



January 30, 2017

MEMO TO: CSPDC Commissioners
FROM: Bonnie S. Riedesel, Executive Director
SUBJECT: February 6, 2017 CSPDC Commission Meeting

The Central Shenandoah Planning District Commission (CSPDC) will hold its meeting on **Monday, February 6, 2017, 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. Public Comment
3. Minutes of December 5, 2016, CSPDC Commission Meeting
4. Reports
 - A) Chairperson
 - Introduction of New Commission Members*
 - *George Hirschmann, City of Harrisonburg*
 - *William Kyger, Rockingham County*
 - B) Executive Director
 - Introduction of New CSPDC Staff Members*
 - *Liza Vick, Regional Planner*
 - *Tracy Hibbitts, Regional Planner*
 - *Jonathan Howard, Transportation Planner*
 - C) Treasurer

5. Consideration of Transit Contract for Services (BAF #17-2)
6. Update on Transit Facility (Board Memo #17-1)
7. Update on GO Virginia (*attachment*)
8. Update on SMART SCALE Transportation Grant Applications (*attachment*)
9. Inter-Regional Transit Study Presentation
 - Lib Rood, KFH Group, will present the results of a feasibility study that looked at developing a commuter bus system connecting the cities of Harrisonburg, Staunton, Waynesboro, and Charlottesville
10. Commonwealth Intergovernmental Review Process (CIRPS) (BAF #17-1)
 - A) Applications submitted by the following for FTA Section 5310 Program to Purchase Transportation Equipment:
 - The ARC
 - Pleasant View, Inc.
 - Rockbridge Area Transportation System, Inc. (RATS)
 - Valley Program for Aging Services (VPAS)
 - B) An application submitted by the Virginia Department of Environmental Quality for FY17 319H Non-Point Source Implementation Grant
 - C) An application submitted by Town of Elkton for Wastewater Treatment Plant Upgrade Project – Environmental Report
 - D) An application submitted by the CSPDC for FTA Section 5317 New Freedom Grant Program to Establish a Regional Mobility Management Program
11. Other Business
12. Adjournment

Next CSPDC Board Meeting: Monday, April 17, 2017



Minutes
Central Shenandoah Planning District Commission Meeting
112 MacTanly Place, Staunton, VA 24401
February 6, 2017, 7:00 p.m.

Member Jurisdiction Representatives					
	Augusta County		City of Staunton		Staff
✓	Terry Kelley	✓	Carolyn Dull	✓	Bonnie Riedesel, Executive Director
✓	Marshall Pattie, Treasurer	✓	Sharon Angle	✓	Rebecca Joyce, Senior Planner/Program Manager
✓	Vickie Moran		Rockbridge County	✓	Elizabeth McCarty, Director of Planning
✓	Leslie Tate	✓	A. W. Buster Lewis	✓	Ann Cundy, Transportation Program Manager
	Bath County	✓	Chris Slaydon	✓	Nancy Gourley, Transit Manager
✓	Edward Hicklin		Rockingham County	✓	Devon Thompson, Transit Coordinator
	City of Buena Vista		Ned Overton	✓	Scott Philips, Transportation Planner
✓	Tim Petrie		William Kyger	✓	Hunter Joseph, GIS Specialist/Planning Assistant
	City of Harrisonburg	✓	Casey Armstrong, Secretary	✓	Jonathan Howard, Transportation Planner
✓	Ted Byrd	✓	Kim Sandum	✓	Liza Vick, Regional planner
✓	George Hirschmann		City of Waynesboro	✓	Tracey Coltrain, FOG Agritourism Coordinator
✓	Adam Fletcher	✓	Jeff Freeman	✓	Tracy Hibbits, Regional Planner
	Highland County		Rusty Johnson	✓	Cindi Johnson, Fiscal Officer
✓	Kevin Wagner, Vice Chair			✓	Rita Whitfield, Office Manager
	City of Lexington			✓	Kimberly Miller, Administrative Assistant
✓	Frank Friedman, Chairman				Others
				✓	Lib Rood, KFH Group

Call to Order

The February 6, 2017, Central Shenandoah Planning District Commission meeting was called to order at 7:00 p.m. by Chairman Frank Friedman.

Public Comment

Chairman Friedman opened the floor to the public for comments. There were no public comments.

Minutes

There being no corrections or additions, Chairman Friedman declared the minutes of the December 5, 2016, meeting approved as presented.

Chairperson's Report

Under Chairperson's Report, Chairman Friedman presented a plaque to Mr. Rick Chandler, Rockingham County representative, 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. He announced the following new Commissioners: Mr. George Hirschmann for the City of Harrisonburg; Ms. Vickie Moran, Augusta County; and Mr. William Kyger, Rockingham County.

Executive Director's Report

Under Executive Director's Report, Ms. Bonnie Riedesel introduced and welcomed new staff members Ms. Liza Vick, Regional Planner; Ms. Tracy Hibbitts, Regional Planner; and Mr. Jonathan Howard, Transportation Planner. She announced that Ms. Devon Thompson was promoted to Transit Coordinator.

Treasurer's Report

Chairman Friedman presented for consideration the Treasurer's Report (attached to file minutes). Dr. Marshall Pattie gave a report on the December 31, 2016, Financial Statement. He reported on the Department of Rail and Public Transportation three-year audit, pension plan transfer, and the FY18 budget process. Mr. Kevin Wagner moved, seconded by Mr. Terry Kelley, to approve the Treasurer's Report as presented. Motion carried unanimously.

Consideration of Contract for Transit Services (BAF #17-2)

Chairman Friedman presented for consideration Contract for Transit Services. Ms. Gourley gave a report on the contract for a transit provider, noting that during the Triennial Review conducted by the Federal Transit Administration (FTA), CSPDC staff was directed to enter into a month-to-month interim contract with Virginia Regional Transit (VRT) to provide the BRITE transit service, and to complete an open and competitive procurement for a transit service provider. The interim contract with VRT will expire on June 30, 2017. A Request for Proposal (RFP) for a transit provider for a minimum five-year contract was developed and released on December 6, 2016. Three proposals were received. A Proposal Analysis Group (PAG), comprised of a member of the Commission, a member of the Transit Advisory Committee, and CSPDC staff, reviewed and scored the proposals based on the published evaluation criteria. All three firms were shortlisted to participate in a face-to-face interview, to occur at the end of February. This five-year contract is projected to be approximately \$7.5 million dollars, funded with a combination of FTA, DRPT, the three local jurisdictions, and private transit partner funds. Ms. Carolyn Dull moved, seconded by Mr. Buster Lewis, to authorize the Executive Director to enter into a five-year contract for a transit provider to deliver the BRITE transit services beginning on July 1, 2017.

Upon a question by Mr. Ted Byrd as to whether there was a memorandum of understanding regarding transit funding and services between the CSPDC and the City of Staunton, Augusta County, and the City of Waynesboro, Ms. Riedesel responded the Staunton-Augusta-

Waynesboro Metropolitan Planning Organization (the “SAWMPO”) passed a resolution designating the CSPDC as the recipient and administrator of Section 5307 transit funds for the region, and representatives from the City of Staunton, Augusta County, and the City of Waynesboro serve on the SAWMPO.

Mr. Byrd ask if this would commit the CSPDC to being the transit provider for the next five years. Ms. Riedesel responded that she would prefer to check with the attorneys to see if the contract can be transferred from one entity to another in mid-stream. Chairman Friedman stated that from his perspective the PDC is agreeing to represent the three jurisdictions and to serve as a conduit, which very much fits in with the planning and execution for a variety of other things the Commission does. Mr. Byrd expressed concern that the Commission was taking on a rather large asset that must be used for 40 years for transit services. Ms. Dull pointed out that if the localities decided to terminate their support of these transit services, the CSPDC could simply relinquish the building to the state and federal governments and have no further obligation. Ms. Riedesel and Kevin Wagner agreed that a clause should be included in the contract that would give the CSPDC the right to assign CSPDC’s rights and obligations under the contract to another entity if, during the term of the contract, another entity becomes the recipient of the federal transit funding. Ms. Riedesel pointed out that approximately 80% of the funding for the project comes from the federal government through FTA, 16% from the state through DRPT, with the remaining 4% coming from local jurisdictions and other local entities, like Blue Ridge Community College, Augusta Health, and Woodrow Wilson Rehabilitation Center (WWRC).

Mr. Byrd stated that his concern about risk would be addressed by the inclusion of an assignability clause as suggested. However, he still has concerns as to whether administering a grant-funded transit program is within the CSPDC’s mission. Mr. Buster Lewis responded that the Commission’s Executive Committee has studied the issue of the CSPDC managing the public transit program extensively, and shared these concerns, but had concluded that the Commission needed to step up to the plate to provide these services when there were no other available options. Ms. Riedesel stated that the funders at the state and federal level have been impressed with the good job Commission staff has exhibited in providing transit services in the region. Ms. Dull expressed her view that administering the contract, as opposed to directly operating a transit system, was in line with the CSPDC’s mission and goals.

The Chairman called for the question. On a voice vote, the motion to authorize the Executive Director to enter into a five-year contract for a transit provider to deliver the BRITE transit services carried, with four opposing.

