



**Winchester Frederick County (WinFred) MPO
Technical Advisory Committee (TAC) Meeting Agenda**

Location: 107 N. Kent St., Winchester, VA 22601

1st Floor Conference Room

August 6, 2024 - 10:00 a.m.

[Virtual Meeting Link](#)

1. Administrative Items:

- Adoption of agenda
- Review and approval of the May 7, 2024, Draft Technical Advisory Committee Meeting Minutes (Attached)
- MPO Project Status Report (Attached)
- VDOT/DRPT Reports (Attached)

2. Public Comment Period

3. Federal Functional Classification Review (Attached) – Taryn Logan, NSVRC/Brad Reed, VDOT

4. Transit TIP Amendment (Attached)– Perry Eisenach, City of Winchester

Action: Recommendation to the Policy Board to forward the amendment to the 20-day public comment period, pending comments received, final approval.

5. BPAC Update – Amanda Kerns/Taryn Logan, NSVRC

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

- Policy Board: August 21, 2024
- Technical Advisory Committee: September 3, 2024 (All Virtual); October 1, 2024; November canceled due to State Holiday; December 3, 2024 (All Virtual)
- BPAC: August 12, 2024

7. Other Business

8. Adjourn

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

[Glossary of Acronyms](#)

AGENDA

WinFred Metropolitan Planning Organization (MPO)

Frederick County ❖ City of Winchester ❖ Town of Stephens City



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

May 7, 2024 - 10:00 a.m. – Meeting held via Zoom

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



**Winchester Frederick County (WinFred) MPO
Technical Advisory Committee (TAC) Meeting Minutes
May 7, 2024 - 10:00 a.m.
[Virtual Meeting Link](#)**

1. Administrative Items:

- Adoption of agenda – Motion made by Mr. Tibbs to adopt the agenda, 2nd by Mr. Pearson. Motion carried.
- Review and approval of the April 2, 2024, Draft Technical Advisory Committee Meeting Minutes – Motion made by Mr. Reed to adopt the minutes, 2nd by Mr. Youmans. Motion carried.
- MPO Project Status Report – Provided for information.
- VDOT/DRPT Reports - Provided for information.

2. Public Comment Period – None reported.

3. [Presentation of the Draft Final MPO Transit Feasibility Study – Karen Taylor, NSVRC/Lib Rood, KFH](#)

Ms. Taylor introduced Ms. Rood with KFH Consulting. Ms. Rood reviewed the Draft Final MPO Transit Feasibility Study report and will present it to the MPO Policy Board at their May 15, 2024 meeting. Ms. Taylor stated that the project would be closed, but collaboration would continue to expand transit into Frederick County.

4. BPAC Committee Update – Amanda Kerns/Taryn Logan, NSVRC

Ms. Logan gave a brief update. She stated that the May and June meetings will be canceled. Mr. Youmans added that the high school students will present bike rack designs for the City on May 24, 2024, at Rouss City Hall, 4th Floor Exhibit Hall.

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

- Policy Board: May 15, 2024
- Technical Advisory Committee: June meeting potentially canceled
- BPAC: May 13, 2024 - canceled

6. Other Business – None reported.

Adjournment at 10:20 a.m.

[Glossary of Acronyms](#)

WinFred MPO Staff Report

AGENDA

For background information on studies and projects, please visit the individual project pages on the [WinFred MPO website](#). As always, please feel free to contact MPO staff with any questions.

Task 1: Program Administration

- Prepared meeting agenda packets for August TAC and Policy Board meetings.
- Update the MPO website as needed, routinely every week.
- Attended two MPO website training sessions in June and July.
- Prepared and submitted the 4th quarter invoice and progress report to VDOT and DRPT.

Task 1.1: Public Participation and Outreach

- Staff continuously manages and maintains the Title VI and Public Participation Plans.
- Staff ensures that the WinFred MPO website is constantly updated with the latest meeting information and that notices of public documents are posted.
- Staff maintains the social media Facebook page for the WinFred MPO with several weekly posts.

Task 2: Transportation Improvement Program (TIP)

Each metropolitan planning organization (MPO) is required, under 49 U.S.C. 5303(j) , to develop a Transportation Improvement Program (TIP)—a list of upcoming transportation projects—covering four years. The TIP must be developed in cooperation with the state and public transit providers. The TIP should include capital and non-capital surface transportation projects, bicycle and pedestrian facilities and other transportation enhancements, Federal Lands Highway projects, and safety projects included in the State’s Strategic Highway Safety Plan. The TIP should consist of all regionally significant projects receiving FHWA or FTA funds or for which FHWA or FTA approval and non-federally funded projects consistent with the Metropolitan Transportation Plan (MTP) are required. Furthermore, the TIP must be fiscally constrained.

