



Policy Board Meeting Agenda
Frederick County Administrative Offices - First Floor Conference Room
107 N. Kent Street, Winchester, VA
April 17, 2019 - 10:00 a.m.

1. ADMINISTRATIVE ITEMS (10 minutes)

- A. Adoption of Agenda
- B. Welcome and Introductions
- C. Review and approval of the Draft Minutes of the March 20, 2019 Policy Board Meeting (**Attached**)
- D. Financial Report (**Attached**)
- E. Draft April 2, 2019 Technical Advisory Committee Meeting Minutes (**Attached**)
- F. Review and endorsement of a request for FTA Section 5310 Grant assistance from Northwestern Community Services Board – A representative from NWCS will give a brief report on the request. (**Letter Attached**)

2. Public Comment Period

3. Review of the Draft FY20 Unified Planning Work Program (UPWP) – Karen Taylor/John Madera, NSVRC (20 minutes)

Action: Motion to forward the Draft FY20 UPWP to the 20 day public comment period, pending no comments received, final approval of the document.

4. I-81 Funding Update – Terry Short, VDOT (10 minutes)

5. Upcoming Meeting Schedule

- A. Project Steering Committee: TBD
- B. Technical Advisory Committee: Tuesday, May 7, 2019 @ 10 a.m.
- C. Policy Board: Wednesday, May 15, 2019 @ 10 a.m.

6. VDOT/DRPT/Staff Updates (5 minutes)

7. Adjournment

Glossary 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.

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.

WIN-FRED METROPOLITAN PLANNING ORGANIZATION

Frederick County ❖ City of Winchester ❖ Town of Stephens City
 ❖❖❖❖❖❖❖❖❖❖❖❖❖❖❖❖

400 Kendrick Lane, Suite E, Front Royal, Virginia 22630
 Phone: 540-636-8800
 www.winfredmpo.org

**WinFred Metropolitan Planning Organization
 Chairman Charles DeHaven, Jr.
 DRAFT Policy Board Meeting Minutes - March 20, 2019**

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

WinFred MPO Policy Board Member Jurisdiction Representatives					
	Frederick County		VDOT		Staff
✓	Charles DeHaven, Jr.	✓	Randy Kiser	✓	Brandon Davis
	Judith McCann-Slaughter		Non-Voting Members	✓	John Madera
✓	Kris Tierney		Mack Frost, FHWA	✓	Karen Taylor
	Winchester		Tony Cho, FTA		Others
	John Hill		Ciara Williams, DRPT	✓	Josh Janney, Winchester Star
✓	Eden Freeman		Rusty Harrington, FAA		
	Bill Wiley		Alternates		
			John Willingham (Winchester)		
	Stephens City	✓	Perry Eisenach (Winchester)		
	Mike Majher	✓	Tim Youmans (Winchester)		
		✓	Mike Ruddy (Frederick)		
		✓	Terry Short (VDOT)		
			Matt Dana (VDOT)		
		✓	Ed Carter (VDOT)		
			Brad Reed (VDOT)		



**Policy Board Meeting Minutes
Frederick County Administrative Offices - First Floor Conference Room
107 N. Kent Street, Winchester, VA
March 20, 2019 - 10:00 a.m.**

1. ADMINISTRATIVE ITEMS

- A. Adoption of Agenda – Motion to adopt made by Ms. Freeman, seconded by Ms. McCann-Slaughter. Motion carried.
- B. Welcome and Introductions – Chairman DeHaven welcomed everyone to the meeting followed by a roundtable of introductions.
- C. Review and approval of the Draft Minutes of the December 19, 2018 Policy Board Meeting – Motion to approve made by Ms. McCann-Slaughter, seconded by Mr. Tierney. Motion carried.
- D. Financial Report – Provided for information only.
- E. Draft March 5, 2019 Technical Advisory Committee Meeting Minutes – Provided for information only.
- F. Review and endorsement of a request for FTA Section 5310 Grant assistance from the Shenandoah Area Agency on Aging (SAAA) - A representative from SAAA will give a brief presentation on the request. Mr. Bob Haas gave a brief transportation report and an overview of the grant application. Following Mr. Haas’s report, Mr. Tierney made a motion for the MPO to endorse the grant application, seconded by Ms. Freeman. Motion carried.

2. Public Comment Period – None reported.

3. Presentation on VDOT’s Connected & Automated Vehicle Program – Virginia Lingham, VDOT

Ms. Lingham gave a PowerPoint presentation on VDOT’s Connected & Automated Vehicle Program. Following the presentation, Ms. Lingham announced that VDOT will be holding an Automated Vehicle Workshop on April 15th at Blue Ridge Community College.

4. Update on I-81 Legislation – Terry Short, VDOT

Mr. Short gave an update on I-81 legislation. He stated that 2.2 billion dollars in regards to projects have been identified. A fund has been established but no funding resources have been allocated. Mr. Davis reported that an I-81 committee has been established by the Chambers of Commerce in the region; he will be serving on this committee. He stated that 2-3 meetings will be held over the next year. These meetings will try to identify local ideas for viable funding alternatives for the 2020 General Assembly session.

5. Consideration of Letter to CTB Member Mr. Dixon Whitworth Regarding Bridge Replacement Funds at Exit 313

Mr. Davis stated that on March 5, 2019 the WinFred MPO TAC took action to request consideration by the Policy Board for approval of a letter encouraging Mr. Whitworth’s efforts to secure the remaining +/- \$5M for the capacity improvements as part of the exit 313 bridge replacement project on I-81. Following Mr. Davis’ review of the letter, a motion was made by Ms. McCann-Slaughter approving the letter to Mr. Whitworth, seconded by Ms. Freeman. Motion carried.

6. Upcoming Meeting Schedule

- A. Project Steering Committee: TBD
- B. Technical Advisory Committee: Tuesday, April 2, 2019 @ 10 a.m.
- C. Policy Board: Wednesday, April 17, 2019 @ 10 a.m.

