



Staunton-Augusta-Waynesboro Metropolitan Planning Organization Policy Board Meeting Agenda July 16, 2025, at 10:00 a.m.

Meeting conducted virtually

- 1. Call to Order**
- 2. Approval of Minutes of the May 21, 2025, Policy Board Meeting***
- 3. Public Comment**
- 4. SAWMPO Internal Process Review (Board Memo #25-06)**
- 5. 2050 Long Range Transportation Plan (LRTP) Update**
- 6. Agency Updates**
 - VDOT
 - DRPT
 - BRITE & Afton Express
 - Localities
- 7. Other Business**
- 8. Upcoming Meetings**
 - August 6, 2025 – Technical Advisory Committee Meeting at 2:00 p.m.
 - August 20, 2025 – Policy Board Meeting at 10:00 a.m.
- 9. Adjournment**

*Action Required

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Staunton-Augusta-Waynesboro Metropolitan Planning Organization

Policy Board Meeting Minutes

May 21, 2025, 10:00 a.m.

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

Attendance

Voting Members		Non-Voting Members		Other Attendees	
City of Staunton		VDOT		Staff (CSPDC)	
✓	Amanda Kaufman	✓	Shane McCabe	✓	Ann Cundy
	Brad Arrowood (Chair)	✓	Cody Huffman	✓	Zach Beard
✓	Rodney Rhodes (Alt)	DRPT		✓	Devon Thompson
Augusta County		✓*	Grace Stankus	✓	Paula Melester
✓	Tim Fitzgerald	Virginia Regional Transit		✓*	Garreth Bartholomew
✓	Carolyn Bragg	✓*	Steve Wilson	✓	Kayla Dixon
	Pam Carter (Alt)	✓*	Phil Thompson (Alt)		
City of Waynesboro		Department of Aviation			
✓	Jim Wood (Vice Chair)	✓*	Rusty Harrington	Others	
✓	Todd Wood	FHWA and FTA			
	Michael Hamp (Alt)		Kevin Jones		
VDOT					
✓	Todd Stevens				
	Brad Reed (Alt)				
✓	Don Komara (Alt)				

*Virtual attendance

Call to Order

The Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) Policy Board meeting was called to order at 10:00 a.m. by Vice Chair Wood.

Introduction

Ms. Paula Melester introduced Kayla Dixon, the new CSPDC intern. Ms. Dixon is in JMU's Masters of Public Administration program and will be working with the transit and transportation team.

Approval of Minutes

Vice Chair Wood presented the minutes from the April 16, 2025, Policy Board meeting.

A motion to approve the minutes was made by Mr. Carolyn Bragg; seconded by Mr. Todd Wood. The Board approved the motion by unanimous vote.

Public Comment

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

SAWMPO FY 2026 Transportation Improvement Program (TIP) Administrative Modifications (Board Memo #25-04)

Ms. Paula Melester presented the administrative modifications to the FY 2026 Transportation Improvement Program. Ms. Melester explained that several changes needed to be made to match funding amounts awarded in the Six-Year Improvement Plan. No action was required from the Board, and this was presented for awareness only.

The modifications included:

- CSPDC 01 and 02: Modified to match funding amounts awarded in the Six-Year Improvement Plan, replacing estimates with actual awarded amounts
- CSPDC 04: Funding related to BRITE transit technology projects moved forward one year as no projects were occurring in the current fiscal year
- CSPDC 05: Modified to reflect \$31,000 in state funding awarded for the purchase of bus shelters
- VPA 002: Operating funds for the Valley Program for Aging Services, which were awarded funding in the draft SYIP after requesting operating assistance funding

Presentation: 2050 Long Range Transportation Plan Project Scoring Summary

Mr. Zach Beard presented the project scoring summary for the 2050 Long Range Transportation Plan. Mr. Beard explained that the MPO coordinated with Kimley-Horn to finalize the project evaluation and scoring process, resulting in a prioritized list of projects based on five scoring factors: safety, accessibility, efficient system management, environment, and economic development, plus project cost.

The scoring factors and weighted percentages were based on prioritized regional transportation goals provided by staff from each locality and approved by the Board in January. Safety was ranked as the top priority by all localities, receiving the highest weighted ranking in the project evaluation process. All project costs were updated to reflect 2025 costs, with inflation rates applied to projects studied in previous years. Mr. Beard noted that Augusta County projects had higher minimum costs compared to Staunton and Waynesboro, which had several projects under \$1 million.

Top-Ranked Projects Overall:

1. Waynesboro: South Delphine Avenue and Mountain Road intersection improvements.
2. Augusta County: Howardsville Turnpike and Hodge Street sidewalk crossing improvements.
3. Staunton: Greenville Avenue improvements from Orchard Hill Road.

