



MINUTES OF THE ABILENE METROPOLITAN PLANNING ORGANIZATION TRANSPORTATION POLICY BOARD

May 19, 2015

The Abilene MPO Transportation Policy Board met at 1:30 p.m., Tuesday, May 19, 2015, in the Abilene City Hall, City Council Chambers, 555 Walnut Street, Abilene, Texas.

Members Present:

Judge Downing Bolls, Taylor County
Judge Dale Spurgin, Jones County, and Policy Board Vice-Chairman
Mr. Stan Swiatek, P.E., TxDOT Abilene District Engineer

Members Not Present:

Mayor Norm Archibald, City of Abilene Mayor and Policy Board Chairman
Councilman Joe Spano, City of Abilene

Others Present:

Ms. Wendy Allen, WCTCOG Regional Services Director
Mr. Joe Clark, TxDOT Regional MPO Coordinator
Mr. James Condry, City of Abilene Traffic & Transportation Administrator
Mr. Michael Haithcock, P.E., TxDOT Abilene District TP&D Director
Mr. Alan Hufstutler, TxDOT Abilene District Area Engineer
Mrs. Sue Hufstutler, Spouse of Mr. Alan Hufstutler/Member of Public
Mr. Nicholas Hufstutler, Son of Mr. Alan Hufstutler/Member of Public
Mr. Jon James, City of Abilene Director of Development Services
Mr. James Oliver, CityLink Transit General Manager
Mr. James Rogge, P.E., Interim City of Abilene City Engineer
Ms. Megan Santee, City of Abilene Public Works Director
Mr. Stanley Smith, City of Abilene Legal Department

MPO Staff in Attendance:

Ms. E'Lisa Smetana, Abilene MPO Executive Director
Mr. Dean Carter, Abilene MPO Transportation GIS Technician
Mr. Logan Chandler, Abilene MPO Temp Admin. Assistant

1. Call to Order.

Judge Spurgin called the meeting of the Abilene MPO Transportation Policy Board to order at 1:30 p.m. He noted that a quorum was duly present.

2. Certificate of Appreciation for Mr. Alan Hufstutler, Area Engineer for the Abilene District Texas Department of Transportation.

Vice-Chairman Spurgin called Mr. Hufstutler to the podium for the presentation of an award in his honor and recognition. On behalf of the Abilene Metropolitan Organization, Mr. Hufstutler was presented with a Certificate of Appreciation for faithful and dedicated service as a member of the Metropolitan Planning Organization for 11 years, and was thanked by Judge Spurgin and those in attendance for the vital role he has played in transportation planning and infrastructure growth for the Abilene Area during his time.

3. Consideration of Approval of the Minutes of the March 17, 2015 Meeting.

Vice-Chairman Spurgin called for any recommended changes or revisions to the previous Policy Board meeting minutes as they were presented. Hearing no call, motion was made by Judge Bolls and seconded by Mr. Swiatek to approve the minutes of the March 17, 2015 meeting.

Motion carried.

4. Discussion and Any Action on the Statewide Freight Plan Listing of Projects.

The board was addressed regarding the current Texas Freight Mobility Plan that is underway by TxDOT, for which a request was made February 23, 2015 on behalf of all district MPO's in the state to assist in furnishing a comprehensive Freight Network plan by submitting a list of preferred freight-related projects in their areas.

Ms. Smetana pointed out to the board that within the network needs portion there are two types of projects falling under the subcategories mobility-connectivity needs and alternative routes needs.

Next the bridge needs portion of the freight-related projects list was viewed. It was mentioned by Ms. Smetana that the ranking method determined for this half of the projects was different than the network needs portion, in that the wording of low, medium or high priority was used to identify the level of importance and need associated with the bridge projects.

Vice-Chairman Spurgin provided a motion to accept the Statewide Freight Plan listing of projects, and a 2nd was made by Judge Bolls.

Following this brief discussion the call to vote was made by Vice-Chairman Spurgin.

Motion carried.

5. Presentation and Any Action on the Annual Performance & Expenditure Report and the Annual Listing of Obligated Projects.

The next item was the presentation and review of the FY 2014 Annual Performance and Expenditure Report and Annual Listing of Obligated Projects and any subsequent actions following. Ms. Smetana summarized for the board that this comprehensive report is due every year before the December 31st deadline, and gets submitted to the Federal Highway Administration (FHWA) along with the Federal Transit Administration (FTA) for a final approval and go-ahead to be publicized for public viewing. Any mark-up comments or remarks made by the above listed federal entities are edited on the draft report submitted to them and returned to the MPO for correction/revision.

