

5B. MINUTES OF THE TRANSPORTATION ADVISORY COMMITTEE  
WEDNESDAY, NOVEMBER 8, 2023, 9:30 A.M. MEETING

INTRODUCTIONS

Chair Veronica Chapa-Gorczyński, called the Transportation Advisory Committee (TAC) meeting to order at 9:30 a.m.

Committee members and staff introduced themselves. A list of Committee representatives and alternates attending the meeting is included with these minutes as Attachment 1. There were 26 members in attendance; 22 are required for a quorum.

The meeting agenda and materials are available on the TAC website at:

<http://www.h-gac.com/transportation-advisory-committee/meeting-agendas-and-minutes.aspx>.

In addition, the livestream recording is available at: <http://www.h-gac.com/transportation-advisory-committee/meeting-livestream-archive.aspx>.

PUBLIC COMMENTS

A written public comment was received and may be viewed [here](#).

To hear the public comment, please click [here](#).

APPROVAL OF CONSENT AGENDA ITEMS

Chair Veronica Chapa-Gorczyński entertained a motion for approval of the Consent Agenda Items:

- 4A. Meeting Minutes for the October 18, 2023, meeting
- 4B. Amendments to the 2023-2026 Transportation Improvement Program (TIP) and the 2045 Regional Transportation Plan (RTP).
- 4C. Approval for Updates to Subcommittee Rosters

The Chair entertained a motion to approve Consent Agenda Items 4A-4C. A motion to approve was made by David Douglas. The second motion for approval was made by Mr. Bruce Mann. The Committee voted and the motion carried.

A slide presentation and audio recording for this item is available on the TAC website [here](#).

AGENDA ITEMS

TRANSPORTATION AIR QUALITY CONFORMITY STATUS UPDATE

Mr. Andrew DeCandis presented on the Transportation Air Quality Conformity Status Update. H-GAC is required to ensure that the Regional Transportation Plan (RTP), Transportation Improvement Program (TIP) and amendments thereto are consistent with the region's air quality goals. This determination is referred to as Air Quality Conformity and involves the modeling of emissions produced by vehicles within the 8-county Houston-Galveston-Brazoria (HGB) Nonattainment Area.

A new conformity determination was approved by the Transportation Policy Council on April 23, 2023, as part of adopting the 2045 RTP Update. This conformity analysis for the 2045 Regional Transportation Plan Update demonstrated compliance to the latest motor vehicle emissions budgets identified for the HGB region in the air quality State Implementation Plan (SIP) for the 2008 8-hr Ozone Standard.

This conformity determination was submitted to FHWA and the H-GAC conformity consultation partners on May 1, 2023. During this time, H-GAC staff worked to respond to corrections and clarifications requested by the consultative partners. Staff received final concurrence from the Federal Highway Administration (FHWA) on November 1, 2023, and the region’s conformity lapse grace period has ended. TIP and RTP amendments can now be taken to the Transportation Policy Council (TPC) for approval.

Mr. Raborn added that there was an additional implication that projects previously amended, included in the TIP and Statewide Improvement Program (STIP) can now formally be approved, and projects can be advanced.

This item was for discussion. There was no action required for this item.

A slide presentation and audio recording for this item is available on the TAC website [here](#).

#### TIP AMENDMENTS REVIEW

Mr. Adam Beckom presented on the TIP Amendment Review. The 2023-2026 Transportation Improvement Program (TIP) is a four-year capital improvements program for transportation projects. Under federal rules, all federally assisted projects must be included in the TIP to be eligible for funding. In addition, federal rules require that regionally significant local projects must also be included in the TIP.

The 2045 Regional Transportation Plan (RTP) is a long-range plan that prioritizes spending on regional transportation projects including short and long-range strategies to ensure the transportation network is safe and efficient. Updated every four years, the RTP outlines a fiscally constrained transportation investment program that is based on the unique needs and characteristics of the MPO region. Amendments to the TIP and RTP are brought to the Transportation Policy Council for consideration monthly and amended in accordance with the H-GAC Public Participation Plan.

