

WinFred METROPOLITAN PLANNING ORGANIZATION

Frederick County ❖ City of Winchester ❖ Town of Stephens City



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Technical Advisory Committee Minutes: March 7, 2017 @ 10 a.m.

Frederick County Administrative Offices
 107 North Kent Street, Winchester, VA
 First Floor Conference Room

Member Jurisdiction Representatives					
	Frederick County		VDRPT		Staff
✓	Patrick Barker	✓	Tim Roseboom	✓	Brandon Davis
✓	John Bishop			✓	John Madera
✓	Mike Ruddy		Winchester Airport	✓	Karen Taylor
	Kris Tierney		Serena 'Renny' Manuel		
	Stephens City		Winchester Transit		Others
	Mike Majher	✓	Renee Wells	✓	Ed Carter, VDOT
	VDOT		Winchester	✓	Cliff Balderson, VDOT
	Terry Short	✓	Perry Eisenach		
	Non-Voting		Tom Hoy	✓	Paul Szatkowski, VDOT
	Mack Frost, FHWA	✓	Tim Youmans		
	Tony Cho, FTA				
	Rusty Harrington, VA Dept. of Aviation				

**Winchester Frederick County (WinFred) MPO
TECHNICAL ADVISORY COMMITTEE (TAC) Meeting Minutes
March 7, 2017 - 10:00 a.m.
Frederick County Administrative Offices - First Floor Conference Room
107 N. Kent Street, Winchester, VA**

1. Administrative Items:

- a) Welcome and Introductions – Chairman Youmans welcomed everyone to the meeting. He stated that staff has requested to add an item to the agenda “*VDOT FY18-21 TIP*” – by consensus, adding the item was approved.
- b) Review and approval of the Draft February 7, 2017 Technical Advisory Committee Meeting Minutes – Motion made by Mr. Eisenach approving the minutes as amended; seconded by Mr. Ruddy. Motion carried.

2. Public Comment Period – None reported.

3. Overview of the Draft FY2018 Unified Planning Work Program (UPWP)

Ms. Taylor and Mr. Madera gave an overview of the draft FY18 UPWP. Ms. Taylor stated that DRPT has revised guidelines in regards to transit development plan updates. Since WinTran is in the process of their update, this will be added to the FY18 UPWP with the project being a carryover. Mr. Bishop asked that the Valley Pike Corridor Study description reference *a.m. and p.m.* congestion. Following discussion, a motion was made by Mr. Bishop recommending approval to the Policy Board forwarding the document to the 20 day public comment period with the discussed changes and final approval of the document pending public comments received. Motion seconded by Mr. Eisenach. Motion carried.

4. VDOT Fiscal Year 2018-21 Transportation Improvement Program (TIP)

Ms. Taylor gave an overview of the updated TIP. Following a brief discussion, a motion was made by Mr. Bishop recommending approval to the Policy Board forwarding the document to the 20 day public comment period. Motion seconded by Mr. Eisenach. Motion carried.

5. Program Updates

LRTP: Draft is nearly finished, will be delivered to Project Steering Committee (PSC) for review late next week, following PSC meeting after Policy Board, to nail down the CLRP. We’re still on target to present it to this committee for action in May.

Travel Demand Model: The model update is complete. Next steps, Mr. Madera plans to attend model training in Richmond.

North Winchester Study – Ready to go, pending a revised scope and fee proposal from Kimley Horn.

6. Upcoming Meeting Schedule (MPO Meetings are held at the Frederick County Administrative Offices):

- Project Steering Meeting: March 15, 2017, immediately following Policy Board Meeting.
- Policy Board: March 15, 2017 @ 10 a.m.
- Technical Advisory Committee: April 4, 2017 @ 10 a.m.

- 7. VDOT/DRPT** – Mr. Roseboom announced that March 6-10 is National Telework Week. He stated that the deadline for the MPO to apply for 5303 funds is May 1.

Mr. Balderson with VDOT stated that STARS funding would be available for the WinFred MPO FY18 UPWP.

- 8. Other Business** – Chairman Youmans asked if there was a VTRANS update since the presentation last month. Staff stated that there is no update at the moment but will keep TAC up to date.

Meeting adjourned at 10:35 a.m.

