



**POLICY BOARD MEETING**  
**January 26, 2009**  
**MINUTES**

The regular meeting of the MOTOR Policy Board was called to order at 5:00 p.m. on January 26, 2009 in the Motor Conference Room at the Wright Office Complex by Policy Board Chairman, Dr. Jimmy Goates.

**Policy Board Members Present:**

Dr. Jimmy Goates, Chairman, Councilman, City of Odessa  
Lauren Garduño, District Engineer, TxDOT-Odessa District  
Jerry Morales, Councilman, City of Midland  
Susan Redford, Ector County Judge

**Policy Board Members Not Present:**

Mike Bradford, Midland County Judge

**Others in Attendance:**

Matt Carr, Transportation Planning and Development, TxDOT-Odessa District  
Mike McAnally, Director of Operations, TxDOT-Odessa District  
Matt Squyres, Director of Public Works, City of Odessa  
Marwan Houry, Director of Planning, City of Odessa  
Bill Hodge, GIS Division Manager, City of Midland  
Fred Crawford, Project Manager, Ector County Public Works  
Doug Eichorst, TxDOT-Odessa District  
Kyle Womack, Parkhill Smith & Cooper  
Melba E. Owens, MOTOR Executive Director  
Robert Wall, MOTOR/WTO Transportation Planner  
Angela Wolf, MOTOR Administrative Planning Assistant

**AGENDA ITEM**

**2. Announcements and Introductions**

Lauren Garduño announced that he will be the interim D.E. for the Odessa District through March 1, 2009. Melba Owens introduced Doug Eichorst, District Design Engineer with TxDOT-Odessa and MOTOR's new employee, Robert Wall. Mr. Wall is the shared Transportation Planner employed with West Texas Opportunities but shared 50/50 with MOTOR. Mr. Wall recently retired from HP in Austin where he was employed with them for ten (10) years.

### **3. Approval of Minutes**

A Motion was made by Lauren Garduño and seconded by Jerry Morales, to accept and approve the minutes of the December 15, 2008 Policy Board Meeting as presented. The Motion passed unanimously as follows:

Dr. Jimmy Goates	Aye
Jerry Morales	Aye
Lauren Garduño	Aye
Judge Susan Redford	Aye

### **4. Public Comment Period**

There were no comments from the public.

### **5. Finance Report**

Angela Wolf, MPO Administrative Planning Assistant, gave the following report: The report submitted today reflects a total expenditure of \$30,369.76 for the month of November, 2008, giving us a current programmed balance of \$820,981.31, and a current authorized fund balance of \$710,727.15. We received notice by letter dated December 12, 2008 from James Randall, Director of Transportation Planning and Programming in Austin, Texas, advising us that the total authorized amounts of Federal Transit Administration (FTA) Section 5303, and PL-112 funds for Fiscal Year 2009 would be \$408,252.13. This amount has been adjusted in our funds balance. This does not include our eligible carry forward balance from FY 2008.

We are now 30% expended in our programmed budget allocations. Individual task breakdowns are provided in each member's report. The slight increase in expenditures in November, 2008 over October, 2008 resulted from public outreach initiatives for the first community workshop for the 2010-2035 MTP Development/Scenario Planning/Community Visioning project, and for payments to Wilbur Smith & Associates for work performed on this project. The larger expenditures expected in FY 2009 will be for payments to Wilbur Smith & Associates for Work Authorization No. 3 for the completion of our MTP Development/Scenario Planning/Community Visioning project. The 2010-2035 MTP will be delivered to Austin in November-December, 2009.

Ms. Melba Owens, MPO Executive Director, gave the following report: TP&P staff is in the process of closing the books for FY 2008, and have indicated they will have this authorized carry forward figure to us in the next few days.

We have requested funds from the Public Transportation Division in Austin for the MPO to conduct a feasibility study. If this request is approved at the Commission Meeting in February, 2009, we would be authorized an additional \$60,000 in our FY 2009 UPWP. Plans are to develop a proposal for the coordinated call in the summer of 2009 that will request additional funds for the MPO to continue feasibility studies for the intercity transportation connections.

We are also exploring fund availability through the FHWA to support the integration of transportation, land use, and climate change. In addition EZ Rider has included funds in the amount of \$500,000 in their stimulus package request for MPO planning/GIS software/hardware, and Travel Demand Model software/hardware that, if approved, would become a part of our FY 2009 UPWP.