Mr. Beckom gave a review to show a summary of TIP amendments that were reviewed and approved for *recommendation*, by the TAC Committee. With final concurrence from the FHWA, and the lapse ending, the amendments approved for recommendation by the TAC will be sent to TPC for action in November.

This item was for discussion. There was no action required.

A slide presentation and audio recording for this item is available on the TAC website [here](#).

#### PROPOSED ADJUSTED URBANIZED AREA BOUNDARY

Mr. Craig Raborn presented on the Proposed Adjusted Urbanized Area Boundary. The US Census Bureau defines and delineates the geographic boundaries for urbanized areas based on population determined by the Census. Urbanized Areas (UZAs) have a population of at least 50,000. Every ten years when Census data is released, TxDOT leads the process of reviewing and/or adjusting Urbanized Area boundaries with feedback from the Metropolitan Planning Organizations (MPOs). For transportation planning purposes, states have the option of using Census-defined urban boundaries, or they may adjust the census-defined boundaries to be more consistent with transportation needs. Any adjustments to urban area boundaries must be approved by the Federal Highway (FHWA) Division Office.

Mr. Raborn gave an overview of Urbanized Area Adjustment Basics, discussing the purposes and impacts of an adjusted urbanized area boundary. Also, a summary of “non-technical,” definitions were provided for further clarification on terminology being discussed. Mr. Raborn further reviewed and discussed the proposed recommendations for the adjusted urbanized area boundary, providing detailed maps and the projected growth of the boundaries identified. In addition, Mr. Raborn provided two additional resources that included “FHWA presentation about the Urbanized Area adjustment process,” and “Abbreviated Frequently Asked Questions

developed from FHWA resources.” To review these supporting materials, please see the November 8, 2023, TAC Packet. After Mr. Raborn’s presentation, the Chair opened the floor for discussion. To hear more details on this discussion, please click on the link below.

Mr. David Fields made a motion to adopt the TxDOT recommendation for the MPO Adjusted Urbanized Area. Mr. David Douglas made a second motion to approve. The Committee voted and the motion carried.

Ms. Veronica Davis asked if staff could note in the presentation to the Transportation Policy Council (TPC) that the TAC would like to meet the deadline but would need more information and would like to come back and review further.

The Chair commented that a future amendment may be welcomed when further data is available. The Chair then closed the discussion.

A slide presentation and audio recording for this item is available on the TAC website [here](#).

#### CARRY OVER BALANCE POLICY DISCUSSION

Mr. Adam Beckom presented on Carry Over Balance Policy. Over the last several years, the Houston-Galveston region has experienced various issues that have hindered the on-time delivery of surface transportation projects selected with federal funding by the Transportation Policy Council. Federal transportation funds that are not obligated within established time limits are at risk of lapsing. Delays in implementation of transportation projects have resulted in a growing carryover balance of federal transportation funds that will be at risk of lapsing at some point in the 2025 federal fiscal year.

After multiple discussions with stakeholders and conversations at the Transportation Advisory Committee and Transportation Policy Council, MPO staff have incorporated strategies into a draft policy that includes a target for reducing the carryover balances and lists a various policy elements and project selection strategies intended to reduce the carryover balances and manage future increases.

Mr. Beckom presented a summary of the draft policy recommendation, and the carryover spend down preferred strategies. After the presentation, Chair Chapa-Gorczyński opened the floor for questions and discussion.

Mr. David Wurdlow recommended that Staff revise the language in the draft policy to state that the cap should not exceed a 200% Balance Carry Over. Staff will review and revise language as recommended. To view the final draft carry over balance policy, please refer to the November 8, 2023, TAC Packet.

