

WinFred 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

Technical Advisory Committee Minutes: February 5, 2019 @ 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 | | 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 | | Winchester | ✓ | Jeff Lineberry |
| ✓ | Terry Short | ✓ | Perry Eisenach | ✓ | Brad Reed |
| | | ✓ | 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
February 5, 2019 - 10:00 a.m.
Winchester Regional Airport – Main Terminal Conference Room
491 Airport Road, Winchester, VA**

1. Administrative Items:

- a) Welcome and Introductions – Chairman Youmans welcomed everyone to the meeting.
- b) Review and approval of the December 4, 2018 Technical Advisory Committee Meeting Minutes – **A motion was made by Mr. Ruddy approving the minutes; seconded by Mr. Tibbs. Motion carried.**

2. Public Comment Period – None reported.

3. Overview of the Winchester Regional Airport – Nick Sabo, Winchester Regional Airport Authority

Mr. Sabo presented a PowerPoint Presentation giving an overview of the airport. The presentation is attached to the minutes.

4. Draft Methodology for CLRP and Vision Plan Update – John Madera/Brad Reed

Mr. Reed presented the draft methodology that VDOT Staunton District staff has developed. Following the presentation, a discussion ensued. It was decided that this project would be undertaken by the Project Steering Committee. The presentation is attached to the minutes.

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

- Project Steering Meeting: TBA
- Policy Board: February 20, 2019
- Technical Advisory Committee: March 5, 2019

6. VDOT/DRPT/Staff Updates – Mr. Short reported the following: Route 7 NTP has been issued; he will present a PPT in March. North Winchester Area Phase II Study is ready to go. VTRANS is ramping up and invites will go out soon. I-81update: 1) waiting for the outcome of a few bills 2) establishment of an I-81 authority to exam funding options then report back to the General Assembly.

7. Other Business

Ms. Taylor discussed the FY20 Unified Planning Work Program. She stated that staff has received the PL FY20 and FY18 Carryover funding figures. Staff will begin working with City, County and Town staff in regards to FY20 projects. Ms. Taylor suggested that staff send out a survey via Survey Monkey soliciting input for projects. The Committee agreed that was a good idea; Ms. Taylor will send a survey out by February 8th.

Meeting adjourned by 11:30 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.

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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).

Overview of the Winchester Regional Airport (OKV)

Nick Sabo, A.A.E.
Executive Director
540-662-5786
okvsabo@comcast.net

History

- **January 21, 1931:** Winchester's first airport, Admiral Byrd Field, was established
- **December 2, 1937:** Winchester Municipal Airport opened at current site
- **1937–1987:** Airport was owned & operated by City of Winchester
- **July 1, 1987:** Winchester Regional Airport Authority (WRAA) formed by State legislation

Organization

- WRAA consists of a 9 member board with the following appointees:
 - 4 x Frederick County
 - 2 x City of Winchester
 - 1 x Counties of Shenandoah, Warren, and Clarke
- d/b/a Winchester Aviation
 - Primary commercial fuel provider (AVGAS & Jet-A) & other limited services

State / FAA Classification

- Licensed by the Commonwealth of Virginia
- Part of the FAA's "National Plan of Integrated Airport Systems"
 - Eligible for federal funding
 - Subject to FAA grant assurances

Operations

- 385 acre campus
- 11 staff members
- Attended 24/7
- 45K+ annual operations
- *Single runway
 - 5,500' x 100'
- *Automated Weather Observation System
- *Instrument Landing System
 - Navigation guidance in poor weather

Aviation Businesses

- Aviation businesses based at OKV:
 - Aero Engines
 - Aero Services
 - AV-ED
 - Brite Air
 - On Wing

Aviation Users

- Other Tenants:
 - Civil Air Patrol
 - 4 private corporate hangars
 - 61 t-hangars
 - 80 aircraft tie downs
- Valley Proteins
 - Corporate Flight Department
 - 3 Aircraft
 - 4 Pilots

Budget

- Operating
 - FY19: \$1.6M
 - Revenue shortfalls supported by Frederick County and City of Winchester
- Capital
 - FY19: \$700K
 - Based on Airport Capital Improvement Plan (ACIP) & other capital needs

Grant Programs

- FAA Airport Improvement Program:
 - 90% FAA
 - 8% Virginia Department of Aviation
 - 2% Local
 - Airport revenues
 - Frederick County / City of Winchester
 - WRAA jurisdiction contributions
- Virginia Department of Aviation

Value of General Aviation

- Charter or air taxi operations
- Corporate and business aviation
- On-demand cargo service
- U.S. mail transport
- Time-critical manufacturing & distribution
- Scheduled cargo service
- Express delivery service
- Military exercises & training
- Prisoner transport
- Environmental patrols
- Aerospace engineering & research
- Law enforcement patrols
- Search & rescue
- Civil Air Patrol
- Flight instruction & training
- Low-orbit space launch
- Aircraft rental
- Aircraft and avionics manufacturing and maintenance
- Aircraft sales
- Aircraft storage
- Oil and mineral exploration and survey
- Emergency response
- Traffic and news reporting
- Aviation career training
- Aerial Fire-fighting
- Youth aviation outreach
- Traffic & news reporting
- Disaster relief
- Agricultural spraying
- Aerial surveying, observations, or photography
- Sightseeing
- Use by Government
- Personal or recreation
- Utility and pipeline control & inspection
- Advertising (banner towing or skywriting)
- Tourism & access to special events
- Intermodal connections
- Special events (skydiving, “fly-ins”, air shows)
- Wildlife management
- Aeromedical flights (commonly known as Air Ambulance)
- Customs and Border Protection patrols
- Emergency diversionary airport



Economic Impact

- Virginia's General Aviation airports contribute \$1B+ in economic activity
- Winchester by the numbers:
 - Jobs: 179
 - Wages: \$6.8M
 - Total Economic Activity: \$20.9M

Mission/Vision Statement

Mission: Provide a safe, efficient, and customer-friendly airport that meets the aviation needs of the region

Vision: The Winchester Regional Airport will serve as a gateway to the region; extend the reach of the local communities; and enhance the economic prosperity of the region.

Priorities

- Execute Master Plan
 - ACIP / Terminal
- Revenue Diversification
 - Focus on non-aeronautical opportunities
- Marketing
 - Rebrand / Website / “North Side”
- Community Outreach
 - Events / Education / Advocacy

Thanks for your time

Let's continue the discussion!

Nick Sabo, A.A.E.

Executive Director

540-662-5786

okvsabo@comcast.net

WINFRED MPO 2040 LRTP AMENDMENT

Proposed Project Prioritization Methodology



What are we doing and why?

- Federal MAP-21/FAST Act requirement for “performance-driven, outcome-based approach to planning”

L RTP Amendment will include...



- Revised project lists with performance-based evaluation
- New federal performance measures & MPO targets

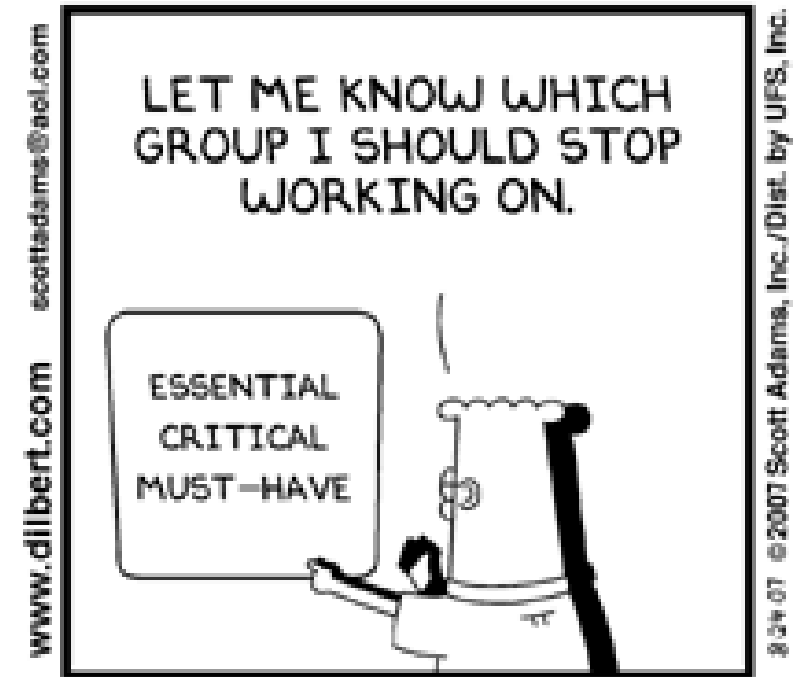
Beyond checking the box

- Transform static project list into a dynamic, ranked list of priorities

5 Projects in CLRP

116 Projects in Vision Plan

- Prioritization adds value to our planning products



Is a ranked project list going to get used?

We hope so, but please be honest.

This is a time-intensive effort that should be tailored to your needs.



Proposal: Two-step evaluation

**Refine project list for independent utility
and clarity of scope**

1. Screen all CLRP + vision list projects
2. Detailed scoring of top 20 or so projects

Products

- Ranked project list with detailed scoring (replaces Vision Plan)
- CLRP (next 2-3 rounds of SYIP apps)
- Unranked project list

Project Screening Process

| Performance Category | Proposed Performance Measure | Scoring |
|--------------------------|---|---|
| Congestion | Projects diverts traffic from or adds capacity to a congested roadway segment (volume-to-capacity ratio, V/C >= 0.8) under 2015 conditions in the WinFred travel demand model | Yes = 2 pts No = 0 pts (Max 2 pts) |
| Multimodal Accessibility | Project includes pedestrian, bike, and/or transit mode component | 2+ modes = 2 pts 1 mode = 1 pt 0 modes = 0 pts (Max 2 pts) |
| Safety | Project diverts traffic from or overlaps a roadway segment or intersection identified in VDOT's Potential for Safety Improvement (PSI) list | 3+ PSI locations = 3 pts 2 PSI locations = 2 pts 1 PSI location = 1 pt 0 PSI locations = 0 pts (Max 3 pts) |
| Economic Development | Distance decay weighted quantity of 2015-2040 job growth adjacent to the project using assumptions in the WinFred travel demand model | Top 1/3 = 3 pts Middle 1/3 = 1 pt Bottom 1/3 = 0 pts (Max 3 pts) |
| Magnitude of Cost | Planning level cost per mile multiplied by project length | Divide by Cost per \$10M |



