



**Minutes**  
**Central Shenandoah Planning District Commission Meeting**  
**112 MacTanly Place, Staunton, VA 24401**  
**February 4, 2019, 7:00 p.m.**

<b>Member Jurisdiction Representatives</b>			
<b>Augusta County</b>		<b>City of Staunton</b>	<b>Staff</b>
Butch Wells	✓	Carolyn Dull	✓ Bonnie Riedesel, Executive Director
✓ Marshall Pattie, Treasurer	✓	Sharon Angle	✓ Rebecca Joyce, Community Program Manager
✓ Vickie Moran		<b>Rockbridge County</b>	✓ Elizabeth McCarty, Director of Planning
Leslie Tate	✓	Jay Lewis	✓ Ann Cundy, Transportation Program Manager
<b>Bath County</b>	✓	Chris Slaydon	✓ Nancy Gourley, Transit Program Manager
Edward Hicklin		<b>Rockingham County</b>	✓ Cindi Johnson, Fiscal Officer
<b>City of Buena Vista</b>		Ned Overton	✓ Rita Whitfield, Office Manager
✓ Billy Fitzgerald	✓	Rick Chandler	✓ Rachel Salatin, Agritourism Coordinator ✓ Zach Beard, Transportation Planner
<b>City of Harrisonburg</b>		Rhonda Cooper	<b>Others</b>
✓ Sal Romero	✓	Kim Sandum	✓ Bob Coiner, VAPDC President
✓ George Hirschmann		<b>City of Waynesboro</b>	
Adam Fletcher	✓	Terry Short	
<b>Highland County</b>		Rusty Johnson	
Kevin Wagner, Vice Chair			
<b>City of Lexington</b>			
✓ Frank Friedman, Chairman			

**Call to Order**

The February 4, 2019, Central Shenandoah Planning District Commission meeting was called to order at 7:00 p.m. by Chairman 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 December 17, 2018, CSPDC Commission meeting. Mr. Chandler moved, seconded by Ms. Sandum, to approve the minutes as presented. Motion carried unanimously.

**Recognition of New Staff Members**

Chairman Friedman introduced and welcomed two new staff members, Rachel Salatin, Agritourism Coordinator and Zach Beard, Transportation Planner.

### **Recognition of Incoming Commissioner(s)**

Chairman Friedman introduced and welcomed new Commissioner members Mr. Sal Romero, representing the City of Harrisonburg; and Mr. Billy Fitzgerald, representing the City of Buena Vista. He noted that Mr. Butch Wells was the newly appointed representative for Augusta County.

### **Chairman's Report**

Under Chairman's Report, Chairman Friedman gave a report on GO Virginia. He stated that two Enhanced Capacity Building planning grant applications have been approved and are now under contract: 1) Shenandoah Valley Talent Solutions, for \$60,000, for a study focused on job seekers, university and community college graduates, and high school students that addresses the talent shortage in the region; and 2) Staunton Innovation Hub, for \$23,000, for a feasibility study to design the curriculum and equipment needed for a Makers Space/Tech Hub in Staunton, as well as the design of a mobile Makers Space to be used in rural communities. Chairman Friedman noted that the application for the Shihadeh Innovation Center in Winchester will be resubmitted on February 8. He stated that CSPDC staff is working with the Region 8 GO Virginia Program Director in setting up workshops for mid-March to assist localities and other potential applicants in the region to prepare successful GO Virginia applications, and to develop a pipeline of projects that meet the goals of GO Virginia. Chairman Friedman announced the next Regional Council meeting will be held on April 23, 2019, in Edinburg, Virginia.

### **Executive Director's Report**

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

- **Chesapeake Bay WIP III:** DEQ has awarded the CSPDC, along with the other 14 Bay PDCs, \$21,500 in planning funds to provide technical and administrative assistance to their respective local governments on Phase III of the Chesapeake Bay Watershed Implementation Plan. These funds will allow for continued momentum of operations, discussions and relationships with local governments and stakeholders for another 8-month period.
- **Bath-Highland Network Authority:** On January 10<sup>th</sup>, the Bath-Highland Network Authority held its first organizational meeting. With the assistance of the CSPDC, the Authority was created last year to facilitate the provision for access to affordable high-speed data, internet, and telecommunications services for the citizens and businesses in the two counties.
- **Bath Housing Study:** In December, Bath County was awarded a \$20,000 Community Impact Grant from the Virginia Housing Development Authority (VHDA). Funding will be used to conduct a county-wide housing needs assessment and market analysis report. The CSPDC will provide grant administration and management services for the project.
- **50<sup>th</sup> Anniversary:** The CSPDC has officially kicked off their 50<sup>th</sup> anniversary and will be celebrating the CSPDC's accomplishments throughout the year. A special 50th anniversary celebration is planned for September.

