



Minutes
Central Shenandoah Planning District Commission Meeting
112 MacTanly Place, Staunton, VA
April 18, 2022, 7:00 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	✓ Elizabeth McCarty, Deputy Director
✓	Vickie Moran*	Rockbridge County	✓ Ann Cundy, Director of Transportation
✓	Leslie Tate	✓ Jay Lewis	✓ Jeremy Crute, Regional Planner*
	Bath County	✓ Chris Slaydon	✓ Devon Thompson, Transit Planner*
	Edward Hicklin	Rockingham County	✓ Hunter Moore, Regional Planner/GIS Coordinator*
	City of Buena Vista	✓ Steven Schofield*	✓ Olivia Raines, Housing Program Manager*
	Billy Fitzgerald	✓ Sallie Wolfe-Garrison	✓ Grace Blanchard, Regional Planner
	City of Harrisonburg	✓ Rhonda Cooper	✓ Rita Whitfield, Office Manager
✓	Laura Dent*	Vacant	✓ Paula Melester, Regional Planner*
	George Hirschmann, Secretary	City of Waynesboro	✓ Terry Eckhout, Interim Finance Director*
✓	Adam Fletcher	✓ Terry Short, Treasurer	✓ Nathan Garrison, Regional Planner
	Highland County	✓ Jim Shaw	✓ Gin Chandler, Finance Director
✓	David Blanchard		
	City of Lexington		
✓	Frank Friedman, Chair		Others
			✓ Hamilton Lombard, Weldon Cooper Center
	*Zoom Participants		

Call to Order

The April 18, 2022, Central Shenandoah Planning District Commission (CSPDC) meeting was called to order at 7:00 p.m. by Chairman Frank Friedman. Pursuant to §2.2-3708.2 of the Code of Virginia, CSPDC members may participate in meetings of the CSPDC or its committees through electronic communication means. Those who attended virtually are indicated by an asterisk; all others attended in-person.

Public Comment

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

Minutes

Chairperson Friedman presented the minutes from the February 7, 2022, 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 the election of the Executive Committee members. He stated that the current terms of the CSPDC's Executive Committee members will expire June 30, 2022. Chairman Friedman noted that the Executive Committee consists of seven Commissioners, each from a different member jurisdiction, and reviewed the election process. Chairman Friedman distributed the ballots to those in attendance, noting that ballots will be mailed to those who were not present at the meeting.

Executive Director's Report

Under Executive Director's Report, Ms. Riedesel gave the following updates on staff changes: announced that Gin Chandler was hired as the new CSPDC Finance Director; Kayla Snead was hired as the new Fiscal Technician; and Jeremy Crute was hired as the newest Regional Planner. She announced that Nathan Garrison will be leaving his position as Regional Planner with the Commission. Ms. Riedesel stated that Augusta Health has leased the second-floor office space at the BRITE Transit Facility, beginning in May 2022, for \$6,600 a month. She noted that as required by the Federal Transit Administration (FTA) and Virginia Department of Rail and Public Transportation (DRPT), income generated through the lease of the facility will be returned to transit operations and programming.

Ms. Riedesel ask the following staff members to report on various projects:

- Ms. Cundy reported on a federal transit grant that the CSPDC was recently awarded for the Lewis Street Transit Hub. She noted that the Federal Transit Administration (FTA) announced its award of \$915,600 in Bus and Bus Facilities Program funding to BRITE Transit, which will enable the agency to rehabilitate its transit hub in Staunton. Ms. Cundy stated that the CSPDC transit hub rehabilitation project will redefine the surface parking lot with dedicated space for bus parking and will enable the agency to provide a safe, accessible, multimodal transit hub. She stated that the CSPDC is providing a \$45,600 local match, accompanied by a \$177,900 match from the Virginia Department of Rail and Public Transportation (DRPT) towards the construction of the hub. Ms. Cundy stated that the project is anticipated to be completed in 2023. She gave an update on SMART SCALE applications, noting that the Staunton VDOT District submitted 33 applications in the last round.
- Ms. Raines gave an update on the PDC Housing Development Program. She stated that this pilot program was made possible through a \$2 million grant through Virginia Housing to support regional affordable housing initiatives. Ms. Raines noted that in March 2022, CSPDC staff reviewed 14 affordable housing project proposals that went through the RFP process and selected seven projects across the region to receive gap funding for their proposed development. She reviewed the seven projects noting that the projects represent \$1.66 million dollars in award offers. The funds will assist in the construction of 60 new units of affordable housing in the region, including 35 units for homeownership and 25 for rental. Ms. Raines noted that the gap funding awarded to these 7 applicants represents 4 localities; Harrisonburg, Staunton, Waynesboro, and Rockbridge County. She stated that all units supported by the PDC Housing Development Program are expected to be move-in ready by July 2024.

