



January 31, 2022

**MEMO TO:** CSPDC Commissioners

**FROM:** Bonnie S. Riedesel, Executive Director

**SUBJECT:** February 7, 2022 CSPDC Commission Meeting

The Central Shenandoah Planning District Commission (CSPDC) will hold a meeting on **Monday, February 7, 2022, 5:00 p.m., via Zoom Video Conferencing.** 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 participate.

Join Zoom Meeting

<https://us06web.zoom.us/j/83124708231?pwd=RzJEbmFaNDBOUXIrRmszTG9xVVZOUT09>

Meeting ID: 831 2470 8231 \*\* Passcode: 994322 \*\* Dial In: 301-715-8592

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## **AGENDA**

1. Call to Order
2. Public Comment
3. Minutes of December 20, 2021, CSPDC Commission Meeting\*
4. Reports
  - A) Chairperson
  - B) Executive Director
  - C) Treasurer\*
5. Around the Region Presentations by CSPDC Commission Members
6. FY23 DRPT Grant Applications - Ann Cundy, Director of Transportation
7. Election of CSPDC Executive Committee (Board Memo #22-1)

8. Other Business

9. Adjournment

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\*Action Needed

**Next CSPDC Board Meeting: Monday, April 18, 2022**



**Minutes**  
**Central Shenandoah Planning District Commission Meeting**  
**BRITE Transit Facility, Fishersville, VA**  
**February 7, 2022, 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, Vice Chair	✓ Bonnie Riedesel, Executive Director
✓	Pam Carter	✓	Sharon Angle	✓ Elizabeth McCarty, Deputy Director
	Vickie Moran		<b>Rockbridge County</b>	✓ Ann Cundy, Director of Transportation
✓	Leslie Tate		Jay Lewis	✓ Jeremy Crute, Regional Planner
	<b>Bath County</b>	✓	Chris Slaydon	✓ Devon Thompson, Transit Planner
✓	Edward Hicklin		<b>Rockingham County</b>	✓ Manas Ranjan, Transportation Planner
	<b>City of Buena Vista</b>		Steven Schofield	✓ Olivia Raines, Housing Program Manager
	Billy Fitzgerald	✓	Dewey Ritchie	✓ Grace Blanchard, Regional Planner
	<b>City of Harrisonburg</b>	✓	Rhonda Cooper	✓ Rita Whitfield, Office Manager
✓	Laura Dent		Vacant	✓ Paula Melester, Regional Planner
✓	George Hirschmann, Secretary		<b>City of Waynesboro</b>	✓ Terry Eckhout, Interim Finance Director
✓	Adam Fletcher	✓	Terry Short, Treasurer	✓ Hunter Moore, Regional Planner/GIS Coordinator
	<b>Highland County</b>		Vacant	<b>Others</b>
✓	David Blanchard			✓ Stephen King, Rockingham County
	<b>City of Lexington</b>			✓ Greg Campbell, Shenandoah Valley Airport
✓	Frank Friedman, Chair			

**Call to Order**

Due to rising COVID-19 cases, a 30-day state of emergency in Virginia was declared on January 10, 2022. In light of this emergency, the February 7, 2022, CSPDC Commission meeting was conducted via video conferencing using Zoom. The February 7, 2022, meeting of the CSPDC was called to order at 3:00 p.m. by Chairperson Frank Friedman.

**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 December 20, 2021, CSPDC Commission meeting. Ms. Dull moved, seconded by Mr. Hirschmann, to approve the minutes by majority with Ms. Tate, Ms. Cooper, Ms. Dull, and Mr. Fletcher abstaining due to their being absent at that meeting. Motion carried.

### **Chairman's Report**

Chairperson Friedman introduced and welcomed Mr. Greg Campbell, Executive Director of the Shenandoah Valley Regional Airport (SHD). He announced that Mr. Campbell was appointed by the Governor as the next Director of the Virginia Department of Aviation (DOAV) and will begin his new role on February 14, 2022. Commissioners expressed their appreciation to Mr. Campbell for his service to the community and wished him well in his new role with DOAV. Mr. Campbell stated that he was excited to be the next Director for DOAV and to use the experience gained over his three decades at the Airport to advance aviation across the state. He expressed his appreciation to the district and the CSPDC for the partnership he had.

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

Under Executive Director's Report, Ms. Riedesel reported on several staff items. She announced that Lee Bell, Finance Director, had resigned, effective January 21<sup>st</sup>, and Terry Eckhout is serving as Interim Finance Director on a part-time basis. Ms. Riedesel announced that the Commission has hired Gin Chandler as the new Finance Director, and she will start on February 16<sup>th</sup>. She introduced and welcomed Jeremy Crute, new Planner for the CSPDC.

Ms. Riedesel announced that the Commission has entered into a contract with the Virginia Department of Health's Office of Drinking Water to assist them with administering two ARPA grant projects in the region. She noted that one project is in the Town of Craigsville for water line replacement and upgrades, and the other is in Madison Run Terrace in Rockingham County for leak detection and water line repairs and upgrades.

Ms. Riedesel stated that several weeks ago, she received a call from Pete Huber, Alleghany County Administrator, inquiring on behalf of the Alleghany Board of Supervisors about joining the CSPDC as a member jurisdiction. She noted that Alleghany County is a member of the Roanoke Valley Alleghany Regional Commission. Ms. Riedesel stated that dual membership in two PDCs is not unheard of as there are six localities in Virginia that belong to two PDCs. She noted that the logistics are rather complicated and would require a Charter change by the Commission. Ms. Riedesel suggested a meeting with members of the Alleghany Board of Supervisors and the CSPDC Executive Committee to discuss this request further. She stated that ultimately, it will be the decision of the Commission.