Top 3 Projects by Locality:

Augusta County

1. Howardsville Turnpike and Hodge Street sidewalk crossing improvements
2. Barber Hill Road and I-64 Exit 227 roundabout
3. US 11 improvements at Christians Creek

Staunton

1. Greenville Avenue improvements from Orchard Hill Road
2. Churchville Avenue and Thornrose Avenue right-turn lane
3. North Coalter Street and Boulevard Edge Drive safety improvements

Waynesboro

1. South Delphine Avenue and Mountain Road intersection improvements
2. South Delphine Avenue and I-64 Exit 96 improvements
3. Delphine Boulevard sidewalk improvements

Mr. Beard noted that Augusta County had the most projects with the highest safety scores but scored lower in other factors, while Waynesboro had the most projects ranking highly in accessibility. Economic development scores were evenly distributed across the three localities.

FY26 SAWMPO City of Staunton Small Area Study Overview (Board Memo #25-05)

Mr. Beard presented the overview of the planned small area study for the City of Staunton, scheduled to begin in January 2026 and conclude in May 2026. The study will focus on safety and operational improvements along Greenville Avenue at Ritchie Boulevard, Statler Boulevard, and Amherst Road. The study will operate on a constrained five-month timeline, shorter than the typical 9-10 month studies, to develop practical improvements that the city can advance for the next Smart Scale round in summer 2026. This will be the first SAWMPO study conducted in Staunton since 2019.

Mr. Beard explained that VDOT previously studied the Greenville Avenue corridor in 2019, resulting in two Smart Scale applications: the City of Staunton Greenville Avenue Road Diet Project (submitted in 2020) and the Augusta County US 11 improvements project south of Staunton.

The new study area will focus on a 1.2-mile segment from Ritchie to Amherst on Greenville Avenue, extending up Statler Boulevard to the shopping center. This area was selected because:

- Current safety data shows rising safety needs
- The intersection at Ritchie/Statler/Amherst is identified as a potential safety improvement intersection
- The segment is a high-crash area
- Recommendations from the 2019 study for this area were underdeveloped and need updating

Vice Chair Wood suggested extending the study area down to the Circle K on Greenville Avenue, noting significant safety concerns with uncontrolled entrances to the shopping center between Circle K and Ritchie.

Mr. Beard indicated they would review what improvements are already funded in the Road Diet project and consider if it makes sense to revisit that area for additional improvements. Vice Chair Wood noted he has observed many accidents in that area and emphasized the intersection's complexity. The next steps include working with the city to develop the scope of work, securing a consultant, and conducting preliminary planning in fall 2025 to prepare for the January 2026 kickoff.

Agency Updates

VDOT

Mr. Brad Reed provided the following updates:

- The Commonwealth Transportation Board (CTB) voted to adopt the consensus scenario for Smart Scale. In the Staunton District, the consensus scenario differed from the staff-recommended scenario by removing the Waynesboro Transit Access project (\$2.6 million) and replacing it with a project in Frederick County (\$8 million) for a reduced conflict intersection on US 50. \$2.7 million remains in the district fund and will be carried over into the district reserve to help cover cost increases on other projects.
- Transportation Alternatives and Revenue Sharing pre-applications are due May 30.
- The Route 340/Rosser Avenue project pipeline study is progressing with an existing conditions meeting scheduled for May 23. The public survey closed with 1,008 responses identifying congestion mitigation, signal coordination, capacity preservation, safety improvements, and pedestrian safety as top priorities.

Mr. Don Komara provided the following updates:

- Memorial Day weekend expected to be highest travel weekend with traffic counts anticipated to be 4% higher than previous years.
- I-81 construction by Branch Highways from mile markers 233.5 to 238 is progressing with shoulder widening completed and barrier installation planned for late April. Speed limit reduced to 60 mph through work zones.
- I-81 improvements from Exit 225 to 221 through Staunton making good progress with significant earthwork and bridge widening.
- Barterbrook Road project is 20-25% ahead of schedule and expected to complete by end of summer.
- Waynesboro Southern Connector is nearly complete, with ribbon cutting planned for the end of May.
- Railroad work in Stuart's Draft required traffic detours for track removal and was completed in one and a half days.
- Public hearing scheduled for Weyers Cave rest area improvements (acceleration lane extension and bridge replacement) at Weyers Cave Community Center from 4:00 to 6:00 p.m.
- The CTB will meet in the Staunton District in July in Winchester at the George Washington Hotel.

DRPT

Ms. Grace Stankus provided DRPT updates:



- DRPT is sponsoring a National Transit Institute public involvement in transportation decision-making course July 8-10 at Reynolds Community College in Richmond. The course is eligible for reimbursement through 5303, RTAP, and small urban training funds
- Reminder that 5303 applications are due June 2.
- Revised master agreement must be sent to DRPT no later than June 20.

BRITE Transit and Afton Express

Ms. Devon Thompson provided the following updates:

- The Statewide Public Transportation Agency Safety Plan (PTASP) appendix was updated and approved by the CSPDC Board of Commissioners at their April 21st meeting. The plan is developed by DRPT and outlines safety management systems for 15 small transit agencies in the commonwealth.
- The BRITE microtransit feasibility study analyzing potential on-demand service models is concluding. Top prioritized zones identified were North Staunton, South Waynesboro, Fishersville, and Stuart's Draft. Final recommendations are scheduled to be presented to the BRITE Transit Advisory Committee on May 21.
- The CSPDC is working with consultants from WRA to analyze ridership data and customer input to consider schedule changes to the Afton Express that better align with current work schedules and passenger needs. The goal is to improve the schedule to utilize all three buses effectively while serving current riders and attracting new ones.

