

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

Minutes  
October 4, 2007

PRESENT:    Richard Ballengee    - Town of Christiansburg  
              Steve Mouras        - Virginia Tech  
              Michael St.Jean        - VT Montgomery Regional Airport Authority  
              David Clarke            - VDOT (Christiansburg)  
              Rebecca Martin        - Blacksburg Transit  
              Susan Anderson       - Town of Blacksburg  
              Michael Gray          - VDOT (Salem)  
              Kevin Byrd            - NRV PDC  
              Adele Schirmer       - Town of Blacksburg  
              Lance Terpenney     - Town of Christiansburg  
              Jennifer Hamblin    - Recording Secretary  
              Dan Brugh            - MPO

ABSENT:     Doug Marrs            - Montgomery County  
              Ron Rordam            - Town of Blacksburg  
              Unwana Dabney       - Federal Highway Administration  
              Clay Goodman        - Montgomery County  
              Charles Badger       - Department of Rail and Public Transportation  
              Toni Cho              - Federal Transit Administration  
              Richard Caywood    - VDOT (Salem)

**DECLARATION OF QUORUM AND CALL TO ORDER**

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

**APPROVAL OF AGENDA**

On a motion by Adele Schirmer, seconded by Susan Anderson and carried unanimously, the agenda was approved.

**APPROVAL OF MINUTES OF JUNE 7, 2007**

On a motion by Susan Anderson, seconded by Kevin Byrd and carried unanimously, the minutes of June 7, 2007 were approved.

**PUBLIC ADDRESS SESSION**

There being no speakers, the public address session was closed.

**OLD BUSINESS – None**

**NEW BUSINESS**

**New Representative for the New River Valley Planning District Commission**

Kevin Byrd will be the new representative for the New River Valley Planning District Commission.

**Approval of Amendment #1 to the 2007-08 Unified Planning District Commission**

FhWA has requested an amendment to the 2007-08 UPWP to include the SmartWay bus survey that was approved at the July meeting as well as the Employment Mobility Study being done by the NRV Planning District Commission through a grant from VDOT. A request for comment on the Amendment has been advertised in the local newspapers, and the draft Amendment has been posted on the MPO website and sent to the Regulatory agencies, Interested Parties, and the MPO email list for comment.

On a motion by Susan Anderson, seconded by Adele Schirmer and carried unanimously,

WHEREAS, VDoT has requested an amendment to the 2007-2008 UPWP to add two specific planning projects that involve the MPO; and

WHEREAS, this amendment has been advertised in the local newspapers for 30 days, posted on the MPO website, sent to the MPO Interested Parties List and the Regulatory Agencies List, and sent to those on the MPO email list; and

WHEREAS, the TAC recommends approval.

NOW, THEREFORE, BE IT RESOLVED, that the Blacksburg, Christiansburg, Montgomery Area MPO approves Amendment #1 to the 2007-2008 UPWP.

**Approval of Amendment #1 to the 2006-08 Transportation Improvement Program (TIP)**

In accordance with the resolution adopted at the July meeting, an Amendment is needed to the current TIP. A request for comment on the Amendment has been advertised in the local newspapers, and the draft Amendment has been posted on the MPO website and sent to the Regulatory agencies, Interested Parties, and the MPO email list for comment.

On a motion by Susan Anderson, seconded by Richard Ballengee and carried unanimously,

WHEREAS, the MPO has approved a strategy to incorporate the FY09-10 Addendum to the FY06-08 TIP; and

WHEREAS, VDoT has submitted to the MPO an amendment for the 2006-2008 TIP; and

WHEREAS, Amendment #1 to the FY06-08 TIP has been advertised in the local newspapers for 30 days, posted on the MPO website, sent to the MPO Interested Parties List and the Regulatory Agencies List, and sent to those on the MPO email list; and

WHEREAS, the MPO has received comments and given them due consideration; and

WHEREAS, the TAC recommends approval.

NOW, THEREFORE, BE IT RESOLVED, that the Blacksburg, Christiansburg, Montgomery Area MPO approves Amendment #1 to the 2006-2008 TIP.

### **Planning Studies in the Town of Christiansburg**

The Town of Christiansburg has requested consideration of several planning studies in Town. The projects have been submitted to VDOT for preliminary approval. Authorization to request costs of each study from our On Call consultant is needed. Upon receiving the cost information, the Policy Board will need to review and approve the studies to be submitted to VDOT and FhWA for final approval.

On a motion by Susan Anderson, seconded by Kevin Byrd and carried unanimously,

WHEREAS, the Town of Christiansburg has requested consideration of several planning studies in Town; and

WHEREAS, VDoT has preliminarily reviewed the project list; and

WHEREAS, the TAC recommends soliciting cost proposals in order to give consideration to the request.

NOW, THEREFORE, BE IT RESOLVED, that the Blacksburg, Christiansburg, Montgomery Area MPO accepts the recommendation of the TAC to solicit cost proposals from one of our On Call consultants.

FURTHER, the Executive Director is directed to secure the cost proposals and submit them to the TAC for consideration and recommendation to the Policy Board.