- A transit TIP for a new WinReady project was processed in July.

Task 4: Transit Planning

- Staff contacted WinTran regarding an update on the Microtransit service. This update will be presented to TAC and the Policy Board this fall.

Task 5: Local Technical Assistance

- Staff prepared and submitted three Smart-Scale pre-applications for Frederick County, including meetings with VDOT and County staff before submittal and is working on submitting final application by August 1, 2024.

Task 6: Bicycle & Pedestrian Planning

- Staff wrote a Request for Proposals, including a detailed scope of services, for the proposed Winchester Bikeshare Program. Met with City Staff to review the program goals and submitted the draft RFP for review.
- The Committee will be reviewing the current bike and pedestrian plan to determine what has been accomplished and what priorities remain to be completed during FY25.
- Winchester Public School staff presented design options to the City for implementing new bike racks.

Task 7: System Planning

- Exits 321- 323 Improvements Study -- Frederick County- Staff has consulted with Frederick County and VDOT planning staff. The consensus was reached that the project would be carried over into the FY25 UPWP, and project kick-off would occur then.
- Apple Blossom Mall Study- Staff has consulted with Pennoni and Associates for this project. The project team meets monthly. Stakeholder interviews are currently being conducted. Traffic counts were completed the week of April 22, 2024. The project is on schedule for completion in early 2025.

Task 8: Long Range Planning, GIS, and Data

Socioeconomic Data Development, WinFred Travel Demand Model Update

- NSVRC staff participate in monthly meetings with VDOT as they develop the travel demand model. They continue to review the data for the model, including the traffic zones, socioeconomic data, and roadway and transit networks. Completion is scheduled for Fall 2024.

VDOT District Planning Report to WinFred MPO Policy Board August 2024

SMART SCALE: Full applications due date of August 1. Locality staff and VDOT have worked closely to ensure that applications contain all required information. The next public Smart Scale program update will come at the January 2025 CTB when the 'staff recommended scenario' is presented by OIPI. Project selections will then be finalized by the CTB by June 2025 for inclusion in the FY26 SYIP.

Planning Study on US-50: Study complete. Smart Scale applications are being pursued for the following study recommendations: conversion of the US-50 & Rt 37 interchange to a diverging diamond (DDI) with crossover closure at the Livestock Exchange in the county; McDonald's directional median with capacity and safety improvements at the intersections of Campus Blvd and Meadow Branch Ave in the city.

Background: In coordination with VDOT, ATCS, the City of Winchester, Frederick County and the MPO, a [STARS](#) study is being conducted along the section of US 50 from Keating Drive in the city to the entrance of the VDOT Area Headquarters in the county to address safety and peak hour congestion issues.

Project Pipeline: Study efforts are complete at three locations, each of which produced Smart Scale applications in the county.

1. **Frederick-Stephens City Rt 277 at I-81 Exit 307** – Perform an interchange alternatives analysis to address congestion and safety issues.
2. **Frederick US-50 West safety enhancements** - Identify safety improvements to reduce crashes on the segment from Gore Rd to Wardensville Gr.
3. **Frederick US-50/US-522 at I-81 Exit 313** - Advance previous project pipeline recommendation (Partial Median U-Turn) through the formal FHWA Operations and Safety Analysis process to confirm the project alternative and reduce estimated costs, particularly those associated with potential right-of-way impacts.

Background: Led by the Office of Intermodal Planning and Investment, [Project Pipeline](#) is a performance-based planning program to identify cost-effective solutions to multimodal transportation needs in Virginia. The objective of the program is to focus on the Commonwealth Transportation Board-adopted VTrans priority locations and corridors. This study program has been successfully used to help refine project scopes and enhance competitiveness in grant programs for several locations in WinFred, including I-81 Exit 317, I-81 Exit 313, US-522 at Costello Dr, and US-11/Valley Ave.

DRPT Report to WinFred MPO Policy Board

August 21, 2024

SMART SCALE Round 6 Update

The deadline for SMART SCALE applications was on August 1st. Application screening and scoring will take place between August and December with preliminary results being presented to the CTB early next year.

Missed the deadline or have a future transit project? SMART SCALE Round 7 open in 2026! Contact Paige Lazar, DRPT's SMART SCALE contact, at Paige.Lazar@drpt.virginia.gov for technical support on developing future transit project applications.

