

**2014 Transportation Management Area MOCK TMA Certification Review
Advance Questionnaire (Draft 01/22/14)
Midland-Odessa MPO**

Information in blue has been added to the TMA Notebook

Study Area Organization

1.

a. Who are the member agencies of the MOTOR MPO Policy Committee?

City of Midland, City of Odessa, Midland County, Ector County, Texas Department of Transportation (TxDOT). By July 2014, as a result as MOTOR MPO becoming a Transportation Management Area (TMA), an additional voting member from Midland Odessa Urban Transit District (MOUSD) will be added.

Ex-Officio members include Federal Elected Officials, State Elected Officials, Federal Highway Administration (FHWA), Federal Transit Administration (FTA), TxDOT Division Office TPP, Texas Air Control Board, Federal Aviation Administration, and Midland-Odessa Transportation Alliance.

b. Who are the member agencies of the MOTOR MPO Technical Committee?

City of Midland, City of Odessa, Midland County, Ector County, Texas Dept. of Transportation (TxDOT), Federal Highway Administration (FHWA), MOUSD (EZ-Rider)

c. Are any implementing agencies or transportation modes not members of the MPO?

None; however, Union Pacific facilitates large-scale infrastructure improvement projects and other projects like private rail spurs, fracturing sand transfer facilities, etc.

d. Discuss any impacts resulting from Census 2010.

Since the 2010 Census, there has been a petroleum boom causing the population and industrial development to increase significantly. *Someone* speculates the increase in the Midland/Odessa area could be 10% - 12% from four years ago.

e. Anticipated impacts of 2020 Census

- i. As population continues to grow in the area, the anticipated impacts become more apparent. The Texas Water Development Board has posted population projections for the 2016 Regional Water Plan. The data used for the plan covers a 50 year timeframe from 2020-2070. The state agency has projected increases in population over the course of several decades for the Midland Odessa region. The following table provides insight of the future growth of the region.

	2020	2030	2040	2050	2060	2070
ECTOR	156,957	177,157	198,446	220,268	242,371	264,646
MIDLAND	160,018	173,387	191,665	210,100	228,299	246,134
TOTALS	316,975	350,544	390,111	430,368	470,670	510,780

The Perryman Group is another resource used by MOTOR MPO in an effort to reflect the projected population growth for the Midland Odessa region. The figures below have been projected through 2018 as the population gains and growth percentages for both Midland and Odessa exceed the other metropolitan areas of comparable size.

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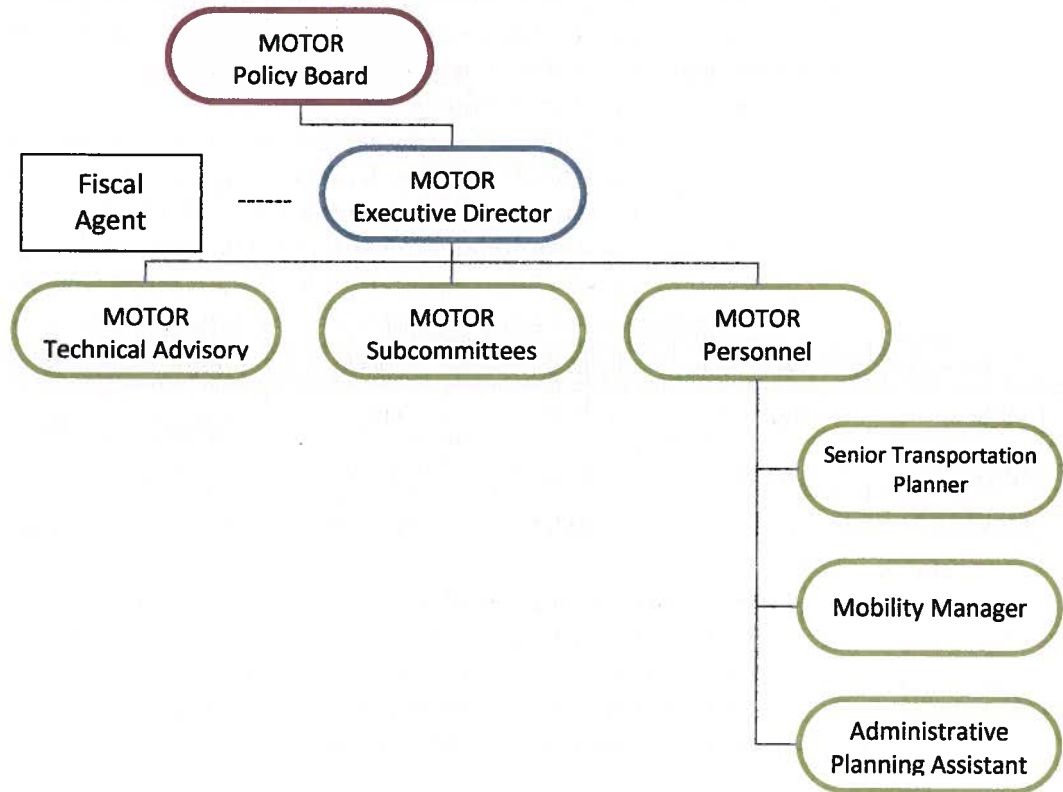
Metropolitan Statistical Areas	Population 2013	Projected Population 2018	Projected Population Gain 2013-2018	Compound Annual Growth Rate 2013-2018
Abilene MSA	169,809	178,137	8,328	0.96%
Amarillo MSA	260,166	276,010	15,844	1.19%
Lubbock MSA	297,984	318,089	20,106	1.31%
Midland MSA	168,108	190,747	22,639	2.56%
Odessa MSA	170,746	211,209	40,463	4.35%
San Angelo MSA	116,342	123,597	7,255	1.22%
Wichita Fall MSA	152,178	156,672	4,494	0.58%
STATE OF TEXAS	26,609,487	28,878,483	2,268,996	1.65%

The 2020 Census will impact MOTOR MPO.....

2.

a. Discuss the organizational structure of the MOTOR MPO staff.

The Director reports directly to the Policy Board and has no ties to the City of Odessa who is the MOTOR Fiscal Agent.



b. To what degree is the MPO process supported by staff activities?

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MOTOR employees, at the direction of the Policy Board research transportation planning issues, analyze statistical data, manage MPO funds, and update MPO planning documents. Items are taken to the Technical Advisory Committee for review and recommendation to the board. Board receives recommendations and approves final action.

The day to day operations of MOTOR MPO are completed by the MOTOR staff members. Major projects like the Metropolitan Transportation Plan (MTP) update, Transportation Improvement Plan (TIP), Unified Planning Work Program (UPWP), and Public Participation Plan (PPP) are all done in house by the MOTOR staff.

Currently, MOTOR is fully staffed with four employees: Cameron Walker, Executive Director; Lorraine Quimiro, Sr. Transportation Planner; Eric Garcia, Mobility Manager; and Rina Bale, Administrative Planning Assistant. Each brings their unique set of skills to MOTOR and to the MPO process.

Cameron Walker has a Master's Degree in Urban and Regional Planning from Texas A&M University and an undergraduate degree in Geography. He worked for the City of Victoria, Texas where he handled MPO activities as well as other transportation related duties. He started working for the City of Midland in 1991 as the Planning Division Manager and sat on the Technical Advisory Committee of MOTOR MPO, chairing it at times. While working for Midland, he reviewed development which included a review of available ROW for the street system, as well as federal and state highways. He began his career as the Executive Director of MOTOR MPO in April 2013.

Lorraine Quimiro is MOTOR MPO's Senior Transportation Planner. She received her Bachelors of Science in Urban Planning from the Massachusetts Institute of Technology in Cambridge, Massachusetts and anticipates receiving her Master's in Public Administration from the University of Texas at El Paso in the spring of 2015. Ms. Quimiro most recently worked at the El Paso MPO as an Associate Regional Transportation Analyst and assisted the Modeling Team with the development of the Travel Demand Model, trained staff on Geographic Information Systems (GIS), as well as conducted research as needed. Prior to her time at the El Paso MPO Ms. Quimiro worked for the City of El Paso where she developed her GIS skills in the Planning, Research & Development, Information Technology and Community & Human Development Departments training city staff on GIS and assisting with the development of GIS projects across several different departments.

Eric Garcia, Mobility Manager for MOTOR MPO, manages the efforts of regional coordination and other public transportation planning activities for the Regionally Coordinated Transportation Planning committee. He has gained knowledge and work experience in the fields of grant management and the administration of state and federal programs. Also, he is skilled in regional planning due to his time researching and reviewing economic development opportunities for the seventeen counties covered by the Permian Basin Regional Planning Commission. Prior to his time at the Council of Governments, Mr. Garcia was employed with the U.S. Department of Agriculture Farm Service Agency as he delivered federal disaster relief for the farmers and ranchers living

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in Midland County. He holds a Master's in Public Administration and a Bachelor of Arts and Sciences in Political Science from Texas Tech University.

Rina Bale, Administrative Planning Assistant, has a Bachelor's of Business Administration in Marketing from the University of Texas of the Permian Basin. She worked in the higher education sector for five years before coming to the MPO. She is skilled in Microsoft Office, is very detailed oriented, and brings in a creative aspect to MOTOR.

