

**New River Valley
Metropolitan Planning Organization
755 Roanoke Street
Christiansburg, VA 24073**

Minutes

September 5, 2013

PRESENT:	Craig Meadows	-Montgomery County
	Steve Ross	-Town of Blacksburg
	Michael Sutphin	-Town of Blacksburg
	Richard Ballengee	-Town of Christiansburg
	Adam Carpenetti	-Town of Christiansburg
	Steve Mouras	-Virginia Tech
	Brian Booth	-Radford Transit
	Kevin Byrd	-NRV PDC
	Pete Huber	-Pulaski County
	Danny Wilson	-Pulaski County
	Andy McCready	-Pulaski County
	Jim Quesenberry	-Radford University
	Fritz Streff	-New River Community College
	Rob Cary	-VDoT
	Michael Gray	-VDoT
	David Clarke	-VDoT
	Jim Hurt	-City of Radford
	Dan Brugh	-NRV MPO
	Randal Gwinn	-Recording Secretary
ABSENT:	Tommy DiGiulian	-VDoT
	Tammye Davis	-FHWA
	Mike Dunn	-Virginia Tech
	Ranny O'Dell	-Pulaski County
	Bruce Brown	-City of Radford
	Richard Alvarez	-Radford University
	Josh Baker	-Radford Transit
	James Perkins	-Radford University
	Rebecca Martin	-Blacksburg Transit
	Gary Heinline	-Pulaski Transit
	Annette Perkins	-Montgomery County
	Anne McClung	-Town of Blacksburg
	Barry Helms	-Town of Christiansburg
	Tony Cho	-Federal Transit Administration-Region 111
	Chris Arabia	-VA Department of Rail and Public Transportation
	Michael St. Jean	-VA Tech/Montgomery Regional Airport Authority

DECLARATION OF QUORUM AND CALL TO ORDER

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

APPROVAL OF AGENDA

Craig asked for comments on the proposed agenda. Hearing none he asked to hear a motion for approval.

On a motion by Andy McCready seconded by Adam Carpenetti and carried unanimously, the meeting agenda was approved.

APPROVAL OF MINUTES OF AUGUST 8, 2013 MEETING

Craig asked for comments on or corrections to the meeting minutes from the August 8, 2013 Policy Board meeting. Hearing none he then called for a motion to approve the minutes.

On a motion by Michael Sutphin seconded by Adam Carpenetti and carried unanimously, the minutes dated August 8, 2013 were approved.

PUBLIC ADDRESS

There were no public speakers seeking to address the Board however Pulaski County Administrator Pete Huber introduced Pulaski County Zoning Administrator Danny Wilson who will be one of Pulaski County's representatives on the Board beginning with this meeting.

OLD BUSINESS

A. Approval of Transit Planning Studies

Dan reported on the total balance of 5303 funds currently available for transit planning projects and gave an overview of the projects either already underway or proposed to the MPO by the transit providers. Total funding amounts to \$253, 355; estimated expenditures FY2014 reduces the amount to \$186,015. The five projects needing Board approval today amount to \$156,015 which leaves \$30,000 in contingency funds. The TAC has reviewed the list of transit planning study projects and recommends approval. The MPO Transit Planner, Erik Olsen, will direct these studies and submit progress reports to the TAC and Policy Board.

Dan also reported on projects that were requested but not recommended for action at this time primarily due to timing issues as most of the studies need to await the completion of other ongoing efforts.

Following Dan's remarks Craig asked for questions or comments on the studies. Hearing none he called for a motion to approve the list of studies to be conducted during the 2013-14 fiscal year.

On a motion by Andy McCready seconded by Jim Hurt and carried unanimously,

WHEREAS, the Executive Director has worked with the transit providers to review possible planning studies; and

WHEREAS, the Transit providers have developed a recommendation for studies to be conducted, and

WHEREAS, the TAC has reviewed the project list and recommends approval.

