



HRMPO Policy Board Meeting Agenda September 15, 2022, 3:00 p.m.

Rockingham County Administration Center
20 East Gay Street
Harrisonburg, VA 22802

To Join Meeting Via Zoom:

Meeting ID: 871 3817 9587 **** **Passcode:** 915471 **** **Dial In:** 301-715-8592

1. Call to Order
2. Approval of Minutes of the July 21, 2022, Policy Board Meeting*
3. Public Comment
4. Virginia Freedom of Information Act (FOIA) Virtual Meetings Policy (BAF #22-5)*
5. FY23 Unified Planning Work Program (UPWP) and FY 21-24 TIP Administrative Modifications (Board Memo #22-12)
6. HRMPO 2045 Long Range Transportation Plan (LRTP) Update (Board Memo #22-13)
7. Agency Updates
 - a. VDOT
 - b. DRPT
 - c. HDPT
 - d. Harrisonburg Public Works
8. Other Business
9. Upcoming Meetings
 - a. HRMPO TAC Meeting, Thursday, October 6, 2022, 2:00 p.m.
 - b. HRMPO Policy Board Meeting, Thursday, October 20, 2022, 3:00 p.m.
10. Adjournment

* Action needed

HRMPO Policy Board Minutes July 21, 2022, 3:00 p.m.

Rockingham County Administration Center
20 East Gay Street, Harrisonburg, VA 22802

Voting Members	Non-Voting Members	Staff
City of Harrisonburg	Bill Yates, JMU	Bonnie Riedesel, CSPDC
✓ Sal Romero*	Michelle DeAngelis, FTA	✓ Ann Cundy, CSPDC
Deanna Reed	Kevin Jones, FHWA	✓ Ansley Heller, CSPDC
Vacant	✓ Grace Stankus, DRPT	✓ Rita Whitfield, CSPDC
✓ Gerald Gatobu	Rusty Harrington, Aviation	
Richard Baugh		Others
✓ Rockingham County	Alternates	✓ Tom Hartman, Harrisonburg
✓ Casey Armstrong	Rhonda Cooper, Rockingham	✓ Adam Campbell, VDOT
✓ Rick Chandler	Rachel Salatin, Rockingham	✓ Kim Sandum*
✓ Stephen King	Cheryl Spain, Harrisonburg	✓ Jakob zumFelde, Harrisonburg*
Town of Mt. Crawford	Ande Banks, Harrisonburg	✓ Erin Yancey, Harrisonburg*
✓ Dennis Driver, Chair	✓ Alex Wilmer, Bridgewater	
Town of Dayton	Neal Dillard, Mt. Crawford	
✓ Angela Lawrence	Christa Hall, Dayton	
Town of Bridgewater	Brad Reed, VDOT	
Jay Litten	Jeff Lineberry, VDOT	
VDOT	✓ Don Komara, VDOT	
✓ Randy Kiser	Matt Dana, VDOT	
	Wood Hudson, DRPT	
Zoom Participants*		

Call to Order

The July 21, 2022, meeting of the Harrisonburg-Rockingham Metropolitan Planning Organization (HRMPO) Policy Board was called to order at 3:00 p.m. by Chairperson Dennis Driver. Pursuant to §2.2-3708.2 of the Code of Virginia, HRMPO Policy Board members may participate in meetings of the HRMPO or its committees through electronic communication means. Those who attended virtually are indicated by an asterisk; all others attended in-person.

Ms. Cundy introduced Ms. Ansley Heller, newly hired Transportation Planner for the Central Shenandoah Planning District Commission (CSPDC).

Approval of Minutes

Chairperson Driver presented the minutes from the May 19, 2022, HRMPO Policy Board meeting. Mr. King 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.

Approval of SMART SCALE Round 5 Resolutions of Support (Board Action Form#22-3)

Chairperson Driver presented for consideration SMART SCALE Round 5 Resolutions of Support (attached to file minutes). Ms. Cundy stated that SMART SCALE requires MPO Resolutions of Support for projects within the MPO boundary that are not in the MPO's Constrained Long-Range Plan (CLRP). She stated that in coordination with VDOT and regional planning partners, the HRMPO is submitting four applications in Round 5 for projects in the City of Harrisonburg; the CSPDC is submitting one application for a project in Rockingham County; the City of Harrisonburg is submitting four applications; and Rockingham County is submitting two applications for projects within the MPO area. She noted that each locality will pass their own resolution of support, and VDOT district planning staff will work with localities to refine cost estimates and identify economic development sites before the August 1st submission deadline. Mr. Hartman gave a brief review on the SMART SCALE applications submitted by the City of Harrisonburg, and Mr. Armstrong briefly reviewed Rockingham County's applications. Mr. King moved, seconded by Mr. Chandler, to endorse the Resolutions of Support for SMART SCALE Round 5 applications. Motion was carried by unanimous vote.

