



January 28, 2019

**MEMO TO:** CSPDC Commissioners  
**FROM:** Bonnie S. Riedesel, Executive Director  
**SUBJECT:** February 4, 2019 CSPDC Commission Meeting

The Central Shenandoah Planning District Commission (CSPDC) will hold its meeting on **Monday, February 4, 2019, 7:00 p.m.**, at the Central Shenandoah Planning District Commission Office, 112 MacTanly Place, Staunton, Virginia. Please let me know if you can attend this meeting.

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

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### **AGENDA**

1. Call to Order
2. Public Comment
3. Minutes of December 17, 2018 Meeting\*
4. Recognition of Incoming Commissioner(s)
  - Sal Romero, City of Harrisonburg
  - Butch Wells, Augusta County
5. Recognition of New Staff Members
  - Rachel Salatin, Agritourism Coordinator
  - Zach Beard, Transportation Planner
6. Reports
  - A) Chairperson
  - B) Executive Director
  - C) Treasurer\*
    - FY19 Budget Revision (BAF #19-2)\*
7. Resolution Commending the CSPDC on its 50<sup>th</sup> Anniversary (Board Memo #19-3)

8. Update on Election of Executive Committee Members (Board Memo #19-2)
9. I-81 Improvement Plan and SMART SCALE Recommended Funding (Board Memo #19-1)
10. VAPDC Presentation
  - *Bob Coiner, VAPDC President and David Blount, VAPDC Executive Director*
11. Commonwealth Intergovernmental Review Process (CIRPS) (BAF #19-1)\*
  - A) Applications Submitted by the following for FTA Section 5310 Program to Purchase Transportation Equipment:
    - Rockbridge Area Transportation System, Inc. (RATS)
    - The Arc of Harrisonburg and Rockingham
    - Pleasant View, Inc.
    - Valley Program for Aging Services (VPAS)
12. Adjournment

**Next CSPDC Board Meeting: Monday, April 15, 2019**

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\*Action Needed



**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>
	Butch Wells	✓	Carolyn Dull
✓	Marshall Pattie, Treasurer	✓	Sharon Angle
✓	Vickie Moran		<b>Rockbridge County</b>
	Leslie Tate	✓	Jay Lewis
	<b>Bath County</b>	✓	Chris Slaydon
	Edward Hicklin		<b>Rockingham County</b>
	<b>City of Buena Vista</b>		Ned Overton
✓	Billy Fitzgerald	✓	Rick Chandler
	<b>City of Harrisonburg</b>		Rhonda Cooper
✓	Sal Romero	✓	Kim Sandum
✓	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*



April 8, 2019

**MEMO TO:** CSPDC Commissioners  
**FROM:** Bonnie S. Riedesel, Executive Director  
**SUBJECT:** April 15, 2019 CSPDC Commission Meeting

The Central Shenandoah Planning District Commission (CSPDC) will hold its meeting on **Monday, April 15, 2019, 7:00 p.m.**, at the Central Shenandoah Planning District Commission Office, 112 MacTanly Place, Staunton, Virginia. Please call Rita Whitfield at 540-885-5174 ext. 101 or email [rita@cspdc.org](mailto:rita@cspdc.org) to let me know if you will be able to attend.

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

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### **AGENDA**

1. Call to Order
2. Public Comment
3. Minutes of February 4, 2019 Meeting\*
4. Reports
  - A) Chairperson
  - B) Executive Director
  - C) Treasurer\*
5. Upcoming Election of Executive Committee (Board Memo #19-4)
6. Consideration of 2019 CDBG Regional Priorities (BAF #19-3)\*
7. Consideration of FY20 Rural Transportation Work Program (BAF #19-4)\* - Ann Cundy
8. I-81 Legislation Update – Ann Cundy
9. Hazard Mitigation Plan Update – Rebecca Joyce
10. CEDS Committee Update – Elizabeth McCarty



11. Shenandoah Valley Partnership (SVP) Presentation
  - *Jay Langston, Ph.D., SVP Executive Director*
12. Commonwealth Intergovernmental Review Process (CIRPS)
13. Adjournment

**Next CSPDC Board Meeting: Monday, June 17, 2019**

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\*Action Needed



**Minutes**  
**Central Shenandoah Planning District Commission Meeting**  
**112 MacTanly Place, Staunton, VA 24401**  
**April 15, 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	
<b>City of Harrisonburg</b>	✓ Rhonda Cooper	<b>Others</b>	
	Sal Romero	✓ Kim Sandum	✓ Jay Langston, Shenandoah Valley Partnership
	George Hirschmann	<b>City of Waynesboro</b>	✓ Jessica Wetzler, Daily News Record
✓	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 April 15, 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 February 4, 2019, CSPDC Commission meeting. Ms. Angle moved, seconded by Ms. Sandum, to approve the minutes as presented. Motion carried with Adam Fletcher and Leslie Tate abstaining due to absence.

**Chairman's Report**

Under Chairman's Report, Chairman Friedman introduced and welcomed Butch Wells, Augusta County representative, and Jessica Wetzler, from the Daily News Record. Chairman Friedman

distributed a list of Commissioners contact information and ask everyone to update their contact information.

Chairman Friedman gave an update on GO Virginia as follows:

- Reported that the Shihadeh Innovation Center project in Winchester was finally approved by the GO Virginia Board in the amount of \$540,000. He reported on how the funds for this project will be utilized.
- Noted that in 2018, the GO Virginia State Board awarded Blue Ridge Community College (BRCC) a \$200,000 grant to launch a Cyber Security Training Program. Graduates of the program will be placed in jobs that have an average wage of \$54,000.
- Announced that the GO Virginia Region 8 Council recently launched its first, annual "Call for Projects" to identify and prioritize projects for the Fiscal Year 2020. Chairman Friedman stated that two GO Virginia summit meetings were held at Lord Fairfax Community College and Blue Ridge Community College on March 13 and 14, respectively. He noted that following the summits, the Region 8 Council invited organizations to submit project ideas by completing and submitting Project Abstracts. Chairman Friedman stated that the Region 8 Council will discuss these project ideas at their April 23, 2019 meeting, in Edinburg.

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

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

- Stated that after a competitive bid process and five proposals, the CSPDC has entered into a five-year contract with Litten and Sipe, LLP, effective July 1, 2019, and terminating on June 30, 2024, with the potential for a total of three-one-year extension periods.
- Announced that Fields of Gold Farm Trail members Laurel Fork Sapsuckers, Meadow Croft Farm, Mountain View Farm, Rockbridge Vineyards, and Showalter's Orchard were featured, among other Shenandoah Valley farmers, in *The Furrow's* March 2019 issue. Ms. Riedesel stated that the article entitled *Oh Shenandoah: A Place Where Farmers Gladly Welcome Visitors*, discusses the region's agricultural heritage, product diversity, and the Fields of Gold Farm Trail Program. She noted that *The Furrow* is a worldwide farm magazine published by John Deere & Company.
- Stated that BARC Electric Cooperative has applied for a federal grant to the Appalachian Regional Commission (ARC) for \$1 million in funding through the 2019 POWER Initiative grant program. Ms. Riedesel noted that funding will be used to fund high-speed internet services and an innovation hub for citizens and businesses of the Town of Goshen. She stated that if awarded, CSPDC staff will assist with grant administration services.
- Announced that the CSPDC has officially kicked off its 50<sup>th</sup> Anniversary and will be celebrating the CSPDC's accomplishments throughout the year. Ms. Riedesel stated that articles about past CSPDC projects and programs will be featured in the monthly newsletters.

She stated that each member jurisdiction was asked to adopt a resolution commending the CSPDC on its 50<sup>th</sup> Anniversary and in September, a special 50<sup>th</sup> anniversary celebration is being planned.

### **Treasurer's Report**

Chairman Friedman presented for consideration the Treasurer's Report (attached to file minutes). Ms. Riedesel gave a report on the February 28, 2019, Financial Statement. Ms. Dull moved, seconded by Ms. Angle, to approve the Treasurer's Report as presented. Motion carried unanimously.

### **Upcoming Election of Executive Committee (Board Memo #19-4)**

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 explained 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 was notified regarding the election of the Executive Committee and the expiring terms.