Ms. Riedesel asked Ms. Raines to give an update on the CSPDC Housing Development Program. Ms. Raines reported on the CSPDC Housing Development Program and the Regional Housing Study. She stated that the Housing Development Program is Virginia Housing's pilot program which awarded the PDC \$2 million to provide gap funding to affordable housing developers. Ms. Raines noted that the RFP for developers seeking gap funds for proposed affordable housing developments closed on February 3<sup>rd</sup>, and 14 applications across five localities were received. She stated that PDC staff is reviewing applications and plans to announce funding decisions in March. Upon a question regarding how the allocated funds would be distributed, Ms. Raines reviewed the criteria and the selection process. She reported on the Regional Housing Study, noting that the PDC is applying for Virginia Housing Community Impact Grant funds to fund a regional housing study. If funded, this study will kick off in May 2022, and will be completed by 2024. Ms. Raines stated that the CSPDC is co-applying with the Virginia Center for Housing and applications will be submitted soon.

### **Treasurer's Report**

Chairperson Friedman presented for consideration the Treasurer's Report for November 2021 (attached to file minutes). Mr. Short gave a review on the Treasurer's Report, noting that the CSPDC's financial position remains strong. Ms. Eckhout reviewed the balance sheet and income statement. Mr. Short moved, seconded by Ms. Tate, to approve the Treasurer's Report as presented. Motion carried unanimously.

### **Around the Region Presentations by CSPDC Commission Members**

Chairperson Friedman presented Around the Region Presentations by CSPDC Commission Members. He asked if anyone wished to present on any significant projects occurring in their respective locality; use of locality's American Rescue Plan Act (ARPA) funds. The following reported:

- Mr. Stephen King, Rockingham County Administrator, reported on the County's utilization of CARES Act and ARPA funds. He reported on two specific initiatives moving forward: Broadband and Fire and Rescue. He announced that Rockingham County and Augusta County partnered with six other localities in the Northern Shenandoah region and applied and was awarded a Virginia Telecommunication Initiative (VATI) Broadband grant award to provide universal fiber to the home broadband to unserved areas of the County. Mr. King reported on funding for addressing fire and rescue staffing, and purchasing of building facilities and equipment.
- Ms. Carolyn Dull reported on the City of Staunton's ARPA funding, in which Staunton is recommending splitting investments between capital projects and community outreach support programs, and City operational needs. She noted that the City will then consider adjusting the second portion of ARPA funds in response to community and City needs at that time and reported on requests from staff and various organizations.
- Mr. Chris Slaydon reported on Rockbridge County's VATI Broadband grant, noting that unfortunately, the County was not successful in their application for VATI funds this round. He reported on a water and sewer capacity study that the County had allocated ARPA funds towards and reviewed the critical areas the study would focus on. Mr. Slaydon stated that the remaining funds will be determined moving forward, but will potentially focus on infrastructure improvements such as additional water and sewer projects.
- Mr. Adam Fletcher reported on several development projects in the City of Harrisonburg area. He reported on the Comprehensive Housing Assessment Marketing Study, noting that it was completed last year, and gave a review on affordable and general housing needs and multi-family projects in the City. Ms. Laura Dent reported on the ARPA process, noting that City Council has officially approved the construction of a new fire house station. She reviewed the benefits of a new fire station, the community engagement process, and community needs. Mr. Hirschmann reported on the distribution of ARPA and CDBG funds, and the homeless population. He noted that the homeless population is increasing in the City, and the City is currently working on policies and procedures to help support the homeless population.
- Ms. Leslie Tate reported on ARPA funding for Augusta County. She announced that the County received the VATI grant to provide broadband to unserved areas of the County. Ms. Tate reported that Augusta County was looking into the possibility of relocating the

Augusta County Emergency Communications Center (ECC) department in order to provide additional needed space.

- Mr. Terry Short reported on ARPA funding for the City of Waynesboro. He noted that the City was looking at utilizing funding for premium pay for employees for their service and dedication through a very difficult time, an Enterprise Quality of Life project, funding allocation for a water tank, a fire substation on the west end of Waynesboro, and other eligible priorities.
- Mr. Edward Hicklin reported on ARPA funding for Bath County. He noted that the County received a VATI Broadband grant to build broadband fiber to locations in the Bath County area. He reported on tourism in Bath County, noting that the County was in the process of developing a new Tourism Board, and hoped to hire a Tourism Director in the near future. Mr. Hicklin reported on the Homestead, noting that they were currently in the process of renovating the hotel, and the renovation of the Warm Springs pools.
- Mr. David Blanchard reported on ARPA funding for Highland County, noting that the County also received a VATI Broadband grant to achieve universal coverage for broadband in the County. He reported on the challenges of providing emergency services to the County.

### **FY23 DRPT Grant Applications – Ann Cundy, Director of Transportation**

Chairperson Friedman presented FY23 Department of Rail and Public Transportation (DRPT) Grant Applications for transit and commuter assistance. Ms. Cundy gave a review on the grant applications, noting that each year, the CSPDC applies to DRPT to fund BRITE Transit and the RideShare commuter assistance program. She noted that the CSPDC has also applied for an additional year of demonstration grant funding from DRPT for the Afton Express commuter bus. Ms. Cundy reviewed the localities each program serves, the scoring process, and the total amount of funding that the CSPDC has requested.

### **Election of CSPDC Executive Committee (Board Memo #22-1)**

Chairperson Friedman presented the election of the CSPDC Executive Committee. 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, 2022. 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, 2022. She stated that each jurisdiction will be contacted in regards to expiring Commission member terms, and information regarding the election of the Executive Committee.

### **Other Business**

Under Other Business, Ms. Riedesel presented for consideration a Commonwealth Intergovernmental Review Process (CIRP) application submitted by the Advancement Foundation. She gave a brief review on the project, noting that the application is for \$700,000 in grant funding through the Appalachian Regional Commission's (ARC) Area Development Assistance program for an Agricultural Innovation Center in Buena Vista. Ms. Tate moved, seconded by Ms. Dent, 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 6:05 p.m.

