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## Transportation Technical Board of the Chisholm Trail Metropolitan Planning Organization

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### Notice of Meetings

Notice is hereby given that the Transportation Technical Board of the Chisholm Trail Metropolitan Planning Organization will meet in special session at 1:30 PM on Tuesday, May 21, 2024, in Room 403/404 of the Stride Bank Center, located at 301 South Independence Avenue, Enid, Oklahoma, pursuant to notice given to the Clerk of the City of Enid no less than forty-eight hours prior to the meeting, and which notice was posted no later than 1:30 PM on the 20th day of May, 2024. The agenda for said meeting is as follows:

### - AGENDA -

#### Transportation Technical Board of the Chisholm Trail Metropolitan Planning Organization

	Page
1. Call to Order/Roll Call.	
2. Minutes.	
1. Consider approval of minutes of the Transportation Technical Board Special Meeting of March 20, 2024.	3 - 6
	<a href="#">Transportation Technical Board of the Chisholm Trail Metropolitan Planning Organization Special Meeting - March 20, 2024 - Minutes - Pdf</a>
3. Business.	
1. Review and recommend approval of the Public Participation Plan (PPP).	7 - 12
	<a href="#">Chisholm Trail MPO - Public Participation Process</a>
2. Review and recommend approval of the MOU for Performance Targets.	13 - 15
	<a href="#">MOU - PM Targets</a>
3. Review and recommend approval of the MOU for Transit Targets.	16 - 17
	<a href="#">MOU -Transit Performance</a>
4. Review and recommend approval of supporting ODOT Performance Targets.	18 - 19
	<a href="#">Current ODOT PM Targets</a> <a href="#">PM - How Targets are Calculated</a>
5. Review and recommend approval of supporting ODOT Transit State of Good Repair Targets.	20
	<a href="#">2024 Transit Targets</a>

4. Adjourn.

**City of Enid  
Transportation Technical Board of the Chisholm Trail Metropolitan  
Planning Organization  
Minutes**

The Transportation Technical Board of the Chisholm Trail Metropolitan Planning Organization of the City of Enid, County of Garfield, State of Oklahoma, met in special session at 1:30 PM on Wednesday, March 20, 2024, in Room 403/404 of the Stride Bank Center, located at 301 South Independence Avenue in said city, pursuant to notice provided to the Clerk of the City of Enid no less than forty-eight hours prior to said meeting, and which notice was posted no later than 1:30 PM on the 19th day of March, 2024. The minutes for said meeting are as follows:

**1. CALL TO ORDER/ROLL CALL.**

Chairman Jerald Gilbert called the meeting to order with the following members present and absent:

PRESENT: Enid City Manager Jerald Gilbert, Enid Director of Engineering Designee Jason Unruh, Treasurer of the Enid Public Transportation Authority Erin Crawford, Aviation Director of Woodring Airport Keston Cook, Enid Community Development Director Leroy Alsup, Representative of the Town of North Enid Jason Dockins, Executive Director of the Greater Enid Chamber of Commerce Jon Blankenship, Representative of NORTPO Brock Spencer, ODOT Government Affairs Planning Branch Manager Laura Chaney, and Ex-Officio Member FHWA Division Community Planner Isaac Akem.

ABSENT: ODOT District IV Rural Construction Engineer Ted Zachary, ODOT Multimodal Division Office of Mobility and Public Transit Manager Eric Rose, and Ex-Officio member FTA Regional IV Community Planner Marc Oliphant

Others present were Enid City Attorney Carol Lahman, MPO Secretary Summer Anderson, Enid Assistant City Manager Scott Morris, Enid Public Transportation Authority General Manager Demetria Dixon, and Economic Development Director of NODA Vicki Eggers.

**2. BUSINESS.**

1. Discuss and make recommendations on the Unified Planning Work Program (UPWP) for the Chisholm Trail Metropolitan Planning Area (MPA).

City Attorney Carol Lahman noted that in the budget graphs, they would refer to the match as a "Local Match" instead of "City Match". There may be some minor revisions to the language, but nothing of substance. For staff contact under "Element 3 - Short Range Transit Planning", she recommended adding an "L" for "Legal" in the staff contact column, as she would also be working on the development of the Title II and Title VI Assurances and developing the Title VI Plan. She also recommended adding Legal to the staff contact column in "Element 6 - Public Participation."

ODOT Government Affairs Planning Branch Manager, Laura Chaney, noted that the UPWP could be amended as needed and was a living document. ODOT assisted in the development of the document, which was based off of what Lawton's MPO was doing in areas such as staff hours and payroll. After its approval by the Transportation Policy Board (TPB), the UPWP would go for final approval to the Federal Highway Administration (FHWA) and the Federal Transit Authority (FTA).