Ms. Smetana started with the Annual Performance and Expenditure Report. The sections of the report were presented and described, as each section corresponded to a separate task defined by the Unified Planning Work Program (UPWP) which appeared as regular print text within that task section, and the italicized text appearing under the subheadings of "*Work Performed and Status*" was the description of how the workload was addressed and completed by the MPO. The overall budget corresponding with UPWP tasks in the report and covering all expenditures for the year was next presented to the board for their review. It was covered throughout the report sections that the tables for funding associated with the transit task contained what appeared to be a typo in the row for the Local Planning Funds funding source, where allegedly 3472% of the columnar listed amount budgeted from that source was expended and appeared as a drastic overdraft. It was reconciled however that in actuality no funding was used this past year through the FTA Section 5307 Funds, instead Local Planning Fund were administered. Further, Ms. Smetana illustrated that evidenced within the individual tables depicting funding by source for each section task, as

well as seen within the overall budget summary at the conclusion of the expenditure report for the first line item table of Total Transportation Planning Funds distributed per separate task, if any percentage expended for a UPWP task 1-5 was not within a 25% threshold under or over 100%, an explanation was provided as to why that target percentage to spend was not reached and where emphasis was placed elsewhere with awarded funding. This explanation was necessary and given properly in the cases of Tasks 2.0 and 3.0 or Data Development/Maintenance and Short Range Planning respectively, which were 71.37% and 66.59% expended, due to the larger emphasis the MPO placed on Task 4.0 of the Metropolitan Transportation Plan and Long Range Planning this past year.

Last the Annual Listing of Projects was presented to the board. Related to the Transportation Improvement Program (TIP), a listing of projects planned for and performed, or obligated, is prepared at the close of each fiscal year for submittal by the MPO. Ms. Smetana announced the cost amounts for each category of projects over this past year, including Highway projects/ Grouped projects, and Transit projects, which came out respectively to the totals of \$10,912,153 and \$2,980,587 for a grand combined total across all category projects of \$13,892,740. Also, out of the above mentioned totals federal funds were obligated in the amounts of \$2,128,745 for Highway projects and \$1,706,860 for Transit projects to total \$3,835,605.

The call for a motion to accept the reports as presented was made by Vice-Chairman Spurgin, and Mr. Swiatek made a motion to which Judge Bolls offered a 2nd.

Motion carried.

6. Discussion and Review of Transportation Projects. (By TxDOT Staff, City Staff, CityLink Staff)

Mr. Alan Hufstutler, TxDOT Area Engineer, described the status and progress being made on the following projects: **LP 322** - Time suspended until May 15 awaiting season for final seal coat surface. Project should be complete by the end of June. **BI 20-R (Old Hwy 80)** - Just finished the under seal, retrofit bridge rail and more work to be done in the coming weeks followed by the final hot mix surface in late June or early July to complete the project. **UPRR overpass replacement on US 84 (S. 1st)** - between Tye and Abilene will start this month on the 25th. US 84 will be closed at IH-20 on the west end and at Old Bankhead highway on the east end. Traffic coming in and out of Abilene will be diverted to Arnold Blvd. **Rehabilitate IH-20 south frontage road between LP 322 and BI-20R** - Project should start next month. Frontage road will be converted to one lane - one way operation east bound during construction but will still be two-way once project is finished in late fall this year. **Access management improvements along SH-351 from IH-20 to the City limits** - Project is planned to start next month and should be finished in Fall of 2016. **Rehabilitate FM 1750 from LP 322 to near Mariah Lane and add signal at FM 707** - Project should start next month and be completed by early spring 2016.

Mr. Stan Swiatek, TxDOT Abilene District Engineer, offered a few statements over projects and planning efforts being looked at through TxDOT: Related to the US 84 bridge project site with road closures, an alternative process of bidding for the project letting was implemented called A plus B bidding in which "A" is determined to be the cost the contractor bids and "B" is the time requested by the contractor for work to be done, while the end payout is equivalent to the A negotiated cost of work. This has been a helpful methodology in the process of letting projects and handling contractor bidding consultations in select cases, and the above-mentioned US 84 bridge project is estimated to have finally gone for a bid of \$600,000 and also in substantially lesser time (by about 6 months) than originally anticipated to be required by TxDOT. For the S. Hwy 351 project, the MPO allocation on behalf of TxDOT through Proposition 1 funding has

been immediately administered for construction and implementation. A planning process for upcoming projects to improve the US Hwy 83/84 area has been undertaken by TxDOT too, and a stakeholders' meeting was held this past week in which local citizens/business owners/property owners along and in close proximity to the roadway corridor were invited to attend and offer initial input on their opinions, concerns and suggestions for what actions could be beneficial to the improvement of overall conditions on that stretch of road.