Mr. David Fields recommend that staff change the language in the policy “All projects recommended for funding or amendment as part of this policy must advance the goals and objectives of the Regional Transportation Plan and/or meet requirements of the Transportation Improvement Program Project Selection Process by replacing “and/or,” with “and.”

Additionally, Mr. Fields recommended that in the policy, in the last bullet, the language “with the commitment that funding decision should come to the TAC and TPC for approval,” to be added.

Staff also added that the MPO will provide an annual report on carryover balances to be given to the TPC. quarterly basis and an annual report

A motion to approve was made Mr. Mike Wilson. A second motion was made by Mr. Bruce Man.

A slide presentation and audio recording for this item is available on the TAC website [here](#).

#### CARRY OVER/SPEND DOWN PROJECTS (0-2 Year)

Ms. Callie Barnes presented on Carry Over/Spend Down Projects. At the March 2020 Transportation Policy Council (TPC) meeting, the Council approved goals, priorities, and policies for selection and prioritization of projects to be programmed in Transportation Improvement Program (TIP), 10-Year Plan, and the Regional

Transportation Plan (RTP). These goals, priorities and policies guide the H-GAC staff, Transportation Advisory Committee (TAC), and the TIP Subcommittee in development of project selection criteria and evaluation methodologies for project planning and programming. At the January 2023 meeting, TPC authorized the MPO staff to initiate the Project Selection Process.

Sponsor provided project readiness information was also reviewed for the Top 20 high scoring Regional Goods Movement (RGM) projects to assess their programming years for engineering and construction phases. These programming years were used to inflate budget to the year of expenditure (YOE) project costs (programming years) at 5% inflation rate. Top 20 RGM projects list with the proposed fiscal years for engineering and construction phases and total YOE were provided in a Table.

Ms. Barnes gave a summary of the status and draft recommendations of the list of projects that can let in a 0-2 year time frame, that would help spend down carry over balances. After the presentation, the Chair opened the floor for questions and discussion. To view the detailed summary and recommendations, and hear this discussion, please click on the link below.

This item was for discussion and will be brought back to the Committee at the next meeting for action.

A slide presentation and audio recording for this item is available on the TAC website [here](#).

#### PROJECT SELECTION PROCESS

Mr. Vishu Lingala provided an update for regional goods movement investment categories and an update on the next project selection process investment categories. At the March 2020 Transportation Policy Council (TPC) meeting, the Council approved goals, priorities, and policies for selection and prioritization of projects to be programmed in Transportation Improvement Program (TIP), 10-Year Plan, and the Regional Transportation Plan (RTP). These goals, priorities and policies guide the H-GAC staff, Transportation Advisory Committee (TAC), and the TIP Subcommittee in development of project selection criteria and evaluation methodologies for project planning and programming. At the January 2023 meeting, TPC authorized the MPO staff to initiate the Project Selection Process.

At the October TAC and TPC meetings, staff presented a draft total score (evaluation criteria score + BCA score) and ranking list of projects considered for selection under Regional Goods Movement (RGM) investment category. Since, October TAC meeting staff met with the sponsors to explain the methodology used to convert B/C ratios into BCA scores, and to request a review of the BCA scores. The draft ranking of the RGM projects can be found [here](#).

Sponsor provided project readiness information was also reviewed for the Top 20 high scoring RGM projects to assess their programming years for engineering and construction phases. These programming years were used to inflate budget to the year of expenditure (YOE) project costs (programming years) at 5% inflation rate.

To hear the updates and discussion on this presentation, please click on the link below.

A slide presentation and audio recording for this item is available on the TAC website [here](#).

#### TELEWORK PROGRAM UPDATE

Ms. Francis Rodriguez presented on the Telework Program Update. H-GAC's Commute Solutions program provides travel demand management outreach and education to help shift how, when, where and whether we travel to reduce peak period congestion and improve air quality in our region. Commute Solutions partners with employers and universities, local governments, and other community organizations to provide valuable resources

to improve access to trip reduction options that improve the efficiency of how we use our transportation infrastructure. These include carpool, vanpool, transit, walking, bicycling, compressed work week and telework implementation.

