

# WIN-FRED METROPOLITAN PLANNING ORGANIZATION

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

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

## WinFred Metropolitan Planning Organization Chairman Charles DeHaven, Jr. Policy Board Meeting Minutes - 1/15/20

Frederick County Administrative Offices  
 First Floor Conference Room

107 North Kent Street, Winchester, Virginia WinFred MPO Policy Board Member Jurisdiction Representatives					
	<b>Frederick County</b>		<b>VDOT</b>		<b>Staff</b>
✓	Charles DeHaven, Jr.	✓	Randy Kiser	✓	Brandon Davis
✓	Judith McCann-Slaughter		<b>Non-Voting Members</b>		John Madera
	Kris Tierney		Richard Duran, FHWA	✓	Karen Taylor
	<b>Winchester</b>		Tony Cho, FTA		<b>Others</b>
	John Hill		Ciara Williams, DRPT	✓	John Bishop, Frederick Co
✓	Eden Freeman		Rusty Harrington, FAA	✓	Walter Good, Grafton
✓	Bill Wiley		<b>Alternates</b>	✓	Bob Haas, SAAA
			John Willingham (Winchester)	✓	Katie Russel, NWCS
	<b>Stephens City</b>		Perry Eisenach (Winchester)		
	Mike Majher	✓	Tim Youmans (Winchester)		
		✓	Mike Ruddy (Frederick)		
		✓	Terry Short (VDOT)		
			Matt Dana (VDOT)		
		✓	Ed Carter (VDOT)		
			Brad Reed (VDOT)		



**Policy Board Meeting Minutes**  
**Frederick County Administrative Offices - First Floor Conference Room**  
**107 N. Kent Street, Winchester, VA**  
**January 15, 2020 - 10:00 a.m.**

**1. ADMINISTRATIVE ITEMS**

- A. Adoption of Agenda – Motion to adopt made by Ms. McCann-Slaughter; seconded by Ms. Freeman. Motion carried.
- B. Welcome and Introductions - Chairman DeHaven welcomed everyone to the meeting.
- C. Review and approval of the Draft Minutes of the September 18, 2019 Policy Board Meeting – Motion made by Ms. McCann-Slaughter approving the minutes; seconded by Mr. Kiser. Motion carried.
- D. Financial Report – Provided for information only.
- E. Draft January 7, 2020 Technical Advisory Committee Meeting Minutes – Provided for information only.
- F. Review and endorsement of a request for FTA Section 5310 Grant assistance from Shenandoah Area on Ageing (SAAA), Grafton and Northwestern Community Services Board – Motion made by Ms. McCann-Slaughter approving MPO endorsement of the grant requests; seconded by Ms. Freeman. Motion carried.

**2. Public Comment Period** – Arthur Christjohn spoke in regard to issues with people parking in front of City bus stops, he would like to have this corrected. Sidewalk in front of CiCi’s Pizza is not ADA compliant and the bus stop is not handicap accessible. Ms. Freeman stated that the bus shelter in front of Martin’s will be rebuilt. Mr. Christjohn stated he would like to see speed cameras on Fairmont Avenue.

**3. MPO Safety Performance Trends and 2020 State Safety Targets – Brandon Davis, NSVRC**

Mr. Davis gave an overview of the safety performance trends and state safety targets. The question was asked, what happens if we do not meet the five year projections, Mr. Davis replied that there are no repercussions. Following the brief discussion, a motion was made by Ms. McCann-Slaughter that the WinFred MPO support statewide 2020 safety performance targets as recommended by TAC; seconded by Mr. Wiley. Motion carried.

**4. Long Range Transportation Plan Review and Prioritization Update – Brandon Davis, NSVRC**

Mr. Davis updated the Board on this project. He stated that prioritization has been completed. Mr. Short added that Mr. Madera’s work on this project was intensive and extensive in developing the prioritization. No action required from the Board.

**5. System Planning Update – Terry Short, VDOT and Karen Taylor, NSVRC**

North Winchester Area Study: Kimley-Horn is underway on the project. Data from the study will inform a SmartScale application.

STARS Route 7: Scope revisions are complete, and the consultant is underway.

STARS Pleasant Valley Avenue: The online public survey is ready to go live next week.

Millwood Avenue and Mall Boulevard Study: Prime AE has been selected for this project. A kickoff meeting will be held in the next few days.

City Bikeshare study: Racey is the consultant for this study. A kickoff meeting will be held on February 4, 2020. This is a four month study.

**6. Upcoming Meeting Schedule**

- A. Project Steering Committee: TBD
- B. Technical Advisory Committee: February 4, 2020
- C. Policy Board: February 19, 2020
- D. City Bikeshare Kick-off meeting: February 4, 2020

**7. VDOT/DRPT/Staff Updates**

SmartScale portal opens on March 1<sup>st</sup> and up to five projects can be submitted. August is the opening date for applications.

Ms. Taylor stated that a survey to receive input for FY21 UPWP projects will be sent out next week.

**8. Meeting adjourned at 11:15 a.m.**

**A majority of the MPO voting members shall constitute a quorum (5 voting members)**

**Glossary of Acronyms on Next Page**

### **Glossary of Acronyms**

**CAC**- Citizen Advisory Committee- Serves as an advisory committee to the MPO Policy Board to solicit public input and provide citizen perspective on MPO projects. Conduct public hearings and public input sessions on selected projects at the direction of the Policy Board.

**CLRP** – Constrained Long Range Plan – A fiscally-constrained list of projects drawn from the Vision Plan element of the LRTP. All CLRP projects must have an estimated cost and a revenue source identified.

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**FTA Section 5310** - Transportation for Elderly Persons and Persons with Disabilities - The goal of the Section 5310 Program is to provide assistance in meeting the special transportation needs of elderly persons and persons with disabilities. The program is designed to supplement other FTA or assistance programs by funding transportation projects for elderly person and persons with disabilities in all areas – urbanized, small urban, and rural.

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

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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 1<sup>st</sup> and ends the following June 30th.

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**Policy Board Meeting Agenda**  
**Frederick County Administrative Offices - First Floor Conference Room**  
**107 N. Kent Street, Winchester, VA**  
**March 18, 2020 - 10:00 a.m.**

**1. ADMINISTRATIVE ITEMS (10 minutes)**

- A. Adoption of Agenda
- B. Welcome and Introductions
- C. Review and approval of the Draft Minutes of the January 15, 2020 Policy Board Meeting **(Attached)**
- D. Financial Report **(Attached)**
- E. Draft March 3, 2020 Technical Advisory Committee Meeting Minutes **(Attached)**

**2. Public Comment Period**

**3. Draft FY2021 Unified Planning Work Program (UPWP) – Karen Taylor/John Madera, NSVRC**

The MPO Technical Advisory Committee (TAC) reviewed and made edits to the document at the March 3 meeting. Staff has made the requested updates; a copy is included in the agenda packet for review. TAC forwarded to the Policy Board a recommendation approving the 20 day public comment period, pending comments received, final approval.

**Action:** Recommend approval to forward to the 20 day public comment period, pending comments received, final approval.

**4. Draft FY21-24 Transit Transportation Improvement Program (TIP) – Karen Taylor, NSVRC**

**Action:** Recommend approval to forward to the 20 day public comment period, pending comments received, final approval.

**5. System Planning Update – John Madera, NSVRC and Terry Short, VDOT**

- **North Winchester Area Study Phase II**
- **Millwood Avenue/Mall Blvd.**
- **Route 50/522 Realignment Study**
- **STARS: Pleasant Valley Avenue and Route 7**

**6. SmartScale Update – John Madera, NSVRC and Terry Short, VDOT**

**7. Upcoming Meeting Schedule (All meetings are held at the Frederick County administrative offices at 10 a.m. unless otherwise noted)**

- A. Project Steering Committee: March 18, 2020 **(Following 10 a.m. Policy Board meeting)**
- B. Technical Advisory Committee: April 7, 2020
- C. Policy Board: April 15, 2020
- D. City BikeShare Stakeholders Meeting: March 2020 10 a.m. – 3:30 p.m. **(Rouss City Hall)**

**8. VDOT/DRPT/Staff Updates (5 minutes)**

**9. Other Business**

**10. Adjournment**

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**WinFred Metropolitan Planning Organization  
Chairman Charles DeHaven, Jr.  
DRAFT Policy Board Meeting Minutes - 1/15/20**

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**WIN-FRED MPO FYE 2020 UPWP  
Revenues & Fiscal Year to Date Expenses Summary by Task  
July 1, 2019 through February 15, 2020 (FY 2020)**

UPWP Tasks	% Split VDOT/ DRPT	Highway Funding				Transit Funding				Total 100% MPO Expenditures	UPWP Funding Remaining
		FHWA Planning 80%	State Match 10%	Local Match 10%	Subtotal Highway VDOT	FTA 5303 80%	State Match 10%	Local Match 10%	Subtotal Transit DRPT		
<b>Task 1: Program Management and Administration Revenue</b>	<b>50/50</b>	\$ 26,000.00	\$ 3,250.00	\$ 3,250.00	\$ 32,500.00	\$ 26,000.00	\$ 3,250.00	\$ 3,250.00	\$ 32,500.00	\$ 65,000.00	
NSVRC Administrative Expenses & Direct Costs		\$ (17,291.64)	\$ (2,161.46)	\$ (2,161.46)	\$ (21,614.56)	\$ (17,291.64)	\$ (2,161.46)	\$ (2,161.46)	\$ (21,614.56)	\$ (43,229.11)	
T1 Revenue Balance Remaining		\$ 8,708.36	\$ 1,088.54	\$ 1,088.54	\$ 10,885.45	\$ 8,708.36	\$ 1,088.54	\$ 1,088.54	\$ 10,885.45	\$ 21,770.89	33.5%
<b>Task 2: Transportation Improvement Program (TIP)</b>	<b>50/50</b>	\$ 1,000.00	\$ 125.00	\$ 125.00	\$ 1,250.00	\$ 1,000.00	\$ 125.00	\$ 125.00	\$ 1,250.00	\$ 2,500.00	
NSVRC Administrative Expenses & Direct Costs		\$ (931.92)	\$ (116.49)	\$ (116.49)	\$ (1,164.90)	\$ (931.92)	\$ (116.49)	\$ (116.49)	\$ (1,164.90)	\$ (2,329.79)	
T2 Revenue Balance Remaining		\$ 68.08	\$ 8.51	\$ 8.51	\$ 85.11	\$ 68.08	\$ 8.51	\$ 8.51	\$ 85.11	\$ 170.21	6.8%
<b>Task 3: State/Federal Requested Work Tasks</b>	<b>50/50</b>	\$ 2,000.00	\$ 250.00	\$ 250.00	\$ 2,500.00	\$ 2,000.00	\$ 250.00	\$ 250.00	\$ 2,500.00	\$ 5,000.00	
NSVRC Administrative Expenses & Direct Costs		\$ (1,011.13)	\$ (126.39)	\$ (126.39)	\$ (1,263.92)	\$ (1,011.13)	\$ (126.39)	\$ (126.39)	\$ (1,263.92)	\$ (2,527.83)	
T3 Revenue Balance Remaining		\$ 988.87	\$ 123.61	\$ 123.61	\$ 1,236.09	\$ 988.87	\$ 123.61	\$ 123.61	\$ 1,236.09	\$ 2,472.17	49.4%
<b>Task 4: Public Mobility</b>	<b>0/100</b>					\$ 5,116.00	\$ 640.00	\$ 640.00	\$ 6,396.00	\$ 6,396.00	
NSVRC Administrative Expenses & Direct Costs						\$ (1,235.24)	\$ (154.41)	\$ (154.41)	\$ (1,544.05)	\$ (1,544.05)	
Consultant Expenses						\$ -	\$ -	\$ -	\$ -		
T4 Revenue Balance Remaining						\$ 3,880.76	\$ 485.60	\$ 485.60	\$ 4,851.95	\$ 4,851.95	75.9%
<b>Task 5: Local Technical Assistance</b>	<b>100/0</b>	\$ 4,000.00	\$ 500.00	\$ 500.00	\$ 5,000.00					\$ 5,000.00	
NSVRC Administrative Expenses & Direct Costs		\$ -	\$ -	\$ -	\$ -					\$ -	
Consultant Expenses		\$ -	\$ -	\$ -	\$ -						
T5 Revenue Balance Remaining		\$ 4,000.00	\$ 500.00	\$ 500.00	\$ 5,000.00					\$ 5,000.00	100.0%
<b>Task 6: Bicycle &amp; Pedestrian Plan Development</b>	<b>0/100</b>					\$ 32,000.00	\$ 4,000.00	\$ 4,000.00	\$ 40,000.00	\$ 40,000.00	
NSVRC Administrative Expenses & Direct Costs						\$ (2,367.43)	\$ (295.93)	\$ (295.93)	\$ (2,959.29)	\$ (2,959.29)	
Consultant Expenses						\$ -	\$ -	\$ -	\$ -		
T6 Revenue Balance Remaining						\$ 29,632.57	\$ 3,704.07	\$ 3,704.07	\$ 37,040.71	\$ 37,040.71	92.6%
<b>Task 7: System Planning</b>	<b>84/16</b>	\$ 311,136.00	\$ 38,892.00	\$ 38,892.00	\$ 388,920.00	\$ 59,264.00	\$ 7,408.00	\$ 7,408.00	\$ 74,080.00	\$ 463,000.00	
NSVRC Administrative Expenses & Direct Costs		\$ (16,801.34)	\$ (2,100.17)	\$ (2,100.17)	\$ (21,001.67)	\$ (3,200.25)	\$ (400.03)	\$ (400.03)	\$ (4,000.32)	\$ (25,001.99)	
Consultant Expenses		\$ (54,042.24)	\$ (6,755.28)	\$ (6,755.28)	\$ (67,552.80)	\$ (10,293.76)	\$ (1,286.72)	\$ (1,286.72)	\$ (12,867.20)	\$ (80,420.00)	
T7 Revenue Balance Remaining		\$ 240,292.42	\$ 30,036.55	\$ 30,036.55	\$ 300,365.53	\$ 45,769.99	\$ 5,721.25	\$ 5,721.25	\$ 57,212.48	\$ 357,578.01	77.2%
<b>Task 8: Long Range Planning, Modeling, GIS and Data</b>	<b>80/20</b>	\$ 12,800.00	\$ 1,600.00	\$ 1,600.00	\$ 16,000.00	\$ 3,200.00	\$ 400.00	\$ 400.00	\$ 4,000.00	\$ 20,000.00	
NSVRC Administrative Expenses & Direct Costs		\$ (12,671.53)	\$ (1,583.94)	\$ (1,583.94)	\$ (15,839.41)	\$ (3,167.88)	\$ (395.99)	\$ (395.99)	\$ (3,959.85)	\$ (19,799.26)	
T8 Revenue Balance Remaining		\$ 128.47	\$ 16.06	\$ 16.06	\$ 160.59	\$ 32.12	\$ 4.01	\$ 4.01	\$ 40.15	\$ 200.74	1.0%
<b>TOTAL FY20 BUDGETED REVENUES</b>		\$ 356,936.00	\$ 44,617.00	\$ 44,617.00	\$ 446,170.00	\$ 128,580.00	\$ 16,073.00	\$ 16,073.00	\$ 160,726.00	\$ 606,896.00	
<b>TOTAL FY20 EXPENSES FISCAL YEAR TO DATE</b>		\$ (102,749.80)	\$ (12,843.72)	\$ (12,843.72)	\$ (128,437.24)	\$ (39,499.26)	\$ (4,937.41)	\$ (4,937.41)	\$ (49,374.08)	\$ (177,811.32)	
<b>TOTAL FY20 BUDGETED REVENUES REMAINING</b>		\$ 254,186.20	\$ 31,773.28	\$ 31,773.28	\$ 317,732.76	\$ 89,080.74	\$ 11,135.59	\$ 11,135.59	\$ 111,351.92	\$ 429,084.68	

**Fiscal Year to Date Staff Hours: July 1, 2019 - Feb.15, 2020**

	<b>TASK #1</b>	<b>TASK #2</b>	<b>TASK #3</b>	<b>TASK #4</b>	<b>TASK #5</b>	<b>TASK #6</b>	<b>TASK #7</b>	<b>TASK #8</b>	<b>TOTAL HOURS</b>
Executive Assistant									
Executive Director	108.00		6.00						
Principal Planner	4.00		15.00			12.00	269.75	170.25	
Director of Finance & Administration	41.25								
Fiscal & Admin. Asst.	1.50								
Regional Planner I		30.00	9.00			6.50		2.50	
Program Coordinator									
Sr. Project & Operations Manager	273.00	12.00		4.50		25.50	2.00		
GIS/Regional Planner II				13.00				71.50	
<b>TOTAL HOURS FYTD</b>	<b>427.75</b>	<b>42.00</b>	<b>30.00</b>	<b>17.50</b>	<b>0.00</b>	<b>37.50</b>	<b>278.25</b>	<b>244.25</b>	<b>1077.25</b>

**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: March 3, 2020 @ 10 a.m.**

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

<b>Member Jurisdiction Representatives</b>					
	<b>Frederick County</b>		<b>DRPT</b>		<b>Staff</b>
	Patrick Barker		Ciara Williams	✓	Brandon Davis
✓	John Bishop		Todd Horsley	✓	John Madera
✓	Mike Ruddy		<b>Winchester Airport</b>	✓	Karen Taylor
	Jay Tibbs	✓	Nick Sabo	✓	Amanda Kerns
	<b>Stephens City</b>		<b>Winchester Transit</b>		<b>Others</b>
	Mike Majher	✓	Renee Wells	✓	Matt Smith, VDOT
	<b>VDOT</b>		<b>Winchester</b>		
✓	Terry Short – Call In	✓	Perry Eisenach		
		✓	Justin Hall		
	<b>Non-Voting</b>	✓	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**  
**March 3, 2020 - 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 – Motion to adopt agenda made by Mr. Bishop; seconded by Ms. Wells. Motion carried.
- b) Welcome and Introductions – Chairman Youmans welcomed everyone to the meeting.
- c) Review and approval of the January 7, 2020 Technical Advisory Committee Meeting Minutes – Motion made by Mr. Ruddy approving the minutes; seconded by Ms. Wells. Motion carried.

**2. Public Comment Period – None reported.**

**3. Draft FY21 Unified Planning Work Program (UPWP)– Karen Taylor/John Madera**

Ms. Taylor and Mr. Madera reviewed the document with the Committee. Following the review, the committee members discussed and agreed upon updates and edits to be made to the document primarily under System Planning. Following discussion, a motion was made by Mr. Ruddy recommending approval to the Policy Board to forward to the 20 day public comment period, pending comments received, final approval of the document; motion seconded by Ms. Wells. Motion carried.