Detailed Scoring Process

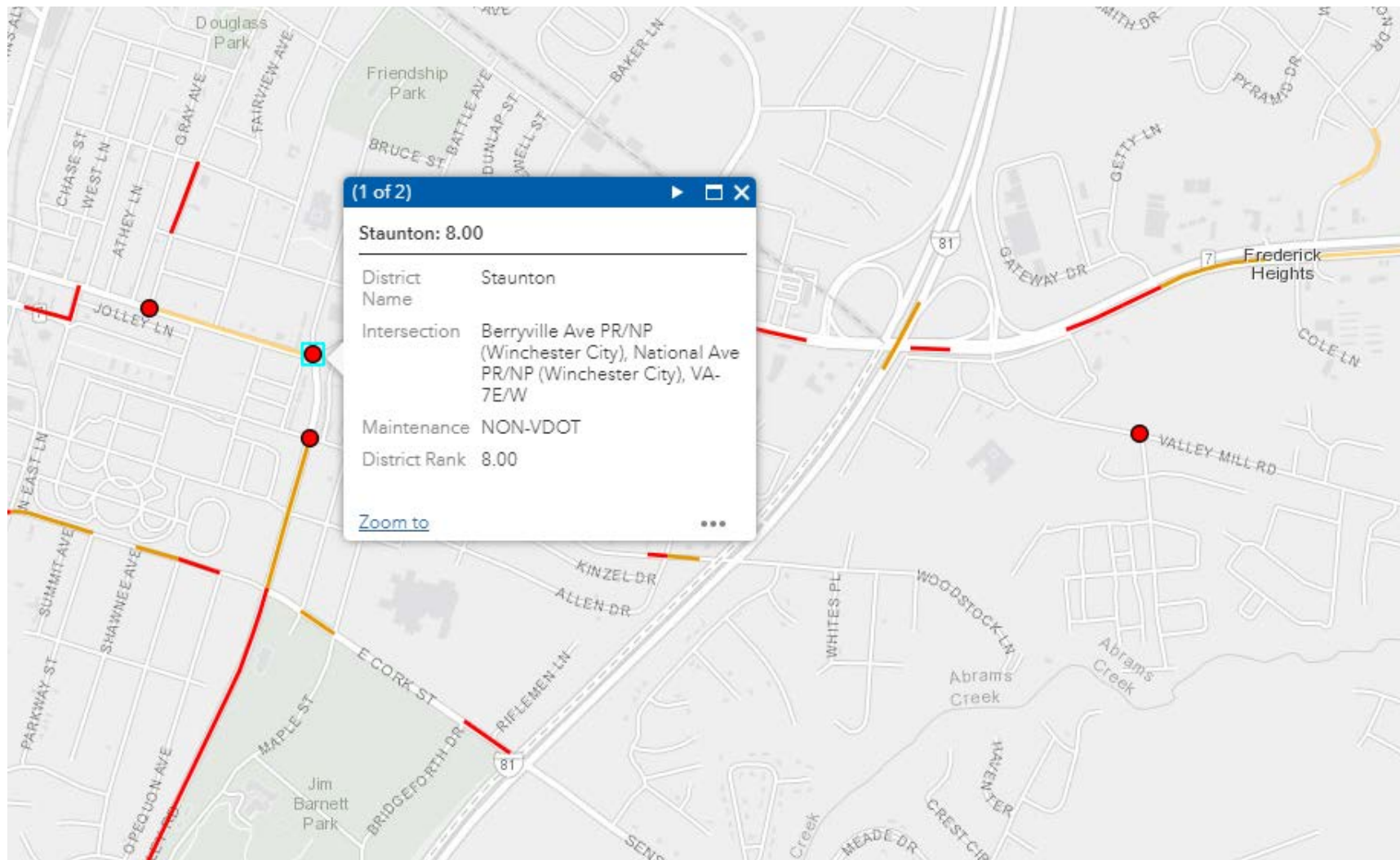
| Smart Scale Scoring Measure (Category C Weight) | SMART SCALE Metric (Measure Weight) | Proposed Performance Metric (Measure Weight) |
|---|--|---|
| Congestion Mitigation (15%) | Increase in peak period person throughput, 2017 conditions (50%) | Reduction in network vehicle hours traveled (VHT) using travel demand model, 2015 conditions (100%) |
| | Reduction in peak period delay, 2017 conditions (50%) | |
| Safety (25%) | Reduction in equivalent property damage only (EPDO) of fatal and injury crashes (50%) | Rank-weighted sum of segments and intersections identified in VDOT's Potential for Safety Improvement (PSI) list (100%) |
| | Reduction in EPDO of fatal and injury crash rate (50%) | |
| Accessibility (25%) | Increase in average job accessibility per resident (60%) | Increase in average job accessibility per resident (60%) |
| | Increase in average job accessibility per resident for disadvantaged populations (20%) | Increase in average job accessibility per resident for disadvantaged populations (20%) |
| | Increase in access to multimodal travel choices (20%) | Increase in access to multimodal travel choices (20%) |



Detailed Scoring Process

| Smart Scale Scoring Measure (Category C Weight) | SMART SCALE Metric (Measure Weight) | Proposed Performance Metric (Measure Weight) |
|---|--|---|
| Economic Development (25%) | Square feet of commercial/industrial development supported (60%) | Decay weighted job growth adjacent to project, 2015-2040 by TAZ (70%) |
| | Intermodal access and efficiency, tons of goods impacted (20%) | Intermodal access and efficiency/tons of goods impacted (30%) |
| | Improvement to travel time reliability (20%) | |
| Environmental Quality (10%) | Potential to improve air quality/ environmental effect (50%) | Potential to improve air quality/ environmental effect (100%) |
| | Impact to natural and cultural resources (50%) | |

Potential for Safety Improvement (PSI)



Safety Scoring Example

| Project 1 | | SCORE | 202 |
|------------------------|-----|-------|-----|
| Segment effected | - | | |
| Segment score | | | 0 |
| Intersections effected | 49 | | |
| Intersection scores | 202 | | 202 |

| Project 2 | | SCORE | 732 |
|------------------------|-----|-------|-----|
| Segment effected | 2 | | |
| Segment score | 249 | | 249 |
| Intersections effected | 100 | 90 | 80 |
| Intersection scores | 151 | 161 | 171 |
| | | | 483 |

Based on 250 PSI locations in segment & intersection datasets

Economic Development Metric

Support of Job Growth Areas (70%)

Use Smart Scale buffer distances

Table 10.3 Buffer Distance by Project Type and Adjustment for Provision of Access

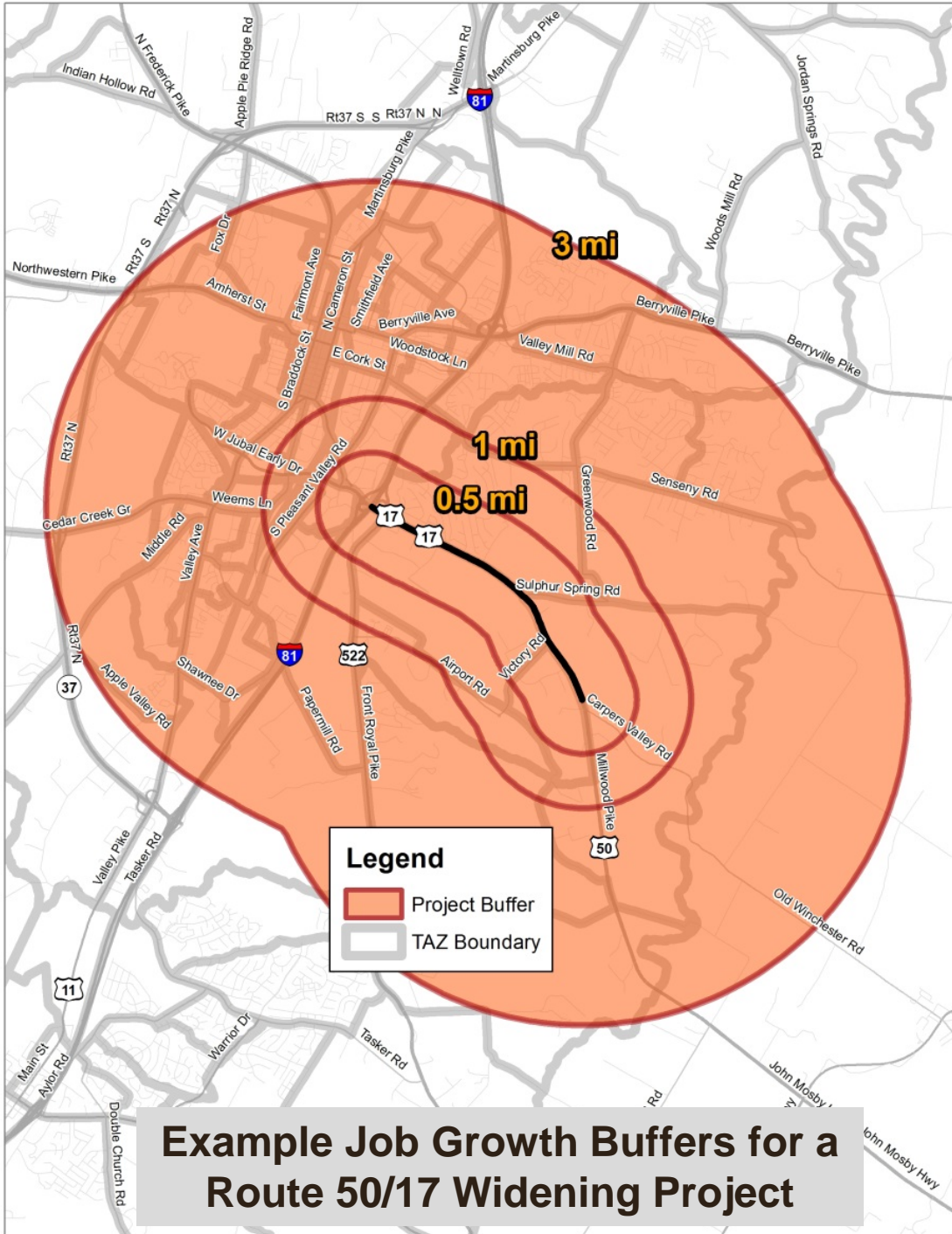
| Buffer Distance to Determine Total Square Footage | Applicable Project Types |
|---|---|
| Tier 1 Project Type – 0.5 mile buffer | Turn Lane, Intelligent Transportation Systems, Bike Lane or Path, Sidewalk, Bus Stop, Park & Ride Lot |
| Tier 2 Project Type – 1 mile buffer | Access Management, Signal optimization, Increase Bus service, Improvement to Rail Transit Station |
| Tier 3 Project Type – 3 mile buffer | New through lane, new/improved interchange, new bridge, new Rail Transit Station, additional Rail Track |

Economic Development Metric

Support of Job Growth Areas (70%)

Proposed Distance Decay Weighting of Job Growth

| Buffer Distance | % Job Growth Counted |
|---------------------------|----------------------|
| ≥ 0.5 miles | 100% |
| > 0.5 and ≤ 1 mile | 50% |
| > 1 mile to 3 miles | 25% |





Agency Responsibilities – Screening Step

| Performance Category | Proposed Performance Measure | Responsible Agency |
|--------------------------|--|--------------------|
| Congestion | Projects diverts traffic from or adds capacity to a congested roadway segment (volume-to-capacity ratio, $V/C \geq 0.8$) under 2015 conditions in the WinFred MPO travel demand model | VDOT |
| Multimodal Accessibility | Project includes pedestrian, bike, and/or transit mode component | WinFred MPO |
| Safety | Project diverts traffic from or overlaps a roadway segment or intersection identified in VDOT's Potential for Safety Improvement (PSI) list | WinFred MPO |
| Economic Development | Distance decay weighted quantity of 2015-2040 job growth adjacent to the project using assumptions in the WinFred MPO travel demand model | VDOT |
| Magnitude of Cost | Planning level cost per mile multiplied by project length | VDOT |

Agency Responsibilities – Detailed Scoring

| Smart Scale Scoring Measure | Proposed Performance Metric (Measure Weight) | Responsible Agency |
|-------------------------------|---|--------------------|
| Congestion Mitigation (15%) | Reduction in network vehicle hours traveled (VHT) using WinFred MPO travel demand model, 2015 conditions (100%) | VDOT |
| Safety (25%) | Rank-weighted sum of segments and intersections identified in VDOT's Potential for Safety Improvement (PSI) list (100%) | WinFred MPO |
| Accessibility (25%) | Increase in average job accessibility per resident (60%) | VDOT |
| | Increase in average job accessibility per resident for disadvantaged populations (20%) | VDOT |
| | Increase in access to multimodal travel choices (20%) | WinFred MPO |
| Economic Development (25%) | Decay weighted job growth adjacent to project, 2015-2040 by TAZ (70%) | VDOT |
| | Intermodal access and efficiency/tons of goods impacted (30%) | WinFred MPO |
| Environmental Quality (10%) | Potential to improve air quality/environmental effect (100%) | WinFred MPO |
| Planning Level Cost Estimates | TMPD Cost Estimating Worksheet | VDOT |

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Technical Advisory Committee Minutes: March 5, 2019 @ 10 a.m.

