



Minutes
Central Shenandoah Planning District Commission Meeting
Zoom Videoconference - June 15, 2020, 5:00 p.m.

Member Jurisdiction Representatives			
	Augusta County	City of Staunton	Staff
✓	Butch Wells	✓ Carolyn Dull, Vice Chair	✓ Bonnie Riedesel, Executive Director
✓	Pam Carter	✓ Sharon Angle	Rebecca Joyce, Community Program Manager
	Vickie Moran	Rockbridge County	Elizabeth McCarty, Deputy Director
✓	Leslie Tate	Jay Lewis	✓ Ann Cundy, Director of Transportation
	Bath County	✓ Chris Slaydon	✓ Lee Bell, Finance Director
✓	Edward Hicklin	Rockingham County	✓ Rita Whitfield, Office Manager
	City of Buena Vista	✓ Steve Schofield	
✓	Billy Fitzgerald	✓ Brent Trumbo	
	City of Harrisonburg	✓ Rhonda Cooper	
	Sal Romero	✓ Kim Sandum	
✓	George Hirschmann, Secretary	City of Waynesboro	
	Adam Fletcher	✓ Terry Short, Treasurer	
	Highland County	Rusty Johnson	
✓	David Blanchard		Others
	City of Lexington		✓ Jim Halasz, Lexington
✓	Frank Friedman, Chair		✓ Peter Stephenson, VRSA

Call to Order

The June 15, 2020 Central Shenandoah Planning District Commission Zoom Videoconference was called to order at 5:00 p.m. by Chairperson Friedman.

Public Comment

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

Minutes

Chairperson Friedman presented the minutes from the February 3, 2020, CSPDC Commission meeting. Ms. Dull moved, seconded by Mr. Hirschmann, to approve the minutes as presented. Motion carried unanimously.

Chairperson’s Report

Under Chairperson’s Report, Chairperson Friedman introduced and welcomed new Commission member Ms. Pam Carter, representing Augusta County. He reported that at the last Executive Committee Zoom Videoconference, Ms. Dull was unanimously elected as the CSPDC Vice

Chairperson. Chairperson Friedman announced that Terry Short was appointed to the GO Virginia Region 8 Council. He announced that George Pace, has resigned from the GO Virginia Region 8 Council as Chair to focus his time and efforts on helping the UVA Health System navigate the challenges from the COVID-19 pandemic where he serves as chair of the UVA Physicians Group Board of Directors.

Executive Director's Report

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

- Announced that the Shenandoah Valley Regional Airport was awarded a \$2 million grant from the Economic Development Administration (EDA) to construct new airport hangars and training space to support increased aviation activity in the region. Ms. Riedesel stated that Commission staff assisted the Shenandoah Valley Regional Airport in submitting the grant application.
- Stated that the Commission submitted an EDA CARES application for Shenandoah Valley Recovery Assistance for \$400,000, to be used during the period of July 1, 2020, through June 30, 2022. Ms. Riedesel stated that EDA will fund the supplemental award at a 100 percent federal grant rate. She stated that the funds will be used to respond to the impacts of the coronavirus pandemic. Specifically, the Commission will develop a Recovery and Resiliency Plan, put into place a Disaster Recovery Coordinator and team utilizing existing staff, expand technical assistance to the localities to identify and apply for recovery funding, and implement technology to effectively communicate with the resiliency and recovery partners.
- Noted that staff is working with the localities in inventorying and surveying on how they are planning on utilizing their local CARES funding through the CARES Act, to be expended by December 30, 2020.
- Stated that in accordance with the Governor's Phase 2 reopening plan for Virginia, a plan for staff to return to work has been implemented. She also reported on other COVID-19 related office practices, such as visitors, vendors, deliveries, and maintenance workers who come into the office will be required to wear a mask while inside the building.

Treasurer's Report

Chairperson Friedman presented for consideration the Treasurer's Report (attached to file minutes). Mr. Bell gave a report on the April 30, 2020, Financial Statement. Mr. Wells moved, seconded by Ms. Cooper, to approve the Treasurer's Report as presented. Motion carried unanimously.