The City of Odessa serves as the MPO's fiscal agent. MOTOR staff is obligated to abide by the policies and procedures of the fiscal agent. City of Odessa provides payment to MOTOR for all payables due and submits salaries for employees. These amounts are reimbursed through TxDOT to the City of Odessa. The City also provides administrative and legal services when needed.

c. To what degree is the MPO process supported by consultant activities?

Consultants are pursued for special studies only. MOTOR has hired the listed consultants for the following studies:

Consultant	Study	Beginning/Adoption Dates	Cost to MPO
	SH 191 Corridor Study/Management Plan	June 2011 - June 2012	\$300,000.00
	South Midland Mobility PEL Study	May 2013 - February 2014	\$246,000.00
	Midessa Land Use Transportation Study	June 2013 - Ongoing	\$99,000.00

Metropolitan Area Boundary (MAB)/Urbanized Boundary Area (UAB)

3. (Eric, Rina & Lorraine)

i. Describe the current status and development of the MAB.

The MAB is pending approval by the Governor.

ii. Describe the current status and development of the UAB.

MOTOR MPO staff attended a workshop on December 18, 2012 regarding UAB and the Federal Functional Classification updates. Work began in January and was submitted to TxDOT in March of 2013. The updated UAB is pending FHWA review and approval. **Exhibit ?**

b. When was the MAB/UAB last adjusted?

A working Committee of the TAC began discussions on potential adjustments to the MPO MAB in August 2013. Their recommendations were as follows:

- A review of the Midland County Utility District Boundary indicates that portions east, south and north of the current MAB are planned to be served with utilities within the foreseeable future.

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In addition, a new school will be under construction at the SE corner of FM 307 and FM 1379, further indicating the growth pattern in the Greenwood area. A line generally in alignment with FM 1213 and extending east would be the new boundary at the southeast portion of the MAB.

- Development is occurring in Martin County east of the Midland City Limits and along the Craddick Highway. A triangular portion of land is proposed to be added.
- The area south of Loop 338 and on both sides of US 385 is also experiencing growth. New residential neighborhoods (Lonesome Dove, South Fork, 385 Ranch Estates, and Pleasant Farms) indicate the growth and development of this area. A line extending to the south and ending at the Crane County Line is shown to the west of US 385. The remaining boundary change would be to include the portion of Ector County from the Midland County and Crane County lines.

Staff was assisted by the City of Midland GIS Division who prepared the proposed MAB map. Staff was prepared to pursue a formal vote at the October meeting if the Board had made amendments to the boundary. The Policy Board approved changes to the MAB on September 16, 2013. Exhibit ?

The updated UAB is pending FHWA review and approval. Prior to the current update the UAB was last adjusted in 2000 Exhibit ?

c. Discuss any impacts resulting from Census 2010.

The two counties that contain the MOTOR MPO MAB saw 12 to 15% growth from 2000 to 2010 according to the U.S. Census. The MAB was expanded to include a southwest portion of Ector County along US 385 to the Crane and Upton county line and a triangle at the north to include the northwest Midland county line. The southeast and northeast edges of the MAB were extended to include areas proposed for expanded water service.

County	2000	2010	Percent Change
Ector	121,123	137,130	12%
Midland	116,009	136,872	15%
Total Population	237,132	274,002	

The most notable change to the UAB resulting from the 2010 Census was the merging of the Urbanized Areas of Odessa and Midland. The UAB expanded at its outer edges as well.

d. Anticipated impacts of 2020 Census.

Look at the projections we have in the 2040 MTP

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Agreements, Contracts, and Coordination

4. (Rina)

- a. What cooperative agreements or memoranda of understanding identifying planning responsibilities have been established among MOTOR MPO, TxDOT, public transit providers or other agencies involved in the planning process?

TxDOT provides Work Authorizations which inform MOTOR the amount of funding provided through a fiscal year (See Appendix A). TxDOT also provides, through FHWA, the Annual Project List which gives information regarding letting projects through the fiscal year. (See Appendix B)

MOUTD (EZ-Rider) has direct contact with the MOTOR Mobility Manager regarding information about EZ-Rider's active part in Regionally Coordinated Transit Planning (RCTP) It is agreed that MOTOR and MOUTD will work to ensure transit-planning activities are carried out in a cooperative, continuing, and comprehensive manner. (Appendix C)

Fiscal Agent, City of Odessa, assists in the planning process through fiscal activities of all MPO funds such as providing payment to the MOTOR offices for any and all payables due including salary to employees, which are on a reimbursement basis. They also provide personnel administrative services and manage all property and equipment in accordance with 49 CFR Pat 18. (Appendix D)

- b. When was the Planning Contract signed?

TxDOT: November 9, 2012 Expires- September 30, 2018 Appendix

MOUTD (EZ-Rider): May 9, 2012 Appendix

City of Odessa: October 6, 2005 Appendix

RCTP Grant Agreement: October 9, 2013 Appendix

- c. To what extent do existing agreements conform to regulatory requirements and how accurately do they represent the planning process as actually practiced? Please attach supporting documentation.

Ask Bill on 10/7

What is the difference between agreements and contracts?

TxDOT has both "agreement" and "contract" on the first page.

Partnership with MOUTD is a Memorandum of Agreement

Partnership with City of Odessa is an "Agreement"

Looking back at question "b." do we have to answer for each entity we coordinate with?

Contract with TxDOT

Memorandum of Agreement with MOUTD as members of TAC

Contract with City of Odessa

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Contract with RCTP requires quarterly reports to TxDOT Public Transportation Division, on site visits, and present status of funding

5. (Cameron & Rina)

a. What processes are specified for coordination on project prioritization and selection for the TIP?

A list of priority projects was prioritized by the Technical Advisory Committee (TAC) as well as the Policy Board as part of the 2010-2035 MTP adoption process. Since the adoption of the MTP on November 30, 2009, and as a historic reference, several projects were added to the 2008-2011 TIP, the 2011-13 TIP, the 2013-2016 TIP and the 2015-2018 TIP. Projects anticipated within an approved TIP time frame but not funded are automatically moved forward as a new TIP document is prepared. **Appendix**

b. Does the MPO have a process/agreement for moving or selecting projects for advancement from any of the 4-years of the TIP?

Projects anticipated within an approved TIP time frame but not funded are automatically moved forward once a new TIP document is prepared.

Projects for each TIP must be selected from the Metropolitan Transportation Plan. During the preparation of the 2010-2035 MTP, MOTOR staff completed an extensive public involvement process to determine the "Vision Plan" for the region. This community visioning process resulted in a plan for the growth of the region over the 25 year period.

With the guidance of the Technical Advisory Committee (TAC) and the MOTOR Policy Board, a set of evaluation guidelines for ranking each project was developed. An evaluation based on these guidelines was done for each project. Projects were discussed in detail with the TAC and priority projects were approved by the Policy Board. It is MOTOR's intent to invest in all types of projects equally throughout the region. Ultimately projects placed in the TIP are based on current needs and available funding.

6. (Eric, Rina & Lorraine)

a. What opportunities are provided for public participation and agency involvement at key decision points in the planning, programming, and project development phases of transportation decision-making?

Opportunities for Public Participation and agency involvement are a part of the various steps in the transportation planning process. Agencies and the public are invited to share their input at both the planning (TAC Meetings, public hearings & community workshops) and at the decision making phase (Policy Board Meetings.) The Public Participation Plan further provides direction for public involvement activities to be conducted by the MOTOR MPO and contains the policies, goals, objectives, and techniques used by the MPO for public involvement.

A list of the opportunities for public involvement is included in **Exhibit?** and include MTP and special study workshops, public comment periods of the monthly policy board meetings, and public hearings.

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Planning for transit funding is coordinated through the RCTP at their monthly meetings. These meetings are opportunities for multiple agency involvement in the regional transportation planning process.

The Technical Advisory Committee meets on the first Thursday of each month at 8:30 a.m. at the MOTOR office located at 9601 Wright Drive, Midland, TX 79706. Anyone interested in attending is encouraged to view MOTOR's online calendar at www.motormpo.com.

The MOTOR Policy Board meets on the third Monday of each month at 5:00 p.m. at the MOTOR office. Anyone interested in attending is encouraged to view MOTOR's online calendar at www.motormpo.com since occasionally the Policy Board meetings will be rescheduled to accommodate holidays and Board member commitments. At each meeting, there is an opportunity for public participation and comment.

The MOTOR website contains dates of public hearings, workshops and documents out for public review. During public review periods, documents are also available at both City Secretary's offices, Midland and Ector County libraries, TXDOT District office, and at MOTOR. Comments can be made at the locations, through the website or in writing to MOTOR MPO, P.O. 60916, Midland, TX 79711.

b. How is the process managed and updated to meet the changing needs of communicating with the public and agencies and their expectations for active involvement?

As Federal and State laws are amended the Public Participation Plan is revisited and updated. The process for amending the Public Participation Plan includes a 45 day comment period as well as review by the Technical Advisory Committee for final adoption by the Policy Board.

c. When did the MPO adopt their Public Participation Plan and when was it last updated?

