

Win-Fred Metropolitan Planning Organization (MPO)

Frederick County ❖ City of Winchester ❖ Town of Stephens City



Frederick County Administrative Offices
 107 N Kent Street, Winchester, VA
 First Floor Conference Room
 March 7, 2023 - 10:00 a.m.

V= Virtual Attendance

Member Jurisdiction Representatives					
	Frederick County		DRPT		Staff
✓	Patrick Barker			✓	Brandon Davis
✓	John Bishop	✓	Amy Garbarini	V	John Madera
✓	Wyatt Pearson		Winchester Airport	✓	Karen Taylor
	Jay Tibbs	✓	Nick Sabo	✓	Amanda Kerns
	Stephens City		Winchester Transit		Others
✓	Mike Majher		Kenneth Johnson	✓	Kayla Peloquin, Fred Co
	VDOT		Winchester		
✓	Brad Reed	✓	Perry Eisenach		
	Adam Campbell	✓	Tim Youmans		
	Non-Voting	✓	Mike Ruddy		
V	Kevin Jones, FHWA	✓	Justin Hall		
	Tony Cho, FTA				
V	Rusty Harrington, VA Dept. of Aviation				



**Winchester Frederick County (WinFred) MPO
Technical Advisory Committee (TAC) Meeting Minutes
Frederick County Administrative Offices, 107 N. Kent St.,
Winchester, VA
March 7, 2023 - 10:00 a.m.**

1. Administrative Items:

- Adoption of agenda – Motion made by Mr. Reed to adopt the agenda as presented; seconded by Mr. Eisenach; motion carried.
- Election of Chair and Vice Chair – Chair Youmans requested nominations for Chair of the MPO TAC. Motion made by Chair Youmans nominating Mr. Bishop; seconded by Mr. Eisenach. Motion carried.

Chair Bishop requested nominations for Vice-Chair of the MPO TAC. Motion made by Mr. Youmans nominating Mr. Eisenach; seconded by Mr. Reed. Motion carried.

- Review and approval of the November 1, 2022 Draft Technical Advisory Committee Meeting Minutes – Motion made by Mr. Eisenach approving the minutes as presented; seconded by Mr. Pearson. Motion carried.

2. Public Comment Period – None reported.

3. Draft FY2024 Unified Planning Work Program (UPWP) (Attached) – Karen Taylor, NSVRC

Ms. Taylor and Ms. Kerns reviewed the draft FY24 UPWP. Following the review, a discussion ensued regarding the projects that were included in the UPWP as presented. Mr. Eisenach expressed his dissatisfaction with the draft document as presented. Chair Bishop suggested forwarding the document to the Project Steering Committee for review and discussion. Ms. Taylor will arrange the meeting. Mr. Reed will check with OIPI in regard to the status of the City's application for the Apple Blossom Mall Study. Motion made by Mr. Pearson to table the agenda item to the April TAC; seconded by Mr. Reed. Motion carried.

4. Infrastructure Condition and System Performance Targets – John Madera, NSVRC

Motion made by Mr. Pearson that the MPO adopt VDOT's Infrastructure Condition and System Performance Targets; seconded by Mr. Reed. Motion carried.

5. System Planning Update – MPO staff provided an update on the following projects:

- **Route 50/522 Realignment Study Phase 2; Valley Mill Road Relocation; WinFred Model update; Microtransit Study; MPO Transit Feasibility Study**

6. BPAC Committee Update – Amanda Kerns, NSVRC

Ms. Kerns gave an update on the committee. The next scheduled meeting is March 13, 2023, at 1 p.m.

7. Upcoming Meeting Schedule (MPO Meetings are held at Frederick County Administrative Offices, 107 N. Kent St., Winchester, VA in the First Floor Conference Room):

- Project Steering Committee: TBD
- Policy Board: March 15, 2023
- Technical Advisory: April 4, 2023
- BPAC: March 13, 2023, at 1 PM

8. VDOT/DRPT Update – Reports attached to the minutes.

9. Other business – none reported.

Meeting adjourned at 11:04 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

Glossary of Acronyms

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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.

