Memorandum
August 14, 2020

This agenda is subject to revision up to 72 hours prior to the meeting.

To: All Members, Transportation Policy Board
From: Kevin Wolff, Chair and Sid Martinez, Director
Subject: Online Transportation Policy Board Meeting Notice and Agenda

The next meeting of the MPO Transportation Policy Board is scheduled for Monday, August 24, 2020 at 1:30 p.m.

Due to the COVID-19 restrictions on gathering, this will be an online meeting.

Internet access to the meeting is through the MPO’s website at www.alamoareampo.org/committees/online
Access code: 146 236 9863#

Individuals without internet access can access the meeting audio only via phone by calling 1-844-992-4726 and entering the access code: 146 236 9863#

If you have issues accessing the meeting please call 210-227-8651.

The following agenda items will be discussed and action will be taken as appropriate. Items may be taken out of the order shown.

Citizens to be Heard: Speakers will be allowed up to three (3) minutes each to address the Transportation Policy Board under the Citizens to be Heard agenda item. All speakers must state their names and any organizations they represent.

Agenda:

1. Roll Call
2. Director’s Report – MPO (Martinez)
   a. Update on MPO Operations under COVID-19
   b. The MPO Office will be closed on Monday, September 7 for the Labor Day holiday
3. Citizens to be Heard
Consent Agenda: All items under the Consent Agenda are acted upon collectively unless opposition is presented, in which case, the contested item will be considered, discussed and appropriate action taken separately.

4. Approval of the June 22, 2020 Meeting Minutes

5. Action on the MPO’s FY 2021 Staff Operating Budget – MPO (Martinez)

6. Discussion and Appropriate Action on Updates to the National Highway System – MPO (Geiger)

7. Discussion and Appropriate Action on County Population and Employment Control Totals for Mobility 2050 – MPO (Geiger)

Items for Individual Discussion and Appropriate Action:

8. Discussion and Appropriate Action on a Resolution of Support for the FY 2021 Unified Transportation Program – MPO (Geiger)

9. Discussion and Appropriate Action on TxDOT’s Highway Safety Improvement Program Presentation – TxDOT (Picha)

10. Discussion and Appropriate Action on a Presentation on the Keep SA Moving Plan – (VIA) Horne

11. Discussion and Appropriate Action on MPO Policies – MPO (Geiger)

12. Discussion and Appropriate Action on the Development of the FY 2023-2026 Transportation Improvement Program – MPO (Geiger)

13. Monthly Status Reports
   a. Alamo Regional Mobility Authority/Bexar County (Renee Green)
   b. Air Quality Issues (Diane Rath)
   c. City of San Antonio (Razi Hosseini)
   d. San Antonio Mobility Coalition (Vic Boyer)
   e. Texas Department of Transportation (Mario Jorge)
   f. VIA Metropolitan Transit (Jeff Arndt)
   g. Others
14. Executive Session - Pursuant to Chapter 551, Subchapter D, Texas Government Code

At any time during the meeting of the MPO Transportation Policy Board, the Board reserves the right to adjourn into executive Session at any time to discuss any of the matters listed on the posted agenda, as authorized by Texas Government Code Section 551.071 (consultation with attorney), Section 551.072 (deliberations about real property), Section 551.074 (personnel matters), and Section 551.086 (economic development)

15. Adjourn
1. **Roll Call**

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<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>Phone Number</th>
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<tbody>
<tr>
<td>Commissioner Kevin A. Wolff <em>(Chair)</em></td>
<td>Bexar County</td>
<td>210-335-2613</td>
</tr>
<tr>
<td>Ms. Jordana Matthews</td>
<td>Advanced Transportation District</td>
<td>210-362-2000</td>
</tr>
<tr>
<td>Mr. Michael J. Lynd, Jr.</td>
<td>Alamo Regional Mobility Authority</td>
<td>210-335-7065</td>
</tr>
<tr>
<td>Commissioner Tommy Calvert</td>
<td>Bexar County</td>
<td>210-335-2614</td>
</tr>
<tr>
<td>Commissioner Sergio “Chico” Rodriguez</td>
<td>Bexar County</td>
<td>210-335-2611</td>
</tr>
<tr>
<td>Ms. Renee Green, P.E.</td>
<td>Bexar County</td>
<td>210-335-6700</td>
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<tr>
<td>Councilman Shane Hines</td>
<td>City of New Braunfels</td>
<td>830-214-5938</td>
</tr>
<tr>
<td>Councilwoman Shirley Gonzales</td>
<td>City of San Antonio, District 5</td>
<td>210-207-7043</td>
</tr>
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<td>Councilwoman Melissa Cabello Havrda</td>
<td>City of San Antonio, District 6</td>
<td>210-207-7065</td>
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<tr>
<td>Councilman Clayton Perry</td>
<td>City of San Antonio, District 10</td>
<td>210-207-7276</td>
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<tr>
<td>Councilwoman Ana Sandoval</td>
<td>City of San Antonio, District 7</td>
<td>210-207-7044</td>
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<tr>
<td>Mr. Razi Hosseini, P.E.</td>
<td>City of San Antonio</td>
<td>210-207-8022</td>
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<tr>
<td>Ms. Bridgett White</td>
<td>City of San Antonio</td>
<td>210-207-0147</td>
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<tr>
<td>Mayor Don Keil</td>
<td>City of Seguin</td>
<td>830-303-7333</td>
</tr>
<tr>
<td>Commissioner Kevin Webb</td>
<td>Comal County</td>
<td>830-221-1100</td>
</tr>
<tr>
<td>Mayor Chris Riley [Leon Valley]</td>
<td>Greater Bexar County Council of Cities</td>
<td>210-684-1391</td>
</tr>
<tr>
<td>Judge Kyle Kutscher</td>
<td>Guadalupe County</td>
<td>830-303-8857</td>
</tr>
<tr>
<td>Commissioner Christina Bergmann</td>
<td>Kendall County Geographic Area</td>
<td>830-331-8254</td>
</tr>
<tr>
<td>Councilman Kevin Hadas [Selma]</td>
<td>Northeast Partnership</td>
<td>210-651-6661</td>
</tr>
<tr>
<td>Mr. Mario Jorge, P.E.</td>
<td>Texas Department of Transportation</td>
<td>210-615-5803</td>
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<tr>
<td>Mr. Ezra Johnson</td>
<td>VIA Metropolitan Transit</td>
<td>210-362-2000</td>
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**Ex-Officio Members**

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
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<tr>
<td>Mr. Greg P. Wood</td>
<td>Federal Highway Administration</td>
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<tr>
<td>Mr. Nick Page</td>
<td>Texas Department of Transportation</td>
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<tr>
<td>Mr. Jeff Arndt</td>
<td>VIA Metropolitan Transit</td>
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<tr>
<td>Ms. Diane Rath</td>
<td>Alamo Area Council of Governments</td>
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<tr>
<td>Mr. Vic Boyer</td>
<td>San Antonio Mobility Coalition</td>
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</table>
2. **Director's Report**

   a. Update on MPO Operations under COVID-19

   b. The MPO Office will be closed on Monday, September 7 for the Labor Day holiday
3. Citizens to Be Heard
4. Approval of the June 22, 2020 Meeting Minutes

Issue

The June 22, 2020 meeting minutes are attached for your review.

Action Requested

A motion to approve the June 22, 2020 meeting minutes.
1. Roll Call

**Members Present:**

Ms. Jordan Matthews  
Ms. Renee Green, P.E.  
Commissioner Kevin Wolff (Chair)  
Councilmember Shane Hines  
Councilwoman Melissa Cabello Havrda  
Councilwoman Shirley Gonzales  
Councilman Clayton Perry  
Mr. Razi Hosseini, P.E.  
Ms. Bridgett White  
Mayor Don Keil  
Commissioner Kevin Webb (Vice Chair)  
Mayor Chris Riley  
Judge Kyle Kutscher  
Mr. Jeff Haberstroh  
Mayor Mary Dennis  
Mr. Jonathan Bean  
Mr. Ezra Johnson  

Ms. Jordan Matthews  
Ms. Renee Green, P.E.  
Commissioner Kevin Wolff (Chair)  
Councilmember Shane Hines  
Councilwoman Melissa Cabello Havrda  
Councilwoman Shirley Gonzales  
Councilman Clayton Perry  
Mr. Razi Hosseini, P.E.  
Ms. Bridgett White  
Mayor Don Keil  
Commissioner Kevin Webb (Vice Chair)  
Mayor Chris Riley  
Judge Kyle Kutscher  
Mr. Jeff Haberstroh  
Mayor Mary Dennis  
Mr. Jonathan Bean  
Mr. Ezra Johnson  

Advanced Transportation District  
Bexar County  
Bexar County  
City of New Braunfels  
City of San Antonio  
City of San Antonio  
City of San Antonio  
City of San Antonio  
City of San Antonio  
City of Seguin  
Comal County  
Greater Bexar County Council of Cities  
Guadalupe County  
Kendall County Geographic Area  
Northeast Partnership  
Texas Department of Transportation  
VIA Metropolitan Transit  

**Members Absent:**

Mr. Michael J. Lynd, Jr.  
Commissioner Tommy Calvert  
Commissioner Sergio “Chico” Rodriguez  
Councilwoman Ana E. Sandoval  

Alamo Regional Mobility Authority  
Bexar County  
Bexar County  
City of San Antonio  

**Others Present:**

Ms. Diane Rath  
Mr. Frank Garza  
Mr. Isidro “Sid” Martinez  
Mr. Vic Boyer  

Alamo Area Council of Governments  
Davidson Troilo Ream & Garza  
Metropolitan Planning Organization  
San Antonio Mobility Coalition  

Chair Kevin Wolff called the meeting to order at 1:33 p.m.
2. Director’s Report
   
   a. Update on MPO Operations under the COVID-19
   b. MPO policies are under review and proposed revisions will be presented in August with action in September
   c. Congratulations to newly elected TAC Chair Garry Ford, P.E. and Vice Chair, Bianca Thorpe, P.E.
   d. All MPO Committee meetings (BMAC, PMAC, TAC and TPB) will likely be cancelled for July
   e. The MPO Office will be closed on Friday, July 3 for the observance of Independence Day

3. Citizens to be Heard
   
   None

Consent Agenda: All items under the Consent Agenda are acted upon collectively unless opposition is presented, in which case the contested item will be considered, discussed and appropriate action taken separately.

4. Approval of the May 18, 2020 Meeting Minutes

5. Action on Transit Performance Measures and Target Setting

6. Action on the Composition of the Consultant Selection/Study Oversight Committee for Subtask 3.4 Subregional Planning Study

   Mayor Chris Riley moved and Commissioner Kevin Webb seconded to approve the Consent Agenda. The motion passed unanimously.

Items for Individual Discussion and Appropriate Action

7. Discussion and Appropriate Action on changes to the MPO’s Bylaws

   Councilman Clayton Perry moved and Mayor Chris Riley seconded to approve changes to the MPO Bylaws as presented. Mr. Ezra Johnson opposed. The motion passed.
8. Discussion and Appropriate Action on the position of First Vice Chair

Commissioner Kevin Webb moved and Mayor Mary Dennis seconded to approve the recommendation of the Executive Committee to fill the First Vice Chair position with San Antonio City Councilwoman Melissa Cabello Havrda. The motion passed.

9. Discussion and Appropriate Action on the Upcoming Call for Projects

For information and discussion only.

10. Monthly Status Reports

a. Alamo Regional Mobility Authority (Renee Green)
b. Air Quality Issues (Diane Rath)
c. City of San Antonio (Mike Frisbee)
d. San Antonio Mobility Coalition (Vic Boyer)
e. Texas Department of Transportation (Mario Jorge)
f. VIA Metropolitan Transit (Jeff Arndt)
g. Others

For information and discussion only.

11. Executive Session - Pursuant to Chapter 551, Subchapter D, Texas Government Code

This item was not considered.

12. Adjourn

There being no further business, the meeting was adjourned at 2:17 p.m.
5. Action on the MPO’s FY 2021 Staff Operating Budget

Purpose

The purpose of this agenda item is to take action on the MPO’s fiscal year 2021 staff budget.

Issue

In accordance with MPO policy, the Executive Committee met on Tuesday, August 11, 2020 to review the MPO’s proposed FY 2021 line item budget.

The MPO continues to commit to:

- a competent staff to do the required planning work
- continued strong partnerships with member agencies and sharing resources and information
- efficient and effective use of resources
- a proactive and inclusive approach to public involvement and information
- professional support and response to the MPO Transportation Policy Board using best practices and continuing to enhance planning, modeling and mapping capabilities

The Executive Committee reviewed the draft budget and recommended forwarding it to the Board for review and approval.

The draft line item budget is attached as is a brief presentation.

Action Requested

A motion to approve the FY 2021 MPO Staff Operating Budget.
## Fiscal Year 2021 Budget

### Line Item Budget

#### Fixed Assets
- Reference Books: $15,000

#### Personnel Salaries
- Salaries & Wages: $1,389,700

#### Benefits
- Payroll Tax & Fringe (~29% of Personnel): $458,700
- Staff Training: $41,600
- Travel Local Mileage: $3,000
- Auditing Services: $29,000
- Contract Services: $7,500
- Print/Bind/Reproduction: $7,000
- Education Incentive (Tuition Reimbursement): $17,800
- Rental-Building: $159,900
- Rental-Copier: $7,500
- Garbage Disposal Services: $3,100
- Public Notices: $12,700
- Pest Control Services: $800
- Janitorial Services: $12,600
- Cable: -
- Electric & Gas: $12,000
- Internet Services: $7,500
- Water & Sewage: $2,200
- Repairs & Maintenance-Equipment: $1,200
- Repairs & Maintenance-Building: $8,500
- Supplies-Office: $9,000
- Postage: $1,000
- Books & Periodicals (Subscriptions): $11,400
- Supplies-Food: $700
- Office Furniture - non-capital ($1,000≤x<$5,000): $24,600
- Compensated Absences: $20,000
- Insurance: $5,800
- Public Meeting (Space & Livestreaming): $10,300
- Storage Rental: $6,300
- Telephone Usage: $14,500
- Indirect Cost (15.22% of Personnel): $140,500
- Computer Services: $47,400
- Grant Equipment (x<$1,000): $4,900
- Office & Other Equipment (x≥$5,000): -

**Total Budget:** $2,493,700

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TPB APPROVAL (Chair): ________________________________
Background

- MPO staff operating expenses are funded through Federal Highway Administration and Federal Transit Administration Planning Funds
- Reimbursable program where Bexar County acts as the MPO’s fiscal agent
- Staff operating budget is also included in the larger budget of studies (Unified Planning Work Program – UPWP) which includes all MPO planning and operating expenses
Background

- MPO planning funds are included as part of the federal transportation bill, currently the Fixing America’s Surface Transportation (FAST) Act

- The FAST Act was approved by Congress and signed by President Obama in December 2015. The Act funds surface transportation infrastructure planning and investment through Fiscal Year 2020
  - The Act authorizes a total of $305 billion over those 5 years
  - Planning funds are a small fraction of the FAST Act; less than 1% of annual infrastructure distributions
  - Since the FAST Act expires at the end of this fiscal year, Congress will likely pass continuing resolutions until a new act can be approved
Background

- Like most federal funds, planning funds also require a 20% local match
- TxDOT covers that match for all MPOs on a statewide basis
- The MPO follows the federal fiscal year, which begins October 1\textsuperscript{st}
- The MPO Staff Operating Budget is a framework for planning
- The budget provides flexibility for changes, revisions and new directions as needed
Operating Budget Includes

• Staff Salaries & Benefits
• Travel & Professional Training
• Equipment
• Rent & Utilities
• Printing
• Contract Labor
• Communications
MPO Staff

- Currently allocated 18 Full-time equivalent (FTE) positions
- All 18 positions are currently filled
- Proposed budget does not increase the overall number of FTE’s
- Proposed budget allows for a maximum 5% performance based merit increase for eligible MPO employees
  - Staff understands that other agencies are probably seeing budget shortfalls at this time due to the COVID-19 pandemic
  - As of right now, there has not been any type of decrease in our federal planning funds – that could change in future years
Alamo Area Metropolitan Planning Organization
As of June 15, 2020

Transportation Policy Board

Isidro G. Martinez Jr.
Director

Joanne Geiger
Deputy Director

Zachary Graham
Senior Transportation Modeler

Travis Nedrich
Regional Transportation Modeler

Allison Blazosky
Transportation Planning Program Manager

Amber Lopez Perez
Bilingual Public Involvement Specialist

Joseph Pawlik
Active Transportation Planner

Leah Lowder
Alamo Commutes Specialist

Jaclynn Cedillo
Multimedia Specialist

Clifton Hall
Regional Transportation Planner

Cecilio Martinez
GIS Manager

Wendy Dodson
GIS Analyst

Clayton Elkins
GIS/Web Analyst

Felix Escamilla
Office Manager/HR Generalist

Alyson Hernandez
Front Desk Coordinator

Lori Stewart
HR & Administrative Associate

Tabitha Villanueva
Administrative Associate

Maribel Drew
Administrative & Grants Financial Specialist
## Line Items w/ Largest % Change

<table>
<thead>
<tr>
<th>Line Item</th>
<th>% Change</th>
<th>Reason</th>
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<tbody>
<tr>
<td>Contract Services</td>
<td>-63.41%</td>
<td>Consultant scheduled for FY 2020; none for FY 2021</td>
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<tr>
<td>Print/Bind/Production</td>
<td>-24.73%</td>
<td>Fiesta medals ordered for FY 2020 will be used in FY 2021</td>
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<td>Education Incentive</td>
<td>+111.90%</td>
<td>2 employees attending graduate school in FY 2021</td>
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<td>Public Meeting Notices</td>
<td>+19.81</td>
<td>TIP/MTP Public Meetings will be held in FY 2021</td>
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<td>Repairs and Maint. Equip.</td>
<td>-72.09%</td>
<td>Less IT related warranty expenses/renewals</td>
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<td>Repairs and Maint. Bldg</td>
<td>-34.11%</td>
<td>HVAC Repairs completed in FY 2020</td>
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<tr>
<td>Supplies – Office</td>
<td>-10.00%</td>
<td>Surplus supplies from FY 2020</td>
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<tr>
<td>Postage</td>
<td>-50.00%</td>
<td>Increase in electronic distribution of information</td>
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<tr>
<th>Line Item</th>
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<tr>
<td>Books/Periodicals/Subscr</td>
<td>+10.68%</td>
<td>Archive Social Subscription – archives social media posts</td>
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<tr>
<td>Furniture Minor</td>
<td>-64.19%</td>
<td>Less computer replacements/Upgrade to server in FY 2020</td>
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<tr>
<td>Indirect Cost</td>
<td>-32.57%</td>
<td>Decrease in indirect rate charged by Bexar County</td>
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<tr>
<td>Computer Services</td>
<td>-10.40%</td>
<td>Work associated with server upgrade completed in FY 2020</td>
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<tr>
<td>Grant Equipment</td>
<td>-10.40%</td>
<td>Phone system and equipment upgraded in FY 2020</td>
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<tr>
<td><strong>Total Budget Change</strong></td>
<td><strong>-2.62%</strong></td>
<td>Decrease mainly attributed to less travel/training and work completed in FY 2020 with IT projects</td>
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UPWP Funds Available for Staff Operations

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<th>Staff Funding Available in FY 2020-2021 UPWP</th>
<th>$5,461,000</th>
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<tr>
<td>FY 2020 Staff Operating Budget</td>
<td>$2,560,700</td>
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<tr>
<td>Draft FY 2021 Staff Operating Budget</td>
<td>$2,493,700</td>
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</table>

Unused funding available to program in future
Unified Planning Work Programs = $406,600
Budget Summary

Overall Proposed Staff Operating Budget for Fiscal Year 2021:

$2,493,700

• Represents a 2.62% overall decrease from FY 2020
• Executive Committee recommended approval
• Requesting Board approval of the MPO’s FY 2021 Operating Budget
6. Discussion and Appropriate Action on Updates to the National Highway System

Purpose

The purpose of this agenda item is to take action on updates to the National Highway System.

Issue

TxDOT, in coordination with the Federal Highway Administration and MPOs, has undertaken a process to update roadways on the National Highway System (NHS). TxDOT’s Transportation Planning and Programming (TP&P) staff met with TxDOT District and MPO staff in January 2019 and presented revisions to the NHS in addition to roads currently classified as “Principal Arterials” and “Intermodal Connectors.” This item was presented at the February and April 2019 Technical Advisory Committee (TAC) meetings and TAC unanimously recommended approval of this item’s recommendations at their April 5, 2019 meeting. The TPB also unanimously approved this item at their April 22, 2019 meeting.