7. VDOT/DRPT/Staff Updates

- Draft FY2020 Unified Planning Work Program Tasks – Ms. Taylor handed out and reviewed a list of the draft FY20 UPWP tasks. She stated that staff will present the draft FY20 UPWP at the April meeting.
- VDOT SYIP Upcoming Public Meetings – Mr. Madera reported on the upcoming meetings.
- MTP Project Prioritization – Mr. Madera stated that Terry Short and Brad Reed met with Tim Youmans, John Bishop and himself in regards to prioritizing projects in the Long Range Transportation Plan. The projects will be screened, scored and ranked to create a constrained long range plan. He stated that this process is designed to promote projects that fair well with Smart Scale.
- North Winchester Area Study Update- Mr. Short stated that signal count data has been provided and that he plans to give a robust update to the TAC in April.
- Route 7 STARS Study – Mr. Short stated that signal data has been completed and the existing conditions report will be done within the next 60 days.
- Mr. Davis brought up for discussion a possibility of hiring additional MPO staff. He stated that with the upcoming workload in FY20 there may be a need for an additional project manager for MPO projects.

Motion to adjourn at 11 a.m. made by Ms. McCann-Slaughter, seconded by Mr. Youmans. Motion carried.

Glossary 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.

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.

**WIN-FRED MPO FYE 2019 UPWP
Revenues & Fiscal Year to Date Expenses Summary by Task
July 1, 2018 through March 31, 2019 (FY 2019)**

UPWP Tasks	% Split VDOT/ DRPT	Highway Funding				Transit Funding				Total 100% MPO Expenditures	UPWP Funding Remaining
		FHWA Planning 80%	State Match 10%	Local Match 10%	Subtotal Highway VDOT	FTA 5303 80%	State Match 10%	Local Match 10%	Subtotal Transit DRPT		
Task 1: Program Management and Administration Revenue	50/50	\$ 26,000.00	\$ 3,250.00	\$ 3,250.00	\$ 32,500.00	\$ 26,000.00	\$ 3,250.00	\$ 3,250.00	\$ 32,500.00	\$ 65,000.00	
NSVRC Administrative Expenses & Direct Costs		\$ (19,031.53)	\$ (2,378.94)	\$ (2,378.94)	\$ (23,789.41)	\$ (19,031.53)	\$ (2,378.94)	\$ (2,378.94)	\$ (23,789.41)	\$ (47,578.82)	
T1 Revenue Balance Remaining		\$ 6,968.47	\$ 871.06	\$ 871.06	\$ 8,710.59	\$ 6,968.47	\$ 871.06	\$ 871.06	\$ 8,710.59	\$ 17,421.18	26.8%
Task 2: Transportation Improvement Program (TIP)	50/50	\$ 1,000.00	\$ 125.00	\$ 125.00	\$ 1,250.00	\$ 1,000.00	\$ 125.00	\$ 125.00	\$ 1,250.00	\$ 2,500.00	
NSVRC Administrative Expenses & Direct Costs		\$ (246.02)	\$ (30.75)	\$ (30.75)	\$ (307.53)	\$ (492.04)	\$ (30.75)	\$ 215.27	\$ (307.53)	\$ (615.05)	
T2 Revenue Balance Remaining		\$ 753.98	\$ 94.25	\$ 94.25	\$ 942.48	\$ 507.96	\$ 94.25	\$ 340.27	\$ 942.48	\$ 1,884.95	75.4%
Task 3: State/Federal Requested Work Tasks	50/50	\$ 600.00	\$ 75.00	\$ 75.00	\$ 750.00	\$ 600.00	\$ 75.00	\$ 75.00	\$ 750.00	\$ 1,500.00	
NSVRC Administrative Expenses & Direct Costs		\$ (583.16)	\$ (72.90)	\$ (72.90)	\$ (728.96)	\$ (583.16)	\$ (72.90)	\$ (72.90)	\$ (728.96)	\$ (1,457.91)	
T3 Revenue Balance Remaining		\$ 16.84	\$ 2.10	\$ 2.10	\$ 21.05	\$ 16.84	\$ 2.10	\$ 2.10	\$ 21.05	\$ 42.09	2.8%
Task 4: Public Mobility	0/100	N/A				\$ 18,566.40	\$ 2,320.80	\$ 2,320.80	\$ 23,208.00	\$ 23,208.00	
NSVRC Administrative Expenses & Direct Costs		N/A				\$ (3,405.22)	\$ (425.65)	\$ (425.65)	\$ (4,256.53)	\$ (4,256.53)	
Consultant Expenses		N/A				\$ -	\$ -	\$ -	\$ -	\$ -	
T4 Revenue Balance Remaining		N/A				\$ 15,161.18	\$ 1,895.15	\$ 1,895.15	\$ 18,951.47	\$ 18,951.47	81.7%
Task 5: Local Technical Assistance	20/80	\$ 6,400.00	\$ 800.00	\$ 800.00	\$ 8,000.00	\$ 25,600.00	\$ 3,200.00	\$ 3,200.00	\$ 32,000.00	\$ 40,000.00	
NSVRC Administrative Expenses & Direct Costs		\$ (5,245.74)	\$ (655.72)	\$ (655.72)	\$ (6,557.18)	\$ -	\$ -	\$ -	\$ -	\$ (6,557.18)	
Consultant Expenses		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
T5 Revenue Balance Remaining		\$ 1,154.26	\$ 144.28	\$ 144.28	\$ 1,442.82	\$ 25,600.00	\$ 3,200.00	\$ 3,200.00	\$ 32,000.00	\$ 33,442.82	83.6%
Task 6: Bicycle & Pedestrian Plan Development	0/100	N/A				\$ 12,000.00	\$ 1,500.00	\$ 1,500.00	\$ 15,000.00	\$ 15,000.00	
NSVRC Administrative Expenses & Direct Costs		N/A				\$ (3,474.44)	\$ (434.31)	\$ (434.31)	\$ (4,343.05)	\$ (4,343.05)	
Consultant Expenses		N/A				\$ (8,433.26)	\$ (1,054.16)	\$ (1,054.16)	\$ (10,541.57)	\$ (10,541.57)	
T6 Revenue Balance Remaining		N/A				\$ 92.30	\$ 11.54	\$ 11.54	\$ 115.38	\$ 115.38	0.8%
Task 7: System Planning	90/10	\$ 237,600.00	\$ 29,700.00	\$ 29,700.00	\$ 297,000.00	\$ 26,400.00	\$ 3,300.00	\$ 3,300.00	\$ 33,000.00	\$ 330,000.00	
NSVRC Administrative Expenses & Direct Costs		\$ (19,647.05)	\$ (2,455.88)	\$ (2,455.88)	\$ (24,558.81)	\$ (2,183.01)	\$ (272.88)	\$ (272.88)	\$ (2,728.76)	\$ (27,287.57)	
Consultant Expenses		\$ (34,992.00)	\$ (4,374.00)	\$ (4,374.00)	\$ (43,740.00)	\$ (3,888.00)	\$ (486.00)	\$ (486.00)	\$ (4,860.00)	\$ (48,600.00)	
T7 Revenue Balance Remaining		\$ 182,960.95	\$ 22,870.12	\$ 22,870.12	\$ 228,701.19	\$ 20,328.99	\$ 2,541.12	\$ 2,541.12	\$ 25,411.24	\$ 254,112.43	77.0%
Task 8: Long Range Planning, Modeling, GIS and Data	45/55	\$ 28,800.00	\$ 3,600.00	\$ 3,600.00	\$ 36,000.00	\$ 35,200.00	\$ 4,400.00	\$ 4,400.00	\$ 44,000.00	\$ 80,000.00	
NSVRC Administrative Expenses & Direct Costs		\$ (2,203.55)	\$ (275.44)	\$ (275.44)	\$ (2,754.43)	\$ (2,693.22)	\$ (336.65)	\$ (336.65)	\$ (3,366.53)	\$ (6,120.96)	
T8 Revenue Balance Remaining		\$ 26,596.45	\$ 3,324.56	\$ 3,324.56	\$ 33,245.57	\$ 32,506.78	\$ 4,063.35	\$ 4,063.35	\$ 40,633.47	\$ 73,879.04	92.3%
TOTAL FY19 BUDGETED REVENUES		\$ 300,400.00	\$ 37,550.00	\$ 37,550.00	\$ 375,500.00	\$ 145,366.40	\$ 18,170.80	\$ 18,170.80	\$ 181,708.00	\$ 557,208.00	
TOTAL FY19 EXPENSES FISCAL YEAR TO DATE		\$ (81,949.05)	\$ (10,243.63)	\$ (10,243.63)	\$ (102,436.32)	\$ (44,183.88)	\$ (5,492.23)	\$ (5,246.21)	\$ (54,922.33)	\$ (157,358.64)	
TOTAL FY19 BUDGETED REVENUES REMAINING		\$ 218,450.95	\$ 27,306.37	\$ 27,306.37	\$ 273,063.69	\$ 101,182.52	\$ 12,678.57	\$ 12,924.59	\$ 126,785.68	\$ 399,849.36	

