

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**

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		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				
	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.**