



Policy Board Meeting July 27, 2015

Policy Board Members Present

John B. Love III, Chair, Councilman, City of Midland
David Turner, Vice-Chair, Mayor, City of Odessa
Bryan Cox, County Judge, Martin County
Mike McAnally, District Engineer, TxDOT Odessa District
Robin Donnelly, County Commissioner, Midland County
Robert Stephens, General Manager, MOUTD

Policy Board Members Absent:

Susan Redford, County Judge, Ector County

Others in Attendance:

Cameron Walker, Executive Director, MOTOR MPO
Lorraine Quimiro, Senior Transportation Planner, MOTOR MPO
Rina Bale, Mobility Manager, MOTOR MPO
Ria Mangus, Administrative Planning Assistant, MOTOR MPO
Rey Carrasco, Project Manager, Kimley-Horn
Kerry Miller, Practice Builder, Kimley-Horn
Melanie Freeman, Dunaway & Associates, Midland County
Randy Brinlee, Director of Planning, City of Odessa
Matt Carr, City Engineer, City of Midland
Gene Powell, Public Information Officer, TxDOT Odessa District
Robert Ornelas, Transportation Engineer, TxDOT Odessa District
Gary Law, Director of TP&D, TxDOT Odessa District

AGENDA ITEM

1. Call Meeting to Order

The meeting of the MOTOR Policy Board was called to order at 5:11 P.M. by Policy Board Chair, John B. Love III.

2. Introductions and Announcements

None, will introduce on Agenda Item #4.

3. Public Comment Period

None

4. University Blvd. project update – Kimley-Horn and Associates

The City of Odessa partnering with Kimley-Horn and Associates are implementing unique public involvement and corridor planning techniques on the University Boulevard widening project. Staff believes this presentation will be of interest to the Policy Board and others.

Cameron introduced Kerry Miller and Rey Carrasco with Kimley-Horn, who are working on the University Boulevard project. Mr. Miller stated they have been working with the city of Odessa for approximately four months, and city staff to move the University project forward. Teamed with John Landgraf of LCA, to provide survey data, assistance with public involvement, and will help with right-away to coordinate with utilities. Scope is to improve mobility, safety, and livability. The length of the project is 1.75 miles with a budget of 10 million dollars working in phases. Phase 1 will be from Hancock to just East of Maple and Phase 2 from East of Maple to Grandview. They have allowed seven months for preliminary design, primarily for what is proposed to do and including citizen input. About 16 months will be used for the final design, split between final design plans, prepare right-away, and utility relocations and hope to begin construction in November 2016.

Key to project was through public involvement with clear accurate information with public contact, easy access and with a website (www.driveodessa.com). Kimley-Horn sent out over 400 notices in both English and Spanish to prepare residents of door-to-door communication that began this month to give the project a face. Kimley-Horn sent out 4 thousand notices of public meeting at the Jack Rodgers Fine Arts Center on the Odessa College campus.

The challenge is to update University that is in a fully developed corridor and to bring everything up to date. Kimley-Horn will explain why the three negative offset intersections to need to these conflict points. Cul-de-sac will reduce conflict points in the Keystone neighborhood. Will also present raised center medians that will block mid-block left turns. Most of the public did not find this amendable. Emergency responders were concerned about accessibility with traffic backed up and raised medians, Kimley-Horn have suggested mountable medians. Looking at ways to reduce the number of access points along University, by possibly creating better access points through alley-ways for residents to park and reducing the number of driveways. And finally, will add sidewalks and ramp access points for better livability.

Cameron reiterated the 10.7 million programmed through Prop 1 money does not involve federal funds and that this is a local project.

5. Approve Minutes from June 15, 2015

A motion was made by David Turner and seconded by Robin Donnelly to accept and approve the June 15, 2015 Policy Board meeting minutes as submitted. The motion passed unanimously.

6. Approve May 2015 Billing Statement

Staff completed and submitted the May billing to TxDOT. This is the eighth billing for fiscal year 2015 and reflects the *Tasks* and *Subtasks* as approved in the 2015 UPWP. During the month of May, MOTOR MPO expended \$32,126.12 which brings the percentage of expenditures to 59.72% of the FY 2015 programmed funds. The actual balance of funds is \$239,683.27.