Fiscal Year to Date Staff Hours: July 1, 2018 - March 31, 2019

	TASK #1	TASK #2	TASK #3	TASK #4	TASK #5	TASK #6	TASK #7	TASK #8	TOTAL HOURS
Executive Assistant									
Executive Director	175.25								175.25
Principal Planner	2.00		10.75				314.25	44.00	371.00
Director of Finance & Administration	39.50								39.50
Program Coordinator	9.50								
Sr. Project & Operations Manager	246.50	8.50		19.50	31.00	51.75	1.00		358.25
GIS/Regional Planner II								37.00	37.00
TOTAL HOURS FYTD	472.75	8.50	10.75	19.50	31.00	51.75	315.25	81.00	990.50

Win-Fred Metropolitan Planning Organization (MPO)

Frederick County ❖ City of Winchester ❖ Town of Stephens City



400 Kendrick Lane, Suite E, Front Royal, Virginia 22630
 Phone: 540-636-8800
 www.winfredmpo.org

Draft Technical Advisory Committee Minutes: April 2, 2019 @ 10 a.m.

**Frederick County Administrative Offices
 107 N. Kent Street, Winchester, VA
 First Floor Conference Room**

Member Jurisdiction Representatives					
	Frederick County		VDRPT		Staff
	Patrick Barker		Ciara Williams	✓	Brandon Davis
✓	John Bishop		Todd Horsley	✓	John Madera
✓	Mike Ruddy		Winchester Airport	✓	Karen Taylor
	Jay Tibbs	✓	Nick Sabo		Becky Sandretzky
	Stephens City		Winchester Transit		Others
	Mike Majher		Renee Wells	✓	Scott Alexander, VDOT
	VDOT		Winchester		
✓	Terry Short	✓	Perry Eisenach		
		✓	Justin Hall		
	Non-Voting	✓	Tim Youmans		
	Mack Frost, FHWA		Shawn Hershberger		
	Tony Cho, FTA				
	Rusty Harrington, VA Dept. of Aviation				

**Winchester Frederick County (WinFred) MPO
TECHNICAL ADVISORY COMMITTEE (TAC) Meeting Minutes
April 2, 2019 - 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 March 5, 2019 Technical Advisory Committee Meeting Minutes – A motion was made by Mr. Ruddy approving the minutes, seconded by Mr. Short. Motion approved.

2. Public Comment Period – None reported.

3. Adaptive Signal Controllers – Grant Sanders, VDOT

Mr. Sanders was unable to attend the meeting; he will give the presentation at the May TAC meeting.

4. North Winchester Area Study Update – Terry Short, VDOT

Mr. Short provided a brief update on the study. The study is moving along well and he will give a presentation on existing conditions in May. This study will be complete by August 2019.

5. Review of the Draft FY20 Unified Planning Work Program Tasks – Karen Taylor/John Madera, NSVRC

Ms. Taylor and Mr. Madera reviewed the draft UPWP with the committee. Under Work Task 7: System Planning, committee members discussed several updates and edits that need to be made. Staff will update the document based off discussion and present to the Policy Board in April for their consideration. Following review and discussion, **a motion was made by Mr. Bishop to recommend approval to forward the draft UPWP to the 20 day public comment period, pending public comments received, final approval of the FY20 UPWP. Motion seconded by Mr. Eisenach. Motion carried.**

6. Upcoming Meeting Schedule (MPO Meetings are held at the Frederick County Administrative Offices but may be subject to change):

- Project Steering Meeting: TBD
- Policy Board: April 17, 2019
- Technical Advisory Committee: May 7, 2019

7. VDOT/DRPT/Staff Updates

VDOT updates: Mr. Short asked that staff take time to review the Long Range Transportation Plan prioritization process. VDOT will be holding an Automated Vehicle Workshop on April 15th at Blue Ridge Community College. SYIP public hearing will be held on April 22nd at Blue Ridge Community College – A VTRANS presentation will be held at 3 p.m.

Airport updates: Mr. Sabo announced that the airport will be hosting a community event on June 1st. The airport is also in the process of planning for a new terminal facility.