FHWA Division Community Planner, Isaac Akem, explained that once the UPWP was developed and had been submitted, it would go through FHWA review. They would be looking for the statement of activities that the MPO would take during the course of the year, who would conduct the tasks, the budget for each associated task, scheduled completion dates, and what the MPO anticipated the final product to be. In this initial phase, they would look at a broad overview that they had the document in place, the tasks were described, and budget was outlined. This document and approval process would be done annually. This portion included only planning funding, and not project funding. Planning funding included only expenses such as staff and supplies, or items directly related to planning.

Ms. Chaney added that for this UPWP, they did two years. The UPWP is typically done in accordance with the State's fiscal year, annually. However, by doing two years now, it would cover the current and upcoming fiscal year, instead of doing two separately, one right after the first.

Moved by Keston Cook, seconded by Brock Spencer, to make a recommendation to approve the Unified Planning Work Program for the Chisholm Trail Metropolitan Planning Area, with the above revisions.

Carried by the following votes:

Ayes: Jerald Gilbert, Jason Unruh, Erin Crawford, Keston Cook, Leroy Alsup, Jason Dockins, Jon Blankenship, Brock Spencer, Laura Chaney

Nays: None

2. Discuss and make recommendations on the FY 2024 & FY 2025 Agreement for the Chisholm Trail MPO Continuing, Cooperative and Comprehensive Long Range Transportation Planning.

Ms. Chaney explained they had taken FY 2024 and FY 2025 funds and put them under one agreement. There was not a differential for ODOT, and it would be under one purchase order. One line was added in for the transit, 5303 funds, which were planning funds, but at this time the apportionment was not available. They had it listed at zero dollars, but once they had the amount, they would supplement the agreement. Ms. Lahman mentioned a possible revision needed to Item XXVI "Prior Understanding", which would make clear that this agreement sets forth the entire agreement, with respect to this transaction. This language was being reviewed by the legal counsel for ODOT. Ms. McElroy explained that this agreement was only for PL funding and 5303, not everything the MPO was doing.

Moved by Jason Unruh, seconded by Keston Cook, to make a recommendation to approve the FY 2024 & FY 2025 Agreement for the Chisholm Trail MPO Continuing, Cooperative and Comprehensive Long Range Transportation Planning.

Carried by the following votes:

Ayes: Jerald Gilbert, Jason Unruh, Erin Crawford, Keston Cook, Leroy Alsup, Jason Dockins, Jon Blankenship, Brock Spencer, Laura Chaney

Nays: None

3. Discuss and make recommendations on the Joint Certification Statement for the Metropolitan Transportation Planning Process by ODOT and the Chisholm Trail MPO.

Ms. Chaney explained that the MPO must certify annually that they are following the federal regulations in carrying out the 3C planning process (Continuing, Comprehensive and Cooperative). ODOT also signs the agreement, certifying that the MPO is following this process. The Joint Certification gives an outline of what things the MPO actually did in the previous year.

Moved by Keston Cook, seconded by Jon Blankenship, to make a recommendation to approve the Joint Certification Statement for the Metropolitan Transportation Planning Process by ODOT and the Chisholm Trail MPO.

Carried by the following votes:

Ayes: Jerald Gilbert, Jason Unruh, Erin Crawford, Keston Cook, Leroy Alsup, Jason Dockins, Jon Blankenship, Brock Spencer, Laura Chaney

Nays: None

4. Update on the progress of Federal Transit Authority requirements.
  - Assurances
  - Title II & VI
  - EPTA's TAM Plan

Ms. Lahman explained that they were working on the assurances, Title II and Title VI, and the EPTA's Transit Asset Management (TAM) Plan. The Enid Transit had an existed Title IV plan, but it needed to be expanded to cover aspects of the MPO, as well. The intention was to have draft documents ready for review and approval at the next TTB meeting.

Discussion was held regarding any impact to operations of NODA's Cherokee Strip Transit (CST). Mr. Spencer noted that they could still originate trips in the area, although they were checking to find out if anything would change in the future. The CST would not need to be included in the EPTA TAM Plan.

Discussion was also held regarding the Title II plan, which were assurances, including statements of non-discrimination toward those included in the

Americans with Disabilities Act (ADA). Ms. Chaney noted that it was acceptable to have one Title II and VI plan together, as long as it addressed both assurances. For EPTA's TAM Plan, the Transit Targets were a critical piece that needed to be addressed first. These targets would need to be reflected in the TIP that the MPO is responsible for. Until a TIP was in place, the transit could not receive funding.

