



## **WinFred MPO Policy Board Meeting Agenda**

**Meeting held via Teams**

**Wednesday, June 18, 2025 at 10 a.m.**

[Virtual Meeting Link](#)

### **1. ADMINISTRATIVE ITEMS**

- Adoption of Agenda
- Review and approval of the Draft Minutes of the April 16, 2025, Policy Board Meeting (Attached)
- Financial Report (Attached)
- MPO Staff Project Status Report (Attached)
- VDOT/DRPT Reports (Attached)

### **2. Public Comment Period**

### **3. Highway TIP Amendments (Memo Attached) – Karen Taylor, NSVRC/Adam Campbell, VDOT**

Action Requested: Motion to forward the TIP Amendments as presented to the 20-day public comment period, pending comments received, final approval.

### **4. Presentation: Apple Blossom Mall Study – Taryn Logan, NSVRC/Pennoni (Consultant Firm)**

Action Requested: Motion that the Scope of Work is complete.

### **5. 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. or virtual. Meeting dates and times are subject to change)**

- Technical Advisory Committee: August 5, 2025
- Policy Board: August 20, 2025

### **6. Other Business**

### **7. Adjournment**

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

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

# DRAFT

## AGENDA



Frederick County ❖ City of Winchester ❖ Town of Stephens City

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

[www.winfredmpo.org](http://www.winfredmpo.org)

---

### Chair Judith McCann-Slaughter Policy Board Meeting Minutes April 16, 2025

#### WinFred MPO Policy Board Member Jurisdiction Representatives

	Frederick County		VDOT		Staff
V	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>		Tony Cho, FTA		<b>Others</b>
V	John Fox		Amy Garbarini, DRPT	✓	Mike Ruddy, Winchester
V	Daniel Hoffman		Rusty Harrington, FAA		
✓	Richard Bell		<b>Alternates</b>		
	<b>Stephens City</b>		Perry Eisenach (Winchester)		
	Mike Majher	✓	Ed Carter (VDOT)		
		✓	Wyatt Pearson (Frederick)		
		V	Brad Reed (VDOT)		
			Matt Smith (VDOT)		
			Adam Campbell, VDOT		

# WinFred MPO Policy Board Meeting Minutes

---

107 N. Kent St., Winchester, VA 22601  
1st Floor Conference Room  
Wednesday, April 16, 2025 at 10:00 a.m.

## 1. Administrative Items

- Welcome and Virtual Attendance Introductions  
Chair McCann-Slaughter welcomed attendees, followed by a roundtable of introductions.
- Adoption of Agenda  
Motion made by Mr. Pearson to adopt the agenda; seconded by Mr. Bollhoefer. Motion carried.
- Review and Approval of Draft Minutes from March 19, 2025  
Motion made by Mr. Ruddy to approve the draft minutes; seconded by Mr. Pearson. Motion carried.
- Financial Report  
Provided for information.
- MPO Staff Project Status Report  
Provided for information.
- VDOT/DRPT Reports  
Provided for information.

## 2. Public Comment Period

None reported.

## 3. WinFred MPO Metropolitan Planning Area Boundary Adjustment

Presenters: Taryn Logan (NSVRC) and Brad Reed (VDOT)  
Ms. Logan and Mr. Reed presented the updated MPO Metropolitan Planning Area Boundary Adjustment map. Following a brief discussion, a motion was made by Mr. Pearson to approve the adjustment; seconded by Mr. Bollhoefer. Motion carried.

## 4. 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., unless otherwise noted. BPAC meets at 1 p.m.)

- Technical Advisory Committee: May 6, 2025 (Potentially Canceled)
- Policy Board: May 21, 2025 (Potentially Canceled)
- BPAC: May 12, 2025

## **5. Other Business**

Mr. Stevens announced that the VDOT Six-Year Improvement Plan public hearing will be held at Blue Ridge Community College on May 15, 2025.

## **6. Adjournment**

The meeting was adjourned at 10:12 a.m.

