

**Blacksburg/Christiansburg/Montgomery Area
Metropolitan Planning Organization
755 Roanoke Street
Christiansburg, VA 24073**

Minutes

May 3, 2012

PRESENT:	Craig Meadows	-Montgomery County
	Anne McClung	-Town of Blacksburg
	Michael Sutphin	-Town of Blacksburg
	Richard Ballengee	-Town of Christiansburg
	Adam Carpenetti	-Town of Christiansburg
	Annette Perkins	-Montgomery County
	Richard Caywood	-VDoT (Salem)
	Kevin Byrd	-NRV Planning District Commission
	Steve Mouras	-Virginia Tech
	Becky Martin	-Blacksburg Transit
	Michael St. Jean	-VA Tech/Montgomery Regional Airport Authority
	Chris Arabia	-VA Department of Rail and Public Transportation
	David Clarke	-VDoT
	Dan Brugh	-BCMA MPO
	Randal Gwinn	-Recording Secretary
	Doug Marrs	-Retired Board Member
ABSENT:	Tony Cho	-Federal Transit Administration-Region 111
	Tammye Davis	-FhWA

DECLARATION OF QUORUM AND CALL TO ORDER

Chairman Craig Meadows declared a quorum and called the meeting to order at 2 P.M.

INTRODUCTIONS

Due to recent membership changes Craig asked everyone to introduce themselves to the group.

APPROVAL OF AGENDA

Craig asked for comments on the proposed agenda. Hearing none he called for a motion to approve the agenda.

On a motion by Annette Perkins seconded by Richard Ballengee and carried unanimously, the agenda dated May 3, 2012 was approved.

APPROVAL OF MINUTES OF DECEMBER 1, 2011 MEETING

Craig asked for comments on the meeting minutes from the December 1, 2011 Policy Board meeting. Hearing none he called for a motion to approve the minutes.

On a motion by Richard Ballengee, seconded by Richard Caywood and carried unanimously, the minutes dated December 1, 2011 were approved. Annette Perkins abstained due to not having attended.

PUBLIC ADDRESS

There were no public speakers seeking to address the Board.

OLD BUSINESS

There were no items of old business needing action.

NEW BUSINESS

Resolution of Appreciation for Doug Marrs

Craig stated that now that Doug Marrs has retired from public service, it is appropriate that the years of dedicated service he provided the MPO should be properly recognized by a resolution of appreciation. A draft resolution was presented and Craig asked to hear a motion to adopt the resolution.

On a motion by Annette Perkins, seconded by Richard Caywood and carried unanimously,

WHEREAS, Doug W. Marrs has served the Blacksburg/Christiansburg/Montgomery Area Metropolitan Planning Organization with dedication and integrity since January 2004; and

WHEREAS, the Blacksburg/Christiansburg/Montgomery Area Metropolitan Planning Organization recognizes his years of service, hard work, and dedication to the MPO.

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the Blacksburg/Christiansburg/Montgomery Area Metropolitan Planning Organization hereby extends a unanimous vote of appreciation and gratitude to **Doug W. Marrs** for his outstanding professional public service and dedication to the MPO and gives their best wishes for continued success in all his future endeavors.

BE IT FURTHER RESOLVED, that the original of this resolution be presented to **Doug W. Marrs** as a testimonial of the high esteem and appreciation in which he is regarded by the Blacksburg/Christiansburg/Montgomery Area Metropolitan Planning Organization Policy Board and that a copy be a part of the official minutes of the Blacksburg/Christiansburg/Montgomery Area Metropolitan Planning Organization.

Attest: _____

Craig Meadows, Chairman

Craig then presented Doug with the framed original of the resolution and a plaque honoring his years of service.

Approval of 2012-13 Unified Planning Work Program (UPWP) – Dan Brugh

Dan explained the steps taken by the TAC to prepare the draft UPWP document, the methods used to advertise the document for public comments and the consensus driven funding changes that occurred while the draft was under advertisement. He also reviewed the required annual resolutions and certifications and assurances that we typically approve with the UPWP.

Anne asked if further updates to the UPWP would be necessary during the covered period. Dan responded that a future amendment may be required if transit funding changes once DRPT reviews the 2010 census figures from VDoT, other than that no other changes are anticipated at this time.

There being no further discussion, Craig asked to hear a motion for acceptance of the draft UPWP document and adoption of the bundled resolutions as a group.