Mr. Akem explained that the FHWA offered resources, such as training opportunities and webinars related to the civil rights plans and federal aid guidance at the FHWA website.

In addition to the Transit Targets, there were Performance Measure Targets II and III that were part of the TIP. They planned to bring ODOT's targets at the next meeting, for the MPO to consider adopting them, or they may create their own.

**3. ADJOURN.**

Moved by Keston Cook, seconded by Jon Blankenship, to adjourn the meeting.

Carried by the following votes:

Ayes: Jerald Gilbert, Jason Unruh, Erin Crawford, Keston Cook, Leroy Alsup, Jason Dockins, Jon Blankenship, Brock Spencer, Laura Chaney

Nays: None

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## Purpose of the Plan

This document contains the Chisholm Trail Metropolitan Planning Organization's (MPO) official policy for the provision of meaningful public participation in transportation planning and related activities. The Public Participation Plan describes the strategies and techniques that the Chisholm Trail MPO uses to inform and engage the public in transportation planning issues with the purpose of maximizing participation and effectiveness.

## Federal Requirements for Public Participation

The Chisholm Trail MPO Public Participation Plan has been developed in accordance with the requirements of the Infrastructure Investment and Jobs Act (IIJA). The IIJA encourages proactive participation process throughout the transportation planning process mandating public access to complete information, timely public notice, and early and continuing public participation opportunities in developing plans.

The Chisholm Trail MPO's public participation process shall:

1. Be developed in consultation with all interested parties and shall, at a minimum, describe explicit procedures, strategies, and desired outcomes;
2. Provide adequate public notice of public participation activities and time for public review and comment at key decision points, including a reasonable opportunity to comment on the proposed metropolitan transportation plan and the TIP;
3. Provide timely notice and reasonable access to information about transportation issues and processes;
4. Employ visualization techniques to describe metropolitan transportation plans and TIPs;
5. Make public information (technical information and meeting notices) available in electronically accessible formats and means, such as the World Wide Web;
6. Hold any public meetings at convenient and accessible locations and times;
7. Demonstrate explicit consideration and response to public input received during the development of the metropolitan transportation plan and the TIP;
8. Seek out and consider the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services;
9. Provide an additional opportunity for public comment, if the final metropolitan transportation plan or TIP differs significantly from the version that was made available for public comment by the MPO and raises new material issues that interested parties could not reasonably have foreseen from the public involvement efforts;
10. Coordinate with the statewide transportation planning public involvement and consultation processes; and
11. Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process.



### Title VI and Non-Discrimination

Chisholm Trail MPO’s public participation process shall remain consistent with Title VI of the Civil Rights Act and other Title VI regulations, Executive Order 12898 (Environmental Justice), Executive Order 13166 (Limited English Proficiency), The Americans with Disabilities Act (ADA), and other federal non-discrimination policies. It is the Chisholm Trail MPO’s policy that no person shall, on the basis of race, color, national origin, religion, sex, disability, age, or familial status be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any federally or non-federally funded program or activity administered by the Chisholm Trail MPO.

