

# **Staunton Augusta Waynesboro Metropolitan Planning Organization Technical Advisory Committee Meeting Agenda June 3, 2026, at 2:00 P.M.**

Central Shenandoah Planning District Commission  
112 MacTanly Place, Staunton, VA 24401

- 1.** Call to Order
- 2.** Approval of Minutes of the April 1, 2026, Meeting\*
- 3.** Public Comment
- 4.** Election of SAWMPO Technical Advisory Committee Officers (TAC Action Form 26-04)\*
- 5.** Review of FY27 Frontier Drive Small Area Study Scope of Work (TAC Memo #26-03)
- 6.** Agency Updates
  - a. VDOT
  - b. DRPT
  - c. BRITE
  - d. Localities
- 7.** Other Business
- 8.** Upcoming Meetings
  - a. June 17, 2026 – SAWMPO Policy Board Meeting, 10:00 a.m., virtual meeting
  - b. July 1, 2026 – SAWMPO TAC Meeting, 2:00 p.m., virtual meeting
- 9.** Adjourn

\* Action needed

## Staunton-Augusta-Waynesboro Metropolitan Planning Organization Technical Advisory Committee (TAC) Regular Meeting Minutes April 1, 2026, 2:00 p.m.

Meeting held at Central Shenandoah Planning District Commission Office at 112 MacTanly Place,  
Staunton, VA 24401 and virtually via Teams

Voting Members				Others	
City of Staunton		VDOT		Staff (CSPDC)	
✓	Rodney Rhodes (Chair)		Don Komara	✓	Zach Beard
✓	Meggie Taylor (Alt)		Brad Reed (Alt)	✓	Garreth Bartholomew
	Lyle Hartt (Alt)		Shane McCabe (Alt)	✓	Devon Thompson
✓	Susan Wilson	✓	Cody Huffman (Alt)	✓	Paula Melester
		<b>VA DRPT</b>			
<b>Augusta County</b>			Grace Stankus		
✓	Doug Wolfe (Vice Chair)				
✓	Julia Hensley	<b>Non-Voting Members</b>			
	Garret Shultz (Alt)			<b>Other attendees</b>	
✓	Delaney Krasner	<b>VRT</b>			
<b>City of Waynesboro</b>		✓*	Steve Wilson		
✓*	Leslie Tate	✓*	Phil Thompson (Alt)		
✓	Alisande Tombarge	<b>Federal Highway Admin.</b>			
✓	Scott Kesecker (Alt)		Kevin Jones		
✓*	Jeff Oswald (Alt)	<b>Federal Transit Admin.</b>			
			Lora Grady		
		<b>VA Dept. of Aviation</b>			
			Rusty Harrington		

\*Virtual attendance

### Call to Order

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

## **Approval of Minutes**

Chair Rhodes presented the minutes from the February 4, 2026, TAC meeting for approval.

*Mr. Doug Wolfe moved to approve the minutes; seconded by Ms. Susan Wilson. The TAC approved the motion by unanimous vote.*

## **Public Comment**

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

## **FY27-30 Transportation Improvement Program (TIP) Release for Public Comment (TAC AF #26-03)**

Ms. Paula Melester presented the draft Fiscal Year (FY) 2027-2030 Transportation Improvement Program (TIP) and requested TAC recommendation that the Policy Board release the document for a 14-day public comment period. Ms. Melester explained that the current FY2024-2027 TIP expires September 30, 2026, and the new FY2027-2030 TIP must be approved by May 31, 2026, to take effect October 1, 2026.

Ms. Melester noted that the TIP documents all highway and transit projects receiving federal transportation funding, requiring federal action, or designated as regionally significant. The document must be consistent with the SAWMPO LRTP and maintained in alignment with the Statewide TIP (STIP). She explained that staff have revised the document format to address readability and tracking problems that developed under the current structure, in which amendments and modifications were accumulated within a single document over time, making it difficult to determine which funding figures were current.

The revised FY2027-2030 TIP will be structured as three distinct components: a narrative document containing all required federal and state compliance language, and two standalone appendices for highway and transit projects. Each appendix will display only current project funding figures and will be updated as amendments or administrative modifications are approved, with prior versions archived on the SAWMPO website. This structure ensures users can access current project information efficiently without navigating a document with cumulative amendment history. Ms. Melester encouraged TAC members to review the project tables provided in advance and contact staff or VDOT if any projects appear inaccurate or have changed. Corrections are significantly easier to incorporate prior to publication than through formal amendments.

Discussion ensued regarding specific project entries. Mr. Doug Wolfe inquired about EV charging station funding at Exit 91. Ms. Melester and Mr. Garreth Bartholomew indicated that the EV charging station project would be reviewed with VDOT to determine whether it should remain in the document given uncertainty about future implementation. Mr. Zach Beard noted that the TIP is primarily coordinated between MPO staff, VDOT, and DRPT, and that localities need not routinely review the document but should contact staff if a project coming up for federal fund drawdown does not appear to be accurately reflected, as discrepancies between the TIP and STIP can delay project funding.

*Ms. Julia Hensley moved to recommend that the Policy Board release the FY2027-2030 TIP for a 14-day public comment period; seconded by Ms. Susan Wilson. The motion carried unanimously.*

### **Title VI Plan Update (TAC Memo #26-02)**

Ms. Melester provided an update on the CSPDC Title VI Plan and noted that the presentation also fulfills the annual Title VI training requirement for TAC members. No TAC action was required.

Ms. Melester explained that Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, and national origin in any program or activity receiving federal financial assistance. MPOs are required to provide reasonable opportunities for public participation, make efforts to engage traditionally underserved populations, and ensure transportation benefits and burdens are distributed equitably across the community. Ms. Melester described the structure of SAWMPO's Title VI program, which consists of a policy statement, an implementation plan, and the Public Participation Plan. She explained that VDOT conducts a triennial compliance review of each MPO's Title VI plan. The most recent review was completed in January 2026, and while the SAWMPO plan was not out of compliance during the review period, corrections must be made by April 24, 2026.

The required changes involve two rescinded Executive Orders. Executive Order 12898, which had required particular attention to disparate impacts on community health and well-being, is being removed from the plan along with associated language referencing environmental justice. Executive Order 13166, which required specific provisions for individuals with limited English proficiency, is also being removed. Ms. Melester noted that national origin discrimination, which is closely linked to language access, remains protected under Title VI itself, and that the SAWMPO's substantive practices will remain unchanged. Ms. Melester noted that SAWMPO staff are using this update as an opportunity to expand the plan's language to include individuals with sensory or communication disabilities, including those who are hard of hearing or have vision impairments, within the language access barrier population, consistent with updates made to the recently adopted Public Participation Plan (PPP). Staff are also consolidating the three previously separate Title VI plans for CSPDC, HRMPO, and SAWMPO into a single agency-wide plan, which will cover the full five-county, five-city, and eleven-town CSPDC region while maintaining distinct program descriptions and demographic analysis for each program area.

Ms. Melester noted that the SAWMPO Policy Board approved release of the draft CSPDC Title VI Plan for a 14-day public comment period at the March 18, 2026, Board meeting. The public comment period closes April 14, 2026, with final approval anticipated at the April 15 Policy Board meeting. The plan will then be presented to the CSPDC Board on April 20 for PDC-level approval before submission to VDOT.

Chair Rhodes expressed appreciation for the inclusion of the deaf community within the expanded language access provisions, noting that the City of Staunton had significant engagement with the local deaf community during recent comprehensive plan outreach. Ms. Melester noted that staff are exploring interpreter and translation service contracts to ensure accommodation can be provided within the three-day notice window required by the PPP.

### **FY27 Unified Planning Work Program (UPWP) Overview**

Ms. Paula Melester presented an overview of the Fiscal Year 2027 Unified Planning Work Program (UPWP), followed by supplemental presentations from Mr. Bartholomew and Ms. Devon Thompson. No TAC action was required.

Ms. Melester explained that the UPWP is a federally required document that MPOs prepare annually to outline all planning activities and how they will be funded. Funding comes from two primary sources: PL (Planning) funds from the Federal Highway Administration, flowing through VDOT to the MPO, and Section 5303 transit planning funds from the Federal Transit Administration, flowing through DRPT. The MPO may also carry over unspent funds from prior years. Ms. Melester noted that FY27 UPWP preparation this year was informed by one-on-one meetings with each locality to proactively identify specific projects and activities where MPO assistance would be most valuable. The UPWP budget allocates funding across program areas including program administration, long range planning, short range planning, local and state assistance, and transit planning. Ms. Melester noted that the local assistance budget is larger than in past years due to the identification of specific locality projects during UPWP coordination.

Mr. Bartholomew summarized the planned activities for each program area. For long range planning, staff will initiate a Travel Demand Model update for the SAWMPO region in preparation for the next L RTP, support bicycle and pedestrian planning through the Bike the Valley program, and maintain L RTP compliance including any amendments that arise. For short range planning, staff will maintain and administer the FY2027-2030 TIP following adoption. Staff will also develop a small area study for the Frontier Drive corridor, which spans portions of Augusta County and the City of Staunton and has emerged as a regionally significant transportation challenge given significant development activity and pedestrian access needs. For local assistance, staff will continue assisting the City of Staunton with the Beverley Street Walkability Demonstration Project, assist Augusta County with the transportation components of the Greenville Small Area Plan and will be able to support the City of Waynesboro with bicycle and pedestrian planning. General grant support for localities, including Smart Scale, TAP, and HSIP applications, is also included.