### **Comments for VDOT in Development of the FY 2009-2014 Six Year Improvement Program**

VDOT will be holding a public hearing in Salem on October 24<sup>th</sup> prior to developing the 2009-2014 Six Year Plan. Local elected officials are invited to attend at 5:00 pm for a special session. The regular hearing begins at 6:00 pm with a formal comment period beginning at 6:30 pm.

On a motion by Richard Ballengee, seconded by Susan Anderson and carried unanimously,

WHEREAS, VDoT has requested comments in developing the FY2009-2014 Six Year Plan; and

WHEREAS, the MPO, through its 2030 Long Range Transportation Plan, has identified transportation needs within the MPO.

NOW, THEREFORE, BE IT RESOLVED, that the Blacksburg, Christiansburg, Montgomery Area MPO requests that VDoT develop the projects already in the Six Year Plan on time and on budget and program the safety funding identified for Montgomery County on safety projects already identified – Route 8 and Route 675, Route 114 and Route 1286, and Route 8 and Route 669.

FURTHER, the MPO requests VDoT to advance the construction date of the Route 114 bridge over the New River to the earliest possible date.

AND FURTHER, that VDoT add projects requested by the Towns of Blacksburg and Christiansburg through Urban funding that are included in the 2030 Long Range Plan.

AND FURTHER, that VDoT add: 1) the 4 laning of Route 114 from the Christiansburg Corporate Limits to the Radford Army Ammunition Plan, 2) I-81 and Route 8 interchange operational improvements and 3) addition of ramp from eastbound Route 460 Bypass to westbound Route 460 Business.

### **Support of Enhancement Grant Request for Montgomery County**

Montgomery County will be submitting an Enhancement Grant application to VDOT for a project to extend the Huckleberry Trail from its current terminus at the New River Valley Mall to the Christiansburg Recreation Center. The project is estimated to cost \$1.6 million with 80 % expected to come from federal funding and 20 % from local match. The local match would consist of private funds as well as “in kind” services by the Town of Christiansburg. It was also noted in the meeting that if the project will require a large amount of funding, it is best to submit a phased approach, because often the committee considering funding requests likes to be able to afford a certain percentage, or it won’t receive funding at all.

On a motion by Susan Anderson, seconded by Adele Schirmer and carried unanimously,

WHEREAS, Montgomery County desires to submit an Enhancement Grant application for the extension of the Huckleberry Trail to the Christiansburg Recreation Center; and

WHEREAS, the extension is in accordance with the bicycle/pedestrian plan of the Town of Christiansburg; and

WHEREAS, this extension will provide for alternative transportation to and from the Christiansburg Recreation Center to over 1000 dwellings and numerous commercial/retail establishments; and

WHEREAS, the TAC has reviewed the proposal and recommends approval.

NOW, THEREFORE, BE IT RESOLVED, that the Blacksburg, Christiansburg, Montgomery Area MPO supports the application by Montgomery County for Enhancement funding and encourages VDOT to fully fund this project.

## **Title VI**

The MPO was recently audited by the VDOT Civil Rights Office in Salem, Virginia, for compliance with the Civil Rights Act of 1964, as amended. Several deficiencies were noted that need to be corrected. Documents have been prepared to bring the MPO into compliance.

On a motion by Susan Anderson, seconded by Richard Ballengee and carried unanimously,

WHEREAS, the MPO is required to comply with Title VI requirements of the Civil Rights Act of 1964 as amended; and

WHEREAS, the MPO has developed a policy statement outlining its commitment to nondiscrimination and equal opportunity.

NOW, THEREFORE, BE IT RESOLVED, that the Blacksburg, Christiansburg, Montgomery Area MPO approves the MPO Title VI Policy dated October 4, 2007.

On a motion by Susan Anderson, seconded by Richard Ballengee and carried unanimously,

WHEREAS, the MPO receives federal funding for its operation; and

WHEREAS, the MPO is required to make certain assurances regarding Title VI compliance in order to receive the federal funding; and

WHEREAS, a signed Assurance document is required to assure MPO compliance.

NOW, THEREFORE, BE IT RESOLVED, that the Blacksburg, Christiansburg, Montgomery Area MPO authorizes its Chairman to execute the Title VI Assurances document dated October 4, 2007.

## **NONDISCRIMINATION AGREEMENT AND ASSURANCES**

### **TITLE VI ASSURANCES**

The Blacksburg, Christiansburg, Montgomery Area Metropolitan Planning Organization, (hereinafter referred to as the "Recipient") HEREBY AGREES THAT as a condition to receiving any federal financial assistance from the Department of Transportation through the Virginia Department of Transportation, it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 (hereinafter referred to as the Act), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the Regulations) and other pertinent directives, to the end that in accordance with the Act, Regulations, and other pertinent directives, no person in the United States shall, on the basis of race, color, national origin, sex, age or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives Federal financial assistance from the Department of Transportation, including the Federal Highway Administration, and HEREBY GIVES ASSURANCE THAT it will promptly take any measures necessary to effectuate this agreement. This assurance is required by Subsection 21.7 (a) (1) of the Regulations, a copy of which is attached. Further, the Civil Rights Restoration Act of 1987 amended the affected statutes of the Act to ensure that recipients are aware that discrimination is prohibited throughout the entire agency if any part of the agency receives federal financial assistance.

