

**Winchester -Frederick County ("Win-Fred") MPO
TECHNICAL ADVISORY COMMITTEE Meeting
March 2, 2010 - 10:00 a.m.
Frederick County Administrative Offices – First Floor Conference Room**

AGENDA

1. Administrative Items:

- a) Welcome and Introductions
- b) Review and Approval of the February 2, 2010 Technical Advisory Committee Meeting Minutes
(*Attachment*)

2. Public Comment Period

3. Draft FY 2011 Unified Planning Work Program (UPWP) (*Handout at Meeting*)

Staff is requesting that the TAC review the Draft FY 2011 UPWP and forward a recommendation to the Policy Board approving the 20 day public comment and review period.

4. Long Range Transportation Plan (LRTP) Update

The Policy Board has endorsed the Vision Plan list. The TAC must now begin development of the draft fiscally constrained plan. Staff will be working with the TAC to identify available financial resources and prioritize projects by project type and funding source.

5. Shady Elm Access Management Study Phase II Update

The Policy Board directed the Frederick County Transportation Committee and the MPO Project Steering Committee to work together on holding a citizen information meeting about the Study. Following the information meeting, the Policy Board will make a decision if additional consultant services are necessary.

6. Route 7 Multimodal Corridor Study (*Attachment*)

Attached is an alternative reverse frontage roadway that the City of Winchester is requesting to have considered for inclusion in the Route 7 Multimodal Corridor Study.

7. Discussion and Review of the Current TAC Meeting Quorum

Staff presented to the Policy Board the recommended TAC meeting quorum with six persons constituting a quorum regardless of which jurisdiction they represent. The Policy Board did not approve the change and suggested making some members of the committee non-voting.

8. March Meeting Schedule

Tuesday, March 2 - Project Steering Committee @ 9:00 a.m. – Frederick County Administrative Offices
Tuesday, March 2 – Technical Advisory Committee @ 10:00 a.m. – Frederick County Administrative Offices
Tuesday, March 9 – Citizens Advisory Committee @ 8:00 a.m. – First Bank
Wednesday, March 17 – Policy Board @ 10 a.m. – Frederick County Administrative Offices

9. Other Business

10. Adjournment

Definition of Acronyms on Reverse

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TECHNICAL ADVISORY COMMITTEE Meeting
February 2, 2010 - 10:00 a.m.
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Chairman Tim Youmans called the meeting to order at 10:00 a.m. with the following members present: Mr. Patrick Barker, Mr. John Bishop, Mr. Jerry Copp, Mr. Tom Hoy, Mr. Eric Lawrence, Mr. Terry Short and Mr. Kris Tierney.

Others present: Ms. Tiffany Tran, Ms. Rhonda Turman and Mr. Ed Carter.

1. Administrative Items:

- a) Welcome and Introductions – Chairman Tim Youmans welcomed everyone to the meeting.
- b) Review and Approval of the January 5, 2010 Technical Advisory Committee Meeting Minutes – **A motion was made by Mr. Copp approving the minutes. Mr. Hoy stated that an item was omitted that he requested; he will touch base with Ms. Tran reference the change. Motion seconded by Mr. Bishop with corrections. Motion carried.**

2. Public Comment Period – None reported.

3. Review and Discussion of Draft Vision Plan List of Projects

Latest version revised by Ms. Tran. Mr. Bishop and Mr. Copp spent time with Tiffany on the latest version, re: corrections, changes. A discussion arose about the Tasker Rd. Flyover and some wording that a committee member found confusing.

A question was asked “What does the Vision Plan Function as?” Jerry Copp answered: It is a long range plan, a dream list of what would be done if money was no object.

Patrick Barker questioned the inclusion of a Telecommuting Feasibility Study as there is already a telework center in the area not fully utilized. Also the presence of Park & Ride lots in the plan as he thinks we shouldn't be exporting people.

John Bishop stated that the Transit Plan was included due to Federal Funding.

Chairman Youmans stated the Policy Board wants to see a map of where projects are located as text descriptions aren't sufficient for clarity. NSVRC staff will provide this.

The format of the Vision Plan was discussed briefly. Several felt it was easier for users if projects were listed in order by direction (using a hierarchy of North to South or East to West). They could be geo referenced into a mapped system vs. a spread sheet. Maps could be linked to text explanations of projects (on website). Comments will be relayed to Ms. Tran. Ms. Tran also explained that staff was working on assembling a map based off of geographic location or project type for the Policy Board to assist in the review of the Vision Plan.

4. Shady Elm Access Management Study Phase II

Chairman Youmans reported that the Project Steering Committee has concerns about the study and reactions to Greenway Engineering's “public meeting”. Mr. Bishop stated the committee is sending its questions back to the consultant. They want to address these and then convene another Public Meeting.

5. Route 7 Multimodal Corridor Study

Chairman Youmans called for questions or concerns. John Bishop stated the study was still making its way through the County Board but he had heard mostly positive comments, no serious concerns have been raised.

Chairman Youmans added the City has been doing some modeling for this area also. They are interested in constructing a service road behind some businesses on the south side of Route 7 near the I-81 exchange. This will come out as an alternative concept at a Public Hearing. Their intention is to divide the roadway along its full length and to have fewer signaled intersections.

Chairman Youmans asked if the committee was ready to make a motion to forward the study to the policy board. No one disagreed. **John Bishop made a motion and Jerry Copp seconded. All being in favor, the motion carried “to recommend approval of the study pending receipt of comments from localities.”**

6. Discussion and Review of the Current TAC Meeting Quorum

Per Chairman Youmans—the provisions for Quorum in TAC differ from those of the Policy Board. Should they consider revising?

Eric Lawrence asked if TAC needs to have 7 or 8 for quorum like the Policy Board. If so can this attendance number be achieved? Statements were made about committee members who never come (airport reps.) and the need to make sure the jurisdictions had sufficient input.

John Bishop questioned whether the focus should be on having all aspects of the committee represented or just on a number of members, regardless of who they represent. Could they fill a quorum with ½ of the jurisdiction appointees present?

Eric Lawrence said, the quorum should be defined as 6 persons, regardless of where they are from. A question was raised about taking actions affecting a jurisdiction with no representation present in the quorum.

With Stephens City being the entity affected by this (with one representative on the committee) John Bishop asked if Stephens City could be removed from the quorum so their absence does not prevent a meeting. Brian Henshaw said he sometimes has conflicts and his replacement is also not available, but that it's OK with him.

A motion was made that six persons would constitute a quorum regardless of which jurisdiction they represent, Motion seconded by Mr. Henshaw. Motion carried.

Chairman Youmans asked, can TAC approve the quorum changes or does the Policy Board have to approve it? The group determined that it should go through the Policy Board.

7. Other Business – None reported.

8. Adjournment at 10:46 a.m.

TAC Meeting 3-2-2010
Request from City of Winchester
Agenda Item 6: Route 7
Multimodal Corridor Study