Ms. Devon Thompson presented the transit planning activities, which include a route evaluation of the Blue Ridge Community College (BRCC) shuttle, which connects the Staunton area to Weyers Cave and continues to Harrisonburg. Staff will evaluate ridership, route alignment, timing, and whether the current loop structure remains optimal, in coordination with localities and stakeholders along the corridor. Ms. Thompson noted that while the route is branded as the BRCC shuttle, it is a public transit route open to all riders, and the evaluation will assess whether the route is effectively communicating and delivering that access.

### **Smart Scale Round 7 Pre-application Update**

Mr. Garreth Bartholomew provided an update on SAWMPO's Smart Scale Round 7 pre-application activities, with Smart Scale Round 7 pre-applications due to the Office of Intermodal Planning and Investment (OIPI) by the close of business on April 1, 2026. No TAC action was required.

Mr. Bartholomew announced that CSPDC staff submitted a Smart Scale pre-application on behalf of Augusta County for the Wilson Workforce Rehabilitation Center (WWRC) Second Entrance, which

proposes construction of a secondary access route connecting US-250 to the WWRC campus. The proposal includes an all-way controlled intersection at US-250 and Hornet Road, access management improvements on US-250 including a center median, and a 10-foot shared-use path connecting the campus to existing path infrastructure along Woodrow Wilson Avenue. The project builds on a 2018 MPO study identifying the need, with alignment updates developed by VDOT.

Mr. Scott Kesecker reported that the City of Waynesboro submitted several Smart Scale pre-applications resulting from the Rosser Avenue Project Pipeline Study: safety and operational improvements at the Rosser Avenue and Lew DeWitt Boulevard intersection, which remains the top-ranked PSI intersection in the district; a shared-use path along Rosser Avenue connecting isolated segments toward downtown; a roundabout at Northgate Drive and Rosser Avenue; and pedestrian connectivity improvements along Lew DeWitt Boulevard. Mr. Kesecker noted the roundabout application presents some design and existing conditions challenges but was submitted to evaluate its potential.

#### **City of Staunton Beverley Street Walkability Demonstration Project**

Ms. Susan Wilson presented an update on the City of Staunton's Beverley Street Walkability Demonstration Project.

Ms. Wilson explained that the project stems from a Strategically Targeted Affordable Roadway Solutions (STARS) study completed in 2022 that analyzed 10 intersections in Staunton, several of which were along Beverley Street. The study recommended curb extensions (bulbouts) at intersections along Beverley Street to accommodate ADA-compliant corner ramps within the constrained right-of-way, with VDOT recommendations also including conversion of the outside travel lane to a loading and unloading zone. Ms. Wilson noted that with Highway Safety Improvement Program (HSIP)-funded signal upgrade and intersection improvement projects along Beverley Street scheduled to be advertised in summer 2027, the City sought a demonstration project to show residents what the corridor could look like with curb extensions, rather than a loading zone, and to build community enthusiasm ahead of the permanent improvements. The City was awarded a \$6,033 grant through the Virginia Walkability Action Institute (VWAI) demonstration project program.

Ms. Wilson described the project elements, which include establishing a loading and unloading zone in the midblock area of two selected blocks, given that the outside travel lane is actively used by delivery vehicles serving Beverley Street businesses, and using the remaining budget for flexible delineators, temporary seating using low-cost constructed benches, and additional elements to create a welcoming pedestrian space. Mr. Bartholomew noted that he identified a delineator product at approximately half the cost of initially estimated units, increasing the budget flexibility available for seating and landscaping elements.

Ms. Wilson noted that the demonstration project is planned for the month of June 2026, including the Shop and Dine Out program weekends, and that the delineators will remain in place throughout the demonstration period. Outreach and data collection will focus on qualitative feedback, including intercept surveys, given that vehicle speeds on Beverley Street are already low and comfort level rather than speed is the primary concern.

Ms. Wilson noted that CSPDC is hosting the project webpage for the demonstration, which will include a public survey and information on both the demonstration project and the longer-term HSIP intersection projects. Ms. Wilson highlighted that two Beverley Street intersections are scheduled to be converted from signalized to all-way stop control as part of the HSIP projects.

Discussion ensued regarding the VWAI grant program more broadly, with Ms. Alisande Tombarge and Ms. Leslie Tate expressing interest in how the program might apply to walkability improvements in Waynesboro. Ms. Wilson encouraged other localities to consider the program, noting its flexibility beyond traditional demonstration formats.

Ms. Devon Thompson asked about the implications for BRITE bus stop access along the demonstration corridor. Ms. Wilson confirmed that bus stops would be accommodated within the loading and unloading zones, and that staff would coordinate with BRITE to ensure service continuity during the demonstration period.

## **Agency Updates**

### *VDOT*

Mr. Cody Huffman provided the following updates:

- Route 254 shoulder widening project from New Hope Road to Waynesboro, including intersection improvements at New Hope Road and Old White Bridge Road, is ahead of schedule.
- The Mill Place project contractor is working on utilities and drainage structures in the median. Progress has been slower but is expected to accelerate in the coming weeks.
- I-81 Weyers Cave project: Approximately 40% complete. Base paving and third-lane grading are now underway.
- I-81 Staunton widening project: Speed enforcement cameras are scheduled to be implemented on April 2, with a 30-day warning window before citations are issued. Cameras will be located near mile marker 224 and will capture license plates in both directions.
- I-81 Harrisonburg widening project: A groundbreaking ceremony is scheduled for April 14 at Rocktown High School, with the Governor and VDOT central office staff anticipated to attend. Construction is expected to begin following the groundbreaking.
- Pothole patching operations continue. Mowing is expected to begin in early May.

Mr. Bartholomew provided the following updates on behalf of VDOT District Planning:

- Smart Scale Round 7 pre-applications were due April 1. Full applications will open in approximately three months. Localities with questions should contact VDOT District Planning staff.
- A proposed change to High Priority Program project eligibility was presented at the February 2026 CTB meeting, which would add innovative intersection features on highway projects as eligible uses for HPP funding.
- The Rosser Avenue Project Pipeline Study is being finalized by ATCS. Preferred alternatives and cost estimates are being developed in preparation for Waynesboro's Smart Scale submissions.

### *DRPT*

Mr. Bartholomew provided the following updates on behalf of Ms. Grace Stankus, who was not in attendance:

- The Virginia Breeze Tidewater Current route has been announced and will begin service on April 20, 2026, connecting Harrisonburg to Virginia Beach via the I-64 corridor with intermediate stops, including a stop at the Staunton Park and Ride. Tickets are available for purchase.

### *BRITE and Afton Express*

Ms. Devon Thompson provided the following updates:

- Following a federally compliant competitive procurement, the new BRITE turnkey contract for management, operations, and maintenance has been awarded to Resource Management Systems (RMS). CSPDC and RMS staff have initiated the transition process, with full transition targeted for July 1, 2026.
- Transit staff are working on the three-year update of the BRITE Title VI Plan, which must be adopted by the CSPDC Board of Commissioners at their June 2026 meeting to maintain federal compliance.
- BRITE served the Remote Area Medical (RAM) Clinic at Augusta Expo on March 21, 2026, with two special shuttles from Staunton and Waynesboro via Fishersville and Stuarts Draft.
- BRITE and CSPDC staff recognized BRITE bus drivers on Transit Operator Appreciation Day on March 18, 2026.
- The Afton Express marketing grant is active, with television and streaming advertisements airing on NBC29.

### **Locality Updates**

#### *Augusta County*

Mr. Doug Wolfe provided the following updates:

- Augusta County submitted one Smart Scale Round 7 pre-application for a roundabout at the intersection of Weyers Cave Road (Route 256) and Triangle Drive. Mr. Wolfe noted that traffic volumes at the intersection have more than doubled in five years and that the location serves as a significant freight movement point where road salt delivered by rail is transferred to trucks. A revenue sharing application for the same intersection is also pending, and the County intends to pursue both to complement each other.
- The County submitted three Congressionally Directed Spending (CDS) applications: one for a study of the Exit 213 interchange at Greenville to address the wrong-way truck movement issue; one for the WWRC Second Entrance project; and one for the Patton Farm Road low-water bridge, requesting \$500,000 for preliminary engineering. Mr. Wolfe noted that the low-water bridge project affects approximately 1,400 daily users and does not fit easily into existing VDOT funding mechanisms.
- The Dick Huff Lane project is scheduled for bid opening on April 15. The Government Center vehicle access crossing will be closed beginning April 10 while new crossing infrastructure is

installed, with traffic directed via Greer Road or through the City of Staunton's Technology Drive access. Early voting will remain accessible during the closure.

- The Transportation Alternatives Program (TAP) funding for the Quick's Mill Road sidewalk is on the staff-recommended funding list. The project will advance the Verona pedestrian improvement effort, extending toward a mid-block crosswalk location that was the site of a previous pedestrian fatality.
- Ms. Hensley introduced Ms. Delaney Krasner, Augusta County's new planner, who will be assisting with the Greenville Small Area Plan and other planning activities.

#### *City of Staunton*

Ms. Meggie Taylor provided the following update:

- The Staunton Comprehensive Plan update is progressing. The Advisory Committee completed its first review of a draft plan and will transmit the draft to VDOT for review in the coming weeks. A public comment period is planned for May, with a City Council work session scheduled for June 3, 2026, at 5:00 p.m. Public hearing and adoption are anticipated later in the summer.

Ms. Susan Wilson provided the following updates:

- Two revenue sharing applications remain pending; notification was anticipated in February but has not yet been received.
- The Richmond Avenue shared-use path project is scheduled to be advertised as a VDOT-administered project in May 2026.
- Updated plans were received from VDOT on the Richmond Avenue and Greenville Avenue intersection, which will use a standard intersection design rather than a roundabout to best accommodate bicycle and pedestrian movements within budget. The project is awaiting final direction from the City.