The final recommendations are now coming forward for final action by the MPO. The resolution and presentation are attached. The presentation includes both the original and final recommendations.

Revising roadways on the NHS will not impact those roadways’ eligibility for federal transportation funding.

TAC unanimously recommended approval of this item.

Action Requested

A motion to approve the updates to the National Highway System and Intermodal Connectors.
A Resolution In Support of
Modifications to the
National Highway System

WHEREAS, pursuant to federal law, the Governor of the State of Texas designated the Alamo Area Metropolitan Planning Organization (AAMPO) as the Metropolitan Planning Organization for the San Antonio region; and

WHEREAS, AAMPO’s Transportation Policy Board is the entity for cooperative decision-making regarding regional transportation issues in Bexar, Comal, and Guadalupe Counties and a portion of Kendall County; and

WHEREAS, the National Highway System (NHS) is a network of major roadways critical to the regional, statewide, and national movement of people and goods designated by the Federal Highway Administration (FHWA) in coordination with local officials, and

WHEREAS, the Intermodal Connector system identifies the most direct access route between the NHS and major intermodal facilities, as defined by FHWA in Appendix D to Subpart A of 23 CFR 470, and the main NHS, and

WHEREAS, the Texas Department of Transportation’s (TxDOT’s) Transportation Planning and Programming Division (TxDOT-TPP), in coordination with the Federal Highway Administration - Texas Division (FHWA Texas) has completed a comprehensive review of the NHS in Texas, including the Intermodal Connectors, to produce recommended modifications to the system, and

WHEREAS, TxDOT-TPP has developed these modifications in coordination with FHWA-Texas, AAMPO staff and AAMPO’s Technical Advisory Committee, and

WHEREAS, the addition or removal of NHS designation from a roadway does not affect ownership or maintenance of the roadway, nor does it affect a roadway’s eligibility for the use of federal funds for future improvements; and

WHEREAS, downgrading the Federal Functional Classification of a roadway from “Principal Arterial – Other” to “Minor Arterial” or other functional classification, automatically removes it from the NHS unless it provides access to a qualifying intermodal facility; and

WHEREAS, the Transportation Policy Board took initial action on the NHS recommendation at their regular meeting on April 22, 2019.

NOW THEREFORE BE IT RESOLVED that the AAMPO Transportation Policy Board supports the following modifications to the Federal Functional Classification System and NHS:

1. The addition of the following roadway facilities already designated as “Principal Arterial – Other” to the NHS:
   - SH 46 from Amman Rd near Boerne to US 281
   - SH 46 East from SH 123 to W Court St/UA 90
2. The functional classification downgrade from “Principal Arterial – Other” to “Minor Arterial” on the following corridors:
   - Babcock from Huebner Rd to IH 410
   - BI 35 from S IH 35 Frontage Road to N IH 35 Frontage Road
   - Culebra Road from Grisom Road to Bandera Road/SS 421
   - FM 1976 A from Walzem Road to Loop 1604 Loop S
   - FM 1976 B from SL 368 to FM 78
   - FM 2252 from SL 368 to Evans Road
   - FM 2696 from IH 410 to Huebner Road
   - FM 3009 from FM 78 to FM 2252
   - Huebner Road from SH 16 to FM 2696
   - Martin Street 3rd Street Bowie from S IH 35 to E Market Street
   - Navarro Street / San Pedro from E Nueva to US 281
   - Santa Rosa Street from SS 536 to Cameron Street
   - SH 536 from E Southcross Blvd to IH 35
   - SH 536 / Saint Mary Street from IH 410 to IH 35
   - SL 345 from IH 10 to IH 10
   - SL 353 from IH 35 to IH 35
   - SL 368 from Lavaca Street to IH 410 NE
   - Soledad Street from E Cesar Chavez Blvd to Navarro Street
   - South Alamo Street from Martinez Street to 3rd Street
   - South Flores Street from TX 536 to W Martin Street
   - South N Main Ave from E Cesar Chavez Blvd to I 35
   - UA 90 from SH 46 to SH 123
   - UA 90 N from SH 46 to IH 10
   - Wetmore Rd/Bulverde Rd from SH 410 to Jones Maltsberger Road
   - Wurzbach Pkwy from IH 410 to IH 10
   - Zarzamora Street from IH 35 to Fredericksburg Road

3. The addition of the following intermodal facility connector to the NHS:
   - UP San Antonio which is served by existing NHS route (I-35).

4. The removal of the following intermodal facility connectors from the NHS:
   - Crossroads Park & Ride (San Antonio) connector on Crossroads between Crossroads Blvd and IH 10
   - Diamond Shamrock Terminal (San Antonio) on US 281 between the Terminal Entrance and IH 410
   - Coastal States Terminal (San Antonio) on Boatman Rd between IH 410 and the terminal Entrance
   - Koch Refining Company (San Antonio) on Pop Gunn between Houston and the Terminal Entrance
   - San Antonio International Airport on Airport Blvd between the Airport Terminal and IH 410
   - Southern Pacific (San Antonio) on Pine Street between IH 35 and Sherman Sherman between Pine Street and the Terminal

PASSED AND APPROVED this 24th day of August 2020.

Kevin Wolff, Chair
Alamo Area Metropolitan Planning Organization
National Highway System (NHS) Updates
Transportation Policy Board
August 24, 2020
Background

• National Highway System (NHS) Updates
  – Previously presented to TAC in February 2019 with action in April 2019
  – Action by Transportation Policy Board in April 2019
  – AAMPO NHS changes submitted to FHWA
    FHWA reviewed and is now requesting final action by the Transportation Policy Board
      • No major changes from what was previously acted on
      • Recommendations continue to keep all existing functionally classified roadways eligible for funding
Purpose and Background

- Review components of the National Highway System against federal criteria and guidelines
- Related to federal functional classification of roadways
  - Roadways functionally classified as collector and above are eligible for federal funding
  - We would have been addressing this issue in 2022 with the update of functional classification based on 2020 census
  - Recommendations keep all existing functionally classified roadways eligible for funding
2019 Functional Classification and NHS Review Process

- TxDOT: Evaluated all Principal and Minor Arterials throughout the State in a data driven manner
- Used FHWA guidelines to ensure Principal Arterials are correctly classified
- Suggested updates to NHS based on their research and analysis
- Coordinated with the MPO and partners
- Recommended modifications and submitted to FHWA
Background

The National Highway System must be continuous and interconnected throughout urban and rural areas.

NHS routes should either interconnect on both ends or connect at one end and serve a major travel destination at the other.
## NHS Facility Criteria

<table>
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<td>Serve major activity centers?</td>
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### National Highway System - Draft Recommendations

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**Notes:**
- FC = Federal Functional Classification
- NHS = Nat’l Highway System
- PA = Principal Arterial
- MA = Minor Arterial
- MAP-21 = Moving Ahead for Progress, federal transportation bill (2012-2014)
- TPP = TxDOT Transportation Planning and Programming Division
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FC = Federal Functional Classification, NHS = Nat'l Highway System, PA = Principal Arterial, MA = Minor Arterial, MAP-21 = Moving Ahead for Progress, federal transportation bill (2012–2014)
AAMPO NHS Modifications Requests

**Corridors**
Add 2 corridors/22.1 mi.
Remove 26 corridors/140.4 mi.

**Intermodal Connectors**
Add 1 facility (along an existing NHS route)
*UP San Antonio*
Remove 6 connectors

*Crossroads Park-N-Ride, Diamond Shamrock Terminal, Coastal States Terminal, Koch Refining Company San Antonio International Airport, Southern Pacific*
NHS Original Review Schedule

TAC unanimously originally recommended approval of this item at their April 5, 2019 meeting; TPB action occurred on April 22, 2019

TAC unanimously recommended approval on August 7, 2020
TPB action scheduled for August 24, 2020
7. Discussion and Appropriate Action on County Population and Employment Control Totals for Mobility 2050

Purpose

The purpose of this agenda item is to take action on population and employment control totals at the county level for use in the development of Mobility 2050.

Issue

The first step in the development of the new long-range transportation plan is to adopt population and employment control totals at the county level. These control totals are then disaggregated to traffic analysis zones which are used in the MPO’s regional travel demand model.

County population projections in five-year increments are from the Texas Demographic Center. The employment control totals are calculated using historical employment / population ratios. MPO staff provided four employment alternatives using the:

- 2018 employment / population ratio
- Eight year employment / population ratio average (2011-2018)
- Three year employment / population average (2016-2018)
- Highest employment / population ratio over the past four years

At their August meetings, the TAC and Executive Committee recommended using the “highest employment / population ratio over the past four years” scenario for the employment projections.

The presentation is attached for your review.

Action Requested

A motion to use the county population projections from the Texas Demographic Center and to use the employment projection scenario based on the "highest employment / population ratio over the past four years” control totals in the development of Mobility 2050.
Mobility 2050
County Population and Employment Control Totals

Transportation Policy Board
August 24, 2020

AAMPO
General MTP Planning Process

1. Population and Employment County Control Totals
2. Disaggregate County control totals to traffic analysis zones
3. Travel Demand Model runs to assess needs/develop project list
4. Emissions Analysis
5. Multiagency work group/TAC participates in the process
6. Finalize Metropolitan Transportation Plan
7. Public involvement throughout the entire Plan development process

August 24, 2020 AAMPO Transportation Policy Board Meeting Package: Page 39 of 164
Demographic Development Background

• The basis of any planning effort rests primarily on a determination of the area’s base year demographics (population, employment, household income) and future projections of these demographics.

• The process for forecasting future growth in population and employment is not an exact science.

• The tendency is to be more comfortable with the recent trends:
  • If the economy is doing well and jobs and housing are expanding, the tendency is to select an optimistic forecast.
  • If the current or most recent trend is decreasing or if a flat economy exists there is a tendency to select a more conservative forecast.
Demographic Development Background

• Upturns and downturns in the economy occur in cycles that, over a 20 or 30-year time span, tend to counteract each other.

• If a conservative approach is taken and selected control totals are **too low** then the risk is to be behind in planning for needed infrastructure. If the control totals are **too optimistic**, this could result in a false or premature justification for roadway and/or transit infrastructure improvements.

• What is needed for the transportation planning process is a general **“comfort level”** with the demographic control totals used to predict future travel, knowing we will develop a new long range transportation plan in four years.
Demographic Development Process

- Population projection estimates in five year increments are from the Texas Demographic Center, formerly known as the Texas State Data Center (June 2020)

- The historical population/employment ratio was calculated from 2010 through 2018 for each county

- Employment projections for each county were calculated using the population/employment ratio for four different scenarios

- For each scenario that ratio was held constant for years 2020 through 2050 and multiplied by each county population total to get total projected county employment
## Population Projections in Five Year Increments

<table>
<thead>
<tr>
<th>County</th>
<th>2010</th>
<th>2015</th>
<th>2020</th>
<th>2025</th>
<th>2030</th>
<th>2035</th>
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<th>2045</th>
<th>2050</th>
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<td>2,502,617</td>
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<td>2,914,617</td>
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<td>3,353,060</td>
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<td>2.05%</td>
<td>1.98%</td>
<td>1.87%</td>
<td>1.73%</td>
<td>1.58%</td>
<td>1.49%</td>
<td>1.43%</td>
<td>1.39%</td>
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<tr>
<td>Comal</td>
<td>108,472</td>
<td>126,054</td>
<td>147,330</td>
<td>173,540</td>
<td>204,873</td>
<td>241,055</td>
<td>282,548</td>
<td>331,132</td>
<td>389,584</td>
</tr>
<tr>
<td>% Annual Growth</td>
<td>3.05%</td>
<td>3.17%</td>
<td>3.33%</td>
<td>3.38%</td>
<td>3.31%</td>
<td>3.23%</td>
<td>3.22%</td>
<td>3.30%</td>
<td>3.30%</td>
</tr>
<tr>
<td>Guadalupe</td>
<td>131,533</td>
<td>149,395</td>
<td>170,266</td>
<td>194,538</td>
<td>221,353</td>
<td>249,975</td>
<td>280,644</td>
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<td>351,776</td>
</tr>
<tr>
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<td>2.46%</td>
<td>2.34%</td>
<td>2.29%</td>
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<tr>
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<td>1.59%</td>
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<tr>
<td>Total</td>
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<td>1.73%</td>
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Source: Texas Demographic Center, June 2020
## Population Projections for Milestone Years

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<td>2,706,907</td>
<td>3,129,737</td>
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<td>1.69%</td>
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<td>147,330</td>
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<td>331,132</td>
<td>389,584</td>
<td>3.25%</td>
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<td>Guadalupe</td>
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<td>170,266</td>
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<td>314,214</td>
<td>351,776</td>
<td>2.49%</td>
<td>2.45%</td>
<td>107%</td>
</tr>
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<td>Kendall</td>
<td>33,410</td>
<td>46,278</td>
<td>55,631</td>
<td>81,405</td>
<td>115,768</td>
<td>137,844</td>
<td>3.61%</td>
<td>3.71%</td>
<td>198%</td>
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<tr>
<td>Wilson</td>
<td>42,918</td>
<td>51,802</td>
<td>56,906</td>
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<td>76,322</td>
<td>80,620</td>
<td>1.59%</td>
<td>1.49%</td>
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<td>Total</td>
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<td>3,967,173</td>
<td>4,312,884</td>
<td>1.90%</td>
<td>1.82%</td>
<td>72%</td>
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</tbody>
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### Notes:

1. Annual percent population increase between 2010 and 2050
2. Annual percent population increase between 2020 and 2050
3. Overall population increase between 2020 and 2050
## Historical Employment / Population Ratio

<table>
<thead>
<tr>
<th>County</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
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<tr>
<td>Bexar</td>
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<td>Guadalupe</td>
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<td>0.36639</td>
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<td>0.41758</td>
<td>0.41460</td>
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<tr>
<td>Kendall</td>
<td>0.65840</td>
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<td>0.70757</td>
<td>0.71996</td>
<td>0.69282</td>
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<td>0.33676</td>
<td>0.34836</td>
<td>0.35099</td>
<td>0.36278</td>
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</table>

**Notes:**

Employment / Population Ratio = Bureau of Economic Analysis Employment / Texas Demographic Center Population

These five counties are included in the MPO’s travel demand model but not all are part of the MPO study area.
# Historical Employment / Population Ratio

<table>
<thead>
<tr>
<th>County</th>
<th>2011</th>
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<th>2016</th>
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<td>0.60985</td>
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</tr>
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<td>0.59775</td>
<td>0.60640</td>
<td>0.60840</td>
<td>0.61779</td>
<td>0.62141</td>
<td>0.62722</td>
<td>0.62782</td>
</tr>
<tr>
<td>Guadalupe</td>
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<td>0.34740</td>
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<td>0.36639</td>
<td>0.39290</td>
<td>0.41758</td>
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</tr>
<tr>
<td>Kendall</td>
<td>0.65840</td>
<td>0.67317</td>
<td>0.65607</td>
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<td>0.71996</td>
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<td>0.67107</td>
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<tr>
<td>Wilson</td>
<td>0.32801</td>
<td>0.32798</td>
<td>0.34214</td>
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<td>0.33676</td>
<td>0.34836</td>
<td>0.35099</td>
<td>0.36278</td>
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</tbody>
</table>

## Four Different Scenarios

<table>
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<tr>
<th>County</th>
<th>2018</th>
<th>8 Year average: 2011 – 2018 average</th>
<th>3 Year average: 2016 – 2018 average</th>
<th>Highest</th>
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<tr>
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## Employment Calculations for Four Scenarios

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<th>2015</th>
<th>2020</th>
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<th>2050</th>
<th>Difference</th>
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<tr>
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<td>1,426,780</td>
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<tr>
<td>Using 2018 ratio</td>
<td>Comal</td>
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<td>22,595</td>
<td>24,450</td>
<td>26,127</td>
<td>27,688</td>
<td>29,247</td>
<td>1,644</td>
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<tr>
<td>using 8 Yr Avg</td>
<td>Wilson</td>
<td>14,078</td>
<td>15,857</td>
<td>17,736</td>
<td>19,484</td>
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<tr>
<td>using 3 Yr Avg</td>
<td>Wilson</td>
<td>14,078</td>
<td>15,857</td>
<td>18,340</td>
<td>20,147</td>
<td>22,051</td>
<td>23,862</td>
<td>25,498</td>
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<td>28,543</td>
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<tr>
<td>using highest</td>
<td>Wilson</td>
<td>14,078</td>
<td>15,857</td>
<td>18,793</td>
<td>20,644</td>
<td>22,595</td>
<td>24,450</td>
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<td>27,688</td>
<td>29,247</td>
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<td>Using 2018 ratio</td>
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<td>1,807,651</td>
<td>1,516,045</td>
<td>1,677,663</td>
<td>1,846,857</td>
<td>2,020,123</td>
<td>2,201,155</td>
<td>2,394,110</td>
<td>2,602,659</td>
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At their meeting on August 7th TAC recommended using the highest employment / population ratio.

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<tr>
<th>County</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
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<td>0.59182</td>
<td>0.59594</td>
<td>0.60985</td>
<td>0.61725</td>
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<td>Comal</td>
<td>0.59613</td>
<td>0.59775</td>
<td>0.60640</td>
<td>0.60840</td>
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<td>Guadalupe</td>
<td>0.34684</td>
<td>0.34667</td>
<td>0.34740</td>
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<td>0.36639</td>
<td>0.39290</td>
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<td>0.35099</td>
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Notes:
Employment / Population Ratio = Bureau of Economic Analysis Employment / Texas Demographic Center Population
These five counties are included in the MPO’s travel demand model but not all are part of the MPO study area.
# Employment Projections in Five Year Increments

(using **highest** Employment / Population Ratio)

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<th>County</th>
<th>2010</th>
<th>2015</th>
<th>2020</th>
<th>2025</th>
<th>2030</th>
<th>2035</th>
<th>2040</th>
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<td>1,300,337</td>
<td>1,426,780</td>
<td>1,554,450</td>
<td>1,681,341</td>
<td>1,810,355</td>
<td>1,943,974</td>
<td>2,082,686</td>
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<tr>
<td>Comal</td>
<td>64,664</td>
<td>77,875</td>
<td>92,497</td>
<td>108,952</td>
<td>128,623</td>
<td>151,339</td>
<td>177,389</td>
<td>207,891</td>
<td>244,589</td>
</tr>
<tr>
<td>Guadalupe</td>
<td>45,620</td>
<td>54,736</td>
<td>71,100</td>
<td>81,235</td>
<td>92,433</td>
<td>104,385</td>
<td>117,191</td>
<td>131,209</td>
<td>146,895</td>
</tr>
<tr>
<td>Kendall</td>
<td>21,997</td>
<td>28,139</td>
<td>33,318</td>
<td>40,052</td>
<td>48,556</td>
<td>58,608</td>
<td>70,093</td>
<td>83,348</td>
<td>99,242</td>
</tr>
<tr>
<td>Wilson</td>
<td>14,078</td>
<td>15,897</td>
<td>18,793</td>
<td>20,644</td>
<td>22,595</td>
<td>24,450</td>
<td>26,127</td>
<td>27,688</td>
<td>29,247</td>
</tr>
<tr>
<td>Total</td>
<td>1,135,273</td>
<td>1,307,651</td>
<td>1,516,045</td>
<td>1,677,663</td>
<td>1,846,657</td>
<td>2,020,123</td>
<td>2,201,155</td>
<td>2,394,110</td>
<td>2,602,659</td>
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</table>

**Source:** Based on highest Employment / Population Ratio
## Population/Employment Projections in Five Year Increments

*(using highest Employment / Population Ratio)*

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<tr>
<th>County</th>
<th>2010</th>
<th>2015</th>
<th>2020</th>
<th>2025</th>
<th>2030</th>
<th>2035</th>
<th>2040</th>
<th>2045</th>
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<tr>
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<tr>
<td>Bexar (E)</td>
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<td>1,131,004</td>
<td>1,300,337</td>
<td>1,426,780</td>
<td>1,554,450</td>
<td>1,681,341</td>
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<td>2,082,686</td>
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<tr>
<td>Comal (P)</td>
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<tr>
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<td>128,623</td>
<td>151,339</td>
<td>177,389</td>
<td>207,891</td>
<td>244,589</td>
</tr>
<tr>
<td>Guadalupe (P)</td>
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<td>Guadalupe (E)</td>
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<td>71,100</td>
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<td>92,433</td>
<td>104,385</td>
<td>117,191</td>
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<td>Kendall (P)</td>
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<td>33,318</td>
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<td>48,556</td>
<td>58,608</td>
<td>70,093</td>
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</tr>
<tr>
<td>Wilson (P)</td>
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<td>80,620</td>
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<tr>
<td>Wilson (E)</td>
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<td>15,897</td>
<td>18,793</td>
<td>20,644</td>
<td>22,595</td>
<td>24,450</td>
<td>26,127</td>
<td>27,688</td>
<td>29,247</td>
</tr>
<tr>
<td>Total (P)</td>
<td>2,031,106</td>
<td>2,259,589</td>
<td>2,509,178</td>
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<td>1,846,657</td>
<td>2,020,123</td>
<td>2,201,155</td>
<td>2,394,110</td>
<td>2,602,659</td>
</tr>
</tbody>
</table>

Note: (P) indicates population and (E) indicates employment
Next Steps

• Requesting action by TAC and TPB in August
  • TAC and the Executive Committee recommended using the “highest ratio over the past four years”
  • Requesting action from the Transportation Policy Board

• Begin disaggregation to Traffic Analysis Zones
  • Process will be ongoing at least through the end of the calendar year
8. **Discussion and Appropriate Action on a Resolution of Support for the FY 2021 Unified Transportation Program**

**Purpose**

The purpose of this agenda item is to take action on a resolution of support for TxDOT’s FY 2021 Unified Transportation Program.

