

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

Minutes

May 5, 2011

PRESENT:	Craig Meadows	-Montgomery County
	Anne McClung	-Town of Blacksburg
	Kevin Byrd	-NRV Planning District Commission
	Krishna Chachra	-Town of Blacksburg
	Richard Ballengee	-Town of Christiansburg
	Adam Carpenetti	-Town of Christiansburg
	Doug Marrs	-Montgomery County
	Richard Caywood	-VDoT (Salem)
	Michael St. Jean	-VA Tech/Montgomery Regional Airport Authority
	Mike Dunn	-Virginia Tech
	Becky Martin	-Blacksburg Transit
	Dan Brugh	-BCM MPO
	Randal Gwinn	-Recording Secretary
ABSENT:	Tony Cho	-Federal Transit Administration-Region 111
	Jeff Sizemore	-VA Department of Rail and Public Transportation
	Steve Mouras	-Virginia Tech
	Tammye Davis	-FhWA

I. DECLARATION OF QUORUM AND CALL TO ORDER

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

II. APPROVAL OF AGENDA

On a motion by Doug Marrs, seconded by Richard Caywood and carried unanimously, the agenda dated May 5, 2011 was approved.

III. APPROVAL OF MINUTES OF NOVEMBER 4, 2010

On a motion by Richard Ballengee, seconded by Krishna Chachra and carried unanimously, the minutes dated November 4, 2010 were approved. (Richard Caywood abstained from voting due to not having attended the November meeting).

IV. PUBLIC ADDRESS

There being no speakers, the Public Address session was closed.

V. OLD BUSINESS

There were no old business items to discuss.

VI. NEW BUSINESS

A. Support of the Town of Blacksburg's request for funding through the Safe Routes to School Program - Dan Brugh

The Town of Blacksburg has requested MPO support of their application for funding from VDOT through the Safe Routes to School Program for use in developing a travel plan for the Margaret Beeks School. The materials arrived after the last TAC meeting and have not been reviewed by the TAC. Dan recommended support of the application based on the MPO's past history of supporting this program. There was no discussion after Dan's remarks and Craig opened the floor for a motion in support of the Town of Blacksburg's request.

Resolution in Support of the Town of Blacksburg's Grant Request to VDOT under the Safe Routes to School Program.

On a motion by Richard Caywood, seconded by Krisha Chachra and carried unanimously,

WHEREAS, VDOT administers grant funding for the Safe Routes to School Program,
and

WHEREAS, this program is intended to provide options that allow children to walk and bicycle to school safely, and

WHEREAS, the Town of Blacksburg desires to pursue funding to support education, encouragement, enforcement, evaluation, and development of engineering strategies to improve safety, increase community awareness, change community attitudes regarding the safety of walking/bicycling to school, and to increase the number of students walking to school at Margaret Beeks Elementary School.

NOW, THEREFORE BE IT RESOLVED, that the BCM-MPO supports the Town of Blacksburg's request and encourages VDOT to fund this program in the Town of Blacksburg

Dan Brugh, Executive Director

B. Approval of Amendment # 2 to the 2010-11 Unified Planning Work Program (UPWP) – Dan Brugh

During the November 2010 meeting the Policy Board approved a study project, the Regional Transit Organization Analysis, to be paid for jointly with the New River Valley Planning District Commission. As a result an amendment is needed to the current UPWP to specifically identify the project. The Amendment was advertised with no comments received and the TAC recommends approval. There was no discussion after Dan’s remarks and Craig opened the floor for a motion in support of the Amendment.

**Resolution approving Amendment # 2 to the BCM-MPO FY 2010-11
Unified Planning Work Program**

On a motion by Anne McClung seconded by Richard Ballengee and carried unanimously,

WHEREAS, the 2010-11 Unified Planning Work Program (UPWP) was approved May 6, 2010, and

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

WHEREAS, a study project was added using the Special Studies funding category; and

WHEREAS, this study, entitled “ A Regional Transit Organization Analysis” is to be paid for jointly by the New River Planning District Commission and performed by them; and

WHEREAS, this amendment was advertised in the newspapers, on the MPO website, sent to the MPO email list, and sent to the MPO Interested Parties List and the Governmental Regulatory Agencies for comment with no comments being received, 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 Amendment # 2
to the FY 2010-11 Unified Planning Work Program dated May 6, 2010.

