



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

June 18, 2019

The Abilene MPO Transportation Policy Board met at 1:30 p.m. Tuesday, June 18, 2019, in the City Council Chambers, Abilene City Hall, 555 Walnut Street, Abilene, Texas.

Members Present:

Judge Downing Bolls, Taylor County (*Policy Board Vice-Chairman*)
Councilman Shane Price, City of Abilene (*Policy Board Chairman*)
Judge Dale Spurgin, Jones County

Members Absent

Mr. Carl Johnson, P.E., TxDOT Abilene District Engineer
Mayor Anthony Williams, City of Abilene

Staff of Member Agencies in Attendance:

Mr. Michael Haithcock, P.E. TxDOT Abilene District TP&D Director
Mr. Cliff Hallford, TxDOT, Advanced Planning Manager
Mr. Greg McCaffery, P.E. City of Abilene Director of Public Works
Mr. Paul Norman, P.E., TxDOT, Abilene Area Engineer
Ms. Kelley Messer, City of Abilene First Assistant City Attorney
Mr. Mike Warrix, AICP, City of Abilene Director of Planning and Development Services
Mr. James Rogge, P.E. City of Abilene Interim City Engineer
Ms. Cheryl Sawyers, TxDOT Public Information Officer
Mr. Bobby Sharpe, CityLink, General Manager
Mr. Charlie Thomas, P.E., City of Abilene Interim City Engineer
Ms. Jill D'Entremont, City of Abilene Interactive Media Specialist & Webmaster
Ms. Nellie Doneva, City of Abilene Videographer

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 April 17, 2019 meeting and the May 3, 2019 special called meeting.

Judge Spurgin made a **motion** to approve the minutes of April 17, 2019 and May 3, 2019 as presented, with a **second** by Judge Bolls. *Motion carried (3-0).*

3. Discussion and any action on the National Highway System (NHS) Assessment and Review.

Ms. Smetana explained that in March TxDOT contacted the MPO regarding a state-wide review of the National Highway System (NHS) to evaluate what (if any), adjustments may be appropriate. She explained that inclusion in the NHS system has a number of potentially positive or negative effects relating to things such as funding, design, aesthetic regulations and mandated performance measures.

Ms. Smetana noted that the Technical Advisory Committee (TAC) had reviewed the preliminary report. She noted the TAC's recommendation on May 28, 2019 to remove Air Base Road from the NHS was contingent upon approval by the City of Tye. At their meeting on June 17, 2019, the Tye City Council voted to support such a change. Judge Spurgin asked if a representative from Dyess AFB was present at the Tye City Council meeting. Ms. Smetana responded that a Dyess representative was not present, but she affirmed such a representative is a member of the TAC in response to another question from Judge Spurgin.

Judge Bolls asked about the reasons for potentially removing Air Base Road and he expressed concerns regarding truck traffic on it. Ms. Smetana responded that restrictions associated with being on the NHS and funding considerations were factors influencing the City of Tye.

In reference to a segment of S 27th St. proposed for inclusion into the NHS, Chairman Price stated that he would suggest adding FM 1750 from S. 27th St. southward to Loop 322. He noted that this would create a loop and it would be better than funneling this traffic through a neighborhood area.

Judge Spurgin indicated he would like us to reach out to Dyess to see if they have concerns with removing Air Base Road. Chairman Price and Judge Bolls then discussed concerns regarding the use and/or restriction of Air Base Road by truck traffic.

Judge Spurgin made a **motion** to approve the TAC recommendation, adding a segment of FM 1750 between S 27th St and Loop 322 to the NHS and removing Air Base Road subject to approval by Dyess AFB of such a change, with a **second** by Judge Bolls. *Motion carried (3-0).*

4. Discussion and action regarding an amendment to the MPO's Transit Asset Management (TAM) Plan.

Mr. McRoy explained that the MPO's Transit Asset Management Plan (TAM) is related to performance measures required under the FAST Act. The TAM Plan relates to the condition of transit assets including rolling stock, equipment and facilities. He noted that this is a relatively new requirement. The initial MPO TAM Plan, he said, had been created rather quickly to meet a federal deadline. It is now known that errors existed in a Federal Transit Administration (FTA) Excel spreadsheet and incorrect assumptions were made in developing the initial TAM Plan.

The proposed TAM Plan corrects those errors and updates performance targets to match current CityLink provisions. Mr. McRoy noted that the most significant change relates to the "equipment" category of assets. It is now known that FTA defines non-revenue vehicles as equipment rather than rolling stock. The proposed changes address this and other inconsistencies.

Judge Bolls made a **motion** to approve the MPO TAM Plan and Resolution R-2019-03 as presented, with a **second** by Judge Spurgin. *Motion carried (3-0).*

5. Discussion and action on the FINAL FYs 2020-2021 Unified Planning Work Program (UPWP).

Ms. Smetana reported that the Draft UPWP was presented at the TAC on April 5, 2019, and approved by the Policy Board on April 16, 2019. TxDOT approved the draft with no changes on May 22, 2019. The TAC recommended approval of the Final UPWP on May 28, 2019. Ms. Smetana noted there are no significant changes from the draft. The only changes from the Draft included removing the word "draft", adding titles to signatory pages, adding a date to the history of amendments page, updating the TAC membership page, and changing the word "committee" to "board" on some pages.

