

WIN-FRED METROPOLITAN PLANNING ORGANIZATION

Frederick County ❖ City of Winchester ❖ Town of Stephens City



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Win-Fred Metropolitan Planning Organization Technical Committee Minutes – December 6, 2011 – 10 a.m.

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

Win-Fred MPO Technical Committee Member Jurisdiction Representatives					
	Frederick County		VDRPT		Staff
✓	Patrick Barker	✓	Anthony Foster	✓	Karen Taylor
✓	John Bishop		Mark Ledford	✓	John Thomas
✓	Eric Lawrence		Winchester Airport		
	Kris Tierney		Serena ‘Renny’ Manuel		
			Winchester Transit		Others
	Stephens City		Renee Wells	✓	Ed Carter (VDOT)
✓	Brian Henshaw		Winchester		
	VDOT		Jim Deskins		Alternates
	Terry Short	✓	Perry Eisenach		Tim Stowe (Stephens City)
			Tom Hoy		
		✓	Tim Youmans		

**Winchester -Frederick County ("Win-Fred") MPO
TECHNICAL ADVISORY COMMITTEE Meeting Minutes
December 6, 2011 - 10:00 a.m.
Frederick County Administrative Offices
First Floor Conference Room
107 N. Kent Street, Winchester, VA**

1. Administrative Items:

- a) Welcome and Introductions – Chairman Youmans welcomed everyone to the meeting.
- b) Review and approval of the September 6 and October 4, 2011 Technical Advisory Committee Meeting Minutes – **A motion was made Mr. Eisenach approving the minutes. Motion seconded by Mr. Bishop. Motion carried.**

2. Public Comment Period – None reported.

3. Briefing on I-81 Corridor Coalition Meeting

Mr. Thomas briefly reviewed the I-81 Corridor Conference Annual meeting notes, included in the agenda packet. He made a note that Cambridge Systematics will be compiling all studies/reports that have been done on the I-81 Corridor and compile into one report (should be available in 2012). Staff will keep the committee updated on the Coalition. Notes from the annual meeting are attached to the minutes for reference.

4. Briefing on the Commonwealth Transportation Board (CTB) Fall Outreach Meeting

Mr. Thomas briefed the committee on the CTB fall outreach meeting that was held on November 2nd at Broadway High School. He stated that Ms. Shickle formally presented the WinFred MPO and NSVRC's transportation priorities to the CTB. Mr. Thomas noted that Dr. Jim Davis is currently our region's CTB representative and Mr. Alan Louderback is the Rural Member At Large and resides in Luray, VA.

5. Status update regarding On-call Transportation Services RFP

Mr. Thomas stated that the RFP closed on November 30th; twenty-one responses were received. He stated that the next step is for the review committee to meet and begin the selection process. Mr. Thomas stated that the current members of the review committee consist of: Ms. Martha Shickle (NSVRC), Mr. John Bishop (Frederick County), Mr. Jeremy Camp (Front Royal) and Terry Short (VDOT). Mr. Thomas requested a representative from the City of Winchester; the committee nominated Chairman Youmans; he accepted.

Mr. Thomas stated that the review committee will hold their first meeting on Wednesday, December 14th at Noon (follows the MPO Policy Board Meeting). Meeting will be held at the Frederick County Administrative Offices, First Floor Conference Room.

6. Constrained Long Range Plan modeling update

Mr. Thomas presented initial modeling results; he handed out the following: Congested Location Maps for Base Year 2007, 2035 No-Build and CLRP Build and VMT by Facility Type and Level of Congestion.

Chairman Youmans requested that Mr. Thomas present a map showing congestion above the 1.00 scale. The committee discussed a few changes to be made to the documents and requested that clearer information be presented to the Policy Board. Ms. Taylor stated that the update is on schedule and within budget.

7. Discussion on FY12 UPWP Task 5 Local Technical Assistance

Ms. Taylor handed out a copy of Work Task 5 from the FY12 UPWP for review and discussion. She reviewed the list of projects and asked the committee to begin thinking about which ones they would like to start moving forward. She stated that consideration should be given to potential project this fiscal year and two for FY13. The committee requested that Ms. Taylor contact VDOT for an update on the Route 522 from Rivendell Court to Apple Pie Ridge Road project. Mr. Lawrence stated that VDOT has begun work on that project. Chairman Youmans stated that Route 522 from Cameron Street to Burnt Church Road (Access Management/Corridor Plan) would be a City priority. Ms. Taylor stated that this item will be on the January TAC agenda for further discussion. She asked the committee to begin thinking about a recommendation to the Policy Board on how they would like to move forward.

8. Review of priority deliverable associated with FY12 UPWP Public Mobility Work Task

Mr. Thomas stated that holding a regional transportation mobility workshop is designated as a priority deliverable for the Public Mobility Work Task. He stated that the NSVRC will be hosting a Transportation and Housing seminar in spring 2012; planning details are underway. He stated that continuing education credits may be available.

9. I-81 Corridor Regional First Responder/TIM Workshops

Mr. Thomas gave an overview of the Traffic Incident Management & Responder Safety workshop. He stated that the workshop is no cost to the MPO and will be hosted by the NSVRC. He stated that the workshop will be held on Wednesday, February 29th at the NSVRC offices.

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

Ms. Taylor reviewed the TIP Amendment with the committee. She stated that staff requests a recommendation to the Policy Board approving the 20 day public comment period. **A motion was made by Mr. Bishop forwarding a recommendation to the Policy Board approving the TIP Amendment. Motion seconded by Mr. Henshaw. Motion carried.**

11. Update on Federal Transportation Bill

Mr. Thomas gave an update on the Federal Transportation Bill. He gave a brief overview of Sec. 1201 Metropolitan Planning. Following are key highlights: PL Funding no longer a percent set-aside of core programs – now based on share of 2009 apportionments; MPO designated at 200,000 up from 50,000 in population; Tier I MPO – 1M and over/Tier II MO – 200,000 and over; Tier II can request designation as Tier I (must meet Tier I requirements); Secretary has one year to issue regulations for minimum planning requirements for Tier I and II.

12. December-January Meeting Schedule

Ms. Taylor reviewed the following 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

13. Other Business

Mr. Thomas reminded the committee of the FY2012 TCSP solicitation for candidate projects for Twelve Discretionary Programs. The deadline for application submittal is January 6, 2012.

Meeting adjourned at 11:10 a.m.

Definition 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).