



## MINUTES OF THE ABILENE METROPOLITAN PLANNING ORGANIZATION TRANSPORTATION POLICY BOARD

December 18, 2018

The Abilene MPO Transportation Policy Board met at 1:30 p.m., Tuesday, December 18, 2018, in the City Council Chambers, Abilene City Hall, 555 Walnut Street, Abilene, Texas.

### **Members Present:**

Judge Downing Bolls, Taylor County (*Policy Board Vice-Chairman*)  
Mr. Carl Johnson, P.E., TxDOT Abilene District Engineer  
Councilman Shane Price, City of Abilene (*Policy Board Chairman*)  
Judge Dale Spurgin, Jones County  
Mayor Anthony Williams, City of Abilene

### **Staff of Member Agencies in Attendance:**

Mr. Chad Carter, P.E. TxDOT  
Ms. Cheryl Sawyer, TxDOT, Public Information Officer  
Mr. Cliff Hallford, TxDOT, Advanced Planning Manager  
Mr. Michael Haithcock, P.E., TxDOT Abilene District TP&D Director  
Mr. Greg McCaffery, P.E. City of Abilene Director of Public Works  
Ms. Kelley Messer, City of Abilene First Assistant City Attorney  
Mr. Michael Rice, P.E. City of Abilene Asst. City Manager  
Mr. Larry Wright, P.E. City of Abilene City Engineer  
Ms. Jill D'Entremont, City of Abilene Interactive Media Specialist, Webmaster

### **MPO Staff in Attendance:**

Ms. E'Lisa Smetana, Abilene MPO Executive Director  
Mr. Ed McRoy, Abilene MPO Transportation Planner II

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

Chairman Price called the meeting to order at 1:30 p.m. He announced that public comment could be taken on any item appearing on the agenda during the discussion of that item.

#### **2. Consideration and action on the minutes of the October 16, 2018 meeting.**

Judge Bolls made a **motion** to approve the minutes as presented, with a **second** by Judge Spurgin. *Motion carried (4-0).*

#### **3. Consideration and action on a resolution for the FY 2019 Performance Measures and Targets for Safety (PM 1).**

Mr. McRoy briefed the Policy Board on this item. He explained that this requirement comes from provisions adopted federally in MAP-21 and the FAST Act. He noted that PM1 standards had been approved in February of 2018 but that approval of the State's new 2019 Highway Safety Improvement Plan (HSIP) requires that MPO's take action within 180 days on these new targets. He noted that MPOs may choose to set their own targets or agree to support the targets established by the State. Abilene had previously selected to support the State targets.

The five targets being set include: 1) Total fatalities 2) Rate of fatalities per million vehicle miles traveled 3) Total serious injuries 4) Rate of serious injuries per million vehicle miles traveled, and 5)

Total non-motorized fatalities and serious injuries. He explained that since the population in the state is growing the strategic goal is to reduce the rate of growth for these incidents.

Chairman Price noted the TAC had supported the resolution as presented and called for a motion on the item.

Judge Spurgin made a **motion** to approve Resolution R-2019-01 as presented with a **second** by Mr. Johnson. *Motion Carried (4-0).*

#### 4. Discussion and action on the Project Selection Process (PSP).

*{Mayor Williams arrives approximately 1:35PM}*

Mr. McRoy informed the Policy Board that this item is also related to MAP-21 and the FAST Act compliance. He stated that State DOT's and MPO's are required to consider performance measures in their project selection and investment strategies but there are not specific requirements as to how this must be done. Great flexibility is therefore available in terms of methodologies and practices. He noted that past actions to formalize project selection had not progressed due to the complex and detailed scoring system previously contemplated.

Mr. McRoy then explained that the proposed process starts with the collection of project ideas. Data is gathered and the Technical Advisory Committee will score projects based on five specific goal areas. After projects are scored the Policy Board can then use this information in considering projects to fund. Mr. McRoy emphasized that the Policy Board would not be bound by project scores. The scores are only guides which the Board can use as desired in evaluating potential projects.

Chairman Price asked about inviting members of the public, representatives from the City of Abilene and the City of Tye to obtain feedback. Mr. McRoy noted that there are officials from Tye and Abilene who are members of the Technical Advisory Committee. He also noted that in developing the MTP the MPO will host a number of public meetings in which members of the public can address their concerns and desires.