Update on Transit Facility (Board Memo #17-1)

Chairman Friedman presented Update on the Transit Facility. Ms. Riedesel gave an update on the transit facility, noting that the CSPDC has been the designated recipient of the FTA and Department of Rail and Public Transportation (DRPT) funding since January 2014. It is FTA’s position that the control and ownership of the transit facility located in Fishersville, currently owned by the current contracted service provider, Virginia Regional Transit (VRT), should be owned and controlled by the public entity who administers the transit program. FTA and DRPT staff have worked with VRT to initiate the process of transferring ownership of the facility to the

CSPDC. To that end, the Attorney General's office has developed a Memorandum of Agreement (MOA) between DRPT and VRT that spells out the details and conditions of the transfer. Ms. Riedesel stated that in December, at the direction of DRPT, CSPDC staff had prepared a grant application for funds for all activities related to the transfer of the facility including compensating VRT for their initial investment in the development of the facility, all legal and transactional costs related to the transfer of the facility, and the preparation of a Phase I environmental and facility condition report. She noted that there will be no out of pocket costs to the CSPDC or VRT for the purchase of the facility, and the maintenance and operating costs of the building are grant-eligible.

Upon a question regarding the value of the facility, Ms. Gourley stated that the facility was appraised at \$4.2 million. The question was raised as to whether taking ownership of the building would obligate the CSPDC to anything. Ms. Riedesel explained that the building must be used for the next 36 years to provide transit services. However, if the CSPDC decided to withdraw from this activity, it could simply relinquish ownership of the building which would revert to the FTA. There was discussion regarding the current tenants of the upstairs of the building. Ms. Riedesel noted that the rental revenue must go back into transit. She added that the Commission may consider hiring a property management company to oversee the property, with those costs covered by the transit grants. Mr. Tim Petrie raised the question of whether the Commission should engage in an activity that only benefited Staunton, Waynesboro and Augusta County. Mr. Pattie noted that localities get differing benefits from the Commission, depending on their size and needs. Ms. Riedesel added that the CSPDC has a dedicated, grant-funded transit staff designated to work on this. Mr. Wagner noted that there is an ultimate goal of having a separate transit authority organized at some point in the future, but that it had been necessary for the CSPDC to step up to take on this role in the interim so that the transit services could continue.

Update on GO Virginia

Chairman Friedman presented Update on GO Virginia. Ms. Elizabeth McCarty gave an update on GO Virginia and presented the Go Virginia Regional Boundaries map. She reported on the GO Virginia Valley Working Group, which is comprised of the Shenandoah Valley Partnership (SVP), the two applicable Planning District Commissions, and the workforce development board that represents our GO Virginia region. Ms. McCarty noted that the State GO Virginia Board is comprised of 24 members and there are nine GO Virginia regions in the state, with the CSPDC being Region 8. Ms. Riedesel stated that GO Virginia Region 8 is seeking nominations for its Regional Council and an online survey nomination form was created. She noted that the deadline to nominate individuals is February 12th. She stated that the GO Virginia Regional Council will be a newly formed public body certified by the Virginia Growth and Opportunity Board to receive grants that incentivize regional collaboration to diversify the economy and create high paying jobs in the region. The Regional Council will include individuals from a variety of sectors; business, education, government, civic or community leaders, economic and workforce development professionals, local government officials, regional planning entities and nonprofits. Ms. Riedesel stated that the Regional Council will have 15-25 members, with the majority of the membership representing the private sector. She reviewed the GO Virginia funding for FY 2018-2019. Ms. Riedesel noted that the Letters of Intent (LOI) to form a Regional Council are due February 17th and will allow the State GO Virginia Board to certify regional councils at their

March meeting. This LOI will describe the membership and composition of the Regional Council and the selection process. Dr. Marshall Pattie moved, seconded by Ms. Carolyn Dull, to endorse the CSPDC moving forward with forming a Regional Council in the region by accepting the nominations and submitting the Letter of Intent due on February 17th to the state agency. Motion was carried by unanimous vote.

Update on Smart Scale Transportation Grant Applications

Chairman Friedman presented Update on Smart Scale Transportation Grant Applications. Ms. Ann Cundy gave an update on the FY18 Smart Scale program. She reviewed the Smart Scale project list for the CSPDC region, as well as available funding and requests statewide and locally. Ms. Cundy reviewed the next steps, noting that the Commonwealth Transportation Board (CTB) considers public comments regarding the draft SYIP, ultimately approving the final SYIP for implementation in June. She stated that once a project has been screened, scored, and selected for funding by the CTB, it will remain in the Virginia Department of Transportation Six-Year Improvement Program (SYIP) as a funding priority.

Inter-Regional Transit Study Presentation

Chairman Friedman presented the Inter-Regional Transit Feasibility Study Presentation. Ms. Riedesel gave an introduction of the background and need to study the feasibility of implementing public transit service in the Interstate 81 and 64 corridors connecting Charlottesville, Waynesboro, Staunton, and Harrisonburg. Ms. Riedesel stated that DRPT recognized the need and importance of this planning effort, and was instrumental in selecting the KFH Group who is one of their on-call consultants familiar with the study area. She introduced and welcomed Ms. Lib Rood, Senior Transportation Planner for the KFH Group, who was present to present the key components of the Study. Ms. Rood presented and distributed copies of a PowerPoint presentation on the I-81/I/64 Inter-Regional Public Transportation Study (attached to file minutes). She reviewed the study scope and challenges, needs and opportunities. Ms. Rood reviewed the highlights of the commuter survey that was conducted in April 2016, noting that 609 responses were received. She reviewed the commuting patterns, projected demand, service alternatives considered, operating costs, and the next steps.

Commonwealth Intergovernmental Review Process (CIRPs) (BAF #17-1)

Chairman Friedman presented for consideration Commonwealth Intergovernmental Review Process (CIRPs). Mr. Ted Byrd moved, seconded by Mr. Buster Lewis, to endorse the staff recommendations. Motion carried unanimously. They are as follows:

- A. Applications submitted by the following for FTA Section 5310 Program to Purchase Transportation Equipment:
 - The Arc of Harrisonburg and Rockingham is seeking capital assistance in the amount of \$66,000, to purchase a 9-passenger van with a wheelchair ramp.

- Pleasant View, Inc. is seeking capital assistance in the amount of \$105,000 to purchase one modified mini-van with a wheelchair ramp and one 15-passenger body on chassis vehicle with wheelchair lift.
- Rockbridge Area Transportation System, Inc. (RATS) is seeking capital assistance in the amount of \$60,462 to purchase one 9-passenger van with wheelchair lift.
- Valley Program for Aging Services (VPAS) is seeking capital assistance in the amount of \$65,000 to purchase one 14-passenger body on chassis vehicle with wheelchair lift.

Staff recommended endorsement for all four FTA Section 5310 program applications.

- B. An application submitted by the Virginia Department of Environmental Quality (DEQ) for FY17 319(h) Non-Point Source Implementation Grant for a total funding of \$5,098,333.00. Section 319(h) of the Federal Clean Water Act requires that states develop and implement nonpoint source pollution management programs. Staff recommends endorsement.
- C. An application submitted by the Town of Elkton for a Wastewater Treatment Plant Upgrade project. The Town of Elkton owns and operates a wastewater treatment plant and is seeking assistance through Rural Development to upgrade the plant. Proposed upgrades to the Plant will be constructed adjacent to existing equipment and tanks. Staff recommends endorsement.
- D. An application submitted by the CSPDC for FTA Section 5317 New Freedom Grant Program. The CSPDC is seeking assistance from the Virginia Department of Rail and Public Transportation to establish a regional mobility management program for a total funding of \$30,000. The program will serve the communities of the Central Shenandoah Region. Funds will be used to develop a regional mobility management program and assign the necessary staff to implement the grant. Staff recommends endorsement.

Other Business

Under Other Business, Ms. Carolyn Dull announced that she attended the Shenandoah Valley Workforce Development Board meetings for Chief Elected Officials. She stated that the meetings were poorly attended and encouraged everyone to go back to their chief elected officials and encourage them to attend.

Also under Other Business, Mr. Adam Fletcher announced that the City of Harrisonburg is currently in the process of updating their comprehensive plan and gave a review on the process. He encouraged those interested to check out the City of Harrisonburg's website for updated information on the plan.

Adjournment

Chairman Friedman announced that the next CSPDC meeting will be held on April 17, 2017. There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 8:35 p.m.

Respectfully submitted,

Rita F. Whitfield
Clerk to the Commission

Approved:

Casey Armstrong
CSPDC Secretary



April 10, 2017

MEMO TO: CSPDC Commissioners
FROM: Bonnie S. Riedesel, Executive Director
SUBJECT: April 17, 2017 CSPDC Commission Meeting

The Central Shenandoah Planning District Commission (CSPDC) will hold its meeting on **Monday, April 17, 2017, 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. Public Comment
3. Minutes of February 6, 2017, CSPDC Commission Meeting
4. Reports
 - A) Chairperson
 - B) Executive Director
 - C) Treasurer
5. GO Virginia Update (Attachment)
6. Consideration of FY18 Rural Transportation Work Program (BAF #17-3)
7. Consideration of 2017 CDBG Regional Priorities (BAF #17-5)
8. Transit Update (Board Memo #17-2)
9. Consideration of Resolution to Authorize CSPDC Chair to Execute Documents Related to Transit Facility Ownership Transfer (BAF #17-6)

10. Commonwealth Intergovernmental Review Process (CIRPS) (BAF #17-4)
 - A) DHCD Community Improvement Grant (CIG) for the Rockbridge Greenhouse Village Housing Production Project - Phase II
 - B) USDA Rural Development for Rockbridge Area Health Center
 - C) USDA Local Foods Promotion Program (LFPP) for Fields of Gold (FOG) Shenandoah Valley Farm to Table Marketplace Program
 - D) USDA Farmers Market Promotion Program (FMPP) for Fields of Gold (FOG) Agritourism Program
11. Other Business
12. Adjournment

Next CSPDC Board Meeting: Monday, June 19, 2017



Minutes
Central Shenandoah Planning District Commission Meeting
112 MacTanly Place, Staunton, VA 24401
April 17, 2017, 7:00 p.m.

