



**MINUTES OF THE ABILENE METROPOLITAN
PLANNING ORGANIZATION
TRANSPORTATION POLICY BOARD
June 20, 2023**

The Abilene MPO Transportation Policy Board met at 1:30 p.m. Tuesday, June 20, 2023, in the City Council Chambers, Abilene City Hall, 555 Walnut St., Abilene, Texas.

Voting Members Present:

Mr. Glenn Allbritton, P.E., TxDOT Abilene District Engineer
Mayor Weldon Hurt, City of Abilene
Councilmember Shane Price, City of Abilene (*Policy Board Chairman*)
Judge Dale Spurgin, Jones County (*Policy Board Vice-Chairman*)

Voting Member Absent:

Judge Phil Crowley, Taylor County

Staff of Member Agencies in Attendance:

Mr. Billy Dezern, TxDOT, Transportation Specialist
Ms. Nellie Doneva, City of Abilene, Videographer
Mr. Jeff Duebner, City of Abilene, Asst. Director of Public Works
Mr. Michael Haithcock, P.E., TxDOT Abilene TP & D
Mr. Max Johnson, City of Abilene, Director of Public Works
Ms. Krystal Lastrape, FHWA Transportation & Environmental Planner
Mr. Mike Leary, FHWA Director, Planning & Program Development
Ms. Kelley Messer, City of Abilene, First Assistant City Attorney
Mr. Michael Miller, City of Abilene, Engineering Technician III
Mr. Will Ratliff, City of Abilene, Engineer in Training
Mr. Mansour Shiraz, TxDOT TP&P MPO Coordinator
Ms. Lauren Stevens, CityLink, General Manager
Mr. Bryce Turentine, TxDOT Abilene Area Engineer
Mr. Michael Wittie, TxDOT Abilene Director of Construction

MPO Staff in Attendance:

Ms. Rita Ryan, Office Assistant III
Ms. E’Lisa Smetana, Executive Director

Others in Attendance:

Mr. James Condry, Former CoA Public Works Administrator
Ms. Lindsay Dennis, DCOA, Vice President Business Retention and Expansion
Ms. Julie Johncox, DCOA, Executive Vice President & Chief Operating Officer
Mr. Bruce Neil, AISD, Transportation Operations Manager

1. Call to Order.

Chairman Price called the meeting to order at 1:30 p.m. He announced that public comments would be taken on any item appearing on the agenda during the discussion of said item.

2. Consideration and Take Action on the minutes of the May 1, 2023.

Chairman Price noted there were no changes or corrections to the minutes and asked for a motion.

Mr. Albritton made a *motion* to approve the May 1, 2023 meeting minutes as presented, with a *second* by Judge Spurgin. *Motion carried (4-0)*.

Chairman Price recognized and thanked for attending: Ms. Krystal Lastrape of the Federal Highway Administration (FHWA); Mr. Mike Leary of the Federal Highway Administration (FHWA); Mr. Mansour Shiraz of the Texas Department of Transportation (TxDOT); and he noted attendance by representatives of the Development Corporation of Abilene (DCOA), City of Abilene and TxDOT representatives.

3. Receive a Report, Hold a Discussion, and Take Action on the FINAL FYs 2024-2025 Unified Planning Work Program (UPWP).

Ms. Smetana explained that the UPWP is the MPO's budget. She noted that the funding is based on the current year's budget because the FY 2024/2025 numbers are not yet available. She stated that on April 4, 2023 the MPO received the template from TxDOT and the draft was presented to the Technical Advisory Committee (TAC) at their May 30th meeting. She further stated that the draft was due on June 5, 2023 and it was submitted to TxDOT, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) for any comments. She said none were received and the final document is due on July 31, 2023.

Ms. Smetana proceeded to discuss the FY 2024/2025 Unified Planning Work Program (UPWP). She talked about the Table of Contents that includes five task groups: Administration and Management, Data Development and Maintenance, Short Range Planning, Metropolitan Transportation Plan (MTP), and Special Studies. Ms. Smetana provided details on each of the task, subtasks, funding, and she identified the inclusion of other entities contained within the summary tables. She provided an in-depth explanation of the dollar amounts reflected on the Funding Summary Tables.