**4. System Planning Update – John Madera; Terry Short, VDOT**

- North Winchester Area Study Phase II. Began February 2019. Last PSC meeting on 10/16/19: increasing capacity of NB 11 to NB 81 movement is key, but it won't be cheap. The Kimley-Horn team continues to refine alternatives. K-H contract addendum for IMR to be completed before SS deadline. \$30,000?
- Millwood Avenue/Mall Blvd. Project kickoff on January 24. Consultant: Prime Architects & Engineers. Includes direct outreach to university, affected commercial landowners, public information meeting. To be completed by mid-October.
- Route 50/522 Realignment Study. Project kickoff on February 10. Consultant: VHB. Two phases. This is the first phase and will yield an alignment suitable for the County's Comp Plan. It will focus on qualitative analysis and will not include traffic operations analysis or roadway design. Phase 2: Second phase will provide right-of-way requirements, cost estimates, evaluation of independent utility, and may include reports which could form the basis of a future Smart Scale application. Public input via MetroQuest survey. Airport represented on project steering committee. City will be invited to future steering committee meetings. Review alternatives in a week or two. Phase 1 to be completed before the end of the FY in June. Phase 2 to be included in FY '21 UPWP.
- STARS: Pleasant Valley Road. PSC met on February 6 to review draft alternatives. (Includes Millwood, Jubal Early intersections.) 500+ respondents to MetroQuest. Expect revisions with estimates late next week. 2nd survey to vet concepts; council, public meeting in April.
- STARS: Route 7. The firm Michael Baker has been assigned the study. work underway – 3/18 steering committee to review conditions, alternatives.

5. **SmartScale Round 4** – The Committee discussed potential applications.
6. **Upcoming Meeting Schedule (MPO Meetings are held at the Frederick County Administrative Offices but may be subject to change):**
  - Project Steering Meeting: March 18<sup>th</sup> immediately following the Policy Board Meeting
  - Policy Board: March 18, 2020
  - Technical Advisory Committee: April 7, 2020
7. **VDOT/DRPT/Staff Updates** – Covered under agenda items 4 and 5.
8. **Other Business** – None reported.

**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**

**Definition of Acronyms on next page**

### Glossary of Acronyms

**CAC-** Citizen Advisory Committee- Serves as an advisory committee to the MPO Policy Board to solicit public input and provide citizen perspective on MPO projects. 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 1<sup>st</sup> and ends the following June 30th.

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



Back to Agenda

**DRAFT**

**UNIFIED PLANNING WORK PROGRAM  
(UPWP)**

**FOR THE**

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



FY 2021  
(July 1, 2020 - June 30, 2021)

**Adopted for Public Comment:  
Final Adoption:**

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

## **Preparation Statement**

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

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

## **MPO Policy Board**

### **Officers:**

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

### **Voting Members:**

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

### **Alternate Voting Members:**

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

### **Non-Voting Members:**

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

### **MPO Technical Advisory Committee (TAC)**

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

#### **Members:**

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

### **MPO Citizens Advisory Committee (CAC)**

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

#### **Members:**

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

#### **Administrative & Staff Support**

*Provided by Northern Shenandoah Valley Regional Commission*

# Resolution

By The

## WinFred Metropolitan Planning Organization Approving the FY 2021 Unified Planning Work Program (UPWP)

**WHEREAS**, the FY 2021 Unified Planning Work Program will serve as the basis for all U.S. Department of Transportation (DOT) funding participation and will be included in all requests for DOT planning funds, and

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

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

**NOW THEREFORE BE IT RESOLVED**, that the WinFred Metropolitan Planning Organization does hereby approve and adopt the FY 2021 Unified Planning Work Program on April \_\_, 2020.

Signed: \_\_\_\_\_  
Charles DeHaven, Jr.  
Chairman

Signed: \_\_\_\_\_  
Brandon Davis  
Secretary-Treasurer

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## INTRODUCTION

The Unified Planning Work Program (UPWP) for transportation planning identifies all activities to be undertaken in the Winchester-Frederick County Metropolitan Planning Organization (WinFred MPO) study area for Fiscal Year 2021 (July 1, 2020 - June 30, 2021). The UPWP provides a mechanism for the coordination of transportation planning activities in the region and is required as a basis for and condition of all federal funding assistance for transportation planning by the joint metropolitan planning regulations of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

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

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

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

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

Both the FHWA and FTA encourage MPOs to give priority to the following planning emphasis areas in their UPWPs in Fiscal Year 2021:

*Performance-Based Planning and Programming.* Performance-based planning and programming includes using transportation performance measures, setting targets, reporting performance, and programming transportation investments directed toward the achievement of transportation system performance outcomes. In FY '20 the MPO adopted targets for safety; and will continue a process of prioritizing projects based on expected contribution toward meeting performance targets.

*Regional Models of Cooperation – Ensure a Regional Approach to Transportation Planning by Promoting Cooperation and Coordination across Transit Agency, MPO and State Boundaries.* A coordinated approach supports common goals and capitalizes on opportunities related to project delivery, congestion management, safety, freight, livability, and commerce across boundaries. The WinFred MPO shares boundaries with the Hagerstown/Eastern Panhandle MPO

(WV & MD), two counties (Clarke, VA and Berkeley, WV) and one state (West Virginia). Interstate 81, the region's main highway, enters the MPO planning area from the north at the West Virginia line. Routes 7, 17/50, and 522 enter the planning area from adjacent Clarke County, VA. In addition, the MPO lies within the five-county planning district of the Northern Shenandoah Valley Regional Commission (NSVRC). During FY '21 the MPO will cooperate and coordinate with neighboring jurisdictions along the I-81 corridor in providing input into the implementation of a corridor-wide improvement plan as required by 2018 state legislation.

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

### **Metropolitan Planning Area**

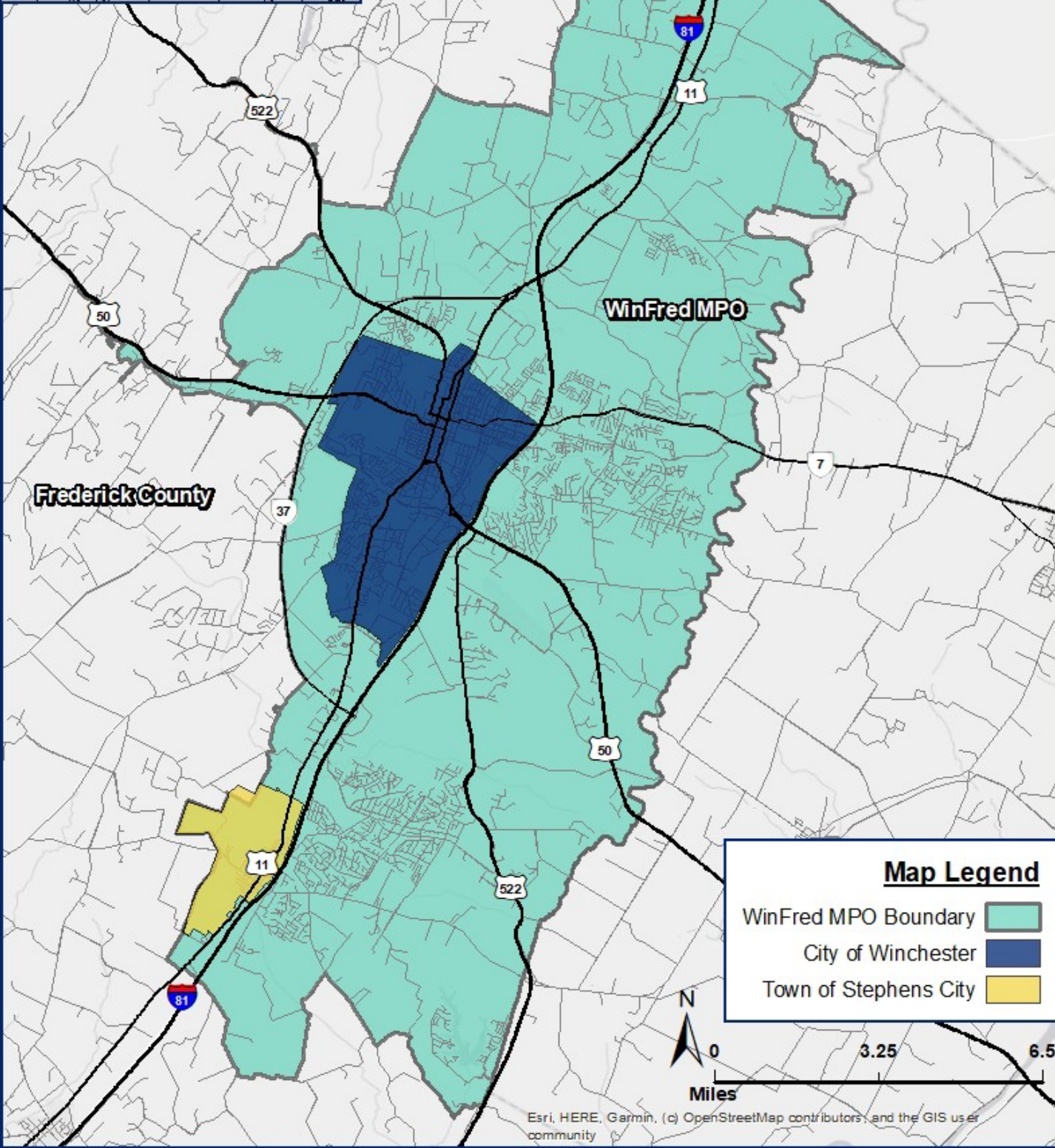
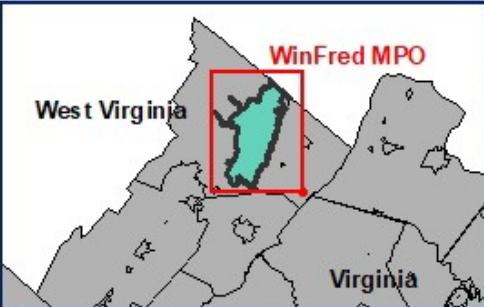
Transportation planning processes are required to be organized and directed for all urbanized areas (UZAs) having a population of 50,000 or greater, as delineated by the U.S. Census Bureau, by metropolitan planning organizations (MPOs). MPOs are established for a metropolitan planning area (MPA) that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

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

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



# WinFred MPO Planning Area



## **Responsibilities for Transportation Planning**

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

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

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

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

### **Total Proposed Funding by Federal Source for FY 2021**

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

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

## **WORK TASK 1: Program Management & Administration**

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

### Products:

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

- Implementation of the FY21 UPWP throughout the fiscal year and provision of all required administrative functions including accounting, financial reporting, personnel administration, office management, website management, contract administration, map production, and necessary highway and transit purchases (e.g., office equipment, software, etc.);
- Maintenance of Title VI, ADA and environmental justice compliance, and in all work plans and activities for both highway and transit modes including consultation with appropriate groups, committees and community representatives;
- Support of the activities of the WinFred MPO through the preparation of reports, presentations, agendas, minutes and mailings for all Policy Board, TAC, CAC and other meetings, as well as attendance at those meetings;
- Continue a proactive public participation process that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing involvement of the public in developing plans, TIPs and other documents;
- Maintenance of the WinFred MPO website;
- Travel and Training/Education for staff members as it relates to MPO/Transportation Planning such as various workshops, short courses, conferences and seminars that will enhance their knowledge and working skills.

**Budget: \$70,000**

## **WORK TASK 2: Transportation Improvement Program (TIP)**

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

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

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

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

### Products:

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

**Budget: \$1,500**

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

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

### Products:

- Preparation of studies and reports as necessary for the completion of this task and as directed by the appropriate federal and/or state agencies;
- Representation of the WinFred MPO on the Virginia Association of Metropolitan Planning Organizations (VAMPO) by participating in all meetings, events and training programs of the association and provide information as appropriate to the MPO agencies and partners.
- Attendance and participation in the VTRANS update.
- Attendance at meetings as requested by VDOT and DRPT.

**Budget: \$5,000**

## **WORK TASK 4: Transit Planning**

### **Winchester Transit System Planning**

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

Products: Update of the Transit Element of the Metropolitan Transportation Plan.

**Budget: \$ 8,996**

## **WORK TASK 5: Local Technical Assistance**

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

Products:

Activities may include, but are not limited to:

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

**Budget: \$ 100,000**

## **WORK TASK 6: Bicycle and Pedestrian Planning**

Objective and Description: This is an annual UPWP task designed to provide flexible planning support and services to the WinFred MPO localities for bicycle and pedestrian planning.

Products:

- Update of the Bicycle and Pedestrian Element of the Metropolitan Transportation Plan.

**Budget: \$30,000**

## **WORK TASK 7: System Planning**

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

### **7.1 North Winchester Area Plan – Phase II Contract Extension**

Objective and Description: Phases I and II of this study identified causes of, and proposed small-scale solutions for, safety and congestion issues along US Route 11 – Martinsburg Pike in the vicinity of the I-81 Exit 317 interchange. The report concluded that the main cause of congestion along this corridor is insufficient capacity on the northbound Route 11 to northbound I-81 movement. This short-term contract extension will permit the preparation of documentation needed to advance a solution for funding.

Product: An abbreviated Interchange Modification Report.

Schedule: This project will be completed in FY 2021.

**Budget: \$ 55,000**

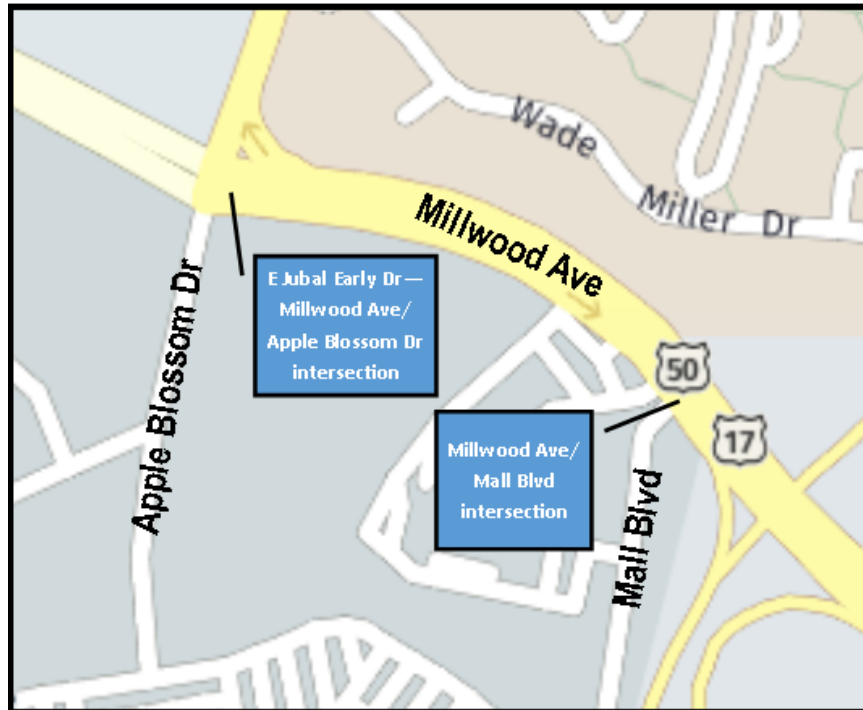
### **7.2 Mall Boulevard and Millwood Avenue Access Management Study – Carryover from FY ‘20**

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

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

Schedule: This project will be completed in FY 2021.

**Budget: \$ 95,000**



Study area

### 7.3 Exit 313/Route 50/Route 522 South Area Study Phase 2

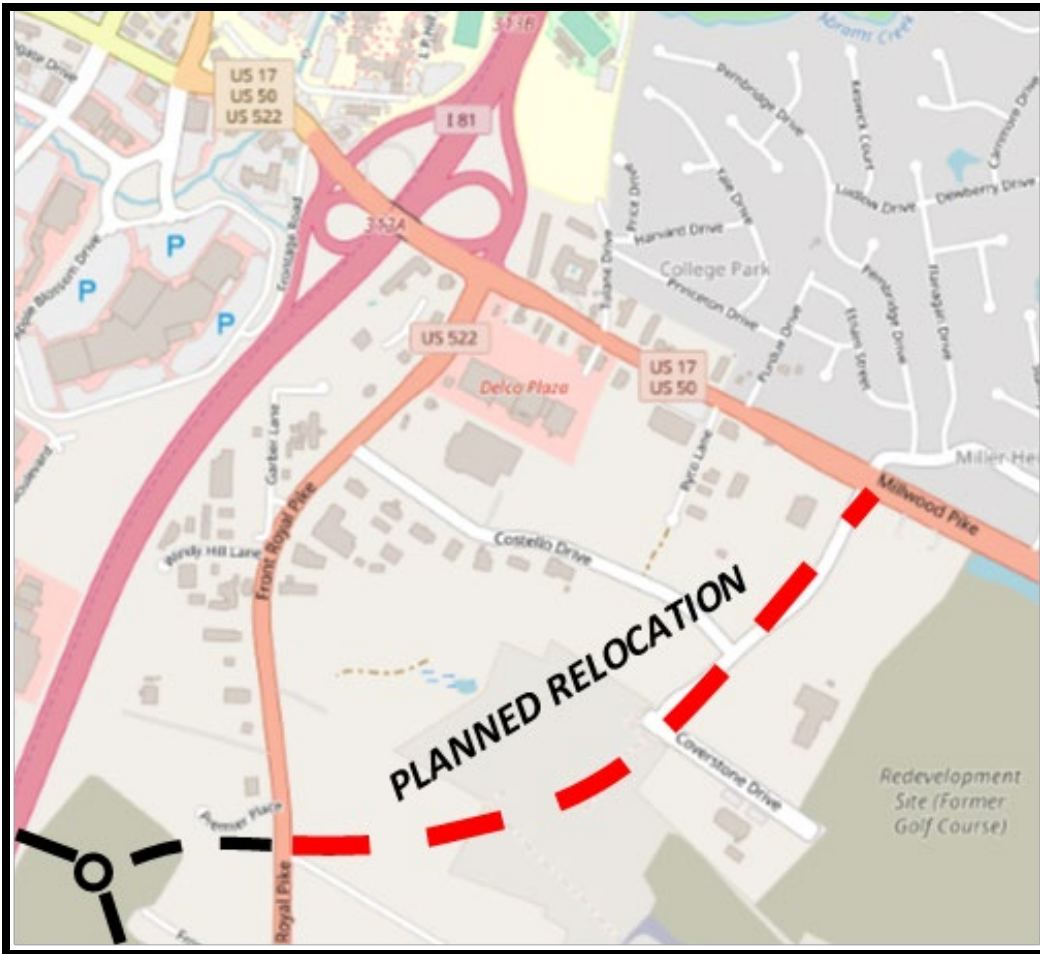
Objective and Description: Growth in traffic volume is expected to exceed the capacity of the signalized intersection of US Route 522 (Front Royal Pike) with US Routes 17/50 (Millwood Pike) and the northbound entrance to I-81. The relocation of Route 522 along a new alignment incorporating Prince Frederick Drive was among the ancillary network improvements identified in the planning and development of the I-81 Exit 313/Rt. 50 improvements to relieve the existing intersection and accommodate future development.

