



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 9/23/2025

REQUESTER: Taylor Johnson, AICP, Transit and Parking Program Manager

PRESENTER: Scott Sturtz, P. E., Public Works Director

ITEM TITLE: CONSIDERATION OF ACCEPTANCE, APPROVAL, AWARDING, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A GRANT THROUGH THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS (ACOG) OF FEDERAL TRANSIT ADMINISTRATION 5303 FUNDING IN THE AMOUNT OF \$100,000 TO BE USED FOR ELIGIBLE TRANSIT PLANNING ACTIVITIES WITHIN THE CENTRAL OKLAHOMA TRANSPORTATION MANAGEMENT AREA (TMA) AS IDENTIFIED IN THE FY2026 UNIFIED PLANNING WORK PROGRAM (UPWP), AND APPROVAL OF CONTRACT K-2526-66 AS OUTLINED IN THE STAFF REPORT.

BACKGROUND:

The City of Norman took over the operations of the City public transportation system on June 1, 2019, from the University of Oklahoma. On June 27, 2019, the City of Norman was recognized by the Federal Transit Administration (FTA) as an eligible recipient of federal transit funds for the Norman Urbanized Area. As a part of this transition of operations, the City of Norman also replaced the University's CART program for regional transportation planning activities.

The Association of Central Oklahoma Governments (ACOG) serves as the Metropolitan Planning Organization (MPO) for the Central Oklahoma Transportation Management Area (TMA), providing a multi-government, multi-agency body for carrying out a continuing, coordinated, comprehensive program of multimodal transportation system planning. The Unified Planning Work Program (UPWP) is a description of the proposed multimodal transportation planning activities to be conducted in the ACOG MPO area during FY 2026 (July 1, 2025, to June 30, 2026). This program is administered by ACOG, in accordance with a Memorandum of Understanding between ACOG, the Oklahoma Department of Transportation (ODOT), the Central Oklahoma Transportation and Parking Authority (COTPA), and the City of Norman (Norman-Transit).

The UPWP is prepared annually and serves as a basis for requesting federal planning funds from the U.S. Department of Transportation, as well as a management tool for scheduling, budgeting, and monitoring the planning activities of the participating entities. The City of Norman cooperatively works with ACOG, ODOT, and COTPA on the planning efforts outlined in the

annual Unified Planning Work Program (UPWP), which includes development and implementation of the ACOG MPO Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP).

FTA 5303 funds are apportioned to states for metropolitan planning by formula, based on proportion of population and then sub-allocated to MPOs. These funds are available for eligible planning activities such as increasing safety and security, supporting economic vitality, and enhancing the integration and connectivity of the transportation system among other eligible activities.

DISCUSSION:

The fiscal year 2025-2026 (FY 2026) ACOG MPO UPWP budgets a total of \$125,000 (of which \$100,000/80% is federal and \$25,000/20% is local match) in FTA 5303 funding to the City of Norman for various tasks. As outlined in the UPWP, these tasks could include:

- Providing data on route and service changes for the annual Network Monitoring Report;
- Studying alternative modes and alignments and evaluating the same for social, economic, and environmental impacts;
- Evaluating, implementing, and monitoring performance of bus route services and changes and reviewing the impact of any changes;
- Planning for fleet replacement and expansion as necessary for service;
- Developing and maintaining both print and digital route formats of both individual routes and system maps;
- Pursuing marketing strategies to retain and expand ridership such as developing real-time rider tools, advertising implementation of planned service changes, and promoting transit service to the community; and
- Facilitating bus route accessibility by identifying issues, improving accessibility at bus stops, and monitoring deployment of e-scooter technologies to ensure safety for all users of the public right of way.

The FTA 5303 funds will be used to reimburse staff time to accomplish these planning activities. Those expenses are already budgeted in FYE 2026 in the Transit and Parking Fund in the salaries and benefits accounts. Subsequently, the local match will be derived from these same accounts.

RECOMMENDATION:

1. Staff recommends accepting the FTA 5303 Grant Funding in the amount of \$100,000 for eligible transit planning activities within the Central Oklahoma Transportation Management Area (TMA) as identified in the FY2026 Unified Planning Work Program (UPWP).
2. Staff recommends approval of Contract K-2526-66.
3. Staff recommends recording receipt of the grant of \$100,000 into the Public Transit Fund, Other Revenue-Federal Grants (Account 275-333252).