



January 26, 2015

MEMO TO: CSPDC Board of Commissioners
FROM: Bonnie S. Riedesel, Executive Director
SUBJECT: February 2, 2015 CSPDC Board Meeting

The Central Shenandoah Planning District Commission (CSPDC) will hold its meeting on Monday, February 2, 2015, 7:00 p.m., at the Central Shenandoah Planning District Commission Office, 112 MacTanly Place, Staunton, Virginia. If you cannot attend this meeting, please call the Commission Office at 540-885-5174.

Dinner will be provided at 6:30 p.m.

AGENDA

1. Call to Order
2. Minutes of December 15, 2014 Meeting
3. Reports
 - A) Chairperson
 - B) Executive Director
 - C) Treasurer (*attachment*)
4. Recognition of Incoming and Outgoing Commission Board Members
 - *Frank Friedman, City of Lexington*
 - *Rusty Johnson, City of Waynesboro*
 - *Ted Byrd, City of Harrisonburg*
 - *Richard Baugh, City of Harrisonburg (outgoing)*
5. Election of Executive Committee Member (BAF #15-1)
6. Staunton-Augusta-Waynesboro Public Transit Update
 - *Nancy Gourley, CSPDC Transit Program Coordinator*

7. Commonwealth Intergovernmental Review Process (CIRPS) (BAF #15-2)
 - A) An application submitted by Rockbridge Area Transportation System, Inc. for FTA Section 5310 Program to Purchase Transportation Equipment
8. Presentation on Natural Bridge
 - *Tom Clarke, Founder, Virginia Conservation Legacy Fund and CEO/President of Kissito Healthcare, Inc.*
9. Other Business
10. Adjournment

Next CSPDC Board Meeting: Monday, April 20, 2015



Minutes
Central Shenandoah
Planning District Commission Meeting
112 MacTanly Place, Staunton, VA 24401
February 2, 2015, 7:00 p.m.

Member Jurisdiction Representatives					
	Augusta County		City of Staunton		Staff
	Jeffrey Moore	✓	Sharon Angle	✓	Bonnie Riedesel, Executive Director
✓	Marshall Pattie	✓	Carolyn Dull, Chairperson	✓	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
	Bruce McWilliams, Vice Chairperson		Rockingham County	✓	Ann Cundy, Transportation Planner
	City of Buena Vista	✓	Donald Delaughter	✓	Robert Huff, GIS Manager/Regional Planner
	Larry Tolley, Secretary	✓	Rick Chandler	✓	Nancy Gourley, Transit Program Coordinator
	City of Harrisonburg		Casey Armstrong		Devon Thompson, Planning Assistant
✓	Ted Byrd		Vacant	✓	Rita Whitfield, Office Manager
✓	Stacy Turner		City of Waynesboro	✓	Cindi Johnson, Fiscal Officer
✓	Abe Shearer		Jeff Freeman	✓	Kimberly Miller, Administrative Assistant
	Highland County	✓	Rusty Johnson		Tracey Coltrain,
	Kevin Wagner				Others
	City of Lexington			✓	Tom Clarke, Virginia Conservation Legacy Fund & CEO/President of Kissito Healthcare, Inc.
	Frank Friedman				

Call To Order

The February 2, 2015, Central Shenandoah Planning District Commission meeting was called to order at 7:00 p.m. by Chairperson Dull.

Minutes

Ms. Angle moved, seconded by Ms. Earhart, to approve the minutes of the December 15, 2014 Commission meeting. Motion carried unanimously.

Executive Director's Report

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

- Announced that Tracey Coltrain was hired as the Agritourism Coordinator for the Fields of Gold Program. Ms. Riedesel stated that the position was part-time for 18 months and is funded by a USDA Farmers Market Promotion Program grant that was awarded to the CSPDC in September 2014.
- Announced that staff will be assisting the Virginia Cooperative Extension in hosting the first statewide agritourism conference at the Stonewall Jackson Hotel in Staunton on March 10-11. Ms. Riedesel reviewed the keynote speakers and scheduled tours for the conference.
- Announced that Carrie Hileman Chenery has been hired as the new Executive Director for the Shenandoah Valley Partnership.
- Stated that copies of the CSPDC FY14 Audit Report that was accepted in December were available. Ms. Riedesel noted that the report was available digitally as well.
- Announced that the Project Impact Calendars were distributed to all local jurisdictions, libraries, community service organizations, and schools around the region. Ms. Riedesel stated that a few calendars were still available if anyone wanted additional copies.
- Announced that ribbon cutting and bridge dedication of the Dennis Burnett Memorial Bridge on Route 636, LifeCore Drive in Fishersville will be held on February 20th at 10:00 a.m.

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, 2014 Financial Statement. Mr. Pattie moved, seconded by Mr. Chandler, to approve the Treasurer's Report as presented. Motion carried unanimously.

Recognition of Outgoing Commission Board Member

Chairperson Dull recognized the following new Board members: Frank Friedman, City of Lexington; Rusty Johnson, City of Waynesboro; and Ted Byrd, City of Harrisonburg. She presented a plaque to Richard Baugh for his outstanding leadership and notable service to the Planning District Commission and to the people of the District, shown during his term as Commissioner.

Election of Executive Committee Member (BAF #15-1)

Chairperson Dull presented for consideration Election of Executive Committee Member. Ms. Riedesel stated that a vacancy on the Executive Committee Board has occurred with the departure of Mr. George Pryde. She distributed copies of the ballot, asking everyone to vote for only one

member. Mrs. Riedesel noted that once the ballots had been tabulated, the new Executive Committee member would be announced at the end of the meeting.

Staunton-Augusta-Waynesboro Public Transit Update

Chairperson Dull presented the Staunton-Augusta-Waynesboro Public Transit Update. Ms. Riedesel gave a brief update on the Public Transit System, noting that the CSPDC has administered and managed the program in the urbanized area of Staunton-Augusta-Waynesboro for over a year. She asked Ms. Gourley, CSPDC Transit Program Coordinator, to give an update on the program. Ms. Gourley gave a brief history and update on the Public Transit System. She noted that in 2012, based on the population levels of the 2010 census, the cities of Staunton and Waynesboro and portions of Augusta County were designated as “small urban.” In addition to requiring the creation of a Metropolitan Planning Organization to deal with transportation planning, this significantly changed the manner in which transit grant funds flowed to this area. Ms. Gourley gave an update on how the CSPDC became responsible for the local transit system.

Ms. Gourley reported on the Transit Development Plan (TDP) currently underway, noting that the state requires that all recipients of transit grant funds complete a TDP. She stated that the TDP is a six-year transit service and financial plan and serves as the basis for grant funding. Ms. Gourley reported on the scope of the Plan which includes a branding-identity process and a task to explore the need for intercity bus service and commuter bus service in the region, connecting Harrisonburg, Staunton, Waynesboro, and Charlottesville. She stated that it is anticipated that a draft of the Plan will be presented at the Commission’s April meeting and the final Plan presented at the June Commission meeting for approval.

FY16 Rural Transportation Grant Application (BAF #15-4)

Chairperson Dull presented for consideration FY16 Rural Transportation Planning Assistance Program Resolution (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 VDOT provides \$58,000, matched with \$14,500 in local funds. Mr. Pattie moved, seconded by Mr. Lewis, to approve the Resolution authorizing application for the FY16 Rural Transportation Planning Assistance Program grant. Motion was carried by unanimous vote.