HRMPO 2045 LRTP Update and Draft Universe of Projects Release for Public Engagement Phase 2 (Board Memo#22-10 and BAF #22-4)

Chairperson Driver presented for consideration the HRMPO 2045 LRTP Update and Draft Universe of Projects Release for Public Engagement Phase 2. Ms. Cundy gave an update on the 2045 LRTP and the draft list of projects that will comprise of the fiscally-constrained (CLRP) and Vision Lists (unfunded projects) in the final LRTP. She noted that Avid Core has developed an action plan for Phase 2 of public engagement which will focus gathering public input on the draft projects to be scored and prioritized in the 2045 LRTP. Ms. Cundy stated that HRMPO staff is creating a MetroQuest Survey to gather public input on each of the draft projects. She reviewed the following upcoming public

engagements hosted by HRMPO staff: a webinar on August 16th at 7:00 p.m.; an in-person meeting on August 18th from 4:00 p.m. at Lucy F. Simms Community Center; and an in-person meeting on August 31st at 4:00 p.m. at Turner Ashby High School. Ms. Cundy stated that additionally, HRMPO staff will attend pop up events at community activities throughout Rockingham County during August and September. She reported on the LRTP Working Group's recommendations, noting that following Phase 2 Public Engagement, which closes on September 16, 2022, HRMPO staff will present public comment on the draft Universe of Projects to the TAC and Policy Board for direction prior to scoring projects. Ms. Cundy reported on the LRTP Working Group, noting that the Group met on June 21 and July 11, 2022, to review the Draft Universe of Projects (UOP), and formally recommends that the Policy Board release the draft Universe of Projects for Phase 2 Public Engagement. Mr. Chandler moved, seconded by Ms. Lawrence, for the HRMPO Policy Board to release the 2045 LRTP Draft Universe of Projects for Public Engagement Phase 2. Motion carried unanimously.

FY21-FY24 Transportation Improvement Program (TIP) Administrative Modification (Board Memo #22-11)

Chairperson Driver presented the FY21-FY24 TIP Administrative Modification (attached to file minutes). Ms. Cundy stated that HRMPO staff has administratively modified the FY21-FY24 TIP to reflect maintenance grouping block adjustments from the FY22-FY26 Statewide Transportation Improvement Program (STIP). She noted that the modification highlights three groupings and reflects changes in funding in each category. Ms. Cundy reviewed the groupings as follows: 1) the Traffic and Safety Operations Grouping reflects changes in funding for preventative maintenance for bridges between FY21 and FY22; 2) the Preventative Maintenance and System Preservation category reflects changes in funding for STP/STBG between FY21-22; and 3) and the Preventative Maintenance for Bridges category reflects changes in funding between FY21 through FY24. She noted that no action is needed by the Board for these modifications. Ms. Cundy reviewed the next steps, noting that staff has submitted the modified TIP to VDOT and posted the updates on the MPO website TIP page. She stated that HRMPO staff will begin creating a new TIP document in the coming year.

Agency Updates

Virginia Department of Transportation (VDOT)

Under VDOT updates, Mr. Komara gave an update on the following: Route 682 Friedens Church Road bridge project in Rockingham County, noting that it was ahead of schedule and should be completed this winter; Route 720 Smithland Road, noting that the project should begin construction in four to



six weeks; announced that five bids were received for the construction of replacing four bridges and maximizing traffic operations and traffic flow on Route 33 and Interstate 81 at Exit 247; reported on the Town of Broadway and Fairfield in Rockbridge County bridge projects; gave an update on I-81 widening project; and reported on paving projects in the area. Mr. Komara announced that VDOT will hold a design public hearing for the construction of truck climbing lanes on Interstate 81 in Augusta and Rockingham counties, which includes interchange improvements at Exit 235 (Route 256/Weyers Cave Road) on July 27, at Blue Ridge Community College, Plecker Center for Continuing Education, Weyers Cave at 4:00 p.m. Mr. Campbell gave an update on SMART SCALE Round 5, noting that if anyone needs assistance with reviewing their applications to let VDOT know. Mr. Kiser reported on the Commonwealth Transportation Board (CTB) meeting held earlier this week in Blacksburg. He announced that VDOT will be hosting the September CTB meeting at the Hotel 24 South in Staunton; and reported on newly appointed CTB members.