Chair Rhodes also noted that the City is awaiting a response on a Ready Set Go application for a shared-use path along Middlebrook Avenue from Lacey B. King Drive to Bridge Street, which would provide a non-motorized connection from new residential developments to downtown Staunton.

#### *City of Waynesboro*

Ms. Alisande Tombarge and Mr. Scott Kesecker provided the following updates:

- The DRPT MERIT grant for bus stop improvements at select BRITE stop locations throughout the City is likely to be on the staff-recommended funding list. Final award notification is expected later in April.
- A comprehensive plan update open house is scheduled for May 6, 2026, at Kate Collins Middle School, with time to be determined.
- Smart Scale pre-application submissions were described under the Smart Scale agenda item.
- Pedestrian intersection projects are advancing through preliminary engineering, and the Rockfish Crozet Tunnel Trail project is also continuing through planning and preliminary engineering.

### **Other Business**

There was no other business.

### **Upcoming Meetings**

Chair Rhodes announced the following upcoming meetings:

- April 15, 2026 – SAWMPO Policy Board Meeting, 10:00 a.m., CSPDC
- May 6, 2026 – SAWMPO TAC Meeting, 2:00 p.m., CSPDC

### **Meeting Adjourned**

Chair Rhodes adjourned the meeting at 3:18 p.m.

Respectfully submitted,



Zach Beard, Program Manager



**TO:** Staunton-Augusta-Waynesboro MPO Technical Advisory Committee  
**FROM:** Zach Beard, Program Manager  
**MEETING DATE:** June 3, 2026  
**RE:** **TAC Action Form #26-04: SAWMPO Election of TAC Officers**

## **RECOMMENDATION**

Staff recommend election of the Chair and Vice Chair for the SAWMPO TAC.

## **EXECUTIVE SUMMARY**

The SAWMPO Technical Advisory Committee (TAC) is governed by the SAWMPO Policy Board Bylaws. According to the Bylaws, the TAC Chair and Vice Chair serve two-year terms, or until officer successors are elected. The Chair and Vice Chair must be local government representatives and may not represent the same locality simultaneously.

Under the Bylaws, TAC officer elections are held prior to June 30 of even-numbered years, with officers elected assuming their duties on July 1 of that year. Unlike the Policy Board, the TAC is not required to form a nominating committee to select new officers.

The TAC's current Chair, Mr. Rodney Rhodes of the City of Staunton, and Vice Chair, Mr. Doug Wolfe of Augusta County, were elected at the July 17, 2024, TAC meeting. Their two-year terms will conclude on June 30, 2026. The election of a new Chair and Vice Chair is therefore required prior to June 30, 2026, with new officers assuming duties on July 1, 2026.

## **REFERENCE**

- [SAWMPO Bylaws](#)

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# Staunton Augusta Waynesboro Metropolitan Planning Organization Bylaws

City of Staunton | Augusta County | City of Waynesboro

## **SAWMPO Policy Board Bylaws**

Adopted on November 7, 2012

Amended on September 3, 2014

Amended on June 28, 2016

Amended December 7, 2022

Amended January 21, 2026

### **Article 1 - Name and Authority**

The name of this organization shall be known as the Staunton-Augusta-Waynesboro Metropolitan Planning Organization and shall have such authority as prescribed in a Memorandum of Understanding for a Continuing, Cooperative, and Comprehensive Transportation Planning and Programming Process for the Staunton Augusta Waynesboro Urbanized Area between the Metropolitan Planning Organization, hereinafter referred to as the SAWMPO; the Virginia Department of Transportation, hereinafter referred to as VDOT; the City of Staunton, acting as a local unit of government, hereinafter referred to as STAUNTON; the City of Waynesboro, acting as a local unit of government, hereinafter referred to as WAYNESBORO; the County of Augusta, acting as a local unit of government, hereinafter referred to as the COUNTY; the Virginia Department of Rail and Public Transportation, hereinafter referred to as DRPT; and the Central Shenandoah Planning District Commission, hereinafter referred to as the COMMISSION, providing staff for the SAWMPO.

### **Article II - Purpose and Powers**

The SAWMPO shall be the policy and decision-making body for the purpose of carrying out the continuing, cooperative and comprehensive ("3-C") transportation planning and programming process as defined in United States Code Title 23, Section 134 and Title 49 Section 1607; and in accordance with the constitution and statutes of the Commonwealth of Virginia.

In carrying out its responsibility the SAWMPO shall:

- 1) Establish policy for the continuing, comprehensive and cooperative transportation planning process;
- 2) Develop the Staunton-Augusta-Waynesboro Metropolitan Planning Organization Long Range Transportation Plan for the urban study area and review and update it as needed, and at a minimum update it every five (5) years per Federal regulations;
- 3) Recommend action by other appropriate agencies;
- 4) Revise the Plan study area, defined by the MPO planning boundary, as required, and in conjunction with VDOT;
- 5) Develop, in coordination with local governments and VDOT, socio-economic data for the regional traffic model;

- 6) Develop and approve the annual transportation improvement programming and planning documents as required by the U.S. Department of Transportation Regulations, as amended; and
- 7) Perform other reviews and evaluations that may be required to expedite the process.

### **Article III - Membership**

**Section 1 - Voting Membership** - The voting membership of the SAWMPO shall be composed of the following voting representatives, or their alternates, designated by and representing their respective jurisdictions or agencies:

- 1) City of Staunton - 2 representatives
- 2) Augusta County - 2 representatives
- 3) City of Waynesboro - 2 representatives
- 4) A state representative designated by and empowered to participate on behalf of the Secretary of Transportation

**Section 2 - Nonvoting Membership** - The nonvoting membership of the SAWMPO shall be one nonvoting representative designated by and representing each of the following agencies:

- 1) Federal Highway Administration
- 2) Federal Transit Administration
- 3) Virginia Department of Rail and Public Transportation (DRPT)
- 4) Regional Transit Agency or Agencies
- 5) Virginia Department of Aviation
- 6) Any other agencies or groups as may be agreed upon as a non-voting member(s) by a majority of all voting representatives of the SAWMPO

**Section 3 - Alternate Members** - Representatives from STAUNTON, WAYNESBORO, and the COUNTY may designate a number of alternate members equal to their number of voting representatives in the absence of their regular representative(s). The representative from VDOT, as the designated state representative on behalf of the Secretary of Transportation, may designate three (3) specified alternate members to serve in the absence of their regular representative. Alternates are not assigned to specific voting members. Each locality may have no more votes cast at any meeting than their designated number of voting members, regardless of which combination of voting members and alternates are present. The representatives must submit their alternate's name to the staff and chair of the SAWMPO at a meeting prior to the one for which a representative is absent.

**Section 4 - Attendance** - Whenever any voting member fails to attend or send an alternate to three (3) consecutive meetings, the Chair of the SAWMPO may seek to determine the cause of the absence and whether the appointing authority wishes the delinquent member to be the representative of the

MPO. If a locality's continued absence impacts the ability to achieve a quorum, the MPO may notify that locality's appointing authority of the concern.

## **Article IV - Terms of Office and Voting**

**Section 1 - Terms of Office** - The terms of office of SAWMPO members shall be as follows:

- 1) Voting - Concurrent Terms - SAWMPO members or alternates who are appointed by local governing bodies and are also elected officials and/or Chief Administrative Official (CAO) of the local governing body shall serve coincident with their elected/appointed terms of office or such shorter terms as their governing bodies shall determine.
- 2) Voting - Continuous - SAWMPO members or alternates who are appointed by the local governing bodies and who are neither elected nor appointed officials of local governing bodies shall serve continuously at the pleasure of the appointing body.
- 3) Nonvoting - Continuous - Nonvoting members shall serve continuously at the pleasure of the appointing body.

**Section 2 - Voting Rights** - Each SAWMPO Policy Board voting representative or alternate shall have one (1) equal vote in all matters before the SAWMPO.

**Section 3 - Recorded Vote** - The vote of each SAWMPO member, both negative and affirmative, shall be recorded in the official minute book of the SAWMPO.

**Section 4 - Proxy Votes** - Voting by proxy shall not be permitted.

## **Article V - Officers**

**Section 1 - Type of Officers** - Officers of the SAWMPO shall consist of a chair, a vice-chair, and secretary/treasurer. The chair and vice chair shall be elected officials and voting members.

**Section 2 - Terms of Office** - The chair and vice-chair shall serve for two (2) years or until their Successors are elected. A City or County representative shall serve as chair or vice-chairman; however, in no case shall both offices be filled with representatives from the same locality at the same time. The Secretary-Treasurer shall be the Central Shenandoah Planning District Commission Executive Director and shall serve continuously at the pleasure of the Policy Board.

**Section 3 - Election of Officers** - The election of officers shall be held prior to June 30, 2024, with subsequent election of officers held every two (2) years, prior to June 30 of even-numbered years and those members elected to office shall assume their duties on July 1st of that year. A majority vote of the voting membership of the SAWMPO, present and voting, shall be required for election to any office. The Chair and Vice Chair must be voting members.

- 1) The Chair shall appoint a Nominating Committee (Article VII, Section 3) of three voting and/or non-voting members of the SAWMPO no later than one meeting before the regular MPO

meeting at which the election of officers is to be held. The Nominating Committee shall report its recommendations to the Policy Board at any following meeting but not later than the date at which the election is to be held. The election of officers may occur at any meeting following the Nominating Committee recommendation, but not later than June 30.

**Section 4 - Vacancies** - If for any reason any office becomes vacant during the year, an election to fill the office shall be held at the next regular meeting of the SAWMPO, and the new officer so elected shall complete the unexpired term of the succeeded officer. If the vacating officer's locality chooses to appoint a replacement representative prior to the next regular election, that representative can appoint an existing Board member or new SAWMPO member to be nominated and elected to assume the officer role for the remainder of the term.