### **Consideration of 2019 CDBG Regional Priorities (BAF #19-3)**

Chairman Friedman presented for consideration the 2019 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 22, 2019. Given time constraints, the list was submitted on March 12, 2019. It was the consensus of the members present to ratify the Executive Director's endorsement letter for the 2019 CDBG Regional Priorities.

### **Consideration of FY20 Rural Transportation Work Program (BAF #19-4)**

Chairman Friedman presented for consideration the FY20 Rural Transportation Work Program. Ms. Cundy gave a brief review on the program, noting that the program will provide \$58,000 and CSPDC will provide a \$14,500 match. She stated that the match is financed using member assessment revenues. Ms. Cundy stated that these funds will be used for program administration; transportation-related grant writing for member localities; transportation planning assistance offered to rural localities; rural long-range transportation planning; completion of a rural corridor or intersection plan; assistance and support of the State's efforts related to transportation planning, including data collection; and development of performance measures in transportation planning, and bicycle and pedestrian planning. Ms. Dull moved, seconded by Ms. Sandum, to approve the Resolution authorizing application for the FY20 Rural Transportation Planning Grant application. Motion was carried by unanimous vote.

### **I-81 Legislative Update**

Chairman Friedman presented I-81 Legislative Update. Ms. Cundy gave an update on I-81, noting that Virginia lawmakers voted to approve higher truck registration fees and gas tax increases along

the I-81 corridor to fund long-needed improvements for the interstate. She stated that both the House and Senate voted to accept Governor Northam's amendments to Senate Bill 1716 and House Bill 2718, which lawmakers passed earlier this year without a source of funding. The amendment allows for a 2.1 percent increase in the motor fuels tax along I-81, which will amount to about 7 cents a gallon.

### **Hazard Mitigation Plan Update**

Ms. Joyce gave a PowerPoint presentation on the Hazard Mitigation Plan and distributed copies of the Central Shenandoah Valley Hazard Mitigation Plan-2019 Hazard Identification Ranking (attached to file minutes). She noted that the plan is required by the Robert T. Stafford Disaster Relief and Emergency Assistance Act as amended by the Disaster Mitigation Act of 2000 to be eligible to receive federal mitigation funding. Ms. Joyce stated that having a Hazard Mitigation Plan helps grant applications for other federal/state programs score higher. She reported on the planning process, noting that all 21 localities in Planning District Six have appointed representatives to the Steering Committee. Ms. Joyce reviewed the funding and timeline, noting that the CSPDC will submit the draft to the Virginia Department of Emergency Management for review in October 2019, VDEM will review and approve in October through February 2020, and the local adoption process is scheduled for March through April 2020.

### **CSPDC Comprehensive Economic Development Strategy (CEDS) Update**

Ms. McCarty gave an update on CEDS, noting that the CSPDC is a designated Economic Development District (EDD) under the Economic Development Administration (EDA), U.S. Department of Commerce. She stated that every EDD is required to have a CEDS plan, which is a strategy-driven plan for regional economic development. Ms. McCarty noted that the CSPDC Board serves as the CEDS Committee and is responsible for developing and updating the CEDS on a regular basis. She stated that the new CEDS was presented to the Commission at their August 2018 meeting, followed by a 30-day public comment period, and submitted to EDA. Ms. McCarty reviewed the CSPDC's Strategic Direction/Action Plan's five visions, noting that beneath each vision are goals which help define how that vision will be achieved. She reported that CSPDC staff has created an economic asset web app that allows users to discover business and quality of life assets in the CSPDC region. Ms. McCarty showed the web app and how each locality has a tab with a short description and link to their economic development pages. Ms. McCarty stated that users can click on locality features in the interactive map to find more information, including demographic data such as population, median age, cost of living, and unemployment rates. Also, users can view industrial/business parks and business incentive zones in the CSPDC region. She distributed copies of the CSPDC Region-Economic Highlights, and stated that she had copies of the CSPDC CEDS Executive Summary available for anyone who wanted a copy.

### **Commonwealth Intergovernmental Review Process (CIRPs)**

Ms. Riedesel stated that there were no CIRPS for consideration. She presented two CIRPS that were signed off by staff and required no action as follows:

- (1) An application submitted by the Shenandoah Valley Regional Airport (SHD) for Phase One Development for: 1) for the construction of an access road to access future hangar development; and 2) installation of water and sewer lines to serve future hangar development. Staff waived review on the project as the Commission staff does not feel it

has the expertise to evaluate the impact of a proposed project on the environment, or the need or feasibility of the proposed project.

- (2) An application submitted by the Virginia Department of Environmental Quality (DEQ) for 319h Watershed Project funding. All work will occur within the James River and Tributaries, City of Richmond. Staff waived review on the project as it has been determined that the project is an application that does not propose activities which will have direct or significant indirect impacts on the local jurisdictions within Planning District Six.

### **Shenandoah Valley Partnership Presentation**

Chairman Friedman introduced and welcomed Jay Langston, SVP Executive Director, who was present to discuss SVP's ongoing and upcoming activities and SVP's evolving changes. He distributed copies of a handout describing the basic tenets of economic development, location factors, and the SVP strategic plan. Mr. Langston reported on transportation and warehousing employment in the Shenandoah Valley, available industrial and commercial properties, non-college careers, and need for prepared sites. He stated that the Shenandoah Valley Partnership (SVP) works with public and private partners at the local, regional, and state level to develop an economic climate for business success throughout the Shenandoah Valley. Mr. Langston noted that through regional cooperation, the SVP brings together business, government, and education leaders to attract new business to the area, help existing businesses expand, and guide strategic workforce development to grow and sustain a healthy economic future for our region.

### **Adjournment**

Chairman Friedman announced that the next CSPDC meeting will be held on June 17, 2019. There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 8:40 p.m.

Respectfully submitted,

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

Approved:

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*Rick Chandler*  
*CSPDC Secretary*



June 10, 2019

**MEMO TO:** CSPDC Commissioners  
**FROM:** Bonnie S. Riedesel, Executive Director  
**SUBJECT:** June 17, 2019 CSPDC Commission Meeting

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

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### **AGENDA**

1. Call to Order
2. Public Comment
3. Minutes of April 15, 2019 Meeting\*
4. Reports
  - A) Chairperson
  - B) Executive Director
  - C) Treasurer\*
5. Recognition of Outgoing Commissioners
  - *Ned Overton, Rockingham County*
6. Consideration of Draft CSPDC FY20 Budget (BAF #19-7)\*
7. Report on Executive Committee Elections
8. Commonwealth Intergovernmental Review Process (CIRPS) (BAF #9-8)
  - (A) An application submitted by BARC Electric Cooperative for an Appalachian Regional Commission 2019 Power Initiative Grant – Rural Economic Development Catalyzed by Broadband.

- (B) An application submitted by the Virginia Department of Transportation (VDOT) for Draft SPR Work Program for FY20.
- (C) An application submitted by the CSPDC for USDA Agricultural Marketing Service-Local Food Promotion Program Grant.

9. 2020 Census Presentation

- Kathy O’Connell & Rosanne Vrugtman, Partnership Specialists, Philadelphia Regional Census Center, U.S. Department of Commerce, U.S. Census Bureau

10. Adjournment

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\*Action Needed

**Next CSPDC Board Meeting: Monday, August 19, 2019**

**The Central Shenandoah Development Corporation  
will hold its Annual Meeting  
immediately following the Full Commission Meeting**





**Minutes**  
**Central Shenandoah Planning District Commission Meeting**  
**112 MacTanly Place, Staunton, VA 24401**  
**June 17, 2019, 7:00 p.m.**

<b>Member Jurisdiction Representatives</b>			
	<b>Augusta County</b>		<b>City of Staunton</b>
	Butch Wells	✓	Carolyn Dull
✓	Marshall Pattie, Treasurer	✓	Sharon Angle
✓	Vickie Moran		<b>Rockbridge County</b>
✓	Leslie Tate	✓	Jay Lewis
	<b>Bath County</b>	✓	Chris Slaydon
✓	Edward Hicklin		<b>Rockingham County</b>
	<b>City of Buena Vista</b>	✓	Ned Overton
✓	Billy Fitzgerald		Rick Chandler
	<b>City of Harrisonburg</b>	✓	Rhonda Cooper
	Sal Romero		Kim Sandum
✓	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 June 17, 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 April 15, 2019 CSPDC Commission meeting. There being no corrections or additions, Chairman Friedman declared the minutes approved as presented.

