

**Winchester -Frederick County MPO  
Citizens Advisory Committee Meeting Minutes  
First Bank, 1835 Valley Ave, Winchester, VA  
March 10, 2009 at 8:00 AM**

Chairman Bill Bayliss called the meeting to order at 8:10 a.m. with the following members present: Mr. Walt Cunningham, Mr. Harry Smith and Mr. Tim Stowe.

Others present: Ms. Karen Taylor and Ms. Tiffany Tran.

**1. Administrative Matters:**

a) Welcome and Introductions – Chairman Bayliss welcomed everyone to the meeting. Ms. Taylor introduced the Commission’s new Regional Planner, Ms. Tiffany Tran.

b) Review and Approval of the September 8, 2008 meeting minutes – **A motion was made by Mr. Cunningham to approve the minutes as presented. Motion seconded by Mr. Stowe.**

**2. Citizen Comment Period** – None reported.

**3. Draft FY2010 Unified Planning Work Program (UPWP)**

Ms. Taylor reviewed the draft work program with the committee. Discussion followed. Mr. Stowe asked if any of the projects in the work program were submitted under the stimulus plan. Ms. Taylor stated that no projects under the draft work program were submitted. She stated that the City of Winchester and Frederick County did submit projects. Following discussion, **a motion was made by Mr. Smith to forward a recommendation to the Policy Board approving the 20 day public comment and review period. Motion seconded by Mr. Stowe. Motion carried.**

**4. City and Countywide Transit Study Update**

Ms. Taylor updated the committee. She stated that the consultant presented the service alternatives, organizational alternatives and funding mechanisms to the Policy Board. She stated that the Policy Board agreed to have staff schedule a joint meeting of the City, County and Town’s transportation committees. Ms. Taylor stated the joint meeting was held on March 2<sup>nd</sup>. She stated that the consultant presented the alternatives. She stated that the Policy Board at their next meeting will discuss the next steps.

**5. Other Business** – None reported.

## **6. March - April MPO Meeting Schedule**

Ms. Taylor reviewed the meeting schedule with the committee.

March 18 – Policy Board @ 10 a.m. – Frederick County Offices, 107 N. Kent S

April 7 – Project Steering Committee @ 9:30 a.m.  
Technical Advisory Committee @ 10 a.m. – Timbrook Public Safety Center

April 14 - Citizens Advisory Committee @ 8 a.m. – First Bank, 1835 Valley Avenue

**Meeting adjourned at 8:45 a.m.**