

# WinFred Metropolitan Planning Organization (MPO)

Frederick County ♦ City of Winchester ♦ Town of Stephens City



**March 4, 2025- 10:00 a.m.**

**Meeting held via Teams**

**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	
Stephens City	Winchester Transit	Others
✓ Mike Majher	✓ Kenneth Johnson	✓ Matt Smith, VDOT
VDOT	Winchester	✓ Shane McCabe, VDOT
✓ Brad Reed	✓ Perry Eisenach	
✓ Adam Campbell	✓ Mike Ruddy	
Non-Voting	✓ Justin Hall	
✓ Steve Minor, FHWA		
Chelsea Beytas, FTA		
Rusty Harrington, VA Dept. of Aviation		



**WinFred MPO Technical Advisory Committee  
(TAC) Meeting Minutes  
March 4, 2025 – 10:00 a.m.  
Location: Virtual Meeting**

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## **1. Administrative Items**

- **Adoption of Agenda** – Motion to adopt by Mr. Pearson, seconded by Mr. Ruddy; motion carried.
- **Review and Approval of December 3, 2024, Draft TAC Meeting Minutes** – Motion to adopt by Mr. Ruddy, seconded by Mr. Pearson; motion carried.
- **MPO Project Status Report** – Provided for information.
- **VDOT/DRPT Reports** – Provided for information.

## **2. Public Comment Period**

- No public comments were received.

## **3. WinFred MPO Metropolitan Planning Area Boundary Adjustment**

**Presenters: Taryn Logan (NSVRC) & Brad Reed (VDOT)**

- Ms. Logan and Mr. Reed presented background information on the proposed boundary adjustment and a map for visuals.
- A discussion followed the presentation.
- The committee agreed to table the item until the April TAC meeting for further review.

## **4. Draft FY26 Unified Planning Work Plan (UPWP) Discussion**

**Presenters: Karen Taylor & Taryn Logan (NSVRC)**

- Ms. Taylor and Ms. Logan presented the draft FY26 UPWP to the committee.
- Following the presentation and a brief discussion, Mr. Ruddy motioned to forward a recommendation from TAC to the Policy Board to approve the 20-day public comment period. Pending comments received during this period, final approval.

## **5. Upcoming Meeting Schedule (All 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. Meetings begin at 10 a.m. except for BPAC, which starts at 1 p.m.)**

- **Policy Board:** March 19, 2025; **Technical Advisory Committee (TAC):** April 1, 2025; **BPAC:** TBD

## **6. Other Business**

- No additional business was reported.

**Meeting adjourned at 10:45 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 1, 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	<b>Winchester Airport</b>	✓ Karen Taylor
Jay Tibbs	Nick Sabo	
Stephens City	<b>Winchester Transit</b>	<b>Others</b>
Mike Majher	✓ Kenneth Johnson	✓ Matt Smith, VDOT
VDOT	<b>Winchester</b>	✓ Shane McCabe, VDOT
✓ Brad Reed	Perry Eisenach	
✓ Adam Campbell	✓ Mike Ruddy	
Non-Voting	Justin Hall	
Steve Minor, FHWA		
Laura Keeley, FTA		
Rusty Harrington, VA Dept. of Aviation		

## **WinFred MPO Technical Advisory Committee (TAC) Meeting Minutes**

Date: April 1, 2025

Time: 10:00 a.m.

Location: TEAMS

### **1. Administrative Items**

#### **A. Adoption of Agenda**

The meeting was called to order, and the agenda was reviewed. A motion to adopt the agenda was made and seconded. The agenda was approved unanimously.

#### **B. Review and Approval of March 4, 2025, Draft TAC Meeting Minutes**

The draft minutes from the previous meeting were reviewed. A motion to approve the minutes as presented was made and seconded. The motion carried unanimously.

#### **C. MPO Project Status Report**

NSVRC staff provided an overview of current MPO projects. Updates were shared on ongoing transportation studies, funding allocations, and coordination efforts with local jurisdictions and VDOT.

#### **D. VDOT/DRPT Reports**

Representatives from VDOT and DRPT presented updates on current and upcoming transportation initiatives, including project timelines, funding opportunities, and planning coordination with the MPO.

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

No members of the public provided comment.

### **3. WinFred MPO Metropolitan Planning Area Boundary Adjustment**

Presenters: Taryn Logan (NSVRC) and Brad Reed (VDOT)

Ms. Logan and Mr. Reed presented the proposed adjustments to the Metropolitan Planning Area (MPA) boundary to align with updated Census data and federal requirements. The proposed boundary reflects regional growth and ensures continued eligibility for federal transportation funding.

Action: A motion was made and seconded to recommend Policy Board approval of the updated MPO Metropolitan Planning Area Boundary. The motion passed unanimously.

#### **4. Update: Project Pipeline Studies**

Presenter: Brad Reed, NSVRC

Mr. Reed provided an update on ongoing Project Pipeline studies, including current progress, public engagement efforts, and coordination with localities. He noted that draft recommendations are being developed and will be shared at upcoming meetings.

#### **5. Upcoming Meeting Schedule**

- Policy Board: April 16, 2025
- Technical Advisory Committee: May 6, 2025 (potentially canceled)
- BPAC: TBD (meeting will begin at 1:00 p.m.)

#### **6. Other Business**

There were no additional items or announcements.

Adjournment:

There being no further business, the meeting was adjourned.

## **DRAFT WinFred MPO Technical Advisory Committee (TAC) Meeting Minutes**

**Tuesday, December 2, 2025 – 10:00 a.m.**

**Location:** Virtual Meeting via Microsoft Teams

### **Attendance**

- John Bishop, Frederick County
- Amy Garbarini, DRPT
- Kenny Johnson, WinTran
- Justin Hall, Winchester
- Adam Campbell, VDOT
- Taryn Logan, NSVRC
- Karen Taylor, NSVRC
- Mike Ruddy, Winchester
- Perry Eisenach, Winchester
- Eric Bittner, Frederick County

**Note:** A quorum was not present. Therefore, no formal motions were taken; all actions reflect consensus only.

### **1. Administrative Items**

- **Adoption of Agenda**

A consensus was reached to move forward with the agenda as presented.

- **Review and Approval of April 1, 2025, Draft TAC Meeting Minutes**

The minutes of the April 1, 2025, TAC meeting were reviewed.

A consensus was reached to approve the minutes as corrected.

- **MPO Project Status Report**

MPO staff provided updates on current MPO studies and projects.

- **VDOT/DRPT Reports**

Representatives from VDOT and DRPT provided updates on current programs, initiatives, and project activities.

## **2. Public Comment Period**

No public comments were received.

## **3. Presentation: Draft FY27–30 Transit TIP**

Amy Garbarini (DRPT) presented the Draft FY27–30 Transit Transportation Improvement Program (TIP), providing an overview of proposed transit projects and funding allocations.

### **Action:**

A consensus was reached to recommend approval of the 20-day public comment period and, pending any public comments, final approval of the FY27–30 TIP to the Policy Board.

## **4. Upcoming Meeting Schedule**

- **Policy Board:** Wednesday, December 17, 2025
- **Technical Advisory Committee:** January meeting canceled; next meeting scheduled for February 3, 2026

## **5. Other Business**

John Bishop introduced Eric Bittner, the new County Planner.

There was no additional business.

### **Adjournment**

The meeting adjourned at **10:11 a.m.**