



**Minutes**  
**Central Shenandoah Planning District Commission Meeting**  
**112 MacTanly Place, Staunton, VA 24401**  
**February 3, 2020, 7:00 p.m.**

<b>Member Jurisdiction Representatives</b>			
	<b>Augusta County</b>		<b>City of Staunton</b>
	Butch Wells	✓	Carolyn Dull
	Vacant	✓	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>		Steve Schofield
	Billy Fitzgerald	✓	Brent Trumbo
	<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
✓	David Blanchard		
	<b>City of Lexington</b>		
✓	Frank Friedman, Chairman		
			<b>Others</b>
			✓ Ron Brown, U.S. Census Bureau
			✓ Rosanne Vrugtman, U.S. Census Bureau
			✓ Kathleen O'Connell, U.S. Census Bureau
			✓ Amy Nisenson, Nisenson Consulting
			✓ Jim Halasz, Lexington City Manager

**Call to Order**

The February 3, 2020 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.

**CSPDC Succession Plan**

Ms. Riedesel introduced and welcomed Amy Nisenson of Nisenson Consulting. Ms. Nisenson was present to give a review of the Succession Plan that had been presented to the Executive Committee prior to the Full Commission meeting. Ms. Nisenson reviewed the Succession Plan, noting that the Commission created its first Succession Plan in 2019, funded through a capacity grant from the Virginia Housing Development Authority. She reviewed the Succession Plan, noting that the Plan includes a survey that was sent to CSPDC Commissioners on October 3, 2019, an Organizational Chart, updated job descriptions for key management staff, and a password template. Chairman

Friedman pointed out the highlights of the Succession Plan that the Executive Committee had reviewed. He stated that if anyone wished a copy of the Succession Plan to please contact staff.

### **Minutes**

Chairman Friedman presented the minutes from the December 16, 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 introduced and welcomed Mr. Jim Halasz, Lexington City Manager who was present to observe.

Chairman Friedman gave an update on available office space for rent at the BRITE facility in Fishersville. He stated that the Commission entered into a listing agreement with real estate firm Cottonwood Commercial to advertise and list said portion of the Transit facility for rent. Chairman Friedman ask that if anyone knew of a business needing office space, to contact the Commission.

Chairman Friedman reported on Opportunity Zones, which are economically-distressed areas where private investments, under certain conditions, may be eligible for capital gain tax incentives. He encouraged everyone to be more proactive in promoting Opportunity Zones in their community as this is a huge opportunity. Mr. Friedman noted that there are 10 Opportunity Zone designations in the CSPDC region.

Chairman Friedman reported on GO Virginia, noting that GO Virginia Region 8 Council held a meeting on January 28<sup>th</sup> at Eastern Mennonite University and approved three proposals: 1) James Madison University (JMU) Industrial Hemp Initiative for \$53,630; 2) Shenandoah Valley Economic Gardening for \$50,000; and 3) Shenandoah Valley Agricultural Enterprise Center for \$85,000. He noted that statewide, there have been 74 GO Virginia projects funded across the 9 GO Virginia regions, totaling approximately \$40 million. Chairman Friedman announced that the next Region 8 Council meeting will be held on May 7, 2020, at Shenandoah University in Winchester.

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

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

- VATI Broadband Grant Award: Last week Governor Northam announced the 2019 Virginia Telecommunication Initiative (VATI) grant awards for broadband projects in the State, with the CSPDC being one of 12 recipients awarded funding. The \$2.2 million grant award submitted by the CSPDC on behalf of Rockbridge and Bath counties, with BARC Electric Cooperative as the co-applicant, will deploy 314 miles of gigabit last mile fiber and serve over 1,000 residences and businesses in unserved areas throughout the two counties.
- Agricultural Enterprise Center Feasibility Study: The CSPDC has been selected to receive an \$85,000 grant award from the U.S. Department of Agriculture through their Local Food Promotion Program (LFPP). This grant was one of 42 out of 215 LFPP grants awarded and the only one funded in Virginia. Grant funds will be used to fund a feasibility study to determine the viability of a certified, commercial, shared-use Agricultural Enterprise

Center located in the central Shenandoah Valley. The study will identify what components will be the most successful and beneficial to local farmers, and explore physical locations for a facility and structure a comprehensive business plan as well.