First Approved for Public Review: July 26, 2007

Updated by the Policy Board on: September 20, 2007 and December 16, 2013

d. How does the consultation process demonstrate explicit consideration and responsiveness to input received?

Early on in the development of the 2040 MTP workshops were held to gather public input. A total of eight workshops were held throughout the MAB. Meeting places were strategically set to ensure minority and limited English proficient persons were included. Newspaper and radio ads in both English and Spanish were utilized to encourage maximum attendance. The six main criteria participants were asked to comment on were congestion, safety, transit, maintenance, sidewalks, and bicycles. Maps were provided to allow the public an opportunity to specifically identify areas of concern related to the six criteria. In addition participants were asked to prioritize funding by placing play money into the six transportation criteria. Congestion and safety were the

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top funding priorities for the workshop participants. Decisions made by the policy board take into consideration the thoughts expressed at these workshops.

MOTOR MPO completed two regional studies in 2014. The first was a South Midland Mobility Planning Environmental Linkage (PEL) Study, the first of its kind in Texas. During the work for this study stakeholder interviews and four workshops were conducted to obtain input from land owners, affected agencies, and interested parties. The second planning document, the Midessa Land Use Transportation Study, also included four workshops and stakeholder interviews. **Appendix Midessa Study Appendix PEL Study**

e. What kind of feedback did the public and agencies receive on the proposals and questions they put forward?

MTP: Staff was on hand to answer questions and document concerns during all the MTP workshops. Public input from the MTP workshops was summarized by MOTOR staff and presented to the Technical Advisory Committee Meeting and Policy Board in the summer of 2013. In addition acknowledgement of public participation was sent by MOTOR staff in fall of 2013. Electronic invitations will be sent to public participants to notify them of the 30 day public review of the MTP. **Appendix Summary of MTP workshop input**

Studies: There is now a Phase II of the PEL Study as a result of the momentum and interest in Phase I. Prior to completion of the Midessa Land Use Transportation Study MOTOR MPO met with Midland International Airport, Midland Development Corporation, Midland Spaceport Development Corporation and XCOR representatives to further analyze the issues associated with the application for a federal spaceport designation.

UPWP Development

7. (Cameron)

a. How are UPWP activities developed, selected and prioritized? (Cameron)

The UPWP is developed by MOTOR MPO based on a template provided by TxDOT. The Executive Director and the Administrative Planning Assistant determine the activities that should be placed into each task. Using previous year's UPWP and an analysis of the monthly Billing Statements, the staff is able to anticipate needs for the following year's UPWP.

MOTOR bases the draft UPWP on the funding received from the previous year. Included in the annual funding are FTA planning grant funds which reduce the amount of PL funds MOTOR needs to allocate for one staff position.

Tasks are prioritized based on the previous year's UPWP, anticipated staffing needs, and Billing Statements.

Once the draft is complete, the TAC reviews it and provides comments, suggestions, and recommendations to MOTOR. The draft is also forwarded to the TxDOT Regional Coordinator who provides comments as well. After feedback has been received and

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changes have been made, the document goes to the Policy Board for final approval. Upon approval, the final draft is sent to TxDOT and FHWA for its approval then officially adopted.

8. (Rina)

- a. In the current UPWP, how are all available Federal fiscal planning resources budgeted?

USED FY 2015 SINCE IT WILL BE "CURRENT" WHEN THIS IS SUBMITTED

Task 1.0 – Administration-Management Objective	\$200,000
Task 2.0 – Data Development and Maintenance	\$60,000
Task 3.0 – Short Range Planning	\$60,000
Task 4.0 – Metropolitan Transportation Planning	\$45,000
Task 5.0 – Special Studies	\$50,000

DID NOT INCLUDE SINCE IRRELEVANT TO THE FY 2015 DOCUMENT

The UPWP was amended and received Policy Board approval on May 19, 2014. Most of the adjustments were made from funds already programmed; however, \$167,225 from carryover funds was added to the programmed amount. The amended amounts in each task are below. A chart showing all changes can be found in **Appendix XX**

Task 1.0 – Administration-Management Objective	\$174,300
Task 2.0 – Data Development and Maintenance	\$52,000
Task 3.0 – Short Range Planning	\$41,000
Task 4.0 – Metropolitan Transportation Planning	\$77,000
Task 5.0 – Special Studies	\$282,225

- b. For the past two years, have all the fiscal resources been spent?

No. In FY2012, there was a carryover amount of \$442,222 ; in FY2013 the carryover balance was \$378,947; in FY2014 the carryover amount \$399,074.

~~Average out the last five years of allocations. Our carryover currently is a x percentage of last five year average allocation.~~

- c. Is there a running balance of Federal planning funds?

Yes

- i. If so, what is the average balance?

\$358,380

- d. What ongoing issues are there concerning over- or under-budgeting of Federal planning funds?

FY2014 carryover funds are due to two special studies that have a balance due to the consulting company Freese & Nichols. MOTOR was not billed for the remaining balance of neither the Midessa Study nor the South Midland Mobility PEL Study during FY2013 so the budgeted funds were carried over into FY2014.

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FY2013 carryover was due to staff vacancies. From Oct. 2012 – April 2013 there was not an Executive Director; the Sr. Transportation Planner position was vacant from Jan. 2013 – Feb. 2014

FY 2012 unused federal planning funds were also due to staffing. No salaries or benefits were charged to Data Development task which indicates that the Mobility Manager position was vacant since salary and benefits were typically charged to that task.

9. (Rina)

a. Briefly describe the process in place for amendments to the UPWP.

When the current UPWP needs to be amended, MOTOR staff amends the UPWP and the changes are presented to the MOTOR MPO Policy Board. Upon Board approval, a resolution is signed by Board members and submitted to the TxDOT Regional MPO Coordinator. Once he approves the amended version, it is sent to FHWA for final approval.

b. What effect has TxDOT's implementation of Regional Offices had on the amendment process?

The new processes have not affected MOTOR MPO's ability to have amendments approved.

10. (Cameron) Briefly describe some of the significant corridor studies in the Midland-Odessa metropolitan area since the last federal certification review.

SH 191 Corridor Study/Management Plan: State Highway 191 serves as a vital connection between the cities of Midland and Odessa. This 14-mile corridor not only provides a linkage between these two employment centers, but also provides accessibility to vast areas of vacant land that is now bustling with activity due to the resurgence of the oil and gas industry in the region. MOTOR MPO determined that a corridor planning approach for the SH 191 Corridor was needed in order to help define, protect and coordinate development in the most opportunistic area for growth in the Midland-Odessa region. The SH 191 corridor management plan has built upon strategies and vision defined and established in the 2010-2035 Metropolitan Transportation Plan and built upon the following tenants; two cities functioning as complementary urban centers, a diversified economy attracting regional investment, high quality communities supporting multi-generational neighborhoods with transportation and housing choices, and access to a range of recreational and cultural activities.

Midessa Land Use Transportation Study: Since the completion of the SH191 Corridor Study/Management Plan in June of 2012, rapid growth has continued and several new factors have been introduced causing the MPO Policy Board to authorize an update to the SH191 Study. While the initial SH191 Study provided extensive, high-level framework for land use and transportation decisions within the region it also contained a wide array of development and aesthetic recommendations, access management standards, oil and gas setbacks and short and long-term strategies. The Midessa update is intended to serve as a continuation to the SH 191 Plan in light of recent developments centered around airport and aerospace operations at the Midland International Airport. This study redefines the vision for the SH 191 area through public and stakeholder input, addresses new factors that did not exist at the

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time of the SH 191 study and will adjust, where necessary, the land use and transportation strategies for the SH191 corridor to reflect anticipated changes.

Finally, the Midessa update will refine and adjust the short and long-range implementation action items contained within the SH 191 study. Ultimately, reexamining land use, transportation and implementation strategies will ensure the applicability, relevance and comprehensiveness of the plan and will ensure that land use and transportation strategies are rooted in updated information, particularly important due to the rapidly changing development environment within the region.

South Midland Mobility PEL Study:

Recent federal acts related to transportation planning, such as the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) and Moving Ahead for Progress in the 21st Century Act (MAP-21), are intended to enhance the consideration of environmental issues and impacts within the planning process. Long-range transportation planning efforts must now involve multiple agencies, discussion of potential environmental mitigation activities and public and stakeholder input. These requirements of connecting environmental concerns with transportation are embodied in the Planning and Environmental Linkage (PEL) study. The PEL study represents a collaborative and integrated approach to the planning process for considering regionally important transportation initiatives. Planning and environmental linkages are identified early in the transportation planning process, when decision-makers consider environmental concerns as well as community and economic goals and carry them forward through the project development and environmental review processes. Such a process minimizes social and environmental issues associated with the project, enhances local agency and public support for the project and expedites the NEPA process. The study area for analyzing and identifying a potential mobility corridor in South Midland spans the City of Midland, Midland's extraterritorial jurisdiction (ETJ), and Midland County. The area, bounded by Loop 250 in the west, Business Interstate (BI) 20 to the north, the BI 20/Interstate Highway (IH) 20 interchange to the east, and FM 1213 to the south, is largely rural and supported by a grid roadway network. Near IH-20 and BI-20, commercial and industrial development is prominent. South of IH-20 development becomes more rural with scattered residential areas and numerous oil wells. The study area consisted of approximately 63,400 acres (99 square miles) that is anticipated to experience large amounts of growth in coming years. Numerous corridors were reviewed for constraints and opportunities further work is currently underway with a Phase II being funded by TxDOT.