The first phase defined an alignment suitable for the Frederick County Comprehensive Plan. The second phase will provide right-of-way requirements, cost estimates, evaluation of independent utility, and may include reports which could form the basis of a future Smart Scale application; and will identify potential street network alterations (costs, and segments of independent utility) along the re-designated Route 522/17/50 corridor (and supporting network) between Prince Frederick Drive and I-81 to assist the County's Comprehensive Plan development. The second phase will also likely evaluate the implications of the Tevis/Crossover Boulevard bridge on traffic volumes at the US 522/50 intersection.

Product: Report identifying independent projects, costs and phasing.

Schedule: This project will be completed in FY 2021.

**Budget: \$ 100,000**



Study area



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

Objective and Description: A list of projects developed by the Technical Advisory Committee in FY '20 will be evaluated for expected performance across a variety of measures pertinent to state and local transportation goals and objectives using the metropolitan travel demand model and tools developed for SMART SCALE, Virginia's project selection process. From this evaluation a Constrained Long-Range Plan (CLRP) of strategically targeted, tested and affordable projects will be developed for inclusion in the 2045 Metropolitan Transportation Plan (MTP).

A scope of work for the full MTP update will be developed by staff under the advice of the Policy Board and Technical Advisory Committee, for endorsement by the Policy Board, no later than the end of the second quarter of the fiscal year. The MTP is due for adoption by May 2022.

### Products:

1. A CLRP for the horizon year 2045 developed in conformity with federal requirements.
2. Scope of Work for the 2045 Metropolitan Transportation Plan update, due May 2022.
3. GIS mapping, data collection and database management in support of all MPO UPWP work tasks (including GIS software maintenance for 2 users at 50% of total cost).

**Budget: \$100,000**

Figure 2: Win-Fred MPO FY 2021 Proposed Revenues and Expenditures by Funding Source

Proposed Revenues	Highway Funding				Transit Funding				Total Revenues	
	FHWA Planning 80%	State Match 10%	Local Match 10%	Subtotal Highway	FTA 5303 80%	State Match 10%	Local Match 10%	Subtotal Transit		
FY 2021 New PL 112 Funds-VDOT (1)	\$137,811	\$17,226	\$17,226	\$172,263					\$172,263	
FY 2019 Carryover PL Funds- VDOT (2)	\$194,405	\$24,301	\$24,301	\$243,007					\$243,007	
FY 2021 5303 Funds- DRPT (3)					\$80,996	\$10,125	\$10,125	\$101,246	\$101,246	
FY 2020 5303 Funds- DRPT (4)					\$52,000	\$6,500	\$6,500	\$65,000	\$65,000	
<b>Subtotal: FY21 Revenues</b>	<b>\$332,216</b>	<b>\$41,527</b>	<b>\$41,527</b>	<b>\$415,270</b>	<b>\$132,996</b>	<b>\$16,625</b>	<b>\$16,625</b>	<b>\$166,246</b>	<b>\$581,516</b>	
<b>Total Proposed Revenues</b>									<b>\$581,516</b>	
Proposed Expenditures	VDOT/ DRPT	FHWA Planning 80%	State Match 10%	Local Match 10%	Subtotal Highway	FTA 5303 80%	State Match 10%	Local Match 10%	Subtotal Transit	Total Expenditures
Task 1: Program Management and Administration	50/50	\$28,000	\$3,500	\$3,500	\$35,000	\$28,000	\$3,500	\$3,500	\$35,000	\$70,000
Task 2: Transportation Improvement Program (TIP)	50/50	\$600	\$75	\$75	\$750	\$600	\$75	\$75	\$750	\$1,500
Task 3: State/Federal Requested Work Tasks	70/30	\$2,800	\$350	\$350	\$3,500	\$1,200	\$150	\$150	\$1,500	\$5,000
Task 4: Transit Planning	0/100					\$7,196	\$900	\$900	\$8,996	\$8,996
Task 5: Local Technical Assistance	90/10	\$72,000	\$9,000	\$9,000	\$90,000	\$8,000	\$1,000	\$1,000	\$10,000	\$100,000
Task 6: Bicycle & Pedestrian Planning	0/100					\$24,000	\$3,000	\$3,000	\$30,000	\$30,000
Task 7: System Planning	80/20	\$160,000	\$20,000	\$20,000	\$200,000	\$40,000	\$5,000	\$5,000	\$50,000	\$250,000
Task 8: Long Range Planning, Modeling, GIS and Data	70/30	\$56,000	\$7,000	\$7,000	\$70,000	\$24,000	\$3,000	\$3,000	\$30,000	\$100,000
<b>Subtotal: FY21 Expenditures</b>		<b>\$319,400</b>	<b>\$39,925</b>	<b>\$39,925</b>	<b>\$399,250</b>	<b>\$132,996</b>	<b>\$16,625</b>	<b>\$16,625</b>	<b>\$166,246</b>	<b>\$565,496</b>
<b>Estimated Contingency/Reserve Funds for Project Support</b>		<b>\$12,816</b>	<b>\$1,602</b>	<b>\$1,602</b>	<b>\$16,020</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$16,020</b>
<b>Total Proposed Expenditures</b>										<b>\$581,516</b>

(1) FY21 PL Funding from VDOT for Highway  
(2) FY19 PL Carryover Funds from VDOT: Not Expended in FY19  
(3) FY21 5303 Funding from DRPT for Transit Planning  
(4) FY20 5303 Carryover Funds from DRPT: Not Expended in FY20

	Previous Funding	FY 2021	FY 2022	FY 2023	FY 2024	Total FY 2021-2024
<b>WINCHESTER AREA METROPOLITAN PLANNING ORGANIZATION</b>						
<b>STIP ID:</b>	<b>WIN0001</b>	<b>Title: Operating Assistance</b>		<b>Recipient: Winchester Transit Service</b>		
FTA 5307		534	545	556	570	FTA 5307 <b>2,205</b>
State		189	189	189	189	State <b>756</b>
Local		55	12	11	14	Local <b>92</b>
Revenues		94	106	120	129	Revenues <b>449</b>
<b>Year Total:</b>	-	<b>872</b>	<b>852</b>	<b>876</b>	<b>902</b>	<b>Total Funds: 3,502</b>
Description:						
<b>STIP ID:</b>	<b>WIN0004</b>	<b>Title: Passenger Bus Shelters</b>		<b>Recipient: Winchester Transit Service</b>		
FTA 5307					20	FTA 5307 <b>20</b>
State					3	State <b>3</b>
Local					2	Local <b>2</b>
<b>Year Total:</b>	-	-	-	-	<b>25</b>	<b>Total Funds: 25</b>
Description:						
<b>STIP ID:</b>	<b>WIN0009</b>	<b>Title: ADP Hardware</b>		<b>Recipient: Winchester Transit Service</b>		
FTA 5307			36		40	FTA 5307 <b>76</b>
State			5		5	State <b>10</b>
Local			4		5	Local <b>9</b>
<b>Year Total:</b>	-	-	<b>45</b>	-	<b>50</b>	<b>Total Funds: 95</b>
Description:						
<b>STIP ID:</b>	<b>WIN0011</b>	<b>Title: Replacement Rolling Stock</b>		<b>Recipient: Winchester Transit Service</b>		
FTA 5307			128	260		FTA 5307 <b>388</b>
State			16	33		State <b>49</b>
Local			16	32		Local <b>48</b>
<b>Year Total:</b>	-	-	<b>160</b>	<b>325</b>	-	<b>Total Funds: 485</b>
Description:						
<b>STIP ID:</b>	<b>GRA0002</b>	<b>Title: Paratransit Vehicles</b>		<b>Recipient: Grafton School, Inc.</b>		
FTA 5310		72	72	72	72	FTA 5310 <b>288</b>
State						State <b>-</b>
Local		18	18	18	18	Local <b>72</b>
<b>Year Total:</b>	-	<b>90</b>	<b>90</b>	<b>90</b>	<b>90</b>	<b>Total Funds: 360</b>
Description:						
<b>STIP ID:</b>	<b>NCS0001</b>	<b>Title: Paratransit Vehicles</b>		<b>Recipient: Northwestern Community Services</b>		
FTA 5310	52	312	208	208	156	FTA 5310 <b>884</b>
State						State <b>-</b>
Local	13	78	52	52	39	Local <b>221</b>
<b>Year Total:</b>	<b>65</b>	<b>390</b>	<b>260</b>	<b>260</b>	<b>195</b>	<b>Total Funds: 1,105</b>
Description:						
<b>STIP ID:</b>	<b>SAA0002</b>	<b>Title: New Freedom Program Operating</b>		<b>Recipient: Shenandoah Area Agency on Aging</b>		
FTA 5310		159	165	165	170	FTA 5310 <b>659</b>
State		127	132	132	136	State <b>527</b>
Local		32	33	33	34	Local <b>132</b>
Revenues						Revenues <b>-</b>
<b>Year Total:</b>	-	<b>318</b>	<b>330</b>	<b>330</b>	<b>340</b>	<b>Total Funds: 1,318</b>
Description:						
<b>STIP ID:</b>	<b>SAA0003</b>	<b>Title: Paratransit Vehicles</b>		<b>Recipient: Shenandoah Area Agency on Aging</b>		
FTA 5310		140	176	176	140	FTA 5310 <b>632</b>
State						State <b>-</b>
Local		35	44	44	35	Local <b>158</b>
<b>Year Total:</b>	-	<b>175</b>	<b>220</b>	<b>220</b>	<b>175</b>	<b>Total Funds: 790</b>



**Policy Board Meeting Agenda  
April 15, 2020 - 10:00 a.m.**

Please join the meeting from your computer, tablet or smartphone:

<https://global.gotomeeting.com/join/217133925>

You can also dial in using your phone.

**United States: [+1 \(872\) 240-3212](tel:+18722403212)**

Access Code: **217-133-925**

*This meeting was held virtually due to the Covid-19 pandemic*

1. **Call to Order** – Chairman DeHaven called the meeting to order at 10:00 a.m. via GoToMeeting
2. **Roll Call:** Chairman Chuck DeHaven, Ms. Judith McCann-Slaughter, Mr. John Hill, Mr. Kris Tierney, Mr. Bill Wiley, Mr. Terry Short, Mr. Matt Smith, Mr. Matt Dana, Ms. Ciara Williams, Mr. Brandon Davis, Mr. John Madera and Ms. Karen Taylor.
3. **Public Comment Period** – None reported.
4. **Approval of FY20 UPWP Budget Line Item Transfer – Brandon Davis, NSVRC**  
Mr. Davis stated that staff is requesting approval to transfer \$50,000 from the FY20 UPWP contingency budget line item to Work Task 7: System Planning – North Winchester Area Study. This will allow the study to move forward in the current fiscal year.  
**Motion made by Ms. McCann-Slaughter approving the transfer of \$50,000 from the FY20 UPWP contingency line item to Work Task 7: System Planning-North Winchester Area Study. Motion seconded by Mr. Hill. Motion carried.**
5. **Approval of FY20 UPWP Carryover Funds to FY21 – Brandon Davis, NSVRC**  
Mr. Davis stated that staff is requesting approval to carryover \$45,000 from the FY20 UPWP to FY21 to cover consultant expenses for North Winchester Area Study *Phase III*.  
**Motion made by Mr. Wiley approving the carryover of \$45,000 from the FY20 UPWP to FY21 UPWP to cover consultant expenses for North Winchester Area Study Phase III. Seconded by Ms. McCann-Slaughter. Motion carried.**
6. **North Winchester Area Study Phase III Notice to Proceed – Brandon Davis, NSVRC**  
Mr. Davis stated that staff is requesting approval for the Notice to Proceed in the current fiscal year for North Winchester Area Study *Phase III*.  
**Motion made by Mr. Tierney approving the Notice to Proceed in the current fiscal year for the North Winchester Area Study Phase III. Seconded by Ms. McCann-Slaughter. Motion carried.**

**Meeting adjourned at 10:10 a.m.**

# WIN-FRED METROPOLITAN PLANNING ORGANIZATION

Frederick County ❖ City of Winchester ❖ Town of Stephens City



400 Kendrick Lane, Suite E, Front Royal, Virginia 22630

Phone: 540-636-8800

www.winfredmpo.org

**WinFred Metropolitan Planning Organization  
Chairman Charles DeHaven, Jr.  
Policy Board Meeting Minutes - 5/20/20**

**Frederick County Administrative Offices  
First Floor Conference Room**

**107 North Kent Street, Winchester, Virginia  
WinFred MPO Policy Board  
Member Jurisdiction Representatives**

	<b>Frederick County</b>		<b>VDOT</b>		<b>Staff</b>
✓	Charles DeHaven, Jr.	✓	Randy Kiser	✓	Brandon Davis
✓	Judith McCann-Slaughter		<b>Non-Voting Members</b>	✓	John Madera
✓	Kris Tierney	✓	Richard Duran, FHWA	✓	Karen Taylor
	<b>Winchester</b>		Tony Cho, FTA		<b>Others</b>
✓	John Hill	✓	Ciara Williams, DRPT	✓	John Bishop, Frederick Co
✓	Mary Beth Price		Rusty Harrington, FAA		
✓	Bill Wiley		<b>Alternates</b>		
			John Willingham (Winchester)		
	<b>Stephens City</b>		Perry Eisenach (Winchester)		
	Mike Majher	✓	Tim Youmans (Winchester)		
			Mike Ruddy (Frederick)		
		✓	Terry Short (VDOT)		
		✓	Matt Smith (VDOT)		
		✓	Ed Carter (VDOT)		
			Brad Reed (VDOT)		



**WinFred MPO Policy Board Meeting Minutes**  
**Wed, May 20, 2020 10:00 AM - 11:30 AM (EDT)**  
**Please join my meeting from your computer, tablet or smartphone.**  
<https://global.gotomeeting.com/join/853900397>

**1. ADMINISTRATIVE ITEMS**

- A. Adoption of Agenda – Motion made by Mr. Tierney adopting the agenda; seconded by Mr. Hill. Motion carried.
- B. Welcome and Introductions – Chairman DeHaven welcomed everyone to the meeting.
- C. Review and approval of the Draft Minutes of the January 15 and April 15, 2020 Policy Board Meetings – Motion to adopt minutes made by Mr. Wiley; seconded by Mr. Tierney. Motion carried.
- D. Financial Report – Provided for information only; no action requested.
- E. Draft March 3, 2020 Technical Advisory Committee Meeting Minutes – Provided for information only; no action requested.

**2. Public Comment Period – None reported.**

**3. Draft FY2021 Unified Planning Work Program (UPWP)**

Ms. Taylor stated that the MPO Technical Advisory Committee (TAC) reviewed and made edits to the draft UPWP at the March 3rd meeting. Staff made the requested updates; a copy is included in the agenda packet for review. TAC forwarded to the Policy Board a recommendation approving the 20 day public comment period, pending comments received, final approval.

Ms. Taylor and Mr. Madera reviewed the document with the Board. Following review, a motion was made by Ms. McCann-Slaughter approving to forward the draft FY21 UPWP to the 20 day public comment period, pending comments received, final approval; seconded by Mr. Hill. Motion carried.

**4. Draft FY21-24 Highway and Transit Transportation Improvement Programs (TIPs)**

Ms. Taylor and Mr. Madera reviewed the draft FY21-24 Highway and Transit TIPs with the Board. Following review, a motion was made by Ms. McCann-Slaughter approving to forward to the 20 day public comment period, pending comments received, final approval; seconded by Mr. Tierney. Motion carried.

**5. System Planning Update**

Mr. Madera and Mr. Short provided an update on the following studies:

- North Winchester Area Study Phase II; Millwood Avenue/Mall Blvd.; Route 50/522 Realignment Study; STARS: Pleasant Valley Avenue and Route 7

**6. Upcoming Meeting Schedule**

- A. Project Steering Committee: TBD
- B. Technical Advisory Committee: June 2, 2020
- C. Policy Board: June 17, 2020

**7. VDOT/DRPT/Staff Updates** – None reported.

**8. Other Business** – None reported.

**Meeting adjourned at 10:55 a.m.**

**A majority of the MPO voting members shall constitute a quorum (5 voting members)**

### **Glossary of Acronyms**

**CAC**- Citizen Advisory Committee- Serves as an advisory committee to the MPO Policy Board to solicit public input and provide citizen perspective on MPO projects. Conduct public hearings and public input sessions on selected projects at the direction of the Policy Board.

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**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.

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 Phone: 540-636-8800  
 www.winfredmpo.org

**WinFred Metropolitan Planning Organization  
 Chairman Charles DeHaven, Jr.  
 Policy Board "Special Meeting" Minutes -  
 6/24/20**

**Frederick County Administrative Offices  
 First Floor Conference Room**

**107 North Kent Street, Winchester, Virginia  
 WinFred MPO Policy Board  
 Member Jurisdiction Representatives**

	<b>Frederick County</b>		<b>VDOT</b>		<b>Staff</b>
✓	Charles DeHaven, Jr.	✓	Randy Kiser	✓	Brandon Davis
✓	Judith McCann-Slaughter		<b>Non-Voting Members</b>	✓	John Madera
✓	Kris Tierney	✓	Richard Duran, FHWA	✓	Karen Taylor
	<b>Winchester</b>		Tony Cho, FTA		<b>Others</b>
	John Hill		Ciara Williams, DRPT	✓	Dixon Whitworth, CTB Member
✓	Mary Beth Price		Rusty Harrington, FAA	✓	Amanda Kerns, NSVRC
✓	Bill Wiley		<b>Alternates</b>		
			John Willingham (Winchester)		
	<b>Stephens City</b>		Perry Eisenach (Winchester)		
	Mike Majher		Tim Youmans (Winchester)		
			Mike Ruddy (Frederick)		
		✓	Terry Short (VDOT)		
			Matt Smith (VDOT)		
		✓	Ed Carter (VDOT)		
			Brad Reed (VDOT)		



**WinFred MPO Policy Board Meeting Minutes  
Wednesday, June 24, 2020 10:00 AM**

**Join Zoom Meeting**

<https://zoom.us/j/99857579333?pwd=eExjSmxDdnNSSjBYRm4yUURGNEJUdz09>

**Meeting ID: 998 5757 9333**

**Password: 245351**

1. **Welcome and Introductions** – Vice-Chairman Wiley conducted the meeting due to Chairman DeHaven experiencing technical difficulties. Vice-Chair Wiley welcomed everyone to the meeting.