Respectfully submitted,

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



April 11, 2022

**MEMO TO:** CSPDC Commissioners

**FROM:** Bonnie S. Riedesel, Executive Director

**SUBJECT:** April 18, 2022 CSPDC Commission Meeting

The Central Shenandoah Planning District Commission (CSPDC) will hold a meeting on **Monday, April 18, 2022, 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.**

**To Join Meeting by Zoom:**

**Meeting ID:** 832 9745 7811 \*\*\*\* **Passcode:** 404572 \*\*\*\* **Dial In:** 301 715 8592

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**AGENDA**

1. Call to Order
2. Public Comment
3. Minutes of February 7, 2022, CSPDC Commission Meeting\*
4. Reports
  - A) Chairperson
  - B) Executive Director
  - C) Treasurer\*
5. Presentation: *“Understanding 2020 Census Data” – Hamilton Lombard, Estimates Program Manager, Weldon Cooper Center*
6. Consideration of FY22 Rural Transportation Planning Grant Amendment (BAF #22-3)\*
7. Consideration of FY23 Rural Transportation Planning Grant Application (BAF #22-2)\*



8. Commonwealth Intergovernmental Review Process (CIRP) (BAF #22-4)\*

A) An application submitted by DEQ for PM 2.5 Monitoring Program Amendment 3

9. Other Business

10. Adjournment

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\*Action Needed

**Next CSPDC Board Meeting: Tuesday, June 21, 2022**



**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,



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



June 14, 2022

**MEMO TO:** CSPDC Commissioners  
**FROM:** Bonnie S. Riedesel, Executive Director  
**SUBJECT:** Tuesday, June 21, 2022, CSPDC Commission Meeting

**PLEASE NOTE CHANGE OF DATE**

Due to the Juneteenth Holiday, the Central Shenandoah Planning District Commission (CSPDC) will hold a meeting on **Tuesday, June 21, 2022, 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.**

**To Join Meeting by Zoom:**

**Meeting ID:** 867 9697 6377 \*\*\*\* **Passcode:** 441357 \*\*\*\* **Dial In:** 301-715-8592

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**AGENDA**

1. Call to Order
2. Public Comment
3. Minutes of April 18, 2022, CSPDC Commission Meeting\*
4. Reports
  - A) Chairperson
  - B) Executive Director
  - C) Treasurer\*
5. Report on Executive Committee Elections

6. Consideration of CSPDC Draft FY23 Budget (BAF #22-6)\*
7. Comprehensive Economic Development Strategy (CEDS) Committee Update – Elizabeth McCarty, Deputy Director
  - Presentation of Pandemic Response and Recovery Plan (Board Memo #22-4)
8. Consideration of SMART SCALE Resolutions of Support (BAF #22-5)\*
9. Agreement between CSPDC and Alleghany County (Board Memo #22-3)
10. Consideration of Virginia FOIA Revisions and Virtual Meetings (Board Memo #22-2)
11. Commonwealth Intergovernmental Review Process (CIRP) (BAF #22-7)\*
  - A) An application submitted by the Virginia Department of Transportation (VDOT) for Draft FY23 SPR Work Program
12. Other Business
13. Adjournment

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\*Action Needed

**Next CSPDC Board Meeting: Monday, August 15, 2022**



**Minutes**  
**Central Shenandoah Planning District Commission Meeting**  
**112 MacTanly Place, Staunton, VA**  
**June 21, 2022, 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, Vice Chair	✓ Bonnie Riedesel, Executive Director
✓	Pam Carter		Sharon Angle	Elizabeth McCarty, Deputy Director
	Vickie Moran		<b>Rockbridge County</b>	✓ Ann Cundy, Director of Transportation
✓	Leslie Tate	✓	Jay Lewis	✓ Jeremy Crute, Regional Planner
	<b>Bath County</b>	✓	Chris Slaydon	✓ Rebecca Joyce, Community Program Manager
✓	Edward Hicklin		<b>Rockingham County</b>	✓ Devon Thompson, Transit Planner*
	<b>City of Buena Vista</b>		Steven Schofield	✓ Hunter Moore, Regional Planner/GIS Coordinator*
	Billy Fitzgerald	✓	Sallie Wolfe-Garrison	✓ Olivia Raines, Housing Program Manager
	<b>City of Harrisonburg</b>	✓	Rhonda Cooper	✓ Gin Chandler, Finance Director
✓	Laura Dent		Vacant	✓ Rita Whitfield, Office Manager
	Richard Baugh		<b>City of Waynesboro</b>	✓ Paula Melester, Regional Planner*
	Adam Fletcher		Terry Short, Treasurer	✓ Grace Blanchard, Regional Planner*
	<b>Highland County</b>		Jim Shaw	✓ Devon Thompson, Transit Planner*
✓	David Blanchard*			
	<b>City of Lexington</b>			
✓	Frank Friedman, Chair			<b>Others</b>
	*Zoom Participants			

### Call to Order

The June 21, 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 April 18, 2022, CSPDC Commission meeting. There being no corrections or additions, Chairman Friedman declared the minutes approved as presented. Due to absence from the meeting, Ms. Dull abstained.



### **Chairman's Report**

Under Chairman's Report, Chairman Friedman congratulated Ms. Cundy for being re-elected to the Virginia Association of Metropolitan Planning Organizations (VAMPO) as Chair for an additional two years. He announced that this was Ms. Tate's last meeting representing Augusta County; and that Mr. Richard Baugh would be the new representative for the City of Harrisonburg, replacing Mr. Hirschmann, who had resigned from the Harrisonburg City Council due to health reasons.

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

Under Executive Director's Report, Ms. Riedesel welcomed and introduced two new staff members: Kayla Snead, Fiscal Technician; and Ansley Heller, Transportation Planner.

Ms. Riedesel stated that the CSPDC has entered into a five-year lease to lease the second-floor office space at the BRITE Transit Facility in Fishersville to Augusta Health. She noted that as required by the Federal Transit Administration (FTA) and the Department of Rail and Public Transportation (DRPT), income generated through the lease of the facility will go back into transit operations and programming. Ms. Riedesel stated that the large conference room at the facility was being used that day by Augusta County for their election primaries and will be used again in November for the general election.

Ms. Riedesel announced that the Virginia Association of Planning District Commissions (VAPDC) will hold its 2022 Summer Conference at the Hotel 24 South in Staunton. She noted that the theme of the Conference is "Leading Change Through Innovation and Technology." Ms. Riedesel stated that Staunton City Council member Carolyn Dull will provide the welcome and is helping with arrangements to bring in students from the Heifetz International Music Institute to perform for the group. She noted that if any Commission members wished to attend, to please let her know.