Judge Spurgin made a **motion** to approve the Final 2020-2021 Unified Planning Work Program (UPWP) as presented, with a **second** by Judge Bolls. *Motion carried (3-0).*

6. Discussion and any action on a joint Policy Board Workshop.

Ms. Smetana announced that August 5th has been set for this meeting to be located at the South Branch Library from 10:00 a.m. to 1:30 p.m. She indicate this is an opportunity to get additional input from the Board members on matters they might wish to include on the agenda. Chairman Price indicated that a briefing on project processes and how the MPO is involved might be beneficial. *No action required.*

7. Presentation and discussion of the FY 2018 Annual Performance and Expenditure Report and the FY 2018 Annual Listing of Obligated Projects.

Ms. Smetana noted that these reports are typically due at the end of the year. They were submitted in December of 2018 but there were delays in FHWA and FTA approvals. Approval by both of these bodies are required to release these documents to the public. We received approval from the Federal Highway Administration (FHWA) on the APER on January 23, 2019 and from Federal Transit Administration (FTA) on May 22, 2019. We received confirmation on our ALOP from FWHA on April 11, 2019 and from the FTA on May 29, 2019.

Ms. Smetana pointed out that the Annual Planning and Expenditure Report identifies the expected tasks from the 2018 UPWP and then shows how these were accomplished. On Page 21 (Task 4) of the document she pointed out that only 39.54% of the expected funds had been expended. She informed the Board that anytime the expenditure of funds exceeds 125% or is less 75% of the expected amounts an explanation must be provided. For this task she said that delays in getting consultants on board for the 2020-2045 MTP explains this lack of expenditure in 2018.

Ms. Smetana noted that the ALOP is a listing of projects that have had money obligated during the 2018 Fiscal Year. She reported that there were \$17,751,121.00 in funds obligated for highway projects, no funds for bicycle projects, \$24,477,648.13 for grouped projects, and \$1,619,669.38 for transit projects in FY 2018. *No action required.*

**8. Discussion and review of transportation projects.
(By TxDOT Staff, City Staff, CityLink Staff)**

TXDOT Mr. Paul Norman provided a report on the following projects:

US 83 (Winters Freeway) - This is a bridge rail and mill and fill project from S 7th St to FM 2404. Expected completion time is summer 2019. S 1st St./East Hwy 80 - This is a signal upgrade, paving, milling and undersealing project from Loop 322 to US 83/84. The project is slightly behind schedule but is expected to be complete in fall of 2019. US 83/84 from FM 707 to the US 83/84 split - This project includes widening, intersection reconstruction, drainage work and the installation of a grade separated intersection. Project completion is expected in 2021. Once grade work is complete at hilltop, work on the overpass is expected to begin.

City of Abilene Mr. Charlie Thomas briefed the Board on the following projects:

Corsicana Ave. - The project will begin next Monday. Leggett Dr. - The project is complete. Vogel St. - The milling for the project is about 50% complete. Seal coating is to begin soon. N. 1st St. - The milling for the project is to begin next Monday. He noted all of the 2020 projects are in various stages of design. TASA Sidewalk - Early design work has begun. The expected let date is second quarter 2020. SODA Ph. 3 - The milling and seal coating is complete. Paving should begin next week. Catclaw/Rebecca Intersection - all but one small piece of concrete is complete. Safety City Parking - Excavation is complete. Concrete pours should be complete by next week.

CityLink Mr. Bobby Sharpe briefed the Board on the following items:

Route/Service Update - The City Council has approved the expansion of the On-Call zone and the discontinuation of the Cisco Junior College shuttle service. The new on-call area will serve the Cisco campus, TSTC campus, Blue Cross/Blue Shield site, the Council of Governments site and the Abilene State Supported Living Center. Route 10 will be expanded to serve Hope Haven. **Public Transportation Agency Safety Plan** - A TxDOT hired consultant is now working on this plan required by MAP-21 and the deadline for completion is July 2020. **Section 5339b Grant** - The request is for replacement of 7 large fixed-route buses, repowering of 2 fixed-route busses and replacement of 12 paratransit vehicles. **Triennial Review** - FTA consultant Calyptus Group is expected to be on site August 14-15, 2019 for a site visit.

In response to a question from Judge Spurgin, Mr. Sharpe responded that CityLink currently has 15 fixed route busses, 2 trolleys used for charter service, and 26 paratransit vehicles. In response to a question from Judge Bolls, Mr. Sharpe said the paratransit vehicles are designed for a 5 year/150,000 mile service life. The large fixed-route busses are designed for a 12-year/500,000 mile service life.

9. Discussion and review of reports:

- **Financial Status**

Ms. Smetana reported we had received Work Order #3. This means we have received our carryover funds of \$227,757.52. She noted Billings #6 and 7 have been completed and will be submitted soon. Total authorization is currently \$465,441.52 with expenditures of \$121,812.06 and a remaining balance of \$343,629.46.

- **Operation Report**

Tasks, Training Sessions, Meetings

The MPO staff has been recently working with consultants on the FYs 2020-2045 Metropolitan Transportation Plan (MTP) and the Travel Demand Model (TDM). She noted the staff's sponsorship and work on a Ride of Silence bicycle safety event on May 15, 2019. She informed the Board the staff would be working on a Ride to Work motorcycle safety awareness event scheduled for June 24, 2019.

- **Director's Report**

Future Work Tasks

The Staff will be working on the Travel Demand Model, FYs 2020/2021 UPWP, the FYs 2020-2045 MTP and assisting the Drive Safe Coalition with a Ride to Work Day.

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

None.

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

None.

12. Adjournment.

With no further discussion, actions, or items pending, Chairman Price declared the meeting adjourned. *Meeting adjourned at 2:13 p.m.*