### **Treasurer's Report**

Chairman Friedman presented for consideration the Treasurer's Report (attached to file minutes). Dr. Pattie gave a report on the December 31, 2018, Financial Statement, noting that due to the combination of annual and holiday time, staff medical leave, and one open staff position, the CSPDC shows a loss of \$35,000. He noted that there is a small impact due to the federal government shutdown; however, the CSPDC has adequate cash reserves for several months before reduction measures would need to take place. Dr. Pattie moved, seconded by Mr. Hirschmann, to approve the Treasurer's Report as presented. Motion carried unanimously.

**Consideration of FY19 Budget Revision**

Chairman Friedman presented for consideration FY19 Budget Revision (attached to file minutes). Ms. Johnson gave a review on the FY19 Budget Revision, noting that the revision results in a small increase in net income. She stated that staff changes, grant carryover adjustments, new awards, and adjusting delayed awards are included in this revision. Dr. Pattie moved, seconded by Mr. Chandler, to approve the FY19 Budget Revision. Motion was carried by unanimous vote.

**Resolution Commending the CSPDC on its 50<sup>th</sup> Anniversary (Board Memo #19-3)**

Chairman Friedman presented the Resolution commending the CSPDC on its 50<sup>th</sup> Anniversary (attached to file minutes). Chairman Friedman stated that in 2019, the CSPDC will be celebrating 50 years of promoting and supporting regional collaboration. He noted that the Resolution will be submitted to each jurisdiction for approval in commending the CSPDC on its 50<sup>th</sup> Anniversary and to express its appreciation for the vital support provided by the CSPDC to each of its member jurisdictions and the region. Chairman Friedman requested each jurisdiction take action on this Resolution by April 15<sup>th</sup>.

**Update on Election of Executive Committee Members (Board Memo #19-2)**

Chairman Friedman presented Update on Election of Executive Committee Members. Ms. Riedesel gave an update on the election of the Executive Committee members, stating that the current terms of the CSPDC's Executive Committee members will expire June 30, 2019. She stated that the Executive Committee consists of seven Commissioners, each from a different member jurisdiction and reviewed the election process. Ms. Riedesel noted that several Commission members terms will also expire June 30, 2019. She stated that each jurisdiction will be contacted in regards to expiring Commission member terms, and information regarding the election of the Executive Committee.

**I-81 Improvement Plan and SMART SCALE Recommended Funding (Board Memo #19-1)**

Chairman Friedman presented the I-81 Improvement Plan and SMART SCALE Recommended Funding. Ms. Cundy gave an update on the I-81 Improvement Plan. She stated that following the Commonwealth Transportation Board's (CTB) approval of the I-81 Improvement Plan, state legislators along the corridor submitted matching Senate and House bills to implement tolling to fund \$2.2 billion in projects identified in the Improvement Plan. Ms. Cundy noted that on January 31, 2019, the Virginia House and Senate each submitted substitute bills to replace the bills introduced on January 15<sup>th</sup>, removing all language regarding tolling to fund improvements to I-81. She stated that the new bills would direct the CTB to establish an I-81 committee to review the I-81 Corridor Improvement Plan adopted in December as it relates to funding options and to report back to the General Assembly by December 15, 2019, with funding recommendations. Ms. Cundy noted that part of the committee's review of funding options would include conducting regional public meetings and seeking input from the public and stakeholder organizations. She stated that the committee would include the chairs of the five Planning District Commissions in the I-81 Corridor.

Ms. Cundy reported on SMART SCALE Recommended Funding. She stated that the Secretary of Transportation's staff presented a preliminary funding scenario for SMART SCALE Round 3 to the CTB on January 15, 2019. Ms. Cundy noted that the Staunton District has 16 projects on the proposed funding list, nine of which are in the CSPDC region. She stated that the nine projects proposed for funding total \$14.7 million. Ms. Cundy noted that the CTB will continue to review the list and solicit

public comment on the draft FY 2020 Six Year Improvement Program prior to adopting it in June 2019.

