



# **Staunton-Augusta-Waynesboro Metropolitan Planning Organization Policy Board Meeting Agenda February 19, 2025, at 10:00 a.m.**

**Meeting conducted virtually via Zoom**

1. Call to Order
2. Approval of Minutes of the January 15, 2025, Policy Board Meeting\*
3. Public Comment
4. SAWMPO Metropolitan Planning Area Boundary Expansion (Board Action Form #25-01)\*
5. FY26 Unified Planning Work Program (UPWP) Development (Board Memo #25-02)
6. SAWMPO Letter of Support for DRPT Technical Assistance Grant (Board Memo #25-03)
7. Presentation: RideShare Strategic Plan - Danielle Gannon, Transit Planner, CSPDC
8. Agency Updates
  - VDOT
  - DRPT
  - BRITE & Afton Express
  - Localities
9. Other Business
10. Upcoming Meetings
  - March 5, 2025 – Technical Advisory Committee Meeting at 2:00 p.m.
  - March 19, 2025 – Policy Board Meeting at 10:00 a.m.
11. Adjournment

\*Action Required

# Staunton-Augusta-Waynesboro Metropolitan Planning Organization Policy Board Meeting Minutes

**January 15, 2025, 10:00 a.m.**

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

## Attendance

Voting Members	Non-Voting Members	Other Attendees
<b>City of Staunton</b> Amanda Kaufman Brad Arrowood (Chair)	<b>VDOT</b> Shane McCabe	<b>Staff (CSPDC)</b> Ann Cundy Paula Melester
<b>Augusta County</b> Carolyn Bragg Tim Fitzgerald	<b>DRPT</b> Grace Stankus*	Zach Beard Garreth Bartholomew
<b>City of Waynesboro</b> Jim Wood (Vice Chair) Todd Wood	<b>Virginia Regional Transit</b> Steve Wilson*	Devon Thompson Danielle Gannon
<b>VDOT</b> Todd Stevens Brad Reed (Alt) Don Komara (Alt)		<b>CTB</b> H. Randolph Laird*

\* Virtual Participants

## Call to Order

The SAWMPO Policy Board meeting was called to order at 10:00 a.m. by Mr. Brad Arrowood, 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.

## Approval of Minutes

Chair Arrowood presented the minutes from the December 4, 2024 Policy Board meeting.

*Mr. Jim Wood moved to approve the minutes; seconded by Ms. Carolyn Bragg. The Board approved the motion by unanimous vote.*

## Public Comment

Chair Arrowood opened the meeting for public comment. There were no public comments.

### **Approval of the SAWMPO Boundary Adjustment (Board Action Form #25-01)**

Mr. Beard presented the proposed SAWMPO boundary adjustments resulting from the 2020 U.S. Census urban area designations. The adjustments would add approximately 1.7 square miles to the existing MPO area, with minimal impacts to population or employment numbers. Five key adjustment areas were presented:

- 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. Tim Fitzgerald explained that the Greenville area south of the MPO is currently designated as a County urban service area and has transportation needs and challenges particularly at the I-81 Exit 213 interchange. Discussion ensued regarding potentially expanding the boundary further to include the Greenville area. The Board decided to table the boundary adjustment approval until next month to allow staff time to evaluate including the Greenville area in addition to the VDOT recommended boundary adjustments.

*Mr. Wood moved to table the boundary adjustment until staff developed a boundary extension including the Greenville area in coordination with Augusta County staff; seconded by Ms. Bragg. The Board approved the motion by unanimous vote.*

### **Approval of the 2025 SAWMPO Safety Targets (Board Action Form #25-02)**

Mr. Beard presented the 2025 Safety Performance Targets. Mr. Beard explained that FHWA requires VDOT and MPOs to set annual safety performance targets for reducing fatal and severe injury crashes for motorized and non-motorized users. The MPO must either concur with VDOT's statewide and SAWMPO recommended safety targets or set their own MPO-specific targets by February 28, 2025.

The presentation included historical trends showing that while fatal injuries statewide decreased from 2022 to 2023, the 5-year average showed an 8% increase overall. Serious injuries have remained relatively constant since 2014. The SAWMPO has been setting its own targets since 2018, and while the region was below all targets between 2018-2021, fatalities have exceeded targets every year since 2021. 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

*Mr. Fitzgerald moved to approve the 2025 safety targets; seconded by Mr. Jim Wood. The Board approved the motion by unanimous vote.*

### **Approval of the 2050 LRTP Project Scoring Methodology and Draft 2050 LRTP Project List (Board Action Form #25-03)**

Mr. Beard presented the project scoring methodology and draft project list for the 2050 Long Range Transportation Plan (LRTP). The methodology is based on the MPO's prioritized goals, with scoring factors

weighted according to regional priorities. Safety received the highest percentage weight, reflecting its status as the unanimous top priority across localities. The draft project list includes 28 unfunded projects: 15 in Augusta County, 7 in Staunton, and 6 in Waynesboro. Mr. Beard noted that the list may need slight modifications to account for recent Smart Scale funding announcements.