**Section 5 - Powers And Duties of the Officers** - The powers and duties of the officers of the SAWMPO shall be as follows:

- 1) The chair shall have the recognized and inherent duties and powers of the office of the chair including the following items: shall preside over all meetings of the SAWMPO; shall be eligible to vote on all issues regardless of a tie vote; shall appoint all committees necessary to the SAWMPO, with confirmation by the SAWMPO; shall have the authority to delegate any routine function to a member of the SAWMPO staff; and shall perform such other duties as may from time to time be assigned by the SAWMPO.
- 2) The vice-chair shall, in the absence or inability of the chair, perform all the duties and exercise all the powers of the chair and such other duties assigned by the SAWMPO.
- 3) Another voting representative shall, in the absence or inability of the chair and vice-chair, perform all the duties and exercise all the powers of the chair and such other duties assigned by the SAWMPO.

**Section 6 - Line Of Succession** - At any given meeting when the chair and the vice-chair are absent, the first order of business at the meeting shall be the election of a temporary chair for that meeting.

## **Article VI - Staff Support and Financial Responsibilities**

**Section 1 - General Staff Support** - The staff of the SAWMPO may be the planning staffs of the COMMISSION, STAUNTON, WAYNESBORO, COUNTY, and/or any other agency so designated by the SAWMPO, with the assistance of the staff of VDOT.

**Section 2 - Allocation of Funds** - The SAWMPO shall prepare the annual Unified Planning Work Program which allocates Section 112 (FHWA PL) and Section 5303 (FTA) transportation planning funds to the appropriate transportation planning agencies located within the study area.

**Section 3 - Financial Records** - The financial records of the SAWMPO shall be maintained by COMMISSION staff at the direction of the SAWMPO.

**Section 4 - Fiscal Year** - The fiscal year of the SAWMPO shall be July 1 - June 30.

**Section 5 - SAWMPO Member Liability** - Individual SAWMPO members, acting as members of the SAWMPO, shall not be personally liable for any loss of funds as a result of acts performed in good faith while conducting the usual business of the SAWMPO.

## Article VII - Committees

**Section 1 - Technical Advisory Committee** - The SAWMPO shall create a Transportation Technical Advisory Committee composed of individuals with technical knowledge in transportation and land use matters to provide technical review, comment, and recommendations on transportation plans, programs, studies and other appropriate documents, and on regional transportation issues. The Committee shall integrate land use and environmental considerations into all of its activities in order to forge a stronger link between transportation, land use and the environment. The Technical Advisory Committee shall operate under the provisions described in the appropriate Articles of the SAWMPO Policy Board Bylaws.

- 1) The voting membership of the Technical Advisory Committee shall be composed of two (2) members representing STAUNTON, two (2) members representing WAYNESBORO, two (2) members representing the COUNTY, and one (1) member representing VDOT, and one (1) member representing the DRPT, for a total of 8 representatives. Non-voting members of the Technical Advisory Committee are similar to those from the Policy Board with the exception of the DRPT being represented as a voting member and the Regional Transit Agency or Agencies with one (1) non-voting member of the Technical Advisory Committee.
- 2) Representatives from STAUNTON, WAYNESBORO, the COUNTY, and DRPT may designate up to two (2) alternate members to serve in the absence of their regular representative(s). VDOT may designate up to three (3) specified alternate members.

**Section 2 - Special Committees** - The chair may from time to time establish such special committees as deemed desirable for the effective promulgation of SAWMPO affairs and shall appoint the members thereto with concurrence of the SAWMPO.

**Section 3 - Nominating Committee** - The chair shall appoint a nominating committee of three voting and/or nonvoting members of the SAWMPO no later than at least one meeting prior to the regular SAWMPO meeting at which time the election of SAWMPO officers is held. This provision shall not apply to the election of officers to the Technical Advisory Committee.

## Article VIII - Meetings

**Section 1 - Regular Meetings** - The SAWMPO shall establish a regular date and place for its meetings. The chair may establish an alternate meeting date to substitute for conflicts caused by holidays and any emergency reasons. Members will be notified at least seven (7) days in advance of a rescheduled meeting.

**Section 2 - Special Meetings** - Special meetings may be called by the chair. Special meetings shall be called by the chair on petition of one-third of the SAWMPO members. The aforementioned notice provisions shall apply.

**Section 3 - Public Hearings** - The SAWMPO shall conduct all public hearings required by law or if such hearings will be in the public interest.

**Section 4 - Meetings Open To The Public** - Meetings of the SAWMPO shall be open to the public. At least one period of time will be set aside during each meeting for general comments from the public. Members of the public may speak only during designated public comment periods. Public hearings will be held and other public involvement efforts will be made prior to major decisions in accordance with the SAWMPO Public Involvement Policy. The SAWMPO may hold closed sessions in accordance with the Virginia Freedom of Information Act.

**Section 5 - Quorum** - A simple majority, or four (4) of the seven (7) voting members of the SAWMPO Policy Board shall be required in order to constitute a quorum. At least one (1) voting representative from each of the three jurisdictions, STAUNTON, WAYNESBORO and the COUNTY, must be present in order to establish a quorum. Vacancies shall not be considered in the establishment of a quorum.

**Section 6 - SAWMPO Minutes** - The staff of the COMMISSION shall support the Secretary/Treasurer of the SAWMPO and shall assist the chair and vice-chair in preparing an agenda, conducting the meeting and preparing the minutes of each meeting. The minutes shall be presented at the next SAWMPO meeting for approval. After the minutes have been duly approved, said minutes shall be publicly available on the SAWMPO website, and shall be recorded in an official minute book of the SAWMPO.

## **Article IX - Coordination Responsibilities**

**Section 1 - Coordination** - The SAWMPO shall be responsible for the coordination of all transportation planning activities of the various transportation-related agencies that have both a direct and indirect impact on the Long Range Plan.

**Section 2 - Regional Review (A-95) Agent** - The SAWMPO shall act as the agent for those agencies applying for federal and state funds through the Unified Planning Work Program and Transportation Improvement Program, except when a funding agency otherwise directs, and shall submit the notice of intent application to the area wide clearinghouse pursuant to the requirements of Executive Order 12372 and the Commonwealth Intergovernmental Review Process.

## **Article X - Parliamentary Procedure**

Except as herein provided, all matters of procedure shall be governed by Roberts Rules of Order, latest revised edition.

## **Article XI - Amendments**

Any proposed amendment to these bylaws shall be presented in writing to the members of the SAWMPO and read at a regular SAWMPO meeting. The proposed amendment(s) shall be reviewed

and considered for approval at the next regularly scheduled MPO meeting or any subsequent regular meeting thereafter. At a regular meeting of the SAWMPO thereafter a majority vote of the full voting membership of the SAWMPO shall be required to adopt any proposed amendment to the bylaws.

### Article XII - Effective Date

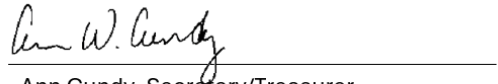
These bylaws and any amendments thereto, shall become effective immediately upon adoption by a majority of the full voting membership of the SAWMPO. The SAWMPO Policy Board amended the Bylaws on January 21, 2026.

SIGNED:



Brad Arrowood, Chairman  
Staunton-Augusta-Waynesboro  
Metropolitan Planning Organization  
Policy Board

ATTEST:



Ann Cundy, Secretary/Treasurer  
Staunton-Augusta-Waynesboro  
Metropolitan Planning Organization  
Policy Board



**TO:** Stanton-Augusta-Waynesboro MPO TAC  
**FROM:** Garreth Bartholomew, Transportation Planner  
**MEETING DATE:** June 3, 2026  
**RE:** **TAC Memo #26-03: Frontier Drive Corridor Study Draft Scope of Work**

### **EXECUTIVE SUMMARY**

The SAWMPO FY27 Frontier Drive Corridor Study will examine safety, operations, and multimodal conditions along the full length of Frontier Drive from the US 11 (Lee Highway) interchange in Augusta County to the Richmond Avenue (US 250) intersection in the City of Stanton. Subject to further TAC review and edits, staff will finalize the Scope of Work and procure a consultant in July 2026.

### **BACKGROUND**

Frontier Drive is an approximately two-mile arterial road serving as the primary east-west connector between the Greenville Ave./Lee Highway US 11 corridor in Augusta County and Stanton to the Richmond Avenue commercial corridor in Stanton. Recent development approvals on both sides of the City-County border have heightened operational and safety concerns along the Frontier Drive corridor.

The corridor lacks an updated planning study. The most recent corridor-level study is from 2008. Two subsequent studies, the 2018 VDOT STARS US-11 Lee Highway Study and the 2019 SAWMPO Richmond Road Multimodal Corridor Study, each addressed key intersections along the corridor but relied on pre-COVID 2018 traffic volumes and a 2030 horizon that did not anticipate current development. Neither study's recommendations have been implemented, and both require updates.

VDOT 2020 – 2024 Potential for Safety Improvement (PSI) screening identifies both intersection and segment PSI designations along the Frontier Drive. The 2025 VTrans needs assessment identifies the Richmond Avenue / Frontier Drive intersection as a District Priority 2 need. The corridor also has extremely limited pedestrian infrastructure despite high-density residential land uses within walking distance of commercial destinations, and a transit stop served by BRITE's 250 Connector route. VDOT is separately pursuing a Fall 2026 Project Pipeline study on Richmond Avenue (US 250) from Statler Boulevard to I-81; the Frontier Drive study will coordinate with that effort on shared intersection assumptions at the Richmond Avenue / Frontier Drive intersection.

