

**Winchester -Frederick County ("Win-Fred") MPO  
TECHNICAL Committee Meeting Minutes  
January 25, 2005 - 10:00 a.m.**

Chairman Tim Youmans called the meeting to order at 10:00 a.m. The attendance for the meeting was as follows: Mr. Bob Ball, Mr. Patrick Barker, Mr. Jerry Copp, Mr. Eric Lawrence, Ms. Dale Lehnig, Mr. Gary Lofton, Mr. Lewis Parsley, Mr. Kris Tierney and Mr. Evan Wyatt.

Absent: Mr. Jack Apostolides, Mr. Jim Deskins, Ms. Renny Manual and Ms. Renee Wells.

Others present: Ms. Lynda Tyler and media representatives from WINC FM Radio and the Winchester Star.

Staff present: Mr. John Bishop, Mr. Steve Kerr 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 Minutes of the December 21, 2004 Technical Committee Meeting

**A motion was made by Mr. Wyatt to approve the minutes of the December 21, 2004 Technical Committee meeting as amended.**

**Motion was seconded by Mr. Lawrence.**

**Motion Carried.**

2. Review/Approval of Vision Plan Projects - Please note: Committee combined discussion on Agenda Items 1 & 2

The Committee discussed how to present to the Policy Committee the work that has been done thus far by the Technical Committee. The members agreed that the Technical Committee needs to have an active role in the presentation of information to the Policy Committee. Ms. Tyler stated that she feels that there needs to be a work session between the Technical and Policy Committees'. Ms. Tyler stated that she would reserve the Frederick County Board Room for the next Policy Committee meeting on February 16. The Committee agreed that the Management Team will coordinate with Steve Aldrich as to how the information will be presented to the Policy Committee prior to the February 16 meeting. Mr. Wyatt suggested that each member of the Technical Committee brief the various Policy members that they represent before February 16 so that they will have a working knowledge of how the maps of the different alternatives were created.

**Technical Advisory Committee Meeting Minutes**  
**January 25, 2005**  
**Page Two**

He also stated he felt that Mr. Bishop could work with Steve Aldrich in reviewing the model results and then Mr. Bishop could brief the Management Team. Mr. Youmans concurred. Mr. Bishop stated that he and the members of the Management Team would give a brief overview of the work that the Technical Committee and Management Team have done thus far, at the next Policy Committee meeting.

The Committee discussed the Vision Plan Projects that were emailed by Steve Aldrich. Mr. Youmans stated that the Vision Plan shows everything that will be modeled. He stated that when the Vision Plan is run and there is a problem area that is not being provided with adequate capacity then additional links will need to be shown. He stated, assuming that what is shown on the composite Vision Plan is everything that could be conceivably needed, then it is a matter of going to the four alternatives and reviewing certain things not being included. The Committee reviewed and discussed the four alternatives. Mr. Wyatt stated that the Management Team reviewed, in detail, the Initial Vision Plan List and he feels that the Policy Committee needs to aware of that. He suggested Mr. Bishop be tasked with that. Mr. Youmans stated that the projects on the Vision Plan are either from WATS or something subsequent to WATS that has at least been part of an elected body's decision on a rezoning proffer or a sub area of a comprehensive plan update.

Mr. Tierney asked that when the model runs are conducted, will the results of that model run be a spreadsheet that shows traffic on all of the links. Mr. Ball stated that he has spoken with Steve Aldrich and he feels the most efficient way to present to the Policy Committee would be to present volumes, travel patterns and flagging links that are over capacity.

The Committee discussed the impact Interstate 81 has on the current planning process for the MPO. After a brief discussion, **Mr. Tierney made a motion that the Technical Committee request a fifth model run that would include the connection between the Stephens City Interchange and Warrior Drive, complete 37 East and no lane additions to Interstate 81. Motion was seconded by Mr. Wyatt. Motion Carried.**

Discussion continued regarding reducing the number of lanes on Interstate 81, either with one of the existing four alternatives or potentially a sixth alternative. After a brief discussion, **Mr. Lawrence made a motion to support a modification on Alternative 1A to a six lane Interstate 81 configuration. Motion was seconded by Mr. Barker. Motion Carried.**

**Technical Advisory Committee Meeting Minutes**  
**January 25, 2005**  
**Page Three**

Mr. Youmans discussed Alternative Two with the Committee. He asked if there is any thought about not having that be a ten lane alternative for the I-81 widening when there are three through lanes plus two Collector Distributor lanes. Mr. Youmans stated that none of the alternatives, including the fifth alternative that has been added, have the full Collector Distributor lanes, other than Alternative Two. He stated that he does not see the need for ten lanes on I-81. Additional discussion was held in reference to the number of lanes that should be tested on I-81.

3. Review/Approval of Vision Plan Model Alternatives – Action combined with No. 2 above.

4. Role of Regional Commission Senior Transportation Planner

Mr. Youmans stated that the Policy Committee requested that the Technical Committee defines the role of the NSVRC Senior Transportation Planner. The Committee reviewed a document drafted by Mr. Bishop defining the role. The Committee discussed and made changes to the document. The revised document has been attached to the minutes.