A motion was made by David Turner and seconded by Bryan Cox to accept and approve the May billing statement as submitted. The motion passed unanimously.

7. MOTOR MPO Visioning Meeting Summary

The notes below were taken by the MPO staff during the July 7th workshop. While a wide range of topics was discussed we believe the most important ones included the following:

1. Addressing the MPO's Vision, Goals, Objectives and Strategies
2. Addressing the Mission Statement
3. Improving communications – both internal and external
4. Considering a new identity with a change of agency name
5. Refining the project selection process
6. Addressing quality of life and livability issues including needs in unincorporated areas and for specific populations such as the disabled

Cameron asked to follow up and provided a summary of the notes written by Staff. Staff will ask the TAC to meet a couple of times a month to help address items, particularly items 1, 2, 5, and 6. From the discussion and comments, amendments to the MTP will need to be made and will need TAC recommendations, including a new priority list. With Judge Redford leaving, leaves us August and September, to make headway on items that affect the MTP.

John agreed and would like to address 1 and 2, to better address public relations and not put on hold for 30 days. David mentioned he would like to address the priority of project selection as soon as possible. Cameron stated that staff and the TAC members would prepare examples for the Board to review at the August meeting.

Robin addressed the criteria for project selection as stated in the MTP; TAC should be directed to give rating for the 13 projects. Mike stated House Bill 20 may change how MPOs rate project selection. Board needs to look at program authority, to decide what projects to develop. UTP will be updated with Prop 1 funds for FY 16, and will expect projects to be programmed.

8. Approve the FY 2016 UPWP

Each year MOTOR MPO submits an annual budget, the Unified Planning Work Program, for review and approval by the Policy Board and TxDOT. The basic formatting is provided by TxDOT; however, the content and funding amounts vary from year to year among the state's 25 MPOs.

The document contains a summary of work activities completed during FY 2015 and an estimated cost and description of projected work in FY 2016. Staff presented the draft UPWP to the TAC on July 2nd including the comments received from Joe Clark.

Cameron stated MOTOR MPO will receive an estimated +/- \$450 thousand in FY 2016 and has programmed funds in accordance to TxDOT in Austin in to five different tasks to utilize all funds. \$251 thousand in Administrative and Management, \$35,000 in Data Development, Short Range Planning is \$36,000 and MTP is \$78,100 due to the Travel Demand Model. Then lastly, as in FY 2015, Special Studies is \$50,000. Companion item to agenda Item 9.d., regarding study with Midland, that may lead to construction of future roads. Certification forms to be signed at the end of the document.

Mike asked about the funding in subtask 1.4. Cameron acknowledged the number was high and recommended it moved to Subtask 1.5 and 1.7. The current year is programmed at \$20,000 and MOTOR MPO is currently at \$25,000. Further explained, some professional development includes webinars that Staff does not travel for. Cameron states he attends all TEMPO meetings (x4/year), planning conference (x2/year), training in Abilene for certification for contract for Midland study, and to San Angelo for a conference with Judge Lewis to learn about legislature changes as pertains to transportation. Continued with Lorraine attended a GIS conference in San Diego and Rina attends transit related conference and RCTP related meetings. Rina mentioned that salaries are also included in Subtask 1.4 and is not strictly travel. John stated Subtask 1.4 to be set at \$30,000 and the remaining \$18,500 be moved to Subtask 1.5 (\$9,400) and 1.7 (\$9,500).

A motion was made by Robert Stephens and seconded by Bryan Cox to accept and approve the FY 2016 UPWP as was amended. The motion passed unanimously. Resolution was signed by all Board members present.

David asked for a standard financial statement. Robin asked for salaries to be combined, rather than by Task and Subtask. Rina stated that it was required by TxDOT to use the current format but Staff can include a standard financial statement in the agenda for the Board's review.

9. MPO Staff Reports

a. 60-day Calendar:

Staff included a 60-day event calendar to inform the Policy Board of upcoming meetings, hearings and special events.