On a motion by Richard Caywood, seconded by Anne McClung and carried unanimously, the MPO Policy Board adopts the 2012-13 UPWP and its accompanying resolutions as listed below:

1. Resolution approving the BCM-MPO FY 2012-13 Unified Planning Work Program

WHEREAS, the 2012-13 Unified Planning Work Program (UPWP) will serve as the basis for all Federal (FHWA) funding participation and will be included in all requests for transportation planning funds, and

WHEREAS, the UPWP details all transportation and transportation related planning activities anticipated in the upcoming fiscal year; and

WHEREAS, the Request for Comment was advertised in The Roanoke Times and News Messenger for thirty days; and

WHEREAS, Comments were also solicited from the MPO Email list, the MPO Interested Parties, and the Governmental Regulatory Agencies; and

WHEREAS, One comment was received and a modification to the UPWP was made, and

WHEREAS, the Technical Advisory Committee recommends approval.

NOW, THEREFORE, BE IT RESOLVED, that the Blacksburg/Christiansburg/Montgomery Area Metropolitan Planning Organization Policy Board hereby approves the FY 2012-13 Unified Planning Work Program dated May 3, 2012 attached, and authorizes the Executive Director to make any administrative changes as requested by the Federal Highway Administration or VDoT.

Craig Meadows, Chairman

2. Resolution to authorize the Executive Director/ Chairman to execute annual agreements with VDoT, VDRPT, and Montgomery County

WHEREAS, the MPO receives funding from VDoT for expenditures made for MPO activities; and

WHEREAS, the Policy Board has approved the Unified Planning Work Program (UPWP) for 2012-13; and

WHEREAS, an agreement needs to be executed for expenditure of these funds.

NOW, THEREFORE, BE IT RESOLVED, the MPO Policy Board authorizes the Executive Director/Chairman to execute agreements with VDoT, VDRPT, and Montgomery County as fiscal agent, subject to approval by Montgomery County, the Montgomery County Attorney, the MPO Chairman and the MPO Executive Director.

Craig Meadows, Chairman

3. Designation Resolution

BE IT RESOLVED, that the Blacksburg/Christiansburg/Montgomery Area Metropolitan Planning Organization authorizes the Blacksburg/Christiansburg/Montgomery Area Metropolitan Planning Organization Policy Board Chairperson to authorize Blacksburg Transit as the designated recipient for the receipt and eligible use of available FTA and VDRPT Operating and Capital Funds.

Certification

The undersigned duly qualified and acting as authored officials of the Blacksburg/Christiansburg/Montgomery Area Metropolitan Planning Organization certifies that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the Policy Board of the Blacksburg/Christiansburg/Montgomery Area Metropolitan Planning Organization on May 3, 2012.

Craig Meadows, Chairman

J. Dan Brugh, Executive Director

4. Pass/Through Resolution

WHEREAS, the Blacksburg/Christiansburg/Montgomery Area Metropolitan Planning Organization anticipates receipt of Fiscal Year 2011 Federal Transit Administration (FTA) Section 5303 Planning and Technical Studies Grant; and

WHEREAS, Blacksburg Transit, a department of the Town of Blacksburg, could use the FTA Section 5303 grant funds to conduct eligible planning activities and technical studies.

NOW, THEREFORE, BE IT RESOLVED, that the Blacksburg/Christiansburg/Montgomery Area Metropolitan Planning Organization authorizes the Blacksburg/Christiansburg/Montgomery Area Metropolitan Planning Organization Executive Director to contract with Blacksburg Transit for the receipt and eligible use of the FTA Section 5303 grant funds that may be received by the Blacksburg/Christiansburg/Montgomery Area Metropolitan Planning Organization, noting that the Town of Blacksburg, Town of Christiansburg, and County of Montgomery will commit the equal funding of the local match for the aforementioned grant.

BE IT FURTHER RESOLVED, that the Blacksburg/Christiansburg/Montgomery Area Metropolitan Planning Organization authorizes the Metropolitan Planning Organization Executive Director, in conjunction with the Transit Director of Blacksburg Transit, to submit a FTA Section 5303 grant application and to contract with the Virginia Department of Rail and Public Transportation for the receipt of said FTA funds as is necessary; and including the compliance with applicable laws, regulations, guidelines, and assurances of the United States and the Commonwealth of Virginia, and for the state portions of the matching funds as necessary.

Certification

The undersigned duly qualified and acting as authorized officials of the Blacksburg/Christiansburg/Montgomery Area Metropolitan Planning Organization certifies that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the Policy Board of the Blacksburg/Christiansburg/Montgomery Area Metropolitan Planning Organization on May 3, 2012.

Craig Meadows, Chairman

J. Dan Brugh, Executive Director

5. Resolution authorizing the filing of an application with the Virginia Department of Rail and Public Transportation, for grants of federal funds under the Federal Transit Act Section 5303 program and state matching funds.