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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.

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Win-Fred Metropolitan Planning Organization (MPO)

Frederick County ❖ City of Winchester ❖ Town of Stephens City



Frederick County Administrative Offices
 107 N Kent Street, Winchester, VA
 First Floor Conference Room
 April 4, 2023 - 10:00 a.m.

V= Virtual Attendance

Member Jurisdiction Representatives					
	Frederick County		DRPT		Staff
	Patrick Barker			✓	Brandon Davis
✓	John Bishop		Amy Garbarini		
✓	Wyatt Pearson		Winchester Airport	✓	Karen Taylor
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V	Kevin Jones, FHWA		Justin Hall		
	Tony Cho, FTA				
	Rusty Harrington, VA Dept. of Aviation				



**Winchester Frederick County (WinFred) MPO
Technical Advisory Committee (TAC) Meeting Minutes
Frederick County Administrative Offices, 107 N. Kent St.,
Winchester, VA
April 4, 2023 - 10:00 a.m.**

1. Administrative Items:

- Adoption of agenda- Motion to adopt agenda made by Mr. Eisenach; seconded by Mr. Reed. Motion carried.
- Review and approval of the March 7, 2023, Draft Technical Advisory Committee Meeting Minutes – Motion to adopt the minutes as presented made by Mr. Reed; seconded by Mr. Youmans. Motion carried.
- Project Status Report – Presented for information.

2. Public Comment Period – None reported.

3. Draft FY2024 Unified Planning Work Program (UPWP)– Karen Taylor, NSVRC

Ms. Taylor presented the draft FY24 UPWP to the committee. Mr. Bishop requested that Exit 321 be added to the title of the 7.2 planning task. Following a brief discussion, a motion was made by Mr. Pearson recommending to the Policy Board, approval of the 20-day public comment period, pending public comments received, final approval of the UPWP with the noted change in 7.2 study title; seconded by Mr. Youmans. Motion carried.

4. FY24-27 Draft Transit and Highway Transportation Improvement Program (TIP) – Adam Campbell, VDOT/Karen Taylor, NSVRC

Ms. Taylor presented the Draft FY24-27 Transit and Highway Transportation Improvement Program. Mr. Reed made a note to update the Transit TIP to reflect the funding numbers in 1,000s. A motion was made by Mr. Pearson recommending to the Policy Board approval of the 20-day public comment period, pending public comments received, final approval of the FY24-27 TIP with the noted update; seconded by Mr. Reed. Motion carried.

5. BPAC Committee Update – Amanda Kerns, NSVRC

Ms. Kerns gave an update on the committee.

6. Upcoming Meeting Schedule (MPO Meetings are held at Frederick County Administrative Offices, 107 N. Kent St., Winchester, VA in the First Floor Conference Room):

- Policy Board: April 19, 2023 @ 10 a.m.
- Technical Advisory: May 2, 2023 @ 10 a.m.
- BPAC: May 8, 2023 @ 1p.m.

7. **VDOT/DRPT Updates** – Mr. Reed announced that the VDOT Spring SYIP public meeting will be held on May 3, 2023, from 4-6 p.m. at BRCC. He stated that SmartScale will be presented at the meeting.
8. **Other Business** – Ms. Taylor presented three FY21-24 TIP amendments for recommendation to the Policy Board. The projects are in the Project Groupings category for Preventative Maintenance for Bridges, System Preservation and Traffic and Safety Operations. Motion to recommend approval of the TIP amendments made by Mr. Reed; seconded by Mr. Pearson. Motion carried.
9. **Adjourn**

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Definition of Acronyms on next page

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Win-Fred Metropolitan Planning Organization (MPO)

Frederick County ❖ City of Winchester ❖ Town of Stephens City



Frederick County Administrative Offices
 107 N Kent Street, Winchester, VA
 First Floor Conference Room
 May 2, 2023 - 10:00 a.m.