Commonwealth Intergovernmental Review Process (CIRPs) (BAF #15-2)

Chairperson Dull presented for consideration Commonwealth Intergovernmental Review Process (CIRPs). She noted that three additional CIRPS had been received from Pleasant View and two from Valley Program for Aging Services for FTA Section 5310 Program to purchase transportation equipment. Ms. Earhart moved, seconded by Mr. Chandler, to endorse the staff recommendations. Motion was carried by unanimous vote. They are as follows:

1. An application submitted by Rockbridge Area Transportation System, Inc. (RATS) for FTA Section 5310 Program to purchase a 12-passenger van at \$60,000. RATS provides door-to-door, demand-response transportation for the elderly, special needs, and low-income citizens of the rural Rockbridge area. Staff recommends endorsement.
2. An application submitted by Valley Program for Aging Services (VPAS) for FTA Section 5310 Program to purchase one modified minivan with a wheelchair ramp for \$40,000. This vehicle will replace an older minivan and will be used to transport individuals 60 years and older and individuals with disabilities to go to and from medical appointments and other community integration and socialization destinations in Waynesboro. Staff recommends endorsement.
3. An application submitted by Valley Program for Aging Services (VPAS) for FTA Section 5310 Program to purchase one five-passenger modified minivan with wheelchair ramp for \$40,000. This vehicle will transport individuals 60 years and older and individuals with disabilities to go to and from medical appointments and other non-medical destinations in the Harrisonburg-Rockingham area. Staff recommends endorsement.
4. An application submitted by Pleasant View, Inc. of Broadway for FTA Section 5310 program to purchase two modified minivans with wheelchair ramps for \$64,000. These vehicles will provide transportation for the disabled in the Harrisonburg and Rockingham County area. Staff recommends endorsement.

Presentation

Mr. Lewis welcomed and introduced Mr. Tom Clarke, Founder, Virginia Conservation Legacy Fund and CEO/President of Kissito Healthcare, Inc., who was present to speak on the Natural Bridge Park and Historic Hotel. Mr. Clarke gave background history on the Natural Bridge Park and Hotel and the involvement of Kissito, a healthcare company. Mr. Clarke stated that the Natural Bridge Park and Historic Hotel is managed by the Virginia Conservation Legacy Fund (VCLF), a nonprofit organization devoted to conservation, education, and recreation. Mr. Clarke reviewed the mission and goals of VCLF. He noted that VCLF's work in preserving and restoring wildlife habitat is also designed to create economic activity through the recreational and mixed use of Virginia's forest and open spaces. Mr. Clarke also spoke on the plans to transfer Natural Bridge to the state for incorporation into the State Park System.

Other Business

Under Other Business, Ms. Riedesel advised the Board that the votes for a board member to fill the unexpired term on the Executive Committee had been tabulated. She announced that Mr. Frank Friedman will serve as the new Executive Committee member, representing the City of Lexington.

Adjournment

There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 8:10 p.m. Chairperson Dull announced that the next CSPDC meeting will be held on Monday, April 20, 2015.

Respectfully submitted,

Rita F. Whitfield
Clerk to the Commission

Approved:

Larry Tolley
CSPDC Secretary



April 13, 2015

MEMO TO: CSPDC Board of Commissioners
FROM: Bonnie S. Riedesel, Executive Director
SUBJECT: April 20, 2015 CSPDC Board Meeting

The Central Shenandoah Planning District Commission (CSPDC) will hold its meeting on Monday, April 20, 2015, 7:00 p.m., at the Central Shenandoah Planning District Commission Office, 112 MacTanly Place, Staunton, Virginia. If you cannot attend this meeting, please call the Commission Office at 540-885-5174.

Dinner will be provided at 6:30 p.m.

AGENDA

1. Call to Order
2. Minutes of February 2, 2015 Meeting
3. Recognition of Incoming and Outgoing Commissioners
 - Frank Friedman, City of Lexington
 - Kim Sandum, Rockingham County
 - Ned Overton, Rockingham County
 - Don Delaughter, Rockingham County
4. Delegate R. Steven Landes – Legislator of the Year Award
5. Reports
 - A) Chairperson
 - B) Executive Director
 - *Facts and Figures*
 - C) Treasurer (*attachment*)
6. Presentation on the Transit Development Plan
 - *Lib Rood, KFH Group*

7. VEDA Award for Fields of Gold
8. Commonwealth Intergovernmental Review Process (CIRPS) (BAF #15-5)
 - A) BARC Electric Cooperative's Community Solar Project and Solar Learning Center Application
 - B) Virginia Department of Health FY15 Drinking Water State Revolving Fund Program – Safe Drinking Water Act Application
 - C) Virginia Department of Environmental Quality for FY15 Section 319(h) Nonpoint Source Implementation Grant Application
9. Other Business
 - Grant Announcements:
 - AFID Planning Grant for Fields of Gold
 - ARC Grant for BARC Solar Project
10. Adjournment

Next CSPDC Board Meeting: Monday, June 15, 2015



Minutes
Central Shenandoah
Planning District Commission Meeting
112 MacTanly Place, Staunton, VA 24401
April 20, 2015, 7:00 p.m.

Member Jurisdiction Representatives					
	Augusta County		City of Staunton		Staff
	Jeffrey Moore	✓	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
	Bruce McWilliams, Vice Chair		Rockingham County	✓	Ann Cundy, Transportation Planner
	City of Buena Vista	✓	Ned Overton	✓	Robert Huff, GIS Manager/Regional Planner
✓	Larry Tolley, Secretary		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
✓	Stacy Turner	✓	Jeff Freeman	✓	Kimberly Miller, Administrative Assistant
	Highland County	✓	Rusty Johnson	✓	Tracey Coltrain, FOG Agritourism Coordinator
✓	Kevin Wagner				Others
	City of Lexington			✓	Delegate R. Steven Landes
✓	Frank Friedman			✓	Noah Simon, Lexington City Manager
				✓	Lib Rood, KFH Group
				✓	Amanda Glover, Augusta County
				✓	Terry Rodgers, Dept. of Social Services
				✓	David Blount, Thomas Jefferson PDC
				✓	Pete Marks, Waynesboro City Council
				✓	Tim Roseboom, DRPT

Call To Order

The April 20, 2015, Central Shenandoah Planning District Commission meeting was called to order at 7:00 p.m. by Chairperson Dull.

The following guests were introduced: Mr. Friedman welcomed and introduced Mr. Noah Simon, Lexington City Manager; and Mr. Freeman welcomed and introduced Mr. Pete Martin, Waynesboro City Council member.

Minutes

Ms. Earhart moved, seconded by Mr. Johnson, to approve the minutes of the February 2, 2015, Commission meeting. Motion carried unanimously.

Recognition of Incoming and Outgoing Commission Members

Chairperson Dull recognized the following new Commission members: Frank Friedman, City of Lexington; and Kim Sandum and Ned Overton, Rockingham County. She presented a plaque to Don Delaughter who represented Rockingham County, for his outstanding leadership and notable service to the Planning District Commission and to the people of the District, shown during his term as Commissioner.