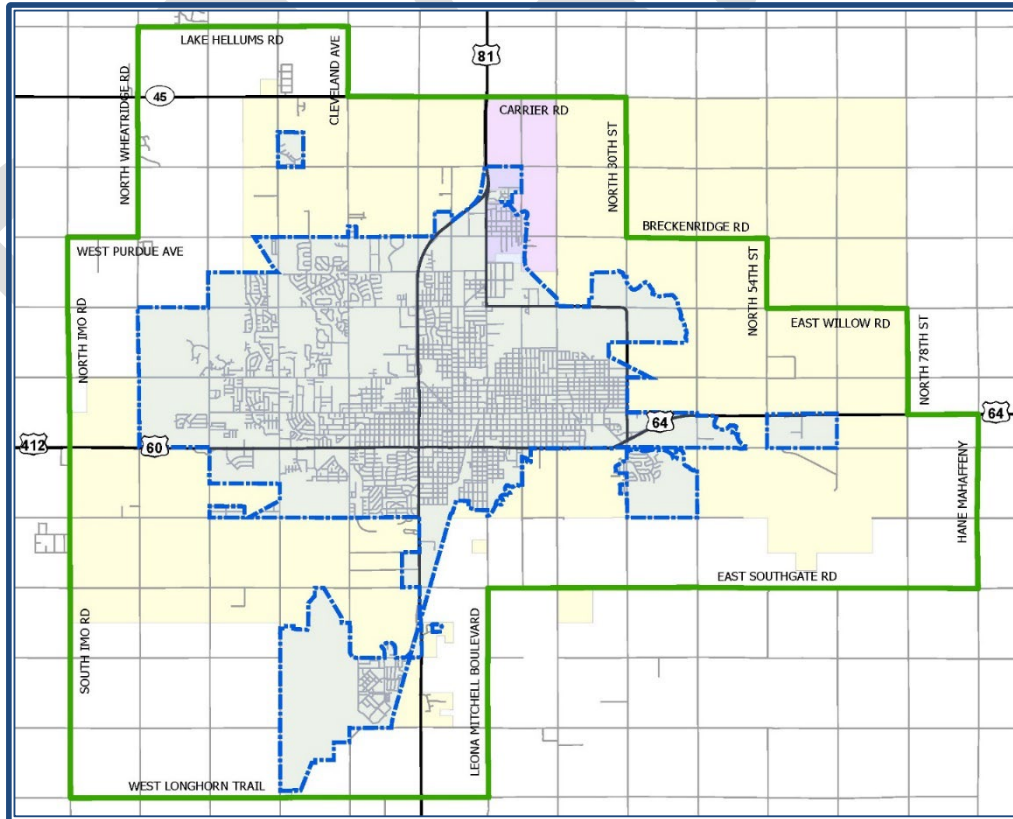
To ensure that cultural and language barriers are overcome, Limited English Proficiency (LEP) procedures will be implemented, such as making information readily available, having documents translated, and public notices broadcasted for Spanish-speaking populations. Meetings and/or public hearings shall be made accessible and user-friendly for all stakeholders, taking into consideration convenient locations and schedules. Upon request, Chisholm Trail MPO will provide appropriate accommodations for residents with hearing and/or sight impairment.

Send any request for accommodation to the MPO Secretary, [sanderson@enid.org](mailto:sanderson@enid.org).

## Chisholm Trail MPO

### Metropolitan Planning Area

The Chisholm Trail Metropolitan Planning Area (MPA) is 97.07 square miles, including most of the City of Enid (excluding Vance Air Force Base), the Town of North Enid and portions of Garfield County. In 2020, the Chisholm Trail MPA consisted of 52,735 people.



## Transportation Policy Board

The Transportation Policy Board (TPB) has been designated as the MPO for the Chisholm Trail metropolitan area and is the final approval authority for transportation planning. The TPB reviews and approves the overall work program and makes policy determinations concerning the transportation plan and the transportation improvement program.

## Transportation Technical Board

The Transportation Technical Board (TTB) coordinates transportation issues at the technical level and provides technical advice to the TPB.

## Planning Documents and Public Involvement

One of the most essential responsibilities of the Chisholm Trail MPO is the continual development or updating of several core products that guide the transportation planning process. The various documents, reports, and publications the Chisholm Trail MPO produces provide policy and technical information that the public needs in order to make more informed contributions. The Chisholm Trail MPO will make these plans and policy documents available to the public at meetings, on the Chisholm Trail MPO website, in person or by mail upon request, and at other appropriate locations and public meetings around the region.

### Metropolitan Transportation Plan (MTP)

The MTP is one of the main products of the metropolitan transportation planning process, addressing no less than a twenty (20) year horizon. The transportation plan includes both long-range and short-range strategies that provide for the development of an integrated multimodal transportation system to facilitate the safe and efficient movement of people and goods in addressing current and future transportation demand.

### Transportation Improvement Program (TIP)

The TIP is a prioritized list of transportation projects proposed for implementation during the next four years. Projects included in the TIP must be consistent with the MTP. The TIP is required to be financially constrained in each year of the program. This means that the funding identified for transportation projects in a given year must be equal to the amount reasonably expected to be available under existing federal, state and local programs. Prior to adoption of the TIP (or amendment) the Chisholm Trail MPO provides an opportunity for public review and comment and holds a public hearing. A project utilizing federal transportation funds may not proceed unless it is included in the TIP. Amendments and revisions of the TIP may occur at any time during the FY.

### Unified Planning Work Program (UPWP)

The purpose of the UPWP is to provide guidance for the continuing, comprehensive, and cooperative (3C) approach to transportation planning. The UPWP is based on the transportation planning priorities in the Enid area in consideration of federal planning factors and federal emphasis areas. The UPWP lists all work to be addressed during the FY and identifies revenue sources. The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) must approve the budget and statement of work in the UPWP in writing by June 30<sup>th</sup>, before costs may be incurred for the new FY. The Chisholm Trail MPO will develop its first UPWP in FY2024.