NOW, THEREFORE BE IT RESOLVED that:

The Policy Board approves the list of studies (attached) to be conducted on behalf of the MPO through Blacksburg Transit under the direction of the MPO Transit Planner.

Approved _____

Craig Meadows, Chairman

B. Transit Funding Split for FTA 5307 Funds

Dan reported that this study is being funded by DRPT for the purpose of determining a fair and equitable method to distribute FTA 5307 Transit Operating Funds annually received by the MPO. Currently we have two transit operators, Blacksburg Transit and Radford Transit, relying on 5307 funds within the MPO Study Area. Due to last year's expansion of the MPO Radford Transit's funding was shifted from Rural to Urban and when combined with funding reductions from DRPT the net result is that this year's overall funding has been reduced by about 20%. This places extra emphasis on developing a distribution formula deemed acceptable to both transit operators.

A committee was appointed to oversee the study by the Chairman with concurrence of the Policy Board. The committee met and developed a scope of work and RFP which was then sent to DRPT's four on call consultants. Three responses were received, reviewed and scored by the committee. Telephone interviews were conducted with the top two scoring consultants, Baker and KFH, and the committee decided to recommend that KFH conduct the study.

There was a brief discussion to clarify the scope of work item that referred to regionalization of transit services and it was stated that the intent of the study is to identify opportunities to make the operations more efficient by sharing resources whenever possible rather than combining the two transit operations into one entity.

The group then agreed to place special emphasis on the oversight committee's need to insure that the consultant conduct the study in a transparent and impartial manner with the ultimate goal of arriving at an acceptable recommendation for the whole of the MPO.

Wording of the suggested resolution was also altered slightly to clarify that only two of the three transit operators within the MPO would be affected.

Discussion on the subject having ended Craig called for a motion to approve the suggested resolution for approval of the study.

On a motion by Andy McCready seconded by Danny Wilson and carried unanimously,

WHEREAS, the Virginia Department of Rail and Public Transportation has agreed to fund a study for the MPO to determine the appropriate funding split for FTA 5307 Transit Operating Funds between the two applicable transit operators in the MPO; and

WHEREAS, the study would also evaluate the possibility of regionalizing transit service, and

WHEREAS, the MPO established a Committee to secure a consultant to conduct the study, and

WHEREAS, the Committee has developed a study scope, solicited and reviewed proposals, and developed a recommendation for a consultant; and

WHEREAS, the Transit Funding Split Committee recommends the firm of KFH Group.

NOW, THEREFORE BE IT RESOLVED that:

The Policy Board approves the recommendation of the committee to use the consulting firm of KFH Group; and

FURTHER, the NRV MPO authorizes the Executive Director to execute required documents on behalf of the NRV MPO to accomplish this work.

Approved _____

Craig Meadows, Chairman

C. VDOT Update of Functional Class and the National Highway System

Dan explained that the USDOT is updating the national highway system and in conjunction with that effort VDOT is updating the functional classifications of roads as this hasn't been done for a number of years. VDOT has posted an interactive map on their website for interested parties to review and comment on both existing and proposed classifications of the state's roads.

Michael added that VDOT updates the functional classification of the state's highways about every eight to ten years in an effort to keep them aligned with Federal Highway guidelines. In our MPO's area North Franklin Street in Christiansburg is now recommended as a minor arterial instead of a principal due to its close proximity to the Rt. 460 Bypass; Rt. 11 is recommended as a principal arterial between Christiansburg and Radford; and the section of Rt. 114 from the Rt. 460 Bypass to Rt. 11 in Radford is now recommended to be shown on the NHS map. What VDOT is asking for today is MPO approval of the recommended changes within the MPO boundaries.

The status of Routes 611 and 177 were discussed, Michael to follow up on the status of Rt. 611 and Dan clarified the status of Rt. 177.

Discussions having ended, Craig asked to hear a motion for a resolution to support VDOT's recommended updates to the NHS and Functional Classifications of the highways within the MPO.

