



ASSOCIATION OF  
CENTRAL OKLAHOMA  
GOVERNMENTS

# ACOG MPO UNIFIED PLANNING WORK PROGRAM

FY 2024



Association of Central Oklahoma Governments  
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Reviewed by the ACOG MPO Technical Committee - June 15, 2023

Approved by the ACOG MPO Policy Committee

*This report is the product of a project (study) financed in part by the Federal Transit Administration and the Federal Highway Administration of the U.S. Department of Transportation.*

*The contents of this report reflect the views of the Association of Central Oklahoma Governments Metropolitan Planning Organization (ACOG MPO). ACOG is responsible for the facts and the accuracy of the data presented herein. The contents do not necessarily reflect official views or policy of the U.S. Department of Transportation. This report does not constitute a standard, specification, or regulation.*

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## PART 1: INTRODUCTION

The Unified Planning Work Program (UPWP) is a description of the proposed multimodal transportation planning activities to be conducted in the Association of Central Oklahoma Governments Metropolitan Planning Organization (ACOG MPO) area during FY 2024 (July 1, 2023 to June 30, 2024). 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). ACOG serves as the MPO for the Oklahoma City 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 Federal Highway Administration (FHWA) and Federal Transit Administration's (FTA) Offices of Planning have jointly issued Planning Emphasis Areas (PEAs) to assist MPOs in identifying and developing UPWP tasks.

- **Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future**—Ensure transportation plans and infrastructure investments help achieve the national greenhouse gas reduction goals and increase resilience to extreme weather events and other disasters resulting from the increasing effects of climate change
- **Equity and Justice40 in Transportation Planning**—Advance racial equity and support for underserved and disadvantaged communities
- **Complete Streets**—Review current policies, rules, and procedures to determine their impact on safety for all road users
- **Public Involvement**—Increase meaningful public involvement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices
- **Strategic Highway Network (STRAHNET)/US Department of Defense (DOD) Coordination**—Coordinate with representatives from DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities
- **Federal Land Management Agency (FLMA) Coordination**—Coordinate with FLMAs in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands
- **Planning and Environmental Linkages (PEL)**—Implement PEL as part of the transportation planning and environmental review processes
- **Data in Transportation Planning**—Incorporate data sharing and consideration into the transportation planning process, because data assets have value across multiple programs

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. This document was developed with input from numerous agencies, including ODOT, FHWA, FTA, COTPA, the City of Norman, the Oklahoma City Traffic Management Division, and other cities included in the TMA

## PART 2: ACOG MPO ORGANIZATION

### COMMITTEE STRUCTURE

Multimodal transportation planning and implementation require a unified policy direction for all modes of travel. This direction is provided by a committee structure, which was developed jointly by the Oklahoma Department of Transportation (ODOT) and local governments within the ACOG MPO. The structure includes the ACOG MPO Policy Committee, ACOG MPO Technical Committee, and Stakeholder Advisory Group (SAG). The ACOG MPO organizational structure, which includes additional committees and subgroups, is shown in [Figure 1](#).

#### ACOG MPO Policy Committee

The ACOG MPO Policy Committee has 46 members and is the single policy group for regional transportation decision making in the ACOG MPO area. The Policy Committee voting membership is composed of locally elected officials, state transportation department managers and commissioners, and designees from other local agencies, representing various transportation modes. Each member local government has one vote. Federal aviation, transit, and highway officials are designated as non-voting Policy Committee members. The primary functions of the Policy Committee are to provide guidance for multimodal transportation planning and to assure coordination among transportation modes, local government entities, and planning efforts. The current membership of the Policy Committee is shown in [Table 1](#).

The Chairman of the Policy Committee is elected from the membership every year for a one-year term. Individual local governing bodies select their representatives to the Policy Committee. Staff personnel of ACOG have been designated by the Policy Committee to provide administrative and clerical support to the Committee. The Policy Committee meets at 1:20 p.m., usually on the last Thursday of each month in the Board Room of the Association of Central Oklahoma Governments.