WIN-FRED MPO FYE 2025 UPWP  
Revenues & Fiscal Year to Date Expenses Summary by Task  
July 1, 2024 through PPE 5/17/2025

AGENDA

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>	\$ 40,000.00	\$ 5,000.00	\$ 5,000.00	\$ 50,000.00	\$ 40,000.00	\$ 5,000.00	\$ 5,000.00	\$ 50,000.00	\$ 100,000.00	
NSVRC Administrative Expenses & Direct Costs		\$ (37,475.45)	\$ (4,684.43)	\$ (4,684.43)	\$ (46,844.32)	\$ (37,475.45)	\$ (4,684.43)	\$ (4,684.43)	\$ (46,844.32)	\$ (93,688.63)	
Consultant Expenses		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
T1 Revenue Balance Remaining		\$ 2,524.55	\$ 315.57	\$ 315.57	\$ 3,155.69	\$ 2,524.55	\$ 315.57	\$ 315.57	\$ 3,155.69	\$ 6,311.37	6.3%
<b>Task 2: Transportation Improvement Program (TIP)</b>	<b>95/5</b>	\$ 760.00	\$ 95.00	\$ 95.00	\$ 950.00	\$ 40.00	\$ 5.00	\$ 5.00	\$ 50.00	\$ 1,000.00	
NSVRC Administrative Expenses & Direct Costs		\$ (663.31)	\$ (82.91)	\$ (82.91)	\$ (829.13)	\$ (34.91)	\$ (4.36)	\$ (4.36)	\$ (43.64)	\$ (872.77)	
T2 Revenue Balance Remaining		\$ 96.69	\$ 12.09	\$ 12.09	\$ 120.87	\$ 5.09	\$ 0.64	\$ 0.64	\$ 6.36	\$ 127.23	12.7%
<b>Task 3: State/Federal Requested Work Tasks</b>	<b>90/10</b>	\$ 7,200.00	\$ 900.00	\$ 900.00	\$ 9,000.00	\$ 800.00	\$ 100.00	\$ 100.00	\$ 1,000.00	\$ 10,000.00	
NSVRC Administrative Expenses & Direct Costs		\$ (5,754.77)	\$ (719.35)	\$ (719.35)	\$ (7,193.46)	\$ (639.42)	\$ (79.93)	\$ (79.93)	\$ (799.27)	\$ (7,992.73)	
T3 Revenue Balance Remaining		\$ 1,445.23	\$ 180.65	\$ 180.65	\$ 1,806.54	\$ 160.58	\$ 20.07	\$ 20.07	\$ 200.73	\$ 2,007.27	20.1%
<b>Task 4: Transit Planning</b>	<b>0/100</b>					\$ 4,000.00	\$ 500.00	\$ 500.00	\$ 5,000.00	\$ 5,000.00	
NSVRC Administrative Expenses & Direct Costs						\$ (2,319.54)	\$ (289.94)	\$ (289.94)	\$ (2,899.43)	\$ (2,899.43)	
Consultant Expenses						\$ -	\$ -	\$ -	\$ -	\$ -	
T4 Revenue Balance Remaining						\$ 1,680.46	\$ 210.06	\$ 210.06	\$ 2,100.57	\$ 2,100.57	42.0%
<b>Task 5: Local Technical Assistance</b>	<b>70/30</b>	\$ 8,400.00	\$ 1,050.00	\$ 1,050.00	\$ 10,500.00	\$ 3,600.00	\$ 450.00	\$ 450.00	\$ 4,500.00	\$ 15,000.00	
NSVRC Administrative Expenses & Direct Costs		\$ (7,884.48)	\$ (985.56)	\$ (985.56)	\$ (9,855.59)	\$ (3,379.06)	\$ (422.38)	\$ (422.38)	\$ (4,223.83)	\$ (14,079.42)	
