

Minutes
of the
Transportation Policy Committee
Lubbock Metropolitan Planning Organization
July 15, 2008

The meeting of the Transportation Policy Committee of the Lubbock Metropolitan Planning Organization was held in Room 103 at 1625 13th Street, at 8:30 a.m. on July 15, 2008.

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

Patti Jones, Commissioner, Lubbock County
Tom Martin, City of Lubbock
Tom Head, County Judge, Lubbock County
LeeAnn Dumbauld, City Manager, City of Lubbock
Jim Gilbreath, City of Lubbock
L.C. Childers, City of Wolfforth
John Wilson, Citibus
John Leonard, City of Lubbock

Visitors/Staff: David Jones, Lubbock MPO
Tera Davis, Lubbock MPO
Darrell Westmoreland, Lubbock MPO
Diane Lann, TxDOT - Austin
Marsha Reed, City of Lubbock
Jerry Cash, TxDOT - Lubbock
Mitch Satterwhite, City of Lubbock
Larry Hertel, City of Lubbock
Sarah Dempsey, Chamber of Commerce
James Loomis, City of Lubbock
Clif Burnett, Lubbock County Register
Thomas Esparza, City of Lubbock
Nick Olenik, Lubbock County
Donald Becker, Lubbock County
Patrick Aten, City of Lubbock
Sharmon Owens, City of Lubbock
Gerald Sturdivant, MANTEC Engineering
Bryan Wilson, TxDOT - Lubbock

Call to Order.

Ms. Jones called the meeting to order at 8:32 a.m.

The Committee moved to the next item.

Acknowledgement of Quorum by Chairman.

Ms. Jones acknowledged a quorum of the Transportation Policy Committee (TPC).

The Committee moved to the next item.

Public Comment Opportunity / Acknowledgment of Guests

Ms. Jones asked for any comment from the public. Mr. Clif Burnett, Lubbock County Register Editor, introduced himself to the Transportation Policy Committee and stated that he monitors committee

meetings for the citizens to see what is going on and see what presentations and obligations are being made for the taxpayer. Mr. Burnett stated that he has reviewed the Lubbock Metropolitan Planning Organization's budget. He stated that he did receive a support document from Mr. Jones and the wages look pretty bearable at \$100,000 or less. Mr. Burnett said he would be "the little guy over in the corner taking notes" and if anybody comes through with a weird idea on a committee he notifies the media.

Mr. Burnett said that "this room has a ladder going over it" and some bad ideas have come through this room. He stated red light cameras came through and they had to come down here and fight and scratch and claw the two committees to get that down. Mr. Burnett said, "let's hope we can all contribute positively to this system". He stated he was here monitoring both the City and the County. Mr. Burnett said Ms. Jones is his Commissioner and hopefully everybody would be able to make positive presentations so that we can make these roads better. He stated it is pretty much a mess out there right now with detours everywhere. Mr. Burnett said the citizens are getting a little bit scratchy about the system and how we are trying to do too much too fast. Mr. Burnett told Ms. Jones that was all he had today. Ms. Jones thanked Mr. Burnett.

Ms. Jones asked everyone to introduce themselves. Introductions were made. Ms. Jones said that it may seem a little redundant but every once in a while there are a couple of guests who do not know everybody's face so this helps them to put it all together.

The Committee moved to the next item.

Approval of the June 17, 2008 minutes of the Transportation Policy Committee Meeting.

Ms. Jones asked for any corrections to the minutes. Ms. Jones stated that, because the agenda items were done out of order due to Mr. Warren's schedule, it appeared that she had left much earlier in the meeting and wanted to correct the placement of her leaving to the section just prior to the "Reports" Agenda Item. Correction will be made to the June 17, 2008 meeting minutes.

Tom Martin made a motion to approve the June 17, 2008 minutes of the Transportation Policy Committee Meeting with correction. Tom Head and Jim Gilbreath seconded the motion and the motion passed unanimously.

The Committee moved to the next item.

Consider moving the September 16, 2008 Transportation Policy Committee meeting to September 2, 2008 at 8:30 a.m. as a joint meeting for the Transportation Policy Committee and Transportation Advisory Committee.

Mr. Jones stated that he and Ms. Jones had spoken earlier and that, as he understood it, there was a conflict created by a conference of County Judges or County Commissioners and that the Transportation Policy Committee needed to consider whether they wanted to move the meeting as three or four members would be unable to participate on the regular meeting date.

