



Minutes
Central Shenandoah
Planning District Commission Meeting
112 MacTanly Place, Staunton, VA 24401
February 1, 2016, 7:00 p.m.

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

Call To Order

The February 1, 2016, Central Shenandoah Planning District Commission meeting was called to order at 7:00 p.m. by Chairperson Dull.

Public Comment

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

Minutes

Mr. Marshall moved, seconded by Mr. Chandler, to approve the minutes of the December 7, 2015, Commission meeting. Motion carried unanimously.

Chairman's Report

Under Chairman's Report, Chairperson Dull reported on the Executive Committee meeting, held prior to the Full Commission meeting. She announced that Mr. Friedman was elected as Vice Chairperson, replacing Mr. McWilliams.

Executive Director's Report

Under Executive Director's Report, Ms. Riedesel:

- Reported that the Virginia Association of Planning District Commissions (VAPDC) recently met with the Secretary of Commerce and Trade who explained the purpose of Go Virginia. Ms. Riedesel noted that the Governor has proposed \$39 million in his budget for Go Virginia. These funds would be used to set up Regional Councils to fund economic development projects that are regional in nature.
- Announced that the VAPDC winter conference will be held on February 11-12, 2016, in Richmond. Ms. Riedesel noted that if any Commissioner would like to attend to please let her know.
- Announced that the Commission will be hosting a Rural Development Roundtable on March 15, 2016, at the Frontier Culture Museum. Ms. Riedesel stated that staff from Virginia's USDA Rural Development office will offer information regarding funding available through Rural Development's programs.
- Sadly reported that C. J. Mitchem, part-time contracted employee for the CSPDC, passed away unexpectedly two weeks ago. Ms. Riedesel stated that he will be greatly missed by staff and all communities that he worked for.
- Reported on Virginia's new transportation prioritization process, House Bill 2. Ms. Riedesel announced that between the region and the two MPOs, 17 project applications for transportation funding were submitted in the fall, representing \$7 billion in requested funding. Mr. McDermott stated that at the January 19, 2016, Virginia Commonwealth Transportation Board meeting, the Secretary of Transportation's office released the scores and state rankings for the transportation projects that were submitted for funding under House Bill 2. He reviewed and distributed copies of House Bill 2 Transportation Project Prioritization Process Scoring Summary and a list of projects that were submitted in the CSPDC region, along with scoring and funding recommendations (attached to file minutes). Mr. McDermott noted that over the next two months, the CTB will review the projects, and will release a Draft Six-Year Improvement Plan (SYIP). The SYIP will list the projects that are funded throughout the State. Mr. McDermott stated that public hearings will be held in the spring to take comments on the funded projects before the final SYIP is released in June.

Treasurer's Report

Chairperson Dull presented for consideration the Treasurer's Report (attached to file minutes). Ms. Johnson gave a report on the December 31, 2015 Financial Statement. Mr. Friedman moved, seconded by Mr. Lewis, to approve the Treasurer's Report as presented. Motion carried unanimously.

Recognition of New Commission Board Members

Chairperson Dull welcomed and introduced new Commissioners: Mr. Edward Hicklin, representing Bath County; and Mr. Terry Kelley, representing Augusta County.

Project Impact 15-Year Report

Chairperson Dull presented Project Impact 15-Year Report. Ms. Joyce distributed and reviewed copies of the Shenandoah Valley Project Impact (SVPI) 15-Year Report: 2000-2015 (attached to file minutes). She noted that this report highlights the wide variety of activities and programs that SVPI has implemented over the past 15 years. Ms. Joyce stated that SVPI, created in 2000 through the Federal Emergency Management Agency's Project Impact Initiative, is a disaster preparedness and mitigation education and outreach program of the CSPDC.

Consideration of Resolution for Transit Public Participation Plan (BAF #16-2)

Chairperson Dull presented for consideration a Resolution for Transit Public Participation Plan (PPP). Ms. Gourley gave a review on the PPP, noting that the Federal Transit Administration (FTA) regulations require a proactive PPP that provides complete information, timely public notice, and reasonable public access to key decisions and supports early and continuing involvement of the public in developing plans and programming for transportation. She stated that as the FTA grantee and administrating agency of the Regional Public Transit Service "BRITE," the Central Shenandoah Planning District Commission has developed a PPP to meet the FTA requirements. Mr. McDermott reviewed what the PPP addresses. Mr. Byrd and Ms. Sandum requested to receive a copy of the PPP for review before taking action. It was consensus of the members present to submit the PPP to each Commissioner for review and to poll action by email.