Legislator of the Year Award – Delegate R. Steven Landes

Chairperson Dull welcomed and introduced Delegate R. Steven Landes. Ms. Riedesel stated that the Virginia Association of Planning District Commissions (VAPDC) is a member organization comprised of members of each of the 21 Planning District Commissions/Regional Councils in Virginia. Each year, the VAPDC presents several awards to outstanding individuals that contribute to the well-being and success of their communities, regions, and the Commonwealth. One of those awards is “Legislator of the Year.” This year, the Award was bestowed on Delegate Steve Landes, who represents the 25th District in the Virginia House of Delegates. On behalf of the VAPDC, Mr. Blount, Legislative Liaison with the Thomas Jefferson PDC and Ms. Riedesel presented the Award to Delegate Steve Landes, thanking him for his continued recognition and support of Planning District Commissions across the Commonwealth. Delegate Steve Landes expressed his appreciation for the Award. He praised the role that Planning District Commissions play across the state, remarking that the collaborative work of Planning District Commissions make a huge impact on the local and regional economies.

Executive Director’s Report

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

- Introduced Tracey Coltrain, Agritourism Coordinator for the Fields of Gold Program.
- Announced that the Virginia Department of Transportation (VDOT) would be hosting a public hearing regarding the Six-Year Improvement Plan on April 21st at Blue Ridge Community College.

Ms. McCarty reported on the 2015 Facts and Figures publication and the Regional Data Center. She stated that the Facts and Figures represent a sample of some 175 different demographic and economic measures from the Commission’s Regional Data Center. Ms. McCarty stated that the Regional Data Center is a joint project of the CSPDC and the Shenandoah Valley Partnership and is funded, in part, by a grant from the Economic Development Administration, U.S. Department of Commerce. She noted that the Regional Data Center enables the Commission to provide demographic data and economic measures for the localities, the region, and the state. Ms. McCarty stated that Facts and Figures is distributed free of charge to the public through the local governments, economic development organizations, Chambers of Commerce,

realtors associations, and tourism centers. She stated that a digital version of each segment is available on the CSPDC Regional Data Center website and also hard copies were available.

Treasurer's Report

Chairperson Dull presented for consideration the Treasurer's Report (attached to file minutes). Ms. Johnson gave a report on the February 28, 2015 Financial Statement. Mr. Pattie moved, seconded by Mr. Friedman, to approve the Treasurer's Report as presented. Motion carried unanimously.

Presentation on the Transit Development Plan

Chairperson Dull presented the Transit Development Plan (TDP). Ms. Gourley gave a brief review on the TDP, noting that the Virginia Department of Rail and Public Transportation (DRPT) is funding the project. She stated that the consulting firm KFH Group, Inc. had been hired to undertake the study. Ms. Gourley welcomed and introduced Ms. Lib Rood, KFH Group. Ms. Rood welcomed and introduced Mr. Tim Roseboom of DRPT. Mr. Roseboom gave a brief review on the TDP, noting that the state requires that all recipients of transit grants funds complete a TDP. He stated that the TDP is a six-year transit service and financial plan and serves as the basis for grant funding. Ms. Rood then gave a PowerPoint presentation regarding the TDP. She reviewed What is a TDP and the Process; Community Input and the Role of the Study Advisory Committee; Re-branding; Chapters 1-4; and Decision-Making and Wrap-up. Ms. Riedesel stated that the final plan would be presented to the Full Commission for approval and then submitted to DRPT.

Community Economic Development Award (CEDA) for Fields of Gold

Chairperson Dull presented the Fields of Gold CEDA Award. Ms. Riedesel welcomed and introduced Ms. Amanda Glover, Augusta County Economic Development Director and Virginia Economic Development Association (VEDA) Board of Director's member. Ms. Glover had accepted the CEDA Award at VEDA's Spring Conference in Norfolk on behalf of the Fields of Gold Steering Committee. She stated that the CEDA Award recognizes communities for outstanding economic and community development programs. The Fields of Gold Program was nominated by the Shenandoah Valley Partnership for its innovative approach to assisting the region's agricultural community by leveraging resources and capitalizing on the region's agricultural assets. Ms. Glover stated that the CEDA Award also qualifies the Fields of Gold Program for the Southern Economic Development Council Awards Program.

Commonwealth Intergovernmental Review Process (CIRPs) (BAF #15-5)

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

- A. BARC Community Solar Project. BARC has submitted an application to the Appalachian Regional Commission (ARC) for a community solar project and solar learning center for \$500,000. The project will assist 60 residents and 16 businesses in obtaining solar power as well as provide a learning center with classrooms and hands-on displays to educate about electricity and solar power. Residents in Bath, Rockbridge, Highland, Augusta and Alleghany counties will benefit. Given time

constraints, the Executive Director submitted a letter of support for this project on February 18, 2015. Staff recommends ratification of the Executive Director's endorsement letter.

- B. Virginia Department of Health. The Virginia Department of Health has submitted an application for FY15 Drinking Water State Revolving Fund Program-Safe Drinking Water Act for a total funding of \$17,584,800. Given time constraints, the Executive Director submitted a letter of support for this project on February 27, 2015. Staff recommends ratification of the Executive Director's endorsement letter.
- C. Virginia Department of Environmental Quality (DEQ). DEQ has submitted an application for FY15 Section 319(h) Nonpoint Source Implementation Grant application for a total funding of \$5,117,602. Funds will be used to support NPS grant coordination, reporting and planning; technical service delivery, education, training, and technology transfer. Staff recommends endorsement of the project.

Other Business

Under Other Business, Ms. Riedesel reported on the Agriculture and Forestry Industries Development Fund (AFID) planning grant application to fund the Fields of Gold Agritourism Program in the Shenandoah Valley. She stated that she hoped to hear within the next week if the planning grant had been awarded.

Mr. Lewis gave a brief review on the BARC Community Solar Project that was awarded an ARC grant in the amount of \$500,000. He noted that the project is still under the County's review process. He stated that BARC's community solar project is the first of its kind in the state of Virginia and is designed to increase access to solar energy and to reduce up-front costs for participants. Mr. Lewis noted that BARC's model makes solar energy more accessible to the customers at large by decreasing the entrance costs and assuming the ongoing operating expenses and facility maintenance as opposed to individual solar projects. He stated that Rockbridge County is an active participant in this project and has been tremendously supportive.

Adjournment

There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 8:05 p.m. Chairperson Dull announced that the next CSPDC meeting will be held on Monday, June 15, 2015.

Respectfully submitted,

Rita F. Whitfield
Clerk to the Commission

Approved:

Larry Tolley
CSPDC Secretary



June 9, 2015

MEMO TO: CSPDC Commissioners
FROM: Bonnie S. Riedesel, Executive Director
SUBJECT: June 15, 2015 CSPDC Commission Meeting

The Central Shenandoah Planning District Commission (CSPDC) will hold its meeting on Monday, June 15, 2015, 7:00 p.m., at the Central Shenandoah Planning District Commission Office, 112 MacTanly Place, Staunton, Virginia. If you cannot attend this meeting, please call the Commission Office at 540-885-5174.

Dinner will be provided at 6:30 p.m.