Consultant Expenses		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
T5 Revenue Balance Remaining		\$ 515.52	\$ 64.44	\$ 64.44	\$ 644.41	\$ 220.94	\$ 27.62	\$ 27.62	\$ 276.17	\$ 920.58	6.1%
<b>Task 6: Bicycle &amp; Pedestrian Plan Development</b>	<b>0/100</b>					\$ 16,617.00	\$ 2,077.00	\$ 2,077.00	\$ 20,771.00	\$ 20,771.00	
NSVRC Administrative Expenses & Direct Costs						\$ (10,524.82)	\$ (1,315.60)	\$ (1,315.60)	\$ (13,156.03)	\$ (13,156.03)	
Consultant Expenses						\$ -	\$ -	\$ -	\$ -	\$ -	
T6 Revenue Balance Remaining						\$ 6,092.18	\$ 761.40	\$ 761.40	\$ 7,614.97	\$ 7,614.97	36.7%
<b>Task 7: System Planning</b>	<b>84/16</b>	\$ 134,400.00	\$ 16,800.00	\$ 16,800.00	\$ 168,000.00	\$ 25,600.00	\$ 3,200.00	\$ 3,200.00	\$ 32,000.00	\$ 200,000.00	
NSVRC Administrative Expenses & Direct Costs		\$ (38,314.22)	\$ (4,789.28)	\$ (4,789.28)	\$ (47,892.77)	\$ (4,257.14)	\$ (532.14)	\$ (532.14)	\$ (5,321.42)	\$ (53,214.19)	
Consultant Expenses		\$ (80,793.42)	\$ (10,099.18)	\$ (10,099.18)	\$ (100,991.78)	\$ (816.10)	\$ (102.01)	\$ (102.01)	\$ (1,020.12)	\$ (102,011.90)	
T7 Revenue Balance Remaining		\$ 15,292.36	\$ 1,911.54	\$ 1,911.54	\$ 19,115.45	\$ 20,526.77	\$ 2,565.85	\$ 2,565.85	\$ 25,658.46	\$ 44,773.91	22.4%
<b>Task 8: Long Range Planning, Modeling, GIS and Data</b>	<b>40/60</b>	\$ 3,387.00	\$ 423.00	\$ 424.00	\$ 4,234.00	\$ 5,080.00	\$ 635.00	\$ 635.00	\$ 6,350.00	\$ 10,584.00	
NSVRC Administrative Expenses & Direct Costs		\$ (4,233.60)	\$ (529.20)	\$ (529.20)	\$ (5,292.00)	\$ (4,233.60)	\$ (529.20)	\$ (529.20)	\$ (5,292.00)	\$ (10,584.00)	
Consultant Expenses		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
T8 Revenue Balance Remaining		\$ (846.60)	\$ (106.20)	\$ (105.20)	\$ (1,058.00)	\$ 846.40	\$ 105.80	\$ 105.80	\$ 1,058.00	\$ -	0.0%
TOTAL BUDGETED REVENUES		\$ 194,147.00	\$ 24,268.00	\$ 24,269.00	\$ 242,684.00	\$ 95,737.00	\$ 11,967.00	\$ 11,967.00	\$ 119,671.00	\$ 362,355.00	
TOTAL EXPENSES FISCAL YEAR TO DATE		\$ (175,119.24)	\$ (21,889.90)	\$ (21,889.90)	\$ (218,899.05)	\$ (63,680.04)	\$ (7,960.01)	\$ (7,960.01)	\$ (79,600.05)	\$ (298,499.10)	
TOTAL BUDGETED REVENUES REMAINING		\$ 19,027.76	\$ 2,378.10	\$ 2,379.10	\$ 23,784.95	\$ 32,056.96	\$ 4,006.99	\$ 4,006.99	\$ 40,070.95	\$ 63,855.90	