**Chairman’s Report**

Under Chairman’s Report, Chairman Friedman gave an update on GO Virginia. He reported there are five GO Virginia funded projects in Region 8, three being in the CSPDC region: 1) RAAMP, a welding project in Rockbridge County; 2) BRCC Cyber Security Jobs Program; and 3) Staunton

Innovation Hub-Makers Space. Chairman Friedman stated that at the last GO Virginia Region 8 Council meeting, the Council prioritized 11 abstracts they received from stakeholders around the region. He stated that the prioritization process will assist the Regional Council in its selection of FY20 GO Virginia projects. Chairman Friedman announced that the next Regional 8 Council meeting will be held on July 23, 2019, at Waynesboro City Hall in Waynesboro.

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

Under Executive Director's Report, Ms. Riedesel announced that the VAPDC will hold its annual conference on July 24-26, in Williamsburg, Virginia. Ms. Riedesel asked that any Commissioner who wished to attend to please let her know.

### **Treasurer's Report**

Chairman Friedman presented for consideration the Treasurer's Report (attached to file minutes). Dr. Pattie gave a report on the April 30, 2019, Financial Statement. He noted that at their May 20, 2019 meeting, the Executive Committee approved a revised FY19 budget for award changes and a transfer of approximately \$12,000 from the capital improvement fund to replace a copier for the office. Dr. Pattie also reported that the CSPDC auditors, Brown Edwards, will be conducting a pre-audit in June and will present the FY19 audit in December. He noted that staff is preparing for the second FTA triennial review of the BRITE Transit Program and the on-site review will be in September. Dr. Pattie moved, seconded by Mr. Lewis, to approve the Treasurer's Report as presented. Motion carried unanimously.

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

Chairman Friedman presented a plaque to Mr. Ned Overton, Rockingham County's 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.

### **Consideration of Draft CSPDC FY20 Budget (BAF #19-7)**

Chairman Friedman presented for consideration the CSPDC FY20 Budget (attached to file minutes). Ms. Riedesel gave a review on the Budget and presented a PowerPoint presentation on the Commission's accomplishments. She noted that one of the accomplishments of the CSPDC is GO Virginia and the CSPDC is one of the support organizations for Region 8. Ms. Riedesel reported on additional CSPDC programs and projects such as transportation planning, economic development planning, the Chesapeake Bay WIP III project, BRITE transit, emergency management, Fields of Gold, Bike the Valley, and outdoor recreation. She reported on the CSPDC organizational efforts, such as the hiring of three new employees in FY19, adoption of a new procurement manual, installation of a new phone system, and creation of two new websites. Ms. Riedesel reported on several upcoming CSPDC projects for FY20, such as the inter-regional transit system to Charlottesville, broadband, I-81 Improvement Study, and Tour de Farm. She reported on the upcoming organizational efforts including an updated Strategic Plan, completion of a Succession Plan, upgrading computers, purchasing a new office copier, the 50<sup>th</sup> CSPDC Anniversary, and preparing for the 2020 Census.

Ms. Cindi Johnson presented the FY20 Budget. She reviewed the highlights of the Budget, noting that it is a breakeven budget, with the assessment rate remaining at 70 cents per capita and a recommended 2% COLA. Ms. Johnson reviewed the FY20 Budget by service areas; community

services; transportation and transit services, and administration. Other budget items included wages and benefits, pension plan, staff hours by program area, contracted services, restricted funds, and the indirect rate. Upon recommendation of the Executive Committee, Dr. Pattie moved, seconded by Ms. Angle, to recommend approval of the CSPDC FY20 Budget. Motion was carried by unanimous vote.

### **Report on Executive Committee Elections**

Chairman Friedman presented Report on Executive Committee Elections. Ms. Dull announced that the votes of the new Executive Committee Board members had been tabulated and the following seven members were elected to the Executive Committee for three-year terms to serve from July 1, 2019 through June 30, 2022: Kevin Wagner, Highland County; Butch Wells, Augusta County; George Hirschmann, City of Harrisonburg; Terry Short, City of Waynesboro; Rhonda Cooper, Rockingham County; Frank Friedman, City of Lexington; and Carolyn Dull, City of Staunton. Ms. Riedesel announced that the newly elected Executive Committee will elect officers at their next meeting.

### **Commonwealth Intergovernmental Review Process (CIRPs) (BAF #19-7)**

Chairman Friedman presented for consideration Commonwealth Intergovernmental Review Process (CIRPs). Mr. Lewis moved, seconded by Mr. Wagner, to endorse the staff recommendations on agenda items 8A, 8B, and 8C. Motion carried, with Mr. Short abstaining due to the VDOT application being a conflict of interest. They are as follows:

- A. An application submitted by BARC Electric Cooperative for Appalachian Regional Commission (ARC) 2019 POWER Initiative Grant-Rural Economic Development Catalyzed by Broadband. BARC Electric Cooperative is requesting \$1,000,000 in federal funding to reduce the upfront capital costs of a broadband fiber build to the Town of Goshen. By deploying a high-speed fiber optic broadband network in Goshen, it will improve economic development and educational opportunities and provide service to commercial and residential consumers who are currently unserved or underserved in this capacity. Staff recommends endorsement. Given time constraints, the Executive Director submitted a letter of support for this project on April 16, 2019. Staff recommends ratification of the Executive Director's endorsement letter.
- B. An application submitted by the Virginia Department of Transportation (VDOT) for Draft SPR Work Program for FY20. VDOT has submitted its annual work program for review and comment for a grand total of \$93,170,660. The proposed programs comply with state and federal regulations and set forth planning funding for both state and local agencies, such as the Harrisonburg-Rockingham MPO, Staunton-Augusta-Waynesboro MPO, and annual Rural Transportation Program Grant. Staff recommends endorsement.
- C. An application submitted by the CSPDC for USDA Agricultural Marketing Service-Local Food Promotion Program Grant for a Shenandoah Valley Agricultural Enterprise Center Feasibility Study. The CSPDC submitted an application in June to the USDA Local Food Promotion Program for \$85,000 in grant funds to study the feasibility of a facility that could include one or more of the following: food hub, commercial kitchen, food lab/testing kitchen, flash freeze facility, training and event space, retail store for products made at the facility, packaging, distribution operations, and business planning. Given time constraints,

the Executive Director submitted a letter of support for this project on June 14, 2019. Staff recommends ratification of the Executive Director's endorsement letter.

### **2020 Census Presentation**

Chairman Friedman introduced and welcomed Kathy O'Connell and Rosanne Vrugtman, Partnership Specialists, Philadelphia Regional Census Center, U.S. Department of Commerce, U.S. Census Bureau, who was present to give a report on the 2020 Census. Ms. O'Connell reported on what is a census and the importance, noting that once a decade, America comes together to count every resident in the United States, creating national awareness of the importance of the census and its valuable statistics. She stated that the decennial census, as mandated by the Constitution, counts population and households, providing the basis for reapportioning congressional seats, redistricting, and distributing more than \$675 billion in federal funds annually to support states, counties and communities' vital programs - impacting housing, education, transportation, employment, health care and public policy. Ms. O'Connell reported on the benefits of the Census to a community such as federal funds, grants and support to states, noting that counties and communities are based on population totals and breakdowns by sex, age, race and other factors. She stated that a community benefits the most when the census counts everyone. Ms. O'Connell noted that \$2,000 in federal funds are potentially lost each year for ten years for each person that is not counted. She stated that the goal for the 2020 Census is to count everyone once, only once, and in the right place; to conduct the 2020 Census at a high quality and at a cost savings; and to make it easier than ever to respond and to raise awareness of the importance of the 2020 Census. Discussion ensued regarding ideas for effective outreach and community groups that can assist in getting the word out. Ms. Vrugtman stated that a 2020 Census Solutions Workshop for the Shenandoah Valley will be held on June 24, 2019, 5:30 p.m. at the Hotel Madison in Harrisonburg.