**WinTran Office
301 East Cork Street, Winchester, VA
First Floor Conference Room**

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| | Rusty Harrington, VA Dept. of Aviation | | | | |

**Winchester Frederick County (WinFred) MPO
TECHNICAL ADVISORY COMMITTEE (TAC) Meeting Minutes
March 5, 2019 - 10:00 a.m.
WinTran Offices – Conference Room
301 East Cork St., Winchester, VA**

1. Administrative Items:

- a) Welcome and Introductions – Vice Chair John Bishop welcomed everyone to the meeting.
- b) Review and approval of the February 5, 2019 Technical Advisory Committee Meeting Minutes – A motion was made by Mr. Ruddy approving the minutes, motion seconded by Ms. Wells. Minutes approved.

2. Public Comment Period – None reported.

3. Overview of the Proposed Redevelopment of the Winchester Public Works Yard – Perry Eisenach, City of Winchester

Mr. Eisenach explained the future building plans for the public works yard.

4. Discussion of the FY20 Unified Planning Work Program (UPWP) Tasks – Group

Ms. Taylor and Mr. Madera presented for discussion a rough draft of the FY20 UPWP. Ms. Taylor noted several ideas and suggestions from the committee and will update the UPWP for presentation at TAC in April.

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

- Project Steering Meeting: March 14, 2019
- Policy Board: March 20, 2019
- Technical Advisory Committee: April 2, 2019

6. VDOT/DRPT/Staff Updates – Mr. Short reported that VDOT recommended funding scenarios have now been posted. Ms. Williams stated that DRPT is evaluating FY20 grant applications.

7. Other Business – The committee agreed to have Mr. Short present an I-81 update to the Policy Board in March.

Meeting adjourned at 10:57 a.m.

Definition of Acronyms on next page

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

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

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| | 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

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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.

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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

Technical Advisory Committee Minutes: May 7, 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 | ✓ | Brad Reed, VDOT |
| | VDOT | | Winchester | ✓ | Grant Sanders, VDOT |
| | 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
May 7, 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 April 2, 2019 Technical Advisory Committee Meeting Minutes – Motion made by Mr. Ruddy approving the minutes, second by Mr. Reed. Motion carried.

2. Public Comment Period – None reported.

3. Adaptive Signal Controllers – Grant Sanders, VDOT

Mr. Sanders gave an overview of the InSync Adaptive Traffic Control System that operates signals in the City and County. This was for information only; no action requested.

4. 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: May 15, 2019 – Potentially Cancelled
- Technical Advisory Committee: June 4, 2019

5. VDOT/DRPT/Staff Updates

Mr. Reed reported the following: Pre-application deadline for TA and Revenue sharing has been moved to October 1, 2019; HSIP program will not have a pre-application- Application deadline is August; STARS application was submitted for Pleasant Valley between Tevis and Cork Street and was selected for funding; LRTP vision list set of projects *to do* - clarify scopes and inclusion or non- inclusion of certain items. Review the list and note that there is a locality sign off column.

Mr. Madera stated that all I-81 project meetings will follow the monthly TAC meetings. Meetings will last around 30 minutes.

6. Other Business

Mr. Bishop spoke in regards to the SmartScale program and how it is being implemented. This item will be added to the June TAC meeting agenda for further discussion.

Meeting adjourned at 11:15

Definition of Acronyms on next page

Glossary of Acronyms

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Technical Advisory Committee Minutes: June 4, 2019 @ 10 a.m.

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

| Member Jurisdiction Representatives | | | | | |
|-------------------------------------|---|---|---------------------------|---|-----------------------|
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| | Rusty Harrington, VA Dept. of Aviation | | | | |

**Winchester Frederick County (WinFred) MPO
TECHNICAL ADVISORY COMMITTEE (TAC) Meeting Minutes
June 4, 2019 - 10:00 a.m.
Frederick County Administrative Offices – First Floor Conference Room
107 N. Kent Street, Winchester, VA**

1. Administrative Items:

- a) Adoption of Agenda – A motion was made by Mr. Ruddy adopting the agenda, seconded by Mr. Eisenach. Motion approved.
- b) Welcome and Introductions – Chairman Youmans welcomed everyone to the meeting.
- c) Review and approval of the May 7, 2019 Technical Advisory Committee Meeting Minutes – A motion was made by Mr. Ruddy approving the minutes, seconded by Mr. Eisenach. Motion approved.

2. Public Comment Period – None reported.

3. VTRANS Update – Katie Schwing, Office of Intermodal Planning & Investment

Ms. Schwing gave a presentation on the VTRANS update. (*attached*)

4. Highway Safety Improvement Program Presentation - Keith Rider, Staunton District Traffic Engineer

Mr. Rider was absent; Mr. Short spoke in his place updating everyone that the program is going to be put on hold for this year.

5. SmartScale Discussion – John Bishop, Frederick County

Mr. Bishop gave an update on the SmartScale Discussion and will present it to the Policy Board this month.

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

- Project Steering Meeting: July 19, 2019 following the Policy Board meeting.
- Policy Board: June 19, 2019; July potentially cancelled
- Technical Advisory Committee: July meeting cancelled

7. VDOT/DRPT/Staff Updates (10 minutes)

VDOT: Mr. Short updated on I-81, they have been working with their colleagues in Richmond to prioritize the priority list of the 2.2 billion dollars. They've got a series of meetings that they've had and spreadsheets in preparation for the I-81 committee meetings, expected to take place sometime in July. He stated that things are moving quickly.

8. Other Business – None reported.

Meeting adjourned at 11:45 a.m.

A meeting quorum shall be established by two (2) members of the CITY,
two (2) members of the COUNTY and one (1) member of the STATE

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COMMONWEALTH *of* VIRGINIA
Office of the
SECRETARY *of* TRANSPORTATION

VTrans Update

WinFred MPO TAC Meeting

Katie Schwing, OIPI

Tuesday, June 4th, 2019



FEEDBACK REQUESTS CHECKLIST

- ☐ Share performance measures to be used for Needs Identification (today's meeting)
- ☐ Confirm activity centers (ongoing & July regional workshop)
- ☐ Confirm presence of UDAs and UDA contacts (ongoing with localities)



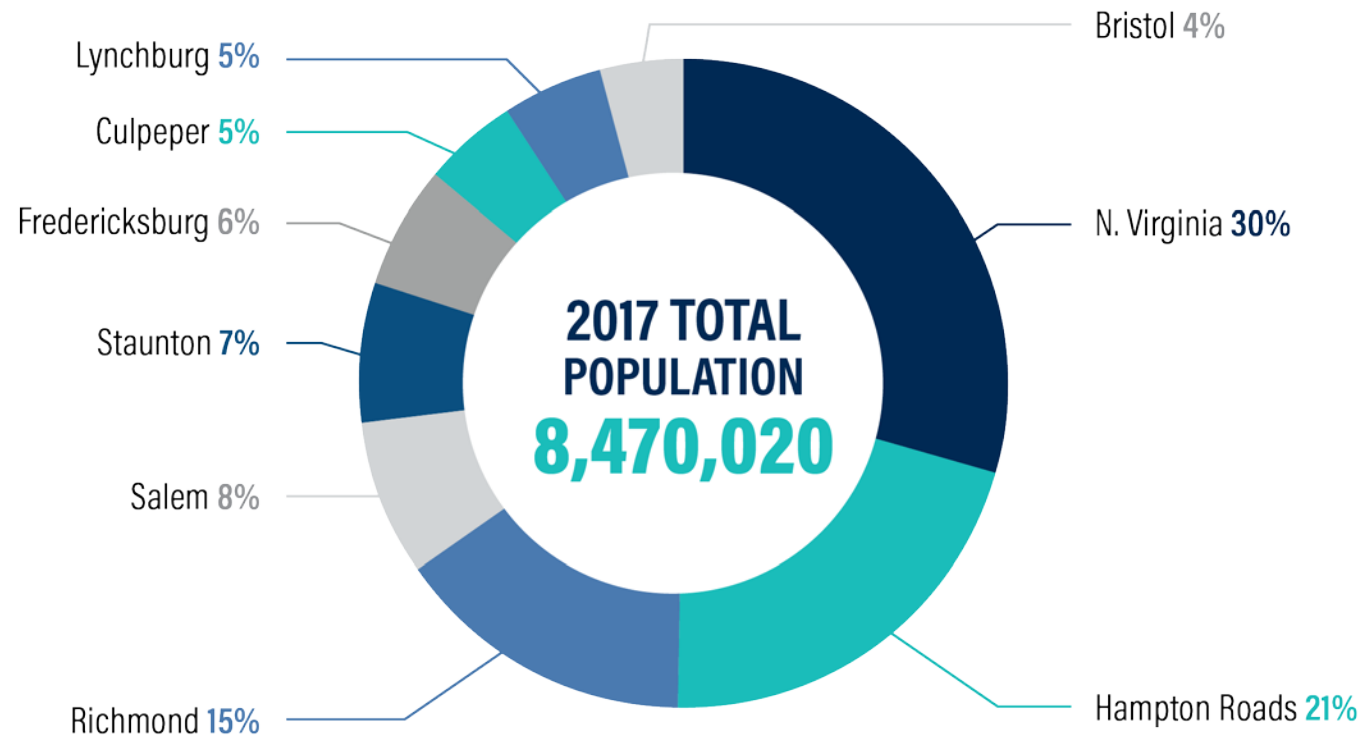
TRANSPORTATION'S ROLE IN ECONOMY

- Population and employment trends provide insight to transportation demand:
 - Economic model is changing – some businesses are choosing locations based on quality of life (workers prefer walkable places to live and work)
 - Different industry clusters have different transportation modal demand
 - Transportation plays an important role in attracting future workforce
 - Generational values/expectations guide where people choose to live and work

