

WIN-FRED METROPOLITAN PLANNING ORGANIZATION

Frederick County ❖ City of Winchester ❖ Town of Stephens City



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**Win-Fred Metropolitan Planning Organization
 Chairman Richard Shickle
 Policy Board Meeting Minutes
 December 14, 2011 at 10:00 a.m.**

**Frederick County Administrative Offices
 First Floor Conference Room
 107 North Kent Street, Winchester, Virginia**

Win-Fred MPO Policy Board Member Jurisdiction Representatives					
	Frederick County		VDOT		Staff
✓	Charles DeHaven, Jr.	✓	Randy Kiser	✓	Martha Shickle
✓	John R. Riley, Jr.		Non-Voting Members		Karen Taylor
✓	Richard C. Shickle		John Simkins, FHWA	✓	John Thomas
	Winchester		Tony Cho, FTA		Others
	John Hill		Mark Ledford, VDRPT	✓	John Bishop
✓	Craig Gerhart		Rusty Harrington, Aviation	✓	Terry Jackson, VDOT
✓	John Willingham		Alternates	✓	Tony Kinn, VDOT
			Terry Short (VDOT)		
	Stephens City		Brian Henshaw (Stephens City)		
✓	Michael Kehoe		Les Veach (Winchester)		
		✓	Tim Youmans (Winchester)		
			Perry Eisenach (Winchester)		

**Winchester -Frederick County MPO
Policy Board Meeting Minutes
Frederick County Administrative Offices - First Floor Conference Room
107 N. Kent Street, Winchester, VA
December 14, 2011 - 10:00 a.m.**

1. ADMINISTRATIVE ITEMS:

- a. Welcome and Introductions – Chairman Shickle called the meeting to order at 10:04 a.m. The Chairman asked Ms. Shickle to introduce the guest speaker, Tony Kinn, Director of the Office of Transportation Public-Private Partnerships. A roundtable of introductions followed.
- b. Review and Approval of the Minutes of the October 19, 2011 Policy Board Meeting – **A motion was made by Mr. DeHaven approving the minutes. Motion seconded by Mr. Kiser. Motion carried.**
- c. Financial Report – For information only; no action taken.
- d. Committee Meeting Status Report – For information only; no action taken.
- e. Draft minutes of the December 6, 2011 MPO Technical Advisory Committee Meeting – For information only; no action taken.

2. Public Comment Period – None reported.

3. Presentation on Virginia’s Office of Transportation Public-Private Partnerships (OTP3) – Director Tony Kinn

Mr. Kinn presented information on VDOT’s OTP3 Program. He highlighted three project closings this week: Midtown Tunnel in Hampton Roads, I-95 Hot Lanes in NoVA and Coalfields Expressway in Southwest Virginia. He stated that the next round of new projects will include Route 460 between Suffolk and Petersburg; an RFP will be issued for design-build March 3rd, 2012. The next round of project announcements will be the first week in January 2012.

4. TIP Amendment for I-81 Exit 307 Interchange Relocation Study

The Technical Advisory Committee reviewed the TIP Amendment and has forwarded a recommendation to the Policy Board approving the 20 day public comment period.

A motion was made by Mr. Kehoe approving the 20 day public comment period. Motion seconded by Mr. DeHaven. Motion carried.

5. Briefing on I-81 Corridor Coalition Meeting

Mr. Thomas briefed the Board on the I-81 Corridor Coalition meeting held on October 31 – November 1, 2011.

6. Briefing on the Commonwealth Transportation Board Fall Meeting

Ms. Shickle briefed the Board on the CTB public input meeting held on November 2, 2011 at Broadway High School. Staff had an exhibit displaying information for the WinFred MPO. Ms. Shickle formally presented the MPO’s transportation priorities to the CTB members. A suggestion was made to issue press releases in the future when submitting priorities and/or making public comment at meetings like the CTB public input meeting.

7. Briefing regarding On-call Transportation Services

Mr. Thomas briefed the Board on the progress of the On-call Transportation Services task. A review committee has been formed and will meet to review the proposals received following the MPO Policy Board meeting.

8. Update on the Constrained Long Range Plan

Mr. Thomas briefed the Board on the progress of the plan update.

9. Update on the Federal Transportation Bill

Mr. Thomas provided an update on the Federal Transportation Bill and noted changes that could potentially take place regarding MPO's across the country.

10. Briefing on the Governor's Transportation Conference Dec 7-9

Mr. John Bishop gave an overview of the Governor's Conference held December 7-9 in Norfolk, VA. He highlighted announcements made regarding the OTP3 projects described by Mr. Kinn-- I-81 truck climbing lanes, emphasis on port activities and the Governor's comments related to transportation financing in the future.