Dan Brugh, Executive Director

C. Approval of the 2011-12 Unified Planning Work Program (UPWP) – Dan Brugh

The TAC developed a draft 2011-12 UPWP and it was advertised for comment in the area newspapers, posted on the MPO website, sent to the MPO Interested Parties and Environmental Regulatory Agencies, and sent to the MPO email list. One comment was received and the TAC has reviewed and recommends approval of the draft plan with a modification based on the comment received. In addition there are other supporting resolutions that are needed annually as well. Dan suggested acting on the following as a group: The 2011-12 UPWP; recommended resolutions approving the 2011-12 UPWP; resolutions authorizing the Chairman/Executive Director to execute the annual agreements with VDOT and VDRPT; execute the annual Certifications and Assurances for FTA; execute the annual FTA Pass Through resolution; execute the authorizing resolution to file with VDRPT for grants of federal funds under FTA Section 5303; and execute the Designation resolution.

There was no discussion after Dan's remarks and Craig opened the floor for a motion to act on the listed items as a group.

On a motion by Doug Marrs, seconded by Richard Ballengee and carried unanimously, the MPO Policy Board agreed to approve the recommended Resolutions pertinent to the 2011 – 12 UPWP and Annual Agreements, copies of which follow:

Resolution approving the BCM-MPO FY 2011-12 Unified Planning Work Program

On a motion by Doug Marrs, seconded by Richard Ballengee and carried unanimously,

WHEREAS, the 2011-12 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 2011-12 Unified Planning Work Program dated May 5, 2011 attached, and authorizes the Executive Director to make any administrative changes as requested by the Federal Highway Administration or VDoT.

Dan Brugh, Executive Director

Designation Resolution

On a motion by Doug Marrs, seconded by Richard Ballengee and carried unanimously,

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 5, 2011.

Craig Meadows, Chairman

J. Dan Brugh, Executive Director

Resolution to Authorize the Executive Director to Execute Annual Agreement with VDoT and Montgomery County

On a motion by Doug Marrs, seconded by Richard Ballengee and carried unanimously,

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 2011-12; 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 to execute an agreement with VDoT 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

Pass/Through Resolution

On a motion by Doug Marrs, seconded by Richard Ballengee and carried unanimously,

WHEREAS, the Blacksburg/Christiansburg/Montgomery Area Metropolitan Planning Organization anticipates receipt of Fiscal Year 2010 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 5, 2011.

Craig Meadows, Chairman

J. Dan Brugh, Executive Director

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.

On a motion by Doug Marrs, seconded by Richard Ballengee and carried unanimously,

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 5, 2011.

Craig Meadows, Chairman

FEDERAL FISCAL YEAR 2011 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE
(Required of all Applicants for FTA assistance and all FTA Grantees with an active capital or formula project)

AFFIRMATION OF APPLICANT

Name of Applicant: _____

Name and Relationship of Authorized Representative: _____

BY SIGNING BELOW, on behalf of the Applicant, I declare that the Applicant has duly authorized me to make these certifications and assurances and bind the Applicant's compliance. Thus, the Applicant agrees to comply with all Federal statutes and regulations, and follow applicable Federal directives, and comply with the certifications and assurances as indicated on the foregoing page applicable to each application it makes to the Federal Transit Administration (FTA) in Federal Fiscal Year 2011.

FTA intends that the certifications and assurances the Applicant selects on the other side of this document, as representative of the certifications and assurances in this document, should apply, as provided, to each project for which the Applicant seeks now, or may later, seek FTA assistance during Federal Fiscal Year 2011.

The Applicant affirms the truthfulness and accuracy of the certifications and assurances it has made in the statements submitted herein with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31 apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. 1001 apply to any certification, assurance, or submission made in connection with a Federal public transportation program authorized in 49 U.S.C. chapter 53 or any other statute

In signing this document, I declare under penalties of perjury that the foregoing certifications and assurances, and any other statements made by me on behalf of the Applicant are true and correct.

Signature _____ Date: _____

Name _____

Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): _____

As the undersigned Attorney for the above named Applicant, I hereby affirm to the Applicant that it has authority under State, local, or tribal government law, as applicable, to make and comply with the certifications and assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the certifications and assurances have been legally made and constitute legal and binding obligations on the Applicant.

I further affirm to the Applicant that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these certifications and assurances, or of the performance of the project.