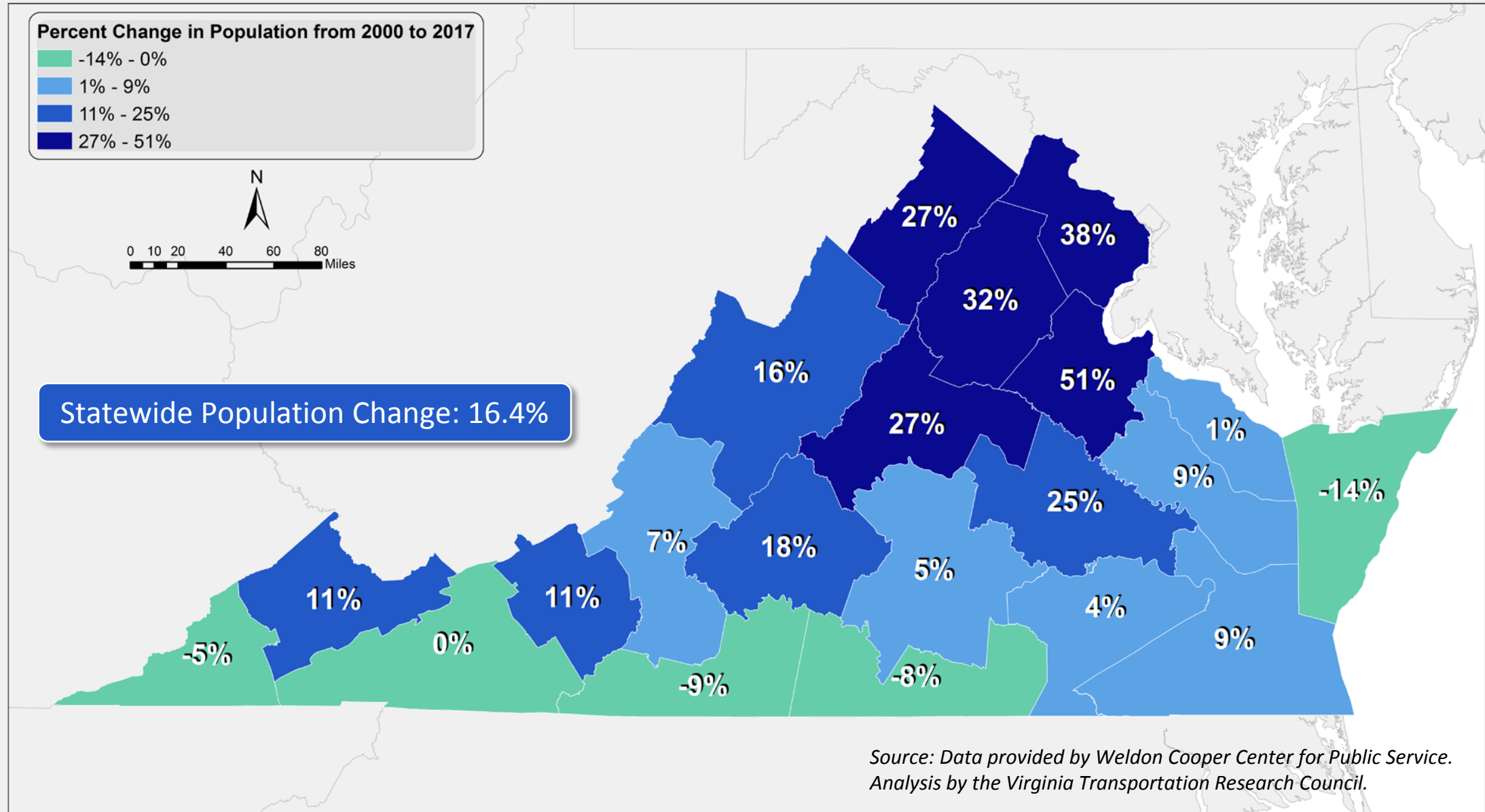


DEMOGRAPHIC TRENDS: POPULATION BY CTB DISTRICT

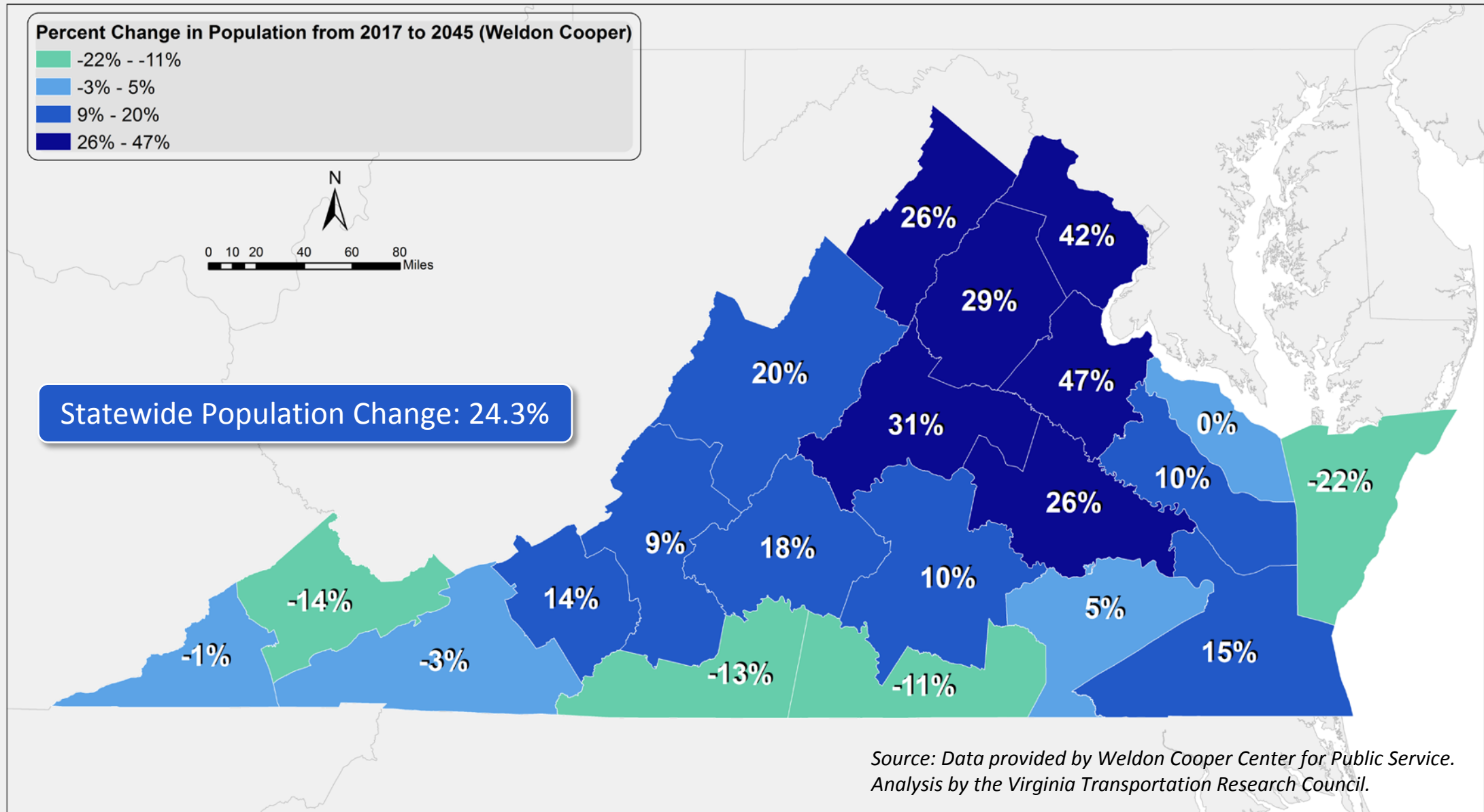
Percentage of Population *(By CTB District)*