8. Other Business – None reported.

Meeting adjourned at 10:50 a.m.

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. Conducts 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.

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.

FTA - Federal Transit Administration- within 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.

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.

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

BACK TO AGENDA

January 9, 2019

Northern Shenandoah Valley Regional Commission
400 Kendrick Lane
Front Royal, VA 22630

Attention: Karen Taylor

Northwestern Community Services Board is seeking capital assistance from the Commonwealth of Virginia through the FTA Section 5310 program to purchase transportation equipment. As part of the application process, we are required to notify our regional planning organization and request an Intergovernmental Review of our grant request.

Northwestern Community Services Board is requesting funding to purchase two 14-passenger vans with wheelchair lifts. Our plan is to transport these individuals to and from Day Support Programs, clinical appointments, and other community integration activities deemed necessary for rehabilitation and community inclusion. We request that you, as the regional planning body, take appropriate action to fulfill the Intergovernmental Review and direct any comments on the proposed service, by February 1, 2018, to:

Public Transportation Division

Virginia Department of Rail and Public Transportation
600 East Main Street, Suite 2102
Richmond, Virginia, 23219

If you have any questions about our proposal, please feel free to call me.

Sincerely,

Michael F. Elwell
Chief Executive Officer

BACK TO AGENDA

DRAFT

UNIFIED PLANNING WORK PROGRAM (UPWP)

FOR THE

**WINCHESTER – FREDERICK COUNTY (WinFred)
METROPOLITAN PLANNING ORGANIZATION (MPO)**



FY 2020
(July 1, 2019 - June 30, 2020)

Adopted for Public Comment:

Final Adoption:

**Winchester-Frederick County, Virginia
Metropolitan Planning Organization**
C/o Northern Shenandoah Valley Regional Commission
400 Kendrick Lane, Suite E
Front Royal, VA 22630
540-636-8800
www.winfredmpo.org

Preparation Statement

Prepared on behalf of the WinFred Metropolitan Planning Organization by the Northern Shenandoah Valley Regional Commission staff through a cooperative process involving the City of Winchester, County of Frederick, Town of Stephens City, Virginia Department of Transportation, Virginia Department of Rail and Public Transportation, Federal Highway Administration, and the Federal Transit Administration.

The preparation of this program was financially aided through grants from the Federal Highway Administration, Federal Transit Administration, Virginia Department of Transportation and the Virginia Department of Rail and Public Transportation.

MPO Policy Board

Officers:

Chair— Charles DeHaven, Jr., Frederick County
Vice Chair—Bill Wiley, City of Winchester
Secretary/Treasurer—Brandon Davis, Executive Director NSVRC (non-voting)

Voting Members:

Charles DeHaven, Jr., Frederick County
Judith McCann-Slaughter, Frederick County
Kris Tierney, Frederick County
Michael Majher, Town of Stephens City
Eden Freeman, City of Winchester
John Hill, City of Winchester
John Willingham, City of Winchester
Randy Kiser, Virginia Department of Transportation

Alternate Voting Members:

Tim Youmans, Perry Eisenach and John Willingham City of Winchester
Mike Ruddy, Frederick County
Terry Short, Matt Dana, Brad Reed, Ed Carter, Scott Alexander-
Virginia Department of Transportation

Non-Voting Members:

Mack Frost, Federal Highway Administration
Tony Cho, Federal Transit Administration
Ciara Williams, Virginia Dept. of Rail & Public Transportation
Rusty Harrington, Dept. of Aviation

MPO Technical Advisory Committee (TAC)

Chair—Tim Youmans, City of Winchester
Vice Chair—John Bishop, Frederick County

Members:

Patrick Barker, Frederick County
John Bishop, Frederick County
Mike Ruddy, Frederick County
Jay Tibbs, Frederick County
Mike Majher, Town of Stephens City
Shawn Hershberger, City of Winchester
Tim Youmans, City of Winchester
Perry Eisenach, City of Winchester
Justin Hall, City of Winchester
Terry Short, Virginia Department of Transportation
Ciara Williams, Virginia Dept. of Rail & Public Transportation
Nick Sabo, Winchester Airport
Renee Wells, Winchester Transit

MPO Citizens Advisory Committee (CAC)

Chair—R. William Bayliss, III
Vice Chair—Walt Cunningham

Members:

Joshua Hummer, Thomas Reed & Walt Cunningham, Frederick County
Mike Majher, Town of Stephens City
R. William Bayliss, III, Dr. John Crandell, Vacant, City of Winchester

Administrative & Staff Support

Provided by Northern Shenandoah Valley Regional Commission

Resolution

By The

**WinFred Metropolitan Planning Organization
Approving the FY 2020 Unified Planning Work Program (UPWP)**

WHEREAS, the FY 2020 Unified Planning Work Program will serve as the basis for all U.S. Department of Transportation (DOT) funding participation and will be included in all requests for DOT planning funds, and

WHEREAS, this UPWP details all transportation and transportation-related planning activities anticipated within the area during the coming fiscal year, and

WHEREAS, this UPWP has been reviewed and recommended for approval by the Technical Advisory Committee;

NOW THEREFORE BE IT RESOLVED, that the WinFred Metropolitan Planning Organization does hereby approve and adopt the FY 2020 Unified Planning Work Program on DATE.

Signed: _____
Charles DeHaven, Jr.
Chairman

Signed: _____
Brandon Davis
Secretary-Treasurer

TABLE OF CONTENTS

FY 2020 UNIFIED PLANNING WORK PROGRAM WORK TASKS AND BUDGET/FUNDING INFORMATION

	Page No.
Preparation Statement	ii
Officers	iii
Resolution	iv
Table of Contents	v
List of Figures.....	vi
INTRODUCTION.....	7
WORK TASK 1: Program Management & Administration	11
WORK TASK 2: Transportation Improvement Program (TIP)	12
WORK TASK 3: Federal or State Requested Planning Work Program Items	12
WORK TASK 4: Transit Planning.....	13
WORK TASK 5: Local Technical Assistance	13
WORK TASK 6: Bicycle & Pedestrian Planning	13
WORK TASK 7: System Planning.....	14
WORK TASK 8: Long Range Planning, Modeling, GIS & Data.....	17
Proposed Revenues & Expenditures by Funding Source.....	18

LIST OF FIGURES

	Page No.
Figure 1: Map of Winchester Frederick County Urbanized Area and MPO Study Area	9
Figure 2: Proposed Revenues and Expenditures by Funding Source.....	18

INTRODUCTION

The Unified Planning Work Program (UPWP) for transportation planning identifies all activities to be undertaken in the Winchester-Frederick County Metropolitan Planning Organization (WinFred MPO) study area for Fiscal Year 2020 (July 1, 2019 - June 30, 2020). The UPWP provides a mechanism for the coordination of transportation planning activities in the region and is required as a basis for and condition of all federal funding assistance for transportation planning by the joint metropolitan planning regulations of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

The work tasks within this UPWP are reflective of issues and concerns originating from transportation agencies at the federal, state and local levels. The descriptions of the tasks to be accomplished and the budgets for these tasks are based on a best estimate of what can be accomplished within the confines of available federal, state and local resources.

