HRMPO Policy Board Meeting Agenda  
July 16, 2020, 3:00 p.m.

Join Zoom Meeting Link:
https://us02web.zoom.us/j/82706023698?pwd=ZzMrekNEcXdmcnU2TIpNV3RLT005dz09
Phone: 1-301-715-8592
Meeting ID: 827 0602 3698
Password: 471023

1. Call To Order
2. Approval of Minutes of June 18, 2020 Meeting*
3. Public Comment
4. FY 2021 Small Area Study Selection (PB Action Form #20-6)*
5. FY 2020 UPWP Budget Update (PB Memo #20-14)
6. Agency Updates
   a. VDOT
   b. DRPT
   c. HDPT
7. Other Business
8. Upcoming Meetings
   a. HRMPO TAC Meeting Thursday, August 6, 2020, 2:00 p.m.
   b. HRMPO Policy Board Meeting Thursday, August 20, 2020, 3:00 pm
9. Adjournment

* Action needed
HRMPO Policy Board Minutes
June 18, 2020, 3:00 p.m.
Via Zoom Video/Audio Conferencing Call

Voting Members
City of Harrisonburg
Sal Romero
Deanna Reed
Eric Campbell
Gerald Gatobu
George Hirschmann, Vice Chair

Non-Voting Members
Lee Eshelman, JMU
Michelle DeAngelis, FTA
Kevin Jones, FHWA
Wood Hudson, DRPT
Rusty Harrington, Aviation

Staff
Bonnie Riedesel, CSPDC
Ann Cundy, CSPDC
Jonathan Howard, CSPDC
Rita Whitfield, CSPDC

Others
F. DixonWhitworth, Jr., CTB
Brad Reed, VDOT
Tom Hartman, Harrisonburg
William Bushman, Hurt & Proffitt
David Birkenthal, Shenandoah Alliance

Rockingham County
Casey Armstrong
Sallie Wolfe-Garrison
Stephen King

Alternates
Rhonda Cooper, Rockingham
Bradford Dyjak, Rockingham
Cheryl Spain, Harrisonburg

Ande Banks, Harrisonburg

Town of Mt. Crawford
Dennis Driver, Chair

Alex Wilmer, Bridgewater

Town of Dayton
Angela Lawrence

Neal Dillard, Mt. Crawford

Susan Smith, Dayton

Town of Bridgewater
Jay Litten

Terry Short, VDOT

Jeff Lineberry, VDOT

VDOT

Don Komara, VDOT

Randy Kiser

Dan Sonenklar, DRPT

Matt Dana, VDOT

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:

- HRMPO
  - South Main Street Safety Improvements (Harrisonburg)
  - I-81 Exit 243 Interchange Treatments (Harrisonburg)
• Port Republic Road Corridor Improvements (Harrisonburg)
• Bluestone Trail Extension, in Harrisonburg
• Mt. Crawford Exit 240 Park and Ride Expansion (Rockingham County)

Central Shenandoah Planning District Commission
• North Main Street Sidewalk, in Harrisonburg

City of Harrisonburg
• South Main Street Safety Improvements (HRMPO)
• I-81 Exit 243 Interchange Treatments (HRMPO)
• Port Republic Road Corridor Improvements (HRMPO)
• Port Republic Road Turn Lane and Sidewalk
• Pear Street and Erickson Avenue Intersection Modified RCUT

Rockingham County
• Smithland Road Improvements
• Mt. Crawford Exit 240 Park and Ride Expansion (HRMPO)

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
RECOMMENDATION
Recommend that the Policy Board approve the FY 2021 Small Area Study.

EXECUTIVE SUMMARY
Each year, the HRMPO assists member jurisdictions with short-range transportation planning studies of transportation needs. The studies develop recommendations to advance to the grant application and programming stage. At the June 4, 2020 TAC meeting, the Committee discussed two proposed small area/corridor studies for the MPO to pursue during FY 2021. After review of Rockingham County’s proposal to study Erickson Avenue, all parties agreed that the County’s interest in the corridor can be addressed better by a long-range planning scope and process, which includes more extensive public involvement. At the July TAC meeting, TAC members recommended the following study:

<table>
<thead>
<tr>
<th>Study</th>
<th>Timeframe</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bicycle-Pedestrian Bridge Feasibility Study at the intersection of Port Republic/Bluestone Drive</td>
<td>July— December 2020</td>
</tr>
</tbody>
</table>

MPO staff will use consultants in the CSPDC’s On-Call Program to conduct the study for the City of Harrisonburg.

FY 2021 SMALL AREA STUDY TIMELINE
The FY 2021 Small Area Study will need to be completed by December 2020, to prevent overlap with the next Long-Range Transportation Plan (LRTP) Update. The HRMPO will begin the 2045 LRTP update in January 2021.

NEXT STEPS
- Assemble Study Team and request a Scope and Fee proposal from consultant.
- Schedule study kick-off meeting in August.