2. **Commonwealth Transportation Board (CTB) Update**

Mr. Dixon Whitworth, CTB member gave the Policy Board an update in regard to the June 17, 2020 Commonwealth Transportation Board meeting. This was Mr. Dixon's last meeting due to his term expiring.

Following Mr. Dixon's update, the Policy Board members thanked him for his hard work and dedication to the region.

**Meeting adjourned at 10:35 a.m.**

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

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## WinFred Metropolitan Planning Organization

**Chairman Charles DeHaven, Jr.**  
**Policy Board Meeting Minutes**  
**July 15, 2020**

**Meeting held via Zoom due to the COVID-19 Pandemic**

<b>WinFred MPO Policy Board Member Jurisdiction Representatives</b>					
	<b>Frederick County</b>		<b>VDOT</b>		<b>Staff</b>
	Charles DeHaven, Jr.	✓	Randy Kiser	✓	Brandon Davis
✓	Judith McCann-Slaughter		<b>Non-Voting Members</b>	✓	John Madera
	Kris Tierney	✓	Richard Duran, FHWA	✓	Amanda Kerns
	<b>Winchester</b>		Tony Cho, FTA		<b>Others</b>
	John Hill	✓	Ciara Williams, DRPT		
	Mary Beth Price		Rusty Harrington, FAA		
✓	Bill Wiley		<b>Alternates</b>		
			John Willingham (Winchester)		
	<b>Stephens City</b>		Perry Eisenach (Winchester)		
	Mike Majher	✓	Tim Youmans (Winchester)		
		✓	Mike Ruddy (Frederick)		
		✓	Terry Short (VDOT)		
		✓	Matt Smith (VDOT)		
			Ed Carter (VDOT)		
			Brad Reed (VDOT)		



**WinFred MPO Policy Board Meeting  
Wed, July 15, 2020 10:00 AM - 11:00 AM**

<https://global.gotomeeting.com/join/455349053>

United States: +1 (646) 749-3122

Access Code: 455-349-053

- 1. ADMINISTRATIVE ITEMS – Chair DeHaven was unable to attend the meeting, the Vice-Chair Mr. Wiley conducted the meeting.**
  - A. Adoption of Agenda – Motion made by Ms. McCann-Slaughter to adopt the agenda as presented; motion seconded by Mr. Kiser. Motion carried.
  - B. Annual election of FY21 Policy Board Chair and Vice-Chair  
Mr. Wiley opened the floor up for Chair and Vice-Chair nominations. Ms. McCann-Slaughter made a motion nominating Mr. Charles DeHaven for Chair and Mr. Bill Wiley for Vice-Chair. There was no second to the motion.
  - C. Welcome and Roll Call  
Attendees have been marked present on the attendance cover sheet (page 1 of minutes)
  - D. Financial Report – This report is provided for information only. Ms. McCann-Slaughter had a question in reference to Work Task 5 and the funding split among FHWA, VDOT and localities. Mr. Davis and Mr. Short explained this item.
  - E. Draft July 7, 2020 Technical Advisory Committee Meeting Minutes – Minutes were presented for information only.
- 2. Public Comment Period** – Ms. McCann-Slaughter asked if the FY21-24 TIP had been updated in regards to what she asked about at an earlier Policy Board meeting. Ms. Kerns stated that the document has been updated.
- 3. Support for SMART SCALE applications – John Madera, WinFred MPO**

Mr. Madera presented a slide show in regards to four pre-applications that were submitted for Smart Scale, all of which have conditionally screened in. He stated that the final applications, due August 3, require a resolution of support from the MPO Policy Board.

Following Mr. Madera’s presentation, a discussion followed in regards to the City transportation projects at the Wingate Inn and the Shenandoah University Pedestrian Bridge. Mr. Wiley gave an update on the City Council meeting where these items were discussed.

Following discussion, a motion was made by Ms. McCann-Slaughter approving the attached resolution and permission for the Chair to sign. Motion seconded by Mr. Youmans. Motion carried.
- 4. System Planning Update – John Madera, NSVRC and Terry Short, VDOT**

**North Winchester Area Study Phase II**

The consulting team has submitted its final report, which has been attached to the SMART SCALE application for a diverging diamond interchange at Exit 317 and other improvements along Route 11.

### **Millwood Avenue/Mall Blvd**

Work is proceeding on the development of 30 percent design plans following City staff discussions with city council and property owners over the summer.

### **Route 522 Realignment Study**

A virtual project steering committee was held one week ago. Results from the public survey were discussed; only 7 responses. Agreement was reached on a preferred alignment: connecting with Millwood Pike via Price Frederick Drive. The consultants are working on the final report, and will prepare a scope of work for phase 2: refining the alignment, estimating real estate impacts, recommending a preferred cross-section, and developing a phasing strategy.

### **City Bikeshare Study**

The Draft Final Plan has been prepared and will be presented to Winchester City Council at the end of July.

Following Mr. Madera's update, Ms. McCann-Slaughter expressed concern in regards to the cost of the diverging diamond interchange at the North Winchester area study location. Mr. Short stated that new mechanisms have been put into place to generate more revenue which is in the SYIP 22-27. He stated that theoretically there will additional funding made available. Mr. Madera stated, that within three miles of the project, there is 2.1 million square feet of approved development.

## **5. Upcoming Meeting Schedule**

- A. Project Steering Committee: TBD
- B. Technical Advisory Committee: August 4, 2020
- C. Policy Board: August 19, 2020

**6. VDOT/DRPT/Staff Updates** – Mr. Short stated that Smart Scale application deadline may be extended to August 17, 2020.

**7. Other Business** – None reported.

**Meeting adjourned at 10:40 a.m.**

**A majority of the MPO voting members shall constitute a quorum (5 voting members)**

### Glossary of Acronyms

**CAC**- Citizen Advisory Committee- Serves as an advisory committee to the MPO Policy Board to solicit public input and provide citizen perspective on MPO projects. Conduct public hearings and public input sessions on selected projects at the direction of the Policy Board.

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**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.

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**WinFred MPO Policy Board  
Meeting Minutes  
Wed, September 16, 2020 10:00 AM**

**1. ADMINISTRATIVE ITEMS**

- A. Adoption of agenda - Motion made by Ms. McCann-Slaughter approving the agenda; seconded by Mr. Wiley. Motion carried.
  
- B. Annual election of FY21 Policy Board Chair and Vice-Chair - Motion made by Mr. Wiley, seconded by Mr. Hill nominating Mr. DeHaven as the MPO Chair. Motion carried. Motion made by Mr. DeHaven, seconded by Mr. Hill nominating Mr. Wiley as the MPO Vice Chair. Motion carried.
  
- C. Welcome and Roll Call - attendance recorded on page one of the minutes.
  
- D. Review and approval of the Draft Minutes of the July 15, 2020 Policy Board Meetings - Motion made by Ms. McCann-Slaughter approving the minutes, seconded by Mr. Wiley. Motion carried.
  
- E. Financial Report - Report provided for information only, no action required.
  
- F. Draft September 1, 2020 Technical Advisory Committee Meeting Minutes - Minutes provided for information only, no action required.

**2. Public Comment Period**

**3. Support for SMART SCALE applications – John Madera, WinFred MPO**

Mr. Madera stated that eight (8) final applications for highway projects located within the Metropolitan Planning Area were submitted through SMART SCALE by the extended August 17 deadline. These applications require a resolution of support from the MPO Policy Board submitted no later than October 30 to qualify for consideration. Mr. Madera requested a motion to approve the resolution and permission for the Chair to sign. Mr. Wiley and Mr. Youmans requested a review by VDOT of the Route 11 project regarding the slip ramp onto 37S and Parkview Avenue on Pleasant Valley Road. Mr. Short will review and will be back in contact. Following discussion, a motion was made by Mr. Wiley approving the resolution and permission for the Chair to sign, seconded by Mr. Tierney. Motion carried.

**4. System Planning Update – John Madera & Karen Taylor, NSVRC/Terry Short, VDOT**

An update was provided by Mr. Madera, Ms. Taylor and Mr. Short on the following projects:

- North Winchester Area Study Phase II; Millwood Avenue/Mall Blvd.; Route 50/522 Realignment Study; STARS: Pleasant Valley Avenue and Route 7; City Bikeshare Study

**5. Upcoming Meeting Schedule – All meetings begin at 10 a.m.**



- A. Project Steering Committee: TBD
- B. Technical Advisory Committee: October 6, 2020
- C. Policy Board: October 21, 2020

## **6. VDOT/DRPT/Staff Updates**

Mr. Short provided an update on SmartScale applications received by the Staunton District. Applications were broken down as follows: 64% highway, 12% bike/ped, and 7% bus and transit. The scoring process will begin on October 30.

Mr. Short also reported that the State will be scheduling presentations and workshops for the VTRANS 2040 update.

Mr. Carter stated that the Route 277 project is on schedule and he will keep everyone up to date.

Ms. McCann-Slaughter asked Mr. Carter about the realignment of Red Bud and Snowden Ridge. She wants to make sure this project is on VDOT's radar and Mr. Carter confirmed that it is.

Mr. Madera reported that the I-81 Corridor Coalition will be meeting regarding overnight truck parking along the interstate.

## **7. Other Business - None reported.**

## **8. Meeting adjourned at 11 a.m.**

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# WIN-FRED METROPOLITAN PLANNING ORGANIZATION

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

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

## WinFred Metropolitan Planning Organization

**Chairman Charles DeHaven, Jr.**  
**Policy Board Meeting Minutes**  
**November 18, 2020**

**Meeting held via Zoom due to the COVID-19 Pandemic**

<b>WinFred MPO Policy Board Member Jurisdiction Representatives</b>					
	<b>Frederick County</b>		<b>VDOT</b>		<b>Staff</b>
✓	Charles DeHaven, Jr.	✓	Randy Kiser	✓	Brandon Davis
✓	Judith McCann-Slaughter		<b>Non-Voting Members</b>	✓	John Madera
✓	Kris Tierney		Richard Duran, FHWA	✓	Karen Taylor
	<b>Winchester</b>		Tony Cho, FTA		<b>Others</b>
	John Hill		Ciara Williams, DRPT	✓	John Bishop, Fred. Co.
	Daniel Hoffman		Rusty Harrington, FAA	✓	Amanda Harmon - KH
	Bill Wiley		<b>Alternates</b>	✓	Andy Nagle - KH
			John Willingham (Winchester)		
	<b>Stephens City</b>		Perry Eisenach (Winchester)		
	Mike Majher	✓	Tim Youmans (Winchester)		
		✓	Mike Ruddy (Frederick)		
		✓	Terry Short (VDOT)		
			Matt Smith (VDOT)		
		✓	Ed Carter (VDOT)		
			Brad Reed (VDOT)		



**WinFred MPO Policy Board Meeting Minutes**  
**Wed, November 18, 2020 10:00 AM - 11:00 AM**

<https://zoom.us/j/92173375480?pwd=WjFJRy9MU21uTnhYTW0zWnJ1NkhXdz09>

**Meeting ID: 921 7337 5480**

**Passcode: 984853**

**1. ADMINISTRATIVE ITEMS**

- A. Adoption of Agenda – Motion to adopt the agenda made by Ms. McCann-Slaughter; seconded by Mr. Youmans. Motion carried.
- B. Welcome and Roll Call – Attendance recorded on page 1 of minutes.
- C. Review and approval of the Draft Minutes of the October 21, 2020 Policy Board Meetings – Motion to adopt the minutes made by Ms. McCann-Slaughter; seconded by Mr. Youmans. Motion carried.
- D. Financial Report – Report provided for information only.

**2. Public Comment Period** – None reported.

**3. North Winchester Area Study Presentation – Amanda Harmon & Andy Nagle, Kimley-Horn**

A PowerPoint presentation was presented by consultants with Kimley-Horn. Presentation is attached to the minutes.

**4. System Planning Update – John Madera & Karen Taylor, NSVRC/Terry Short, VDOT**

Staff updated the Board on the following projects:

- **Millwood Avenue/Mall Blvd.; Route 50/522 Realignment Study; STARS: Pleasant Valley Avenue and Route 7; City Bikeshare Study Phase II**

**5. Upcoming Meeting Schedule – All meetings begin at 10 a.m.**

- A. Project Steering Committee: TBD
- B. Technical Advisory Committee: December 1, 2020
- C. Policy Board: December 16, 2020

**6. VDOT/DRPT/Staff Updates**

Mr. Kiser reported that the CTB will hold a virtual SYIP public hearing on November 24<sup>th</sup> at 9 a.m. He stated that the new CTB member for our area will be announced.

Mr. Short reported that SmartScale scoring is underway. The final VTRANS workshop was held on Tuesday but public comment remains open.

Mr. Carter reported that the Route 277 project is moving along well and is on schedule. The Sulphur Springs Road project is complete. He gave a report on the Rural Rustic Roads program. He stated that a car struck the temporary signal pole at Route 11 and Old Charlestown Road which caused significant damage. The pole will be fixed within one to two weeks. Ms. McCann-Slaughter requested a speed limit study in the industrial area of Welltown Road. Mr. Carter will initiate that study.

7. **Other Business** – None reported.

**Meeting adjourned at 11:20 a.m.**

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# North Winchester Area Plan

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WinFred MPO Policy Board Meeting

November 18, 2020

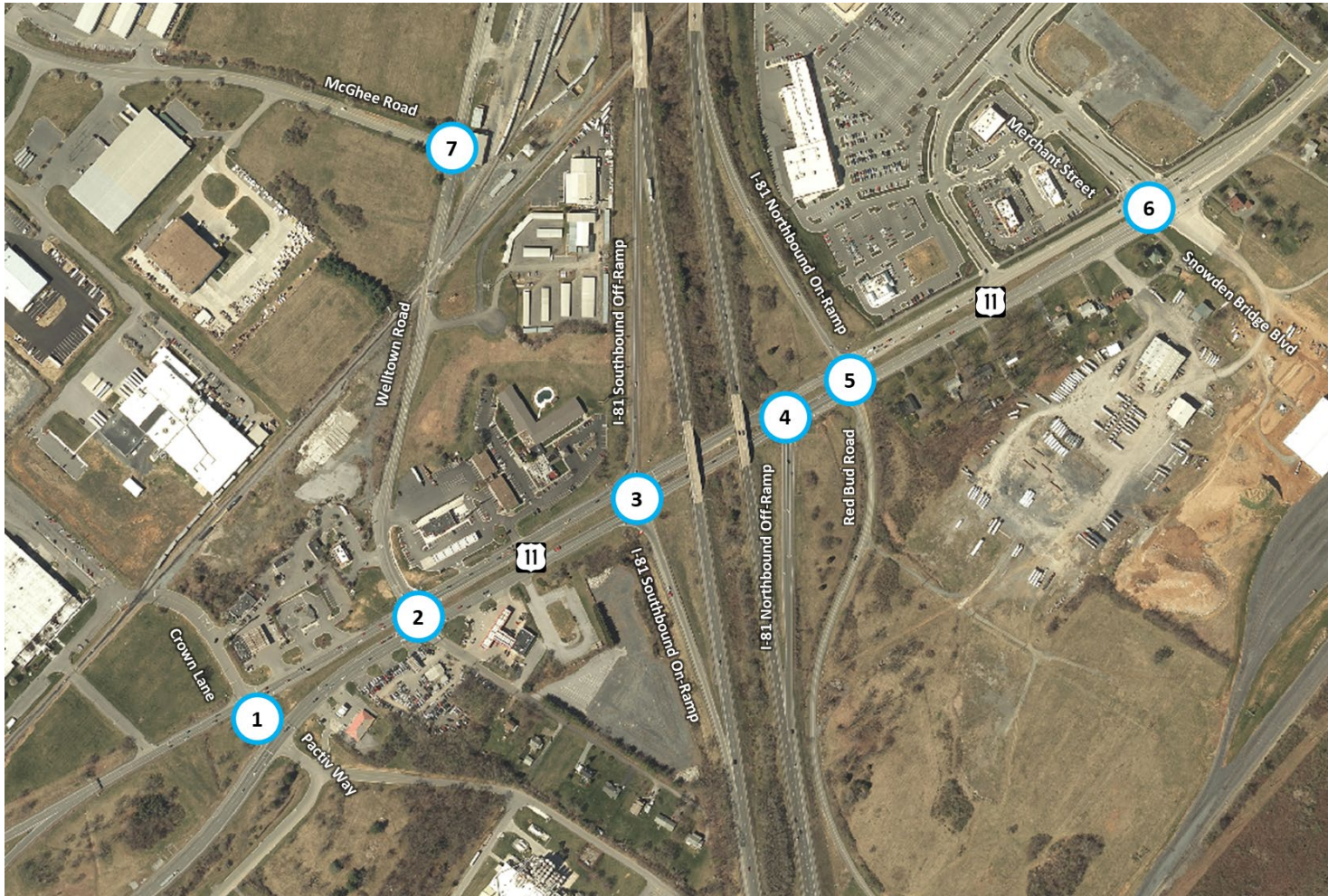


# Agenda

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- Project Background
- Alternatives Development
- Alternative Concept Review
- Preferred Concept
- SMART SCALE Applications