Ms. Smetana stated she would like to make one amendment to the document - under the Budget Summary for FY 2025 there is a remainder estimated at \$38,565.05. She wants to add \$38,000 to Subtask 5.4, which is for the Safety Action Plan. She explained we should receive \$50,000 to create a safety plan but it has not yet been awarded. She said we are working with TxDOT and Texas A&M Transportation Institute to create the safety plan and currently have \$12,000 budgeted for 2024/2025. Ms. Smetana said the \$38,000 would allow for additional work on the Safety Plan.

She continued the discussion with the Budget Summary page, reiterating that the numbers are estimates based on the current year funding dollars. Ms. Smetana stated the TAC recommended approval to move to the Policy Board at their May 30, 2023 meeting. She ended her presentation by stating she would be happy to answer any questions.

Councilman Price asked for clarification that the \$38,565.05 is for 2025. Ms. Smetana confirmed it is. Councilman Price then noted in 2024 there was \$140,086.52 under-programmed. He then asked if we needed to do anything with that. Ms. Smetana stated that no we did not because that dollar amount carries over into the 2025 Budget Summary and it is included in the Total Transportation Planning Fund. Ms. Smetana stated the only thing not included was the \$38,565.05 estimate.

Mr. Allbritton inquired about the Boundary Expansion funds and wondered why they were so low. He asked if we were close to completion on this project. Ms. Smetana explained that the MPO has been working with TxDOT, using TxDOT funds and their contract with the Texas A & M Transportation Institute to assist with this project. Ms. Smetana noted the MPO has also created a sub-committee of the TAC specifically to look at the boundary. She spoke of the lack of staff and time constraints as two of the main reasons we have been unable to move forward. Ms. Smetana assured him that once a full

staff is in place we will continue with the study. She additionally noted that the TxDOT contract with TTI had expended all their funds and TxDOT is waiting to confirm funding prior to continuing further.

Mr. Allbritton inquired about the Safety Plan due date. Ms. Smetana said there was a due date, earlier this year but it has been moved forward multiple times. She asked Mr. Mansour Shiraz, who was in attendance at the meeting, if a new due date was currently available or if he had further information. Mr. Shiraz replied he had nothing new to add at this time. Ms. Smetana said it was still up in the air and a few of the MPOs have used their own funding to begin the Safety Plan since the \$50,000 has not been awarded yet.

Councilman Price asked if there were any other question, none were asked. He then asked Ms. Smetana to specify the amendment. Ms. Smetana spoke on the addition of \$38,000 to be placed under the Fiscal Year 2025; Sub-task 5.4. Councilman Price then asked for a motion.

Mr. Allbritton made a *motion* to approve the Final FYs 2024-2025 Unified Planning Work Program (UPWP) with the inclusion of the amendment suggested, with a *second* by Mayor Hurt. *Motion carried (4-0)*.

4. Receive a Report, Hold a Discussion, and Take Action on a Resolution for the System Performance Measures (PM 3).

Ms. Smetana provided a background on the System Performance Measures (PM3), which follows TxDOT's target settings. She explained the MPO must set their own targets or agree with the targets set by the State DOT.

Ms. Smetana explained that the System Performance Measures (PM3) establishes the performance measure requirements to assess the performance of the National Highway System (NHS) and to assess freight movement on the Interstate System. She said it is focused on travel time reliability and travel delay on the interstate, freeway and principal arterial class facilities to determine whether the magnitude of travel time variability is considered unreasonable. She stated that the objective is to ensure efforts to improve unreasonable travel delay and expedite the movement of people and goods, thus furthering the national goal of improving the efficiency of the surface transportation system.

Ms. Smetana advised that TxDOT adopted targets on February 9, 2023 and the MPO has 180 days from the adoption date to accept those measures or adopt their own. She referred to the resolution and noted that this is the same resolution that was adopted two years ago although the numbers have been updated. She proceeded to talk about the Statewide Baseline numbers, and the 2-year and 4-year targets. Ms. Smetana finished her presentation after noting the TAC did recommend approval to the Policy Board of this Resolution at their May 30, 2023 meeting.

Judge Spurgin made a *motion* to approve the Resolution for the System Performance Measures (PM3), with a *second* by Mr. Allbritton. *Motion carried (4-0)*.

