

Minutes
Of the
Transportation Advisory Committee
Lubbock Metropolitan Planning Organization
July 1, 2008

The meeting of the Transportation Advisory Committee of the Lubbock Metropolitan Planning Organization was held 1625 13th Street, Room 103, at 10:25 AM on July 1, 2008.

Required notices were given to the members of the Committee and the public. The following Transportation Advisory Committee members were present:

Bill McCay, Lubbock County
Randy Henson, City Of Lubbock
Frankie Pittman, City of Wolfforth
Melinda Harvey, Citibus
Nick Olenik, Lubbock County
Jerry Cash, TxDOT – Lubbock
Sharmon Owens, City of Lubbock

Visitors/Staff: David Jones, Lubbock MPO
Tera Davis, Lubbock MPO
Rhett Dollins, City of Lubbock
Don Becker, Lubbock County

Call to Order.

Mr. McCay called the meeting to order at 2:05 p.m.

The Committee moved to the next item.

Acknowledgement of Quorum by Chairman.

Mr. McCay acknowledged a quorum of the Transportation Advisory Committee (TAC).

Mr. McCay stated that as Vice Chair of the Transportation Advisory Committee he would preside over the meetings until a more formal process is held. Mr. Henson asked if the election of a chairman needed to be put on an agenda. Mr. Jones stated that appointment of offices would be held in October. Mr. Henson asked that it be put on the next agenda. Mr. Jones stated he would speak to Mr. Henson about it. Mr. Henson felt it needed to be filled in case Mr. McCay was out of pocket.

Approval of the May 6, 2008 minutes of the Transportation Advisory Committee.

Mr. Hart asked for any corrections to the May 6, 2008 minutes of the Transportation Advisory Committee. No corrections were made.

Melinda Harvey made motion to approve the May 6, 2008 minutes of the Transportation Advisory Committee. Jerry Cash seconded and the motion passed unanimously.

The Committee moved to the next item.

Discussion and recommendation to the Transportation Policy Committee of the Draft FY 2009 Unified Planning Work Program.

Mr. Jones stated that a few changes were made to the text of the FY 2008-09 UPWP. Mr. Jones stated that he would appreciate if the TAC members would review the document and let the MPO know of any changes that need to be made. Mr. Jones said that the budget summaries for the five major tasks have changed. Mr. Jones asked the members to look briefly at the tasks. He stated that this was based on the budget that the Transportation Policy Committee approved at their last meeting.

Mr. Jones said the budget is restated at the bottom of the summary page. He said that the restatement tells how much of the total revenue will be programmed. Mr. Jones said by doing that, it gives us spending authority up to that level. He said the spending authority doesn't mean all of the money will be spent. He said that a Memorandum of Agreement will be authorized that will specify the exact limit to be spent for any one project.

Mr. Jones stated that the UPWP does program the entire revenue stream for FY 2008-09. Mr. Jones pointed out subtask 5. He said the three new projects that are to be considered this year are Subtask 5.2, Subtask 5.3 and Subtask 5.4. Mr. Jones said Subtask 5.2 is the Permanent Traffic Counter that Mr. Hart talked to the TAC about a number of times and that was one of the three projects that the TAC discussed and wanted put into this year's UPWP. Mr. Jones stated that he asked Sharmon Owens, who is the interim department head of Traffic Engineering with the City of Lubbock, to be here to answer any questions. He said that based on Mr. Hart's presentation, and the TAC approval at the last meeting, Mr. Jones included the project in this UPWP and attributed \$36,000 based on the proposed budget for that project.