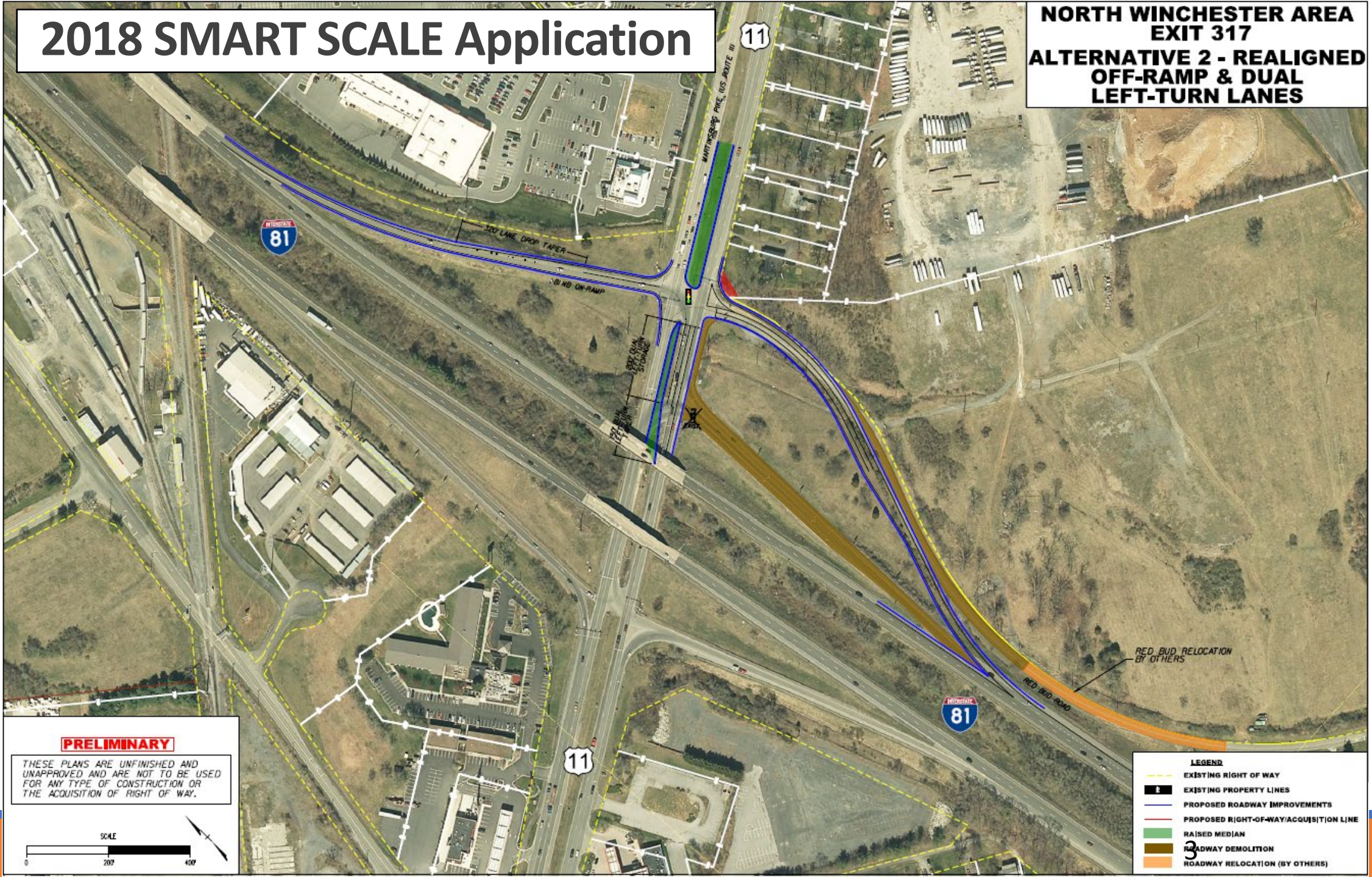
# Project Background



- Study area: US 11 from Crown Lane/Pactiv Way to Merchant Street/Snowden Bridge Boulevard
- Project history
  - Studied in 2018
  - Submitted SMART SCALE application in 2018 for improvements at the northbound ramps (not selected for funding)

# 2018 SMART SCALE Application

**NORTH WINCHESTER AREA  
EXIT 317  
ALTERNATIVE 2 - REALIGNED  
OFF-RAMP & DUAL  
LEFT-TURN LANES**



## PRELIMINARY

THESE PLANS ARE UNFINISHED AND UNAPPROVED AND ARE NOT TO BE USED FOR ANY TYPE OF CONSTRUCTION OR THE ACQUISITION OF RIGHT OF WAY.

SCALE

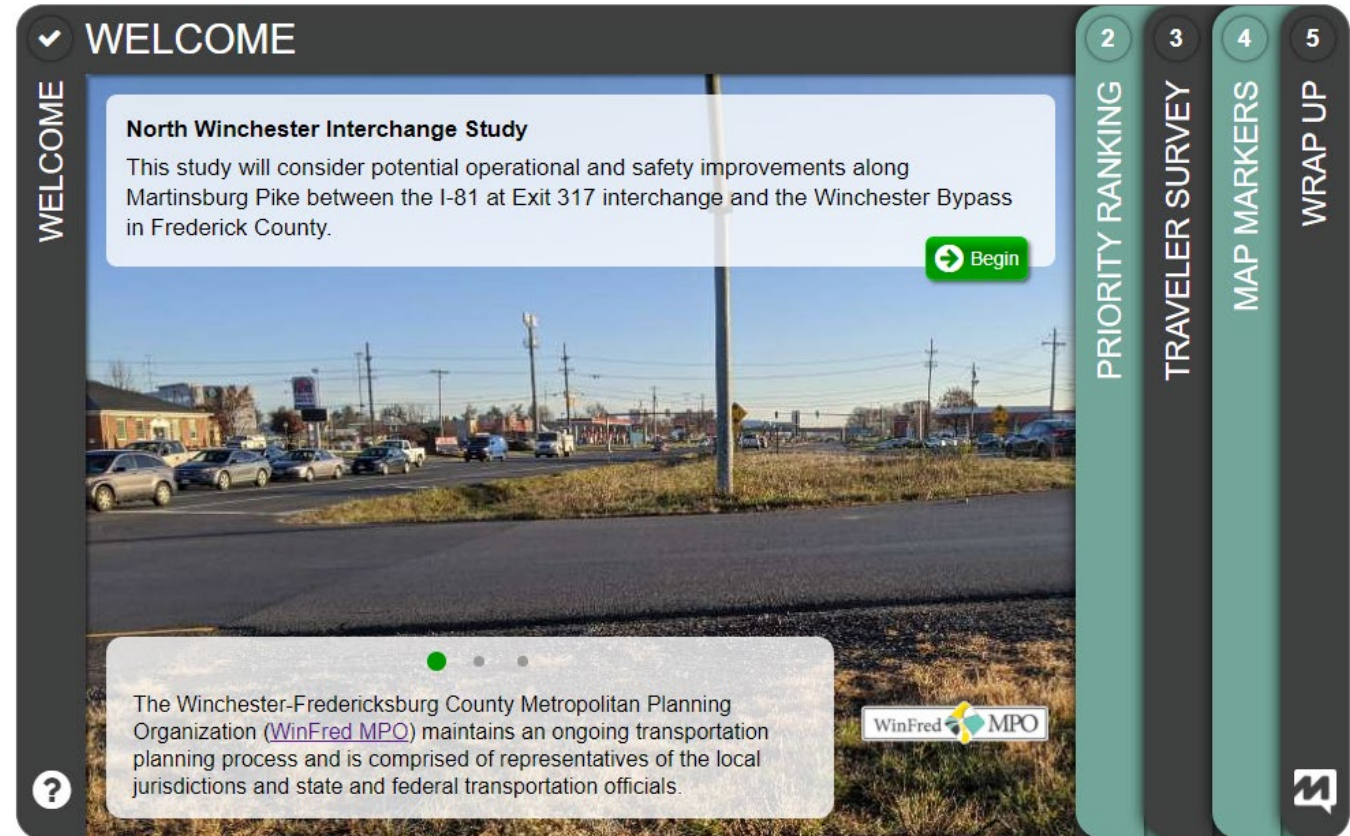


- LEGEND**
- EXISTING RIGHT OF WAY
  - EXISTING PROPERTY LINES
  - PROPOSED ROADWAY IMPROVEMENTS
  - PROPOSED RIGHT-OF-WAY/ACQUISITION LINE
  - RAISED MEDIAN
  - ROADWAY DEMOLITION
  - ROADWAY RELOCATION (BY OTHERS)

# MetroQuest Survey

May 22, 2020 – June 15, 2020

- 983 participants
  - 56% live along or near the corridor
  - 38% work along or near the corridor
- 70% of participants listed traffic congestion as their first or second highest priority
- Participant congestion and safety issues aligned with the study's existing conditions findings



# Alternatives Development

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- Developed 2030 volumes
  - 4.5% growth rate north of I-81 SB ramps
  - 2.0% growth rate south of I-81 SB ramps
- Operational and safety issues to mitigate:
  - Extensive northbound queuing on Rte 11 extending from the I-81 NB ramps through the Rte 11/37 merge
  - Queuing results from poor lane utilization due to high volumes destined for left-turn lane onto I-81 northbound
  - Welltown Road/Amoco Lane and Crown Lane/Pactive Way are over capacity
  - Three potential for safety improvement (PSI) ranked intersections
    - Northbound I-81 off-ramp (52)
    - Northbound I-81 on-ramp (19)
    - Welltown Road (5)

# Alternatives Concept Review

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# Alternatives Development: Intersection/Arterial Improvements

Alternative	Intersection Improvements	Operations	Safety	Constructability
1	Dual NBLT on Rte 11 @ Welltown	+	0	0
2	Welltown Road – RCUT	-	+	+
* 3	Welltown Road – Realigned to Crown/Pactiv	+	+	-
4	Crown/Pactiv – Realigned to Welltown	+	+	-
* 5	Dedicated U-turn lane @ Crown Lane/Pactive Way	+	+	0
* 6	Convert side-street split phase to protected/permitted @ Welltown	+	0	+








- + Generally positive effect or better alternative
- 0 Generally no effect of moderate alternative
- Generally negative effect or worse alternative

# Route 11 Intersection Improvements

February 21, 2020



**LEGEND**

-  PROPOSED SIGNAL RECONSTRUCTION
-  EXISTING RIGHT-OF-WAY LINES
-  EXISTING PROPERTY LINES
-  PROPOSED PAVEMENT
-  PROPOSED ACQUISITION AREA
-  PROPOSED STRUCTURE
-  TO BE REMOVED

**VDOT**  
**PRELIMINARY**

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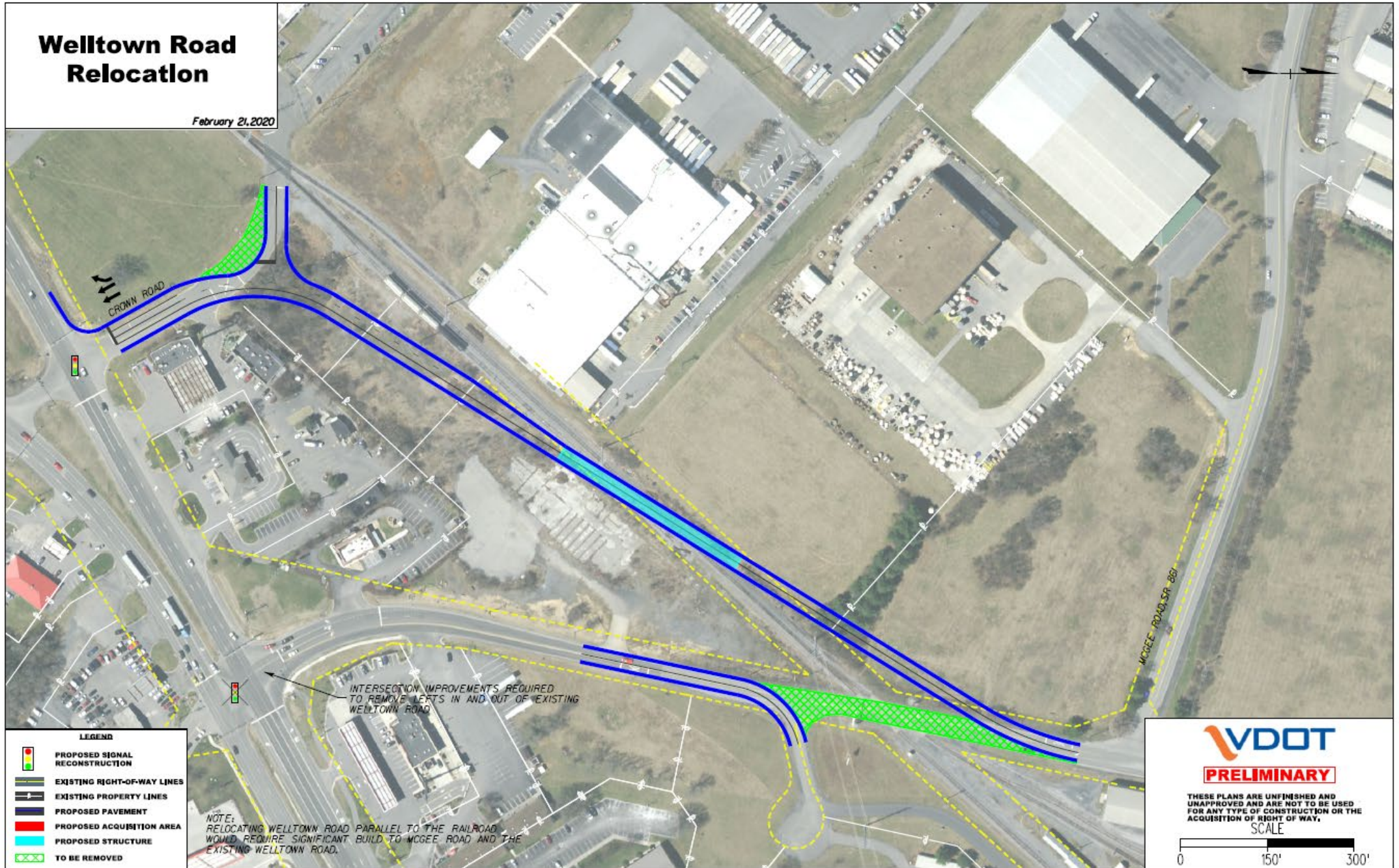
SCALE

0 150' 300'



# Welltown Road Relocation

February 21, 2020



**LEGEND**

-  PROPOSED SIGNAL RECONSTRUCTION
-  EXISTING RIGHT-OF-WAY LINES
-  EXISTING PROPERTY LINES
-  PROPOSED PAVEMENT
-  PROPOSED ACQUISITION AREA
-  TO BE REMOVED

NOTE:  
RELOCATING WELLTOWN ROAD PARALLEL TO THE RAILROAD WOULD REQUIRE SIGNIFICANT BUILD TO MCGEE ROAD AND THE EXISTING WELLTOWN ROAD.

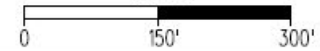
INTERSECTION IMPROVEMENTS REQUIRED TO REMOVE LEFTS IN AND OUT OF EXISTING WELLTOWN ROAD

**VDOT**

**PRELIMINARY**

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SCALE



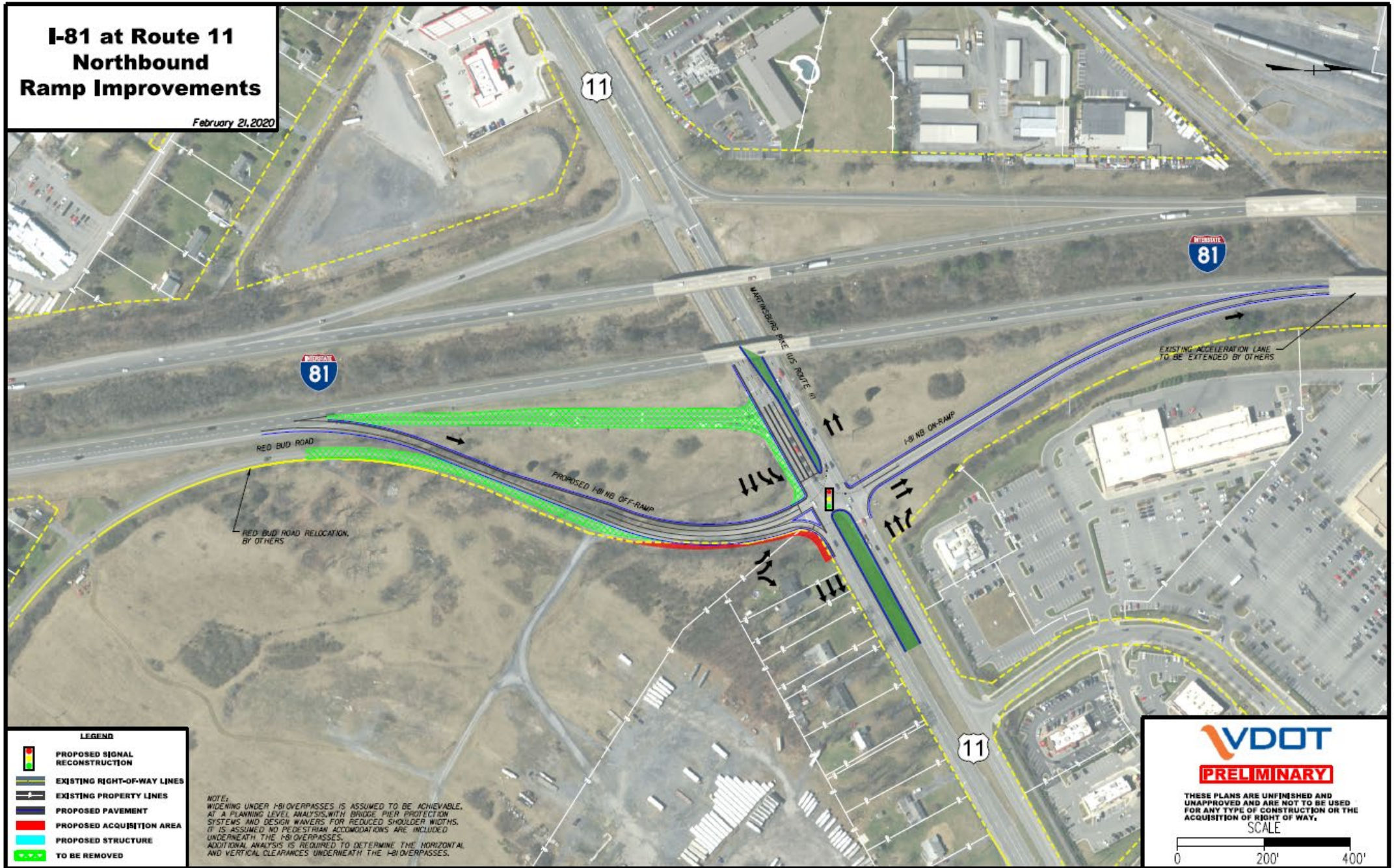
# Alternatives Development: Interchange Improvements

