

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

February 6, 2024 - 10:00 a.m. – All Virtual Meeting Held via Zoom

V= Virtual Attendance

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	✓	Kayla Peloquin, Fred Co
	VDOT		Winchester	✓	
✓	Brad Reed		Perry Eisenach	✓	Shane McCabe, VDOT
✓	Adam Campbell	✓	Tim Youmans	✓	Matt Smith, VDOT
	Non-Voting		Mike Ruddy	✓	Paige Debold, FHWA
✓	Steve Minor, FHWA	✓	Justin Hall		
	Tony Cho, FTA				
	Rusty Harrington, VA Dept. of Aviation				



**Winchester Frederick County (WinFred) MPO
Technical Advisory Committee (TAC) Meeting Minutes
February 6, 2024 - 10:00 a.m.
[Virtual Meeting Link](#)**

1. Administrative Items:

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

2. Public Comment Period – None reported.

3. Presentations for US-50 STARS study, and Project Pipeline studies – Brad Reed, VDOT

Mr. Reed made a presentation giving significant updates on the US-50 STARS and Project Pipeline Studies being led by VDOT. No action was requested; presented for information only.

4. Update on SmartScale – Brad Reed, VDOT

Mr. Reed updated the committee on the most recent updates to SmartScale approved by the CTB in December 2023.

5. Development of the FY25 Unified Planning Work Program (UPWP) – Karen Taylor, NSVRC

Ms. Taylor stated that staff is currently developing the FY25 UPWP and will have a draft prepared to present in April.

6. BPAC Committee Update – Taryn Logan/Amanda Kerns, NSVRC – A brief update was given.

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

- Project Steering Committee: TBD
- Policy Board: February 21, 2024
- Technical Advisory Committee: March 5, 2024
- BPAC: February 12, 2024, at 1 p.m.

8. Other Business – None reported.

Adjourned at 10:56 a.m.

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

April 2, 2024 - 10:00 a.m. – Virtual meetings are held via Zoom

V= Virtual Attendance

John Bishop, Chair					
Perry Eisenach, Vice Chair					
Member Jurisdiction Representatives					
	Frederick County		DRPT		Staff
	Patrick Barker	V	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	V	Kenneth Johnson	✓	Kayla Peloquin, Fred Co
	VDOT		Winchester	V	Shane McCabe, VDOT
V	Brad Reed	✓	Perry Eisenach	V	Paige Debold, FHWA
	Adam Campbell	✓	Tim Youmans	✓	David Ray, BPAC Chair
	Non-Voting	✓	Mike Ruddy		
	Steve Minor, FHWA	✓	Justin Hall		
	Tony Cho, FTA				
	Rusty Harrington, VA Dept. of Aviation				



**Winchester Frederick County (WinFred) MPO
Technical Advisory Committee (TAC) Meeting Minutes
April 2, 2024 - 10:00 a.m.
[Virtual Meeting Link](#)**

1. Administrative Items:

- Adoption of agenda – Motion to adopt the agenda as presented made by Mr. Pearson, seconded by Mr. Eisenach. Motion carried.
- Review and approval of the February 6, 2024, Draft Technical Advisory Committee Meeting Minutes—Mr. Youmans made a motion to adopt the minutes as presented, seconded by Mr. Pearson. Motion carried.
- MPO Project Status Report – Presented for information.
- VDOT/DRPT Reports – Presented for information.

2. Public Comment Period – None reported.

3. Presentation of the Draft FY25 Unified Planning Work Program (UPWP) – Karen Taylor/Taryn Logan, NSVRC

Ms. Taylor and Ms. Logan presented the draft FY25 UPWP for the committee’s consideration. Following the presentation, Mr. Eisenach made a motion recommending that the Policy Board approve the 20-day public comment period, pending public comments received, final approval of the FY25 UPWP, seconded by Mr. Ruddy. Motion carried.

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

Ms. Logan updated TAC on what BPAC has been doing. TAC discussed the need for updating the 2014 MPO Bike and Pedestrian Plan, which may be a potential item in the FY26 UPWP.

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

- Project Steering Committee: TBD
- Policy Board: April 17, 2024
- Technical Advisory Committee: May 7, 2024
- BPAC: April 8, 2024 @ 1 p.m.

6. Other Business—Mr. Reed announced that the CTB Draft Spring Six-Year Improvement Plan (SYIP) meeting will be held at Shenandoah University on April 22, 2024, from 4 p.m. to 6 p.m.

Meeting adjourned at 10:32 a.m.

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 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 Metropolitan Planning Organization (MPO)

Frederick County ❖ City of Winchester ❖ Town of Stephens City



Frederick County Administrative Offices
 107 N Kent Street, Winchester, VA
 First Floor Conference Room
December 3, 2024 - 10:00 a.m.
Meeting held via Zoom

John Bishop, Chair Perry Eisenach, Vice Chair					
Member Jurisdiction Representatives					
	Frederick County		DRPT		NSVRC Staff
✓	Patrick Barker		Amy Garbarini	✓	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	✓	Matt Smith, VDOT
	VDOT		Winchester		
✓	Brad Reed		Perry Eisenach	✓	Shane McCabe, VDOT
	Adam Campbell		Mike Ruddy	✓	David Ray, BPAC Chair
	Non-Voting				
	Steve Minor, FHWA				Mark Thomas, Pennoni
	Chelsea Beytas, FTA				Wang Chong, Pennoni
	Rusty Harrington, VA Dept. of Aviation				



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

1. Administrative Items:

- Adoption of agenda – Motion made by Mr. Pearson to adopt the agenda as presented; seconded by Mr. Majher. Motion carried.
- Review and approval of August 6, 2024, Draft Technical Advisory Committee Meeting Minutes – Motion made by Mr. Majher to approve the minutes as presented; seconded by Mr. Reed. Motion carried.
- MPO Project Status Report – Presented for information only.
- VDOT/DRPT Reports - Presented for information only.

2. Public Comment Period – None reported.

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

Pennoni presented the work done so far on the study, which began this past spring and will wrap up this fiscal year. An ad-hoc technical study committee has been formed to guide the study. No action was requested.

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

Mr. Reed gave an update on the two Pipeline Studies. No action was requested.

5. BPAC Update – Taryn Logan, NSVRC

Ms. Logan gave a brief update on BPAC and stated that the next meeting is scheduled for January 13, 2025.

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 starts at 1 p.m.:*

- Policy Board: January meeting potentially canceled
- Technical Advisory Committee: January meeting potentially canceled
- BPAC: January 13, 2025

7. Other Business – Mr. Reed announced that the CTB will discuss SmartScale projects at their upcoming meeting in January 2025.

Chair Bishop stated that he presented the I-81 Exits 321-323 Improvements Study to the Frederick County Transportation Committee to receive feedback. None was received, so the MPO will move forward with the study. Ms. Taylor said she would carry over the study into the FY26 UPWP.

Meeting adjourned at 10:25 a.m.

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