



**Winchester Frederick County (WinFred) MPO
Technical Advisory Committee (TAC)
Virtual Meeting Agenda
December 3, 2024 - 10:00 a.m.**

1. Administrative Items:

- Adoption of agenda
- Review and approval of August 6, 2024, Draft Technical Advisory Committee Meeting Minutes
- MPO Project Status Report
- VDOT/DRPT Reports

2. Public Comment Period

3. Update on the Apple Blossom Mall Study – Mark Thomas and Wan Chong, Pennoni

4. Update on VDOT Project Pipeline Studies Rt 7 East and Rt 522 West – Brad Reed, VDOT

5. BPAC Update – 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: January meeting potentially canceled
- Technical Advisory Committee: January meeting potentially canceled
- BPAC: December 9, 2024

7. Other Business

**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**

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

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

V: denotes virtual attendance

John Bishop, Chair Perry Eisenach, Vice Chair					
Member Jurisdiction Representatives					
	Frederick County		DRPT		NSVRC Staff
✓	Patrick Barker		Amy Garbarini	V	Brandon Davis
✓	John Bishop	✓	Matthew Bewley	✓	Taryn Logan
✓	Wyatt Pearson		Winchester Airport		Karen Taylor
	Jay Tibbs		Nick Sabo		Amanda Kerns
	Stephens City		Winchester Transit		Others
	Mike Majher	✓	Kenneth Johnson	✓	Joe Johnson, VDOT
	VDOT		Winchester		
✓	Brad Reed	✓	Perry Eisenach	V	Shane McCabe, VDOT
	Adam Campbell	✓	Mike Ruddy	✓	David Ray, BPAC Chair
	Non-Voting	✓	Justin Hall	V	Kayla Peloquin, FC
V	Steve Minor, FHWA				Matt Smith, VDOT
	Chelsea Beytas, FTA				
	Rusty Harrington, VA Dept. of Aviation				



**Winchester Frederick County (WinFred) MPO
Technical Advisory Committee (TAC) Meeting Minutes
August 6, 2024 - 10:00 a.m.**

1. Administrative Items:

- Adoption of agenda – Motion made by Mr. Pearson; seconded by Mr. Reed. Motion carried.
- Review and approve the May 7, 2024, Draft Technical Advisory Committee Meeting Minutes – Motion made by Mr. Pearson; seconded by Mr. Eisenach. Motion carried.
- MPO Project Status Report – Provided for information only.
- VDOT/DRPT Reports - Provided for information only.

2. Public Comment Period – None reported.

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

Mr. Reed provided an update on the process. Ms. Logan mentioned a resolution included in the packet. Mr. Pearson made a motion to recommend approval of the resolution to the MPO Policy Board, seconded by Mr. Eisenach. The motion carried.

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

Mr. Eisenach provided a brief explanation of the amendment. Mr. Ruddy made a motion to recommend to the Policy Board to forward the amendment to the 20-day public comment period, with final approval pending comments received. Motion carried.

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

Ms. Logan provided a brief update on the BPAC. Ms. Logan and Ms. Peloquin have a meeting to plan the committee's tasks for the fiscal year.

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

Smart-Scale Process Update – Mr. Reed gave an update on the recently concluded smart-scale process, with applications submitted on August 1st.

He also mentioned an upcoming training session in October for the MPO's travel demand model.

ADJOURNMENT: Mr. Ruddy moved to adjourn the meeting at 10:15 a.m., which was seconded by Mr. Pearson. The motion carried.

WinFred MPO Staff Report

For background information on studies and projects, please visit the individual project pages on the [WinFred MPO website](#).

Task 1: Program Administration

- Prepared meeting agenda packets for the November TAC meeting.
- Update the MPO website as needed, routinely every week.
- Prepared and submitted the 4th quarter invoice and progress report to VDOT and DRPT.
- Prepared the FY24 Annual Report of the MPO
- Manage the FY25 Unified Planning Work Program tasks

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.

- Presented and prepared the Exits 312-318 TIP amendment
- Staff maintains the FY24-27 TIP

Task 3: Federal or State Requested Planning Work Program Items

- Staff continues to serve on the Board of the Virginia Association of Metropolitan Planning Organizations as the Treasurer and attends all executive committee meetings and peer-to-peer meetings of the organization.