#### ACOG MPO Technical Committee

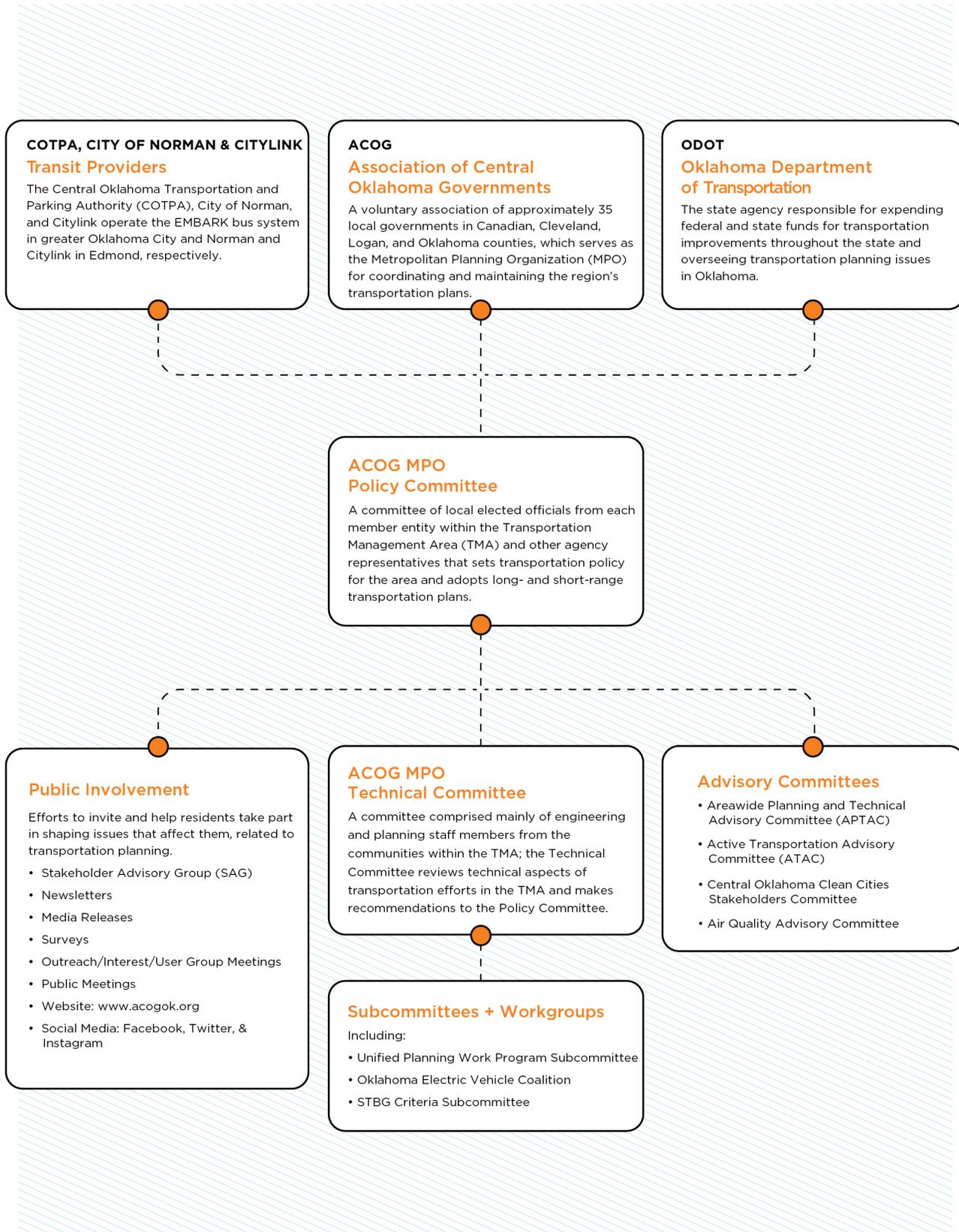
Technical review and guidance for the ACOG MPO planning programs are provided by the Technical Committee. This committee is generally composed of city planners, city engineers and traffic managers, and also includes representatives of various modes, environmental agencies, ODOT, the Oklahoma Turnpike Authority, and the federal transportation agencies.

The Technical Committee makes recommendations to the Policy Committee concerning adoption and approval of all transportation plans and programs, such as the Unified Planning Work Program (UPWP), the Metropolitan Transportation Plan (MTP), and the Transportation Improvement Program (TIP). The Technical Committee is governed by bylaws approved by the Policy Committee and typically meets at 10 a.m. on the second Thursday of each month to review the progress of the tasks outlined in the UPWP. The Technical Committee also monitors the performance of the regional transportation system and recommends policy changes to the Policy Committee to improve system performance.

### Stakeholder Advisory Group (SAG)

With the update of the Public Participation Plan (PPP) in 2020, the previous Citizens Advisory Committee (CAC) was replaced with a Stakeholders Advisory Group (SAG). ACOG extended SAG membership to representatives of all transportation modes, minority and elderly populations, persons with disabilities, businesses, local governments, environmental/public interest groups, neighborhoods, and private citizens. This committee provides a tool to ensure that the public is kept aware of planning developments, that the transportation planning process is responsive to public needs, and that advocates of various modes are included and heard.