### Public Participation Process (PPP)

The intent of the PPP is to encourage and support proactive public participation throughout the planning and decision making process related to the development of proposed transportation plans, programs, and projects so that a safe, efficient transportation system reflecting the needs and interests of all stakeholders can be

provided. Public participation provides residents, affected public agencies, providers of transportation and other interested party's reasonable opportunity to comment and participate in goal setting, problem solving, and expand the focus of transportation decision making.

Table 2 – Public Review Summary

<b>Adoption</b>			
Planning Product	Schedule	Public Meeting Notice	Public Review and Comment Period
MTP	Every 5 years	1-5 days	30 days
TIP	Every 2 years	1-5 days	30 days
UPWP	Every year	1-5 days	14 days
PPP	Periodically	1-5 days	45 days
<b>Amendments</b>			
Planning Product	Schedule	Public Meeting Notice	Public Review and Comment Period
MTP	As needed	1-5 days	14 days
TIP <sup>1</sup>	As needed	1-5 days	14 days
UPWP	As needed	1-5 days	14 days
PPP	As needed	1-5 days	45 days

### Other Significant Activities/Products

The Chisholm Trail MPO will consider and undertake appropriate outreach procedures on a case by case basis for other significant activities such as Planning Studies, Regional Plans, and other activities as deemed necessary.

## Public Participation Strategies

To best reach residents, the Chisholm Trail MPO uses a variety of outreach tools, engagement methods, and informational techniques. Although these tools often work together, they can be used individually for online and face to face engagement to inform and engage stakeholders, and obtain input for the transportation planning decision-making process.

Ways to convey information and engage residents may include:

### Public Meetings

All Chisholm Trail MPO board meetings are public meetings. Members of the public and representatives from all organizations are welcome and encouraged to attend.

### Public Hearings

The Chisholm Trail MPO is committed to providing for sufficient opportunity and means for the public to review and comment on the transportation planning process, including the adoption of the MTP and TIP. Affected public agencies, representatives of public transportation organizations, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of individuals with disabilities, and other interested parties will also

<sup>1</sup> TIP modifications do not require a public comment period. Refer to the TIP/STIP procedures for more information.

have reasonable opportunity to review and comment on any substantial or significant change suggested for the MTP or TIP. Prior to adoption or amendment of the MTP or TIP, a public hearing will be conducted by the Chisholm Trail MPO's TPB. A notice of public hearing will be published in at least one newspaper in advance of any action taken by the TPB.

### Email

Emails will be used to distribute transportation planning documents and information to those interested parties for review and comment. The Chisholm Trail MPO will develop and maintain a listing of interested parties to include:

- Residents
- Affected Public Agencies
- Representatives of Public Transportation
- 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
- Disability Advocacy Groups
- Other interested parties

### Website

The Chisholm Trail MPO maintains a website to distribute information to the public about the transportation planning process. The site is regularly updated with content about ongoing projects and programs including opportunities for public participation.

### Social Media

In some cases, the Chisholm Trail MPO may use social media platforms to encourage and elicit public participation.

**MEMORANDUM OF UNDERSTANDING**  
BETWEEN THE CHISHOLM TRAIL METROPOLITAN PLANNING  
ORGANIZATION AND OKLAHOMA DEPARTMENT OF TRANSPORTATION

WHEREAS, 23 CFR 450.314(h) requires that the MPO(s), State(s), and providers of public transportation shall jointly agree upon and develop specific written provisions for cooperatively developing and sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking progress toward attainment of critical outcomes for the region of the MPO, and the collection of data for the State asset management plan for the NHS; and

WHEREAS, the Chisholm Trail Metropolitan Planning Organization (Chisholm Trail MPO) has been designated as the Metropolitan Planning Organization (MPO) for the Enid Metropolitan Area; and

NOW, THEREFORE, to ensure consistency to the maximum extent possible Chisholm Trail MPO and the Oklahoma Department of Transportation (ODOT) enter into this agreement to carry out the cooperative process for the Metropolitan Planning Area (MPA) as detailed below:

1. TRANSPORTATION PERFORMANCE DATA

- A. ODOT will provide Chisholm Trail MPO with the statewide performance data used in developing statewide targets, and will also provide subsets of the statewide data, based on their planning study area boundaries.
- B. Chisholm Trail MPO will provide ODOT with any supplemental data they utilize in the target-setting process when establishing their own targets.

