

## REGIONAL TRANSPORTATION COUNCIL

Section 3. The following rules shall govern the procedure, membership, and records of the Regional Transportation Council and its Subcommittees.

- A. Membership. Membership on the Regional Transportation Council shall be provided for local governments in the Metropolitan Area, either by direct membership or by representation. The maximum number of seats for individual and cluster cities shall be 27; the maximum for all other seats shall be 17, resulting in membership that shall not exceed 44 seats. The membership structure shall be based on the most recent NCTCOG demographic data, and the allocation readjusted to maintain the membership limit of 44. A copy of the current membership structure is attached to these Bylaws as Appendix A. Cities with a population or employment total of 5,000 or greater shall be represented on the RTC through a membership cluster unless they are provided direct membership. Federally designated urbanized areas of 50,000 or greater, in which the Regional Transportation Council is serving as the Metropolitan Planning Organization, shall be provided direct membership. The cities of Denton, Lewisville, and McKinney have been designated as urbanized areas. The Regional Transportation Council will honor these designations and maintain a cluster seat for each of these three urbanized areas. Representation for the three urbanized area seats can come from any of the cities within the respective cluster. Transportation authority membership is provided only to those entities authorized and operating under Chapters 451, 452 or 460 of the Texas Transportation Code. The following local governments and public agencies shall be represented as indicated:

### Cities

City of Arlington	2
Cities of Carrollton and Farmers Branch	1
Cities of Dallas, Highland Park, and University Park	6
Cities of Denton, Sanger, Corinth, and Lake Dallas	1 (urbanized area)
Cities of Duncanville, DeSoto, Lancaster, Cedar Hill, Glenn Heights, and Hutchins	1

City of Fort Worth	3
City of Garland	1
City of Grand Prairie	1
Cities of North Richland Hills, Richland Hills, Haltom City, Watauga, White Settlement, River Oaks, Lake Worth, Westworth Village, Saginaw, and Azle	1
Cities of Irving and Coppell	1
Cities of Lewisville, Flower Mound, and Highland Village	1 (urbanized area)
Cities of Mansfield, Benbrook, Forest Hill, Crowley, Everman, and Kennedale	1
Cities of Mesquite, Balch Springs, Seagoville, and Sunnyvale	1
Cities of Keller, Grapevine, Southlake, Colleyville, Westlake, Trophy Club, Roanoke, Bedford, Euless, and Hurst	1
Cities of McKinney, Fairview, Anna, Princeton, and Melissa	1 (urbanized area)
City of Plano	1
Cities of Richardson and Addison	1
Cities of Frisco, Prosper, Little Elm, The Colony, Celina, and Providence Village	1
Cities of Allen, Lucas, Wylie, Rowlett, Sachse, and Murphy	<u>1</u>
Subtotal	27

#### Other

Collin County	1
Dallas County	2
Denton County	1
Ellis County and the Cities of Waxahachie, Midlothian, Ennis, and Red Oak and Kaufman County and the Cities of Forney, Terrell, and Kaufman	1
Johnson County and the Cities of Burleson, Cleburne, Keene, and Joshua and Hood County and the City of Granbury	1
Rockwall County and the Cities of Rockwall, Heath, Royse City, and Fate and Hunt County and the Cities of Greenville and Commerce	1
Parker County and the Cities of Weatherford and Mineral Wells and Wise County and the Cities of Decatur and Bridgeport	1
Tarrant County	2
District Engineer, Dallas District, TxDOT (also represents the TxDOT Paris District's interests)	1
District Engineer, Fort Worth District, TxDOT	1
Board Member, Dallas Area Rapid Transit	1
Board Member, Fort Worth Transportation Authority	1
Board Member, Denton County Transportation Authority	1

Board Member, North Texas Tollway Authority	1
Board Member, Dallas/Fort Worth International Airport	<u>1</u>
Subtotal	<u>17</u>
TOTAL	44

The representatives of the Dallas/Fort Worth International Airport, North Texas Tollway Authority (NTTA) and the three transportation authorities shall be selected by the chairs of their respective entities. The Dallas/Fort Worth International Airport, NTTA and transportation authority representatives shall be Board members of their respective entities.