5. Other Business

Mr. Bishop handed out information in reference to several proposed bills in the Virginia General Assembly that are trying to change the allocation formula for transportation funds to make it much more heavily weighted for vehicle miles traveled.

Mr. Bishop also handed out information in reference to a new grant program from VDOT for \$1.6 million to fund new transportation planning projects. The City and the County must submit any proposed projects to the Regional Commission for inclusion in the package of proposed projects to be submitted to VDOT.

**Meeting adjourned at 12:05 p.m.**

### **Role of NSVRC Senior Transportation Planner for the WIN-FRED MPO:**

The following represents the role of the Senior Transportation Planner in the long range planning process only, and is not representative of the total duties of the position.

1. Provide NSVRC staff support to the Management Team, TAC, CAC, and Policy Committee meetings.
2. Review analysis of modeling results and summarize findings to the TAC and Policy Committee as needed. The consultant will be available at key meetings to present technical results and answer questions.
3. Coordinate TAC\Management Team work sessions to develop preliminary lists of projects for the financially constrained Long Range Plan.
4. General oversight of the process in terms of schedules, making sure all required items are addressed, and coordination of communication between localities, VDOT, and consultant as needed.
5. Assist in the administration of the transportation planning program, grant administration, budgeting, UPWP, and progress reports, as it relates to the long range planning process.

**Winchester -Frederick County ("Win-Fred") MPO  
TECHNICAL Committee Meeting Minutes  
March 3, 2005 - 11:00 a.m.**

Chairman Tim Youmans called the meeting to order at 11:00 a.m. The attendance for the meeting was as follows: Mr. Bob Ball, Mr. Patrick Barker, Mr. Jerry Copp, Mr. Jim Deskins, Mr. Eric Lawrence, Ms. Dale Lehnig, Mr. Lewis Parsley and Mr. Evan Wyatt.

Absent: Mr. Jack Apostolides, Mr. Gary Lofton, Ms. Renny Manual, Mr. Kris Tierney and Ms. Renee Wells.

Others present: Mr. Steve Aldrich, Mr. Ivan Rucker, Mr. Tim Stowe, Ms. Lynda Tyler and a media representative from the Winchester Star.

Staff present: Mr. Steve Kerr, Mr. John Bishop, 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 Minutes of the January 25, 2005 Technical Committee Meeting

**A motion was made by Mr. Wyatt to approve the minutes of the January 25, 2005 Technical Committee meeting.**

**Motion was seconded by Mr. Barker.**

**Motion carried.**

2. Review of Projected Funding for 2030 Transportation Plan

The committee reviewed and discussed this item. Mr. Ball stated that this is for information only, but this will be used by the consultant during the constrained portion of the planning process. Discussion continued in reference to the revenue sharing program.

3. Prioritization of Vision Plan Projects and Approval of Vision Plan

Mr. Aldrich handed out a list of all the projects incorporated into each vision plan alternative and asked that each committee member rate each project from one to five. The ratings will be tallied and presented to the Policy Committee at their next meeting. Mr. Aldrich reviewed the projects that had been added and modified to the vision plan since the last Technical Committee meeting. Mr. Aldrich stated that the major changes are the widening of Route 7, Route 7 Senseny Road Connector, the Stonewall Park Connection and the widening of Warrior Drive to six lanes.

Mr. Aldrich reviewed the modeling results for each of the alternatives. He also handed out traffic volume summary sheets that show the projected traffic volumes and the volume to capacity ratios.

## **Technical Advisory Committee Meeting Minutes**

**March 3, 2005**

**Page Two**

Mr. Aldrich stated that from the modeling results, Warrior Drive creates and attracts traffic and operates at congested levels, except in Alternative 3 when it is widened to six lanes. He stated the completion of the I-81 Interchange relocation at Exit 307 is shown as a benefit. He stated that it relieves traffic on Route 277, Route 522, Warrior Drive and allows traffic to get onto I-81. Discussion continued in reference to the completion of Route 37 East. Mr. Aldrich discussed the widening of Route 7 to six lanes. He stated that the Route 7 project increases the capacity by one third which is not enough to deal with the traffic that is on the road currently and into the future. Discussion continued in reference to the widening of Route 7.

Mr. Aldrich discussed the completion of Route 37 where it meets with Route 11 and the I-81 Interchange. He stated that the connection provides relief for the entire area allowing traffic to flow. He stated that the major benefit of this project is that it takes traffic off of Route 11. Discussion continued in reference to this project.

Mr. Aldrich discussed I-81 with the committee. He stated that the six lane alternative works and he feels that a four plus four lane configuration using CD lanes would work as well. He stated that this analysis is based on 2030 conditions. There is currently a study being conducted by VDOT on I-81 which is based on 2035 conditions and is also looking at the design hour traffic. The difference between the two studies is that VDOT's study is five years more in the future and the design hour traffic. He stated that in terms of dealing with the day to day commuter congestion, six lanes on I-81 or four plus four will accommodate the 2030 morning and evening peak hours. Mr. Aldrich discussed the benefit of collector distributor roads. Discussion continued in reference to collector distributor lanes on I-81.