**Issue**

The UTP is a ten-year planning document that is developed annually and is approved by the Texas Transportation Commission. The UTP authorizes highway and other projects for construction, development and planning. The UTP is neither a budget nor a guarantee that projects will or can be built. However, it is a critical tool in guiding transportation project development within the long-range planning context.

The original resolution outlining project scoring and ranking was approved by the Transportation Policy Board in January 2020.

Highlights of the draft FY 2021 UTP include:

- no loss of projects or funding that were in the FY 2020 UTP
- additional funding ($400M+) allocated to segments of the IH 35 North project to ensure completion
- new allocation for US 281 South operational improvements

Unfunded sections of IH 35 North and Loop 1604 will continue to be a priority for the region.

The resolution and presentation are attached for your information. TAC unanimously recommended approval of this item.

**Action Requested**

A motion to approve the resolution supporting the FY 2021 Unified Transportation Program.
WHEREAS, pursuant to federal law, the Governor of the State of Texas designated the Alamo Area Metropolitan Planning Organization (AAMPO) as the Metropolitan Planning Organization for the San Antonio region; and

WHEREAS, AAMPO’s Transportation Policy Board is the entity for cooperative decision-making regarding regional transportation issues in Bexar, Comal, and Guadalupe Counties and a portion of Kendall County; and

WHEREAS, the Texas Department of Transportation (TxDOT) is a valuable partner in planning for and implementing the region’s mobility needs; and

WHEREAS, TxDOT's Unified Transportation Program (UTP) is a 10-year planning guide for transportation project development and construction that is updated annually; and

WHEREAS, the 2021 UTP includes projects funded using Category 2 Metro Corridor Projects, Category 4 Statewide Connectivity Corridor Projects, and Category 12 Strategic Priority and Clear Lanes Projects; and

WHEREAS, funding category allocations for the FY 2021 UTP include input from Metropolitan Planning Organizations and other stakeholders; and

WHEREAS, in January 2020, the AAMPO Transportation Policy Board took action on a resolution that scored and ranked projects in support of the development of the FY 2021 UTP; and

WHEREAS, those projects were consistent with previously identified priorities, are included in the AAMPO’s conforming Transportation Improvement Program and / or Metropolitan Transportation Plan; and have been supported through the AAMPO’s public involvement process.

NOW, THEREFORE BE IT RESOLVED that the AAMPO’s Transportation Policy Board supports the funding levels proposed in the FY 2021 UTP and encourages Texas Transportation Commission approval of the UTP in August 2020.

PASSED AND APPROVED this 24th day of August 2020.

Kevin Wolff, Chair
Alamo Area Metropolitan Planning Organization
FY 2021 Unified Transportation Program

Transportation Policy Board
August 24, 2020

AAMPO
• The Unified Transportation Program (UTP)
  – a ten-year planning document
  – developed annually
  – approved by the Texas Transportation Commission
  – authorizes highway and other projects for construction, development and planning
  – neither a budget nor a guarantee that projects will or can be built
  – is a critical tool in guiding transportation project development within the long-range planning context
FY 2021 Unified Transportation Program

• Funding categories for projects listed in the UTP
  – Category 2 Metro Corridor
  – Category 4 Connectivity
  – Category 12 Commission Strategic Funding / Clear Lanes

• **NOT** MPO funding category project listings
  – Category 5 Congestion Mitigation & Air Quality Improvement
  – Category 7 Surface Transportation Block Grant
  – Category 9 Transportation Alternatives
Relationship between Federal and State Funding Plans and Programs

- **Statewide Long-Range Transportation Plan**: 24 years
- **Metropolitan Transportation Plans**: 20 years
- **Unified Transportation Program**: 10 years
- **Statewide Transportation Improvement Program**: 4 years
- **Letting Schedule**: 2 years

**Sources: TxDOT, MPO**
A Resolution In Support of the Region’s Scoring and Ranking of Projects for the FY 2021 Unified Transportation Program

WHEREAS, pursuant to federal law, the Governor of the State of Texas designated the Alamo Area Metropolitan Planning Organization (AAMPO) as the Metropolitan Planning Organization for the San Antonio region; and

WHEREAS, AAMPO’s Transportation Policy Board is the entity for cooperative decision-making regarding regional transportation issues in Bexar, Comal, and Guadalupe Counties and a portion of Kendall County; and

WHEREAS, the Texas Department of Transportation (TxDOT) is a valuable partner in planning for and implementing the region’s mobility needs; and

WHEREAS, TxDOT’s Unified Transportation Program (UTP) is a 10-year planning guide for transportation project development and construction that is updated annually; and

WHEREAS, the 2021 UTP includes projects funded using Category 2 Metro Corridor Projects, Category 4 Statewide Connectivity Corridor Projects, and Category 12 Strategic Priority and Clear Lanes Projects; and

WHEREAS, TxDOT’s Transportation Planning and Programming Division has requested MPOs and TxDOT Districts collaboratively score and rank Category 2, 4 and 12 projects that are proposed for inclusion in the 2021 UTP; and

WHEREAS, the projects shown in the attached list:
- are consistent with previously identified priorities
- have been technically scored and ranked
- are included in the AAMPO’s conforming Transportation Improvement Program and/or Metropolitan Transportation Plan; and
- have been supported through the AAMPO’s public involvement process

NOW, THEREFORE BE IT RESOLVED that the Alamo Area Metropolitan Planning Organization’s Transportation Policy Board approves the ranking of projects in the attached list.

PASSED AND APPROVED this 27th day of January 2020.

Kevin Wolff, Chair
Alamo Area Metropolitan Planning Organization
Highlights of the FY 2021 Unified Transportation Program

- Didn’t lose anything that was in the FY 2020 UTP
- Additional funding ($400M+) allocated to segments of the IH 35 North project to ensure completion
- New allocation for US 281 South operational improvements
- Unfunded sections of IH 35 North and Loop 1604 will continue to be a priority for the region
A Resolution In Support of the
FY 2021 Unified Transportation Program

WHEREAS, pursuant to federal law, the Governor of the State of Texas designated the Alamo Area Metropolitan Planning Organization (AAMPO) as the Metropolitan Planning Organization for the San Antonio region, and

WHEREAS, AAMPO’s Transportation Policy Board is the entity for cooperative decision-making regarding regional transportation issues in Bexar, Comal, and Guadalupe Counties and a portion of Kendall County, and

WHEREAS, the Texas Department of Transportation (TxDOT) is a valuable partner in planning for and implementing the region’s mobility needs, and

WHEREAS, TxDOT’s Unified Transportation Program (UTP) is a 10-year planning guide for transportation project development and construction that is updated annually, and

WHEREAS, the 2021 UTP includes projects funded using Category 2 Metro Corridor Projects, Category 4 Statewide Connectivity Corridor Projects, and Category 12 Strategic Priority and Clear Lanes Projects, and

WHEREAS, funding category allocations for the FY 2021 UTP include input from Metropolitan Planning Organizations and other stakeholders, and

WHEREAS, in January 2020, the AAMPO Transportation Policy Board took action on a resolution that scored and ranked projects in support of the development of the FY 2021 UTP, and

WHEREAS, these projects were consistent with previously identified priorities, are included in the AAMPO’s conforming Transportation Improvement Program and/or Metropolitan Transportation Plan, and have been supported through the AAMPO’s public involvement process,

NOW, THEREFORE BE IT RESOLVED that the AAMPO’s Transportation Policy Board supports the funding levels proposed in the FY 2021 UTP and encourages Texas Transportation Commission approval of the UTP in August 2020.

PASSED AND APPROVED this 24th day of August 2020.

Kevin Wolff, Chair
Alamo Area Metropolitan Planning Organization
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<tr>
<th></th>
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</tr>
</tbody>
</table>
TPB action on resolution and project list occurred on January 28, 2020

TxDOT internal and public process to develop the draft UTP throughout Spring and Summer 2020

Public involvement continues through August 10

AAMPO action on resolution supporting the FY 2021 UTP is scheduled for August 24, 2020

TxDOT action on the FY 2021 UTP is scheduled for August 27, 2020
9. Discussion and Appropriate Action on TxDOT’s Highway Safety Improvement Program Presentation

Purpose

The purpose of this agenda item is to receive a presentation from TxDOT staff on the Highway Safety Improvement Program (HSIP).

Issue

Each year TxDOT presents the upcoming Highway Safety Improvement Program. Texas’ Strategic Highway Safety Plan 2017-2022 (SHSP) identifies emphasis areas and strategies that the HSIP will focus on to meet the state’s objectives of reducing fatal and serious injury crashes in Texas. The program incorporates a data driven, strategic, results focused approach to improving safety on public roads, consistent with the SHSP.

Additional information can be found at:

Action Requested

For information and discussion only. No action is being requested.
10. Discussion and Appropriate Action on the Keep SA Moving Plan

Purpose

The purpose of this agenda item is to receive a presentation from VIA Metropolitan Transit staff on activities as related to the Keep SA Moving Plan.

Issue

VIA staff will present updated information on their Keep SA Moving Plan.

Action Requested

For information and discussion only. No action is being requested.
11. Discussion and Appropriate Action on MPO’s Policies

Purpose

The purpose of this agenda item is to review proposed changes to the MPO’s policies.

Issue

The MPO’s policies that are being updated are:

- Policy 1: Guidelines for Funding Planning Studies in the Unified Planning Work Program
- Policy 2: Public Participation Plan
- Policy 3: Guidelines for Programming Projects in the Metropolitan Transportation Plan and the Transportation Improvement Program
- Policy 4: Ethics Policy
- Policy 5: Technical Advisory Committee

The presentation and policies are attached for your review.

Action on Policies 1, 3, 4 and 5 is scheduled for September and action on Policy 2 is scheduled for October (federally required 45-day public comment period).

Action Requested

For information and discussion only. Action is currently scheduled for September and October 2020.
MPO Policy Review

• The MPO undertakes a periodic review of its policies
• Policies under review
  • **Policy 1**: Guidelines for Funding Planning Studies in the Unified Planning Work Program
  • **Policy 2**: Public Participation Plan
  • **Policy 3**: Guidelines for Programming Projects in the MTP and TIP
  • **Policy 4**: Ethics Policy
  • **Policy 5**: Technical Advisory Committee
MPO Policy Review

• Policy 1: Guidelines for Funding Planning Studies in the Unified Planning Work Program
  • Updated start month of UPWP development (February to January)
  • “Participation in Planning Studies” section has been reworked and included in Policy 4, Ethics Policy

Note: development of the FY 2022-2023 UPWP will begin in early 2021
MPO Policy Review

- **Policy 2: Public Participation Plan**
  - Updated target audience list for inclusiveness and to reflect federal guidance language
  - Clarified “Virtual” and “Online” meeting language
  - Allowed for MPO Committee meetings to be held “online”
  - Included one step emergency approval for new UPWP, TIP, MTP and Transportation Conformity document
  - Updated outreach monitoring and evaluation methods
  - Added Kendall County as one of the counties we post meeting notices in
MPO Policy Review

• **Policy 3: Guidelines for Programming Projects in the MTP and TIP**
  - Updated “STP-MM” references to “STBG”
  - Updated to reflect the MPO is now receiving CMAQ funding
  - Added CMAQ Call for Projects framework; similar to STBG and Transportation Alternatives
  - Included one step emergency approval for new TIP and MTP
  - Clarified Administrative Revisions opportunities
  - Clarified Appendix D amendment process
• **Policy 4: Ethics Policy**
  
  • Added language stating that former MPO staff, TPB members and TAC members, following termination of official duties, shall not, for a period of one year have a financial interest, direct or indirect, in any discretionary contract with the MPO
  
  • This also includes parents, children or spouse
  
  • Financial interest is defined as having a business entity in which the individual, directly or indirectly owns
    
    1. ten (10) percent or more of the voting stock or shares of the business entity, or
    
    2. Ten (10) percent or more of the fair market value of the business entity
MPO Policy Review

• Policy 5: Technical Advisory Committee
  • Added Joint Base San Antonio representative
  • Specified City of San Antonio Planning Department member as an alternate
  • Clarified language that alternate TPB members may serve on the TAC (currently included in adopted TPB bylaws)
  • Revised name and description of one TAC subcommittee and added a new subcommittee
## Policy Review and Adoption Schedule

<table>
<thead>
<tr>
<th>Task</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Formal presentation of proposed policy revisions</td>
<td>August 2020</td>
</tr>
<tr>
<td>Scheduled adoption of Policy 1: UPWP</td>
<td>September 2020</td>
</tr>
<tr>
<td>Policy 3: TIP and MTP</td>
<td></td>
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<tr>
<td>Policy 4: Ethics</td>
<td></td>
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<tr>
<td>Policy 5: TAC</td>
<td></td>
</tr>
<tr>
<td>Scheduled adoption of Policy 2: Public Participation Plan</td>
<td>October 2020</td>
</tr>
<tr>
<td>(required 45 day public comment period)</td>
<td></td>
</tr>
</tbody>
</table>
Policy 1:
Guidelines for Funding Planning Studies in the Unified Planning Work Program

A. Development of the Budget Document (Unified Planning Work Program)

As required by federal and state regulations, the Alamo Area Metropolitan Planning Organization (MPO) adopts a document detailing the transportation planning tasks and their budgets for the study area for a given time period. This document is referred to as the Unified Planning Work Program or UPWP. The Alamo Area MPO currently adopts a two-year UPWP.

In February January of the UPWP development year, the MPO’s Technical Advisory Committee (TAC), in coordination with MPO staff, will identify priorities for the upcoming two-year time period. Priorities may include refinements to the MPO’s processes; development of databases; or other aspects of multi-modal transportation planning to include demographic development and travel demand modeling; public involvement; analysis of geographic subareas or corridors, transit, bicycle and/or pedestrian, freight, environmental, congestion management, air quality or other priorities. These priorities must be sufficiently defined because they will then become planning studies to be considered for funding.

In March, TAC and MPO staff will develop scopes of work (specifically noting data requirements, including data that already exists and data that will need to be collected) and budgets for the priorities identified in February January. A recommendation will be made for the work to be performed by MPO staff, partner agency staff or consultants. For each identified planning study, MPO staff will identify previous related work and a reasonable timeframe for completing the scope of work.

Throughout April of the UPWP development year, MPO staff, in consultation with TAC as necessary, will prepare a draft UPWP and present it to TAC for review in May. A draft UPWP is also submitted to TxDOT (Austin) by the required deadline.

Prior to the final deadline established by TxDOT for UPWP submittal, TAC will review the final draft UPWP, make a recommendation on its approval and submit it to the Transportation Policy Board for final adoption.

The Transportation Policy Board gives final approval of studies and budgets for inclusion in the Unified Planning Work Program.

B. Reporting Requirements

Monthly Progress Report

For studies and projects undertaken by either agency staff or consultant, a written monthly progress report (Form "C") will be prepared and submitted to the MPO with each monthly billing package. This monthly progress report will outline specifically the work accomplished under each work element/deliverable and compare that work, specifically with the objectives and tasks outlined to be accomplished. The progress report will specify and delineate any problems that have occurred as well as indicate whether the study will be completed on time and within the budget as approved.
This report will be submitted along with monthly billings and signed in accordance with the agency or consultant’s internal procedures.

Annual Performance and Expenditure Report

The annual performance and expenditure report will be prepared by the MPO staff and forwarded to the Texas Department of Transportation and the Federal funding agencies by the required deadline. The annual report work documents work completed for each subtask, and provides a year-to-date funding summary.

Technical Memorandum

A Technical Memorandum is a status report of work completed for one or more work elements/deliverable as outlined in the agency or consultant contract, with a timeframe of less than a complete fiscal year. The effort required for each technical memorandum is dependent on the amount of work performed in the timeframe specified in the contract. The technical memorandum format of those products being reviewed by the Technical Advisory Committee will be in report document form. Agencies and consultants will be responsible for providing an electronic version from which to make hardcopies as necessary.

Technical Report

A Technical Report is the documentation of work accomplished within an entire fiscal year for a subtask that extends beyond one fiscal year. This document will fully describe the work performed without a requirement for final recommendations or conclusions. Agencies and consultants will be responsible for providing an electronic version to post on the MPO’s website and from which to make hardcopies as necessary.

Final Report

A Final Report is a stand-alone document that states the objective of the study, describes the planning work accomplished, and provides recommendations or conclusions (this report may consist of work accomplishments in more than a single fiscal year). Agencies and consultants will be responsible for providing an electronic version to post on the MPO’s website and from which to make hardcopies as necessary.

C. Budget Amendment Approval

The MPO Director is authorized to approve/disapprove agency and consultant line-item budget amendments that stay within the total contract amount.

The following amendments shall be presented to the Technical Advisory Committee and Transportation Policy Board for review and subsequent approval:

a. Any proposed change in scope of work for any study (Agency or consultant) regardless of dollar amount.

b. Any request for additional funding.
D. Participation in Planning Studies

Transportation Policy Board members, Technical Advisory Committee members and MPO staff shall not be eligible to participate in contracted work for a period of one year following their departure from one of the aforementioned entities. Any violations of this policy will result in the disqualification of the consulting team from the procurement process for that project.

Member agencies of the MPO are ineligible to compete for studies identified in the UPWP as consultant studies.

Adopted: December 4, 2017  September 28, 2020
Policy 2: Public Participation Plan

This text is the Alamo Area Metropolitan Planning Organization’s (MPO) plan to involve the public. It is called a Public Participation Plan (PPP) and is required by law. People were able to comment on the plan for 45 days. This comment period took place prior to before the plan was approved adoption of the plan.

Purpose of the Public Participation Plan
This plan provides a guide for how MPO staff can involve the public. It includes goals, procedures, and tools the MPO will use. It also includes metrics used to measure and evaluate plan performance.

MPO’s Commitment to Public Participation
People should have a say in transportation decisions that affect their lives. To help make this possible, the MPO commits to:

1. Welcome all people into the planning process.
2. Identify people affected and involve them in the process.
3. Get people involved early and keep them involved throughout in the process.
4. Provide people with a variety of ways to participate.
5. Hold meetings at convenient dates, times, and locations.
6. Hold meetings at accessible places (see attachment 1).
7. Make meetings accessible for people with disabilities.
8. Provide interpreters (spoken or sign) if requested at least five (5) working days in advance of a meeting.
9. Use information and graphics that are easy to understand.
10. Talk to people and record their comments.
11. Consider comments in the planning process.
## Public Participation Goals

<table>
<thead>
<tr>
<th>Goal 1</th>
<th>The MPO will <strong>engage people in the transportation planning process.</strong> The MPO will do this <strong>according to the goals in this plan and applicable laws.</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Goal 2</td>
<td>The MPO will <strong>keep people informed</strong> of transportation news.</td>
</tr>
<tr>
<td>Goal 3</td>
<td>The MPO will <strong>encourage everyone in the study area to get involved.</strong> This includes those traditionally underserved.</td>
</tr>
<tr>
<td>Goal 4</td>
<td>The MPO will <strong>strive to improve</strong> public participation.</td>
</tr>
<tr>
<td>Goal 5</td>
<td>The MPO will <strong>work closely with other transportation agencies.</strong></td>
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</table>
Federal and State Requirements

This plan reflects the MPO’s commitment to the public. It also outlines their role in the regional planning process. It follows the federal and local laws listed below.