Ms. Raines gave an update on the Regional Housing Study, noting that the Commission was awarded \$200,000 in Community Impact Grant funds through the Virginia Housing and the study process is already underway. She stated that the CSPDC will be working with the Virginia Center for Housing Research (VCHR), Virginia's official housing research agency, to complete the study and that all localities in the CSPDC region are included in the study. Ms. Raines noted that the study will conclude in a final regional report in spring 2024.

- Mr. Garrison reported on the CSPDC's On-Call Consulting Program. He stated that the CSPDC established the On-Call Consultant Program to facilitate delivery of planning, architectural, engineering, and other professional services for local and regional projects. Mr. Garrison noted that the program is a service available to local governments in the Central Shenandoah region that are part of the joint procurement contract. He reviewed the benefits of the program, noting that the services provide a quicker turnaround, reduces the project's and consultant's overhead, and provides a completed VDOT pre-award audit. Mr. Garrison listed the nine firms that were selected through a federal and state compliant joint procurement and selection process.

Treasurer's Report

Chairperson Friedman presented for consideration the Treasurer's Report for December 2021 and January 2022 (attached to file minutes). Mr. Short gave a review on the Treasurer's Report. Ms. Chandler reviewed the balance sheet and income statement. Mr. Short moved, seconded by Ms. Cooper, to approve the Treasurer's Report as presented. Motion carried unanimously.

Presentation: "Understanding 2020 Census Data" – Hamilton Lombard, Estimates Program Manager, Weldon Cooper Center

Ms. Blanchard introduced and welcomed Mr. Lombard, who was present to give a presentation on "Understanding 2020 Census Data." Mr. Lombard presented a PowerPoint presentation on Recent and Future Population Trends in the Central Shenandoah Region. He reviewed the percent change in populations by decade, noting that the Central Shenandoah Region has grown at a moderate pace in recent decades. Mr. Lombard reported on the population change by CSPDC locality from 2010 to 2020, noting that the largest localities grew the most, and the smaller localities lost population. He stated that communities were miscounted in 2020, as communities with large populations living in group quarters, such as dorms or prisons, were often undercounted. Mr. Lombard reviewed race and ethnicity groups; deaths and migration in Virginia; and percentage of employees working from home in Virginia from 2000-2019. Questions were raised and discussed regarding how the Census Bureau calculates population growth; number of college students living in dorms and off campus; and data errors and distortions in Virginia's smaller localities.

Consideration of FY22 Rural Transportation Planning Grant Amendment (BAF #22-3)

Chairman Friedman presented for consideration the FY22 Rural Transportation Planning Grant Amendment. Mr. Beard gave a review on the Amendment, noting that during the FY22 planning period, the CSPDC received multiple requests from localities for updating the transportation elements of local comprehensive plans. He stated that the requested work exceeded the original budgeted amount covering comprehensive planning assistance and VDOT requires that program expenses do not exceed 10 percent of the original budgeted amount. As a result, the FY22 Rural Transportation Work Program has been adjusted to reflect the change in program activities. Mr.

Beard noted that the adjustment did not modify the total spending amount for the program. Ms. Angle moved, seconded by Mr. Wells, to approve the Amendment for the FY22 Rural Transportation Planning Grant. Motion was carried with Mr. Short abstaining.

Consideration of FY23 Rural Transportation Planning Grant Application (BAF #22-2)

Chairman Friedman presented for consideration the FY23 Rural Transportation Planning Grant application. Mr. Beard noted that the CSPDC has prepared its annual Rural Transportation Planning Grant application for FY23 funding. The program will provide \$58,000 and CSPDC will provide a \$14,500 match. He reviewed the various transportation related projects the funds will be used for. Mr. Slaydon moved, seconded by Ms. Cooper, to approve the FY23 Rural Transportation Planning Grant application. Motion carried with Mr. Short abstaining.

Commonwealth Intergovernmental Review Process (CIRP) (BAF #21-11)

Chairperson Friedman presented for consideration Commonwealth Intergovernmental Review Process (CIRP). Ms. Riedesel reviewed an application submitted by the Virginia Department of Environmental Quality (VADEQ) for PM2.5 Monitoring Program Amendment 3 for a total funding of \$487,631. She noted that the primary objective of this project is to collect quality assured data on ambient air concentrations of fine particulate matter (PM2.5) and its precursors. Mr. Short moved, seconded by Ms. Tate, to endorse the project. Motion carried unanimously.

Adjournment

There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 8:12 p.m.

Respectfully submitted,



Rita F. Whitfield
Clerk to the Commission