- Afton Express Inter-Regional Transit Study: The CSPDC applied for funds under the Virginia Department of Rail and Public Transportation's (DRPT's) Demonstration Grant Program to fund a commuter bus system, connecting the Shenandoah Valley with the City of Charlottesville. A recently completed study and service plan proposes a Monday-Friday schedule with four trips in the a.m. and four trips in the p.m., with proposed fares \$3 one way. Stops will originate at park and ride lots in Staunton, Fishersville, Waynesboro and multiple stops in Charlottesville including UVA, UVA Medical Center, Downtown Charlottesville and 5<sup>th</sup> Street Station. Partners include Staunton, Waynesboro, Augusta County, University of Virginia, Albemarle County, Charlottesville, and both planning districts. If funded, the proposed system would be launched in early 2021.

### **Treasurer's Report**

Chairman Friedman presented for consideration the Treasurer's Report (attached to file minutes). Mr. Short gave a report on the December 31, 2019, Financial Statement, noting that the CSPDC's financial position remains strong. Ms. Angle moved, seconded by Ms. Dull, to approve the Treasurer's Report as presented. Motion carried unanimously.

Chairman Friedman presented for consideration the FY20 Revised Budget. Mr. Short gave a report on the Revised Budget, noting that staff changes, program changes, and administrative changes are included in this revision. Mr. Slaydon moved, seconded by Mr. Hirschmann, to approve the FY20 Revised Budget as presented. Motion was carried by unanimous vote.

### **Recognition of New Commissioners**

Chairman Friedman introduced and welcomed new Commission members Mr. David Blanchard, representing Highland County; and Mr. Brent Trumbo, representing Rockingham County.

### **Election of Executive Committee Member (BAF #20-2)**

Chairman Friedman presented for consideration Election of Executive Committee Members. Ms. Riedesel stated that a vacancy on the Executive Committee has occurred with the departure of Mr. Kevin Wagner of Highland County. She distributed copies of the ballot, asking everyone to vote for one member. Mrs. Riedesel noted that once the ballots had been tabulated, the new Executive Committee member would be announced at the end of the meeting

### **Investments in the Region**

Chairman Friedman presented Investments in the Region. Ms. McCarty distributed and reviewed copies of "CSPDC Investments in the Region – FY 2016-2019." She stated that one of the more important services provided by the CSPDC to its member jurisdictions is writing grants and finding ways to bring additional financial resources into the region. Ms. McCarty noted that the CSPDC has worked to help find and create investments for a multitude of public projects and programs including economic and community development, flood mitigation, disaster preparedness training, broadband, water and sewer projects, environmental planning, transportation planning, affordable housing, recreational facilities, and bicycle and pedestrian planning. She stated that for every \$1 the CSPDC receives in local dues, it has leveraged approximately \$51 in state and federal funds

over the last four years. Ms. McCarty noted that over the past four fiscal years, CSPDC efforts have brought in more than \$42 million in new investments to the region.

**Presentation: “Update on the 2020 U.S. Census”**

Chairman Friedman welcomed and introduced Mr. Ron Brown, Rosanne Vrugtman, and Kathleen O’Connell from the United States Census Bureau. Mr. Brown reported on what the census is and its 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. He 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. Mr. Brown 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. He stated that a community benefits the most when the census counts everyone. Mr. Brown noted that \$2,000 in federal funds are potentially lost each year for ten years for each person that is not counted. He 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. Mr. Brown stated that the U.S. Census Bureau is actively recruiting to fill hundreds of thousands of temporary positions across the country to assist with the 2020 Census county.