### **Adjournment**

Chairman Friedman announced that the next CSPDC meeting will be held on August 19, 2019. There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 8:05 p.m.

Respectfully submitted,

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

Approved:

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*Rick Chandler*  
*CSPDC Secretary*



August 9, 2019

**MEMO TO:** CSPDC Commissioners  
**FROM:** Bonnie S. Riedesel, Executive Director  
**SUBJECT:** August 19, 2019 CSPDC Commission Meeting

The Central Shenandoah Planning District Commission (CSPDC) will hold its meeting on **Monday, August 19, 2019, 7:00 p.m.**, at the Central Shenandoah Planning District Commission Office, 112 MacTanly Place, Staunton, Virginia. Please call Rita Whitfield at 540-885-5174 ext. 101 or email [rita@cspdc.org](mailto:rita@cspdc.org) to let me know if you will be able to attend.

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

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### **AGENDA**

1. Call to Order
2. Public Comment
3. Minutes of June 17, 2019 Meeting\*
4. Reports
  - A) Chairperson
    - Executive Committee Election of Officers Results
    - GO Virginia
    - VAPDC Award – BRITE Transit
    - Recognition of New Commissioner – Steve Schofield, Rockingham County
  - B) Executive Director
  - C) Treasurer\*
5. A Year In Review Presentation
6. Presentation – General Assembly Resolution of Appreciation for 50 Years of Service
  - *Delegate Steve Landes*

7. Commonwealth Intergovernmental Review Process (CIRPS) (BAF #9-10)
  - (A) An application submitted by the Potomac River Basin for Federal Programs-Section 106 Potomac Basin Water Quality Improvement for FY20-FY21
  - (B) An application submitted by the Virginia Department of Environmental Quality (DEQ) for 604(b) Amendment 1, Federal Clean Water Act.
  - (C) An application submitted by the Virginia Department of Environmental Quality (DEQ) for Chesapeake Bay Monitoring 117(3) Amendment 8.
  - (D) An application submitted by the Virginia Department of Environmental Quality (DEQ) for Performance Partnership Grant Amendment 2.
8. Presentation – I-81 Improvement Program
  - *Jeff Lineberry, Transportation and Land Use Director, VDOT*
9. Adjournment

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\*Action Needed

**CSPDC 50<sup>th</sup> Anniversary Celebration – September 17, 2019, 4:00 p.m. to 6:00 p.m. at the Frontier Culture Museum, Staunton**

**Next CSPDC Board Meeting: Monday, October 21, 2019**



**Minutes**  
**Central Shenandoah Planning District Commission Meeting**  
**112 MacTanly Place, Staunton, VA 24401**  
**August 19, 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	✓	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>	✓	Kimberly Miller, Administrative Manager
	<b>City of Buena Vista</b>	✓	Steve Schofield	✓	Rita Whitfield, Office Manager
	Billy Fitzgerald	✓	Rick Chandler	✓	Aiden Quirke, Transit Program Manager
	<b>City of Harrisonburg</b>	✓	Rhonda Cooper	✓	Devon Thompson
	Sal Romero	✓	Kim Sandum	✓	Rachel Salatin, Agritourism Coordinator
✓	George Hirschmann, Secretary		<b>City of Waynesboro</b>	✓	Tracy Hibbits, Regional Planner
✓	Adam Fletcher	✓	Terry Short, Treasurer	✓	Hunter Moore, GIS Specialist & Regional Planner
	<b>Highland County</b>		Rusty Johnson		
✓	Kevin Wagner, Vice Chair				<b>Others</b>
	<b>City of Lexington</b>			✓	Delegate R. Steven Landes
✓	Frank Friedman, Chairman			✓	Jeff Lineberry, VDOT
				✓	Deborah Gosney, Southside PDC

**Call to Order**

The August 19, 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 June 17, 2019, CSPDC Commission meeting. Ms. Angle moved, seconded by Mr. Hirschmann, to approve the minutes as presented. Motion carried with Mr. Fletcher, Ms. Sandum, and Mr. Chandler abstaining due to absence.

## **Chairman's Report**

Under Chairman's Report, Chairman Friedman reported on the Executive Committee meeting, held prior to the Full Commission meeting. He stated that at the meeting, the Executive Committee elected the following officers: Frank Friedman as Chairman; Kevin Wagner as Vice Chairman; Terry Short as Treasurer; and George Hirschmann as Secretary.

Chairman Friedman reported on GO Virginia. He noted that the last Regional 8 Council meeting was hosted by the City of Waynesboro on July 23. At the meeting, Mr. Luke Juday, Waynesboro City Planner, gave a presentation on the Life and Death of Virginia. Chairman Friedman also reported: 1) to date, five projects totaling approximately \$1 million have been approved by the GO Virginia Board; 2) the next round of applications are due to the CSPDC on September 27<sup>th</sup>, 3) the Region 8 Council submitted its *Economic Growth and Diversification Plan* update to the state on August 1<sup>st</sup>; and 4) the GO Virginia Regional Council has entered into an agreement with James Madison University (JMU) to provide staff and resources for the GO Virginia Region 8 Entrepreneurial Ecosystem program. He announced that the next Regional 8 Council meeting will be held on October 15, 2019, at Southern Virginia University in Buena Vista.

Chairman Friedman announced that the Virginia Association of Planning District Commissions (VAPDC) presented the Robert M. deVoursney Best Practices Award to the BRITE Bus at its annual meeting in Williamsburg last month. He stated that Bonnie Riedesel and Nancy Gourley, CSPDC Transit Manager, accepted the award.

Chairman Friedman introduced and welcomed Mr. Steve Schofield, new CSPDC representative for Rockingham County. He noted that Mr. Schofield serves on the Town of Bridgewater's Town Council.

## **Executive Director's Report**

Under Executive Director's Report, Ms. Riedesel reported on staff changes. She introduced Mr. Aiden Quirke who has been hired as the new Transit Manager as Ms. Nancy Gourley transitions into retirement; and announced that Ms. Cindi Johnson had resigned and Mr. Vincent Copenhaver with VML/VACO Financial Services will be providing temporary financial services to the Commission until a new finance director is hired.

Ms. Riedesel welcomed and introduced Ms. Deborah Gosney, newly hired Executive Director for Southside Planning District Commission in South Hill, Virginia. She stated that Ms. Gosney was present to observe how other Planning District Commissions operate and conduct Commission meetings.

Ms. Riedesel reported on the I-81 Advisory Committee that was held on August 13<sup>th</sup> in Lexington, noting that it was well attended. Ms. Riedesel stated that the I-81 Advisory Committee consists of 15 members - three members of the Commonwealth Transportation Board (CTB), four members of the House of Delegates and three state senators, as well as the five Chairs of the Planning District Commissions along the I-81 corridor in Virginia. She stated that at the I-81 meeting, Delegate Terry Austin, 19<sup>th</sup> District representative in the Virginia House of Delegates, was elected Chair and Senator Bill Carrico, 40<sup>th</sup> District Representative, was elected Vice Chair. Ms. Riedesel reviewed the role of the I-81 Committee and noted that the next meeting has not been scheduled.



Ms. Riedesel ask Ms. McCarty to report on the 2020 Virginia Telecommunications Initiative (VATI) program and the upcoming application process. Ms. McCarty stated that the primary objective of VATI is to provide financial assistance to supplement construction costs by private sector broadband service providers, in partnership with local units of government to extend service to areas that presently are unserved by any broadband provider. She noted that DHCD will award the \$19 million FY20 appropriation to eligible applicants to provide last-mile services to unserved areas of the State. Ms. McCarty stated that the CSPDC is acting as fiscal agent and grant administrator for the multi-jurisdictional proposals for Rockbridge and Bath counties and for Bath and Highland counties and the co-applicants, BARC Electric Co-op and MGW Telephone Company, Inc., will implement the projects. She reported that the Rockbridge and Bath counties project will provide Fiber-To-The-Premise (FTTP) service to approximately 1,000 customers currently considered unserved. The Bath/Highland project proposes to deploy a last mile fiber network to make broadband available to approximately 200 residential, farm and business locations in Bath and Highland counties, including the Mountain Grove and Burnsville areas of Bath County and areas in Doe Hill in Highland County. Ms. McCarty stated that the grant applications are due September 3, 2019.