Mr. Fitzgerald asked if the LRTP could include a possible project at the I-81 Exit 213 interchange. Board discussion concluded that a small modification to the project list, or a future LRTP amendment after the document is approved in December 2025, might be made related to the boundary adjustments and recent SMART SCALE project awards.

*Mr. Wood moved to approve the 2050 LRTP project scoring methodology and project list; seconded by Ms. Bragg. The Board approved the motion by unanimous vote.*

### **FY25 5310 VPAS Application (Board Memo #25-01)**

Ms. Paula Melester presented information about Valley Program for Aging Services' (VPAS) grant application for about \$53,000 in Federal 5310 funding to acquire new vehicles. While the application does not require MPO action, the Board was notified that if awarded, the project would be added to the Transportation Improvement Program (TIP).

### **Agency Updates**

#### *VDOT*

Mr. Brad Reed and Mr. Todd Stevens provided the following updates:

- The CTB SMART SCALE draft funded projects scenario includes two projects from the SAWMPO: the Exit 235 three-lane bridge project at \$19.4 and the Waynesboro Transit Access project at \$2.4 million. The CTB can review and modify the list until June when the Six Year Improvement Plan is approved.

Mr. Don Komara provided the following updates:

- The Barterbrook Road project remains ahead of schedule at approximately 20% complete.
- The Weyers Cave I-81 widening project had a pre-construction meeting, with work planned in March 2025. Project completion is scheduled for December 2027.
- The Route 220 project through Staunton continues to progress well, with work continuing even during recent winter weather.

#### *DRPT*

Ms. Grace Stankus provided the following update:

- FY26 applications for all rail and transit programs (except 5303) are due February 1, 2025, with 5303 applications due May 1, 2025.

#### *BRITE Transit and Afton Express*

Ms. Devon Thompson provided the following updates:

- DRPT grant applications are being prepared for urban and rural operating and capital contracting. A capital grant application is planned for bus shelters.



- Technical assistance funding is being sought for contract procurement for a new BRITE bus service provider.
- The BRITE micro transit feasibility study continues, and Kimley Horn identified draft opportunity zones in various areas including Fishersville, Greenville, Stuarts Draft, and parts of Waynesboro which are being reviewed by the study group.
- The annual Afton Express rider survey will close on Friday.

### **Locality Updates**

#### *Staunton*

- Ms. Amanda Kaufman reported that the city is working with PDC and Timmons on a significant RAISE grant application for Uniontown improvements, including water and sewer infrastructure, street improvements, and a pedestrian bridge. A letter of support from the MPO was requested.

### **Other Business**

Ms. Ann Cundy remarked that senior staff met with the new DRPT Director Tiffany Robinson and Virginia Passenger Rail Authority representatives regarding state of repair and accessibility improvements to the Staunton Amtrack Station. A new funding request was submitted following an unsuccessful first attempt.

### **Upcoming Meetings**

Chair Arrowood noted that the next TAC meeting is scheduled for February 5, 2025 and the next Board meeting is scheduled for February 19, 2025.

### **Meeting Adjournment**

There being no further business, Chair Arrowood adjourned the meeting at 11:22 a.m.

Respectfully submitted,

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

Paula Melester  
Director of Transportation





**TO:** Staunton-Augusta-Waynesboro MPO Policy Board  
**FROM:** Zach Beard, Program Manager  
**MEETING DATE:** February 19, 2025  
**RE:** **Board Action Form #25-04: SAWMPO Metropolitan Planning Area  
Boundary Expansion**

### **RECOMMENDATION**

Recommend that the Policy Board approve VDOT's proposed SAWMPO Metropolitan Planning Area (MPA) boundary modifications based on the 2020 Census urban area delineations and Augusta County's proposed boundary expansion to Greenville. The TAC recommended approval at the February 5, 2025 TAC meeting.

### **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, 2025 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**

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 extends the current southern boundary of the MPO at Mint Spring and I-81 Exit 217 at White Hill Road and shifts the boundary approximately 6 miles south. The proposed boundary parallels I-81 S and US-11 via Old Greenville Road to Stover School Road and includes Augusta County's Greenville Urban Service Area boundary. The boundary follows the Urban Service Area along Indian Ridge Road to US 11 and US 11 to US 340 and includes I-81 Exit 213. The modification adds about 13.1 square miles (8,397 acres) to the SAWMPO region.