WHEREAS, the contract for financial assistance will impose certain obligations upon this Body, including the provision of the local funds to support project costs; and

WHEREAS, a recipient of Federal Transit Administration Funding is required to provide certifications and assurances that all pertinent Federal statutes, regulations, executive orders and directives will be obeyed and it is the intent of this Body to comply fully with all required certifications and assurances; and

WHEREAS, it is the goal of this Body that minority business enterprises (disadvantaged business enterprise and Women business enterprise) be utilized to the fullest extent possible in connection with this project, and that definitive procedures shall be established and administered to ensure that minority business shall have the maximum feasible opportunity to compete for contracts and purchase orders when procuring construction contracts, supplies, equipment contracts, or consultant and other services:

NOW THEREFORE, BE IT RESOLVED BY THE BLACKSBURG/CHRISTIANSBURG/MONTGOMERY AREA METROPOLITAN PLANNING ORGANIZATION,

1. That the Chairperson of the Policy Board is authorized to prepare and file an application on behalf of Blacksburg/Christiansburg/Montgomery Area Metropolitan Planning Organization with the Virginia Department of Rail and Public Transportation for federal and state financial assistance under the Federal Transit Administration Section 5303 Program and State Aid Program.
2. That the Chairperson of the Policy Board is authorized to execute and file with such application all necessary certifications and assurance or any other document required by Virginia Department of Rail and Public Transportation in connection with the application or the project.
3. That the Chairperson of the Policy Board is authorized to set forth and execute Minority business enterprise (disadvantaged enterprise business and woman enterprise) policies and procedures in connection with procurements under this project.
4. That the Chairperson of the Policy Board is authorized to execute a grant agreement on behalf of Blacksburg/Christiansburg/Montgomery Area Metropolitan Planning Organization, with the Virginia Department of Rail and Public Transportation to aid in the financing of the project.
5. That the Chairperson of the Policy Board hereby certifies that the local share of the project costs identified in the application shall be made available to the project from resources available to this Body.

The undersigned duly qualified and acting Executive Director of the Blacksburg/Christiansburg/Montgomery Area Metropolitan Planning Organization Policy Board certifies that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the Blacksburg/Christiansburg/Montgomery Area Metropolitan Planning Organization held on May 3, 2012.

Dan Brugh, Executive Director

6. Resolution to authorize the Executive Director/ Chairman to execute annual FTA Certifications and Assurances.

WHEREAS, the MPO receives funding from FTA for expenditures made for MPO activities; and

WHEREAS, the MPO needs to annually certify that the MPO is adhering to all Federal Regulations.

NOW, THEREFORE, BE IT RESOLVED, the MPO Policy Board authorizes the Executive Director/Chairman to execute the annual Certifications and Assurances for FTA.

Craig Meadows, Chairman

Addition of the City of Radford and Pulaski County to the MPO – Dan Brugh

Due to the results of the 2010 census the boundaries of the MPO study area must change to incorporate most of the City of Radford and parts of Pulaski County. Our meeting packets include a map obtained from the census website that shows the existing study area in tan and the areas added to the present MPO urban area in red. Expansion will require a new MOU between the state and localities, the addition of new voting members, revised by-laws, and the creation of a new study area that doesn't have gaps in it. We anticipate that this effort will take a while to complete and recommend referral to the TAC with instructions to begin work on the project.

Richard Ballengee asked how much additional work this will add to the MPO staff and how the MPO Policy Board will be affected. Dan replied that we will have added work to do. We will have to work with DRPT to add the Radford and Pulaski Transit services which will take some extra effort. Also Radford University must be considered. Currently both Blacksburg Transit and VA Tech are non-voting members and we should look at whether to continue this practice with Radford Transit, Pulaski Transit and Radford University. The Policy Board can also continue to operate under the present model after the new members are added but this will have to be decided. Steve commented that there are other MPO models that we may need to examine again, some use weighed voting proportional to populations although he is not an advocate of this method. VA Tech wouldn't mind becoming a voting member if Radford University does, but doesn't intend to press for the Universities to have the right. The MPO name will also need changed to something more appropriate. Richard Caywood commented that proportional voting is often problematic, and he would recommend against using that model. Dan agreed and cited the recent discussions VAMPO went through prior to adopting a one vote per member policy.

Kevin commented that the PDC is working on a memo to their Commission on the topic of the MPO expansion and expressed gratitude to Dan for providing necessary information to include in the report. It was also noted that the census map didn't adequately cover the Elliston area being pulled over into the Roanoke MPO. Dan replied that the MCG IGIS staff was already working on new detail maps which would be distributed when available.

At this point discussion ended and Craig asked if the group was in consensus on referring these tasks to the TAC so that they could begin work on preparing a recommendation. There were no objections from the group.

EXECUTIVE DIRECTOR'S REPORT

SmartWay Bus update

Ridership on the SmartWay bus service is again on pace for a record year. We continue to observe that when gas prices rise, the number of riders increases, however, when gas prices drop ridership doesn't drop as quickly or quite to the levels they were at prior to the fuel price increase.