Ms. Riedesel ask Ms. Joyce to report on an important event that happened today, 50 years ago. Ms. Joyce reported on Hurricane Camille, the second most intense tropical cyclone on record to strike the United States. She stated that it made landfall as a Category 5 hurricane on the Gulf Coast of Mississippi and produced a 24-foot storm surge. Ms. Joyce reported on the amounts of rainfall in the surrounding jurisdictions, noting that damages from Camille were estimated at \$1.42 billion. She noted that 259 people were killed as a result of Camille, of which 153 deaths were in Virginia.

### **Treasurer's Report**

Chairman Friedman presented for consideration the Treasurer's Report (attached to file minutes). Ms. Riedesel gave a report on the June 30, 2019 Treasurer's Report, noting that the CSPDC ended the fiscal year at \$26,573 net income. Ms. Dull moved, seconded by Mr. Chandler, to approve the Treasurer's Report as presented. Motion carried unanimously.

### **Presentation – General Assembly Resolution of Appreciation of 50 Years of Service**

Chairman Friedman welcomed and introduced Delegate Steve Landes who represents the 25<sup>th</sup> District in the Virginia House of Delegates. Mr. Landes stated that this year marks the 50th anniversary of the creation of the Central Shenandoah Planning District Commission. In 1968, the Virginia State Legislature passed the Virginia Area Development Act which set forth the framework for the establishment of regional planning district commissions throughout the state, and on October 1, 1969, the CSPDC was organized. He noted that this year, the General Assembly passed a resolution in honor of the Commonwealth's 21 PDCs. Delegate Steve Landes presented a resolution to the Commission commemorating the CSPDC's service for 50 years.

### **Presentation – I-81 Improvement Program**

Chairman Friedman introduced and welcomed Mr. Jeff Lineberry, Transportation and Land Use Director for the Virginia Department of Transportation (VDOT), who was present to give an update on Virginia Interstate 81 Corridor. Mr. Lineberry reported on public outreach and public input meetings, noting that the I-81 Improvement Plan has received a lot of public input and proposed targeted solutions and potential funding options have been developed. He stated that I-81 estimated

implementation costs are estimated at a total cost of \$43,000,000. Mr. Lineberry noted that operational improvements include CCTV cameras, CMS signs, flashing chevrons and increasing the Safety Service Patrol. He stated that the total I-81 capital improvements for the entire corridor are approximately \$2 billion; \$838 million being for the Staunton VDOT District. Mr. Lineberry reviewed the Staunton District recommendation highlights, noting that in the Staunton District, seven proposed projects include auxiliary lanes, widening, and the addition of truck climbing lanes. He discussed the proposed funding of the improvements and the statewide and regional revenues, and the purpose of the I-81 Committee Members and their timeline.

### **Commonwealth Intergovernmental Review Process (CIRPs) (BAF #19-7)**

Chairman Friedman presented for consideration Commonwealth Intergovernmental Review Process (CIRPs). Mr. Short moved, seconded by Ms. Angle, to endorse the staff recommendations on agenda item 7(A) – 7(D). Motion was carried by unanimous vote. They are as follows:

- A. An application submitted by the Interstate Commission on the Potomac River Basin for Federal Programs-Section 106 Potomac Basin Water Quality Improvement for FY20-FY21 for a total funding of \$691,048.00. Staff recommends endorsement.
- B. An application submitted by the Virginia Department of Environmental Quality (DEQ) for 604(b), Amendment 1, Federal Clean Water Act for \$328,000. VADEQ plans to use the funds to partially fund agency staff who will oversee the development of total maximum daily loads (TMDLs), TMDL alternatives, and TMDL Implementation Plans in Virginia. Staff recommends endorsement.
- C. An application submitted by the Virginia Department of Environmental Quality (DEQ) for Chesapeake Bay Monitoring 117(e), Amendment 8 for \$64,060. The work being conducted under this grant is a continuation of work conducted under previous grants with the goal of assisting management in tracking the effectiveness of point and non-point source programs aimed at restoring the Chesapeake. Staff recommends endorsement.
- D. An application submitted by the Virginia Department of Environmental Quality (DEQ) for Performance Partnership Grant, Amendment 2 for \$9,365,371. The 106 enhancement monies are used in the freshwater state-scale probabilistic program to augment the dataset used for several new biological monitoring enhancement, and will be used to support data management and analytical tools. Staff recommends endorsement.

### **A Year in Review Presentation**

Ms. Riedesel presented the 2019 CSPDC “A Year in Review.” She stated that this report not only highlights the programs, projects, and events that took place over the past year, but it also recognizes the CSPDC’s 50<sup>th</sup> anniversary. Ms. Riedesel stated that as shown in the report, the CSPDC has been busier than ever working to make the communities and the region safer, stronger, cleaner, more livable and more economically viable. She expressed her appreciation to the CSPDC and its jurisdictions for their strong and continued support of the CSPDC and its regional planning program and projects. Chairman Friedman expressed his appreciation to the staff for their hard work over the past year. He announced that the CSPDC will hold its 50<sup>th</sup> Anniversary Celebration on September 17, 2019, 4:00 p.m. to 6:00 p.m., at the Frontier Culture Museum in Staunton.

**Adjournment**

Chairman Friedman announced that the next CSPDC meeting will be held on October 21, 2019. There being no further business to come before the Commission, Mr. Lewis moved, seconded by Mr. Wagner, for adjournment at 8:15 p.m. Motion carried unanimously.

Respectfully submitted,

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

Approved:

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*George Hirschmann*  
*CSPDC Secretary*



October 15, 2019

**MEMO TO:** CSPDC Commissioners  
**FROM:** Bonnie S. Riedesel, Executive Director  
**SUBJECT:** October 21, 2019 CSPDC Commission Meeting

The Central Shenandoah Planning District Commission (CSPDC) will hold its meeting on **Monday, October 21, 2019, 7:00 p.m.**, at the Central Shenandoah Planning District Commission Office, 112 MacTanly Place, Staunton, Virginia. Please call Rita Whitfield at 540-885-5174 ext. 101 or email [rita@cspdc.org](mailto:rita@cspdc.org) to let me know if you will be able to attend.

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

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### AGENDA

1. Call to Order
2. Public Comment
3. Minutes of August 19, 2019 Meeting\*
4. Reports
  - A) Chairperson
  - B) Executive Director
  - C) Treasurer\*
5. Staff Program Updates
6. Presentation: SHD Economic Outlook and Master Plan
  - *Greg Campbell, Executive Director, Shenandoah Valley Regional Airport*
7. Comprehensive Economic Development Strategy (CEDS) Update

8. Consideration of a Resolution of Support for the National Park System (BAF #19-12)\*
9. Adjournment

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\*Action Needed

**Next CSPDC Board Meeting: Monday, December 16, 2019**



**Minutes**  
**Central Shenandoah Planning District Commission Meeting**  
**112 MacTanly Place, Staunton, VA 24401**  
**October 21, 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	✓	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>	✓	Aiden Quirke, Transit Program Manager
	<b>City of Buena Vista</b>	✓	Steve Schofield	✓	Rachel Salatin, Agritourism Coordinator
✓	Billy Fitzgerald	✓	Rick Chandler	✓	Rita Whitfield, Office Manager
	<b>City of Harrisonburg</b>		Rhonda Cooper		
	Sal Romero		Kim Sandum		
✓	George Hirschmann, Secretary		<b>City of Waynesboro</b>		
	Adam Fletcher	✓	Terry Short, Treasurer		
	<b>Highland County</b>		Rusty Johnson		
✓	Kevin Wagner, Vice Chair				<b>Others</b>
	<b>City of Lexington</b>			✓	Greg Campbell, Shenandoah Valley Regional Airport
✓	Frank Friedman, Chairman				

**Call to Order**

The October 21, 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 August 19, 2019, CSPDC Commission meeting. Mr. Short moved, seconded by Mr. Chandler, to approve the minutes as presented. Motion was carried by unanimous vote.

