

Blacksburg/Christiansburg/Montgomery Area Metropolitan Planning Organization

Policy Board Meeting Minutes

May 6, 2010

PRESENT: Lance Terpenney -Town of Christiansburg
Richard Ballengee -Town of Christiansburg
Krisha Chachra -Town of Blacksburg
Adele Schirmer -Town of Blacksburg
Doug Marrs -Montgomery County
Craig Meadows -Montgomery County
Becky Martin -Blacksburg Transit
Steve Mouras -Virginia Tech
Richard Caywood -VDoT (Salem)
Kevin Byrd -NRV Planning District Commission
Dan Brugh -BCM MPO
Randal Gwinn -Recording Secretary

ABSENT: Tammye Davis -FhWA
Michael St. Jean -VA Tech/Montgomery Regional Airport Authority
Tony Cho -Federal Transit Administration-Region 111
Jeff Sizemore -VA Department of Rail and Public Transportation

NON-MPO PRESENT:

David Clarke -VDoT (Christiansburg)

DECLARATION OF QUORUM AND CALL TO ORDER

The Chairman declared a quorum and called the meeting to order at 2:00 p.m.

APPROVAL OF AGENDA

Mr. Brugh asked that the agenda be amended to include the following item under tab # 3:

The addition of a resolution accepting the final report of the Christiansburg Bus Survey.

On a motion by Doug Marrs, seconded by Richard Caywood and carried unanimously, the agenda dated May 6, 2010 was approved as amended.

APPROVAL OF MINUTES OF April 1, 2010

On a motion by Craig Meadows seconded by Richard Ballengee, and carried unanimously, the minutes dated April 1, 2010 were approved.

Acceptance of the Christiansburg Bus Survey

Dan gave an overview of the process used to conduct the survey and asked that the Board approve it to send to the DRPT. There was no discussion of the topic.

Resolution Accepting the Final Report of the Christiansburg Bus Survey.

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

WHEREAS, Christiansburg Town Council requested that a study of Transit needs in the Town of Christiansburg be done, and

WHEREAS, the study was conducted by Blacksburg Transit with recommendations for expanded service developed, and

WHEREAS, Christiansburg Town Council accepted the recommendations and expanded transit service, and

WHEREAS, the TAC has reviewed the report and recommends acceptance.

NOW, THEREFORE BE IT RESOLVED that the BCM MPO accepts the final draft of the Christiansburg Bus Survey.

AND BE IT FURTHER RESOLVED that the MPO Executive Director is instructed to send the final report to the Christiansburg Town Council.

Attest: _____

Lance Terpenny, Chairman

PUBLIC ADDRESS

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

OLD BUSINESS – NONE

NEW BUSINESS

Approval of 2010-2011 Unified Planning Work Program (UPWP)

2010-2011 Unified Planning Work Program (UPWP)

Dan offered the following comments:

A draft of the 2010-2011 UPWP was developed by the Technical Advisory Committee (TAC) and provided to members of the MPO Policy Board. The Plan was advertised for public comments in the local papers and on the MPO web site, with comments accepted until April 14, 2010. No comments were received for the TAC to review. Dan closed the subject by advising that the VDRPT has suggested some revisions, however they have not followed up with any details to date. Depending on the details of the suggestions we may have to amend the UPWP once funding has been decided.

Dan then reported that the TAC recommends MPO Policy Board approval of the attached 2010-11 UPWP along with the other supporting resolutions that are done annually as well. These additional resolutions are: authorizing the Chairman and/or 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.

At this point a motion was made by Doug Marrs to approve and/or authorize signature for the 2010-11 UPWP and its supporting resolutions and Richard Ballengee seconded the motion. Adele Schirmer advised that she would like to see the TAC play a larger role in the prioritization of tasks listed in the UPWP going forward. A discussion of the subject followed. Adele made a motion to add a condition that prior to further amendments to the UPWP, the TAC review the overall UPWP materials and modify/expand work items. The motion failed for lack of a second. Lance then returned to the original motion for a vote. Richard Ballengee asked when the next budget cycle would occur to which Dan replied that we are moving ahead with VDOT's budget numbers but still lack DRPT's for the 2010-11 budget year. The next budget cycle would begin in February or March of next year for the 2011-12 budget. Richard then suggested that the topic of UPWP oversight would make a good agenda item for a future meeting and Steve Mouras agreed. Lance then called for a vote on the motion on the table.

On a motion by Doug Marrs, seconded by Richard Ballengee and carried unanimously, the 2010 – 11 UPWP and associated resolutions were approved and/or authorized.

The individual resolutions are as follows:

**Resolution Approving the BCM-MPO FY 2010-11
Unified Planning Work Program**

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

WHEREAS, the 2010-11 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, No comments were 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 the FY 2010-11 Unified Planning Work Program dated May 6, 2010 attached, and authorizes the Executive Director to make any administrative changes as requested by the Federal Highway Administration or VDoT.

J. Dan Brugh, Executive Director

**Resolution to Authorize the Chairman 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
2010-11; and

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

NOW, THEREFORE, BE IT RESOLVED, the MPO Policy Board authorizes the chairman 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.