Mr. Aldrich discussed Battaile Drive with the committee. He stated that this road has a very good benefit in terms of relieving pressure off the Route 50 Interchange. He stated that Battaile Drive has minor benefits at other interchanges because it essentially gives a different access route to get to the Route 11 corridor, Warrior Drive and Route 522. The only negative side is that it congests Battaile Drive, which in the future will be a four lane road crossing I-81 and that will operate under congested conditions if there is an interchange. He stated that he feels that Battaile Drive compliments a collector distributor road system and helps provide additional access. He stated that the key decisions are collector distributor roads on I-81, collector distributor roads with Battaile Drive or none of the above.

Mr. Aldrich discussed exit 307 (Alternative 3) with the committee. He stated that alternative 3 is the exit 307 interchange relocation alternative. A brief discussion continued.

Discussion continued with the Jubal Early Drive and Meadow Branch Avenue area. Mr. Aldrich reviewed what has been done in each alternative for this area and the results of the modeling.

## **Technical Advisory Committee Meeting Minutes**

**March 3, 2005**

**Page Three**

Mr. Aldrich explained and reviewed with the committee the ranking system for the list of vision plan projects. He stated that the purpose of this exercise is to get a consensus on how projects are viewed within the vision plan and present that information to the Policy Committee. A brief discussion continued.

Mr. Aldrich and the committee discussed and reviewed the major projects for the vision plan. Discussion followed. The committee members agreed that each member would choose their top five projects for the vision plan and email them to Mr. Bishop.

Consensus was reached on which projects to include in the draft vision plan project list with the exception of which lane configuration for I-81 improvements and whether to include the Jubal Early Extension/ Intersection with Route 37 which will be voted on via email after the meeting. The result and votes will include I-81 with the four plus four configuration and to include the Jubal Early Extension.

#### 4. Draft FY 2005-2006 Unified Planning Work Program

Mr. Kerr requested that each member of the committee review and this item will be discussed at the next Technical Committee meeting.

#### 5. Other Business – None.

**Meeting adjourned at 2:15 p.m.**

**Winchester -Frederick County ("Win-Fred") MPO  
Technical Committee Meeting Minutes  
April 5, 2005 - 10:00 a.m.**

Chairman Tim Youmans called the meeting to order at 10:00 a.m. The attendance for the meeting was as follows: Mr. Bob Ball, Mr. Patrick Barker, Mr. Jerry Copp, Mr. Jim Deskins, Mr. Eric Lawrence, Mr. Gary Lofton, Mr. Lewis Parsley and Mr. Kris Tierney.

Absent: Mr. Jack Apostolides, Ms. Dale Lehnig, Ms. Renny Manual, Ms. Renee Wells and Mr. Evan Wyatt.

Others present: Mr. Steve Aldrich, Ms. Lynda Tyler and a media representative from the Winchester Star.

Staff present: Mr. Steve Kerr, Mr. John Bishop 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 Minutes of the March 3, 2005 Technical Committee Meeting  
**A motion was made by Mr. Lofton to approve the minutes of the March 3, 2005 Technical Committee meeting.**

**Motion was seconded by Mr. Barker.**

**Motion Carried.**

c) Staff report of Policy Committee meeting results

Mr. Bishop reported that the Policy Committee approved a Draft Vision Plan, with the caveat that they receive additional information on the following projects:

- Completion of the Winchester Medical Center Interchange
- Route 37 Interchange with Jubal Early Drive and Extension Jubal Early Drive
- Route 7 to Exit 318 portion of the Route 37 loop and the Route 7 widening
- the Jubal Early\Millwood Avenue Flyover

Mr. Bishop stated that the Policy Committee requested him to resend the top five projects to the TAC because of a lack of responses. He stated that he received one additional response. He will present the responses to the Policy Committee at the April 20<sup>th</sup> meeting.

**Technical Advisory Committee Meeting Minutes**  
**April 5, 2005**  
**Page Two**

2. Draft Vision Plan Project Prioritization

The committee agreed that this item would be tabled until all TAC members were able to respond with their recommendations for regional priorities. At the request of the Committee, Mr. Aldrich explained in more detail, the Final Vision Plan Roadway Conditions spreadsheet.

The committee discussed how to present the roadway conditions to the Policy Committee. Mr. Bishop suggested breaking down the congestion levels to moderate and severe. Discussion continued in reference to presenting the information to the Policy Committee.

3. Funding for CLRP

VDOT has provided the region with funding forecasts for the study period. At the last TAC meeting the question was asked whether Frederick County's annual \$500,000.00 \ \$500,000.00 transportation match with VDOT could be included in CLRP funding projections. FHWA representative Mr. Ivan Rucker was present at the meeting and indicated that that would be allowable. After a brief discussion in reference to the VDOT funding worksheet **a motion was made by Mr. Lawrence to use the corrected 8-year average for the revenue sharing funds. Motion was seconded by Mr. Copp. Motion carried.**

4. Constrained Long Range Plan (CLRP)

Mr. Bishop briefly reviewed the worksheets in reference to the projects funded by Interstate, Urban, Secondary and Primary funds. Mr. Aldrich gave a brief overview of the cost estimates. He stated that all of the costs are based on urban design costs, with the exception of the Interstate and Freeway sections. He stated that for each of the roadways, right of way and utility adjustment factors were applied. Higher factors were applied in the City of Winchester than Frederick County.