### **SCOPE DEVELOPMENT AND STAKEHOLDER REVIEW**

Staff developed the attached draft Scope of Work through coordination meetings with City of Stanton and Augusta County staff held in late April and early May 2026. Those meetings focused on each jurisdiction's priorities, known development activity, safety concerns, and desired outcomes for the study. The draft reflects the input received from both localities.

Prior to bringing the scope to the TAC, staff circulated the draft to VDOT Staunton District Planning and to planning and engineering staff from the City of Staunton and Augusta County for review and comment.

Key scope elements include:

- A Corridor Profile framework organizing the approximately two-mile study corridor into eight geographic segments (Profiles A through H), each analyzed at a level of detail calibrated to the activity and change expected within it.
- A future conditions analysis using a 2050 design year, combining known development trip generation, background growth rates from the SAWMPO travel demand model, and buildout assumptions for remaining developable parcels.
- Planning-level access management and safety recommendations for all other corridor profiles, with illustrative concepts where applicable.
- Multimodal recommendations for pedestrian and bicycle facilities, transit stop improvements, and greenway / trail context, with improvements tagged by funding eligibility (SMART SCALE, TAP, Revenue Sharing, developer proffer).
- A public engagement component consisting of an online hotspot mapping tool (administered in-house by CSPDC) and one public open house.

## **NEXT STEPS**

After the TAC reviews and staff presents the attached draft Scope of Work to the Policy Board, staff will finalize the Scope of Work incorporating any comments received and procure a consultant. Staff anticipates a Notice to Proceed and project kickoff in August 2026, with an anticipated study completion of February 2027, in time for TAP and HSIP grant applications and Round 8 of Smart Scale in 2028.

## **ATTACHMENT**

- [FY27 Frontier Drive Draft Scope of Work](#)



**Central Shenandoah Planning District Commission**

*Staunton-Augusta-Waynesboro Metropolitan Planning Organization*

# FRONTIER DRIVE SAFETY, OPERATIONS & MULTIMODAL CORRIDOR STUDY

## *Study Scope of Work*

Prepared by CSPDC Staff for the SAWMPO Technical Advisory Committee

*Draft – May 2026*

<b>Study Name</b>	Frontier Drive Safety, Operations & Multimodal Corridor Study
<b>Lead Agency</b>	CSPDC / Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO)
<b>Partnering Jurisdictions</b>	City of Staunton and Augusta County
<b>Other Required Stakeholders</b>	VDOT Staunton District (Residency and District Planning); BRITE / CSPDC Transit; Virginia Department of Rail and Public Transportation (DRPT), as applicable
<b>Study Corridor</b>	Frontier Drive from the US 11 (Lee Highway) interchange to the Richmond Avenue (US 250) / Frontier Drive intersection, in the City of Staunton and Augusta County
<b>Study Budget</b>	\$120,000 (all-in consultant fee, including subconsultants)
<b>Design Year</b>	2050
<b>Procurement</b>	On-call solicitation to at least 2 pre-qualified firms from CSPDC's on-call consultant roster (not a public competitive RFP)
<b>Solicitation Issue</b>	July 2026
<b>Anticipated NTP / Kickoff</b>	August 2026
<b>Anticipated Completion</b>	Approximately 9–10 months from NTP (May–June 2027)

## 1. Purpose and Need

Frontier Drive is a cross-jurisdictional major collector connecting the US 250 / Richmond Avenue corridor in the City of Staunton with the US 11 interchange in Augusta County. At roughly two miles in length, the corridor functions as a principal east-west link between the two jurisdictions' commercial cores and serves an increasingly dense set of existing and approved residential and mixed-use developments on both sides of the city-county boundary.

The corridor is in the midst of a change in land use. New and proposed developments will, in combination, add several thousand residential units and significant commercial floor area within walking distance of Frontier Drive, with primary access taken from the corridor itself. The most consequential of these include:

- **Manchester Apartments** (Augusta County) – Existing 200+ townhomes residential density with proffered sidewalk connections; additional infill potential adjacent to the corridor.
- **Valley Mall redevelopment** (Augusta County) – Approved site plan including mixed-use redevelopment of the former Valley Mall site with 700+ residential units and commercial space, with primary access onto Frontier Drive.
- **Vista Ridge** (Augusta County) – Approximately 745 total units (a majority multi-family, roughly 75 single-family detached, and the remainder attached residential), approved under a 2009 site plan. Intersection improvements at Barterbrook / Frontier were proffered and have been constructed.
- **Panorama Ridge / multifamily development** (City of Staunton) – Proposed 291 unit multifamily housing with access onto Frontier Drive; includes a planned trailhead.
- **Red Oaks** (City of Staunton) – Largely built-out single-family subdivision with limited sight distance at its Frontier Drive access.
- **Frontier Downs** (City of Staunton) – Potential buildout undergoing internal access reorganization.

This combination of city-side and county-side activity is concentrated on a roadway with a fundamentally rural cross-section, constrained setbacks, challenging topography, and no recent comprehensive planning study. The 2008 Frontier Drive Corridor Plan addressed the corridor as a whole but has been overtaken by changed conditions and built development; several alignment alternatives studied at that time are no longer feasible. The 2019 Richmond Road Multimodal Corridor Study analyzed the Richmond Avenue / Frontier Drive intersection but used 2018 traffic volumes and a 2030 horizon that did not anticipate the current development pipeline. Recommendations from both studies have not been implemented and require an update.

Documented safety concerns reinforce the need for a focused study. VDOT's most recent Potential for Safety Improvement (PSI) screening identifies both intersection and segment PSI designations along the corridor, including at the Richmond Avenue / Frontier Drive intersection, the US 11 / Frontier Drive intersection, and at least one corridor segment. The 2025 VTrans needs assessment identifies the Richmond Avenue / Frontier Drive intersection as a District Priority 2 need.

Multimodal connectivity along the corridor is extremely limited. Pedestrian facilities are discontinuous and largely absent on the City segment and limited on the County portion, despite high-density residential land

uses (Manchester Apartments, Vista Ridge) within walking distance of commercial destinations and a bus stop. BRITE operates the 250 Connector in the corridor, and a future Staunton South Loop route has been considered in CSPDC Transit planning to serve the development coming online. The Vista Ridge bridge over I-81 was constructed wide enough to accommodate informal pedestrian use but lacks a separated facility.

The MPO's role as regional convener makes this a natural study to bring the City and County to the same table to develop complementary plans for their respective segments of this regionally significant corridor. The intent of this study is to produce a defensible, technically rigorous document that:

- Updates and supersedes the 2019 Richmond Road study recommendations for the Richmond Avenue / Frontier Drive intersection;
- Provides both jurisdictions with a shared set of access management and improvement recommendations they can use in development review and proffer negotiations;
- Produces grant-ready documentation for the Richmond Avenue / Frontier Drive intersection that is suitable to support a future SMART SCALE application, with related multimodal improvements packaged in a way that maximizes competitiveness across multiple funding opportunities (SMART SCALE, Transportation Alternatives, Revenue Sharing, and developer proffers);
- Coordinates with the requested VDOT Project Pipeline study on Richmond Avenue from Statler Boulevard to I-81 so that the two studies adopt consistent assumptions at the shared Richmond / Frontier intersection.

## **2. Study Area**

The study corridor extends along Frontier Drive from the US 11 (Lee Highway) / Barterbrook Road interchange at the southern end to the Richmond Avenue (US 250) / Frontier Drive intersection at the northern end. The study corridor passes through both the City of Staunton and Augusta County. Northbound and southbound approaches, all signalized and unsignalized intersections within the corridor, and primary commercial and residential access points are included.