**Chairman's Report**

Under Chairman's Report, Chairman Friedman reported on the I-81 Committee that was held on October 1, 2019, in Natural Bridge. He stated that at that meeting, the Committee discussed project

prioritization; funding options; and utilizing bonds, which would be very inexpensive funding and would advance the projects three to five years sooner than a pay-as-you-go option. Chairman Friedman noted that the consideration of rail as an option to improve truck traffic on I-81 and looking at alternatives for Route 11 was raised at the I-81 meeting

Chairman Friedman ask Ms. Cundy to give an update on I-81 activities. Ms. Cundy announced that VDOT has additional funding for capacity adding projects in the Staunton District to be included in the Six-Year Improvement Program for Fiscal Years 2020-2025. She stated that funding for the Staunton project to widen northbound and southbound lanes from Exit 222 to Exit 225 has been included in the Six-Year Plan. Ms. Cundy noted that two other capacity adding projects in the Staunton district – the addition of northbound and southbound truck climbing lanes in Weyers Cave; and the widening of northbound and southbound lanes from Exit 243 to 248 in Harrisonburg – are being considered.

Chairman Friedman gave an update on GO Virginia. He reported on the Regional 8 Council meeting that was held on October 15, 2019, at Southern Virginia University in Buena Vista. He noted that two new members were added to the Region 8 Council – Mike Keyser, CEO of BARC; and Ashley Driver, Director of Operations for Howell Metals. Chairman Friedman announced that the next GO Virginia meeting is scheduled for January 28, 2020, and the location has not yet been determined.

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

On behalf of Ms. Riedesel, Ms. McCarty presented the Executive Director's Report. She stated that Lee Bell has been hired as the new Finance Director and will begin work full-time on October 28, 2019.

### **Treasurer's Report**

Chairman Friedman presented for consideration the Treasurer's Report (attached to file minutes). Mr. Short gave a report on the August 31, 2019 Treasurer's Report. He noted that the CSPDC auditors, Brown Edwards will present the FY19 Audit in December. Mr. Short moved, seconded by Mr. Hirschmann, to approve the Treasurer's Report as presented. Motion carried unanimously.

### **Staff Program Updates**

Chairman Friedman presented Staff Program Updates. Ms. McCarty reported on the Chesapeake Bay WIP III program, noting that in March, additional funding was granted by the Virginia Department of Environmental Quality (DEQ) to the CSPDC to continue the Phase III Watershed Implementation Plan (WIP III) efforts and collaboration with local governments and stakeholders. She stated that staff has worked with localities and other watershed stakeholders on regional Best Management Practices (BMP) project ideas and funding opportunities. Ms. McCarty noted that the CSPDC submitted their final reports to DEQ on September 30, 2019, and anticipates the new PDC WIP III Implementation Assistance grant program with DEQ will begin this fall.

Ms. McCarty announced that BARC Electric Cooperative was awarded a \$1 million grant through the Appalachian Regional Commission's Partnerships for Opportunity and Workforce and Economic Revitalization (POWER) grant program. She stated that funding will be used to bring high-speed internet services to the Town of Goshen and will be available to 300 households and 8 businesses. Ms. McCarty noted that CSPDC staff will assist BARC with grant administration services.

Ms. Joyce reported on Community Emergency Response Team (CERT), noting that this fall there are 28 people taking the CERT basic training course. She stated that this is the 38<sup>th</sup> time CERT training has been offered since 2003. Ms. Joyce noted that there are currently 577 trained people in CERT and over 100 active CERT volunteers. Ms. Joyce reported on the *Central Shenandoah Hazard Mitigation Plan*, noting that the plan will be submitted to the Virginia Department of Emergency Management and Federal Emergency Management Agency (FEMA) for their approval. After approval, the plan needs to be adopted by each locality in order to be eligible for FEMA mitigation funds. Ms. Joyce announced that the 2020 Shenandoah Valley Project Impact calendars will be available at the December meeting.

Ms. Cundy reported on the fifth joint Staunton-Augusta-Waynesboro MPO and the Charlottesville-Albemarle MPO meeting on October 1, 2019, that was held in Crozet. She noted that presentations included the Inter-regional Transit Study, the Blue Ridge Crozet Tunnel project, the Virginia Breeze expansion, and Autonomous Vehicles. Ms. Cundy stated that Perrone Robotics provided a tour and rides around Crozet in one of the autonomous vehicles.

Mr. Quirke reported on the Federal Transit Administration (FTA) Triennial Review of the BRITE Transit Service. He noted that FTA consultants were on site for two days in September to review files, audit financial and procurement records, and inspect the BRITE transit facility and busses. Mr. Quirke stated that there were three findings and transit staff are working on addressing those findings.

Ms. Gourley gave a report on the Afton Express Inter-Regional Transit Study, the proposed transit service that would connect the cities of Staunton and Waynesboro and Augusta County to Charlottesville and would provide riders access to employment and medical services. She stated that the Virginia Department of Rail and Public Transportation (DRPT) has recognized the need for this transit service and has contracted with Kimley-Horn to develop a service plan and supporting funding plan. Ms. Gourley noted that a stakeholder group representing the CSPDC and TJPDC, the local jurisdictions, and the University of Virginia met in late September with the consultant and discussed the next steps. She stated that the stakeholder group plans to meet a second time in mid-November for an update from the consultant on subsequent work, and to discuss an equitable plan for the required local match funding.

Ms. Angle reported on the Succession Plan, noting that through a grant from the Virginia Housing Development Authority, the CSPDC has contracted with a consultant to develop a Succession Plan for the agency. She stated that as a former CSPDC Executive Director, she was asked to serve on the Committee to assist with the Plan. Ms. Angle stated that a survey to gather input from the CSPDC Commissioners was sent out in early October. She reported on the survey, noting that the survey's deadline was October 18<sup>th</sup>, and 12 responses were received. Ms. Angle stated that the results of the survey, along with a report by the consultant, is expected to be completed in December or January.



### **Presentation – SHD Economic Outlook and Master Plan, Greg Campbell, Executive Director, Shenandoah Valley Regional Airport**

Ms. McCarty welcomed and introduced Mr. Greg Campbell, Executive Director of the Shenandoah Valley Regional Airport. Mr. Campbell gave a PowerPoint presentation on the SHD Master Plan, noting that the last Master Plan was prepared in 1998. He stated that the Shenandoah Valley Regional Airport is a dynamic aviation facility situated within the scenic Shenandoah Valley of Virginia. In recent years, the combination of shifts in commercial airline service, fluctuations in general aviation activity, the completion of various improvement projects, and updates to Federal Aviation Administration design criteria have created changing conditions at the airport. Mr. Campbell stated that to provide guidance through these changing conditions and in anticipation of emerging trends, the Shenandoah Valley Regional Airport Commission, in conjunction with the FAA and the Virginia Department of Aviation, chose to undertake this airport master planning effort. He noted that the outcome of this effort provides a 20-year outlook related to aviation demand and provide guidance and recommendations for future development and infrastructure needs for SHD. Mr. Campbell reviewed the 20-year facility requirements; historic expenses and revenue; projected revenue and expenses for 2016-2020; and gave an overview on air service, noting that daily united express jet service from SHD to Chicago O'Hare (ORD) and Washington Dulles (IAD) began in April 2018. He stated that operated by SkyWest Airlines, the daily flights will provide Shenandoah Valley travelers seamless access to United's global network via the airline's Chicago O'Hare and Washington Dulles hubs.

### **Comprehensive Economic Development Strategy (CEDS) Update**

Ms. McCarty gave an update on CEDS, noting that the CSPDC is a designated Economic Development District (EDD) under the Economic Development Administration (EDA), U.S. Department of Commerce. She stated that every EDD is required to have a CEDS plan, which is a strategy-driven plan for regional economic development. Ms. McCarty noted that the CSPDC Board serves as the CEDS Committee and is responsible for developing and updating the CEDS on a regular basis. She presented the economic asset web app that allows users to discover business and quality of life assets in the CSPDC region, and reviewed the importance of CEDS. Ms. McCarty distributed and reviewed copies of *2019 Facts & Figures* that were just released. She stated that one of the CSPDC's roles in economic development is to be a resource for data about the region and the PDC's localities. Ms. McCarty noted that in order to help support this important function, the CSPDC creates and distributes *Facts & Figures*, an easy-to-read snapshot of each sub-region. She stated that this document provides data to residents and visitors regarding the region's people, jobs, schools, and other unique attributes.

