

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 – June 7, 2011 – 10 a.m.

Frederick County Administrative Offices
 First Floor Conference Room

Win-Fred MPO Technical Committee Member Jurisdiction Representatives					
	Frederick County		VDRPT		Staff
	Patrick Barker		Kenneth Pollock	✓	Martha Shickle
✓	John Bishop	✓	Mark Ledford	✓	Karen Taylor
✓	Eric Lawrence		Winchester Airport	✓	Tyler Klein
✓	Kris Tierney		Serena 'Renny' Manuel		
			Winchester Transit		Others
	Stephens City	✓	Renee Wells	✓	Winchester Star
	Brian Henshaw		Winchester		
	VDOT		Jim Deskins		Alternates
	Jerry Copp	✓	Perry Eisenach	✓	Tim Stowe (Stephens City)
✓	Terry Short	✓	Tom Hoy		
		✓	Tim Youmans		

**Winchester -Frederick County ("Win-Fred") MPO
TECHNICAL ADVISORY COMMITTEE Meeting Minutes
June 7, 2011 - 10:00 a.m.
Frederick County Administrative Offices
First Floor Conference Room**

1. Administrative Items:

- a) Welcome and Introductions – Chairman Youmans welcomed everyone to the meeting.
- b) Review and approval of the April 27, 2011 Technical Advisory Committee Meeting Minutes – **A motion was made by Mr. Bishop approving the minutes. Motion seconded by Mr. Short. Motion carried.**

2. Public Comment Period – None reported.

3. Draft FY12-15 Transit Section of the WinFred MPO TIP

Ms. Taylor reviewed the draft FY12-15 Transit section of the WinFred MPO TIP. Mr. Bishop suggested that Ms. Taylor highlight the headers in the document for better readability. Ms. Wells stated that City Transit's new office building is not reflected in the TIP. She stated that the amount will be \$700,000 and an amendment would be coming in the future from the Virginia Department of Rail and Public Transportation.

Following review, **a motion was made by Mr. Bishop recommending approval of the 20 day public comment period to the Policy Board. Motion seconded by Mr. Short. Motion carried.**

4. Constrained Long Range Transportation Plan 2035 Update

Mr. Short gave an update regarding the CLRP. He stated that FHWA is recognizing the July 2007 SAFETEA-LU update as the Plan's expiration date. Ms. Taylor emailed and handed out the CLRP project schedule. Ms. Taylor stated that the Policy Board reviewed the document at their May 18th meeting and forwarded it to TAC for review and comment. Mr. Taylor and Ms. Shickle reviewed the schedule with the committee. Ms. Taylor handed out the Draft Vision List of Projects for TAC's review. The committee agreed to forward the Draft List to the Project Steering Committee for review and comment. A Project Steering Committee meeting was scheduled for Monday, June 13th. Following review and discussion of the project schedule, **a motion was made by Mr. Bishop recommending approval of the CLRP Project Schedule to the Policy Board. Motion seconded by Mr. Short.** Discussion ensued regarding the addition of County, City and Town review by the respective Boards and Councils. **Mr. Bishop withdrew his motion and Mr. Short withdrew the second.** Consensus was reached by the Committee recommending approval to the Policy Board of the CLRP Project Schedule with updates to the schedule as needed.

5. Draft FY2012 Unifed Planning Work Program (UPWP) Update

Ms. Taylor stated that the Policy Board approved an addition of Work Task 9: Constrained Long Range Plan Update for inclusion in the draft FY2012 UPWP. She stated that the budget for the work task is \$20,000. She stated that the public comment period concludes on June 11, 2011.

6. June-July Meeting Schedule

Ms. Taylor reviewed the meeting schedule:

- Project Steering Committee: June 13th at 10 a.m. – Frederick County Planning Conference Room
- Wednesday, June 29th – Policy Board @ 10 a.m. – Frederick County 1st Floor Conference Room
- Tuesday, July 12th – Technical Advisory Committee @ 10 a.m. – Fred. Co. BOS Executive Session Room (Please note change in date and location. Potential joint TAC/CAC Meeting)

Meeting adjourned at 10:47 a.m.

Definition of Acronyms on Reverse

Glossary of Acronyms

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.

TIP - Transportation Improvement Program - Developed and approved by the Transportation Planning 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 - Long Range Transportation Plan - Developed and approved by the Win-Fred MPO, the LRTP 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 LRTP and the TIP.

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.

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.