Ms. Jones asked if Mr. Fauver had indicated his schedule. Mr. Jones said that Mr. Fauver would be able to make the September 2, 2008 meeting date and would be bringing the final presentation of the Federal Certification Review.

Tom Head made a motion to move the September 16, 2008 Transportation Policy Committee meeting to September 2, 2008 at 8:30 a.m. as a joint meeting for the Transportation Policy Committee and Transportation Advisory Committee. Tom Martin seconded and the motion passed unanimously.

The Committee moved to the next item.

Presentation, discussion and possible action on the FY 2009 budget correction for the Lubbock MPO

Mr. Jones stated if each member would look at the budget summary on the agenda item, they would see there is \$37,469 more than was originally thought as a fund balance. He said these funds were a result of "double booking" benefits in the salary line item on the original presentation. Mr. Jones said that as staff tried to run the model to distribute all of the revenues throughout the work tasks in order to create the Unified Planning Work Program it would not reconcile back to the revenue entry. Mr. Jones said staff pulled the additional benefits out and it dropped down to the fund balance. Mr. Jones stated he showed it as undesignated/unreserved fund balance. Mr. Jones said based on the discussion at the last meeting where there was some consideration for not encumbering the total fund balance, his recommendation would be to leave it as shown.

Mr. Jones said that when we get to the UPWP Agenda Item he would show how it is actually being programmed but not put it into a task description. The money is not in a position where it could be spent. Mr. Jones said that in order to spend it, the TPC would still have to amend the budget and put it into a task and reauthorize it.

Tom Martin made a motion to approve correction to the FY 2009 budget. Mr. Leonard seconded the motion and the motion passed unanimously.

The Committee moved to the next item.

Discussion and possible action of the FY 2009 Unified Planning Work Program (UPWP).

Mr. Jones stated the Texas Department of Transportation requires the development of an annual Unified Planning Work Program annually. Mr. Jones said the plan is required to describe intermodal comprehensive transportation planning in all areas of 50,000 populations or more. Mr. Jones said it is the basis on which TxDOT makes application for FHWA PL112 Planning funds and FTA 5303 planning funds.

Mr. Jones said the UPWP is more commonly called the budget because it describes the work tasks that the revenue is distributed to. Mr. Jones said to think of it as being similar to "billable hours". He stated that we attribute our revenue to each work task like an architect's office or an engineer's office would; where everything that is done is attributed to a specific task and that becomes the basis of the billable hours, which then becomes our basis to bill TxDOT in order to receive reimbursement.

Mr. Jones said the summary sheet shows that the MPO is programming all the revenue, which includes the \$37,469. He stated it reconciles back to the revenue, which is distributed among all five-work tasks. Mr. Jones said in the previous presentation all the planning funds in the TPF column were presented as one number and now they are separated as the FTA allocation has been confirmed. He stated the only thing we do not know at this time is the PL112 funds.

Ms. Dumbauld asked what the local funds were? Mr. Jones stated those are funds that are given directly to Citibus from FTA but must be shown in the budget. Mr. Wilson added that the match money is identified in the Citibus budget but has to be shown in the UPWP as a FTA requirement. Mr. Jones stated he would like to go over the new tasks that were in the UPWP this year. Mr. Jones said that Subtask 4.4 is money to implement the Certification Review recommendations that will be made by Mr. Fauver at the September 2, 2008 joint TPC/TAC meeting.

Mr. Jones said that Subtask 5.2 is a Permanent Traffic Counter that the TAC approved. Mr. Jones said that representatives from the Traffic Engineering Department would be able to answer any questions. Mr. Jones said that Subtask 5.3 is the Outer Loop Feasibility Study that the TPC talked about and

encumbered the previous fund balance for. Mr. Jones said that he would have more information about that in his Director's Report. Mr. Jones said that Subtask 5.4 was a GIS Enhancement Project for Lubbock County. Mr. Jones said that Lubbock County proposes to convert TxDOT traffic count data for the past fifteen years to GIS specific nodes on their data file in order to be able to aggregate data or query the data by segment or node. Mr. Jones stated there are representatives from the Public Works Department of Lubbock County to answer questions.

Mr. Jones said that the Transportation Advisory Committee has recommended the FY 2009 UPWP for approval and that the LMPO staff recommends it for approval as well. Mr. Martin stated that he understand all the terms Mr. Jones used and asked if the Lubbock County project came under the heading of improved data base. Mr. Martin asked if the database would mesh with the City Of Lubbock's database to communicate back and forth. Mr. Don Becker confirmed it would. Mr. Martin said it was a good thing. Ms. Jones said they have only had GIS for two or three years now.