Mr. Jones stated that Subtask 5.3 is the Feasibility Study for the Outer Loop. Mr. Jones stated that Mr. Henson made a presentation to the TAC and discussed the importance of continuing the feasibility study for the Outer Loop. Mr. Jones reminded the TAC that they concurred with Mr. Henson's understanding of what needed to be done and sent the motion to the TPC to find a way to continue the feasibility study. The TPC debated and decided they concurred with the importance of trying to continue the project although there was not sufficient funding to complete the current feasibility study. Mr. Jones stated the TPC captured, or encumbered and designated the fund balance that Mr. Jones showed them on the proposed budget and directed the staff to put that money in the UPWP as you see it. Mr. Jones said the money is available and if the UPWP is approved, the TAC is telling the MPO that they want that spending authority of that project up to that limit. Mr. Jones reminded the TAC that doesn't mean the money has to be spent. Mr. Jones stated that it does ensure that you have at least that much money in the budget to use for the study. Mr. Jones said we still have to come back, if the contract can be negotiated, with a MOA in order to proceed. Mr. Jones stated that he has not had the opportunity talk to Mr. Hopmann about it yet.

The other new project in the UPWP for this coming year is a GIS enhancement that Mr. Olenik wanted to propose and Lubbock County would sponsor. Mr. Jones stated that Mr. Olenik and Mr. Becker would present the project. Mr. Jones said that it is a project that the TAC hasn't seen before.

Mr. Olenik said that he has wanted for some time to be able to integrate the State's five-year interval saturation traffic counts with the County's data base. This would enable the County to generate traffic volumes along any segment in the MAB or County. It would also enable the County to be able to compare that data with other data stored on the file from any query. Mr. Olenik introduced Mr. Don Becker who described the project.

Mr. Becker said he is taking information from the Texas Department of Transportation paper maps provided to him and is processing them and building an additional data set that incorporates TxDOT's information with Lubbock County's GIS database. He said the project

would include inserting data that ties the street counts to the street network and do it in such a way that the same data pieces would be represented from each traffic study. He said it would be a way to incorporate the traffic flow saturation into Arc GIS and do analysis using other types of spatial data.

Mr. Henson asked if Mr. Buckberry's project for the MPO include the entire study area or just the city area. Ms. Davis said it was the entire Metropolitan Area Boundary. Mr. Henson asked if that was what Mr. Becker was looking at or the entire county. Mr. Becker said the entire county excluding the City of Lubbock at this point. Mr. Henson asked if there was a need or a place for the serial zone information that goes into the TAZ. Mr. Henson suggested Mr. Becker talk to the MPO to find out what the TAZ incorporates. Ms. Davis said she thought the TAZ zones were extended to the county line for the Travel Demand Model. Mr. Jones agreed they were extended to the county line.

Mr. Jones said the serial zone data would be eligible to be included. Mr. Henson said that Mr. Becker needed to check with the MPO to find out how to plug in this element. Mr. Becker said this represents past documentation of trends and he is taking the paper maps and putting them into a digital format to have the history. Mr. Jones said Mr. Becker was going to take the five-year interval traffic counts that TxDOT does and put them in the file. He said everywhere there is a node throughout the Lubbock County, they will be able to input traffic data. Mr. Jones said they will be able to pull up line segments, landmarks, nodes and other queries that are put in and aggregate their data in that regard. Mr. McCay said it would then be stored digitally so that it is not just something that is drawn. Mr. Olenik said it was married to all of the other GIS data that they currently use for all of their mapping purposes and analysis.

Mr. Jones said because they would have those GIS points on the file, David Buckberry could also use the information to work his serial zone magic. He said it would give a good framework. Mr. Henson said this represents the ultimate to be able to share a common database throughout. Mr. Henson told Mr. Becker to check with Mr. Westmoreland to see what Buck did in the TAZ for the overall population in the Travel Demand Modeling. Mr. Jones said that there might also be a field in there where you could add land use, using the same codes that are used with the City of Lubbock.