AGENDA

1. Call to Order
2. Minutes of April 20, 2015 Meeting
3. Reports
 - A) Chairperson
 - B) Executive Director
 - C) Treasurer (*attachment*)
4. Introduction of Litten & Sipe, LLP
 - J. Jay Litten, Attorney at Law
5. Consideration of FY16 CSPDC Draft Budget (BAF #15-7)
6. Broadband Planning in the Region
 - Robbie Huff, GIS Manager/Regional Planner
7. Commonwealth Intergovernmental Review Process (CIRPS) (BAF #15-8)
 - A) An application submitted by the Virginia Department of Environmental Quality (DEQ) for FY16-FY20 Chesapeake Bay Monitoring Program

8. Other Business
9. Adjournment

Next CSPDC Board Meeting: Monday, August 17, 2015



Minutes
Central Shenandoah
Planning District Commission Meeting
112 MacTanly Place, Staunton, VA 24401
June 15, 2015, 7:00 p.m.

Member Jurisdiction Representatives					
	Augusta County		City of Staunton		Staff
✓	Jeffrey Moore	✓	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
	Bruce McWilliams, Vice Chair		Rockingham County	✓	Ann Cundy, Transportation Planner
	City of Buena Vista	✓	Ned Overton	✓	Robert Huff, GIS Manager/Regional Planner
✓	Larry Tolley, Secretary	✓	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
	Stacy Turner	✓	Jeff Freeman	✓	Kimberly Miller, Administrative Assistant
	Highland County	✓	Rusty Johnson	✓	Tracey Coltrain, FOG Agritourism Coordinator
	Kevin Wagner				Others
	City of Lexington			✓	J. Jay Litten, Esq., Litten & Sipe, LLC
✓	Frank Friedman			✓	Terry Harrington, Lexington
				✓	Tim Petrie, Buena Vista

Call To Order

The June 15, 2015, Central Shenandoah Planning District Commission meeting was called to order at 7:00 p.m. by Chairperson Dull.

Minutes

Ms. Angle moved, seconded by Mr. Friedman, to approve the minutes of the April 20, 2015, Commission meeting. Motion carried unanimously.

Chairman's Report

Chairperson Dull introduced and welcomed Mr. Tim Petrie from the City of Buena Vista. Mr. Tolley noted that Mr. Petrie will be his replacement on the Commission effective July 1, 2015.

Chairman Dull reported on the Stronger Economies Together (SET) meeting that she had attended this morning at the CSPDC Office. She noted that there was a 100% participation by the PDC localities.

Executive Director's Report

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

- Noted that the Virginia Department of Housing and Community Development (DHCD) had announced the availability of up to \$75,000 in grant funds for broadband and telecommunications planning. She stated that the CSPDC assisted Augusta, Bath and Highland counties in submitting Letters of Interest for this funding and she was informed earlier that all three counties have been invited to move to the next phase and submit a full proposal in August.
- Reported on Community Emergency Response Team (CERT) training, noting that the CSPDC held its 31st CERT training. To date, over 500 citizens have participated in CERT classes that have been held in the region since 2003. Ms. Riedesel stated that the nine week course offers basic emergency training to give the average citizen the skills that will help them to protect themselves, their families, neighbors, and co-workers during severe weather, emergencies, or disasters.
- Announced that BARC Electric Cooperative has been recommended to receive \$500,000 in Appalachian Regional Commission (ARC) funding for a Community Solar Project in Rockbridge County. Funding will be used for the construction of a solar generating facility at Highland Belle Elementary School in Rockbridge County. The solar facility will benefit BARC customers who reside in Rockbridge, Bath, Highland and Alleghany counties. The project is expected to begin in late summer/early fall.
- Noted that a "Bicycling in the Shenandoah Valley" Economic Impact Analysis (EIA) is currently being conducted by the CSPDC in conjunction with regional partners. A survey aimed at both visitor and resident cyclists has been released. The data collected from the survey will be used to determine and measure the economic impacts that bicycle tourism has on our local economy. The survey has received over 700 responses and will be open through October.
- Noted that the Transit Development Plan (TDP) for the CSPDC's administered transit services is nearing completion and will be presented to the CSPDC for adoption at its August meeting.

Treasurer's Report

Chairperson Dull presented for consideration the Treasurer's Report (attached to file minutes). Ms. Johnson gave a report on the April 30, 2015 Financial Statement. Ms. Earhart moved, seconded by Mr. Chandler, approve the Treasurer's Report as presented. Motion carried unanimously.

Introduction of Litten & Sipe, LLP

Chairperson Dull introduced and welcomed Mr. Jay Litten, Esq. of Litten & Sipe, LLP. Ms. Riedesel stated that the Commission is growing as an agency and taking on more projects and

programs that require legal advice, particularly regarding procurement and contracting. She noted that legal matters will be performed on an as requested basis by the Executive Director to advise staff on procurement documents; review contracts to insure federal and state compliance; and advise on other legal services as needed, primarily for the Public Transit Program. Mr. Litten stated that he was excited about working with the CSPDC and gave a brief background on his firm's qualifications.

Consideration of Draft FY16 CSPDC Budget (BAF #15-7)

Chairperson Dull presented for consideration the Draft FY16 CSPDC Budget (attached to file minutes). Ms. Riedesel gave a review on the Draft Budget. She noted that for FY16 there are no significant changes to the overall programs and funding for state and federal programs remain about the same. Ms. Riedesel noted that some local contracts will be ending in early FY16 and several grants are pending. She noted that the per capita assessment remains the same at base plus 70 cents per capita. Ms. Riedesel stated that the Draft FY16 Budget includes a 2% cost of living increase. Ms. Johnson then presented a PowerPoint presentation on the CSPDC Draft FY16 CSPDC Budget. She noted that the development of the FY16 Commission Budget began in January with a working budget developed based upon known grants, contracts, and agreements. Ms. Johnson reviewed the Budget Development; CSPDC Revenues; CSPDC Expenses; Wages and Benefits; Revenue Percentages by Federal Agency; and Indirect Rates. She stated that for FY16, the CSPDC has anticipated that revenues will be \$2,723,732. This is a 3.4% increase from the FY15 CSPDC budget. Questions were raised and addressed regarding Social Security, contract work, and indirect cost rate. Mr. Chandler moved, seconded by Mr. Friedman, to recommend approval of the CSPDC FY16 Budget. Motion carried unanimously.

Broadband Planning in the Region

Chairperson Dull presented Broadband Planning in the Region. Mr. Huff gave a PowerPoint presentation on broadband planning in rural localities and its importance. He stated that broadband is the infrastructure technology that enables high speed internet. The term "broadband" refers to the telecommunications system with a greater bandwidth, allowing for higher capacity for internet traffic. Mr. Huff reviewed the advantages of Broadband, how the PDC can be a vital resource in broadband development, and reviewed current projects in the region.

Commonwealth Intergovernmental Review Process (CIRPs) (BAF #15-8)

Chairperson Dull presented for consideration Commonwealth Intergovernmental Review Process (CIRPs). Ms. Riedesel noted that she had received an additional CIRP submitted by the Virginia Department of Transportation for the SPR Work Program for Fiscal Year 2016. Ms. Earhart moved, seconded by Mr. Friedman, to endorse the staff recommendations. Motion was carried by unanimous vote. The CIRPs are as follows:

- A. An application submitted by the Virginia Department of Environmental Quality (DEQ) for FY16-FY20 Chesapeake Bay Monitoring Program for a total funding of \$14,587,888. The proposal will provide continued funding for long-term Chesapeake Bay water quality monitoring projects to measure the effectiveness of point and non-point source nutrient input

reduction, determine attainment of water quality standards, and determine progress toward attaining living resource water quality habitat goals. Staff recommended endorsement of the project.