5. Receive a Report, Hold a Discussion, and Take Action on an Annual Listing of Obligated Projects (ALOP).

Ms. Smetana said the Annual Performance & Expenditure Report (APER) and Annual Listing of Obligated Projects (ALOP) are due each year on December 31st to the Federal Highway Administration and to the Federal Transit Administration to ensure compliance. She said that TxDOT requests that the reports be given to them by December 15th to allow review time. She further stated that the information from TxDOT necessary to complete the ALOP was sent out on April 18 with a due date of May 2nd.

Ms. Smetana notified TxDOT of the expected delay due to our public participation process requirements and that there were some data issues with the information received. She advised that the ALOP would be presented during a public open meeting during the MPO Policy Board Meeting; thus satisfying the public information requirements.

She stated the ALOP data was compiled with numbers from TxDOT on the highway side and numbers from CityLink on the transit side. Ms. Smetana went over the Summary of Projects with the total amount of highway projects \$1,832,804.51, grouped projects \$13,429,283.77, \$0 for bicycle projects, and \$3,118,071.00 for transit projects thus totaling obligated federal funds of \$18,380,159.28.

Ms. Smetana spoke on each of the project categories listed. She ended her presentation sharing that this was not presented to the TAC because of the short deadline. She said she would be happy to answer any questions.

Mr. Allbritton referred to some of the highway projects asking if the numbers align to when the projects let or when it was finished construction. Ms. Smetana said it is when the funds are obligated. Mr. Allbritton said the US 83, South of FM 204 (Clark/Remington Road) was let earlier than 2022. Ms. Smetana stated there were some questions on that but the date comes directly from TxDOT. She said one of the items she had questions on is in the Group Projects. She stated this project is not located within or near the MPO area. Ms. Smetana identified it as SH 283 from US 380 to the Haskell County Line. She explained that because this is a Grouped Project, one project filed under the Control CSJ Number is located within the MPO boundaries so this is included in the report. Ms. Smetana reiterated that ALOP data was compiled with numbers directly from TxDOT on the highway side and the numbers from CityLink and the City Finance Department are on the transit side.

Mayor Hurt made a *motion* to approve, with a *second* by Mr. Allbritton. *Motion carried (4-0)*.

Councilman Price welcomed Mayor Hurt to the Policy Board, noting this was his first meeting. Mayor Hurt stated it was an honor to be on the Policy Board.

6. Discussion and review of transportation projects. (TxDOT Staff, City Staff, CityLink Staff)

TxDOT - Mr. Turentine presented TxDOT Planned and Current Construction Projects. The 2023-2027 Planned Projects: TxDOT is combining projects #1, #2 and #3: **#1**) US 83 - Construct a bridge, from .67 miles north of FM 3034 to .28 miles south of FM 3034; **#2**) FM 3034 - Widen road and shoulders from US 83 to Near PR 343 and **#3**) FM 3034 - Rehabilitate existing roadway from Brick Road to FM 600. TxDOT is combining projects #4, and #5, to let as one project: **#4**) IH 20 - Preventive maintenance from Nolan County Line to near Wells Lane (WB) and **#5**) IH 20 - Preventive Maintenance from Nolan County Line to near Wells Lane (EB). **#6**) FM 1082 - Widen road and add shoulders from CR 361 to FM 600. **#7**) SH 36 - Bicycle and Pedestrian Improvements from BU 83D to FM 1750. **#8**) FM 18 is a new project - Preventative Maintenance from SH 36 to Callahan County Line. **#9**) FM 2833 - Preventative maintenance from Jones County to SH 351. **#10**) FM 1082 - Construct a new road (north of the lake and includes MPO funds) from West of Cheyenne Creek Road to East of the Dam. **#11**) I20 - Six lane widen road (adding lanes and shoulder) from Judge Ely Blvd. to SH 351. **#12**) FM 1082 - Preventative maintenance (overlay) from FM 2833 to FM 3522. Projects #13, #14, #15, #16 and #17 are all Median Barrier-Cable on US 83: Items #13, #14 and #15 will let together: **#13**) from FM 707 to .25 mile north of FM 3034, **#14**) from Bus 83 Interchange to 1300" north of Ambler Avenue, **#15**) from EN 10th Street to Lytle Creek, **#16**) from 1300" north of Ambler Avenue to N 10th Street, and **#17**) from Lytle Creek to US 83. **#18**) FM 1750 - Intersection improvements with Turn Lane (project has safety funds assigned to it) from Industrial Blvd. to 1200 feet south of Colony Hill Road. **#19**) US 277 -