Consideration of Draft FY21 CSPDC Budget (BAF #20-12)

Chairperson Friedman presented for consideration the Draft FY21 CSPDC Budget (attached to file minutes). Mr. Bell reviewed the Budget for FY21, noting that the Budget is approximately \$4.6M, an increase of 16% over the revised FY20 Budget. He noted that the increase is driven by significant new awards, the expansion of existing programs, and the apportionment of CARES Act funding to support the region. Mr. Bell stated that funding from state and federal programs like ARC, EDA, VDOT, DRPT, FTA, and DHCD continue to remain at comparable levels to prior years with the exception of increased funding from EDA, DRPT, and FTA through the CARES Act. He noted that the CSPDC proposes use of the Development Fund to source the ARC match necessary to serve the localities in the Appalachian Region, and CSPDC proposes to fund the Fields of Gold program internally. Mr. Bell stated that the per capita assessment remains the same at base

plus 70 cents per capita. He noted that the FY21 Budget includes a modest 1% merit increase, and is not proposing a cost of living adjustment. Chairperson Friedman stated that the Executive Committee had reviewed the FY21 Budget at their June 2, 2020, Zoom Videoconference call and recommended to approve the Budget to the CSPDC Commission. Upon recommendation of the Executive Committee, Ms. Dull moved, seconded by Mr. Schofield, to approve the CSPDC FY21 Budget. Motion was carried by unanimous vote.

Consideration of Resolution Authorizing the Application for State and Local Aid for Rideshare (BAF #20-6)

Chairperson Friedman presented for consideration a Resolution authorizing the application for state and local aid for Rideshare (attached to file minutes). Ms. Riedesel stated that the principal goal of the CSPDC's Rideshare Program is engagement, marketing, and outreach focused on ridesharing, the use of alternative transportation modes, and other transportation demand management (TDM)/commuter assistance program (CAP) activities to individuals who reside and work in the Central Shenandoah Planning District. She noted that the funds will be used for marketing the program and subsequent outreach events and marketing campaigns throughout the fiscal year. Ms. Riedesel stated that the CSPDC will continue its partnership with the Thomas Jefferson Planning District Commission in providing the Rideshare program across both planning districts. Ms. Angle moved, seconded by Mr. Wells, to endorse the Resolution authorizing the application for state and local aid for Rideshare. Motion carried unanimously.

Consideration of FY21 Rural Transportation Planning Grant Application (BAF #20-8)

Chairperson Friedman presented for consideration FY21 Rural Transportation Planning Grant application (attached to file minutes). 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. Mr. Fitzgerald moved, seconded by Mr. Hirschmann, to approve the Resolution authorizing application for the FY21 Rural Transportation Planning Grant application. Motion was carried by unanimous vote.

Consideration of SMART SCALE Resolutions of Support (BAF #20-15)

Chairperson Friedman presented for consideration SMART SCALE Resolutions of Support (attached to file minutes). Ms. Cundy explained that SMART SCALE is a transportation performance evaluation program established by the General Assembly to rank local and regional transportation infrastructure projects and transit needs. She noted that SMART SCALE established a competitive, performance driven evaluation process for transportation and transit projects focusing on the areas of safety improvement, congestion reduction, accessibility, land use, economic development and the environment. Ms. Cundy stated that the SMART SCALE application cycle closes on August 3, 2020. She noted that the CSPDC is submitting the following applications this year:

- North Main Street (US 11) Sidewalk in Harrisonburg
- Greenville Avenue (US 11) Road Diet in Staunton
- Commerce Road/Lewis Creek Greenway in Staunton
- West Main Street (US 250) Improvements in Waynesboro

BRITE Transit is submitting the following applications:

- US 250 and Sangers Lane Pedestrian Crossing and Bus Stop Improvements
- US 250 and Lew Dewitt Boulevard Pedestrian Crossing and Bus Stop Improvements
- US 11 and Dick Huff Lane Pedestrian Crossing and Bus Stop Improvements
- Bundled Pedestrian Crossing and Bus Stop Improvements

Mr. Fitzgerald moved, seconded by Mr. Hicklin, to approve the Resolutions for the 2020 SMART SCALE applications from the CSPDC. Motion carried with Mr. Short abstaining.

Consideration of Title VI Plan (BAF #20-9)

Chairperson presented for consideration Title VI Plan. Ms. Cundy stated that the Central Shenandoah Planning District Commission/BRITE Transit Title VI Plan was developed to ensure that the CSPDC transit program complies with nondiscrimination requirements as outlined in Title 23 CFR and 49 CFR and related laws, and provides specific information on how to file a nondiscrimination complaint. She noted that an approved Title VI Plan is a requirement for direct recipients of Federal Transportation Administration grant funding, which the CSPDC receives for the BRITE Transit program. Ms. Cundy stated that this Plan also provides an overview of Environmental Justice and Limited English Proficiency (LEP) concepts, definitions of Title VI and associated nondiscrimination acts, and how Title VI, Environmental Justice and LEP are incorporated into the metropolitan transportation planning process. She noted that as the governing body of the CSPDC, the Commission reviews and approves the BRITE Transit Title VI Plan following a 21-day public comment period. Ms. Cundy stated that Commission staff released the Plan to public comment and no comments were received. Mr. Schofield moved, seconded by Mr. Fitzgerald, to approve the 2020 CSPDC/BRITE Transit Title VI Plan. Motion carried unanimously.