**Federal Highway Administration (FHWA) and Federal Transit Administration (FTA)**

Federal rules for metropolitan transportation planning (23 CFR 450.316) and FHWA guidelines say that Metropolitan Planning Organizations (MPOs) shall develop and use a documented participation plan. The plan defines a process for providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process. The MPO complies with the 10 MPO requirements listed in 23 CFR 450.316.

**Fixing America’s Surface Transportation Act (FAST Act)**

The current transportation bill is the Fixing America’s Surface Transportation (FAST) Act. It was passed by Congress and signed by President Obama on December 4, 2015. The FAST Act authorizes $305 billion nationwide over fiscal years 2016 through 2020 for transportation spending. It is the first law enacted in over 10 years that provides long-term funding certainty for surface transportation.

**Americans with Disabilities Act of 1990**

The Americans with Disabilities Act of 1990 (ADA) stipulates involving the community, particularly those with disabilities in the development and improvement of services.

**The Age Discrimination Act of 1975**

The Age Discrimination Act of 1975 prohibits discrimination based on age in programs or activities receiving Federal financial assistance. The Act prohibits recipients of Federal financial assistance from taking actions that result in denying or limiting services or otherwise discriminating based on age.

**Title VI of the Civil Rights Act of 1964**

Title VI states that “No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefit of, or be subjected to discrimination under any program or activity receiving federal financial assistance.” Title VI serves as the legal foundation for what is today referred to as environmental justice. The MPO adheres to Title VI and environmental justice principles.

**Executive Order 13166 – Limited English Proficiency**

Executive Order 13166 was created to “... improve access to federally conducted and federally assisted programs and activities for persons who, as a result of national origin, are limited in their English proficiency ...” Federal agencies were directed to provide guidance and technical
assistance to recipients of federal funds as to how they can provide meaningful access to limited English proficient users of federal programs. Consistent with Executive Order 13166 and U.S. Department of Transportation (DOT) guidance, the MPO has developed a Limited English Proficiency Plan in order to ensure meaningful input opportunities for persons with limited English proficiency. The MPO LEP plan is available on the MPO website (www.alamoareampo.org) and calls for translations of vital documents, such as public notices, into Spanish. The MPO may, at its discretion, translate documents into additional languages if the nature of the document and the character of the document’s target audience justify additional translation. The LEP plan provides further guidance for serving limited English-speaking populations.

**Executive Order 12898 on Environmental Justice**

This order was signed by President Clinton in 1994. It reinforced the requirements of Title VI of the Civil Rights Act of 1964 that focused federal attention on the environmental and human health condition in minority and low-income communities:

> Each federal agency shall make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies and activities on minority populations and low-income populations.

**Executive Order 13175 – Consultation and Coordination with Tribal Governments**

Executive Order 13175 states that “in formulating or implementing policies that have tribal implications, agencies shall establish regular and meaningful consultation and collaboration with tribal officials to reduce the imposition of unfunded mandates upon Indian tribes.”

At least one American Indian tribe has expressed an interest in being notified of activities throughout the state of Texas. Though there are no tribal governments located in the Alamo Area MPO study area, the MPO will actively seek to keep tribal governments informed of major decisions affecting the region. The MPO will continue to communicate with Native American Indian tribal leaders on an ongoing basis to identify issues of common concern.

**Disclaimers**

In order to share appropriate requirements with the public related to various laws and regulations, the MPO regularly uses the following disclaimers. Their purpose and use is described below.

**Americans with Disabilities Act Statement**

The following disclaimer will be included on public meeting notices as appropriate:

> MPO meetings will be conducted in accordance with the Americans with Disabilities Act and are accessible to persons with disabilities. Arrangements for special assistance can be made by calling the MPO at (210) 227-8651, or Relay Texas at 1-800-735-2989 at least five (5) business days in advance. The meeting facilities will also be within a reasonable distance of a bus route in counties where bus service is readily available.
Title VI and Environmental Justice Nondiscrimination Statements

The following disclaimer statement will be included on public meeting notices as appropriate:

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. To arrange for special assistance or translation services (free of charge), please contact the MPO at aampo@alamoareampo.org or (210) 227-8651 (or Relay Texas at 7-1-1) at least five working days in advance.

The following MPO Title VI and Environmental Justice Nondiscrimination Statement will be included on all public documents in informational items and collateral materials as appropriate:

The Alamo Area Metropolitan Planning Organization (MPO), as a recipient of Federal funding and under Title VI of the Civil Rights Act and related statutes, ensures that no person shall on the grounds of race, religion, color, national origin, sex, age or disability be excluded from participation in, denied benefits of, or otherwise discriminated against by any MPO program or activity. For complaints, questions or concerns about civil rights or nondiscrimination, please contact the MPO’s Allison Blazosky, Public Information Officer/Title VI Liaison, at (210) 227-8651 or aampo@alamoareampo.org.

Report Language

The following language shall be included in all reports published by the MPO:

Prepared in cooperation with the Texas Department of Transportation and the U.S. Department of Transportation, Federal Highway Administration, and Federal Transit Administration.

This language shall be displayed on the interior front cover page in a place of prominence in accordance with the contract between TxDOT and the Alamo Area MPO.

Federal Transit Administration Section 5307 Language

For newspaper ads in support of the development of the Transportation Improvement Program, by agreement with the transit provider, the language shown below must be included in the ad text itself:

The TIP development process is being used to satisfy the public hearing requirements of FTA’s Section 5307 program and this notice and associated review period will satisfy FTA’s Program of Projects requirements.
# Target Audiences

The MPO takes great pride in working with people and other agencies. The MPO strongly believes that people should have a say in decisions that impact their lives. MPO staff keeps a contact list updated on a continuous basis. People and groups that the MPO targets are listed below. This list is not exhaustive but is meant to give an understanding of key stakeholder groups.

<table>
<thead>
<tr>
<th>Target Audiences</th>
</tr>
</thead>
<tbody>
<tr>
<td>Airport operators</td>
</tr>
<tr>
<td>Board and committee members</td>
</tr>
<tr>
<td>Business and trade organizations</td>
</tr>
<tr>
<td>Carpool/vanpool/shuttle program users</td>
</tr>
<tr>
<td>City and academic libraries</td>
</tr>
<tr>
<td>Civic and public interest groups</td>
</tr>
<tr>
<td>Colleges and universities students, faculty and staff</td>
</tr>
<tr>
<td>Community-based associations</td>
</tr>
<tr>
<td>Commuters</td>
</tr>
<tr>
<td>People with disabilities/Disabled populations</td>
</tr>
<tr>
<td>Elected local, state and federal officials</td>
</tr>
<tr>
<td>Emergency response agencies</td>
</tr>
<tr>
<td>Employers</td>
</tr>
<tr>
<td>Environmental groups</td>
</tr>
<tr>
<td>Faith-based organizations</td>
</tr>
<tr>
<td>Federal land management agencies (National Park Service, Natural Resources Conservation Service)</td>
</tr>
<tr>
<td>Freight shippers</td>
</tr>
<tr>
<td>Freight transportation service providers</td>
</tr>
<tr>
<td>Homeowner, neighborhood and resident associations</td>
</tr>
<tr>
<td>Individuals</td>
</tr>
<tr>
<td>Local media outlets</td>
</tr>
<tr>
<td>Micromobility users (bicycles, scooters, etc.)</td>
</tr>
<tr>
<td>Military Bases</td>
</tr>
<tr>
<td>Motorcyclists and motorcycle groups</td>
</tr>
<tr>
<td>Natural disaster risk reduction agencies</td>
</tr>
<tr>
<td>Pedestrians</td>
</tr>
<tr>
<td>Private providers of transportation (including intercity bus operators, employer-based commuting programs, rideshare and bikeshare providers, etc.) organizations and employees</td>
</tr>
<tr>
<td>Providers of freight transportation services</td>
</tr>
<tr>
<td>Public agencies and staff</td>
</tr>
<tr>
<td>Public at-large (to be replaced by “Individuals” to match 23 CFR Section 450.316)</td>
</tr>
</tbody>
</table>
Target Audiences

<table>
<thead>
<tr>
<th>Audience</th>
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</thead>
<tbody>
<tr>
<td>Public health organizations</td>
</tr>
<tr>
<td>Public ports</td>
</tr>
<tr>
<td>Public transportation providers</td>
</tr>
<tr>
<td>Public transportation users</td>
</tr>
<tr>
<td>Rideshare users (Uber, Lyft, etc)</td>
</tr>
<tr>
<td>School districts</td>
</tr>
<tr>
<td>Social service organizations</td>
</tr>
<tr>
<td>Tourism industry</td>
</tr>
<tr>
<td>Traditionally underserved populations (described in greater detail in the following section)</td>
</tr>
<tr>
<td>Transportation advocates</td>
</tr>
<tr>
<td>Tribal governments</td>
</tr>
<tr>
<td>Users of micromobility (bicycles, scooters, etc.)</td>
</tr>
<tr>
<td>Users of pedestrian walkways</td>
</tr>
<tr>
<td>Users of ridesharing services such as Uber and Lyft</td>
</tr>
<tr>
<td>Workforce development organizations and programs</td>
</tr>
</tbody>
</table>

Diversity and Inclusiveness

The MPO commits to engage-identifies traditionally underserved groups to help meet our commitment to public participation. These groups include low-income and minority populations. Federal laws protect additional groups. Protected groups are listed here.

Protected Categories

Both Title VI of the Civil Rights Act of 1964 (Title VI) and Executive Order 12898 (EO 12898) on Environmental Justice (EO 12898) are specific in the description of the populations they protect. Title VI prohibits discrimination based on race, color and national origin. EO 12898 protects minority and low-income populations. Discrimination against persons based on gender, age, and disability are addressed by other nondiscrimination statutes. Collectively, these populations are often referred to as “traditionally underserved” in the transportation planning process.

Minority

Persons considered minorities are identified by the U.S. Census as people of African, Hispanic, Asian, American Indian, or Alaskan Native origin. Executive Order 12898 and the DOT and FHWA Orders on Environmental Justice consider minority persons as persons belonging to any of the following groups:

- **Black** – a person having origins in any of the black racial groups of Africa
- **Hispanic** – a person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race
- **Asian** – a person having origins in the Far East, Southeast Asia, or the Indian subcontinent
- **American Indian and Alaskan Native** – a person having origins in North America and who maintains cultural identification through tribal affiliation or community recognition

**Low Income**
A person whose household income (or in the case of a community or group, whose median household income) is at or below the U.S. Department of Health and Human Services poverty guidelines. The national poverty guidelines are issued annually by the Department of Health and Human Services and are available at http://aspe.hhs.gov/poverty/poverty.shtml.

**Elderly**
Any persons over the age of 65

**People with Disabilities**
Under the Americans with Disabilities Act of 1990, a qualified individual with a disability is a person that 1) has a physical or mental impairment that substantially limits one or more major life activities; 2) has a record of such an impairment; or 3) is regarded as having such an impairment.

**Limited English Proficiency**
People who do not speak English as their primary language and have a limited ability to read, speak, write, or understand English may be considered limited English proficient

**Additional Categories**
Additionally, MPO includes low-literacy populations and households without personal transportation as traditionally underserved populations, although they are not protected by either a federal act or an executive order.

**Low Literacy**
People who have difficulty using certain reading, writing, and computational skills considered necessary for functioning in everyday life may be considered to have low literacy. Persons with low literacy are generally defined as having less than fifth-grade reading and comprehension skills.

**Zero Car Households**
Households without cars or access to one.
Board and Committees

The MPO board and committees provide one of the most regular and consistent ways for public involvement. Following is a list of committees supported by MPO staff. The table below identifies the day of the month, time, and location of their meetings. These meetings may be held in person, online, or a combination of both.

<table>
<thead>
<tr>
<th>Committee</th>
<th>Date/Time *</th>
<th>Location *</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technical Advisory Committee (TAC)</td>
<td>First Friday of the month at 1:30 p.m.</td>
<td>TxDOT District Office Building 2 Hearing Room 4615 NW Loop 410 San Antonio, TX 78229</td>
</tr>
<tr>
<td>Bicycle Mobility Advisory Committee (BMAC)</td>
<td>Second Wednesday of the month at 9:00 a.m.</td>
<td>MPO Conference Room B 825 South Saint Mary’s Street San Antonio, TX 78205</td>
</tr>
<tr>
<td>Pedestrian Mobility Advisory Committee (PMAC)</td>
<td>Third Wednesday of the month at 3:30 p.m.</td>
<td>MPO Conference Room B at 825 South Saint Mary’s Street, San Antonio, TX 78205</td>
</tr>
<tr>
<td>Transportation Policy Board (TPB)</td>
<td>Fourth Monday of the month at 1:30 p.m.</td>
<td>VIA Metro Center Community Room 1021 San Pedro San Antonio, TX 78212</td>
</tr>
</tbody>
</table>

* Meeting dates and locations are subject to change. The BMAC and PMAC committees hold joint evening meetings several times a year. Some committees choose to cancel meetings in July and December. For the most current information, please visit www.alamoareampo.org/calendar.

MPO meetings are open to all. For special needs or a translator, call 210-227-8651. You can also call TDD 1-800-735-2989 (Relay Texas). Please call at least five working days before the meeting. Meeting dates, times, and locations may change. You can call 210-227-8651 to confirm the meeting. The table below lists by when the MPO commits to posting information on the website.

<table>
<thead>
<tr>
<th>Materials</th>
<th>What is available on the web</th>
<th>When is it posted on the web</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting agendas and packages</td>
<td>Transportation Policy Board</td>
<td>One week prior to the meeting</td>
</tr>
<tr>
<td></td>
<td><a href="http://www.alamoareampo.org/Committees/TPB/">www.alamoareampo.org/Committees/TPB/</a></td>
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</tr>
<tr>
<td></td>
<td>Technical Advisory Committee</td>
<td>One week prior to the meeting</td>
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<td><a href="http://www.alamoareampo.org/Committees/TAC/">www.alamoareampo.org/Committees/TAC/</a></td>
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<td>Bicycle Mobility Advisory Committee</td>
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<td></td>
<td>Pedestrian Mobility Advisory Committee</td>
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<td></td>
</tr>
</tbody>
</table>
### Meeting Notices
The Texas Open Meetings Act requires written notice of all meetings. Section 551.041 provides:

> A governmental body shall give written notice of the date, hour, place, and subject of each meeting held by the governmental body.

The MPO regularly posts MPO Transportation Policy Board (TPB), Executive Committee, Technical Advisory Committee (TAC), Bicycle Mobility Advisory Committee (BMAC) and Pedestrian Mobility Advisory Committee (PMAC) meetings in the Texas Register, at the Bexar County Courthouse Bulletin Board, and with Comal, Guadalupe and Kendall Counties. Whether in-person or online, committee meetings follow Open Meetings Act Procedures.

### Public Comments
The MPO accepts public comments at every regular meeting of the board and committees. Comments can be spoken or in writing.

<table>
<thead>
<tr>
<th>Materials</th>
<th>What is available on the web?</th>
<th>When is it posted on the web?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting Information</td>
<td>Board and committee meeting dates and times <a href="http://www.alamoareampo.org/Calendar/">www.alamoareampo.org/Calendar/</a></td>
<td>Online calendar is posted and updated throughout the year, along with board/committee web pages. Meeting information pages updated monthly.</td>
</tr>
<tr>
<td>Livestreaming</td>
<td>Transportation Policy Board meetings only <a href="http://www.alamoareampo.org/mpolive">www.alamoareampo.org/mpolive</a></td>
<td>Listen or watch the Transportation Policy Board meetings live or in a searchable archive available 24 hours after the event.</td>
</tr>
</tbody>
</table>
Public Participation Toolbox

The MPO communicates with the public in a variety of ways. Information shared covers the MPO’s programs, projects and studies. MPO information materials display the MPO logo and include contacts. This section describes some of the communication tools the MPO uses.

**Philosophy of External Communications**
Guiding principles for external communications include:

- **Informative:** The MPO will provide information. The MPO does not advocate on issues.
- **Concise:** The MPO will provide clear and concise information.
- **Clear:** The MPO will use easy to understand text and graphics.
- **Engaging:** The MPO will hold meetings that are fun, interactive, and meaningful.

The MPO uses the “Spectrum of Public Participation.” It was developed by the International Association of Public Participation. The spectrum helps identify when to use tools in the process. Groups define the public’s role in any public participation process. The public’s impact on decision making increases from left to right.

**IAP2’s Public Participation Spectrum**

<table>
<thead>
<tr>
<th>PUBLIC PARTICIPATION GOAL</th>
<th>Inform</th>
<th>Consult</th>
<th>Involve</th>
<th>Collaborate</th>
<th>Empower</th>
</tr>
</thead>
<tbody>
<tr>
<td>To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.</td>
<td>To obtain public feedback on analysis, alternatives and/or decisions.</td>
<td>To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.</td>
<td>To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.</td>
<td>To place final decision making in the hands of the public.</td>
<td></td>
</tr>
</tbody>
</table>
PROMISE TO THE PUBLIC

We will keep you informed.

We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.

We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.

We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.

We will implement what you decide.

The table shows different communication tools. The last column shows the level of participation. It corresponds to the Spectrum of Participation. Some strategies, such as outreach tools, are solely informational. Others can include multiple points on the spectrum.

<table>
<thead>
<tr>
<th>Meetings /Speaking Engagements</th>
<th>Type</th>
<th>Description</th>
<th>Level of Participation</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Public Meetings</td>
<td>An organized large-group meeting usually used to make a presentation and give the public an opportunity to ask questions and give comments. Public meetings are open to the public at large. They are set up to be welcoming and as receptive as possible to ideas and opinions. This format allows for greater interaction between technical staff and the public.</td>
<td>Inform, Consult, Involve, Collaborate</td>
</tr>
<tr>
<td></td>
<td>Project Workshops/Open-Houses</td>
<td>This type of public meeting is open and more informal. Team members interact with the public on a one-on-one basis. Short presentations may be given at these meetings. They will be followed by small group exercises or exhibits that people can visit on their own.</td>
<td>Inform, Consult, Involve, Collaborate</td>
</tr>
<tr>
<td></td>
<td>Public Hearings</td>
<td>Formal meetings with scheduled presentations offered. Typically, members of the public individually state opinions/positions that are recorded without an immediate response. Instead, comments are collected and responded to after the hearing through a formal comment response process.</td>
<td>Inform, Consult</td>
</tr>
<tr>
<td></td>
<td>Speakers Bureau</td>
<td>MPO staff actively looks for opportunities to present to the community on a variety of topics including MPO 101, air quality, active transportation, walkability, bicycle safety, and travel demand management. Staff</td>
<td>Inform, Consult</td>
</tr>
</tbody>
</table>
### Meetings /Speaking Engagements

<table>
<thead>
<tr>
<th>Type</th>
<th>Description</th>
<th>Level of Participation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pop-Up Outreach</td>
<td>Pop-up MPO staff will conduct pop-up outreach in busy locations to inform, consult, and involve the community. This outreach method has been used effectively for Bike to Work Day and the MPO’s annual Fiesta Medal Outreach Campaign.</td>
<td>Inform, Consult, Involve</td>
</tr>
<tr>
<td>MPO Exhibit Tables</td>
<td>MPO staff attend other agency events and staff tables or booths. These include activities, maps, charts and informational brochures. Exhibit tables may also be used at malls or other public venues.</td>
<td>Inform, Consult</td>
</tr>
<tr>
<td>Small Group Meetings</td>
<td>During projects such as planning studies, meetings are held with small groups that have an interest in the project. Meetings could be with homeowners or neighborhood associations, civic groups, special interest groups, or other groups of affected or interested parties.</td>
<td>Inform, Consult, Involve</td>
</tr>
<tr>
<td>Partner Agency Meetings</td>
<td>MPO staff attends and participates in as many transportation partner public participation activities as is feasible to enhance public consideration of transportation issues, plans, and programs and to reduce redundancies and costs.</td>
<td>Inform, Consult, Involve, Collaborate</td>
</tr>
</tbody>
</table>