Alternative	Intersection Improvements	Operations	Safety	Constructability
* 1	Realigned I-81 NB Off-Ramp + 3 NB lanes on Rte 11 + Dual NBLT at NB Ramps (Previous SMART Scale app)	0	0	+
2	DDI – 2 lanes NB + SB	0	+	+
3	DDI – 3 lanes NB + 2 lanes SB	0	+	-
* 4	DDI – 3 lanes NB + SB	+	+	-
5	Parclo – SE Quadrant	0	+	-
* 6	Parclo – NW + SE Quadrant	+	+	-

- + Generally positive effect or better alternative
- 0 Generally no effect of moderate alternative
- Generally negative effect or worse alternative

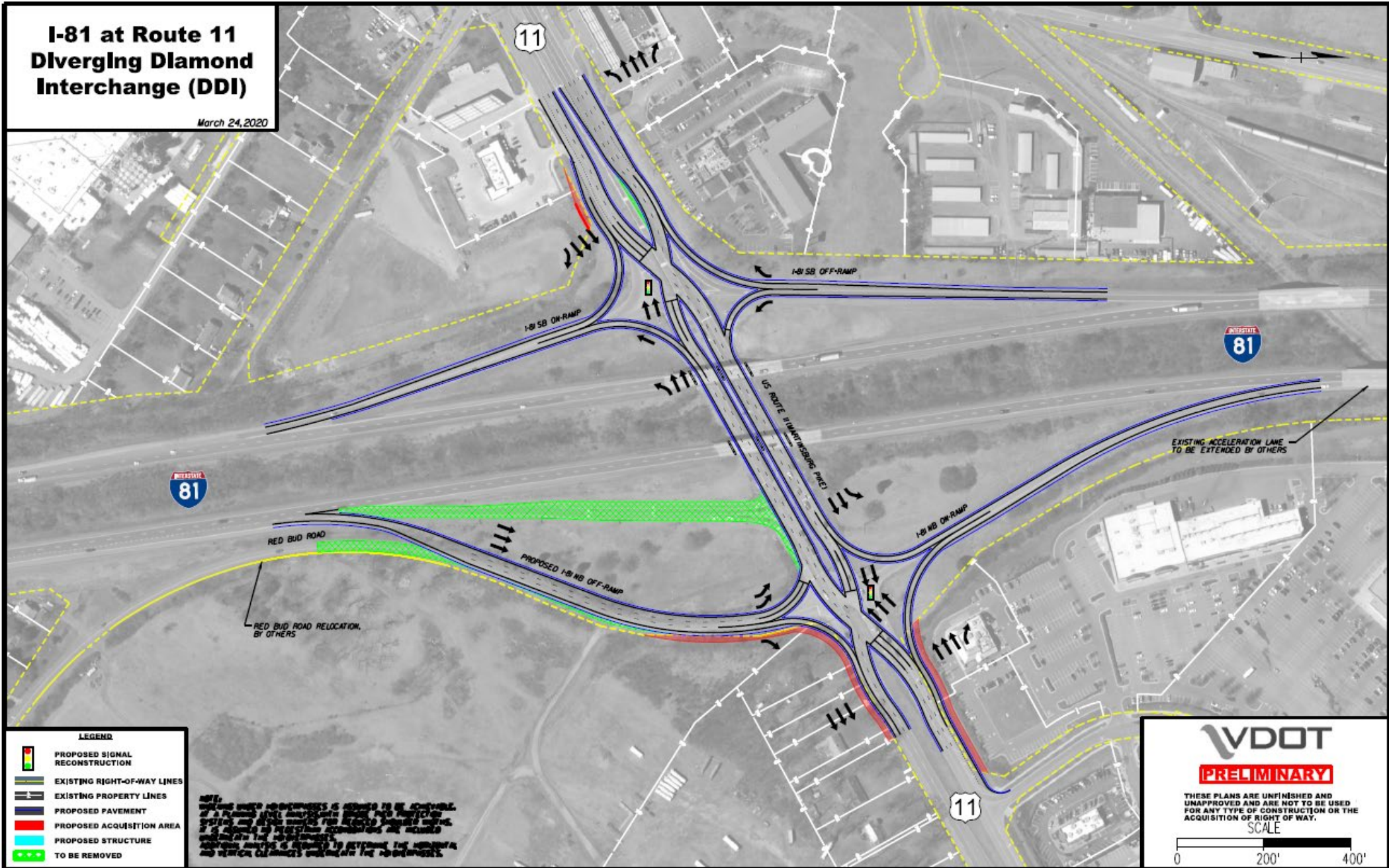
# I-81 at Route 11 Northbound Ramp Improvements

February 21, 2020



# I-81 at Route 11 Diverging Diamond Interchange (DDI)

March 24, 2020



**LEGEND**

- PROPOSED SIGNAL RECONSTRUCTION
- EXISTING RIGHT-OF-WAY LINES
- EXISTING PROPERTY LINES
- PROPOSED PAVEMENT
- PROPOSED ACQUISITION AREA
- PROPOSED STRUCTURE
- TO BE REMOVED

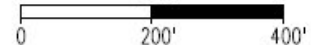
*NOTE: THESE PLANS AND SPECIFICATIONS ARE PRELIMINARY AND ARE NOT TO BE USED FOR ANY TYPE OF CONSTRUCTION OR THE ACQUISITION OF RIGHT OF WAY. THESE PLANS AND SPECIFICATIONS ARE SUBJECT TO CHANGE WITHOUT NOTICE AND WITHOUT LIABILITY TO THE STATE OF MISSISSIPPI. THE USER OF THESE PLANS AND SPECIFICATIONS SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES AND AGENCIES OF THE STATE OF MISSISSIPPI.*

**VDOT**

**PRELIMINARY**

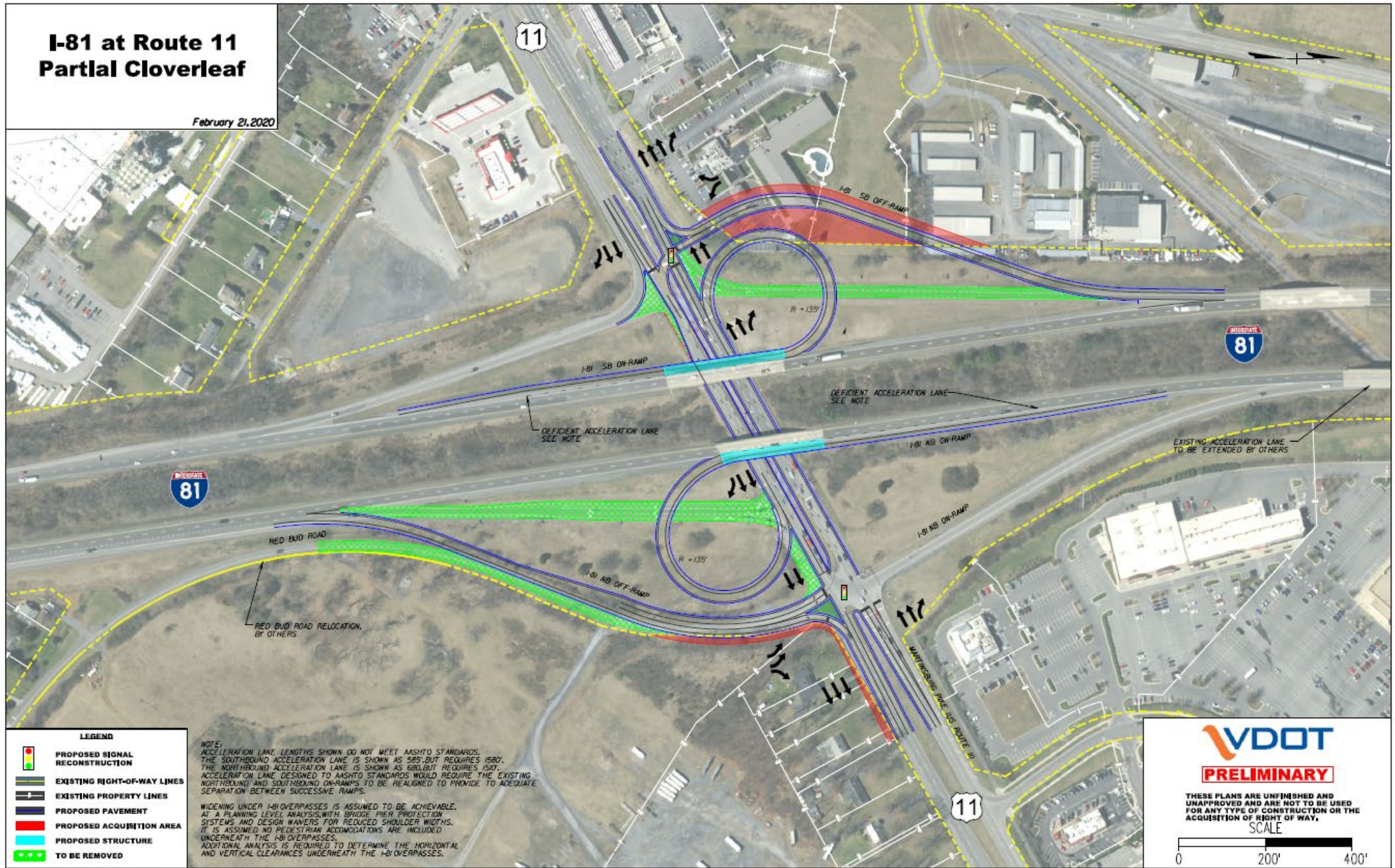
THESE PLANS ARE UNFINISHED AND UNAPPROVED AND ARE NOT TO BE USED FOR ANY TYPE OF CONSTRUCTION OR THE ACQUISITION OF RIGHT OF WAY.

SCALE



# I-81 at Route 11 Partial Cloverleaf

February 21, 2020



- LEGEND**
- PROPOSED SIGNAL RECONSTRUCTION
  - EXISTING RIGHT-OF-WAY LINES
  - EXISTING PROPERTY LINES
  - PROPOSED PAVEMENT
  - PROPOSED ACQUISITION AREA
  - PROPOSED STRUCTURE
  - TO BE REMOVED

**NOTE:**  
ACCELERATION LANE LENGTHS SHOWN DO NOT MEET AASHTO STANDARDS. THE SOUTHBOUND ACCELERATION LANE IS SHOWN AS 585', BUT REQUIRES 1580'. THE NORTHBOUND ACCELERATION LANE IS SHOWN AS 680', BUT REQUIRES 1540'. ACCELERATION LANE DESIGNED TO AASHTO STANDARDS WOULD REQUIRE THE EXISTING NORTHBOUND AND SOUTHBOUND ON-RAMPS TO BE REALIGNED TO PROVIDE TO ADEQUATE SEPARATION BETWEEN SUCCESSIVE RAMPS.

WIDENING UNDER I-81 OVERPASSES IS ASSUMED TO BE ACHIEVABLE. AT A PLANNING LEVEL ANALYSIS WITH BRIDGE PRIOR PROTECTION SYSTEMS AND DESIGN WAIVERS FOR REDUCED SHOULDER WIDTHS, IT IS ASSUMED NO PEDESTRIAN ACCOMMODATIONS ARE INCLUDED UNDERNEATH THE I-81 OVERPASSES. ADDITIONAL ANALYSIS IS REQUIRED TO DETERMINE THE HORIZONTAL AND VERTICAL CLEARANCES UNDERNEATH THE I-81 OVERPASSES.

**VDOT**

**PRELIMINARY**

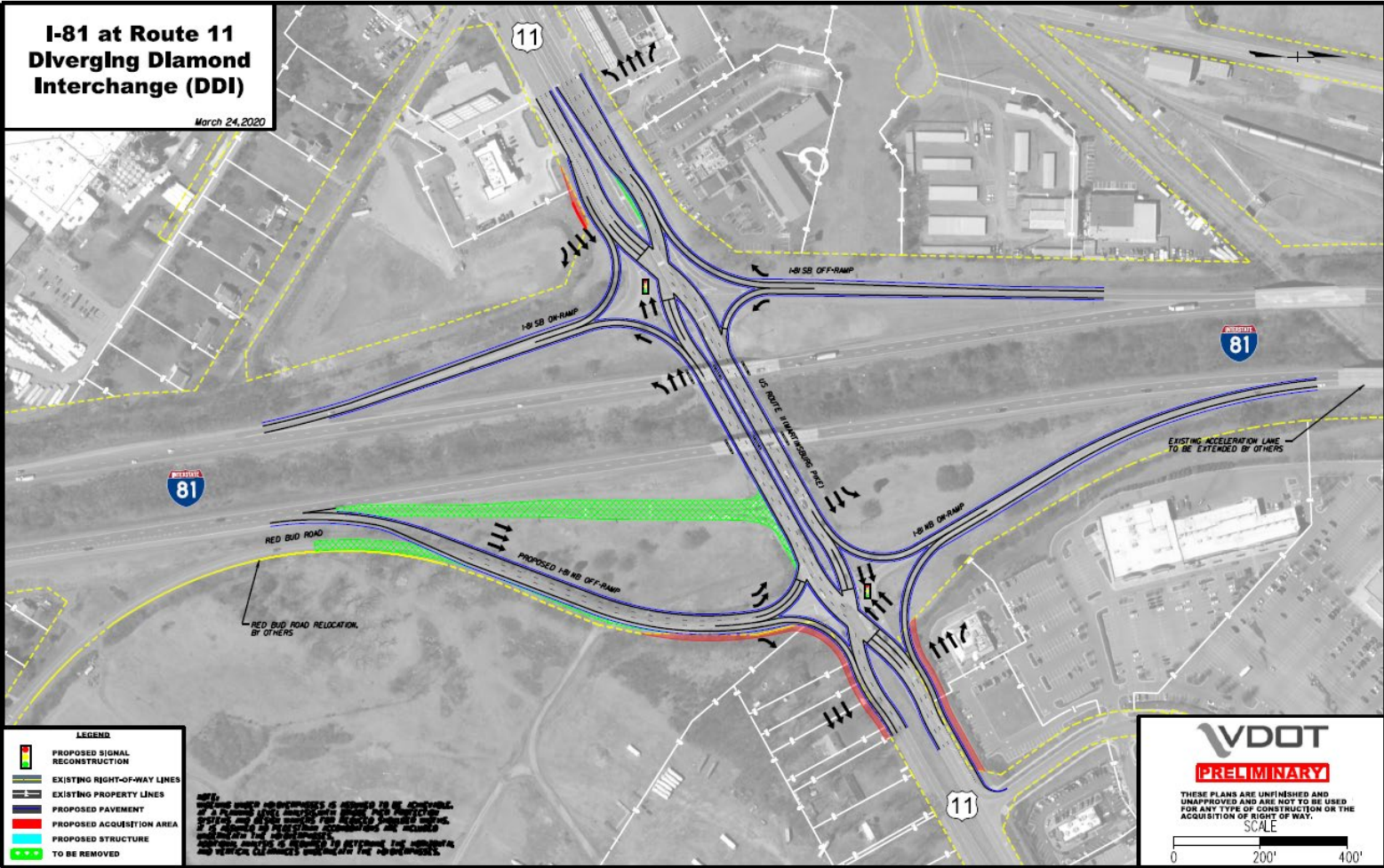
THESE PLANS ARE UNFINISHED AND UNAPPROVED AND ARE NOT TO BE USED FOR ANY TYPE OF CONSTRUCTION OR THE ACQUISITION OF RIGHT OF WAY.



# Preferred Alternative Selection and SMART SCALE Applications

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# Preferred Interchange Alternative



- Operational improvements:
  - Acceptable LOS at interchange intersections
  - Northbound and southbound Route 11 queuing is contained within interchange intersections (does not extend to adjacent intersections)
  - Northbound queuing does not block side street traffic from entering Route 11
- Safety improvements:
  - Conflict points reduce to 20 compared to 28 for a traditional diamond interchange
- Submitted to SMART SCALE by WinFred MPO

# Preferred Arterial Alternative



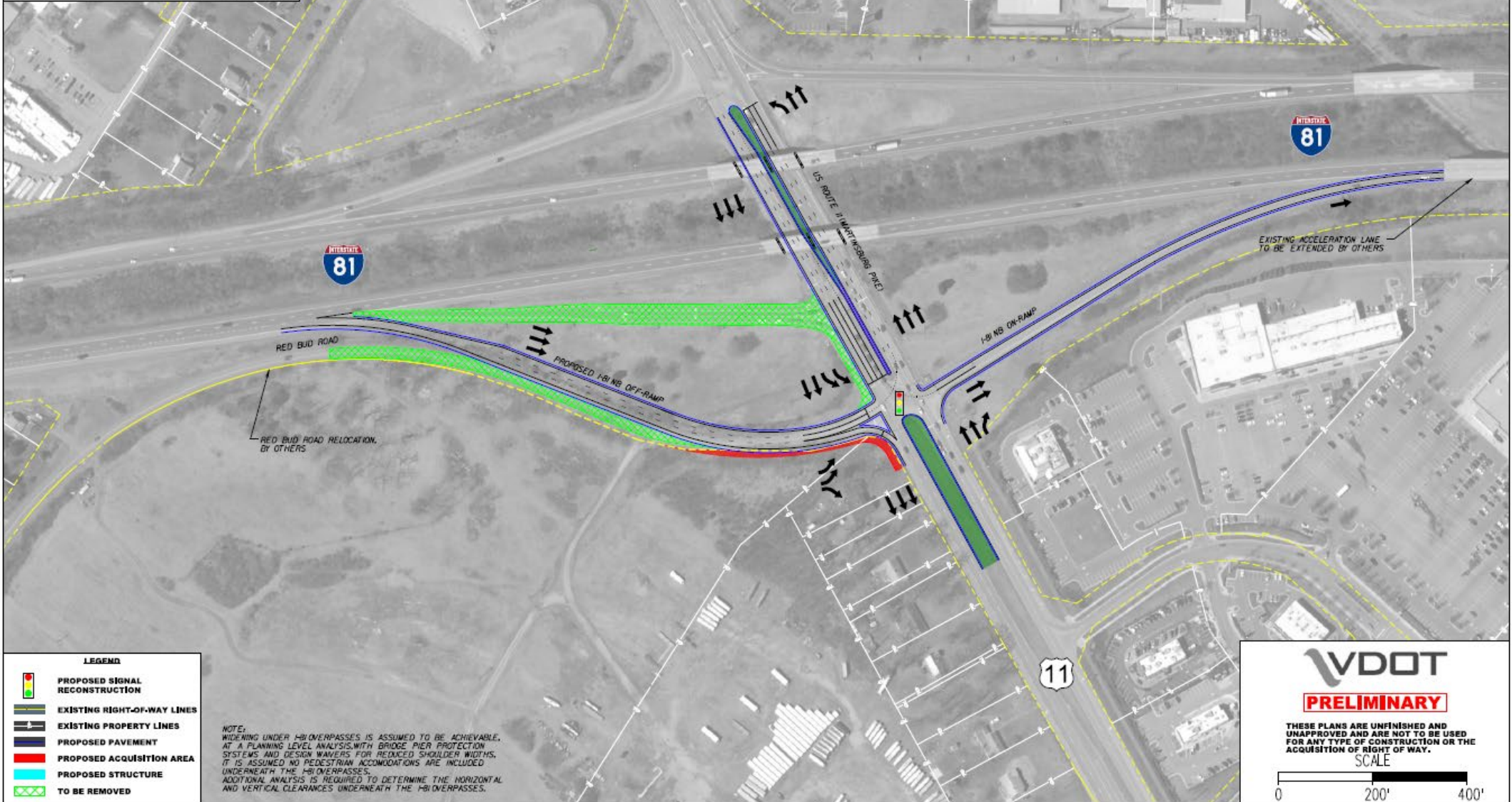
- Operational improvements:
  - Improves intersection operations at both Crown Road and Welltown Road
  - Reduces northbound left turn and through queues
  - Northbound queues do not spill back into upstream intersections
- Safety improvements:
  - Reduces congestion-related crashes
- Submitted to SMART SCALE by WinFred MPO