Department of Rail and Public Transportation (DRPT)

Ms. Stankus noted that she was the new representative for DRPT. She gave a report on DRPT's activities as follows: noted that DRPT's transit grant recipient workshops will be held on July 28th, at 10:00 a.m.; gave an update on the Virginia Transit Equity and Modernization Study, noting that the plan is in final review; reported on the SMART SCALE Round 5 application period, noting that if anyone needed assistance, to please contact DRPT staff; and announced that the Transit Service Delivery Advisory Committee (TSDAC) will hold a virtual meeting on July 29th at 10:00 a.m.

Harrisonburg Department of Public Transportation (HDPT)

Mr. Gatobu reported on HDPT's activities as follows: reported on the upcoming federal and state triannual audits, noting that HDPT had one of their state audits performed last month and it went well; reported on Passio Technologies who is scheduled to upgrade, install, and implement the Intelligent Transportation System (ITS) on the City of Harrisonburg's transit buses to improve customer service and increase passenger ridership; gave an update on the Feasibility Study for Microtransit; announced that HDPT is hiring additional bus drivers; and reported HDPT is looking into the possibility of purchasing electric buses.



Harrisonburg Public Works

Mr. Hartman reported on construction and bridge projects in the City; gave an update on the University Boulevard relocation project, noting that the design public hearing is tentatively scheduled for September; reported on design work for the North Main Street sidewalk project; and reported on upcoming sidewalk and bike lane construction projects in the City.

Other Business

Under Other Business, Chairperson Driver presented the HB444 Changes to FOIA for Virtual Meetings. Ms. Cundy gave a brief update on HB444, which will allow electronic meetings for appointed bodies like MPOs. She noted that these electronic meeting provisions can only be used for two meetings per year and will take effect September 1, 2022. Ms. Cundy stated that she was awaiting guidance from the statewide working group on Best Practices for conducting meetings by electronic means. She stated that when she received additional information, she would bring this issue back to the Policy Board for consideration.

Also under Other Business, Chairperson Driver welcomed and introduced Mr. Richard Baugh, new representative for the City of Harrisonburg, replacing Mr. Hirschmann. He stated that due to the resignation of Mr. George Hirschmann, the office of Vice Chairperson was currently vacant. Mr. King moved, seconded by Mr. Armstrong, to appoint Mr. Baugh as Vice Chairperson of the HRMPO. Motion was carried by unanimous vote.

Upcoming Meetings

Chairperson Driver announced the following upcoming meetings: HRMPO TAC meeting will be held on August 4, 2022, at 2:00 p.m., and the HRMPO Policy Board meeting will be held on August 18, 2022, at 3:00 p.m.



Adjournment

There being no further business to come before the HRMPO Policy Board, Mr. Chandler moved, seconded by Mr. Armstrong, for adjournment at 4:15 p.m. Motion was carried by unanimous vote.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ann W. Cundy".

Ann Cundy
Director of Transportation

TO: Harrisonburg-Rockingham MPO Policy Board

FROM: Ann Cundy, Director of Transportation

MEETING DATE: September 15, 2022

RE: **Policy Board Action Form #22-5 - Virginia Freedom of Information Act (FOIA) Virtual Meetings Policy**

EXECUTIVE SUMMARY

The 2022 General Assembly session included [House Bill 444](#), which now permits some public bodies to hold a limited number of virtual meetings each year.

VIRTUAL MEETINGS

The new law allows electronic meetings for public bodies that are not a local governing body, local school board, planning commission, architectural review board, zoning appeals board, or any board with the authority to deny, revoke, or suspend a professional or occupational license.

MPOs may now hold “all-virtual” meetings consistent with the law. The body still must meet all other requirements of the FOIA law, including adoption of a policy on the holding of these meetings, which the HRMPO already has in place. These “all-virtual” provisions can only be used for two, or 25 percent of the public body’s meetings per year, whichever is greater. These new provisions take effect September 1, 2022. For all virtual meetings, no more than two voting members of the TAC or Policy Board may participate in the meeting together.

