

# amarillo mpo inter-agency memo

**TO:** MPO Policy Committee Members  
**FROM:** Travis Muno, MPO Administrator  
**DATE:** September 20, 2018  
**SUBJECT:** MPO Policy Committee Workshop

The Amarillo Metropolitan Planning Organization Policy Committee will meet **Thursday, September 20**, at **1:30 P.M.**, in **Conference Room 275 of Simms Municipal Building, 808 S. Buchanan St.** I am sending you the agenda and information packet for the meeting.

For information about the current meeting, call the Amarillo Metropolitan Planning Organization at (806) 378-4219.

# AMARILLO METROPOLITAN PLANNING ORGANIZATION POLICY COMMITTEE MEETING

## AGENDA

**PLACE:** Room 275, City Simms Building, 808 S. Buchanan

**DATE:** 9/20/2018

**TIME:** 1:30 PM

**ITEMS:**

- Item 1: Discussion of the Metropolitan Area Boundary (MAB) and Suggested Improvements- MPO Staff
- Item 2: Discuss Performance Measures (PM2&PM3)
- Item 3: Discuss MPO Goals for MTP
- Item 4: Cat 2 Formula
- Item 5: Adjournment.

The Amarillo Metropolitan Planning Organization Policy Committee may take up items out of the order shown on the agenda. The Policy Committee reserves the right and hereby gives notice that it may conduct an executive session, as the Amarillo Metropolitan Planning Organization Policy Committee may find necessary, on any item of business listed in this agenda for which state law authorizes an executive session, even if such item is not specifically designated to be an executive session item.

The Amarillo City Hall is accessible by individuals with disabilities through its main entry on the south side (SE 7th Avenue) of the building. An access ramp leading to the main entry is at the southwest corner of the building. Parking spaces for individuals with disabilities are available in the south parking lot. City Hall is equipped with restroom facilities, communication equipment, and elevators that are accessible. Individuals with disabilities, who require special accommodations or a sign language interpreter, must make a request with the MPO, two business days before the meeting, by telephoning 378-6293, or the City TTD number at 378-4229.

Amarillo MPO offers free language translation services to all our non-English speaking clients. Call 378-6293. Amarillo MPO ofrece servicios de traducción de idiomas a todos los no-clientes de habla Inglés. Habla Este Numero 378-6293.



## Agenda Item 1 – Briefing

### Presentation: Travis Muno, MPO Administrator

#### Bylaws:

This item is to introduce the Policy Committee to the changes to the MPO Bylaws that the Technical Advisory Committee is recommending. This change is to allow for the expansion of the MPO Metropolitan Area Boundary to include Canyon and additional unincorporated areas. Once changes are approved by this body the bylaws will be forwarded to TxDOT Planning and Programming Division in Austin. After their review it will be sent to the Texas Transportation Commission for their approval. Once the bylaws have approval from the Commission the changes will become effective.

The Technical Advisory Committee formed a Subgroup to look at the bylaws. This group reviewed bylaws from around the State. The review encompassed approximately twelve different MPOs in detail and well as a broad look at all MPOs in the state. The majority of the MPOs were housed in a city or were stand alone.

This workshop will be a chance for the Policy Committee to review the proposed changes, and ask questions or make comments. After the workshop the bylaws will be brought back to the Policy Committee at the October meeting for approval.

One of the first changes you will notice as you review the document is the format change. The subgroup found the bullet style format easier to locate information. The bylaws are broken down into seven articles. These articles are based on items found across the state. Listed under the Policy Committee and Technical Advisory Committee headings you will find some common topics. These topics include representation, Composition, Responsibilities, and meeting information.

One of the new areas of the Policy Committee is the area of representation. This is one of the specific areas that needed to be addressed in expanding the boundary. This is how current and future entities will be represented as the MPO grows. As you examine the bylaws you will notice the citizen representatives were removed from the Policy Committee. In our study of other MPOs we found only one other citizen representative in the whole state. We moved the executive director of PRPC from the ex-officio member to a voting member of the Policy committee. We feel this position would be a benefit to the regional perspective. The other new position on the committee is the City Manager from Canyon.