DEMOGRAPHIC TRENDS: POPULATION CHANGE BY PDCs – 2000-2017

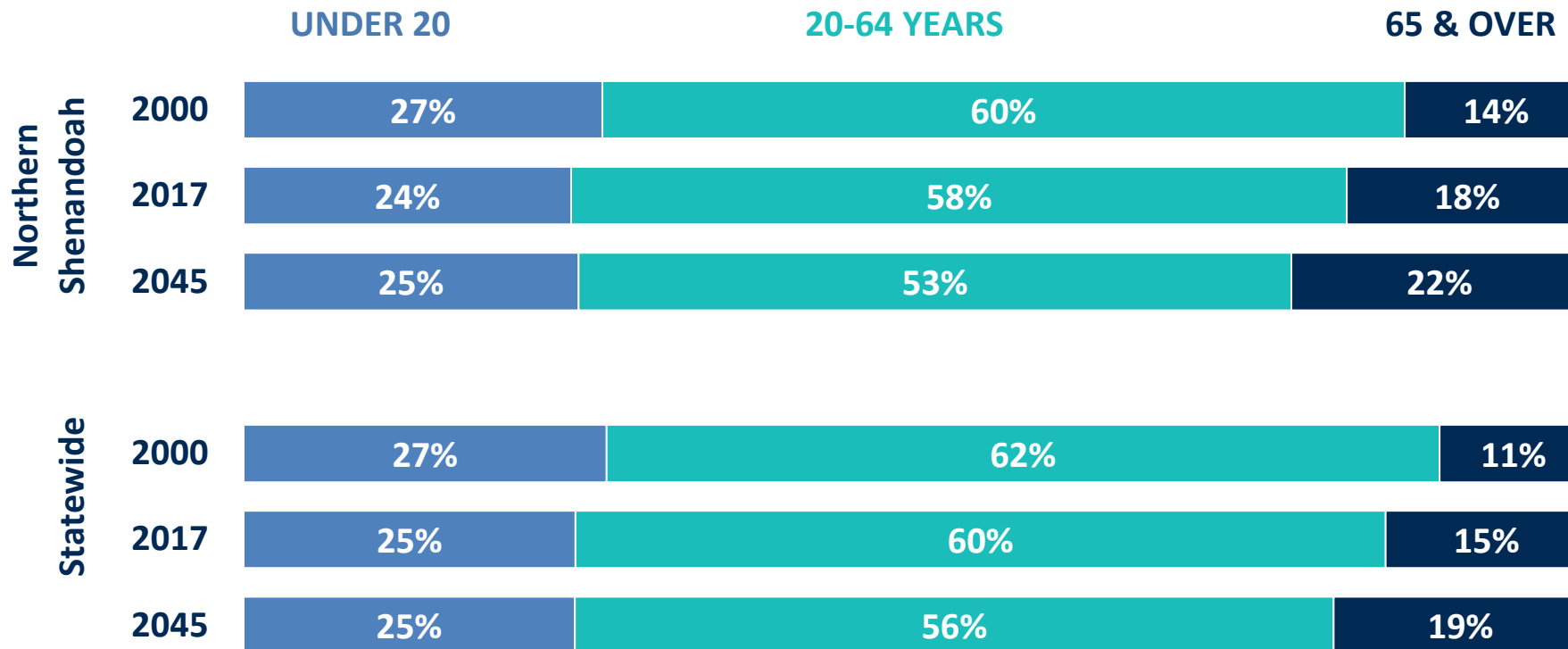


DEMOGRAPHIC TRENDS: POPULATION CHANGE BY PDCS – 2017-2045

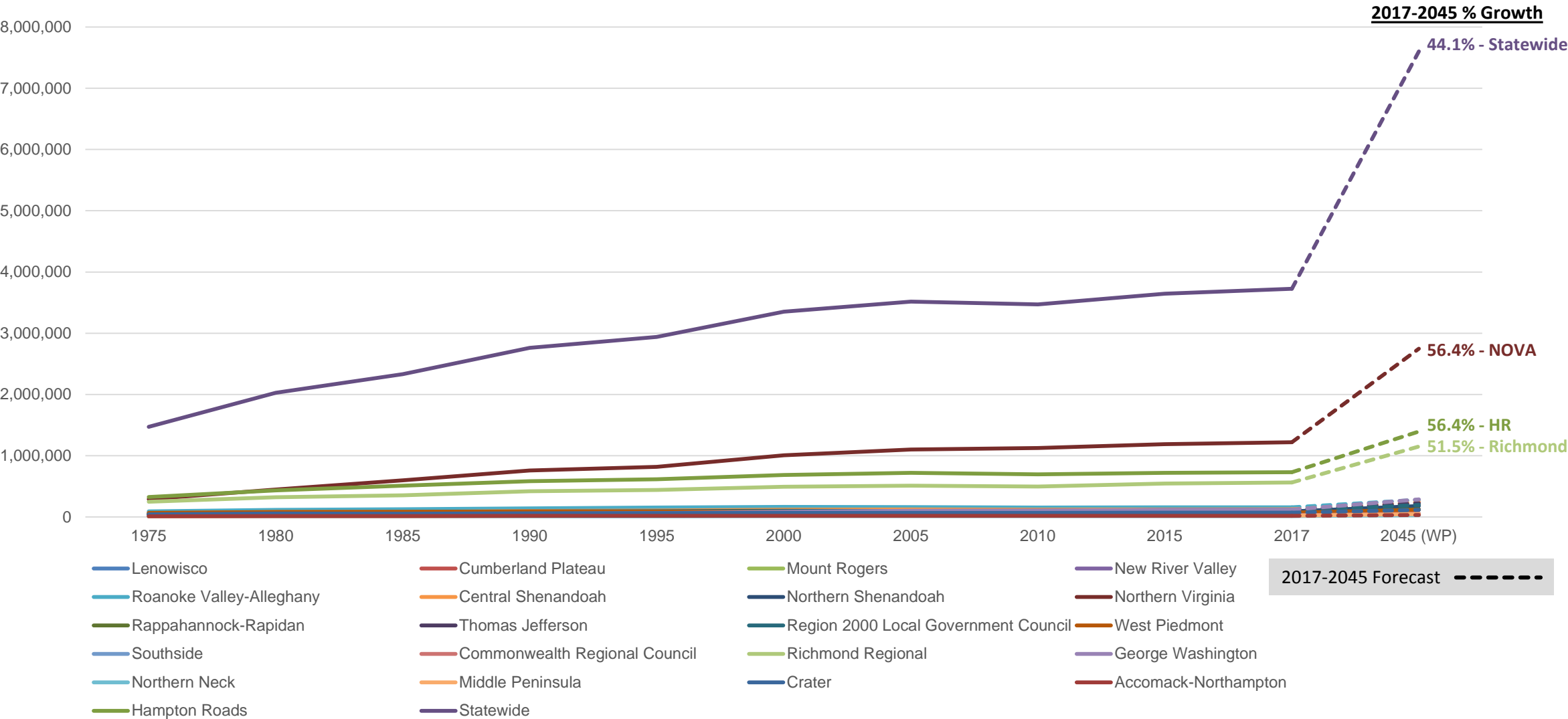


DEMOGRAPHIC TRENDS: AGE DISTRIBUTION BY PDC

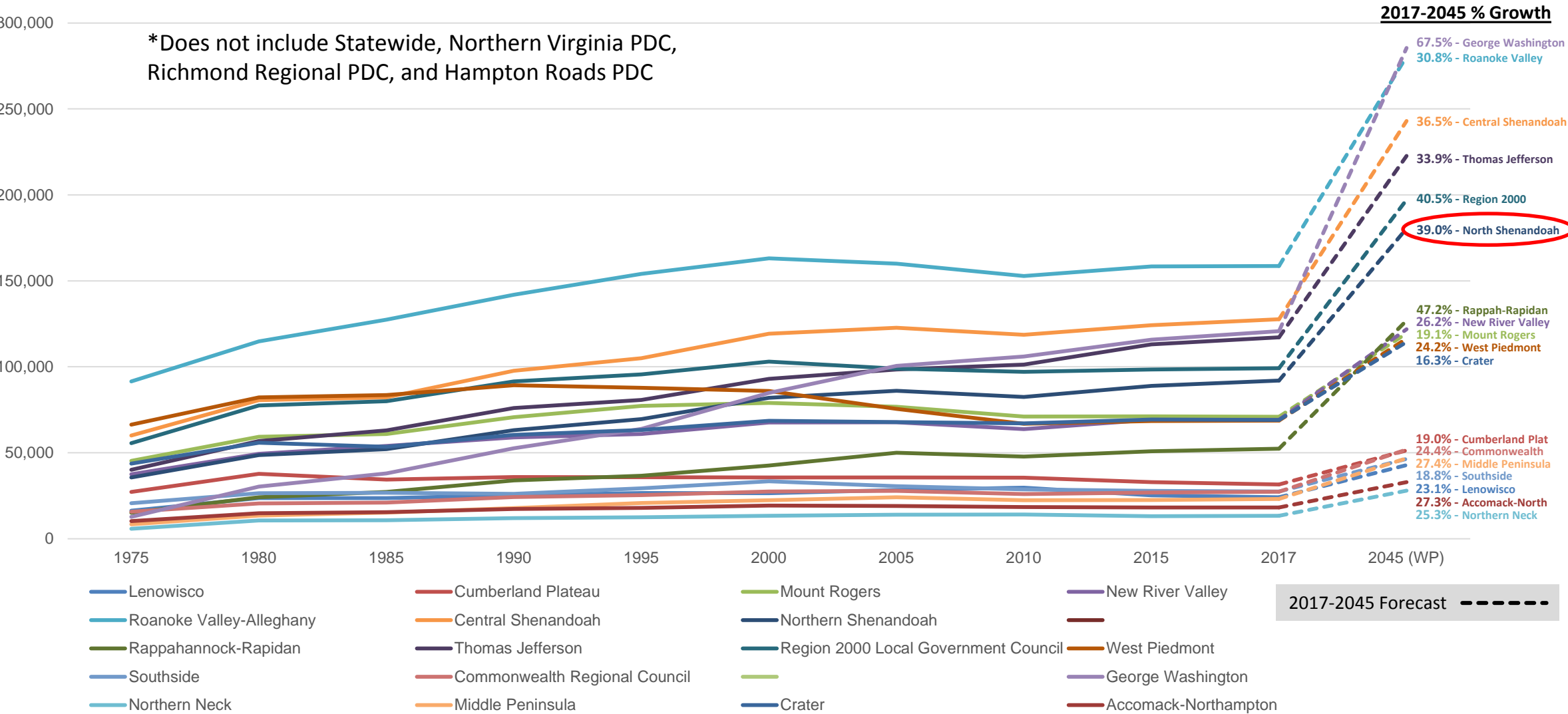
Northern Shenandoah Valley RC



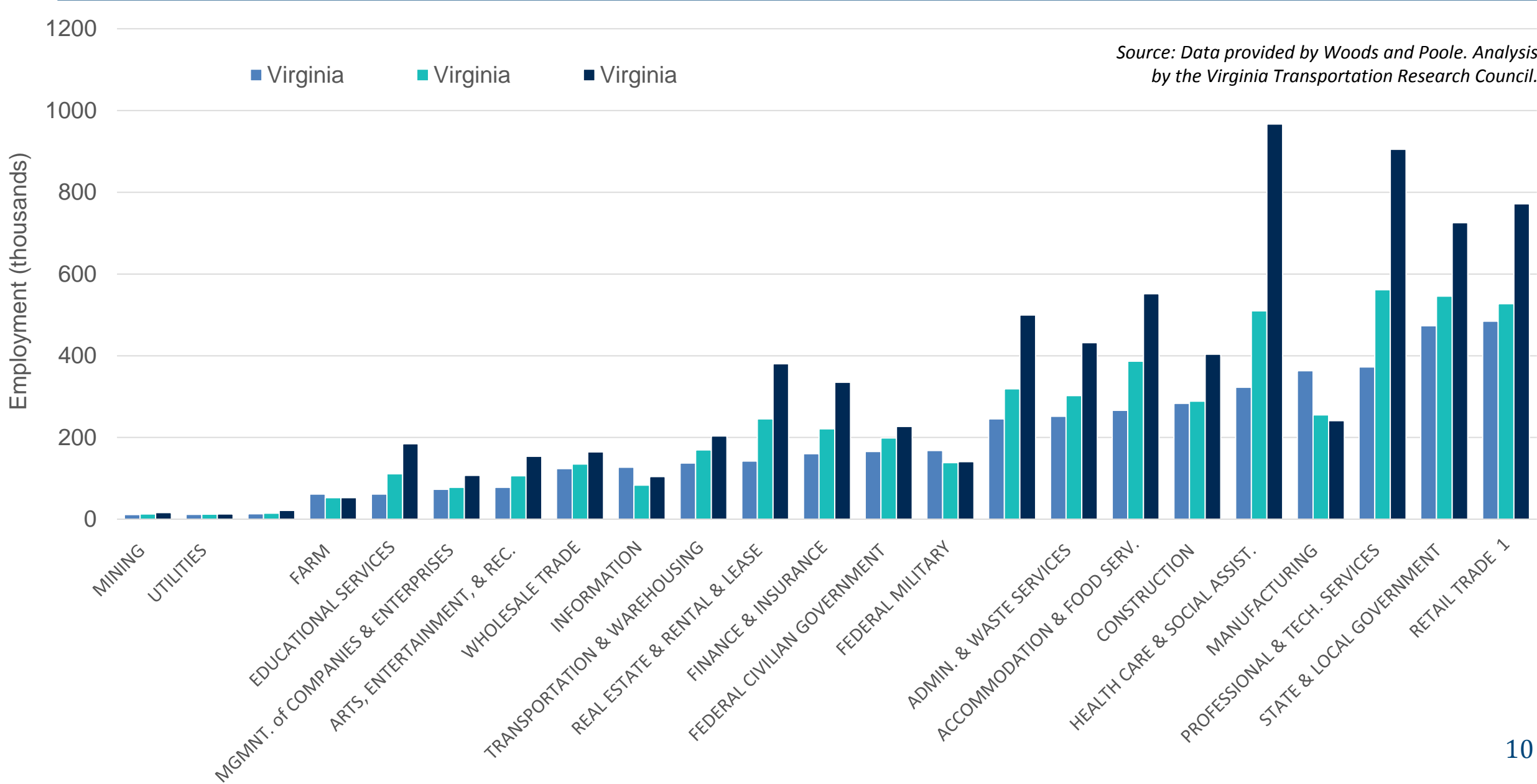
DEMOGRAPHIC TRENDS: EMPLOYMENT BY PDC – 1975 TO 2045



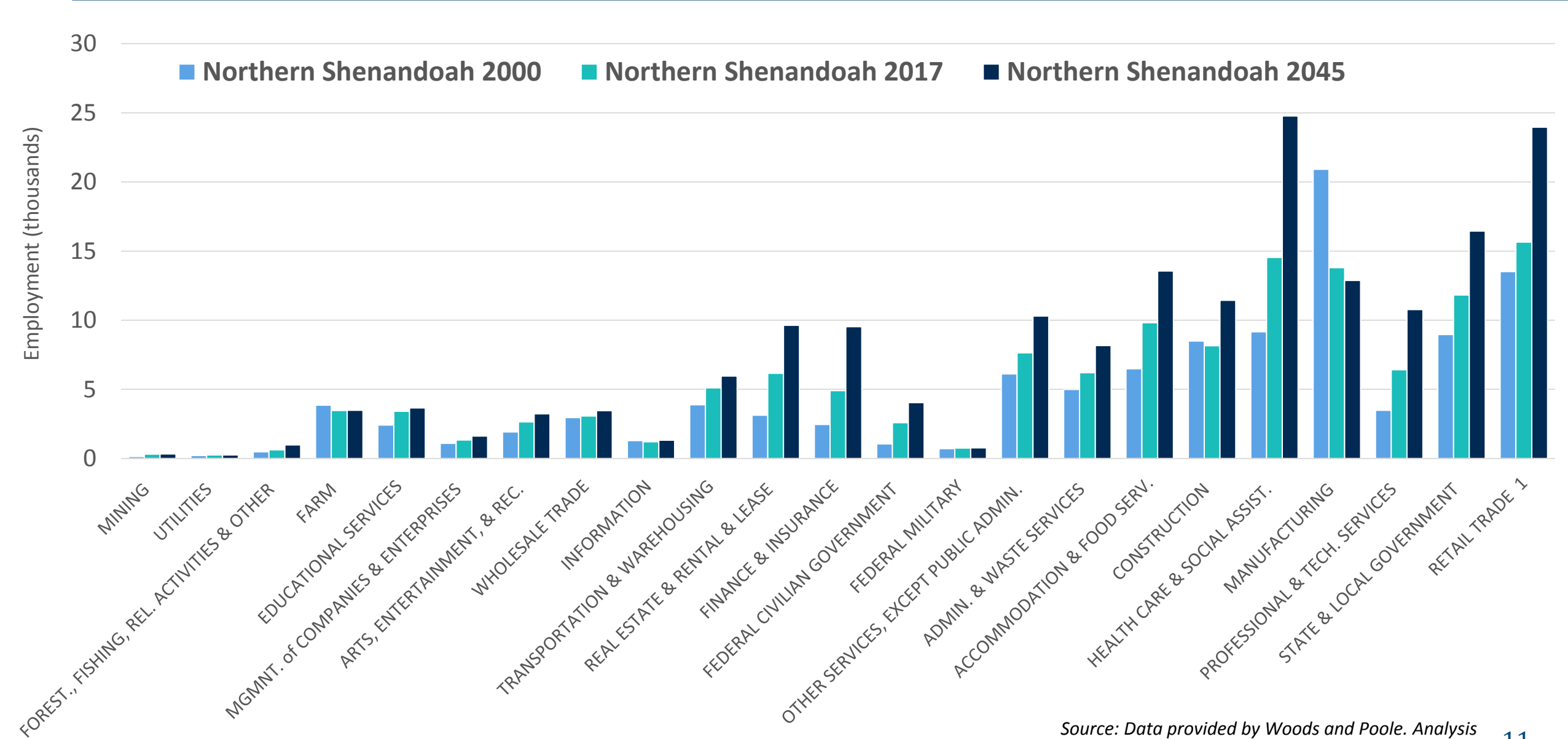
DEMOGRAPHIC TRENDS: EMPLOYMENT BY PDC – 1975 TO 2045*