Ms. Smetana stated that the normal process for the development of the MTP includes public meetings at the City of Abilene as well as meetings at Taylor County, Jones County and one in Tye to accommodate individuals near where they live. She stated that invitations could be utilized to encourage participation.

Mr. Johnson inquired about the timeframe for obtaining project suggestions. Ms. Smetana responded that this process would be mainly used in the development of the MPO's long-range plan. She stated that this plan is due on January 20 of 2020. She noted that sometime early next year solicitation of projects would begin.

Judge Bolls expressed some concerns and curiosity with the number of changes that occur to a plan after it is adopted. Ms. Smetana responded that the MTP is a 25-year plan which is updated every five years. She explained that sometimes development happens which changes the traffic flow not anticipated when the plan was created. She said that one of the goals is to capture all potential projects on the long range plan since this is not updated very often. Shorter plans are more subject to change and the Policy Board gets to approve such changes. She also noted that the MPO is now also required to create a 10-year plan in addition to the 4-year and 25-year plans. This 10-year plan is a new requirement, she stated.

Judge Bolls made a **motion** to approve the proposed Project Selection Process as presented with a

**second** by Mayor Williams. *Motion Carried (5-0).*

**5. Discussion and any action on the FYs 2020-2045 Metropolitan Transportation Plan and Travel Demand Model Timeline.**

Chairman Price pointed out that this item does not require formal action or vote. It is under discussion to provide staff with direction and acknowledgement.

Ms. Smetana pointed out that the timeline provide has been modified slightly from what was presented to the TAC. She explained that this will be a fluid document that will be modified as needed to adjust to changing conditions. Ms. Smetana stated she is interested in obtaining Board input on obtaining consultant assistance related to this project. She pointed out that cost savings had been achieved on the development of the Traffic Demand Model. She mentioned using this help with setting up a Delphi panel and conducting meetings. She informed the Board that the MTP will be a year-long process and with only two staff members is will be challenging to complete it and the other normal responsibilities.

Judge Spurgin inquired about the availability of vendors to provide services. Ms. Smetana responded that she is aware of other MPO's using consultants. Mr. Johnson asked how a consultant might be used. She responded saying a consultant might be used to help compile the report, conduct meetings, provide a Delphi panel, and help with the demographic work. She further noted that the Travel Demand Model (TDM) is not likely to be complete in time for the MTP but demographics should be in. The consultants would be able to use this information as a quasi TDM to help predict development and population trends.

In discussing the timeline and the likely lack of a TDM, Mr. Johnson questioned how the Board was going to determine what projects are needed in the time frame available. Ms. Smetana responded that there are already a large number of projects in the long-range plan. She said we can begin with validating and examining these. She went on to add that this MTP requires us to incorporate performance measures and a consultant can help us ensure local compliance. When asked if new projects would be considered Ms. Smetana clarified that we would start the work with existing projects and then new projects could be brought in. Mr. Johnson stated it was a good plan to take the existing projects and run them through the project selection process and then do this with new projects.

Judge Spurgin asked if they expect to have a consultant evaluated and approved at the February 19 Policy Board meeting? Ms. Smetana replied yes. Ms. Smetana said the timeline is a little tight but she thinks it can work.

Mr. Johnson indicated he was a little vague as to why we need a consultant. Judge Spurgin said he was comfortable with moving forward on an RFP and they can see what is proposed, what the cost is, what a consultant has to offer, and what they are going to get out of it. He said they can then make a decision on if they wish to approve it. Mayor Williams concurred. Chairman Price indicated he was hearing a desire from the Board to receive clarity for what they would be getting from the product.

Ms. Smetana stated she did not want to invest a lot of work on this without getting some direction from the Board. Mr. Johnson expressed some concern with available funds. Ms. Smetana reported that there are about \$200,000 available in carryover funds. This is a result of savings on the Travel Demand Model and the fact that a third staff position has not been filled for some time now.