**Figure 1:  
ACOG MPO Organization**



**Table 1:**  
**ACOG MPO Policy Committee**  
as of May 25, 2023

**ACOG MPO POLICY COMMITTEE**

<b>LOCAL GOVERNMENT MEMBERS</b>		
<b>CITY/ORGANIZATION</b>	<b>MEMBERS</b>	<b>ALTERNATES</b>
<b>BETHANY</b>	Hon. Nikki Lloyd Mayor	Hon. Chris Powell Vice-Mayor
		Hon. Kathy Larsen Councilmember
<b>BLANCHARD</b>	Hon. Ben Whitt Councilmember	Hon. Chuck Kemper Vice Mayor
		Hon. Michael Sclaf Mayor
<b>CEDAR VALLEY</b>	Hon. Tom Trello Vice-Mayor	Hon. Jerry Cole Trustee
<b>CHOCTAW</b>	Hon. Cody Brewer Councilmember	Hon. Chad Allcox Mayor
<b>COLE</b>	Hon. W. Chester Anderson Mayor	Vacant
<b>DEL CITY</b>	Hon. Floyd Eason Mayor	Hon. Pam Finch Vice-Mayor
		Hon. Michael Dean Councilmember
<b>EDMOND</b>	Hon. Barry K. Moore Councilmember	Hon. Darrell Davis Mayor
<b>FOREST PARK</b>	Hon. Rashanna Baker Trustee Ward 5	Hon. Stephen Miller Trustee
		Hon. George H. Smith Mayor/Trustee
<b>GOLDSBY</b>	Hon. Glenn Berglan Mayor	Hon. Russ McReynolds Vice Mayor
<b>GUTHRIE</b>	Hon. Steven J. Gentling Mayor	Hon. Adam Ropp Councilmember
<b>HARRAH</b>	Hon. Tim Rudek Councilmember	Hon. Jeff Brzozowski Councilmember
<b>JONES CITY</b>	Hon. Missy Wilkinson Mayor	Hon. Chris Calvert Trustee
<b>LEXINGTON</b>	Hon. Mike Donovan Councilmember	Hon. Max Punneo Vice-Mayor
<b>LUTHER</b>	Hon. Terry Arps Mayor	Hon. Joshua Rowton Trustee
		Hon. Carla Caruthers Trustee
<b>MIDWEST CITY</b>	Hon. Matt Dukes Mayor	Hon. Pat Byrne Councilmember
		Hon. Rick Favors Councilmember

## ACOG MPO POLICY COMMITTEE (CONT.)

LOCAL GOVERNMENT MEMBERS (CONT.)		
CITY/ORGANIZATION	MEMBERS	ALTERNATES
MOORE	Hon. Mark Hamm Councilmember	Hon. Glenn Lewis Mayor
		Any Moore Councilmember
MUSTANG	Hon. Brian Grider Mayor	Hon. James Wald Councilmember
NEWCASTLE	Hon. Mike Fullerton Vice-Mayor	Hon. Marci White Councilmember
NICHOLS HILLS	Hon. Peter Hoffman Councilmember	Hon. Sody Clements Vice Mayor
NICOMA PARK	Hon. Mark Cochell Mayor	Hon. Mike Czerczyk Vice Mayor
NOBLE	Hon. Phil Freeman Mayor	Hon. George Schmerer Councilmember
NORMAN	Hon. Larry Heikkila Mayor	Hon. Stephen Holman Councilmember
OKLAHOMA CITY	Hon. Todd Stone Councilmember	Any Oklahoma City Councilmember
PIEDMONT	Rob Jones Councilmember	Hon. Bryon Schломach Councilmember
		Hon. Ryan Aller Councilmember
SLAUGHTERVILLE	Leah Grady Trustee	Hon. Eugene Dicksion Trustee
SPENCER	Hon. Frank Calvin Mayor	Hon. Charmin Williams Vice Mayor
TUTTLE	No Designee	Hon. Austin Hughes Councilmember
THE VILLAGE	Hon. David Bennett Councilmember	Hon. Sean Cummings Vice-Mayor
		Hon. Melodie Moore Councilmember
WARR ACRES	Hon. Roger Godwin Mayor	Hon. John Knipp Councilmember
		Hon. Mike Schmidt Vice-Mayor
YUKON	Hon. Shelli Selby Mayor	Hon. Jeff Wootton Vice Mayor
CANADIAN COUNTY	Hon. Tomas Manske Commissioner	Hon. David Anderson Commissioner
		Hon. Tracey Rider Commissioner
CLEVELAND COUNTY	Hon. Rod Cleveland Commissioner	Hon. Rusty Grissom Commissioner

