

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

Minutes

September 1, 2016

MEMBERS

PRESENT:	Craig Meadows	-Montgomery County
	Anne McClung	-Town of Blacksburg
	Michael Sutphin	-Town of Blacksburg
	Michael Barber	-Town of Christiansburg
	Adam Carpenetti	-Town of Christiansburg
	Bruce Brown	-City of Radford
	Melissa Skelton	-City of Radford
	Kevin Byrd	-NRVRC
	Jay Lindsey	-DRPT
	Ken King	-VDoT
	Steve Mouras	-Virginia Tech
	Tom Fox	-Blacksburg Transit
	Brian Booth	-Radford Transit
	Dan Brugh	-NRV MPO
	Randal Gwinn	-Recording Secretary
ABSENT:	Tammye Davis	-FHWA
	Joe Guthrie	-Pulaski County
	Annette Perkins	-Montgomery County
	Fritz Streff	-New River Community College
	Tony Cho	-Federal Transit Administration-Region 111
	Michael St. Jean	-VA Tech/Montgomery Regional Airport Authority
	James Perkins	-Radford University
	Monica Musick	-Pulaski Transit
	Pete Huber	-Pulaski County
OTHERS		
PRESENT:	Laura Harmon	-Radford University
	Michael Gray	-VDoT
	Erik Olsen	-NRV MPO

DECLARATION OF QUORUM AND CALL TO ORDER

This being the meeting for the annual election of officers, Executive Director Dan Brugh declared a quorum and called the meeting to order at 2 P.M.

APPROVAL OF AGENDA

Dan asked for comments on the proposed agenda including an addendum item which he explained to the group. Hearing none, he asked to hear a motion for approval of the agenda.

On a motion by Michael Barber seconded by Bruce Brown and carried unanimously, the proposed meeting agenda with the addendum was approved.

APPROVAL OF MINUTES OF May 5, 2016 MEETING

Dan next asked for comments on or corrections to the meeting minutes from the May 5, 2016 Policy Board meeting. Hearing none he then called for a motion to approve the minutes.

On a motion by Michael Barber seconded by Anne McClung and carried with one abstention, the minutes dated May 5, 2016 were approved.

ELECTION OF OFFICERS FOR 2016 -2017

In accordance with the bylaws of the MPO, officers are elected for a one year term. Officers are eligible for re-election and each of the officers must be from different jurisdictions.

Current officers are: Craig Meadows, Chairman
Anne McClung, Vice Chairman

Dan announced that the floor is open to receive nominations for Chairman. No seconds are required for nominations.

Michael Barber moved to nominate Craig Meadows for Chairman.

There were no other nominations made.

Dan then asked for a motion to close nominations.

On a motion by Michael Barber seconded by Michael Sutphin and carried unanimously, nominations for MPO Chairman were closed.

Dan then called for a vote for re-election of Craig Meadows for Chairman. The vote was unanimously in favor and Craig will be Chairman for 2016-17.

Dan vacated the Chairman's seat and Craig assumed control of the meeting.

Craig then announced that the floor is open to receive nominations for Vice Chairman.

Michael Barber moved to nominate Anne McClung.

There were no other nominations made.

Craig then asked for a motion to close nominations.

On a motion by Michael Barber seconded by Michael Sutphin and carried unanimously, nominations for MPO Vice Chairman were closed.

Craig then called for a vote for re-election of Anne McClung for Vice Chairman. The vote was unanimously in favor of Anne remaining Vice Chairman for 2016-17.

SELECTION OF REGULAR MEETING DATE

Selection of a regular meeting date was next discussed. All were in consensus to continue the practice of meeting on the first Thursday of each month at 2 PM in the County Admin Conference Room of the Montgomery County Government Center and Craig asked for a motion to that effect.

On a motion by Michael Barber seconded by Anne McClung and carried unanimously, the regular meeting date will continue to be 2 PM on the first Thursday of each month and the meeting will continue to be held in the County Admin Conference Room of the Montgomery County Government Center.

PUBLIC ADDRESS

There were no citizens wishing to address the group.

OLD BUSINESS

Support for MPO submittal of Smart Scale project request under the Smart Scale Program

Dan reported on the progress of developing an application for extension of the Smart Road from its current end point to I-81. Several meetings have occurred, the most recent included Dan, William Fralin, Court Rosen, representatives from VDOT, Virginia Tech and the Smart Road Group (VTTI). Both Virginia Tech and the Smart Road Group are very supportive of the effort and Virginia Tech is now actively gathering background information to submit with the application. What is needed today is the Policy Board's authorization to submit the application.

Steve Mouras also commented on Virginia Tech's perspective for the request. Although Virginia Tech did not originate the request they do feel that completion of the Smart Road could complement their vision of developing an "Instrumented City" in the future.

Michael Sutphin asked how the Smart Road would be utilized if built and Dan responded that it would be actively managed for special events.

Discussion having ended Craig called for a motion on the suggested resolution offered in the meeting materials.

On a motion by Adam Carpenetti seconded by Michael Sutphin and carried unanimously, the resolution was approved and follows in its entirety:

*New River Valley
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September 1, 2016

Resolution approving submitting an application for funding of the completion of the Smart Road to I-81.

On a motion by Adam Carpenetti, seconded by Michael Sutphin, and carried unanimously,

WHEREAS, two miles of the Smart Road have been constructed and have been used as a facility to test technologies that improve transportation safety and reliability; and

WHEREAS, Virginia Tech is developing a research presence in Roanoke that will significantly increase the traffic commuting between the two Valleys; and

WHEREAS, additional funding may be available from specific grant programs through the Federal Highway Administration (FhWA), particularly in the Innovation area; and

WHEREAS, the completed facility may be able to provide both a research and usable transportation facility; and

NOW, THEREFORE, BE IT RESOLVED, that the New River Valley MPO supports the extension of the Smart Road as a research and transportation facility and directs the MPO Executive Director to submit an application for funding under the Smart Scale program to VDOT.

