



**Minutes**  
**Central Shenandoah Planning District Commission Meeting**  
**Harrisonburg City Hall, 409 South Main Street, Harrisonburg, Virginia**  
**April 18, 2016, 7:00 p.m.**

<b>Member Jurisdiction Representatives</b>					
	<b>Augusta County</b>		<b>City of Staunton</b>		<b>Staff</b>
✓	Terry Kelley	✓	Carolyn Dull, Chairperson	✓	Bonnie Riedesel, Executive Director
✓	Marshall Pattie	✓	Sharon Angle	✓	Rebecca Joyce, Senior Planner/Prog. Manager
	Joseph Colvin		<b>Rockbridge County</b>	✓	Elizabeth McCarty, Ec. Dev/Prog. Manager
✓	Becky Earhart		A. W. Buster Lewis	✓	Erin Yancey, Senior Planner
	<b>Bath County</b>	✓	Chris Slaydon	✓	Kevin McDermott, Transportation Manager
✓	Edward Hicklin		<b>Rockingham County</b>	✓	Ann Cundy, Senior Transportation Planner
	<b>City of Buena Vista</b>	✓	Ned Overton	✓	Robert Huff, GIS Manager/Regional Planner
	Tim Petrie	✓	Rick Chandler	✓	Nancy Gourley, Transit Program Coordinator
	<b>City of Harrisonburg</b>	✓	Casey Armstrong, Secretary	✓	Devon Thompson, Planning Assistant
✓	Ted Byrd	✓	Kim Sandum	✓	Rita Whitfield, Office Manager
✓	Abe Shearer		<b>City of Waynesboro</b>	✓	Cindi Johnson, Fiscal Officer
✓	Adam Fletcher	✓	Jeff Freeman		Kimberly Miller, Administrative Assistant
	<b>Highland County</b>	✓	Rusty Johnson		Tracey Coltrain, FOG Agritourism Coordinator
✓	Kevin Wagner, Treasurer				<b>Others</b>
	<b>City of Lexington</b>			✓	Brian Shull, Harrisonburg
	Frank Friedman, Vice Chair			✓	Peirce Macgill, Harrisonburg

**Call To Order**

The April 18, 2016, Central Shenandoah Planning District Commission meeting was called to order at 7:00 p.m. by Chairperson Dull.

**Welcome**

Chairperson Dull thanked everyone for their attendance and expressed gratitude to the City of Harrisonburg for hosting the Commission meeting. Mr. Shearer welcomed everyone to the new Harrisonburg City Hall. A tour of the new City Hall was given by Mr. Fletcher and Mr. Byrd prior to the meeting.

## **Public Comment**

Chairperson Dull opened the floor to the public for comments. There were no public comments.

## **Minutes**

Ms. Sandum moved, seconded by Mr. Chandler, to approve the minutes of the February 1, 2016, Commission meeting. Motion carried unanimously.

## **Executive Director's Report**

Under Executive Director's Report, Ms. Riedesel reported on the following:

- Go Virginia. Ms. Riedesel reported on the meeting that was held on April 12<sup>th</sup> with Chris Lloyd, McGuire Woods, LLP, to discuss the status of GO Virginia. Representatives from each of the CSPDC member jurisdictions, along with other regional leaders, were in attendance. She noted that the Governor of Virginia amended Go Virginia and sent it back to the General Assembly for consideration. Ms. Riedesel stated that she will keep everyone apprised of Go Virginia as it moves forward.
- Rural Development Roundtable. Ms. Riedesel reported on the Rural Development Roundtable that was hosted by the CSPDC on March 15<sup>th</sup>, at the Frontier Culture Museum in Staunton. She noted that approximately 60 people attended the event to hear from Virginia's USDA-Rural Development office about funding opportunities available through Rural Development's programs.
- Fields of Gold Spring Jubilee. Ms. Riedesel announced that the Fields of Gold Agritourism program will hold a Spring Jubilee member event on April 21<sup>st</sup> at Cross Keys Barn in Rockingham County. She stated that the celebration is to recognize the participation and support of more than 200 Farm Trail member businesses in making the Farm Trail an award-winning agritourism destination. Ms. Riedesel stated that Rita McClenny, CEO of the Virginia Tourism Corporation, will be the keynote speaker at the event.
- Staunton Bike & Walk Day. Ms. Riedesel announced that Staunton will celebrate national Bike Month and Bike to Work Week by hosting a Commuter Breakfast and Celebration on May 20<sup>th</sup>. The Bike and Walk Day event will be held from 7:30-9:30 a.m. at the Wharf parking lot in downtown Staunton.
- Interregional Transit Survey. Ms. Riedesel stated that the Harrisonburg-Rockingham, Staunton-Augusta-Waynesboro, and Charlottesville-Albemarle MPOs are seeking input concerning the feasibility of implementing commuter/inter-regional bus service in the I-81/I-64 corridor between Harrisonburg, Staunton, Waynesboro, and Charlottesville. She reported on a survey that has been developed to gather the opinions of area residents who travel through the corridor on a regular basis. Ms. Riedesel noted that the survey is open until May 1<sup>st</sup> and is accessible by logging onto [https://www.surveymonkey.com/r/I81\\_I64](https://www.surveymonkey.com/r/I81_I64).
- Election of CSPDC Executive Committee. Ms. Riedesel reported on the status of the election of the Executive Committee, noting that the present terms of the Executive Committee members will expire June 30, 2016. She stated that letters have been submitted to each jurisdiction requesting a nominee to stand for election to the Executive

Committee. Ballots will go out in early May and the results of the voting will be announced at the June CSPDC Commission meeting.

