



POLICY BOARD MEETING
May 15, 2008
MINUTES

The regular meeting of the MOTOR Policy Board was called to order at 3:30 p.m. on May 15, 2008 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
Mike Bradford, Midland County Judge

Policy Board Members Not Present:

Susan Redford, Ector County Judge
Wes Perry, Mayor, City of Midland

Others in Attendance:

Matt Carr, Transportation Planning and Development, TxDOT-Odessa District
Marwan Khoury, Director of Planning & Development, City of Odessa
Matt Squyres, Director of Public Works, City of Odessa
Alfredo Gonzales, Public Transportation Coordinator, TxDOT-Odessa District
Mike McAnally, Director of Operations, TxDOT-Odessa District
Edward Esparza, General Manager, MOUTD EZ-Rider
Fred Crawford, Project Manager, Ector County Public Works
Joshua Crawford, Musketball Technologies
Kyle Womack, Parkhill, Smith & Cooper
David Freidenfeld, Wilbur, Smith & Associates
Melba E. Owens, MOTOR Executive Director
Angela Wolf, MOTOR Administrative Assistant

AGENDA ITEM

2. Announcements and Introductions

There were no announcements or introductions.

3. Approval of Minutes

A Motion was made by Lauren Garduño and seconded by Judge Mike Bradford, to accept and approve the minutes of the April 17, 2008 Policy Board Meetings as presented. The motion passed unanimously by the following vote:

Dr. Jimmy Goates	Aye
Lauren Garduño	Aye
Judge Mike Bradford	Aye

4. Public Comment Period

There were no comments from the public.

5. Finance Report

Angela Wolf, MPO Administrative Assistant, gave the following report:

The report submitted to you today reflects a total expenditure of \$16,027.45 for the month of March 2008, giving us a current balance of \$321,265.30. We are now 23% expended in our budget allocations. Individual task breakdowns are provided in your report. We are providing additional detailed expenditure reports for Tasks 1-5 for February and March of the new fiscal year, in which we have defined the primary responsibilities of each Task, and provided a comparative analysis of monthly expenditures. The increase in the March 2008 expenditures over the expenditures in February 2008 resulted from the invoice for our building lease being received after the cut-off for February payments; and, for expenses for the MPO Executive Director to attend a one (1) day TEMPO workshop in Austin, Texas on March 19, 2008, and for the registration fee to attend the Texas Transportation forum held in Austin, TX on April 20 – April 22, 2008. The registration fee was paid in March 2008 to secure the discount rate offered for early registration.

Melba Owens, MPO Executive Director, gave the following report:

On April 25, 2008, we received a letter from James Randall that formally announced a revised authorization of Federal Transit Administration (FTA) Section 5303 funds for FY 2008, Federal Highway Administration (FHWA) PL-112 funds for FY 2008, and carryover balances of PL-112 funds for FY 2006 and FY 2007 in the amount of \$237,123.35. This equals to a total authorization in FY 2008 of \$656,061.02. UPWP Amendment No. 2 is presented to you under Agenda Item No. 6 which requests that this revised authorization be placed in Task No. 4 of our FY 2008 UPWP. Budget adjustments will be made in the finance report once this amendment has been approved in Austin.

MPO Staff Recommendations:

Recommend approval of the Financial Report as submitted.

A Motion was made by Judge Mike Bradford and seconded by Lauren Garduño to approve the Finance Report as submitted. The Motion passed unanimously as follows:

Dr. Jimmy Goates Aye
Lauren Garduño Aye
Judge Mike Bradford Aye

6. Approval of Resolution No. 15-05-2008 that Adopts FY 2008-2009 UPWP Amendment No. 2 which Reflects a Revised Authorization of FTA Section 5303 Funds and FHWA PL-112 Funds for FY 2008, and Carryover Balances of PL-112 Funds for FY 2006 and FY 2007 in the Total Amount of \$237,123.35.

