

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

Minutes

May 2, 2013

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

DECLARATION OF QUORUM AND CALL TO ORDER

Chairman 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 declared the agenda approved and moved forward to the next item.

APPROVAL OF MINUTES OF MARCH 7, 2013 MEETING

Craig asked for comments on or corrections to the meeting minutes from the March 7, 2013 Policy Board meeting. One minor change was suggested and noted. Craig then called for a motion to approve the minutes with the correction noted.

On a motion by Richard Ballengee, seconded by Anne McClung and carried unanimously, the minutes dated March 7, 2013 were approved.

PUBLIC ADDRESS

There were no public speakers seeking to address the Board.

OLD BUSINESS

A. I-81 Exit 118 Park & Ride Lot Update

Dan gave a brief update of action items taken by VDOT and the localities to improve security at the Exit 118 Park & Ride lot and Falling Branch Elementary School:

- Additional no trespassing signage has been installed by VDOT and a request to add either addition space or an additional lot to VDOT's six year plan has been made.
- With the exception of locking the front entrance, the school has implemented all the items suggested by the Christiansburg Police Department.
- Megabus continues to review another site in the area that may be better suited for their stop. More to follow on this as discussions continue between Megabus and the MPO.

B. Approval of 2013-14 Unified Planning Work Program (UPWP)

Dan reviewed the efforts made to develop and advertise the Draft UPWP document and reported that no citizen comments were received. The TAC has recommended that the Policy Board approve the Draft 2013-14 UPWP and its associated annual resolutions.

The group then discussed each document presented in detail and made edits where necessary to update the documents to be appropriate for the newly expanded MPO's use going forward. Each document was edited and then acted upon in the following order:

Designation Resolution

On a motion by Richard Ballengee, seconded by Michael Sutphin and carried unanimously,

BE IT RESOLVED, that the New River Valley Metropolitan Planning Organization authorizes the New River Valley Metropolitan Planning Organization Policy Board Chairperson to authorize Blacksburg Transit and Radford Transit as the designated recipients 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 New River Valley 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 New River Valley Metropolitan Planning Organization on May 2, 2013.

Craig Meadows, Chairman

J. Dan Brugh, Executive Director

Resolution approving the NRV MPO FY 2013-14 Unified Planning Work Program

On a motion by Andy McCready, seconded by Anne McClung and carried unanimously,

WHEREAS, the 2013-14 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 public comments were received and comments from the Regulatory Agencies dealt with specific projects, and

WHEREAS, the Technical Advisory Committee recommends approval.

NOW, THEREFORE, BE IT RESOLVED, that the New River Valley Metropolitan Planning Organization Policy Board hereby approves the FY 2013-14 Unified Planning Work Program dated May 2, 2013 attached, and authorizes the Executive Director to make any administrative changes as requested by the Federal Highway Administration, Federal Transit Administration, or VDOT.

Craig Meadows, Chairman

Planning Grant Resolution

On a motion by Andy McCready, seconded by Richard Ballengee and carried unanimously,

WHEREAS, the New River Valley Metropolitan Planning Organization anticipates receipt of Fiscal Year 2013 Federal Transit Administration (FTA) Section 5303 Planning and Technical Studies Grant;

NOW, THEREFORE, BE IT RESOLVED, that the New River Valley Metropolitan Planning Organization authorizes the New River Valley Metropolitan Planning Organization Executive Director to procure and contract for the receipt and eligible use of the FTA Section 5303 grant funds that may be received by the New River Valley Metropolitan Planning Organization, noting that the City of Radford, the Towns of Blacksburg and Christiansburg, and Counties of Montgomery and Pulaski will commit the equal funding of the local match for the aforementioned grant.

BE IT FURTHER RESOLVED, that the New River Valley Metropolitan Planning Organization authorizes the Metropolitan Planning Organization Executive Director 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 New River Valley 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 New River Valley Metropolitan Planning Organization on May 2, 2013.

Craig Meadows, Chairman

J. Dan Brugh, Executive Director

The Planning Grant Resolution required a roll call vote and all voting members responded "Aye". Those who voted were Bruce Brown, Jim Hurt, Anne McClung, Michael Sutphin, Richard Ballengee, Adam Carpenetti, Craig Meadows, Matt Gabriel, Pete Huber, Rob Cary and Andy McCready.