Member Jurisdiction Representatives					
	Augusta County		City of Staunton		Staff
	Terry Kelley	✓	Carolyn Dull	✓	Bonnie Riedesel, Executive Director
✓	Marshall Pattie, Treasurer	✓	Sharon Angle	✓	Rebecca Joyce, Senior Planner/Program Manager
✓	Vickie Moran		Rockbridge County	✓	Elizabeth McCarty, Director of Planning
✓	Leslie Tate		A. W. Buster Lewis	✓	Ann Cundy, Transportation Program Manager
	Bath County	✓	Chris Slaydon	✓	Nancy Gourley, Transit Manager
	Edward Hicklin		Rockingham County	✓	Devon Thompson, Transit Coordinator
	City of Buena Vista	✓	Ned Overton	✓	Scott Philips, Transportation Planner
	Tim Petrie		William Kyger	✓	Hunter Joseph, GIS Specialist/Planning Assistant
	City of Harrisonburg	✓	Casey Armstrong, Secretary	✓	Jonathan Howard, Transportation Planner
✓	Ted Byrd		Kim Sandum	✓	Liza Vick, Regional planner
✓	George Hirschmann		City of Waynesboro	✓	Tracy Hibbitts, Regional Planner
	Adam Fletcher	✓	Jeff Freeman	✓	Cindi Johnson, Fiscal Officer
	Highland County		Rusty Johnson	✓	Rita Whitfield, Office Manager
	Kevin Wagner, Vice Chair			✓	Kimberly Miller, Administrative Assistant
	City of Lexington				OTHERS
✓	Frank Friedman, Chairman			✓	Jordan Bowman, Litten & Sipe

Call to Order

The April 17, 2017, Central Shenandoah Planning District Commission meeting was called to order at 7:00 p.m. by Chairman Frank Friedman.

Public Comment

Chairman Friedman opened the floor to the public for comments. There were no public comments.

Minutes

There being no corrections or additions, Chairman Friedman declared the minutes of the February 6, 2017, meeting approved as presented.

Executive Director's Report

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

- Announced that Tracey Coltrain has resigned as the Fields of Gold Agritourism Coordinator for the CSPDC. She stated that Ms. Coltrain will continue to provide marketing services remotely to the CSPDC on a contracted basis.
- Announced that the CSPDC is hosting a Water & Sewer Infrastructure Financing Workshop on May 4, 2017, at the Virginia Regional Transit Facility in Fishersville. The Workshop is to equip participants with the knowledge and resources needed to make informed decisions about financing their water and sewer projects.
- Announced that the CSPDC is hosting a Housing Summit Workshop on May 25, 2017, at the Hot Springs Fire and Rescue in Hot Springs to explore affordable housing solutions.
- Reported that one of the main services the CSPDC provides to the individual localities and the region is grant writing. She stated that in the last two months alone, staff has applied for or made annual allocation requests for 11 grants totaling \$3.6 million in grant funds.

Treasurer's Report

Chairman Friedman presented for consideration the Treasurer's Report (attached to file minutes). Ms. Cindi Johnson gave a report on the February 28, 2017, Financial Statement. Mr. Ted Byrd moved, seconded by Mr. Casey Armstrong, to approve the Treasurer's Report as presented. Motion carried unanimously.

GO Virginia Update

Chairman Friedman presented Update on GO Virginia. Ms. Riedesel noted that there are nine GO Virginia regions in the state. GO Virginia Region #8 is comprised of four regional entities: the CSPDC, Northern Shenandoah Valley Regional Commission, Shenandoah Valley Partnership, and the Shenandoah Valley Workforce Development Board. Ms. Riedesel presented the GO Virginia Regional Boundaries Maps, noting that the GO Virginia Region #8 includes 10 counties, 6 cities, and 16 towns, with a total population of 526,741. She noted that on February 17th, the four regional entities submitted a letter of intent to the state to form a Regional Council in which 28 members were nominated. The State GO Virginia Board approved the Regional Council and certified the GO Virginia region on March 14th. Ms. Riedesel stated that the Regional Council held its first organizational meeting on April 3rd and the next meeting is scheduled for May 23rd. She noted that she will be attending a statewide orientation meeting in Richmond for all GO Virginia Regional Council members on April 20th. She also noted that Mr. Frank Friedman was appointed to the GO Virginia Regional Council representing local governments in the CSPDC region.

Consideration of FY18 Rural Transportation Work Program (BAF #17-3)

Chairman Friedman presented the FY18 Rural Transportation Work Program. Ms. Ann Cundy gave a brief review on the program, noting that this program supports regional planning efforts, small area and corridor studies, assistance with comprehensive plan updates, grant application and administration assistance to the localities in the rural areas of the region. She noted that annually VDOT provides \$58,000, matched with \$14,500 in local funds. Ms. Cundy noted that the grant application was submitted earlier to meet the Virginia Department of Transportation's (VDOT) grant deadline of April 14th noting the Commission's meeting date for approval of Resolution. Mr. Ted Byrd moved, seconded by Dr. Marshall Pattie, to approve the Resolution authorizing application for the FY18 Rural Transportation Planning Assistance Program grant. Motion was carried by unanimous vote.

Ms. Cundy announced that Mr. Dixon Whitworth, Commonwealth Transportation Board (CTB) member, will be attending the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) Policy Board meeting on May 3rd. Following the SAWMPO meeting, Mr. Whitworth, along with staff, will travel to Rockbridge County and the cities of Buena Vista and Lexington to visit several project sites and to meet with local officials and staff. Ms. Cundy also announced that the CTB will host a Spring Six-Year Improvement Plan (SYIP) public meeting on April 27th, at Blue Ridge Community College, at 5:30 p.m.

Consideration of 2017 Community Development Block Grant (CDBG) Regional Priorities (BAF #17-5)

Chairman Friedman presented for consideration the 2017 CDBG Regional Priorities (attached to file minutes). Ms. Riedesel stated that each year, the CSPDC is requested to prepare a list of CDBG regional priorities for submission to the Virginia Department of Housing and Community Development. These priorities set the stage for the Region's communities to access CDBG funds should they decide to submit applications during the program year and provide bonus points during the selection process. Ms. Riedesel noted that CSPDC staff has coordinated with the localities and has prepared the attached list for the Board's consideration and approval. She stated the submission deadline for the priority list was March 24, 2017. Given time constraints, the list was submitted on February 23, 2017. Dr. Marshall Pattie moved, seconded by Mr. George Hirschmann, to ratify the Executive Director's endorsement letter for the 2017 CDBG Regional Priorities. Motion carried unanimously.

Transit Update (Board Memo #17-2)

Chairman Friedman presented Transit Update. Ms. Gourley gave an update on the transit services. She reported on the process undertaken to review and score the three proposals received for operations of the BRITE transit services, noting that on March 15th, a five-year contract was awarded to the Virginia Regional Transit, effective July 1st. The turn-key contract in the amount of \$6.5 million requires that the provider furnish the buses, the driver and management/supervisory staff, and customer service functions, which meet or exceed the Federal Transit Administration requirements. Ms. Gourley further reported that in February, the Virginia Department of Rail and Public Transportation and VRT executed a Memorandum of Agreement to transfer ownership of the

Fishersville Transit Facility to the CSPDC. This was followed by action taken by the Commonwealth Transportation Board to award to the CSPDC a grant in the amount of \$233,000 to fund a comprehensive condition report on the facility and to cover all costs related to the real estate transaction, including the purchase of the facility. The condition report is being prepared by the Timmons Group and they anticipate presenting the final report by the end of April. Ms. Gourley stated that thus far, the consultants have not identified or reported any significant issues with the facility. She introduced Mr. Jordan Bowman, Esq., of Litten & Sipe, who was present to discuss the next steps related to the transfer of ownership of the transit facility.

Consideration of Resolution to Authorize the CSPDC Chairman to Execute Documents Related to Transit Facility Ownership Transfer (BAF #17-6)

Chairman Friedman presented for consideration a Resolution to authorize the CSPDC Chairman to execute documents related to the proposed transit facility ownership transfer. Mr. Jordan Bowman, Esq., of Litten & Sipe, reviewed the context of the Resolution that was presented for consideration by the Commission. He stated that during the 2016 Triennial Review of the CSPDC public transit program, the Federal Transit Administration (FTA) had directed that ownership of the publicly-funded transit facility, located in Fishersville and developed with public funding to support provision of transit in the Staunton, Augusta County, Waynesboro area, be transferred to the public entity who administers the transit program, namely, the CSPDC. FTA and the Virginia Department of Rail and Public Transportation (DRPT) have initiated the process of transferring ownership of the facility to the CSPDC. Federal regulations require that the facility be used for transit purposes for its useful life of 40 years.

Mr. Bowman reviewed the contents of the proposed Resolution, noting that it does the following:

- Approves the expenditure of the purchase price, which is the money the CSPDC received in the grant just described;
- Approves the CSPDC receiving title to the facility and owning the facility;
- Ratifies and adopts the grant agreement for the purchase money;
- Authorizes the CSPDC Chairman or its Executive Director to execute the documents relating to the transfer of ownership;
- Authorizes the CSPDC Chairman or its Executive Director to execute a lease renting a portion of the facility to Augusta Health, if necessary to continue the existing lease with them; and
- Authorizes the CSPDC Chairman or its Executive Director to execute any ancillary documents necessary to effect the transaction.

