

# Permian Basin MPO

## Policy Board Meeting

Wright Office Complex, Suite 1, 9601 Wright Dr., Midland, TX

September 28, 2015

### Minutes

#### **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  
Robin Donnelly, County Commissioner, Midland County  
Robert Stephens, General Manager, MOUTD

#### **Policy Board Members Absent:**

Mike McAnally, District Engineer, TxDOT Odessa District  
Susan Redford, County Judge, Ector County

#### **Others in Attendance:**

Cameron Walker, Executive Director, Permian Basin MPO  
Lorraine Quimiro, Senior Transportation Planner, Permian Basin MPO  
Rina Bale, Mobility Manager, Permian Basin MPO  
Ria Mangus, Administrative Planning Assistant, Permian Basin MPO  
Will Barresi, Civil Engineer, CH2M  
Roger Beall, Advanced Project Development Director, TxDOT  
Matt Carr, City Engineer, City of Midland  
Mike Chaney, Travel Forecasting Section Lead, Alliance Transportation Group  
Joe Clark, MPO Coordinator, TxDOT  
Hal Feldman, Traffic Coordinator, City of Odessa  
Julie Jerome, Public Involvement Specialist, TxDOT  
Jim Harvey, AICP – Planning Director, Alliance Transportation Group  
Cary Karnstadt, Statewide Transportation Planner, TxDOT  
Gary Law, Director of TP&D, TxDOT Odessa District  
Vince Mantero, Project Manager, CH2M  
Travis Milner, MPO Coordinator, TxDOT  
Robert Ornelas, Transportation Engineer, TxDOT Odessa District  
David Peck, Project Manager, Ector County  
Gene Powell, Public Information Officer, TxDOT Odessa District  
Nanette Stephens, Director of Service Development & Outreach, MOUTD  
Janie Temple, Transportation Analysis Manager, TxDOT

## **AGENDA ITEM**

### **1. Call Meeting to Order**

The meeting of the Permian Basin MPO Policy Board was called to order at 5:08 P.M. by Policy Board Chair, John B. Love III. A quorum was present.

### **2. Introductions and Announcements**

Travis Milner, MPO Coordinator, and Joe Clark, MPO Coordinator, from TxDOT were introduced to the Board.

### **3. Public Comment Period**

None

### **4. Presentation by TxDOT on the Travel Demand Model Development and the IH-20 Corridor Study**

Representatives of TxDOT Transportation Planning and Programming division and consultants will present a summary of two major planning efforts inside the Permian Basin MPO boundary.

Roger Beall, Transportation Planning and Programming Division, with TxDOT – Austin introduced Cary Karnstadt, Transportation Corridor Division, with TxDOT – Austin, Jim Harvey with Alliance Transportation Group, Julie Jerome, Public Involvement, with TxDOT – Austin, Janie Temple, Transportation Planning and Programming Division, with TxDOT – Austin, Vince Mantero, CH2M Consultant, Will Barresi, CH2M Consultant, and Mike Chaney with Alliance Transportation Group. Roger spoke on efforts for the Permian Basin area regarding the Travel Demand Model (TDM) and the IH 20 Corridor Study by offering information that will advance transportation planning in the area.

Mike Chaney spoke on the Travel Demand Model and indicated information using a PowerPoint presentation. Mike informed the Board that Phase 1 includes collection of the data and Phase 2 is the actual construction of the model. Mike continued by recognizing the needs of the MPO as a new TMA and the need to identify stakeholders to contribute to the Delphi Panel. Mike indicated the 2002 model will provide useful data and can be used as a starting point. Mike added once Phase 1 is completed, Phase 2 will be the construction of a Model with an interface that can be used by MPO staff. Will present documentation and train staff how to effectively use the TDM.

David Turner asked how accurate the census will be and how to adjust for any error due to the oil boom. Jim Harvey provided that data will be gathered at a county level and will use additional sources, such as geocoding and private sources. Jim explained the Delphi Panel begins with a large meeting to review data that is already known regarding the topic and allows the members to define if the data is reasonable. Jim stated the first use of the Delphi Panel was

used in Baton Rouge in 2006; the population grew from 500,000 to 1.2 million after hurricane Katrina. Jim informed stakeholders could include economic directors from both cities and other key people from the energy sector. Jim stated the TDM is a tool to aid in identifying projects in the future. Roger Beall stated that training will be on two levels, running scenarios for projects and also auditing and monitoring performance of contractors. Roger informed that a key element will be the building block that includes the Policy Board, TAC, and Staff members. The first part of the TDM will be approximately 6 months for phase 1, with the whole project taking an estimated 12-18 months to complete. Roger informed progress updates will be provided throughout the process.