B. Appointees. All members of the RTC shall be local elected officials except:

- the three transportation authority representatives,
- the two TxDOT District Engineers,
- the representative of the North Texas Tollway Authority,
- the representative of the Dallas/Fort Worth International Airport (unless an elected official Board member is selected), and
- optional representatives of local governments where one-third of a public agency's representation may be by non-elected private sector officials who are residents of the appointing cluster.

Representatives of individual cities and counties shall be appointed by and serve at the pleasure of the city councils and commissioners' courts respectively, and shall be serving on the governing body they represent (except as noted above). The person representing a group of several cities shall be selected by the mayors using a weighted vote of the maximum population or employment of the cities represented, and the person selected shall serve a two-year term beginning in June of even-numbered years and shall be serving on one of the governing bodies they represent (except as noted above or below). The person representing a group of several

cities and counties shall be selected by the county judges using a weighted vote of the maximum population or employment of the counties represented, and the person selected shall serve a two-year term beginning in June of even-numbered years and shall be serving on one of the governing bodies they represent. In the spirit of integrated transportation planning, all cities within a city-only cluster are eligible to hold the RTC membership seat for the cluster, and the cities should strongly consider rotation of the seat among the entities within the respective cluster. Items to consider when contemplating seat rotation may include: 1) a natural break in a member's government service, such as the conclusion of an elected term, 2) a member's potential to gain an officer position or advance through the officer ranks, 3) a member's strong performance and commitment to transportation planning, or 4) the critical nature of a particular issue or project and its impact on an entity within the cluster. For clusters consisting of both counties and cities, the counties are eligible to hold the RTC membership seat for the cluster, and the counties should strongly consider rotation of the seat among the counties. The entity from which the representative is serving must be located within the Metropolitan Planning Area Boundary. When the Regional Transportation Council modifies the current boundary, membership eligibility will be reevaluated based on the new boundary area.

Each seat on the Regional Transportation Council will be provided a primary member and permitted an alternate member. Alternate members must be predetermined in advance of a meeting and will have voting rights at the full RTC meeting, as well as subcommittee meetings, in the absence of the primary member. An entity or group of entities may elect to appoint its alternate member(s) from a pool of eligible nominees. The same requirements apply to alternate members as to primary members. If a primary member is an elected official, then the alternate member must also be an elected official; if a primary member is a non-elected individual, then the alternate member can be either a non-elected individual or an elected official. Cities and/or counties within a cluster are strongly encouraged to reflect diversity in their

selections of primary and alternate members as well as membership rotation amongst the group depending on the qualifications of the appointees. A best practice may be to appoint the alternate member from an eligible entity within the cluster that is not providing the primary member.

The appointing bodies are encouraged to select members in common for the RTC and the NCTCOG Executive Board.

C. Voting Structure. Each seat on the Regional Transportation Council will be provided one vote, with the exception of the Chair who will only vote on a tie. As noted above, either the primary or alternate member in attendance will have the right to vote. An alternate member may represent only one primary member at any given meeting. Teleconferencing for member participation will not be permitted; members must be in attendance to vote. No proxy or absentee voting will be allowed.

D. Standards of Conduct (Ethics Policy). The Regional Transportation Council (RTC) establishes the following Ethics Policy in accordance with Section 472.034 of the Texas Transportation Code. This policy applies to both primary and alternate RTC members, whether elected or non-elected. An RTC member may not:

- accept or solicit any gift, favor, or service that might reasonably tend to influence the member in the discharge of official duties or that the member knows or should know is being offered with the intent to influence the member's official conduct;
- accept other employment or engage in a business or professional activity that the member might reasonably expect would require or induce the member to disclose confidential information acquired by reason of the official position;