Mr. Bowman stated that the clause that would give the CSPDC the right to assign CSPDC's rights and obligations under the contract to another entity if, during the term of the contract, another entity becomes the recipient of the federal transit funding, was included in the contract. Questions were raised regarding the current lease at the facility. Mr. Bowman stated that any change in the lease or leasing to another entity would need to be presented to the Commission but does not have to go

back to FTA for its approval. Ms. Sharon Angle moved, seconded by Dr. Marshall Pattie, to approve the Resolution authorizing the CSPDC Chairman to execute documents related to the transit facility ownership transfer. Motion was carried by unanimous vote.

Commonwealth Intergovernmental Review Process (CIRPs) (BAF #17-1)

Chairman Friedman presented for consideration Commonwealth Intergovernmental Review Process (CIRPs). Ms. Riedesel stated that she had received an additional CIRP from the Department of Environmental Quality for the Chesapeake Bay Implementation Program for \$16,665,732. Ms. Sharon Angle moved, seconded by Mr. Ned Overton, to endorse the staff recommendations on agenda item A-E. Motion carried unanimously. They are as follows:

- A. Rockbridge County Greenhouse Village Housing Production Project – Phase II. Rockbridge County has submitted an application for Community Improvement Grant (CIG) funds for Greenhouse Village Housing Production Project - Phase II for \$476,694. Given time constraints, the Executive Director submitted a letter of support for this project on March 21, 2017. Staff recommends ratification of the Executive Director’s endorsement letter.
- B. USDA Rural Development Grant Application for Rockbridge Area Health Center (RAHC). The Rockbridge Area Health Center in Lexington has submitted an application to the USDA Rural Development for \$5 million for proposed facility expansion activities associated with the RAHC in Lexington and Rockbridge County. Given time constraints, the Executive Director submitted a letter of support for this project on March 17, 2017. Staff recommends ratification of the Executive Director’s endorsement letter.
- C. USDA Local Foods Promotion Program (LFPP) for Fields of Gold (FOG) Shenandoah Valley Farm to Table Marketplace Program. The CSPDC submitted an application for a USDA LFPP through the USDA Agricultural Marketing Service grant program for \$466,027. Funds will be used to sponsor a Farm to Fork Trade Expo that will feature Shenandoah Valley farmers and their products, and connect farmers seeking markets for their products to restaurants and retailers that specialize in local foods. Given time constraints, the Executive Director submitted a letter of support for this project on March 17, 2017. Staff recommends ratification of the Executive Director’s endorsement letter.
- D. USDA Farmers Market Promotion Program (FMPP) for Fields of Gold (FOG) Agritourism Program. The CSPDC submitted an application for a USDA FMPP for FOG Agritourism Program for \$499,954. Funds will be used to promote the FOG farm trail and provide support to the 200+ member businesses. Given time constraints, the Executive Director submitted a letter of support for this project on March 17, 2017. Staff recommends ratification of the Executive Director’s endorsement letter.

- E. DEQ for Chesapeake Bay Implementation Program III for \$16,665,732. These funds will be used to accomplish objectives of the Virginia Chesapeake Bay TMDL Phase I and II Watershed Implementation Plan and Virginia's Milestones with an emphasis on nonpoint source pollution reduction programs. Staff recommends endorsement.

Adjournment

Chairman Friedman announced that the next CSPDC meeting will be held on June 19, 2017. There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 7:35 p.m.

Respectfully submitted,

Rita F. Whitfield
Clerk to the Commission

Approved:

Casey Armstrong
CSPDC Secretary



June 12, 2017

MEMO TO: CSPDC Commissioners
FROM: Bonnie S. Riedesel, Executive Director
SUBJECT: June 19, 2017 CSPDC Commission Meeting

The Central Shenandoah Planning District Commission (CSPDC) will hold its meeting on **Monday, June 19, 2017, 7:00 p.m.**, at the Central Shenandoah Planning District Commission Office, 112 MacTanly Place, Staunton, Virginia. Please call 540-885-5174 or email rita@cspdc.org to let me know if you will be able to attend.

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

AGENDA

1. Call to Order
2. Public Comment
3. Minutes of April 17, 2017, CSPDC Commission Meeting
4. Reports
 - A) Chairperson
 - B) Executive Director
 - C) Treasurer
5. Consideration of FY17 Budget Revision (BAF #17-13)
6. Consideration of Draft CSPDC FY18 Budget (BAF #17-11)
7. Presentation - *Shenandoah Valley Tourism Partnership: Collaborating to Promote Today's Shenandoah Valley*
 - *Jean Clark, Director of Tourism – Lexington and the Rockbridge Area Tourism*

8. Commonwealth Intergovernmental Review Process (CIRPS) (BAF #17-12)
 - A) An application submitted by Six Penny Farm, LLC and The Stables at Six Penny Farm, LLC for a Business and Industry Guaranteed Loan Program (B&I) to the Rural Business-Cooperative Service (RBS) to Refinance a Construction Loan for an Event Center/Winery
 - B) An application submitted by the Virginia Department of Transportation for Draft FY18 SPR Work Program
 - C) An application submitted by the Virginia Department of Agriculture and Consumer Services for Pesticide Performance Partnership Grant Application for FY18-21
 - D) An application submitted by Civil Consulting Group for USDA Rural Development Loan Application Environmental Report, Virginia Horse Center
9. Other Business
10. Adjournment

**Next CSPDC Annual Board Meeting: Monday, August 21, 2017
at BRITE Transit Facility in Fishersville**



Minutes
Central Shenandoah Planning District Commission Meeting
112 MacTanly Place, Staunton, VA 24401
June 19, 2017, 7:00 p.m.

Member Jurisdiction Representatives					
	Augusta County		City of Staunton		Staff
	Terry Kelley	✓	Carolyn Dull	✓	Bonnie Riedesel, Executive Director
✓	Marshall Pattie, Treasurer	✓	Sharon Angle	✓	Rebecca Joyce, Community Program Manager
	Vickie Moran		Rockbridge County	✓	Elizabeth McCarty, Director of Planning
✓	Leslie Tate	✓	A. W. Buster Lewis		Ann Cundy, Transportation Program Manager
	Bath County	✓	Chris Slaydon	✓	Nancy Gourley, Transit Program Manager
	Edward Hicklin		Rockingham County	✓	Devon Thompson, Transit Coordinator
	City of Buena Vista	✓	Ned Overton	✓	Scott Philips, Transportation Planner
✓	Tim Petrie	✓	William Kyger	✓	Hunter Joseph, GIS Specialist/Planning Assistant
	City of Harrisonburg		Casey Armstrong, Secretary	✓	Jonathan Howard, Transportation Planner
	Ted Byrd		Kim Sandum		Liza Vick, Regional Planner
✓	George Hirschmann		City of Waynesboro	✓	Tracy Hibbits, Regional Planner
	Adam Fletcher	✓	Jeff Freeman	✓	Cindi Johnson, Fiscal Officer
	Highland County		Rusty Johnson	✓	Rita Whitfield, Office Manager
✓	Kevin Wagner, Vice Chair			✓	Kimberly Miller, Administrative Assistant
	City of Lexington				OTHERS
✓	Frank Friedman, Chairman			✓	Jean Clark, Lexington-Rockbridge Area Tourism

Call to Order

The June 19, 2017, Central Shenandoah Planning District Commission meeting was called to order at 7:00 p.m. by Chairman Frank Friedman.

Public Comment

Chairman Friedman opened the floor to the public for comments. There were no public comments.

Minutes

There being no corrections or additions, Chairman Friedman declared the minutes of the April 17, 2017, meeting approved as presented.

Executive Director's Report

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

- SMART SCALE Projects Funded. Ms. Riedesel stated that Augusta, Rockbridge, and Rockingham counties, the cities of Harrisonburg, Lexington, Staunton, and Waynesboro, the CSPDC and the SAWMPO collectively submitted 20 applications to the SMART SCALE program in the fall of 2016. Twelve of the 20 SMART SCALE applications submitted from the CSPDC region are recommended for approval at the Commonwealth Transportation Board's June 20th meeting. The total funding of for these 12 projects is \$37 million.
- Transportation Alternative Grants Recommended for Funding. Ms. Riedesel stated that the Commonwealth Transportation Board will announce their awards for the FY18 Transportation Alternatives (TA) program on June 20, 2017. She noted that grant recipients include the City of Buena Vista for sidewalks and streetscaping on Magnolia Avenue and the construction of a paved, shared-use path under the Route 60 bridge; City of Waynesboro for Phase III of the South River Greenway project; and the Town of Bridgewater for their Riverwalk Trail along the North River.
- Housing Summit. Ms. Riedesel stated that the CSPDC and the Bath County Economic Development Authority hosted a free Regional Housing Summit on May 25th in Hot Springs. Ms. Riedesel gave a brief report on the Summit, noting that more than 35 attendees attended.
- Virginia Association of Planning District Commission (VAPDC) Summer Conference. Ms. Riedesel announced that the VAPDC will hold its annual conference on July 19-21 in Norfolk. Ms. Riedesel asked that any Commissioner who wished to attend to please let her know.

