  2020 Urbanized Area
-  2020 Urbanized Area Outside MPO
-  Proposed SAWMPO Boundary Extensions

Data Source(s):  
Commonwealth of VA, USGS,  
US Census Bureau, Augusta County.

Map prepared and produced by  
Central Shenandoah PDC.  
Map to be used for planning purposes only.  
December 2024



# Staunton-Augusta-Waynesboro MPO: 2025 Metropolitan Planning Area Extension



## Transportation

-  Interstate
-  US / State Road
-  Secondary Roads
-  Railroad
-  Interstate Exit
-  City Boundary
-  SAW MPO Boundary
-  2020 Urbanized Area
-  2020 Urbanized Area Outside MPO
-  Augusta County Proposed Expansion
-  Proposed SAWMPO Boundary Extensions

Data Source(s):  
Commonwealth of VA, USGS,  
US Census Bureau, Augusta County.

Map prepared and produced by  
Central Shenandoah PDC.  
Map to be used for planning purposes only.  
January 2025





TO: Staunton-Augusta-Waynesboro MPO TAC  
FROM: Garreth Bartholomew, Transportation Planner  
MEETING DATE: February 5, 2025  
RE: TAC Memo #25-01: SAWMPO FY 2026 UPWP (UPWP) Development

## EXECUTIVE SUMMARY

Staff is updating the FY26 SAWMPO Unified Planning and Work Program (UPWP), which is the MPO's annual work plan and budget. Work in FY26 will focus on completing the Long Range Transportation Plan (LRTP), which is expected to be approved by the Policy Board in December 2025, and also beginning a new MPO small area study in early 2026.

## FY26 PLANNING

The UPWP is the MPO's annual work plan and budget. The document details the upcoming fiscal year administrative and planning activities, and the federal, state and local budget funding. VDOT and DRPT provide the MPO with annual planning funding every spring.

FY25 work focused on beginning and updating the 2050 LRTP. In FY26, the MPO work will focus on completing the LRTP and beginning a new small area study in spring 2026. The TAC can make recommendations to MPO staff on the activities and funding for different tasks in the UPWP during the annual update process.

## NEXT STEPS

Staff will develop the draft FY26 UPWP in the next two months. Staff will present the draft document at the April TAC and Policy Board meetings, and request that the Board release the document for a 21-day public comment period. The Board will consider approval of the document at the May Board meeting.

## ATTACHMENTS

[SAWMPO FY25 UPWP](#)



TO: Staunton-Augusta-Waynesboro MPO TAC  
 FROM: Paula Melester, Director of Transportation  
 MEETING DATE: February 5, 2025  
 RE: TAC Memo #25-02: SAWMPO Letter of Support for DRPT Technical Assistance Grant

**BACKGROUND**

The Central Shenandoah Planning District Commission (CSPDC) is responsible for urban and rural public transit services in the Staunton-Augusta-Waynesboro region, operating routes in the cities of Staunton and Waynesboro, and portions of Augusta County. CSPDC directly receives federal and state transit funds to provide fixed-route and paratransit service and does so under a turnkey contract with a third-party service provider. The existing contract will expire June 30, 2026 and a new contract must be in place effective July 1, 2026 to ensure there is no disruption of public transit services.

As recipients of federal funds, an open and competitive procurement process is required to select a contractor and issue a contract for the next 5-10 years. It is essential that this procurement be performed accurately, timely, and in full compliance of all state and federal regulations.

**TECHNICAL ASSISTANCE**

CSPDC/BRITE has hired a consultant to provide technical assistance throughout the procurement process including the development of specifications and drafting the Request for Proposals (RFP) and evaluation criteria.

The CSPDC is seeking funding for this assistance through the DRPT’s Technical Assistance grant program. If awarded, the program provides 50% of the requested funding must be matched by federal and local funds. The CSPDC seeks to use \$34,270 from the SAWMPO’s FY26 Section 5303 Transit Planning funds to match grant funds from the state.

Item	Amount
DRPT Technical Assistance Grant (50%)	\$37,250
5303 Transit Planning Funds (46%)	\$34,270
CSPDC Local Funds (4%)	\$2,980
Total:	\$74,500

**NEXT STEPS**

Staff requests that the TAC review the Letter of Support attached, however no official action is needed. If no concerns are raised, the Policy Board will approve and sign a letter of support for the DRPT Technical Assistance grant application at their February 2025 meeting. Upon Board approval, staff will submit the signed letter along with the grant application to DRPT for consideration.

**ATTACHMENT**

- [Letter of Support](#)



112 MacTanly Place, Staunton, VA 24401  
(540) 885-5174  
sawmpo.org

February 19, 2025

Ms. Tiffany Robinson, Director  
Virginia Department of Rail and Public Transportation  
600 East Main Street, Suite 2102  
Richmond, VA 23219

Dear Ms. Robinson:

The Staunton Augusta Waynesboro Metropolitan Planning Organization (SAWMPO) strongly supports CSPDC's application for DRPT Technical Assistance grant funding to support the procurement process for the BRITE Bus upcoming transit operations contract.

As the regional transportation planning organization, we recognize the critical importance of ensuring an efficient and compliant procurement process for this essential public transit service. From a regional perspective, this project represents responsible stewardship of public transportation resources by securing expert guidance for a procurement that will shape transit service delivery in our region for the next 5-10 years – a service that connects our residents to employment, education, healthcare and other essential services across the Staunton, Augusta, and Waynesboro region

The technical assistance funding will support the development of procurement specifications and evaluation criteria for BRITE's next transit operations contract beginning July 1, 2026. This specialized expertise is vital to ensure a competitive procurement process that fully complies with state and federal regulations while maintaining uninterrupted transit service for our region's residents.

If awarded, SAWMPO plans to commit \$34,270 in FY26 Section 5303 Transit Planning funds to match DRPT Technical Assistance grant funding. This funding commitment is part of our regional partnership to support effective transit service delivery and our recognition of the procurement process's importance to maintaining quality public transportation in our community.

We urge DRPT to approve this Technical Assistance grant request. The procurement expertise funded through this grant will help ensure a successful contract transition that maintains high-quality transit service for our community while meeting all regulatory requirements.

Sincerely,

Brad Arrowood  
Board Chairman