- B. Virginia Department of Transportation (VDOT) Draft SPR Work Program for FY16. VDOT has submitted its annual work program for review and comment. The proposed programs comply with state and federal regulations and set forth planning funding for both state and local agencies, such as the Harrisonburg-Rockingham MPO, Staunton-Augusta-Waynesboro MPO, annual Rural Transportation Program Grant, and TAP grants. Staff recommends endorsement of the project.

Adjournment

There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 8:05 p.m. Chairperson Dull announced that the next CSPDC meeting will be held on Monday, August 17, 2015.

Respectfully submitted,

Rita F. Whitfield
Clerk to the Commission

Approved:

Carolyn W. Dull
CSPDC Chairperson



August 10, 2015

MEMO TO: CSPDC Commissioners
FROM: Bonnie S. Riedesel, Executive Director
SUBJECT: August 17, 2015 CSPDC Commission Meeting

The Central Shenandoah Planning District Commission will hold its meeting on Monday, August 17, 2015, 6:00 p.m., at the **Frontier Culture Museum, 1290 Richmond Road, Staunton, Virginia, at the Lecture Hall Dairy Barn.**

6:00 p.m. Business Meeting
6:30 p.m. Dinner and Sponsorship Recognition
7:00 p.m. Presentation by Matt Thornhill, *GenerationsMatter*,
"The Future of Virginia's Cities and Counties"

AGENDA

1. Call to Order
2. Minutes of June 15, 2015 Meeting
3. Reports
 - A) Chairperson
 - B) Executive Director
 - C) Treasurer (*attachment*)
4. Recognition of Outgoing Commission Members
 - Larry Tolley, City of Buena Vista
 - Stacy Turner, City of Harrisonburg
5. Consideration of Transit Development Plan (TDP) (BAF #15-10)
 - *Nancy Gourley, CSPDC Transit Coordinator*
6. Consideration of Appointment of Members to the Transit Advisory Committee (BAF #15-11)

7. Commonwealth Intergovernmental Review Process (CIRPS) (BAF #15-9)
 - A) An Application submitted by Bridgewater College to Rural Development for Heritage Residence Hall Renovation Project
 - B) An Application submitted by the Town of Glasgow for a Rural Business Development Grant for the Town of Glasgow Farmers Market
 - C) An Application submitted by the Waynesboro Economic Development Authority for a Rural Business Development Grant (RBDG) for a Financial Feasibility Study
 - D) An application submitted by DEQ for FY2016 Water Quality Management Planning program
8. Other Business
9. Adjournment

Next CSPDC Board Meeting: Monday, October 19, 2015



Minutes
Central Shenandoah
Planning District Commission Meeting
Frontier Culture Museum, Staunton, VA 24401
August 17, 2015, 6:00 p.m.

Member Jurisdiction Representatives				
	Augusta County		City of Staunton	Staff
✓	Jeffrey Moore	✓	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
✓	Bruce McWilliams, Vice Chair		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
✓	Stacy Turner	✓	Jeff Freeman	✓ Kimberly Miller, Administrative Assistant
	Highland County	✓	Rusty Johnson	✓ Tracey Coltrain, FOG Agritourism Coordinator
✓	Kevin Wagner			✓ Hunter Joseph, GIS Specialist/Planning Assist.
	City of Lexington		Others	Others (continued)
✓	Frank Friedman	✓	Carolyn Bragg, Augusta	✓ Roberta Lambert, Highland County
		✓	Larry Tolley, Buena Vista	✓ Carrie Chenery, SVP
		✓	Brian Brown, Buena Vista	✓ Terry Rodgers, Shenandoah Valley Social Services
		✓	Camille Miller, Lexington	✓ Megan Argenbright, Brown Edwards
		✓	Noah Simon, Lexington	✓ Matt Thornhill, <i>GenerationsMatter</i>
		✓	Spencer Suter, Rockbridge	✓ Deborah Flippo, Draper Aden Associates
		✓	Sam Crickenberger, Rockbridge	✓ Darren Coffey, Berkley Group
		✓	Diana Stultz, Rockingham	✓ Andrew Williams, Berkley Group
		✓	Jim Harrington, Staunton	✓ Karen Lawrence, KL Creative Media
		✓	Linda Nesselrodt, Staunton	
		✓	J. R. Dodd, Timberville	

Call To Order

The August 17, 2015, Central Shenandoah Planning District Commission meeting was called to order at 6:00 p.m. by Chairperson Dull. She asked everyone to introduce themselves.

Minutes

Mr. Johnson moved, seconded by Mr. Moore, to approve the minutes of the June 15, 2015, Commission meeting. Motion carried unanimously.

Chairperson's Report

Under Chairperson's Report, Chairperson Dull announced that Bonnie Riedesel, Executive Director, had suffered an accident and was on medical leave and therefore could not attend the meeting.

Treasurer's Report

Chairperson Dull presented for consideration the Treasurer's Report (attached to file minutes). Ms. Johnson gave a report on the June 30, 2015 Financial Statement. Mr. Friedman moved, seconded by Mr. McWilliams, approve the Treasurer's Report as presented. Motion was carried by unanimous vote.

Executive Director's Report

Under Executive Director's Report, Ms. McCarty read the Executive Director's Report that was previously submitted by Bonnie Riedesel. In the report Ms. Riedesel gave an update on the CSPDC's upcoming and ongoing programs and projects. Ms. McCarty presented the CSPDC annual report, "A Year in Review" which highlights some of the programs, projects, and events that took place this past year. On behalf of Ms. Riedesel, Ms. McCarty expressed her appreciation to the jurisdictions and Commissioners for their support, leadership, and guidance and to the CSPDC staff for their hard work and dedication.

Recognition of Outgoing Commission Board Members

Chairperson Dull presented plaques to Mr. Larry Tolley, City of Buena Vista and Ms. Stacy Turner, City of Harrisonburg for their outstanding leadership and notable service to the Planning District Commission and to the people of the District, shown during their terms as Commissioners.

Consideration of Transit Development Plan (TDP) (BAF #15-10)

Chairperson Dull presented for consideration the Transit Development Plan (Executive Summary attached to file minutes). Ms. Gourley gave a PowerPoint presentation on the TDP for the CSPDC's administered transit services. She reviewed the History of the Transit Program; Staunton-Augusta-Waynesboro becoming an MPO; Current Service; Key Destinations; Partners; Funding; Public Surveys; Transit System Branding; and Next Steps. She noted that the Virginia Department of Rail and Public Transportation (DRPT) requires that any public transit (bus, rail, ferry) operator receiving state funding prepare, adopt, and submit a Transit Development Plan (TDP) at least every six years. Ms. Gourley stated that the TDP was prepared by a DRPT provided consultant, KFH Group, and was developed with participation from a working group comprised of staff representatives from the local jurisdictions and from the private funding partners. Mr. Johnson

moved, seconded by Mr. Moore, to adopt the TDP for the CSPDC's administered transit services. Motion carried unanimously.