Consideration of 2020 CDBG Regional Priorities

Chairman Friedman presented for consideration the 2020 CDBG Regional Priorities. 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 coordinated with the localities and presented the list for the Board's consideration and approval. She stated the submission deadline for the priority list was March 2020. Given time constraints, the list was submitted on March 16, 2020. Mr. Short moved, seconded by Ms. Dull, to ratify the Executive Director's endorsement letter for the 2020 CDBG Regional Priorities. Motion was carried by unanimous vote.

Commonwealth Intergovernmental Review Process (CIRPs) (BAF #20-14)

Chairperson Friedman presented for consideration Commonwealth Intergovernmental Review Process (CIRPs). Mr. Fitzgerald moved, seconded by Mr. Hirschmann, to endorse the staff recommendations. Motion carried unanimously. They are as follows:

- A. An application submitted by the Churchville Volunteer Fire Department to Purchase Equipment. The Churchville Volunteer Fire Department is applying for a \$175,000 loan from Rural Development for their part of the truck purchase and a \$50,000 grant for the purchase of fire and rescue equipment, for a total funding of \$741,700. Staff recommends endorsement.
- B. An application submitted by the Virginia Department of Environmental Quality (DEQ) for FY20 National Environmental Information Exchange Network (NEIEN) Proposal. DEQ is requesting \$194,750 in federal funds for a NEIEN proposal to expand its electronic data collection capabilities through development of a water quality monitoring mobile application used to collect field data, generate reports, upload data, and facilitate field investigations. Staff recommends endorsement.
- C. An application submitted by the Virginia Department of Environmental Quality (DEQ) for DEQ Pollution Prevention. DEQ is requesting \$157,368 in federal funds for to meet criteria outlined in the Pollution Prevention Act and in EPA's P2 regulations in that the activities included make technical assistance available, target businesses which lack information about source reduction opportunities, and provide training in source reduction. Staff recommends endorsement.
- D. An application submitted for United States Department of Agriculture (USDA) Rural Development (Agency) Rural Business Cooperative Service – Beiler Farm Property, Stuarts Draft, Virginia. The project owner and developer, the Plant Company of Virginia, LLC, is seeking financial assistance from Rural Development, Rural Business-Cooperative Service (RBS) under its rural development program for development of a greenhouse on a portion of the Beiler Farm property for approximately \$9.6 million. The proposed project consists of building an approximate 220,000 square foot greenhouse and an accompanying, approximate 45,000 foot warehouse-type barn building on a portion of the subject property. Staff recommends endorsement.
- E. An application submitted by the City of Waynesboro for FY20 Brownfields Assessment Grant Proposal. The City of Waynesboro is requesting \$300,000 under the U.S. EPA Brownfields Grant program. The target area for this application is the City's Entryway Corridor and downtown, a regionally important gateway through which tourists travel to visit regional outdoor recreational attractions. The grant will enable the City of Waynesboro to further implement its Downtown Revitalization Plan, allowing the City of Waynesboro to assess several contaminated or potentially contaminated sites in three designated priority redevelopment areas. Staff recommends endorsement.
- F. An application submitted by the CSPDC for Shenandoah Valley Recovery Assistance. The CSPDC EDA funds will be used to respond to the impacts of the coronavirus pandemic. Specifically, the CSPDC will develop a Recovery and Resiliency Plan, put into place a Disaster Recovery Coordinator and team, expand technical assistance to our localities to identify and apply for recovery funding, and implement technology to effectively communicate with our resiliency and recovery partners. Staff recommends endorsement.

Other Business

Under Other Business, Chairperson Friedman gave an update on the I-81 Committee, noting that the Committee has been dormant over the last few months. He stated that the Committee has scheduled a meeting on June 30, 2020, via Zoom Videoconferencing, with the time to be determined.

Adjournment

Chairperson Friedman announced that the next CSPDC meeting will be held on August 17, 2020. There being no objections, it was the consensus of the Commission to hold the August meeting via Zoom Videoconferencing.

There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 5:45 p.m.

Respectfully submitted,

Rita F. Whitfield
Clerk to the Commission

Approved:

George Hirschmann
CSPDC Secretary