

**TECHNICAL ADVISORY COMMITTEE  
THURSDAY, JULY 10, 20255  
REGULAR MEETING, TDC LARGE CONFERENCE ROOM  
423 W. FERGUSON, TYLER, TEXAS**



**Members Present:**

Cameron Williams, Leroy Sparrow, Doug Nicholson, Paul Schneider, Colleen Colby, Adrienne Leach, Stephanie Franklin

**Staff Present:**

Michael Howell, Joyce Davis, Dr. Rupini RV, Heather Nick

**Others Present:**

Gaylord Hughey; citizen, Caleb Mittanck

**Michael Howell called the meeting to order at 2:00 p.m.**

**Approval of Minutes:**

Doug Nicholson moved, seconded by Leroy Sparrow to approve the minutes from May 1, 2025. Motion carried with a unanimous vote.

**Action Items**

**1. Consider adopting the FY 2026-2027 Unified Planning Work Program (UPWP) to make clarifications to Task 1 Administration and Management**

Dr. Rupini RV introduced the item, stating that The Texas Administrative Code requires MPOs to document planning activities in a Unified Planning Work Program (UPWP) to indicate who will perform the work, the schedule for completing it, and all products that will be produced. The current UPWP covers fiscal years 2026-2027 and was adopted by the Policy Committee on May 22, 2025.

MPO received constructive feedback/comments from TxDOT Transportation Planning and Programming (TP&P), to revise the FY 2026 – 2027 UPWP document. There were two notable changes that were suggested. Firstly, to remove reference to PEA Ladders of Opportunity from Subtask 1.2. Secondly, to include a sentence or language in Subtask 1.1 addressing employee time. Henceforth, the phrase “Employee vacation and sick leave hours in accordance with the fiscal agent’s policy are also charged to this subtask” was added to Subtask 1.1.

Motion by Leroy Sparrow, seconded by Stephanie Franklin to approve the FY 2026-2027 Unified Planning Work Program (UPWP) for clarifications to Task 1 Administration and Management.

Motion carried with a unanimous vote.

## **Discussion Items:**

### **1. Review of bylaws to consider allowing virtual attendance and proxy voting at Policy Committee meetings.**

Mr. Howell then discusses the potential review and update of the Tyler Area Metropolitan Planning Organization (MPO) Bylaws to reflect changes in meeting protocols following COVID. This includes adjustments regarding proxy voting and virtual attendance. Since then, perspectives on virtual attendance have shifted greatly, and the staff is seeking feedback on whether the MPO committees would like to alter the current requirements.

Recently, two of the agencies represented on the Transportation Policy Committee have inquired about being able to send a representative to serve as a proxy for the designated representative. The request was denied due to the bylaw restriction, but it has also spurred the staff to inquire if the committees still feel that proxy attendance should be restricted.

Feedback was provided, and two members, Cameron Williams and Stephanie Franklin, voiced their concerns regarding proxy voting. Ms. Franklin suggested that allowing elected officials to use proxies is not advisable. Mr. Williams concurred, asserting that only members of TxDOT and NetHealth should have the privilege of proxy voting. Attendee Mr. Gaylord noted that proxy voting fails to promote collaboration and relationship-building.

The discussion will be continued with the next Policy Committee meeting on potential updates to the bylaws. Should changes be recommended, the staff will draft the amendments and present them for consideration during the next round of MPO meetings.

## **Staff Updates:**

### **MPO Director's Report**

#### **Light Rail Study Update**

The next round of consultant meetings for the short and long-range vision will be held on August 13<sup>th</sup> and 14<sup>th</sup>. As with the first round, there is a short-range group and a long-range group. As we have two days of meetings, the goal is to be able to have as many members present to attend.

#### **TIP Administrative Amendment**

TxDOT notified the MPO that Statewide funding had been shifted which delayed the funding for the Old Jacksonville Highway to 2030. This has moved the project outside of the scope of the TIP. Now the only highway projects listed for construction in the TIP are the widening of FM 756 (Paluxy Dr) from Jeff Davis to FM 346 and the overpass at FM 756 and FM 346.

### **1. Upcoming Meeting Dates**

Mr. Howell provided notice of the upcoming Policy Committee Meeting on July 24, 2025, and the next Technical Advisory Committee meeting scheduled on September 4, 2025.

**The meeting adjourned at 2:22 p.m.**