Will Barresi stated that the IH 20 Corridor Study will focus on breakout project plans, safety, accessibility, and continuity. Will explained the project extends approximately 40 miles from FM 1208 to FM 866. Will continued that the stakeholders include the Board, TAC, and staff, but will also involve the community for feedback. Will informed the project will take 3 locations, roughly 4 miles each, to study in detail. Previous studies indicated that the traffic volumes projected have already been exceeded, but those studies were before the energy sector boomed. Travel Demand Forecasting will be used to prioritize needs for projects with most benefiting IH 20. Roger explained that studies are out of date and that road requirements, driver characteristics, and vehicles have changed. Roger added the study will evaluate and address the concerns of the local communities as well. Roger mentioned if additional interchanges are necessary, what needs changed and what needs to be addressed. Roger stated that the study is focused on IH 20 and not Business 20. Will explained the study will assess the needs, look at growth, safety, continuity, and over sided freight.

Roger stated that the previous studies included stakeholders from various areas, but proposed that this study be different in that the working group consists of the Board and TAC members. Roger explained TxDOT would like the MPO to take ownership of the study. Cameron requested that the updates for the TDM and the IH 20 Corridor Study be held before or after the regular MPO Policy Board meetings.

Will explained the next steps include data collection, field investigations, environmental analysis, TDM forecasting, stakeholder involvement and will then move to the engineering analysis, schematics, and improvements concepts. Will indicated that the schedule is approximately 12-18 months but is flexible in part due to the size of the study. Will stated on-going public participation throughout the entire study is necessary, with an approximately 20 public/stakeholder meetings, to have a better understanding of what the public, stakeholders, and work group indicate as necessary.

Roger explained the life of the study is the forecast year of 2040. Robin Donnelly added the 1999 study expired in 2009, but has the same basic structure. Roger foresees it as a snapshot in time, but the MPO could keep it as a living document with MTP updates and using the TDM tool. Gary Law indicated that the 1999 saw projects being approved by the FHWA according to the standards of the time, but in 2008 the rules were changed and the approvals had an 8-year life. Gary further explained that after 8 years, the projects must be re-evaluated. Gary stated the previous study would be looked at again for valid information that can continue to the next study. Roger informed the study will be funded by TxDOT.

#### **5. Approve the Minutes from August 17, 2015 and August 31, 2015**

A motion was made by David Turner and seconded by Bryan Cox to accept and approve the August 17, 2015 and August 31, 2015 Policy Board meeting minutes as submitted. The motion passed unanimously.

#### **6. Approve July 2015 Billing Statement**

Staff completed and submitted the July billing to TxDOT. This is the tenth billing for fiscal year 2015 and reflects the *Tasks* and *Subtasks* as approved in the 2015 UPWP. During the month of July, Permian Basin MPO expended \$36,346.69 which brings the percentage of expenditures to 78.55% of the FY 2015 programmed funds. The actual balance of funds is \$216,230.53.

David Turner inquired about the 116% spent in Task 1. Ria Mangus explained it included mostly salary, the audit, and daily business needs. Cameron explained subtask 1.1 includes holiday and time off salaries.

A motion was made by Robin Donnelly and seconded by Bryan Cox to accept and approve the July billing statement as submitted. The motion passed with David Turner abstaining from the vote.

#### **7. Approve the Vision 2040 Plan Amendment No. 2 to include the programming of FY 2016 and FY 2017 Proposition 1 funds**

This is the opportunity for the Policy Board to adopt the *Vision 2040 Plan* Amendment No. 2. This action is the result of numerous TAC and Policy Board meetings designed to:

- reprioritize the Permian Basin MPO's Projected Fiscally Constrained Priority Projects;
- to indicate projected funding sources;
- to list new vision and mission statements as well as goals and objectives; and
- to indicate a review of environmental and social issues in the vicinity of the proposed projects.

On September 15<sup>th</sup> staff delivered the draft documents to the seven locations for public review and comment. The documents will be retrieved on September 25<sup>th</sup>; staff will report any comments made regarding the proposed MTP amendment. A brief presentation summarizing the amendments will be made during the meeting.

Cameron informed the Board that the proposed Amendment No. 2 did not receive any public comments during the public comment period. Cameron explained the document included changes to the name, from MOTOR MPO to Permian Basin MPO. Cameron indicated changes to chapter 1 include the addition to the vision and mission statements, and the goals and objectives. He stated a minor change was made to chapter 5 to update the goal. Cameron indicated the change to chapter 12 included the potential use of Prop 7 funds. Cameron stated changes to chapter 13 indicate the new prioritized project list and include the environmental justice, social and demographic maps. Cameron stated that the last sentence found in chapter 11 on page 4, indicates 2016-2017 Prop 1 funds which will be spent on project RC-03a.

A motion was made by Robin Donnelly and seconded by David Turner to accept and approve of the *Vision 2040 Plan* Amendment No. 2 and include the programming of FY 2016 and FY 2017 Proposition 1 funds as submitted. The motion passed unanimously.

