

# **WICHITA FALLS METROPOLITAN PLANNING ORGANIZATION**

## **Transportation Policy Committee**

### **Minutes**

Wednesday, July 26, 2017

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#### ***Voting Members Present:***

Stephen Santellana, Mayor, City of Wichita Falls  
Jeff Watts, City of Pleasant Valley, Representative  
Larry Tegtmeier, TxDOT, District Engineer  
Michael Smith, City Council Representative  
Russell Schreiber, City Public Works Director  
Woodrow "Woody" Gossom, Wichita County Judge

#### ***MPO Staff:***

Lin Barnett, WFMPPO, Transportation Planning Director  
Jaimie Lee, Wichita Falls MPO, Transportation Planner II

#### ***Absent:***

Cory Glassburn, Mayor, Lakeside City  
Dennis Wilde, North Texas Regional Planning Commission  
Jesse Brown, City Council Representative

#### ***Visitors:***

David Rohmer, TxDOT, Area Engineer  
John Burrus, City of Wichita Falls, Director of AT&T  
John Overman, Texas Transportation Institute  
Kinley Heggland, City of Wichita Falls, City Attorney  
Mark Beauchamp, Wichita County Commissioner Pct. 1  
Mike Beaver, TxDOT, Director of TP&D

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#### **Prologue:**

Prior to the start of the meeting, Mayor Santellana informed the Policy Board of a letter he received from the Wichita Falls TxDOT District Office regarding "Conflict of Interest Mitigation Measures." He read Title 23 CFR Section 1.33, which states, "*No official, or employee of a State, or any other governmental instrumentality who is authorized in his official capacity to negotiate, make, accept or approve, or to take part in negotiating, making, accepting or approving any contract or subcontract in connection with a project shall have, directly or indirectly, any financial or other personal interest in any such contract or subcontract.*" Mayor Santellana stated that due to the ownership of his construction company the CFR forbids him to place bids on any projects that utilize city funding. He stated the mitigation measure is to ensure that his company will not enter into any projects within the MPO boundaries that would create a conflict of interest.

For the record, Mayor Santellana read the letter into the TPC meeting proceedings. He commented that Mr. Heggland had a copy of the letter on file in the Legal Department.

Mayor Santellana gave several examples where his company could directly or indirectly, or inadvertently, enter into a contract for a project that would create a conflict of interest and/or adversely affect the public integrity. Mayor Santellana commented that he had taken painstaking steps to avoid any perception of impropriety or ethics violation. Mr. commented that he still has the WFMPO Ethical Standards Policy Affidavit on file that Mayor Santellana completed right after taking office.

Mayor Santellana asked for any questions. Receiving none, he called the meeting to order.

**I. Welcome & Introduction**

Mayor Santellana, the TPC chairperson, called the meeting to order at 8:38 a.m. and welcomed everyone in attendance.

**II. Public Comment on Agenda and Non-Agenda Items**

Mayor Santellana asked for any public comments on agenda and non-agenda items. None was received.

**III. Review and Approve the Transportation Policy Committee's April 17, 2017 Meeting Minutes**

Mayor Santellana asked for any comments or corrections to the April 17, 2017 TPC meeting minutes. Receiving none, he asked for a motion to approve the minutes. Mr. Watts made the motion to approve. Judge Gossom seconded the motion, which passed unanimously.

**IV. Review and Comment Regarding the Technical Advisory Committee's July 13, 2017 Meeting Minutes – No Action Required**

Mayor Santellana asked for any comments or questions regarding the July 13, 2017 Technical Advisory Committee meeting minutes. None were received. The committee moved on to the next agenda item.

**V. Review and Comment Regarding the Bicycle and Pedestrian Advisory Committee's June 29, 2017 Meeting Minutes – No Action Required**

Mayor Santellana directed the committee's attention to page 14 of the meeting packet. Mr. Barnett discussed the Bicycle and Pedestrian Advisory Committee's (BPAC) meeting minutes. Mr. Barnett stated that he discussed in detail with BPAC the three trail projects submitted on May 19, 2017 for funding through the Transportation Alternatives Set-Aside Program. He discussed the updates to the Class A, B, & C Routes and the updated Circle Trail System map that included proposed trails and concept trails. Mr. Barnett stated that he would post the revised maps on WFMPO's website following the July 26, 2017 Transportation Policy Committee meeting. These maps will include the 2015 – 2040 Bicycle Master Plan map (includes all trails within the MPO area), the Circle Trail System, Proposed Trails, Concept Trails map, the Class A, B, & C Routes map, and the Safe Routes to School Area map. Mr. Barnett discussed Safe Routes to School (SRTS) and stated SRTS programs aim to make it safer for children to walk and bike to school. The three present locations include the Southern Hills Elementary Area, the City View Elementary Area, and the John Tower Elementary Area. Future qualifying area recommendations included Washington Jackson along Harding Street on eastside and the expansion of the SRTS program at John Tower Elementary. Mr. Barnett discussed the Bicycle Friendly Community Designation. He stated the City of Wichita Falls tried to obtain a bronze designation from the League of American Bicyclists in 2016, but the City could not meet some of the criteria. Mr. Barnett asked for any comments or questions regarding the Bicycle and Pedestrian Advisory Committee meeting minutes. Judge Gossom

recommended creating a safer walking path for students traveling from the south end of Taft to Midwestern State University. Mr. Barnett stated he would look into this recommendation. He asked for any other comments or questions regarding the BPAC meeting minutes. Receiving none, the committee moved on to the next agenda item.