Ms. Riedesel ask Ms. Cundy to give an update on the Shenandoah Rail Trail project, a proposed 50-mile multiuse rail trail that would run from Broadway to Front Royal. Ms. Cundy gave an update on the status and funding for the project. She noted that the Virginia General Assembly had recently passed a budget for FY22-23 that is expected to include funding for the purchase of the Shenandoah Rail Trail corridor, a major recreation project that has been in the works since 2016. She stated that once the Governor signs the budget, the Rail Trail Partnership will begin negotiating with Norfolk Southern to purchase the corridor. Ms. Cundy noted that after the corridor is secured, construction on the Rail Trail can begin. She reported that they have also submitted a Congressionally directed funding request, or "earmark," for \$6 million to the Senate Appropriations Committee, with the assistance of Sen. Mark Warner's office, to fund the preliminary engineering phase of the project. The Partnership has also created a "Friends of the Trail" nonprofit corporation to assist in private fundraising for the project. Discussion ensued regarding the possibility of the corridor right-of-way reverting back to rail use if needed by Norfolk Southern.

### **Consideration of CSPDC Draft FY23 Budget**

Chairperson Friedman presented for consideration the CSPDC Draft FY23 Budget. Ms. Chandler reviewed the Budget for FY23 (attached to file minutes). She noted that the Proposed Budget totals \$11 million, an increase of 75% from the revised FY22 Budget. Ms. Chandler stated that the two primary projects impacting this increase are the Bath-Highland Network Authority's Broadband Project, and the PDC's Housing Development Project. She stated that the FY23 Budget includes

an increase in the annual member assessment rate from 80 cents per capita to 81 cents per capita; a 1cent per year rate increase for five years approved by the Commission in 2019. Ms. Chandler noted that the FY23 Budget includes a 5% cost of living adjustment for benefited and non-benefited employees. She reported that employee health benefits are offered though Virginia's Local Choice program for government entities, and plans are administered by Anthem and Delta Dental. Ms. Chandler noted that health insurance premium rates for FY23 increased 8.5%, which is shared by the CSPDC and employee participants. She reviewed the funding and other revenue, noting that the budgeted FY23 revenue mix consists of 28.4% federal funding, 53.9% state funding, 7.3% local funding, and 10.4% other income. Some discussion ensued regarding transit fuel costs; grant funding opportunities for infrastructure; and local funding. Mr. Lewis moved to approve the FY23 Budget, noting that he substantially supports the Commission staff and the 5% COLA increase, but as an elected official in charge of taxpayers' dollars, he feels it is his responsibility to closely examine budget increases. He stated that as a business person, he understands the need for a cost-of-living increase with the rising costs of inflation and gas prices, but he felt the need to state his responsibility as an elected official. Ms. Dull seconded the motion. Motion was carried by unanimous vote.

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

Chairman Friedman presented Report on Executive Committee Elections. He announced that the votes of the new Executive Committee members had been tabulated and the following seven members were elected to the Executive Committee for three-year terms to serve from July 1, 2022, through June 30, 2025: Terry Short, City of Waynesboro; Frank Friedman, City of Lexington; Edward Hicklin, Bath County; David Blanchard, Highland County; Carolyn Dull, City of Staunton; Billy Fitzgerald, City of Buena Vista; and Rhonda Cooper, Rockingham County. Chairperson Friedman stated that the newly elected Executive Committee will elect officers at their next meeting.

### **Comprehensive Economic Development Strategy (CEDS) Committee Update and Presentation of Pandemic Response and Recovery Plan**

Chairman Friedman presented the CEDS Committee Update and Presentation of Pandemic Response and Recovery Plan. Ms. McCarty gave an update on the CSPDC CEDS Strategy, noting that it is the region's five-year plan for economic development and ties into the CSPDC's designation as an Economic Development District under the Economic Development Administration (EDA). She noted that the CSPDC Board serves as the CEDS Committee and is responsible for developing and updating the CEDS on a regular basis. Ms. McCarty noted that one of the activities with the EDA CARES funding is developing a regional Pandemic Economic Recovery and Resiliency Plan. She stated that the CSPDC staff is in the process of finalizing the Central Shenandoah Pandemic Response and Recovery Plan, which is a companion document to the CEDS. Activities designed to address the EDD's immediate and long-term response to the COVID-19 pandemic including this plan, were funded through the EDA CARES ACT Recovery Assistance grant program. Ms. McCarty introduced the following key staff who served on the Pandemic Response and Recovery Plan Committee: Rebecca Joyce, Olivia Raines, Jeremy Crute, and Grace Blanchard. The Committee reviewed the recommendations, strategies and purpose of the Plan, noting that the Plan provides actionable strategies to the local communities in the region to help them recover from the current COVID-19 pandemic and become more resilient for future disruptions. The Committee noted that in addition to strategies, extensive data research and recommendations by Chmura Economics and Analytics are part of the plan; best management practices developed during the pandemic by businesses and local governments are also included; and the topic of resiliency in the

Plan is examined through the lens of resilient people, places, businesses, and services. Ms. Joyce reviewed the next steps, noting that the completed Plan will be available for viewing on the CSPDC's website later this summer.

### **SMART SCALE Resolutions of Support**

Chairperson Friedman presented SMART SCALE Resolutions of Support for consideration (Resolutions attached to file copy). Ms. Cundy stated 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 reviewed the following applications submitted this year, as follows:

- US 501 and US 60 Pedestrian Improvements in Buena Vista;
- US 11 Pedestrian Improvements in Rockbridge County;
- US 33/Island Ford Road Partial RCUT in Rockingham County; and
- US 33/Rockingham Park Way and Route 276/Route 610 RCUTS in Rockingham County.

She noted that the SMART SCALE application cycle closes on August 1, 2022. Mr. Slayden moved, seconded by Ms. Wolfe-Garrison, to approve the Resolutions of Support for the 2022 SMART SCALE applications from the CSPDC. Motion was carried by unanimous vote.