### **2.1 Boundary with VDOT's Richmond Avenue Project Pipeline Study**

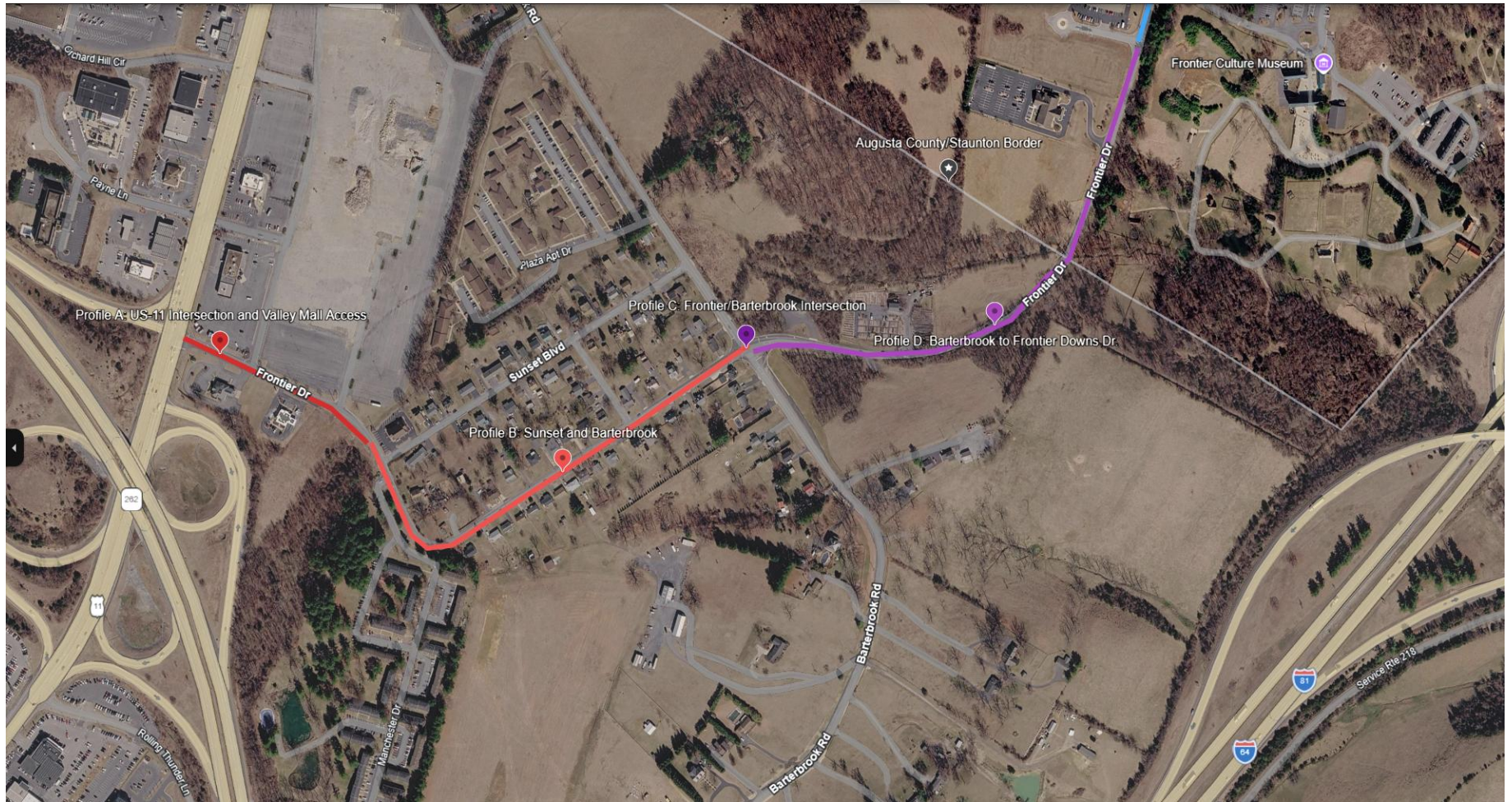
VDOT is separately pursuing a Project Pipeline study request on Richmond Avenue (US 250) from Statler Boulevard to I-81. The requested VDOT study will cover detailed operations/safety analysis and alternatives development at the Richmond Avenue / Frontier Drive intersection, including coordinated signal system modeling. This requested study will review the Frontier Drive approach for context and land use compatibility with alternatives developed through the VDOT study. The consultant will coordinate with the VDOT study team on shared traffic volume assumptions, growth projections, and intersection turning movement data, and will document reconciled assumptions in a brief technical memorandum (see Task 1). VDOT will share signal system model outputs once available.

### **2.2 Corridor Profile Framework**

Rather than organizing analysis purely by intersection, the study will use a Corridor Profile approach analyzing the corridor as a series of geographic segments, each with a level of analysis calibrated to the activity and change expected within it. Profiles are understood as overlapping and interdependent. The profiles below are proposed and may be refined at kickoff:

ID	Segment	Jurisdiction	Analytical Emphasis
<b>A</b>	<b>US-11 / Frontier and Valley Mall Access</b>	Augusta County	US 11 / Frontier intersection and northern approach. Signalized, with BRITE bus stop, and pedestrian crossing near the curve. Multimodal emphasis. Evaluated as part of US-11 Project Pipeline Study
<b>B</b>	<b>County Residential Curve</b>	Augusta County	Residential section through the tight curve north as the crow flies of Manchester Apartments. Speed management (current 25 MPH), access points, challenging curve geometry. Limited improvement potential due to setbacks and topography. Safety / speed focus.
<b>C</b>	<b>Barterbrook Road Intersection and Manchester Townhomes Area</b>	Augusta County	Barterbrook Road connection, Manchester Apartments, existing and proffered sidewalk segments. Intersection improvements recently constructed per Vista Ridge proffers. Analysis confirms whether those improvements are sufficient for 2050 cumulative conditions.
<b>D</b>	<b>Barterbrook to Frontier Downs</b>	City-county line	Transition section including the Rollers / commercial parcels. Access management and land use transition. Lower-intensity profile analysis.
<b>E</b>	<b>Frontier Downs through Red Oaks to Frontier Ridge Court</b>	City of Staunton	Frontier Downs access reorganization; Red Oaks sight distance; Panorama Ridge / multifamily access and trailhead connection; DeJarnette frontage, trail connection potential. Access management and pedestrian focus.
<b>F</b>	<b>Frontier Ridge Court through Clarion Point to Richmond Approach</b>	City of Staunton	Clarion Point development area, Potential DeJarnette Redevelopment Area. Access management and operational analysis
<b>G</b>	<b>Richmond Avenue Approach, Lowes/Sheetz Access</b>	City of Staunton	Lowes, Sheetz access (a known cut-through and access problem), lane configuration approaching Richmond Avenue, existing turn lane storage. Access management and operational analysis.
<b>H</b>	<b>Frontier Drive / Richmond Avenue Intersection</b>	City of Staunton	Review for context and land use compatibility with alternatives developed through the VDOT Project Pipeline study. No independent alternatives analysis required; findings and recommendations shall be consistent with and drawn from the VDOT study.

## Map A of Frontier Drive Scope of Study Analysis



## Map B of Frontier Drive Scope of Study Analysis



### 3. Tasks and Deliverables

The study is organized into eight tasks. Each task description identifies the objective, the activities the consultant will perform, and the deliverables that will be produced. CSPDC's role and any in-kind contributions are identified where applicable. Tasks identified as budget-sensitive are flagged in Section 5.

#### Task 1 – Project Initiation, Management, and Stakeholder Coordination

##### *Objective*

Establish project governance, communication protocols, and a Study Work Group (SWG) structure. Ensure that all stakeholder agencies have a defined role and regular touchpoints throughout the project, and that the consultant and VDOT's parallel Project Pipeline study team align on shared assumptions.

##### *Activities*

- Attend a kickoff meeting in person with CSPDC / SAWMPO, City of Staunton, Augusta County, and VDOT (Harrisonburg Residency and Staunton District Planning and Traffic Engineering). Prepare a kickoff summary documenting decisions, action items, and confirmed assumptions, including refinement of the Corridor Profiles.
- Establish and facilitate a Study Work Group consisting of: CSPDC / SAWMPO staff, City of Staunton planning and engineering, Augusta County planning and engineering, VDOT (Harrisonburg Residency and Staunton District Planning and Traffic Engineering), and BRITE Transit. A minimum of three (3) SWG meetings is assumed: (i) kickoff, (ii) existing conditions and future land use scenario review, and (iii) alternatives review. Additional bi-weekly progress check-ins via phone or web conference are expected at the consultant's discretion.
- Provide monthly progress reports and invoices to CSPDC, summarizing tasks completed in the prior month, tasks anticipated in the following month, percent complete by task, and any schedule or scope issues to flag.
- Maintain the project schedule and adjust as needed in coordination with CSPDC.
- **VDOT Coordination Subtask.** The consultant shall coordinate specifically with VDOT's Richmond Avenue Project Pipeline study team to align (a) traffic volume assumptions, (b) growth projection methodology and rates, and (c) intersection turning movement data for the Richmond Avenue / Frontier Drive intersection. Because the SAW MPO travel demand model will not be updated before this study concludes (next update scheduled for FY2027), the consultant and VDOT shall jointly agree on the background growth rate assumptions applicable to the Richmond / Frontier intersection so that the two studies do not produce contradictory findings. The reconciled assumptions shall be documented in a brief technical memorandum submitted to CSPDC for review prior to use in future conditions analysis.

##### *Deliverables*

- Kickoff meeting summary.

- SWG meeting materials (agendas, presentation slides, and meeting summaries) for a minimum of three SWG meetings.
- Monthly progress reports and invoices.
- VDOT coordination memorandum documenting reconciled growth assumptions for the Richmond / Frontier intersection.

## **Task 2 – Data Collection and Existing Conditions Analysis**

### **Objective**

Establish a comprehensive baseline understanding of current conditions across all corridor profiles, drawing on existing data sources where possible and supplementing with targeted field collection.

### **Subtask 2.1 – Review of Existing Studies, Plans, and Data**

CSPDC will provide the consultant with the following reference materials at or soon after NTP, or assist the consultant in obtaining them:

- 2019 Richmond Road Multimodal Corridor Study (Kimley-Horn / SAWMPO)
- 2008 Frontier Drive Corridor Plan (HNTB)
- Vista Ridge Traffic Impact Analysis and site plan (Augusta County)
- Valley Mall / Frontier Center redevelopment site plan (City of Staunton)
- VDOT crash data (VirginiaRoads), most recent five years
- VDOT PSI and Project Pipeline screening data for corridor segments and intersections
- VTrans 2025 needs assessment results for the corridor
- BRITE transit ridership and route data (provided by CSPDC Transit)
- BRITE Transit Development Plan (2022) Staunton South Loop recommendation
- City of Staunton Comprehensive Plan land use designations and zoning
- Augusta County zoning and future land use designations
- Available TIA studies for recent or pending developments
- City of Staunton Greenways / Trails Plan (for multimodal context)
- Existing VDOT signal timing for the Richmond Avenue / Frontier Drive intersection

### **Subtask 2.2 – Traffic Data Collection**

The consultant shall collect new traffic data as follows. Counts shall be conducted on typical Tuesday, Wednesday, or Thursday weekdays with public schools in session, and not during holiday or unusual-event weeks.