Definition of Acronyms on next page

Glossary of Acronyms

CAC- Citizen Advisory Committee- Serves as an advisory committee to the MPO Policy Board to solicit public input and provide citizen perspective on MPO projects. Conduct public hearings and public input sessions on selected projects at the direction of the Policy Board.

CLRP – Constrained Long Range Plan – A fiscally-constrained list of projects drawn from the Vision Plan element of the LRTP. All CLRP projects must have an estimated cost and a revenue source identified.

FHWA - Federal Highway Administration - Within the US Department of Transportation, FHWA is responsible for highway issues, including federal laws and regulations related to metropolitan transportation planning.

FTA - Federal Transit Administration- With in the US Department of Transportation, FTA is responsible for public transit issues, including federal laws and regulations related to metropolitan transportation planning.

FTA Section 5303 Funds - This program supports transit planning expenses to support cooperative, continuous, and comprehensive planning for making transportation investment decisions in metropolitan planning areas.

FTA Section 5310 - Transportation for Elderly Persons and Persons with Disabilities - The goal of the Section 5310 Program is to provide assistance in meeting the special transportation needs of elderly persons and persons with disabilities. The program is designed to supplement other FTA or assistance programs by funding transportation projects for elderly person and persons with disabilities in all areas – urbanized, small urban, and rural.

LRTP- Long Range Transportation Plan- Developed and approved by the MPO, the LRTP is a regional plan that includes all transportation projects and programs that the MPO realistically anticipates can be implemented over the next 25 years. LRTP's may include a VISION PLAN, which is a list of all projects (a “wish list”), but must also include a CLRP. In order to receive federal funding, transportation projects must be included in the LRTP and the TIP.

MAP-21 - Transportation Reauthorization Bill, Moving Ahead For Progress In The 21st Century Act (MAP-21).

MPO - Metropolitan Planning Organization - Federal transportation laws and regulations require the establishment of an MPO in every urbanized area of the U.S. with a population over 50,000. MPOs are responsible for meeting the federal metropolitan planning regulations for transportation.

STP Funds - STP funds are Federal Funds disbursed through State DOT's for Surface Transportation projects.

TAC- Technical Advisory Committee- Serves in an advisory capacity to the Policy Board of the MPO. The TAC works with MPO staff to formulate the UPWP, the LRTP, and provides technical review and assistance on numerous MPO projects undertaken as called out in the UPWP.

TIP - Transportation Improvement Program - Approved by the MPO Policy Board, it is a list of projects and programs that will be implemented over the next six years. In order to receive federal funding, transportation projects must be included in the Constrained Long Range Plan and the TIP. Amendments are major changes to a project included in the CLRP, TIP or STIP that are not Administrative Modifications.

UPWP – Unified Planning Work Program- MPOs must adopt and implement an annual work program and budget known as the Unified Planning Work Program (UPWP). The UPWP identifies all activities to be undertaken by the MPO during the fiscal year which begins July 1st and ends the following June 30th.

VDOT - Virginia Department of Transportation – The Agency responsible for statewide transportation facility planning, construction, and maintenance. VDOT is separate from the Virginia Department of Rail and Public Transportation (VDRPT).

VDRPT - Virginia Department of Rail and Public Transportation – The Agency under the Virginia Secretary of Transportation (as is VDOT) provides technical and financial assistance to Virginia's public transit.

**Winchester Frederick County (WinFred) MPO
TECHNICAL ADVISORY COMMITTEE (TAC) Meeting Minutes
May 2, 2017 - 10:00 a.m.
Frederick County Administrative Offices - First Floor Conference Room
107 N. Kent Street, Winchester, VA**

1. Administrative Items:

- a) Welcome and Introductions – Chairman Youmans welcomed everyone to the meeting.
- b) Review and approval of the Draft March 7, 2017 Technical Advisory Committee Meeting Minutes – A motion was made by Mr. Ruddy approving the minutes; seconded by Mr. Short. Motion carried.

2. Public Comment Period – None reported.

3. Overview of the draft 2040 Metropolitan Long Range Transportation Plan (MTP)

Mr. Madera presented the draft 2040 Metropolitan Long Range Transportation Plan (MTP) to the group. Following Mr. Madera’s presentation, the committee came to a consensus on the following revisions and additions to the Plan: Include Vision Plan as an appendix, include a notation that the MPO desires to conduct a deeper examination of the Vision Plan in FY2018, fix the numbering system in the draft plan as it pertains to referencing items in the previous plan, show future Route 37 East as a reference, clearer maps and update page 48- Millwood Pike – change to “improve safety”.