HRMPO PUBLIC PARTICIPATION PLAN (PPP)

Section 4.4.1 of the HRMPO PPP requires that the MPO publish a schedule of Policy Board and TAC meetings at the beginning of the calendar year, including the meeting location. Section 4.4.2 requires that any meetings for which the date, time, or venue are changed, the MPO must publicly notice the change on the HRMPO website and in the local paper of record at least seven days in advance of the meeting.

NEXT STEPS

HRMPO is eligible to hold up to three virtual meetings each year. At the September 1, 2022 meeting, the TAC recommended scheduling one virtual meeting for both the TAC and the Board each year in the winter, and leaving the other two meetings “floating” to hold virtually if the need arises. The TAC or Board Chair would make this decision and direct staff to publicly notice the change at least one week prior to the meeting.

ATTACHMENTS

Draft Virtual Meeting Policy Resolution

[HRMPO PPP](#)

[FOIA Electronic Meetings Guide](#)



RESOLUTION AUTHORIZING AN ELECTRONIC MEETINGS POLICY FOR THE HARRISONBURG-ROCKINGHAM METROPOLITAN PLANNING ORGANIZATION

WHEREAS, absent a declared state of emergency, the Virginia Freedom of Information Act authorizes certain limited electronic participation, provided that the public body has first adopted a written policy providing for electronic participation in meetings, and subject to certain other restrictions and requirements; and

WHEREAS, the Harrisonburg-Rockingham Metropolitan Planning Organization (“HRMPO”) desires to adopt a policy to enable its members to participate remotely in meetings of HRMPO and its committees, under certain circumstances; and

WHEREAS, the HRMPO desires to adopt a policy to hold a limited number of all-virtual meetings each year.

NOW, THEREFORE BE IT RESOLVED, HRMPO resolves and adopts the following policy:

1. Individual HRMPO Policy Board members may participate in meetings of the HRMPO by electronic communication as permitted by 2.2-3708.3 of the Code of Virginia. This policy shall apply to the entire membership and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting, subject to the following requirements:
 - A. A member wishing to participate from a remote location in a meeting shall notify the Chairperson, or other presiding officer, on or before the date of a meeting that the member is unable to attend the meeting due to (i) a personal matter, provided that the member identifies with specificity the nature of the personal matter, (ii) a temporary or permanent disability or other medical condition that prevents the member’s physical attendance, (iii) a medical condition of a family member that requires the member to provide care that prevents the member’s attendance, or (iv) because the member’s principal residence is more than 60 miles from the meeting location.
 - B. The minutes for the meeting shall record the remote location from which the absent member participated, as well as the specific nature of the personal matter, that the member participated in the meeting electronically due to a medical condition or disability, or that of a family member, or that the member participated in the meeting electronically due to their principal residence being more than 60 miles away from the meeting location.
 - C. If the absent member’s remote participation would violate this policy, such remote participation is disapproved and the absent member shall not be allowed to participate. The reason for such disapproval shall be recorded in the minutes.



- D. Participation in a meeting through electronic communication due to a personal matter shall be limited for each member and in each calendar year, to two meetings or twenty-five percent of meetings held per calendar year rounded up to the next whole number, whichever is greater.
 - E. A quorum must be physically assembled at the primary or central meeting location, unless otherwise provided by law.
 - F. Arrangements shall be made, to the maximum extent practicable, for the voice of the absent member to be heard by all persons in attendance at the primary or central meeting location.
2. Further, it is the policy of the HRMPO that it may hold all-virtual public meetings pursuant to subsection C of 2.2-3708.3, subject to the following requirements:
 - A. Such all-virtual public meetings are limited to two meetings per calendar year or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater. Additionally, an all-virtual public meeting may not be held consecutively with another all-virtual meeting.
 - B. All-virtual meetings will be scheduled with publication of the HRMPO meeting calendar in local newspapers of record, or at the written direction of the HRMPO Policy Board Chair. If an all-virtual meeting is scheduled at the written direction of the HRMPO Policy Board Chair, then public notice of the change of meeting venue will meet the requirements of the Virginia Freedom of Information Act and the HRMPO Public Participation Plan Section 4.4.2. Record of written direction from the Policy Board chair will be retained by HRMPO staff.
 3. Nothing herein shall be construed to restrict the ability of HRMPO or its committees to meet without a quorum physically assembled at one location during a state of emergency as may be authorized by law, including without limitation Virginia Code § 2.2.3708.2.
 4. This policy is also adopted on behalf of, and shall apply to, all committees and subcommittees of the HRMPO.