An inconsistency we found in our current bylaws is the responsibilities for the Technical Advisory Committee were defined but not for the Policy Committee. The responsibilities we added for the Policy Committee were taken straight from the Planning contract between the State DOT and MPO and the City of Amarillo. Another change is to allow the designation of a proxy. This must be done in writing and submitted to the Policy Chair or the MPO director. The last big item is the addition of the Fiscal Agent article. Please take time to read the new bylaws and feel free to ask any questions or make any suggestions at the workshop.

# **Amarillo Metropolitan Planning Organization**

**Amarillo, Texas**

**DRAFT**  
**BYLAWS**

Adopted by the  
Amarillo Metropolitan Planning Organization Policy Committee:  
January 22, 2009

Amended: December 17, 2009  
January 16, 2014  
October 18, 2018

## TABLE OF CONTENTS

Article I:	STUDY ORGANIZATION AND MANAGEMENT .....	3
	Metropolitan Area Boundary Map.....	4
Article II:	POLICY COMMITTEE .....	5
	Representation .....	5
	Composition.....	5
	Responsibilities/Duties .....	6
	Member Proxy .....	6
	Member Terms.....	6
	Quorum and Voting .....	6
	Meetings .....	7
	Methods of Calling Unscheduled Meetings.....	7
	Meeting Notices.....	7
	Meeting Minutes .....	7
	Other Committees and Subcommittees.....	7
	Rules of Order.....	7
Article III:	TECHNICAL ADVISORY COMMITTEE .....	8
	Representation .....	8
	Composition.....	8
	Responsibilities/Duties .....	8
	Frequency of Meetings .....	8
	Meeting Agenda, Notices, and Location.....	9
	Other Committees and Subcommittees.....	19
Article IV:	MPO DIRECTOR AND STAFF .....	10
Article V:	FISCAL AGENT .....	11
Article VI:	CODE OF ETHICS .....	12
Article VII:	AMENDMENT TO BYLAWS .....	13

# Article I

## STUDY ORGANIZATION AND MANAGEMENT

The Amarillo Metropolitan Planning Organization (MPO), acting in cooperation with the City of Amarillo, City of Canyon, Potter and Randall Counties, the Texas Department of Transportation (TxDOT), Panhandle Regional Planning Committee, Federal Highway Administration, and Federal Transit Administration is responsible for coordinated, comprehensive, and continuing transportation planning in the Amarillo Urban Transportation Study Area. These activities shall be in accordance with Section 134, Title 23, United States Code (23 USC 134) and applicable federal and state regulations, as amended. The Amarillo Urban Transportation Study Area and current Metropolitan Area Boundary (MAB) includes the City of Amarillo, City of Canyon, the Village of Lake Tanglewood, the Village of Timbercreek Canyon, the Village of Palisades and unincorporated portions of Potter and Randall Counties. The geographic boundary of the MPO is shown on Figure 1.

The metropolitan planning process is focused on improvements to and maintenance of the transportation system, which includes: major streets and highways, traffic operations, public transportation, pedestrian and bicycle transportation. Urban transportation planning includes a long-range perspective, a short-range view, and a mechanism for linking the two. The MPO produces a series of plans and programs that help facilitate the transportation planning process. They include, but are not limited to, the Metropolitan Transportation Plan (MTP), the Transportation Improvement Program (TIP), the Unified Planning Work Program (UPWP), the Annual Project Listing, and the Public Participation Plan (PPP).

The long-term transportation plan, known as the Metropolitan Transportation Plan, is the Amarillo MPO's strategy to respond to the transportation needs of the area for the next twenty-five years.

The short-term plan, called the Transportation Improvement Program, identifies transportation projects to be implemented within four years.

The Unified Planning Work Program describes the transportation planning activities to be undertaken by the MPO staff for a one-year period.

The Annual Listing of Obligated Projects, a listing of projects encompassed by the MAB that have received transportation funds within the previous year.

The Public Participation Plan is a set of procedures designed to provide every opportunity for the involvement of citizens in the transportation planning process.

These plans and programs will lead to the development and operation of an integrated, intermodal transportation system that safely and securely facilitates the efficient and economic movement of goods and people.