2. SELECTION OF PERFORMANCE TARGETS

- A. ODOT will draft statewide performance targets for each of the performance measures and coordinate with Chisholm Trail MPO, as required. Chisholm Trail MPO will be given an opportunity to comment on the ODOT statewide targets before they are established.
- B. Chisholm Trail MPO will coordinate with ODOT when establishing MPO targets or supporting state targets. ODOT will be given an opportunity to comment on the Chisholm Trail MPO targets. Chisholm Trail MPO will establish performance targets by board action, or as designated by the board.
- C. MPOs creating their own TAM Plan will coordinate with ODOT when establishing targets. ODOT will be given an opportunity to comment on the transit targets before they are established. MPOs will establish transit performance targets by board action, or as designated by the board.
- D. All coordination methods may include in-person meetings, conference calls, web meetings, and/or email communication.

### 3. REPORTING OF PERFORMANCE TARGETS

- A. ODOT performance targets will be reported to FHWA and FTA, as applicable. Chisholm Trail MPO will be notified by email when ODOT has reported final statewide targets.
- B. MPO performance targets will be reported to the ODOT Planning Branch Manager.

For each target, Chisholm Trail MPO will provide the following information no later than 180 days after the date which ODOT establishes performance targets, or the date specified by federal code. 23 CFR 450.306(d)(3).

- i. A determination of whether Chisholm Trail MPO
    - a. is agreeing to plan and program projects so that they contribute toward the accomplishment of the ODOT performance target(s), or;
    - b. is setting a quantifiable target for that performance measure for the MPA.
  - ii. If a quantifiable target is set for the MPA, the Chisholm Trail MPO will provide ODOT any supplemental data used in determining any such target.
  - iii. Documentation of the Chisholm Trail MPO target or support of the statewide and/or public transportation provider target will be provided in the form of a formal resolution.
- C. ODOT will include information outlined in 23 CFR 450.216(f) in any statewide long range transportation plan amended or adopted after May 27, 2018, and information outlined in 23 CFR 450.218(q) in any statewide transportation improvement program amended or adopted after May 27, 2018.
  - D. Chisholm Trail MPO will include information outlined in 23 CFR 450.324(f)(3-4) in any metropolitan transportation plan amended or adopted after May 27, 2018, and information outlined in 23 CFR 450.326(d) in any transportation improvement program amended or adopted after May 27, 2018.
  - E. Reporting of targets and performance by ODOT and Chisholm Trail MPO shall conform to 23 CFR 450, 23 CFR 490, 49 CFR 625, and 49 CFR 673.

### 4. REPORTING OF PERFORMANCE TO BE USED IN TRACKING PROGRESS TOWARD ATTAINMENT

- A. ODOT will document progress towards achieving statewide performance targets and report that information to the Chisholm Trail MPO in the Long Range Transportation Plan (LRTP), Statewide Improvement Program (STIP), ODOT Transportation Asset Management (TAM) Plan, and FTA Annual Report.

- B. Chisholm Trail MPO will document progress towards achieving performance targets and report that information to ODOT in the Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP) by email.
  - C. MPOs creating their own TAM Plan will document progress towards achieving transit targets and report that information to ODOT in their TAM Plan and FTA Annual Report by email.
5. COLLECTION OF DATA FOR THE STATE ASSET MANAGEMENT PLANS FOR THE NHS
- A. The ODOT will be responsible for collecting bridge and pavement condition data for the State asset management plan for the NHS, regardless of ownership.

This Memorandum of Understanding has been approved through formal resolution of action between Chisholm Trail Metropolitan Planning Organization and the Oklahoma Department of Transportation.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chisholm Trail Metropolitan Planning Organization  
Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Oklahoma Department of Transportation  
Deputy Director

**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN THE CHISHOLM TRAIL METROPOLITAN PLANNING**  
**ORGANIZATION, OKLAHOMA DEPARTMENT OF TRANSPORTATION,**  
**AND THE ENID PUBLIC TRANSPORTATION AUTHORITY**

WHEREAS, 23 CFR 450.314(h) requires that the MPO(s), State(s), and providers of public transportation shall jointly agree upon and develop specific written provisions for cooperatively developing and sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking progress toward achievement of critical outcomes for the region of the MPO, and the collection of data for the State asset management plan for the National Highway System (NHS); and

WHEREAS, the Chisholm Trail Metropolitan Planning Organization (Chisholm Trail MPO) has been designated as the Metropolitan Planning Organization (MPO) for the Enid Metropolitan Area; and