Discussion continued in reference to which projects to include in preliminary engineering. After a brief discussion, **a motion was made by Mr. Deskins to include all interstate projects in the plan for engineering and move forward to individually prioritize the projects and have that noted in the plan in the appropriate section. Motion was not seconded.** Discussion continued in reference to the relocation of the interchange at MP 307. After continued discussion, Mr. Bishop suggested to keep the project alive (relocation of interchange at MP 307) it needs to be in as PE (preliminary engineering) only. He suggested that a member make a motion that states to put the entire corridor in the improvements stated for PE only with specifically stating that project #8 (Interchange @ MP 307 – Route 277) as top priority. **Mr. Deskins amended his previous motion to include Mr. Bishop's suggestion. Amended motion was seconded by Mr. Tierney. Motion passed.** Discussion continued in reference to project #8. **Mr. Tierney amended previous motion to include \$2 million for project #8. Amended motion seconded by Mr. Lofton. Amendment to motion carried.**

**Technical Advisory Committee Meeting Minutes**  
**April 5, 2005**  
**Page Three**

The committee reviewed and discussed, in detail the worksheet in reference to projects funded by primary funds. Mr. Youmans suggested that VDOT and Mr. Bishop meet in reference to what the parameters are on each project on how it can be converted from a secondary project to a primary project. He feels once that is accomplished, the Management Team should meet and listen to the feedback and develop a plan. The committee scheduled a Management Team meeting on Monday, April 11 at 3 P.M. at the VDOT Edinburg Residency to further discuss this agenda item.

The committee members agreed that they would return their project rankings to Mr. Bishop by Tuesday, April 12.

5. TIP Reconciliation

The committee agreed to table this item.

6. Draft UPWP

Mr. Kerr reviewed the draft UPWP with the committee. **A motion was made by Mr. Copp to recommend the Draft 2006 Unified Planning Work Program to the Policy Committee. Motion was seconded by Mr. Lawrence. Motion carried.**

7. 6 Year Program

Mr. Bishop distributed the VDOT preliminary 6 year program. This is for information purposes only.

8. Other Business – None discussed.

Meeting adjourned at 12:15 p.m.

**Winchester -Frederick County ("Win-Fred") MPO  
TECHNICAL Committee Meeting Minutes  
May 2, 2005 - 2:00 p.m.**

Chairman Tim Youmans called the meeting to order at 2:00 p.m. The attendance for the meeting was as follows: Mr. Bob Ball, Mr. Jerry Copp, Mr. Jim Deskins, Mr. Eric Lawrence, Ms. Dale Lehnig, Mr. Gary Lofton, Mr. Kris Tierney and Mr. Evan Wyatt.

Absent: Mr. Jack Apostolides, Ms. Renny Manual and Ms. Renee Wells.

Others present: Ms. Lynda Tyler and Media Representatives from 92.5 WINC FM Radio and the Winchester Star.

Staff present: Mr. Steve Kerr and Mr. John Bishop.

1. Administrative Items:

a) Welcome and Introductions

Chairman Youmans welcomed everyone to the meeting.

b) Review and Approval of the Minutes of the April 5, 2005 Technical Committee Meeting

**A motion was made by Mr. Lofton to approve the minutes of the April 5, 2005 Technical Committee Meeting as amended.**

**Motion was seconded by Mr. Ball.**

**Motion carried.**

c) Staff report of Policy Committee meeting results – No report given.

2. Public Comment Period – No citizens comments.

3. Urban Forestry

Mr. Jay Banks gave a presentation to the committee on the importance of trees in the transportation planning landscape. This was for information purposes only. No action required.

4. Vision Plan Project Cost Reconciliation

Mr. Bishop and Mr. Aldrich reviewed and explained the process of the vision plan cost reconciliation to the committee. Mr. Bishop stated that he has worked with Mr. Youmans, Mr. Lawrence and Mr. Copp to get specific local information on some of the projects and adjusting the cost where necessary.

**Win-Fred MPO  
Technical Committee Meeting Minutes  
May 2, 2005  
Page Two**

Mr. Bishop reviewed the projects that were added and the adjustments made to certain projects. After a brief discussion, **a motion was made by Mr. Tierney to add project 13b: Interchange improvements MP323, Widen ramps and turn lanes. Motion seconded by Mr. Lawrence. Motion carried.**

**A motion was made by Mr. Lawrence to formally add the projects that Mr. Bishop summarized. Motion seconded by Mr. Copp. Motion carried.**

5. Route 37 Segment Analysis

Mr. Aldrich stated that the northeastern segment of Route 37 specifically attracts the West Virginia to Northern Virginia travel segment, essentially making it a shortcut so the traffic does not travel on Route 7. He stated that it does not have a significant impact in terms of providing for inter-regional travel. He stated the reason for that is because the roadway is a limited access facility between Route 7 and I-81. He stated that there are two roadways of decent volume that it will cross over, if ever built, which is Stephenson Village Blvd. and Route 11. He stated that if there were an interchange going to one or both of those roads, the volume on this segment on Route 37 could double or triple. He stated if it was a restricted access facility, the same situation would occur and it would be harder to attract the West Virginia to Northern Virginia traffic but it would provide more local access. Discussion continued in reference to a restricted and limited access Route 37. **A motion was made by Mr. Deskins to have Route 37, between Route 7 and I-81 a 4-lane divided controlled managed access highway. Motion seconded by Ms. Lehnig.** Discussion continued in reference to this project. Mr. Aldrich stated his suggestion is to focus on the access needs for the Stephenson Village Blvd. development. He stated the development is going to be the major traffic generator in that region. Discussion continued in reference to the cost and specifics of controlled and limited access highways. **Motion carried.**