Chairman's Report

Chairman Friedman reported that Mr. Dixon Whitworth, Commonwealth Transportation Board member, toured project sites in Rockbridge County and the cities of Buena Vista and Lexington, following the Staunton-Augusta-Waynesboro Metropolitan Planning Organization Policy Board meeting on May 3rd. He expressed his appreciation to Commission staff for arranging the tour and to Mr. Whitworth for his interest in the region. Mr. Friedman announced that on June 30th, ownership of the Transit Facility in Fishersville will be transferred to the CSPDC. A ribbon cutting event is scheduled for July 27, 2017, at 10:00 a.m.

Treasurer's Report

Chairman Friedman presented for consideration the Treasurer's Report (attached to file minutes). Dr. Marshall Pattie gave a report on the April 30, 2017, Financial Statement, noting that there were no major changes. He reported that the FY17 Audit Report is scheduled to be presented at the December CSPDC Commission meeting. Dr. Pattie moved, seconded by Ms. Sharon Angle, to approve the Treasurer's Report as presented. Motion carried unanimously.

Consideration of Draft CSPDC FY18 Budget (BAF #17-11) and Consideration of FY17 Budget Revision (BAF #17-13)

Chairman Friedman presented for consideration the Draft CSPDC FY18 Budget and the FY17 Budget Revision (attached to file minutes). Dr. Marshall Pattie gave a brief review on the Budget, noting that the FY18 Budget goes into effect on July 1st. He stated that the per capita assessment remains the same at base plus 70 cents per capita. Dr. Pattie reported on the new programs for FY18. He noted that the CSPDC FY18 Budget is basically a balanced budget with a small surplus anticipated. Dr. Pattie then reported on the FY17 Budget Revision. He noted that this request is for approval for a revision to the CSPDC FY17 Budget. The revisions take into account the staffing changes made during the year along with some funding changes. Dr. Pattie stated that the Executive Committee had reviewed the FY18 Budget and FY17 Budget Revision at their May 15, 2017, meeting and recommended approval.

Ms. Cindi Johnson presented a PowerPoint presentation on the FY18 Budget. She noted that funding for state and federal programs like Appalachian Regional Commission (ARC), Economic Development Administration (EDA), Metropolitan Planning Organizations (MPOs), Rural Transportation and Transit continue to remain at comparable levels to prior years. Ms. Johnson reviewed the budget process, FY18 budget highlights, wage and benefit assumptions, contracted services, program budgets, indirect costs, and CSPDC funds.

Ms. Riedesel reported on the CSPDC FY18 Budget, noting that it was a very complicated budget. She noted that the CSPDC has received very clean audits from all the federal and state agencies. Ms. Riedesel 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 on developing the Budget and managing projects throughout the year.

Upon recommendation of the Executive Committee, Dr. Marshall Pattie moved, seconded by Mr. Buster Lewis, to approve the CSPDC FY18 Budget and the FY17 Budget Revision. Motion carried unanimously.

Dr. Marshall Pattie distributed copies of the Corporate Signing Authority. Ms. Johnson stated that the Commission is in the process of updating the deposit account agreements with BB&T for both the Central Shenandoah Planning District Commission (CSPDC) and the Central Shenandoah Development Corporation (CSDC). For both the CSPDC and CSDC, the following are authorized signatories: any Executive Committee member, Staunton Commissioner and the Executive Director. Dr. Pattie moved, seconded by Mr. Buster Lewis, to approve the signatories as listed. Motion was carried by unanimous vote.

Presentation – Shenandoah Valley Tourism Partnership: Collaborating to Promote Today's Shenandoah Valley

Ms. Elizabeth McCarty introduced and welcomed Ms. Jean Clark, Director of Tourism, Lexington and Rockbridge Area Tourism. Ms. Clark gave a PowerPoint presentation on the Shenandoah Valley Tourism Partnership, which is a new tourism marketing initiative partnership that was launched on May 24th. She noted that the Shenandoah Valley Tourism Partnership is a professional

collaboration between tourism-forward communities stretching from Winchester to Lexington, whose mission is to promote the Shenandoah Valley as an outstanding year-round destination for visitors from around the world. Ms. Clark distributed copies of the Shenandoah Valley Tourism Partnership's brochure entitled "Today's Shenandoah Valley."

Commonwealth Intergovernmental Review Process (CIRPs) (BAF #17-12)

Chairman Friedman presented for consideration Commonwealth Intergovernmental Review Process (CIRPs). Ms. Carolyn Dull moved, seconded by Dr. Marshall Pattie, to endorse the staff recommendations on agenda items A-D. Motion carried unanimously. They are as follows:

- A) An application submitted by Six Penny Farm, LLC and The Stables at Six Penny Farm, LLC, McGaheysville, VA, for a Business and Industry Guaranteed Loan Program (B&I) to the Rural Business-Cooperative Service (RBS) to refinance a construction loan. Staff recommends endorsement.
- B) An application submitted by the Virginia Department of Transportation (VDOT) Draft SPR Work Program for FY18. VDOT has submitted its annual work program for review and comment for a grand total of \$70,534,595. Staff recommends endorsement.
- C) An application submitted by the Virginia Department of Agriculture and Consumer Services for Pesticide Performance Partnership Grant Application for FY18-FY21 for a total funding of \$2,381,632. Staff recommends endorsement.
- D) An application submitted by Civil Consulting Group for USDA Rural Development Loan Application Environmental Report for Virginia Horse Center. The Virginia Horse Center is proposing to refinance approximately \$11 million in existing debt and to borrow an additional \$770,000 +/- in order to make improvements to its infrastructure, expand existing parking lots, and rainwater harvesting from rooftops and a water well. Staff recommends endorsement.

Adjournment

Chairman Friedman announced that the CSPDC will be having its Annual Meeting and Dinner on Monday, August 21, 2017, to be held at the BRITE Transit Facility, 51 Ivy Ridge Lane, Fishersville. He stated that each Commissioner will be asked to bring along one other person from their locality (City/County/Town Manager, department head, or elected official) to attend the August meeting.

Mr. Friedman reminded everyone of the ribbon cutting event for the transit building on July 27, 2017, at 10:00 a.m. There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 7:55 p.m.

Respectfully submitted,

Rita F. Whitfield, Clerk to the Commission

Approved:

*Casey Armstrong
CSPDC Secretary*



August 14, 2017

MEMO TO: CSPDC Commissioners
FROM: Bonnie S. Riedesel, Executive Director
SUBJECT: August 21, 2017 CSPDC Commission Meeting

The Central Shenandoah Planning District Commission (CSPDC) will hold its meeting on **Monday, August 21, 2017, 6:00 p.m., at the BRITE Transit Facility, 51 Ivy Ridge Lane, Fishersville, Virginia 22939.** Please call 540-885-5174 or email rita@cspdc.org to let me know if you will be able to attend.

Meeting: 6:00 p.m.
Dinner: 6:30 p.m.
Program: 7:00 p.m.

AGENDA

1. Call to Order
2. Public Comment
3. Minutes of June 19, 2017, CSPDC Commission Meeting
4. Reports
 - A) Chairperson
 - B) Executive Director
 - C) Treasurer
5. Consideration of Resolution for BRITE Transit Title VI Policy (BAF #17-15)
6. Commonwealth Intergovernmental Review Process (CIRPS) (BAF #17-14)
 - A. An application submitted by Boxerwood Education Association for an Environmental Justice Small Grant
 - B. An application submitted by the CSPDC for USDA Rural Development Community Facilities Technical Assistance and Training (TAT) Grant

- C. An application submitted by the Virginia Horse Center for Stormwater Improvements
- 7. Other Business
- 8. Adjournment

Next CSPDC Board Meeting: Monday, October 16, 2017

Dinner and PROGRAM

Presentation by:

CSPDC Staff
A Year In Review FY 2017

Presentation by:

Bill Shelton, Director
Virginia Department of Housing and Community Development



Minutes
Central Shenandoah Planning District Commission Meeting
The BRITE Transit Facility
51 Ivy Ridge Lane, Fishersville, Virginia 22939
August 21, 2017, 6:00 p.m.

Member Jurisdiction Representatives					
	Augusta County		City of Staunton		Staff
✓	Terry Kelley	✓	Carolyn Dull	✓	Bonnie Riedesel, Executive Director
	Marshall Pattie, Treasurer	✓	Sharon Angle	✓	Rebecca Joyce, Community Program Manager
	Vickie Moran		Rockbridge County	✓	Elizabeth McCarty, Director of Planning
✓	Leslie Tate		A. W. Buster Lewis	✓	Ann Cundy, Transportation Program Manager
	Bath County	✓	Chris Slaydon	✓	Nancy Gourley, Transit Program Manager
✓	Edward Hicklin		Rockingham County	✓	Devon Thompson, Transit Coordinator
	City of Buena Vista	✓	Ned Overton	✓	Scott Philips, Transportation Planner
	Tim Petrie		William Kyger	✓	Hunter Joseph, GIS Specialist/Planning Assistant
	City of Harrisonburg	✓	Casey Armstrong, Secretary	✓	Jonathan Howard, Transportation Planner
✓	Ted Byrd		Kim Sandum	✓	Liza Vick, Regional Planner
✓	George Hirschmann		City of Waynesboro	✓	Tracy Hibbitts, Regional Planner
✓	Adam Fletcher	✓	Jeff Freeman	✓	Cindi Johnson, Fiscal Officer
	Highland County		Rusty Johnson	✓	Spencer Eavers, Agritourism Coordinator
	Kevin Wagner, Vice Chair				Rita Whitfield, Office Manager
	City of Lexington			✓	Kimberly Miller, Administrative Assistant
✓	Frank Friedman, Chairman				OTHERS
				✓	Stephen King, Rockingham County
				✓	Carolyn Bragg, Augusta County
				✓	Ande Banks, Harrisonburg
				✓	Leslie Straughan, Lexington
				✓	John Higgins, Rockbridge
				✓	Walter Obenschain, Staunton
				✓	Julia Bortle, Waynesboro
				✓	Bill Shelton, Dept. Housing & Comm. Dev.
				✓	Karen Lawrence, KL Creative Media
				✓	Phil Thompson, Virginia Regional Transit
				✓	Bruce Simms, Virginia Regional Transit
				✓	Susan Newbrough, Virginia Regional Transit

Call To Order

The August 21, 2017, Central Shenandoah Planning District Commission Annual meeting was called to order at 6:00 p.m. by Chairman Friedman. He welcomed everyone to the BRITE Transit Facility and asked everyone to introduce themselves.