CSPDC Application for Transportation Project Funding Under House Bill 2 (HB2) - I-81 Exit 213 Greenville (BM #15-1)

Chairperson Dull presented CSPDC Application for Transportation Project Funding under HB2 for I-81 Exit 213 Greenville. Mr. McDermott stated that the Central Shenandoah Planning District Commission and the Virginia Department of Transportation are considering submitting an application for funding under the Commonwealth's new HB 2 Transportation Funding Program. He noted that the project proposes to improve the safety at Interstate 81, Exit 213 at the Greenville exit in Augusta County. Mr. McDermott stated that the existing southbound and northbound acceleration lanes do not meet the current guidelines for length, resulting in a safety hazard. He noted that the CSPDC will require a Resolution of Support in order to submit this application and will be presented to the CSPDC at their October meeting for consideration. Upon a question as to why Augusta County is not submitting the grant, Mr. McDermott responded and explained why this would require a Resolution of Support from the CSPDC.

Consideration of Appointment of Members to the Transit Advisory Committee (BAF #15-11)

Chairman Dull presented for consideration Appointment of Members to the Transit Advisory Committee. She presented the list of representatives (attached to file minutes). Mr. Friedman moved, seconded by Mr. Slaydon, to appoint the following representatives to serve as members of the Transit Advisory Committee:

- Steve Rosenberg - City of Staunton
- Jennifer Whetzel - County of Augusta
- City of Waynesboro Representative
- Lisa Cline - Augusta Health
- Wayne Martin - Blue Ridge Community College
- Terry Rodgers - Shenandoah Valley Social Services
- Russell Neyman - Wilson Workforce Rehabilitation Center
- Staunton Downtown Development Association
- Stephen Ferguson - CATS Board
- One member of the general public who utilizes the transit system on a regular basis.
- One representative each of the contracted service provider and Department of Rail and Public Transportation as non-voting members.

Motion was carried by unanimous vote.

Commonwealth Intergovernmental Review Process (CIRPs) (BAF #15-9)

Chairperson Dull presented for consideration Commonwealth Intergovernmental Review Process (CIRPs). She noted an additional CIRP submitted by the Interstate Commission on the Potomac River Basin for Potomac River Basin Water Quality Improvement. Mr. Moore moved, seconded by

Mr. Wagner, to endorse the staff recommendations. Motion was carried by unanimous vote. The CIRPs are as follows:

- A. Heritage Residence Hall Renovations, Bridgewater College application. Bridgewater College has submitted an application to Rural Development for a \$3.9 million loan request to renovate Heritage Residence Hall on their campus. Given time constraints, the Executive Director submitted a letter of support for this project on June 17, 2015. Staff recommends ratification of the Executive Director's endorsement letter.
- B. Town of Glasgow Rural Business Development Grant (RBDG) application. The Town of Glasgow has submitted an application to Rural Development for \$77,777 for a RBDG for the Town of Glasgow Farmers Market. Given time constraints, the Executive Director submitted a letter of support for this project on July 24, 2015. Staff recommends ratification of the Executive Director's endorsement letter.
- C. Waynesboro Economic Development Authority RBDG application. The Waynesboro Economic Development Authority has submitted an application to Rural Development for \$16,000 for a RBDG. Given time constraints, the Executive Director submitted a letter of support for this project on July 24, 2015. Staff recommends ratification of the Executive Director's endorsement letter.
- D. Virginia Department of Environmental Quality (DEQ) application. DEQ has submitted an application for FY16 Water Quality Management Planning Program for \$290,000. Staff recommends endorsement of the project.
- E. Interstate Commission on the Potomac River Basin (ICPRB) application. ICPRB has submitted an application to the Environmental Protection Agency for Potomac River Basin Water Quality Improvement for a total funding of \$812,048. Staff recommends endorsement.

Adjournment

There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 6:40 p.m. Chairperson Dull announced that the next CSPDC meeting will be held on Monday, October 19, 2015.

Respectfully submitted,

Rita F. Whitfield
Clerk to the Commission

Approved:

Carolyn W. Dull
CSDPC Chairperson



October 12, 2015

MEMO TO: CSPDC Commissioners
FROM: Bonnie S. Riedesel, Executive Director
SUBJECT: October 19, 2015 CSPDC Commission Meeting

The Central Shenandoah Planning District Commission (CSPDC) will hold its meeting on **Monday, October 19, 2015, 7:00 p.m.**, at the Central Shenandoah Planning District Commission Office, 112 MacTanly Place, Staunton, Virginia. If you cannot attend this meeting, please call the Commission Office at 540-885-5174.

Dinner will be provided at 6:30 p.m.

AGENDA

1. Call to Order
2. Minutes of August 17, 2015 Meeting
3. Reports
 - A) Chairperson
 - B) Executive Director (*attachment*)
 - C) Treasurer (*attachment*)
4. Election of Executive Committee Member (BAF #15-14)
5. Consideration of Transportation Project Funding Under House Bill 2 (HB2) - I-81 Exit 213 Greenville (BAF #15-16)
6. Discussion on GO Virginia (BM #15-3)
7. Commonwealth Intergovernmental Review Process (CIRPS) (BAF #15-15)
 - A) Department of Environmental Quality Application for USGS Research and Data Collection, Water Use Financial Assistance

8. Presentation on the State Water Supply Plan
 - *Tammy Stephenson, Program Coordinator and Sara Jordan, Senior Water Supply Planner - Virginia Department of Environmental Quality*
9. Other Business
 - Announcement of Executive Committee Member Elected
10. Adjournment

Next CSPDC Board Meeting: Monday, December 7, 2015



Minutes
Central Shenandoah
Planning District Commission Meeting
112 MacTanly Place, Staunton, VA 24401
October 19, 2015, 7:00 p.m.

Member Jurisdiction Representatives					
	Augusta County		City of Staunton		Staff
	Jeffrey Moore	✓	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
✓	Bruce McWilliams, Vice Chair		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			✓	Terry Harrington, Lexington
✓	Frank Friedman			✓	Tammy Stephenson, DEQ
				✓	Sara Jordan, DEQ

Call To Order

The October 19, 2015, Central Shenandoah Planning District Commission meeting was called to order at 7:05 p.m. by Chairperson Dull.

Minutes

Mr. Johnson moved, seconded by Ms. Angle, to approve the minutes of the August 17, 2015, Commission meeting. Motion carried unanimously.

Chairman's Report

Chairperson Dull introduced and welcomed Mr. Adam Fletcher, representative from the City of Harrisonburg. She reported on the Virginia Municipal League Conference that she had attended in Richmond on October 5th. She also reported on actions taken at the Executive Committee meeting including approval to revise the FY16 CSPDC Budget and the appointment of Casey Armstrong as CSPDC Secretary.

Executive Director's Report

Under Executive Director's Report, Ms. Riedesel:

- Reported on the Charlottesville-Albemarle MPO (CA-MPO) and the Staunton-Augusta-Waynesboro MPO (SAWMPO) Policy Boards' joint meeting that was held in Albemarle County. Ms. Riedesel noted that a number of mutually shared transportation interests and projects were discussed. She stated that this was the first joint meeting of the two MPOs and plans are to continue this on an annual basis.
- Reported on the House Bill 2 applications, noting that 17 applications from the region were submitted on September 30th. Ms. Riedesel noted that CSPDC and VDOT staff assisted the SAWMPO and individual localities in submitting their applications.
- Announced that as part of the Transit Development Plan, a branding exercise was completed to develop a name, logo, and color scheme for the bus system. The "BRITE" logo will be unveiled at a ribbon-cutting ceremony on October 30th at Augusta Health.
- Reported that the three MPOs' (HRMPO, SAWMPO, and Charlottesville-Albemarle MPO), with support from DRPT, are conducting a study to evaluate the feasibility of implementing transit service in the Interstate 81 and 64 corridors, connecting the cities of Harrisonburg, Staunton, Waynesboro, and Charlottesville. Ms. Riedesel noted that a regional steering group has been established to work with the consultant, KFH Group, Inc. The steering group includes representatives from the three MPOs, the University of Virginia, James Madison University, and the region's transit providers (Harrisonburg Department of Public Transportation, Charlottesville Area Transit (CAT), JAUNT, and CSPDC). The timeline for the study is ten months.