**MPO Staff Recommendation:**

Recommend approval of the Financial Report as submitted.

A Motion was made by Jerry Morales and seconded by Judge Susan Redford to approve the Finance Report as submitted. The Motion passed unanimously as follows:

Dr. Jimmy Goates	Aye
Jerry Morales	Aye
Lauren Garduño	Aye
Judge Susan Redford	Aye

**6. Convene Public Meeting to consider Draft Amendment to 2008-2011 TIP, and approval to release for ten (10) day public comment period.**

Ms. Owens gave the following background and report:

On January 13, 2009, all twenty-five (25) MPOs were told to begin immediately developing a prioritized list of projects that they anticipated would be ready to take bids on within 180 days or sooner, that would be environmentally cleared, or would be very soon, have sufficient right of way acquired to proceed to construction immediately, have all required permits secured or will have prior to receiving bids, design work completed now or that would be no later than June 21, 2009.

We were asked to initiate the necessary coordination with our TxDOT Districts and with our Technical Advisory Committees and Policy Boards and to conduct public involvement and special Policy Board Meetings as soon as possible for the possible incorporation of these projects into our TIP documents (if necessary). We were advised that TIP amendments would only be necessary for those added capacity and other non-grouped projects not currently in the TIP or identified for Federal funding, and that the TIP revisions should clearly indicate ESR as the proposed funding source and may show 100% Federal funding.

In accordance with these instructions, the MPO Staff immediately met on two different occasions with TxDOT-District Staff, and developed a list of projects that the District felt would meet the ESR eligibility requirements. We were asked to assume an amount of funds for these projects that would be double our 2008 program amount.

The projects that were selected are included in your packets for consideration. They were submitted to Austin on January 16, 2009. The list includes projects that are not currently in the TIP. A TIP amendment is therefore required to amend our 2008-2011 TIP document to add these projects. We have indicated in the TIP document that these projects have been developed in anticipation of the bill passage, and that the actual projects funded are

dependent on the funding amount provided by Congress and adoption by the MPO Policy Board. Once the ESR bill is approved and exact funding amounts are known, the MPO Policy Board will approve the projects for which funding is actually available. We will be prepared to act as soon as possible after the bill is passed, and will probably be able to have final approval of the projects at our February, 2009 meeting which has been moved to February 23, 2009 due to the President's Day Holiday on February 16, 2009.

The revised fiscally constrained MPO TIPs will then be incorporated into a revision to the STIP which will include any necessary ESR related rural STIP revisions. After the required TxDOT STIP public involvement process, the STIP will be provided to the Division in Austin for review and approval. FHWA plans to review the revisions during the public involvement process and being able to approve the revision very soon after submittal.

Kyle Womack of Parkhill Smith & Cooper asked that if you pull all of the Prop 14 projects out, the MPO is actually submitting for stimulus package funding around \$20 million of new projects and \$28 million as transit projects. Lauren Garduño responded yes within the MPO boundaries.

Mr. Garduño also advised that they received notice this date from John Barton that there may be a possibility that they are going to have an extension allowing some FY 2011 mobility projects to move into FY 2010 letting. The projects may be able to be added into the stimulus package and do some FY 2010 letting also or at least get the environmental. He also added that it appears that the implementation deadline might be extended for projects to be constructed with the stimulus. If so, more projects might be considered for economic stimulus funding. Mr. Barton's proposing we allow districts to mark any mobility projects that could be accelerated from FY 2011 into FY 2010 to be marked as a candidate for economic stimulus.

**MPO Staff Recommendation:**

Recommend approval of the 2008-2011 TIP Amendment as submitted for release for the ten (10) day public comment period.

A Motion was made by Judge Susan Redford and seconded by Jerry Morales to approve the 2008-2011 TIP Amendment as submitted. The Motion passed unanimously as follows:

Dr. Jimmy Goates	Aye
Jerry Morales	Aye
Lauren Garduño	Aye
Judge Susan Redford	Aye

**7. Convene Public Meeting to consider Draft Amendment to 2005-2030 MTP and approval to release for ten (10) day public comment period.**

Ms. Owens gave the following background:

In evaluating and developing our list of Economic Stimulus Package projects, we moved projects up in the 2005-2030 MTP. It will, therefore, be necessary to amend the MTP

Capacity Improvement Project Table to be consistent with the projects that are being added to the 2008-2011 TIP.