Task 4: Transit Planning

- Staff contacted WinTran regarding an update on the Microtransit service, which was presented to the Policy Board in September. MPO staff has coordinated a meeting between the City and County in December to discuss future transit options.

Task 5: Local Technical Assistance

- Staff prepared and submitted three Smart-Scale applications for Frederick County. We are waiting for the recommended funding scenarios to be released from VDOT in January.

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.

Task 7: System Planning

- Exits 321- 323 Improvements Study -- Frederick County- Staff met with Frederick County and VDOT representatives regarding the proposed scope for this project. Frederick County is reviewing the project with their transportation committee and will provide a recommendation in the near future regarding how to move forward.
- Apple Blossom Mall Study- Staff and the project team have been meeting monthly with the consultant, Pennoni. There will be a status update on the project at the TAC meeting and Policy Board meeting in December. The project is on schedule for completion in early 2025.

Task 8: Long Range Planning, GIS, and Data

WinFred Travel Demand Model Update

- Staff has been meeting monthly with VDOT representatives to update the MPO's travel demand model. The model was completed in October and staff attended a one-day training with VDOT representatives in early November to learn how to use the new model.

DRPT Report to WinFred MPO Policy Board

November 20, 2024

DRPT Welcomes New Director

DRPT is excited to welcome Tiffany Robinson as Director. Tiffany brings a wealth of leadership experience in government administration, strategic operations, and policy oversight. Most recently, she served as Deputy Chief of Staff in the Governor's Office, where she has been a key partner to Virginia's transportation team since September 2023. Her portfolio has included critical sectors such as labor, health and human resources, administration, and agriculture.

Prior to joining Governor Glenn Youngkin's administration, Tiffany was the Labor Secretary for the State of Maryland, leading efforts to strengthen the workforce and enhance economic resilience during the global pandemic. In this role, she oversaw divisions including unemployment insurance, financial regulation, workforce development, and professional licensing, as well as the Maryland Horse Racing Commission.

Tiffany's career also includes roles as Deputy Chief of Staff in the Maryland Governor's Office and Assistant Secretary at the Maryland Department of Housing and Community Development, where she championed affordable housing and transit-oriented development. Additionally, she spent five years as a senior administrator for Harford County, Maryland, further developing her expertise in public policy, community development, and workforce initiatives.

DRPT Connects Communities Campaign

The "DRPT Connects Communities" initiative aims to enhance and promote the benefits of local transit agencies across VA. The campaign is focused on increasing awareness and usage of public transportation options, highlighting their role in creating connected and thriving communities!

Key messages

- Enhancing connectivity
- Economic benefits
- Accessibility
- Sustainability

Partner Toolkit: Customizable ads available for partners - password for marketing toolkit is CC24.

FY26 Grant Application Workshop

DRPT will host our annual grant application workshop on November 13th at 11am. Participants can register [here](#) and the FY26 Grant Application Cycle opens December 1, 2024.

TDP/TSP Agency Feedback Survey

DRPT is engaging all our transit agencies on their most recent TDP/TSP development process. From the collaboration to the usefulness of individual chapters, DRPT is seeking to enhance our planning requirements for our agencies. To take the survey you can follow the link here: <https://www.surveymonkey.com/r/TDP-TSPfeedback>

FY26 5310 Pre-Application Webinar

DRPT hosted pre-application webinars for our 5310 recipients on November 4th for both new and returning applicants. Webinar recordings and materials can be found below:

Returning applicants: [LINK](#)

New Applicants: [LINK](#)

Presentation Slides: [LINK](#)

Rail Annual Application Cycle

DRPT's Rail team will be opening annual applications December 1, 2024.

Localities should reach out to [Linda Balderson](#) for any Rail Industrial Access (RIA) needs or an introduction to the program.

VDOT District Planning Report to WinFred MPO Policy Board November 2024

SMART SCALE: Smart Scale application validation and scoring is well underway by OIPI, VDOT, and DRPT. Please keep an eye out for emails requesting action in the Smart Portal. OIPI will present the 'Staff Recommended Scenario' at the January CTB meeting, after which the CTB will make final project selections for inclusion in the SYIP in June.

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.