Locality Updates

Augusta County

Mr. Tim Fitzgerald provided the following updates:

- The County is continuing work on their comprehensive plan update. The courthouse project is progressing well and expected to be completed by year-end. A \$3 million revenue sharing project with VDOT will rebuild the entrance to the Government Center to help with traffic flow.
- The courthouse will open before the road improvements are completed due to revenue sharing funding timing, requiring construction to continue after the courthouse opening. The project includes a four-lane divided entrance that narrows back to single lane, and VDOT is requiring a new signal pole installation.

City of Staunton

Mr. Rodney Rhodes provided the following updates:

- Since the roundabout project at Greenville and Richmond Avenue is no longer advancing, the city is working on alternatives for improving that intersection.
- The city is considering a revenue sharing application for North Augusta sidewalks, as previous Smart Scale funding for sidewalks was reallocated to the Edgewood sidewalk project due to higher costs.
- The city is completing paving projects on West Beverly Street (a VDOT-funded project including bike lanes and infrastructure) and Churchville Avenue. A signal was removed and replaced with stop signs, and striping is needed to clarify the new configuration.

City of Waynesboro

Vice Chair Wood provided the following updates:



- The traffic garden had its grand opening and is being used extensively by children. Mr. Wood noted continuous usage and encouraged board members to visit.
- Mr. Jim Wood inquired about other localities' experience with micro-sealing in paving projects, noting recent complaints. Mr. Komara explained that micro-sealing helps prevent shoulder drop-off issues in subdivisions and extends pavement life cost-effectively, though it initially has a rougher texture and strong odor. Mr. Komara recommended treating entire neighborhoods rather than partial sections for better public acceptance.

Other Business

There was no other business.

Upcoming Meetings

Vice Chair Wood noted that the next TAC meeting is scheduled for June 4, 2025, and the next Board meeting is scheduled for June 18, 2025.

Meeting Adjournment

There being no further business, Vice Chair Wood adjourned the meeting at 10:58 a.m.

Respectfully submitted,

A handwritten signature in dark ink, reading "Paula Melester". The signature is written in a cursive, flowing style.

Paula Melester
Director of Transportation

A short, horizontal red line with a small, dark mark or smudge in the center.



TO: Staunton-Augusta-Waynesboro MPO Policy Board
FROM: Paula Melester, Director of Transportation
MEETING DATE: July 16, 2025
RE: **Board Memo #25-06: SAWMPO Internal Process Review**

EXECUTIVE SUMMARY

SAWMPO staff will be conducting a comprehensive internal review of long- and short-range MPO processes from July to December 2025 to better serve MPO members and streamline transportation planning efforts. The internal review will include updates to core governing documents - the Bylaws, Title VI Plan, and Public Participation Plan - along with individual meetings with each locality and agency to better understand local, regional, and state transportation needs and priorities.

BACKGROUND

In response to the multiple, multi-year planning considerations, staff identified the need for a comprehensive internal review of MPO long- and short-range transportation planning functions and processes in the first half of FY26 from July to December 2025 to strengthen the MPO's ability to support regional transportation priorities. The review will include:

- *Updating core MPO documents.* Staff will update the MPO's Bylaws, Title VI Plan, and Public Participation Plan (PPP) to reflect current federal, state, and local requirements and priorities, rewrite the documents in clear, plain language, and ensure content is consistent across each document.
- *Meeting with MPO members.* Staff will schedule individual meetings with each MPO locality and agency to discuss how MPO long- and short-range planning processes can best align with state, regional, and local transportation priorities while meeting federal requirements, and how the MPO can best facilitate transportation planning efforts that maximize the time and capacity of each MPO member.

GOVERNING DOCUMENTS UPDATE

The internal review will include comprehensive updates to three core MPO documents:

SAWMPO Bylaws

The Bylaws were last amended in 2022 to revise the election schedule for officers and reduce officer terms from three to two years. The upcoming review will assess the current governance structure and procedures to ensure they support effective MPO operations and include updated language for virtual meetings.

Title VI Plan

The Title VI Plan was last amended in 2021 to address VDOT's triennial review findings, including updates to Title VI Certifications and Assurances and revisions to Discrimination Complaint Procedures to ensure compliance with FHWA requirements. The upcoming update will ensure continued compliance with federal nondiscrimination regulations.



Public Participation Plan (PPP)

The PPP was last amended in 2019 to emphasize compliance with federal nondiscrimination regulations, specifically regarding environmental justice and limited English proficiency populations. This update will include inclusion of public participation practices that meet federal and state requirements but also consider best practices for engagement in a small-urban and rural region like ours.

NEXT STEPS

Staff will schedule meetings with MPO member localities and agencies to gather input on needs and priorities and begin updating the Bylaws, Title VI Plan, and PPP. The MPO will develop a timeline for document updates and process improvements and will provide regular updates to the TAC and the Policy Board on progress to strengthen the SAWMPO's effectiveness and better serve the region's transportation planning needs.