Statewide and metropolitan transportation planning processes are governed by Federal law (23 USC 134 and 135). Federal planning regulations are codified in 23 CFR 450.

Since the 1962 Federal-aid Highway Act, federal legislation authorizing expenditure of funds for surface transportation has required metropolitan area transportation plans and programs to be developed through a continuing, cooperative, and comprehensive (3-C) planning process. Over successive authorization cycles culminating with the passage of the Fixing America's Surface Transportation (FAST) Act in December 2015, Congress has added and revised the substantive content expected from the 3-C planning processes.

Transportation planning provides the information, tools, and public input needed for improving transportation system performance. Transportation planning should reflect the community's vision for its future. It should also include a comprehensive consideration of possible strategies; an evaluation process that encompasses diverse viewpoints; the collaborative participation of relevant transportation-related agencies and organizations; and an open, timely, and meaningful involvement of the public. Transportation planning requires a comprehensive, holistic look at the needs and the future of the region and its inhabitants.

Both the FHWA and FTA encourage MPOs to give priority to the following planning emphasis areas in their UPWPs in Fiscal Year 2020:

Performance-Based Planning and Programming. Performance-based planning and programming includes using transportation performance measures, setting targets, reporting performance, and programming transportation investments directed toward the achievement of transportation system performance outcomes. In FY '19 the MPO adopted targets for bridge and pavement condition, highway performance, and public transit asset condition; and will revise its Constrained Long-Range Plan, selecting projects based on expected contribution toward meeting performance targets.

Regional Models of Cooperation – Ensure a Regional Approach to Transportation Planning by Promoting Cooperation and Coordination across Transit Agency, MPO and State Boundaries. A coordinated approach supports common goals and capitalizes on opportunities related to

project delivery, congestion management, safety, freight, livability, and commerce across boundaries. The WinFred MPO shares boundaries with the Hagerstown/Eastern Panhandle MPO (WV & MD), two counties (Clarke, VA and Berkeley, WV) and one state (West Virginia). Interstate 81, the region's main highway, enters the MPO planning area from the north at the West Virginia line. Routes 7, 17/50, and 522 enter the planning area from adjacent Clarke County, VA. In addition, the MPO lies within the five-county planning district of the Northern Shenandoah Valley Regional Commission (NSVRC). During FY '20 the MPO will cooperate and coordinate with neighboring jurisdictions along the I-81 corridor in providing input into a corridor-wide improvement plan and funding feasibility study as required by 2018 state legislation.

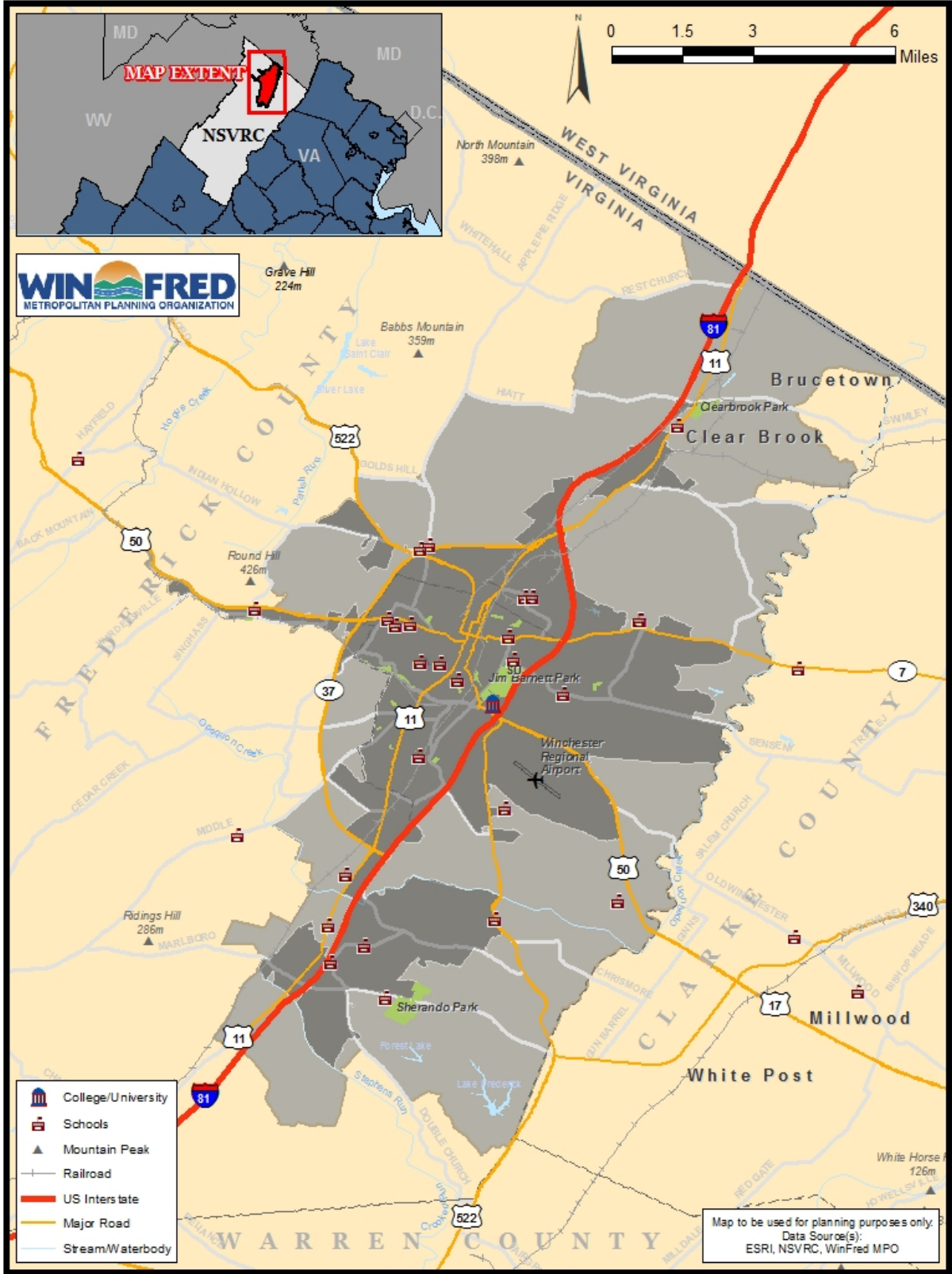
Ladders of Opportunity – Access to Essential Services including employment, health care, schools/education, and recreation. Recent UPWP tasks addressing access needs include bus stop, system performance and marketing studies for Winchester Transit; and the 2014 Bicycle and Pedestrian Master Plan update. The MPO participates in the updating of the Section 5310 Coordinated Human Services Mobility Plan (managed by DRPT and the Shenandoah Area Agency on Aging). In FY '16 under Work Task 4 the MPO studied the feasibility of extending transit service from Winchester to Lord Fairfax Community College. In FY '18 under Task 6 work was completed on a study of design alternatives for a four-mile north-south bikeway in the City of Winchester, moving toward implementation the highest priority project in the Bicycle and Pedestrian Master Plan.