### Online/Electronic Tools

<table>
<thead>
<tr>
<th>Type</th>
<th>Description</th>
<th>Level of Participation</th>
</tr>
</thead>
<tbody>
<tr>
<td>MPO Website</td>
<td>The website was established in 1998 with basic information about the MPO process, members, meeting times and contact information. The site has been expanded to include information about specific projects undertaken by the MPO. Bicycle, pedestrian and trails information and event schedules are also included. Work products such as the UPWP, TIP and MTP are available.</td>
<td>Inform</td>
</tr>
<tr>
<td>Type</td>
<td>Description</td>
<td>Level of Participation</td>
</tr>
<tr>
<td>----------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>------------------------</td>
</tr>
<tr>
<td>Online/Electronic</td>
<td>available from the website. The site provides many links to other transportation related sites from the local to national level. The site is continually maintained and updated by MPO staff and is used to promote regular and special meetings, planning studies, bicycle and pedestrian events, publications and work products.</td>
<td></td>
</tr>
<tr>
<td>Tools</td>
<td>FastTrack E-Newsletter: The MPO publishes an electronic newsletter on a bi-weekly basis and distributes it according to the database e-mail list. Citizens are added to the distribution list at their own request. Opportunities to be added to the list occur during public meetings hosted by the MPO, during public events attended by the MPO, on the MPO website, and when citizens contact MPO staff. Each issue of the newsletter includes staff contact information, upcoming meeting schedules, the MPO website address, project highlights, and current planning project status reports. Information regarding significant transportation issues, MPO awards, and other one-time activities are also included.</td>
<td>Inform Consult</td>
</tr>
<tr>
<td></td>
<td>Social Media: The MPO will utilize appropriate social media avenues to post pertinent information and notices on a frequent basis. This also provides another opportunity for the public to provide public input to the MPO’s on-going planning process.</td>
<td>Inform Consult Involve</td>
</tr>
<tr>
<td></td>
<td>Project-specific Web Sites: For individual projects, project-specific websites may be used. These sites are used when project information is too extensive to be included on the MPO site. Project websites can contain study area maps, meeting announcements, descriptions of alternatives, comment forms, user surveys and project team contact information. Links to project sites are provided from the MPO site.</td>
<td>Inform Consult Involve</td>
</tr>
<tr>
<td></td>
<td>Crowdsourcing: The MPO will utilize different online tools to solicit input, ideas, and suggestions from the public. This could be in the form of comments on a map or submitted via an online form.</td>
<td>Inform Consult</td>
</tr>
</tbody>
</table>
### Online/Electronic Tools

<table>
<thead>
<tr>
<th>Type</th>
<th>Description</th>
<th>Level of Participation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Virtual public meetings</td>
<td>The MPO will provide online participation opportunities as appropriate. Virtual public meetings will include the same information provided at in-person public meetings and will be advertised at the same time as in-person opportunities. Further, virtual public meetings will typically be up for a period of at least two weeks and the beginning and end dates for the virtual public meeting will be included in the meeting notice.</td>
<td>Inform Consult Involve</td>
</tr>
<tr>
<td>Online meetings</td>
<td>Meetings of MPO committees that occur online and follow Open Meetings Act procedures. The MPO uses Webex for its webinar-hosted committee meetings. The agenda includes the onlinewebinar link and a toll-free phone number. The meeting is audible to the public and allows for two-way communication. An audio recording of the webinar-hosted meeting is made available on the committee’s MPO webpage.</td>
<td>Inform Consult</td>
</tr>
<tr>
<td>Live webinars</td>
<td>Meetings that occur online and/or livestreamed. The MPO uses Webex for its webinar meetings. These meetings combine telephone and video technology to allow people to see each other and view information online using web-based technology.</td>
<td>Inform Consult Involve</td>
</tr>
<tr>
<td>Online surveys</td>
<td>Qualitative surveys conducted online and disseminated via email and social media. Respondents self-select whether or not to respond.</td>
<td>Inform Consult Involve</td>
</tr>
</tbody>
</table>

### Public Notice Delivery Tools

<table>
<thead>
<tr>
<th>Type</th>
<th>Description</th>
<th>Level of Participation</th>
</tr>
</thead>
<tbody>
<tr>
<td>US Postal Service</td>
<td>Traditional mail service is used for formal public hearing notices, as well as to publicize public meetings/workshops.</td>
<td>Inform</td>
</tr>
<tr>
<td>Email</td>
<td>Email blasts are used in addition to traditional mailing to stakeholders and community members. Recipients</td>
<td>Inform</td>
</tr>
</tbody>
</table>
have previously opted in to communications by providing their email addresses.

<table>
<thead>
<tr>
<th>Phone</th>
<th>The MPO regularly contacts members of the public and potential meeting participants via telephone to notify them of upcoming meetings and events.</th>
<th>Inform</th>
</tr>
</thead>
<tbody>
<tr>
<td>Flyer/Notice Distribution</td>
<td>Meeting notices are posted in high-traffic gathering places, including but not limited to: schools, parks, libraries, community centers, and other such gathering places. This method of communication is especially helpful in environmental justice areas.</td>
<td>Inform</td>
</tr>
<tr>
<td>Transit</td>
<td>Meeting flyers and related collateral material may also be available on buses, notifying riders of upcoming meetings.</td>
<td>Inform</td>
</tr>
</tbody>
</table>

### Print and Broadcast Media Tools

<table>
<thead>
<tr>
<th>Type</th>
<th>Description</th>
<th>Level of Participation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Display Ads</td>
<td>These ads are used to promote meetings or activities that are not regularly scheduled such as corridor or subarea workshops, project specific meetings, open houses, public meetings, or public hearings. They are published in local/regional newspapers and/or through social and digital media sites that provide the best coverage at an economical price.</td>
<td>Inform</td>
</tr>
<tr>
<td>Social Media Ads</td>
<td>Social media advertising is a way to target audiences on specific networks through demographic information. The MPO uses social media ads to targeted stakeholders with messages that appear in their feeds.</td>
<td>Inform</td>
</tr>
<tr>
<td>Press Releases</td>
<td>Formal press releases are sent to local media (newspaper, TV and radio) to announce upcoming meetings and activities and to provide information on specific issues being considered by MPO committees.</td>
<td>Inform</td>
</tr>
<tr>
<td>TV and Radio Public Affairs Shows</td>
<td>MPO staff will solicit radio and talk show appearances to provide information or to promote events and topics as appropriate.</td>
<td>Inform</td>
</tr>
</tbody>
</table>
### Print and Broadcast Media Tools

<table>
<thead>
<tr>
<th>Type</th>
<th>Description</th>
<th>Level of Participation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Video and Audio Public Service Announcements</td>
<td>MPO staff will produce audio and video public service announcements for selected events and distribute them to the appropriate metro area radio, TV and cable stations.</td>
<td>Inform</td>
</tr>
</tbody>
</table>

### Multimedia Tools

<table>
<thead>
<tr>
<th>Type</th>
<th>Description</th>
<th>Level of Participation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Newsletters</td>
<td>For individual projects, such as corridor or subarea studies, that are typically performed using consulting services, newsletters are often used to address specific project issues. These newsletters are mailed to targeted residents, businesses and property owners in the area affected by a particular study. Information regarding upcoming project meetings, alternatives being proposed in the area, and other project news is reported in these newsletters.</td>
<td>Inform</td>
</tr>
<tr>
<td>Other Newsletters</td>
<td>When project-specific newsletters are not used, articles may be prepared for publication in other newsletters produced by municipalities, homeowner associations, church groups, civic groups, or others that may have an interest in the project. These articles are subject to the publication dates and space restrictions of publishers.</td>
<td>Inform</td>
</tr>
<tr>
<td>Videos</td>
<td>The MPO produces brief videos focused on topics of interest several times per month. These are shared on social media, through the MPO’s e-Newsletter and/or on the MPO website.</td>
<td>Inform</td>
</tr>
<tr>
<td>Flyers, Posters, Fact Sheets and Rack Cards</td>
<td>To provide summary information regarding MPO policy, programs and projects, flyers, posters, fact sheets and rack cards may be distributed at public meetings, posted on the MPO web site, and displayed in public places such as libraries and community centers. Individuals and special interest groups can also request these items directly from the MPO staff office.</td>
<td>Inform</td>
</tr>
<tr>
<td>Shareable content</td>
<td>The MPO creates shareable information for social media to support MPO meetings, programs, and</td>
<td>Inform</td>
</tr>
</tbody>
</table>
Multimedia Tools

<table>
<thead>
<tr>
<th>Type</th>
<th>Description</th>
<th>Level of Participation</th>
</tr>
</thead>
<tbody>
<tr>
<td>initiatives</td>
<td>The type of content can vary from shareable graphics sized for different social media platforms, infographics, videos, and sample posts. This content is shared to other public information officers at their monthly meeting via email and social media, as part of media kits, and with partner organizations.</td>
<td>Inform</td>
</tr>
<tr>
<td>Bus Placards</td>
<td>The MPO will use advertising space in VIA buses whenever possible as provided by VIA Metropolitan Transit for various MPO events.</td>
<td>Inform</td>
</tr>
<tr>
<td>Banners</td>
<td>The MPO will consider using banner advertising such as physical street banners and internet page banners as appropriate for MPO events and activities.</td>
<td>Inform</td>
</tr>
</tbody>
</table>

Public Participation Procedures

The MPO generates major planning documents that require public input and community consensus. As a result, they are made available for public comment using various outreach strategies. Members of the public can view all of the required documents, and any amendments, on the MPO website at www.alamoareampo.org or call 210-230-6929-227-8651 to receive a copy. Following is a list of the major planning documents produced by the MPO.

- Metropolitan Transportation Plan, or long-range plan
- Transportation Improvement Program, or short-range plan
- Unified Planning Work Program
- Public Participation Plan
- Performance Measures Report
- Transportation Conformity Document

The Transportation Policy Board has set different approval processes depending on the item agendized for action. The two-step approval process is for new TIP, MTP and Transportation Conformity documents, as well as amendments to the TIP and MTP. The two-step process means that items will be presented to the Transportation Policy Board one month with action scheduled for the following month, allowing for a minimum public comment period of 30 days.

The MPO also has a process for an expedited, or one-step process, for TIP and MTP amendments that allows the board to hear the item presented and take action within one meeting.
Other items such as amendments to the Unified Planning Work Program, consultant contract awards and resolutions of support, as examples, are acted upon by the Transportation Policy Board in a one-step approval process.

Below, please find a description of the two-step and expedited one-step processes. For more information on these processes, please reference Policy 3. The following page identifies the planning steps required for each planning document produced by the MPO along with the minimum outreach strategies recommended for each. Whenever possible, the MPO will strive to go beyond the minimum outreach strategies.

**Two-Step Approval Process**
1. Present, for informational purposes, the Proposed Action to the Technical Advisory Committee/Transportation Policy Board in month one
2. Present, for Action, to the Technical Advisory Committee/Transportation Policy Board in month two

**Expedited One-Step Approval Process (for TIP and MTP Amendments only)**
- Transportation Policy Board hears a presentation and takes action at one meeting as opposed to two board meetings
- Reserved for items requiring quick action due to impending federal or state requirements or deadlines (or for other reasons deemed in the community’s best interest)
- Requires a 75% vote by the Transportation Policy Board to enter into a time certain public hearing and the Board will solicit input into the adoption or amendment(s) prior to taking action

<table>
<thead>
<tr>
<th>TIP/MTP Development Process &amp; Adoption of the TIP/MTP</th>
<th>Two-Step Approval</th>
<th>One-Step Approval</th>
<th>Expedited One Step Process</th>
<th>Partner Agency Coordination</th>
<th>News release</th>
<th>Newspaper Ads</th>
<th>Social media</th>
<th>E-newsletter</th>
<th>Public Meeting</th>
<th>Neighborhood presentations</th>
</tr>
</thead>
<tbody>
<tr>
<td>Routine amendments to the TIP/MTP occurring between annual updates</td>
<td>★</td>
<td>★</td>
<td>★</td>
<td>★</td>
<td>★</td>
<td>★</td>
<td>★</td>
<td>★</td>
<td>★</td>
<td>★</td>
</tr>
<tr>
<td>Transportation Conformity</td>
<td>★</td>
<td>★</td>
<td>★</td>
<td>★</td>
<td>★</td>
<td>★</td>
<td>★</td>
<td>★</td>
<td>★</td>
<td>★</td>
</tr>
<tr>
<td>Adoption of the Unified Planning Work Program</td>
<td>★</td>
<td>★</td>
<td>★</td>
<td>★</td>
<td></td>
<td>★</td>
<td>★</td>
<td></td>
<td>★</td>
<td>★</td>
</tr>
</tbody>
</table>

Alamo Area Metropolitan Planning Organization | Policy 2: Public Participation Plan 19
MPO staff reviews this PPP will be reviewed and adopted, with revisions if necessary, at least every three (3) years to ensure that strategies for public involvement are meeting community vision and the goals of this plan.

MPO staff evaluates and may adjust its public participation activities during and after each plan development or campaign. Staff tracks the following performance measures. Information comes from meeting sign-in sheets, surveys, public comments received and website and social media data, will be recorded by staff on a continuous basis to monitor and evaluate the effectiveness of participation strategies. Where appropriate, the Deputy Director and the Transportation Planning/Public Involvement Program Manager will set yearly targets. Adjustments to strategies will be made as needed to meet the public involvement plan goals.

<table>
<thead>
<tr>
<th>Goals Addressed</th>
<th>Public Involvement Tool</th>
<th>Evaluation Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>Goals 1, 2, 3, 4, and 5</td>
<td>Public Participation Plan</td>
<td>To be reviewed every three years</td>
</tr>
<tr>
<td>Goal 2</td>
<td>MPO Website</td>
<td>Number of New Visitors, Number of Returning Visitors, Page Views, Sessions, Unique Visitors</td>
</tr>
<tr>
<td>Goal 2</td>
<td>FastTrack E-Newsletter</td>
<td>Number of Subscribers, Contacts, Number of Emails Accepted, Unique/Total Opens, Unique Clicks</td>
</tr>
<tr>
<td>Goals 1, 2, and 3</td>
<td>Public Meetings (in person and virtual), Open Houses, Workshops</td>
<td>Total attendees, Geographic distribution of meeting attendees</td>
</tr>
<tr>
<td>Goals Addressed</td>
<td>Public Involvement Tool</td>
<td>Evaluation Method</td>
</tr>
<tr>
<td>-----------------</td>
<td>--------------------------</td>
<td>-------------------</td>
</tr>
<tr>
<td></td>
<td><strong>Pop-up outreach, MPO exhibit tables and Public Hearings</strong></td>
<td>Geographic distribution of comments</td>
</tr>
<tr>
<td><strong>Goals 1, 2, and 3</strong></td>
<td><strong>Online Public Meetings</strong></td>
<td>Nature of Comments Cards and meeting evaluations received</td>
</tr>
<tr>
<td><strong>Goals 1, 2, and 3</strong></td>
<td><strong>Newspaper Advertisements</strong></td>
<td>Geographic distribution of comments</td>
</tr>
<tr>
<td><strong>Goals 1, 2, and 3</strong></td>
<td><strong>Sign-in sheets – “How did you hear about this meeting?”</strong></td>
<td>Nature of Comments Cards and meeting evaluations received</td>
</tr>
<tr>
<td><strong>Goals 1, 2, and 3</strong></td>
<td><strong>Direct Mailings</strong></td>
<td>Geographic distribution of comments</td>
</tr>
<tr>
<td><strong>Goals 1, 2, and 3</strong></td>
<td><strong>Press Releases</strong></td>
<td>Geographic distribution of comments</td>
</tr>
<tr>
<td><strong>Goals 1, 2, and 3</strong></td>
<td><strong>Surveys</strong></td>
<td>Geographic distribution of comments</td>
</tr>
<tr>
<td><strong>Goals 1, 2, and 3</strong></td>
<td><strong>Facebook</strong></td>
<td>Geographic distribution of comments</td>
</tr>
<tr>
<td><strong>Goals 1, 2, and 3</strong></td>
<td><strong>Twitter</strong></td>
<td>Geographic distribution of comments</td>
</tr>
<tr>
<td><strong>Goal 2</strong></td>
<td><strong>Instagram</strong></td>
<td>Geographic distribution of comments</td>
</tr>
<tr>
<td><strong>Goal 2</strong></td>
<td><strong>YouTube</strong></td>
<td>Geographic distribution of comments</td>
</tr>
<tr>
<td><strong>Goals 1, 2, and 3</strong></td>
<td><strong>Webstreaming/Livestreaming</strong></td>
<td>Geographic distribution of comments</td>
</tr>
<tr>
<td><strong>Goal 5</strong></td>
<td><strong>Attend Partner Agency Events</strong></td>
<td>Geographic distribution of comments</td>
</tr>
</tbody>
</table>
In addition to the measures listed above, the MPO will provide meeting evaluation forms at public meetings, workshops, and hearings to collect qualitative feedback from participants that can be used to improve meeting processes for future events.

**Revisions and Amendments**

This Public Participation Plan reflects the current policies of the Alamo Area MPO. At a minimum, these policies will be reviewed, revised if necessary and adopted every three (3) years.

**Administrative amendments** to the PPP include changes to the public involvement tools and strategies, revision of references to applicable regulations, misspellings, omissions or typographical errors. Staff performs these updates, with no notification required.

**Amendments** to the Participation Plan include any other changes that do not fit the administrative definition above. A two-step process and 45 days of public comment are required before adoption. If the document changes significantly due to public comments, an additional 45-day comment period is required.

Development of a new Public Participation Plan follows a two-step process and requires a 45-day comment period.

**Policies Regarding Electronic Communications**

**Social Media**

The MPO recognizes the value in reaching out to the public on social media platforms such as Facebook, Twitter, Instagram, YouTube, and Nextdoor. The MPO uses these tools to communicate information to the public. They are also a convenient option for the public to communicate comments and questions directly to MPO staff. Following is the MPO's official social media policy:

Comments on the MPO’s social media sites do not necessarily reflect the opinions and position of the MPO, its individual board members, administrators, officers, or employees. Further, the MPO reserves the right to remove or hide a comment that is in violation of the MPO’s policy without prior notification. The MPO does not endorse any content, viewpoint, product, or service linked from its social media sites and shall not be held liable for any losses caused by reliance on the accuracy, reliability, or timeliness of shared information. In addition to information provided by the MPO, the MPO’s social media sites may contain comments and opinions from unrelated third parties which are being provided as a convenience to the public and for informational purposes only. These comments or opinions do not constitute an endorsement or an approval by the MPO of any of the views or comments posted on the MPO’s social media platforms. More importantly, comments received and exchange via the MPO’s social media platforms do not count as official comments during a published comment period. MPO staff will make every effort to communicate the appropriate channels to submit comments, which typically include in-person, mail, fax, email, or through the organization’s online virtual public meetings.

The MPO’s social media sites serve as a limited public forum and all content published is subject to monitoring. In the same manner as a public forum, user-generated posts should
be suitable in terms of time, manner and place. The MPO reserves the right to publish any posting, or to later remove it based on the following guidelines. Third party comments will be rejected or removed (if possible) when the content:

- Is off-subject or out of context
- Contains obscenity or material that appeals to the prurient interest
- Contains personal identifying information or sensitive personal information
- Contains offensive terms that target protected classes
- Is threatening, harassing, defamatory or discriminatory
- Contains any copyrighted material owned by a third party
- Circumvents Public Records and Open Meetings Laws
- Incites or promotes violence or illegal activities
- Contains information that reasonably could compromise individual or public safety
- Advertises or promotes a commercial product or service, or any entity or individual

MPO social media sites contain communications that are subject to applicable public records laws. Any content maintained in a social media format related to MPO business, including communication posted by the Agency and communication received from citizens, is a public record. Records are maintained following Texas’ adopted records retention schedule.

**Section 508 Compliant Website**

The MPO is committed to ensuring that information posted on an MPO-sponsored website is accessible for all people regardless of ability or access method. Additionally, the MPO will conduct two compliance scans yearly, one in July and one in January, to detect Section 508 violations. Given that the MPO’s website was developed and updated in-house, violations will be corrected to the best of our ability. Upon request, all information contained on any MPO-sponsored website can be made available in an alternative format by contacting [Name and Title pending], the MPO’s Allison Blazosky, Public Information Officer/Title VI Liaison, at (210) 227-8651 or aampo@alamoareampo.org.

The MPO’s websites make use of industry-standard techniques and preferred practices to provide the highest possible level of ADA website accessibility for our users. These include, but are not limited to, the characteristics of usability for screen reader users, keyboard-only users, users with low/impaired vision, users who are deaf and users who are color blind.

**Known Accessibility Challenges**

- The MPO is committed to assessing, prioritizing, and updating MPO websites found to be non-ADA compliant. At any point in time, we are in varying stages of progress toward our accessibility goal.
- Some of our content is in PDF format only. We are working on a process to ensure all PDFs are accessible.
• Due to current technology constraints, there are some instances where we are unable to provide information in an accessible format (e.g. mapping information).