Ms. Owens asked if the City Of Lubbock would have access into the database. Mr. Becker stated they could. Ms. Owens asked what type of software is being used. Mr. Becker stated that it is Arc GIS from ESRI. Mr. Becker said he could give anyone the static database. He stated this is a one-time event. He said it is not dynamic but is for capturing information that was on paper maps and bringing it into GIS. He said they might add to it but the base information would only be done once. He stated it would need to be updated after TxDOT gives them the 2010 saturation counts as well.

Mr. McCay asked if there were any other discussion on the budget items. Mr. Cash said that he had questions. He said in Task 3, regarding transit, he received an email from Karen Dunlap on June 19th regarding the transit amounts. Mr. Jones pointed out the replacement sheets that had been placed by each packet includes the revised numbers per Karen Dunlap and asked the TAC to replace those pages. Mr. Jones said that he has confirmed, since the meeting, that in Task 3.4 and 3.5, Citibus is, in fact, going to make application for \$157,407 of 5307 money. This money goes directly to Citibus and does not come through the MPO. Mr. Jones said that Ms. Dunlap had sent the email stating that Citibus had been allocated \$220,000. Mr. Jones said that he worked with Mr. Wilson and confirmed that the numbers are correct. The rest of the \$220,000 has been moved to operations, which Mr. Wilson is allowed to do. Ms. Dunlap said the UPWP doesn't necessarily have to show the full \$220,000, just the amount being used for planning purposes. He said what we do show is what Mr. Wilson actually makes application for.

Mr. Cash asked about the JARC and New Freedom money listed. Mr. Jones stated that this money is there in case the MPO needs to do anything administratively. Mr. Cash verified that it was just allocated with the understanding that TxDOT's budget will be zero. Mr. Jones said that was correct.

Mr. Cash said that another question he had was in Subtask 1.1. He stated that historically that task is ranging about \$140,000 with usually an eight to ten thousand increase for inflation and TxDOT is wondering why it went up to \$273,000. Mr. Jones said the biggest culprit in the budget was the \$60,000 contingency that was put into the budget this year for possible operating costs from October through December. Mr. Jones said that there is a common footnote throughout the UPWP, as we do not know what our PL112 Funds and FTA 5303 Funds will be. He said that according to TxDOT TP&P we are not likely to know until December. In order to operate those three months, \$60,000 has been programmed as a contingency as the TPC approved. If that money is not used, it goes to the undesignated fund balance.

Mr. Cash said that still leaves another \$73,000. Mr. Jones said that includes salary increases and the entire compensation package in his employment contract. Mr. Cash said that even though it is a contract the amount still needs to be distributed among the five work tasks. Mr. Cash said they are also going to be trained on how to audit the MPO and how to read budgets. He said in most cases we have worked so closely that we know and trust what the MPO is doing. He said that he sees changes coming down the road. Mr. Cash said that one thing the auditor has been questioning on this budget is the "Contributions, Other" which is approximately half of the budget. He said he wouldn't be surprised if they don't ask TxDOT to start itemizing what those "others" are. Mr. Jones said the contributions are itemized in the attached footnotes for the statement of revenues and expenses.

Mr. McCay asked if there were any other discussion or comments. Mr. Jones stated that next year when the UPWP is drafted, Wolfforth is in line for traffic counts and they will finish up their Master Plan this fiscal year and that Master Plan may generate some additional study that needs to be done next year.

Randy Henson made a motion to forward the draft FY 2009 Unified Planning Work Program to the Transportation Policy Committee for approval. Melinda Harvey seconded and the motion passed unanimously.

The Committee moved to the next item.

Reports

- A. TxDOT
- B. Cities and County
- C. Citibus
- D. Director's

TxDOT

Mr. Cash said that he would talk a little about the Outer Loop. He said that Mr. Hopmann has been very busy so it is hard to catch him. He stated Mr. Hopmann is out more than he is in the office as he is moving between Lubbock, Austin and Amarillo. Mr. Cash said they have been unable to contact him at this time. Mr. Cash said the money will help but it will not get us far enough.