\*\*\*\*\*

<u>FYTD Staff Hours: July 1, 2024 - May 17, 2025</u>	<u>TASK #1</u>	<u>TASK #2</u>	<u>TASK #3</u>	<u>TASK #4</u>	<u>TASK #5</u>	<u>TASK #6</u>	<u>TASK #7</u>	<u>TASK #8</u>	<u>TOTAL HOURS</u>
Fiscal & Admin. Asst. TA	7.5							0.25	7.75
Executive Director BD	69.25						40.00		109.25
Fiscal Officer GH	3.50								3.50
GIS/ Regional Planner I ER								4.50	4.50
Principal Planner TL	102.50		72.00	15.00	128.50	119.50	425.25	88.50	951.25
Director of Finance & Administration SO	43.75	3.25							47.00
Program Coordinator BS									0.00
Sr. Project & Operations Manager KT	596.50			12.50			5.00		614.00
Regional Planner AK	2.50								2.50
TOTAL HOURS FYTD	825.50	3.25	72.00	27.50	128.50	119.50	470.25	93.25	1,739.75

### **WinFred MPO Staff Report**

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

### **April – June 2025**

#### **Task 1: Program Administration**

- Prepared agenda packets for April and June meetings, including compiling reports, coordinating with speakers, and ensuring all materials were distributed in advance.
- Updated the MPO website as needed, routinely every week, to provide the latest information on meetings, projects, and public participation opportunities.
- Prepared and submitted the 3rd quarter invoice and progress report to VDOT and DRPT, ensuring accuracy and compliance with financial reporting standards.
- Prepared the draft FY26 Unified Planning Work Program (UPWP) for presentation to the Technical Advisory Committee (TAC) and Policy Board in March, incorporating stakeholder input and aligning with regional priorities. The draft is out for public review through April 14, 2025. No comments were received during the public comment period, the final document has been forwarded to FTA and FHWA.
- Managing the FY25 Unified Planning Work Program tasks by coordinating activities, tracking progress, and ensuring all deliverables are met on schedule.

#### **Task 1.1: Public Participation and Outreach**

- Continuously manage and maintain the Title VI and Public Participation Plans to ensure compliance with federal regulations and promote inclusiveness in regional planning.
- Ensuring the WinFred MPO website is updated with the latest meeting information and public document notices, improving transparency and public accessibility to MPO activities.
- Maintaining the social media Facebook page for the WinFred MPO with multiple weekly posts highlighting upcoming meetings, project updates, and public input opportunities.
- Conduct outreach efforts to engage underrepresented communities in planning through direct engagement, public workshops, and digital campaigns.

#### **Task 2: Transportation Improvement Program (TIP)**

Under 49 U.S.C. 5303(j), each MPO is required to develop a four-year Transportation Improvement Program (TIP) in cooperation with state and public transit providers. The TIP includes capital and non-capital surface transportation projects, bicycle and pedestrian facilities, safety projects, and other transportation enhancements. It must be fiscally constrained and align with the Metropolitan Transportation Plan (MTP).

- Maintaining the FY24-27 TIP and processing requested adjustments and amendments in collaboration with local jurisdictions, state agencies, and transit providers.
- Processed two highway TIP Amendments per VDOT request.
- Processed three transit TIP Adjustments per DRPT request.

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

- Serving on the Board of the Virginia Association of Metropolitan Planning Organizations (VAMPO), providing regional perspectives on statewide planning initiatives.
- Attending all executive committee meetings, peer-to-peer meetings, and board meetings to stay informed on industry trends, legislative updates, and best practices.
- Serving as Secretary/Treasurer on the VAMPO Board, managing organizational finances, coordinating meetings, and facilitating strategic discussions.
- Collaborating with other MPOs to share resources, develop joint initiatives, and advocate for regional transportation funding.

### **Task 4: Transit Planning**

- Working with the Frederick County Transportation Committee, WinTran Staff, and the Frederick County BOS regarding the expansion of microtransit in the County, addressing service gaps and improving accessibility.

### **Task 5: Local Technical Assistance**

- Assisting local governments with transportation grant applications, data analysis, and project development to enhance regional mobility.