Ms. Joyce briefed the Commissioners on the upcoming 2020 Census and the efforts going on in the region. She reported on the Staunton-Augusta-Waynesboro (SAW) Complete Count Committee (CCC), noting that the CCC has held two meetings and a training workshop for partnering organizations since November. Ms. Joyce stated that Harrisonburg and Rockingham have been working with the area public school systems, area Universities and Colleges, the regional library system, and the Town of Broadway through their CCC. She reported on their goals, noting that they are also encouraging the other towns in Rockingham County to join this effort as well. Ms. Joyce also mentioned the trainings and outreach going on in Rockbridge, Bath and Highland counties.

**Transportation and Transit Update**

Ms. Cundy reported that the CSPDC is applying for \$3.2 million in funding for several transit related projects for the upcoming fiscal year including: operations of the BRITE bus system; implementation of Intelligent Transportation System (ITS) for BRITE, such as mobile tablets and GPS software for drivers to record rider data and track on-time performance; replacement of waste oil heating system at the BRITE facility; installation of solar panels on the roof of the BRITE facility; start-up of the Afton Express, a commuter bus system connecting the Shenandoah Valley with Charlottesville; and the region’s Rideshare commuter program. Ms. Cundy stated that the grand total for FY21 DRPT grants that were submitted totaled \$2,814,039.

### **Commonwealth Intergovernmental Review Process (CIRPs) (BAF #20-1)**

Chairman Friedman presented for consideration Commonwealth Intergovernmental Review Process (CIRPs). Ms. Angle moved, seconded by Ms. Cooper, to endorse the staff recommendations. Motion carried unanimously. They are as follows:

- A) Rockbridge Area Transportation System, Inc. (RATS). RATS is seeking capital assistance to purchase two 9-passenger vans with wheelchair lifts valued at \$60,462, and a 5-passenger wheelchair accessible mini-van 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. Staff recommends endorsement.
  
- B) The Arc of Harrisonburg and Rockingham County. The Arc is seeking capital assistance to purchase two 5-passenger mini-vans with lifts for a total of \$90,000. Arc provides transportation throughout the Harrisonburg-Rockingham area for adults with development disabilities to access appointments, volunteer employment, recreational and social activities, grocery stores, and other destinations. Staff recommends endorsement.
  
- C) Pleasant View, Inc. Pleasant View, Inc. is seeking capital assistance to purchase two modified mini-vans with wheelchair ramps for \$72,000. Pleasant View provides fixed and variable transportation routes in cooperation with other local human service agencies for individuals with intellectual and developmental disabilities who receive day and residential supports in the City of Harrisonburg and Rockingham County area. Staff recommends endorsement.
  
- D) Valley Program for Aging Services (VPAS). VPAS is seeking capital assistance in the amount of \$85,000 to support the operating costs of their Senior Transportation program which operates in Harrisonburg, Staunton, Waynesboro, and the counties of Rockingham, Augusta, and Highland. VPAS is also submitting a \$45,000 capital funds request to purchase a five-passenger modified minivan with a wheelchair ramp for Senior Transportation services in the Staunton, Augusta, and Waynesboro area. Staff recommends endorsement.
  
- E) Friendship Industries, Inc. Friendship Industries is seeking capital assistance to purchase one 15-passenger body on chassis vehicle for \$68,000. Funds will be used to provide employment transportation for persons with barriers to employment, including but not limited to persons with disabilities primarily in Rockingham County. The purpose is to transport these individuals to and from training and employment opportunities and other integration projects. Staff recommends endorsement.

**Executive Committee Election Results**

Chairman Friedman advised the Commission that the votes for a Commission member to fill the unexpired term on the Executive Committee had been tabulated. He announced that Mr. Edward Hicklin, representative from Bath County, will serve as the new Executive Committee member.

**Adjournment**

Chairman Friedman announced that the next CSPDC meeting will be held on April 20, 2020. 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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*George Hirschmann*  
*CSPDC Secretary*