DEMOGRAPHIC TRENDS: STATEWIDE EMPLOYMENT BY INDUSTRY

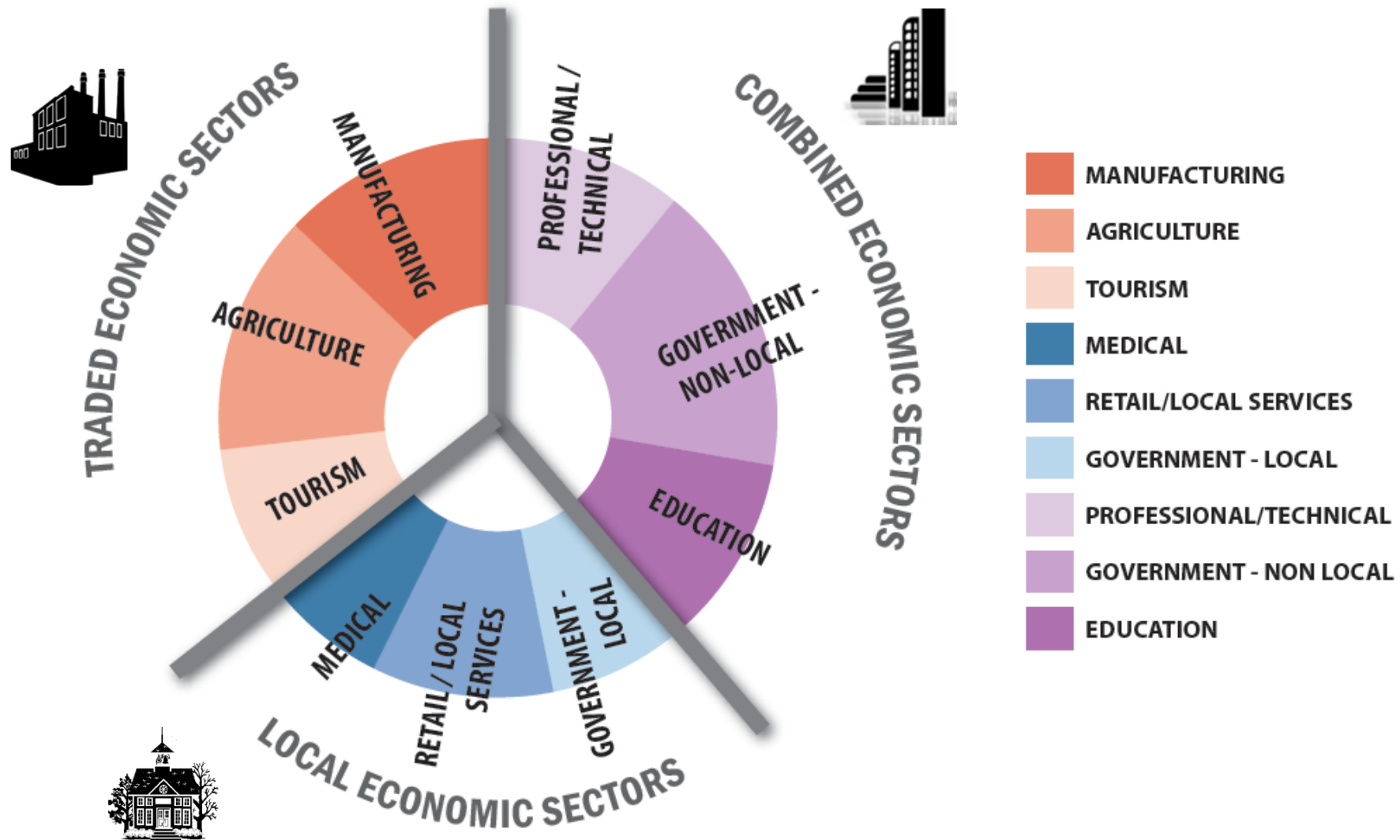


DEMOGRAPHIC TRENDS: PDC EMPLOYMENT BY INDUSTRY



Source: Data provided by Woods and Poole. Analysis by the Virginia Transportation Research Council.

ECONOMIC-TRANSPORTATION LINKAGES | INDUSTRY CLUSTERS



ECONOMIC-TRANSPORTATION LINKAGES | TRANSPORTATION

Different industry clusters have different *Needs*, *Opportunities* and *Constraints* for efficient transportation



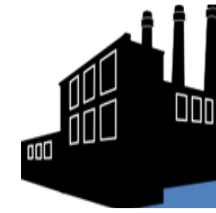
Knowledge-Based

- Mixed-use development
- Walking between destinations
- Traditional peak commute times
- Airport access



Local Serving

- Different peak commute times
- Customer traffic
- Trip-chaining destinations
- Truck deliveries



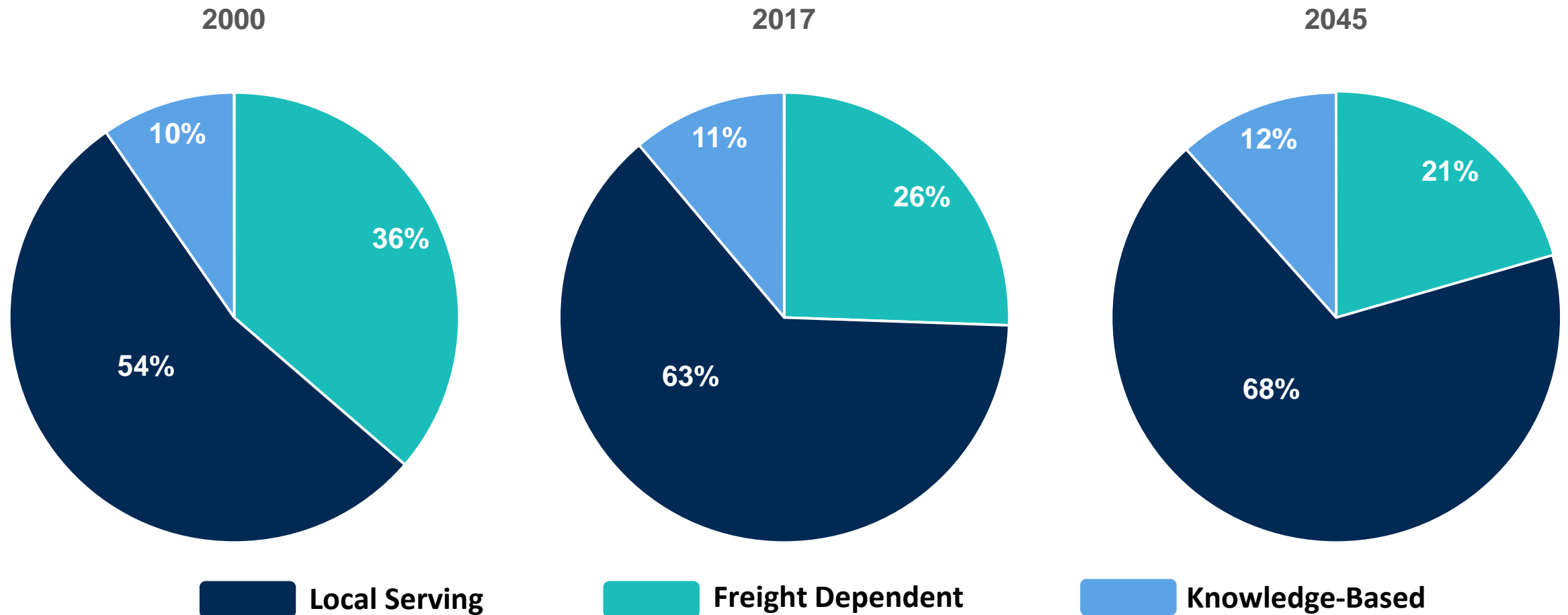
Freight Dependent

- Shift hours
- Truck origins and destinations
- Rail, port and/or airport access
- Remote locations



DEMOGRAPHIC TRENDS: PDC EMPLOYMENT BY INDUSTRY

Northern Shenandoah Valley RC



Statewide:

2000: Local 58%, Freight 23%, Knowledge 19%

2017: Local 63%, Freight 18%, Knowledge 19%

2045: Local 65%, Freight 15%, Knowledge 20%

Source: Data provided by Woods and Poole. Analysis by the Virginia Transportation Research Council.

TRAVEL MARKETS OVERVIEW

- **Corridors of Statewide Significance (CoSS)** [Code of Virginia [§ 33.2-35](#)]
 - Serve inter-regional travel
- **Regional Networks** [Code of Virginia in in [§ 33.2-353](#)]
 - Serve commuters, intra-regional, and local travel
- **Urban Development Areas (UDA)** [Code of Virginia [§ 33.2-353](#) and [§ 15.2-2223.1](#)]
 - Designated by local governments
 - Intended to promote walkable development and traditional neighborhood design

Corridors of Statewide Significance*

- Coastal Corridor
- Crescent Corridor
- East-West Corridor
- Eastern Shore Corridor
- Heartland Corridor
- North Carolina to West Virginia Corridor
- North-South Corridor
- Northern Virginia Corridor
- Seminole Corridor
- Southside Corridor
- Washington to North Carolina Corridor
- Western Mountain Corridor

*Thin lines of same color represent Corridor Component Facilities

-  Airports
-  Ports
-  Rail Network

Travel Markets:

Corridors of Statewide Significance serve inter-regional travel.



0 10 20 40 60 80 Miles



VTRANS

VIRGINIA'S
TRANSPORTATION PLAN

Corridors of Statewide Significance*

- Coastal Corridor
- Crescent Corridor
- East-West Corridor
- Eastern Shore Corridor
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*Thin lines of same color represent Corridor Component Facilities

- Airports
- Ports
- Rail Network
- Regional Networks













Travel Markets:

Corridors of Statewide Significance serve inter-regional travel.

Regional Networks serve commuters, intra-regional and local travel.



Corridors of Statewide Significance*

-  Coastal Corridor
-  Crescent Corridor
-  East-West Corridor
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-  Heartland Corridor
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-  North-South Corridor
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*Thin lines of same color represent Corridor Component Facilities