### **Task 6: Bicycle & Pedestrian Planning**

- The Bike and Pedestrian Committee meets monthly, bringing together local advocates, planners, and stakeholders to advance non-motorized transportation projects.
- Reviewing the current bike and pedestrian plan to assess progress and set priorities for FY25 and FY26 UPWP, ensuring alignment with community needs and funding availability.
- Identifying opportunities for new bike lanes, trails, and pedestrian infrastructure, leveraging federal and state funding sources.
- Promoting multimodal transportation options through public education campaigns and stakeholder engagement initiatives.
- Working with the Bicycle Friendly America organization to hold a Bicycle Friendly Community workshop on September 17-18, 2025, in Winchester for the MPO area.

## **Task 7: System Planning**

- **Exits 321-323 Improvements Study (Frederick County):**
  - Staff met with Frederick County and VDOT representatives regarding the project scope, refining objectives, and stakeholder feedback.
  - Frederick County staff has reviewed the project with its transportation committee and directed MPO staff to proceed.
  - Project will carry over into FY26 UPWP, ensuring continued progress toward implementation.
- **Apple Blossom Mall Study:**
  - Monthly meetings with consultant Pennoni to review progress, data collection efforts, and preliminary findings.
  - Pennoni presented a project status update in December at TAC and Policy Board meetings, outlining key challenges and potential solutions.
  - A public outreach meeting was held on March 19, 2025, at 4:00 PM at Shenandoah University to receive public input on proposed transportation improvements around the mall area. Pennoni is currently reviewing the public comments that were received.
  - The study is almost complete, and the consultant will be presenting the final details at the June 18<sup>th</sup> Policy Board meeting.

## **Task 8: Long-Range Planning, GIS, and Data**

- **WinFred Travel Demand Model Update:**
  - Model completion in October following extensive data validation and calibration efforts.
  - Model is ready for use, providing valuable insights for traffic forecasting, scenario planning, and infrastructure investment decisions.
  - Collaborating with local and state partners to integrate model outputs into long-range planning initiatives.

---

This report outlines the key activities and responsibilities undertaken by MPO staff during the reporting period. Ongoing projects and planning efforts continue to support regional transportation improvements, enhance public engagement, and foster data-driven decision-making for the future.



## VDOT District Planning Report to WinFred MPO Policy Board June 2025

---

**I-81 Corridor Improvement Plan:** VDOT, in partnership with the Office of Intermodal Planning and Investment (OIPI) and the Department of Rail and Public Transportation (DRPT), has initiated a study to develop a Corridor Improvement Plan (CIP) for the entire length of the Interstate 81 corridor in the Commonwealth of Virginia. The study team previously conducted a similar study, which was completed in 2018 and advanced 65 construction projects worth approximately \$3 billion. Those projects are now in development, and many have already been completed.

For the 2025 effort, the study team will again identify targeted improvements along I-81, focusing on segments that have the highest rate and severity of crashes, or the most significant traffic delays. The study excludes portions of the interstate where widenings or truck-climbing lanes were recently completed or are in development.

The first stage of the study will identify possible issues along the corridor by combining traffic and safety data with virtual public engagement responses received in the recently closed survey.

The study team will present potential solutions during a second round of public outreach in summer 2025. This will take place during four in-person meetings spaced throughout the corridor. Meetings details and timing will be posted on [www.Improve81.org](http://www.Improve81.org) when ready.

The final round of corridor-wide public engagement is scheduled for fall 2025. They will help the study team refine their recommendations, which will be presented in late 2025 to the I-81 Advisory Committee and the Commonwealth Transportation Board.

**Project Pipeline:** The CTB took action at their March meeting to approve the next round of Project Pipeline study locations, including three studies in the WinFred region. Existing conditions meetings were held with stakeholders in May. Public surveys were available for each of the three studies from May 5-19. Survey participant counts were as follows: Route 7 East, 1,010; Route 522 Urban Segment, 444; Route 522 Rural Segment, 418.