ATTACHMENTS:
City of Harrisonburg Small Area Study Proposal
Date: May 27, 2020
To: HRMPO Technical Advisory Committee
FROM: Erin Yancey, AICP
Re: 2020 Small Area Study

**Project Name:** Port Republic/Bluestone Drive bicycle/pedestrian bridge feasibility study

**Problem Statement:** The segment of Port Republic Road between S. Main Street and Forest Hill Road experiences significant peak hour congestion. There are many closely spaced signalized intersections along the corridor that are operated in coordination for better efficiency. However, because the Port Republic Road/Bluestone Drive intersection experiences such a large number of pedestrian calls during peak times, the signal coordination plan is disrupted for the majority of peak hour operation. Additionally, the Bluestone Trail crosses this intersection, which is likely perceived as uncomfortable for many due to its size and amount of traffic, despite the provision of pedestrian signals. This is particularly true for families with children and inexperienced cyclists, which are primary target audiences for separated facilities like the Bluestone Trail.

**Background:** The HRMPO completed a study of the Port Republic Road corridor in 2019. This study identified the problem described above, and recommended a pedestrian bridge as a mitigation. Providing the bridge for the heavy bicycle and pedestrian demand would reallocate green time to service Port Republic Road, which would otherwise be spent frequently servicing a long pedestrian crossing. It is assumed that the bridge would also improve bicycle and pedestrian accessibility. The site for the bridge is fairly constrained for such an improvement, however.

**Regional Significance:** Any improvements along this corridor would affect the MPO as a whole, due to its direct connection to I-81 and the largest employers in the region, JMU and Sentara RMH.

**Study Objectives:**
Assess the desirability of the improvement when compared to the existing condition, based on performance metrics, such as bike/ped level of service, traffic operational improvement, design compromises needed to overcome constraints, and cost.

**Study Tasks:**
- Conceptual plan, including design considerations accompanying the removal of the at-grade pedestrian phase of the signal operation. 30% conceptual plan, if budget and time allow.
• Cost estimate.
• Comparison and discussion of build and no-build performance metrics, including bike/ped level of service, traffic operational improvement, design compromises needed to overcome constraints, and cost.
• Public involvement.
• Recommendation on whether the project makes sense to advance, based on study findings.
• Note: VDOT to perform the no build & build operations comparison for the vehicle performance metrics (delay, queue length).

**Delivery Timeline:** Kick-off in August. Completed by end of 2020.
TO: Harrisonburg-Rockingham MPO Policy Board
FROM: Bonnie Riedesel, HRMPO Secretary/Treasurer
MEETING DATE: July 16, 2020
RE: Policy Board Memo #20-14: FY 2020 UPWP Budget Update

The UPWP is the spending plan for the HRMPO for FY 2020. Below is an update on spending by the HRMPO as of May 31, 2020. Spending is shown by Task and by VDOT and DRPT funding.

<table>
<thead>
<tr>
<th>EXPENSE SUMMARY BY TASK</th>
<th>UPWP</th>
<th>YTD</th>
<th>BALANCE</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>510.1 Program Support &amp; Administration</td>
<td>56,327</td>
<td>45,992</td>
<td>10,335</td>
<td>18%</td>
</tr>
<tr>
<td>510.2 Public Participation &amp; Outreach</td>
<td>18,997</td>
<td>21,206</td>
<td>(2,209)</td>
<td>-12%</td>
</tr>
<tr>
<td>511 Long Range Transportation Planning</td>
<td>52,493</td>
<td>42,097</td>
<td>10,396</td>
<td>20%</td>
</tr>
<tr>
<td>512 Short Range Transportation Planning</td>
<td>150,161</td>
<td>98,251</td>
<td>51,910</td>
<td>35%</td>
</tr>
<tr>
<td>513 Local, State, and Federal Assistance</td>
<td>59,997</td>
<td>32,567</td>
<td>27,430</td>
<td>46%</td>
</tr>
<tr>
<td>514 Transit Planning</td>
<td>53,647</td>
<td>40,570</td>
<td>13,077</td>
<td>24%</td>
</tr>
<tr>
<td>Contingency - Highway</td>
<td>67,706</td>
<td>-</td>
<td>67,706</td>
<td>100%</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$469,328</td>
<td>$280,683</td>
<td>$178,645</td>
<td>39%</td>
</tr>
</tbody>
</table>

| TOTAL EXCLUDING CONTINGENCY                  | $391,622 | $280,683 | $110,939 | 28%|

<table>
<thead>
<tr>
<th>FUNDING BY TASK AND SOURCE</th>
<th>VDOT</th>
<th>DRPT</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>510.1 Program Support &amp; Administration</td>
<td>70%</td>
<td>30%</td>
<td>100%</td>
</tr>
<tr>
<td>510.2 Public Participation &amp; Outreach</td>
<td>71%</td>
<td>29%</td>
<td>100%</td>
</tr>
<tr>
<td>511 Long Range Transportation Planning</td>
<td>73%</td>
<td>27%</td>
<td>100%</td>
</tr>
<tr>
<td>512 Short Range Transportation Planning</td>
<td>87%</td>
<td>13%</td>
<td>100%</td>
</tr>
<tr>
<td>513 Local, State, and Federal Assistance</td>
<td>92%</td>
<td>8%</td>
<td>100%</td>
</tr>
<tr>
<td>514 Transit Planning</td>
<td>0%</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>Contingency - Highway</td>
<td>100%</td>
<td>0%</td>
<td>100%</td>
</tr>
</tbody>
</table>