Public Comment

Chairman Friedman opened the floor to the public for comments. There were no public comments.

Minutes

Chairman Friedman presented the minutes from the June 19, 2017, CSPDC Commission meeting. Ms. Angle moved, seconded by Mr. Armstrong, to approve the minutes as presented. Motion was carried by unanimous vote.

Chairman's Report

Under Chairman's Report, Chairman Friedman gave an update on GO Virginia. He noted that the GO Virginia Region #8 includes ten counties and six cities with a total population of 525,000. He reviewed GO Virginia's purpose statement and gave an update on the first six months of activity of GO Virginia's Regional Council in which they recruited 28 citizens to serve on the Region 8's Regional Council; established the governance structure; established staff support; prepared and secured operating budget of \$650,000; conducted four Regional Council meetings; engaged Camoin & Associates to prepare Region 8's Growth and Diversification Plan; and solicited economic development projects for review and approval.

Executive Director's Report

Under Executive Director's Report, Ms. Riedesel presented the CSPDC "A Year in Review FY 2017" which highlights some of the programs, projects, and events that took place this past year. Ms. Riedesel noted that the organization is growing and becoming more involved in important programs and projects that have a direct impact on the region, communities, citizens, and businesses. She gave an update on the upcoming and ongoing programs and projects. Ms. Riedesel stated that the CSPDC has been recognized across the state and beyond for many innovative and collaborative efforts. She 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.

Treasurer's Report

Chairperson Friedman presented for consideration the Treasurer's Report (attached to file minutes). Ms. Johnson gave a review on the June 30, 2017, Financial Statement. Mr. Byrd moved, seconded by Mr. Armstrong, to approve the Treasurer's Report as presented. Motion carried unanimously.

Consideration of Resolution for BRITE Transit Title VI Policy (BAF #17-15)

Chairman Friedman presented for consideration a Resolution for BRITE Transit Title VI Policy (attached to file minutes). Ms. Gourley gave a review on the Title VI Policy. She noted that the Central Shenandoah Planning District Commission Title VI Plan was developed to ensure the CSPDC is in compliance with nondiscrimination requirements as outlined in Title 23 CFR and 49 CFR and related laws and provides specific information on how to file a nondiscrimination complaint. Ms. Gourley stated that an approved Title VI Plan is required in order to become the direct recipient of Federal Transportation Administration Grant Funding.

Ms. Gourley noted that this Plan also provides an overview of Environmental Justice and Limited English Proficiency (LEP) concepts, definitions of Title VI and associated nondiscrimination acts, and how Title VI, Environmental Justice and LEP are incorporated into the metropolitan transportation planning process. She stated that the Environmental Justice guidelines and outreach strategies for minority, low-income, and LEP populations are included within the CSPDC Public Participation Plan. Ms. Tate moved, seconded by Mr. Armstrong, to adopt the Resolution for the 2017 Central Shenandoah Planning District Commission Title VI Plan. Motion was carried by unanimous vote.

Commonwealth Intergovernmental Review Process (CIRPs) (BAF #17-14)

Chairman Friedman presented for consideration Commonwealth Intergovernmental Review Process (CIRPs). Mr. Byrd moved, seconded by Mr. Casey, to endorse the staff recommendations on agenda items A, B, and C. Motion carried unanimously. They are as follows:

- A. An application submitted by Boxerwood Education Association for an Environmental Justice Small Grants Award for Boosting Community Well-Being through Youth Green Teams in Rockbridge County for a total funding of \$30,000. Funding will be used to pilot a replicable model that addresses the problem of how to advance citizen-level environmental stewardship in under-resourced rural or small-town populations. Staff recommends endorsement of the project.
- B. An application submitted by the CSPDC for USDA Rural Development Community Facilities Technical Assistance and Training (TAT) Grant for \$180,000. Technical assistance will be provided through a new *Stronger Places Community Facilities Program* implemented by the Central Shenandoah Planning District Commission. The CSPDC will provide focused technical assistance to a group of small rural localities that tend to be economically stressed and have low staffing and limited capacity to address the challenges of planning and funding essential community facilities. Staff recommends endorsement of the project.
- C. An application submitted by The Virginia Horse Center for USDA Rural Development Community Facilities Program for Stormwater Improvements for a total funding of \$778,656. Funding will be used to reduce erosion and sedimentation by improving the stormwater drainage and outfall characteristics within the Virginia Horse Center's Core Area. The secondary purpose is to replace much of its existing lighting with LEDs in order to save money and reduce carbon dioxide emissions. Staff recommends endorsement of the project.

Other Business

Under Other Business, Chairman Friedman presented a Resolution in support of the Virginia Horse Center Foundation for a U.S. Department of Agriculture (USDA) loan application for an additional borrowing of \$1.55 million. Mr. Chris Slaydon gave a brief review on the request, noting that the purpose for the request is for the Virginia Horse Center Foundation to consolidate debt and improve capital infrastructure. He stated that the Horse Center is centrally located in Rockbridge County and has had a dynamic impact on Rockbridge County and the surrounding localities. The Center also hosts many non-equine events such as dog shows, BMX races, Farmers Market, and the Rockbridge Regional Fair and Expo, that is taking place on September 7-9, 2017. Mr. Slaydon stated that Rockbridge County and the City of Lexington, recognizing the positive economic impact the Virginia Horse Center has on the regional economic, have determined to dedicate one percent of each locality's transient occupancy tax for purposes of servicing the proposed new USDA loan. Ms. Angle moved, seconded by Mr. Hirschmann, to approve the Resolution. Motion carried with Chairman Friedman abstaining due to a conflict of interest.

Adjournment

Chairman Friedman announced that the next CSPDC meeting will be held on October 16, 2017. There being no further business to come before the Commission, the CSPDC Commission members unanimously adjourned at 6:30 p.m. to dinner and presentations by the CSPDC staff and by Mr. Bill Shelton, Director, Virginia Department of Housing and Community Development.

Respectfully submitted,

Bonnie Riedesel
Executive Director

Approved:

Casey Armstrong
CSPDC Secretary



October 10, 2017

MEMO TO: CSPDC Commissioners
FROM: Bonnie S. Riedesel, Executive Director
SUBJECT: October 16, 2017 CSPDC Commission Meeting

The Central Shenandoah Planning District Commission (CSPDC) will hold its meeting on **Monday, October 16, 2017, 7:00 p.m.**, at the Central Shenandoah Planning District Commission Office, 112 MacTanly Place, Staunton, Virginia. Please call 540-885-5174 or email rita@cspdc.org to let me know if you will be able to attend.

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

AGENDA

1. Call to Order
2. Public Comment
3. Minutes of August 21, 2017, CSPDC Commission Meeting
4. Reports
 - A) Chairperson
 - B) Executive Director
 - C) Treasurer
5. Presentation and Consideration of Resolution to Adopt Transportation Demand Management Long-Range Plan (BAF #17-17)
6. Presentation on I-81 Corridor
 - *Mr. Jeff Lineberry, VDOT Transportation Land Use Director*
7. Fields of Gold Video Presentation

8. Other Business

9. Adjournment

Next CSPDC Meeting: December 18, 2017



Minutes
Central Shenandoah Planning District Commission Meeting
112 MacTanly Place, Staunton, VA 24401
October 16, 2017, 7:00 p.m.

Member Jurisdiction Representatives			
	Augusta County		City of Staunton
	Terry Kelley	✓	Carolyn Dull
✓	Marshall Pattie, Treasurer	✓	Sharon Angle
✓	Vickie Moran		Rockbridge County
✓	Leslie Tate		A. W. Buster Lewis
	Bath County	✓	Chris Slaydon
	Edward Hicklin		Rockingham County
	City of Buena Vista	✓	Ned Overton
✓	Tim Petrie		William Kyger
	City of Harrisonburg	✓	Casey Armstrong, Secretary
✓	Ted Byrd	✓	Kim Sandum
✓	George Hirschmann		City of Waynesboro
	Adam Fletcher		Jeff Freeman
	Highland County		Rusty Johnson
	Kevin Wagner, Vice Chair		
	City of Lexington		
✓	Frank Friedman, Chairman		
			OTHERS
			✓ Jeff Lineberry, VDOT

Call to Order

The October 16, 2017, Central Shenandoah Planning District Commission meeting was called to order at 7:00 p.m. by Chairman Frank Friedman.

Public Comment

Chairman Friedman opened the floor to the public for comments. There were no public comments.

Minutes

Chairman Friedman presented the minutes from the August 21, 2017, CSPDC Commission meeting. Dr. Pattie moved, seconded by Mr. Hirschmann, to approve the minutes as presented. Motion carried unanimously.