Commute Solutions, with AECOM as the assisting consulting team, has worked with organizations to implement flexible work programs such as telework and compressed work week schedules. Through these programs we have taken strides in reducing vehicle miles traveled and improving air quality. In addition to the regional impact, organizations have reported an increase in hiring and retention, and received positive feedback from employees reporting a better work-life balance. Commute Solutions work with AECOM is now complete. To hear updates on this item, please click on the link below.

A slide presentation and audio recording for this item is available on the TAC website [here](#).

### PLANNING ACTIVITIES

A. Administrative Amendments to the 2023-2026 TIP and the 2045 RTP

There were no October Administrative Amendments.

For Information Only. No action needed.

A slide presentation and audio recording for this item is available on the TAC website [here](#).

B. Future Amendments to the 2023-2026 TIP and 2045 RTP

Mr. Adam Beckom provided a brief overview of Future Amendments to the 2023-2026 TIP and 2045 RTP. For a summary of the Future Amendments, please view November 8, 2023, TAC Packet or click on the link below.

For Information Only. No action needed.

A slide presentation and audio recording for this item is available on the TAC website [here](#).

C. 2022 Regional Fixed Route Origin Destination

Mr. Michael Onuogu introduced Ms. Nancy Edmondson who provided the update on the 2022 Regional Fixed Route Origin Destination. H-GAC and METRO periodically conduct onboard origin-destination surveys on fixed-route transit services in the eight-county region. The results of the most recent study, conducted in 2022, are now available. The data will be used by H-GAC, METRO, and regional providers to 1) understand who uses transit and why, 2) update travel demand models, and 3) understand changes in transit use over time.

A slide presentation and audio recording for this item is available on the TAC website [here](#).

### ANNOUNCEMENTS

The following announcements were shown on the slide for the upcoming meetings:

Transportation Policy Council (TPC) Meeting	November 17	9:30 a.m.	Hybrid
Transportation Improvement Program (TIP) Subcommittee Meeting	December 6	1:30 p.m.	Virtual
Transportation Advisory Committee (TAC) Meeting	December 6	9:30 a.m.	Onsite
Transportation Air Quality (TAQ) Subcommittee Meeting	December 6	10:00 a.m.	Virtual
Regional Transportation Plan (RTP) Subcommittee Meeting	December 13	1:30 p.m.	Virtual
Regional Air Quality Program Advisory Committee (RAQPAC)	December 14	10:00 a.m.	Virtual

ADJOURNMENT

Chair Chapa-Gorczyński adjourned the meeting of the TAC at 11:47 a.m.

A slide presentation and audio recording for this item is available on the TAC website [here](#).

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1st Vice Chair  
Transportation Advisory Committee

ATTACHMENT 1

**TRANSPORTATION ADVISORY COMMITTEE**

**MEETING ATTENDANCE (Roll Call)**

**November 8, 2023, at 9:30 a.m.**

NOTES:

1. Attendance is marked with “X” in the corresponding column for the Member and/or Alternate.
2. Where both the Member and Alternate are present, the Alternate is marked with an asterisk (\*) after the “X” to indicate that this person does not count toward quorum or votes for this meeting.