Rehabilitate existing roadway from the south end of BNSF Bridge to 3.7 miles SW of FM 1235. **#20)** US 277 - Resurface roadway (overlay) from US 83 to FM 3438. **#21)** FM 1235 - Widen roadway and add shoulders from CR 306 to US 277. Projects #22, #23 and #24 are all new to the list: **#22)** US 277 - Resurface roadway (overlay) from FM 3438 to south end of BNSF Bridge. **#23)** FM 3438 - Install illumination from IH 20 North Frontage Road to Near 5 Points Parkway, and **#24)** FM 89 - Widen roadway, add lanes and shoulders from 1.219 miles south of Elm Creek to Elm Creek. **#25)** New Project: SH 36 - Widen roadway and add lanes from CR 123 to Callahan County. **#26)** IH 20 - Preventive maintenance (overlay) from South Frontage Road near Willis Street to Near Catclaw Creek.

Mr. Turentine then discussed Current Construction Projects. **#1)** Project is nearing completion: Business I20-R - Safety Improvement project (illumination) from Leggett Drive to Ross Avenue. **#2)** FM 89 - Rehabilitation of existing roadway (major traffic shift to the left soon) from near Bettes Lane to Rebecca Lane. **#3)** FM 89 - Widen non-freeway from Rebecca Lane to just north of US 83. **#4)** IH 20 - Overlay from West of Old Anson Road to Callahan County Line, **#5)** IH 20 - Overlay from .75 mile east of Hayter Road to West of Old Anson Road. **#6)** and **#7)** have just moved to current. **#6)** IH 20 - Overlay from Near Wells Lane to .075 miles East of Hayter Road will start in August 2023. **#7)** ES 7th Street - Bridge replacement at Cedar Creek has been let but not started construction yet.

Mr. Turentine stated there is one project not mapped; the Rail Corridor Project a safety project located between S 1st Street and North 1st Street. It has 7 crossings with pedestrian signaling and is scheduled to let next week. Councilman Price asked if this included changing the crossover at Sayles Blvd. and closing the other crossing. Mr. Turentine responded yes, at Victoria Street the crossing will be closed after Sayles Blvd is redone. Councilman Price inquired about the Planned Project #7, SH 36 Bicycle and Pedestrian Improvements if it was located on the north or the south side of the street. Mr. Turentine responded the path is located on the north side. Councilman Price inquired about the bridge replacement at ES 7th Street and if we have a time estimate. Mr. Turentine stated he believes it should be close to a year but he has not yet received the contractor's schedule. Councilman Price asked if there will be an allowance for the Cedar Creek Pathway. Mr. Turentine stated that a portion of the path was left out of the project that is nearing completion. He stated that parts of the path will be unusable during construction.

City of Abilene – Mr. Will Ratliff provided an update on the Proposed Projects for CY 2023 as provided in the packets. **1)** Honey Bee Re-alignment. **2)** Maple (Carriage Hills to Loop 322). **3)** N 6th St & Cypress St Improvements. **4)** Five Points Roadway Improvements (Fulwiler Rd and Marigold St). **5)** EN 10th Improvements (Judge Ely to 322 Loop). **6)** Work Zone S9C. **7)** Work Zone N2A & N2B. **8)** Work Zone S11B. **9)** N 5th Two-way conversion. **10)** Pine St. @ N 10th St. Intersection and **11)** S 27th Improvements (S Danville to Barrow St).

Mr. Ratliff then presented information on the Proposed Construction Projects as provided in the packets. **1)** Work Zone S5. **2)** Work Zone S13. **3)** Maple (Loop 322 to ES 11th). **4)** S Willis St. @ S 7th St. Intersection. **5)** N 18th St. @ Kirkwood St. Intersection. **6)** N 14th St. @ Westwood Drive Intersection. **7)** S 14th St Walkability Project (Sidewalks/Pedestrian Bridges) and **8)** S 27th Signal Improvements (Treadaway to Catclaw).