**Relevant Documents**

Sample Outreach Checklist
Sample Checklist for Planning an Accessible Meeting
Environmental Justice Plan
Limited English Proficiency Plan
Social Media Plan

Revised: **August 26, 2019 October 26, 2020**
Policy 3: Guidelines for Programming Projects in the Metropolitan Transportation Plan and the Transportation Improvement Program

This document constitutes the Alamo Area Metropolitan Planning Organization’s process for programming projects in the Metropolitan Transportation Plan and the Transportation Improvement Program. When considered for amendment, this document shall be subject to a public comment period of approximately 30 days prior to adoption by the Metropolitan Planning Organization Transportation Policy Board.

A. Purpose

The Alamo Area Metropolitan Planning Organization (MPO) develops a Transportation Improvement Program (TIP) that programs projects for a minimum of the following four (4) fiscal years. The TIP is forwarded to the Texas Department of Transportation (TxDOT) for inclusion into the Statewide Transportation Improvement Program. The TIP project selection process begins with the long-range Metropolitan Transportation Plan process. The public is invited to fully participate in the Metropolitan Transportation Plan development process thus assisting in the selection and prioritization of transportation improvement projects. Implementing agencies which include the Alamo Area Council of Governments, Alamo Regional Mobility Authority, cities and counties within the MPO study area, the Texas Department of Transportation (TxDOT), and VIA Metropolitan Transit, participate in the Metropolitan Transportation Plan development process with one of the final products of the process being a prioritized list of transportation projects to be eventually considered for inclusion in the TIP.

Projects in the TIP are either selected by the Transportation Policy Board in consultation with the State (TxDOT) and transit operator (VIA) or selected by the State (TxDOT) in cooperation with the MPO. Projects selected by the Transportation Policy Board are those that are to be funded with Surface Transportation Block Grant (STBG) Program—Metro Mobility (STP-MM), Transportation Alternatives (TA), Congestion Mitigation & Air Quality (CMAQ), and any other future U.S. Department of Transportation (USDOT) or TxDOT funds suballocated to the local level.

B. Project Funding Categories

Project funding categories in the TIP and MTP include but are not limited to:

- Category 1 Preventative Maintenance & Rehabilitation
- Category 2 Metropolitan and Urban Corridor Projects
- Category 3 Non-Traditional Funding
- Category 4 Statewide Connectivity Corridor
- Category 5 Congestion Mitigation and Air Quality (CMAQ)
- Category 6 Structure Rehabilitation
- Category 7 Surface Transportation Block Grant (STBG) Program—Metro Mobility or STP-MM
- Category 8 Safety
C. Use of ‘Grouped’ Control Section Job (CSJ) Numbers

A CSJ (Control Section Job number) is an identifying project number used by the Texas Department of Transportation. The MPO will use ‘Grouped’ CSJs for the following types of projects:

- Preliminary Engineering
- Right-of-Way Acquisition
- Preventive Maintenance and Rehabilitation
- Bridge Replacement and Rehabilitation
- Railroad Grade Separations
- Safety
- Landscaping
- Intelligent Transportation Systems Deployment
- Bicycle and Pedestrian
- Safety Rest Areas and Truck Weigh Stations
- Transit Improvements

Projects that fall within these categories will be listed in an appendix of the Transportation Improvement Program. Generally these Grouped CSJs will be used for projects funded under Category 1 (Preventive Maintenance & Rehabilitation), Category 6 (Structure Rehabilitation), Category 8 (Safety), and Category 10 (Miscellaneous). These projects are initially included in an Appendix of a new TIP and are revised or amended administratively as allowed in Section G Administrative Revisions.

Grouped CSJs will not be used for wholly or partially funded Category 2 (Metropolitan and Urban Corridor), Category 5 (CMAQ, when allocated), Category 7 (STP-MM STBG), or Category 9 (Transportation Alternatives) projects.

D. Use of Appendix D - Projects Undergoing Environmental Assessment

The purpose of Appendix D is to identify projects that are undergoing preliminary engineering and environmental analysis (PE/EA) consistent with early project development. The Federal Highway
Administration allows these projects to be referenced in the current Transportation Improvement Program in order to facilitate the feasibility and PE/EA phases. This Appendix contains projects that are scheduled for implementation beyond the four years of the TIP time frame, and it in no way implies that these projects are programmed in the TIP. Cost estimates are preliminary and do not represent any commitment of construction funding. Consistency with the Metropolitan Transportation Plan will be verified as alternatives are examined in studies or environmental clearance efforts.

Appendix D is adopted with a new TIP. Since projects in Appendix D are also included in the MTP and Bexar County is non-attainment for ozone, Appendix D will not be amended to include additional projects in Bexar County.

Projects listed in Appendix D will include, at a minimum, MPO ID number, county, sponsoring entity, street name, project limits, project description, and estimated let date and preliminary project cost.

E. Quarterly Review of Projects

Category 2 (Metropolitan and Urban Corridor) Projects

The implementing agency will submit amendments to the Category 2 (Metropolitan and Urban Corridor) projects to the MPO in writing. For cost increases greater than 10%, the implementing agency will also submit to the MPO justification for the cost increase and the funding source of the additional amount. For new projects being amended into the TIP that are not part of the current Unified Transportation Program, the implementing agency will also submit to the MPO which other Category 2 projects are being amended to allow for the inclusion of the new project unless the new projects are funded using additional allocation.

Category 5 (CMAQ) Category 7 (STP-MM STBG) and Category 9 (TA) Projects

Every three (3) months, a detailed review of Category 5 (CMAQ), Category 7 (STP-MM STBG) and Category 9 (TA) funded projects in the TIP will be conducted. These projects will be reviewed for progress towards their letting (contract) dates, cost estimates, description and limits. If warranted by the detailed review, projects may be re-prioritized at the discretion of the Transportation Policy Board.

If the quarterly review warrants amendment(s) to the TIP, such amendment(s) will be presented to the Transportation Policy Board for consideration in sufficient time to allow the amendment(s) to be incorporated into the next regularly scheduled quarterly amendment of the Statewide Transportation Improvement Program. CMAQ project limits and scope changes would require emissions reductions equal to or greater than the awarded project.
F. Amendment Process

The following changes will require an amendment to the TIP and MTP:

- Adding or deleting project(s)
- Revising the project scope of work
- Revising the project cost
- Revising funding categories
- Revising the phase of work (e.g., from P.E. to construction)
- Revising project limits

Amendments to and/or the adoption of a new the TIP and MTP require a two-step approval process. To permit adequate public review and comment, amendments to and/or the adoption of the new TIP and MTP will be presented at a Transportation Policy Board meeting with action on the amendment occurring at the following Transportation Policy Board meeting (approximately 30 days after initial presentation). TIP and MTP amendments and/or new document will be are provided in the meeting package which is posted on the MPO’s website a week prior to TAC and TPB meetings. Amendments to both the TIP and the MTP may be initiated concurrently.

Amendments to and/or the adoption of a new the TIP or the MTP requiring quick action due to impending federal or state requirements or deadlines (or for other reasons deemed in the community’s best interest) may be accomplished by a 75% vote of the TPB quorum present to waive the routine two-step process. In these cases, the Transportation Policy Board will hold a special public hearing within their normal meeting agenda to specifically solicit public comment on the proposed TIP or MTP amendment or new TIP and/or MTP document. These actions will be emphasized on the meeting agenda that is both mailed and e-mailed out ten (10) days prior to the Transportation Policy Board meeting. This will alert the public and permit special attendance to comment on the action prior to adoption by the Transportation Policy Board.

Governing bodies of the sponsoring agencies will promptly notify the MPO in writing of any currently programmed projects that are proposed to be deleted from the TIP. The governing body of the sponsoring agency shall state its preference for project replacement in the written notification. The Transportation Policy Board will provide direction and/or may consider action at the next appropriate meeting with respect to amending the TIP.

To the extent possible, any project amended outside the timeframe of the current TIP due to funding limitations will have priority consideration in being amended back into the TIP when additional funding becomes available.

G. Administrative Revisions

The MPO Director is authorized to approve certain “administrative changes” to the TIP and/or MTP with the notification of such to the appropriate transportation planning partners. The intent of this section is not to circumvent the public process for amending the TIP and/or MTP, but to allow for
minor corrections to the TIP and/or MTP that do not materially change a project’s function including minor revisions to project limits, scope or cost.

H. Category 7 (STBG STP MM) Projects

Basic Requirements for STBG STP MM Projects

All projects submitted for consideration for funding through normal Category 7 (STBG STP MM) program allocations will compete through a standard project call when a new TIP is being developed. The Transportation Policy Board will approve a schedule, parameters and project selection criteria prior to the formal project call. Submitted projects must meet the following basic requirements:

1. Projects will be submitted to the MPO through an implementing agency (Alamo Area Council of Governments, Alamo Regional Mobility Authority, Texas Department of Transportation, VIA Metropolitan Transit and cities and counties within the MPO Study Area) and appropriate commitments of local match shall be made. Approval of the commitment of the local match from the Texas Department of Transportation District Engineer or the policy body of the local agency submitting the project for consideration will be obtained and submitted to the MPO. An ‘in-kind’ match is not allowed for construction projects nor programs.

2. All submitted projects shall be developed in accordance with minimum standards as defined by AASHTO and/or NACTO, as applicable.

3. Each implementing agency is encouraged to address Title VI and Environmental Justice considerations in submitting projects to the MPO for consideration.

4. Agencies should consider the transit service area when submitting projects.

5. Pedestrian and bicycle facilities will be included in all future transportation improvement projects. Any exceptions will need to be adequately justified by management of the implementing entity. Bicycle and pedestrian components included in a funded project may not be deleted from the project at a future date.

6. Funded STBG STP MM projects will also be included in the MTP. Note: Amendments to the MTP and the TIP are made through the amendment process at the discretion of the Transportation Policy Board. Amendments to the MTP and TIP, can be made simultaneously.

7. A roadway project submitted for funding consideration in the TIP must be on a federally functionally classified facility as defined by the MPO and approved by the Federal Highway Administration through the State. Roadway projects on facilities classified as a local street or minor collector do NOT qualify for Federal funding.

8. All deadlines set by the MPO are firm.
**STP-MM STBG Call for Projects Process**

Prior to each STP-MM STBG project call, MPO staff will develop the schedule, submittal form and call for projects process, to include workshop(s) jointly hosted by the MPO and TxDOT. These items will be reviewed and acted upon by the Bicycle Mobility Advisory Committee (BMAC), Pedestrian Mobility Advisory Committee (PMAC), and Technical Advisory Committee (TAC) with final action by the Transportation Policy Board.

MPO staff will be responsible for assembling data for the technical scoring process. A subcommittee of BMAC and PMAC will score standalone bicycle and pedestrian projects. A subcommittee of TAC will score added capacity and operational projects.

**STP-MM STBG Project Selection**

The TAC will review the technical scoring, public input, project readiness and agency priorities and make a funding recommendation to the MPO’s Executive Committee and/or Transportation Policy Board, as directed by the approved call for projects process. The TAC may request presentations by implementing agencies.

**STP-MM STBG Project Implementation**

1. Unless allocated a fixed amount, each STBG STP-MM project will have a cost figure in the approved TIP that is an estimate. This TIP “Estimated Construction Bid” shall include all construction costs at 100% and shall designate what percent match is required by the local agency.

   “Estimated Construction Bid” is defined as all anticipated bid item costs of the improvement project, other than for right-of-way acquisition, utility relocation or betterment, preliminary engineering, environmental analysis/clearance, contingency, change orders and construction engineering. The amount programmed as the “Construction Cost” in the TIP shall equal the “Estimated Construction Bid”.

2. Unless allocated a fixed amount, each selected STP-MM STBG project may be adjusted when bids are approved.

   a. If bids are higher than the TIP Construction Cost, the TIP estimate shall become a fixed construction funding cap.

   b. If the Approved Construction Bid is lower than the TIP Construction Cost, the TIP shall be administratively revised by MPO staff to reflect the approved Construction bid (excludes any right-of-way acquisition, utility relocation or betterment, preliminary engineering, environmental analysis/clearance, contingency, and construction engineering)
c. Following the establishment of the project construction amount in items 2a and 2b above, the sponsoring entity is then eligible for up to 10% contingency of STBG STP-MM project funding towards eligible change orders and up to 11% of STBG STP-MM project funding towards eligible construction engineering and construction management costs. An under run in contingency cannot cover an over run in construction engineering/construction management and vice versa.

As these eligible change orders and eligible construction engineering costs are potential costs, they are not specifically programmed in the TIP towards the STBG funding levels STP-MM. These costs, if incurred, would impact future fiscal allocations and it must be acknowledged that this could require the delay and/or re-scoping of existing TIP projects to remain fiscally constrained by fiscal year.

3. Once a project is included in the TIP, TxDOT and the local governmental entity (implementing agency) shall execute a Funding Agreement.

a. Prior to letting, the executed Funding Agreement will be based on the Estimated Construction Bid (identified as Construction Cost in the TIP) and reflect:

Estimated Construction Bid + maximum 10% contingency of STBG STP-MM project funding for eligible change orders + maximum 11% of STBG STP-MM funding for eligible construction engineering and construction management costs.

b. Post Letting, if the Approved Construction Bid (excluding any right-of-way acquisition, utility relocation or betterment, preliminary engineering, environmental analysis/clearance, contingency, and construction engineering) is lower than the TIP Construction Cost, the Funding Agreement will be amended and re-executed to reflect:

Approved Construction Bid + maximum 10% contingency of STBG STP-MM project funding for eligible change orders + maximum 11% of STBG STP-MM funding for eligible construction engineering and construction management costs.

4. Owner requested change orders will be covered 100% by the local agency. Owner requested change orders are the result of changes requested by the local agency, not included in the original TPB approved scope of work.

I. Category 9 (TA) Projects

Basic Requirements for TA Projects

The MPO will hold a competitive call for projects for TA funding. The Transportation Policy Board will approve a schedule, parameters and project selection criteria prior to the formal project call. Submitted projects must meet the following basic requirements:
1. Projects will be submitted to the MPO through an implementing agency and appropriate commitments of local match shall be made. Approval of the commitment of the local match from the agency submitting the project for consideration will be obtained and submitted to the MPO. An ‘in-kind’ match is not allowed for construction projects.

2. All submitted projects shall be developed in accordance with minimum standards as defined by AASHTO and/or NACTO, as applicable.

3. Each implementing agency is encouraged to address Title VI and Environmental Justice considerations in submitting projects to the MPO for consideration.

4. Agencies should consider the transit service area when submitting projects.

5. Funded TA projects will also be included in the MTP. Note: Amendments to the MTP and the TIP are made through the amendment process at the discretion of the Transportation Policy Board. Amendments to the MTP and TIP, can be made simultaneously.

6. All deadlines set by the MPO are firm.

**TA Call for Projects Process**

Prior to each TA project call, MPO staff will develop the schedule, submittal form and call for projects process to include informational workshop(s) jointly hosted by the MPO and TxDOT. These items will be reviewed and acted upon by the Bicycle Mobility Advisory Committee (BMAC), Pedestrian Mobility Advisory Committee (PMAC), and Technical Advisory Committee (TAC) with final action by the Transportation Policy Board.

MPO staff will be responsible for assembling data for the technical scoring process. A subcommittee of BMAC and PMAC will score TA projects.

**TA Project Selection**

A subcommittee of BMAC and PMAC will score TA projects. BMAC and PMAC will review the technical scoring, public input, project readiness and agency priorities and make a funding recommendation to the Technical Advisory Committee on a slate of projects to be funded. The TAC may request project presentations by implementing agencies and will make a funding recommendation to the MPO’s Executive Committee and/or Transportation Policy Board, as directed by the approved call for projects process.
J. **Category 5 (CMAQ) Projects**

**Basic Requirements for CMAQ Projects**

All projects submitted for consideration for funding through normal Category 5 CMAQ program allocations will compete through a standard project call. The Transportation Policy Board will approve a schedule, parameters and project selection criteria prior to the formal project call. Submitted projects must meet the following basic requirements:

1. Projects will be submitted to the MPO through an implementing agency (Alamo Area Council of Governments, Alamo Regional Mobility Authority, Texas Department of Transportation, VIA Metropolitan Transit and cities and counties within the non-attainment area) and appropriate commitments of local match shall be made. Approval of the commitment of the local match from the Texas Department of Transportation District Engineer or the policy body of the local agency submitting the project for consideration will be obtained and submitted to the MPO. An ‘in-kind’ match is not allowed for projects nor programs.

2. All submitted projects shall be developed in accordance with minimum standards as defined by AASHTO and/or NACTO, as applicable.

3. Each implementing agency is encouraged to address Title VI and Environmental Justice considerations in submitting projects to the MPO for consideration.

4. Agencies should consider the transit service area when submitting projects.

5. Funded CMAQ projects will also be included in the MTP. Note: Amendments to the MTP and the TIP are made through the amendment process at the discretion of the Transportation Policy Board. CMAQ project limits and scope changes would require emissions reductions equal to or greater than the awarded project. Amendments to the MTP and TIP, can be made simultaneously.

6. A roadway project submitted for funding consideration in the TIP must be on a federally functionally classified facility as defined by the MPO and approved by the Federal Highway Administration through the State. Roadway projects on facilities classified as a local street or minor collector do NOT qualify for Federal funding.

7. All deadlines set by the MPO are firm.

**CMAQ Call for Projects Process**

Prior to each CMAQ project call, MPO staff will develop the schedule, submittal form and call for projects process, to include informational workshop(s) jointly hosted by the MPO and TxDOT. These items will be reviewed and acted upon by the Bicycle Mobility Advisory Committee (BMAC), Pedestrian Mobility Advisory Committee (PMAC), and Technical Advisory Committee (TAC) with final action by the Transportation Policy Board.
Implementing agencies will be responsible for submitting verifiable emissions reductions for each project/program.

CMAQ Project Selection

A multiagency workgroup will score projects. The TAC will review the technical scoring, public input, and agency priorities. The TAC may also request project presentations by implementing agencies and will provide a funding recommendation to the MPO’s Executive Committee and/or Transportation Policy Board, as directed by the approved call for projects process.

K. Public Involvement

The MPO commits to a public involvement process that includes the provision of timely information, provides reasonable public access to technical and policy information, provides adequate public notice, seeks out and considers traditionally underserved populations, and documents significant comments. Please see the MPO Policy 2: Public Participation Plan for additional information on public involvement.

Adopted: December 4, 2017  September 28, 2020
Policy 4:
Ethics Policy

A. Purpose

The Alamo Area Metropolitan Planning Organization (MPO) is committed to conducting its business in an ethical and open manner. To ensure ethical conduct by current and former members of the Transportation Policy Board and its employees, and to ensure compliance with the Transportation Code and other provisions under state law.

B. Rules

The following rules have been adopted:

I. Chapter 472. Transportation Code Requirements:

   a) No policy board member or employee of the MPO may 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 know is being offered with the intent to influence the member’s or employee’s official conduct.

   b) No policy board member or employee of the MPO may 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 official position.

   c) No policy board member or employee of the MPO may 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 official duties.

   d) No policy board member or employee of the MPO may make personal investments that could reasonably be expected to create a conflict between the member’s or employee’s private interest and the public interest.

   e) No policy board member or employee of the MPO may intentionally or knowingly solicit, accept, or agree to accept any benefit for having exercised official powers or performed the official duties in favor of another.

II. Chapter 171. Local Government Code Requirements:

   a) If a policy board member has a substantial interest in a business entity or in real property, the policy board member shall file, before a vote or decision on any matter involving the business entity or the real property, an affidavit stating the nature and extent of the interest and shall abstain from further participation in the matter if:
(1) in the case of a substantial interest in a business entity, the action on the matter will have a special economic effect on the business entity that is distinguishable from the effect on the public; or

(2) in the case of a substantial interest in real property, it is reasonably foreseeable that an action on the matter will have a special economic effect on the value of the property, distinguishable from its effect on the public.

b) If a policy board member is required to file and does file an affidavit, the policy board member is not required to abstain from further participation in the matter requiring the affidavit if a majority of the policy board members are likewise required to file and do file affidavits of similar interests on the same official action.

c) A person has a substantial interest in a business entity if:

(1) the person owns 10 percent or more of the voting stock or shares of the business entity or owns 10 percent or more or $15,000 or more of the fair market value of the business entity; or

(2) funds received by the person from the business entity exceed 10 percent of the person’s gross income for the previous year.

d) A person has a substantial interest in real property if the interest is an equitable or legal ownership with a fair market value of $2,500 or more.

e) A policy board member is considered to have a substantial interest in a person related to the policy board member in the first degree by consanguinity or affinity, as determined under Chapter 573, Government code, has a substantial interest.