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 Bruce Brown, seconded by Anne McClung 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 NEW RIVER VALLEY METROPOLITAN PLANNING ORGANIZATION,

1. That the Chairperson of the Policy Board is authorized to prepare and file an application on behalf of New River Valley 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 the New River Valley 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 New River Valley 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 New River Valley Metropolitan Planning Organization held on May 2, 2013.

Dan Brugh, Executive Director

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

On a motion by Andy McCready, seconded by Anne McClung and carried unanimously,

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

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

On a motion by Anne McClung, seconded by Pete Huber 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 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

C. Distribution of Transit Operating Funds (FTA 5307)

Craig offered opening remarks on the subject of the distribution of transit operating funds then opened the floor for discussion of the topic.

The group then discussed at length how to approach the issues created for Blacksburg and Radford Transit by funding cuts and how to respond to DRPT's request for a recommendation on the distribution amounts. Three resolutions were drafted and voted on as a result of the discussion. Roll call votes were taken on all three. The resolutions follow in the order that they were adopted:

Resolution on Transit Operating Funds, FTA 5307, for the MPO

On a motion by Andy McCready, seconded by Bruce Brown and carried by a vote of 10 ayes, 0 nays, and 1 abstention,

WHEREAS, Virginia Department of Rail and Public Transportation (VDRPT) has requested the MPO to apportion funding between the two transit providers operating within the MPO, and

WHEREAS, the amount of operating funds will be a 19% decrease from the operating budgets that Blacksburg Transit and Radford Transit are receiving this year; and

WHEREAS, any cuts to transit funding will have a significant detrimental effect on both of the highly successful and efficient transit providers within the MPO, and

WHEREAS, the MPO staff has worked with Blacksburg Transit and Radford Transit to find additional funding to maintain the current funding level to no avail; and

WHEREAS, in previous years and with other providers, VDRPT has supplemented funding so that there was not a reduction when systems were changed from rural to small urban.

NOW, THEREFORE, BE IT RESOLVED, that the New River Valley Metropolitan Planning Organization Policy Board hereby requests VDRPT to find additional funds to restore the funding level to that of the current fiscal year for both transit providers for fiscal year 2013-14 until there is sufficient time to evaluate reductions and to see if proposed increases from State funding sources can offset any reductions.

Dan Brugh, Executive Director

Votes Cast:

Ayes

Bruce Brown, Jim Hurt, Anne McClung, Michael Sutphin, Richard Ballengee, Adam Carpenetti, Craig Meadows, Matt Gabriel, Pete Huber and Andy McCready.

Nays

None

Abstentions

Rob Cary

The second resolution required a decision on the percentage of funding reduction that each transit operator would be required to absorb this year. Two separate motions were voted upon before the split was determined.

Initially Jim Hurt made a motion that the percentages for the split be 66 / 34. Bruce Brown seconded the motion and the motion failed by a vote of six to five.

Ayes

Bruce Brown, Jim Hurt, Pete Huber, Andy McCready and Rob Cary.

Nays

Anne McClung, Michael Sutphin, Richard Ballengee, Adam Carpenetti, Craig Meadows and Matt Gabriel.

After continued discussion and a brief recess, Andy McCready then made a motion that the percentages of the shortfall be split 50/50 between the 2 transit providers for one year only. Anne McClung seconded the motion and the motion passed by a vote of nine to two.

Resolution apportioning transit operating funds, FTA 5307, between the public transit providers within the MPO.

On a motion by Andy McCready, seconded by Anne McClung and carried by a vote of nine to two,

WHEREAS, Virginia Department of Rail and Public Transportation (VDRPT) has requested the MPO to apportion funding between the two transit providers operating within the MPO, and

WHEREAS, the amount of operating funds will be a 19% decrease from the operating budgets that Blacksburg Transit and Radford Transit are receiving this year; and

WHEREAS, any cuts to transit funding will have a significant detrimental effect on both of the highly successful and efficient transit providers within the MPO, and

WHEREAS, the MPO staff has worked with Blacksburg Transit and Radford Transit to find additional funding to maintain the current funding level to no avail; and

WHEREAS, the Federal Transit Administration (FTA) allocates these funds to the MPO based on population and density; and

WHEREAS, VDRPT changed their funding formula this year to follow the formula used by FTA, and

WHEREAS, the MPO has requested VDRPT to find additional funding so that there is no funding reduction for either provider from the current funding levels, and apportioning of the funds based on population will have a devastating effect on Radford Transit, and

WHEREAS, this distribution formula is only for FY2013-14 and will be reviewed for the next budget year.