V= Virtual Attendance

Member Jurisdiction Representatives					
	Frederick County		DRPT		Staff
✓	Patrick Barker			✓	Brandon Davis
✓	John Bishop		Amy Garbarini	✓	Karen Taylor
✓	Wyatt Pearson		Winchester Airport	✓	Amanda Kerns
	Jay Tibbs	✓	Nick Sabo		
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**Winchester Frederick County (WinFred) MPO
Technical Advisory Committee (TAC) Meeting Minutes
Frederick County Administrative Offices, 107 N. Kent St.,
Winchester, VA
May 2, 2023 - 10:00 a.m.**

1. Administrative Items:

- Adoption of agenda – Motion to adopt agenda made by Mr. Youmans, seconded by Mr. Reed. Motion carried.
- Review and approval of the April 4, 2023, Draft Technical Advisory Committee Meeting Minutes – Motion to adopt minutes as presented made by Mr. Ruddy, seconded by Mr. Pearson. Motion carried.
- Project Status Report – provided for information.

2. Public Comment Period- None reported.

3. Route 522 Realignment Study Phase 2 Presentation – Nathaniel Grier, VHB

Mr. Grier presented the draft final report. Following the presentation, a motion was made by Mr. Reed confirming that the scope of work for the project has been fulfilled, motion seconded by Mr. Pearson. Motion carried.

4. BPAC Committee Update – Amanda Kerns, NSVRC

Ms. Kerns provided a brief update.

5. VDOT/DRPT Updates – Reports were provided for information. Mr. Reed noted that the public survey for the Route 50 STARS study is open through May 15, 2023.

6. Upcoming Meeting Schedule (MPO Meetings are held at Frederick County Administrative Offices, 107 N. Kent St., Winchester, VA in the First Floor Conference Room):

- Policy Board: May 17, 2023 @ 10 a.m.
- Technical Advisory: June 6, 2023 @ 10 a.m. – consensus that the June 6 meeting will be all virtual.
- BPAC: May 8, 2023 @ 1p.m.

7. Other Business – Mr. Bishop brought up for discussion VDOT's Revenue Sharing Program and TAP. He stated that potentially there may be a change that those funds cannot be transferred and noted he does not want that flexibility removed.

Meeting adjourned at 10:36 a.m.

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Meeting held via Zoom
June 6, 2023 - 10:00 a.m.

Member Jurisdiction Representatives					
	Frederick County		DRPT		Staff
	Patrick Barker			✓	Brandon Davis
✓	John Bishop	✓	Amy Garbarini	✓	Karen Taylor
	Wyatt Pearson		Winchester Airport	✓	Amanda Kerns
	Jay Tibbs	✓	Nick Sabo		
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✓	Mike Majher	✓	Kenneth Johnson	✓	Kayla Peloquin, Fred Co
	VDOT		Winchester	✓	David Ray, BPAC Chair
	Brad Reed	✓	Perry Eisenach	✓	Shane McCabe, VDOT
✓	Adam Campbell	✓	Tim Youmans	✓	Will Cockrell, EPR
	Non-Voting	✓	Mike Ruddy	✓	Lucas Miller, Kimley Horn
	Steven Minor, FHWA	✓	Justin Hall	✓	David Perlmutter, VIA
	Tony Cho, FTA				
✓	Rusty Harrington, VA Dept. of Aviation				



**Winchester Frederick County (WinFred) MPO
Technical Advisory Committee (TAC) Meeting Minutes
June 6, 2023 - 10:00 a.m.**

1. Administrative Items:

- Adoption of agenda – Motion to adopt agenda made by Mr. Eisenach, seconded by Mr. Majher; motion carried.
- Review and approval of the May 2, 2023, Draft Technical Advisory Committee Meeting Minutes – Motion to approve minutes as presented made by Mr. Majher, seconded by Mr. Eisenach; motion carried.
- Project Status Report – presented for information.
- VDOT/DRPT Reports – presented for information.

2. Public Comment Period – None reported.

3. Draft City of Winchester Microtransit Study – Lucas Miller, Kimley-Horn

Mr. Eisenach gave background information on the study and introduced Mr. Miller with Kimley-Horn. Mr. Miller presented the draft City of Winchester Microtransit study. Following the presentation, a motion was made by Mr. Eisenach to forward a recommendation to the Policy Board that the project scope of work has been satisfied; motion seconded by Mr. Youmans; motion carried.

