

**Winchester -Frederick County ("Win-Fred") MPO
TECHNICAL ADVISORY COMMITTEE Meeting Minutes**

April 6, 2010 - 10:00 a.m.

Frederick County Administrative Offices – First Floor Conference Room

Chairman Tim Youmans called the meeting to order at 10 a.m. with the following members present: Mr. Patrick Barker, Mr. John Bishop, Mr. Tom Hoy, Mr. Terry Short and Mr. Brian Henshaw.

Others present: Mr. Chris Price, Ms. Tiffany Tran and Ms. Karen Taylor.

1. Administrative Items:

- a) Welcome and Introductions – Chairman Tim Youmans welcomed everyone to the meeting.
- b) Review and Approval of the March 2, 2010 Technical Advisory Committee Meeting Minutes – **A motion was made by Mr. Bishop approving the minutes. Motion seconded by Mr. Hoy. Motion carried.**

2. Public Comment Period – None reported.

3. Draft FY 2011 Unified Planning Work Program (UPWP)

Mr. Price stated that the Draft FY 2011 Unified Planning Work Program is currently under the 20 day public comment period through April 10, 2010. He stated that no comments have been received as of this mailing. Mr. Price stated that staff is requesting that TAC review the Draft FY 2011 UPWP and forward a recommendation of final approval to the Policy Board. After discussion, **a motion was made by Mr. Barker forwarding a recommendation of approval to the Policy Board. Motion seconded by Mr. Bishop. Motion carried.**

4. Long Range Transportation Plan (LRTP) Update

Staff handed out the draft Vision Plan list of projects and draft map for review and comments. The committee made several comments and staff will update. Mr. Price stated that TAC will have one week to review and forward comments to Ms. Taylor and Ms. Tran.

5. Shady Elm Access Management Study Phase II Update

Ms. Taylor stated that the public input meeting is scheduled for Monday, April 26th at 6 p.m. She stated that the meeting will be held in the Frederick County Board of Supervisors' meeting room. Ms. Taylor stated that the Policy Board requested that Mr. Price make a brief presentation on the study and that sufficient time is provided for public comment and input.

6. April Meeting Schedule

Ms. Taylor reviewed the following meeting schedule:

Tuesday, April 6 - Project Steering Committee @ 9:00 a.m. – Frederick County Administrative Offices
Tuesday, April 6 – Technical Advisory Committee @ 10:00 a.m. – Frederick County Administrative Offices
Citizens Advisory Committee @ 8:00 a.m. – First Bank – April Meeting Cancelled
Wednesday, April 21 – Policy Board @ 10 a.m. – Frederick County Administrative Offices

7. Other Business – None reported

Meeting adjourned at 10:35 a.m.

Definition of Acronyms on Reverse

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TIP - Transportation Improvement Program - Developed and approved by the Commonwealth Transportation Board, the TIP 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.

CLRP - Financially Constrained Long Range Transportation Plan - Developed and approved by the Win-Fred MPO, the CLRP is a regional plan that includes all transportation projects and programs that the Win-Fred MPO realistically anticipates can be implemented over the next 25 years. In order to receive federal funding, transportation projects must be included in the CLRP 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.

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.