F. Craig Meadows, Chairman

NEW BUSINESS

Approval of the MPO Regional Transit Study

Dan reported that the MPO contracted with the New River Valley Regional Commission (NRVRC) to conduct a regional study of transit and then asked Erik to speak further on the topic.

Erik reported that the focus of the study was to investigate potential enhancements at overlapping and high volume bus stop locations. The completed study includes three and six year action plans based on the data gathered. The TAC has reviewed the study and recommends approval, what is needed today is Policy Board approval of the study.

Discussion having ended Craig called for a motion on the suggested resolution offered in the meeting materials.

On a motion by Anne McClung seconded by Mike Barber and carried unanimously, the resolution was approved and follows in its entirety:

***New River Valley
Metropolitan Planning Organization***

September 1, 2016

Resolution accepting the final report prepared by the New River Valley Regional Commission for the Regional Transit Study.

On a motion by Anne McClung, seconded by Mike Barber, and carried unanimously,

WHEREAS, the MPO contracted with the New River Valley Regional Commission (NRVRC) to conduct a Regional Transit Study to evaluate and make recommendations for overlapping and high volume bus stop locations, and

WHEREAS, the study was conducted by the NRVRC and

WHEREAS, a draft final report has been developed by the Regional Commission and reviewed by the TAC, and

WHEREAS, the TAC recommends approval.

NOW, THEREFORE, BE IT RESOLVED, that the New River Valley MPO accepts the final report for the Regional Transit Study.

F. Craig Meadows, Chairman

Approval of study projects for FhWA PL and FTA 5303 funds

Dan reported that the TAC has reviewed requests for study projects for FY 16-17 for utilizing both Federal Highway Planning funds as well as Federal Transit funds.

One project was identified for the Federal Highway funding and that project would update the MPO Freight Plan that was approved in 2008 with funding split over two fiscal years.

Two projects were identified to utilize the Federal transit planning funds. These two studies would duplicate the Bus Stop Safety and Accessibility Study that was done for Blacksburg for Radford and Pulaski.

The study for Pulaski Area Transit would be a joint project with the NRVRC with funding coming from ARC funds and the SPR Rural Work Program for the RC as well as the MPO. The \$30,000 would be split equally among the three funding sources, \$10,000 each.

The study for Radford Transit would involve funding from the MPO and ARC funds and the \$30,000 study costs would be split equally, \$15,000 each.

Dan finished his report by stating that the TAC recommends approval.

There was no discussion on the topic and Craig called for a motion on the suggested resolutions offered in the meeting materials.

On a motion by Mike Barber seconded by Michael Sutphin and carried unanimously, the resolutions were approved as a group and follow in their entirety:

***New River Valley
Metropolitan Planning Organization***

September 1, 2016

Resolution to approve conducting a Bus Stop Safety and Accessibility Study for Pulaski Area Transit.

On a motion by Mike Barber seconded by Michael Sutphin and carried unanimously,

WHEREAS, the NRV MPO conducted a Bus Stop Safety and Accessibility Study for the Town of Blacksburg; and

WHEREAS, that study provided valuable information that could be used in prioritizing improvements, and

WHEREAS, similar information would be useful to the other transit providers within the NRV MPO, and

WHEREAS, the Executive Director has obtained a task order and budget from the New River Valley Regional Commission to perform this study for Pulaski Area Transit; and

WHEREAS, the study cost will be split evenly between Appalachian Regional Commission (ARC) funding, the Regional Commission using their SPR Rural Work Program funds, as well as NRV MPO funding, and

WHEREAS, the NRV MPO funding will come from the FTA Section 5303 Transit Planning Funds in the 2016-17 UPWP, and

WHEREAS, the TAC has reviewed and recommends approval.

NOW, THEREFORE BE IT RESOLVED that:

The Policy Board approves the Bus Stop Safety and Accessibility Study for Pulaski Area Transit; and

FURTHER, the NRV MPO authorizes the Executive Director to execute a contract on behalf of the NRV MPO with the New River Valley Regional Commission to accomplish this work.

Approved _____

F. Craig Meadows, Chairman

***New River Valley
Metropolitan Planning Organization***

September 1, 2016

Resolution to approve conducting a Bus Stop Safety and Accessibility Study for Radford Transit.

On a motion by Mike Barber seconded by Michael Sutphin and carried unanimously,

WHEREAS, the NRV MPO conducted a Bus Stop Safety and Accessibility Study for the Town of Blacksburg; and

WHEREAS, that study provided valuable information that could be used in prioritizing improvements, and

WHEREAS, similar information would be useful to the other transit providers within the NRV MPO, and

WHEREAS, the Executive Director has obtained a task order and budget from the New River Valley Regional Commission to perform this study for Radford Transit; and

WHEREAS, the study cost will be split evenly between Appalachian Regional Commission (ARC) funding as well as NRV MPO funding, and

WHEREAS, the NRV MPO funding will come from the FTA Section 5303 Transit Planning Funds in the 2016-17 UPWP, and

WHEREAS, the TAC has reviewed and recommends approval.

NOW, THEREFORE BE IT RESOLVED that:

The Policy Board approves the Bus Stop Safety and Accessibility Study for Radford Transit; and

FURTHER, the NRV MPO authorizes the Executive Director to execute a contract on behalf of the NRV MPO with the New River Valley Regional Commission to accomplish this work.

Approved _____

F. Craig Meadows, Chairman

*New River Valley
Metropolitan Planning Organization*

September 1, 2016

Resolution to approve updating the NRV MPO Freight Study.

On a motion by Mike Barber seconded by Michael Sutphin and carried unanimously,

WHEREAS, the NRV MPO developed a study on freight movement within the MPO in 2008; and

WHEREAS, the study needs to be updated to provide current information and data, and

WHEREAS, the New River Valley Regional Commission (NRVRC) has developed a task order and cost to conduct the study, and

WHEREAS, the funding will come from the “Special Studies” budget item in the 2016-17 and 2017-18 UPWPs, and

WHEREAS, the TAC has reviewed and recommends approval.

