

WIN-FRED METROPOLITAN PLANNING ORGANIZATION

Frederick County ❖ City of Winchester ❖ Town of Stephens City
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**WinFred Metropolitan Planning Organization
 Chairman Charles DeHaven, Jr.
 Policy Board Meeting Minutes - April 17, 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		
✓	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
April 17, 2019 - 10:00 a.m.

1. ADMINISTRATIVE ITEMS

- A. Adoption of Agenda – Motion to adopt agenda made by Ms. Freeman; seconded by Ms. McCann-Slaughter. Motion carried.
- B. Welcome and Introductions – Chairman Dehaven welcomed everyone to the meeting.
- C. Review and approval of the Draft Minutes of the March 20, 2019 Policy Board Meeting – Motion to approve made by Ms. McCann-Slaughter; seconded by Mr. Kiser. Motion carried.
- D. Financial Report – Provided for information.
- E. Draft April 2, 2019 Technical Advisory Committee Meeting Minutes – Provided for information.
- F. Review and endorsement of a request for FTA Section 5310 Grant assistance from Northwestern Community Services Board – A representative from NWCS will gave a brief report on the request- Motion to approve endorsement of grant made by Mr. Tierney; motion seconded by Ms. Freeman. Motion carried.

2. Public Comment Period – None reported.

3. Review of the Draft FY20 Unified Planning Work Program (UPWP) – John Madera, NSVRC

Following a review of the Draft FY20 UPWP, a motion made by Mr. Tierney to forward the Draft FY20 UPWP to the 20 day public comment period, pending no comments received, final approval of the document; motion seconded by Mr. Youmans. Motion carried.

4. I-81 Funding Update – Terry Short, VDOT

Mr. Short provided an update on I-81 in regards to the approved Governor’s Tax Solution. The solution creates an I-81 corridor improvement fund, a standing committee consisting of 5 PDC chairs, 4 Delegates, 3 Senators, 3 CTB members, Commissioner of VDOT and Director of DRPT are ex officio. Regional tax of 2.1% on gas will support I-81 fund and other statewide funds increases will be split. Discussion ensued confirming a desire to keep funds raised locally to be spent locally.

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 – None reported.

Meeting adjourned at 10:40 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. 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.