



Permian Basin MPO Metropolitan Planning Organization

Policy Board Meeting
Permian Basin MPO
9601 Wright Dr., Suite 1, Midland, TX, 79706
July 16, 2018 5:00 p.m.

Minutes

Policy Board Members Present

Robin Donnelly	Chair, County Commissioner, Midland County
John Speed, P.E.	District Engineer, TxDOT Odessa District
Gennie Garcia	General Manager, MOU/D
Bryan Cox	County Judge, Martin County

Policy Board Members Absent:

Debi Hays	County Judge, Ector County
John B. Love III	Vice-Chair, Councilman, City of Midland
David Turner	Mayor, City of Odessa

Others in Attendance:

Cameron Walker, AICP	Executive Director, Permian Basin MPO
Lorraine Quimiro	Senior Transportation Planner, Permian Basin MPO
Pamela Berry	Transportation Planner/GIS Tech, Permian Basin MPO
Rosie Spencer	Administrative Planning Assistant, Permian Basin MPO
Mansour Shiraz	TxDOT-TPP
Phillip Tindal, AICP	MPO Coordinator, TxDOT-TPP
Robert Ornelas, P.E.	Director of TP&D, TxDOT Odessa District
Chad Windham, P.E.	Director of Operations, TxDOT Odessa District
Gabriel Ramirez, P.E.	Advanced Planning Engineer, TxDOT Odessa District
Gene Powell	Public Information Officer, TxDOT Odessa District
Jessica Schuttler, P.E.	Dunaway Associates, Midland County
David Peck	Project Manager, Ector County Public Works
Tim McDaniel	Planner, City of Odessa
Matt Carr, P.E.	City Engineer, City of Midland
Gary Law, P.E.	Director of Project Development, MDC

AGENDA ITEM

1. Call Meeting to Order

The meeting of the Permian Basin MPO Policy Board was called to order at 5:06 p.m. by Policy Board Chair, Robin Donnelly. A quorum was present.

2. Introductions and Announcements

Phillip Tindal introduced himself as the new liaison for the MPO and TPP in Austin. Mansour Shiraz also introduced himself.

3. Public Comment Period

David Ham stated he appreciates the MPO working with the Bicycle Advisory Committee and is excited to see what they come up with. Gary Law thanked TxDOT, MPO staff, and the Policy Board for their efforts and updates on the UTP. It is a good document that shows the outstanding work for the next 10 years in the MPO region.

4. Approve the Policy Board Minutes from June 18, 2018

A motion was made by John Speed and seconded by Judge Cox to approve the Policy Board Minutes from June 18, 2018. The motion passed unanimously.

5. Approve the May 2018 Billing Statement

May is the eighth billing month for FY 2018 and the MPO spent \$43,059.03. The percentage of expenditures is at about 65% of the annual budget and the actual balance of funds is \$464,451.77.

A motion was made by John Speed and seconded by Judge Cox to approve the May 2018 Billing Statement. The motion passed unanimously.

6. Approve the FY 2019 UPWP

The annual budget must be in place before September 1st which is the start of TxDOT's new fiscal year. Staff typically presents it to the Board in July for their review, it is listed as an action item. The requested amount is the same as the past three years, \$450,000. Cameron went over the changes which include language acknowledging funds coming from both Midland and Odessa economic development corporations. Language is also inserted describing the Board's recommendation for staff to seek professional assistance to help guide the public participation process due to low attendance at the recent MTP workshops held in April. \$25,000 was added to the Public Participation line item which is Task 1.5 for this assistance. Cameron stated that Councilman Love mentioned increasing that by \$10,000 earlier today on a phone call which would make that \$35,000. The \$10,000 would come out of Task 4.1 which is MTP work. A significant part of the MTP is drawing the public out and getting them involved. Cameron then went over all the other tasks and the Budget Summary Table. Commissioner Donnelly asked where the Travel Demand Model landed, Cameron answered it is Task 4.3 with \$70,000 which is the same amount as last year. Cameron mentioned that the Alliance Transportation Group is aware that