NOW, THEREFORE BE IT RESOLVED that:

The Policy Board approves this requested study; and

FURTHER, the NRV MPO authorizes the Executive Director to execute a contract on behalf of the NRV MPO with the New River Valley Regional Commission to accomplish this work.

Approved _____

F. Craig Meadows, Chairman

Support for Smart Scale project requests by localities

Dan, Anne, Michael, Adam, Bruce and Tom explained the projects being submitted by their respective groups for funding from VDOT under the Smart Scale Program. Ken also answered questions concerning capital requests qualifying for Smart Scale. Adam also requested substitution of the Town of Christiansburg's request for funding for extension of Parkway Drive from its current end to South Franklin Street in place of their prior request for realignment of West Main and Phlegar Streets.

Dan closed the discussions by stating that the TAC has compiled a list of these projects that will be submitted and recommends approval of all the projects. The list and suggested resolutions were included in the meeting materials.

Due to the large number of resolutions involved Craig suggested moving on them as a group.

On a motion by Mike Barber seconded by Michael Sutphin and carried unanimously, the resolutions were approved as a group including Christiansburg's substituted request. The resolutions follow in their entirety.

***New River Valley
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Resolution of support for a request to VDOT under the Smart Scale Program for funding of two bus shelters and amenities in the Town of Blacksburg.

On a motion by Mike Barber seconded by Michael Sutphin and carried unanimously,

WHEREAS, Smart Scale required development of guidelines for requests for transportation projects, and

WHEREAS, Virginia has developed these guidelines in order to prioritize projects statewide; and

WHEREAS, the Town of Blacksburg for Blacksburg Transit has requested funding for a project to install two solar shelters and pads in Blacksburg; and

WHEREAS, the Technical Advisory Committee recommends approval.

NOW, THEREFORE, BE IT RESOLVED, that the New River Valley Metropolitan Planning Organization Policy Board hereby endorses the request from the Town of Blacksburg and supports its consideration under both the Statewide High Priority Program Funding and the Salem District Grant Funding.

F. Craig Meadows, Chairman

***New River Valley
Metropolitan Planning Organization***

September 1, 2016

Resolution of support for a request to VDOT under the Smart Scale Program for funding of four bus shelters and amenities in the Town of Christiansburg.

On a motion by Mike Barber seconded by Michael Sutphin and carried unanimously,

WHEREAS, Smart Scale required development of guidelines for requests for transportation projects, and

WHEREAS, Virginia has developed these guidelines in order to prioritize projects statewide; and

WHEREAS, the Town of Blacksburg for Blacksburg Transit has requested funding for a project to install four solar shelters and pads in Christiansburg; and

WHEREAS, the Technical Advisory Committee recommends approval.

NOW, THEREFORE, BE IT RESOLVED, that the New River Valley Metropolitan Planning Organization Policy Board hereby endorses the request from the Town of Blacksburg and supports its consideration under both the Statewide High Priority Program Funding and the Salem District Grant Funding.

F. Craig Meadows, Chairman

***New River Valley
Metropolitan Planning Organization***

September 1, 2016

Resolution of support for a request to VDOT under the Smart Scale Program for funding of the Connector Road in the Town of Christiansburg

On a motion by Mike Barber seconded by Michael Sutphin and carried unanimously,

WHEREAS, Smart Scale required development of guidelines for requests for transportation projects, and

WHEREAS, Virginia has developed these guidelines in order to prioritize projects statewide; and

WHEREAS, the Town of Christiansburg has requested funding for a project known as the Connector Road; and

WHEREAS, this request is for a new four lane divided highway with controlled access between Pepper's Ferry Road (Route 114) and Cambria Street; and

WHEREAS, this project is in the MPO 2040 Long Range Transportation Plan (LRTP), and

WHEREAS, the Technical Advisory Committee recommends approval.

NOW, THEREFORE, BE IT RESOLVED, that the New River Valley Metropolitan Planning Organization Policy Board hereby endorses the request from the Town of Christiansburg and supports its consideration under both the Statewide High Priority Program Funding and the Salem District Grant Funding.

F. Craig Meadows, Chairman

***New River Valley
Metropolitan Planning Organization***

September 1, 2016

Resolution of support for a request to VDOT under the Smart Scale Program for funding of a new Connector Road in the City of Radford.

On a motion by Mike Barber seconded by Michael Sutphin and carried unanimously,

WHEREAS, Smart Scale required development of guidelines for requests for transportation projects, and

WHEREAS, Virginia has developed these guidelines in order to prioritize projects statewide; and

WHEREAS, the City of Radford has requested funding for a project known as the New Two Lane Connector; and

WHEREAS, this request is for a new two lane highway between Tyler Avenue (Route 177) and East Main Street (Route 11); and

WHEREAS, this project is in the MPO 2040 Long Range Transportation Plan (LRTP), and

WHEREAS, the Technical Advisory Committee recommends approval.

NOW, THEREFORE, BE IT RESOLVED, that the New River Valley Metropolitan Planning Organization Policy Board hereby endorses the request from the City of Radford and supports its consideration under both the Statewide High Priority Program Funding and the Salem District Grant Funding.

F. Craig Meadows, Chairman

***New River Valley
Metropolitan Planning Organization***

September 1, 2016

Resolution of support for a request to VDOT under the Smart Scale Program for funding of the Extension of Parkway Drive in the Town of Christiansburg.

On a motion by Bruce Brown seconded by Michael Sutphin and carried unanimously,

WHEREAS, Smart Scale required development of guidelines for requests for transportation projects, and

WHEREAS, Virginia has developed these guidelines in order to prioritize projects statewide; and

WHEREAS, the Town of Christiansburg has requested funding for extension of Parkway Drive from its current end to South Franklin Street; and

WHEREAS, this project is in the MPO 2040 Long Range Transportation Plan (LRTP) Vision Plan, and

WHEREAS, the Technical Advisory Committee recommends approval.