Railroad Crossing Elimination Program NOFO

The FRA has announced a notice of funding opportunity (NOFO) for the next round of railroad crossing elimination program. Applications are due by September 23rd to FRA. DRPT is available for technical assistance for interested applicants and can contact their DRPT planner for more information. More details on the NOFO can be found [\[here\]](#).

Reconnecting Communities Pilot (RCP) Program [NOFO](#)

USDOT announces a notice of funding opportunity on July 3rd for more than \$600 million available for capital construction and community planning grants. Applications are due by September 30th. Potential applicants who are interested but are not prepared to submit funding requests within 90 days can submit a technical assistance request through the [Reconnecting Communities Institute](#).

Interested applicants can register for an upcoming webinar [\[HERE\]](#).

As well as:

- **Grant Writing Clinics:** August 16 (12:00-5:00 p.m. ET; [register here](#)) and September 13 (12:00pm-5:00 p.m. ET; [register here](#))
- **Office Hours:** July 25 (12:00pm-6:00 p.m. ET; [register here](#)), August 22 (11:00 a.m.-6:00 p.m. ET. [register here](#)), and September 16 (11:00 a.m.-6:00 p.m. ET; [register here](#))

For more information, please view the [RCI Resource Library](#) or contact RCI at RCI@dot.gov.

Public Transportation Post-Award Webinar

DRPT will host a post-award webinar for all public transit, MPO, and commuter assistance grant recipients on Tuesday, August 13, 2024 at 10:30 am EST. Interested parties can register [\[here\]](#).

RESOLUTION OF THE
(*<NAME OF METROPOLITAN PLANNING ORGANIZATION BOARD>*)

*(**<Date: Month Day, Year>**)*

MOTION

Made By: *(**<1st Member's Name>**)*

Seconded By: *(**<2nd Member's Name>**)*

Action: Motion Carried, **Resolution Number:** *(**<MPO Record Number>**)*

Title: Highway Systems Functional Classifications Update-
Approval of Update by the Board

WHEREAS, functional classifications of highway systems affect transportation planning in that the categories (local, minor collector, major collector, minor arterial, principle arterial, principle arterial freeway, or principle arterial interstate) are used with highway design standards, highway construction funds or maintenance payments, access management standards, traffic calming eligibility, statistical reporting, and certain outdoor advertising controls; and

WHEREAS, periodic reviews and, as appropriate, updates of urban/urbanized area boundaries and/or functional classifications of highway systems generally are warranted in concert with U.S. Census updates for urbanized areas; and

WHEREAS, the Bureau of the Census March 17, 2022 Notice issued decennial 2020 urbanized area information, and each State is federally directed (FHWA 23 CFR 450.312, 470.105 and 109, and guidance) to use the information and undertake a thorough update, as appropriate, of urban/urbanized area boundaries and/or highway system functional classifications in cooperation with Metropolitan Planning Organizations and/or localities; and

WHEREAS, the state has proposed updates in coordination with the respective MPO to the functional classification of highways that reflect the 2020 Census information, and the *(**<Name Of Metropolitan Planning Organization>**)* technical committee has reviewed and recommended approval of these updates presented in the accompanying summary map by this policy Board; and

NOW, THEREFORE, BE IT RESOLVED that the *(**<Name Of Metropolitan Planning Organization>**)* approves the proposed updates to the highway system functional classifications presented in the accompanying summary map.

BE IT FURTHER RESOLVED that a copy of this approved resolution and the accompanying summary map shall be provided to the Federal Highway Administration Virginia Division Office for information purposes, and documentation of the MPO's participation in the federal functional classification update process.

This certifies that the *(**<Name Of Metropolitan Planning Organization>**)* Board approved the above resolution.

Signature(s) of attending witness(es) certifying this resolution's approval by the Board _____

Date _____

AGENDA ITEM #4 - TRANSIT TIP AMENDMENT

AGENDA

DRPT STIP ID (FY25)	Recipient	Organization/ Service Detail	*Project Name	Project Cost	State Funds	DRPT Federal Funds	Match	DRPT Federal Program
TBD	City of Winchester	WinTran	Replacement - Light-duty, Small-size transit bus or BOC (3)	\$474,000.00	\$322,320.00	\$132,720.00	\$18,960.00	FTA 5339 - DRPT Controlled

*New project that was identified through the budgeting process due to the new WinReady microtransit service.