Treasurer's Report

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

Election of Executive Committee Member

Chairperson Dull presented for consideration Election of Executive Committee Member. Ms. Riedesel stated that a vacancy on the Executive Committee Board has occurred with the departure of Mr. Larry Tolley. She distributed copies of the ballot, asking everyone to vote for only one member. Mrs. Riedesel noted that once the ballots had been tabulated, the new Executive Committee member would be announced at the end of the meeting.

Consideration of Transportation Project Funding Under House Bill 2 (HB2) – I-81 Exit 213, Greenville (BAF #15-16)

Chairperson Dull presented for consideration Transportation Project Funding under HB2 – Exit I-81, Exit 213 in Greenville. Mr. McDermott gave a brief review on the project, noting that the Central Shenandoah Planning District Commission has submitted an application for funding under the Commonwealth's new HB2 Transportation Funding Program. He stated that the project proposes to improve the safety at Interstate 81 Exit 213 (the Greenville exit in Augusta County). Mr. McDermott noted that the HB2 application requires that the CSPDC submit a Resolution endorsing this project for the application to be considered (attached to file minutes). He stated that this project was previously announced to the Commission at their August meeting and following that meeting, outreach to Augusta County was conducted in order to insure their support for the project. Mr. Pattie moved, seconded by Mr. Johnson, to endorse the Resolution for the CSPDC application for Transportation Project Funds under HB2 – I-81 Exit 213, Greenville. Motion was carried by unanimous vote.

Discussion on Growth and Opportunity (GO) Virginia (BM #15-3)

Chairperson Dull presented for discussion GO Virginia. Ms. McCarty gave a review on GO Virginia, noting that GO Virginia is a bipartisan, business-led initiative that was launched at the end of July by the Virginia Business Higher Education Council and the Council on Virginia's Future. She stated that the goal of GO Virginia is to foster private sector growth and job creation throughout all regions of the Commonwealth. GO Virginia is focused on the creation of state incentives for regional collaboration by business, education, and government. Ms. McCarty noted that CSPDC staff will be monitoring this new initiative and discussing the potential role of the planning district commission in its implementation. She stated that additional information can be found at www.GOVirginia.org.

Commonwealth Intergovernmental Review Process (CIRPs) (BAF #15-15)

Chairperson Dull presented for consideration Commonwealth Intergovernmental Review Process (CIRPs). Ms. Riedesel presented an application submitted by the Virginia Department of Environmental Quality for USGS Research and Data Collection, Water Use Financial Assistance, for \$26,000. Ms. Earhart moved, seconded by Mr. McWilliams, to endorse the project. Motion carried unanimously.

Presentation on the State Water Supply Plan

Chairperson Dull presented the Presentation on the State Water Supply Plan. Ms. Yancey welcomed and introduced Ms. Tammy Stephenson, Program Coordinator and Sara Jordan, Senior Water Supply Planner from the Virginia Department of Environmental Quality. Ms. Yancey gave an update on local Water Supply Plans that were completed in 2011. Ms. Stephenson presented a PowerPoint presentation on the State Water Resources Plan and Water Supply Planning. She reviewed Virginia Population and Water Trends; What the State Plan Tells Us; Surface Water Withdrawals and Quantifying Potential Impact; State Observation Wells; Challenges and Recommendations; and Next Steps.

Other Business

Under Other Business, Ms. Riedesel advised the Board that the votes for a board member to fill the unexpired term on the Executive Committee had been tabulated. She announced that Mr. Jeff Freeman, representative from the City of Waynesboro, will serve as the new Executive Committee member.

Mr. Pattie reported that NTelos did not apply for a recent federal Broadband grant of \$400,000, leaving this money on the table for Augusta County. He stated that only a private agency could apply, and that Augusta County was not aware such a grant was available. He asked that the County be alerted of future grant opportunities such as this.

Adjournment

Chairperson Dull announced that the next CSPDC meeting will be held on Monday, December 7, 2015. There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 8:05 p.m.

Respectfully submitted,

Rita F. Whitfield
Clerk to the Commission

Approved:

Casey Armstrong
CSPDC Secretary



November 30, 2015

MEMO TO: CSPDC Commissioners
FROM: Bonnie S. Riedesel, Executive Director
SUBJECT: December 7, 2015 CSPDC Commission Meeting

The Central Shenandoah Planning District Commission (CSPDC) will hold its meeting on **Monday, December 7, 2015, 7:00 p.m.**, at the Central Shenandoah Planning District Commission Office, 112 MacTanly Place, Staunton, Virginia. If you cannot attend this meeting, please call the Commission Office at 540-885-5174.

Dinner will be provided at 6:30 p.m.

AGENDA

1. Call to Order
2. Minutes of October 19, 2015 Meeting
3. Reports
 - A) Chairperson
 - B) Executive Director
 - C) Treasurer
4. Recognition of Outgoing Commissioners
 - *Bruce McWilliams, Bath County*
 - *Jeffrey Moore, Augusta County*
5. Consideration of FY15 Audit Report
 - *Megan Argenbright, CPA, Senior Associate, Brown Edwards and Company, LLP*
6. Consideration of CSPDC Bylaws and Charter (BAF #15-22)
7. Consideration of CSPDC 2016 Meeting Schedule (BAF #15-21)
8. 2016 Project Impact Calendars

9. Commonwealth Intergovernmental Review Process (CIRPS) (BAF #15-23)
 - A) An application submitted by the CSPDC for Appalachian Regional Commission (ARC) Funds
 - B) An application submitted by CSPDC for Economic Development Administration (EDA) Funds
 - C) An application submitted by Chesapeake Media Service for the Chesapeake Bay Journal

10. Presentations
 - *“From Cannabis to Cattle, 300 Years of Agriculture in Augusta County” – Nancy Sorrells*
 - *Fields of Gold, “See You on the Farm Trail”- Tracey Coltrain*

11. Other Business

12. Adjournment

Next CSPDC Board Meeting: Monday, February 1, 2016



Minutes
Central Shenandoah
Planning District Commission Meeting
112 MacTanly Place, Staunton, VA 24401
December 7, 2015, 7:00 p.m.

Member Jurisdiction Representatives					
	Augusta County		City of Staunton		Staff
✓	Jeffrey Moore	✓	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
✓	Bruce McWilliams, Vice Chair		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			✓	Nancy Sorrells, Augusta County
✓	Frank Friedman			✓	Megan Argenbright, Brown Edwards & Co.

Call To Order

The December 7, 2015, Central Shenandoah Planning District Commission meeting was called to order at 7:00 p.m. by Chairperson Dull.