### **Organizational Structure:**

The Amarillo Metropolitan Planning Organization shall be comprised of:

Policy Committee

Technical Advisory Committee

The MPO Planning Director and MPO Staff

Other Committees and Sub-Committees as approved by the Policy Committee

Fiscal Agent





## *Article II*

### **POLICY COMMITTEE**

The Metropolitan Planning Organization is governed by the Policy Committee which provides both review and policy guidance for transportation planning efforts in the Amarillo Urban Transportation Study Area. The Policy Committee is tasked with the responsibility of overseeing the overall operation of the Metropolitan Planning Organization (MPO) and staff. It is responsible for insuring that the requirements, as established is state and federal laws and regulations, are carried out.

#### **Representation:**

The voting membership of the Policy Committee will consist of the following:

Representation from Cities:

One representative for each city with a population between 10,000 and 49,999

Two representatives for cities with populations between 50,000 and 99,999

Three representatives for cities with populations over 100,000 based on population counts from the most recent census;

All cities within the Amarillo metropolitan planning area with a population under 10,000 shall be represented by their county representatives.

Two representatives for Potter County,

Two representatives for Randall County,

One representatives from the Panhandle Regional Planning Commission,

Two representatives from the TxDOT Amarillo District.

#### **Composition:**

Based upon 2010 Census results, the composition of the Policy Committee voting membership will be as follows:

##### Voting Members :

Mayor of the City of Amarillo, as Chairperson

Amarillo City Council Member, appointed by the Mayor

City Manager, City of Amarillo or Designee, as Vice Chairperson

Potter County Judge

Potter County Commissioner, appointed by the County Judge

Randall County Judge

Randall County Commissioner, appointed by the County Judge

TxDOT Amarillo District Engineer

TxDOT Amarillo District Staff member, appointed by District Engineer

Panhandle Regional Planning Commission Executive Director, or Designee

City Manager, City of Canyon or Designee

##### Non-Voting (Ex-officio) Members :

MPO Representative, Federal Highway Administration

MPO Representative, TxDOT

US Representative, 13<sup>th</sup> Congressional District of Texas

State Senator, 31<sup>st</sup> District of Texas  
State Representative, 86<sup>th</sup> District of Texas  
State Representative, 87<sup>th</sup> District of Texas

In the absence of the Chair, the duties of the Chair shall pass to the Amarillo City Manager, then to the TxDOT District Engineer. In the event these members are absent, the attending members shall elect a presiding officer to conduct the meeting until the conclusion of the meeting, or the Chair arrives.

**Responsibilities\Duties:**

The Policy Committee shall have the following responsibilities:

Approve goals and objectives of the transportation planning process.

Establish fiscal and personnel management agreements between the MPO Policy Committee and the fiscal agent to identify respective relationships, roles and responsibilities.

Ensure that the Metropolitan Planning Organization is adequately staffed.

Provide guidance and policy to the MPO Staff.

Review the limits of the MPO study area and make recommendations for revision when necessary.

Review and adopt changes in transportation planning concepts, as recommended by the Technical Advisory Committee.

Review and approve the Unified Planning Work Program (UPWP) and its revisions.

Review and adopt the Transportation Improvement Program (TIP) and its revisions.

Review and adopt the Metropolitan Transportation Plan (MTP) and its revisions.

Ensure the efficient and effective use of the Federal Highway Administration (FHWA) PL Fund and the Federal Transit Administration (FTA) Section 5303 planning funds.

Serve as liaison between various governmental units in the study area to obtain optimum cooperation of all governmental units in implementing various elements of the plan.

**Member Proxy:**

Each Policy Committee member is expected to participate in regular and special meetings of the committee. If a committee member is unable to attend a meeting, a designee may be appointed. The designee will count toward a quorum and may vote on any matter authorized by the member who made the designation. The designation must be in writing and submitted to the Policy Committee Chairperson or MPO Director. Email communication will be accepted for written designations.

**Member Term:**

Voting and non-voting members shall serve on the Policy Committee as long as they hold their employment position or elected office. The Policy Committee may offer ex-officio membership to other Federal, State or Local officials or individuals who represent other transportation related groups. Additional members will require a two-thirds majority vote approval from the Committee.