Metropolitan Planning Area

Transportation planning processes are required to be organized and directed for all urbanized areas (UZAs) having a population of 50,000 or greater, as delineated by the U.S. Census Bureau, by metropolitan planning organizations (MPOs). MPOs are established for a metropolitan planning area (MPA) that must contain, at a minimum, the Census Bureau delineated urbanized area and the area expected to become urbanized in the next 20 years. An MPO, its planning boundaries and membership and voting structure are established and designated by agreement between local officials and the Governor (23 CFR 450.310).

The WinFred MPO planning area consists of the City of Winchester, the Town of Stephens City, the Urbanized Area of Frederick County, and the area of Frederick County projected to be urbanized by the year 2020 (see map on following page).

As reported by FHWA for 2010, the WinFred MPO Urbanized Area population was 78,440 and it encompasses a land area of approximately 103 sq. miles.



Responsibilities for Transportation Planning

The WinFred Metropolitan Planning Organization is the organization responsible for conducting the continuing, comprehensive, and coordinated (3-C) planning process for the Winchester-Frederick County Urbanized Area in accordance with requirements of Section 134 (Title 23 U.S.C.) of the Federal Highway Act of 1962, and Section 5303 of the Federal Transit Act. The WinFred MPO is the official Metropolitan Planning Organization for the urbanized area, designated by the Governor of Virginia, under Section 134 of the Federal Aid Highway Act, and the joint metropolitan planning regulations of FHWA and FTA.

The policy making body of the WinFred MPO is the Policy Board that consists of 8 voting members. These include 3 representatives from the City of Winchester, 3 representatives from Frederick County, 1 representative from the Town of Stephens City, and 1 representative from VDOT. Other agencies with non-voting membership on the WinFred MPO Policy Board include the Virginia Department of Rail and Public Transportation, Virginia Department of Aviation, Federal Highway Administration and Federal Transit Administration.

The Northern Shenandoah Valley Regional Commission (NSVRC) provides staff support to the WinFred MPO. NSVRC staff members, in cooperation with the MPOs member agencies, collect, analyze and evaluate demographic, land use, and transportation data to gain a better understanding of the transportation system requirements of the area. Special studies, research, and other work tasks requested by the MPO are the responsibility of the NSVRC to plan and coordinate. Consultant assistance may be sought when required to complete work tasks. NSVRC also prepares materials for use at the Policy Board, Technical Advisory and Citizens Advisory Committee meetings as well as any sub-committee meetings that are scheduled.

NSVRC staff will participate in all WinFred MPO meetings and provide required staff support and administration of the transportation planning program. In addition, staff members will represent the MPO at any meetings with federal, state, and local organizations as necessary.

Total Proposed Funding by Federal Source for FY 2020

Metropolitan Planning Funds (PL funds) are provided from the Federal Highway Trust Fund and distributed by State Departments of Transportation (DOTs) to MPOs to conduct the planning activities required by Title 23 of the U.S. Code 134. PL funds are distributed to States based on a ratio of urbanized-area population in individual States to the total nationwide urbanized-area population. State DOTs then distribute this funding to the MPOs in their State based on a formula agreed to by the MPOs and approved by their FHWA Division Office.

The primary funding source for transportation planning activities included in this work program are the FHWA Section 112 (PL) and FTA Section 5303. The proposed funding amounts (including state and local matching funds) for completion of tasks described in this UPWP are shown in Figure 2.

WORK TASK 1: Program Management & Administration

Objective and Description: This task includes ongoing activities that ensure proper management and operation of a continuing, comprehensive, and coordinated (3-C) planning process as described in the Memorandum of Understanding. Products originated from MPO (NSVRC) staff.

Products:

The primary products of this task are as follows and include those tasks necessary to the timely and accountable administration of the MPO Planning Process:

- Implementation of the FY20 UPWP throughout the fiscal year and provision of all required administrative functions including accounting, financial reporting, personnel administration, office management, website management, contract administration, map production, and necessary highway and transit purchases (e.g., office equipment, software, etc.);
- Maintenance of Title VI, ADA and environmental justice compliance, and in all work plans and activities for both highway and transit modes including consultation with appropriate groups, committees and community representatives;
- Support of the activities of the WinFred MPO through the preparation of reports, presentations, agendas, minutes and mailings for all Policy Board, TAC, CAC and other meetings, as well as attendance at those meetings;
- Continue a proactive public participation process that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing involvement of the public in developing plans, TIPs and other documents;
- Maintenance of the WinFred MPO website;
- Travel and Training/Education for staff members as it relates to MPO/Transportation Planning such as various workshops, short courses, conferences and seminars that will enhance their knowledge and working skills.

Budget: \$65,000

WORK TASK 2: Transportation Improvement Program (TIP)

Objective and Description: As required by federal planning regulations, the Transportation Improvement Program (TIP) for the WinFred MPO is a four-year program of highway, transit, bicycle, pedestrian, safety, and transportation enhancement projects receiving federal funds. State and locally funded projects are also included in the TIP for coordination purposes.