Councilman Price asked if the light was still blinking red at N 5th Street and Pine Street and if this would be a 4-way stop eventually or go back to a lighted controlled intersection. Mr. Ratliff believes that would be a two-way stop but requested clarification from Mr. Johnson. Mr. Johnson stated it would be a signal controlled light. Councilman Price asked if the intersection at S Willis St. @ S 7th St. is concrete. Mr. Ratliff confirmed it is.

CityLink – Ms. Stevens provided three updates: **1)** CityLink anticipates the delivery of two new 30-foot buses around the first of October. She explained there was a backlog on the seats. **2)** Quotes are being obtained on upgrades for the maintenance shop which includes ceiling fans and an exhaust system. Ms. Stevens said they are in the process of obtaining bids. **3)** CityLink is currently waiting on the last bid for concrete repairs in the bus transfer lanes.

Councilman Price inquired if there has been a resolution for the Micro Transit Pilot Program concerning the credit card system. Ms. Steven believes a resolution is very close, they are awaiting documentation that everything is working correctly.

7. Discussion and review of reports:

Ms. Smetana spoke on the following reports, noting a complete detail is available in the packets.

Financial Status – Ms. Smetana said the Financial Status is for October 1, 2022 through September 30, 2023. She noted that we received the March and April Billings, on May 3rd and May 30th, respectively. Ms. Smetana advised that the total authorization \$279,478.53 with expenditures of \$134,443.60, and a remaining balance of \$145,034.93. Ms. Smetana stated that we have still not received our carryover funds, noting the authorized balance will increase once those are distributed. No questions were asked.

Operation Report – Ms. Smetana noted the full Operations Report for April 25, 2023 through June 13, 2023 is available in the packet for review. She provided a sampling of the work accomplished by the MPO during this period.

Director's Report – Ms. Smetana noted the full report was available in the packets and proceeded to update the Board on the following items:

- **MPO Staffing** – The Transportation Planner position has been open since June 10, 2022.
- **Travel Demand Model** - The MPO is working with TXDOT and others to update the Travel Demand Model (TDM). We submitted the information for the population and households and we submitted the information on the 2050 roadway network. We just completed work on the 2050 employment and residential projections for each of the 461 Traffic Analysis Zones (TAZ) and were able to submit those to TxDOT on June 8, 2023.
- **Safety Awareness Events – Ride of Silence (May 17) and Ride to Work (June 23)** – The MPO worked with many partners to promote safety at both of these events. She noted the pictures included in the report.
- **MPO August Workshop** – Requesting topics or input for the upcoming August 15, 2023 combined Policy Board and Technical Advisory Committee Workshop.

8. Opportunity for members of the Public to make comments on MPO issues.

No comments received.

9. Opportunity for Board Members, Technical Advisory Committee Members, or MPO Staff to recommend topics for future discussion or action.

No comments received.

The Abilene Metropolitan Planning Organization Transportation Policy Board reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any item on the agenda as authorized by Texas Government Code Sections: 551.071 (Consultation with Attorney), 551.072 (Deliberations about real property) 551.073 (Deliberations about gifts and

donations), 551.074 (Personnel matters), and 551.076 (Deliberations about security devices). After discussion in executive session, any action or vote will be taken in public.

- 10. Receive a Report, Hold a Discussion, and Take Action on the evaluation of the Executive Director.** Councilman Price advised that the Policy Board would now go into EXECUTIVE SESSION which is authorized by Texas Government Code Sections 551.074 (Personal matters). **The Policy Board adjourned into Executive Session at 2:07 p.m. The Policy Board returned to the regular meeting at 2:27 p.m.**

Council Price stated that no votes nor actions were taken during the executive session. He stated they did do an evaluation of Ms. Smetana and many compliments were shared. Councilman Price stated there will be a follow-up evaluation at the August 15, 2023 Policy Board and Technical Advisory Committee Workshop.

- 11. Adjournment.**

With no further business, Chairman Price adjourned the meeting at 2:28 p.m.