NOW, THEREFORE, BE IT RESOLVED, that the New River Valley Metropolitan Planning Organization Policy Board hereby endorses the request from the Town of Christiansburg and supports its consideration under both the Statewide High Priority Program Funding and the Salem District Grant Funding.

F. Craig Meadows, Chairman

***New River Valley
Metropolitan Planning Organization***

September 1, 2016

Resolution of support for a request to VDOT under the Smart Scale Program for funding of intersection improvements along Route 11 in Fairlawn in Pulaski County.

On a motion by Bruce Brown seconded by Michael Sutphin and carried unanimously,

WHEREAS, Smart Scale required development of guidelines for requests for transportation projects, and

WHEREAS, Virginia has developed these guidelines in order to prioritize projects statewide; and

WHEREAS, Pulaski County has requested funding for improvements on Route 11 in Fairlawn identified in a study done by the NRV MPO; and

WHEREAS, these improvements will include the addition of turn lanes and access management, and

WHEREAS, this project is in the MPO 2040 Long Range Transportation Plan (LRTP), and

WHEREAS, the Technical Advisory Committee recommends approval.

NOW, THEREFORE, BE IT RESOLVED, that the New River Valley Metropolitan Planning Organization Policy Board hereby endorses the request from Pulaski County and supports its consideration under both the Statewide High Priority Program Funding and the Salem District Grant Funding.

F. Craig Meadows, Chairman

***New River Valley
Metropolitan Planning Organization***

September 1, 2016

Resolution of support for a request to VDOT under the Smart Scale Program for funding of two sixty foot articulated buses for Blacksburg Transit.

On a motion by Bruce Brown seconded by Michael Sutphin and carried unanimously,

WHEREAS, Smart Scale required development of guidelines for requests for transportation projects, and

WHEREAS, Virginia has developed these guidelines in order to prioritize projects statewide; and

WHEREAS, the Town of Blacksburg has requested funding for a project to fund two new sixty foot articulated buses; and

WHEREAS, the Technical Advisory Committee recommends approval.

NOW, THEREFORE, BE IT RESOLVED, that the New River Valley Metropolitan Planning Organization Policy Board hereby endorses the request from the Town of Blacksburg and supports its consideration under both the Statewide High Priority Program Funding and the Salem District Grant Funding.

F. Craig Meadows, Chairman

***New River Valley
Metropolitan Planning Organization***

September 1, 2016

Resolution of support for a request to VDOT under the Smart Scale Program for funding of intersection improvements at Franklin Street and Depot Street in the Town of Christiansburg.

On a motion by Bruce Brown seconded by Michael Sutphin and carried unanimously,

WHEREAS, Smart Scale required development of guidelines for requests for transportation projects, and

WHEREAS, Virginia has developed these guidelines in order to prioritize projects statewide; and

WHEREAS, the Town of Christiansburg has requested funding for construction of left turning lanes on Franklin Street at its intersection with Depot Street; and

WHEREAS, this project is in the MPO 2040 Long Range Transportation Plan (LRTP), and

WHEREAS, the Technical Advisory Committee recommends approval.

NOW, THEREFORE, BE IT RESOLVED, that the New River Valley Metropolitan Planning Organization Policy Board hereby endorses the request from the Town of Christiansburg and supports its consideration under both the Statewide High Priority Program Funding and the Salem District Grant Funding.

F. Craig Meadows, Chairman

***New River Valley
Metropolitan Planning Organization***

September 1, 2016

Resolution of support for a request to VDOT under the Smart Scale Program for funding of intersection improvements at Route 114 and Route 685 in Montgomery County.

On a motion by Bruce Brown seconded by Michael Sutphin and carried unanimously,

WHEREAS, Smart Scale required development of guidelines for requests for transportation projects, and

WHEREAS, Virginia has developed these guidelines in order to prioritize projects statewide; and

WHEREAS, Montgomery County has requested funding for construction of turning lanes and pedestrian accommodations at the intersection of Route 114 and Route 685; and

WHEREAS, this project is in the MPO 2040 Long Range Transportation Plan (LRTP), and

WHEREAS, the Technical Advisory Committee recommends approval.

NOW, THEREFORE, BE IT RESOLVED, that the New River Valley Metropolitan Planning Organization Policy Board hereby endorses the request from Montgomery County and supports its consideration under both the Statewide High Priority Program Funding and the Salem District Grant Funding.

F. Craig Meadows, Chairman

***New River Valley
Metropolitan Planning Organization***

September 1, 2016

Resolution of support for a request to VDOT under the Smart Scale Program for funding of the Intersection Improvements on Route 460 in the Town of Blacksburg.

On a motion by Mike Barber seconded by Michael Sutphin and carried unanimously,

WHEREAS, Smart Scale required development of guidelines for requests for transportation projects, and

WHEREAS, Virginia has developed these guidelines in order to prioritize projects statewide; and

WHEREAS, the Town of Blacksburg has requested funding for improvements to the intersection of Route 460 and North Main Street (Route 460 Business); and

WHEREAS, Route 460 is one of the Corridors of Statewide Significance (COSS), and

WHEREAS, MPO support is needed for requests on a Corridor of Statewide Significance, and

WHEREAS, this request is identified as need "E" on Segment E2 of the Heartland Corridor and this intersection is also identified as a Top 100 Fatal and Injury location; and

WHEREAS, this project would construct a new interchange, and

WHEREAS, this project is in the MPO 2040 Long Range Transportation Plan (LRTP) Vision Plan, and

WHEREAS, the Technical Advisory Committee recommends approval.