WHEREAS the Enid Public Transportation Authority (EPTA) is a member of the Chisholm Trail MPO and operate in the Metropolitan Planning Area (MPA); and

NOW, THEREFORE, to ensure consistency to the maximum extent possible Chisholm Trail MPO, the Oklahoma Department of Transportation (ODOT), and EPTA enter into this agreement to carry out the cooperative process for the MPA as detailed below:

**1. TRANSPORTATION PERFORMANCE DATA**

- A. EPTA will provide Chisholm Trail MPO with the source of the performance data used in developing their Transit Asset Management (TAM) Plan and State of Good Repair (SGR) targets and make the data available upon request.
- B. EPTA will report annual asset inventory module (AIM) data to the National Transit Database (NTD).

**2. SELECTION OF PERFORMANCE TARGETS**

- A. EPTA, in creating their TAM Plan, will coordinate with ODOT and Chisholm Trail MPO when establishing their SGR targets. ODOT and Chisholm Trail MPO will be given an opportunity to comment on the transit targets before they are established.
- B. Chisholm Trail MPO will coordinate with EPTA when establishing their regional SGR targets. Chisholm Trail MPO will either establish one set of regional SGR targets that incorporate EPTA's SGR targets or choose to support the SGR targets set by EPTA. Chisholm Trail MPO will provide EPTA the opportunity to respond and comment before targets are established. Chisholm Trail MPO will establish performance targets by board action, or as designated by the board.
- C. Coordination methods may include in-person meetings, conference calls, virtual meetings, and/or email communication.



3. REPORTING OF PERFORMANCE TARGETS

- A. EPTA’s TAM Plans and SGR targets will be reported to the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), as applicable. EPTA will provide Chisholm Trail MPO with their TAM plans and SGR targets, once submitted, by email.
- B. Chisholm Trail MPO’s SGR targets will be reported to EPTA, and ODOT. SGR targets for the Chisholm Trail MPO will be updated or reviewed every 5 years, or with every new Chisholm Trail MPO’s Long-Range Transportation Plan adoption.
- C. Chisholm Trail MPO will include information outlined in 23 CFR 450.324(g)(3-4) in any metropolitan transportation plan amended or adopted after May 27, 2018, and information outlined in 23 CFR 450.326(d) in any transportation improvement program amended or adopted after October 1, 2018.
- D. Reporting of targets and performance by EPTA, and Chisholm Trail MPO shall conform to 23 CFR 450, 23 CFR 490, 49 CFR 625, and 49 CFR 673.

4. REPORTING OF PERFORMANCE TO BE USED IN TRACKING PROGRESS TOWARD ACHIEVEMENT

- A. Chisholm Trail MPO will document progress towards achieving performance targets and report that information to ODOT and EPTA in the Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP).
- B. EPTA will document progress towards achieving transit targets and report that information to ODOT and/or Chisholm Trail MPO in their TAM Plan and FTA Annual Report as applicable by email.

This Memorandum of Understanding has been approved through formal resolution of action between Chisholm Trail Metropolitan Planning Organization, the Oklahoma Department of Transportation, and the Enid Public Transportation Authority.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Enid Public Transportation Authority  
General Manager

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chisholm Trail Metropolitan Planning Organization  
Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Oklahoma Department of Transportation  
Deputy Director

## PM 1 – Safety Targets

<b>Calendar Year 2024 Safety Performance Targets</b>	
<b>Number of Fatalities</b>	<b>755</b>
<b>Number of Serious Injuries</b>	<b>2,011</b>
<b>Fatality Rate</b>	<b>1.69</b>
<b>Serious Injury Rate</b>	<b>4.53</b>
<b>Total Number of Non-Motorized Fatalities and Serious injuries</b>	<b>297</b>

## PM 2 – Pavement and Bridge Performance

## PM 3 – System Performance

<b>Summary of 2024 Performance Targets</b>	
<b>Pavement Performance</b>	<b>Target</b>
<b>Percentage of Pavements of the Interstate System in Good Condition</b>	<b>56.0%</b>
<b>Percentage of Pavements of the Interstate System in Poor Condition</b>	<b>4.0%</b>
<b>Percentage of Pavements of the Non-Interstate NHS in Good Condition</b>	<b>40.0%</b>
<b>Percentage of Pavements of the Non-Interstate NHS in Poor Condition</b>	<b>6.0%</b>
<b>Bridge Performance</b>	<b>Target</b>
<b>Percentage of NHS Bridges Classified as in Good Condition</b>	<b>40.0%</b>
<b>Percentage of NHS Bridges Classified as in Poor Condition</b>	<b>5.0%</b>
<b>System Performance</b>	<b>Target</b>
<b>Percent of the Person-Miles Traveled on the Interstate That Are Reliable</b>	<b>90.0%</b>
<b>Percent of the Person-Miles Traveled on the Non-Interstate NHS That Are Reliable</b>	<b>90.0%</b>
<b>Truck Travel Time Reliability (TTTR) Index</b>	<b>&lt;1.33</b>