III. Former Official and Employee Restriction

Within one (1) year of the termination of official duties, a former Transportation Policy Board member, Technical Advisory Committee member and MPO staff member shall not have a financial interest, direct or indirect, in any discretionary contract with the MPO. This includes the former Transportation Policy Board member, Technical Advisory Committee member or MPO staff member and shall also include his or her parent, child or spouse.

Financial interest is defined as having a business entity in which the former Transportation Policy Board member, Technical Advisory Committee member and MPO employee, or his or her parent, child or spouse, directly or indirectly owns:

(A) ten (10) percent or more of the voting stock or shares of the business entity, or

(B) ten (10) percent or more of the fair market value of the business entity.

Any violation of this Section, with the knowledge, expressed or implied, of the individual or business entity contracting with the MPO shall render the proposal or contract involved voidable by the Executive Director or the Transportation Policy Board; this determination is based on who approved the contract.
C. Incorporation of Statutes

All provisions of Section 472.034 of the Transportation Code and Chapter 171, Local Government Code, are intended to be incorporated into this ethics policy. In the case of any uncertainty as to the applicability of any of these statutes, the policy board member or employee should refer to the actual statutes.

D. Penalties

Any employee who violates the Ethics Policy is subject to termination or other employment related sanctions per personnel policy. Any board member or employee of the MPO who violates the Ethics Policy is subject to applicable civil or criminal penalty if the violation also constitutes a violation of a state statute.

E. Distribution

Upon adoption of the Ethics Policy by the Transportation Policy Board, a copy shall be distributed to each policy board member and MPO employee. Each policy board member and employee will acknowledge receipt of the Ethics Policy. The Ethics Policy adopted by the Transportation Policy Board shall be provided to each new employee no later than three (3) business days after the date on which the person begins employment. The Ethics Policy adopted by the Transportation Policy Board shall be provided to each new board member no later than three (3) business days after the person qualifies for office.

F. Policy Amendment

When considered for amendment, this policy shall be subject to the MPO’s two-step approval process which allows for a public comment period of approximately 30 days prior to adoption by the Metropolitan Planning Organization Transportation Policy Board.

Adopted: April 28, 2014 September 28, 2020
Policy 5:  
Technical Advisory Committee

Roles and responsibilities

The Technical Advisory Committee (TAC) is a standing committee. The role of the TAC is to provide technical advice to the Transportation Policy Board on elements of the transportation planning process. Any changes to this policy are subject to majority approval by the Transportation Policy Board.

At a minimum, the TAC provides technical, planning and policy review and recommendations and/or action on:

- Metropolitan Transportation Plan and amendments
- Transportation Improvement Program and amendments
- Unified Planning Work Program (UPWP) and amendments
- Transportation Conformity document
- Final reports, technical reports, and technical memoranda resulting from studies undertaken with planning funds programmed in the UPWP

In addition, the TAC provides other technical recommendations as requested by the Transportation Policy Board.

Membership

The voting membership of TAC shall be structured as follows:

- Advanced Transportation District 1 representative
- Alamo Area Council of Governments 1 representative
- Alamo Regional Mobility Authority 1 representative
- Bexar County 1 representative
- City of New Braunfels 1 representative
- City of San Antonio 3 representatives
  
  (Note: the CoSA Planning Department will have, at a minimum, one alternate representative serve on TAC)
- City of Seguin 1 representative
- Comal County 1 representative
- Greater Bexar County Council of Cities 1 representative
- Guadalupe County 1 representative
- Joint Base San Antonio 1 representative
- Kendall County Geographic Area 1 representative
- MPO Bicycle Mobility Advisory Committee 1 representative
- MPO Pedestrian Mobility Advisory Committee 1 representative
- Northeast Partnership 1 representative
- Private Transportation Providers 1 representative
- Texas Department of Transportation 1 representative
- VIA Metropolitan Transit 1 representative

The representative(s) and alternate(s) of each governmental agency/entity on the TAC will be designated in writing through each agency’s/entity’s internal procedures.
Transportation Policy Board may not simultaneously serve on the Technical Advisory Committee. The Private Transportation Providers representative and alternate will be selected for recommendation by the TAC through an application process. The representative from the Northeast Partnership and the Suburban Cities Greater Bexar County Council of Cities will be nominated appointed through letters to the MPO from the Transportation Policy Board representative from the Northeast Partnership and the Chairman of the Greater Bexar County Council of Cities, respectively.

Each agency/entity on the TAC will be allowed to designate one alternate from within the same agency or entity for each representative serving on the TAC. If the representative cannot attend the TAC meeting, the designated alternate may attend and vote as the representative of the agency or entity. Proxies will not be allowed. Members (both primary and alternate) may not represent more than one entity at a time.

A primary member of the Transportation Policy Board may not serve simultaneously on the TAC, however, alternate Transportation Policy Board members may serve on the TAC.

In addition to the voting and ex-officio members, the TAC recognizes individuals and organizations within the community can provide meaningful input into the transportation planning process. These resources will be informed of TAC meetings and invited to provide input in a non-voting capacity as appropriate.

**Ex-Officio Membership**

Ex-officio members shall hold non-voting status on the TAC:

- Texas Dept. of Transportation - Transportation Planning and Programming Division
- Texas Commission on Environmental Quality
- Utility Coordination Council

**Election of Chair and Vice-Chair**

Every two years, the TAC will elect a Chair and Vice-Chair from its current membership. The Chair and Vice-Chair shall be elected by a majority of the members present at the meeting. Elections of Chair and Vice-Chair will occur in June 2014 and then in June of every even year.

**Chair and/or Vice Chair Vacancies**

Vacancies in Chair and/or Vice-Chair whether created by resignation or otherwise, shall be filled by election of the TAC for the remainder of the unexpired term and election to be held at the next regular TAC meeting.

**Quorum**

A quorum for meetings will consist of fifty (50) percent plus one or greater of the voting members or designated alternates of the TAC. Vacancies are defined as positions on the TAC that are not filled. Vacancies on the TAC will not count against the quorum.
Committees

The TAC will have the following committees:

A. Bicycle Mobility Advisory Committee

The role of the Bicycle Mobility Advisory Committee (BMAC) is to improve bicycle mobility within the Alamo Area MPO Study Area. BMAC will provide bold and visionary leadership in all matters affecting bicycle mobility in the MPO study area and be expansive in its vision with its mission throughout the entire region. BMAC will adopt Committee By-laws to outline its goals, desired membership and procedures. BMAC by-laws will be approved by the TAC and the Transportation Policy Board.

B. Pedestrian Mobility Advisory Committee

The role of the Pedestrian Mobility Advisory Committee (PMAC) is to improve pedestrian mobility within the Alamo Area MPO Study Area. PMAC will provide bold and visionary leadership in all matters affecting pedestrian mobility in the MPO study area and be expansive in its vision with its mission throughout the entire region. PMAC will adopt Committee By-laws to outline its goals, desired membership and procedures. PMAC by-laws will be approved by the TAC and the Transportation Policy Board.

Both BMAC and PMAC are advisory committees, and subject to this Policy, will directly advise the TAC on technical matters and the Transportation Policy Board on relevant bicycle and pedestrian-related policy issues.

C. Land Use and Regional Thoroughfare Planning Committee

The role of the Land Use and Regional Thoroughfare Planning Committee is to oversee the development and monitoring of the selected land use (growth) scenario for use in the development of the Metropolitan Transportation Plan and will provide input into the development of a Regional Thoroughfare Plan. The committee will operate on an informal basis and will meet as needed.

D. Freight, Rail and Transit Committee

The role of the Freight, Rail and Transit Committee is to review and provide input on regional freight, passenger rail, and transit initiatives as requested. The committee will operate on an informal basis and will meet as needed.

E. TSMO/TIM Traffic Incident Management Committee

The role of the TSMO/TIM (Transportation Systems Management and Operations / Traffic Incident Management) Committee is to review and provide input into a regional TSMO framework and to consider input from the regional TIM group, provide direction as necessary, incorporate TSMO/TIM into regional transportation planning practices, and to foster partnerships and agreements where possible. The committee will operate on an informal basis and will meet as needed.
F. Transportation Demand Management (TDM) Committee

The role of the Transportation Demand Management Committee is to review and provide input on transportation demand management (TDM) programs, projects and plans in the MPO study area, and to foster partnerships and collaboration where possible. The committee will operate on an informal basis and will meet as needed.

Adopted: September 28, 2020
12. Discussion and Appropriate Action on the Development of the FY 2023-2026 Transportation Improvement Program

Purpose

The purpose of this agenda item is to receive an update on the Call for Projects as a component of the development of the FY 2023-2026 Transportation Improvement Program.

Issue

The development of the FY 2023-2026 Transportation Improvement Program (TIP) is underway. The Call for Projects process and schedule are being developed by MPO staff and a multi-agency work group. The process is expected to generally follow that for previous project calls.

The presentation is attached. Action on the call for projects process and schedule is scheduled for September 2020. The call for projects would begin October 1, 2020.

Action Requested

For information and discussion only. Action is scheduled for September.
FY 2023-2026
Transportation Improvement Program Development

Transportation Policy Board
August 24, 2020

AAMPO
MPO Plans and Documents

Transportation Improvement Program (TIP): Funded transportation projects within a four year timeframe; adoption of FY 2023-2026 TIP is scheduled for **May 23, 2022**

Metropolitan Transportation Plan (MTP): Future goals, strategies and transportation projects for 25 years; adoption of Mobility 2050 is scheduled for **May 23, 2022**

Transportation Conformity Document (TCD): Evaluates future transportation projects to ensure they cause no further harm to air quality; approved through a significant interagency consultation process; adoption is scheduled for **May 23, 2022**

[Image: People reviewing transportation documents]
Transportation Improvement Program (TIP)

- Covers a time period of four years
- Formally updated every two years
- Financially constrained
- Developed cooperatively among the partner agencies
- Must be consistent with the Metropolitan Transportation Plan
- Approval process occurs in two steps with presentation one month and action the next month
- Approved TIP is tentatively due to TxDOT in June 2022
Types of Projects in the TIP

- Additional Vehicle Travel Lanes
- Air Quality Improvement Projects and Programs
- Alamo Commutes Program
- Bicycle Projects
- Major Planning Studies
- Transportation Systems Mgmt and Operations
- Pedestrian Projects
- Safety Improvements
- Transit Bus and Van Purchases
- Transit Passenger Facilities
<table>
<thead>
<tr>
<th>Category 1</th>
<th>Category 2</th>
<th>Category 3</th>
<th>Category 4</th>
<th>Category 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preventive Maintenance and Rehabilitation</td>
<td>Metropolitan Area Corridor</td>
<td>Non-Traditional Funding Sources (local contribution)</td>
<td>Connectivity</td>
<td>Congestion Mitigation &amp; Air Quality Improvement (CMAQ)</td>
</tr>
<tr>
<td>Category 7</td>
<td>Category 9</td>
<td>Category 11</td>
<td>Category 12</td>
<td>Transit</td>
</tr>
<tr>
<td>Surface Transportation Block Grant (STBG)</td>
<td>Transportation Alternatives (TA)</td>
<td>District Discretionary</td>
<td>Strategic Priority</td>
<td>Project Funding</td>
</tr>
</tbody>
</table>
Alamo Area MPO Region

<table>
<thead>
<tr>
<th>County</th>
<th>CMAQ</th>
<th>STBG</th>
<th>TA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bexar</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Comal</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Guadalupe</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Kendall</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
</tbody>
</table>
Call for Projects: Overview

- Call for Projects for all three MPO funding programs
- Approximately $300,000,000+ is available to program
- Required 20% match for the program cost or the project construction cost
- Commitment of project development costs and local match by the implementing agency
- Roadway projects must be on “functionally classified roadways”, not local streets
- Is a reimbursable program and all federal and state rules apply
- Projects would be programmed in years 2023, 2024, 2025, 2026, 2027, or 2028
Call for Projects: Overview

- **Congestion Mitigation & Air Quality**
  - Bexar County projects only
  - focus on emissions benefits

- **Surface Transportation Block Grant**
  - most flexible of the funding sources

- **Transportation Alternatives**
  - bicycle and pedestrian projects only
  - projects must be in areas open to the public

<table>
<thead>
<tr>
<th>Project Type</th>
<th>CMAQ (Bexar County only)</th>
<th>STBG</th>
<th>TA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bicycle/Pedestrian</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Add travel lanes</td>
<td></td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Transportation Systems</td>
<td></td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Mgmt &amp; Operations</td>
<td></td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Transit</td>
<td></td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Planning Studies</td>
<td></td>
<td></td>
<td>✓</td>
</tr>
</tbody>
</table>
## Estimated Available Funding by Category

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Cat 5 Congestion Mitigation &amp; Air Quality</th>
<th>Cat 7 Surface Transportation Block Grant</th>
<th>Cat 9 Transportation Alternatives</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2022 *</td>
<td></td>
<td></td>
<td>$3.18 M</td>
<td>$3.18 M</td>
</tr>
<tr>
<td>2023</td>
<td>$21.35 M</td>
<td></td>
<td>$3.18 M</td>
<td>$24.53 M</td>
</tr>
<tr>
<td>2024</td>
<td>$21.66 M</td>
<td></td>
<td>$3.18 M</td>
<td>$24.84 M</td>
</tr>
<tr>
<td>2026</td>
<td>$22.24 M</td>
<td>$49.90 M</td>
<td>$3.18 M</td>
<td>$75.32 M</td>
</tr>
<tr>
<td>2027</td>
<td>$22.51 M</td>
<td>$50.50 M</td>
<td>$3.18 M</td>
<td>$76.19 M</td>
</tr>
<tr>
<td>2028</td>
<td>$22.80 M</td>
<td>$51.14 M</td>
<td>$3.18 M</td>
<td>$77.12 M</td>
</tr>
<tr>
<td>Total</td>
<td>$132.52 M</td>
<td>$165.71 M</td>
<td>$22.26 M</td>
<td>$320.49 M</td>
</tr>
</tbody>
</table>

1. In the FY 2019-2022 STBG Call for Projects, the TPB programmed projects into FY 2025
2. Source is the FY 2021 draft Unified Transportation Program
3. Reflects 100% funds
Projects submitted for funding consideration must have a minimum construction cost of $1,000,000.

For infrastructure projects: only eligible items related to construction will be reimbursable; project development costs are the responsibility of the implementing agency.

Maintenance/Rehabilitation projects are not eligible for submittal.

Although the Transportation Policy Board makes all funding decisions associated with these funds, TxDOT is the federal designated pass-through agency for this funding source. Entities awarded funding will enter into agreements with TxDOT. TxDOT will charge a fee for review of all aspects of the project(s).
• Implementing agencies will be required to sign the project understanding form
• If an agency submits more than one project, the MPO requires the agency to prioritize projects. The projects selected for funding will be placed in fiscal year 2023, 2024, 2025, 2026, 2027, or 2028
• The implementing agency commits to developing and letting selected projects in that timeframe (or sooner if funding is available)
• TA funding will focus on bicycle and pedestrian projects
• Cost overruns are the responsibility of the implementing agency; or re-scope project with Transportation Policy Board approval through a TIP amendment that does not trigger transportation conformity in Bexar County; CMAQ project limits and scope changes would require emissions reductions equal to or greater than the awarded project
Added Capacity Projects
Draft Weighting

- Addresses congestion: 40%
- Addresses safety: 35%
- Addresses access for EJ populations: 15%
- Improves system connectivity: 10%

1,000 point scale

<table>
<thead>
<tr>
<th>Project Types</th>
<th>CMAQ (Bexar County only)</th>
<th>STBG</th>
<th>TA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Add travel lanes</td>
<td></td>
<td>✓</td>
<td></td>
</tr>
</tbody>
</table>
TSMO Projects
Draft Weighting

- Addresses congestion: 35%
- Addresses safety: 30%
- Addresses known operational issues: 20%
- Addresses access for EJ populations: 15%

1,000 point scale

<table>
<thead>
<tr>
<th>Project Types</th>
<th>CMAQ (Bexar County only)</th>
<th>STBG</th>
<th>TA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transportation Systems Mgmt &amp; Operations</td>
<td></td>
<td></td>
<td>✔</td>
</tr>
</tbody>
</table>
### Transit Projects

**Draft Weighting**

- Increases ridership: 25%
- Improves reliability: 20%
- Addresses access for EJ populations: 15%
- Improves system connectivity: 15%
- Increases service capacity: 15%
- Increases “frequent” transit access: 10%

1,000 point scale; criteria are subject to change based on project(s) submitted

<table>
<thead>
<tr>
<th>Project Types</th>
<th>CMAQ (Bexar County only)</th>
<th>STBG</th>
<th>TA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transit</td>
<td></td>
<td>✔</td>
<td></td>
</tr>
</tbody>
</table>
Bicycle and Pedestrian Projects
Draft Weighting

• Addresses safety: 35%
• Serves high activity generators: 20%
• Improves system connectivity: 20%
• Addresses access for EJ populations: 15%
• Overall usage/demand: 10%

1,000 point scale
CMAQ Projects
Draft Weighting

- Emissions reduction (Total): 50%
- Emissions reduction (Benefit Cost Ratio): 50%

1,000 point scale

<table>
<thead>
<tr>
<th>Project Types</th>
<th>CMAQ (Bexar County only)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bicycle/Pedestrian</td>
<td>✓</td>
</tr>
<tr>
<td>Transportation Systems Mgmt &amp; Operations</td>
<td>✓</td>
</tr>
<tr>
<td>Transit</td>
<td>✓</td>
</tr>
</tbody>
</table>
Potential Extra Points

• Project overmatch (*local contributions beyond required 20% local match*)
  ➢ +50 points for overmatching 5% – 10%
  ➢ +100 points for overmatching more than 10%

• Contribution to improved CMP score/ corridor sufficiency: up to 200 points
  ➢ Continued discussion with work group
TIP Development Schedule

October 1, 2020
Agency Call for Projects begins

October 2020 - March 2021
Agencies develop projects and secure local match

January 2021
Workshop to provide information and support to submitting agencies

April 1, 2021
Agency project submittals and commitment of local match are due to the AAMPO

June 2021
Public meetings and online public input on projects

August 2021
TPB selection and approval of STBG, TA and CMAQ projects
TIP Development Schedule

September 2021 – February 2022
Travel Demand Modeling & Emissions Analysis

March 2022
Public meeting on Transportation Conformity

April - May 2022
TPB Presentation and Action on
• MTP
• TIP
• Conformity

June – August 2022
Interagency Consultation Review with federal and state partners

September 2022
Joint FHWA-FTA Conformity Determination

October 2022
FY 2023-2026 TIP goes into effect
Immediate Next Steps

BMAC and PMAC:

*Action requested in August 2020 on the process and the schedule for developing the FY 2023-2026 Transportation Improvement Program*

TAC and TPB:

*Action scheduled for September 2020*
13. Monthly Status Reports

Purpose

The purpose of this agenda item is to provide information on several important issues.

Issue

Reports will be presented as follows:

a. Alamo Regional Mobility Authority/Bexar County (Green)

b. Air Quality Issues (Rath)

c. City of San Antonio (Hosseini)

d. San Antonio Mobility Coalition (Boyer)

e. Texas Department of Transportation (Jorge)

f. VIA Metropolitan Transit (Arndt)

g. Others

Action Requested

For information, discussion and action as necessary.
Air Quality and Regional Planning Efforts in the San Antonio-New Braunfels MSA

Volkswagen Settlement Updates

The Texas Commission on Environmental Quality (TCEQ) continues to accept applications for two Texas Volkswagen Environmental Mitigation Program (TxVEMP) grants: one to replace or repower class 7 and 8 refuse vehicles and one to replace or repower class 4-8 local freight and port drayage trucks. Up to 80% of the replacement cost will be reimbursed to government applicants, and up to 50% for private sector applicants, depending on the age of the vehicle being replaced. For more information on these and other active state grants, see Table 1.