NOW, THEREFORE, BE IT RESOLVED, that the New River Valley Metropolitan Planning Organization Policy Board hereby endorses the request from the Town of Blacksburg and supports its consideration under both the Statewide High Priority Program Funding and the Salem District Grant Funding.

F. Craig Meadows, Chairman

***New River Valley
Metropolitan Planning Organization***

September 1, 2016

Resolution of support for a request to VDOT under the Smart Scale Program for funding of additional intersection improvements at Route 8 and Route 669 in Montgomery County.

On a motion by Bruce Brown seconded by Michael Sutphin and carried unanimously,

WHEREAS, Smart Scale required development of guidelines for requests for transportation projects, and

WHEREAS, Virginia has developed these guidelines in order to prioritize projects statewide; and

WHEREAS, Montgomery County has requested funding to expand the current safety project providing turning lanes at Route 8 and Route 669; and

WHEREAS, this addition will tie in the current safety project and the Safe Routes to School projects by providing additional lane improvements as well as pedestrian accommodations, and

WHEREAS, this project is in the MPO 2040 Long Range Transportation Plan (LRTP), and

WHEREAS, the Technical Advisory Committee recommends approval.

NOW, THEREFORE, BE IT RESOLVED, that the New River Valley Metropolitan Planning Organization Policy Board hereby endorses the request from Montgomery County and supports its consideration under both the Statewide High Priority Program Funding and the Salem District Grant Funding.

F. Craig Meadows, Chairman

Approval of Amendment # 3 to the 2015-18 Transportation Improvement Program (TIP)

Dan reported that this amendment is necessary because VDRPT has included an additional funding category for Radford Transit and VDOT has also requested a new Rail project grouping to include funding for a railroad grade crossing upgrade in the Town of Christiansburg. The Amendment has been advertised in the local papers, posted on the MPO website, distributed to the MPO email list, Interested Parties list, and the Regulatory Agency list with no comments having been received. The TAC has reviewed and recommends approval.

There was no discussion and Craig called for a motion on the suggested resolution offered in the meeting materials.

On a motion by Bruce Brown seconded by Adam Carpenetti and carried unanimously, the resolution was approved and follows in its entirety:

New River Valley Metropolitan Planning Organization

September 1, 2016

Resolution Approving Amendment #3 for the 2015-18 TIP

On a motion by Bruce Brown seconded by Adam Carpenetti and carried unanimously,

WHEREAS, the MPO approved the 2015-2018 Transportation Improvement Program (TIP) in June, 2014, and

WHEREAS, additional funding was found by VDRPT that could be utilized by Radford Transit and this additional funding needs to be included in the MPO TIP, and

WHEREAS, VDOT has requested a new Rail project grouping to include a rail crossing upgrade in the Town of Christiansburg, and

WHEREAS, Amendment #3 was advertised for public comment, sent to the MPO email list, posted it on the MPO website, and sent it to the MPO Interested Parties and Governmental Review Agencies, and

WHEREAS, no comments were received,

WHEREAS, the TAC recommends approval.

NOW, THEREFORE BE IT RESOLVED that the New River Valley Metropolitan Planning Organization approves Amendment # 3 to the 2015-18 TIP.

F. Craig Meadows, Chairman

Addendum: Approval of Memorandum of Understanding Documents between the NRV MPO, the City of Radford and the Town of Blacksburg

Dan reported that two memorandum of understanding agreements pertinent to the use of 5303 planning funds by Blacksburg Transit and Radford Transit are being requested by the FTA for use in their triennial reviews of transit providers using federal funding. These were previously not addressed due to an oversight and we received the request yesterday thus the need for an addendum to the agenda. What is needed today is Policy Board approval of these documents.

There was no discussion and Craig called for a motion on the MOU documents included in the meeting materials.

On a motion by Mike Barber seconded by Bruce Brown and carried unanimously, the MOU documents were approved and follow in their entirety:

**A MEMORANDUM OF UNDERSTANDING BY AND BETWEEN
THE NEW RIVER VALLEY METROPOLITAN PLANNING ORGANIZATION
AND
THE TOWN OF BLACKSBURG OPERATING BLACKSBURG TRANSIT
RELATING TO
CONTINUING TRANSPORTATION PLANNING
IN RELATIONSHIP TO PUBLIC TRANSIT SERVICE PROVIDED BY THE TOWN OF
BLACKSBURG OPERATING BLACKSBURG TRANSIT**

This Memorandum of Understanding is made effective on this 1st day of September, 2016, between the New River Valley Metropolitan Planning Organization (hereinafter referred to as "NRV MPO"), and the Town of Blacksburg (hereinafter referred to as "Blacksburg"), the operator of the publicly-owned transit system located within the Blacksburg VA urbanized area-serving Blacksburg, Christiansburg, and the adjacent area in Virginia.

WITNESSETH:

WHEREAS, the NRV MPO is the designated Metropolitan Planning Organization (MPO), as set forth in the United States Department of Transportation ("US DOT") issued regulation 23 CFR § 450.314(a), covering portions of Montgomery and Pulaski Counties and the City of Radford (the Region); and

WHEREAS, representatives on the NRV MPO Policy Board include appointees of the counties of Montgomery and Pulaski, the City of Radford, the Towns of Blacksburg and Christiansburg, the Virginia Department of Transportation (VDOT), the Virginia Department of Rail and Public Transportation (VDRPT), Virginia Tech, Radford University, New River Community College, the New River Valley Regional Commission, the Federal Highway Administration ("FHWA"), and the Federal Transit Administration ("FTA"); and

WHEREAS, the NRV MPO is the Metropolitan Planning Organization (MPO) which serves portions of Montgomery and Pulaski Counties and the City of Radford; and

WHEREAS, Blacksburg operates Blacksburg Transit, one of the public transportation systems operating within the Blacksburg VA Urbanized Area; and

WHEREAS, the NRV MPO and Blacksburg seek to carry out public transit planning in compliance with the regulations and guidelines of the Federal Highway Administration and Federal Transit Administration; and

WHEREAS, the Blacksburg VA region has exceeded the threshold as classified by the United States 2010 Census of being an Urbanized Area (UZA), with 50,000 residents or more, and;

WHEREAS, the Virginia Department of Rail and Public Transportation (VDRPT) has designated the NRV MPO to carry out urban transportation planning activities in the Blacksburg VA Urbanized Area in regards to public transportation, and;

WHEREAS, Blacksburg is recognized as a direct recipient in the Urbanized Area for Federal Transit Administration grants and aid under Section 5307 of the Federal Transit Act, as amended; and

WHEREAS, the NRV MPO and Blacksburg desire to set forth guidelines for cooperative procedures that define roles and responsibilities for each.

