



Technical Advisory Committee Meeting
October 16, 2008
Minutes

Opening:

The regular meeting of the MOTOR MPO Technical Advisory Committee was called to order at 8:30 AM on October 16, 2008 in the conference room of the Wright Office Complex by Melba Owens, MOTOR Executive Director.

Technical Advisory Committee Members Present:

Melba Owens	Executive Director, MOTOR MPO
Marwan Khoury	Director of Planning, City of Odessa
Matt Carr	Transportation Planning & Development, TxDOT-Odessa District
Matt Squyres	Director of Public Works, City of Odessa
Fred Crawford	Project Manager, Ector County Public Works
Cameron Walker	Planning Division Manager, City of Midland
Alfredo Gonzales	Public Transportation Coordinator, TxDOT-Odessa District
Mike McAnally	Director of Operations, TxDOT-Odessa District
Felipe Acosta	Superintendent, Midland County Road & Bridge

Technical Advisory Committee Members Not Present:

Edward Esparza	General Manager, MOUOTD
Vacant	City of Midland

Others in Attendance:

Fred Marquez	Transportation Planner, TPP Division-Austin
Bill Hodge	GIS Division Manager, City of Midland
Joshua Crawford	Musketball Technologies
Stephanie Fuentes	Senior Transportation Planner, MOTOR MPO
Angela Wolf	Administrative Planning Assistant, MOTOR MPO

Agenda Item

2. Announcements and Introductions

Melba Owens, Executive Director, MOTOR MPO introduced Felipe Acosta our newest TAC member. Mr. Acosta is the Superintendent of the Road & Bridge department at Midland County.

3. Approval of Minutes from previous TAC Meeting

The Motion was made by Marwan Khoury and seconded by Matt Carr to approve the Minutes of the September 5, 2008 meeting. The Motion passed unanimously.

4. Discussion and decision of a new meeting date and time for the Technical Advisory Committee.

Ms. Owens informed the Committee that Item 4 comes from a change in working hours at the MPO that were approved by Policy Board on the September 22nd special called meeting. The MPO staff has gone to ten (10) hour work days Monday - Thursday, 8:00 a.m. to 7:00 p.m., effective September 29, 2008. For that reason we are looking to change the meeting time to another day besides Friday.

The Motion was made by Marwan Khoury and seconded by Matt Squyres to approve the first Thursday of each month as the TAC's new meeting day. The Motion passed unanimously.

5. Presentation/approval of the report on the web survey results. David Freidenfeld, Project Manager, Wilbur Smith & Associates will join us by phone for this presentation/discussion.

Mr. Freidenfeld advised that this is just a draft report of the survey results that he would like to make final over the next couple of weeks. He welcomed any and all suggestions. The TAC members informed Mr. Freidenfeld that they would like for him to give the key findings and how it will be used and then give an executive summary of the survey.

The committee asked that the draft be forwarded for Policy Board review at their next meeting, and that final approval of the document be made at their regularly scheduled meeting in November which will give the Technical Advisory Committee Members and the Policy Board Members the opportunity to make recommendations for changes/additions to the document before final approval.

The Motion was made by Marwan Khoury and seconded by Cameron Walker to approve the survey as presented with the addition of having a synopsis, summary, or finding of the key points of the survey. Fred Crawford opposed the motion with Mike McAnally and Felipe Acosta abstaining. The Motion passed.

6. Approval of a Memorandum of Understanding Agreement between MOTOR MPO, TxDOT-Odessa District, and MOUTD to be in full compliance with all SAFETEA-LU requirements.

Mr. Montie Wade, Senior Research Engineer for the Texas Transportation Institute has over the past year performed research as requested by TxDOT, to determine if the planning agreements the MPOs in the State currently have in place are in compliance with SAFETEA-LU requirements. SAFETEA-LU regulations state:

§ 450.314 Metropolitan Planning Agreements.

(a) The MPO, the State(s), and the public transportation operator(s) shall cooperatively determine their mutual responsibilities in carrying out the metropolitan transportation planning process. These responsibilities shall be clearly identified in written agreements among the MPO, the State(s), and the public transportation operator(s) serving the MPA. To the extent possible, a single agreement between all responsible parties should be developed. The written agreement(s) shall include specific provisions for cooperatively developing and sharing information related to the development of financial plans that support the metropolitan transportation plan (§ 450.322) and the metropolitan TIP (§ 450.324) and development of the annual listing of obligated projects (§ 450.332).

Questionnaire responses indicated that, with the possible exception of one MPO (Corpus Christi), existing agreements do not meet the preferred approach. Although the statement in the regulations "To the extent possible" indicates that a strict interpretation of the rule that all must be signatory to one agreement between all responsible parties can not be made, they were advised that the official position of FHWA is that "a single agreement between all responsible parties" is the "preferred" approach.

MPO staff explained to Mr. Wade that the MOTOR MPO currently has a Planning Contract with TxDOT, and a Memorandum of Understanding Agreement with the Midland Odessa Urban Transit District. However, it was his conclusion that inasmuch as the Federal Highway Administration has expressed preference in the MPOs having a single agreement between all responsible parties of the metropolitan transportation planning process, that all MPOs should comply with the preferred approach.