**MPO Staff Recommendation:**

Recommend approval of the 2005-2030 MTP Amendment as submitted for release for the ten (10) day public comment period.

A Motion was made by Judge Susan Redford and seconded by Jerry Morales to approve the 2005-2011 MTP Amendment as submitted. The Motion passed unanimously as follows:

Dr. Jimmy Goates	Aye
Jerry Morales	Aye
Lauren Garduño	Aye
Judge Susan Redford	Aye

**8. Presentation of “Trend/Current Policy” 2035 growth scenario. David Freidenfeld and Mahdu Narayanasamy, Wilbur Smith and Associates, and Hannah Twaddell and Jason Espie, Renaissance Planning, will join us by phone to make the presentation.**

Ms. Owens gave the following background:

On November 18, 2008, the MPO held the first community workshop in support of the development of the region’s long-range Metropolitan Transportation Plan. At the workshop, participants developed various alternative future growth scenarios by distributing new jobs and houses around the region and by jotting down potential transportation system investments to support their scenario.

Subsequent to the workshop meeting, the MPO Staff and Wilbur Smith Project Team met with the Planning Directors in both Communities, and discussed the current municipal growth policies and plans. This “current policy” scenario was developed in the CorPlan scenario analysis tool and was presented to the Technical Advisory Committee at their January, 2009 Meeting. Performance measures for scenario evaluation were also discussed.

Based upon the ideas generated at the workshop and the meeting with the Planning Directors in both communities, the Project Team has generated a set of four (4) alternative growth scenarios that David Freidenfeld, Project Manager, discussed today. These future scenarios will be the focus of another community workshop to be held on Tuesday, February 3 at the Atmos Energy’s Fischer Community Room. The goal of this upcoming workshop is for participants to identify a preferred future growth scenario and discuss issues related to achieving it.

**MPO Staff Recommendation:**

Recommend approval of the Trend/Current Policy” 2035 Growth Scenario as presented.

Dr. Goates advised that we do not need an action for this agenda item.

**9. Review and approval of Amendment No. 1 to Memorandum of Understanding Agreement executed July 11, 2008 between the MOTOR MPO and West Texas Opportunities, Inc., for the sharing of a Planner. The MOTOR MPO will reimburse West Texas Opportunities, Inc. a revised total of up to \$34,200 annually for the remainder of this contract, for the part time services of a Planner.**

Ms. Owens gave the following report:

The original Memorandum of Understanding Agreement was executed on July 11, 2008 between the MOTOR MPO and West Texas Opportunities, Inc., for the sharing of a planner. Under the original Agreement, MOTOR was to reimburse West Texas Opportunities, Inc., a total of \$2,500/month or \$30,000/annually during the two (2) year contract period.

We are requesting an adjustment of the monthly reimbursement to West Texas Opportunities from \$2,500/monthly to \$2,850/monthly and from \$30,000/annually to \$34,200/annually for the duration of the contract.

This adjustment comes from a slightly increased offer to our new planner, Mr. Robert Walls, over the monthly salary that was previously paid to Melanie Kiker who resigned her position with WTO/MPO in October, 2008. This is well justified because of the outstanding relevant experience that Mr. Walls brings to both organizations.

**MPO Staff Recommendation:**

Recommend approval of Amendment No. 1 to the Memorandum of Understanding Agreement with West Texas Opportunities as presented. Funds are available in Task 5 to cover this adjustment. A UPWP amendment will not be required.

A Motion was made by Jerry Morales and seconded by Judge Susan Redford to approve Amendment No. 1 to the Memorandum of Understanding Agreement with West Texas Opportunities as presented. The Motion passed unanimously as follows:

Dr. Jimmy Goates	Aye
Jerry Morales	Aye
Lauren Garduño	Aye
Judge Susan Redford	Aye

**10. MPO Staff Reports: (Including, but not limited to):**

**10a. Executive Director attended the Transportation Forum January 5<sup>th</sup>-7<sup>th</sup>, 2009 in Austin, TX;**

This forum brought together key state and local officials, industry professionals, and national experts to analyze strategies on critical mobility issues. The event was hosted by TxDOT, the Associated General Contractors of Texas, the Texas Good Roads & Transportation Association, and the Texas Transportation Institute. One of the key announcements at the forum was TxDOT's unveiling of a new corridor program called the Innovative Connectivity in Texas/Vision 2009 that will usher in a new method of

operation. Projects that had been developed under the heading of the Trans-Texas Corridor will now become a series of individual projects. The Trans-Texas Corridor, as it was known, will no longer exist. TxDOT realized after numerous public hearings throughout the state that the Trans-Texas Corridor, as a single project concept, was not the choice of Texans. The new plan can be viewed at the TxDOT web site [www.dot.state.tx.us](http://www.dot.state.tx.us).