Signature _____ Date: _____

Name _____

Attorney for Applicant

Each Applicant for FTA financial assistance and each FTA Grantee with an active capital or formula project must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its signature in lieu of the Attorney's signature, provided the Applicant has on file this Affirmation, signed by the attorney and dated this Federal fiscal year

D. VDOT FY 2012-17 Six Year Plan – Dan Brugh

VDOT has developed a draft Six Year Plan for 2012-17 and a public hearing is scheduled for May 12, 2011 at 6:00 pm at the VDOT Salem District Office. The draft materials arrived after the last TAC meeting and have not been reviewed by the TAC. Several important projects were not funded however three projects that were requested by the MPO are included in the draft; Peppers Ferry Road, Southgate Interchange on RT 460, and the intersection at Ramble Road.. Dan recommended that a letter be presented to VDOT in appreciation for including these projects in the SYP and offered a suggested letter to the group.

At this point Craig asked if the group was in consensus that a letter of appreciation be sent to VDOT and all were in agreement to do so.

VII. EXECUTIVE DIRECTOR'S REPORT – Dan Brugh

a) FY 2012-15 Transportation Improvement Program (TIP) update

The TAC has developed a Draft TIP update however VDOT's portion needs significant edits going forward before it's ready for publication. We are hoping to have the Draft complete by the June 2nd Policy Board meeting.

b) SmartWay Bus / Exit 118 Park & Ride Lot update

Valley Metro hasn't sent us their Qtr. 3 report of ridership numbers yet, however previous indications were that ridership was rising towards record levels. More to follow on this when we receive the report.

Several efforts are ongoing to improve the Exit 118 Park & Ride lot. The Montgomery County Economic Development Department has agreed to pay for porta johns; Valley Metro has donated a shelter which Montgomery County will install; Blacksburg Transit is looking into providing benches; and VDOT has issued a permit for these additions and will be repainting the parking spaces and installing signage. The Falling Branch Elementary School continues to report issues with bus patrons trespassing on their property and we are also having issues due to the use of the Park & Ride lot by parents picking up their children when classes end. These changes are an attempt to address the problems. We are also considering asking the area law enforcement agencies to patrol the lot to address illegal parking and provide a measure of security for MegaBus patrons during the nighttime stops.

Discussions after Dan's comments:

Craig suggested asking the School to send letters home with the students asking the parents not to use the Park & Ride lot when picking up students.

Richard stated that he has continued to pursue improvements for both the Exit 118 & 140 Park & Ride lots but hasn't had any success yet.

c) Rideshare Update

Dan reported that the number of Rideshare patrons continues to increase and asked the group to review the report in their handouts.

d) I 81 Truck Climbing Lane Construction update - Richard Caywood

Richard commented on the difficult logistics of stopping traffic on I 81 during next week's blasting and the complications introduced by the weathering of the rock faces in the area. VDoT hopes that detours will not be required however the exact length of blast cycles and the total number of blasts required is unknown. It is hoped that the blast cycles will be in the area of twenty minutes per event. Blast notices will be posted on E 511 and other efforts to inform the public will be used. Discussions after Richard's comments:

Craig suggested using RT 460 to Dixie Caverns as a detour for the next two years.

Dan asked Richard if VDoT could provide a schedule of events connected to the construction.

e) Transit Development Plan (TDP) and Multi-modal Transfer Facility (MMTF) update – Becky Martin

After giving a brief overview of the genesis and progress of the Transit Development Plan Becky stated that BT hoped to complete the study for the plan this summer. Becky then handed out conceptual design materials for the Multi-modal Transfer Facility then commented on the design and traffic flow of the facility. It is hoped that the project will advance to the point of issuing construction RFP's by next year.

f) Warm Hearth Transit Service update – Becky Martin

Becky stated that there have been no further updates on the Warm Hearth Transit Service funding.

g) Regional Transit Organization Analysis update – Kevin Byrd

Kevin briefly spoke to the purpose and timeline of this study. The NRVPDC has identified and met with stakeholders, developed a task list, and identified transit models used in similar circumstances. At this time Kevin feels that their progress is in line with their published task list.

h) Amendment to the MPO 2035 Long range Transportation Plan – Dan Brugh

Dan stated that the TAC is in the process of preparing an amendment to the 2035 Long Range Plan in order to add the Southgate Interchange on RT 460 as a project. Once the TAC completes the draft amendment Dan will bring it before the Policy Board.

Anne asked that a firm timeline gets set on Parson's part of the LRP update.

VIII. OTHER BUSINESS

Doug returned to the subject of the Exit 118 Park & Ride with a suggestion that the MPO send a letter to the local police departments asking that they patrol the lot during nighttime hours. Craig and Dan agreed to do so.

IX. NEXT MEETING

The next scheduled meeting is June 2, 2011.

X. ADJOURNMENT: The meeting adjourned at 2 PM

Attest: _____

Craig Meadows, Chairman