### **Commonwealth Intergovernmental Review Process (CIRPs) (BAF #19-1)**

Chairman Friedman presented for consideration Commonwealth Intergovernmental Review Process (CIRPs). Mr. Lewis moved, seconded by Mr. Romero, to endorse the following four applications for capital assistance from the Commonwealth of Virginia through the FTA Section 5310 Program to purchase transportation equipment. Motion was carried by unanimous vote. They are as follows:

- 1) Rockbridge Area Transportation System, Inc. (RATS) is seeking capital assistance to purchase two 9-passenger vans with wheelchair lifts valued at \$60,462, and a 5-passenger wheelchair accessible minivan valued at \$45,000. Replacement is necessary to maintain a safe, reliable fleet in order to continue to provide door-to-door, demand-response transportation for the elderly, individuals with special needs, and low-income citizens of the rural Rockbridge area.
- 2) The Arc of Harrisonburg and Rockingham County is seeking capital assistance to purchase two 5-passenger vans with lifts for \$45,000 each for a total of \$90,000. Arc provides transportation throughout the Harrisonburg-Rockingham area for adults with intellectual and development disabilities who attend the Arc's day support, in-home and respite care programs.
- 3) Pleasant View, Inc. Pleasant View, Inc. is seeking capital assistance to purchase two modified mini-vans with wheelchair ramps, for \$76,000. Pleasant View's plan is to provide fixed and variable transportation routes in cooperation with other local human service agencies for individuals with intellectual disabilities in Augusta, Shenandoah, and Rockingham counties, which includes the City of Harrisonburg, and the towns of Broadway, Bridgewater, Dayton, Elkton, Grottoes, Mt. Crawford, and Timberville.
- 4) Valley Program for Aging Services (VPAS) is seeking capital assistance in the amount of \$88,774 to support the operating costs of their Senior Transportation program and to purchase three vehicles to replace older vehicles as follows: 1) \$65,000 to purchase a 14-passenger Body on Chassis vehicle with wheelchair lift to transport individuals 60 years and older individuals to and from the Timberville-Broadway Senior Center in Rockingham County; 2) \$45,000 to purchase a five passenger modified minivan with wheel chair ramp for Senior Transportation service in Highland County; and 3) \$45,000 for a five-passenger modified minivan with wheelchair ramp for Senior Transportation service in the Staunton, Augusta, Waynesboro area.

### **Virginia Association of Planning District Commissions (VAPDC) Presentation**

Ms. Riedesel gave background information on the VAPDC, noting that there are 21 Planning District Commissions in the Commonwealth celebrating 50 years since the formation of PDCs in the state. She stated that in 1969, the Virginia General Assembly created the 23, now 21, PDCs. Ms. Riedesel noted that in 1987, the VAPDC was created to promote coordination and cooperation among the 21 PDCs and to heighten effectiveness and efficiency, provide mutual assistance, and share best

management practices. She introduced and welcomed Bob Coiner, VAPDC President, who gave a presentation on VAPDC and reported on the following activities:

- VAPDC winter conference that was held last week in Richmond in conjunction with VACo Local Government Day, and the 50th Anniversary kick-off.
- VAPDC hosts annual training sessions for Commissioners and PDC staff. Areas of training include transportation, finance, GIS, communications, procurement, FOIA, and media relations.
- VAPDC conducts Strategic Plan/Initiatives for stronger relationships with elected officials and state agencies; increase awareness and marketing of VAPDC; and Board recruitment, development, and training.
- VAPDC forging partnerships with state agencies like DHCD, GO Virginia, DEQ, VDOT, and DRPT, and with statewide organizations like VACo, VML, VAMPO, and Center for Rural Virginia.
- VAPDC established an Awards Program to recognize individuals that have provided leadership for or made outstanding contributions to promoting PDCs and promoting regionalism.

Mr. Coiner announced that the VAPDC will hold its annual conference in July 2019 in Williamsburg, and in 2020, it will be held in Staunton. He invited Commissioners to attend these conferences and encouraged the Commission to get involved with VAPDC.

### **Other Business**

Ms. Dull reported on a meeting that she had attended regarding an organization that is totally organic entitled Shenandoah Green. She stated that the organization was formed less than a month ago and approximately 30-40 representatives from around the region also attended the meeting.

### **Adjournment**

Chairman Friedman announced that the next CSPDC meeting will be held on April 15, 2019. There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 8:10 p.m.

Respectfully submitted,

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*Rita F. Whitfield*  
*Clerk to the Commission*

Approved:

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*Rick Chandler*  
*CSPDC Secretary*