**10b. 2008 Annual Performance and Expenditure Report and the Annual Project List were submitted to TP&P in Austin on December 31, 2008;**

Fred Marquez, our TxDOT-Austin Representative, has reviewed these documents. He recommended a few minor changes be made in the 2008 APER. These adjustments have been made and approved. The reports are included in the packets for review.

**10c. Intercity Fixed Route Feasibility Study – to be considered by the Transportation Commission at their February, 2009 meeting.**

The MOTOR MPO recently submitted a proposal to Alfredo Gonzales, Public Transportation Coordinator, TxDOT-Odessa District, for initial funding in the amount of \$60,000 for the MPO Staff to provide a feasibility study. We are hopeful that we will be approved for these funds at the Texas Transportation Commission Meeting in February, 2009.

**10d. Category 3 Work Group Urbanized Area (Non-TMA) Mobility Recommendations Report and Funding Distribution Equation prepared by the Texas Transportation Institute.**

The final report prepared by the Texas Transportation Institute in cooperation with the Texas Department of Transportation, regarding the funding distribution equation for Category 3 Urbanized Area (Non-TMA Mobility) has been released. TxDOT worked with all MPOs and the TP&P Management Section for collection of individual MPO demographic data to be used in determining final percentages for a new distribution equation. Each MPO's individual overall percentage of total distribution was later determined by multiplying their individual percentage of total for each element by the equation factors. The table included in the packet materials, indicates geographic distribution to the 17 Urban (Non-TMA) MPOs in Category 3 in accordance with the new equation and new demographic data chosen by the Work Group. The table also allows a comparison with the estimated distributions of the Work Group at the August, 2008 meeting in Austin, as well as comparison with the old 2003-2007 distribution percentages previously used by TxDOT.

It is important to note that the new distribution equation will be used at a point in the future when a new source of Category 3 funds becomes available. This formula does not affect the current UTP or the UTP which is being prepared for year 2009.

**10e. Our second Community Workshop for the 2010-2035 MTP development will be conducted on Tuesday, February 3, 2009, at the Atmos Energy Fischer Community Room from 5:00 p.m. – 8:00 p.m. A Stakeholders Group meeting will be conducted at the same location on Tuesday morning, February 4, 2009, beginning at 10:30 a.m.**

**11. Project Reports**

**TxDOT-Odessa District** - Mike McAnally gave the following updates:

They have letting for the second reliever route which came in \$2 million under estimate to a contractor out of Austin.

Mr. McAnally also announced that he met with PBRPC. Judge Redford was also in attendance. They are developing a Rural Planning Organization and they want to be very open and collaborative with the MPO.

**City of Midland** - none

**County of Midland** - none

**City of Odessa** - none

**County of Ector** - none

There were no further project reports.

**12. 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:**

- a. **Texas Government Code Section 551.071 for the purpose of consulting with the Board's attorney;**
- b. **Texas Government Code Section 551.072 to deliberate the purchase, lease or value of real property;**
- c. **Texas Government Code Section 551.074 to discuss personnel matters.**

The Policy Board did not go into an Executive Session.

**13. Take action concerning Executive Session matters.**

No action was taken in Executive Session.

**14. Adjourn.**

Judge Susan Redford made the Motion to adjourn the meeting. The motion was seconded by Jerry Morales. The motion passed unanimously as follows:

Dr. Jimmy Goates	Aye
Jerry Morales	Aye
Lauren Garduño	Aye
Judge Susan Redford	Aye

The next regularly scheduled Policy Board Meeting will be conducted on Monday, February 23, 2009 (rescheduled due to President's Day Holiday on February 16, 2009), in the MOTOR Conference Room at 5:00 p.m.

Minutes submitted and approved by:

*Melba E. Owens*

Melba E. Owens, Executive Director