## ACOG MPO POLICY COMMITTEE (CONT.)

LOCAL GOVERNMENT MEMBERS (CONT.)		
CITY/ORGANIZATION	MEMBERS	ALTERNATES
LOGAN COUNTY	Hon. Mark Sharpton Commissioner	Hon. Monty Pearcy Commissioner
MCCLAIN COUNTY	Hon. Wilson Lyles Commissioner	Hon. Terry Daniel Commissioner
OKLAHOMA COUNTY	Hon. Carrie Blumert Commissioner	Hon. Myles Davidson Commissioner
		Hon. Brian Maughan Commissioner
AGENCY MEMBERS		
CITY/ORGANIZATION	MEMBERS	ALTERNATES
CENTRAL OKLAHOMA TRANSPORTATION AND PARKING AUTHORITY (COTPA)	Suzanne Wickenkamp Asst. Director - Operations	Jason Ferbrache Asst. City Mgr./COTPA Administrator
CITY OF NORMAN, OKLAHOMA (Transit)	Taylor Johnson Transit & Parking Program Mgr.	Jason Huff Transit Planner & Grants Specialist
OKLAHOMA CITY AIRPORT TRUST	Randon Rieger, P.E. Civil Engineer III	John Storms Civil Engineer IV
OKLAHOMA DEPT. OF TRANSPORTATION (ODOT) - Planning and Policy	Dawn Sullivan, P.E. Deputy Director	Laura Chaney Planning Branch Manager
		Monte Smith Administrator of Legislative Affairs
OKLAHOMA DEPT. OF TRANSPORTATION (ODOT) - Office of Mobility	Jared Schwennesen Multi-Modal Division Manager	No Designee
OKLAHOMA TRANSPORTATION COMMISSION (OTC) - DIVISION 3 - MCCLAIN & CLEVELAND COUNTIES IN ACOG MPO AREA	T.W. Shannon Transportation Commissioner	Ron Brown, PE ODOT Division 3 Engineer
		Rick Johnson ODOT Director of Project Delivery
OKLAHOMA TRANSPORTATION COMMISSION (OTC) - DIVISION 4 - CANADIAN, LOGAN, & OKLAHOMA COUNTIES IN ACOG MPO AREA	Don Freymiller Transportation Commissioner	Trenton January, P.E. ODOT Division 4 Engineer
		Daniel Nguyen, P.E. ODOT Project Mgmt. Division Manager
OKLAHOMA TRANSPORTATION COMMISSION (OTC) - DIVISION 7 - GRADY COUNTY IN ACOG MPO AREA	Stephen J. LaForge Transportation Commissioner	Jay Earp, P.E. ODOT Division 7 Engineer
		Laura Chaney ODOT Planning Branch Manager
FEDERAL AVIATION ADMINISTRATION (FAA)	Glenn Boles Mgr. AR/OK Airports Dist. Office	Vacant
FEDERAL HIGHWAY ADMINISTRATION (FHWA)	Basharat Siddiqi Oklahoma Division Administrator	Carl Selby Program Support Team Leader
		Isaac Akem Community Planner
FEDERAL TRANSIT ADMINISTRATION (FTA)	No Designee	Vacant

## SPONSOR AGENCIES

The ACOG MPO is sponsored by the State of Oklahoma (ODOT), the local transit operators (COTPA and Norman-Transit) and the Metropolitan Planning Organization (ACOG). The ACOG MPO planning process is staffed with personnel from each of these sponsor agencies and with additional transportation personnel from the City of Oklahoma City and several suburban cities who work under contract with the Association of Central Oklahoma Governments.

### Association of Central Oklahoma Governments (ACOG)

The Association of Central Oklahoma Governments (ACOG) is a voluntary association of city, town, and county governments within the four-county (Oklahoma County, Cleveland County, Logan County, and Canadian County) region known as Central Oklahoma. Established in 1966, ACOG's purpose is to aid local governments in planning for common needs, cooperating for mutual benefit, and coordinating for sound regional development. This regional cooperation serves to strengthen both the individual and collective capabilities of local governments.

ACOG is the designated Metropolitan Planning Organization (MPO), conducting the transportation planning process in compliance with the provisions of the Federal Highway and Federal Transit Acts of 1962, as amended by the Infrastructure Investment and Jobs Act (IIJA), signed into law November 15, 2021. Initially designated as a Metropolitan Planning Organization (MPO) in October 1973, ACOG has worked cooperatively with ODOT and other partners in Central Oklahoma to develop and maintain a regional transportation plan for the ACOG MPO area.

The Board of Directors serves as the governing body of the Association (Sec. 1. (e) (b), ACOG Agreement). The Board has sole authority to initiate and review all activities, grants, and contracts, and to adopt or approve any study or plan pertaining to the four-county region. This authority is exercised by a quorum of the Board voting according to the authorized weighted vote of each member government (Sec. IV, ACOG Agreement). The business of the Association is transacted according to the provisions of the "Agreement Creating the Association," effective March 31, 1983, as amended.

The ACOG Board of Directors reviews and may elect to endorse actions of the ACOG MPO Policy Committee. It is understood that items relating to the transportation planning process are covered by an annual agreement between ODOT and ACOG.

### Oklahoma Department of Transportation (ODOT)

The Oklahoma Department of Transportation was established on September 1, 1976, following the State Legislature's approval of reorganization legislation.<sup>1</sup> The reorganization combined, in their entirety, the Oklahoma Highway Department, the Oklahoma Aeronautics Commission, and the Oklahoma Highway Safety Coordination Committee. Subsequently, in 2002, the Aeronautics Commission separated from ODOT and was classified as a separate agency. The Rail and Transit staff of the former Department of Economic and Community Affairs and the powers of the Railroad Maintenance Authority were also transferred to the Oklahoma Department of Transportation. In the early 1990s, the duties of the Waterways Branch of the Department of Commerce were also brought under the jurisdiction of ODOT.

According to Title 69 O.S. 1981, Sec. 4002, the Department of Transportation has the following responsibilities:

1. To coordinate and develop for the State of Oklahoma a comprehensive transportation plan to meet present and future needs for adequate, safe and efficient transportation facilities at reasonable cost to the people.

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<sup>1</sup> "An Overview of the State's Public Transportation Mandate and Public Transportation Operations in Oklahoma." October 24, 1978. ODOT Planning Division.

