

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

Minutes
March 6, 2008

PRESENT: Richard Ballengee - Town of Christiansburg
 Steve Mouras - Virginia Tech
 Rebecca Martin - Blacksburg Transit
 Michael Gray - VDOT (Salem)
 David Clarke - VDOT (Christiansburg)
 Kevin Byrd - NRV PDC
 John Muffo - Montgomery County
 Susan Anderson - Town of Blacksburg
 Carol Edmonds - Montgomery County
 Adele Schirmer - Town of Blacksburg
 Unwanna Dabney - Federal Highway Administration
 Jennifer Hamblin - Recording Secretary
 Dan Brugh - MPO

ABSENT: Doug Marrs - Montgomery County
 Ron Rordam - Town of Blacksburg
 Michael St.Jean - VT Montgomery Regional Airport Authority
 Lance Terpenney - Town of Christiansburg
 Clay Goodman - Montgomery County
 Charles Badger - Department of Rail and Public Transportation
 Toni Cho - Federal Transit Administration
 Richard Caywood - VDOT (Salem)

DECLARATION OF QUORUM AND CALL TO ORDER

Adele Schirmer declared a quorum and called the meeting to order at 2:05 p.m.

APPROVAL OF AGENDA

On a motion by Susan Anderson, seconded by Richard Ballengee and carried unanimously, the agenda was approved.

APPROVAL OF MINUTES OF OCTOBER 4, 2007

On a motion by Susan Anderson, seconded by Richard Ballengee and carried unanimously, the minutes of October 4, 2007 were approved.

PUBLIC ADDRESS SESSION

There being no speakers, the public address session was closed.

OLD BUSINESS

Planning Studies in the Town of Christiansburg

At the last meeting, the Policy Board approved submitting a list of projects requested by the Town of Christiansburg to our On Call Consultant for price proposals. The Town has requested consideration of one more potential study, the intersection of Cambria Street and North Franklin Street particularly headed north. Once the cost proposals are received, the TAC will make a recommendation to the Policy Board of which one(s) to award. The TAC recommends soliciting a cost proposal on this project as well.

On a motion by Susan Anderson, seconded by Richard Ballengee and carried unanimously,

WHEREAS, the Town of Christiansburg has requested consideration of an additional planning study in Town; and

WHEREAS, VDoT has preliminarily reviewed the project; and

WHEREAS, the TAC recommends soliciting a cost proposal in order to give consideration to the request;

NOW, THEREFORE, BE IT RESOLVED, that the Blacksburg/Christiansburg/Montgomery Area MPO accepts the recommendation of the TAC to solicit a cost proposal from one of our On Call consultants.

FURTHER, the Executive Director is directed to secure the cost proposals and submit them to the TAC for consideration and recommendation to the Policy Board.

NEW BUSINESS

Endorsement of STIP Procedures Memorandum of Agreement

VDOT and VDRPT have worked with the appropriate federal agencies to develop an understanding on development of future State Transportation Improvement Programs (STIP) that will help to streamline and reduce paperwork for VDOT, VDRPT, and the MPOs. The MPOs have been requested to endorse this procedure. The TAC has reviewed the background information and recommends approval.

On a motion by Susan Anderson, seconded by Michael Gray and carried unanimously,

WHEREAS, in accordance with the requirements of the U.S. Department of Transportation, the Virginia Department of Transportation is required to prepare a State Transportation Improvement Program (STIP); and

WHEREAS, all federally funded projects are required to be included in the STIP; and

WHEREAS, the STIP contains all Metropolitan Planning Organization Transportation Improvement Programs (TIPs); and

WHEREAS, the STIP Memorandum of Agreement provided by the Virginia Department of Transportation documents a procedure established to streamline and effectively manage the Virginia STIP; and

WHEREAS, the Blacksburg/Christiansburg/Montgomery Area Metropolitan Planning Organization agrees to follow the STIP Memorandum of Agreement procedures in the development of the Blacksburg, Christiansburg, Montgomery Area Metropolitan Planning Organization TIP; and

WHEREAS, the STIP Memorandum of Agreement demonstrates agreement between the Federal and State agencies involved in the management of the STIP process;

NOW, THEREFORE, BE IT RESOLVED, that the Blacksburg/Christiansburg/Montgomery Area Metropolitan Planning Organization does hereby endorse the STIP Memorandum of Agreement.