- 12-hour turning movement counts (TMC), 15-minute intervals, at the following preliminary study intersections (to be confirmed at kickoff):
  - Frontier Drive / US 11 (Lee Highway) interchange approach

- Frontier Drive / Barterbrook Road
- Frontier Drive / Richmond Avenue (US 250) - Turning movement data for Frontier / Richmond Avenue to be provided by VDOT
- 7-day midblock volume, speed, and vehicle classification data at three to four representative locations along the corridor.
- Pedestrian and bicycle counts will be included in all TMCs

*The consultant may recommend additions or substitutions to the intersection list at kickoff based on field observations.*

### **Subtask 2.3 – Safety Analysis**

- Compile and summarize 5-year crash data for all study intersections and corridor segments.
- Summarize crashes by type, severity, time of day, and contributing factors.
- Identify crash clusters, PSI intersections and segments, and patterns (rear-end, angle, pedestrian-related).
- Compare field observations to crash patterns and document conditions likely contributing to observed crash types.
- Treat the Richmond / Frontier intersection and the approach from Clarion Point as priority safety analysis areas.

### **Subtask 2.4 – Multimodal and Access Management Analysis**

- Inventory existing pedestrian and bicycle facilities along the corridor: sidewalk presence and gaps, crosswalks, ADA ramps, shared-use paths.
- Document transit infrastructure: bus stop locations, shelters, benches, landing pads, and adjacent pedestrian access.
- Summarize current BRITE 250 Connector operations on the corridor using data provided by CSPDC Transit.
- Assess pedestrian feasibility constraints (setbacks, topography, right-of-way) by corridor profile acknowledging that Profile B has significant constraints.
- Note existing and planned greenway / trail connections in proximity to the corridor, including the Panorama Ridge trailhead concept and any City of Staunton greenway segments.
- Evaluate access management using VDOT Road Design Manual Appendix B(2) standards: intersection spacing, driveway density, sight distance at key locations, and median break locations.

### **Subtask 2.5 – Existing Conditions Operational Analysis**

- Develop an HCS (Highway Capacity Software) model for existing conditions at all study intersections.

- Report existing AM and PM peak hour delay, level of service (LOS), and segment-level capacity based on forecast volumes using HCS outputs.
- Document corridor-level field observations (speed and volume patterns, observed access conflicts, queuing into adjacent intersections).

### **Deliverables**

- Draft and final Existing Conditions technical document, including data collection summary, crash analysis, multimodal and access management assessment, HCS results, and field observation summary.
- GIS maps of existing corridor conditions in ESRI-compatible format.

## **Task 3 – Future Conditions Analysis and Growth Forecasting**

### **Objective**

Develop future traffic forecasts for a 2050 design year that account for known and approved development, anticipated future development, and background regional growth.

### **Subtask 3.1 – Future Land Use Scenario Development**

In partnership with CSPDC, the City of Staunton, and Augusta County, and VDOT the consultant shall develop a 2050 future land use scenario for the study corridor. The scenario will combine three components:

- **Known / Approved Developments.** Trip generation and assignment to be provided by the localities or extracted from available TIA studies. At minimum the consultant shall reflect: Vista Ridge (Augusta County, approximately 745 units); Valley Mall / Frontier Center redevelopment (Augusta County, 700 residential units plus commercial); Panorama Ridge / multifamily (291 units City of Staunton); Red Oaks remaining phases (City of Staunton); and Frontier Downs reconfiguration.
- **Background Growth Rate.** The consultant shall coordinate with CSPDC and VDOT on an appropriate growth rate (see VDOT coordination subtask in Task 1) and shall document the methodology clearly.
- **Remaining Developable Parcel Buildout.** For parcels within the corridor that have development potential but no approved site plan or TIA, the consultant shall estimate trip generation using available zoning, future land use designations, and floor-area-ratio based spreadsheet tools.

The future land use scenario shall be presented to and confirmed by the Study Work Group before future conditions analysis proceeds.

From the agreed scenario, the consultant shall develop 2050 No-Build and Build AM and PM peak hour traffic volumes for all study intersections.

### **Subtask 3.2 – Future Conditions Operational Analysis**

- Update the HCS model with 2050 No-Build and Build conditions.

- Report 2050 No-Build and Build delay, LOS, and 95th-percentile queue lengths at all study intersections in AM and PM peak hours.
- Identify intersections and segments where future conditions fall below acceptable LOS thresholds, or where queuing creates safety conflicts (e.g., spillback into upstream intersections or turn-lane storage exceedances).
- Provide a summary of findings to the SWG prior to alternatives development.

### **Deliverables**

- Future land use scenario plan graphic and supporting documentation (draft and final).
- 2050 No-Build and Build traffic volume figures.
- Future conditions LOS, delay, and queue summary tables and figures.

## **Task 4 – Alternatives Development, Screening, and Analysis**

### **Objective**

Develop, screen, and analyze improvement alternatives for the corridor at a level of detail calibrated to each Corridor Profile. Alternatives shall be developed with an eye toward fundability identifying which improvements are appropriate for SMART SCALE, which for Transportation Alternatives (TA) or Revenue Sharing, and which are appropriate as conditions of development approval (developer proffers).

### **Subtask 4.1 – Alternatives Identification**

In coordination with the SWG, the consultant shall identify improvement concepts for each corridor profile. Anticipated depth by profile:

- **Profile A (US-11 / Frontier and Valley Mall Access):** Multimodal emphasis coordinated with the US-11 Project Pipeline Study. No independent alternatives analysis required; findings and intersection specific recommendations shall be drawn from and consistent with the Project Pipeline Study.
- **Profile B (County Residential Curve):** Safety and speed management focus and pedestrian feasibility assessment. Planning-level illustrative concepts; no detailed engineering expected.
- **Profile C (Barterbrook Road Intersection and Manchester Townhomes Area):** Evaluate sufficiency of recently constructed intersection improvements for 2050 cumulative conditions. Recommend no action, monitoring, or specific improvements as warranted.
- **Profile D (Barterbrook to Frontier Downs):** Access management recommendations. Planning level.
- **Profile E (Frontier Downs through Red Oaks to Frontier Ridge Court):** Access management with new developments, pedestrian network gap analysis, greenway / trail connection context. Planning-level illustrative concepts.
- **Profile F (Frontier Ridge Court through Clarion Point to Richmond Approach):** Access management and operational analysis for the Clarion Point development area and potential DeJarnette Redevelopment Area. Mid-level analysis with illustrative concepts.

- **Profile G (Richmond Avenue Approach, Lowes/Sheetz Access):** Access management (Lowes access and Sheetz cut-through), lane configuration, turn-lane storage. Mid-level analysis with illustrative concepts.
- **Profile H (Frontier Drive / Richmond Avenue Intersection):** Full alternatives analysis. Up to three intersection improvement alternatives to be developed and screened using VDOT's Junction Screening Tool (VJuST). The preferred alternative shall receive full operational analysis and a conceptual / schematic design.

#### Subtask 4.2 – Alternatives Screening

- Develop a screening matrix for Profile G/H (Frontier / Richmond) alternatives.
- Run VJuST analysis for the Frontier / Richmond intersection (required).
- Run VJuST analysis for the Frontier / US 11 intersection if conditions warrant.
- Present screening results to the SWG for direction on alternatives to advance.

#### Subtask 4.3 – Preferred Alternative Analysis

- Review Project Pipeline recommended preferred alternative for Frontier / Richmond.
- For other profiles, identify preferred concepts at planning level.
- Evaluate all preferred alternatives for potential crash reduction benefits using crash modification factor (CMF) methods where applicable.

#### Deliverables

- Alternatives screening matrix.
- Recommended preferred alternatives by corridor profile based on HCS outputs.
- SWG presentation materials for the alternatives review meeting.

### Task 5 – Multimodal Recommendations

#### Objective

Develop actionable multimodal recommendations for the corridor that reflect the different constraints and opportunities across the city and county segments. Incorporate the BRITE Transit route analysis (conducted in-house by CSPDC using Remix) as an input.

#### Activities

- **Pedestrian and bicycle network.** For each corridor profile, develop recommendations:
  - City segment (Profiles E, F, G, H): Acknowledge tight setback constraints. Identify feasible sidewalk and shared-path locations, safe crossing locations (especially at Richmond / Frontier), and locations where development proffers should be required to provide connections.
  - County segment (Profiles A, B, C, D): More action-oriented recommendations where feasible identify where sidewalk construction is achievable, where connections to the

Vista Ridge internal network can be made, and where pedestrian-supportive design can be incorporated in roadway improvements.

- **Transit.** Based on existing transit infrastructure conditions documented in Task 2 and the roadway design recommendations developed in this task, the consultant shall identify (a) optimal transit stop locations along the corridor for existing and future service, (b) recommended transit infrastructure (shelters, landing pads, lighting) at priority stops, and (c) how roadway design recommendations can accommodate transit operations (pull-off areas, signal timing for buses). CSPDC will incorporate these recommendations into its ongoing BRITE route planning at a later time.
- **Greenway and trail context.** Identify greenway and trail connections referenced in city and county plans that could be complemented by study recommendations, particularly the Panorama Ridge trailhead. This is contextual / informational only; specific greenway design is out of scope.
- **Funding eligibility tags.** Flag TA-eligible multimodal recommendations separately from SMART SCALE-eligible roadway recommendations to support packaging decisions in Task 6.

### Deliverables

- Multimodal recommendations by corridor profile.
- Transit coordination summary incorporating CSPDC Remix analysis.
- Map of recommended pedestrian network with feasibility notes.
- List of TA-eligible improvements with planning-level cost estimates.

## Task 6 – Conceptual Design and Cost Estimates

### Objective

Produce design concepts and cost estimates calibrated to the intended use of each recommendation: grant-ready documentation for priority intersections, and planning-level estimates for corridor segments. A key goal is to give both the City of Staunton and Augusta County a defensible document they can use in development review and proffer negotiations—identifying what improvements will be needed and what costs developers should reasonably contribute as a condition of development approval.