4. Draft Title VI and Public Participation Plan (PPP) Presentation –Will Cockrell, EPR

Ms. Kerns introduced Mr. Cockrell with EPR to the committee. Mr. Cockrell presented the draft Title VI and Public Participation Plans. Following the presentation, a motion was made by Mr. Eisenach to forward a recommendation to the Policy Board to initiate the 20-day public comment period; pending comments received, final approval; motion seconded by Mr. Youmans; motion carried.

5. Smooth Urban Area Review and MPO Boundary Adjustment – Adam Campbell, VDOT

Mr. Campbell presented the MPO's smooth urban area and boundary adjustment for review and consideration by TAC. Following Mr. Campbell's presentation, no objections were raised to smooth the urban area and adjust the MPO boundary as presented.

6. 2020 Census Urban Areas – Karen Taylor, NSVRC

Ms. Taylor reported that following the 2020 Census the Hagerstown – MD and Eastern Panhandle – WV (HEP) MPO's urban area crossed the WV/VA state line into the WinFred MPO northern planning area mainly due to the Amazon facility. She stated that by law a Memorandum of Understanding (MOU) needs to be created and agreed upon by both MPO's. Ms. Taylor presented a draft MOU which she stated has been reviewed by NSVRC's legal counsel, VDOT, HEPMPO and WinFred MPO staff.

Ms. Taylor stated that having the MOU ensures information sharing between the two MPO's. She stated that HEPMPO is not permitted to apply for VDOT SmartScale funds for the area.

Mr. Bishop stated that a potential positive aspect of this occurring would be leverage for federal funding in that area since there is collaboration of two MPO's. Ms. Taylor stated that following the 2010 Census, HEPMPO had a similar situation happen with their urban area crossing into Franklin County, PA MPO planning area. Ms. Taylor stated that HEPMPO has been great to work with and a wealth of information for MPO staff. She stated that the US Census Bureau will provide a brief presentation to the Policy Board in June presenting the data that effected the urban area growth. Following discussion, the TAC reached a consensus to forward the MOU to the Policy Board for consideration of approval.

7. BPAC Committee Update – Amanda Kerns, NSVRC

Ms. Kerns gave an update on BPAC. She stated that she will have a significant update in September as the committee will be working on several items over the summer months.

8. Upcoming Meeting Schedule (MPO Meetings are held at Frederick County Administrative Offices, 107 N. Kent St., Winchester, VA in the First Floor Conference Room):

- Project Steering Committee: TBD
- Policy Board: June 21, 2023 at 10 a.m.; July and August meetings cancelled
- Technical Advisory: July and August meetings cancelled
- BPAC: June 12, 2023 at 1 p.m.

9. Other Business – Mr. Campbell stated that the CTB approved 24 million dollars in additional funding for the VDOT Staunton District. He reported that the Transportation Alternatives pre-application deadline is June 30, 2023.

Meeting adjourned at 11:21 a.m.

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V	Rusty Harrington, VA Dept. of Aviation				



**Winchester Frederick County (WinFred) MPO
Technical Advisory Committee (TAC) Meeting Minutes
September 5, 2023 - 10:00 a.m.
[Virtual Meeting Link](#)**

1. Administrative Items:

- Adoption of agenda- Motion made by Mr. Reed approving the agenda, seconded by Mr. Hall. Motion carried.
- Review and approval of the June 6, 2023, Draft Technical Advisory Committee Meeting Minutes – Motion made by Mr. Reed approving the minutes, seconded by Mr. Hall. Motion carried.
- MPO Project Status Report – Provided for information.
- VDOT/DRPT Reports – Provided for information.

2. Public Comment Period - None reported.

3. Presentation on Berryville Pike/Valley Mill Operations Feasibility Study – Karen Taylor, NSVRC/Doug Kennedy, Pennoni

Ms. Taylor introduced Mr. Kennedy with Pennoni and associates. Mr. Kennedy is the lead project manager for the Berryville Pike/Valley Mill Operations feasibility study. Mr. Kennedy presented the preferred alternative to the committee. A brief discussion ensued followed by Ms. Taylor stating that Mr. Kennedy will present the preferred alternative to the Policy Board at their September meeting. No action requested at this time for this item.

