

TRANSPORTATION POLICY COMMITTEE (TPC) MEETING WICHITA FALLS METROPOLITAN PLANNING ORGANIZATION

April 17, 2013

Present:

Glenn Barham, Mayor, City of Wichita Falls	◆ Members
Davis Powell, Proxy for Russell Schreiber, City Public Works Director	◆
Joe Gambill, Proxy for Dennis Wilde, North Texas Reg. Planning Commission	◆
Larry Tegtmeyer, TxDOT, District Engineer	◆
Michael Smith, City Council Representative	◆
Sam Bownds, Proxy for Jim Henson, Lakeside City, Mayor	◆
Tim Ingle, City of Wichita Falls, City Council Representative	◆
Donnie Arbeau, WFMPO, Transportation Planner II	◆ Staff
Jaimie Lee, WFMPO, Transportation Planner I	◆
Lin Barnett, WFMPO, Transportation Planning Director	◆
Colt West, Crane West	◆ Visitors
Danny Brown, TxDOT, TP&D Director	◆
John Burrus, City of Wichita Falls, Director of AT&T	◆
Lori Davidson, AMD Engineering	◆
Richard Jenkins, AMD Engineering	◆
Tammy Marlow, TxDOT, Funding Specialist, NRSC	◆
Jeff Watts, City of Pleasant Valley, Representative	◆ Absent
Woodrow (Woody) Gossom, Wichita County Judge	◆

I. Welcome & Introduction

Mayor Barham, TPC Chairperson, called the meeting to order at 8:30 a.m. and welcomed everyone in attendance.

II. Public Comment on Agenda and Non-Agenda Items

Mayor Barham asked for any comments from the public on any of the agenda and non-agenda items. There were none.

III. Review and Approve the Transportation Policy Committee's January 30, 2013 Meeting Minutes

Mayor Barham asked for any comments or corrections to the January 30, 2013 minutes. There were none. He then asked for a motion to approve the minutes. Mr. Tegtmeyer made the motion to approve. Mr. Gambill seconded the motion, which passed unanimously.

IV. Review and Approve the Transportation Policy Committee's February 28, 2013 Meeting Minutes

Mayor Barham asked for any comments or corrections to the February 28, 2013 minutes. The only correction noted was by Mr. Danny Brown. He thanked MPO staff for the promotion but asked that his title change back from District Engineer to TP&D Director. Mayor Barham asked for any other comments or corrections to the meeting minutes. Receiving none, he asked for a motion to approve the minutes. Councilor Ingle made the motion to approve. Mr. Tegtmeyer seconded the motion, which passed unanimously.

V. Review and Comment Regarding the Technical Advisory Committee's April 3, 2013 Meeting Minutes –No Action Required

Mayor Barham asked for comments on the April 3, 2013 Technical Advisory Committee's meeting minutes. Mr. Barnett informed the Policy Board that the TAC spent the majority of their time reviewing and discussing the Long-Range Project Readiness Plan process. The committee moved on to the next agenda item.

VI. Review and Approve Amendments to the 2010-2035 Metropolitan Transportation Plan Project List for April 2013

Mr. Arbeau directed the committee's attention to the 2010-2035 Metropolitan Transportation Plan (MTP) Project List handouts. He explained to the Policy Board that the only changes to the MTP, this quarter, were new CSJ numbers on three TxDOT projects. Mr. Arbeau explained those changes were highlighted in purple to distinguish them from the remaining projects. Mayor Barham asked for a motion to approve the amendments to the 2010-2035 Metropolitan Transportation Plan Project List. Councilor Smith made the motion to approve. Councilor Ingle seconded the motion, which passed unanimously.