**Quorum and Voting:**

Fifty one percent (51%) of the total voting members shall constitute a quorum for transaction of business at all meetings. A majority vote of the quorum will be sufficient to authorize any action, unless larger majorities are specified in these by-laws. Each member shall have one (1) vote. If

a quorum cannot be obtained, the members present may only discuss the date of the next meeting and the Chair shall then adjourn the meeting.

**Meetings:**

This committee shall meet as necessary to perform its functions, not less than quarterly, unless the chair or MPO Director determines that there is no business to conduct.

**Methods of Calling Unscheduled Meetings:**

Meetings of the Policy Committee may be called by the MPO Director, or the Chairperson of the Policy Committee. Any five members of the Policy Committee as a group, may call a meeting by filing a written request to the Chairman and the MPO Director. The MPO Director will then follow normal procedures as to calling meetings (agendas, posting, etc.).

**Meeting Notices:**

The MPO Director shall be responsible for notifying committee members and the public of the date, time, place, and agenda items for the meetings. All meetings are to be held as public meetings and shall be published in the local newspaper and posted at the appropriate government offices at least seventy-two (72) hours prior to the meeting.

**Meeting Minutes:**

MPO staff shall be responsible for composing the Policy Committee meeting minutes.

**Other Committees and Subcommittees:**

The Policy Committee may appoint other committees, as it deems necessary, to assist it in carrying out its responsibilities. The Policy Committee shall define the responsibilities of any other committees or subcommittees appointed for a special purpose.

**Rules of Order:**

The Policy Committee shall generally conduct business as prescribed in Roberts' Rules of Order in all areas of parliamentary procedures or any voting member may invoke the rules, as necessary.

## *Article III*

### **TECHNICAL ADVISORY COMMITTEE**

#### **Representation:**

The Technical Advisory Committee shall be composed of key staff members of participating governmental jurisdictions. This committee shall add and/ or remove both voting and nonvoting members by a majority vote.

#### **Composition:**

##### Voting Members:

City of Amarillo, Director of Capital Improvements and Development Engineering  
City of Amarillo, Director of Planning  
City of Amarillo, Transit Manager  
Amarillo MPO Director  
Amarillo MPO Senior Planner  
Amarillo MPO Transit Planning Technician  
City of Canyon, Director of Public Works  
Potter County, Road & Bridge Superintendent  
Randall County, Road & Bridge Superintendent  
TxDOT, Amarillo District Director of Transportation Planning & Development  
TxDOT, Amarillo Area Engineer  
TxDOT, Amarillo District Planner  
TxDOT, Amarillo District Public Transit Coordinator

The MPO Director or their designee shall chair the Technical Advisory Committee and shall vote only in case of a tie.

#### **Responsibilities\Duties:**

The Technical Advisory Committee shall have the following responsibilities:

Provide technical assistance to the MPO in preparation of the UPWP, the MTP, the TIP, and other documents as required by state or federal law for the Amarillo Metropolitan Area.

Conduct a review and, if necessary, revise all elements of the MTP at required intervals.

The Technical Advisory Committee recommends adoption of the plans to the Policy Committee.

Advise the Policy Committee on technical and policy matters with accompanying recommendations and supporting rationale.

Review studies related to transportation within the study area and make recommendations to the Policy Committee and other agencies.

The Technical Advisory Committee may seek additional input and/or recommendations by subject matter experts as needed to provide technical assistance to the MPO.

#### **Frequency of Meetings**

The Technical Advisory Committee shall meet monthly for the committee to perform its functions. The meeting will be on the first Wednesday of the month. Meetings shall be called by the MPO Director.

**Meeting Agenda, Notices, and Location**

The Metropolitan Planning Organization (MPO) Director shall be responsible for establishing the meeting agenda and notice and setting the date, time and place for said meeting. The MPO Director is responsible for notifying every member of the Technical Advisory Committee of the meeting no later than one (1) week prior to the meeting.

**Other Committees and Subcommittees:**

The Technical Committee may appoint other committees, as it deems necessary, to assist it in carrying out its responsibilities. The Technical Committee shall define the responsibilities of any other committees or subcommittees appointed for a special purpose.