### **Agreement Between CSPDC and Alleghany County**

Chairperson Friedman presented the Agreement between the CSPDC and Alleghany County (attached to file minutes). He stated that several months ago, Alleghany County Administrator inquired on behalf of the Alleghany County Board of Supervisors about joining the CSPDC as a member jurisdiction. He noted that Alleghany County is a member of the Roanoke Valley Alleghany Regional Commission and borders the CSPDC region. Chairperson Friedman stated that a meeting with members of the Alleghany Board of Supervisors and three Commission members was held to discuss this request, at which they agreed to the attached proposed Memorandum of Understanding between the CSPDC and Alleghany County, through which Alleghany County could contract with the CSPDC for its planning services on an ad hoc basis. He stated that there was one amendment to the Agreement to include the following sentence: "This Agreement will renew annually unless, one or both parties wish to terminate the Agreement with ample notice." Ms. Dull moved, seconded by Mr. Lewis, to approve the Agreement between the CSPDC and Alleghany County as amended. Motion carried unanimously.

### **Consideration of Virginia FOIA Revisions and Virtual Meetings**

Chairman Friedman presented for consideration Virginia FOIA Revisions and Virtual Meetings. Ms. Riedesel stated that the General Assembly has passed, and the Governor has signed HB444 into law, which will allow electronic meetings for appointed public bodies like the CSPDC. She noted that these electronic meeting provisions can only be used for two, or 25 percent of the public body's meetings per year, whichever is greater and will take effect September 1, 2022. Ms. Riedesel stated that according to the new law, the CSPDC is eligible to hold up to two meetings

virtually each year. Discussion ensued regarding potential months to hold virtual meetings due to inclement weather and lack of a quorum.

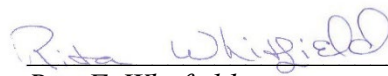
**Commonwealth Intergovernmental Review Process (CIRP) (BAF #21-11)**

Chairperson Friedman presented for consideration Commonwealth Intergovernmental Review Process (CIRP). Ms. Riedesel presented an application submitted by the Virginia Department of Transportation (VDOT) for Draft SPR Work Program for FY23. VDOT has submitted its annual work program for review and comment for a grand total of \$33,885,414. She stated that 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. Ms. Tate moved, seconded by Ms. Wolfe-Garrison, 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 8:30 p.m.

Respectfully submitted,



*Rita F. Whitfield*

*Clerk to the Commission*



August 8, 2022

**MEMO TO:** CSPDC Commissioners  
**FROM:** Bonnie S. Riedesel, Executive Director  
**SUBJECT:** August 15, 2022, CSPDC Commission Meeting

The Central Shenandoah Planning District Commission (CSPDC) will hold a meeting on **Monday, August 15, 2022, 7:00 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](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 21, 2022, CSPDC Commission Meeting\*
4. Reports
  - A) Chairperson
  - B) Executive Director
  - C) Treasurer\*
5. Presentation by the Shenandoah Valley Airport (SHD)  
*Lisa Botkin, SHD Executive Director; and Heather Reams, SHD Director of Marketing & Communications*
6. Consideration of Pandemic Recovery and Resiliency Plan (BAF #22-11)\*  
*CSPDC CARES Team*

7. CSPDC Watershed Implementation Plan (WIP) Update  
*Hunter Moore, Regional Planner & GIS Coordinator*
8. Commonwealth Intergovernmental Review Process (CIRP) (BAF #22-8)\*
  - A) An application submitted by the Virginia Department of Environmental Quality (VDEQ) for ARPA Section 103 Direct Award for Enhancing Continuous Monitoring
9. Other Business
10. Adjournment

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\*Action Needed

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

**Next CSPDC Commission Meeting: Monday, October 17, 2022**



**Minutes**  
**Central Shenandoah Planning District Commission Meeting**  
**Shenandoah Valley Airport, Weyers Cave, VA**  
**August 15, 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
	Vacant		Jay Lewis	✓	Jeremy Crute, Regional Planner
	Bath County	✓	Chris Slaydon	✓	Rebecca Joyce, Community Program Manager
✓	Edward Hicklin		Rockingham County	✓	Devon Thompson, Transit Planner
	City of Buena Vista		Steven Schofield	✓	Zach Beard, Transportation Planner
✓	Billy Fitzgerald	✓	Sallie Wolfe-Garrison	✓	Ansley Heller, Transportation Planner
	City of Harrisonburg		Rhonda Cooper	✓	Gin Chandler, Finance Director
	Laura Dent		Vacant	✓	Grace Blanchard, Regional Planner
✓	Richard Baugh		City of Waynesboro	✓	Kayla Snead, Fiscal Technician
✓	Adam Fletcher	✓	Terry Short, Treasurer	✓	Rita Whitfield, Office Manager
	Highland County	✓	Jim Shaw		
✓	David Blanchard				
	City of Lexington				
✓	Frank Friedman, Chair				Others
				✓	Lisa Botkin, Shenandoah Valley Airport
				✓	Heather Reams, Shenandoah Valley Airport

**Call to Order**

The August 15, 2022, Central Shenandoah Planning District Commission (CSPDC) meeting was called to order at 7:00 p.m. by Chairperson David Blanchard. He asked everyone to introduce themselves. Ms. Riedesel expressed her appreciation to Shenandoah Valley Airport for hosting the meeting.

**Public Comment**

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

**Minutes**

Chairperson Blanchard presented the minutes from the June 21, 2022, CSPDC Commission meeting. Mr. Friedman moved, seconded by Mr. Slaydon, to approve the minutes as presented. Due to absence from the meeting, Ms. Angle and Mr. Fletcher abstained.

### **Chairperson's Report**

Under Chairperson's Report, Chairperson Blanchard reported on the Executive Committee meeting, held prior to the Full Commission meeting. He announced that the Executive Committee elected the following new officers to serve July 1, 2022, through June 30, 2025:

David Blanchard, Chairperson, representing Highland County;  
Frank Friedman, Vice Chairperson, representing the City of Lexington;  
Terry Short, Treasurer, representing the City of Waynesboro; and  
Rhonda Cooper, Secretary, representing Rockingham County.