# I-81 at Route 11 Northbound Ramp Improvements

March 24, 2020

# 2020 SMART SCALE Application Frederick County



# Thank you!

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# WIN-FRED METROPOLITAN PLANNING ORGANIZATION

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

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

## WinFred Metropolitan Planning Organization

**Chairman Charles DeHaven, Jr.**  
**Policy Board Meeting Minutes**  
**December 16, 2020**

**Meeting held via Zoom due to the COVID-19 Pandemic**

<b>WinFred MPO Policy Board Member Jurisdiction Representatives</b>					
	<b>Frederick County</b>		<b>VDOT</b>		<b>Staff</b>
✓	Charles DeHaven, Jr.		Randy Kiser	✓	Brandon Davis
✓	Judith McCann-Slaughter		<b>Non-Voting Members</b>	✓	John Madera
✓	Kris Tierney		Richard Duran, FHWA	✓	Karen Taylor
	<b>Winchester</b>		Tony Cho, FTA		<b>Others</b>
	John Hill		Ciara Williams, DRPT	✓	John Bishop, Fred. Co.
✓	Daniel Hoffman		Rusty Harrington, FAA	✓	Matt Dana, VDOT
	Bill Wiley		<b>Alternates</b>	✓	Dave Covington, VDOT
			John Willingham (Winchester)		
	<b>Stephens City</b>		Perry Eisenach (Winchester)		
	Mike Majher	✓	Tim Youmans (Winchester)		
			Mike Ruddy (Frederick)		
		✓	Terry Short (VDOT)		
			Matt Smith (VDOT)		
			Ed Carter (VDOT)		
			Brad Reed (VDOT)		



**WinFred MPO Policy Board Meeting Minutes**  
**Wed, December 16, 2020 10:00 AM - 11:00 AM**

<https://zoom.us/j/92173375480?pwd=WjFJRy9MU21uTnhyTW0zWnJ1NkhXdz09>

**Meeting ID: 921 7337 5480**

**Passcode: 984853**

**1. ADMINISTRATIVE ITEMS**

- A. Adoption of Agenda - Motion made by Ms. McCann-Slaughter approving the agenda; seconded by Mr. Tierney. Motion carried.
- B. Welcome and Roll Call - Attendance recorded on page 1 of the minutes.
- C. Review and approval of the Draft Minutes of the November 18, 2020 Policy Board Meetings - Motion made by Ms. McCann-Slaughter approving the minutes; seconded by Mr. Short. Motion carried.
- D. Financial Report – Provided for information only.
- E. Draft Minutes of the December 1, 2020 Technical Advisory Committee – provided for information.

**2. Public Comment Period - None reported.**

**3. I-81 Update – Dave Covington, I-81 Program Delivery Director, VDOT**

Mr. Covington provided an update on I-81 (presentation attached to the minutes).

**4. Highway Safety and Bridge Deck Condition Performance Target Setting for 2021 – John Madera, WinFred MPO**

Mr. Madera gave a presentation regarding the highway safety and bridge deck condition performance target setting for 2021. Following his presentation, he stated that MPOs may support the State's targets, develop their own targets, or use a combination of State and MPO targets. Safety targets are due February 27, 2021; bridge condition targets are due March 15. A motion was made by Ms. McCann-Slaughter approving the resolution to support the State's targets for highway safety and bridge deck condition; seconded by Mr. Tierney. Motion carried.

**5. FY2022 UPWP Project Planning – Karen Taylor & John Madera, NSVRC**

The Board discussed potential studies/projects for the FY22 UPWP. Ms. Taylor stated that she will send a survey to receive input from the Board in regards to what projects to be potentially included.

**6. System Planning Update – John Madera & Karen Taylor, NSVRC/Terry Short, VDOT**

Staff gave an update on the following studies:

- **North Winchester Area Study; Millwood Avenue/Mall Blvd.; Route 50/522 Realignment Study; STARS: Pleasant Valley Avenue and Route 7; City Bikeshare Study Phase II**

**7. Upcoming Meeting Schedule – All meetings begin at 10 a.m. via Zoom**

- A. Project Steering Committee: TBD
- B. Technical Advisory Committee: January 5, 2021
- C. Policy Board: January 20, 2021

**8. VDOT/DRPT/Staff Updates**

Mr. Short gave an update on SmartScale, Route 7 STARS and his meeting with new CTB member Mark Merrill.

**9. Other Business - None reported.**

**Meeting adjourned at 11:10 a.m.**

**A majority of the MPO voting members shall constitute a quorum (5 voting members)**

### Glossary of Acronyms

**CAC**- Citizen Advisory Committee- Serves as an advisory committee to the MPO Policy Board to solicit public input and provide citizen perspective on MPO projects. Conduct public hearings and public input sessions on selected projects at the direction of the Policy Board.

**CLRP** – Constrained Long-Range Plan – A fiscally-constrained list of projects drawn from the Vision Plan element of the LRTP. All CLRP projects must have an estimated cost and a revenue source identified.

**FHWA** - Federal Highway Administration - Within the US Department of Transportation, FHWA is responsible for highway issues, including federal laws and regulations related to metropolitan transportation planning.

**FTA** - Federal Transit Administration- With in the US Department of Transportation, FTA is responsible for public transit issues, including federal laws and regulations related to metropolitan transportation planning.

**FTA Section 5303 Funds** - This program supports transit planning expenses to support cooperative, continuous, and comprehensive planning for making transportation investment decisions in metropolitan planning areas.

**FTA Section 5310** - Transportation for Elderly Persons and Persons with Disabilities - The goal of the Section 5310 Program is to 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.

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

**MPO** - Metropolitan Planning Organization - Federal transportation laws and regulations require the establishment of an MPO in every urbanized area of the U.S. with a population over 50,000. MPOs are responsible for meeting the federal metropolitan planning regulations for transportation.

**STP Funds** - STP funds are Federal Funds disbursed through State DOT's for Surface Transportation projects.

**TAC**- Technical Advisory Committee- Serves in an advisory capacity to the Policy Board of the MPO. The TAC works with MPO staff to formulate the UPWP, the LRTP, and provides technical review and assistance on numerous MPO projects undertaken as called out in the UPWP.

**TIP** - Transportation Improvement Program - Approved by the MPO Policy Board, it is a list of projects and programs that will be implemented over the next six years. In order to receive federal funding, transportation projects must be included in the Constrained Long-Range Plan and the TIP. Amendments are major changes to a project included in the CLRP, TIP or STIP that are not Administrative Modifications.

**UPWP** – Unified Planning Work Program- MPOs must adopt and implement an annual work program and budget known as the Unified Planning Work Program (UPWP). The UPWP identifies all activities to be undertaken by the MPO during the fiscal year which begins July 1<sup>st</sup> and ends the following June 30th.

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

**VDRPT - Virginia Department of Rail and Public Transportation** – The Agency under the Virginia Secretary of Transportation (as is VDOT) provides technical and financial assistance to Virginia's public transit.

IMPROVE **81**

# I-81 CORRIDOR IMPROVEMENT PROGRAM

WinFred MPO

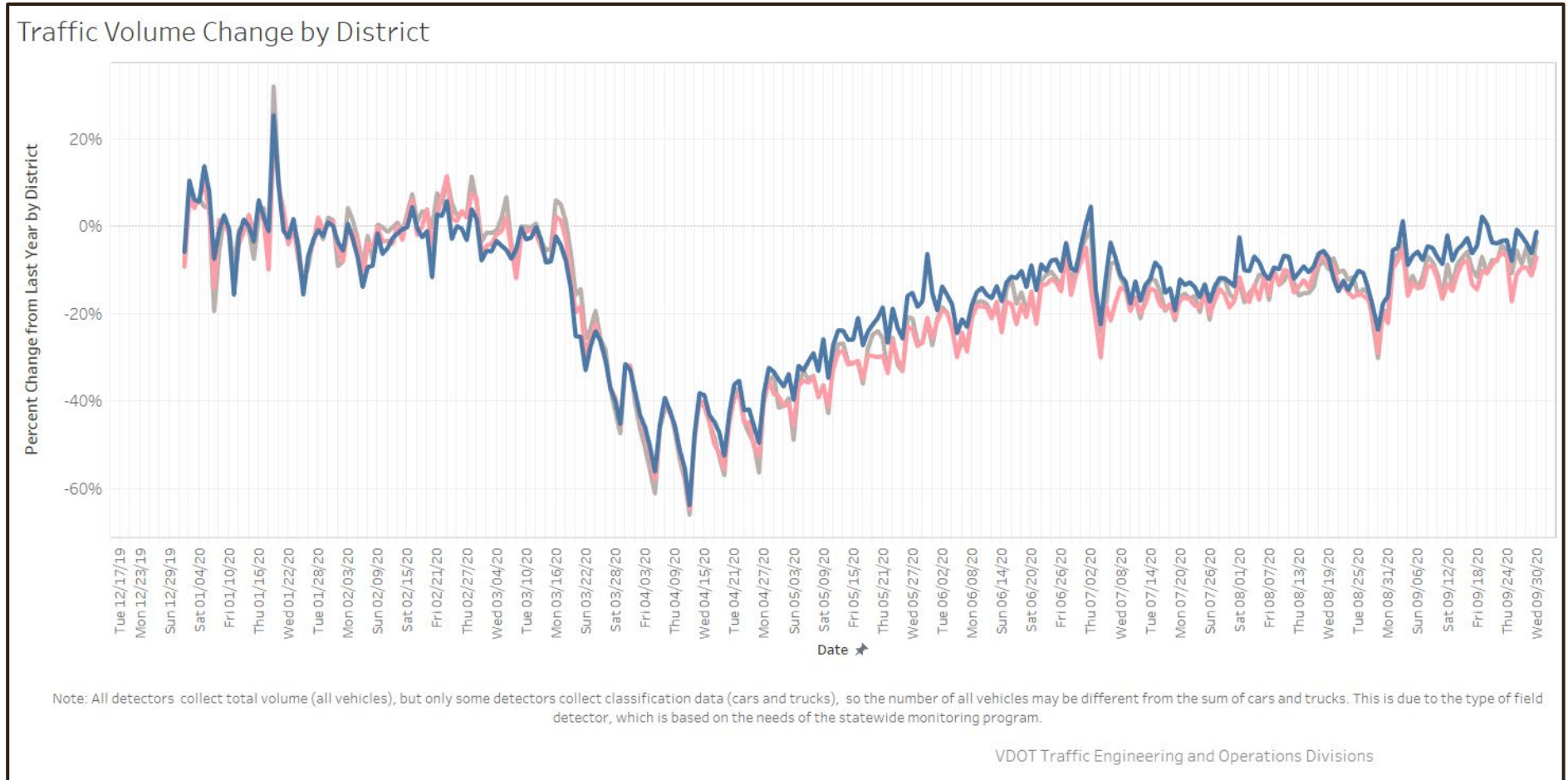
**Dave Covington, PE**  
I-81 Program Delivery Director

December 16, 2020

# I-81 Corridor Traffic Impacts Related to COVID-19

All Vehicle Types

- District
- Bristol
  - Salem
  - Staunton

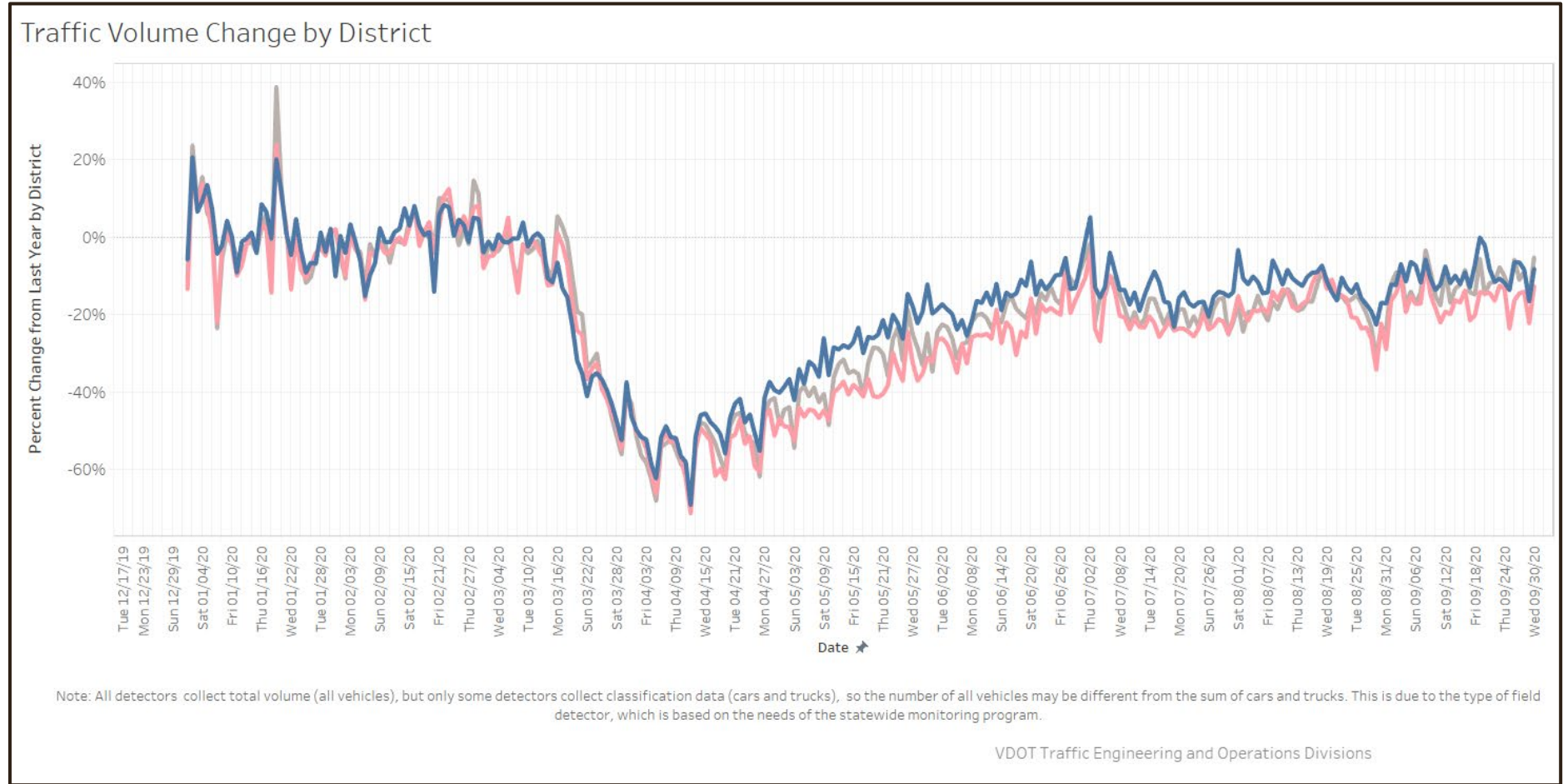




# I-81 Corridor Traffic Impacts Related to COVID-19

## Passenger Vehicles Only

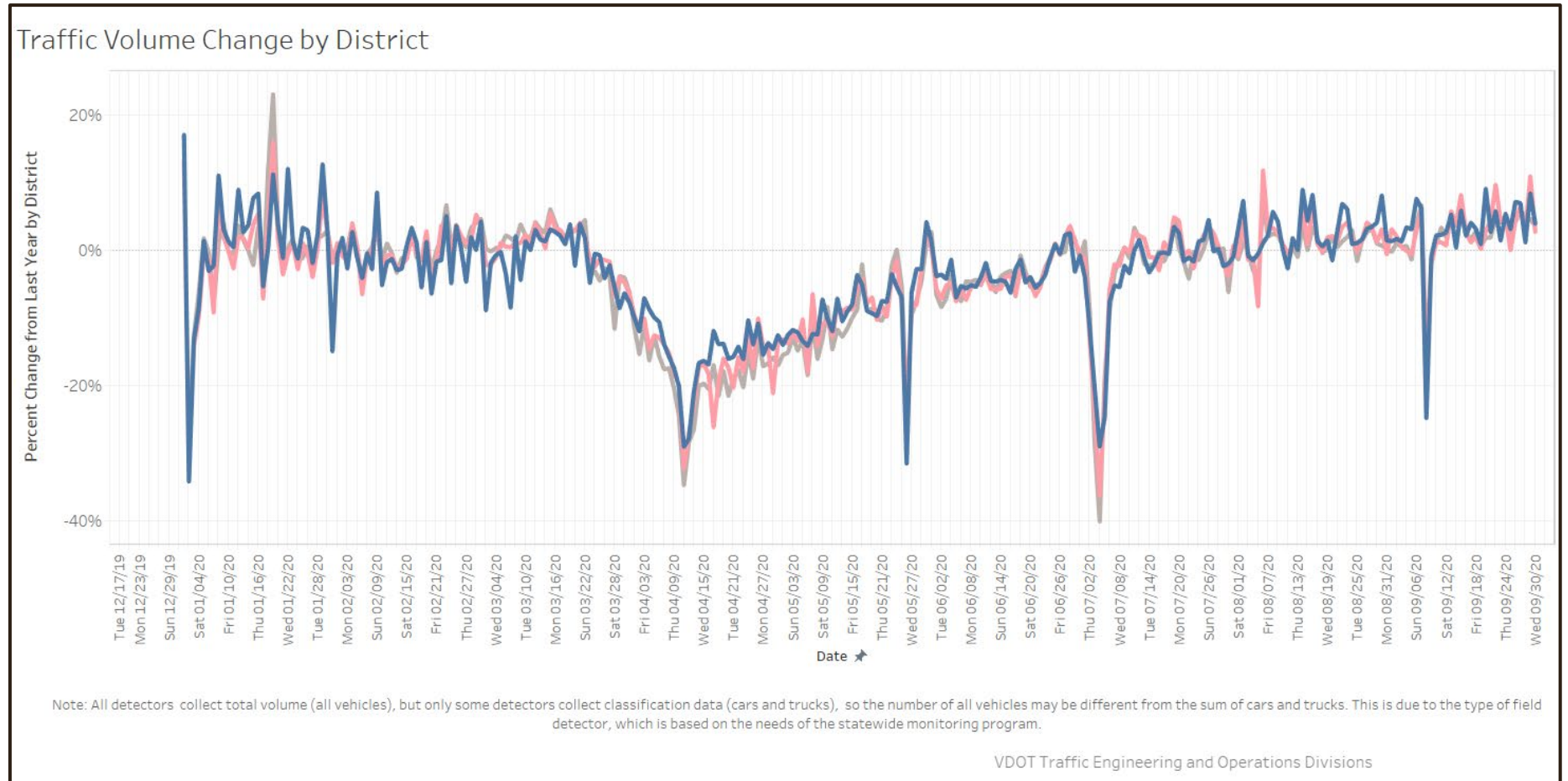
- District
- Bristol
  - Salem
  - Staunton



# I-81 Corridor Traffic Impacts Related to COVID-19

## Trucks Only

- District
- Bristol
  - Salem
  - Staunton



## Program Benefits



### Enhanced Safety

This program will implement a series of improvements such as lane and shoulder widening to reduce the rate and frequency of crashes along the corridor.