We don't have updated numbers on the SmartWay Connector but will distribute them once they become available. The best news is that we have been advised that state funding will once more eliminate the requirement for local matches for another year. Craig asked if it was felt that ridership on the Connector service was generally looking good. Dan replied that ridership from Roanoke to Lynchburg was looking good, however, the numbers from Blacksburg to Lynchburg were not as strong except for spikes during special occasions at VA Tech. We are still attempting to ascertain how many NRV riders are driving to Roanoke to catch the Connector. Richard Caywood asked if based on the numbers if it was prudent to keep the NRV leg of the Connector service going. Dan replied that the NRV leg only operates on Friday, Saturday, and Sunday. If we prorated the numbers out to seven days a week we would be over the original estimates. The NRV only projected about 900 passengers a year and with ridership numbers of 10 – 12 a week it's not as bad as it seems. Also, by virtue of the local match funding for the Connector coming from the State; it wouldn't be easy to terminate the NRV leg. Steve added that Virginia Tech is okay with keeping the NRV leg of the Connector service at this time unless asked to contribute funding. Steve also suggested the City of Radford be involved in making a decision if one was ever needed. Anne asked if the Megabus service was affecting the Connector service numbers out of the NRV and Steve's response was yes. Anne then asked when we should revisit the topic and Dan responded that towards the end of this calendar year would be a good time.

VDoT Six Year Plan Hearing – Richard Caywood

The meetings haven't been very lively this year. There were about 24 attendees at the last meeting from 4 districts. Rt. 220 and the Coalfield Expressway dominated the conversation. There was a lot of positive feedback on work already in progress, however, due to the lack of funds there is not much enthusiasm shown at the meetings. Dan added that VDoT did a much better job of working with the Planning Districts and MPO's in advance to request submittals this year which probably reduced attendance at the VDoT six year plan meetings.

Exit 118 Park & Ride display update

The display cases are in and the content boards are finished. We expect the installation of the displays to be completed within a week. If Radford Transit adds Exit 118 as a routine stop, then the boards will need to be revised, however Radford University has agreed to fund this.

Federal Funding update

We are still operating under continuing resolution # 9 for transportation. Things are beginning to progress in Washington with both the House and Senate having approved a bill. A conference committee has been appointed so hopefully something will be forthcoming soon.

PDC Livability Project update – Kevin Byrd

Kevin reported five or six meetings have occurred since December. There are several focus groups each looking into different areas. Insofar as the transportation group is concerned, there are themes such as utilizing public transportation systems to transport citizens between communities emerging from ongoing discussions.

Dan added that work continues on setting goals for transportation. Progress is running a little behind due to including the housing, energy, and economic development groups early in our process. All in all we are moving along fairly well now.

Kevin also added that the Regional Transit Organization Analyst Study conducted by the PDC and 50% funded by the MPO was endorsed by the PDC Commission last month and a Coordinating Council has been formed with their first quarterly meeting slated for July. This begins the process of formalizing transit discussions between the communities.

Radford Transit Update

Dan mentioned that we had received a ridership report from Radford Transit since sending out the agenda. He distributed a ridership overview sheet and committed to sending out the entire report via email within the next week.

Other items

Richard Ballengee asked for an update on the starting time of the next phase of the Rt. 114 upgrades. Dan answered that he anticipated within a month. Though we haven't heard which end they will start on, the contractor is the same one that is working on the Givens Lane project in Blacksburg and an informational meeting probably will be held prior to starting work.

Richard Caywood offered to submit a new project report presentation that VDoT has created for use in our next meeting. This report shows highlights of ongoing projects and what is in the queue for the next couple of years and would assist in keeping the group informed of these items. This offer received a positive reception. Richard also reported that blasting for the new truck climbing lanes on I-81 should be done around Memorial Day as they are on the last two cuts now. Traffic interruptions will decrease once blasting is done and the balance of the project's work is expected to take about a year.

Becky reported that Blacksburg Transit just passed another milestone: one million passengers were transported in Quarter 3. She also asked Chris if and how funding will be affected by the updated census numbers. Chris committed to obtaining this information for the group.

Steve and Becky reported that VA Tech and BT are both making plans for the First Lady to visit campus for graduation ceremonies and currently are awaiting a meeting with her security service.

OTHER BUSINESS - No other business was discussed.

NEXT MEETING - The next scheduled meeting is June 7, 2012 at 2:00 PM in the Montgomery County Government Center.

ADJOURNMENT

There being no further agenda items to discuss, Craig called for a motion to adjourn the meeting.

On a motion by Anne McClung, seconded by Adam Carpenetti and carried unanimously, the meeting adjourned at 3:15 PM.

Attest: _____

Craig Meadows, Chairman