4. SmartScale Update – Brad Reed, VDOT – Mr. Reed provided an update to the proposed SmartScale changes put forth by the CTB. He stated that there is an upcoming virtual town hall meeting where a brief update will be given on these changes.

5. BPAC Committee Update – Amanda Kerns, NSVRC – Ms. Kerns provided a brief update on the City Bikeshare project.

6. Upcoming Meeting Schedule (MPO Meetings are held at Frederick County Administrative Offices, 107 N. Kent St., Winchester, VA in the First Floor Conference Room):

- Project Steering Committee: TBD
- Policy Board: September 20, 2023 at 10 a.m.
- Technical Advisory: October 3, 2023 at 10 a.m.
- BPAC: September 11, 2023 at 1 p.m.

7. Other Business – None reported.

Meeting adjourned at 10:45 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**

Glossary of Acronyms

DRPT – Virginia Department of Rail and Public Transportation - The agency works with rail and public transportation stakeholders to provide service to people throughout Virginia and promotes transportation options to the general public, businesses, and community decision-makers.

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 persons 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.

MTP- Metropolitan Transportation Plan- Developed and approved by the MPO, the MTP is a regional plan that includes all transportation projects and programs that the MPO realistically anticipates can be implemented over the next 25 years. MTP's may include a VISION PLAN, which is a list of all projects (a "wish list") but must also include a CLRPP. In order to receive federal funding, transportation projects must be included in the MTP and the TIP.

MAP-21 - the Moving Ahead for Progress in the 21st Century Act (P.L. 112-141), was signed into law by President Obama on July 6, 2012. Funding surface transportation programs at over \$105 billion for fiscal years (FY) 2013 and 2014, MAP-21 is the first long-term highway authorization enacted since 2005. MAP-21 is a milestone for the U.S. economy and the Nation's surface transportation program. By transforming the policy and programmatic framework for investments to guide the system's growth and development, MAP-21 creates a streamlined and performance-based surface transportation program and builds on many of the highway, transit, bike, and pedestrian programs and policies established in 1991.

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 MTP, 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 MTP and the TIP. Amendments are major changes to a project included in the CLRPP, 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).

Win-Fred Metropolitan Planning Organization (MPO)

Frederick County ❖ City of Winchester ❖ Town of Stephens City



MEETING HELD VIRTUALLY VIA ZOOM

October 3, 2023 - 10:00 a.m.

Member Jurisdiction Representatives					
	Frederick County		DRPT		Staff
✓	Patrick Barker			✓	Brandon Davis
✓	John Bishop		Amy Garbarini	✓	Taryn Logan
✓	Wyatt Pearson		Winchester Airport	✓	Karen Taylor
✓	Jay Tibbs		Nick Sabo	✓	Amanda Kerns
	Stephens City		Winchester Transit		Others
	Mike Majher	✓	Kenneth Johnson	✓	Kayla Peloquin, Fred Co
	VDOT		Winchester	✓	Shane McCabe, VDOT
✓	Brad Reed	✓	Perry Eisenach	✓	Ed Carter, VDOT
✓	Adam Campbell	✓	Tim Youmans	✓	Matt Smith, VDOT
	Non-Voting		Mike Ruddy	✓	David Ray, BPAC
	Kevin Jones, FHWA	✓	Justin Hall		
	Tony Cho, FTA				
✓	Rusty Harrington, VA Dept. of Aviation				



**Winchester Frederick County (WinFred) MPO
Technical Advisory Committee (TAC) Meeting Agenda
October 3, 2023 - 10:00 a.m.**

[Virtual Meeting Link](#)

All Virtual Meeting Via Zoom

1. Administrative Items:

- Adoption of Agenda – Motion to adopt made by Mr. Youmans; seconded by Mr. Reed. Motion carried.
- Review and approval of the September 5, 2023, Draft Technical Advisory Committee Meeting Minutes – Motion to approve made by Mr. Reed; seconded by Mr. Hall. Motion carried.
- MPO Project Status Report – provided for information.
- VDOT/DRPT Reports - provided for information.