6. Public Involvement

Mr. Bishop stated that at the April 20 MPO meeting the committee indicated a concern with the public involvement process. He has been working to update the Public Involvement Plan and to create an action plan for increasing the visibility of the MPO in the region. He handed out and reviewed the updates made to the Public Involvement Plan. The committee discussed the role of the Citizen's Advisory Committee and how that group can do additional outreach activities. The committee suggested the addition of a tracking process to quantify results of the PIP. **A motion was made by Mr. Barker to recommend approval of the Public Involvement Plan with suggested changes to the Policy Committee. Motion seconded by Mr. Wyatt. Motion carried.**

**Win-Fred MPO  
Technical Committee Meeting Minutes  
May 2, 2005  
Page Three**

7. Project Prioritization

The committee reviewed and discussed the responses from the individual TAC members. The committee expressed their dissatisfaction in reference to the results of this project and discussed how to better handle this project. Mr. Ball explained to the committee how other MPO's in the state evaluate and rank projects. The committee discussed the low rate of response from members. Mr. Bishop stated that he would like the TAC to task the Management Team. Start with a clean slate and tier the projects then report to the committee. Discussion continued in reference to the pros and cons of prioritizing the vision plan projects. **A motion was made by Mr. Deskins to table the project prioritization. Motion seconded by Mr. Lofton. Motion carried.**

8. Constrained Long Range Plan (CLRP) Recommendation

Mr. Bishop reviewed the CLRP management team recommendations with the committee. He explained the process of how the recommendations were made. Mr. Lawrence reviewed the secondary fund recommendations with the committee.

Mr. Aldrich discussed Route 37 and stated that in the No-Build, Crosspointe Boulevard will be built out to Warrior Drive and there is a mile between that area and Route 522 that is not on any plan. He stated that instead of allocating all of the money for preliminary engineering to Route 37, he suggested to continue Crosspointe Boulevard to Route 522. Mr. Bishop asked what is the risk of hurting a project if it is only in the vision plan and not in for preliminary engineering or in the Constrained Long Range Plan. Discussion continued in reference to improvements to Route 37 and the preliminary engineering funds. **A motion was made by Ms. Lehnig to approve the CLRP without the references to the highway interchanges on Route 37. Motion seconded by Mr. Lawrence. Motion carried.**

Mr. Youmans discussed and reviewed the urban funds section of the CLRP. **A motion was made by Mr. Lawrence to approve the Constrained Long Range Plan including amendments. Motion seconded by Mr. Wyatt. Motion carried.**

9. Other Business

Mr. Ball handed out and reviewed the TIP (Transportation Improvement Plan) Reconciliation list to the committee for recommendation to the Policy Committee. He stated, that what is included in the list are projects that are in the current STIP (State Transportation Improvement Plan) that are not in the Win-Fred MPO TIP. He stated that he will have the details on the projects before the next Policy Committee meeting. **A motion was made by Mr. Tierney to recommend approval of the list to the Policy Committee. Motion seconded by Mr. Lofton. Motion carried.**

**Meeting was adjourned at 5:00 p.m.**



**Winchester -Frederick County ("Win-Fred") MPO**  
**TECHNICAL Committee Meeting Minutes**  
**June 15, 2005 - 10:00 a.m.**

Chairman Tim Youmans called the meeting to order at 10:00 a.m. The attendance for the meeting was as follows: Mr. Jack Apostolides, Mr. Bob Ball, Mr. Jerry Copp, Mr. Eric Lawrence, Ms. Dale Lehnig and Mr. Evan Wyatt.

Absent: Mr. Jim Deskins, Mr. Gary Lofton, Ms. Renny Manual, Mr. Kris Tierney and Ms. Renee Wells.

Others present: Mr. Steve Aldrich, Mr. Jim Lawrence and Media Representatives from 92.5 WINC FM Radio and the Winchester Star.

Staff present: Mr. John Bishop and Ms. Karen Taylor.

1. Administrative Items:

a) Welcome and Introductions

Chairman Youmans welcomed everyone to the meeting.

b) Review and Approval of the Minutes of the May 2, 2005 Technical Committee Meeting

**A motion was made by Mr. Wyatt to approve the minutes of the May 2, 2005 Technical Committee Meeting as amended.**

**Motion was seconded by Mr. Copp.**

**Motion carried.**

c) Staff report of Policy Committee meeting actions

Mr. Bishop gave a brief overview of the May 18<sup>th</sup> Policy Committee meeting. The Constrained Long Range plan was adopted as recommended with the minor change to the secondary. The TIP Reconciliation was also approved.