Following discussion, a motion was made by Mr. Bishop to recommend approval of the draft document with the inclusion of the discussed additions and revisions to the 20 day public comment period and pending public comments received, final approval of the 2040 MTP; seconded by Mr. Short. Motion carried.

4. Program Updates

- Travel Demand Model update – status report – Mr. Madera covered under agenda item #3.

5. Upcoming Meeting Schedule (MPO Meetings are held at the Frederick County Administrative Offices):

- Project Steering Meeting: TBA
- Policy Board: May 17, 2017 @ 10 a.m.
- Technical Advisory Committee: June 6, 2017 @ 10 a.m.
- Draft Long Range Plan Public Open House: May 11, 2017 from 5:30 - 7p.m.
 - Location: Our Health, 329 N. Cameron Street, Winchester, Va.

6. VDOT/DRPT Updates – Mr. Short an update on TAP allocations released, the upcoming CTB work session, Smart Scale and the Exit 313 project.

7. Other Business – Mr. Bishop spoke in regards to the Frederick County Residential Cut-through Study that was done by Kittelson and Associates. He is requesting an additional task order for this study to reduce the camera data. The committee discussed Mr. Bishop’s request and consensus is to move forward with the requested task order.

Meeting adjourned at 11 a.m.

Glossary of Acronyms

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CLRP – Constrained Long Range Plan – A fiscally-constrained list of projects drawn from the Vision Plan element of the LRTP. All CLRP projects must have an estimated cost and a revenue source identified.

CMAQ- Congestion Mitigation and Air Quality Improvement (CMAQ) Program was implemented to support surface transportation projects and other related efforts that contribute air quality improvements and provide congestion relief.

FHWA - Federal Highway Administration - Within the US Department of Transportation, FHWA is responsible for highway issues, including federal laws and regulations related to metropolitan transportation planning.

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FTA Section 5310 - Transportation for Elderly Persons and Persons with Disabilities - The goal of the Section 5310 Program is to provide assistance in meeting the special transportation needs of elderly persons and persons with disabilities. The program is designed to supplement other FTA or assistance programs by funding transportation projects for elderly person and persons with disabilities in all areas – urbanized, small urban, and rural.

HSIP - Highway Safety Improvement Program - The overall purpose of this program is to achieve a significant reduction in traffic fatalities and serious injuries on all public roads through the implementation of infrastructure-related highway safety improvements.

LRTP- Long Range Transportation Plan- Developed and approved by the MPO, the LRTP is a regional plan that includes all transportation projects and programs that the MPO realistically anticipates can be implemented over the next 25 years. LRTP's may include a VISION PLAN, which is a list of all projects (a "wish list"), but must also include a CLRP. In order to receive federal funding, transportation projects must be included in the LRTP and the TIP.

The FAST Act - On December 4, 2015, President Obama signed the Fixing America's Surface Transportation (FAST) Act (Pub. L. No. 114-94) into law—the first federal law in over a decade to provide long-term funding certainty for surface transportation infrastructure planning and investment. The FAST Act authorizes \$305 billion over fiscal years 2016 through 2020 for highway, highway and motor vehicle safety, public transportation, motor carrier safety, hazardous materials safety, rail, and research, technology, and statistics programs. The FAST Act maintains our focus on safety, keeps intact the established structure of the various highway-related programs we manage, continues efforts to streamline project delivery and, for the first time, provides a dedicated source of federal dollars for freight projects. With the enactment of the FAST Act, states and local governments are now moving forward with critical transportation projects with the confidence that they will have a federal partner over the long term.

NHPP- National Highway Performance Program - The NHPP provides support for the condition and performance of the National Highway System (NHS), for the construction of new facilities on the NHS, and to ensure that investments of Federal-aid funds in highway construction are directed to support progress toward the achievement of performance targets established in a State's asset management plan for the NHS.

STP Funds – Surface Transportation Program funds are Federal Funds disbursed through State DOT's for Surface Transportation projects.

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