The TIP is updated every four years and must be approved by the MPO Policy Board and the Governor of Virginia. The TIP is required as a condition for all federal funding assistance for transportation improvements within the WinFred MPO study area.

The general public and all other interested parties will be given an opportunity to review and comment on the proposed TIP as described under the WinFred MPOs adopted Public Participation Plan. To facilitate public review, MPO staff will provide visualization of TIP projects, post the TIP on the MPO website, and make the TIP accessible at public libraries, government offices, and upon request.

This task provides for the maintenance of a regional Transportation Improvement Program and will require active support of the WinFred MPO Policy Board, Committees and coordination with member agencies. Products originated from MPO (NSVRC) Staff.

Products:

- Processing of requested amendments and administrative modifications to the adopted TIP;
- Mapping of TIP projects and Annual Listing of Projects for the next fiscal year;
- Update to the current TIP which must be done every four years.

Budget: \$2,500

WORK TASK 3: Federal or State Requested Planning Work Program Items

Objective and Description: The MPO staff will work with federal and state agencies in support of projects and programs designed to coordinate transportation planning activities within the region. Products originated from MPO (NSVRC) Staff.

Products:

- Staff will prepare studies and reports as necessary for the completion of this work program item and as directed by the appropriate federal and/or state agencies;
- Staff will represent the WinFred MPO on the Virginia Association of Metropolitan Planning Organizations (VAMPO) by participating in all meetings, events and training programs of the association and provide information as appropriate to the MPO agencies and partners.
- Attending and participating in the VTRANS update.
- Staff will attend meetings as requested by VDOT and DRPT.

Budget: \$5,000

WORK TASK 4: Transit Planning

Winchester Transit System Planning

Objective and Description: The Winchester Transit System (WinTran) conducts transit planning and administration efforts necessary to comply with FTA requirements in order to receive Section 5307 capital and operating grants. WinTran will coordinate with the MPO on transit planning activities. Products originated from requests by the WinTran program.

Products: WinTran Brochure: Transit map updates

Budget: \$ 6,396

WORK TASK 5: Local Technical Assistance

Objective and Description: This is an annual UPWP task. This task is designed to provide flexible planning support and services to the WinFred MPO localities. Products will originate from a requesting locality.

Products:

Activities may include, but are not limited to:

- Development and submission of transportation-related grants to include SMART SCALE for WinFred MPO localities for both highway and transit projects; and
- Management of the on-call consultant list for the MPO and its member localities with contract administration and project management services.

Budget: \$ 25,000

WORK TASK 6: Bicycle and Pedestrian Planning

Objective and Description: This is an annual UPWP task. This task is designed to provide flexible planning support and services to the WinFred MPO localities in regard to Bicycle and Pedestrian Planning.

Products:

- City of Winchester Bike Share Feasibility Study - \$30,000
- Bicycle and Pedestrian Master Plan Update - \$85,000

Budget: \$ 115,000

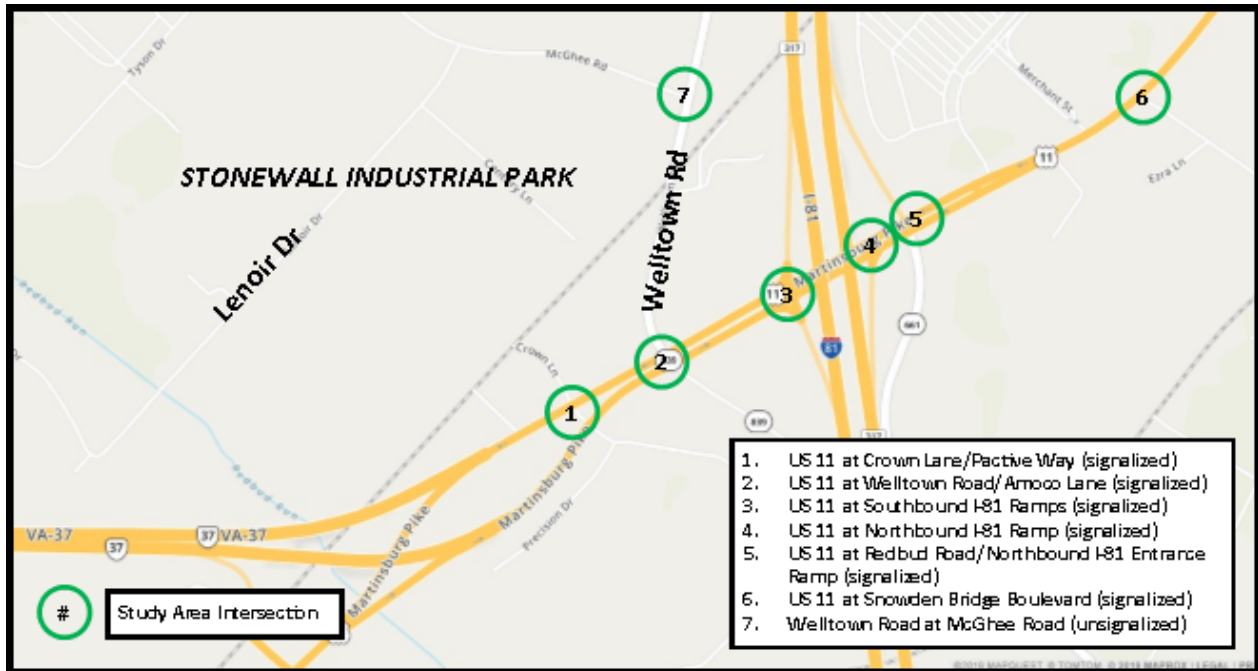
WORK TASK 7: System Planning

Objective & Description: Projects included in this work task bridge the gap between project readiness required for construction/ implementation and the conceptualized phase of a project prioritized in the CLRP. Activities will include site specific evaluation and validation of appropriate alternatives and will further refine understanding of the necessary project scope to accomplish a goal in the LRTP.

