

**Winchester -Frederick County MPO
Citizens Advisory Committee (CAC) Meeting Minutes
First Bank, 1835 Valley Ave, Winchester, VA
March 9, 2010 at 8:00 AM**

Chairman Bayliss called the meeting to order at 8:00 a.m. with the following members present: Mr. Walt Cunningham, Mr. Harry Smith and Dr. John Crandell.

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

1. Administrative Matters:

a) Welcome and Introductions – Chairman Bayliss welcomed everyone to the meeting with a roundtable of introductions.

b) Review and Approval of the September 8, 2009 and February 9, 2010 meeting minutes – **A motion was made by Mr. Cunningham approving the minutes. Motion seconded by Mr. Smith. Motion carried.**

2. Citizen Comment Period – None reported.

3. Draft FY2011 Unified Planning Work Program (UPWP)

Ms. Taylor reviewed the draft FY2011 Unified Planning Work Program with the committee. Following review of the document, Ms. Taylor stated that staff is requesting that the committee forward a recommendation to the Policy Board approving the 20 day public comment and review period. She also requested that the committee forward a recommendation of final approval to the Policy Board if no public comments are received.

A motion was made by Mr. Cunningham recommending approval of the 20 day public comment and review period and of the final document if no public comments are received. Motion seconded by Mr. Smith. Motion carried.

4. Long Range Transportation Plan (LRTP) Update

Ms. Tran stated the staff is currently working on the Vision Plan Cost Spreadsheet which should be available for review and input by spring.

5. Shady Elm Access Management Study Phase II Update

Ms. Taylor gave an overview of the public meeting held on December 14th regarding the Shady Elm Access Management Study. She stated that the document needs to be reviewed by the local Jurisdictions. Staff will keep the committee updated on the study.

6. March-April Meeting Schedule

Ms. Taylor reviewed the following meeting schedule:

Wednesday, March 17 – Policy Board Meeting @ 10 a.m. – Frederick County Administrative Offices

Tuesday, April 6 – Project Steering Committee @ 9 a.m. – Frederick County Administrative Offices

Tuesday, April 6 – TAC @ 10 a.m. - Frederick County Administrative Offices

Tuesday, April 13 – Citizens Advisory Committee @ 8 a.m. – First Bank (2nd floor meeting room)

Wednesday, April 21 – Policy Board Meeting @ 10 a.m. – Frederick County Administrative Offices

- 7. Other Business** – Mr. Smith requested that staff contact the local jurisdictions regarding terms for MPO representatives. Staff will follow up.

Meeting adjourned at 8:45 a.m.

**Winchester -Frederick County MPO
Citizens Advisory Committee Meeting Minutes
First Bank, 1835 Valley Ave, Winchester, VA
August 10, 2010 at 8:00 AM**

The following members were in attendance: Chairman Bill Bayliss, Mr. Walt Cunningham, Dr. John Crandell and Mr. Harry Smith.

MPO Staff: Ms. Karen Taylor and Ms. Tiffany Tran.

1. Administrative Matters:

- a) Welcome and Introductions – Chairman Bayliss welcomed everyone to the meeting.
- b) Review and Approval of the March 9, 2010 meeting minutes – **Mr. Cunningham made a motion to approve the minutes. Motion seconded by Dr. Crandell. Motion carried.**
- c) Project Status Update
 - Millwood Avenue Study – Staff stated that Gorove/Slade had been selected as the consulting firm. Ms. Taylor stated the first kick-off/public meeting will be scheduled in September.
 - Route 11 Access Management Study – Mr. Chad Tucker with VDOT presented the Draft Report of the Route 11 Access Management Study to the TAC. Ms. Taylor stated that MPO staff requested to receive comments on the report no later than August 31st. Contact MPO staff to receive a copy of the presentation.
 - Route 522 Multimodal Corridor Study - The consultants, Michael Baker and Renaissance Planning Group presented the Draft Report of the Route 522 Multimodal Corridor Study on August 10th. MPO staff requested to receive comments on the report no later than August 17th. Contact MPO staff to receive a copy of the presentation.

2. Citizen Comment Period – None reported.

3. Long Range Transportation Plan (LRTP) Update

Ms. Tran stated that the Policy Board has approved the Vision List of Projects. Staff will begin working with localities on population and employment projections. Once that is complete, staff will begin the Financially Constrained List of Projects.

4. August-September Meeting Schedule

Ms. Taylor reviewed the following schedule

Tuesday, August 10 – TAC @ 10 a.m. – Timbrook Public Safety Center – 3rd Floor Community Mtg. Room

Tuesday, August 10 – Citizens Advisory Committee @ 8 a.m. – First Bank (2nd floor meeting room)

Wednesday, August 18 – Policy Board Meeting @ 10 a.m. – Frederick County Administrative Offices

5. Other Business – None reported.

Meeting adjourned at 8:45 a.m.