2. To coordinate the development and operation of such transportation facilities in the state including, but not limited to, highways, public transportation, railroad, marine and waterways, and aeronautics.
3. To develop, periodically revise and maintain a comprehensive state master plan for transportation facilities.
4. To develop the STIP and approve the metropolitan TIPs as the Governor's designee.
5. To develop measurable objectives and goals designed to carry out the master plan for transportation and report progress in achievement of objectives and goals to the Governor and Legislature as part of the annual budget submission.
6. To make such studies and analyses of transportation problems as may be requested by the Governor or Legislature relative to any aspect of transportation in the state.
7. To exercise and perform such functions, powers and duties as may be, from time to time, conferred or imposed by law, including all the functions, powers and duties assigned and transferred to the Department of Transportation by this act.
8. To apply for, accept and receive and be the administrator for and on behalf of the state agencies, boards, and commissions of all federal or other monies now or hereafter available for purposes of transportation or which would further the intent and specific purposes of this act.
9. To cooperate with local governments in the planning and development of transportation-related activities and encourage state and federally funded plans and programs at the local level consistent with the goals and objectives of the state master plan for transportation.

ODOT has developed various techniques to generate public interest and to promote public participation in the decision-making process related to proposed transportation improvements undertaken with federal assistance.

The Department completes a field review for all projects in the 8-Year Construction Work Plan. The review consists of researching projects for location, design, and social, environmental, and economic impacts. Part of the social, environmental, and economic analysis during the review is a consideration of the public involvement needs for a specific project.

During the individual project development process, ODOT staff performs more detailed planning and engineering studies related to location, design, and analysis of social, environmental, and economic impacts. During this phase, one or more of the following public involvement tools may be employed: public meetings, distribution of flyers in the study area, press releases, meetings with locally elected officials, and coordination with local, state, and federal resource agencies.

The ACOG MPO public involvement process is coordinated with the ODOT process, and they are intended to be used as vehicles to promote maximum public participation early enough in the planning process to influence technical studies and subsequent final decisions. This ensures that decisions, as they are made, will be in the overall public interest and that the average citizen will have an adequate opportunity to have input during the decision-making process.

## Local Transit Operators

### *Central Oklahoma Transportation and Parking Authority (COTPA)*

The Central Oklahoma Transportation and Parking Authority was created under a Trust Indenture, dated February 1, 1966. The Trust has the authority "to plan, establish, develop, acquire, construct, purchase, install, repair, enlarge, improve, maintain and equip transit systems and facilities and public parking systems and facilities either within or outside the territorial boundaries of the City of Oklahoma City." This Trust Indenture establishes that COTPA has the authority to provide regional transit and parking services. COTPA is governed by a Board of eight Trustees, including the Oklahoma City Mayor, the City Manager of Oklahoma City, the Oklahoma City Finance Director and five additional trustees who are appointed by the Oklahoma City Council.

As of November 1, 1989, the City of Oklahoma City reorganized the city's transit system, creating the Department of Transit Services as the planning/administration arm of COTPA.

The operations and maintenance functions of the transit system have remained the responsibility of the Authority.

Each year COTPA develops a Program of Projects (POP) reflecting anticipated capital, planning, and operating needs for the upcoming fiscal year along with an estimated budget. COTPA submits projects to the MPO for inclusion in the transit portion of the Transportation Improvement Program (TIP) and carries out the transit-related planning activities contained in the UPWP. In recent years, COTPA has been authorized, through the TIP, to use a portion of the region's Congestion Mitigation/Air Quality (CMAQ) funds for transit investments that demonstrate a positive impact on air quality. COTPA utilized the public notice/public involvement opportunities related to the TIP, performed by the MPO, to ensure opportunity for public input on the POP.

#### *Norman-Transit*

Cleveland Area Rapid Transit (CART) – previously administered under the umbrella of COTPA – was recognized as a small urbanized area transit entity as a result of the 2000 Census and became a direct recipient of FTA funds beginning in FFY 2003. Until August 2019, CART, operated by the University of Oklahoma, provide transit service for both on-campus and off-campus routes within the City of Norman. In FY 2019, the University of Oklahoma began transitioning operations of the off-campus public transit service to the City of Norman.

In July 2019, CART relinquished the use of FTA Section 5307 direct recipient funds designated to the Norman Urbanized Area and began operating on-campus bus service for the University of Oklahoma only, and the City of Norman began operation of the service for off-campus bus routes and paratransit services. The City of Norman, in place of CART, 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).

#### *Citylink*

Citylink runs four local routes serving the University of Central Oklahoma (UCO) campus and a large portion of the City of Edmond, as well as an express route to and from Oklahoma City.