Ms. Owens has subsequently prepared the attached Memorandum of Agreement for your review and approval. It should be noted that the Memorandum of Agreement does not replace intentions of our existing contracts/agreements. This one-time agreement specifies that the Unified Planning Work Program (UPWP) will detail and document the responsibilities required by § 450.314. They believe, and we concur, that the UPWP is the logical document in which to describe mutual and separate responsibilities, deliverables, and associated costs.

The Agreement was also forwarded to Lee Ann Rimer, Assistant City Attorney for the City of Odessa, who has no concerns with our moving forward with this agreement.

The Motion was made by Cameron Walker and seconded by Matt Squyres to approve the Memorandum of Understanding Agreement as written. The Motion passed unanimously.

7. Approval of an administrative revision to the 2008-2011 TIP for the addition of an informational appendix regarding backlogged projects.

Stephanie Fuentes, Senior Transportation Planner informed the committee that TxDOT-Odessa District has requested an Administrative Revision to the 2008-2011 TIP to allow for the addition of an informational appendix regarding certain eligible Grouped CSJ Backlogged Projects. MPO staff contacted TxDOT TP&P in Austin, and they indicated that we could place these eligible projects under Appendix D.

The purpose of Appendix D is to identify projects that are undergoing preliminary engineering and environmental analysis consistent with early project development. The Federal Highway Administration allows these projects to be referenced in the current Transportation

Improvement Program in order to facilitate the feasibility and preliminary engineering and environmental analysis phases.

Appendix D contains projects that are scheduled for implementation beyond the four years of the TIP time frame, and it in no way implies that these projects are programmed in the TIP. Cost estimates are preliminary and do not represent any commitment of construction funding. Consistency with the Metropolitan Transportation Plan will be verified as alternatives are examined in studies or environmental clearance efforts.

The Motion was made by Cameron Walker and seconded by Marwan Khoury to approve the Administrative Revision as submitted. The Motion passed unanimously.

8. Review/Evaluation of the proposed 2005-2030 MTP Projects (Outside Fiscal Constraint).

Stephanie Fuentes, MOTOR MPO Senior Transportation Planner, asked each city to pick a list of ten (10) prioritized projects that they would like to keep on the MTP. The committee decided to leave the list as is by not removing any projects but rather prioritizing the current list.

9. MPO Staff Reports (Including but not limited to):

9a. Survey Winners:

We closed the web survey on Thursday, October 1, 2008. We received a total of 513 useable survey responses, of which 463 answered all the questions within the survey. Only one Spanish survey was completed. Five participants were subsequently randomly selected to receive \$100 gift cards to either Wal-Mart or Target. Of the five participants notified of their winning status, only three (3) have come forward to date to claim their gift cards. Winning participants who have claimed their gift cards are: Jonathan Galusky, Jeff Brammer, and Phyllis Shedeck.

9b. First Community Workshop for MTP development / Community Visioning project;

Our first Community Workshop is scheduled for Tuesday, November 18, 2008 from 5:00 p.m. – 8:00 p.m. at the Atmos Energy Fischer Community Room. A free barbeque dinner, provided by Prescott's Café, will be provided as well as door prizes. We are planning for 65-70 attendees. This will be an opportunity for residents of both communities to express their ideas and concerns regarding issues such as:

- How should the region grow?
- What kind of development in the region is desirable?
- Where should new development be located?
- How can transportation help to achieve our vision of the future?
- What type of transportation investments are needed for the future?

9c. TxDOT Town Hall Meeting on Transportation Needs – November 13th at 6:30 p.m. at the CEED building;

The Texas Department of Transportation will hold a Town Hall Meeting at the Center for Energy and Economic Diversification on Thursday, November 13, 2008 beginning at 6:30 p.m. TxDOT Executive Director Amadeo Saenz and other key TxDOT and local transportation representatives will be on hand to answer questions and provide information

on projects and funding, including a brief perspective on regional infrastructure requirements for the future.

9d. Feasibility Study for EZ Rider and All Aboard America:

Ms. Owens informed the committee that she has spoken to Alfredo Gonzales in reference to the MPO staff possibly doing the Feasibility Study for the Regional Service Plan group on the connectivity route between Midland and Odessa. Ms. Owens asked Mr. Gonzales if the MPO would be eligible for some funds to do that study for them. Mr. Gonzales advised that there are planning funds from the FTA and the division has those funds that may or may not require permission for approval. They do have planning dollars that they have for metropolitan areas for these types of studies. This would not require an RFP since we are a government agency.

8. Project Reports – TxDOT-Odessa District

City of Midland

City of Odessa

County of Ector

Cameron Walker with the City of Midland advised that they just recently entered into a new ETJ agreement with the City of Odessa and what this does is changes the normal boundary. Under current state law, each community has a 3 ½ mile jurisdiction. In the early 1980's there was a line formed by mutual agreement. That line was changed by recent Council action. So effectively Midland/Ector's territorial jurisdiction is 1 mile west of FM1788 and paralleling FM1788. It gives Odessa more ranks over annexation and planning issues in the eastern portion of their city. So they've acknowledged between both cities that that is an agreed upon boundary.

There were no other project updates.

9. Adjourn

The Meeting was adjourned at 11:10 A.M by Ms. Melba Owens. The next TAC meeting is scheduled for 8:30 a.m. on Thursday, November 6, 2008, in the MOTOR Conference Room of the Wright Office Complex.

Approved by: Melba E. Owens



MOTOR MPO Executive Director