J. 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 6, 2010.

Lance Terpenney, Chairperson

J. Dan Brugh, Executive Director

**FEDERAL FISCAL YEAR 2010 CERTIFICATIONS AND ASSURANCES FOR FEDERAL
TRANSIT ADMINISTRATION ASSISTANCE PROGRAMS**
(Signature page alternative to providing Certifications and Assurances in TEAM-Web)

Name of Applicant: _____

The Applicant agrees to comply with applicable provisions of Categories 01 – 24. _____
OR

The Applicant agrees to comply with applicable provisions of the Categories it has selected:

Category Description

- | | |
|--|-------|
| 1. Assurances Required For Each Applicant. | _____ |
| 2. Lobbying. | _____ |
| 3. Procurement Compliance. | _____ |
| 4. Protections for Private Providers of Public Transportation. | _____ |
| 5. Public Hearing. | _____ |
| 6. Acquisition of Rolling Stock for Use in Revenue Service. | _____ |
| 7. Acquisition of Capital Assets by Lease. | _____ |
| 8. Bus Testing. | _____ |
| 9. Charter Service Agreement. | _____ |
| 10. School Transportation Agreement. | _____ |
| 11. Demand Responsive Service. | _____ |
| 12. Alcohol Misuse and Prohibited Drug Use. | _____ |
| 13. Interest and Other Financing Costs. | _____ |
| 14. Intelligent Transportation Systems. | _____ |
| 15. Urbanized Area Formula Program. | _____ |
| 16. Clean Fuels Grant Program. | _____ |
| 17. Elderly Individuals and Individuals with Disabilities Formula Program and Pilot Program. | _____ |
| 18. Nonurbanized Area Formula Program for States. | _____ |
| 19. Job Access and Reverse Commute Program. | _____ |
| 20. New Freedom Program. | _____ |
| 21. Paul S. Sarbanes Transit in Parks Program. | _____ |
| 22. Tribal Transit Program. | _____ |
| 23. TIFIA Projects | _____ |
| 24. Deposits of Federal Financial Assistance to a State Infrastructure Banks. | _____ |

FEDERAL FISCAL YEAR 2010 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 2010.

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 2010.

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.

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 6, 2010.

Lance Terpenney, Chairman

J. Dan Brugh, Executive Director

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WHEREAS, the study was conducted by Blacksburg Transit with recommendations for expanded service developed, and

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Lance Terpenny, Chairman

EXECUTIVE DIRECTOR'S REPORT

Update on 2035 Long Range Plan Development

Dan summarized the progress made on the 2035 LRP update and distributed a chart depicting the 2035 Long Range Plan Development schedule to completion. He explained that projections for 2035 have been proofed by planning staff at Blacksburg, Christiansburg and Montgomery County and are currently in at VDoT for modeling.

Route 460 Interchange Near Southgate Study Update

Dan stated that it is hoped that a UTube video of the official presentation will soon be posted on the web for citizens viewing. We will also be posting a full length version on our MPO web page. Richard Ballengee asked when it is anticipated that this Interchange may become a reality to which Dan and Steve Mouras replied possibly in 10 – 20 years. Steve added that what we were hoping to do now is complete part of the work required to be ready whenever VDoT funds do become available. Richard asked if the project would be “shovel ready” once the planning is done to which Richard Caywood replied “not quite, but much closer than a project just getting started”. He then went on to explain that it is smart to continue to push this project forward as Federal funds can sometimes come down unexpectedly and when they do it is good to have this type of project on the books when and if they do. Steve then asked about the timeline to receive comments to which Dan replied the 14th of May.

Update on SmartWay Bus

Dan stated that SmartWay ridership was down 22% in December, 21 % in January, 19% in February, and then was up slightly in March. Inclement weather throughout this time period probably hurt the ridership numbers rather than the fare increase implemented in January.

Ride Solutions Update

Dan presented for review the 1st quarter Ride Solutions Report sent by Christy Straight at the NRV PDC.

VDOT Six Year Plan Meeting – June 3, 2010, 6:00 PM at NRCC

Richard Caywood encouraged all local transportation officials to attend the VDOT Six Year Plan meeting as Secretary of Transportation Sean Connaughton will be meeting with the local transportation officials from 5:00 – 6:00 PM followed by the public meeting from 6:00 -8:00 PM. A draft of the discussion materials was expected around the 19th of May.

Update on the Warm Hearth Area Transit Study

Rebecca Martin stated that at this juncture focus groups are meeting to discuss options for possible service that the survey revealed.

Richard Caywood also spoke about the Salem / Roanoke MPO discussions of how the bus/rail service into Lynchburg actually is beginning to turn a profit. He went on to say that the success with the Lynchburg service has people looking more closely at extensions to the west and that the SmartWay Bus service could be leveraged to become a venue to regionalize this sort of project. He then asked the group to give consideration and support to these items going forward. Dan and Steve then spoke of a similar conversation that occurred at the last SmartWay Advisory Committee meeting.

VAMPO Update

Dan presented for review the latest report from the Virginia Association of Metropolitan Planning Organizations (VAMPO).

Other Items

Kevin Byrd advised that the PDC will be assisting Radford and Radford University to develop a MOU for Public Transit that is being proposed in Radford.

Adele initiated a discussion regarding drafting a MPO statement on the VDOT Six Year Plan to present to the Secretary of Transportation at the June 3rd NRCC meeting. There was discussion on what the statement should contain. It was decided that the Policy Board members would communicate with their TAC members and that the TAC would develop a draft letter to recommend to the Policy Board at the June 3rd meeting.

NEXT MEETING

The next MPO Policy Board meeting is scheduled for June 3, 2010 at 2:00 p.m.

ADJOURNMENT

The meeting adjourned at 3:07 P.M.

ATTEST:

Lance Terpenney, Chairman