Ms. Owens gave the following background information and report:

The MOTOR MPO FY 2008-2009 UPWP was developed to include unobligated and unexpended balances from Fiscal Year 2007. The MPO was advised on December 6, 2007, in letter from James L. Randall, Director of Transportation Planning and Programming in Austin, that the authorized amount of PL 112 Funds for Fiscal Year 2008 that we could program and expend did not include unobligated and unexpended balances for Fiscal Years 2006 or FY 2007 as the Texas Department of Transportation was unable to match these funds. We programmed a total of \$533,757.29 for FY 2008 in our UPWP. The total authorized in December, 2007 for the MOTOR MPO in FY 2008 was \$418,937.67 which resulted in a shortfall in our Fiscal Year 2008 budget in the amount of \$114,819.62.

Adjustments were subsequently made in Tasks 1-4 of our FY 2008 UPWP in Amendment No. 1 to our 2008-2009 UPWP that resulted in a total cost savings of \$114,819.62 needed to demonstrate fiscal constraint in the FY 2008-2009 UPWP.

- The Texas Transportation Commission at their regularly scheduled meeting on March 27, 2008, unanimously agreed to authorize TxDOT's Transportation Planning and Programming Division in Austin, Texas to secure Transportation Development Credits needed to meet their matching fund requirements of both the FHWA PL and FTA Section 5303 funds for MPOs statewide.
- On April 25, 2008, we received a letter from James Randall that indicated a revision in our total authorization for FY 2008 as detailed above. We are requesting that the total revised authorization for FY 2008 in the amount of \$237,123.35 be placed in Task 4 of the MOTOR MPO FY 2008 UPWP. We are also requesting that our total authorization for FY 2008 be changed from \$418,937.67 to \$656,061.02.

MPO Staff Recommendation:

Motor Staff recommends approval of Resolution No. 15-05-2008 adopting of this 2008-2009 UPWP Amendment #2.

A Motion was made by Judge Mike Bradford and seconded by Lauren Garduño to approve Resolution No. 15-05-2008 adopting of this 2008-2009 UPWP Amendment #2. The Motion passed unanimously as follows:

Dr. Jimmy Goates Aye
Lauren Garduño Aye
Judge Mike Bradford Aye

7. Kick-Off Meeting for the MTP Development/Scenario Planning/Community Visioning Project Conducted by Wilbur Smith Project Team: David Freidenfeld, Project Manager, Wilbur Smith and Associates, Hannah Twaddell, Renaissance Planning Group, Kyle Womack, Parkhill, Smith & Cooper, and Joshua Crawford, Musketball Technologies.

The project kick-off meeting was held as part of the MPO Policy Board's regularly scheduled May monthly meeting. The Consultant Team provided a high-level overview of its Work Authorization-based contract with the MPO. This contract provides the MPO with various planning support services in developing a SAFETEAU-LU-compliant Metropolitan Transportation Plan, a plan which must be completed and approved by FHWA by November 2009.

The Primary purpose of the meeting was to ensure that the Policy Board, the Technical Committee, MPO staff, and the Consultant Team all share the same understanding of the objective of the first Work Authorization. The primary objectives are:

- To establish a thorough stakeholder and public participation process for the development of the MTP;
- To develop a survey to better understand the public's use and perception of the transportation system; and
- To develop the data necessary to support the scenario planning and community visioning process.

Regional Perspective on Transportation and Growth

The Consultant Team asked the attendees to share their thoughts regarding the development of the MTP and the perception of transportation and development issues throughout the region. Dr. Jimmy Goates ensured that all meeting members participate in this discussion. Comments received during this discussion include the following:

- The City of Odessa is growing towards the north and to the northeast towards Midland and the City of Midland is growing towards the north and northwest towards Odessa. (City of Odessa)
- Consideration should be given to the Comprehensive Plans of each city and how this process can inform them and bring them together. Also, the projects in the MTP should support the Comprehensive Plans of each city. (City of Odessa)
- The rural transit provider is bringing people from a 22-county service region (as far away as Dawson and Presidio counties) into Midland and Odessa. (MOUTD)
- Development around the airport and connections to the plants to the south of Odessa along FM3503 need to be addressed. (Ector County)
- General deficiencies in the system need to be addressed, with an eye toward multimodal solutions. (TxDOT)
- Urban commercial sprawl and access management are problems along BI-20 and the IH-20 frontage roads. (TxDOT)