NOW, THEREFORE, the parties hereto agree to the following:

1. The Parties' General Intent: The parties shall cooperate to carry out public transportation planning in a manner that conforms to guidelines issued by US DOT for transportation systems planning, project planning, and environmental planning and review, which includes the following:

- Establish and implement a public outreach program in support of the system planning program including the Transportation Improvement Program (TIP), the Unified Planning Work Program (UPWP), and the Long Range Transportation Plan (LRTP);
- Ensure that studies, as appropriate, support the development and analysis of transit options based on consultation with transit operators;
- Develop regional forecasts of population, employment, and land use;
- Develop transportation models and perform analyses for the region;
- Perform such studies as are necessary to sustain current operations, comply with federal and state requirements, and ensure integrity of existing operations and services;
- Provide regular briefings to the NRV MPO Policy Board on public transportation planning.

2. Transportation Systems Planning:

A. Roles and responsibilities of the NRV MPO for public transportation systems planning in the

Blacksburg VA Urbanized Area shall include:

- Produce in consultation with VDOT and VDRPT and the agency's consultants, a financially constrained public transit element which identifies all regionally significant proposed facilities.
- Conduct planning studies utilizing FTA Section 5303 funding that support the transit providers that operate within the MPO.

B. Roles and responsibilities of Blacksburg for transportation systems planning in the Blacksburg VA Urbanized Area shall include:

- Provide appropriate transit options for consideration in the NRV MPO studies of corridors and subareas;
- Participate in technical support for studies by the NRV MPO of corridors/subareas;
- Provide technical assistance and data to staff of the NRV MPO in the development of needs statements, concept definitions, and determinations of physical and operational feasibility;
- Identify transit services and projects which may cross the boundaries of the Region and require planning and forecasting coordination among other MPOs or Planning (Regional) Commissions;
- Develop and implement, as appropriate, a process for advancing public transit capital projects;

3. Project Planning:

A. Roles and Responsibilities of the NRV MPO for Project Planning shall include:

- Work with Blacksburg for inclusion of transit planning projects in the UPWP, TIP, and other planning programs of the NRV MPO; and
- When appropriate, participate in joint planning with Blacksburg, to assure consistency of planning assumptions, forecasts and establishment of feasibility for projects; and
- Develop studies to define transit concepts, feasibility, and cost estimates; and
- Prepare information submittals for studies and analyses; and
- Participate in technical support of any transit studies carried out by Blacksburg.

B. Roles and Responsibilities of Blacksburg for Project Planning shall include:

- Perform project planning and advance projects through a development process including studies to comply with local, state and federal guidance and regulations; and
- Involve the NRV MPO in project studies at the technical level as appropriate; and prepare preliminary and final engineering, and final cost estimates for transit projects; and
- Conduct public outreach and encourage public participation as required under applicable federal and state laws and regulations; and
- Prepare information submittals for projects; and
- Provide regular briefings and opportunities for input from the NRV MPO Policy Board.

4. Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP), and the Long Range Transportation Plan (LRTP):

A. Roles and Responsibilities of the NRV MPO shall include:

- Develop in cooperation with VDOT, VDRPT, and Blacksburg, the TIP, the UPWP, and the LRTP for consideration and review. Approve the final documents.
- Conduct in cooperation with VDOT, VDRPT, and Blacksburg, public outreach and encourage public participation in the development of the TIP, UPWP, and the LRTP as required under applicable federal and state laws and regulations;

B. Roles and Responsibilities of Blacksburg shall include:

- Develop in cooperation with VDOT, VDRPT, and the NRV MPO, the public transportation component of the TIP and the UPWP for Blacksburg; and
- Assist VDOT, VDRPT, and the NRV MPO in public outreach and encourage public participation in the development of the UPWP, TIP, and LRTP as required under applicable federal and state laws and regulations.

IN WITNESS WHEREOF, the parties hereto, intending to be legally bound hereby, have executed this Memorandum of Understanding by their duly authorized officers or representatives, as of the date first above written.

New River Valley

Town of Blacksburg

Metropolitan Planning Organization (NRV MPO)

By: _____

By: _____

F. Craig Meadows
Chairman

Marc Verniel
Town Manager

Date: _____

Date: _____

**A MEMORANDUM OF UNDERSTANDING BY AND BETWEEN
THE NEW RIVER VALLEY METROPOLITAN PLANNING ORGANIZATION AND
THE CITY OF RADFORD OPERATING RADFORD TRANSIT
RELATING TO
CONTINUING TRANSPORTATION PLANNING
IN RELATIONSHIP TO PUBLIC TRANSIT SERVICE PROVIDED BY THE
CITY OF RADFORD OPERATING RADFORD TRANSIT**

This Memorandum of Understanding is made effective on this 1st day of September, 2016, between the New River Valley Metropolitan Planning Organization (hereinafter referred to as "NRV MPO"), and the City of Radford (hereinafter referred to as "Radford"), the operator of the publicly-owned transit system located within the Blacksburg VA urbanized area-serving the City of Radford and the adjacent area in Virginia.