Chairman's Report

Under Chairman's Report, Chairman Friedman expressed his appreciation for those in attendance at the August 21, 2017, Annual CSDPC Commission meeting that was held at the BRITE Transit Facility in Fishersville. He also expressed his appreciation of Mr. Bill Shelton, DHCD Director, who was the keynote speaker at the Annual Commission meeting.

Chairman Friedman gave an update on GO Virginia, noting that in order to receive funds from GO Virginia, the development of an Economic Growth and Diversification Plan is required. He noted that the Region 8 Regional Council began this process in June with the procurement of a consultant, Camoin Associates. Chairman Friedman stated that the Plan was submitted to the State Board on August 25, 2017, and approved on September 12, 2017, and copies of the Executive Summary are available. He noted that the goal of the Plan is to identify targeted business sectors that produce jobs in the region that are higher paying and where job growth is expected in the next five years. Chairman Friedman then reviewed the five targeted industries that were identified. He noted that applications for projects were due on October 13, 2017, and reviewed the three proposals that were received in the first round. Chairman Friedman stated that the Grant Proposal Review Committee will make recommendations to the Region 8 Regional Council at its October 30th meeting. Ms. Riedesel noted that there is approximately \$1 million in per capita funds set aside for Region 8 and \$11 million in statewide competitive funds available. She stated that the CSPDC was responsible for the oversight of the development of the Economic Growth and Diversification Plan and the work of the consultants.

Chairman Friedman reported on the Executive Committee meeting, held prior to the Full Commission meeting. He stated that the Executive Committee unanimously agreed to establish a committee to develop and manage a Request for Proposal (RFP) process for the CSPDC auditors. He stated that Carolyn Dull, Bonnie Riedesel, and Cindi Johnson were appointed to serve on the committee.

Chairman Friedman stated that the Executive Committee received an update on the BRITE Transit Facility and reviewed the transit facility budget. Chairman Friedman stated that the Executive Committee also unanimously agreed to align the CSPDC holiday schedule with the State holiday schedule.

Executive Director's Report

Under Executive Director's Report, Ms. Bonnie Riedesel:

- Asked Rebecca Joyce to report on the Shenandoah Valley Project Impact (SVPI) guide. Ms. Joyce announced that 25,000 copies of a guide entitled "Too Much Weather: A Disaster Activity Book for Kids" has been shipped to hurricane-affected areas. She stated that a SVPI publication created to help children understand disaster preparedness and navigate the stress of severe weather has been formatted into a mini-guide that is now in the hands of children impacted by Hurricanes Harvey and Irma. Ms. Joyce noted that word has quickly spread about the availability of the guide, and SVPI has received requests for copies from groups like the Virgin Islands Children's Museum, located in St. Thomas. She also reported on the CSPDC Hurricane Relief donations.

- Announced that Rockbridge County was awarded a \$476,693 Community Development Block Grant (CDBG) to add neighborhood infrastructure and 12 new homes to the Greenhouse Village Housing Production Project, Phase II. This will bring the total number of homes to 27, and the additional infrastructure upgrades will allow Habitat for Humanity to build 8 more homes in the future. Ms. Riedesel stated that the CSPDC has assisted Rockbridge County with the CDBG grant applications for both phases of the Greenhouse Village project, and will provide ongoing grant administrative services.
- Reported on the Staunton-Augusta-Waynesboro Metropolitan Planning Organization (SAWMPO) and the Charlottesville-Albemarle Metropolitan Planning Organization (CAMPO) third annual joint meeting that was held on September 27th in Crozet. Ms. Riedesel noted that the next meeting is scheduled for fall in 2018 in the SAWMPO region.
- Announced that Bath and Highland counties and the Town of Monterey will join together to create the Bath-Highland Network Authority. Ms. Riedesel stated that the group will facilitate the provision of affordable highspeed data, internet, and telecommunications services in the area. She noted that the creation of this partnership was supported by a Virginia Telecommunication Initiative grant through the Virginia Department of Housing and Community Development. Ms. Riedesel noted that the CSPDC staff provided project management and grant administration services.
- Announced that CSPDC staff will be part of a panel at the Governor's Transportation Conference to be held on October 24-27, 2017, at the Omni Homestead Resort in Hot Springs. Ms. Riedesel stated that CSPDC staff will present the Inter-Regional Transit Plan that studied the feasibility of a transit system linking the cities of Harrisonburg, Staunton, Waynesboro, and Charlottesville.
- Announced that Rockbridge County and the cities of Buena Vista and Lexington have been awarded an \$18,000 grant through the Virginia Department of Emergency Management's State Homeland Security Program to update their Emergency Operations Plan. Ms. Riedesel stated that CSPDC staff assisted in the preparation of the grant and will provide assistance in preparing the Plan.

Treasurer's Report

Chairman Friedman presented for consideration the Treasurer's Report (attached to file minutes). Dr. Pattie gave a report on the August 31, 2017, Financial Statement. He reported on the per capita assessments and the BRITE Transit Facility assets. Dr. Pattie noted that the FY17 Audit Report is scheduled to be presented at the December CSPDC Commission meeting. He reported that the Executive Committee had reviewed and unanimously approved the FY18 Budget Revision at their meeting prior to the Full Commission meeting. Dr. Pattie moved, seconded by Mr. Armstrong, to approve the Treasurer's Report as presented. Motion carried unanimously.

Presentation and Consideration of Resolution to Adopt Transportation Demand Management Long-Range Plan (BAF #17-17)

Chairman Friedman presented for consideration a Resolution to adopt the Transportation Demand Management Long-Range Plan (TDMP) (attached to file minutes). Ms. Joyce gave a PowerPoint presentation on the TDMP for Fiscal Years 2019-2024, recently completed by the CSPDC with consultants Michael Baker International, on behalf of the Virginia Department of Rail and Public

Transportation (DRPT). She noted that DRPT requires that any transportation demand management program operator receiving state or federal funding through DRPT prepare, adopt, and submit a TDMP. Ms. Joyce reviewed the purpose of the TDMP, what the plan includes, and the goals of the TDMP. Mr. Armstrong moved, seconded by Mr. Slaydon, to endorse the Resolution to adopt the TDMP. Motion was carried by unanimous vote.

Presentation on I-81 Corridor

Chairman Friedman introduced and welcomed Mr. Jeff Lineberry, VDOT Transportation Land Use Director, who gave a PowerPoint presentation on Virginia Interstate 81 Corridor. Mr. Lineberry reviewed the I-81 Corridor Significance, Elevation Profile, Primary Truck Routes, Impact of Trucks and Terrain, Traffic Volume Trends, Impact of Incidents, Incident Trends, Common Recovery Issues, Incident Management Omnibus Bill, Funding and Projects on the Way, Planning Level Cost of Improvements, and INFRA Grants. He stated that over 24 million vehicle hours of delay occurred in FY16 on Virginia's interstates alone. He noted that a national estimate states that roadway incidents contribute to 25 percent of congestion. Mr. Lineberry reviewed the planning level cost of improvements, noting that adding one lane with wide shoulders would cost \$10 to 15 million per direction (per mile), and \$30-\$50 million per interchange. He stated that there are lots of variables that affect cost such as the number of bridges, right-of-way cost, cross street improvements (local road network), etc. Mr. Lineberry discussed work that was being done on the Interstate and grant opportunities for road improvements.

Fields of Gold Video Presentation

Chairman Friedman presented the Fields of Gold video. Ms. Eavers, CSPDC Agritourism Coordinator, presented the Fields of Gold video. Ms. Eavers stated that the goal is to promote and market the Shenandoah Valley as an agritourism destination. Secondly, and most importantly, it is an economic development program to support the agricultural community by creating and maintaining jobs both on the farm and off the farm. She noted that the video promotes Fields of Gold and represents local farmers who are members of Fields of Gold.

Other Business

Under Other Business, Ms. McCarty reported on the Grant Proposal Review Committee meeting that she had attended in Edinburg prior to the Full Commission meeting. She reported on the three proposals that were received in the first round, noting that the Review Committee will meet again on October 23, 2017, to revisit the proposals, and will submit their recommendation to the Region 8 Regional Council at its October 30, 2017 meeting. Ms. McCarty stated that after the Region 8 Regional Council approves, applications will be submitted for final approval to the State GO Virginia Board in December.

Upon a question regarding upcoming activities of the Shenandoah Valley Partnership (SVP), Ms. Riedesel stated that SVP will be holding their Economic Development Forum this Friday, October 20th, at Massanutten Resort, followed by the SVP Board meeting. She noted that Camoin Associates will present the GO Virginia Region 8: Economic Growth and Diversification Plan to those in attendance.

Adjournment

Chairman Friedman announced that the next CSPDC Commission meeting will be held on December 18, 2017. There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 8:16 p.m.

Respectfully submitted,

Rita F. Whitfield, Clerk to the Commission

Approved:

*Casey Armstrong
CSPDC Secretary*



December 11, 2017

MEMO TO: CSPDC Commissioners
FROM: Bonnie S. Riedesel, Executive Director
SUBJECT: December 18, 2017 CSPDC Commission Meeting

The Central Shenandoah Planning District Commission (CSPDC) will hold its meeting on **Monday, December 18, 2017, 7:00 p.m.**, at the Central Shenandoah Planning District Commission Office, 112 MacTanly Place, Staunton, Virginia. Please call 540-885-5174 or email rita@cspdc.org to let me know if you will be able to attend.