More specifically and without limiting the above general assurance, the Recipient hereby gives the following specific assurances with respect to its Federal-Aid Highway Program:

1. The Recipient agrees that each, "program" and each "facility" as defined in Subsections 21.23(b) and 21.23(e) of the Regulations, will be (with regard to a "program") conducted, or will be (with regard to a "facility") operated in compliance with all requirements imposed by, or pursuant to, the Regulations.
2. The Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations made in connection with the Federal-Aid Highway Program and, in adapted form, in all proposals for negotiated agreements:  
The Blacksburg, Christiansburg Montgomery Area MPO, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, sex, age or disability.
3. The Recipient shall insert the clauses of Appendix A of this assurance in every contract subject to the Act of the Regulations.
4. Where the Recipient receives federal financial assistance to construct a facility, or part of a facility, the assurance shall extend to the entire facility and facilities operated in connection therewith.
5. Where the Recipient receives federal financial assistance in the form or for the acquisition of real

property or an interest in real property, the assurance shall extend to rights to space on, over, or under such property.

6. The Recipient shall include the appropriate clauses set forth in Appendix B of this assurance, as a covenant running with the land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the Recipient with other parties: (a) for the subsequent transfer of real property acquired or improved under the Federal-Aid Highway Program, and (b) for the construction or use of or access to space on, over, or under real property acquired or improved under the Federal-Aid Highway Program.
7. This assurance obligates the Recipient for the period during which federal financial assistance is extended to the program, except where the federal financial assistance is to provide, or is in the form of, personal property, or real property or interest therein or structures or improvements thereon, in which case the assurance obligates the Recipient or any transferee for the longer of the following periods: (a) the period during which the property is used for a purpose for which the federal financial assistance is extended, or for another purpose involving the provisions of similar services or benefits, or (b) the period during which the Recipient retains ownership or possession of the property.
8. The Recipient shall provide for such methods of administration for the program as are found by the Secretary of Transportation, or the official to whom he delegates specific authority, to give reasonable guarantees that it, other recipients, sub grantees, contractors, subcontractors, transferees, successors in interest, and other participants of federal financial assistance under such program will comply with all requirements imposed by, or pursuant to, the Act, the Regulations, and this assurance.
9. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the Regulations, and this assurance.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts, or other federal financial assistance extended after the date hereof to the Recipient by the Commonwealth of Virginia, Department of Transportation, under the Federal-Aid Highway Program and is binding on it, other recipients, sub grantees, contractors, subcontractors, transferees, successors in interest, and other participants in the Federal-Aid Highway Program. The person whose signature appears below is authorized to sign this assurance on behalf of the Recipient.

## **EXECUTIVE DIRECTOR'S REPORT**

### **Virginia Tech SmartWay Bus Survey**

The SmartWay Bus Rider survey is currently underway. Students are riding the SmartWay Bus and asking passengers questions regarding their university affiliation, residence, general questions on how the bus fits in their schedule and opinions about the bus service. Results from the survey are expected on November 1<sup>st</sup>.

### **Human Services Transportation Plan**

SAFETEA-LU requires that a Coordinated Human Services Plan be developed for the MPO and surrounding areas although there is no requirement as to who specifically is to develop it. Originally DRPT had offered to develop a statewide plan that the localities could use. Then that decision was reversed and the New River Valley Planning

District Commission offered to develop a Plan for the PDC as well as the MPO. DRPT has recently decided to continue forward with their original plan and perform a statewide study. In order to meet SAFETEA-LU requirements the study must be complete by July 1, 2008.

### **Annual VDOT Fall Transportation Conference**

The VDOT fall conference will be held November 7<sup>th</sup> -9<sup>th</sup> at the Roanoke Hotel and Conference Center. Dan Brugh will be attending the conference on behalf of the MPO. Members of the TAC are encouraged to attend the conference.

### **OTHER BUSINESS**

#### **Airport Update**

Michael St.Jean updated the Policy Board on changes going on at the Airport.

1. Demolition of buildings on South Main Street. (1 house on Ellet Road and 2 brick buildings where the car wash once stood). Area will be graded and seeded. This project is currently underway. Phase II of this is the Wilco-Hess gas station relocation, which will begin at end of 2008.
2. \$2,375,000 Apron Expansion project going on at the front of the terminal building. Will increase apron capacity by 16,000 sq yards. This project is currently underway and is scheduled to take 383 days.
3. In March a \$1,000,000 site preparation project will begin which will include the demolition of trees and utility installation. The one acre area will be the first location of a corporate hanger.
4. The Master Plan Update was submitted to the Airport Authority approximately 4 months ago for review of some issues related to the runway protection zone. The plan has been reviewed by two staff members and is awaiting review by a third. The Airport Authority will then make recommendations on what to do with regards to the Virginia Tech Dairy barn.

### **NEXT MEETING**

The next scheduled meeting is November 1, 2007.

### **ADJOURNMENT**

The meeting was adjourned at 2:40 p.m.

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Adele Schirmer, Vice Chairman