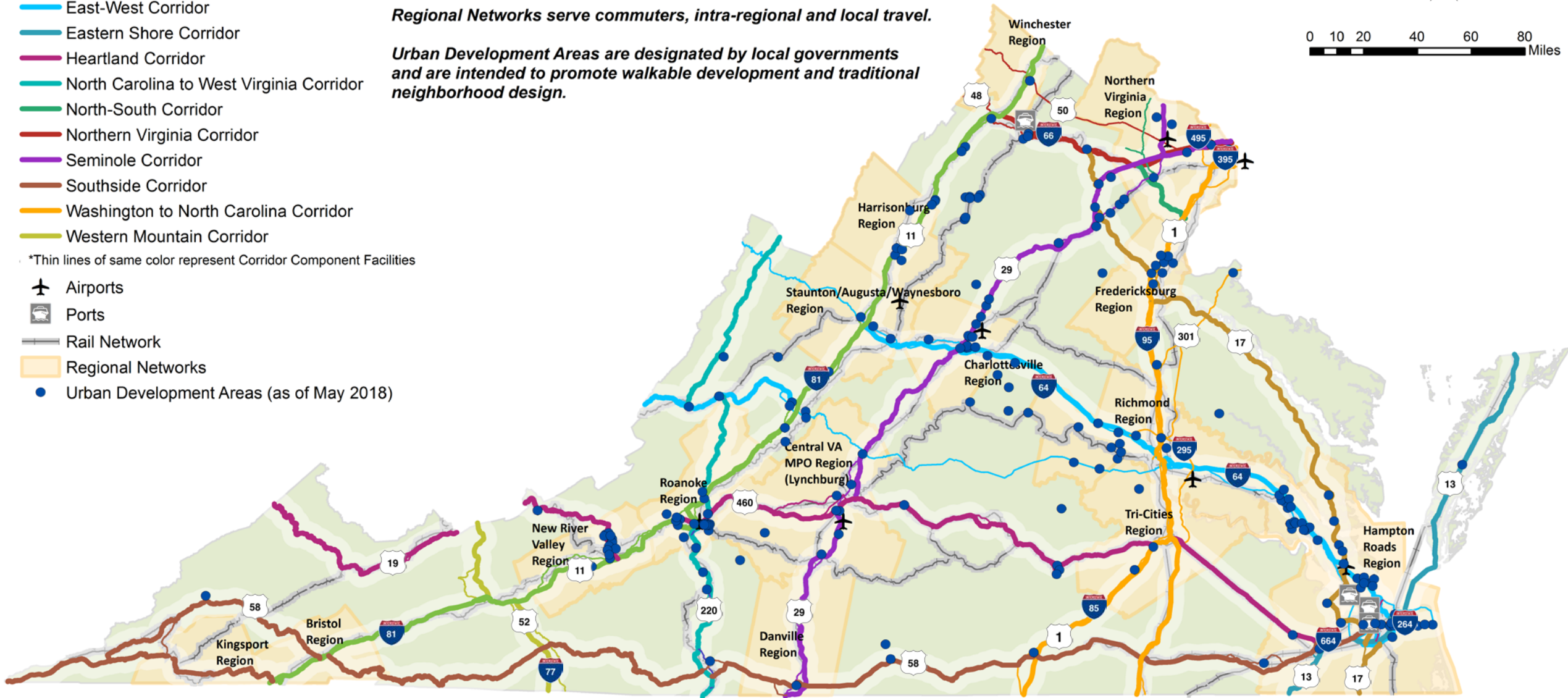
-  Airports
-  Ports
-  Rail Network
-  Regional Networks
-  Urban Development Areas (as of May 2018)

Travel Markets:

Corridors of Statewide Significance serve inter-regional travel.

Regional Networks serve commuters, intra-regional and local travel.

Urban Development Areas are designated by local governments and are intended to promote walkable development and traditional neighborhood design.



Mid-Term Needs Approach:

- Validate and build upon needs identified in VTrans2040
- Introduce new/improved data sources and new measures in line with federal performance reporting requirements
- Tie measures to VTrans Goals and Objectives
- Coordinate with regional and local stakeholders to update needs

Mid-Term Needs Approach by Travel Markets:

- CoSS – more data-driven, smaller segments than last time
- RN – build on VTrans2040, verify, update, confirm/revise
- UDA – build on VTrans2040, verify, update, confirm/revise
- Safety – Potential for Safety Improvements (PSI)

TRAVEL MARKETS & MID-TERM NEEDS ANALYSIS








| | CoSS | Regional Networks | UDA | Safety (Statewide) |
|--|--|---|---|--|
| Starting Point | Full Analysis of CoSS | VTrans2040 RN needs | VTrans2040 UDA needs | Full analysis of PSI locations |
| How will measures be used? | Identification of new needs | Validation of previously identified needs and identification of new needs | Needs must support UDA legislative requirements (§ 15.2-2223.1) | Identification of new needs |
| Stakeholder engagement required | Review and comment on identified needs | Regional workshops for needs identification with MPOs, PDCs, and localities | Survey/Needs questionnaire with localities | Review and comment on identified needs |

VTRANS GOALS

VTrans2040 Goals



DRAFT - MID-TERM NEEDS IDENTIFICATION MEASURES

| | Goal | Mid-Term Needs Measures | CoSS | Regional Network | UDA | Safety |
|--|------|---|------|------------------|-----|--------|
|  | A | Throughput | ✓ | | | |
|  | A | Travel Time | ✓ | ✓* | | |
|  | A | Person Delay During Unreliable Conditions (PDDUC)** | ✓ | | | |
|  | A | Interstate: Heavy/medium truck*** vehicle hours of delay per lane mile | ✓ | | | |
|  | B | [Accessibility measures – to be determined] | | ✓ | | |
|  | B | Disadvantaged communities beyond ¼ mile access to transit | | ✓ | | |
|  | C | PSI – Potential for safety improvements, (top X percentile and with minimum of Y crashes) | ✓ | ✓ | | ✓ |












* Based on availability of data

** Multiply the volume by the travel time beyond the 50th percentile for segment and time period

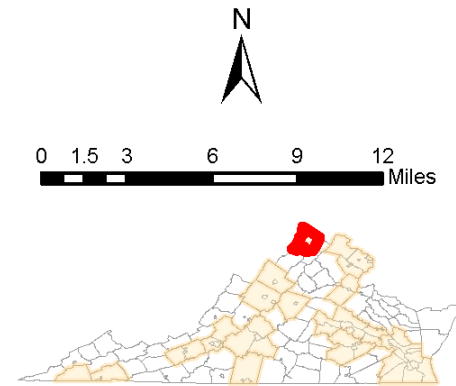
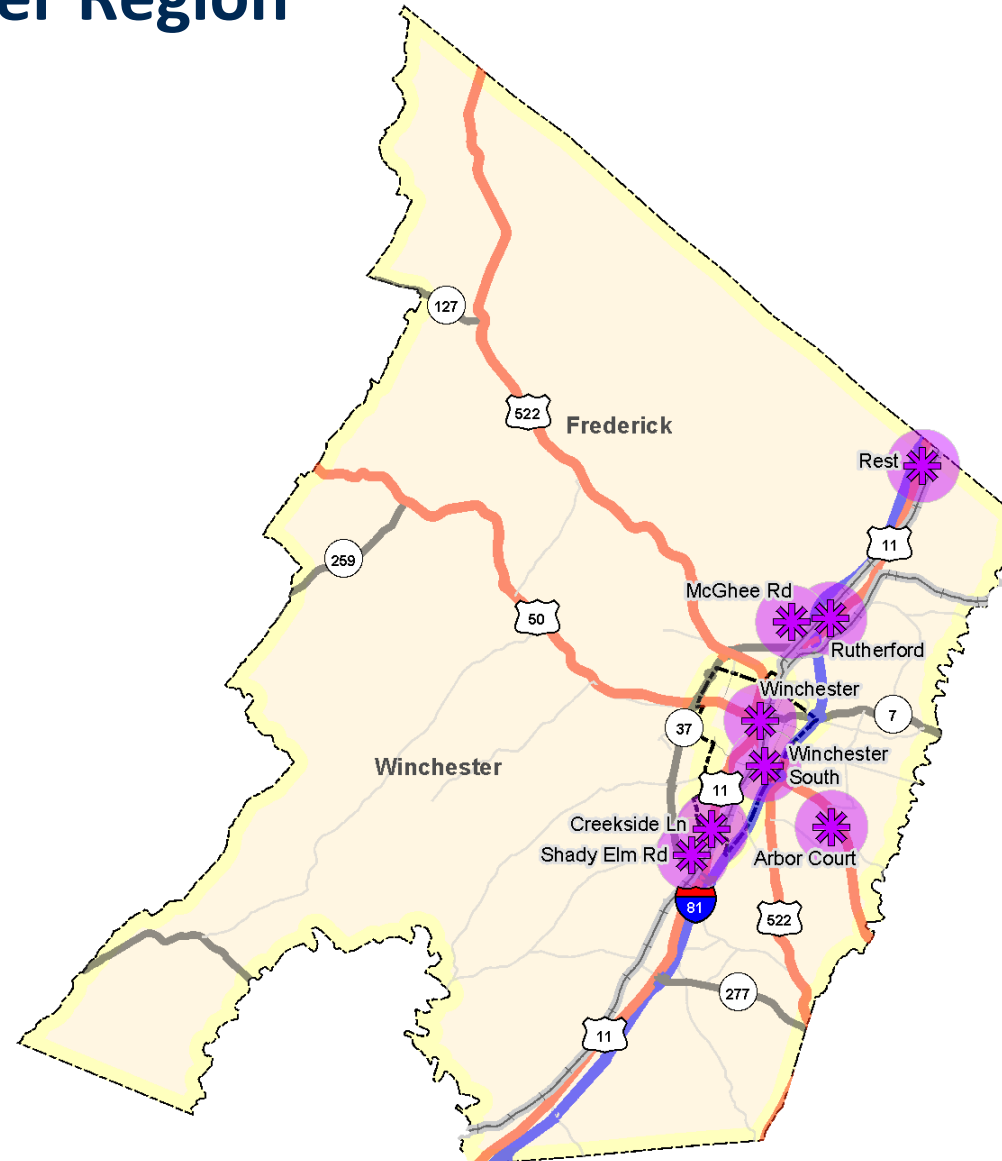
*** Vehicles defined in federal vehicle classification scheme as Class 5 or greater

REGIONAL NETWORKS | ACTIVITY CENTERS

Legend











-  2040 Activity Centers
-  Airports
-  Ports
-  Rail Network
-  Interstate
-  U.S. Route
-  State Route
-  Frontage Road
-  Secondary Route
-  Urban Road
-  Virginia Counties

Winchester Region

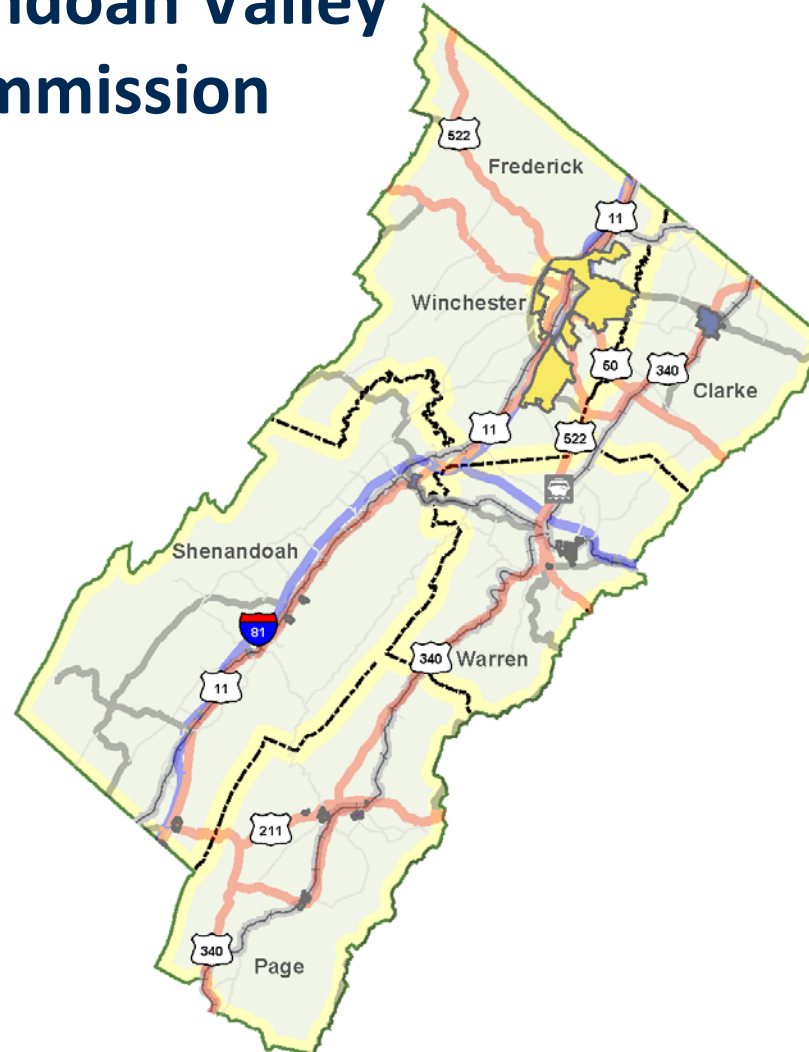
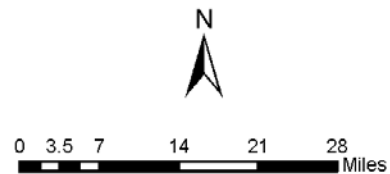