Signed this 15th day of September 2022.

SIGNED:

ATTEST:

Dennis Driver, Chairman
Harrisonburg-Rockingham
Metropolitan Planning Organization

Bonnie S. Riedesel, Administrator
Harrisonburg-Rockingham
Metropolitan Planning Organization



TO: Harrisonburg-Rockingham MPO Policy Board

FROM: Ann Cundy, Director of Transportation

MEETING DATE: September 15, 2022

RE: **Policy Board Memo #22-12: FY23 UPWP and FY21-24 TIP Administrative Modifications**

EXECUTIVE SUMMARY

Staff has administratively modified the FY23 Unified Planning Work Program (UPWP) and the transit portion of the Transportation Improvement Program (TIP). Staff submitted the TIP Administrative Modification to the Department of Rail and Public Transportation (DRPT) on September 6, 2022, and the FY23 UPWP modification to VDOT and DRPT on August 30, 2022.

FY23 UPWP MODIFICATION

The FY23 UPWP modification reflects the FY22 FTA Section 5303 carryover amount after the close-out of the fiscal year. The projected FY22 5303 carryover amount in the approved UPWP is \$72,680. The actual carryover is \$76,092. We have added the additional \$3,412 to the Long Range Planning Work Element of the UPWP.

FY21-24 TIP MODIFICATION

The Harrisonburg Department of Public Transportation requested that the MPO modify the TIP to reflect the award of FTA 5307 capital funds in FY24 to install a new ITS system on all buses, replace two medium-duty buses, and seven large heavy-duty buses.

The changes are documented in blue text in the Description under each section on page 40 of the document.

ATTACHMENTS

[FY21-24 TIP Administrative Modification](#)

[FY23 UPWP Administrative Modification](#)



TO: Harrisonburg-Rockingham MPO Policy Board

FROM: Ann Cundy, Director of Transportation

MEETING DATE: September 15, 2021

RE: **Policy Board Memo #22-13: HRMPO 2045 Long Range Transportation Plan (LRTP) Update**

EXECUTIVE SUMMARY

The HRMPO continues to update the 2045 Long Range Transportation Plan (LRTP). During August, staff launched Phase 2 of public engagement, which centered on a MetroQuest survey to gain community input on the Draft Universe of Projects. We hosted several community events to promote the LRTP survey. Community partners have shared helped promote the survey through social media. As of September 8, 2022, we have received 300 responses to the survey.

UPDATE PROCESS

Public Engagement

Staff and Avid Core are implementing Phase 2 of the Public Engagement Plan. Phase 2 focuses on a MetroQuest survey to collect input on the existing Draft Universe of Projects (DUOP) and Future Studies lists. The survey opened on August 1, 2022, and will close September 16, 2022. To reach a broader audience, the survey is available in English, Spanish, and Arabic. We will share public input on the proposed projects with the TAC and Policy Board in October 2022, to finalize the project and study lists.

During August staff distributed flyers with survey QR codes in English, Spanish and Arabic to local business, and hosted or attended the following events:

Community Events		Community Webinar & Open Houses	
Aug. 6	Harrisonburg Hispanic Festival	Aug. 16	LRTP Webinar
Aug. 13	After Dark at Gen Park	Aug. 18	Lucy F. Simms Center
Aug. 19	Rockingham County Fair	Aug. 31	Turner Ashby High School
Local Elected Body Official Briefings			
Aug. 8	Dayton Town Council	Aug. 8	Mt. Crawford Town Council
Aug. 9	Harrisonburg City Council	Aug. 24	Rockingham County Board of Supervisors
Sept. 13	Bridgewater Town Council		

NEXT STEPS

Following the close of the Metroquest survey on September 16, staff will work with Kimley Horn and the LRTP Working Group to develop a methodology for scoring projects, and hold a LRTP Working Group meeting on September 29, 2022, to share a proposed methodology, revenue projections, and a summary of the Phase 2 survey responses.

ATTACHMENTS

- [HRMPO 2045 LRTP Scope of Work and Timeline](#)
- [HRMPO 2045 LRTP Public Engagement Plan](#)