2. Public Comment Period

Mr. Jim Lawrence spoke in reference to the CCC sponsoring a follow up to their most recent forum which addressed growth and comprehensive plans in the counties of Frederick, Shenandoah, Clarke and the City of Winchester. He stated that for the next Steering Committee meeting the CCC is trying to get representatives from each of the counties listed above to include Warren County and the MPO. Mr. Bishop will represent the MPO at the next Steering Committee meeting scheduled for Friday, June 24 at 7:30 A.M.

**Win-Fred MPO  
Technical Committee Meeting Minutes  
June 15, 2005  
Page Two**

3. 2030 Long Range Plan

Mr. Bishop stated that chapters 1-3 have been previously distributed for the TAC's review. Mr. Aldrich handed out chapter 4 for the committee's review. Mr. Aldrich requested comments by email in reference to layout and presentation of information. Comments should be emailed to Mr. Aldrich, Mr. Bishop and Mr. Ball. The committee briefly discussed minor changes to the chapters.

Mr. Aldrich and the committee discussed the current schedule of the final submittal of the 2030 Long Range Plan.

Mr. Aldrich briefly reviewed chapter 4 with the committee. He updated the committee on a few minor updates to be completed and stated that he will forward those updates to everyone.

Mr. Jim Lawrence stated that he would obtain information from the City of Winchester in reference to the number of bike crashes to include in the Long Range Plan.

4. Bicycle and Pedestrian Mobility Plan

Mr. Bishop stated that the MPO has recently been awarded an \$80,000.00 grant to develop a regional bike and pedestrian plan for the City of Winchester and Frederick County. Mr. Bishop stated that a management team has been formed and there has been one preliminary meeting thus far. He stated that the next step will be to write the RFP. Mr. Bishop will keep the committee members informed in reference to the progress of the plan.

5. Set meeting times

After a brief discussion, the committee agreed to meet the first Tuesday of each month at 10 A.M.

6. Other Business

Mr. Bishop stated that Ms. Tyler requested that the Technical Committee discuss the Route 37 changes that she had proposed. He stated the he did not have a copy of the map as far as the layout Ms. Tyler has put together. Mr. Aldrich stated that the reevaluation is almost complete of adding the project back into the final vision plan. He stated that he did not have anything to add in reference to the project. He stated that it is a 45 MPH road with access in four locations which are Stephenson Village Boulevard near Route 1, Woods Mill Road and the endpoints.

**Win-Fred MPO  
Technical Committee Meeting Minutes  
June 15, 2005  
Page Three**

Mr. Bishop stated that Mr. Ball contacted him with a suggestion in reference to the 30 day public comment period. He stated that Mr. Ball informed him that Harrisonburg has gone to a 20 day public comment period. Mr. Bishop stated that the State requirement is 15 days and there is no Federal minimum. Mr. Youmans stated the he felt that 20 days is a reasonable period. **A motion was made by Mr. Wyatt to recommend a 20 day public comment period to the Policy Committee. Motion seconded by Mr. Lawrence. Motion carried.**

Mr. Ball stated that he viewed a video conference in reference to the I-81 NEPA Study. He reviewed the following schedule with the committee members:

- October – **Draft Tier I Report**
- End of October or Early November – **Public Hearings on Draft Tier I Report**
- February – **CTB**
- April – **Final Environmental Statement**

**Meeting adjourned at 11AM**

**Winchester-Frederick County MPO  
Technical Committee Meeting Minutes  
September 16, 2005**

Chairman Tim Youmans called the meeting to order at 10:00 a.m. The attendance for the meeting was as follows: Mr. Bob Ball, Mr. Jerry Copp, Mr. Jim Deskins, Mr. Gary Lofton, Mr. Lewis Parsley, Mr. Ivan Rucker, Mr. Kris Tierney and Mr. Evan Wyatt.

Absent: Mr. Jack Apostolides, Mr. Eric Lawrence, Ms. Dale Lehnig, Ms. Renny Manual and Ms. Renee Wells.

Others present: Mr. Steve Aldrich, Ms. Lynda Tyler, Representatives from Patton, Harris, Rust & Associates and Media Representatives from 92.5 WINC FM Radio and the Winchester Star.

Staff present: Mr. John Bishop 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 Minutes of the June 15, 2005 Technical Committee Meeting

**A motion was made by Mr. Wyatt to approve the minutes of the June 15, 2005 Technical Committee meeting.**

**Motion was seconded by Mr. Copp.**

**Motion Carried.**

c) Staff report of Policy Committee meeting actions

Mr. Bishop reported that at the August 22, 2005 Policy Committee meeting, several citizens spoke against the closure of the Route 11/Route 37 Interchange. He stated that the Policy Committee requested that the Technical Committee prepare a recommendation for them to consider at their September 21<sup>st</sup> meeting.

Mr. Bishop stated that the UPWP was updated to include the Bike Plan grant, which had been a separate work item on the NSVRC budget.

**2. Public Comment Period**

No comments were received from the public.