### **Treasurer's Report**

Chairperson Dull presented for consideration the Treasurer's Report (attached to file minutes). Ms. Johnson gave a report on the February 29, 2016, Financial Statement. Mr. Johnson moved, seconded by Dr. Pattie, to approve the Treasurer's Report as presented. Motion carried unanimously.

### **Presentation – "What's New in the City of Harrisonburg"**

Chairperson Dull introduced and welcomed Brian Shull, Economic Development Director for the City of Harrisonburg. Mr. Shull presented a PowerPoint presentation on "What's New in Harrisonburg." He reviewed the population change, number of households, and employment projections in the City of Harrisonburg. Mr. Shull then reviewed local projects and expansions in the City. He distributed and reviewed copies of "Harrisonburg, VA, Metropolitan Area, Work and Life in Balance."

### **Consideration of Draft FY17 Rural Transportation Planning Assistant Program Grant (BAF #16-6)**

Chairperson Dull presented for consideration FY17 Rural Transportation Planning Grant (attached to file minutes). Ms. Cundy gave a brief review on the program, noting that these funds will be used to pay for program administration, transportation-related grant writing for member localities, transportation planning assistance offered to rural localities, rural long-range transportation planning, completion of a rural corridor or intersection plan, assistance and support of the state's efforts related to transportation planning including data collection and development of performance measurements in transportation planning, and bicycle and pedestrian planning. She noted that annually VDOT provides \$58,000, matched with \$14,500 in local funds. Ms. Earhart moved, seconded by Mr. Johnson, to approve the Resolution authorizing application for the FY17 Rural Transportation Planning Assistance Program grant. Motion was carried by unanimous vote.

### **Budget Amendment for Computer Purchase (BAF #16-7)**

Chairperson Dull presented for consideration Budget Amendment for Computer Purchase (attached to file minutes). Ms. Johnson noted that the CSPDC is requesting an amendment to the Capital Budget to purchase two desktops and two laptops to replace older/outdated computers for \$7,409.59. Mr. Johnson moved, seconded by Mr. Wagner, to approve the FY16 Capital Budget Amendment for the purchase of four new computers. Motion carried unanimously.

### **Commonwealth Intergovernmental Review Process (CIRPs) (BAF #16-5)**

Chairperson Dull presented for consideration Commonwealth Intergovernmental Review Process (CIRPs). Ms. Earhart moved, seconded by Mr. Armstrong, to endorse the staff recommendations. Motion was carried by unanimous vote. They are as follows:

- A. An Application submitted by Friendship Industries. Friendship Industries has submitted an application to Rural Development for proposed \$3 million loan for the construction of an addition to the existing Friendship Industries building located at 801 Friendship Drive in Harrisonburg (Rockingham County). Given time constraints, the Executive Director submitted a letter of support for this project on February 29, 2016. Staff recommends ratification of the Executive Director's endorsement letter.
- B. An Application submitted by Effinger Volunteer Fire Department, Inc. Effinger Volunteer Fire Department, Inc. has submitted an application to Rural Development to purchase a new fire truck and equipment to use with the new truck for a total requested loan of \$656,963. Given time constraints, the Executive Director submitted a letter of support for this project on February 16, 2016. Staff recommends ratification of the Executive Director's endorsement letter.
- C. An Application submitted by the Virginia Department of Environmental Quality (DEQ). DEQ has submitted an application for USGS Research and Data Collection program for \$26,000 to prepare a work plan that identifies actions to assist in the acquisition of more complete, timely, and accurate water availability information throughout the Commonwealth to support policy and decision making. Staff recommends endorsement.
- D. An Application submitted by the Virginia Department of Environmental Quality (DEQ). DEQ has submitted an application for FY16 State Revolving Loan Funds Capitalization application for \$32,812,800. This application will provide a contribution to the Revolving Fund that will be used to finance 18 projects that improve water quality in Virginia. Staff recommends endorsement.
- E. An Application submitted by the Virginia Department of Environmental Quality (DEQ). DEQ has submitted an application for FY16 Section 319(h) Nonpoint Source Implementation Grant for a total of \$5,188,653. These funds will be used to support Nonpoint Source Pollution (NPS) grant coordination, reporting and planning, technical service deliver, education, training, and technology transfer. Staff recommends endorsement.
- F. An application to be submitted by Central Shenandoah Planning District Commission. CSPDC will be submitting an application for a USDA Rural Development - Rural Business Development Grant (RBDG) for an estimated \$100,000 in grant funds for the Fields of Gold agritourism program. Application is currently under development and will be submitted at the end of April/first of May. Staff recommends endorsement.
- G. An Application to be submitted by Central Shenandoah Planning District Commission. CSPDC will be submitting an application for a USDA Local Foods Promotion Program through the USDA Agricultural Marketing Service grant program. The application is currently under development and the budget has not been developed at this time. The minimum grant award is \$100,000 and the maximum is

\$500,000 with a 25% match requirement. Grant applications are due on May 12, 2016. Staff recommends endorsement.

### **Adjournment**

Chairperson Dull announced that the next CSPDC meeting will be held on June 20, 2016. There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 7:45 p.m.

Respectfully submitted,

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*Rita F. Whitfield, Clerk to the Commission*

Approved:

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*Casey Armstrong, CSPDC Secretary*