Chairperson Blanchard stated that the Executive Committee reviewed Virginia FOIA Revisions and Virtual Meetings. Ms. Riedesel stated that the new provisions under House Bill 444, recently passed by the General Assembly and signed by Governor Youngkin, allow for virtual ("all-virtual") meetings for public bodies such as Planning District Commissions/Regional Commissions/MPOs and Technical Advisory Committees may hold all-virtual meetings consistent with the law. She noted that according to the new law, the CSPDC is eligible to hold up to two meetings virtually each year. Ms. Riedesel noted that the Executive Committee approved the February Commission meeting as an all-virtual meeting for next year and a floating meeting to be utilized as necessary with proper notification.

### **Treasurer's Report**

Chairperson Blanchard presented for consideration the Treasurer's Report for February 2022 through May 2022 (attached to file minutes). Ms. Chandler reviewed the balance sheet, noting that cash declined during the period due to delays involving reimbursements requests. She reviewed the income statement, noting that the CSPDC expenditures are currently trending under the budgeted amount for FY22. Ms. Riedesel announced that the auditors will be on site in September to perform the FY22 CSPDC audit. Ms. Angle moved, seconded by Mr. Friedman, to approve the Treasurer's Report as presented. Motion carried unanimously.

### **Presentation by the Shenandoah Valley Airport (SHD)**

Chairperson Blanchard introduced Ms. Lisa Botkin, SHD Executive Director; and Heather Reams, SHD Director of Marking and Communications, who were present to give a presentation on the Shenandoah Valley Airport. Ms. Reams welcomed everyone to the Airport and thanked everyone for their attendance. She reviewed the history of the Airport, noting that Rockingham and Augusta counties and the cities of Harrisonburg, Waynesboro, and Staunton formed a commission to build a regional airport in the 1950s. Ms. Reams stated that the Airport is host to two Blue Ridge Community College programs, an Aviation Maintenance Technician program and a Commercial Pilot program. Ms. Reams noted that the Airport offers commercial Air Service provided by United Airlines and their partner Skywest with daily service to both Washington Dulles and Chicago.

Ms. Botkin reported on capital improvements for future development and infrastructure needs for SHD, and key accomplishments. She stated that several years ago, the Airport Commission saw a need for additional space at SHD to foster new economic development opportunities and to improve infrastructure at its facility by constructing a new aircraft hangar and taxiway. Ms. Botkin reported on design and engineering of water and sewer utilities at the Shenandoah Valley Aviation



Technology Park and announced that in 2021, the Airport was awarded a GO Virginia Region 8 Enhanced Capacity Building grant for \$100,000 to go toward design efforts. She stated that the use of GO Virginia Enhanced Capacity Building funds is aimed at completing design and engineering of utilities that will serve subsequent phases of the Aviation Technology Park.

### **Consideration of Pandemic Recovery and Resiliency Plan (BAF #22-11)**

Chairperson Blanchard presented for consideration the Pandemic Recovery and Resiliency Plan. Ms. McCarty gave an overview on the Plan, noting that the Plan is a companion document to the Comprehensive Economic Development Strategy (CEDS). She stated that the CSPDC is a designated Economic Development District (EDD) through the Economic Development Administration (EDA). Ms. McCarty noted that activities designed to address the EDD's immediate and long-term response to the COVID-19 pandemic, including this Plan, were funded through the EDA CARES ACT Recovery Assistance grant program. She stated that the purpose of this Plan is to provide actionable strategies to the local communities in the region to help them recover from the current COVID-19 pandemic and become more resilient for future disruptions. Ms. McCarty noted that the completed plan will be available for viewing on the CSPDC's website ([www.cspdc.org](http://www.cspdc.org)). She introduced the following key staff who served on the Pandemic Response and Recovery Plan Committee: Rebecca Joyce, Olivia Raines, Jeremy Crute, and Grace Blanchard. The Committee reviewed the recommendations, strategies, and purpose of the Plan. The Committee noted that in addition to strategies, extensive data research and recommendations by Chmura Economics and Analytics are part of the plan; best management practices developed during the pandemic by businesses and local governments are also included; and the topic of resiliency in the Plan is examined through the lens of resilient people, places, businesses, and services. Mr. Friedman moved, seconded by Mr. Fitzgerald, for approval of the Central Shenandoah Pandemic Recovery and Resiliency Plan. Motion was carried by unanimous vote.

### **Watershed Implementation Plan (WIP) Update**

Chairperson Blanchard presented the Watershed Implementation Plan (WIP) update. Ms. Joyce gave an update on the WIP Plan, noting that continuing the development of the Chesapeake Bay Phase III Watershed Implementation Plan (WIP III), the Virginia Department of Environmental Quality (DEQ) made grant funds available to Bay PDCs for the Virginia Chesapeake Bay Watershed Implementation Program. She stated that \$58,000 was allocated to each Bay PDC with an additional match of \$14,500 for 2022. Ms. Joyce noted that the CSPDC's annual program's scope of work is to provide interim technical and administrative assistance to local governments and continue the momentum of operations, discussions, and relationships with the local governments and stakeholders of each watershed region. She reported on the WIP stakeholder meetings and reviewed the highlights of the CSPDC's work to date. Ms. Joyce stated that through the WIP program, the CSPDC acts as a liaison between local governments and State agencies. She noted that the CSPDC is available to assist localities with project development and grant writing for BMP planning and implementation projects through the WIP program.

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

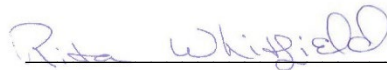
Chairperson Blanchard presented for consideration Commonwealth Intergovernmental Review Process (CIRP). Ms. Riedesel presented an application submitted by the Virginia Department of Environmental Quality (VADEQ) for ARPA Section 103 Direct Award for Enhancing Continuous Monitoring for a total funding of \$495,500. She stated that the primary objective of this project is

to enhance monitoring of PM2.5 or other National Ambient Air Quality Standard (NAAQS) pollutants in and near communities with environmental justice concerns who face disproportionate exposure to these pollutants and health risks which are also associated with increased vulnerability to COVID-19. Ms. Angle moved, seconded by Mr. Short, to endorse the project for federal funding. Motion carried unanimously.

### **Adjournment**

There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 7:58 p.m.