## **AFFILIATED AGENCIES/ENTITIES**

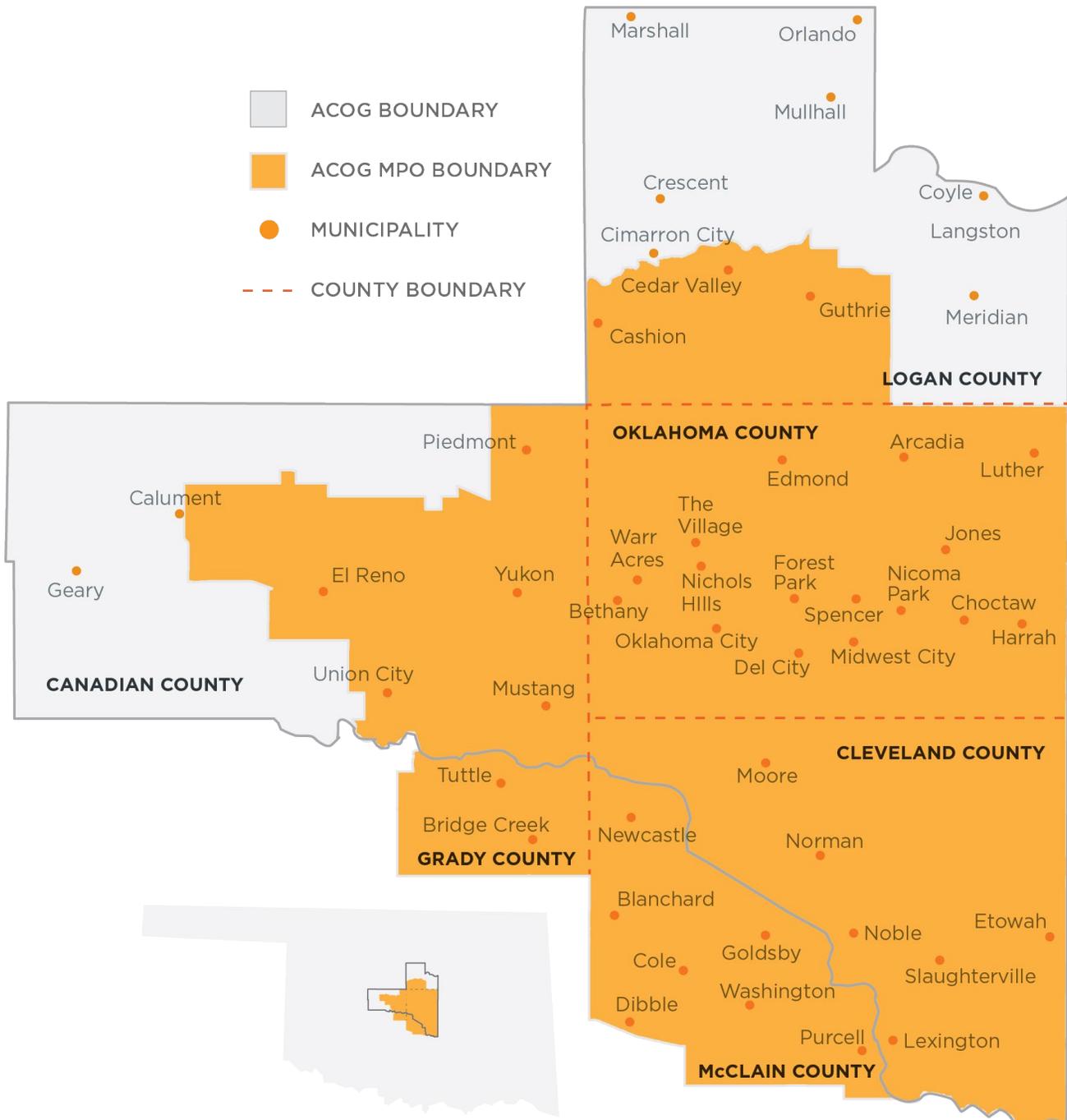
ACOG also works with the Air Quality Division of the Oklahoma Department of Environmental Quality (ODEQ) on preserving the Oklahoma City metropolitan area's air quality attainment status through clean air initiatives including Ozone Alert Day outreach and the Ozone Advance program.

The ODEQ Air Quality Division was established in 1993 to implement the federal and state air quality mandates regarding emission inventory, planning, permitting, monitoring, compliance, and enforcement activities, as required under the 1990 Clean Air Act Amendments. The ACOG MPO area is currently in attainment status under the 1990 Clean Air Act Amendments, and under the terms of this Act, the ODEQ Air Quality Division is the designated agency responsible for preparing and monitoring the State Implementation Plan for the Oklahoma City metropolitan area.

## **ACOG MPO TRANSPORTATION MANAGEMENT AREA**

The ACOG MPO Transportation Management Area (TMA) encompasses all of Oklahoma and Cleveland Counties, and parts of Canadian, Grady, Logan, and McClain Counties. On April 27, 2023, the ACOG MPO Policy Committee voted to expand the ACOG MPO TMA boundary by adding portions of Canadian County, including the cities of El Reno, Union City, and a part of Calumet. The previous TMA boundary had been in place since it was approved in February 2002. [Figure 2](#) reflects the expanded ACOG MPO area in relation to the four-county ACOG region. [Figure 3](#) reflects the urbanized areas within ACOG MPO TMA.