the MPO would like additional training on working with the model, the last correspondence with them was about two weeks ago. Staff would like to use the model for an analysis on projects for the next MTP that is due next year. John Speed added that it does not sound like they are fully aware of the additional training that is needed if they have not responded for two weeks. He and Commissioner Donnelly suggested staff reach out again. John Speed mentioned that if funding is available, the MPO could acquire the services of a consultant to help the development of the MTP to have consistent cost estimates and project scoping. After looking at the MTP line item and the overall budget it was determined there is not enough money for that. John Speed asked if there are other sources for it like the carryover. Cameron stated that the carryover is there to help the MPO continue operations for a six-month period, and it is never a precise amount. John Speed then mentioned requesting support from the development corporations for this, Commissioner Donnelly added in doing that you have to show them you are bringing money in as well. Cameron stated that the MPO spends about 92% of the budget, so if it is even just an extra \$50,000 the MPO could not afford it. Commissioner Donnelly asked if the \$450,000 was set by TxDOT, Cameron answered yes. John Speed asked Robert Ornelas to do some research on how to request additional funds, Robert deferred the question to TPP. Phillip Tindal stated he would make some inquiries. John Speed added that with the problems everyone is facing due to the cost of living and trouble keeping employees, if the salaries could be raised for staff. This is the only area in the State with this type of inflation and it would be nice not to have to deal with turnover. Commissioner Donnelly agreed but stated he is not sure if the budget could cover that. Discussion regarding the cost of living and what other government agencies in the area are doing continued. Cameron added this has not been considered yet, but staff could look into the affects of the raise and present it to the Board at a later date. A UPWP amendment would not need to be done because salaries are not a line item. Cameron pointed out there is no money in Task 5 because a Special Study has not been chosen. The \$42,000 put towards the Bicycle/Pedestrian Trail Study has not been spent and carryover funds will be used for anything past the end of the fiscal year. Once a study is determined with the help from the TAC, the usual \$50,000 can be assigned to it with an amendment. Gennie Garcia suggested a Comprehensive Operational Analysis for Transit. Cameron mentioned the MPO had submitted an application for more funds to do this, but it was denied. Gennie stated she heard the application was not strong enough from their side. Commissioner Donnelly asked if the Regional Freight Study could be one and Cameron answered that they do not know the dollar amount yet. Cameron went into detail regarding this study that TxDOT is funding that will include 22 counties in the Permian Basin and 2 New Mexico counties. Ultimately the work will include a list of potential projects that will help the movement of freight in the Permian Basin and in the MPO. It will also help show where the industry is growing. Commissioner Donnelly added that he believes the State Freight Study missed what is happening in this region. They pay attention to the long-haul transit ignoring the short-haul trips. There are new sand mines, sand is no longer being transported by train, it is being trucked in. John Speed stated that a benefit from this will also be able to provide truck and

passenger car volumes and help the exterior of the TDM and the project prioritization process. This study would be put in as a new subtask (5.3) since the MPO will be participating in it. Discussion went back to the possibility of staff raises and if the vote should be postponed, Cameron stated an action should be made today since it is due to FHWA by September 1st. Gennie mentioned the Board should get the draft UPWP and begin the discussion a lot sooner in the future. It was decided to approve the UPWP with the change, and a separate letter stating the request for help with costs in project estimates and scoping. Commissioner Donnelly added we should look at what the City of Odessa is doing with their salaries this budget.

A motion was made by John Speed and seconded by Judge Cox to approve the FY 2019 UPWP with the change of moving \$10,000 from Task 4.1 to 1.5 and getting a letter drafted for funding increases to help with cost estimates and a cost of living increase to staff. The motion passed unanimously.