### **3. 2030 Long Range Plan – Review and Recommendation on Public Input Items**

Mr. Aldrich handed out two graphics: Vision Plan Congestion Zoomed In to Kernstown Area and Vision Plan Projects Zoomed In to Kernstown. Mr. Aldrich reviewed the handouts with the Technical Committee. After Mr. Aldrich reviewed the handouts, the committee discussed providing a recommendation to the Policy Committee and what steps need to be taken in order to come up with a resolution for the Route 11/Route 37 Interchange.

Mr. Wyatt briefed the committee on what the Management Team discussed in reference to the Route 11/Route 37 Interchange. He stated that at a minimum, they would like to change Line Item 24 to read “Remove Interchange”.

Mr. Maddox with Patton, Harris, Rust & Associates handed out a Route 37/I-81 Interchange Analysis to the Technical Committee. He stated that he would like to change the wording in Line Item 24 from “Abandon Interchange” to “Modify Interchange”. He would like to have that change, so that major investments along that corridor do not go to zero.

After a brief discussion, a representative from Patton, Harris, Rust gave a presentation to the Technical Committee in reference to their analysis of the Route 37/Route 11 Interchange. A copy of the analysis has been attached to the minutes.

The committee continued discussion in reference to making a recommendation to the Policy Committee in reference to the Interchange. Mr. Tierney suggested changing the wording on Line Item 24 until additional modeling efforts can be completed.

Mr. Wyatt handed out a motion recommended from the Management Team. The committee discussed the motion in more detail. During discussion, **a motion was made by Mr. Wyatt to alter the description for Line Item 24 from “Remove Interchange” to “Study the feasibility of maintaining future direct access to Route 11”.**

**Motion seconded by Mr. Deskins.**

**Mr. Wyatt stated that the following is not part of the motion but from the Management Team recommendations, they have identified the following three items they hope to see in that study for modeling:**

- 1) Preserve the proposed Route 37 interchange for the Stephens City Western Bypass.
- 2) Preserve northbound Route 11 traffic movement to the City of Winchester.

**Win-Fred MPO  
TAC Meeting Minutes  
September 16, 2005  
Page Three**

3) Modeling of the I-81, Route 11, and Route 37 Stephens City Western Bypass interchange to determine 2030-year congestion impacts and traveling public safety impacts.

After a brief discussion in reference to Mr. Wyatt's motion, **an amendment to the motion was made by Mr. Tierney to alter the description for Line Item 24 from "Remove Interchange" to "Study the feasibility of maintaining future direct access to Route 11 by modeling alternative designs to I-81, Route 11, Route 37/Stephens City Western Bypass (Shady Elm Interchange) to determine the most desirable design in light of the anticipated 2030 traffic volume"**.

Discussion continued. Mr. Youmans stated that in reference to impacts on the new interchange, the Technical Committee is not proposing as part of this motion to alter project 25.

Mr. Maddox stated that the current motion addresses the issue.

Mr. Aldrich stated that he would prefer that the motion focus on the Route 37 Interchanges at I-81/Route 11 and the Stephens City Western Bypass.

Mr. Maddox stated his suggestions in reference to wording about the motion in reference to the Shady Elm Interchange.

**Amendment to the motion seconded by Mr. Deskins. Amendment to the motion carried. Amended motion carried.**

The motion will be emailed to the Policy Committee prior to their September 21<sup>st</sup> meeting.

#### **4. TIP Amendments**

This item was discussed under the "Other Business" section of the agenda.

#### **5. WinFred MPO Bicycle and Pedestrian Mobility Plan Update**

Mr. Bishop stated that three responses have been received through the RFP. He stated that the responses are currently being scored through the Steering Committee. The Steering Committee will meet on Thursday, September 22<sup>nd</sup> at 9:30 AM to review the scores. Responses have been received from Toole Design Group, VHB and View Engineering.

**Win-Fred MPO  
TAC Meeting Minutes  
September 16, 2005  
Page Four**

The following representatives serve on the Steering Committee:

Mr. Evan Wyatt, Mr. Tim Youmans, Mr. Eric Lawrence, Mr. Robert Morris, Mr. Jim Lawrence, Mr. Bob Ball and Mr. Bishop.

Mr. Youmans stated that the Policy Committee requested that the Technical Committee apply for this grant. The amount of the grant, with the local match is \$85,000.00.

**6. Other Business**

Mr. Ball reviewed several TIP Amendments with the committee. The amendments were not completed for today's meeting. Following are the amendments: Five Safety Improvements at Interchanges which are all located within the MPO along the I-81 corridor.

Mr. Ball stated that future projects that the Policy Committee and TAC can discuss are the Abrams Creek Interchange project and Air Quality. He suggested having someone speak to both committees about Air Quality.

Mr. Ball spoke in reference to I-81 NEPA. He stated that the draft document may be ready by Mid November with public hearings/meetings in Mid January. He stated that there will be three or four meetings along the I-81 corridor. The public comment period will follow.

Mr. Ball suggested to the committee that they may want to create dialogue with the other MPO's that are located along the I-81 corridor. Mr. Youmans concurred.

Mr. Rucker discussed the formation of an I-81 coalition with the MPO's along the I-81 corridor.