11. **(Cameron)** Are the corridor studies conducted in a manner so that planning decisions and analyses may be carried through to the project development and environmental review processes?

Yes

- a. **If so, provide examples and discuss benefits and costs of such activities.**

SH 191 Corridor Study/Management Plan & Midessa Land Use Transportation Study: The results of these studies will impact local decisions regarding land use and mobility, because developers, economic development corporations, business leaders, and other stakeholders will become aware of the land use and transportation issues associated with the corridor.

South Midland Mobility PEL Study: The initial study has prompted an interest in a second phase that will ultimately lead to roadway design and a final alignment. \$750,000 in TxDOT funds has been set aside for Phase II. If construction proceeds following Phase II there will be costs associated with the project that have not been identified at this time.

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12. (Cameron) Is there a process in place to evaluate past performance (efficient and effective use of funds) of UPWP projects/work elements?

Can we use the APER to evaluate UPWP **To be continued by Cameron**

What they will ask about in it is there a report or report element here we can say in a certain task we said we would do these efforts and these are the percentage complete this was accomplished . Example; showing value added to planning process showing your worth be able to say here is our value added to the region. What are they doing that's any good? Do you do that in your APER? Expand and include in APER. The importance of the APER. Can they pull out your last three APER to see if you are accomplishing what you say you are in your UPWP. Show we have more than a rubber stamp APER & UPWP. For us keeping up with the growth, discuss the transition MOTOR MPO has been going through (current UPWP more realistically depicts our functions)

- a. If so, please provide documentation of this process and its results.

Include the last few year's APERS **To be continued by Cameron**

Transportation Planning Process

13. (Cameron & Eric) Discuss organizational challenges and opportunities that are anticipated during the planning horizon.

Challenges include keeping the MPO fully staffed due to the low unemployment rate in the area. MOTOR has consistently been understaffed over the past 5 years. Federal funding (PL and 5303) is uncertain. MOTOR MPO is on an annual lease for its office space and the possibility of increases is also a challenge. MOTOR MPO may exceed the federal threshold of \$500,000 expended in a fiscal year and will then be required to complete a single audit. As a new TMA, federal regulations will require staff review, documentation, and time including adding a local transit representative to the Policy Board, amending Bylaws, adopting a CMP, and preparing for a mock and full federal certification. MOTOR MPO is often misidentified as MOTRAN, EZ Rider, TxDOT, or a private shipping company.

Opportunities include the continuation of population growth since the area may expand into an adjacent county, i.e. Martin County. It may also be that growth in both communities exceeds 200,000; therefore, the amount of funding would increase for all modes of transportation. Small, surrounding communities may become incorporated and would then be represented on the Policy Board. MOTOR MPO has the opportunity to diversify the modes of transportation by adding projects and special studies for non-motorized transportation. The multi-modal facility that is currently being planned by MOUTD will have a positive impact on transit use and connection to other modes. **TMA DESIGNATION FUNDING (\$55,000)** Being a designated TMA provides recognition by local, state and federal agencies and elected officials and adds the Midland Odessa area to the list of the largest metropolitan areas in the state. MOTOR MPO continues to seek out opportunities for other funding sources such as FTA grants and National Park Service grants which assist in funding MPO operations.

14. (Cameron & Rina) How does MOTOR MPO evaluate the overall effectiveness of its planning processes and procedures?

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During monthly TAC and Policy Board meetings, MOTOR MPO discusses the planning processes and procedures with member agencies. The Bylaws are amended as needed, a review of Census data as it relates to Title VI populations is regularly conducted, planning documents are reviewed

Once federal direction is released regarding performance standards and performance measurement, MOTOR MPO will have a more effective way of determining program effectiveness.

The CMP is

Cameron to Complete

Public Participation Plan: The Federal Highway Administration and the Texas Department of Transportation require that the Midland Odessa Metropolitan Planning Organization (MOTOR MPO) continue to evaluate the effectiveness of public involvement activities. By continually evaluating public involvement activities, it is possible to improve or add new public involvement activities to the MPO program and to discontinue activities that are ineffective.

- i. Accessibility Indicators: Ensure meetings are held at easily accessible locations within the Cities and Counties. All meetings are to be accessible under Americans with Disability Act requirements. Determine if meetings are linguistically accessible to 100 percent of the participants with three (3) working days' advance request for translation.
- ii. Reach Indicators: Analyze the number of comments received and kept on file; the number of individuals actively participating in outreach programs; the number of newspaper articles mentioning transportation plans and programs; and the number of radio/television interviews or mentions on the plans and programs.
- iii. Diversity Indicators: Determine if demographics of targeted workshop/meetings mirror the demographics of the MOTOR MPO region; the percentage of targeted organizations and groups participating in a least one workshop/meeting; and the participants representing a cross-section of people of various interests, places of residence and primary modes of travel.
- iv. Impact Indicators: Written comments received are recorded, analyzed, summarized and communicated in time for consideration by staff and the Policy Board. Significant written comments are acknowledged so that the person making them knows whether their comment was considered in the Policy Board action.
- v. Participation Satisfaction: This information would be obtained at each workshop/public meeting involving the plan or work program in question.

Annual Performance & Expenditure Report (APER)- The 2013 APER lists **Objectives, Expected Products, Work Performed & Status,** and **Budget Highlights** of the Tasks and Subtasks from the *Unified Planning Work Program (UPWP)*. This document shows the planning efforts in the fiscal year and updates TxDOT and the Federal Highway Administration (FHWA) of the work completed, expenditures spent, and results of projects initiated by MOTOR MPO. (Attachment 1)

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PUBLIC PARTICIPATION/WORKSHOPS

15.

- a. How does MOTOR MPO define “administrative modification”?

Briefing from staff to Policy Board for action of acceptance by the Policy Board; does not materially change fiscal constraint. (PPP page 16)

- b. How does it differentiate between “administrative modification” and “amendment” (for the TIP and MTP)?

*According to the MOTOR Public Participation Plan (PPP page 16), revisions made to MOTOR transportation documents are noted as either *Amendment: affecting funds* or *Administrative Amendment: not affecting funding*. The *administrative modification* requires creating a Resolution for action to accept a document by the Policy Board.*

- c. Does the MPO have written/documented procedures for determining and processing administrative and non-administrative revisions of the TIP and MTP?

One or more public meetings shall be held to present a new MTP or amendments to the MTP prior to its adoption. At least one of these meetings shall be held a minimum of 30 days prior to adoption of a new or amended Metropolitan Transportation Plan and will provide for a 30-day public comment period for a new MTP and a 10-day comment period for amendments to the MTP.

One public meeting shall be held to present the Transportation Improvement Program (TIP) or amendments to the TIP prior to adoption. The meeting shall be held a minimum of 30 days prior to the adoption or amendment of the program, and will provide for a 30-day comment period for a new TIP and a 10-day comment period for amendments to the TIP.

Added in info regarding locations of documents during public review period

Please attach supporting documentation. (Appendix E Pg. 8-9 of PPP)

16. (Cameron & Rina)

- a. What performance measures has MOTOR MPO established to monitor the transportation system in the region?

MOTOR MPO completed an initial CMP in January 2014. Within the document are the following adopted objectives 1) To reduce traffic delays on network freeways and arterial streets identified as having the most serious travel delays; and 2) To reduce transit travel delays on routes having serious schedule delays. In order to monitor performance MOTOR MPO will utilize available crash data, LOS data, volume to capacity ratios (V/C) and travel time studies.

Include Key Parts of CMP (can't include too much detail here)

Updated Congestion Monitoring Network -> adopt into new CMP this is the data we will collect. Some of the data will be collected by TxDOT. Some we will collect our own travel time data. CMP has performance measures.

- b. What are the existing and future data needs for these performance measures?

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Existing needs include V/C data, LOS data and travel time studies. Future needs include this same data as well as crash data, land use information obtained from member cities and counties, as well as population and demographic data

17.

- a. Does MOTOR MPO, in coordination with the State and transit operators, annually publish a list of projects (including investments in pedestrian walkways and bicycle transportation facilities) for which federal funds were obligated in the preceding program year?

Yes.

- b. When, where, and in what format is this information published?

The Annual Project Listing is a Word document that is kept both electronically and physically at the MOTOR offices. It is updated annually, usually in December.

Please provide a copy of the most recent edition of this document. (Appendix F)

18. (Cameron) How has MOTOR MPO engaged in the development of statewide plans (e.g., STIP, UTP, etc)?

MOTOR MPO has attended public hearings pertaining to the drafting of the statewide UTP in addition to training meetings held in Big Spring and in Abilene. MOTOR works with Joe Clark and its member agencies to determine local transportation improvement priorities and advise the Policy Board on how funds could be spent in the MAB to further MOTOR's vision. Ultimately, the Policy Board has the responsibility of voting on a Transportation Improvement Program (TIP) which becomes part of a Statewide TIP.

