

**Winchester -Frederick County MPO
Citizens Advisory Committee Meeting Minutes
First Bank, 1835 Valley Ave, Winchester, VA
September 8, 2008 at 8:00 AM**

Chairman Bill Bayliss called the meeting to order at 8:00 a.m. with the following members present: Mr. Walt Cunningham, Mr. Jeremiah Heller, Mr. Tim Stowe and Mr. Al Toxopeus.

Staff present: Mr. Chris Price and Ms. Karen Taylor.

1. Administrative Matters – Bill Bayliss, Chairman

- a. Review and Approval of the Minutes of the June 10 and July 8, 2008 Meetings - A motion was made by Mr. Cunningham to approve the minutes. Motion seconded by Mr. Toxopeus. Motion carried.**
- b. Project Status Update – Ms. Taylor briefly reviewed the report with the committee. She made note of the Transit Study public input meeting scheduled for September 24th at Our Health from 4 p.m. to 7 p.m.**

2. Public Comment Period – None reported.

3. Transit Section of FY 2009-2012 Transportation Improvement Program (TIP)

Ms. Taylor stated that enclosed in your packet is the Transit Section of the FY 2009-2012 TIP which is currently under public review and comment. She stated that no comments have been received. During review the committee had several questions in reference to funding and how the funding was being used. The committee requested a copy of Winchester Transit's budget. Ms. Taylor stated that she would contact the director to receive a copy. Ms. Taylor stated that the document is currently under public comment and review; no comments have been received.

Following the discussion, **a motion was made by Mr. Cunningham to forward a recommendation of approval to the Policy Board. Motion seconded by Mr. Toxopeus. Motion carried.**

4. September MPO Meeting Schedule

September 8 – Citizens Advisory Committee @ 8 a.m. – First Bank
Project Steering Committee @ 9 a.m. - **CANCELLED**
Technical Advisory Committee @ 10 a.m. – Timbrook Public Safety Center

September 24– Policy Board @ 10 a.m. – Frederick County Offices, 107 N. Kent S (**Please note change in date**)

Adjournment at 8:30 a.m.

**Winchester -Frederick County MPO
Citizens Advisory Committee Meeting Minutes
First Bank, 1835 Valley Ave, Winchester, VA
June 10, 2008 at 8:00 AM**

Chairman Bill Bayliss called the meeting to order at 8:00 a.m. with the following members present: Mr. Walt Cunningham and Mr. Harry Smith.

Commission Staff: Ms. Karen Taylor.

1. Administrative Matters – Bill Bayliss, Chairman

a. Review and Approval of the Minutes of the April 8, 2008 Meeting

Motion by Mr. Cunningham to approve. Second by Mr. Smith. Motion carried.

2. Citizen Comment Period – None reported.

3. Proposed 2030 Constrained Long Range Plan (CLRP) Amendment (Blue Attachment)

Ms. Taylor stated that VDOT has requested a proposed TIP Amendment to obligate federal funds for Preliminary Engineering and Right of Way phases on an interchange modification project at I-81 exit 310 at Route 37 south. She stated that before the TIP Amendment can be approved, it will be necessary to amend the 2030 CLRP Interstate project list by adding Right of Way and Construction project phases to the current Preliminary Engineering phase that is already present.

Ms. Taylor stated that the Policy Board approved the 20 day public comment and review period at their May meeting.

Ms. Taylor stated that following the May Policy Board meeting, City and VDOT officials met in reference to the amendment. She stated that the City recommended that the TAC amend the CLRP to reflect on PE/ROW. She stated that VDOT concurs that this is adequate for current TIP amendment to obligate ROW funding.

Ms. Taylor stated that the amendment was forwarded to the Technical Advisory Committee at their June meeting for final recommendation to the Policy Board. She stated that TAC forwarded a recommendation of approval for the original version of the 2030 Constrained Long Range Plan Interstate project list which obligates federal funds for the addition of Right of Way and Construction phases to the current preliminary Engineering phase that is already present.