- The new reliever route will dump lots of traffic out onto FM 1788. (TxDOT)
- Each city has a loop which is both very important: SL338 in Odessa; and SL250 in Midland. (TxDOT)
- Mixed of land uses (light manufacturing and high-end residential) along SH191 corridor cause mixed use, incompatible highway miles. (Midland County)
- Mineral drilling is increasing in Midland and drilling in development growth areas and disposal of surface product are becoming an issue, Fort Worth may be a good model to follow for this issue: the city of Midland has a new ordinance related to these issues; companies like Excel and keystone are among the many that are involved. (Midland County)
- Drainage is an issue throughout the region, despite there being relatively little rainfall. (TxDOT)

Regional Stakeholders

The Consultant Team then asked attendees to share their thoughts regarding various stakeholders and other interested parties that would be able to provide valuable input into the development of the MTP. The meeting attendees suggested the following entities:

- | | |
|---|---|
| * Builders Association | * County Commissioners and Judges |
| * City Councils | * City Planning & Zoning Commissions |
| * Colleges (UTEP, TT Health Sciences Center) | * Chambers of Commerce (Transportation Committees; Hispanic and Black CoCs) |
| * Delivery Companies (UPS and FedEx) | * General Mineral Interests |
| * EZ Rider and West Texas Opportunities | * Home Owners Associations |
| * General Wind Farm Interests (Sweetwater) | * Developers (Gary Whitehead; John Bushman; Larry Lee (LEECO); Mark Payne; Mike Black (Old TI Bldg); SBC) |
| * Hospital Districts | * Independent School Districts |
| * Kiwanis | * LaEntrada Rail Board |
| * Major Employers (e.g., Family Dollar) | * Main Street Odessa |
| * Midland-Odessa Airport | * MOTRAN |
| * Permian Basin Bicycle Association (Steve Betton, Nigel Cowen) | * Permian Basin International Oil Show Board |
| * Permian Basin Petroleum Association | * Taxi Companies |
| * Warehouse/Distribution Facilities | * Health/Human Services Providers |
| * League of United Latin American Citizens | * Major Land Owners |
| * Midland and Odessa Development Corporations | * Realtor Associations |
| * Union Pacific | * Workforce Commission |

It was suggested that a targeted list of individuals representing a subset of groups listed above be organized into a key stakeholders group. This group would fall short of being a formal advisory committee, but would be helpful in providing input to the MTP development process. The Consultant Team will work with the MPO Executive Director to determine the best way to organize such a group.

Transportation Survey

The Consultant Team then asked attendees to share their thoughts regarding the implementation of a web-based transportation survey. The meeting attendees discussed the following topics:

- The survey should ask what prices does gasoline have to reach before you begin to really change your driving habits?
- The survey should ask how specifically would you change your driving habits (ride share, take transit, buy a more fuel efficient vehicle).
- The survey should ask questions to obtain more information regarding travel between Midland and Odessa. Questions to ask should include: which routes (in priority order) do you use to travel between Midland and Odessa? How often and for what purpose do you travel between the two cities?
- The survey should be available in both English and Spanish.
- The survey should be widely distributed, using city sites, regional blogs, email blasts, and the newspapers.

Other Issues

In addition, the meeting participants also discussed the following issues:

- The area between Midland and Odessa is currently unincorporated. As such, the county has very limited control as to the uses of this land. However, the orderly development of this area is critical to the success of the region. Both cities should be examining this issue as the area continues to develop.
- The timeline for the project was briefly discussed. The only issue raised was that an opportunity be found for Hannah Twaddell of Renaissance Planning Group to come out for the July 17, 2008 Policy Board meeting and for the Final Presentation on September 18, 2008.