19. (Cameron)

- a. Discuss the content of the MOTOR MPO self-certification.

MOTOR MPO Self Certification

In accordance with 23 CFR Part 450.334 and 450.220, the Texas Department of Transportation, and the Midland-Odessa Transportation Organization Metropolitan Planning Organization, hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- (1) 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart;
- (2) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- (3) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- (4) Section 1101(b) of the MAP-21 (Pub. L. 112-141) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects; -> Letter from Mike Leary
- (5) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- (6) The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;

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- (7) The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- (8) Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- (9) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

b. How do you track these requirements and your agency's ability to meet them?

TMA's Tim Juarez's San Antonio example. Not only is this here, we adhere to but this is how we are doing it. Self-certification is submitted with TIP. Not required yet but it wouldn't hurt. How are they addressing each of the items in the self-certification. Bullet point summary for each. Title VI, LEPP documents . . . when we do our public outreach is there anyone being left out of the process. First answer no what percent of your population has no English speaking people in the household limited English proficiency Spanish are you doing what you can to reach those populations ex. multi language announcements. What percent is minority Hispanic non-white what is the threshold? How did you arrive at this threshold?

When you have meetings are you getting a good representation of a cross section of the community? If not why not and what can you do. Reaching out to the communities (NAACP, LULAC, Hispanic Chambers, Black Chamber of Entrepreneurs, . . .) letters may not get to the people they need to. Next step is to make personal contact. Selection of location of MTP workshops. Are there companies in the area that provide interpretive services. Set this up if it is ever requested.

MTP Development

20. (All Staff)

- a. What long- and short-range strategies and actions does the MTP identify leading to the development of a multimodal transportation system?

Transit

Short-range

- Intercity connection
- Park and ride lots
- Downtown transfer center relocation

Long-range

- Multimodal facility near Midland International Airport
- Continuation and expansion of services
- Service to and from Midland International Airport

Highway

Short-range

- Bridge reconstruction
- Interchange reconstruction
- MTP pg-8-11

Long-range

- 6 lane IH-20
- IH 20 one-way frontage roads

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Bridge reconstruction

Interchange reconstruction; examples include RC-XXX

Air and additional reliever airport services at Midland Airpark and Schlemeyer Field.

Bike/Pedestrian

Rail

The 2015 – 2040 MTP identifies air, rail and freight movement; however, no clear strategies are identified within the document. In the short term, it is anticipated that the 2015-2040 MTP will include descriptions of how transit will be available as a transportation mode choice at the Midland International Airport. Additionally, new oil and gas related transload facilities (PUT A DEFINITION HERE) have been developed as a response to the growing oil and gas industry. These facilities are located along the Union Pacific rail corridor and are developed as rail spurs to private properties where the offloading to truck occurs. In the long term, the Midessa Land Use Transportation Study indicated the potential for a light rail system connecting Midland to Odessa and to the International Air and Space Port. Other long term strategies include downtown shuttle services to both cities and a rail spur serving the region.

- b. Discuss the MTP's strategies, investments, procedures, and other measures to ensure the preservation of the transportation system.

One of the MAP-21 emphasis points #43 is the preservation of the existing transportation system. The current MTP and the previous document covering the period 2005-2030 contained project descriptions that were wide-scope that permitted TXDOT to spend funds to maintain and preserve the system under its jurisdiction. Such projects would not be capacity impact projects but would be road overlay projects, shoulder improvements, safety enhancements such as additional rails, and etc. Both the cities and counties maintain annual or periodic programs to keep the roadways and other transportation related infrastructure in optimal condition. The MTP currently being prepared will highlight the work effort and commitment made by MOTOR member agencies to preserve the transportation system.

21. (All Staff)

a. How is projected demand determined in the MTP?

- i. Delphi Group Delphi process, include 2013 workshops (general public input a vital element), Stakeholder meetings on two studies. Tie these studies to

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transportation planning process already being sensitive to issues in these areas.
Anything that relates these studies to where development is likely to occur.

- b. What are the roles and methods of demographic, land use, and travel demand forecasting?

MOTOR MPO's role in land use includes:

Consultation with state and local agencies responsible for land use management

Comparing transportation planning efforts with land use plans, maps, and inventories

Using current land use estimates and assumptions when updating planning products

Discussions were held with oil companies and stakeholders regarding plans for development

- c. Were different population and/or employment growth rate scenarios considered in addition to the forecast documented in the MTP?

Discussions were held with oil companies and stakeholders regarding development

Census, Perryman group, City/County projections, Data Center

Call Permian Basin Workforce Solutions -> Add to MTP

- d. Discuss how regional economic development/land use influenced the development of the MTP.

Updates to long-range statewide and metropolitan transportation plans must be reviewed for validity and consistency with current and forecasted transportation and land use conditions and trends. Due to the previously mentioned petroleum boom in the MOTOR MPO region, much development has occurred throughout the MAB. Residential, commercial, and industrial development is happening on all sides of the Midland Odessa area which directly affects the formation of the 2015-2040 MTP. New roads are being built while others are being rehabilitated and must be reflected in the MTP.

With the influx of residents, safety issues must also be addressed within the MTP. Since safety is top priority, the needs of the regional transportation system must be determined in the MTP and performance measures implemented. Through the MTP, citizens should gain a sense of security knowing the planning process involves a process to increase protection on the roadways.

22. (Cameron)

- a. What is the strategy to implement provisions of the MTP?

- b. Have implementation priorities been established?

BILL Awareness and management of funding. How do we address lack of funding. Funding for project construction funds. When you boil down the MTP explanation prediction project list. The important part is the project list. The list the TAC scored reflects TAC and Public Input. Documented process? yes Approved by board? No developing an official project selection process and run it by PPP? Not avoid implication that policy board member or anyone person influenced project prioritization scoring process. Avoid arbitrary projects being pulled out of list. Elements of the formula.

Financial Planning

23. (Cameron & Eric)

- a. How are cost estimates developed for the MTP?

- b. How are revenue estimates derived?

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- c. Do these revenue and cost estimates include **operating and maintenance costs** for existing, plus planned facilities? **BILL**
- d. How are **contingency amounts** developed and incorporated into the estimate? Were inflation rate factors used in developing the MTP?
 - vi. If so, what inflation rate factors were used?

24. (Cameron)

- a. How is financial information in the financial plan coordinated with all of the affected agencies (MPOs, TxDOT, transit operators, and local jurisdictions)?
Communicate with partners cip, bonds, tie in with trends analysis Are they ever going to consider local funding options (toll roads, registration fees, etc.) to build additional roadways.
- b. How is local revenue determined or secured for local matches or local project sponsorship?
BILL Required match do partners ever have additional money to leverage projects. Document the history of the edc using their funds to help complete projects supplement funding. State match: transportation development credits. Only usable for transit? No

Are transit funds covering transit needs? Write up Midland and Odessa's agreement to increase their investment in Transit.

- 25. (Cameron)**What procedures are followed to ensure the TIP financial plans within the State are consistent with the STIP?

TIP Development and Project Selection

26. (Rina)

- a. Are specific criteria used to determine which projects will be included in the TIP?
Yes, projects for each TIP must be selected from the 2010-2035 Metropolitan Transportation Plan (MTP). All project listings are financially constrained to available resources as mandated by federal regulations.
 - i. If so, what process was used in developing these criteria?
During the preparation of the 2010-2035 MTP, MOTOR staff completed an extensive public involvement process to determine the "Vision Plan" for the region. This community visioning process resulted in a plan for the growth of the region over the 25 year period. A list of the transportation investments needed to make the Vision Plan a reality was included. With the guidance of the Technical Advisory Committee (TAC) and the MOTOR Policy Board, a set of evaluation guidelines for ranking each project was developed. An evaluation based on these guidelines was done for each project. Projects were discussed in detail with the TAC and priority projects were approved by the Policy Board. It is MOTOR's intent to invest in all types of projects equally throughout the region. More detailed information regarding the Vision Plan can be found in Chapter 7 of the 2010-2035 MTP. **(From TIP pgs. 9-10) Include 2035 MTP Project Evaluation Guidelines Table 7-4 pgs. 7-18 – 7-21**
- b. How are projects prioritized?

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A list of projects was prioritized by the Technical Advisory Committee (TAC) and presented to the Policy Board as part of the 2010-2035 MTP adoption process. Since the adoption of the MTP on November 30, 2009, and as a historic reference, several projects were added to the 2008-2011 TIP, the 2011-2013 TIP, the 2013-2016 TIP and the 2015-2018 TIP. Projects anticipated within an approved TIP time frame but not funded are automatically moved forward as a new TIP document is prepared. Consideration of funding is a constant factor in moving projects from the MTP to the TIP. (TIP pgs. 9-11)

- c. Are any Surface Transportation Program (STP) or Section 5307 funds sub-allocated among jurisdictions or modes?

No

- ii. If so, how much funding is sub-allocated and through what process?

N/A

27. (Cameron) Discuss MOTOR MPO's strategy for meeting the revenue and cost estimate requirements for the TIP (YOE and TPC).

Project Priority

Available funding

Balance/Equity between member agencies

BILL they want to make sure we are factoring in Year of Expenditure.