Staff informed the Policy Board of the UTP Public Meeting at TxDOT and the Transportation Safety meeting at Midland Center on July 16th. Also, pointed out the inclusion of the LEAP Board meetings to the calendar.

b. Regionally Coordinated Transportation Planning (RCTP) Update:

Staff provided the Board members with an RCTP update regarding the meeting held on Wednesday, June 10, 2015. The Committee approved the new RCTP logo and brochure indicating 17 counties RCTP covers in a dark blue and 5 counties in light blue serviced through partnerships; discussed potential FTA Section 5310 projects, partnerships, and needs; and continued discussions on the Multi-Modal coordination efforts. The Mobility Manager submitted the Section 5304 funding application at the beginning of April and it will be on the commission docket in July. This contract will fund the RCTP committee and Mobility Manager position until February 2017. The Mobility Manager will submit two Section 5304 billings to TxDOT before the end of July and the third and final billing will be submitted in early September. A new contract will start September 1st.

c. 30 Day Activity Update:

Staff coordinated the Visioning meeting on July 7th. Staff attended the transportation safety task force meeting held by the Center for Energy Alliance at the Pioneer headquarters concerning freight and energy sector safety in the region. An additional safety meeting was held on July 16th hosted by Shell Oil Company at the Midland Center. Staff attended the TxDOT statewide public meeting for the 2016 UTP.

d. NE Midland Planning & Environmental Linkage Study update:

Staff continued to work with the City of Midland to leverage funds to complete a regional corridor study in NE Midland, Midland County and Martin County. On July 14th, the City of Midland City Council authorized Courtney Sharp, City Manager, to prepare an agreement between the City and MOTOR to hire a consultant to complete the study. When an agreement is ready for Policy Board approval staff will place an item on the appropriate agenda. The map below indicates the general area for the work.

Cameron stated MOTOR MPO is working with the City of Midland, on July 14th the City Manager was given authorized to create an agreement between MOTOR MPO and City of Midland. Midland has dedicated approximately \$150 thousand and MOTOR MPO \$50,000 from UPWP Task 5. Would like to hire a consultant in September and begin work early FY 2016.

10. Agency Project Reports:

TxDOT-Odessa District – Mike McAnally – Preparing, programming, development for FY 16 with Prop 1 and long-ranged planning for Prop 7. Robin asked if TxDOT has obtained consultant for CR 1250 and interstate. Gary Law confirmed TxDOT has and have let the ramps on the interstate but no certain start date. 1788 North was let this past month and due to start in August. 1788 South has been postponed. Prop 1, will no longer be based on calendar year, it has changed it to fiscal year. NE Loop 338 will not completion until next April or May.

City of Midland – Matt Carr – Fairgrounds road bid out at 6.2 million, which is 31% over engineer’s estimate. AFA for the PEL study, City has draft RFQ for Cameron to look at and then will socialize it with everyone else.

County of Midland – Robin Donnelly – Sent out letters for acquisition of right-away for south of IH 20 along alignment of Loop 250 or CR 1230 and might have to enter a condemnation proceeding. Also widening of 1130, change the intersection at 307.

City of Odessa – David Turner – Odessa has the project on University, shown in presentation.

County of Ector – Not Present

County of Martin – Bryan Cox – Martin is currently working on TIFF grant.

MOUTD – Robert Stephens – Updating maps, locations, and refining system. Next fiscal year will be introducing real time phone app, “Where’s My Bus.”

11. Future Meetings (MOTOR-MPO Conference Room)

Policy Board Meeting – Monday, August 17, 2015, at 5:00 P.M.

Technical Advisory Committee Meeting – Thursday, August 6, 2015, at 8:30 A.M.

RCTP Meeting – Wednesday, August 12, 2015, at 11:30 A.M.

LEAP Board Meeting – Tuesday, August 25, 2015 at 8:15 A.M.

12. Conduct Executive Session concerning any and all subjects and for any and all purposes permitted by Chapter 551 of the Texas Government Code, including, but not limited to:

Texas Government Code Section 551.071 for the purposes of consulting with the Board’s attorney; Texas Government Code Section 551.072 to deliberate the purchase, lease or value of real property; Texas Government Code Section 551.074 to discuss personnel matters.

Policy Board Chair, John B. Love III announced executive session at 6:26 P.M. and returned at 6:51 P.M.

13. Take action concerning Executive Session Matters

A motion was made by David Turner and seconded by Robin Donnelly to decide name change at the next Policy Board meeting on August 17, 2015. The motion passed unanimously.

14. Adjourn

A motion was made by David Turner and seconded by Bryan Cox to adjourn the meeting at 6:55 P.M.