URBAN DEVELOPMENT AREAS



















Legend

-  Airports
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-  Interstate
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-  Secondary Route
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Northern Shenandoah Valley Regional Commission



UDA Boundaries as of February 2019

-  Berryville
-  Frederick County UDA
-  Luray Town
-  New Market Town-Eastern New Market UDA
-  New Market Town-Northern New Market UDA
-  New Market Town-Southern New Market UDA
-  Page County-Judy Lane
-  Page County-Luray Landing
-  Page County-Main St / Bosley
-  Page County-Ramsey
-  Page County-Reservoir Road / Eden Road
-  Page County-W Main St / Leaksville
-  Strasburg - Strasburg UDA
-  Warren County-Front Royal Town North
-  Warren County-Front Royal Town South
-  Warren County-Leach Run
-  Woodstock Town-Area 1
-  Woodstock Town-Area 2



UDA NEEDS UPDATE PROCESS OVERVIEW

- If you have or plan to have a UDA:
 - Verify UDA Contact Name and info
 - Verify UDA list
 - Verify UDA boundaries
 - Submit updated UDA boundary shapefiles (if needed)
 - Submit new UDA boundary shapefiles
 - Complete UDA Needs Questionnaire

PSI-BASED SAFETY NEEDS APPROACH

- Historic crash data being transferred to VDOT's current linearly-referenced network
- Thresholds under review
- Desire to update to focus on “worst of the worst”
- Discussing need/desire to harmonize HSIP & SMART SCALE/VTrans measures
- CTB will approve SMART SCALE measure



MPO PARTICIPATION TIMELINE

| Date | VTrans Task | MPO Role |
|-------------------|---|---|
| May-early June | Presentations to MPO's | Provide feedback at MPO meetings |
| May 30th | Webinar - same as presentation to MPOs | Provide feedback at MPO meetings; PDC role - profile feedback |
| June 14th | Webinar on UDA methodology and Instructions to Localities | Watch webinar, ask questions as needed and be able to provide assistance to UDA locality contacts as needed |
| Mid June | | Provide feedback on needs measures and methodology |
| July-early August | Presentations to MPO's | Attend your area presentation |



MPO PARTICIPATION TIMELINE, CONT'D

| Date | VTrans Task | MPO Role |
|--|---|----------|
| Mid-July | Webinar - same as presentations to MPOs | Attend |
| Before September 1 st | Draft Mid-Term Needs will be sent out to MPO's (and made available publicly as well) | Review |
| September 1 st to early October | OIPI Staff will go out to MPO's to discuss the draft Mid-Term Needs | Attend |
| October 16 th | October CTB meeting: Present draft needs and any feedback we've heard | N/A |
| December 11 th | December CTB Meeting: CTB makes final approval on Vision, Goals, Objectives, measures, needs methodology, and Mid-term Needs list | N/A |
| Before end of 2019 | OIPI will publish final approved list of Mid-Term Needs | N/A |

FEEDBACK REQUESTS CHECKLIST

- ☒ Share performance measures to be used for Needs Identification (today's meeting)
- ☐ Confirm activity centers (ongoing & July regional workshop)
- ☐ Confirm presence of UDAs and UDA contacts (ongoing with localities)



QUESTIONS/DISCUSSION

OIPI Staff Contact Information:

| Name | Phone | Email |
|---------------|--------------|--|
| Katie Schwing | 804.786.2362 | Kathryn.schwing@oipi.virginia.gov |



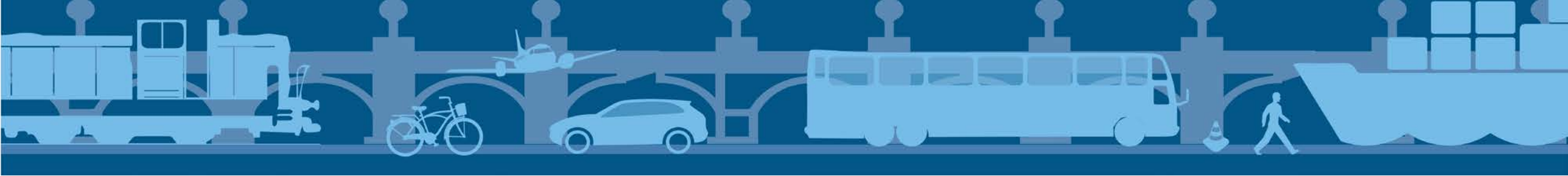
Sign up for updates on the website (www.VTrans.org)



Like our Facebook Page (www.facebook.com/VTransVirginia)



Follow our Instagram Page (www.instagram.com/VTransVirginia)



THANK YOU!

VTRANS



VIRGINIA'S
TRANSPORTATION PLAN



VTRANS

VIRGINIA'S
TRANSPORTATION PLAN

Win-Fred Metropolitan Planning Organization (MPO)

Frederick County ❖ City of Winchester ❖ Town of Stephens City



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Phone: 540-636-8800

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Technical Advisory Committee Minutes: September 3, 2019 @ 10 a.m.

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

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| ✓ | 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 Minutes
September 3, 2019 - 10:00 a.m.
Frederick County Administrative Offices – First Floor Conference Room
107 N. Kent Street, Winchester, VA**

1. Administrative Items:

- a) Adoption of Agenda – A motion was made by Mr. Bishop adopting the agenda; seconded by Mr. Ruddy. Motion approved.
- b) Welcome and Introductions – Chairman Youmans welcomed everyone to the meeting.
- c) Review and approval of the June 4, 2019 Technical Advisory Committee Meeting Minutes – Motion to approve made by Mr. Ruddy; seconded by Mr. Short. Motion approved.

2. Public Comment Period – None reported.

3. WinFred CLRP Amendment Request for I-81 Projects – Terry Short, VDOT

Mr. Short stated that VDOT requests an amendment to the CLRP to include all projects in the I-81 Corridor Improvement Plan within the MPO's jurisdiction. He stated that this is mainly an administrative item. The only projects that can advance are what the CTB approved for I-81 in June 2019. He stated that the MPO CLRP will need to be amended to reflect these projects. Following discussion, **a motion was made by Mr. Bishop to forward a recommendation of approval to the Policy Board approving the 20-day public comment period to add the 313-317 widening project and included in the WinFred MPO CLRP. Motion seconded by Mr. Ruddy. Motion carried.**

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Mr. Madera gave a PPT on the WinFred MPO LRTP review and prioritization update (attached).

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VDOT Revenue sharing projects are due by October 1, 2019; Mr. Bishop announced that Frederick County will hold the annual Transportation Forum on October 28 in the BOS meeting room. Ms. Taylor reported that the Commuter Bus from Front Royal to DC is still operating. Mr. Davis updated the committee on the Shenandoah County Transit Study and Rails to Trails project.

Meeting adjourned at 11 a.m.

Glossary of Acronyms

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L RTP Prioritization Status Report

September 2019



Purpose

- Meet performance-based planning requirements
- Improve funding competitiveness
- Increase transparency
- Improve plan effectiveness toward stated goals

Tasks

- Develop methodology (VDOT) – COMPLETED
- Update project list (MPO) -- COMPLETED
- Model, score, and rank using Smart Scale-like method (VDOT)
- Prioritize projects (MPO)
- Draft new CLRP (MPO)

Task: Update project list

- Project Steering Committee
- Three two-hour sessions -- June, July, August
- Reviewed 123 projects
- Deleted 39 projects
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NEXT STEP

- Model & score 37 projects – VDOT staff

**Winchester Frederick County (WinFred) MPO
TECHNICAL ADVISORY COMMITTEE (TAC) Meeting
November 5, 2019 - 10:00 a.m.
Frederick County Administrative Offices – First Floor Conference Room
107 N. Kent Street, Winchester, VA**

AGENDA

1. Administrative Items:

- a) Adoption of Agenda
- b) Welcome and Introductions
- c) Review and approval of the September 5, 2019 Technical Advisory Committee Meeting Minutes
(Attached)

2. Public Comment Period

3. Update from FHWA – Richard Duran, FHWA

4. MPO Safety Performance Trends and 2020 State Safety Targets – John Madera, WinFred MPO

Virginia MPOs must either agree to support statewide targets or adopt their own by February 27, 2020.

5. Long Range Transportation Plan Review and Prioritization Update – John Madera, WinFred MPO

6. System Planning Update – Terry Short, VDOT

Status reports on studies currently underway, including the North Winchester Area Plan Phase 2 and the Route 7 and Pleasant Valley Road STARS studies.

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

- Project Steering Meeting: November 5, 2019 (Following TAC Meeting)
- Policy Board: December 18, 2019
- Technical Advisory Committee: December 3, 2019

8. VDOT/DRPT/Staff Updates (10 minutes)

9. Other Business (5 minutes)

10. Adjourn

**A meeting quorum shall be established by two (2) members of the CITY,
two (2) members of the COUNTY and one (1) member of the STATE**

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Draft Technical Advisory Committee Minutes: September 3, 2019 @ 10 a.m.

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September 3, 2019 - 10:00 a.m.
Frederick County Administrative Offices – First Floor Conference Room
107 N. Kent Street, Winchester, VA**

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- a) Adoption of Agenda – A motion was made by Mr. Bishop adopting the agenda; seconded by Mr. Ruddy. Motion approved.
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- c) Review and approval of the June 4, 2019 Technical Advisory Committee Meeting Minutes – Motion to approve made by Mr. Ruddy; seconded by Mr. Short. Motion approved.

2. Public Comment Period – None reported.

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Technical Advisory Committee Minutes: December 3, 2019 @ 10 a.m.

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107 N. Kent Street, Winchester, VA
First Floor Conference Room**

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

**Winchester Frederick County (WinFred) MPO
TECHNICAL ADVISORY COMMITTEE (TAC) Meeting Minutes
December 3, 2019 - 10:00 a.m.
Frederick County Administrative Offices – First Floor Conference Room
107 N. Kent Street, Winchester, VA**

1. Administrative Items:

- a) Adoption of Agenda – A motion was made by Mr. Short approving the agenda; seconded by Mr. Bishop. Motion carried.
- b) Welcome and Introductions – Chairman Youmans welcomed everyone to the meeting.
- c) Review and approval of the November 5, 2019 Technical Advisory Committee Meeting Minutes – A motion was made by Mr. Ruddy approving the minutes; seconded by Mr. Eisenach. Motion carried.

2. Public Comment Period – None reported.

3. Draft Long Range Transportation Plan – John Madera, WinFred MPO

The committee discussed and reviewed the list of projects as presented by Mr. Madera. A few members noted that project descriptions were not correct. Following review, the committee agreed to table item to the January meeting.

4. System Planning Update – Terry Short, VDOT

Pleasant Valley Road STARS – making good progress; online survey to begin in December to make available for citizens.

North Winchester Area Study– VDOT met with County Board members to give an update on the project. Kimley Horn is continuing work on the project.

Route 7 Study – A modified scope is complete and has been submitted to TMDP. A kickoff meeting with the consultant, VHB was held.

522 North – VHB is preparing an initial scope of services- broken out by two tasks; this will be a two fiscal year study with task one completed this fiscal year. VDOT met with a representative from the Winchester Regional and gave an update.

Mr. Short gave an update on VTRANS. The CTB will consider adoption at their December meeting.

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

- Policy Board: December 18, 2019; Technical Advisory Committee: January 7, 2020

6. VDOT/DRPT/Staff Updates – covered un agenda item 4.

7. Other Business – Mr. Bishop gave an update on Crossover Boulevard and stated the project is running ahead of schedule.

VDOT requested a TIP adjustment approval for revised/updated FFY20 maintenance federal revenue projections. Motion was made by Mr. Short approving the adjustment; seconded by Ms. Wells. Motion carried.

Meeting adjourned at 10:53 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 help 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).