## *Article IV*

### **MPO DIRECTOR AND STAFF**

MPO staff shall consist of a director and sufficient personnel to perform the day-to-day technical and administrative operations of the Amarillo Metropolitan Planning Organization (MPO).

The MPO Director will:

Coordinate the duties of all MPO staff as identified in the Unified Planning Work Program.

Maintain necessary staff to continually execute the transportation planning process.

Assure compliance with the federal and state transportation planning regulations by providing reports and certifications to the sponsoring organizations.

Develop, revise, and submit the Metropolitan Transportation Plan, the Transportation Improvement Program, the Unified Planning Work Program and other reports or documents as required by state or federal law for the Amarillo Metropolitan Area.

Prepare and submit billing statements to the City of Amarillo and TxDOT for reimbursement of expenditures.

Prepare an Annual Performance and Expenditure Report

Assist in the preparation of applications for Statewide Transportation Alternative Programs, Recreational Trails Grants, and other transportation related programs/projects within the Metropolitan Area Boundary.

Take direction from and report to the Policy Committee

Provide staff support for the Policy Committee and the Technical Advisory Committee.

*Article V*

**FISCAL AGENT**

The fiscal agent of the Amarillo Metropolitan Planning Organization is the entity responsible for providing fiscal, human resource, and staff support services to the MPO. The responsibilities of the Fiscal Agent include:

Maintaining required accounting records for state and federal funds consistent with current state and federal requirements.

Provide funding to allow the MPO staff to operate the program

Establishing fiscal and personnel management agreements with the MPO Policy Committee to identify respective relationships, roles and responsibilities.

Provide human resource services, provide salaries and benefits for the MPO staff that shall be the same as the fiscal agent normally provides its own employees.

The costs of operating the program are to be reimbursed to the fiscal agent by the State of Texas, acting through the Texas Department of Transportation.

The City of Amarillo serves as the fiscal agent for the Amarillo Metropolitan Planning Organization.

## *Article VI*

### **CODE OF ETHICS**

The Policy Committee of the Amarillo Metropolitan Planning Organization, in accordance with Section 472.034 of the Texas Transportation Code, hereby adopts the following amendment to the bylaws of the Amarillo Metropolitan Planning Organization for the purpose of incorporating the following code of ethics for committee members and employees.

Policy Committee members and employees of the Amarillo Metropolitan Planning Organization shall not:

participate in any matter in which the member or employee has a conflict of interest described in Chapter 171, Local Government Code. In the event such a conflict arises, then the member or employee shall execute the required affidavit and abstain from participating;

accept or solicit any gift, favor, or service that might reasonably tend to influence the member or employee in the discharge of official duties or that the member or employee knows or should have known is being offered with the intent to influence the member's or employee's official conduct;

accept other employment or engage in a business or professional activity that the member or employee might reasonably expect would require or induce the member or employee to disclose confidential information acquired by reason of the offices position;

accept other employment or compensation that could reasonably be expected to impair the member's or employee's independence of judgment in the performance of the member's or employee's official duties;

make personal investments that could reasonably be expected to create a substantial conflict between the member's or employee's private interest and the public interest; or

intentionally or knowingly solicit, accept, or agree to accept any benefit for having exercised the member's or employee's official powers or performed the member's or employee's official duties in favor or another.

Metropolitan Planning Organization Policy Committee members are considered to be local public officials for the purposes of Chapter 171, Local Government Code. A member must abstain from discussion and voting if he or she has substantial interest in a business entity or real estate that would be affected by a vote or decision of the Policy Committee. If a Policy Committee member must abstain from a matter, then that member must file an affidavit as required under Section 171.004, Local Government Code.

If a member or employee reasonably believes that another is or will violate this Code of Ethics, then such member or employee shall notify the City Attorney of such concern.



## **Article VII**

### **AMENDMENT OF BYLAWS:**

These Bylaws may be amended by a majority vote of the membership of the Policy Committee at any duly called meeting wherein an official quorum is present. A bylaw change shall be presented for consideration at a regularly scheduled meeting of the Committee. However, voting may be deferred until the regular scheduled meeting following the meeting at which the bylaws change was presented, to allow time for review of the amendment.



