Call to Order
The June 18, 2020, Zoom Video/Audio Conferencing call of the Harrisonburg-Rockingham Metropolitan Planning Organization (HRMPO) Policy Board was called to order at 3:00 p.m. by Chairperson Driver.

Approval of Minutes
Chairperson Driver presented the minutes from the May 21, 2020, HRMPO Policy Board meeting. Mr. Hirschmann moved, seconded by Mr. Kiser, to approve the minutes as presented. Motion carried unanimously.
Public Comment
Chairperson Driver opened the floor to the public for comments. There were no comments from the public.

FY 2021-2024 Transportation Improvement Program (TIP) (PB Action Form #20-3)
Chairperson Driver presented for consideration FY 2021-2024 TIP. Ms. Cundy gave a brief review on the TIP, noting that the Virginia Department of Transportation (VDOT) and the Department of Rail and Public Transportation (DRPT) requested the HRMPO review and approve the FY 2021-2024 TIP. She noted that to be included in the TIP, a project or program must be in the HRMPO’s Constrained Long Range Plan (CLRP). Ms. Cundy reviewed the two updates for the Highway TIP and the Transit TIP. She stated that the draft FY 2021-2024 TIP was released for the 21-day public comment period and no public comments have been received. Ms. Cundy noted that the TIP has been updated since its release to public comment to include a revised FY 2021 operating award for Valley Program for Aging Services (VPAS), and a funding disclaimer added before the Transit Financial Plan. Mr. Campbell moved, seconded by Ms. Wolfe-Garrison, for approval of the FY 2021-2024 TIP. Motion was carried by unanimous vote.

FY 2021 Unified Planning Work Program (UPWP) (PB Action Form #20-4)
Chairperson Driver presented for consideration FY 2021 UPWP. Mr. Howard gave an update on the FY 2021 UPWP, noting that the UPWP identifies how federal, state, and local funds will be spent on HRMPO administrative and programmatic activities during FY 2021. He reviewed the approval process, noting that staff released the UPWP on April 16, 2020, for public comments and the HRMPO has not received any public or agency comments to date. Mr. Kiser moved, seconded by Mr. Hirschmann, to recommend approval of the FY 2021 UPWP. Motion carried unanimously.

SMART SCALE Resolutions of Support (PB Action Form #20-5)
Chairperson Driver presented for consideration SMART SCALE Resolutions of Support (attached to file copy). Mr. Howard stated the HRMPO submitted 5 pre-applications in Round 4 of the SMART SCALE program, and local governments and regional agencies submitted 13 grant pre-applications for 9 projects as follows:

- South Main Street Safety Improvements (Harrisonburg)
- I-81 Exit 243 Interchange Treatments (Harrisonburg)
Mr. Howard stated that in the list above, the parentheses denotes that the project has a duplicate preapplication. He noted that SMART SCALE requires MPO Resolutions of Support for projects within the MPO boundary that are not listed in the MPO's Constrained Long-Range Plan (CLRP). Mr. King moved, seconded by Mr. Gatobu, to endorse the Resolutions of Support for SMART SCALE projects within the HRMPO boundary. Motion was carried by unanimous vote.

**FY 2020 UPWP Budget Update (PB Memo #20-13)**
Chairperson Driver presented the FY 2020 Unified Planning Work Program (UPWP) Budget Update (attached to file minutes). Ms. Riedesel reviewed the expenditures by the HRMPO as of April 30, 2020, noting that spending is shown by task, and by VDOT and DRPT funding.

**Remarks from Commonwealth Transportation Board (CTB) Member Dixon Whitworth**
Ms. Riedesel introduced and welcomed Mr. Dixon Whitworth, CTB Board member, noting that he will be retiring in June after serving on the CTB for two four-year terms. On behalf of the HRMPO, she expressed her appreciation for all his hard work and dedication to the HRMPO during his term on the CTB. Mr. Whitworth summarized his tenure on the Commonwealth Transportation Board, representing the Staunton District. He stated that the Staunton VDOT District is an outstanding district and is unique in many ways – containing 11 counties, 7 towns and 150 miles of I-81 – and the VDOT Staunton District is the district most engaged in public hearings and meetings. Mr. Whitworth stated that due to COVID-19, the VDOT Six Year Improvement Program has been delayed; however,
approved construction and maintenance projects are moving along, especially due to the reduced traffic volume. He reported on fuel tax; Transportation Alternatives, Revenue Sharing, and SMART SCALE applications and the process; rail issues; and upcoming challenges. Mr. Whitworth expressed his appreciation to the MPOs and to the Staunton VDOT District for their hard work, knowledge and assistance to the localities. On behalf of the HRMPO, Chairperson Driver presented Mr. Whitworth with a plaque expressing the HRMPO’s appreciation for steadfast leadership and dedicated service to the MPO and to the people of the region, shown during his term on the Commonwealth Transportation Board.

Agency Updates

**Virginia Department of Transportation (VDOT)**

Under VDOT Update, Mr. Reed reported on the SMART SCALE applications, noting that project screening decisions will be uploaded in the portal tomorrow and the full project applications will be edited tomorrow as well. He stated that he has not received any information regarding the extension of the August 3, 2020, submission deadline, but will keep everyone informed. Mr. Reed noted that if anyone has any questions about the portal, to contact him or the VDOT office.

**Virginia Department of Rail and Public Transportation (DRPT)**

Under DRPT Update, Mr. Hudson noted that the Commonwealth Transportation Board (CTB) approved the additional transit operating funds for the first quarter and for the FTA Section 5303 funding for FY21. He stated that DRPT was working on getting all the contracts finalized and forwarded to the MPOs.

**Harrisonburg Department of Public Transportation (HDPT)**

Mr. Gatobu reported on HDPT’s activities, noting that HDPT was currently running the city routes as scheduled. He stated that HDPT was waiting to receive word from James Madison University regarding their plans to resume classes in the fall and HDPT will then begin preparing route plans. Mr. Gatobu reported on the handling of safety measures that are being implemented for riders, drivers, mechanics, and other staff, and following statewide guidance regarding social distancing on the transit buses.
Upcoming Meetings
Chairperson Driver announced the following meetings: HRMPO TAC meeting will be held on July 2, 2020, at 2:00 p.m., and the HRMPO Policy Board meeting will be held on July 16, at 3:00 p.m.

Adjournment
There being no further business to come before the HRMPO Policy Board, Mr. Kiser moved, seconded by Mr. King, for adjournment at 3:50 p.m. Motion was carried by unanimous vote.

Respectfully submitted,

Ann Cundy
Director of Transportation