1. **Route 7 East** – Running 2.2 miles from Greenwood Road to the eastern Frederick County limits, this effort would pick up at the limits of a previous STARS study to the west. This study would focus on crash reduction and identify treatments to reduce crashes on this high-speed segment of Route 7.
2. **US 522 West, Urban segment** – Running 1.7 miles from the northern city limits to Echo Lane, this study would focus on crash reduction and multimodal access in the urbanized segment of US 522 adjacent to the City of Winchester. Consideration will also be given to the long-term configuration of the Route 37 interchange.
3. **US 522 West, Rural segment** – Spanning 10 miles from Echo Lane to Red Oak Road, this study would focus on high-speed rural road safety and capacity preservation on US 522 west of Route 37. Considerations include high prevailing speeds and a roadway departure crash trend.

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.

**Revenue Sharing and Transportation Alternatives Applications:** The upcoming application cycle for the Revenue Sharing Program and the Transportation Alternatives Program began on April 1, 2025. Pre-applications and full applications for both Revenue Sharing funding and Transportation Alternatives funding will be submitted through SMART Portal.

VDOT Local Assistance Division hosted webinars for both the Revenue Sharing and Transportation Alternatives programs in March covering the application process, application submission timeline, and required documents for a successful application. The presentation slides have been posted on the [Revenue Sharing website](#) and [Transportation Alternatives website](#). All local government, consulting firm, and VDOT staff involved with creating, reviewing, or submitting funding applications are encouraged to review this information.

The full application submission window for both programs will be open August 15-September 15, 2025. Applicants were required to submit a pre-application by May 30, 2025.

**SMART SCALE:** OIPI presented the 'Staff Recommended Scenario' at the January CTB meeting, which included two projects in the WinFred region. At their May meeting, the CTB adopted the 'Consensus Scenario', the final selection of projects for inclusion in the SYIP. This scenario added one additional project in Frederick County, #3 below.

1. **Gateway Drive Extension and Intersection with Valley Mill Road** - Construct a single lane roundabout at the existing intersection of Valley Mill Road and Brookland Lane. Extend a new location roadway from the roundabout at Valley Mill Road 160 feet to the north to connect with a proffered road section being constructed by others to complete a contiguous connection from Route 7 at Gateway Drive to Valley Mill Road. In addition, a shared use path would tie into the proffered path that parallels the Gateway Drive extension and connections would be made to the existing sidewalk system in the immediate vicinity.
2. **Route 50/17/522 Partial Median U-turn** - Replace existing signalized intersection with a partial median U-turn intersection (MUT) at US 17/50 (Millwood Pike) and US 522 (Front Royal Pike)/NB I-81 on-ramp. This project is designed for implementation following construction of UPC 115717, I-81 Exit 313 bridge replacement, which involves realignment of US-50/17 and the intersection with the I-81N ramps and US-522 intersection. The MUT design will be complementary to the funded Smart Scale portion of the bridge project.
3. **US 50 & Hayfield Road Reduced Conflict Intersection (RCI)** - Installation of a Reduced Conflict Intersection (RCI), also known as a Restricted Crossing U-Turn (RCUT), at the intersection of US 50 and Hayfield Road (Route 600). This project was recommended in the recent Project Pipeline corridor study to target historical crash trends at the intersection.

## DRPT Report to WinFred MPO Policy Board

### June 18, 2025

#### **S/TIP Process Updates and Travel Pre-check** *(Effective April 1, 2025)*

DRPT presented a revised TIP update process and a new travel expense pre-check with resources to support our MPOs. Those resources included:

- Central S/TIP email: [STIP@drpt.virginia.gov](mailto:STIP@drpt.virginia.gov) where all S/TIP amendments and Admin. Mods. will be sent for processing. Please also notify your assigned DRPT planner on all TIP/STIP communication.
- A TIP resolution template for MPO policy boards to use when approving changes to their TIPs
- STIP Action Form, which is required for MPO use when submitted changes to their TIP and is available in the WebGrants Document Repository
- And the travel cost pre-check form, also required to be submitted by MPOs prior to making arranging travel along with supporting documentation and is also available in the Document Repository

Please forward any questions about the new TIP update requirements or travel pre-check form to your DRPT planner.