11. Other Business

Mr. Riley asked if the MPO should submit the Tevis Street Extension project to Mr. Kinn's office for consideration as a P3 project. **A motion was made by Craig Gerhart that the MPO endorse the Frederick County/Winchester submission of the project for P3 consideration. Mr. Riley seconded the motion. Motion carried.**

12. December-January Meeting Schedule

- Wednesday, December 14th: Policy Board Meeting @ 10 a.m. – Fred. Co. Admin. Offices, 107 N. Kent Street, Winchester
- Tuesday, January 3rd: Technical Advisory Committee @ 10 a.m. – Fred. Co. Admin. Offices, 107 N. Kent Street, Winchester
- Tuesday, January 10th: Citizens Advisory Committee @ 8 a.m. – 117 N. Braddock Street, Suite 100, Winchester
- Wednesday, January 19th: Policy Board Meeting @ 10 a.m. – Fred. Co. Admin. Offices, 107 N. Kent Street Winchester

A motion was made by Mr. DeHaven to adjourn. Motion seconded by Mr. Kehoe. Motion carried.

Glossary of Acronyms on Reverse

Glossary of Acronyms

CAC- Citizen Advisory Committee- Serves as an advisory committee to the MPO Policy Board to solicit public input and provide citizen perspective on MPO projects. Conducts public hearings and public input sessions on selected projects at the direction of the Policy Board.

CLRP – Constrained Long Range Plan – A fiscally-constrained list of projects drawn from the Vision Plan element of the LRTP. All CLRP projects must have an estimated cost and a revenue source identified.

FHWA - Federal Highway Administration - Within the US Department of Transportation, FHWA is responsible for highway issues, including federal laws and regulations related to metropolitan transportation planning.

FTA - Federal Transit Administration- Within the US Department of Transportation, FTA is responsible for public transit issues, including federal laws and regulations related to metropolitan transportation planning.

FTA Section 5303 Funds - This program supports transit planning expenses to support cooperative, continuous, and comprehensive planning for making transportation investment decisions in metropolitan planning areas.

FTA Section 5310 - Transportation for Elderly Persons and Persons with Disabilities - The goal of the Section 5310 Program is to provide assistance in meeting the special transportation needs of elderly persons and persons with disabilities. The program is designed to supplement other FTA or assistance programs by funding transportation projects for elderly person and persons with disabilities in all areas – urbanized, small urban, and rural.

LRTP- Long Range Transportation Plan- Developed and approved by the MPO, the LRTP is a regional plan that includes all transportation projects and programs that the MPO realistically anticipates can be implemented over the next 25 years. LRTP's may include a VISION PLAN, which is a list of all projects (a "wish list"), but must also include a CLRP. In order to receive federal funding, transportation projects must be included in the LRTP and the TIP.

MPO - Metropolitan Planning Organization - Federal transportation laws and regulations require the establishment of an MPO in every urbanized area of the U.S. with a population over 50,000. MPOs are responsible for meeting the federal metropolitan planning regulations for transportation.

SAFETEA-LU - On August 10, 2005, the President signed into law the **Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users** (SAFETEA-LU). With guaranteed funding for highways, highway safety, and public transportation totaling \$244.1 billion, SAFETEA-LU represents the largest surface transportation investment in our Nation's history. The two landmark bills that brought surface transportation into the 21st century—the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) and the Transportation Equity Act for the 21st Century (TEA-21)—shaped the highway program to meet the Nation's changing transportation needs. SAFETEA-LU builds on this firm foundation, supplying the funds and refining the programmatic framework for investments needed to maintain and grow our vital transportation infrastructure.

STP Funds - STP funds are Federal Funds disbursed through State DOT's for Surface Transportation projects.

TAC- Technical Advisory Committee- Serves in an advisory capacity to the Policy Board of the MPO. The TAC works with MPO staff to formulate the UPWP, the LRTP, and provides technical review and assistance on numerous MPO projects undertaken as called out in the UPWP.

TIP - Transportation Improvement Program - Approved by the MPO Policy Board, it is a list of projects and programs that will be implemented over the next six years. In order to receive federal funding, transportation projects must be included in the Constrained Long Range Plan and the TIP. Amendments are major changes to a project included in the CLRP, TIP or STIP that are not Administrative Modifications.

UPWP – Unified Planning Work Program- MPOs must adopt and implement an annual work program and budget known as the Unified Planning Work Program (UPWP). The UPWP identifies all activities to be undertaken by the MPO during the fiscal year which begins July 1st and ends the following June 30th.

VDOT - Virginia Department of Transportation - Agency responsible for statewide transportation facility planning, construction, and maintenance. VDOT is separate from the Virginia Department of Rail and Public Transportation (VDRPT).

VDRPT - Virginia Department of Rail and Public Transportation - Agency under the Virginia Secretary of Transportation (as is VDOT) provides technical and financial assistance to Virginia's public transit.