

**MPO POLICY BOARD MEETING
LONGVIEW METROPOLITAN PLANNING ORGANIZATION
Wednesday, July 21, 2021
2:00 p.m.**

MINUTES

With a quorum of the Longview Metropolitan Planning Organization Policy Board present, the meeting was called to order by the Mayor of Longview Andy Mack at 2:00 p.m. on Wednesday, July 21, 2021 in the Council Chambers located in the Jo Ann Metcalf Municipal Building, 300 W. Cotton Street.

In attendance were:

*Andy Mack	Longview Mayor
*Bill Stoudt	Gregg County Judge
*Vernon Webb	TxDOT – Tyler District
*Keith Bonds	City of Longview
*Michael Shirley	City of Longview
*Dwayne Archer	City of Longview
*Kyle Kutch	Mayor of White Oak
*Buddy Williams	TxDOT - Atlanta
Bryan McBride	Longview MPO
Sharon McCord	Longview MPO
Ingrid Self	City of Longview
Will Buskell	TxDOT
Rolin McPhee	City of Longview
Scott Lewis	Longview Transit
Ebony Dennis	Kilgore College

* denotes Policy Board voting member

Item I. Call meeting to order and welcome

Longview Mayor Andy Mack called the meeting to order.

Item II. Invocation & Pledge of Allegiance

Michael Shirley provided the invocation and Keith Bonds led the Pledge of Allegiance.

Item III. Citizen comment

No citizen comments.

Item IV. Approval of the May 26, 2021 meeting minutes

Bryan McBride announced that the minutes were provided to the board members prior to the meeting and asked the board if there were any changes or revisions to the minutes. No comments were made and Mayor Mack asked the board for a motion to consider approval of the May 26, 2021 Policy Board meeting minutes as presented. Dwayne Archer made the motion and Michael Shirley seconded the motion. All were in favor and the motion carried (8-0).

Item V. Approval of the FY 2020 & FY2021 Unified Planning Work Program (UPWP) Modifications

Bryan McBride reported the Longview MPO is proposing a modification to the current Unified Planning Work Program. We are proposing to increase our spending by approximately \$42,000 across Task 1, 3, and 4. There has been recent changes in the staff with Ingrid assisting and hiring myself into this role. This will allow us to close out the year with the necessary funds. We did receive our 3rd Work Order authorizing our Carry Over funds and do have sufficient funds to cover this modification.

The MPO Technical Committee and staff recommend approval of this modification.

No comments were made. Mayor Mack said the funds seem to be an appropriate use of the allocated money and asked the board for a motion. Kyle Kutch made the motion and Keith Bonds seconded. All were in favor and the motion carried (8-0).

Item VI. Approval of the FY 2021 – FY 2024 Transportation Improvement Program (TIP) Modifications

Bryan McBride explained the proposal of a modification to the FY 2022 Transit Project Descriptions and Transit Financial Summary. We are proposing adding funding that was allocated to Longview Transit through the Bus and Bus Facility (Sec 5339) program. Transit received \$139,208 in FY 2018 and \$103,733 in FY 2021. We must account for these funds in our TIP and appropriate them to eligible expenses. Longview Transit wants to utilize the funds for a backup generator, handheld and bus radios, lighting, windows and flooring updates.

Since additions to the Transit Project Descriptions were made, this modification must also be reflected in the Transit Financial Summary. We are proposing to indicate a total of \$242,941 from the Bus and Bus Facility (Sec. 5339) program funds being spent in FY 2022. A comment period was held from July 7 to July 16. No recommendations or modifications were received during that time period.

The MPO Technical Committee and staff recommend approval of the modifications.

No comments were made. Mayor Mack said the funds seem to be an appropriate use of this allocated money and asked the board for a motion. Will Buskell made the motion and Michael Shirley seconded. All were in favor and the motion carried (8-0).

Item VII Approval of the FY 2022 & FY 2023 Unified Planning Work Program (UPWP)

Bryan McBride explained that the purpose of the Unified Planning Work Program is to describe how the Planning Funds will be utilized to complete tasks over the next 2 Fiscal Years. We receive planning funds each year to accomplish tasks for our MPO area. Revisions can be made to the program with Policy Board approval.

The following schedule for the development of the UPWP was reviewed by Bryan McBride.

- Apr 14 – Technical Committee Discussion
- May 1 – Technical Committee Discussion

- June 1 – Work Program Draft Deadline
- Jul 14 – Technical Committee Final Review & Recommend Adoption
- Jul 21 – Policy Board Adoption
- Aug 1 – Work Program Deadline

Item VIII. Adjournment

Mayor Mack adjourned the meeting at 2:16 p.m.

A handwritten signature in blue ink that reads "Bryan McBride". The signature is written in a cursive, flowing style.

Respectfully submitted,
Bryan McBride, Director
Longview Metropolitan Planning Organization

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