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

AGENDA

1. Call to Order
2. Public Comment
3. Minutes of October 16, 2017, CSPDC Commission Meeting
4. Reports
 - A) Chairperson
 - B) Executive Director
 - C) Treasurer
5. Consideration of CSPDC 2018 Meeting Schedule (BAF #17-20)
6. Recognition of Outgoing Commissioners
 - *Mr. Tim Petrie, City of Buena Vista*
 - *Mr. Buster Lewis, Rockbridge County*

7. Consideration of FY17 Audit Report
 - *Chris Banta, CPA, Brown Edwards and Company, LLP*
8. Presentation on Blue Ridge Community College – 50th Year Anniversary
 - *Dr. John A. Downey, President, Blue Ridge Community College*
9. Recognition of Staff
 - *Devon Thompson, Transit Coordinator – 5 Years*
 - *Kimberly Miller, Administrative Assistant – 5 Years*
 - *Cindi Johnson, Fiscal Officer – 5 Years*
 - *Rebecca Joyce, Community Program Manager – 20 Years*
10. Commonwealth Intergovernmental Review Process (CIRPS) (BAF #16-20)
 - 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
11. Other Business
12. Adjournment

Next CSPDC Meeting: Monday, February 5, 2018



Minutes
Central Shenandoah Planning District Commission Meeting
112 MacTanly Place, Staunton, VA 24401
December 18, 2017, 7:00 p.m.

Member Jurisdiction Representatives			
	Augusta County		City of Staunton
	Terry Kelley	✓	Carolyn Dull
	Marshall Pattie, Treasurer	✓	Sharon Angle
	Vickie Moran		Rockbridge County
✓	Leslie Tate	✓	A. W. Buster Lewis
	Bath County	✓	Chris Slaydon
✓	Edward Hicklin		Rockingham County
	City of Buena Vista	✓	Ned Overton
✓	Tim Petrie		William Kyger
	City of Harrisonburg		Casey Armstrong, Secretary
✓	Ted Byrd	✓	Kim Sandum
	George Hirschmann		City of Waynesboro
✓	Adam Fletcher	✓	Jeff Freeman
	Highland County	✓	Rusty Johnson
✓	Kevin Wagner, Vice Chair		
	City of Lexington		
✓	Frank Friedman, Chairman		
			OTHERS
			✓ Dr. John Downey, Blue Ridge CC
			✓ Dustin Roderick, Brown, Edwards & Co., LLP

Call to Order

The December 18, 2017, Central Shenandoah Planning District Commission meeting was called to order at 7:00 p.m. by Chairman Friedman. Chairman Friedman reviewed the changes to the agenda.

Public Comment

Chairman Friedman opened the floor to the public for comments. There were no public comments.

Consideration of FY17 Audit Report

Chairman Friedman welcomed and introduced Mr. Dustin Roderick, Senior Associate of Brown, Edwards and Company, LLP, who presented the CSPDC FY17 Audit Report. Mr. Roderick gave a brief review on the Audit Report, noting that the audit includes an unmodified clean opinion. Chairman Friedman reported that the FY17 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, Ms. Angle moved, seconded by Mr. Byrd, to accept the CSPDC FY17 Audit Report as presented. Motion carried unanimously.

Minutes

Chairman Friedman presented the minutes from the October 16, 2017, CSPDC Commission meeting. Ms. Angle moved, seconded by Mr. Slaydon, to approve the minutes as presented. Motion carried with Mr. Fletcher, Mr. Hicklin, and Mr. Lewis abstaining due to their absence at that meeting.

Chairman's Report

Under Chairman's Report, Chairman Friedman gave an update on GO Virginia. He noted that GO Virginia Region 8 submitted two proposals to the State for consideration: a proposal for Rockbridge Area Advanced Manufacturing Project (RAAMP) for a welding program at Byers Technical Institute; and a proposal for Shenandoah Valley Nursing Scholarship Project to provide scholarships and/or interest free loans to assist approximately 100 nursing students to receive their Associate or B.S. nursing degrees. Chairman Friedman stated that of the 12 applications received statewide, only 5 were approved and the 2 from Region 8 were not approved. He noted that the Region 8 Council and the support organizations are discussing how best to move forward and if the 2 project applications will be submitted for the next round of GO Virginia applications in February.

Treasurer's Report

Chairman Friedman presented for consideration the Treasurer's Report (attached to file minutes). Ms. Johnson gave a report on the October 31, 2017, Financial Statement. Mr. Wagner moved, seconded by Mr. Lewis, to approve the Treasurer's Report as presented. Motion carried unanimously.

Ms. Riedesel reported that at their last meeting, the Executive Committee established a committee consisting of Carolyn Dull, Cindi Johnson, and herself to develop a Request for Proposal (RFP) for the CSPDC auditors. She stated that the RFP has been released and proposals are due December 29, 2017. Ms. Riedesel noted that once the proposals are reviewed, the Committee will make a recommendation to the Commission at its February meeting.

Consideration of CSPDC 2018 Meeting Schedule (BAF #17-20)

Chairman Friedman presented for consideration the CSPDC 2018 Meeting Schedule (attached to file minutes). Ms. Riedesel briefly reviewed the meeting schedule for 2018 for the Executive Committee

and Full Commission meetings. Mr. Petrie moved, seconded by Mr. Lewis, to approve the 2018 CSPDC Meeting Schedule as presented. Motion carried unanimously.

Presentation on Blue Ridge Community College – 50th Anniversary

Chairman Friedman introduced and welcomed Dr. John Downey, President of Blue Ridge Community College. Dr. Downey, who is a member of GO Virginia's Regional Council, expressed his appreciation to Ms. Riedesel and staff for all their hard work on GO Virginia. He gave a PowerPoint presentation on Blue Ridge Community College's history, noting that Blue Ridge Community College is celebrating 50 years of quality education and training. Dr. Downey stated that in August 1966, ground broke off of Route 11 in Weyers Cave for a community college on land provided by the Houff's and the first class was held on October 2, 1967. Dr. Downey noted that BRCC is a better institution because of its location - nearly on the line between Augusta and Rockingham counties, and more or less equidistant between Harrisonburg and Staunton, with Waynesboro only a few minutes farther. He expressed his appreciation for BRITE Transit for providing services to BRCC students from Harrisonburg and Staunton. Dr. Downey noted that the campus' street formerly named College Lane, was renamed after the school's fourth president, Dr. James Perkins, under whom the school added eight buildings and enrollment grew from 2,700 to 4,500 between 1989 and 2009.

Commonwealth Intergovernmental Review Process (CIRPs) (BAF #17-21)

Chairman Friedman presented for consideration Commonwealth Intergovernmental Review Process (CIRPs). Ms. Riedesel gave a brief review on each application. Mr. Lewis moved, seconded by Mr. Slaydon, to endorse the staff recommendations. Motion carried unanimously. They are as follows:

- A. An application submitted by the CSPDC to the Appalachian Regional Commission (ARC) for \$81,816 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.
- B. 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.

Other Business

Under Other Business:

- Ms. Joyce presented and distributed the Shenandoah Valley Project Impact Calendars for 2018. She noted that the calendar contains preparedness and mitigation information about many types of severe weather, emergencies and disasters. Ms. Joyce stated that the 2018 Calendar is dedicated to the memory of Mr. William O'Brien. Ms. Riedesel stated that the calendars have

been distributed throughout the region including local government offices, various public organizations, and libraries.

- Ms. Cundy reported on the Transportation Alternatives (TA) Program, noting that the deadline for submittal was November 1st. She stated that staff assisted several localities with their applications and submitted letters of support. Ms. Cundy reported that 134 applications from 77 entities were submitted statewide. The request was for \$66 million in total with \$40 million available. She stated that VDOT will score the applications and will present a tentative list of projects to the Commonwealth Transportation Board (CTB) in February with award announcements in March or April. Ms. Cundy announced that Governor-elect Ralph Northam has appointed Shannon Valentine of Lynchburg as Secretary of Transportation. She also noted that Jennifer Mitchell has been reappointed as the Director of the Virginia Department of Rail and Public Transportation.
- Chairman Friedman announced that Governor-elect Ralph Northam has appointed Matthew Strickler, a Lexington native, as the Secretary of Natural Resources.
- Ms. Gourley reported on the Virginia Breeze, a new inter-city bus service operating along Interstates 81 and 66, launched December 1, 2017. She stated that the Virginia Breeze will connect travelers from Blacksburg to Washington, D.C., with multiple destinations in between, including Lexington, Staunton, and Harrisonburg. Ms. Gourley stated that the bus service, operated under contract by Dillon bus as part of the Megabus system, is funded by federal transit grants and rider fares.

Recognition of Outgoing Commissioners

Chairman Friedman presented a plaque to Mr. Tim Petrie, City of Buena Vista's representative, and Mr. Buster Lewis, Rockbridge County's representative, for their outstanding leadership and notable service to the Planning District Commission and to the people of the District, shown during their term as Commissioners.

Recognition of Staff

Ms. Ridesel recognized staff employees Rebecca Joyce for 20 years; Devon Thompson, Kimberly Miller, and Cindi Johnson for five years; and Rita Whitfield for 40 years of service to the Commission. She expressed her appreciation to each of these employees for their work and dedication to the Commission throughout their tenure. Chairman Friedman also expressed his appreciation to the staff for their hard work and to the Commissioners for their dedicated support to the CSPDC.

Adjournment

Chairman Friedman announced that the next CSPDC Commission meeting will be held on Monday, February 5, 2018. There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 8:00 p.m.

Respectfully submitted,

Rita F. Whitfield, Clerk to the Commission

Approved:

Casey Armstrong
CSPDC Secretary