Ms. Dumbauld asked about the Outer Loop and stated Gateway Funding might be available for this project. Mr. Jones stated he would talk about it in the Director's Report. Ms. Jones stated that was her question as well as the Outer Loop study is in the UPWP and the TPC has talked about coming up with additional funding from other entities besides the MPO.

Mr. Gilbreath stated that the table of contents showed a page number on it. Mr. Jones stated that it would be corrected. Ms. Jones said that she had one other correction on page 19 where Mr. Martin is listed as City of Lubbock Representative. She felt that it needed to be changed to Mayor of the City of Lubbock. Ms. Davis stated it would be changed.

Tom Martin made a motion to approve the FY 2009 Unified Planning Work Program with the corrections noted. Mr. Gilbreath seconded and the motion passed unanimously.

The Committee moved to the next item.

Reports

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

Cities and County

No report given.

TxDOT

No report given.

Citibus

Mr. Wilson stated that beginning August 1, 2008 Greyhound will start an operating schedule with ten buses a day from the downtown traffic plaza.

Director

Mr. Jones stated that he met with Randy Hopmann and Steve Warren last week to talk about the strategy that might prevail on the Outer Loop Project. Mr. Jones stated they discussed the general status of the project including the fact that the contract is on hold. Mr. Warren noted that the original budget was separated into the Feasibility Study at a cost of about 1.3 million dollars and a Route Study that was

valued at \$539,000, making the total of the Project approximately 1.8 million dollars. To date, TxDOT has spent a little over \$200,000 so they need \$1.6 million in order to finish the Project.

Mr. Jones stated that they discussed the funding levels of the subtasks; reprioritizing the subtasks, the scope in general and whether it could be amended and then came full circle back to the budget. Mr. Jones said what resulted from that brainstorming session was a strategy based on a notion that what needs to be done is to reduce the study area in order to reduce the cost and perhaps break it into two phases. Mr. Jones said the discussion centered on the fact that most of the existing development, as well as proposed development, lies generally to the south of U.S. 84. The thought was to connect two nodes along U.S. 84 and create a semi circle to the south and call it Phase 1. Phase 2 could come later to the north and, in theory, close the circle. Mr. Warren said that he would need to run the traps with NEPA to determine if they would even consider letting TxDOT do this. He said it would probably be considered as changing the scope. Mr. Jones said the last consideration that they spoke about was to let TxDOT District 5 actually complete the Route Study in house at a significantly reduced cost.

Mr. Jones said even if all the considerations are brought together it would still require the stakeholders, the City of Lubbock, City of Wolfforth, Lubbock County and the LMPO to come to the table with some funding. Mr. Hopmann said he has already talked to TxDOT Administration and they said no about additional consultant money but he did not have a specific strategy in hand to present to them at that time. Mr. Jones said if we could affect something like this, Mr. Hopmann stated he would be willing to go back to them and present the strategy. Mr. Warren said he would look at some Category 7 money they have and see if it could be converted so as to be eligible for this study. TxDOT will also confirm with NEPA the ability to reduce the study area and if the acceptability of the phasing idea is within the scope of the contract. Mr. Warren will also talk to the consultant and then the stakeholders will be brought together to see what kind of consideration can be brought to the table. Mr. Jones said once there is consensus Mr. Hopmann would be willing to go back to TxDOT Administration and make a presentation.

Mr. Jones said unless Mr. Cash knows otherwise, he does not know if Mr. Warren has been able to make any headway with these things. Mr. Cash stated that the phasing of 1 and 2 was already in the original scope. He said the only thing they are dealing with on the NEPA process is Title VI or Environmental Justice issues. Mr. Jones said there is still work to be done but are moving forward.

Mr. Martin said in round figures the original complete study Phases 1 and 2 and the Route Study was about \$1.8 million. He stated that TxDOT, to this date, has spent about \$200,000 so to carry on with the original plan we need about \$1.6 million from the stakeholders of which the LMPO has roughly \$300,000. Mr. Martin said that \$1.3 million is still needed to go ahead with the full plan. Mr. Martin asked if the Feasibility Study were phased, would the Route Study have to wait until after both Phases 1 and 2 of the Feasibility Study was complete. Mr. Jones said he thought if you phased the preliminary study you could also phase the route study but would need to run it through the environmental people. Mr. Martin said that right now Mr. Jones was talking about phasing the Feasibility Study. Mr. Jones agreed and stated that Mr. Hopmann suggested that when it gets to the Route Study TxDOT could do it.