How would you cover maintenance elements? How much you are using to maintain your current system? Is this in the MTP? How are we maintaining and preserving the system? Category 1 Districts have an estimated dollar amount spent per lane mile used to maintain system. Multiply miles of state system roadway in MAB by District's estimated dollar amount for our projected maintenance cost to include in MTP. State System roads? Federal aid system minor collector or higher in Urban Areas. On state system are state maintained. CFR 450.322 section f 10 i

28. (Cameron) How does the MPO ensure that the TIP includes all proposed federally and non-federally funded regionally significant transportation projects, including intermodal facilities?

TAC + MPO Coordinated Effort

Public Participation

29. (Eric)

- a. What is considered effective public participation?

Public participation is considered effective by having a substantial number of people being made aware, educated and involved in the decision-making process. The public participation process is an opportunity for a wide range of residents to review and comment on the transportation needs and proposed plans within the MPO boundary area.

- b. What review and evaluation processes do you use for the public participation process?

The PUBLIC PARTICIPATION PLAN (PPP) is a set of guidelines used for on-going public involvement for the transportation planning process in the MOTOR Metropolitan Area Boundary. MOTOR's Public Participation Plan includes descriptions of various public

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involvement techniques that are applied for each of the MPO's planning activities. MOTOR MPO continues to improve the public participation process for the boundary area by evaluating and implementing improvement strategies. The Public Participation Plan lists performance measures as recommendations for improving the public involvement tasks of the MOTOR MPO. (See Appendix)

c. What is its cycle or period of review?

The Public Participation Plan is reviewed at least every four (4) years to ensure that appropriate changes are being implemented by the MPO. Significant changes to the MOTOR MPO's Public Participation Plan will be advertised and made available for 45 days for public review and comment before final adoption by the MPO Policy Board.

Also, the Public Participation Plan outlines the time limits for public involvement for the development of various planning documents such as the Metropolitan Transportation Plan and Transportation Improvement Plan. (See Appendix)

d. Who internally and externally, including the public, is involved with this review and evaluation?

MOTOR MPO staff, the Technical Advisory Committee and the Policy Board are all involved in the internal review and evaluation of the public participation process. The external review and evaluation of the public participation process is the public. Residents living within the MPO Metropolitan Area Boundary are notified of all public meetings, public comment and review periods through the MOTOR MPO website and newspaper announcements. Also, MPO planning documents are displayed for public review and comment at the County Libraries of Midland and Ector, the City Secretary Offices of the Cities of Odessa and Midland, TxDOT-Odessa District and at the MOTOR MPO office.

30. (Lorraine)

- a. How does the public involvement process demonstrate explicit consideration and responsiveness to public and interested parties' input received during the planning and program development process? During the focus group meeting workshops and other citizen responses we documented these in the MTP in chapter 4 and 11 4 was the scenario with the Delphi group. Comments explicitly considered ch 11 public involvement and stakeholders tac priority corridors
- b. What kind of feedback do the public/interested parties receive on the proposals and questions they put forward? We don't get much proposals on our documents we do send a response when someone sends us a comment. Feedback invite workshop, stakeholder email attendees an invitation to comment
- c. Specifically, in what instances have comments raised through public participation resulted in changes to policy, plans, programs or projects? MTP. Enviornmental O &M ex from Kirk. From focus group meeting we learned where activity will and will not occur that formulated chapter 4 of out plan.

31. (Lorraine)

- a. What visualization techniques have been used to aid the public in understanding the MTP, TIP, and supporting studies? Ppower point fake money exercise, public workshop document

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- b. Are there other techniques being considered to implement or enhance the planning process? **Gt guest speakers in here webinars. . .**

Title VI/LEP

32. (Lorraine)

- a. What Title VI protected populations are found in the metropolitan area?
- b. Where are they located?
- c. Please discuss in detail how disparate impact or unintended consequences of transportation projects are determined.

33. (Cameron & Rina)

How are persons traditionally underserved by transportation systems, such as low-income, minority or limited English proficiency persons, actively sought out for involvement in the planning process?

During the eight public workshops in the **spring** of 2013, the locations of the meetings were specifically placed in areas of Limited English Proficiency, minority and/or low income residents. This provided the opportunity for citizens in those locations to participate in the planning process. Notices for the workshops were provided through newspapers, television, and radio in both English and Spanish.

34. (Rina)

- a. Does MOTOR MPO have an Americans with Disabilities Act Transition Plan?

No

- b. Does MOTOR MPO have a Limited English Proficiency Involvement Plan?

As a federally funded agency, the MOTOR MPO recognizes the requirements for and benefits of developing and implementing a Limited English Proficiency (LEP) Plan as part of the Public Participation Process. Doing so will bring the MPO in compliance with Title VI of the Civil Rights Act of 1964 and its implementing regulations. Title VI states that no person shall be subjected to discrimination due to their race, color, or national origin. Executive Order 13166 entitled "Improving Access to Services for Persons with Limited English" further states that differing treatment based on a person's inability to speak, read or write English is a type of national origin discrimination and directs all federally funded agencies to public guidance to prevent such discrimination. (FTA Circular 4702.1B dated October 1, 2012.)

In September 2013, the MOTOR MPO Policy Board adopted a Limited English Proficiency Plan to help identify reasonable steps for providing language assistance to persons with limited English proficiency who wish to access services provided. MOTOR MPO used the following four-factor LEP analysis in order to prepare the LEP Plan.

1. The number or proportion of LEP persons in the service area who may be served by the MOTOR-MPO.
2. The frequency with which LEP persons come in contact with MOTOR-MPO services.
3. The nature and importance of services provided by the MOTOR-MPO to the LEP population.

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4. The interpretation services available to the MOTOR-MPO and overall cost to provide LEP assistance.

Appendix XX (LEP)

These communities include minorities, transit dependent citizens, low income, the elderly, and persons with disabilities. Staff activities will include, but not be limited to:

- MPO Staff participation in groups and coalitions serving within these communities
- Targeted communications with local media outlets
- Conducting outreach meetings at times and locations that are accessible to transit dependent or non-driving individuals when possible
- Publication of MPO documents in non-technical, web-based, or other easily accessible formats as necessary and appropriate for purposes of obtaining input and comment into the regional transportation planning processes.

The MOTOR MPO goal is to ensure that all citizens have an equal opportunity to participate in the MPO's decision-making process. (PPP page 4)

Congestion Management Process (CMP) (All Cameron)

35.

- a. Discuss MOTOR MPO's congestion management process (CMP) and how it has been fully integrated into the overall metropolitan planning process.
- b. Has the CMP been effective?
- c. How is this process and its effectiveness documented?
- d. What monitoring systems are being used to provide a framework for additional effectiveness evaluation?
- e. Are performance measures periodically reviewed for usefulness and applicability, and if so, how often does this review take place?
- f. Does the CMP follow the 8-step approach?

Yes

- iii. If not, why not, and are there any steps being taken to align the CMP with the recommended 8-step approach?

36.

- a. Does the CMP consider all modes of transportation (SOV, shared ride, transit, intermodal connections, non-motorized means such as bicycling and walking, etc.) in developing congestion management strategies?
- b. Describe the process for addressing proposals for adding SOV capacity.
- c. How have other travel demand reduction and operational management strategies been analyzed?
- d. When SOV capacity is warranted, how does the CMP demonstrate the analysis of travel demand reduction and operational management strategies?

37.

- a. How was the congestion management system developed as part of the metropolitan transportation planning process?
- b. What are the linkages between the CMP and the MTP and TIP?

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- c. Explain how the CMP leads to the development of programs and projects contained in the plan and TIP.
- d. How are these activities supported in the UPWP?

38.

- a. What efforts have been made to identify and include CMP stakeholders, such as other transportation agencies, and system operators in the region who stand to gain from addressing congestion problems?
- b. Describe the interaction that has taken place with local transit, freight and traffic control operators, and other stakeholders in the CMP.
- c. Explain how stakeholders coordinate data in the development and performance measures in the CMP.
- d. How are the stakeholders involved in the development and analysis of potential congestion mitigation strategies?
- e. Are local operating agencies (such as the RMA) coordinating and implementing strategies through their own planning and programming processes that support the operational objectives of the CMP?

Travel Demand Forecasting **BILL**

39. (Cameron)

- a. Who is responsible for travel forecasting in the region?
TxDOT is responsible for developing the model. MOTOR MPO anticipates that TxDOT TPP will deliver the model to MOTOR MPO in 2015. MOTOR MPO's greatest challenge in the past has been staff turnover which did not allow MOTOR MPO to utilize developed model. The strategy will be to train one staff member on TransCAD. This person will have the ability to run the model, perform project analysis, etc. Routine tasks will be developed to assist this staff member up to date with modeling skills. Identify training opportunities to assist this staff member with software developments.
- b. Does the MPO staff directly provide travel forecasting or oversee consultant staff providing travel forecasting services? **No**
 - iv. If so, how does MPO evaluate the technical work of consultants?
- c. Does the MPO include a technical committee to review planning assumptions and forecasting methods?
Right now we do not have a model that will come into play with the current MTP. TAC members were directly involved in a Delphi process in lieu of using a model and that the remainder of the TAC was apprised of the results of the Delphi group.