**Figure 2:  
ACOG MPO Area in Relation to the Four-County ACOG Region**



Map Disclaimer Applies. See the report Table of Contents or <http://www.acogok.org/mapdisclaimer.asp>



## PART 3: FY 2024 UNIFIED PLANNING WORK PROGRAM PRIORITIES

The Unified Planning Work Program reflects and provides direction for implementing the financially constrained, public-influenced, intermodal ACOG MPO Plan, entitled *Encompass 2045*. The Metropolitan Transportation Plan, last adopted in 2021, has provided the framework for other modal plans including:

- EdmondShift Long-Range Mobility Plan, 2022
- East Edmond 2050 Plan, 2022
- OKC Moves Bus Plan, 2021
- Go Norman Transit Plan, 2021
- RTA of Central Oklahoma Transit System Plan, 2021
- Downtown Edmond Parking Plan, 2020
- adaptOKC, 2020
- Old Town Moore Revitalization Plan and Parking Analysis, 2019
- The Edmond Plan, 2018
- Eastern Oklahoma County Partnership Regional Comprehensive Plan, 2018
- bikewalkOKC, 2018
- planOKC, 2015 (amended 2020)
- Edmond Downtown Master Plan, 2014
- Norman Comprehensive Transportation Plan, 2014
- Central Oklahoma Commuter Corridors Study, 2014
- Oklahoma City Parks Master Plan, 2013
- Edmond Bicycle Master Plan, 2012
- Regional Intermodal Transportation Hub Study, 2011
- Greater Downtown Oklahoma City Circulator Alternatives Analysis, 2010
- Oklahoma City Project 180, 2010
- Midwest City Trails Master Plan and Implementation Study, 2010
- Oklahoma City Walkability Study, 2009
- Oklahoma City Downtown Streetscape Master Plan, 2009
- Master Trails Plan Update (City of Moore), 2008
- Oklahoma City Bicycle Transportation Strategic Action Plan 2008-2015, 2008
- Coordinated Public Transit-Human Services Plan, 2008
- Core to Shore Plan (Oklahoma City), 2007
- Fixed Guideway Study (COTPA), 2006
- Edmond Transportation Plan, 2006
- Oklahoma River Water Transport Mobility Program (Oklahoma City), 2005
- Norman Transportation Needs Assessment Study, 2003
- COTPA Long-Range Transit Plan, 2001

Thus, street and highway, bus, bicycle and pedestrian ways, and airport access improvements are all considered in the intermodal regional transportation plan that seeks the efficient movement of people and goods.

This Unified Planning Work Program (UPWP) presents the scope and direction of all transportation planning activities in the region and specifies which work program tasks will be accomplished during FY 2024 (July 1, 2023 to June 30, 2024). This part of the UPWP describes priorities related to various intermodal planning efforts in the ACOG MPO Transportation Management Area. Priorities of the FY 2024 UPWP include: development of the 2050 MTP base data for the expanded ACOG MPO TMA; development of the 2050 MTP future year data; update of the regional travel demand model (TDM); continued implementation of the ACOG MPO Active Transportation Plan and Complete Streets Policy; publication of the Central Oklahoma Public Spaces Amenity Guide; update of the FFY 2024-2027 ACOG MPO TIP and continue coordination with local governments regarding federal transportation funding opportunities. Other priorities entail continued update of the regional Intelligent Transportation Systems (ITS) Architecture and Deployment Plan in coordination with ODOT; development of Regional Safety Action Plan, funded through a Safe Streets and

Roads for All (SS4A) grant; continuation of the bicycle and pedestrian public safety campaign in coordination member local governments; creation of the Regional Air Quality Plan in coordination with area stakeholders; ; review of MPO public outreach strategies leading to an update of the Public Participation Plan (PPP); collaboration with the City of Oklahoma City, the Oklahoma City Community Foundation (OCCF), OKC Beautiful and other stakeholders on the development of an Urban Forestry Master Plan and an Urban Heat Island Mapping Study; compliance with the federal transportation law; and monitor emerging transportation system issues and technologies. The work program recognizes a continuation of data collection efforts, through subcontracts with Oklahoma City, Choctaw, Edmond, Norman, Moore, and Midwest City.

The current regional transportation plan, *Encompass 2045*, was approved by the Metropolitan Planning Organization (MPO) and endorsed by the ACOG Board of Directors in November 2021. This financially constrained Plan includes recommendations for streets and highways, airport access, transit, freight movement, and bicycle and pedestrian facilities.

The work element and task descriptions included in this work program were prepared and approved through the ACOG committee structure which provides technical and policy guidance for the continuing transportation planning process. The work program elements may be revised or amended at any time to reflect improved study procedures. Revisions or amendments must be approved through the Technical and Policy Committee structure.