2. Public Comment Period – None reported.

3. Presentation on VDOT STARS US-50 Study and Project Pipeline Studies: Exit 307 and 313 – Brad Reed, VDOT

Mr. Reed presented an update on the VDOT STARS US-50 study and Project Pipeline studies Exit 307 and 313. Update provided for information.

4. BPAC Committee Update – Amanda Kerns, NSVRC

Ms. Kerns provided a brief update on the City Bikeshare project.

5. Upcoming Meeting Schedule (MPO Meetings are held at the Frederick County Administrative Offices, 107 N. Kent St., Winchester, VA in the First Floor Conference Room unless otherwise noted. *All meetings begin at 10 a.m. except for BPAC which begins at 1 p.m.*):

- Project Steering Committee: TBD
- Policy Board: October 18, 2023
- Technical Advisory Committee: November meeting canceled due to a state holiday
- BPAC: October 16, 2023 at 1 p.m. ALL VIRTUAL

6. Other Business - None reported.

Meeting adjourned at 10:30 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

Win-Fred Metropolitan Planning Organization (MPO)

Frederick County ❖ City of Winchester ❖ Town of Stephens City



Frederick County Administrative Offices
 107 N Kent Street, Winchester, VA
 First Floor Conference Room
 December 5, 2023 - 10:00 a.m.

V= Virtual Attendance

Member Jurisdiction Representatives				
	Frederick County		DRPT	Staff
✓	Patrick Barker			V Brandon Davis
✓	John Bishop		Amy Garbarini	✓ Taryn Logan
✓	Wyatt Pearson		Winchester Airport	Karen Taylor
	Jay Tibbs		Nick Sabo	✓ Amanda Kerns
	Stephens City		Winchester Transit	Others
	Mike Majher	V	Kenneth Johnson	V Kayla Peloquin, Fred Co
	VDOT		Winchester	V Paige Debold, FHWA
V	Brad Reed	V	Perry Eisenach	V Lib Rood, KFH Group
V	Adam Campbell	✓	Tim Youmans	✓ Alexandra Castrechini, McCormick Taylor
	Non-Voting		Mike Ruddy	
V	Steve Minor, FHWA	V	Justin Hall	
	Tony Cho, FTA			
V	Rusty Harrington, VA Dept. of Aviation			



**Winchester Frederick County (WinFred) MPO
Technical Advisory Committee (TAC) Meeting Minutes
December 5, 2023 - 10:00 a.m.
[Virtual Meeting Link](#)**

1. Administrative Items:

- Adoption of agenda- Motion made by Mr. Youmans approving the agenda, seconded by Mr. Pearson. Motion carried.
- Review and approval of the October 3, 2023, Draft Technical Advisory Committee Meeting Minutes – Motion made by Mr. Pearson approving the minutes, seconded by Mr. Youmans. Motion carried.
- MPO Project Status Report – Provided for information.
- VDOT/DRPT Reports – Provided for information.

2. Public Comment Period - None reported.

3. Update on the MPO Transit Feasibility Study – Lib Rood, KFH

Ms. Rood provided an update on the progress of the MPO Transit Feasibility Study including results of public engagement efforts, preliminary service alternatives, and organizational options.

4. BPAC Committee Update – Amanda Kerns, NSVRC – Ms. Kerns provided a brief update on the BPAC’s review of the Bike and Pedestrian Masterplan.

5. Upcoming Meeting Schedule (MPO Meetings are held at Frederick County Administrative Offices, 107 N. Kent St., Winchester, VA in the First Floor Conference Room):

- Project Steering Committee: TBD
- Policy Board: December 20, 2023; *January meeting potentially canceled*
- Technical Advisory Committee: *January meeting canceled*; February 6, 2024
- BPAC: January 8, 2024 at 1 p.m.

6. Other Business – None reported.

Meeting adjourned at 10:50 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