The committee further discussed the amendment. **A motion was made by Mr. Smith to recommend approval of the original version of the 2030 CLRP Interstate project list to the Policy Board with the caveat that the committee is uncomfortable with the process of obligating funding for a project that is currently being studied. Motion seconded by Mr. Cunningham. Chairman Bayliss abstained. Motion carried.**

4. Proposed 2030 Transportation Improvement Program (TIP) Amendment (Gray Attachment)

Ms. Taylor stated that VDOT has requested a proposed TIP amendment to obligate federal funds for Preliminary Engineering and Right of Way phases on an interchange modification project at I-81 exit 310 – Route 37 south (UPC 75881). Ms. Taylor stated that this project is currently in our TIP as a \$3 million safety project, but the project has been expanded to construct a spread diamond interchange. Ms. Taylor stated that due to this change in project scope and cost, it will also be necessary to amend the 2030 CLRP project list. Ms. Taylor stated that the proposed TIP amendment is currently under 20 day public comment and review.

Ms. Taylor stated that the Technical Advisory Committee at their June meeting forwarded a recommendation of approval to the Policy Board.

A motion was made by Mr. Smith to recommend approval of the TIP Amendment to the Policy Board. Motion seconded by Mr. Cunningham. Motion carried.

5. FY 2009-2012 Transportation Improvement Program (TIP)

Ms. Taylor briefly reviewed the DRAFT FFY09-12 TIP Report and MPO Funding Summary with the committee. If approved this FFY09-12 will replace our current FY07-10 TIP on October 1, 2008, which is the start of FFY09. **A motion was made by Mr. Cunningham to recommend approval of the FY 2009-2012 TIP to the Policy Board. Second by Mr. Smith. Motion carried.**

6. City and Countywide Transit Study Update

Ms. Taylor updated the committee on the progress of the study.

Meeting adjourned at 8:45 a.m.

**Winchester -Frederick County MPO
Citizens Advisory Committee Meeting Minutes
First Bank, 1835 Valley Ave, Winchester, VA
March 11, 2008 at 8:00 AM**

Chairman Bill Bayliss called the meeting to order with the following members present: Mr. Walt Cunningham, Mr. Jeremiah Heller, Mr. Tim Stowe and Mr. Alan Toxopeus.

Members absent: Mr. Alson Smith and Mr. Harry Smith.

Staff present: Mr. Chris Price and Ms. Karen Taylor.

1. Administrative Matters – Bill Bayliss, Chairman

- a. Review and Approval of the Minutes of the October 9, 2007 Meeting – **A motion was made by Mr. Toxopeus to approve the minutes. Motion seconded by Mr. Heller. Motion carried.**

2. Citizen Comment Period – None reported.

3. Updated Constrained Long Range Plan Project List

Mr. Price stated that in order to satisfy new SAFETEA-LU regulations, WinFred MPO must update their 2030 Constrained Plan project list to ensure that revenues and costs are estimated using appropriate Year of Expenditure methodology. Mr. Ball with VDOT has indicated to us that FHWA may not approve TIP or CLRP amendments until the 2030 CLRP has been updated. Mr. Price stated that this project listing was reviewed by the Policy Board at their February meeting and the 20 day public comment period approved. Mr. Price stated that the Technical Advisory Committee reviewed and forwarded a recommendation of approval at their March 4, 2008 meeting

Mr. Price reviewed and discussed, at length the updated project list for each major funding source, based on updated revenue forecasts and updated project costs with the committee. He stated that as of this mailing no public comments have been received. After discussion, **a motion was made by Mr. Toxopeus to forward a recommendation of approval to the Policy Board with the following caveat that the project list is unclear, redundant and difficult for citizens to understand. Motion seconded by Mr. Stowe. Motion carried.**

4. Draft FY 2009 Unified Planning Work Program (UPWP)

Mr. Price stated that the Management Team has reviewed and updated the current Unified Planning Work Program (UPWP) in preparation for the upcoming FY2009 UPWP. He stated that this was given to the Policy Board at their February meeting for their review in preparation for approval of a 20 public comment period.

He stated that Staff has prepared the Draft FY2009 UPWP for review. He stated that the Technical Advisory Committee has reviewed and forwarded a recommendation approving the 20 day public comment period at their March 4, 2008 meeting. Mr. Price reviewed and discussed the DRAFT FY2009 UPWP with the committee.

Citizens Advisory Committee Meeting Minutes
March 11, 2008
Page Two

After discussion, a motion was made by Mr. Cunningham to forward a recommendation to the Policy Board approving the 20 day public comment and review period. Motion seconded by Mr. Heller. Motion carried.

5. Other Business – None reported.

Meeting adjourned at 9:20 AM