#### **8. Approve the FY 2015 Unified Planning Work Program Amendment No. 2**

The Unified Planning Work Program (UPWP) describes the internal MPO work tasks that are anticipated within a twelve-month fiscal year. Tasks 1 and Task 4 have been expended at a faster rate than anticipated. Staff recommends that funds be transferred from Tasks 2 and 3 to Tasks 1 and 4 to compensate for the overages. Task 5 remains unchanged.

Cameron explained the UPWP Tasks 1 and 4 are currently over 100% and in order to balance the UPWP, funds need to be moved from Task 2 and 3. Cameron indicated that no funds will be moved from Task 5. Ria explained the reallocation in Task 1.1 is largely due to the cost of the audit of the MPO. Cameron mentioned the Federal Government has changed the threshold for the requirement of an audit from \$500,000 to \$750,000.

A motion was made by Robin Donnelly and seconded by David Turner to accept and approve the 2015 UPWP Amendment No. 2 as submitted. The motion passed unanimously.

#### **9. Approve the FY 2016 Unified Planning Work Program Amendment No. 1**

Staff is requesting the Policy Board to approve the FY 2016 UPWP Amendment No. 1 to add the funding sources for subtasks 5.2 and 5.3.

Cameron indicated the changes to subtasks 5.2 and 5.3 to include funds and source provided for TxDOT expenditures. Cameron stated that the MPO may apply for supplemental planning funds in the amount of \$38,000 and would make the funds available to the TxDOT consultants for data development needs, which would require an Amendment No. 2.

A motion was made by Robin Donnelly and seconded by David Turner to accept and approve the 2015 UPWP Amendment No. 2 as submitted. The motion passed unanimously.

## **10. 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.

### **b. Regionally Coordinated Transportation Planning (RCTP) Update:**

Rina Bale stated the RCTP Committee met on September 9. The final deliverable for FY 2015 was approved for \$10,068. The committee reviewed the FY 2016 Project Grant Agreement and Workplan; this contract totals \$37,744 and ends August 31, 2016. Continued discussions regarding FTA Section 5310 funding were also held.

### **c. 30 Day Activity Update:**

Cameron mentioned attending a training workshop on 2CFR200 in Austin, called the “super circular,” which replaces other administrative documents on how to manage federal grants. Staff also attended the Permian Road Safety Forum hosted by Shell at the Midland County Horseshoe Arena with approximately 65-80 people in attendance. The MPO will inform the Board of the next meeting. Cameron indicated one or two members of the road safety group may be included in a future MPO Freight advisory committee. Cameron mentioned Lorraine Quimiro’s attendance at the Midland Chamber of Commerce Annual meeting.

## **11. Agency Project Reports:**

**TxDOT-Odessa District – Gary Law** – Had two public meetings, one for State Highway 191 – was third meeting for corridor plan on September 15, 2015. Public input phase closes this week. Currently on schedule to get first contract out after January 2016. TxDOT held the second public meeting for Loop 338, between Cargo Street and IH-20, in response to Union Pacific Railroad’s transload facility. UP is underwriting the effort, great input from community. Unsure of next public meeting, will be determined after public involvement period ends. UP has constructed a transload facility, to scope improvements for traffic to flow with Loop 338. Gary reminded to mark calendars for first public meeting at TxDOT for the November update UTP on November 15, 2015 at 4pm, will be conducted by webinar, and includes programming of Prop 1 funding.

**City of Midland – Matt Carr** – Fairgrounds Road is still having utility adjustments and construction is expected to begin in January.

**County of Midland – Robin Donnelly** – The county is working on CR 1130 and 307 on the utility adjustments.

**City of Odessa – David Turner** – Kimley-Horn engineering is reviewing the public input regarding University Boulevard.

**County of Ector – David Peck** – Finished seal coated just over 36 miles of roadway as seal coating season comes to an end. First mile on TIP project, Moss Road, has been opened, striped, and is 4 lanes wide. The County is currently hot mixing the second and the third part getting ready to be demoed, will be over a \$4 million project.

**County of Martin – Bryan Cox** – The County is working on TxDOT projects in the TIP and FM 580.

**MOUTD – Robert Stephens** – Have an RFQ out to begin architecture services selection on October 12, 2015. MOUTD is struggling with personnel. “Where’s My Bus” app. Is now live.

## **12. Future Meetings**

Policy Board Meeting – Monday, October 19, 2015, at 5:00 P.M.

Technical Advisory Committee Meeting – Thursday, October 1, 2015, at 8:30 A.M.

RCTP Meeting – Wednesday, October 14, 2015, at 11:30 A.M.

LEAP Board Meeting – Tuesday, October 27, 2015 at 8:15 A.M.

## **13. 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 purpose 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.

## **14. Take action concerning Executive Session Matters**

No action taken.

## **15. Adjourn**

A motion was made by Robin Donnelly and seconded by David Turner to adjourn the meeting at 6:29 P.M. The motion passed unanimously.