Minutes

Ms. Sandum moved, seconded by Ms. Angle, to approve the minutes of the October 19, 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 stated that the Executive Committee had reviewed and

considered the CSPDC FY15 Audit Report, CSPDC Sick Leave Policy, and CSPDC Charter and Bylaws changes.

Executive Director's Report

Under Executive Director's Report, Ms. Riedesel distributed copies of the CSPDC Newsletter for December 2015 (attached to file minutes). She highlighted the following: 1) announced that Bath, Highland, and Augusta counties received Broadband Planning Grants through the Virginia Telecommunications Planning Initiative program; and 2) announced that the Rockbridge area was awarded a National Park Services Technical Assistant Grant in October to be used towards the planning and development of a Master Outdoor Recreation Plan.

Treasurer's Report

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

Recognition of Outgoing Commission Board Members

Chairperson Dull presented plaques to Mr. Bruce McWilliams, Bath County and Mr. Jeffrey Moore, Augusta County, for their outstanding leadership and notable service to the Planning District Commission and to the people of the District, shown during their terms as Commissioners.

Consideration of FY15 Audit Report

Chairperson Dull welcomed and introduced Ms. Megan Argenbright, CPA, Senior Associate of Brown, Edwards and Company, LLP, who was present to answer any questions regarding the CSPDC Draft FY15 Audit Report. Ms. Argenbright gave a brief review on the Audit Report, noting that the audit includes an "unmodified" opinion. Chairperson Dull reported that the FY15 Draft Audit Report had been presented in detail to the Executive Committee and that the Executive Committee was recommending it for approval to the Full Commission. Upon recommendation of the Executive Committee, Mr. Johnson moved, seconded by Mr. Friedman, to accept the CSPDC Draft FY15 Audit Report as presented. Motion carried unanimously.

Consideration of CSPDC Bylaws and Charter (BAF #15-22)

Chairperson Dull presented for consideration Amendments to the CSPDC Bylaws and Charter. Ms. Riedesel gave a brief review on the two proposed amendments. She 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; and 2) the proposed Bylaws amendment revises the process to elect the Executive Committee members allowing nominations to be made by Commissioners instead of member jurisdictions. Ms. Riedesel 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. Discussion ensued regarding the nomination process to elect the Executive Committee members.

Mr. McWilliams moved, seconded by Mr. Johnson, to approve the proposed amendments to the CSPDC Charter and Bylaws. Ms. Sandum requested the Commission to vote on the two proposed amendments separately. Mr. McWilliams agreed to amend his motion to vote on each proposed amendment separately. Mr. McWilliams moved, seconded by Mr. Chandler, to approve the proposed CSPDC Charter amendment to change the terms of the Executive Committee from two years to three years. Motion carried unanimously. Mr. McWilliams moved, seconded by Mr. Lewis, to approve the proposed CSPDC Bylaws amendment revising the process to elect the Executive Committee members allowing nominations to be made by Commissioners instead of member jurisdictions. In a show of hands with ten in favor and seven opposed, the motion carried. Chairperson Dull stated that both proposed amendments will be submitted to the localities for consideration.

Consideration of 2016 Meeting Schedule (BAF #15-21)

Chairperson Dull presented for consideration the CSPDC 2016 Meeting Schedule (attached to file minutes). Ms. Riedesel briefly reviewed the meeting schedule for 2016 for the Executive Committee and Full Commission meetings. Mr Chandler moved, seconded by Ms. Sandum, to approve the 2016 CSPDC Meeting Schedule as presented and to authorize the Executive Director to schedule special meetings as needed. Motion carried unanimously.

2016 Project Impact Calendars

Chairperson Dull presented 2016 Project Impact Calendars. Ms. Riedesel gave a brief description on the Shenandoah Valley Project Impact Calendars for 2016. She noted that the calendar contains preparedness and mitigation information about many types of severe weather, emergencies and disasters. Ms. Riedesel stated that due to the printer's press breaking down, the calendars were currently not available but were expected to be delivered this week and will be distributed upon arrival.

Commonwealth Intergovernmental Review Process (CIRPs) (BAF #15-23)

Chairperson Dull presented for consideration Commonwealth Intergovernmental Review Process (CIRPs). Ms. Riedesel reported on the CIPS, noting that she had received an additional CIRP from Rockbridge Area Transportation System, Inc. for FTA Section 5310 program to purchase transportation equipment. Upon a question by Ms. Sandum, Ms. Riedesel explained the CIRP process. Ms. Earhart moved, seconded by Mr. Johnson, to endorse the staff recommendations. Motion was carried by unanimous vote. They are as follows:

- 1) An application submitted by the CSPDC to the Appalachian Regional Commission (ARC) for \$83,688 in ARC funding. Major work elements include planning and technical assistance to the ARC eligible communities of Bath, Highland and Rockbridge counties, Buena Vista and Lexington, and the towns of Goshen, Glasgow and Monterey. Staff recommends endorsement.
- 2) An application submitted by the CSPDC to the Economic Development Administration (EDA) for \$140,000 EDA funding. Major work elements include comprehensive updating of the Comprehensive Economic Development Strategy, maintaining and

- updating the Regional Data Center, development of various economic development related statistical reports, etc. Staff recommends endorsement.
- 3) An application submitted by Chesapeake Media Service for \$3,479,697 to support production and distribution of the Chesapeake Bay Journal for six years beginning in 2016. Chesapeake Media Service is an organization with the mission to inform the public about environmental issues affecting the Chesapeake Bay and mid-Atlantic regions and inspire effective action to restore, protect, and preserve the cultural and natural heritage of the Chesapeake Bay region through the Bay Journal. Staff recommends endorsement.
 - 4) An application submitted by the Rockbridge Area Transportation System, Inc. (RATS) for FTA Section 5310 program to purchase transportation equipment for a total funding of \$45,000. RATS is seeking capital assistance from the Commonwealth of Virginia to purchase one 9-passenger van with wheelchair lift to replace their oldest 9-passenger van that far exceeds state guidelines. Staff recommends endorsement.

Presentations

Ms. Riedesel introduced and welcomed Nancy Sorrells, who gave a presentation on “From Cannabis to Cattle, 300 Years of Agriculture in Augusta County.” Ms. Sorrells gave a PowerPoint presentation showing the history of agriculture in the Shenandoah Valley. After Ms. Sorrell’s presentation, Ms. Coltrain gave a PowerPoint presentation on Fields of Gold, “See You on the Farm Trail.” She gave a PowerPoint presentation on the history and the many events and activities of Fields of Gold. Ms. Coltrain stated that the Fields of Gold Farm Trail represents over 170 open farms, wineries and breweries, roadside stands, farm B&Bs, farm-to-table restaurants, farmers markets, festivals and so much more that’s agriculture. She requested everyone to peruse the Fields of Gold table that she had set up in the entrance.

Other Business

Under Other Business, Mr. Byrd announced that the City of Harrisonburg is holding an open house on December 10th, 2:00 to 6:00 p.m., at their new facility located at 409 South Main Street in Harrisonburg.

Adjournment

Chairperson Dull stated that there were poinsettias for everyone to take home. There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 8:25 p.m. Chairperson Dull announced that the next CSPDC meeting will be held on Monday, February 1, 2016.

Respectfully submitted,

Rita F. Whitfield, Clerk to the Commission

Approved:

Casey Armstrong, CSPDC Secretary