Respectfully submitted,



*Rita F. Whitfield*

*Clerk to the Commission*



October 11, 2022

**MEMO TO:** CSPDC Commissioners  
**FROM:** Bonnie S. Riedesel, Executive Director  
**SUBJECT:** October 17, 2022, CSPDC Commission Meeting

The Central Shenandoah Planning District Commission (CSPDC) will hold a meeting on Monday, October 17, 2022, 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.**

**To Join Meeting by Zoom:**

**Meeting ID:** 892 9900 2093    \*\*\*\*    **Passcode:** 907593    \*\*\*\*    **Dial In:** 301-715-8592

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## **AGENDA**

1. Call to Order
2. Public Comment
3. Minutes of August 15, 2022, CSPDC Commission Meeting\*
4. Reports
  - A) Chairperson
  - B) Executive Director
  - C) Treasurer\*
5. Good News Around the Region
6. Commonwealth Intergovernmental Review Process (CIRP) (BAF #22-13)\*
  - A) An application submitted by the Virginia Department of Environmental Quality (VDEQ) for the Virginia Chesapeake Bay Implementation Grant (CBIG)

7. Other Business

8. Adjournment

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\*Action Needed

**Next CSPDC Commission Meeting: Monday, December 19, 2022**



**Minutes**  
**Central Shenandoah Planning District Commission Meeting**  
**112 MacTanly Place, Staunton, VA**  
**October 17, 2022, 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
✓	Pam Carter	✓	Sharon Angle	✓ Elizabeth McCarty, Deputy Director
	Vickie Moran		<b>Rockbridge County</b>	✓ Ann Cundy, Director of Transportation
	Vacant	✓	Jay Lewis	✓ Jeremy Crute, Regional Planner
	<b>Bath County</b>	✓	Chris Slaydon	✓ Rebecca Joyce, Community Program Manager
✓	Edward Hicklin		<b>Rockingham County</b>	✓ Devon Thompson, Transit Planner
	<b>City of Buena Vista</b>		Steven Schofield	✓ Zach Beard, Transportation Planner
✓	Billy Fitzgerald	✓	Sallie Wolfe-Garrison	✓ Ansley Heller, Transportation Planner
	<b>City of Harrisonburg</b>		Rhonda Cooper, Secretary	✓ Gin Chandler, Finance Director
✓	Laura Dent		Vacant	✓ Paula Melester, Regional Planner
✓	Richard Baugh		<b>City of Waynesboro</b>	✓ Olivia Raines, Housing Program Manager
✓	Adam Fletcher*	✓	Terry Short, Treasurer	✓ Rita Whitfield, Office Manager
	<b>Highland County</b>		Jim Shaw	
	David Blanchard, Chair			
	<b>City of Lexington</b>			
✓	Frank Friedman, Vice Chair			<b>Others</b>
				✓ Michele Edwards, Staunton Citizen
	*Zoom Participants			

**Call to Order**

The October 17, 2022, Central Shenandoah Planning District Commission (CSPDC) meeting was called to order at 7:00 p.m. by Vice Chairperson 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**

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

## **Minutes**

Vice Chairperson Friedman presented the minutes from the August 15, 2022, CSPDC Commission meeting. There being no corrections or additions, Vice Chairperson Friedman declared the minutes approved as presented.

## **Executive Director's Report**

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

- Announced that Grace Blanchard has left her position with the CSPDC as Regional Planner. Ms. Riedesel stated that the position has been advertised.
- Announced that the GO Virginia Region 8 Council would meet the following day at Blue Ridge Community College to consider a proposal to fund the SHD Aviation Technology Park. Ms. Riedesel noted that the application requests \$993,000 in GO Virginia funds, with a match of \$1.3 million in federal and local funds. She stated that the funds will be used to relocate and improve the water and sewer lines to allow for the construction of additional corporate hangers for the Aviation Technology Park. Ms. Riedesel noted that if approved and funded, the CSPDC will provide the grant management services for the Airport.
- Announced that the Virginia Association of Planning District Commissions (VAPDC) is offering a free, one-hour virtual training on basic steps to help protect online information and privacy for organizations and individuals alike on October 26<sup>th</sup> at 2:00 p.m. Ms. Riedesel stated that there is no cost to attend the online meeting.

## **Treasurer's Report**

Vice Chairperson Friedman presented for consideration the Treasurer's Report for July 2022 through August 2022 (attached to file minutes). Ms. Chandler reviewed the Balance Sheet, noting that the increase in cash is attributable to reimbursement requests, local assessments, and partner contributions; the accounts receivable decrease is due to reimbursement requests from federal and state grants; and the increase in deferred revenue is local assessments. She reviewed the Income Statement, which provides an overview of FY23 revenues and expenses. Mr. Slaydon moved, seconded by Ms. Angle, to approve the Treasurer's Report as presented. Motion carried unanimously.

## **Good News Around the Region**

Vice Chairperson Friedman presented *Good News Around the Region* presentations by CSPDC Commission Members. The following reported:

- *City of Waynesboro* - Mr. Terry Short gave a presentation on the City of Waynesboro's Natural History Museum. He stated that the Virginia Museum of Natural History seeks to establish a natural science interpretation facility in downtown Waynesboro near the south entrance to the Shenandoah National Park. The Museum will operate a 17,000-20,000 square foot facility of exhibit space and will be an educational asset, as well as an economic driver for the City. He reported on funding and donors who have contributed to the development of the Museum. Mr. Short that construction is scheduled to begin in 18 to 24 months, and an actual grand opening to be scheduled in 2025.
- *City of Staunton* – Ms. Sharon Angle reported on Staunton Crossing, noting that it is located at the junction of Interstates 81 and 64 and is the former site of Western State Hospital. She noted that Staunton's Economic Development Authority purchased the nearly 300-acre

property from the state in 2009, and pre-development improvements began in 2014. Ms. Angle noted that all 19 buildings have been demolished, and all 15 underground and above ground tanks on the site have been removed. She reported on grant funding for the project and the businesses located at the site. Ms. Angle reported on the Crossing Way Extension, noting that the 3,960 linear foot extension will connect Richmond Avenue and Valley Center Drive, and will include a 100-space park and ride facility and a shared use path. She reviewed funding for the project, noting that the completion date for the Crossing Way Extension is set for May 2024.