### **NEXT STEPS**

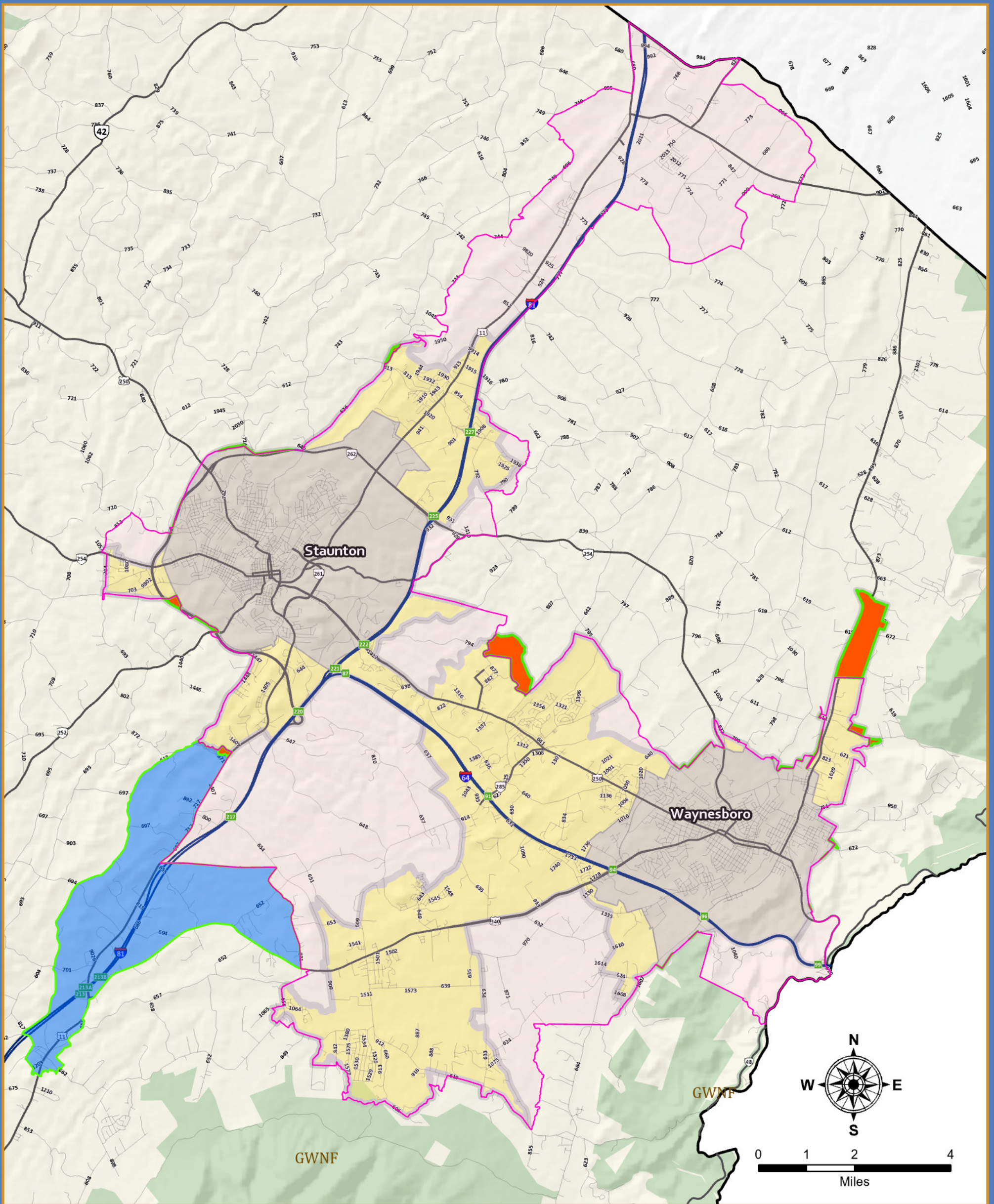
Staff will present the proposed boundary modifications to the Policy Board for final consideration. Upon approval, the revised boundaries will be submitted to VDOT as part of the official 2020 Census boundary update process. The final boundary must be approved by the Governor of Virginia.

### **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: 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 Policy Board  
**FROM:** Zach Beard, Program Manager  
**MEETING DATE:** February 19, 2025  
**RE:** **Board Memo #25-02: SAWMPO FY26 UPWP Development**

**EXECUTIVE SUMMARY**

Staff is updating the FY26 Unified Planning and Work Program (UPWP), which is the SAWMPO’s annual work plan and budget. FY26 work will focus on completing the Long Range Transportation Plan (LRTP) by December 2025 and starting a new MPO small area study in early 2026.

**FY26 PLANNING**

The UPWP details the upcoming fiscal year administrative and planning activities, and 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 Policy Board can make recommendations to MPO staff on the activities and funding for different tasks in the UPWP during the update process.

Revenues	FY 2025	FY 2026
FHWA PL	\$209,049	\$210,407
FHWA PL Carryover	\$115,184	\$150,878
FTA 5303	\$106,914	\$103,802
FTA 5303 Carryover	\$89,675	\$50,000*
<b>Total</b>	<b>\$520,822</b>	<b>\$515,087</b>

**NEXT STEPS**

Staff will develop the draft FY26 UPWP over 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 Policy Board  
**FROM:** Zach Beard, Program Manager  
**MEETING DATE:** February 19, 2025  
**RE:** **Board Memo #25-03: 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 transit service.

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
<b>Total:</b>	<b>\$74,500</b>

**NEXT STEPS**

Staff requests that the Policy Board review the Letter of Support attached, however no official action is needed. After Board review, staff will submit the signed letter along with the grant application to DRPT for consideration.

**ATTACHMENT**

- [Letter of Support](#)