7.1 North Winchester Area Plan – Phase II – Carryover from FY19

Objective and Description: This effort will evaluate safety, access and circulation within an area containing a large concentration of freight traffic generators, focusing on movement between I-81 and nearby industrial parks via the Route 11/Martinsburg Pike (exit 317) interchange; and identify low-cost, high-value improvements competitive for programming through the SMART SCALE application process. Project funding and phasing strategies will be identified. The study will identify and evaluate a range of alternatives including but not limited to

- Lenoir Drive access to and from southbound Route 37; and
- closure of Welltown Road at Martinsburg Pike, with re-routing of traffic via Crown Lane and a new roadway link to Welltown Road.



Study area

Products:

1. Area Plan: An area plan will be developed in accordance with applicable VDOT and FHWA guidance and SMART SCALE submission requirements.

2. Improvement program with cost estimates: a list of individual projects identified in the plan with planning level scopes and cost estimates.
3. Interchange Justification Report or feasibility study sufficient to meet SMART SCALE requirements, Route 37 and Lenoir Drive extension, providing access to Stonewall Industrial Park.

Schedule: This project will be completed in FY 2020

Budget: \$ 168,000

7.2 Mall Boulevard and Millwood Avenue Access Management Study

Objective and Description: On eastbound Millwood Avenue (US Routes 17/50/522), the spacing between the Mall Boulevard signalized intersection and the I-81 southbound entrance fails to meet the safety standard. This study will refine design concepts for managing access to/from Millwood Avenue at the intersection, addressing pedestrian access and impacts to the proximate E. Jubal Early Drive/Apple Blossom Drive intersection and integration with the design of the proposed replacement of the Millwood Avenue/I-81 Exit 313 overpass.

Product: Report defining design modifications to the existing signalized intersection and the proximate E. Jubal Early Drive/Apple Blossom Drive intersection.

Schedule: This project will be completed in FY 2020.

Budget: \$ 100,000



Study area

7.3 Exit 313/Route 50/Route 522 South Area Study

Objective and Description: Growth in traffic volume is expected to exceed the capacity of the signalized intersection of US Route 522 (Front Royal Pike) with US Routes 17/50 (Millwood Pike) and the northbound entrance to I-81. Frederick County's Comprehensive Plan calls for the relocation of Route 522 along a new alignment incorporating Prince Frederick Drive, to relieve the existing intersection and accommodate future development. This study will further define this project regarding alignment, roadway type, typical section and land access; estimate planning-level costs; quantify medium- and long-range traffic impacts on the regional road network; and identify construction phasing and funding scenarios.

Product: Report identifying discrete projects, costs and phasing.

Schedule: This project will be completed in FY 2020.

Budget: \$ 100,000



Study area

WORK TASK 8: Long Range Planning, Modeling, GIS & Data

Objective and Description: A Constrained Long-Range Plan (CLRP) of strategically targeted, tested and affordable projects will be developed for amendment to the 2040 Metropolitan Transportation Plan. A limited number of projects strategically selected by the committee will be evaluated for expected performance across a variety of measures pertinent to state and local transportation goals and objectives using the metropolitan travel demand model and tools developed for SMART SCALE, Virginia's project selection process.

Products:

1. An amended CLRP for the horizon year 2040 developed in conformity with federal requirements.
2. GIS mapping, data collection and database management in support of all MPO UPWP work tasks (including GIS software maintenance for 2 users at 50% of total cost).

Budget: \$20,000

Figure 2: Win-Fred MPO FY 2020 Proposed Revenues and Expenditures by Funding Source

Proposed Revenues	Highway Funding				Transit Funding				Total Revenues	
	FHWA Planning 80%	State Match 10%	Local Match 10%	Subtotal Highway	FTA 5303 80%	State Match 10%	Local Match 10%	Subtotal Transit		
FY 2020 New PL 112 Funds-VDOT (1)	\$135,668	\$16,958	\$16,958	\$169,584					\$169,584	
FY 2018 Carryover PL Funds- VDOT (2)	\$262,252	\$32,782	\$32,782	\$327,816					\$327,816	
FY 2020 5303 Funds- DRPT (3)					\$77,556	\$9,695	\$9,695	\$96,946	\$96,946	
FY 2019 5303 Funds- DRPT (4)					\$51,760	\$6,470	\$6,470	\$64,700	\$64,700	
Subtotal: FY20 Revenues	\$397,920	\$49,740	\$49,740	\$497,400	\$129,316	\$16,165	\$16,165	\$161,646	\$659,046	
Total Proposed Revenues									\$659,046	
Proposed Expenditures	VDOT/ DRPT	FHWA Planning 80%	State Match 10%	Local Match 10%	Subtotal Highway	FTA 5303 80%	State Match 10%	Local Match 10%	Subtotal Transit	Total Expenditures
Task 1: Program Management and Administration	50/50	\$26,000	\$3,250	\$3,250	\$32,500	\$26,000	\$3,250	\$3,250	\$32,500	\$65,000
Task 2: Transportation Improvement Program (TIP)	50/50	\$1,000	\$125	\$125	\$1,250	\$1,000	\$125	\$125	\$1,250	\$2,500
Task 3: State/Federal Requested Work Tasks	50/50	\$2,000	\$250	\$250	\$2,500	\$2,000	\$250	\$250	\$2,500	\$5,000
Task 4: Transit Planning	0/100					\$5,116	\$640	\$640	\$6,396	\$6,396
Task 5: Local Technical Assistance	100/0	\$20,000	\$2,500	\$2,500	\$25,000					\$25,000
Task 6: Bicycle & Pedestrian Planning	0/100					\$92,000	\$11,500	\$11,500	\$115,000	\$115,000
Task 7: System Planning	100/0	\$294,400	\$36,800	\$36,800	\$368,000					\$368,000
Task 8: Long Range Planning, Modeling, GIS and Data	80/20	\$12,800	\$1,600	\$1,600	\$16,000	\$3,200	\$400	\$400	\$4,000	\$20,000
Subtotal: FY20 Expenditures		\$356,200	\$44,525	\$44,525	\$445,250	\$129,316	\$16,165	\$16,165	\$161,646	\$606,896
Estimated Contingency/Reserve Funds for Project Support		\$41,720	\$5,215	\$5,215	\$52,150	\$0	\$0	\$0	\$0	\$52,150
Total FY20 Proposed Expenditures										\$659,046

- (1) FY20 PL Funding from VDOT for Highway
- (2) FY18 PL Carryover Funds from VDOT: Not Expended in FY18
- (3) FY20 5303 Funding from DRPT for Multi-Modal Planning
- (4) FY19 5303 Carryover Funds from DRPT: Not Expended in FY19