#### **Revised Master Agreement for Use of Commonwealth Transportation Funds**

DRPT recently updated the terms of the Master Agreement for Use of Commonwealth Transportation Funds and will be sending the updated agreement to all grantees for review and signature. These agreements must be signed by an authorized executive and a copy sent to [WebGrants@drpt.virginia.gov](mailto:WebGrants@drpt.virginia.gov) no later than June 20, 2025.

Please include in the subject line of the email your organization's name (ex: Master Agreement – Agency ABC). DRPT will counter-sign and upload the fully executed copy to the grantee's WebGrants profile. Please contact your DRPT MPO representative if you have questions.

#### **FY2026 DRPT Six-Year Improvement Program**

The FY2026 DRPT draft SYIP has been published and the interactive SYIP is available for review on [DRPT's website](#). The CTB will review the SYIP in June.

#### **NTI Course Offerings**

DRPT is excited to announce we have been selected to host multiple in-person training courses with the National Transit Institute (NTI). All courses offered by NTI are free of charge and available to the public to register. Travel and attendance expenses are eligible for reimbursement

under 5303, RTAP, or Small Urban Training Funds pending your organization's eligibility. The upcoming courses are:

**Public Involvement in Transportation Decision-Making**

When: July 8<sup>th</sup> – 10<sup>th</sup> 8:30am – 4:30pm

Where: Reynolds Community College; Community Room 633

Registration is available [here](#) Course description is available [here](#)

**State and Metropolitan Transportation Planning**

When: September 15<sup>th</sup> – 16<sup>th</sup>

Where: PlanRVA HQ 424 Hull Street, Suite 300 Richmond, VA

Registration is available [here](#) Course description is available [here](#)

## AGENDA



**To: Policy Board Members**  
**From: Karen Taylor, MPO Staff**  
**Date: June 11, 2025**  
**Re: FY24-27 Transportation Improvement Program (TIP) Amendments**

---

### **Purpose of the TIP**

Federal regulations [49 U.S.C. § 5303(j) and 23 CFR 450.326] require that all Metropolitan Planning Areas develop and maintain a Transportation Improvement Program (TIP) to coordinate regional transportation planning, maximize resources, provide transparency in the investment of federal transportation funds, and make progress towards achieving state and regional performance targets. Additionally, federal regulations require the TIP to be compatible with the WinFred MPO's Long-Range (LRTP), the State's SYIP (Six-Year Improvement Program), the State's Transportation Improvement Plan (STIP), and that it be updated a minimum of every 4- years. This TIP identifies the investment plans for Highway and Transit.

### **Agenda Item Description and Action**

VDOT requests two amendments to the FY24-27 TIP for consideration by the WinFred MPO Policy Board:

**\*Construction : Bridge Rehabilitation/Replacement/Reconstruction (Click to view report)**

**\*I-81 EXIT 317 INTERCHANGE IMPROVEMENTS (Click to view report)**

**Action requested: Move to approve forwarding the TIP amendments as presented to the 20-day public comment period. Pending any comments received during that period, final approval will be granted.**