Approval of Consultant Contract for Update of the Long Range Plan

The final step to bring our Long Range Plan into compliance with SAFETEA-LU is to update project cost estimates to Year of Expenditure estimates. Currently, all projects are estimated as if they will be done now, even if they cannot be scheduled for a number of years. VDOT has supplied estimate parameters as well as updated estimated allocations to use. Parsons Transportation, who did our Long Range Plan and is one of our On Call Consultants, has been contacted for a scope of work to accomplish this. VDOT has reviewed it and has given tentative approval. The TAC has reviewed the proposal and recommends approval.

On a motion by Michael Gray, seconded by Susan Anderson and carried unanimously,

WHEREAS, federal law, SAFETEA-LU, requires that projects in the Long Range Plan contain Year of Expenditure estimates; and

WHEREAS, VDOT has supplied the necessary cost estimating procedure and updated estimated allocations; and

WHEREAS, a scope of work has been secured to accomplish this work from Parsons Transportation Group; and

WHEREAS, VDOT has given tentative approval to the contract; and

WHEREAS, the TAC has reviewed the scope of work and recommends approval.

NOW, THEREFORE, BE IT RESOLVED, that the Blacksburg/Christiansburg/Montgomery Area MPO approves the Scope of Work submitted by Parsons Transportation Group.

FURTHER, the Executive Director is authorized to finalize negotiations with Parsons and authorize the work to be done.

Approval of Advertisement for On Call Consultant(s)

The contracts for our On Call Consultants will expire on June 30, 2008 and there can be no further extensions. In order to have resources available for the needs of the MPO, the MPO needs to have a Consultant available. The TAC recommends approval of advertising for on call consultant proposals.

On a motion by Michael Gray, seconded by Susan Anderson and carried unanimously,

WHEREAS, the Blacksburg, Christiansburg, Montgomery Area MPO has approved a Work Program that contains “Special Studies” for identified needs, and

WHEREAS, a professional services contract is needed to perform any studies identified, and

WHEREAS, these service need to be contracted through Montgomery County;

NOW, THEREFORE BE IT RESOLVED, that the Blacksburg/Christiansburg/Montgomery Area MPO requests Montgomery County to secure these services for the MPO and authorizes the Executive Director to work with Montgomery County to advertise a contract that will be acceptable to VDOT and the Federal Highway Administration.

FURTHER, that the Executive Director coordinate with Montgomery County for a selection committee to review and make a recommendation to the Policy Board.

NOW, THEREFORE, BE IT RESOLVED, that the Blacksburg, Christiansburg, Montgomery Area MPO approves Amendment #1 to the 2006-2008 TIP.

Approval of Updated Memorandum of Understanding with VDOT

A Memorandum of Understanding (MOU) was signed in 2003 when the MPO was established. A new Memorandum of Understanding needs to be executed to include items covered in new federal legislation, SAFETEA-LU, so that roles and responsibilities are clearly defined. The Executive Director has worked with VDOT to develop a MOU that is acceptable. The TAC has reviewed the MOU and recommends approval.

On a motion by Susan Anderson, seconded by Michael Gray and carried unanimously,

WHEREAS, a Memorandum of Understanding was executed in 2003 when the MPO was established; and

WHEREAS, federal legislation, SAFETEA-LU, has changed/added/modified some of the requirements in the MOU; and

WHEREAS, the Executive Director has worked with VDOT to develop a new Memorandum of Understanding; and

WHEREAS, the TAC has reviewed the Memorandum of Understanding and recommends approval;

NOW, THEREFORE BE IT RESOLVED, that the Blacksburg, Christiansburg, Montgomery Area MPO authorizes its Chairman and Executive Director to execute the Memorandum of Understanding with VDOT.

New River Valley PDC Project Update

MPO Freight Study

Employment Mobility Study

Rideshare Program

Mobility Manager

Other Projects of Interest

EXECUTIVE DIRECTOR'S REPORT

SmartWay Bus Update

The SmartWay Bus 2nd quarter reports have been distributed for review. It was requested that the SmartWay Bus Advisory Committee look at the future needs for capital expenditures.

Route 460 Connector Corridor Study

The MPO will be holding a public meeting on March 19, 2008 from 4:00 pm – 6:30 pm. The meeting will be informal from 4:00 pm – 6:00 pm and formal comments may be made from 6:00 pm to 6:30 pm. The Town of Blacksburg has appointed a Task Force to study the flow of traffic from the Route 460 end of the connector road across the town of Blacksburg in an effort to keep traffic disturbances at a minimum in residential areas.

Update on Human Services Transportation Plan

No information has been provided at this time.

OTHER BUSINESS - None

NEXT MEETING

The next scheduled meeting is April 3, 2008.

ADJOURNMENT

The meeting was adjourned at 3:05 p.m.

Adele Schirmer, Vice Chairman