Chairman Price stated he was hearing approval from the Board on staff moving on consultant services and bringing something back at the next meeting. *With no further discussion Chairman Price moved to the next agenda item. (No vote taken or action required).*

**6. Discussion and any action on 2019 meeting dates.**

Chairman Price asked for input from members on the proposed meeting dates. Mr. Johnson responded that he would like to move the proposed meeting date in October from the 15th to the 22nd because of a scheduling conflict. The other member indicated this would work for them. *With no other suggested changes Chairman Price moved to the next Agenda item.*

**7. Discussion and review of transportation projects.**

**TxDOT** – **Mr. Chad Carter** updated the Board on the following projects:

**Winters Freeway** – Project includes guard rail replacement, milling at various locations and seal coating. Project completion expected spring 2019. **SH 351/Ambler Blvd. (Treadaway to Rainy Creek)** – The contractor is completing final punch list and clean-up. **S. 1<sup>st</sup> St. /E Hwy 80** – Replacing guardrails, adding VIVIDS, mill and overlay. Project completion expected spring 2019. **US 83 Illumination Upgrade** - Project runs from N. 10<sup>th</sup> St. to S. 1<sup>st</sup> St. Construction expected to begin February 2019. **Remington/Clark Overpass Project** – Project runs from FM 707 to the US 83/84 split. Project is expected to begin January 2019

**City of Abilene** - **Mr. Larry Wright** briefed the Board on the following projects:

**SODA Phase II** - Project is 99 % complete. Punch list items are being worked on. **CBD West** – Project is 65% complete. Asphalt work is expected to be complete mid-January 2019. Project has experienced delays due to weather issues and conflicts with a TSTC access road. **Industrial Blvd** – Project is complete. Final paperwork is being completed. Next year projects issued will be. 1) **Hartford** from Veterans Blvd. to Clack St., 2) **Corsicana** from Texas Ave. to Benbrook St., 3) **Vogel** from Danville to Grape, 4) **Leggett** from S. 1<sup>st</sup> St. to S. 7<sup>th</sup> St., 5) **SODA Phase 3** consisting of 4 streets. Bidding will begin on December 30 with additional bids going out 1 per week thereafter. Additionally, Mr. Wright reported that they will be changing processes so manhole covers will be matched to the paving by Public Works instead of having the Water Department do this.

**CityLink** - Ms. Smetana read the CityLink report into the record. CityLink completed a study that will result in changes to some fixed routes with the major change being some minor time point modifications. The purchase of 3 new paratransit vans have been approved. They will be delivered before March 31, 2019. CityLink will be contracting with Disability in Action and Lynkup Taxi Service to improve service to paratransit clients.

**8. Discussion and review of reports:**

• **Financial Status**

Ms. Smetana reported that this packet includes year end information for 2018. The total authorization was \$440,369.76 with expenditures being \$212,612.24 for a remaining balance of \$227,757.52. The first FTA 5303 funding for 2019 has been received with the Authorization being \$55,233.00 and expenditures in the amount of \$17,075.01 leaving a remaining balance of \$38,157.99. Billings for September of FY 2018 and October FY 2019 have been received. The September billing is \$22,019.80 and the October billing is \$17,075.01. Smetana noted that carryover funds from 2018 are not expected to be received until sometime in January.

• **Operation Report**

Ms. Smetana reported that the operations report has been included in the packet.

- **Director's Report**

Year End reports due on December 15 include the Annual Performance and Expenditure Report (APER). This has been completed and submitted. The Annual Listing of Obligated Projects (ALOP) has not been submitted yet. TXDOT is modifying the process for this report. All MPO's in the state are awaiting information and action from the State to proceed. Federal Performance Measures target setting for Safety due in February has been completed. Work continues on the Travel Demand Model. The Unified Planning Work Program (UPWP) is due in April. Updates to the TIP, MTP and 10-year Plan are pending.

**9. Opportunity for members of the Public to make comments on MPO issues.**

None at this time.

**10. Opportunity for Board Members, Technical Advisory Committee Members, or MPO Staff to recommend topics for future discussion or action.**

None at this time.

**11. 551.072 (Deliberations about real property) Discussion and action on the lease of the MPO's office space.**

Chairman Price recessed the Policy Board into Executive Session at 2:24 p.m. pursuant to the Open Meetings Act, with the following issues discussed during the closed session.

§ 551.072 (Deliberations about real property) Discussion and action on the lease of the MPO's office space.

The meeting reconvened to open session at approximately 2:51 p.m. Chairman Price reported no votes or actions were taken in executive session. Chairman Price noted that they are considering a new lease for the MPO offices at its current location.

Judge Bolts made a **motion** to move forward with the lease in the current location for one year as presented with a **second** by Mayor Williams. *Motion Carried 4-1 (Ayes-Williams, Price, Bolts, Johnson, Nay – Spurgin).*

**12. Adjournment**

With no further discussion, actions, or items pending Chairman Price declared the meeting adjourned. *Meeting adjourned at 2:53 p.m.*