### Reduced Congestion

The program improvements will reduce congestion and improve reliability by adding capacity in targeted areas of the corridor and improving speed of incident clearance to help limit travel delays.



### Economic Development

I-81 is the main corridor and key economic artery of western Virginia. These improvements will ensure that goods and services critical to our economy move safely and efficiently through and within the region.

## Project Development Process (Capital Projects)



Planning

16 PROJECTS



Preliminary  
Engineering (PE) &  
Environmental  
Evaluation



Design

32 PROJECTS



Right of Way &  
Utility  
Coordination



Construction



Completed

8 PROJECTS

## Planned Improvements

The **325-mile long corridor** spans three VDOT districts:  
**Bristol, Salem, and Staunton.**

Localities along the corridor include: City of Bristol, Washington County, Smyth County, Wythe County, Pulaski County, City of Radford, Montgomery County, City of Salem, Roanoke County, City of Roanoke, Botetourt County, Rockbridge County, City of Lexington, City of Buena Vista, Augusta County, City of Staunton, City of Waynesboro, Rockingham County, City of Harrisonburg, Shenandoah County, Frederick County, and the City of Winchester.



## Capital Improvement Projects

There are currently **56 Capital Improvement projects** within the Program. Some of these projects include:

**+1**

### Widening

The addition of a third lane for added capacity and safety. Some projects include the addition of a third lane in both the northbound and southbound directions while some projects include the addition of a third lane in only one direction.



### Acceleration/Deceleration Lane Extension

Allows drivers additional time to make appropriate speed adjustments on the entrance and exit ramps before merging into interstate traffic or encountering sharper curves and stop conditions on exit ramps.



### Curve Improvement

Installation of static and/or flashing chevron signs along specific curves to notify drivers of upcoming sharp or challenging curves where crashes are prevalent.

## Capital Improvement Projects

There are currently **56 Capital Improvement projects** within the Program. Some of these projects include:



### Truck Climbing Lane

An additional lane added to enable trucks to ascend a steep grade at a lower speed while maintaining regular traffic speeds for passenger vehicles.



### Auxiliary Lanes

Allows drivers additional time to speed up or slow down when merging on or off I-81. Typically constructed between two interchanges, these lanes help enhance safety by reducing traffic “weaving” between I-81 travel lanes and ramps.



### Shoulder widening

Wider shoulder lanes increase safety for the travelling public during emergencies such as flat tire or breakdown, provide recovery area for errant vehicles, and enhance safety for emergency responders.

## Operational Improvements

The Program also includes a host of **Operational Improvements** which enhance safety as well as mobility, particularly during emergency events. Examples of operational improvements include:



### Changeable Message Signs

Changeable, or Digital, message boards help to alert drivers in real time of incidents along the interstate and assist with directing them to alternate routes.



### Additional Traffic Cameras (CCTV)

The additional traffic cameras assist the Traffic Operations Center during emergency events as well as provide information to travelers via the VA 511 system.



### Enhancements to Safety Service Patrol

Additional hours of operations and additional routes help to protect the travelling public during vehicle emergencies, speed up recovery time, and protect incident zones.



## Operational Improvements

The Program also includes a host of **Operational Improvements** which enhance safety as well as mobility, particularly during emergency events. Examples of operational improvements include:



### Detour Route Improvements

One of the biggest challenges of the I-81 Corridor is the lack of reliable alternative routes. Low cost, high return investments in signal systems and minor geometric improvements help to efficiently move traffic around incidents on the interstate.



### Enhancements to Clearance Times

Reducing incident clearance time saves time, money, and enhances reliability along the interstate system. The implementation of a Towing and Recovery Incentive Program (TRIP) and lift-and-tow devices help to clear incidents more quickly to keep traffic moving.

## Planned Studies With Potential Future Improvements

The [I-81 Corridor Improvement Plan](#), Section 10, identified three areas for further analysis and potential future improvements based on the outcome of the analyses:



### Truck Parking

Appendix I of the I-81 Study Report includes an analysis of truck parking availability along the corridor and identifies deficiencies. The Plan recommends the formation of a task force comprised of representatives from the Virginia Department of Transportation, The Virginia Department of Motor Vehicles, private travel center owners, economic development authorities, trucking associations, and representatives from local and regional governments and planning agencies. The purpose of the task force is to:

- Identify site-specific issues and overcome obstacles to parking development
- Investigate opportunities to fund the expansion of public and private truck parking facilities in targeted locations
- Develop a truck parking information system for public rest areas initially and examine opportunities to partner with the private sector
- Implement mobile technology to assist truck drivers with finding available and reserved parking

The Truck Parking Task Force was formed in August 2020 and has begun the work to serve its purpose.

## Planned Studies With Potential Future Improvements

The [I-81 Corridor Improvement Plan](#), Section 10, identified three areas for further analysis and potential future improvements based on the outcome of the analyses:



### Speed Enforcement

With specific focus on the northern end of the I-81 Corridor within the Commonwealth, the I-81 Corridor Improvement Plan recommends the formation of a task force comprised of members of the Commonwealth Transportation Board, Department of State Police, and local law enforcement to determine strategies for enhanced speed enforcement.



### Multimodal Improvements

The I-81 Corridor Improvement Plan states that the Office of Intermodal Planning and Investment and the Virginia Department of Rail and Public Transportation will work through a cooperative process with the railroad industry, Amtrak, local governments, intercity bus operators, and regional planning bodies to fully develop the capital improvement needs to support impactful multimodal improvements along the I-81 Corridor.

## Capital Improvement Project Status – Bristol District

- 7 projects under design by VDOT staff
- 6 projects under design by on-call consultant
- 2 projects under design by project-specific consultant (procured)
- 1 Design-Build project under design for December 2020/January 2021 advertisement
- 2 projects – Construction Complete
- **Of the 18 current SYIP projects in the District, all are currently under design or have completed construction**

## Capital Improvement Project Status – Salem District

- 2 projects under design by VDOT staff
- 0 projects under design by on-call consultant
- 1 project under design by project-specific consultant (procured)
- 2 Design-Build projects, bundled and advertised (Request for Qualifications), Request for Proposals will be advertised October 2020.
- 1 project - Construction Complete
- **Of the 6 current SYIP projects in the District, all are currently under design or have completed construction**

## Capital Improvement Project Status – Staunton District

- 6 projects under design by VDOT staff
- 1 project under design by on-call consultant
- 4 projects under design by project-specific consultant (procured)
- 0 Design-Build projects
- 5 projects – Construction Complete
- **Of the 16 current SYIP projects in the District, 16 are currently under design or have completed construction**

# Staunton District I-81 CIP Projects

## All capital improvement projects within the Staunton District

- Exit 188 NB Acceleration lane – Constr. 2024
- MM 204.5 – 195.1 Shoulder Improvements SB – Constr. 2026
- Exit 205 SB Acceleration lane – Ad in April 2021
- Exit 221 – 220 SB Auxiliary lane – Constr. 2023
- Exit 221 – 225 Widening NB & SB – Constr. 2023
- Mt. Sidney Rest Area 3 ramp extensions – Constr. 2025
- Weyers Cave Truck Climbing Lane NB & SB – Constr. 2023
- Exit 243 – 248 Harrisonburg Widening NB & SB – Constr. 2024
- Exit 269 NB Deceleration lane – Complete
- Exit 279 SB Acceleration lane - Complete

# Staunton District I-81 CIP Projects

All capital improvement projects within the Staunton District

- Exit 283 SB Acceleration lane – Complete
- Exit 291 NB Acceleration lane – Ad in December
- Exit 296 SB Acceleration lane – Ad in December
- Exit 304 NB Acceleration lane – Ad in December
- Exit 299 – 296 SB widening – Constr. 2024
- Exit 302 NB Deceleration lane – Complete
- Exit 302 NB Acceleration lane – Complete
- Exit 313 – 317 Winchester NB & SB widening – Constr. 2028

**Bundled**

- **Note – Construction schedules subject to change based on funding availability**



## Corridor-wide Operational Improvements

- Curve Improvements (static and flashing Chevron signs) - Complete
- Safety Service Patrol Enhancements – Complete
- Lift and Tow - Complete
- Towing and Recovery Incentive Program – Underway with implementation scheduled for March 2021
- Traffic Camera Installations – 42 cameras now on VA 511, 8 awaiting integration to VA 511 (viewable to the Traffic Operations Center), 1 awaiting electric service installation.
- Changeable (Digital) Message Signs – Under construction, ahead of schedule, fixed completion date October 28, 2021

## Corridor-wide Arterial Improvements

### Signal upgrades –

- Planning and design underway in concert with coordination with localities for signal system integration into VDOT central signal system.

### Parallel Route upgrades –

- Minor geometric improvement projects to facilitate access to and from I-81 during incidents under design for construction in the near future.

## Corridor-wide Communications

- Development of Communications Plan – Complete
  - Communications Plan has been amended based on COVID-19 guidelines, specifically related to public involvement and in-person communication events.
- Development of Program-specific website – Complete
  - [improve81.org](https://improve81.org)
- Development of Leadership Briefing Package – Complete
- Development of Speaker's Bureau - Complete

## Takeaway Scorecard

ACTIVITY	STATUS	ANTICIPATED COMPLETION
Curve improvements (8)	Complete	Fall 2019
Initial accel/decel lane extensions (8)	Complete	Fall 2020
Safety Service Patrol Expansion	Complete	July 2019
Additional Cameras (51)	Nearly Complete	Spring 2020
Additional Changeable Message Signs	Underway	October 2021
Arterial Upgrades	Underway	Varies by project
Remaining capital projects (32)	Underway	Varies by project

## Advisory Committee

An I-81 Advisory Committee was established to provide advice and recommendations to the Commonwealth Transportation Board (CTB) regarding the development of the I-81 Corridor Improvement Plan.

The committee is scheduled to meet four times each year at rotating planning district locations along the corridor and report to the Governor and General Assembly each December. The committee has 15 voting members: seven Virginia lawmakers, three CTB members representing the Bristol, Salem and Staunton districts, and the five chairs of the planning district commissions. VDOT's Commissioner and DRPT's Director will serve on the committee ex officio in non-voting capacities.

## Advisory Committee Members

### Voting Members

- Delegate Gwendolyn Gooditis, District 10
- Delegate Chris Hurst, District 12
- Delegate Sam Rasoul, District 11
- Delegate Tony Wilt, District 26
- Senator Creigh Deeds, District 25
- Senator John Edwards, District 21
- Senator Todd Pillion, District 40
- Chair Frank Friedman, Central Shenandoah PDC
- Chair Bradley Grose, Roanoke Valley/Alleghany PDC
- Chair Michael Maslaney, New River Valley PDC
- Chair Dennis Morris, Northern Shenandoah PDC
- Chair Tim Reeves, Mount Rogers PDC
- Ray Smoot, Jr., Salem District CTB Member
- Currently Vacant, Bristol District CTB Member
- Mark Merrill, Staunton District CTB Member

### Ex Officio

- Stephen Brich, VDOT Commissioner
- Jennifer Mitchell, DRPT Director

## Program Funding

In 2019, the General Assembly adopted legislation creating the Interstate 81 Corridor Improvement Fund. Revenues supporting the fund and improvements were identified from the following sources:



**Truck Fees**



**Regional Fuels Tax**

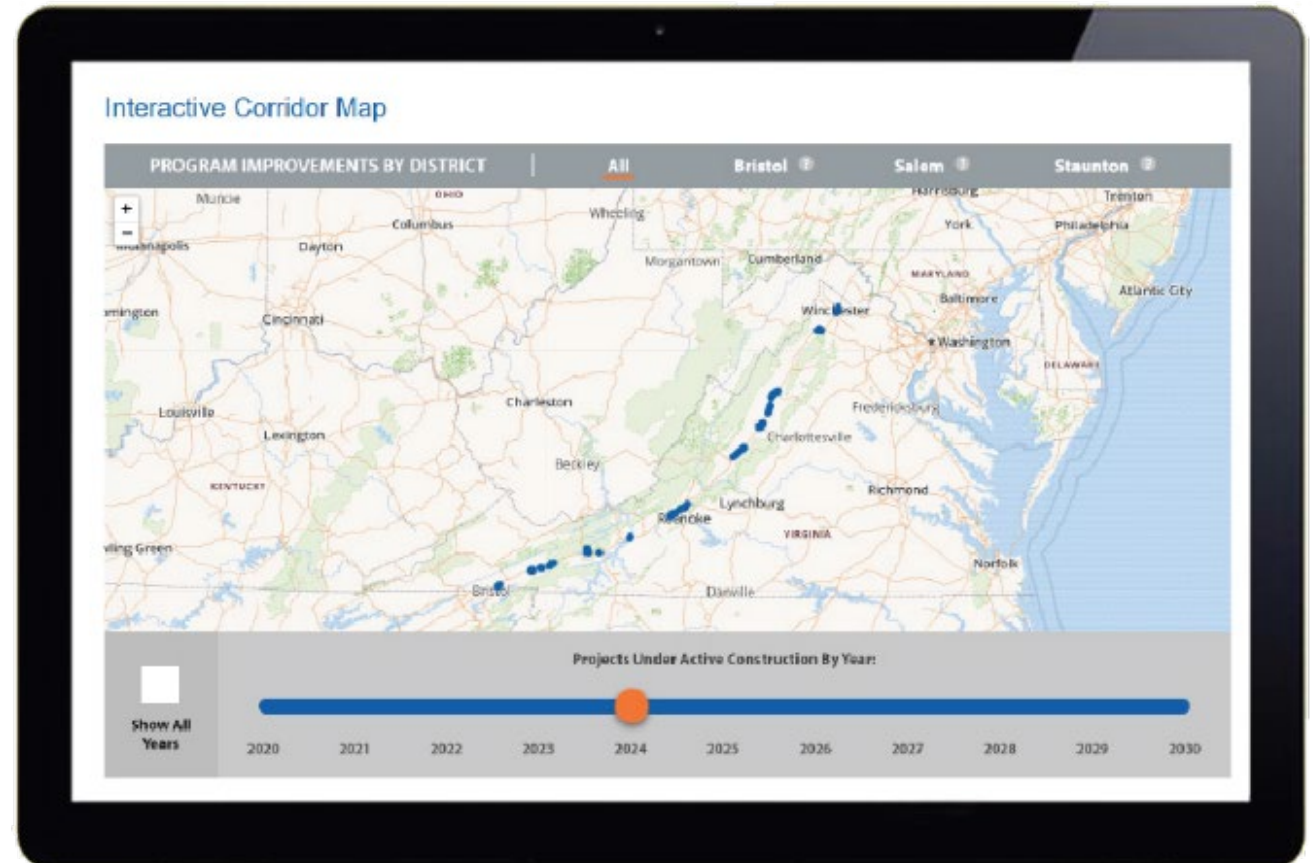


**Statewide Road  
& Diesel Tax**

## Schedule

The entire program is anticipated to last until at least 2030, with projects completed at various times. Timing related to specific projects can be found on the website via the interactive map or the [planned improvements](#), [work underway](#), and [work completed](#) pages.

Visit the website: [Improve81.org](https://Improve81.org)





## Next Steps

- Continue Design of Capital Improvement Projects
- Complete Traffic Camera Installations (Electric service and VA 511 Integration)
- Complete Procurement of Program's First Design-Build Contract in Salem District
- Advertise Ramp Extension projects in Staunton District (December). Includes Exit 304, Exit 296, and Exit 291 bundled into a single construction contract
- Advertise Single Phase Design Build Project in Bristol District
- Begin Arterial Improvements
- Execute TRIP Program

## Contacts

### Communications Contacts

#### I-81 CIP Communications Specialist

Kenneth Slack | 540-414-5670

[ken.slack@vdot.virginia.gov](mailto:ken.slack@vdot.virginia.gov)

#### Bristol District:

Michelle Earl | 276-696-3283

[michelle.earl@vdot.virginia.gov](mailto:michelle.earl@vdot.virginia.gov)

#### Salem District:

Jason Bond | 540-387-5493

[jason.bond@vdot.virginia.gov](mailto:jason.bond@vdot.virginia.gov)

#### Staunton District:

Sandy Myers | 540-332-9201

[sandy.myers@vdot.virginia.gov](mailto:sandy.myers@vdot.virginia.gov)

### Program Team

#### Program Delivery Director

Dave Covington | 540-487-6943

[dave.covington@vdot.virginia.gov](mailto:dave.covington@vdot.virginia.gov)