On a motion by Michael Sutphin seconded by Rob Cary and carried unanimously,

WHEREAS, functional classifications of highway systems affect transportation planning in that the categories (local, minor collector, major collector, minor arterial, principle arterial, principle arterial freeway, or principle arterial interstate) are used with highway design standards, highway construction funds or maintenance payments, access management standards, traffic calming eligibility, statistical reporting, and certain outdoor advertising controls; and

WHEREAS, periodic reviews and, as appropriate, updates of urban/urbanized area boundaries and/or functional classifications of highway systems generally are warranted in concert with U.S. Census updates for urbanized areas; and

WHEREAS, the Bureau of the Census March 27, 2012 Notice issued decennial 2010 urbanized area information, and each State is federally directed (FHWA 23 CFR 450.312, 470.105 and 109, and guidance) to use the information and undertake a thorough update, as appropriate, of urban/urbanized area boundaries and/or highway system functional classifications in cooperation with Metropolitan Planning Organizations and/or localities; and

WHEREAS, the state has proposed updates in coordination with the respective MPO to the functional classification of highways that reflect the 2010 Census information and the New River Valley Metropolitan Planning Organization Technical Advisory Committee has reviewed the updates and all comments have been addressed.

NOW, THEREFORE, BE IT RESOLVED that the New River Valley Metropolitan Planning Organization approves the proposed updates to the highway system functional classifications presented.

Approved _____

Craig Meadows, Chairman

NEW BUSINESS ~ None

EXECUTIVE DIRECTOR'S REPORT

A. VDOT Project Report

Rob gave an update on VDOT developments that have occurred since the last Policy Board meeting:

- The I-81 Truck Lane project is back on track for completion in November and Rob expressed appreciation for the patience shown by the localities during the recent interruptions to traffic caused by the emergency removal of unstable rock on the slope above the southbound lanes.
- Rob also commented on VDOT's thoughts on the I-81 over Rt. 8 bridge replacements. The project initially was for bridge replacements only however VDOT is aware that a redesign of the interchange is also needed and they are considering how this could be done without adding significant time and cost to the project. The engineering work on the bridge replacement only recently started so the start of construction is a few years out.
- The Governor has appointed William Fralin to represent the Salem District on the CTB. Mr. Fralin has served on the transportation committee in the state legislature and promises to be a strong advocate for transportation in the Salem District.
- October 30th is the tentative date set for VDOT's fall transportation meeting and an official invitation will be sent out once the date firms up.

B. MPO Bicycle/Pedestrian Plan development update

Kevin reported that the work continues to remain on schedule and the next meeting of the working group will occur on September 19th immediately after the NRV MPO TAC meeting. Wrap up of the Bike/Ped Plan should occur in December.

C. Livability Initiative Project Update

Kevin reported that the NRV Tomorrow Survey has been completed and the results are available on the website <http://nrvlivability.org/> and everyone is encouraged to read the NRV Tomorrow Results Report. A draft of the Livability Initiative Final Report is anticipated to be ready November 12th and will be released for public comments through November with finalization occurring in December and January.

D. MPO Status Report

Dan distributed and spoke about a report on the status of the MPO operations since last year's expansion. The bulk of the extra work load has been addressed and operations are returning to what we consider normal. The addition of Radford City and Pulaski County will call for some extra efforts however it's not seen as a significant burden going forward.

The group briefly discussed transition plans for Dan's eventual retirement which at this time is not eminent.

E. Other items

Mention was made of the upcoming statewide multimodal freight plan open house occurring on September 18th in Richmond, VA for those who hadn't already been informed of it.

OTHER BUSINESS

None

NEXT SCHEDULED MEETING

The next scheduled meeting is October 3, 2013 at 2:00 PM in the Montgomery County Government Center.

ADJOURNMENT

There being no further agenda items to discuss the meeting adjourned at 3:52 PM.

Attest: _____

Craig Meadows, Chairman