



August 8, 2022

MEMO TO: CSPDC Executive Committee

FROM: Bonnie S. Riedesel, Executive Director

SUBJECT: August 15, 2022 Executive Committee Meeting

The Central Shenandoah Planning District Commission (CSPDC) Executive Committee will hold a meeting on **Monday, August 15, 2022, 6:00 p.m., at the Shenandoah Valley Airport, 77 Aviation Circle, Weyers Cave, VA 24486. PLEASE NOTE CHANGE OF LOCATION.**

Please call Rita Whitfield at 540-885-5174 ext. 101 or email rita@cspdc.org to let me know if you will be able to attend.

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

AGENDA

1. Call to Order
2. Election of Officers
3. Consideration of December 20, 2021 Minutes*
4. Public Comment
5. Consideration of Virginia FOIA Revisions and Virtual Meetings (BAF #22-9)*
6. Other Business
7. Adjournment

**Action Needed*



Minutes
Central Shenandoah Planning District Commission
Executive Committee Meeting
Shenandoah Valley Airport, Weyers Cave, VA
August 15, 2022, 6:00 p.m.

Member Jurisdiction Representatives					
	Bath County		Rockingham County		Staff
✓	Edward Hicklin		Rhonda Cooper, Secretary	✓	Bonnie Riedesel
	City of Buena Vista		City of Staunton	✓	Gin Chandler
	Billy Fitzgerald	✓	Carolyn Dull	✓	Ann Cundy
	Highland County		City of Waynesboro	✓	Elizabeth McCarty
✓	David Blanchard, Chairperson	✓	Terry Short, Treasurer	✓	Rita Whitfield
	City of Lexington				Others
✓	Frank Friedman, Vice Chair				

Call To Order

The August 15, 2022, Executive Committee meeting was called to order at 6:00 p.m. by Chairperson Frank Friedman.

Election of Officers

Chairperson Friedman noted that the newly elected Executive Committee members needed to elect officers to serve for terms running July 1, 2022, through June 30, 2025. He stated that he has succeeded himself for two consecutive terms, therefore is ineligible to serve as Chairperson.

Nominations for Chairperson were opened. Ms. Dull nominated Mr. Blanchard for the office of Chairperson, seconded by Mr. Hicklin. Motion was carried by unanimous vote. Mr. Blanchard was unanimously elected to the office of Chairperson.

Ms. Riedesel stated that a Vice Chairperson, Treasurer, and Secretary needed to be elected. Mr. Friedman moved, seconded by Ms. Dull, for the following nominations for officers to serve July 1, 2022, through June 30, 2025:

- Vice Chairperson, Frank Friedman
- Treasurer, Terry Short
- Secretary, Rhonda Cooper

Motion was carried by unanimous vote.

Minutes

Chairman Friedman presented the minutes from the December 20, 2021, Executive Committee meeting. Mr. Friedman moved, seconded by Mr. Hicklin, to approve the minutes as presented. Motion carried with Ms. Dull abstaining due to her absence at that meeting.

Public Comment

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

Consideration of Virginia FOIA Revisions and Virtual Meetings (BAF #22-9)

Chairperson Blanchard presented for consideration Virginia FOIA Revisions and Virtual Meetings. Ms. Riedesel stated that the General Assembly has passed, and Governor Youngkin recently signed [House Bill 444](#) into law. She noted that the new provisions for virtual meetings will allow electronic (“all-virtual”) meetings for certain public bodies, which means that Planning District Commissions/Regional Commissions/MPOs and Technical Advisory Committees may hold all-virtual meetings consistent with the law. Ms. Riedesel noted these “all-virtual” provisions can only be used for two, or 25 percent of the public body’s meetings per year, whichever is greater, effective September 1. She stated that under the new law, the CSPDC is eligible to hold up to two meetings virtually each year. Upon Ms. Riedesel’s recommendation, Mr. Friedman moved, seconded by Mr. Hicklin, to approve the February Commission meeting as an all-virtual meeting for next year and a floating month to be utilized as necessary with proper notification, with the preference for the Executive Committee and the Full Commission to meet in person. Motion was carried by unanimous vote.

Other Business

Under Other Business, Chairperson Blanchard presented for consideration approval and authorization to execute the Amendment to the Virginia Regional Transit (VRT) contract. Ms. Cundy stated that the Amendment is for expansion of the Afton Express service connecting Staunton, Augusta County and Waynesboro to Charlottesville and Fifth Street Station in Albemarle County. She noted that Afton Express currently provides four morning and afternoon trips from the Staunton-Augusta-Waynesboro region to Charlottesville and Albemarle County. Ms. Cundy stated that based on guidance from DRPT, CSPDC staff made application for an additional demonstration grant to fund an expansion of Afton Express to serve commuters who work 12-hour shifts, by adding a fifth afternoon trip with an additional bus, to be acquired by VRT. She noted that the term of this contract amendment covers the period from October 2022 through June 30, 2023. Ms. Riedesel stated that the CSPDC Procurement Policy requires the Commission to authorize all contracts in excess of \$100,000 in value. Upon a question regarding local match, Ms. Cundy responded that DRPT awarded this funding in the amount of \$262,544, which will be combined with local match participation from the three cities (Staunton, Waynesboro, and Charlottesville), the two counties (Augusta and Albemarle), and the University of Virginia. Mr. Short expressed concern over the return on investment (ROI) and whether the riders who will benefit from this are the members of the public who most need such assistance. After discussion regarding funding and the need for service, Ms. Dull moved, seconded by Mr. Friedman, to authorize the Executive Director to execute an amendment to the turnkey transit contract with Virginia Regional Transit (VRT) to expand the Afton Express service from

Staunton, Fishersville, and Waynesboro to Charlottesville. Motion carried, with Mr. Short opposing.

Adjournment

There being no further business to come before the Committee, Mr. Short moved, seconded by Mr. Hicklin, for adjournment at 6:30 p.m. Motion was carried by unanimous vote.

Respectfully submitted,

Rita Whitfield
Commission Clerk



December 12, 2022

MEMO TO: CSPDC Executive Committee

FROM: Bonnie S. Riedesel, Executive Director

SUBJECT: December 19, 2022 Executive Committee Meeting

The Executive Committee of the Central Shenandoah Planning District Commission will hold a meeting on **Monday, December 19, 2022, 6:00 p.m.**, by Zoom Videoconference.

Join Zoom Meeting:

Meeting ID: **** **Passcode:** **** **Dial In:**

Agenda

1. Call to Order
2. Consideration of August 15, 2022 Minutes*
3. Public Comment
4. Recognition of Outgoing Commissioners
 - Carolyn Dull, City of Staunton
 - Richard Baugh, City of Harrisonburg
5. Staff Update
6. CSPDC Audit Report for FY22 Update
 - *Megan Argenbright, CPA, Brown Edwards and Company, LLP*
7. Consideration of BRITE Transit Development Plan (TDP) Public Release (BAF #21-18)*
8. Consideration of 2022 Update to the BRITE Appendix within the Virginia Statewide Public Transportation Agency Safety Plan (PTASP) (BAF #22-17)*

9. Consideration of Resolution Authorizing the Application for State and Local Aid for Rideshare (BAF #22-16)*
10. Consideration of CSPDC 2023 Schedule (BAF #22-15)*
11. Commonwealth Intergovernmental Review Process (CIRP) (BAF #22-14)*
 - 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 CSPDC for READY Appalachia
12. Paid Time Off (PTO) Plan Conversion
13. Other Business
14. Adjournment

**Action Needed*