

**MINUTES**  
**REVISED October 19, 2017**  
**AMARILLO METROPOLITAN PLANNING ORGANIZATION**  
**POLICY COMMITTEE MEETING**

The Policy Committee for the Amarillo Metropolitan Planning Organization met at 1:30 p.m., July 20, 2017, in Room 306 of City Hall, 509 South East 7th Avenue, Amarillo, Texas.

Voting members present were: Ginger Nelson, Jared Miller, Ernie Houdashell, Kyle Ingham, Mark Benton, H.R. Kelly, and Kit Black.

Voting members not present were: Nancy Tanner, Dick Davis, and Brian Crawford (the City of Amarillo Councilman position is vacant).

Staff coordinators present were: Gary Holwick and Travis Muno.

**Item 1. Consider the April 20, 2017 meeting minutes.**

Mayor Nelson advised the minutes of the previous meeting on April 20, 2017 were ready for consideration. Mayor Nelson asked if there were any corrections to the minutes; there were none.

Judge Ernie Houdashell, Randall County, made a motion to accept the minutes as presented. Mark Benton, Randall County Commissioner, seconded the motion. A vote of 6:0 carried the motion. Mr. Miller joined the meeting after the vote.

**Item 2. Presentation: Draft 2018 Unified Transportation Program update.**

Terry Nix, TxDOT Amarillo District Transportation Planner, reported on the state's 10-year transportation plan, the 2018 Unified Transportation Program (UTP). The committee was told about the Amarillo MPO's priority projects that are included in the draft 2018 UTP and awaiting action by the Texas Transportation Commission in late August. Mr. Nix spoke about the work done by the Policy Committee to prioritize projects for the draft 2018 UTP.

The committee members and public were invited to a public meeting this afternoon, July 20, 2017, at 4:00pm, at the Amarillo District Office, 5715 Canyon Drive for development of the 2018 UTP.

**Item 3. Consider: Revision of the 2017-20 Transportation Improvement Program.**

Mr. Muno, MPO Senior Transportation Planner, explained the need for revising the 2017-20 Transportation Improvement Program. He said these changes were necessary to reflect recently released FTA funding amounts for transit projects in FY 2017. **BEGIN REVISION 10192017** *Kyle Ingham, PRPC Local Government Services, noted "Discussion of this item included consideration of SL335 continuity."* **END REVISION 10192017** This revision would update the original funding shown in the TIP document. The 2017-20 TIP revision is shown in Attachment A.

Kyle Ingham, Local Government Services Director from PRPC, made a motion to adopt the TIP as presented. Mr. Benton seconded the motion. A vote of 7:0 carried the motion.

**Item 4. Consider: Draft 2018 Amarillo MPO Unified Planning Work Program.**

Gary Holwick, Amarillo MPO Director, presented the FY 2018 Unified Planning Work Program (UPWP), shown in Attachment B. He spoke to the Committee about what purpose the MPO serves and briefly summarized the major planning programs for which the MPO is responsible. Mr. Holwick explained the purpose of the UPWP and discussed each of the work elements contained in the UPWP. He said that the UPWP is a federally required document which serves as a guide for transportation planning activities to be conducted over the course of a specified fiscal year. He talked about the source of planning funds from both FHWA and FTA. He told the committee that funding was again limited and little had changed from the preceding fiscal year's UPWP. Mr. Holwick advised the FY 2018 Budget Summary page reflects \$400,000 in total funds identified for the upcoming fiscal year. Mr. Holwick stated no comments were received during a 30-day public comment period for the document. He told the Committee the UPWP would be offered to TxDOT, FHWA, & FTA after action at today's meeting.

Judge Houdashell made a motion to adopt the UPWP as presented. Jared Miller, City Manager, City of Amarillo, seconded the motion. A vote of 7:0 carried the motion.

**Item 5. Consider: Support for Interstate Highway 27 Expansion.**

Mr. Holwick said that this item had been tabled at the April 20, 2017 Policy Committee meeting. He explained at that time, the Committee expressed a desire to discuss the action of support for the expansion of Interstate Highway 27. He told the committee that this agenda item was posted as an action item should the committee wish to offer MPO support for the highway expansion.

Mr. Miller made a motion to accept the letter of support with the revision that we include language that would not be detrimental to the State Loop 335. The revised support letter is shown in Attachment C. Mr. Ingham seconded the motion. A vote of 6:0:1 carried the motion, with Kit Black, TxDOT Amarillo District Transportation of Planning & Development Director, abstaining.