VII. AMD Engineering Presentation of the Long-Range Project Readiness Plan (LRPRP) Initial Scoring Results and Overall Project Progress

Ms. Davidson and Mr. Jenkins, with AMD Engineering, informed the committee of the Long-Range Project Readiness Plan scoring results and overall project progress. Ms. Davidson presented the Policy Board with a handout of the presentation explaining the process of the LRPRP and how the TAC ranked the criteria. Mr. Barnett explained to the committee that several issues concerning development of the Long-Range Project Readiness Plan revealed themselves at the April 3, 2013 TAC meeting. Issues such as:

- Project rankings not falling in line with individual TAC member expectations
- Projects ranking high when they should have ranked low, and vice-versa
- Difficulty applying the scoring criterions to certain projects
- Inability for one project type to compete or even rise to the same level as another project type
- Inconsistencies between the old, subjective, opinioned-based system, and the new weighted-criteria, objective based, system; and
- Problems opening and using the Excel scoring sheets

Mr. Barnett explained that the TAC committee discussed possible solutions to correct the issues such as:

- Creating an additional ranking criterion that allows the user to indicate his or her desire to see the project ranked high
- Creating a definition sheet explaining the purpose of each criterion including where and how the criterion would apply
- Developing a project information binder containing detailed information about each project undergoing scoring
- Generating an “Advocacy Chart” for members wanting to defend specific projects during the vetting process; and
- Eventually, moving the entire scoring process to a web based portal in order to eliminate access problems for voting members

Mr. Barnett explained that after the TAC completes the project-ranking phase of the process that MPO staff would hold a TAC workshop specifically aimed at vetting the proposed projects. MPO staff and the TAC board members will spend the necessary amount of time to inform each other about the reasons for letting or constructing the project. It will also provide an opportunity to question why a project received a poor or overly high rating. This will streamline the process so that the majority of the projects (70% to 80%) score without disagreement or contention among the TAC board members. The remaining 20% to 30% will vet by exception due to controversy or wide disagreement about the initial ranking of the project.

Mr. Barnett stated that he went back and listened to the digital recording of the April 3 meeting to identify the key issues and to develop recommendations to the TAC and to AMD Engineering on how best to resolve them. He commented that the TAC was in agreement with his eight proposed remedial steps except for one, creating an “Advocacy Criterion”, which AMD would add to the list of 27 criteria. He stated this new criterion would allow the user to indicate his or her level of support for the project and would become the highest-ranked, heaviest-weighted criterion on the list of criteria. However, Mr. Barnett stated that his poll of the TAC committee revealed a 50/50 split on the vote to add this criterion to the scoring criteria. He then asked the Policy Board for guidance on this issue.

The Policy Board discussed the pros and cons of adding an “Advocacy Criterion”, but in the end agreed unanimously that creating such a criterion would dilute the overall objectivity of the process. However, the Policy Board did recommend adding a “Discussion Checkbox” to the scoring form, which would allow a voter to indicate his or her desire to talk about project(s) at the vetting meeting, and to generate an Advocacy Chart that lists each project receiving a “Discussion Checkbox” during scoring. The advocate would then have the opportunity during the vetting workshop to defend or attack the project. The Policy Board felt that these steps would satisfy the need for advocacy of a project by a TAC voting member.

Mr. Barnett stated the next step was to go out for public meetings to gather opinions from stakeholders and members of the community about the plan process. He stated that AMD and MPO staff would accomplish this step in late April or early May. Mr. Barnett stated the goal was to present the finished plan to the Policy Board for review and adoption at the July 2013 meeting and then use the plan to prioritize projects in September.

Mayor Barham asked for any other questions or concerns. Receiving none, he moved on to the next agenda item.

VIII. Other Business:

A. Discussion & Overview of Progress on Local Transportation Projects-City and TxDOT staff (Quarterly Review)

TxDOT Report: Mr. Brown reported that phase one construction on US 82/287 under the Windthorst Road Bridge was complete and traffic was running on the new structure. He stated the remainder of the old structure had been demolished and phase two would begin in a few weeks. He reported that a mill and overlay project on SH 240 near Missile Road to the Wichita River should begin in late spring or early summer. Projects on IH 44, and US 82 near Maurine Street, Windthorst Road and McNeil Avenue would receive a Dynamic Message System Sign, which means the signs will upgrade to LED lighting for more visibility. Construction on these projects should begin after spring. Lastly, he reported on three Safe Routes to School projects that released recently for construction. He stated that TxDOT would meet with the contractor for the pre-construction meeting within the next few months.