### Subtask 6.1 – Conceptual / Schematic Designs

- **Profiles G and H – Frontier / Richmond Avenue Approach (Priority).** Develop conceptual / schematic layouts for the preferred alternative and up to one additional alternative. Drawings shall be prepared at concept level (not engineering design) using aerial and GIS data. Show lane configuration, turn-lane geometry, pedestrian crossings, signal head locations, approximate right-of-way impacts, and approximate property impacts. Drawings shall be sufficient to support a SMART SCALE application narrative and cost estimate.
- **Profile A – Frontier / US-11 Lee Highway Intersection.** Develop conceptual layout for a preferred alternative. Drawings shall be prepared at concept level using aerial and GIS data. Drawings to include but not limited to lane configuration, turn-lane geometry, pedestrian

crossings, signal head locations, approximate right-of-way impacts, and approximate property impacts.

- **Profile C – Frontier / US 11 Barterbrook Interchange (Secondary).** Develop a concept-level exhibit showing whether existing proffered improvements are sufficient or whether additional improvements are recommended.
- **Profiles B, D, E, and F.** Planning-level illustrative concepts and typical sections only. No detailed schematic drawings required.

### Subtask 6.2 – Cost Estimates

- **Frontier / Richmond Avenue Approach and Intersection:** Formal planning-level cost estimate sufficient for grant application use. Include design, right-of-way, and construction line items. Format shall be compatible with SMART SCALE application requirements. Use of the VDOT TMPD Planning Level Cost Estimate tool is acceptable.
- **Other Improvements:** High-level planning cost estimates (order-of-magnitude) for all other recommended improvements, organized by corridor profile.

### Subtask 6.3 – Funding and Implementation Strategy

- For each recommended improvement, identify the most appropriate funding program: SMART SCALE, TA, Revenue Sharing, developer proffer, or city / county capital budget.
- Provide a short-, medium-, and long-term implementation matrix organized by corridor profile and funding pathway.
- Provide guidance on packaging the Profile G/H preferred alternative for SMART SCALE: where multimodal elements are part of the same preferred alternative, advise whether separating those elements (for TA) or packaging them together (for SMART SCALE) would be more advantageous. Note that SMART SCALE policy on this is evolving, and the consultant shall flag any policy uncertainty as of the time of the report.

### Deliverables

- Conceptual design exhibits for Profile H, G, A and Profile C as applicable.
- Planning-level illustrative concepts for Profiles B–F.
- Cost estimate tables (formal for Frontier / Richmond; planning-level for all others).
- Funding and implementation strategy matrix.

## Task 7 – Public Engagement

### Objective

Provide meaningful public input opportunities appropriate to the scale and nature of the study, without creating survey fatigue or over-promising on outcomes. The 2008 Frontier Drive study public meeting drew over 100 attendees and significant resistance to alignment alternatives that affected private property; the

engagement approach for this study should anticipate similar dynamics and emphasize listening and information sharing rather than alternative ratification.

### Activities

- **Early engagement: online mapping / hotspot survey.** (CSPDC in-house task) Following the existing conditions analysis, CSPDC will deploy an online interactive mapping tool (e.g., Social Pinpoint or similar) allowing residents and corridor users to identify problem locations, describe travel behaviors, and share experiences. CSPDC will manage outreach and promotion (geofenced advertising, social media, locality channels) and provide a summary of results to the consultant as an input to alternatives development.
- **Public open house.** Following development of the preferred alternative(s) and draft recommendations, CSPDC will coordinate a single in-person public open house at an accessible location near the corridor. The consultant shall prepare display boards and handout materials covering: corridor overview, existing conditions findings, future growth scenario, proposed improvements by corridor profile, and cost and timeline information. The consultant shall attend the open house to present findings and answer technical questions. CSPDC will be responsible for all meeting logistics, venue coordination, and event promotion. A brief survey (paper and online) shall accompany the open house; CSPDC will manage survey setup and results compilation.
- **SAWMPO presentations.** Consultant shall prepare study findings for presentation to the SAWMPO Technical Advisory Committee at a minimum of two points: (i) existing conditions and growth scenario, and (ii) final recommendations. The consultant shall prepare presentation materials. An in-person presentation at the SAWMPO Policy Board upon study completion is assumed.

*A presentation at the SAWMPO Policy Board upon study completion is assumed. Presentations to Staunton City Council or the Augusta County Board of Supervisors are possible additional items and would constitute a change order if requested.*

### Deliverables

- SAWMPO shall prepare online engagement tool setup and results summary.
- Consultant shall prepare public open house materials (display boards, handouts, paper and online survey).
- SAWMPO shall provide engagement results for summary memorandum.
- Consultant shall prepare and provide presentation materials (two sets).

## Task 8 – Final Study Report

### Objective

Produce a final study document that serves as a lasting reference for both jurisdictions, VDOT, and future consultants and as the technical foundation for grant applications. The full technical report format (comparable to the 2019 Richmond Road study) applies to the priority intersections (Profiles G, H, and A);

narrative descriptions with supporting maps and planning-level illustrations are appropriate for Profiles B–F.

### **Report Structure**

- Executive Summary (2–4 pages; suitable for public-facing use)
- Study Introduction (purpose, need, study area, corridor profiles, previous studies)
- Existing Conditions (data, safety analysis, multimodal inventory, operational analysis)
- Growth and Future Conditions (land use scenario, forecasting methodology, 2050 No-Build / Build)
- Alternatives Analysis and Preferred Recommendations (by corridor profile)
- Multimodal Recommendations (pedestrian, bicycle, transit)
- Conceptual Designs and Cost Estimates
- Funding and Implementation Strategy
- Appendices: TMC data, crash data tables, HCS outputs, cost estimate detail, public engagement results

### **Format**

- Accessible PDF format with a summary designed for non-technical audiences.
- GIS-based maps used extensively, in ESRI-compatible format.
- One round of consolidated comments from CSPDC, City, County, and VDOT shall be incorporated.

### **Deliverables**

- Draft report (for CSPDC / SWG review).
- Final report incorporating one round of consolidated comments.
- Digital appendices.
- GIS deliverables in ESRI-compatible format.

## 4. Exclusions

The following items are explicitly outside the scope of this study and shall not be assumed in the consultant proposal. If any of these elements are determined necessary during the project, a change order will be required.

- Engineering design, construction plans, or permitting.
- Right-of-way surveys or appraisals. Right-of-way impacts on conceptual plans will be shown using aerial / GIS data only.
- Environmental review or NEPA documentation.
- Stormwater or drainage analysis.
- Utility identification or relocation planning.
- Analysis of the Richmond Avenue corridor north of the Frontier Drive intersection (covered by VDOT's Project Pipeline study).
- Detailed transit route redesign (CSPDC will perform in-house BRITE route analysis in Remix; the consultant incorporates outputs only).
- Greenway or trail engineering or design.
- Presentations to Staunton City Council or Augusta County Board of Supervisors (possible change order if requested).

## 5. Budget Calibration

The total study budget is \$120,000, all-in. This budget involves more intersections and study profiles than other SAWMPO studies and requires future-year traffic forecasting from a model that will not be updated during the study, and includes a multimodal component.

If consultant proposals exceed \$120,000, the following tasks are most likely to require negotiation in priority order:

- **Task 2 – Data Collection:** The number of TMC locations, the duration of midblock counts, and the extent of pedestrian / bicycle counts can be scaled back. The minimum that should be retained: TMCs at the Frontier / Richmond and Frontier / US 11 intersections; midblock counts at two locations; pedestrian / bicycle counts at the Richmond / Frontier intersection.
- **Task 6 – Conceptual / Schematic Design (Profile H):** The number of alternatives carried into conceptual design can be reduced from two (preferred plus one alternative) to one (preferred only). The drawing detail can be reduced from schematic to concept sketch.
- **Task 7 – Public Engagement:** If additional engagement is requested beyond the baseline scope (additional public meetings, locality-specific outreach events), these are change order items. The online mapping tool and one open house should be retained as the baseline minimum.

Tasks 1, 3, 4 (Profile H alternatives), and 8 should be retained at full scope as drafted; reductions in those areas would compromise the technical defensibility and grant-readiness of the deliverable.

## 6. Draft Project Schedule

Milestone	Target
Solicitation issued to on-call firms	July 2026
Proposals due / consultant selected	July 2026
Notice to Proceed / kickoff meeting	August 2026
Existing conditions data collection complete	September 2026
Existing conditions document (draft to SWG)	September 2026
Future land use scenario confirmed by SWG	October 2027
Future conditions analysis complete	November 2027
Alternatives screening / SWG review	December 2027
Public open house	January 2027
Draft final report to CSPDC / SWG	February 2027
TAC and Policy Board presentation	March 2027
Final report	April 2027

*This schedule is illustrative and will be confirmed at kickoff in coordination with the selected consultant.*

## 7. CSPDC Role and In-Kind Contributions

CSPDC's role in this study extends beyond contracting agency. As MPO staff and the regional transit operator (BRITE), CSPDC will provide both project management and local and relevant technical input, wherever necessary. The following are anticipated CSPDC in-kind contributions, reducing the corresponding consultant scope:

- Management of the Study Work Group process, including meeting logistics and stakeholder communication.
- Compilation and provision of reference documents listed under Subtask 2.1.
- Compilation and provision of BRITE transit ridership and route data.
- Compilation and provision of available BRITE transit ridership and route data for the 250 Connector and proposed Staunton South Loop, provided to the consultant as background context for Task 5. Full route analysis using Remix is not assumed as an in-kind contribution.

- Outreach support for the Task 7 online and public engagement effort (locality channels, social media, geofenced advertising).
- Coordination liaison with VDOT for the Project Pipeline coordination subtask in Task 1.

Consultant proposals should reflect these in-kind contributions and should not duplicate effort in these areas in fee proposals.

DRAFT