**Item 6. Presentation: Draft Amarillo MPO Public Participation Plan update.**

Mr. Holwick explained the MPO Public Participation Plan. He said the need for revising the document was to incorporate elements of the City of Amarillo Citizen Engagement Process. He said these changes would allow for an enhanced World Wide Web presence and expand the MPO's public outreach into the realm of social media. The update is open for public comment until September 4, 2017. He said the document would be presented for Policy Committee approval at the next meeting.

**Item 7. Presentation: Amarillo MPO Program Review update.**

Mr. Holwick told the committee that work was underway for review of the MPO's organization, operation, and practices. He asked Mr. Bill Frawley with Texas A&M Transportation Institute to update the committee on the MPO Program Review.

Mr. Frawley explained the review process and updated the committee on the work currently underway with a Staff-Task Matrix, which explores current roles, responsibilities, and needs. He said the work was proceeding at a good pace. He told the committee that as the urban planning area approached 200,000 population and Transportation Management Area status these MPO Program Review efforts would benefit the MPO, its members, and staff. He said that some ideas had been discussed by the Technical Advisory Committee and the MPO Program Review Subcommittee to increase the number of MPO Policy Committee meetings. Currently, it had been suggested that seven meetings annually would allow the board to stay on the current quarterly TIP/STIP revision cycle and provide three additional meetings each year for other action item discussion, updates, or workshops.

The Policy Committee consensus was to increase the number of meetings with the first additional meeting to be held on September 21, 2017.

**Item 8. Open Forum, time reserved for anyone to speak on any transportation related item; however, no action can be taken on items not on the agenda.**

No comments were made.

**Item 9. Adjournment.**

The meeting was adjourned with no further business to discuss.

  
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Ginger Nelson, Chairman  
Amarillo MPO

**Amarillo Metropolitan Planning Organization Policy Committee Meeting Attendance Record**

Date: July 20, 2017  
Time: 1:30 P.M.

Place: Room 306 City Hall,  
509 SE 7<sup>th</sup> Ave, Amarillo, TX

	Name	Organization Represented	Phone Number	E-mail Address
1	GARY HELWICK	AMA MPO	378 6295	gary.helwick@amarillo.gov
2	Travis Munro	Amarillo MPO	378-4219	Travis.Munro@amarillo.gov
3	BILL FRAWLEY	TTS / TxDOT	817 462 0533	w-frawley@tcnu.edu
4	Terry Nix	TxDOT		
5	SEBASTIAN VSDAQUIRE	POTTER CO R & B	383 2273	rbssy@co.potter.tx.us
6	Kyle Griffin	PRPC		
7	Joe Price	PRPC	372-3381	
8	Chdsie Scott	Panhandle Indep Living Center	378-1400	cscott@panhandleilc.org
9	Ginger Nelson	COA	378 3000	ginger.nelson@amarillo.gov
10	Kyle Schriedeljean	CP-D Engineering COA	378-9334	
11	Sonja Grasse	TxDOT	356 3256	Sonja.grasse@tdd.texas.gov
12	Russell Sahm		512-468-5222	

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	Name	Organization Represented	Phone Number	E-mail Address
25	Kit Black	TxDOT	806 356 3200	
26	MARC FRANKLIN	ROCKROSE	683-8494	Marc@RockroseAmarillo.com
27	Royce Cooch	J Shehan Exp.	806-557-4090	Rcooch@jse-cc.com
28	Maria Rosal	J Shehan Eng	806-557-4090	Mrosal@jse-cc.com
29	Jan Sanders	COA Planning	806-378-5207	jan.sanders@amarillo.gov
30	HR KELLY	POTTER COUNTY	806-674-3571	SKATEKELLY@Amd.com
31	PAUL RICHARDS	Wondersland	806-683-3344	paul@wonderslandpark.com
32	Janice Houdaskull	RC	806 468 5500	
33	MARK BERTON	RC	806 681 8338	mberton423@gmail.com
34	Alex Guerrero	Legal Aid of Northwest	806-273-6808	guerrero@lanwt.org
35	AJ Fawver	COA	378-3024	aj.fawver@amarillo.gov
36	Scottie Smith		806 679 3544	

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	Name	Organization Represented	Phone Number	E-mail Address
13	ALONZO EVERHART	AMA TRANS BOARD	(806) 674-1473	ADEVERHART480@ATT.NET
14	Jared Miller	COA		
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