Mr. Cash stated they are under contract with Mantek. He said his personal concern is to make sure there is no breach of contract. He said if you start limiting the scope of that work it could be a breach of contract. He said there might be some stuff that can be done. He said they have done a lot of preliminary engineering and windshield surveys. He said he has several rough drafts but the

project was about to go into the public involvement phase and once that is started it needs to be continued throughout. He said that is about a one-year process with a lot of money involved. He said he is still pondering on what could be done.

Mr. Henson asked if he remembered Ms. Reed volunteered to sit in some of that renegotiation at the last meeting. Mr. Cash said she is more than welcome to come. Mr. Jones said there was a specific committee outline that the TPC suggested. Mr. Jones said that off the top of his head he couldn't remember what that was. Mr. Jones said he wanted to talk to Mr. Hopmann to figure out at least who would be sitting in on the meetings. Mr. Cash said that it would be up to Mr. Hopmann as it is their contract. Mr. Henson said that was correct and there wasn't any question about that but that Ms. Reed seemed to have a demeanor that there were corners that could be rounded off. Mr. Cash said not much. He said that the marketing is not even in the contract at this time. He said that is where they were negotiating at the time it was shut down. He said that negotiation was headed towards about \$200,000. He said they were looking at a local firm to help with the marketing. He said there were other issues within TxDOT. He stated they could not advertise so they have to follow some very strict boundaries. Mr. Cash said it must be kept within the legal boundaries. Mr. Cash said it was a good start.

Mr. McCay thanked Mr. Henson for keeping the ball rolling and keeping it alive. He said that Lubbock County is committed to supporting it in any way they can and to please let them know how they can help. Mr. Cash agreed with Mr. Henson that there should be a footprint identified. Mr. Henson said that no one misunderstood the funding crunch but there are things you need to keep on doing. Mr. Cash said that they don't have true numbers yet and he does not know what the consultant budget will be and what they will use it for. He stated that one contract was completely cancelled and he was pleased this one was only suspended.

Cities and Counties

City of Wolfforth

Ms. Pittman said that construction has started on FM 179 in Wolfforth from Loop 193 to Donald Preston Drive. She said they are working hard and it is going to be terrific. Mr. McCay said they have been working evenings and weekends. Mr. Henson asked if Ms. Pittman would like that in a pretty picture? Mr. Henson said they could negotiate something. Ms. Pittman said that Craig Farmer was the individual to contact. Mr. Henson said he is talking about something that the City of Wolfforth could post and update. He said that they go to the County regularly. He said when they update the City Of Lubbock's they extend everything out to the County Line and the County Commissioner's bless it. Ms. Pittman said she would be glad for the City Of Lubbock to do that.

City of Lubbock

Ms. Owens said she is still trying to figure out her new roll but they have a great staff and everyone is working towards the same goal. She said there is a project downtown with ITS that is adding conduit between the Municipal Building and City Hall. Mr. Dollins stated that he had spoken with Lyle Fetterly at Lubbock County and he needs more fiber from the courthouse building to the LP&L building and he was going to look at getting a conduit from his building to one of their boxes and then they could run together through that conduit. Mr. Dollins said that he needs to get back with Mr. Fetterly as they are coming up on the time when that needs to happen.

Mr. Dollins said they now have access to live data on the South Loop in three different locations where they can actually get data any time they want it from the Microwave Vehicle Protectors. He said if the data would be beneficial to anyone to please let them know. Ms. Owens said the Permanent Count Traffic Station project listed in the UPWP would also be able to give them that same information on Slide and 60th.

Lubbock County

Mr. Olenik said that they have a contractor to work on Subtask 5.4 in the FY 2008 UPWP. He said they identified a few country roads where they have traffic counts over two thousand cars a day and hopes to get part of that project completed by the end of July.

Citibus

No report.

Director's Report

No report.

Meeting Adjourned.

Mr. McCay adjourned the meeting at 2:45 p.m.