Mr. James Rogge, Interim City of Abilene City Engineer, described the status and progress being made on the following projects: Public Works projects in design phases that are soon to be let include the Corsicana Sidewalk project as well as the EN 13th Street from Treadaway to Judge Ely, which will both likely be beginning within the next month after bids are chosen. Brief questions were raised by Vice-Chairman Spurgin, which were addressed as needed by Mr. Rogge and Ms. Santee, and it was noted to Ms. Smetana that bids are also presently under review for the Elm Creek bridge project to move it into implementation stages.

Mr. James Oliver, General Manager of CityLink Transit, described the status and progress being made on the following projects: Bus Benches-80% complete, Bus Purchase Request For Proposals (RFP) is in its 2nd revision, Transit Study RFP (5304 Planning Grant) is in its 3rd revision, FY 2014 Grant is in its 2nd revision.

7. Discussion and Review of Reports:

• Financial Status

Ms. Smetana noted that the financial status depicts the start of FY 2015 total report through February of this year. For the 2015 FY thus far, Work Order authorizations have been received in the total sum of \$363,438.41 including FHWA PL 112 carry-over and FHWA 112 supplemental carry-over funds from the previous FY 2014. Expenditures have totaled \$108,503.22 in the form of four Billings for months October 2014-February 2015, leaving a remaining balance \$254,935.19 overall.

• Operation Report

The full operation report is available in the agenda packet, but a few highlights were condensed to the board for briefness. These include the City of Abilene's Bicycle Plan, Project Selection Committee rankings, Transportation Alternatives Program, MPO inventory, and new training on Kronos time keeping.

• Director's Report

○ TxDOT 2015 Saturation Counts

Last traffic saturation count completed in 2010 so we will be updating the locations map and TxDOT will be counting in 2015. More information will be presented as it becomes available.

○ Travel Demand Model

Looking at the potential to hire a consultant to help get the model up and running. Other MPOs around the state have used this approach and it seems to be helpful. Once the base is established, maintaining is a bit easier.

○ MPO Prioritized Project Listing

The TAC at the January 6th meeting recommended that a listing of projects be forwarded to the Policy Board with priority ranking being given to SH 351 for the Proposition 1 Funding. At the January 20th meeting of the Policy Board (PB), the request was made that the TAC evaluate the listing of 10 projects submitted and rank those in order of priority. The Project Selection Subcommittee met and came up with

a ranking to present to the TAC. SH 351 was removed from this list since the PB has selected it for the Proposition 1 Funding and Antilley Road was added to the list to make up 10 projects.

8. Opportunity for Members of the Public to Make Comments on MPO Issues.

No comments or suggestions were received.

9. Opportunity for Board Members or MPO Staff to Recommend Topics for Future Discussion or Action.

Judge Bolls brought up a concern that he had recognized from a member of the public, involving their perception for ease of access and convenience difficulties when it comes to locating desired documents or archives related to transportation and any links going to/from the MPO website and city and county websites. It was acknowledged that efforts are satisfactorily made by the MPO. A quick question was also brought by Vice-Chairman Spurgin concerning if video footage of filmed meetings was made available on a specific portion of the MPO or City website(s) for the viewing opportunities of the public. It was answered by Ms. Smetana who stated not at this time but we have looked into the process and are still working towards that. Mr. Swiatek made a few comments about the wishes of TxDOT as the year progresses for continued attention by the MPO Policy Board and Technical Advisory Committee to the prioritized listing of projects as established.

10. Discussion Regarding Responsibilities and Duties Pursuant to Memorandum of Understanding with the City of Abilene

For this particular item, Vice-Chairman Spurgin called for a motion that the board recess into an executive session for discussion and considerations. Mr. Swiatek offered a motion and Vice-Chairman Spurgin gave a 2nd. *Motion carried.* The board recessed into executive session at 2:25 p.m., and returned to the Council chambers to reconvene at 3:12 p.m. Vice-Chairman Spurgin announced that no action was needed from executive session.

11. Adjournment.

The meeting of the MPO Policy Board was adjourned at 3:13 p.m. with a motion by Mr. Swiatek and a second from Judge Bolls.