



**WinFred MPO Bike and Ped Advisory Committee Meeting Minutes
 Frederick County Government Offices – First Floor Conference Room
 Wednesday, August 31, 2022 at 11 a.m.**

Committee Members and Attendance					
✓	Kayla Peloquin	✓	Barry Schnoor		Staff
✓	David Ray	✓	Eric Fitzpatrick	✓	Amanda Kerns
✓	Chris Konyar	✓	Justin Kerns	✓	Brandon Davis
✓	Jon Turkel	✓	Brad Reed		
✓	Amy Garbarini				

1. Adoption of Agenda

The agenda was adopted through group consensus.

2. Welcome and Introduction

All Committee members took a few minutes to introduce themselves and discuss both pros and cons of existing bike and ped infrastructure.

3. Staff Presentation

Staff provided an introductory presentation that included an overview the MPO and its activities, and an overview of the Committee’s roles and responsibilities. Staff also provided an overview of upcoming projects; Winchester Bikeshare implementation and an update to the Bicycle and Pedestrian Masterplan.

4. Election of Officers

The Committee elected Kayla Peloquin as Chair and David Ray as Vice Chair.

5. Priority Setting

Mr. Reed suggested that each locality/organization present to the Committee how their regulations, plans, or practices may encourage or restrict the development and implementation of bike and ped related infrastructure. Mr. Reed offered to present at the next meeting. The Committee also agreed that identifying potential infrastructure improvements for biking should be an immediate priority.

6. Upcoming Meeting Schedule

- a. Meeting location and format – The Committee agreed to using the same meeting space for the immediate future. It was suggested that some future meetings be held on site at various bike and ped related locations, such as the Green Circle Trail. The Committee also agreed to continue with the hybrid meeting format.

- b.** Meeting schedule – No defined schedule was agreed upon during this initial meeting. Staff agreed talk with the Chair and Vice Chair to determine the next meeting date.

7. Other Business – None Reported

8. Adjournment

The Meeting was adjourned at 12:19 p.m.



**WinFred MPO Bike and Ped Advisory Committee Meeting Minutes
 Frederick County Government Offices – First Floor Conference Room
 Monday, October 24, 2022 at 11 a.m.**

Committee Members and Attendance					
✓	Kayla Peloquin	✓	Barry Schnoor		Staff
✓	David Ray	✓	Eric Fitzpatrick	✓	Amanda Kerns
✓	Chris Konyar	✓	Justin Kerns	✓	Brandon Davis
✓	Jon Turkel	✓	Brad Reed		
	Amy Garbarini				Other Attendees
					Shane McCabe, VDOT
					Matt James, Public

1. Administrative Items

- a. Adoption of Agenda – Mr. Ray made a motion to adopt the agenda with the addition of a public comment item; seconded by Mr. Kerns. Motion carried.
- b. Review and approval of minutes – 8/31/22 – Motion to approve made by Mr. Turkel; seconded by Mr. Kerns. Motion carried.

2. Public Comment Period – None reported

3. 2045 Metropolitan Transportation Plan adoption update – Amanda Kerns, NSVRC

Ms. Kerns provided the committee with a timeline of activities for the adoption of the MPO’s Metropolitan Transportation Plan.

4. Committee Member Presentation – Brad Reed, VDOT

Mr. Reed provided the Committee with information pertaining to VDOT’s policies on the inclusion of bike and ped related infrastructure in VDOT scheduled and funded projects. This presentation also included information regarding funding sources and grant programs, ongoing infrastructure programs, design standards, and data resources.

5. Priority Setting – Follow-up discussion

Ms. Kerns began this discussion by confirming the Committee’s desire to look at potential infrastructure improvements and hear presentations from Committee members regarding their localities’ policies on bike and ped infrastructure implementation. Ms. Kerns suggested that consultants from EPR-pc present at the next meeting to provide an overview of the findings from the Winchester Bikeshare Study. The Committee agreed to this presentation, and to continue with member presentations after the next meeting.

Mr. Kerns suggested that staff work to create a map of existing facilities that includes any planned, approved, or ongoing infrastructure projects to assist the committee in identifying areas of need. Ms. Kerns agreed to investigate development of this map. Mr. Fitzpatrick brought up the goals for the 2 for 2 Foundation as a project to keep an eye on for potential bike and ped infrastructure implementation.

6. Upcoming Meeting Schedule

- a. Schedule next BPAC Meeting – Committee selected the 4th Monday of the month at 1pm for standing meeting time, pending availability of the meeting room. The next meeting tentatively scheduled for January 23rd at 1pm.
 - b. Project Steering Committee: TBD
 - c. Technical Advisory Committee: November 1, 2022
 - d. Policy Board: November 16, 2022
- 7. Other Business** – None reported
- 8. Meeting adjourned at 12:05pm.**