For more information on Transportation Performance Management visit  
<https://www.fhwa.dot.gov/tpm/>

# PERFORMANCE MEASURES

## HOW TARGETS ARE CALCUCATED



### Pavement Targets

ODOT collects data from the full extent of the mainline highway for the NHS and Interstates annually. Both directions are collected for divided highways and only one direction is collected for undivided highways.

Once the information is collected, the information is reported to the Highway Performance Monitoring System (HPMS) based on G/F/P metrics established by FHWA. The information reported is based on IRI, Rutting, Faulting, and Cracking. Table 1 shows the thresholds established by FHWA for each of the measures.

Once the information is submitted, an overall G/F/P Pavement Rating is established. Table 2 shows the overall condition ratings established by FHWA.

Table 1

	Good	Fair	Poor
IRI (inches/mile)	<95	95-170	>170
Rutting (inches)	<0.20	0.20-0.40	>0.40
Faulting (inches)	<0.10	0.10-0.15	>0.15
Cracking (%)	<5	5-20 (Asphalt) 5-15 (JCP) 5-10 (CRCP)	>20 (Asphalt) >15 (JCP) >10 (CRCP)

\* JCP (Jointed Concrete)

CRCP (Continuously Reinforced Concrete)

Overall Section Condition Rating	Pavement Type	
	Asphalt and Jointed Concrete	Continuous Concrete
Good	3 metric ratings (IRI, cracking and rutting/faulting)	2 metric ratings (IRI and cracking)
Poor	All three metrics rated "Good"	Both metrics rated "Good"
Fair	≥ 2 metrics rated "Poor"	Both metrics rated "Poor"
	All other combinations	All other combinations

### Bridge Targets

The calculation is based upon the National Bridge Inventory (NBI) condition ratings for Deck, Superstructure, Substructure, and Culvert. Overall condition of a bridge is determined by and reported as the lowest condition rating of those items. The controlling (lowest) condition rating dictates the reported condition of the bridge as a whole and is quantified by the surface area of the bridge deck in square feet. If the lowest rating for the deck, superstructure, substructure, or culvert is greater than or equal to 7, the condition of the bridge is classified as 'good'; if the lowest rating is less than or equal to 4, the condition of the bridge is classified as 'poor', values 5 and 6 are classified as 'fair' condition. Deck area is computed using NBI Structure Length and Deck Width or Approach Roadway Width (for some culverts).

### System Performance Targets

TTR measures are based on the transport of people and are calculated as a ratio of the near worst-case travel time (80th percentile) to the normal travel time (50th percentile) over the 365 days in the year for each segment in the NHS. If the ratio of the segment is ≥ 1.5, the segment is deemed unreliable. The reliability percentage is based upon how many segments in the system are reliable.

TTTR measures are based on the transport of freight (trucks) and are calculated as the ratio of the near worst-case travel time (95th percentile) to the normal travel time (50th percentile) over the 365 days in the year for each segment in the Interstate system. The reliability index is calculated based on the ratio of each Interstate segment averaged over the extent of the Interstate system. By federal rule, the TTTR index is one aggregate number for the entire Interstate system, and if the index is ≥ 1.5, the Interstate system is deemed unreliable.

## Transit State of Good Repair Targets

Asset Category	Asset Class	Performance Measure	FY 2024 Target*
<b>Rolling Stock</b>	Automobile (AO)	Percentage vehicles that have met or exceeded their Useful Life Benchmark (ULB)	83.33
	Bus (BU)		33.33
	Over the Road Bus (OTR)		50
	Cutaway (CU)		30.32
	Minivan (MV)		14.65
	School Bus (SB)		0
	Sport Utility Vehicle (SV)		80
	Van (VN)		6.72
<b>Equipment</b>	Automobile (AO)		50
	Trucks (TR)		38
<b>Facilities</b>	Administrative and Maintenance	Percentage of facilities within asset class rated below condition 3 on the TERM Scale	10.00
	Passenger and Parking		33.33

\*Percent at or Past ULB (Rolling Stock and Equipment) pr Percent below 3 on the TERM Scale (facilities)