### **Consideration of a Resolution of Support for the National Park System (BAF #19-12)**

Chairman Friedman presented for consideration a Resolution of Support for the National Park System. Mr. Short noted that in 2018, the National Park Service estimated deferred maintenance backlog of nearly \$12 billion. He reviewed a Resolution of Support to encourage Congress to create a reliable, predictable stream of resources to address deferred maintenance needs in America's National Park System by supporting the Restore Our Parks Act (S. 500) and the Restore our Parks and Public Lands Act (H.R. 1225). Mr. Short moved, seconded by Ms. Angle, to approve the Resolution of Support for the National Park System. Motion was carried by unanimous vote.

**Other Business**

Chairman Friedman expressed his appreciation to everyone who had attended the Central Shenandoah Planning District Commission's 50<sup>th</sup> Anniversary Celebration that was held on September 17, 2019, at the Frontier Culture Museum in Staunton. He noted that it was well attended, and the program was very informative.

**Adjournment**

Chairman Friedman announced that the next CSPDC meeting will be held on December 16, 2019. There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 8:15 p.m.

Respectfully submitted,

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

Approved:

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*George Hirschmann*  
*CSPDC Secretary*



December 9, 2019

**MEMO TO:** CSPDC Commissioners  
**FROM:** Bonnie S. Riedesel, Executive Director  
**SUBJECT:** December 16, 2019 CSPDC Commission Meeting

The Central Shenandoah Planning District Commission (CSPDC) will hold its meeting on **Monday, December 16, 2019, 7:00 p.m.**, at the Central Shenandoah Planning District Commission Office, 112 MacTanly Place, Staunton, Virginia. Please call Rita Whitfield at 540-885-5174 ext. 101 or email [rita@cspdc.org](mailto:rita@cspdc.org) to let me know if you will be able to attend.

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

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## **AGENDA**

1. Call to Order
2. Public Comment
3. Minutes of October 21, 2019 Meeting\*
4. Reports
  - A) Chairperson
  - B) Executive Director
  - C) Treasurer\*
5. Recognition of Outgoing Commissioner(s)
  - Marshall Pattie, Augusta County
  - Kevin Wagner, Highland County
6. Consideration of FY19 Audit Report\*
  - *Dustin Roderick, CPA, Brown Edwards and Company, LLP*
7. Consideration of State Funding for Broadband Infrastructure (BAF #19-15)\*

8. Project Impact – 20<sup>th</sup> Anniversary
  - *Rebecca Joyce, Community Program Manager*
9. Presentation: Claudius Crozet Blue Ridge Tunnel
  - *Dwayne Jones, Director Park and Recreation, City of Waynesboro*
10. Commonwealth Intergovernmental Review Process (CIRPS) (BAF #19-14)\*
  - A) An application submitted by the CSPDC for Appalachian Regional Commission (ARC) Funds
  - B) An application submitted by CSPDC for Economic Development Administration (EDA) Funds
  - C) An application submitted by Shenandoah Valley Regional Airport for Shenandoah Valley Aviation Technology Park Project
11. Consideration of CSPDC 2020 Meeting Schedule (BAF #19-13)\*
12. Adjournment

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\*Action Needed

**Next CSPDC Board Meeting: Monday, February 3, 2020**



**Minutes**  
**Central Shenandoah Planning District Commission Meeting**  
**112 MacTanly Place, Staunton, VA 24401**  
**December 16, 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	✓	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>	✓	Aiden Quirke, Transit Program Manager
	<b>City of Buena Vista</b>		Steve Schofield	✓	Rachel Salatin, Agritourism Coordinator
✓	Billy Fitzgerald	✓	Rick Chandler	✓	Rita Whitfield, Office Manager
	<b>City of Harrisonburg</b>	✓	Rhonda Cooper	✓	Devon Thompson, Transit Coordinator
	Sal Romero		Kim Sandum	✓	Tracy Hibbits, Regional Planner
✓	George Hirschmann, Secretary		<b>City of Waynesboro</b>	✓	Lee Bell, Finance Director
✓	Adam Fletcher		Terry Short, Treasurer		
	<b>Highland County</b>		Rusty Johnson		
✓	Kevin Wagner, Vice Chair				<b>Others</b>
	<b>City of Lexington</b>			✓	Dustin Roderick, Brown Edwards & Co., LLP
✓	Frank Friedman, Chairman			✓	Dwayne Jones, City of Waynesboro

**Call to Order**

The December 16, 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 October 21, 2019, CSPDC Commission meeting. There being no corrections or additions, Chairman Friedman declared the minutes approved as presented.

**Chairman's Report**

Under Chairman's Report, Chairman Friedman reported that he had met with the Executive Director prior to the meeting to review her annual evaluation. He stated that the Executive Committee requested the Executive Director to prepare a transition plan and a succession plan, as well as financial education regarding member assessments and distribution of Commission funds.

Chairman Friedman gave an update on GO Virginia. He stated that five projects totaling approximately \$1 million have been awarded in the region. Statewide, there have been 74 GO Virginia projects funded across the 9 GO Virginia regions, totaling approximately \$40 million. Chairman Friedman noted that two new proposals, Shenandoah Valley Industrial Hemp Initiative and Shenandoah Valley Economic Gardening Program, have been received in the region and are currently under review. He announced that the next Regional 8 Council meeting will be held on January 28, 2020, at Eastern Mennonite University in Harrisonburg.

Chairman Friedman reported on the Executive Committee meeting, held prior to the Full Commission meeting. He stated that the Committee discussed and approved an increase in the annual member assessment rate from 70 cents to 80 cents per capita, effective July 1, 2020, with an additional 1 cent increase for five fiscal years until 85 cents per capita is reached. Chairman Friedman noted that the assessment is currently at 70 cents per capita and has been at this rate for the past 10 fiscal years. He noted that the annual member assessment is critical to the Commission in helping the Commission match state and federal grants and to ensure that there are adequate staff resources available to respond to the needs of the local jurisdictions. Chairman Friedman stated that the Executive Director has spoken to several of the local government managers who are supportive of the annual member assessment increase. He noted that the Executive Director will forward the information regarding the member assessment rate increase to each locality.

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

Under Executive Director's Report, Ms. Riedesel introduced Lee Bell, new Finance Director for the Commission. She reported on the following:

- Chesapeake Bay WIP III – Reported that the CSPDC has entered into a contract with the Virginia Department of Environmental Quality (DEQ) for \$52,000 for the WIP III Implementation Assistance program. The funds will be used to provide technical assistance and support to local governments and other watershed stakeholders to address goals to clean up the Chesapeake Bay by 2025.
- Broadband Funding for Goshen – Announced that BARC Electric Co-op was awarded \$1 million through the POWER Plus ARC grant program. Grant funding, along with \$1 million in match funding from BARC, will be used for high-speed internet services and to fund an innovation hub for the citizens and businesses for the Town of Goshen. The CSPDC will assist BARC with grant administration services.

Ms. Riedesel asked Ms. Gourley to report on the Afton Express Inter-Regional Transit Study. Ms. Gourley stated that the Study, an inter-regional transit service connecting Staunton, Augusta County and Waynesboro to Charlottesville, continued with a mid-November stakeholder meeting made up of the local jurisdictions, the University of Virginia and the two PDC's. The consultant, who is under contract to the Virginia Department of Rail and Public Transportation, presented the proposed service plan and the supporting budget. She stated that the stakeholders discussed the local funding plan and agreed on a 50/50 split between the partners on the west side of Afton Mountain and those on the east side. Letters seeking commitment of future participation in the project, including funding support, have been sent to Staunton, Augusta County and Waynesboro. Ms. Gourley noted that these signed "intent to commit" letters will need to accompany the application for federal and state funding that is

due February 3, 2020. She stated that the total four-year commitment of just over \$200,000 in local funds will allow nearly \$800,000 in federal and state grant funds to be leveraged.