Consideration of CSPDC Charter Amendment (BAF #16-3)

Chairperson Dull presented for consideration CSPDC Charter Amendment (attached to file minutes). Ms. Riedesel stated that the proposed Charter Amendment changes the terms of the Executive Committee from two years to three years to align with the terms of Commission members. She stated that proposed amendments to the Charter must be approved by three-fourths of the member governmental subdivision, or eight localities in order for the amendments to become effective and was approved. She noted that the proposed Bylaws Amendment to revise the process to elect the Executive Committee members allowing nominations to be made by Commissioners instead of member jurisdictions was not approved. Mr. Pattie moved, seconded by Mr. Armstrong, to approve the CSPDC Charter Amendment. Motion carried unanimously. Ms. Riedesel noted that the present terms of the Executive Committee members expire June 30, 2016. She stated that letters will be submitted in March to each member jurisdiction requesting their nomination to stand for election to the Executive Committee.

Commonwealth Intergovernmental Review Process (CIRPs) (BAF #16-1)

Chairperson Dull presented for consideration Commonwealth Intergovernmental Review Process (CIRPs). Ms. Riedesel reported on the CIRPS, noting that she had received an additional CIRP from

Pleasant View, Inc. for FTA Section 5310 program to purchase transportation equipment. Mr. Byrd moved, seconded by Mr. Colvin, to endorse the staff recommendations. Motion was carried by unanimous vote. They are as follows:

- 1) An application submitted by the Churchville Volunteer Fire Department to Rural Development for approximately \$1 million loan request for construction of a building addition. The addition will be added to the existing Churchville Volunteer Fire Department located at 3829 Churchville Avenue in Churchville, Va. Given time constraints, the Executive Director submitted a letter of support for this project on December 21, 2015. Staff recommends ratification of the Executive Director's endorsement letter.
- 2) An application submitted by Valley Program for Aging Services (VPAS) for FTA Section 5310 Program to purchase one, 14-passenger body on chassis vehicle with wheelchair lift for \$65,000. Staff recommends endorsement of the project.
- 3) An application submitted by Valley Community Services Board (VCSB) for FTA Section 5310 Program to purchase one, 5-passenger vehicle with wheelchair ramp for \$40,000. Staff recommends endorsement of the project.
- 4) An application submitted by Pleasant View, Inc. for FTA Section 5310 Program to purchase one modified mini-van with a wheelchair ramp and one 9-passenger hi-top van with a wheelchair lift for \$76,000. Staff recommends endorsement of the project.

Presentations

Ms. Riedesel welcomed and introduced Anne Herring, Rural Development Coordinator, USDA Rural Development, who was present to speak on the types of community programs Rural Development has to offer, such as sewer and water improvements, homeownership and housing improvements, business development, and community facility projects. Ms. Herring presented a PowerPoint presentation on Rural Development. She stated that Rural Development's mission was to create economic opportunity and improve the quality of life for all rural Americans. Ms. Herring noted that Rural Development has more than 40 loan, loan guarantee and grant programs to finance housing, businesses, broadband, community facilities, water/waste systems and just about any infrastructure needed. She reviewed the Mission Areas, Connecting Assets, Partners in Rural Development, Rural Business Programs, Rural and Multi-Family Housing Programs, Community Facility Programs, Eligibility Criteria, Rural Utilities Programs, and Investments by Service Area. Ms. Herring stated that she hoped to see everyone at the Rural Development Roundtable on March 15, 2016, at the Frontier Culture Museum. Ms. Riedesel noted that invitations regarding the workshop's details will be sent out this month.

Other Business

Under Other Business, Mr. Chandler reported on the Town of Dayton's Town Manager's position, noting that the Town hoped to make a decision within the next month or so. He announced that Rockingham County's Deputy County Administrator Mr. Stephen King had been

unanimously selected as the new County Administrator, effective July 1st, to replace Mr. Joe Paxton who is retiring.

Adjournment

Chairperson Dull announced that the next CSPDC meeting will be held on April 18, 2016. There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 8:15 p.m.

Respectfully submitted,

Rita F. Whitfield, Clerk to the Commission

Approved:

Casey Armstrong, CSPDC Secretary