No action was required on this item. This was only a discussion/informational session to make certain that we are on the same page as we proceed.

8. MPO Staff Reports:

a. Texas Transportation Commission Meeting in Austin, Texas on April 24, 2008 regarding the approved 2009-2019 UTP Funding Levels.

Mr. James Bass, Chief Financial Officer for TxDOT-Austin gave a lengthy presentation to the Texas Transportation Commission on March 27, 2008 in which he detailed revenue forecasts for 2009-2019 UTP based on the assumptions of no new debt and no new revenue. He presented three (3) funding level scenarios for the Commission to consider. The funding level included in your packets reflects the funding level adopted by the Texas Transportation Commission at their meeting in April, 2008. Included in the packet was a copy of a Minute Order approved by the Transportation Commission at their April, 2008 Meeting for 2008 Federal Discretionary Projects that included \$490,000 for FM3503 relocation improvements.

b. Transportation Forum in Austin, Texas on April 20–22, 2008 –attended by MPO Executive Director.

This was an excellent forum that highlighted funding shortages, and the need for more public and private partnerships and innovative financing to move our projects forward. Conference presentations were forwarded to board members by e-mail which gives full overview of the conference.

c. Americas 2020 Summit in Austin, May 22-23, 2008 – Stakeholders from the U.S., Mexico and Canada will discuss solutions to enhance security and economic competitiveness in North America.

The MPO Executive Director has received an invitation from Lauren Garduño to attend this conference. There is no registration fee. Permission is requested for the Executive Director to attend the conference. A program is included for your review.

A Motion was made by Judge Mike Bradford and seconded by Lauren Garduño to allow the MPO Executive Director to attend the America’s 2020 Summit in Austin, May 22-23, 2008. The Motion passed unanimously as follows:

Dr. Jimmy Goates	Aye
Lauren Garduño	Aye
Judge Mike Bradford	Aye

d. TxDOT Planning Conference in Houston, Texas, May 27-30, 2008.

The Quarterly TEMPO Meeting will also be conducted at this Conference. Permission is requested for the MPO Executive Director to attend this conference. A program is included for your review.

A Motion was made by Lauren Garduño and seconded by Judge Mike Bradford, to allow the MPO Executive Director to attend the conference. The motion passed unanimously by the following vote:

Dr. Jimmy Goates	Aye
Lauren Garduño	Aye
Judge Mike Bradford	Aye

e. EZ Rider Report

This report prepared by Edward Esparza, General Manager of EZ Rider, gives staffing information, as well as a fixed route summary.

9. Project Updates – TxDOT-Odessa District

Alfredo Gonzales, TxDOT-Odessa District, discussed the connectivity between the two cities and what the Regional Planning Group has found to be more beneficial when it comes to funding public and private partnership. There is federal funding available for the urban system. This partnership enables the partnership to be much more competitive for more aggressive projects such as the multimodal facility and regional maintenance.

The division reacts favorably to this coordination thus allowing the possibility of more federal funding.

Mike McAnally, TxDOT-Odessa District, gave the following project updates:

The Reliever Route contract under-ran \$10 million, \$4 million of which was discretionary funds.

The Garfield extension is set to let in October 2008. Mr. McAnally was told by the City of Midland that they will have all of the right-of-way purchased and utilities adjusted by July 2008.

The BI-20 overpass is currently running on schedule.

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:

- 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.


11. No Action was taken in Executive Session.

12. Adjourn - The Motion was made by Lauren Garduño, and seconded by Judge Mike Bradford to adjourn the meeting. The Motion passed unanimously as follows:

Dr. Jimmy Goates	Aye
Lauren Garduño	Aye
Judge Mike Bradford	Aye

The next Policy Board Meeting will be conducted on **Monday, June 16, 2008**, in the MOTOR Conference Room at **5:00 p.m.**

Minutes submitted and approved by:



Melba E. Owens, Executive Director