- *County of Rockingham* – Ms. Sallie Wolfe-Garrison reported on Rockingham County’s Comprehensive Plan Update, which is currently underway. She stated that the County has employed the services of the Berkley Group consulting firm to facilitate this update process, along with the assistance of CSPDC staff for the transportation portion of the Plan. Ms. Wolfe-Garrison noted that community information will be gathered and updated, and new priorities, goals, and strategies will be established based on input from community members. She noted that the Plan relies on public input and encouraged the citizens of Rockingham County to be an active part of the process. Ms. Wolfe-Garrison ask for suggestions and ideas on involving the public in the process. She stated that a survey for public comment, which includes topic-specific questions about current conditions and issues in the County, as well as ideas and concerns for the future, is available online for the public.
- *County of Rockbridge* – Mr. Jay Lewis and Mr. Chris Slaydon reported on Rockbridge County Office of Community Development. Mr. Lewis reported on the upcoming activities of the Community Development and Zoning Department, noting that the department has added additional staff to assist with the increase of projects. Mr. Slaydon reported on the Rockbridge County Comprehensive Plan five-year update, noting that the Plan is being prepared in-house, with the assistance of the CSPDC staff. He gave a report on the challenges of the increase of private schools and short-term rentals in the County. Mr. Slaydon explained that the most dramatic challenge was the increase of short-term rentals for housing and campgrounds. He reported on the rules and zoning regulations for short-term rentals, as well as issues regarding providing adequate parking and noise complaints.
- *City of Lexington* – Mr. Frank Friedman reported on the Virginia Military Institute (VMI) Aquatics Center and Spotswood Development Project. He gave a review of the construction of a new \$44 million aquatic center at VMI. Mr. Friedman stated that the new facility expansion will house college swimming, water polo, ROTC activities, and physical education classes. He stated that just next door, the newly renovated historic American Legion building, also known as the Knights of Pythias building, will be connected to the Aquatic Center. Mr. Friedman also reported on the Spotswood Development Project, which is located across the street from the Oak Grove Cemetery, formerly known as the Stonewall Jackson Memorial Cemetery, on South Main Street in downtown Lexington. He stated that the City is working with Echelon Resources, Inc., to build approximately 62 fairly priced multi-family apartments on the site, with construction beginning within the next 24-36 months. He noted the tax benefit for the City while providing affordable housing for the community.

- *County of Highland* – Ms. Paula Melester reported on the Highland Inn Revitalization Project, noting that the project is a collaboration among four different agencies: Highland Tourism Council, Highland County Chamber of Commerce, Highland Inn, and the Highland Economic Development Association. She stated that the project is being completed in phases and reported on the three phases. Ms. Melester noted that once the project is finished, the Inn is hoping to bring mid-week businesses to the areas with people staying at the Inn while attending conferences and events at the Highland Center.
- *City of Harrisonburg* – Ms. Laura Dent reported on the City of Harrisonburg’s American Rescue Plan Act (ARPA) Funding and the New Homeless Shelter. She stated that after a six-month public engagement process, the City of Harrisonburg identified five investment priority areas for ARPA funding: (1) invest in community mental health improvements; (2) increase affordable and accessible childcare; (3) expand accessible, affordable housing; (4) improve neighborhoods; and (5) enhance community spaces. Ms. Dent reported that the City of Harrisonburg also approved funding to purchase property for a homeless shelter, and funding for an additional fifth fire station for the City’s Fire Department.
- *City of Buena Vista* – Mr. Billy Fitzgerald reported on Virginia Innovation Collective (VIC), City of Buena Vista. He noted that VIC is owned and operated by the Advancement Foundation, which works to help build the capacity of nonprofit organizations in the community. Mr. Fitzgerald stated that VIC’s goal is to focus on agriculture and agriculture technology while supporting entrepreneurs in the early stages of their businesses and reported on the services VIC will provide for the City of Buena Vista. He noted that VIC is publicly and privately funded and reported on donations and grants received for the project and potential funding opportunities.
- *Bath County* – Mr. Edward Hicklin reported on the Homestead and Jefferson Pools Renovations. He noted that the Warm Springs Pools, formerly known as the Jefferson Pools, have long been a draw for visitors but were closed five years ago after the bath houses were deemed unsafe. Mr. Hicklin reported on funding for the renovations and stated that the renovation of the bath houses is happening alongside a renovation of the Homestead that Omni announced. He noted that the project will freshen the resort’s guest rooms and public spaces and address the exterior of the aging buildings. Mr. Hicklin announced that the new County Administrator, Mr. Michael Bender, began work today.
- *Augusta County* – Ms. Pam Carter reported on the Amazon Distribution Center, announcing that Amazon will launch a new center located in Augusta County. She noted that the Center is a one million-square-foot, non-sortable fulfillment center, and is expected to create approximately 500 jobs. She stated that the new facility is scheduled to be operational in spring 2023.

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

Vice Chairperson Friedman presented for consideration Commonwealth Intergovernmental Review Process (CIRP). Ms. Riedesel presented an application submitted by the Virginia Department of Environmental Quality (VADEQ) for the Virginia Chesapeake Bay Implementation

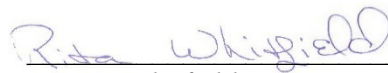


Grant (CBIG) for a total amount of \$23,442,524. These funds will be used to accomplish objectives of the Virginia Chesapeake Bay TMDL Phase III Watershed Implementation Plan, and Virginia's Milestones, with an emphasis on nonpoint source pollution reduction programs. As Virginia's lead agency for nonpoint source pollution (NPS), DEQ is responsible for the implementation of this grant. There being no objections to the project, Vice Chairperson Friedman declared the CIRP submitted by DEQ approved.

### **Adjournment**

Vice Chairperson Friedman announced that the next Commission meeting will be held December 19, 2022. There being no further business to come before the Commission, a motion for adjournment was unanimously passed at 8:35 p.m.

Respectfully submitted,



*Rita F. Whitfield*

*Clerk to the Commission*