WITNESSETH:

WHEREAS, the NRV MPO is the designated Metropolitan Planning Organization (MPO), as set forth in the United States Department of Transportation ("US DOT") issued regulation 23 CFR § 450.314(a), covering portions of Montgomery and Pulaski Counties and the City of Radford (the Region); and

WHEREAS, representatives on the NRV MPO Policy Board include appointees of the counties of Montgomery and Pulaski, the City of Radford, the Towns of Blacksburg and Christiansburg, the Virginia Department of Transportation (VDOT), the Virginia Department of Rail and Public Transportation (VDRPT), Virginia Tech, Radford University, New River Community College, the New River Valley Regional Commission, the Federal Highway Administration ("FHWA"), and the Federal Transit Administration ("FTA"); and

WHEREAS, the NRV MPO is the Metropolitan Planning Organization (MPO) which serves portions of Montgomery and Pulaski Counties and the City of Radford; and

WHEREAS, Radford operates Radford Transit, one of the public transportation systems operating within the Blacksburg VA Urbanized Area; and

WHEREAS, the NRV MPO and Radford seek to carry out public transit planning in compliance with the regulations and guidelines of the Federal Highway Administration and Federal Transit Administration; and

WHEREAS, the Blacksburg VA region has exceeded the threshold as classified by the United States 2010 Census of being an Urbanized Area (UZA), with 50,000 residents or more, and;

WHEREAS, the Virginia Department of Rail and Public Transportation (VDRPT) has designated the NRV MPO to carry out urban transportation planning activities in the Blacksburg VA Urbanized Area in regards to public transportation, and;

WHEREAS, Radford is recognized as a direct recipient in the Urbanized Area for Federal Transit Administration grants and aid under Section 5307 of the Federal Transit Act, as amended; and

WHEREAS, the NRV MPO and Radford desire to set forth guidelines for cooperative procedures that define roles and responsibilities for each.

NOW, THEREFORE, the parties hereto agree to the following:

5. The Parties' General Intent: The parties shall cooperate to carry out public transportation planning in a manner that conforms to guidelines issued by US DOT for transportation systems planning, project planning, and environmental planning and review, which includes the following:

- Establish and implement a public outreach program in support of the system planning program including the Transportation Improvement Program (TIP), the Unified Planning Work Program (UPWP), and the Long Range Transportation Plan (LRTP);
- Ensure that studies, as appropriate, support the development and analysis of transit options based on consultation with transit operators;
- Develop regional forecasts of population, employment, and land use;
- Develop transportation models and perform analyses for the region;
- Perform such studies as are necessary to sustain current operations, comply with federal and state requirements, and ensure integrity of existing operations and services;
- Provide regular briefings to the NRV MPO Policy Board on public transportation planning.

6. Transportation Systems Planning:

C. Roles and responsibilities of the NRV MPO for public transportation systems planning in the Blacksburg VA Urbanized Area shall include:

- Produce in consultation with VDOT and VDRPT and the agency's consultants, a financially constrained public transit element which identifies all regionally significant proposed facilities; and
- Conduct planning studies utilizing FTA Section 5303 funding that support the transit providers that operate within the MPO.

D. Roles and responsibilities of Radford for transportation systems planning in the Blacksburg VA Urbanized Area shall include:

- Provide appropriate transit options for consideration in the NRV MPO studies of corridors and subareas;
- Participate in technical support for studies by the NRV MPO of corridors/subareas;
- Provide technical assistance and data to staff of the NRV MPO in the development of needs statements, concept definitions, and determinations of physical and operational feasibility;
- Identify transit services and projects which may cross the boundaries of the Region and require planning and forecasting coordination among other MPOs or Planning(Regional) Commissions;
- Develop and implement, as appropriate, a process for advancing public transit capital projects;

7. Project Planning:

C. Roles and Responsibilities of the NRV MPO for Project Planning shall include:

- Work with Radford for inclusion of transit planning projects in the UPWP, TIP, and other planning programs of the NRV MPO; and
- When appropriate, participate in joint planning with Radford, to assure consistency of planning assumptions, forecasts and establishment of feasibility for projects; and
- Develop studies to define transit concepts, feasibility and cost estimates; and
- Prepare information submittals for studies and analyses; and
- Participate in technical support of transit studies carried out by Radford.

D. Roles and Responsibilities of Radford for Project Planning shall include:

- Perform project planning and advance projects through a development process including studies to comply with local, state and federal guidance and regulations; and
- Involve the NRV MPO in project studies at the technical level as appropriate; and prepare preliminary and final engineering, and final cost estimates for transit projects; and
- Conduct public outreach and encourage public participation as required under applicable federal and state laws and regulations; and
- Prepare information submittals for projects; and
- Provide regular briefings and opportunities for input from the NRV MPO Policy Board.

8. Transportation Improvement Program (TIP), Unified Planning Work Program

(UPWP), and Long Range Transportation Plan (LRTP):

C. Roles and Responsibilities of the NRV MPO shall include:

- Develop in cooperation with VDOT, VDRPT, and Radford, the TIP, the UPWP, and the LRTP for consideration and review. Approve the final documents.
- Conduct in cooperation with VDOT, VDRPT, and Radford, public outreach and encourage public participation in the development of the TIP, UPWP, and the LRTP as required under applicable federal and state laws and regulations;

D. Roles and Responsibilities of Radford shall include:

- Develop in cooperation with VDOT, VDRPT, and the NRV MPO, the public transportation component of the TIP, the UPWP, and the LRTP for Radford; and
- Assist VDOT, VDRPT, and the NRV MPO in public outreach and encourage public participation in the development of the UPWP, TIP, and LRTP as required under applicable federal and state laws and regulations.

IN WITNESS WHEREOF, the parties hereto, intending to be legally bound hereby, have executed this Memorandum of Understanding by their duly authorized officers or representatives, as of the date first above written.