City Report: Mr. Powell reported the Seymour Highway and Barnett Road Hike and Bike Trail was complete. The 2013 Street Rehab Project from Rhea Road, Kemp Street, and McNeil will be a mill and overlay resurfacing. He reported on the 2013 SH 79/Professional Drive utility relocation project stating the City sent it for contract and that it should be under construction within the upcoming weeks. Future projects include Moffett sewer rehab beginning April 2013; the 2013 Water and Valve construction, which should begin May 2013; the Cherokee Drainage Improvements Project should start in June 2013, and McNeil Drainage should begin July 2014.

B. MPO Quarterly Financial Report (1st Quarter FY 2013-October, November, December)

Mr. Barnett reported on the first quarter expenses for the MPO. He stated the MPO had spent 23.71% of its allocation for FY 2013.

Mayor Barham asked for any other questions or comments about the first quarter report. Receiving none, he moved on to the next agenda item.

C. Grouped TxDOT CSJ Projects Report

Mr. Barnett directed the committee's attention to page 26 of the TPC meeting packet. He explained that the TxDOT North Region Support Center recommended including a Grouped CSJ Project List in subsequent meeting packets. The purpose for doing this was to provide information to MPO board members, stakeholders, and the public on state and federally funded projects not listed in Section III – Federally Funded Highway Projects of WFMPO's Transportation Improvement Program.

Mr. Barnett explained that MPO staff would update the Grouped CSJ Project List every quarter with new and revised TxDOT projects that are located inside the MPO boundary. Mayor Barham asked for any comments to the Grouped TxDOT CSJ project report. Receiving none, he moved on to the next agenda item.

D. MPO Director's Report: MAP-21 Future Funding Allocations for WFMPO

Mr. Barnett informed the committee about the FY 2013 funding distribution spreadsheet he received at the TEMPO meeting in Austin in February. He commented that the good news was

that WFMPO would receive a minimum guaranteed funding allocation of \$180,000. However, this allocation was \$41,000 less than previous historical allocations of \$221,000. Mr. Barnett explained this would mean less money for future consultant studies. He also stated the new distribution did not include any carry over funds from 2013, which he estimated at \$190,467. He stated all of this was the result of the passage of MAP-21 legislation.

E. MPO Director's Report: Transit Oriented Development Study

Mr. Barnett informed the Policy Board about the initial meeting with Freese and Nichols in regards to the Transit Oriented Development Study. The MPO selected Freese and Nichols out of five firms that submitted responses to the RFQ issued November 9, 2012. Mr. Barnett explained how the MPO and City Transit staff met with the Freese and Nichols' Project Manager, Wendy Shabay, to discuss the scope of work, pricing, and work schedule.

Mr. Barnett stated that because WFMPO cannot fund any type of design build or plan implementation, City of Wichita Falls' staff proposed letting the City fund the second phase of the project, which would include a detailed TOD plan implementation process. He stated Ms. Shabay took all of the comments and suggestions back to her office to begin production of the final scope of work, with estimated cost, and work schedule. Ms. Shabay sent the proposed contract and a schedule of tasks to Mr. Barnett on Friday, April 12. Mid to late May 2013 is the expected kick-off for this project. Completion should take place by May 2014.

F. Other Items

Mr. West, from Crane West, presented the TPC committee with a preview of the new WFMPO website. He stated the WFMPO worked in conjunction with Crane West to develop the website. New features of the website include links to WFMPO social media sites such as Facebook and Twitter, as well as a user-friendly navigation platform. A new feature of the website is a mobile content management system. This means the website will automatically detect the type of mobile device you are using such as an iPhone or Android enabled cell phone. There is also no need to download additional applications; you can open the website in the browser of your device.

Mr. Barnett informed the Policy Board that Mr. Arbeau, and his family, were leaving Wichita Falls to pursue new careers in the Dallas-Fort Worth area. Mr. Barnett thanked Mr. Arbeau for his ten years of service to the MPO and wished him every success in his new endeavors.

IX. Adjourn

The meeting adjourned at 10:11 a.m.

Honorable Glenn Barham
Mayor Wichita Falls