Ms. Riedesel asked Ms. McCarty to report on the Shenandoah Valley Aviation Technology Park. Ms. McCarty stated that staff assisted the Shenandoah Valley Airport in applying for EDA funding in the amount of approximately \$2 million. She noted that funding would be used to construct two corporate hangers and related infrastructure. Ms. McCarty stated that existing businesses at the Airport are restricted from growing because of a lack of physical space in which to expand their operations and SHD has a waiting list for corporate hanger space. She noted that because the proposed project will serve both traditional and high-tech users, the jobs created through this project will be a mix of pilots, mechanics, aircraft and flight support as well as highly specialized, tech-dependent positions. Ms. McCarty stated that letters of support were received from all ten local jurisdictions.

Ms. Riedesel recognized Ms. Gourley for five years of service to the Commission as the Commission's Transit Manager, who will be retiring at the end of the year. On behalf of the CSPDC, Ms. Riedesel expressed her appreciation to Ms. Gourley for her work and dedication to the Commission throughout her tenure.

#### **Treasurer's Report**

Chairman Friedman presented for consideration the Treasurer's Report (attached to file minutes). Mr. Bell gave a report on the October 31, 2019, Financial Statement. Mr. Wagner moved, seconded by Mr. Chandler, to approve the Treasurer's Report as presented. Motion carried unanimously.

#### **Recognition of Outgoing Commissioners**

Chairman Friedman presented plaques to Mr. Marshall Pattie, Augusta County's representative; and to Mr. Kevin Wagner, Highland 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 terms as Commissioners.

#### **Consideration of FY19 Audit Report**

Chairman Friedman welcomed and introduced Mr. Dustin Roderick, CPA, Brown Edwards and Company, LLP, who presented the CSPDC Audit Report for the year ended June 30, 2019. Mr. Roderick gave a brief review on the Audit Report, noting that the audit includes an unmodified clean opinion. He reviewed the statement of activities, balance sheet, and new accounting standards. Mr. Roderick reviewed the internal control over financial reporting, noting that during the audit, no deficiencies in internal control considered to be material weaknesses were identified. Mr. Riedesel expressed her appreciation to Brown Edwards for their assistance during the transition of the new Finance Director. Ms. Dull moved, seconded by Mr. Hirschmann, to accept the CSPDC FY19 Audit Report as presented. Motion carried unanimously.

#### **Consideration of State Funding for Broadband Infrastructure (BAF #19-15)**

Chairman Friedman presented for consideration State Funding for Broadband Infrastructure. Ms. Riedesel presented a letter for the Commission to consider to the local legislators urging them to support additional state funding for broadband infrastructure in the upcoming General Assembly session. She stated that access to broadband, or high-speed internet is essential for economic

growth, equity in access to public education, community growth, and consumer communications and information. Ms. Riedesel noted that state funding was increased to \$19 million for the Virginia Telecommunication Initiative (VATI) in FY20. She stated that applications were submitted requesting \$43.6 million for the \$19 million in available funding. Ms. Cooper moved, seconded by Mr. Wells, to endorse the letter to local legislators that supports additional state funding for broadband infrastructure. Motion was carried by unanimous vote.

### **Project Impact – 20<sup>th</sup> Anniversary**

Chairman Friedman presented Project Impact – 20<sup>th</sup> Anniversary. Ms. Joyce gave a review on Project Impact, noting that the Shenandoah Valley Project Impact (SVPI) began in September 2000 with a two-year grant from the Federal Emergency Management Agency. She reviewed the focus areas and activities of SVPI, noting that in January 2003, SVPI became the Citizen Corps Council for the region and in September 2003, the CERT program started. Ms. Joyce stated that in 2005, the first Hazard Mitigation Plan was completed with updates in 2013 and 2020.

Ms. Joyce distributed copies of the Shenandoah Valley Project Impact Calendars for 2020, noting that this is the 11<sup>th</sup> calendar. She stated that the calendar contains preparedness and mitigation information about many types of severe weather, emergencies and disasters. Ms. Joyce noted that the 2020 Calendar is dedicated to the memory of Mr. Boyd Ritchie, a valuable wildlife mitigation advocate, who worked for the U.S. Forest Service for 32 years, Rockingham County Fire-Rescue for 4 years, and for the Virginia Department of Forestry for 15 years. She stated that the calendars have been distributed throughout the region including local government offices, various public organizations, and libraries.

### **Executive Director Recognition**

Chairman Friedman recognized Ms. Riedesel for 25 years of service to the Commission. On behalf of the CSPDC and staff, he expressed his appreciation to Ms. Riedesel for her work and commitment to the Commission throughout her tenure. Ms. Joyce and Ms. McCarty recognized Ms. Riedesel's success and contributions to the CSPDC over the past 25 years.

### **Presentation: Claudius Crozet Blue Ridge Tunnel**

Chairman Friedman welcomed and introduced Mr. Dwayne Jones, Director of Parks and Recreation for the City of Waynesboro. Mr. Jones presented a PowerPoint presentation on the Claudius Crozet Blue Ridge Tunnel, noting that it was constructed between 1850 and 1858 and lies 700' below Rockfish Gap. He stated that the Tunnel is 4,280 feet long and was the longest tunnel in North America at that time. Mr. Jones noted that the Tunnel was built by Irish immigrants and black slaves. He stated that the adjacent rail line was opened in 1944, and in the 1950s, bulkheads were installed to store natural gas. He stated that in 2007, CSX deeded the original Blue Ridge Tunnel to Nelson County for use as a pedestrian recreational trail. Over the ensuing 12 years, pursuit of funding from the Commonwealth Transportation Board for the restoration of the Tunnel and the construction of trails has been ongoing. Mr. Jones noted that in 2011, the Claudius Crozet Blue Ridge Tunnel Foundation was established as a nonprofit organization to seek private and public investments to improve and enhance access to the Tunnel and ensure its long-term viability. He reviewed the many projects anticipated in the coming year.



**Commonwealth Intergovernmental Review Process (CIRPs) (BAF #19-14)**

Chairman Friedman presented for consideration Commonwealth Intergovernmental Review Process (CIRPs). Mr. Chandler moved, seconded by Mr. Wagner, to endorse the staff recommendations on agenda items 10A-10C. Motion carried unanimously. They are as follows:

- A. An application submitted by the CSPDC for 2020 ARC funds for \$81,816 ARC funding. Major work elements include planning and technical assistance to the ARC eligible communities of Bath, Highland and Rockbridge counties, cities of Buena Vista and Lexington, and the towns of Goshen, Glasgow and Monterey. Staff recommends endorsement.
- B. An application submitted by the CSPDC for 2020 EDA funds for \$140,000 EDA funding. Major work elements include comprehensive updating of the Comprehensive Economic Development Strategy, maintenance and updating the Regional Data Center, development of various economic development related statistical reports, etc. Staff recommends endorsement.
- C. An application submitted by the Shenandoah Valley Regional Airport Shenandoah Valley Aviation Technology Park Project. The Shenandoah Valley Regional Airport is requesting approximately \$2 million in grant funding through the Economic Development Administration’s Public Works Program for the Shenandoah Valley Aviation Technology Park project. The project proposes the construction of two clear span aircraft hangars and associated office space. Related improvements include site grading, utility relocation/upgrades, airside aircraft apron, and landside auto parking to support the two aircraft hangars. Staff recommends endorsement.

**Consideration of CSPDC 2020 Meeting Schedule (BAF #19-13)**

Chairman Friedman presented for consideration the CSPDC 2020 Meeting Schedule (attached to file minutes). Ms. Riedesel briefly reviewed the meeting schedule for 2020 for the Executive Committee and Full Commission meetings. Ms. Dull moved, seconded by Ms. Cooper, to approve the 2020 CSPDC Meeting Schedule as presented. Motion carried unanimously.

**Adjournment**

Chairman Friedman announced that the next CSPDC meeting will be held on February 3, 2020. There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 8:35 p.m.

Respectfully submitted,

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*Rita F. Whitfield, Clerk to the Commission*

Approved:

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*George Hirschmann, CSPDC Secretary*