<u>Member</u>	<u>Present</u>	<u>Representing</u>	<u>Alternate</u>	<u>Present</u>
<i>Chair</i>				
Veronica Chapa Gorczynski	<u>X</u>	Business Interests	David Kim	_____
1 <sup>st</sup> Vice Chair				
Morad Kabiri, P.E.	<u>X</u>	Smaller Cities	Jildardo Arias	_____
2nd Vice Chair				
Perri D’Armond	<u>X</u>	Transit	Pamela LeBrane	_____
(Vacant)	_____	Smaller Cities	Brian Winningham	_____
Jeremiah Hill	_____	Smaller Cities	Janet Corte	_____
Ken Fickes	<u>X</u>	Transit	Vernon Chambers	_____
Ruthanne Haut	<u>X</u>	Transit	Todd Stephens	_____
Carl Woodward	<u>X</u>	Environmental	Sue Theiss	_____
Katherine Parker	<u>X</u>	Environmental	Amy Skicki	_____
David Fields	<u>X</u>	Planning	Jennifer Ostlind, AICP	_____
			Faustino Benavidez, P.E.	_____
David Wurdlow	<u>X</u>	Planning		_____
Catherine McCreight	<u>X</u>	Planning	Brenda Bustillos	_____
Marlisa Briggs	_____	Business Interests	Elijah Williams	_____
Dexter Handy	_____	Citizens Interests	Amy Skicki	<u>X</u>
Sherry Weesner, P.E., CPM	_____	Citizens Interests	Gabe Cazares	_____
				_____
Bruce Mann	<u>X</u>	Port of Houston	Rohit Saxena	_____
Michael Wilson	<u>X</u>	Port Freeport	(Vacant)	_____
Brian Alcott	<u>X</u>	Toll Road	(Vacant)	_____
(Vacant)	_____	Toll Road	(Vacant)	_____
Stephen Gage	<u>X</u>	Active Transportation	Patricia Kievlan	_____
Bill Zrioka	<u>X</u>	Airport	Marcel Allen	_____
Joe Compian	_____	Regional Planning	Wil Kennedy	_____
Clint Harbert	_____	METRO	Alan Clark	<u>X</u>
James W. Koch, P.E.	_____	TxDOT-Houston District	Jeffrey English, AICP	<u>X</u>

<b><u>Member</u></b>	<b><u>Present</u></b>	<b><u>Representing</u></b>	<b><u>Alternate</u></b>	<b><u>Present</u></b>
Lisa Collins, P.E.	_____	TxDOT-Beaumont District	Nany Peron, P.E.	_____
Wael Tabara, P.E.	_____	Brazoria County	Karen McKinnon, P.E.	_____
Cory Taylor	_____	Chambers County	Natalie G. Lopez	_____
Stacy Slawinski, P.E.	<u>  X  </u>	Fort Bend County	Rick J. Staigle, P.E.	_____
Michael Shannon, P.E.	_____	Galveston County	Nancy Baher, P.E.	_____
Patrick Mandapaka, Ph.D, AICP	<u>  X  </u>	Harris County	Susan Fraser, P.E.	_____
David Douglas	<u>  X  </u>	Liberty County	Hon. Jay Knight	_____
Jean Mann	_____	Montgomery County	John McKinney	_____
Ross McCall	_____	Waller County	(Vacant)	_____
Brant Gary	_____	City of Baytown	Martin Scribner	_____
Jordan Cruz	<u>  X  </u>	City of Conroe	Chris Bogert, P.E.	_____
Robert Winiecke, P.E., CFM	<u>  X  </u>	City of Galveston	Brandon Cook	_____
Veronica O. Davis, P.E.	<u>  X  </u>	City of Houston	Fabio Capillo	_____
Christopher Sims	_____	City of League City	Cara Davis	_____
Marcus Snell	<u>  X  </u>	City of Missouri City	Shashi Kumar	_____
Sarah Benavides	_____	City of Pasadena	Mark Gardemal	_____
Trent Epperson	_____	City of Pearland	Rajendra Shrestha, P.E., CFM	_____
(Vacant)	_____	City of Sugar Land	Melanie Beaman	<u>  X  </u>
Kim Golden, P.E.	_____	City of Texas City	Jack Haralson, P.E.	_____
	<u>  44  </u>	<b>Total Voting Membership</b>		
	<u>  26  </u>	<b>Total Voting Membership Present</b>		
	<u>  22  </u>	<b>Required for Quorum</b>		