## Agenda Item 2 – Briefing

### **Presentation: Travis Muno, MPO Administrator**

Bridge Condition Performance Measure and Pavement Condition Performance Measure:

One of the facets of the Fixing Americas Surface Transportation (FAST) Act is the requirement for performance measures. If you recall in January of this year the policy Committee set targets for safety measures, then in July the body set Transit Asset Management targets. The next set of targets for the MPO to address is on the Bridge Condition for the National Highway Performance Program and Assessing Pavement Condition for the National Highway Performance Program. We will start with the Bridge Condition for the National Highway Performance Program.

The two performance targets that must be set for bridges are the percentage of National Highway System (NHS) bridges by deck area classified as in Good condition, more on Good condition shortly. The second target is the percentage of NHS bridges by deck area classified as in Poor condition. The classification is based on National Bridge Inventory (NBI) condition ratings. The condition is determined by the lowest rating for Deck, Superstructure, Substructure, and Culverts. If the lowest rating is greater than or equal to 7, the bridge is classified as good; if it is less than or equal to 4, the classification is poor. If the rating is below 7 or above 4 the classification is fair. The deck area is computed using NBI structure length and deck width.

The action required by the MPO is to support the relevant State DOT 4-year target or establish their own. This must be done within 180 days of the State DOT target. The State DOT set their target at the end of June. If for 3 consecutive years more than 10% of the State DOT's NHS bridges' total deck area is classified as Structurally Deficient, the State DOT must obligate and set aside National Highway Performance Program funds for eligible projects on bridges on the NHS.

The next performance measures are for the Assessing Pavement Condition for the National Performance Program. There are four targets that the MPO must establish for this measure. First is the percent of Interstate pavement in Good Condition and next is percent of Interstate pavement in Poor Condition. Third is percent of non-Interstate NHS pavement in Good condition and last is the percent of non-Interstate NHS pavement in Poor condition.

Good condition suggests no major investment is needed. As where Poor condition suggests major reconstruction investment is needed. The action required by the MPO is to support the relevant State DOT 4-year target or establish their own. This must also be done within 180 days of the State DOT target. If Federal Highway Administration determines the State DOT's Interstate pavement condition falls below the minimum level for the most recent year, the State DOT must obligate a portion of National Highway Performance Program and transfer a portion of the Surface Transportation Program funds to address Interstate pavement condition.



## Agenda Item 3 – Briefing

### Presentation: Travis Muno, MPO Administrator

#### Goals:

As part of our Metropolitan Transportation Plan (MTP) update, there is a chapter which contains goal, Mission, opportunities, and strategies. It has been awhile since we evaluated our goals. I want to make sure our goals encompass all we are trying to accomplish. Listed below are the goals from the current MTP, the City of Amarillo Pillars, the National Federal Highway Program Performance goals established by Congress, FAST Act planning factors, and TxDOT goals and objectives. Please review these so we can identify goals for the coming MTP.

#### Current MTP Goals

Promote mobility and access by providing a multi-modal transportation system

Support and promote alternate modes of transportation

Promote freight and commuter corridors

Establish and implement national performance goals

Include short- and long-range planning elements

Recognize community needs and provide flexibility

Work in conjunction with local comprehensive plan

Promote economic growth and land use compatibility

Identify reasonable funding sources for the implementation of the plan

Safety?

Preservation?

#### COA Pillars

Public Safety Economic

Development and Redevelopment

Customer Service

Civic Pride

Highly Educated Population

Fiscal Responsibility

Excellence in Communication

Transportation

National Federal highway program performance goals as established by Congress are:

Safety - To achieve a significant reduction in traffic fatalities and serious injuries on all public roads.

Infrastructure Condition - To maintain the highway infrastructure asset system in a state of good repair

Congestion Reduction - To achieve a significant reduction in congestion on the National Highway System

System Reliability - To improve the efficiency of the surface transportation system

Freight Movement and Economic Vitality - To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.

Environmental Sustainability - To enhance the performance of the transportation system while protecting and enhancing the natural environment.