New River Valley

City of Radford

Metropolitan Planning Organization (NRV MPO)

By: _____

By: _____

F. Craig Meadows
Chairman

David Ridpath
City Manager

Date: _____

Date: _____

EXECUTIVE DIRECTOR REPORT

VDOT report – Ken King

Ken reported briefly on the progress being made on the Smart Scale effort. The deadline for submitting projects for consideration is September 30, 2016 and then, due to Smart Scale operating on a two year cycle, there will be no applications accepted next year. Indications are that funding will be constrained however no hard numbers are available at this time. The web portal for submitting requests for funding is now active and can be used for Smart Scale, Safety related applications, Revenue Sharing applications, TA applications so everyone now has one central place to go when requesting funding through VDoT. The last item Ken had was announcing that VDoT will be hosting their annual Local Programs Workshop on September 13th, 14th, and 15th at the Hotel Roanoke.

Dan also added that the I-81 over Route 8 Bridge replacement public hearing will be held September 15th from 5:00 to 7:00 PM at the Christiansburg Middle School.

Long Range Plan update

Dan reported on the LRP update. Dan and Michael continue to work on developing a list of projects for the update based on both projects that were approved last year and those included in the Six Year Plan. A final document should be completed in the near future.

VTRANS update

Dan reported that recommendations are being developed based on comments submitted at the regional forums last summer however there has been no news from the VTRANS group. Michael to follow up with VTRANS and advise us of the status of the update.

Development of TDPs for BT, RT, and PAT

Jay reported on the progress of the TDP development efforts for BT, RT and PAT. Plans are being formulated to start work on the TDP's during the upcoming winter season.

Passenger rail update

Kevin reported that a panel discussion occurred at the legislative reception held August 16th and then last week there was a meeting of several members of the steering committee with Senator Edwards to discuss how to advance the date of the study to a date earlier than fiscal year 2019 currently scheduled. Senator Edwards will be meeting with the Governor this week and will have this on his short list of items to discuss during their meeting.

Other items

Dan reported that Andrew Warren recently approached the TAC concerning the possibility of requesting that Google conduct a photo shoot of the Huckleberry Trail in Christiansburg for use with Google Street View. Later discussions with Erik led to the suggestion that this be done for the entire length of the trail. The TAC is supportive of making this request and it is being pursued. More to follow as things develop.

OTHER BUSINESS

There was no other business to discuss.

INTO CLOSED MEETING – 3 PM

Craig announced that there was one item of business needing to be discussed and asked to hear a motion to enter into a closed meeting.

On a motion by Michael Barber seconded by Michael Sutphin and carried unanimously,

BE IT RESOLVED, The MPO Policy Board hereby enters into Closed Meeting for the purpose of discussing the following:

Section 2.1-3711 (1) Discussion, Consideration, or Interviews of
Prospective Candidates for Employment;
Assignment, Appointment, Promotion,
Performance, Demotion, Salaries, Disciplining or
Resignation of Specific Officers, Appointees or
Employees of Any Public Body

1. Personnel Matter

OUT OF CLOSED MEETING – 3:20 PM

Business concluded, Craig asked to hear a motion to end the Closed Meeting.

On a motion by Michael Barber seconded by Michael Sutphin and carried unanimously,

BE IT RESOLVED, The MPO Policy Board hereby ends their Closed Meeting to return to Regular Session.

CERTIFICATION OF CLOSED MEETING

Craig next asked to hear a motion to certify the Closed Meeting.

On a motion by Anne McClung seconded by Michael Barber and carried by a vote of eight ayes, zero nays and three absences the certification of the closed meeting was completed.

WHEREAS, The MPO Policy Board has convened a Closed Meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia requires a certification by the Policy Board that such Closed Meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED, The MPO Policy Board hereby certifies that to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as identified in the motion conveying the closed meeting were heard, discussed or considered by the Policy Board.

VOTE:

AYES: Craig Meadows, Anne McClung, Michael Sutphin, Michael Barger, Adam Carpenetti, Bruce Brown, Melissa Skelton and Ken King.

NAYS: None

ABSENT DURING VOTE: Annette Perkins, Joe Guthrie and Pete Huber.

ABSENT DURING MEETING: Annette Perkins, Joe Guthrie and Pete Huber.

ANNUAL PERFORMANCE REVIEW OF EXECUTIVE DIRECTOR AND AMENDMENT TO EMPLOYMENT AGREEMENT

Based on Dan's annual performance review a 3% increase in salary, retroactive to July 1, 2016, was recommended.

Craig asked to hear a motion to authorize the salary increase.

On a motion by Michael Barber seconded by Michael Sutphin and carried by a vote of eight to zero with three members absent,

BE IT RESOLVED, By the MPO Policy Board that Section (4)1 of the Employment Agreement between John Daniel Brugh and the ~~Blacksburg/Christiansburg/Montgomery Area~~ New River Valley Metropolitan Planning Organization dated July 22, 2003 is hereby amended effective September 1, 2016 as follows:

(4) COMPENSATION

1. Salary

The MPO shall pay Brugh an annual salary rate of ~~\$48,000 \$48,960 \$51,408 \$53,464 \$55,600 \$58,380 \$59,548, \$61,334, \$66,057~~(5.7% retirement adjustment, 2% performance), \$68,039, \$69740, \$72,530, **\$74,706** annual salary shall be paid to Brugh in a manner applicable to the fiscal agent for the MPO.

The MPO and Brugh may mutually agree to adjust the salary of Brugh during the term of this Agreement. Any adjustment made during the life of this agreement shall be in the form of an amendment and become part of this agreement, but it shall not be deemed that MPO and Brugh have entered into a new agreement. It is agreed that MPO shall review Brugh's performance June of each calendar year.

NEXT SCHEDULED MEETING

Craig announced that the next scheduled meeting is October 6, 2016 at 2:00 PM in the Montgomery County Government Center.

ADJOURNMENT

There being no further agenda items to discuss, Craig adjourned the meeting at 3:25 PM.

Attest: _____

F. Craig Meadows, Chairman