**ATTACHMENT: TIP Amendments**

**Winchester MPO****Project Groupings**

GROUPING		Construction : Bridge Rehabilitation/Replacement/Reconstruction				
ROUTE/STREET					TOTAL COST	\$53,692,234
	FUND SOURCE	MATCH	FY24	FY25	FY26	FY27
PE	Federal - NHPP/E	\$0	\$385,299	\$0	\$0	\$0
	Federal - NHS/NHPP	\$0	\$1,134,701	\$0	\$0	\$0
PE TOTAL		\$0	\$1,520,000	\$0	\$0	\$0
RW	Federal - AC CONVERSION	\$51,894	\$0	\$207,574	\$0	\$0
	Federal - NHPP/E	\$0	\$295,588	\$0	\$0	\$0
	Federal - NHS/NHPP	\$868,601	\$4,419,645	\$2,120,165	\$0	\$0
	Federal - STP/STBG	\$0	\$1,001,722	\$0	\$0	\$0
RW TOTAL		\$920,495	\$5,716,955	\$2,327,739	\$0	\$0
RW AC	Federal - AC OTHER	\$0	\$259,468	\$0	\$0	\$0
CN	Federal - AC CONVERSION	\$3,087,033	\$0	\$0	\$6,233,100	\$14,973,361
	Federal - NHPP/E	\$0	\$0	\$0	\$3,843,332	\$0
	Federal - NHS/NHPP	\$767,981	\$3,071,924	\$0	\$6,232,576	\$0
	Federal - STP/STBG	\$200,344	\$0	\$801,377	\$0	\$0
CN TOTAL		\$4,055,358	\$3,071,924	\$801,377	\$16,309,008	\$14,973,361
CN AC	Federal - AC	\$0	\$0	\$0	\$14,072,298	\$0
	Federal - AC OTHER	\$0	\$0	\$20,540,503	\$23,485,635	\$0
CN AC		\$0	\$0	\$20,540,503	\$37,557,933	\$0
MPO Note		TIP AMD - add \$385,299 (NHPP/E) & \$1,134,701 (NHPP) FFY24 PE phase; add \$295,588 (NHPP/E), \$945,241 (NHPP), \$1,001,722 (STP/STBG) & \$140,542 (NH) FFY24, add \$2,120,165 (NHPP) FFY25 RW phase; add \$6,232,576 (NHPP), \$3,843,332 (NHPP/E), \$9,106,930 (AC-STP/STBG), \$4,965,368 (AC-NHPP) & \$23,485,635 (AC-Other) FFY26, add \$3,892,961 (ACC-STP/STBG), & \$4,965,368 (ACC-NHPP) FFY27 CN phase				

Federal funds include the use of soft match supported by approved toll credits unless otherwise indicated and/or matching funds are shown in the \"Match\" column. Non-federal fund sources are as noted in the \"Program Note\" and show

**Winchester MPO****Interstate Projects**

UPC NO		124012	SCOPE		Reconstruction w/ Added Capacity		
SYSTEM		Interstate	JURISDICTION		Frederick County	OVERSIGHT	NFO
PROJECT		#SMART24 I-81 EXIT 317 INTERCHANGE IMPROVEMENTS				ADMIN BY	VDOT
DESCRIPTION		FROM: Exit 317 TO: Interchange improvements (0.2500 MI)					
PROGRAM NOTE		TIP AMD - add \$14,208,218 (AC-NHPP) & \$16,275,844 (AC-Other) FFY26, add \$5,098,510 (ACC-NHPP) FFY27 CN phase					
ROUTE/STREET		0081				TOTAL COST	\$37,589,734
	FUND SOURCE		MATCH	FY24	FY25	FY26	FY27
PE	Federal - AC CONVERSION		\$0	\$0	\$2,025,500	\$282,132	\$0
	Federal - NHS/NHPP		\$0	\$1,969,916	\$0	\$0	\$0
PE TOTAL			\$0	\$1,969,916	\$2,025,500	\$282,132	\$0
PE AC	Federal - AC		\$0	\$2,307,632	\$0	\$0	\$0
RW	Federal - AC CONVERSION		\$0	\$0	\$0	\$0	\$1,610,256
	Federal - NHS/NHPP		\$0	\$0	\$0	\$1,217,868	\$0
RW TOTAL			\$0	\$0	\$0	\$1,217,868	\$1,610,256
RW AC	Federal - AC		\$0	\$0	\$0	\$1,610,256	\$0
CN	Federal - AC CONVERSION		\$0	\$0	\$0	\$0	\$5,098,510
CN AC	Federal - AC		\$0	\$0	\$0	\$14,208,218	\$0
	Federal - AC OTHER		\$0	\$0	\$0	\$16,275,844	\$0
CN AC			\$0	\$0	\$0	\$30,484,062	\$0

Federal funds include the use of soft match supported by approved toll credits unless otherwise indicated and/or matching funds are shown in the "Match" column. Non-federal fund sources are as noted in the "Program Note" and shown in the "Match" column, when applicable.