<table>
<thead>
<tr>
<th>Program</th>
<th>Description</th>
<th>Deadline*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Light Duty Purchase and Lease Incentive Program (LDPLIP)</td>
<td>Up to $2,500 for (PH)EVs &amp; H₂, $5,000 for CNG &amp; Propane; FCFS; statewide</td>
<td>Jan. 7, 2021</td>
</tr>
<tr>
<td>Texas Natural Gas Vehicle Grant Program (TNGVGP)</td>
<td>Up to 90% of eligible costs; CTZ** only; FCFS; Gas or Diesel → CNG, LNG, or Propane</td>
<td>Feb. 26, 2021</td>
</tr>
<tr>
<td>Seaport &amp; Rail Yard Emissions Reduction Program (SPRY)</td>
<td>SA Intermodal Facility use &gt; 200 days/year; FCFS; up to 80% eligible costs; drayage &amp; cargo</td>
<td>Feb. 12, 2021</td>
</tr>
<tr>
<td>New Technology Implementation Grant (NTIG)</td>
<td>Stationary sources, electricity storage (&gt; 1 MW); reductions vary by fuel; competitive; statewide</td>
<td>Oct. 7, 2020</td>
</tr>
<tr>
<td>Refuse Vehicle Replacement/Repower (TxVEMP)</td>
<td>Up to 80% for governments, 50% for private; FCFS; 1992-2009 model year, GVWR &gt; 26,001</td>
<td>Oct. 8, 2020</td>
</tr>
<tr>
<td>Class 4-8 Freight &amp; Port Drayage Replacement/Repower (TxVEMP)</td>
<td>Up to 80% for governments, 50% for private; FCFS; 1992-2009 model year, GVWR &gt; 14,001</td>
<td>Jan. 27, 2021</td>
</tr>
</tbody>
</table>

* Or earlier, depending on availability of funds; Date reflects TCEQ’s receipt of application

** Clean Transportation Zone (Atascosa, Bexar, Comal, Frio, Guadalupe, Karnes, Medina, McMullen, & Wilson)

Coming soon: The TCEQ is preparing to open its TxVEMP Level 2 Zero-Emission Vehicle grant round in the coming weeks. Informational webinars were held on August 11 and 12 and will soon be available on the TxVEMP website. The TCEQ recently announced that the Texas Emission Reduction Plan (TERP) Rebate Grants program will be opening soon. Rebate Grants will be awarded on a first-come, first-served basis to repower or replace older heavy-duty diesel vehicles and select non-road equipment. These grants will be available to organizations operating in Bexar, Comal, Guadalupe, and Wilson Counties.

Rider 7 Air Quality Planning Update

AACOG selected Weston Solutions to procure, set up, and maintain meteorological and nitrogen dioxide (NOₓ) monitoring at four existing ozone sites in Guadalupe and Comal Counties, an additional meteorological and NOₓ monitor in Medina County, and an additional meteorological, NOₓ, volatile organic compound, and sulfur dioxide monitor in Atascosa County. As of the time of this writing, the proposals for the radar wind profiler and sonic detection and ranging (SODAR) are currently being scored, and there is one active Requests for Proposals (RFP) related to aircraft sampling. The deadline for proposal submittal is August 18. Monitoring at the four existing ozone sites is expected to begin October 1, with the two additional sites and the radar/SODAR expected to begin March 1, 2021. Work on the emission inventory improvements is expected to begin in 2021.
San Antonio – New Braunfels MSA Ozone Status

Bexar County continues to violate the 2015 ozone NAAQS, with a 2019 design value of 73 ppb (Table 2). Two regulatory monitors in Bexar County continue to show violations of the 2015 ozone NAAQS through the 2019 ozone season: CAMS 23 at Marshall High School and CAMS 58 at Camp Bullis. The three-year average trend from 2010-2019 at each regulatory monitor is shown in Figure 1. There has been a generally downward trend in the three-year average at each regulatory monitor since 2013.

Table 2: Fourth Highest Eight-Hour Average Ozone Measurements, Three-Year Averages, and Design Value (in Blue) at Regulatory Monitors, 2017-2019

<table>
<thead>
<tr>
<th>Monitor Site</th>
<th>Fourth Highest 8-Hour Average O₃ Measurement, ppb</th>
<th>Three-Year Average</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2017</td>
<td>2018</td>
</tr>
<tr>
<td>San Antonio NW C23</td>
<td>73</td>
<td>72</td>
</tr>
<tr>
<td>Camp Bullis C58</td>
<td>72</td>
<td>73</td>
</tr>
<tr>
<td>Calaveras Lake C59</td>
<td>65</td>
<td>71</td>
</tr>
</tbody>
</table>

The 2020 ozone season began on March 1. This will be the last complete year of data that will be used to calculate the design value for the September 24, 2021 attainment deadline, when Bexar County may face a reclassification from marginal to moderate nonattainment. On July 1, TCEQ commissioners voted to approve a 179B Demonstration State Implementation Plan (SIP) revision for Bexar County and send to EPA for their review. This SIP revision argues that Bexar County would have attained the 2015 ozone standard but for international anthropogenic emissions. If
the EPA approves this SIP revision, Bexar County would avoid being reclassified as moderate nonattainment after the attainment deadline.

Table 3 shows the maximum allowable fourth-highest ozone reading for each regulatory monitor to attain the NAAQS in 2020.

**Table 3: 2020 Maximum Allowable Fourth-Highest Eight-Hour Ozone for Each Regulatory Monitor**

<table>
<thead>
<tr>
<th>Monitor Site</th>
<th>4th Highest &quot;Reading, ppb</th>
<th>2020 Maximum Allowable 4th-Highest to Attain 70 ppb Standard</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2018</td>
<td>2019*</td>
</tr>
<tr>
<td>San Antonio NW C23</td>
<td>72</td>
<td>75</td>
</tr>
<tr>
<td>Camp Bullis C58</td>
<td>73</td>
<td>69</td>
</tr>
<tr>
<td>Calaveras Lake C59</td>
<td>71</td>
<td>63</td>
</tr>
</tbody>
</table>

So far this ozone season, there have been 39 moderate ozone days (days > 54 ppb) and two days > 70 ppb at Bexar County regulatory monitors. Both > 70 ppb days occurred in April, despite a marked decrease in onroad emissions due to the Stay Home, Work Safe ordinance in response to the COVID-19 pandemic. May and June also had an above average number of moderate days, but no days over 70 ppb. July had a below average number of moderate ozone days and no days over 70 ppb. So far in August, there have been four moderate ozone days (average is ten) and no days over 70 ppb. The four highest 8-hour average ozone concentrations for each regulatory monitor in Bexar County for 2020 are shown in Table 4. Currently, the fourth highest ozone at the two violating monitors are exactly at the “Maximum Allowable 4th-Highest to Attain 70 ppb Standard” from Table 3, while the Calaveras Lake monitor is well below this value.

**Table 4: Four Highest 8-Hour Average Ozone Measurements at Regulatory Monitors, 2020**

<table>
<thead>
<tr>
<th>Monitor Site</th>
<th>Date</th>
<th>PPB</th>
<th>Date</th>
<th>PPB</th>
<th>Date</th>
<th>PPB</th>
<th>Date</th>
<th>PPB</th>
</tr>
</thead>
</table>

* As of August 11, 2020; Ozone data validated through April 2020

So far in 2020, there have been three Ozone Action Day alerts issued by the TCEQ. These alerts are issued when air quality is expected to be unhealthy for sensitive groups the following day. AACOG offers to forward these alerts to people who sign up to receive them at [http://www.aacog.com/list.aspx](http://www.aacog.com/list.aspx). When an area is under an Ozone Action Day alert, it warns people sensitive to pollution (the elderly, children, and those with underlying respiratory conditions, like asthma) to limit their exposure outside. It is also an opportunity for the general public to take measures to reduce their contribution to pollution by reducing energy consumption at home and driving less. Table 5 lists the days for which an alert was issued, whether ozone reached levels unhealthy for sensitive groups that day, and days when ozone levels were unhealthy for sensitive groups but no alert was issued.
Table 5: Ozone Action Day Statistics at Any MSA Monitor for 2020

<table>
<thead>
<tr>
<th>Date</th>
<th>Alert?</th>
<th>Peak Ozone</th>
<th>Verified?</th>
</tr>
</thead>
<tbody>
<tr>
<td>4/20/2020</td>
<td>No</td>
<td>72 ppb</td>
<td>No</td>
</tr>
<tr>
<td>4/24/2020</td>
<td>Yes</td>
<td>59 ppb</td>
<td>No</td>
</tr>
<tr>
<td>4/30/2020</td>
<td>No</td>
<td>81 ppb</td>
<td>No</td>
</tr>
<tr>
<td>5/1/2020</td>
<td>Yes</td>
<td>70 ppb</td>
<td>No*</td>
</tr>
<tr>
<td>5/18/2020</td>
<td>Yes</td>
<td>70 ppb</td>
<td>No*</td>
</tr>
<tr>
<td>6/8/2020</td>
<td>Yes</td>
<td>65 ppb</td>
<td>No</td>
</tr>
<tr>
<td>8/3/2020</td>
<td>Yes</td>
<td>63 ppb</td>
<td>No</td>
</tr>
</tbody>
</table>

* There is a chance that ozone levels may have exceeded 70 ppb if an alert had not been issued.

Note that on days when an alert was issued, it is possible that without the alert, ozone levels may have exceeded 70 ppb due to the public implementing emission reduction measures described above.

Figure 2 shows the seasonal distribution of elevated ozone days using data from 2010-2019. There are two clear peaks during the ozone season where the frequency of elevated ozone days increases sharply. The first of these peaks is in the spring, generally from April to early June. We are currently in the middle of the second peak, which lasts from August through early October. Historically, the fall peak has been more severe than the spring peak, with a higher frequency of days > 70 ppb recorded, although the last three years have been an exception.
US-281 EXPANSION PROJECT
SAN ANTONIO DISTRICT

PROJECT OVERVIEW
The US-281 Expansion Project is the Texas Department of Transportation’s initiative to improve traffic flow on the most congested road in the greater San Antonio region.

The project involves several improvements along an 8-mile stretch of U.S. Highway 281 between Loop 1604 and Borgfeld Drive in Bexar County.

The US-281 expansion will be completed in two segments.

Segment 1: Loop 1604 to just north of Stone Oak Parkway
Segment 2: North of Stone Oak Parkway to Borgfeld Drive

The project will provide two non-tolled general purpose lanes and one High Occupancy Vehicle (HOV) lane for ride sharing in each direction.

Additional improvements include:

- Bicycle and pedestrian facilities
- Direct connection to VIA’s Stone Oak Park & Ride
- Necessary transition and auxiliary lanes
- Four interchange direct connectors at Loop 1604

FUNDING
The approval of Proposition 7 and the Texas Clear Lanes initiative have allowed both segments to move forward without tolls. Funding for this project comes from investments from several entities including TxDOT, the City of San Antonio, Bexar County, VIA Metropolitan Transit/Advanced Transportation District, as well as state and federal funds that are administered by the Alamo Area Metropolitan Planning Organization.

www.txdot.gov
UPCOMING MILESTONES
As the project moves forward into the final phase, here is a snapshot of what to look for as we near completion.

- Southbound flyover ramps traveling to eastbound and westbound Loop 1604 scheduled to open in Late July 2020
- Opening of Redland Rd. and US–281 frontage road intersection
- Mainlane openings north of Evans Rd.
- Opening of HOV lanes in both directions
- Flyover ramp to VIA’s Stone Oak Park & Ride
- Loop 1604 flyover ramps traveling to northbound US–281
- Auxiliary improvements including but not limited to: sidewalks, driveways, final surfacing, traffic signals, and pavement markings.

STAY CONNECTED!
Learn more about ongoing project and construction updates by staying connected with TxDOT San Antonio on Twitter or the Go Ahead! Blog.

www.txdot.gov
TxDOT Update

(AAMPO)

Mario R. Jorge, P.E.
San Antonio District Engineer
Highway Emergency Response Operation (HERO) Program

- Set to begin by fall 2020
- 4-year program funded by MPO and local
- Duties:
  - Relocate minor crashes
  - Assist stranded motorists
  - Clear lane debris
- San Antonio Operations:
  - 240 miles with 20 min response time
  - Full Coverage: Mon – Fri (5 am – 9 pm)
  - Limited Coverage: Nights & Weekends
HERO Program

HERO Program Service Area

Phase III

- HERO Program Service Limit

- Full service:
  Mon. - Fri., 5 a.m. - 9 p.m.

- Limited service available nights and weekends.

- For assistance: (210) 732-HERO (4376)

Learn more at www.bdot.gov (Keywords: SA HERO)
San Antonio Construction Program

- By the numbers
  - 208 Active Projects
    - 141 Construction projects
    - 67 Maintenance projects
  - $2,172,250,529.52 Total Active Contracts
    - $2,102,045,765.82 Construction
    - $70,204,763.70 Maintenance
  - 45 Projects using CEI’s
    - $1,360,000,000 Construction Cost

- Only the Houston District has more work ongoing than the San Antonio District
## Current Construction Work Load

<table>
<thead>
<tr>
<th>Location</th>
<th>Name</th>
<th>Office Location</th>
<th>Units</th>
<th>Total Cost</th>
<th>Percentage Complete</th>
<th>Percentage Processed</th>
</tr>
</thead>
<tbody>
<tr>
<td>SAN ANTONIO</td>
<td>WILL LOCKETT, P.E.</td>
<td>NEW BRAUNFELS AREA OFFICE</td>
<td>22</td>
<td>$283,705,633.06</td>
<td>54.73%</td>
<td>56.10%</td>
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<tr>
<td></td>
<td>SERGIO GARCIA, P.E.</td>
<td>NORTH BEXAR COUNTY AREA OFFICE</td>
<td>25</td>
<td>$602,985,320.71</td>
<td>86.00%</td>
<td>81.48%</td>
</tr>
<tr>
<td></td>
<td>EDDIE REYES, P.E.</td>
<td>BEXAR AREA OFFICE</td>
<td>24</td>
<td>$615,542,705.87</td>
<td>72.25%</td>
<td>76.17%</td>
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<tr>
<td></td>
<td>DALE L. PICA, P.E.</td>
<td>SAT DISTRICT TRAFFIC OFFICE</td>
<td>29</td>
<td>$50,495,804.46</td>
<td>48.17%</td>
<td>64.55%</td>
</tr>
<tr>
<td></td>
<td>CHRISTEN LONGORIA, P.E.</td>
<td>HONDO AREA OFFICE</td>
<td>28</td>
<td>$339,037,490.99</td>
<td>81.29%</td>
<td>80.54%</td>
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<tr>
<td></td>
<td>MARSHALL HEAP, P.E.</td>
<td>KERRVILLE AREA OFFICE</td>
<td>13</td>
<td>$210,278,810.73</td>
<td>92.23%</td>
<td>49.62%</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td></td>
<td></td>
<td>141</td>
<td><strong>$2,102,045,765.82</strong></td>
<td><strong>70.64%</strong></td>
<td><strong>70.06%</strong></td>
</tr>
</tbody>
</table>
**I-35 Northeast Expansion (NEX)**

**Projects limits:** AT&T Parkway to FM 1103

**Improvements include:**
- Primary elevated lanes
- 2 GP + 1 HOV in each direction
- Interchange improvements at I-410 S, I-410 N, and LP 1604

**Funding/Phasing**
- Estimated construction cost: $2.8 billion
- Current construction funding: $1.3 billion (2020 UTP)
- 3 Segments:
  - Central (I-410 North to FM 3009) - $1.6 B
  - South (I-410 South to I-410 North) - $904 M
  - North (FM 3009 to FM 1103) - $323 M

Design-Build Contract execution on “Central” in Summer 2021
Procurement of South and North TBD Based on Funding
Loop 1604 North (SH 16 to I-35)

Projects limits: SH 16 to I-35

Improvements include:
- Expand to 8 lanes + 2 HOV/special purpose lanes
- Construct new interchange at LP 1604 at I-10

Funding:
- Estimated construction cost: $1.07 billion
- Current funding: $693 million

Project schedule:
- SH 16 to I-10 – January 2021
- I-10 to US 281 (includes DDI at FM 2696) – May 2021
- I-10 at Loop 1604 – November 2021
- US 281 to I-35 – TBD
I-10 at Loop 1604 Interchange
I-10 East

**IMPROVEMENTS INCLUDE:**

- Expand I-10 mainlanes from 4 to 6 lanes
- Convert frontage roads from two-way to one-way
- Changing location of entrance/exit ramps
- Reconstructing overpasses/underpasses

**FUNDING**

- Estimated construction cost: $1.2 billion
- Current funding: $596 million

**PROJECT SCHEDULE:**

- Loop 410 to Loop 1604 – Under construction til 2021
- Loop 1604 to Graytown – Under construction til 2023
- Graytown to Bexar/Guad Cl – Let - Begins Fall 2020
- Bexar/Guad Cl to FM 465 – Sep 21 Letting
- FM 464 to SH 123 (Seguin) – Jan 22 Letting
- Remaining phases – Subject to funding
Improvements include:

Phase 1:
Priority direct connectors:
• WB I-10 to SB I-410
• NB I-410 to EB I-10

Phase 2:
Construct remaining direct connectors

Funding
Estimated construction cost
Phase 1: $100 million
Phase 2: $857 million

Project schedule:
Phase 1: Anticipated let date in March 2021
Phase 2: TBD (pending funding) DB candidate
Major Project Letting Schedule

• July 2020 - I-10 East (From Graytown Rd. to Guadalupe county line) - …. $ 149.2 M
  Bid received: Zachry Construction Corp

• Jan 2021 – I-35 NEX Central DB (Fr I-410 N to FM 3009) - .................. $ 1.6 B
• Jan 2021 – LP 1604 (From SH 16 to I-10) - ...................................... $ 185 M
• Mar 2021 – I-410 @ I-10 East interchange Phase I - ......................... $ 100 M
• May 2021 – LP 1604 (Fr I-10 to US 281) – ...................................... $ 228 M
• Sep 2021 – I-10 East (Fr Bexar/Guadalupe CL to FM 465) - ............. $ 150 M
• Nov 2021 – I-10 @ LP 1604 Interchange - ........................................ $ 280 M
• Dec 2021 – SH 151 (Fr LP1604 to I-410) - ...................................... $  80 M
• Jan 2022 – I-10 East (Fr FM 464 to SH 123) - ................................. $ 200 M
• TBD – I-35 NEX South (DB) From 410 S to 410 N - .......................... $ 904 M
• TBD – I-410 @ US 281/San Pedro - .................................................. $  70 M
Other Added Capacity projects

**FY 2021**
- FM 1103. $39.5M Expansion from I-35 to Rodeo Way
- I-410 Valley Hi to Pearsall Road (FM 2536); Operational Improvements including ramp revisions and frontage road reconstruction. $20.5M est.
- Locally let projects of note:
  - SH 211 by Bexar County
  - Bulverde Road and Watson Road expansions by Bexar County
  - Rudeloff Road Phase 1 expansion by City of Seguin
  - Rocket Lane/Schaeffer Road expansion from E. Norris Drive to LP 1604 by City of Converse

**FY 2022**
- FM 471 – From Old FM 471 to SH 211 expansion; $25M (incl $7.7M SFT funds)
- FM 1516 – From FM 78 to I-10 expansion: $23.5M
- FM 1560 – From FM 471 to Galm/Shaenfield expansion; $12.1M
- SH 46 – From Bentwood to Farhills expansion; $40M
- LP 1604 – From Macdonna-Lacoste Road to US 90 W expansion; $40M
## Letting summary – FY 21-22 (Cont’d)

<table>
<thead>
<tr>
<th>Category</th>
<th>FY 2021</th>
<th>FY 2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>Safety</td>
<td>$55.23</td>
<td>$15.02</td>
</tr>
<tr>
<td>Traffic Management related</td>
<td>$21.48</td>
<td>$5.50</td>
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<tr>
<td>BRG Replacement/Repair</td>
<td>$19.77</td>
<td>$7.68</td>
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<tr>
<td>Added Capacity</td>
<td>$2,034.80</td>
<td>$1,470.98</td>
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<tr>
<td>Interchange and operational Improvements</td>
<td>$192.16</td>
<td>$290.50</td>
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<tr>
<td>Misc</td>
<td>$2.10</td>
<td>$7.84</td>
</tr>
<tr>
<td>Local Developed let/Non-let</td>
<td>$140.39</td>
<td>$25.66</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>$2,466</strong></td>
<td><strong>$1,823</strong></td>
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</tbody>
</table>
Managing Funding Constraints

- Plan Authority: Outside the UTP
- Develop Authority: UTP years 5-10
- Construct Authority: UTP years 1-4
- In Construction: Post-letting

Valves to speed up or slow down based on funding

- Planning
  - Scenario
  - Forecast
- Operational
  - Cash Forecast
Closing Remarks

Thank You!
14. **Executive Session - Pursuant to Chapter 551, Subchapter D, Texas Government Code**

At any time during the meeting of the MPO Transportation Policy Board, the Board reserves the right to adjourn into executive Session at any time to discuss any of the matters listed on the posted agenda, as authorized by Texas Government Code Section 551.071 (consultation with attorney), Section 551.072 (deliberations about real property), Section 551.074 (personnel matters), and Section 551.086 (economic development).

15. **Adjourn**