**VI. Progress Report on the Socioeconomic and Demographic Data Forecast Update for 2017**

Mayor Santellana directed the committee's attention to page 18 of the meeting packet. Mr. Barnett presented the Policy Board with a progress report regarding work accomplished thus far on the Socioeconomic and Demographic Data Forecast Update. He presented a list of pertinent information as takeaways from the consultant. He commented that there was very little growth in Wichita Falls over the five-year period between 2010 and 2015. He stated that Sheppard Air Force Base (SAFB), the James V. Allred Prison Unit, and southwest Wichita Falls saw the largest population growth. He stated city housing permits indicate the bulk of housing growth took place south of Southwest Parkway. Mr. Barnett stated the changes in Base Year Demographics from 2010-2015 had very minor changes. The MPO Boundary was extended south in 2014 and new Traffic Analysis Zones (TAZ's) were added due to the boundary extension. Other changes included the coding of existing roads to the correct functional classification, area classification corrections ranging from Central Business District through Rural, and minor changes to facility types. Mr. Barnett asked for any comments or questions regarding the progress of the Socioeconomic and Demographic Data Forecast Update.

Mr. Schreiber pointed out some anomalies with the data on the TAZ Employment, House Holds, and Population maps. Specifically, the maps indicated major decreases in the TAZ's just north of Lake Wichita. Mr. Barnett stated that he would contact the consultant and ask them to review those areas for discrepancies. There were no other comments or questions. Mayor Santellana moved on to Other Business.

**VII. Other Business:**

**a. Discussion & Overview of Progress on Local Transportation Projects – City and TxDOT staff (Quarterly Review)**

TxDOT: Mr. Rohmer reported that FM 369 intersection improvements were underway and almost complete. US 287 at Wellington Lane Bridge is anticipated to open to traffic next week. Loop 11 at Wichita River bridge rail replacement is making decent progress but waiting on additional materials. Maplewood Ave SB/NB at McGrath Creek bridge replacement has been let and awaiting preconstruction meeting.

City: Mr. Schreiber reported the Wichita Bluff Hike & Bike Trail Phase 1 was 90% complete. Falls Bridge & Trail Improvements was 75% complete. 2016 Drainage Project was 40% complete. 2017 Asphalt Street Rehab at various locations across the city was 80% complete. 2017 Concrete Street Rehab at various locations across the city was 40% complete. He reported scheduled projects include the Hike and Bike Trail Phase 2, Kemp Street Pedestrian Improvements, and future projects awaiting funding include two projects that were submitted for grant funding for the TA-Set Aside program, the Hike and Bike trail from Loop 11 to Lucy Park and the Hike and Bike trail along BNSF railroad from Seymour Hwy. to Barnett Road. And the Maplewood extension from Lawrence Road to McNiel.

**b. MPO Quarterly Financial Report (2<sup>nd</sup> Quarter FY 2017 – January, February, March)**

Mr. Barnett reported on the 2<sup>nd</sup> quarter expenses for the MPO. He stated that the MPO had spent approximately 44.83% of its total allocation for FY 2017. Mr. Barnett asked for any comments or questions on the second quarter financial report. He received none.

**c. Grouped TxDOT CSJ Projects Report**

Mr. Barnett reported there were several new grouped TxDOT CSJ projects added to the list. He stated this was also the first time to show grouped projects in a quarterly format. This quarter included all projects from April, May, and June. Mr. Barnett asked for questions or comments regarding the grouped TxDOT CSJ report. Receiving none, the committee moved on to the next agenda item.

**d. Update on 2017 Prioritized Project List Activities and Preparations.**

Mr. Barnett informed the committee of its annual preparations to update the Prioritized Project List. He stated WFMPO will prepare a list of “Let, Completed, and Under Construction” projects. WFMPO will hold two public meetings in August to gather comments on existing projects and recommendations for new projects. Mr. Barnett stated TAC will score and vet all projects in September and WFMPO staff will present the final product to TPC in October for review and approval.

**e. INFRA Grant: Notice of Funding Opportunity for Significant Freight and Highway Projects**

Mr. Barnett informed the committee of a funding opportunity for freight and highway projects. He stated the USDOT will make available \$4.5 billion dollars for projects of national and regional significance. Mr. Barnett stated this was a competitive process and applicants must submit their applications by November 2, 2017. Mr. Barnett included the Federal Register Notice in the meeting packet for informational purposes.

**f. Other Items**

Mr. Barnett informed the committee of the new Performance Based Planning and Programming requirements issued by USDOT and the Federal Highway Administration. Also known as Transportation Performance Management, these goals are required by MPO’s to assess system performance and will provide key information to help decision makers understand the consequences of transportation investment decisions. Transportation Performance Management targets ensure measures are developed to provide the most efficient investment of Federal transportation funds and to increase accountability and transparency. Mr. Barnett discussed the implementation timeline and stated WFMPO would work closely with TxDOT to develop the required performance measures.

**VIII. Meeting Adjournment**

The meeting adjourned at 10:01 a.m.

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Honorable Stephen L. Santellana  
Mayor Wichita Falls