40. (Lorraine)

- a. What formal training has the MPO technical staff received in travel demand forecasting?
Current staff has not received formal training in travel demand forecasting. However, our current Senior Transportation Planner, Lorraine Quimiro received in-house training on TransCAD while at the El Paso Metropolitan Planning Organization (EPMPO). Over the course of her four years at the EPMPO Ms. Quimiro managed geographic files, created

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route systems, worked with matrices, ran traffic & assignment, and created transit networks & shortest paths.

- b. Does staff require training in specific technical areas ? **Yes staff requires training on travel demand forecasting, trip generation, trip distribution as well as origin-destination matrix estimation.**

41. (Cameron)

- a. Describe the key assumptions used in developing forecasts and the process for creating baseline conditions for the model.
- b. Discuss issues or items that contributed to the delay of the model validation.
- c. What actions are being conducted or considered to reduce potential delays to future model validation efforts (i.e., lessons learned)?
- d. When will work on the next model validation begin and has a schedule for completion of the model validation been developed?

Planning and Environmental Linkages

42. (Lorraine)

- a. Does the MTP address potential environmental mitigation activities and potential areas in which to carry out these activities, including activities that may have the greatest potential to restore and maintain the environmental functions affected by the plan?
- b. What plans, maps, inventories or data systems from other agencies have been considered relative to the MTP?
- c. How does the MPO make use of GIS-ST or NEPAassist in developing the MTP?

(Lorraine) **BILL**

43.

- a. Has there been any coordination with other federal, state or local resource agencies or Native American tribes in the development of the MTP or TIP?
Holly Brady get list of Native American tribes listed with TXDOT to let them know about your projects. If Holly Brady does not respond try Barbara Maley While we do not have tribal lands here a tribe may have historic ties to the area. TCEQ, EPA, FTA, National Park Service, Suggestion: check with other MPOs to see who else they email their notifications to. Important for the more important MPO items.
- b. What is the plan for coordinating with resource agencies or tribes in the future? Is this included in the PPP?
- c. Are you seeking public input specifically on the environmental issues and desired mitigation? **Yes PEL. Airport environmental document in relation to spaceport.**
- d. How is this information being carried forward into project development? **Coordinate with local member agencies.**

Land Use and Livability (All Cameron)

44.

- a. How is MOTOR MPO involved in discussions concerning regional land use planning?
- b. How does MOTOR MPO envision its future role in regional planning efforts?

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45. How are issues related to smart growth, context-sensitive solutions, green infrastructure, complete streets, transit-oriented development, and so forth, considered, advanced, or supported through the MPO, TxDOT, transit operator(s), local jurisdictions, or other organizations in your planning region?
- 46.
- a. How does the MTP demonstrate comparison of the consistency of proposed transportation improvements with State and local planned growth and economic development?
Are we consistent with both comp plans and both EDCs. This can be a part of the Dephi process. If they do not attend we can follow up with meetings.
 - b. To what extent are non-motorized modes of travel analyzed and addressed in the MTP and throughout the transportation planning process?
How we are incorporating bike ped into the MTP. Discuss that we met with bicycle association and invited them to be a part of the process. Are any projects planned or funded in the MTP. Reference Odessa's plan projects that are identified there if they aren't funded. Page 105 future trail recommendations with cost estimates
- 47.
- a. Overall, what is the level of consciousness and concern about environmental sustainability/"going green" in your region and among local member jurisdictions or the general public? *There are no electric car charging stations presently it has not been deemed economically feasible.*
 - b. Does it affect the transportation planning process?
 - c. Does the transportation planning process consider affordable housing plans or involve agencies/organizations responsible for identifying or addressing housing needs and options?
 - d. Have jurisdictions within the TMA adopted climate change mitigation or greenhouse gas emission reduction goals or plans?
 - e. What, if any, action is the MPO taking to address greenhouse gas emissions as part of the planning process?

Transit (Cameron)


- 48.
- a. What is the role of the transit operator and how is it involved in the MPO's overall planning and project development process?
 - b. What improvements could be made to this process and what barriers exist towards implementing these improvements?
 - c. How is the Transit Authority's planning process coordinated with the MPO's planning process, including in the development of the UPWP?
- 49.
- a. How often is the Coordinated Public Transit-Human Services Transportation Plan updated and what is the process for same?

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The Coordinated Public Transit-Human Services Transportation Plan is updated every two years. The last update was done in 2013. Since 2010, MOTOR MPO has been the lead agency for carrying out the efforts of regional coordination and other public transportation planning activities. A Mobility Management Program has been established by MOTOR MPO in order to strengthen the relationship among Regional Stakeholders and to provide community members with sufficient information that is related to transit. The Regionally Coordinated Transportation Planning (RCTP) committee consists of representatives from the seventeen West Texas counties and is the decision-making body for all task deliverables associated with the Federal Transit Administration's Section 5304 Statewide Planning Grant. The Coordinated Public Transit-Human Services Transportation Plan does not follow a formal updating process only upon recommendation of the RCTP committee.

- b. **Please describe how this effort is being coordinated with the representatives of public, private, and non-profit transportation and human services providers, and members of the public including individuals with disabilities, older adults, and individuals with low incomes who can provide insights into local transportation needs.**

The structure of the Regionally Coordinated Transportation Planning (RCTP) committee consists of a wide range of stakeholders, including the MOTOR MPO, transportation service providers, health and human service agencies, workforce organizations and the general public. The Stakeholders are the decision-making body for public transportation in the region and have set priorities and directions for regional transportation coordination. Therefore, RCTP Stakeholders are engaged in monthly meetings in order to identify and eliminate the duplication of services, establish partnerships and make recommendations on moving ahead on transit related projects. Regional Stakeholders are encouraged to attend meetings for the sake of valuable input and decision-making actions. MOTOR MPO has worked extensively on inviting current and potential stakeholders to the regional coordination meetings. The approach to engage regional stakeholders has been to attend regular network meetings, hosted by either regional stakeholders or other organizations that are not yet part of the regional coordination committee. The network meetings have proven useful because area professionals attempt to address barriers and find solutions through existing services. Professional networking is a key to having current stakeholders refer other regional entities about RCTP. The representative process is inclusive as perspective members are welcome to join the regional service planning group. Regional Stakeholders are able to exchange ideas and suggestions about transit services or other resources associated with public transportation services. A network of communication describes the activities undertaken by participants that are involved in regional coordination. Stakeholders are constantly reminded of the advantages and importance of being part of a regionally coordinated planning committee.

- c. **Describe how the Coordinated Plan process results in a program of projects and its integration into the metropolitan planning and programming processes.** 

50.

- a. **Please discuss Midland-Odessa regional transit use levels over the last several years?**

The encouragement of transit use has been a challenge for both urban and rural providers in the Permian Basin. Transit systems across the nation have to compete for ridership within a society that is literally driven by the automobile. The Regional Coordinated Transportation Plan has taken data from the 2010 census to illustrate in a

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quantitative manner the differences between persons driving a vehicle and persons using public transit. Percentages were extremely higher for persons driving a vehicle as opposed to the use of public transportation. Statewide, Texas recorded 79.1% of persons driving a vehicle and the Midland-Odessa region reported a respectful 76.9%. However, the use of public transit did not fare so well in either the state as a whole or within the seventeen counties of the regional coordination planning region. For example, data from the Census Bureau has indicated that only 1.6% of the population of Texas uses public transit. Also, percentages were very low for the planning region as 0.3% of the population relies on public transportation. The statistical data implies that public transit is not a common option of mobility as the majority of commuters rely heavily on personal vehicles. Factors that could attribute to the results are possibly cultural, land area and vast distances between locations.

b. What activities are being conducted as part of the planning process to assist in an increase in transit use in the region?

The enhancement of mobility and the expansion of travel options have been long-term goals of the Regionally Coordinated Transportation Planning committee. The key has been to actively market and train individuals on the different transit systems in the region. MOTOR MPO and RCTP have explored cost effective techniques that promote a region-wide transportation network system. The goal has been to address the availability of transportation services in both urban and rural communities. The sharing of information comes in many forms of communication such as face to face, text, email and through social media (Facebook, Instagram, Twitter etc.). People that are intrigued about a subject tend to either question or research the material in order to become knowledgeable. The best example of sharing information and educating a large group of people are through community forums or public workshops. The planning process allowed for MOTOR MPO to hold public workshops in order to gain and share information related to transportation within the Metropolitan Area Boundary. A section of the public workshops was devoted solely to transit but on a regional level since MOTOR MPO is the lead agency for the FTA Section 5304 Statewide Planning Grant. Informational material of all the public transportation services within the seventeen counties of the planning region was made available to individuals. For example, brochures were provided by both urban and rural providers. The brochures listed information such as area coverage, schedule times, prices and routes. A directory was developed in efforts to categorize every transportation provider in the region. Labels such as urban, rural, public, private and non-profit were used to specify the type of transit system in the area and the type of trip that was being offered such as fix route, paratransit or medical transportation. MOTOR MPO staff and a few RCTP Stakeholders were present at the workshops to answer any questions concerning public transportation.