Reduced Project Delivery Delays - To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices

#### Fast Act Planning factors

Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency

Increase the safety of the transportation system for motorized and non-motorized users

Increase the security of the transportation system for motorized and non-motorized users

Increase the accessibility and mobility options available to people and for freight

Protect and enhance the environment, promote energy conservation, and improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns

Enhance the integration and connectivity of the transportation system, across and between modes throughout the State, for people and freight

Promote efficient system management and operation

Emphasize the preservation of the existing transportation system

Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation

Enhance travel and tourism

#### TxDOT Goals and Objectives

**Deliver the Right Projects** – Implement effective planning and forecasting processes that deliver the right projects on-time and on-budget.

Use scenario-based forecasting, budgeting, and resource management practices to plan and program projects.

Align plans and programs with strategic goals.

Adhere to planned budgets and schedules.

Provide post-delivery project and program analysis.

**Focus on the Customer** – People are at the center of everything we do.

Be transparent, open, and forthright in agency communications.

Strengthen our key partnerships and relationships with a customer service focus.

Incorporate customer feedback and comments into agency practices, project development, and policies.

Emphasize customer service in all TxDOT operations.

**Foster Stewardship** – Ensure efficient use of state resources.

Use fiscal resources responsibly.

Protect our natural resources.

Operate efficiently and manage risk.

**Optimize System Performance** – Develop and operate an integrated transportation system that provides reliable and accessible mobility, and enables economic growth.

Mitigate congestion.

Enhance connectivity and mobility.

Improve the reliability of our transportation system.

Facilitate the movement of freight and international trade.

Foster economic competitiveness through infrastructure investments.

**Preserve our Assets** – Deliver preventive maintenance for TxDOT's system and capital assets to protect our investments.

Maintain and preserve system infrastructure to achieve a state of good repair and avoid asset deterioration.

Procure, secure, and maintain equipment, technology, and buildings to achieve a state of good repair and prolong life cycle and utilization.

**Promote Safety** - Champion a culture of safety.

Reduce crashes and fatalities by continuously improving guidelines and innovations along with increased targeted awareness and education.

Reduce employee incidents.

**Value our Employees** – Respect and care for the well-being and development of our employees.

Emphasize internal communications.

Support and facilitate the development of a successful and skilled workforce through recruitment, training and mentoring programs, succession planning, trust, and empowerment.

Encourage a healthy work environment through wellness programs and work-life balance





**Category 2 Formula Update**

## **Agenda Item 4 – Briefing**

### **Presentation: Travis Muno, MPO Administrator**

#### Category 2 Formula Update:

Over two years ago TxDOT asked The Texas Association of MPOs to evaluate and recommend an update to the Category 2 formula that TxDOT uses for funding. This is not a new approach to the way the formula has been updated. This approach started around 2002. The current formula was last updated in 2008. The MPOs have had many meetings to evaluate the old formula and possible new formulas.

There is currently more than one Category 2 formula; it is determined by the size of the MPO which formula is used. The reasoning behind this is MPO's of different sizes have different needs. Therefore to get consensus on a formula it needs to address those different needs. The biggest factor in both current formulas is population, from there it varies.

At one of the first meetings conducted by Tempo it was still put forth to have two formulas. The two groups are based on population of the metropolitan area. The large group is the MPOs with a population at or over 800,000; the smaller group is those MPOs under 800,000. The over 800,000 group contains six MPOs, the smaller group has nineteen MPOs. The large group contains 83% of the population and the small group has 17% of the population. Therefore the large group gets 83% of the funds and their formula is applied to determine each MPOs funds. The small group gets 17% of the funds and their formula is applied to determine each MPOs funds.

Over the last two years at Tempo meetings the MPOs have looked at 30 to 40 different formulas. It looks like we have reached consensus but not a 100%. If this is the formulas that are presented to TxDOT the earliest they would take effect would be the 2020 UTP. The formula for the group of MPOs below 800,000 population looks like the factors will be Population 25%, Truck Vehicle Miles Traveled 22%, Congestion 16%, Total Vehicle Miles Traveled 15%, Lane-miles 12%, and Safety 10% (Fatal and incapacitating injury crashes as reported in Crash Reporting Information System(CRIS)). It is also recommended to reevaluate the formulas every five years.