



Frederick County ❖ City of Winchester ❖ Town of Stephens City

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

www.winfredmpo.org

**Chair Judith McCann-Slaughter  
Policy Board Meeting Minutes August 21, 2024**

**WinFred MPO Policy Board  
Member Jurisdiction Representatives**

	<b>Frederick County</b>		<b>VDOT</b>		<b>Staff</b>
✓	Josh Ludwig	✓	Todd Stevens	✓	Brandon Davis
✓	Judith McCann-Slaughter		<b>Non-Voting Members</b>	✓	Karen Taylor
	Michael Bollhoefer		Steven Minor, FHWA	✓	Taryn Logan
			Kevin Jones, FHWA		
	<b>Winchester</b>		Chelsea Beyas, FTA		<b>Others</b>
✓	John Hill		Amy Garbarini, DRPT	✓	Mike Ruddy, Winchester
			Matthew Bewley, DRPT		
	Daniel Hoffman	V	Rusty Harrington, FAA	V	Adam Campbell, VDOT
✓	Phil Milstead		<b>Alternates</b>	✓	John Bishop, FC
	<b>Stephens City</b>	V	Perry Eisenach (Winchester)		
V	Mike Majher		Ed Carter, (VDOT)		
		✓	Wyatt Pearson (Frederick)		
			Brad Reed (VDOT)		
		✓	Matt Smith (VDOT)		

V= Denotes virtual attendance



**WinFred MPO Policy Board Meeting Minutes**  
**107 N Kent St., Winchester, VA 22601**  
**1<sup>st</sup> Floor Conference Room**  
**Wednesday, August 21, 2024 at 10 a.m.**

**1. ADMINISTRATIVE ITEMS**

- Adoption of Agenda – Mr. Hill made a motion to adopt the agenda, seconded by Mr. Milstead, motion carried.
- Review and approval of the Draft Minutes of the May 15, 2024 Policy Board Meeting – Mr. Milstead made a motion to approve the minutes, seconded by Mr. Hill, motion carried.
- Financial Report – Presented for information only.
- Draft Minutes of the August 6, 2024 Technical Advisory Committee Minutes – Presented for information only.
- MPO Staff Project Status Report – Presented for information only.
- VDOT/DRPT Reports - Presented for information only.

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

**3. Federal Functional Classification Review – Taryn Logan, NSVRC/Adam Campbell, VDOT**  
Ms. Logan and Mr. Campbell gave a brief background on the review. Mr. Campbell stated that the review is done every ten years, following each census. Ms. Logan presented a resolution for the Board’s consideration. Mr. Pearson made a motion approving the resolution along with permission for the Chair to execute, seconded by Mr. Hill, motion carried.

**4. Transit TIP Amendment – Perry Eisenach, City of Winchester**

Mr. Eisenach presented the TIP amendment for the Board’s consideration. Mr. Hill made a motion to forward the amendment to the 20-day public comment period, pending comments received, final approval, seconded by Mr. Pearson, motion carried.

**5. Bike Ped Advisory Committee (BPAC) Update – Taryn Logan, NSVRC-** Ms. Logan provided a brief update.

**6. Upcoming Meeting Schedule (All meetings are held at the Frederick County Administrative Offices, 107 N. Kent St., Winchester, VA, in the First Floor Conference Room at 10 a.m.; BPAC meets at 1 p.m. Meeting dates and times are subject to change)**

- **Policy Board:** September 18, 2024; October 16, 2024; November Potentially Canceled; December 18, 2024; **Technical Advisory Committee:** September 3, 2024 (All Virtual); October 1, 2024 (Canceled); November meeting canceled due to State Holiday; December 3, 2024; **BPAC:** September 9, 2024; **[Governor’s Transportation Conference: October 23-25, 2024, Norfolk, VA](#)**

**6. Other Business – None reported.**

**7. Meeting adjourned at 10:15 a.m.**

[Click here for a glossary of acronyms](#)