Unfortunately, the people that attended the public workshops were not previously made aware of the transportation options that were made accessible within the region. People did know about the urban provider; EZ-Rider, and the rural provider; West Texas Opportunities, but the level of awareness of other available services did not extend beyond the two service providers. Thus, the public workshop setting was a good opportunity to inform the public about existing services across the region. The transit

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section of the public workshops was not intended to change the transportation habits of individuals but rather promote awareness for other types of mobility that are more economical. A person that attended the workshops may never rely on public transportation but at least the information would eventually be passed on to relatives, friends, co-workers or acquaintances that either currently or may soon be depending on public transportation. The concept has been to direct individuals to the appropriate transit system by collectively expanding travel options. Regional coordination works best in the region because transportation providers are not in competition with one another but rather the stakeholder group forms an active coalition that enhances mobility.

Also, MOTOR MPO and RCTP have encouraged transit agencies to use social media as a means to engage with customers and learn more about the travel habits of current or potential riders. People are now living in the age of technology as information is accessed through a few clicks, strokes and swipes on any communicational device.

Organizations would have the potential to gain a large amount of followers due to social media outlets such as Facebook and Twitter. Social media posts help with the transfer of information and the connectivity with an audience. A post is simply an update that allows followers to be informed about the current activities of the users. Therefore, social media is a creative method that helps with public outreach as forms of communication are transformed through technology. The millennial generation is more focused on the advancement of technology than ever recorded in history. Public transportation must keep pace with the new developments of the future as more people rely heavily on mobile devices, Wi-Fi and quicker data accessibility. Public awareness through technology has become a monumental concept because people are now able to receive and send information on the go. The public outreach strategies mentioned are able to effectively target an individual or audience in a different manner. The combined strategies leave a lasting impression and impact on a person.

Safety (All Rina)

51.

a. How is safety addressed as an explicit goal in your planning process and MTP?

One of the eight planning factors established by MAP-21 is to: *Increase the safety of the transportation system for motorized and non-motorized users*. As federally mandated to abide by MAP-21 regulations and personal concern for the well-being of citizens, MOTOR MPO addresses safety issues extensively in Chapter 5 of the 2015-2040 Metropolitan Transportation Plan (MTP). During the planning process, protection is top priority and many projects are originated specifically to improve transportation safety.

b. How does MOTOR MPO identify and analyze safety issues on the regional transportation system?

Through broad research of crash statistics, root causes, driver behavior and trends, and safety programs introduced by federal, state, and local entities, MOTOR MPO was able to identify problem areas and provide decision makers and citizens, information to assist in improving safety on the roadways. Information was gathered from FHA, TxDOT, City of Midland, City of Odessa, Ector County, Midland County, Emergency Management

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personnel, Midland International Airport, EZ-Rider, Union Pacific Railroad, & CDL program administrators in an effort to provide readers of the MTP the most up-to-date and effective information regarding transportation safety.

- c. **Describe the collaborative process for developing safety goals, objectives, performance measures, and strategies for the MPO?**

MOTOR staff works closely with elected officials, TxDOT representatives, and citizens to determine goals, objectives, performance measures, and strategies for transportation safety enhancement. Discussion with members of the Policy Board and Technical Advisory Committee (TAC) regarding safety provides decision-makers with knowledgeable and historically effective ways to improve highway safety. Gathering statistical data that is included in the MTP also aids in the development safety of programs and plans.

52.

- a. **How does MOTOR MPO use information on identified safety issues on the regional transportation system to guide or prioritize transportation investments in the MTP and TIP?**

MOTOR utilizes information provided by the Policy Board and Technical Advisory Committee. Due to the diversity of entities served on these two groups, MOTOR is offered information from experts whose daily efforts involve safety improvements on highways and city streets. Once the information is disseminated to MOTOR employees, a collective effort begins on determining methods to develop safety programs and/or planning for enhanced safety measures.

- b. **What specific safety studies or activities have been conducted in the region?**

?????? Motran pamphlet. Where did this data come from? Ask if TxDOT District Study Might not hurt to mention the rise in the # of companies offering CDL safety courses. Identified two intersections where the number of crashes far exceeding crashes at other intersections. We may get more information on those incidences and uncover root causes. Rail road switch to quite crossing, # of crossing they have shut down, fence up at rail yard. HSIP funded projects by TxDOT inside the MAB within the last five years.

- c. **How are safety performance measures incorporated in the planning process?**

By gathering data from the cities & counties within the MOTOR MPO MAB, MOTOR staff can compare figures with previous years. This will help determine if procedures are effective in improving safety on the roads. Technology and new innovations give planning individuals unique ideas for the progression of highway safety. Participating entities are constantly developing safe driving campaigns to increase public awareness on issues currently affecting local highways.

53.

- a. **Discuss any relevant coordination between MOTOR MPO and TxDOT in regards to the Strategic Highway Safety Plan (SHSP)?**

A Strategic Highway Safety Plan (SHSP) is a major component and requirement of the Highway Safety Improvement Program (HSIP) (23 U.S.C. § 148). This statewide-coordinated safety plan provides a comprehensive framework for reducing highway fatalities and serious injuries on all public roads. TxDOT invites MOTOR staff to attend

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any or all of the five regional workshops across the state. These are meant to obtain stakeholder input into the next iteration of the Texas Strategic Highway Safety Plan.

b. What other stake holders are involved in the SHSP?

TxDOT, FHWA, Nat'l Hwy Traffic Safety Administration (NHTSA), Federal Motor Carrier Safety Administration, Federal Railroad Administration, TxDPS, TxDMV, Texas Dept. of State Health Services, TABC, American Automobile Association, Municipal and county officials, engineering (state and local, public and private), MPOs, Regional Mobility Authorities, Maintenance (state and local), local law enforcement injury prevention coalitions, advocacy groups (MADD, Bike Texas, Texans Standing Tall, active transport, National Safety Council, etc.), Professional organizations (Institute of Traffic Engineers, Association of General Contractors, American Traffic Safety Services Association, etc.), Medical (EMS, trauma, public health, etc.), Regional Toll Authorities (RTAs), Rail, Military, Judiciary (county and municipal), Prosecutors (city and county level), Transit groups, Motorcyclists, Bicyclists, Commercial motor vehicle (fleet management), Freight, Texas Crash Records Information System (CRIS), Traffic Safety (state and local traffic safety specialists), Educational organizations, Driver's education professionals, Transportation researchers, Human factors professionals, Insurance, Tribal **representatives**.

c. Describe any regionalized implementation of the SHSP that is occurring.

TxDOT is responsible for the statewide plan and its implementation. Any development and implementation of regional plans are left at the discretion of the local governments and planning organizations. **(per TxDOT) What are we doing?? Be familiar with what it is. Talk to someone at TxDOT about what they are doing. And ask what should we be doing.**

c. Does MOTOR MPO coordinate any efforts concerning local agency applications to the Highway Safety Improvement Program (HSIP)?

d. What is the mechanism for including HSIP funded projects, which are within the MAB, in the TIP?

BILL TxDOT take the lead on presenting if they would.

Security (All Rina)

54.

a. What is the appropriate role for MOTOR MPO in regional infrastructure security planning?

Coordination and being aware of what they need.

b. Is MOTOR MPO engaged in emergency relief and disaster preparedness planning?

No <- Reevaluate our response. What kind of plans do they have? Do they have any plans in there is a disruption of transportation service (ex. jet liner accident, hazardous spill on a roadway) Emergency Management Committee What are their plans for an accident that interrupts the transportation system ex. train derailment what the plan to reroute traffic how do we keep the transportation system going? Flooded underpasses

c. Are security roles and responsibilities defined in the MTP, the TIP, the UPWP, or the CMP?

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Security is discussed in the 2040 MTP and the update currently being developed includes the roles and responsibilities of security in the Metropolitan Area Boundary (MAB).

- 55.
- a. Do the regional planning entities have their own Continuity of Operations Plan (COOP)?
Cannot find
 - v. If so, what are the principal components of the plan?

BILL Permian Basin Regional Planning Commission

Freight (All Lorraine)

- 56.
- a. How has the MPO identified the transportation planning link between freight and economic development opportunities for the area?
Test
 - b. How have these planning factors been documented within the MPO planning products?

- 57.
- a. How is the freight community engaged in the planning process, particularly in the development of the MTP and TIP?
 - b. Does the TAC include input from freight representatives?

- 58.
- a. Does MOTOR MPO collect and analyze regional and international goods movement flow data?
 - b. How does the MPO consider and evaluate land use and freight-oriented developments within their MPA?

59. Has MOTOR MPO identified key goods movement facilities in the region and sought to identify the transportation infrastructure, investment, and policy needs of the goods movement community?

Bicycle and Pedestrian Planning

60. (Cameron)
- a. Discuss the development of the MOTOR MPO Bicycle and Pedestrian Plan.
 - b. How is the plan being implemented?
 - c. How were bicycle and pedestrian user groups involved in the development of the plan?
 - d. What strategies or policies are in place to promote improved bicycle and pedestrian access and mobility in roadway, transit and other modal projects planned and programmed through MOTOR MPO?