NOW, THEREFORE, BE IT RESOLVED, that if no additional funding is found, the New River Valley Metropolitan Planning Organization Policy Board apportions the \$1,870,977 in FTA Section 5307 funding based on an equal reduction to both providers

resulting in an allocation of \$1,312,673 to Blacksburg Transit and \$558,304 to Radford Transit.

Dan Brugh, Executive Director

Votes Cast:

Ayes

Anne McClung, Michael Sutphin, Richard Ballengee, Adam Carpenetti, Craig Meadows, Matt Gabriel, Pete Huber and Andy McCready.

Nays

Bruce Brown, Jim Hurt

NEW BUSINESS

A. Port of Entry # 1412 at Dublin Airport

Pete reported on the issues affecting the Port of Entry and Customs Office at the New River Valley Airport and what the loss of these items would mean to the region. He then asked for a resolution of support from the MPO for retention of these entities.

There was no discussion after Pete's comments and the following resolution was voted upon:

Resolution supporting Full Time Staffing of Port of Entry # 1412

On a motion by Anne McClung, seconded by Andy McCready and carried unanimously,

WHEREAS, enhancing economic development is one of the main areas of focus for the MPO, and

WHEREAS, Port of Entry # 1412 serves the surrounding region including the MPO; and

WHEREAS, having a staffed and functional Port of Entry is vital to the economy of the region; and

WHEREAS, there is no other U. S. Customs and Border Protection (USCBP) within 2 hours of the MPO; and

WHEREAS, this Port of Entry serves a region covering twenty-five counties and eleven cities in Central, Western, Southwestern, and Southside Virginia, and

WHEREAS, the USCBP support to the international community has a significant impact on the local economy and requires equal international access as found throughout the U.S.

NOW, THEREFORE, BE IT RESOLVED, that the New River Valley Metropolitan Planning Organization Policy Board hereby supports full time staffing of Port of Entry # 1412 and requests that the U. S. Custom and Border Protection appoint a full time staff person to the Port of Entry that will allow for continued and future international development and commerce for the MPO and the region.

Dan Brugh, Executive Director

EXECUTIVE DIRECTOR'S REPORT

A. Rideshare Update

Dan reported that the Ride Share update was included in the meeting materials and asked everyone to please review it. The program continues to grow and be successful.

B. VDOT Report

Rob commented that the VDOT six year plan hearing will be held June 4th , 6 – 8 PM at Northside High School in Roanoke, VA and invited all who interested to attend.

C. Update on Rt. 8 and Rt. 11/460 Corridor Studies

Dan commented that an email containing a link to the website containing information on these studies was recently sent out to the group and asked anyone who has questions on these studies to please contact him.

D. Update on MPO Bicycle/Pedestrian Plan

Kevin reported on the NRVPDC's work on a MPO Bike Plan. A website is now in place for use by interested parties who wish to follow the progress of the project and submit feedback. A meeting was held in May and Eli Sharp will report on this to the group in the near future. Thus far the project is progressing on schedule.

E. PDC Livability Project update

Kevin reported on the progress of the Livability study. A survey called NRV Tomorrow has been launched and is available on the NRVLivability.org website for those who wish

to participate and give feedback on possible projects and policies and learn how prospective project and policies will impact life in the New River Valley. Informational meetings are being held in the localities and iPad computers are being made available to participants who don't have computer access elsewhere. The survey closes on May 31st. On June 26th at Radford University there will be an information exchange meeting on the project and invitations have been emailed. This will not be a public meeting but no one who shows up will be turned away. A draft plan is expected by October and wrap up of the project in December of 2013. There is no requirement for the local governments to endorse or approve the resulting final plan.

Also last week the Commission Board approved extending the Regional Transit Coordinating Council for two more years as the work that group is doing to enhance interoperability within the area's transit Organization is recognized by the Commission as valuable to transportation growth going forward.

F. Status of Memorandum of Understanding (MOU) with the State

Dan reported that the MOU regarding the expanded MPO was signed by the Secretary of Transportation in early April and a copy is on file in the MPO office.

G. SmartWay ridership update

Due to time constraints this item was not discussed.

H. Other items

None

OTHER BUSINESS

There were no other items of business discussed.

NEXT SCHEDULED MEETING

The next scheduled meeting is June 6, 2013 at 2:00 PM at the Montgomery County Government Center.

ADJOURNMENT

There being no further agenda items to discuss, Craig adjourned the meeting at 4:30 PM.

Approved: _____

Craig Meadows, Chairman