7. MPO Staff Reports

a. 120-Day Calendar: Cameron went over the calendar and pointed out that September's Board meeting will be at the Midland Centennial Library at 3:00 pm to accommodate transit riders.

b. Update on the Regional Thoroughfare Plan: TAC continued this discussion at last week's meeting. There are two parts to this, Jessica Schuttler has been writing the background material as to why a Regional Thoroughfare Plan is needed and Eddie Landrum is working on the GIS mapping portion. Staff met with Judge Cox recently, so he could review the Martin County map. Staff will present a draft for approval to the Board at next month's meeting. John Speed asked if each entity would have to vote on it before the Board adopted it, Cameron answered that he believes each entity should adopt their own plan. Commissioner Donnelly stated that the cities already have their thoroughfare plans established, this is just to add the county information to be able to look at the overall traffic flow. Cameron mentioned this is just to make sure the edges of each boundary (city limits) match up, if the MPO waits for each city to adopt their own, it could leave us at a standstill. Commissioner Donnelly agreed he does not think they need to wait for the other entities to approve because they will always have changes, but Midland County will be adopting theirs due to developments that will affect the City and TxDOT and he needs right-of-way protection, he also wants to get with the new Ector County Judge Debi Hays to have them adopt it as well. David Peck added that the City of Odessa did include some of Ector County. Judge Cox mentioned that most of Martin County is rural, so he is mostly looking at FM roads. The arterial roads go through town and are maintained by TxDOT. Discussion went on regarding counties adopting the plans. John Speed suggested the plans should at least be presented to each entity even as an information item, so they are aware. He also suggested to Jessica to begin incorporating the transit elements in case they need additional right-of-way at certain intervals for stops, it will not be overlooked during the planning phase.

c. Update on the Multi-Use Corridor Study: The MPO is now in a contract with Halff, they did agree to add two extra meetings at no charge, with one being a presentation to the Policy Board. Lorraine added that TPP sent a letter to proceed and the kick-off meeting will be this week with

Halff, staff, and key members of the Bicycle and Pedestrian Advisory Committee. Hoping to start the stakeholder meetings soon and get everything wrapped up by February of next year.

d. Update on Public Participation Assistance: Cameron went over this during the UPWP action item.

e. 30-Day Activity and Social Media Update: Staff attended the Road Safety Coalition meeting held in Monahans in June. Staff has worked with Judge Cox to get his part of the thoroughfare plan draft together. Two presentations were made, one to the Rotary Club West and the other to the Odessa Chamber Transportation Committee where Cameron went over the TIP and some other planning documents. The MPO let the Road Safety Coalition hold their bi-monthly meeting here in this conference room on the 11th. Staff attended the UTP webinar and RCTP and MOUTD meetings as well. The Permian Basin MPO has 109 Likes on Facebook and 89 Followers on Twitter.

8. Agency Project Reports

TxDOT Odessa District: Gene – The road work on BI-20 should hopefully be done before end of next year.

City of Midland: Matt – Just had a bid opening for a project at Wadley and A St., the bid came in at \$1.8 million. Another project off Andrews Hwy. and Woodcrest went out to bid last month as well.

Midland County: Commissioner Donnelly – Just acquiring right-of-way and they have a lot of work they are hoping to do next budget year.

City of Odessa: Absent

Ector County: David Peck – Widening of 56th St. is going on, hoping to get it done quickly but probably not before school begins.

Martin County: Judge Cox – The new jail is coming along, will probably be open in December. Should be finishing up some sealcoating in the next few weeks.

MOUTD: Gennie – Just passed their budget last month. Attended TxDOT's Business Operator Meeting, which had a lot of information and there is a possibility of them to acquire more funding for fleet. Transit Asset Management Plan should be getting complete to get to the MPO soon. Tri-Annual starts tomorrow, lasts two days.

9. Future Meetings

Policy Board Meeting – Monday, August 20, 2018 at 5:00 pm

Technical Advisory Committee Meeting – Thursday, August 2, 2018 at 8:00 am

Bicycle and Pedestrian Advisory Committee – Wednesday, July 18, 2018 at 8:00 am

Cameron mentioned that he will try to get the Road Safety Coalition Goal Zero Date, it is usually in October.

10. 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.

11. Take Action Concerning Executive Session Matters

None

12. Adjourn

A motion was made by John Speed and seconded by Gennie Garcia to adjourn the meeting at 6:30 p.m. The motion passed unanimously.