**After a brief discussion, a motion was made by Mr. Tierney that the Technical Advisory Committee recommend to the Policy Committee that they consider initiating a dialogue with other MPO's along the I-81 corridor to determine areas of common interest related to the proposed I-81 widening. Motion seconded by Mr. Deskins. Motion carried.**

Mr. Ball stated that Safetea - LU Legislation has passed. He stated that in October or November VDOT would like to present findings and what the Safetea - LU Legislation means to the planning process.

**Win-Fred MPO  
TAC Meeting Minutes  
September 16, 2005  
Page Five**

Mr. Ball continued discussion in reference to the UPWP. He stated an item that will be added to the UPWP will be in reference to carryover funds. He stated that carryover funds can only be used every two years, not the next year, unless the funds are requested. He stated that this item will be presented to the Policy Committee.

Mr. Copp stated that safety improvements to the I-81/Route 7 Interchange have been advertised and VDOT did not receive any bids. He stated that the safety improvements will be advertised again in November. He stated if bids are received, the project should have a July 2006 completion date. If there are no bids, it may be included in the advertisement for the Abrams Creek project.

Meeting adjourned at 11:30 A.M.

**Winchester -Frederick County ("Win-Fred") MPO  
TECHNICAL Committee Meeting Minutes  
October 25, 2005 - 10:00 a.m.**

Chairman Tim Youmans called the meeting to order at 10:00 a.m. The attendance for the meeting was as follows: Mr. Jack Apostolides, Mr. Bob Ball, Mr. Patrick Barker, Mr. Jerry Copp, Mr. Eric Lawrence, Ms. Dale Lehnig, Mr. Gary Lofton and Mr. Kris Tierney.

Absent: Mr. Jim Deskins, Ms. Renny Manual, Mr. Lewis Parsley, Mr. Ivan Rucker, Mr. Evan Wyatt and Ms. Renee Wells.

Others present: Ms. Chelsea Jenkins (Valley AIRNow) and Media Representatives from 92.5 WINC FM Radio and the Winchester Star.

Staff present: Mr. Steve Kerr.

1. Administrative Items:

a) Welcome and Introductions

Chairman Tim Youmans welcomed everyone to the meeting.

b) Review and Approval of the Minutes of the September 16, 2005 Technical Committee Meeting

**A motion was made by Mr. Copp to approve the minutes of the September 16, 2005 Technical Committee meeting.**

**Motion was seconded by Mr. Tierney.**

**Motion Carried.**

c) Staff report of Policy Committee meeting actions – Mr. Kerr informally briefed the committee on recent Policy Committee actions.

d) TIP Amendment

The committee reviewed and discussed the attached TIP Amendment (Rte. 277 – Install Traffic Signal). Mr. Ball stated that there are ten additional amendments that have not been printed but will need to be reviewed by the Policy Committee at their next scheduled meeting.

**After a brief discussion, Mr. Lawrence made a motion to recommend approval to the Policy Committee of the attached TIP amendment (Rte. 277 – Install Traffic Signal) and the ten additional amendments to come. Motion was seconded by Mr. Barker. Motion carried.**

**Win-Fred MPO  
TAC Meeting Minutes  
October 27, 2005  
Page Two**

2. Public Comment Period – None reported.

3. Air Quality Update

Ms. Chelsea Jenkins, the Air Quality Outreach Coordinator of Winchester-Frederick County Valley AIRNow gave a Powerpoint presentation to the committee on the progress and activities in the past year on air quality efforts in the region, status of the EAC (Early Action Plan), and the future outlook. A question and answer session followed. A handout of the Winchester-Frederick County Air Quality Outreach Program Ozone Season 2005 Highlights has been attached to the minutes.

4. Unified Planning Work Program (UPWP) Development

The committee discussed and reviewed the list of projects recommended as part of the 2030 Long Range Plan Process to consider for next year and future year's UPWP.

Mr. Lawrence suggested adding Warrior Drive to the Access Management Studies category.

Mr. Kerr suggested adding park and ride lots to the Alternative Modes category. He stated that in the Win-Fred MPO area, there are no established park and ride lots.

Mr. Barker stated that he feels that it is not the MPO's role to facilitate park and ride lots. He feels that it is the State's responsibility, not the locality. Mr. Lawrence concurred.

A brief discussion continued in reference to park and ride lots.

Mr. Youmans suggested adding the Jubal Early Drive and Route 37 Interchange project to the Intersections Identified for Improvement in the Vision Plan category.

After discussion, **Mr. Tierney made a motion to recommend that the Technical Committee review the list of projects and determine the top candidate projects and also review the UPWP to determine the status of funding. Motion seconded by Mr. Lawrence. Motion carried.**

5. Public Map for 2030 Long Range Plan

The committee did not discuss or comment on the draft public map for the 2030 Long Range Plan due to the map being illegible. After a brief discussion, the committee agreed to forward their individual comments to Mr. Bishop by November 1, 2005 on the draft public map.

**Win-Fred MPO  
TAC Meeting Minutes  
October 27, 2005  
Page Three**

6. Other Business

Bike Plan Update – Mr. Lawrence stated that the consultant has been selected and a contract will follow to identify the MPO's expectations.

Mr. Ball stated that VDOT along with FHWA will be hosting a Title VI Environmental Justice Workshop for the entire district. The workshop is tentatively scheduled for January 12, 2005.

**Meeting adjourned at 11:30 A.M.**