Ms. Jones said one of her thoughts is that since we know basically what the LMPO has, if everyone could get together and figure out what each entity has in the way of money perhaps it might not need to be phased. Mr. Jones said they wanted to run the traps first. Mr. Gilbreath asked if it could be handled in house why would they even consider going outside. Mr. Jones said he thought originally it was a workload issue. Ms. Dumbauld asked what is gotten from the Feasibility Study that isn't dependent on the Route Study. Mr. Cash said when they do the Feasibility Study they are looking at existing and projected traffic volumes distribution on the system through the current planning cycle (usually twenty years) to see where that load is distributed. They also look at where all the generators are with respect to an existing land use pattern and what the planners project as a land use pattern again within the twenty-year planning cycle. This analysis is then tempered with a financial feasibility to determine if the facility is really financially doable. Mr. Cash said when they go to the Route Study that is when they begin looking at the actual route that needs to be built, how much needs to be built and what type of footprint they need. Once a route is established, Mr. Cash stated it helps the developers and it helps TxDOT to preserve the right-of-way at a fairly decent cost. Mr. Cash said they are both related and they could do the Route Study in

house if they have to. Mr. Cash said it is in the contract and it depends on what they agree with on MACTEK on whether they issue the work authorization or not.

Mr. Childers asked at what time would they make it known where it would be. Mr. Cash said the contract calls for four meetings set up around Lubbock County to solicit input and see what the public wants. Mr. Cash said throughout the process they would be refining what they are designing and make sure it is compatible with what the public wants. He said the key to the Feasibility Study is to make sure that they follow the NEPA process for federal funding but the public is always going to be involved. Mr. Cash said he thought there was a website set up, a newsletter and four public meetings and then a final meeting. There would then be another meeting to present the findings for just the Feasibility Study. Mr. Gilbreath asked even if it were done in house TxDOT would still be looking to the City, County and City of Wolfforth for contributing funds. Mr. Cash agreed but stated that primarily what they are looking at is the feasibility part. Mr. Cash said he has looked at the budget and tried to cut some stuff back and there is not a lot that can be done. Mr. Cash said he would propose that they look at the time frame as they had it compressed to twelve months and the time frame could be stretched. Mr. Cash said once you hit public involvement they do not want to start and stop it and he recommends once it is started that it continue until the Feasibility Study is complete.

Ms. Jones said that Ms. Dumbauld had mentioned the City Of Lubbock had found some Gateway Funds. Ms. Dumbauld said they could do it but wanted to schedule those funds over the actual period of the study so that they are paying bills as they are due and not having to have the cash up front. Ms. Jones said there has been some money identified at Lubbock County as well for this. Mr. Martin asked if there was any new way of thinking at TxDOT regarding not giving all the funding up front? Mr. Cash said that he didn't know. He said the normal process is an advanced funding agreement but they have had processes like Phase 3B where they paid half the money and then would pay the other half. Mr. Cash said there is an installment option for advanced funding agreement so there might be a way to do installments.

Mr. Martin asked if the reason the Feasibility Study had to be done was to comply with NEPA because there is federal funding involved. If there were no federal funding involved would you still have to go through it. Mr. Cash stated he did not think so. Mr. Martin asked if there was anything similar where just state funding was involved. Mr. Cash said he was not sure but thought that TxDOT tended to follow the NEPA process. Mr. Martin asked what if it was a Regional Mobility Authority? Mr. Cash said he actually has done some research on the possibility of a RMA and that might be the way to go. Mr. Martin asked if it were a RMA with no federal or state money involved and it is all locally generated would you still have to go through the NEPA process. Mr. Cash did not know. Mr. Martin asked Mr. Cash to find out prior to the joint meeting on the 2nd of September. Ms. Dumbauld asked if the Route Study could be done first? Mr. Cash replied that it could not.

Mr. Martin said the other question is in trying to work through the issue of what everybody could bring to the table, does there need to be a subcommittee of people representing the three entities to work with or is that already set up. Mr. Jones said there is a basic setup from the last meeting. Ms. Jones said that the subcommittee was waiting on Mr. Hopmann to facilitate. Ms. Jones said that Mr. Jones has been visiting with Mr. Hopmann and when the information is gathered Mr. Hopmann will get the subcommittee together. Mr. Martin asked if Ms. Dumbauld was the City Of Lubbock representative. Ms. Dumbauld stated Ms. Reed. Ms. Jones said she wasn't sure if individuals were identified but just a representative from each entity.

Meeting Adjourned.

The meeting adjourned at 9:10 a.m.