## SPECIAL CONCERNS AND METROPOLITAN PLANNING FACTORS

State, regional, and local priorities are expressed by the ACOG MPO members in development and execution of the planning program. Federal planning emphasis areas are often expressed through legislation or through planning guidance issued by the Federal Highway Administration, the Federal Transit Administration, or the Environmental Protection Agency. The FY 2024 UPWP was developed in compliance with the Infrastructure Investment and Jobs Act (IIJA), which was signed into law on November 15, 2021. Current surface transportation legislation requires MPOs to consider ten (10) factors in the transportation planning process. Additionally, the IIJA continues its predecessor's emphasis on financial feasibility, public involvement, consideration of social, economic, and environmental impacts of transportation decisions, and performance-based planning. Substantial work is anticipated during FY 2024 in consideration of these planning requirements. Following is a description of the planning factors and a summary of FY 2024 planning activities applicable to each planning factor.

1. Support economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
  - Task 1.01 (1-8) – compile and analyze data about regional employment and growth
  - Task 1.02 (1-4), Task 2.01 (4), and Task 2.02 (2,5) - compile and analyze information about current and future traffic patterns and travel conditions
  - Task 2.01 (10) – monitor advances in transportation system technology (including connected/autonomous vehicles) and their impact on the movement of people and goods
  - Task 2.01 (6,11,12), Task 2.02 (9-13), and Task 2.05 (10) – promote the use of alternative forms of transportation
  - Task 2.02 (7,8) - provide a process to evaluate proposed TIP projects based on anticipated efficient movement of people and goods
  - Task 2.02 (1) - assist ACOG MPO entities in identifying needed transportation improvements and related funding sources
  - Task 2.01 (7,8,9) and Task 2.02 (4,6) - participate in evaluation of proposed major transportation improvement projects in the metropolitan area
  - Task 2.02 (9-13) and Task 2.04 (1-10) - assess transit needs and promote transit options in ACOG MPO area
  - Task 2.03 (1-7) - develop performance-based planning, travel demand, congestion and performance management strategies to improve efficiency of existing system
  - Task 2.04 (2) – participate in maintaining the Coordinated Public Transit-Human Services Transportation Plan and work with state and local partners who provide

- public transportation services and health and human services, all consistent with the ACOG MPO long-range transportation plan and selected projects that will be included in the Transportation Improvement Program (TIP) and Statewide TIP (STIP)
- Task 2.05 (1) – continue to study the potential impacts of an Environmental Protection Agency (EPA) ozone nonattainment designation
  - Task 2.05 (3-8) – promote and educate concerning the use alternative fuels
2. Increase safety of the transportation system for motorized and nonmotorized users.
    - Task 1.02 (2) - identify bridges and roadways where unsafe conditions underscore the need for prompt improvement
    - Task 2.01 (4) and Task 2.02 (2) – monitor intermodal improvements in the ACOG MPO area
    - Task 2.01 (10) – monitor advances in technology that may lead to increased safety and security of the transportation system
    - Task 2.01 (10) and Task 2.03 (3-6) - promote use of technological solutions, alternate routes, etc. to manage incidents
    - Task 2.02 (1,4,5) - coordinate with ODOT in selecting projects that merit special funding consideration because related safety concerns warrant attention
    - Task 2.02 (7,8) and Task 2.03 (1,2)- consider safety as factor in evaluation of proposed TIP projects
    - Task 2.03 (1-6) - identify locations of recurring congestion and high crash rates and encourage development of appropriate safety and congestion management strategies
    - Task 2.03 (7) - continue programs to protect the safety of transit passengers, vehicles, and transit infrastructure
  3. Increase security of the transportation system for motorized and nonmotorized users.
    - Task 1.02 (2) - maintain pavement and bridge inventories
    - Task 1.03 (1-7) - maintain an inventory of comprehensive regional base maps
    - Task 2.01 (4) and Task 2.02 (2) – monitor intermodal improvements in the ACOG MPO area
    - Task 2.01 (10) and Task 2.03 (4-6) - promote the use of technology to enhance the security of roadway infrastructure
    - Task 2.03 (7) - promote the use of technology to enhance transit service security
    - Task 2.03 (6,7) – coordinate with homeland security and emergency management related agencies and committees
  4. Increase accessibility and mobility options available to people and freight.
    - Task 1.01 (1-8) - assemble and analyze demographic, socioeconomic and land use data to simulate the current and planned land development patterns in which the transportation system must operate
    - Task 1.01 (1-8), Task 2.01 (4,11,12), Task 2.02 (9-13) and Task 2.04 (1-6,8,9) - assess transit needs and promote transit options in ACOG MPO area
    - Task 1.01 (5) and Task 2.01 (4,5,7,8,10) – enhance the forecasting ability of regional models
    - Task 1.01 (7), Task 3.01 (5-9), and Task 4.01 (6,7) - ensure compliance with civil rights laws and other guidelines calling for access to information about, and options related to, transportation choices
    - Task 1.02 (4), Task 2.02 (9,12), and Task 2.04 (2) - maintain a current transit database that documents characteristics of bus service available to metropolitan area travelers
    - Task 2.01 (2) - process Plan amendments that meet the public involvement, fiscal constraint, and air quality thresholds, and demonstrate the ability to improve mobility for movement of people and freight
    - Task 2.01 (4,5) and Task 2.02 (2) - collect and analyze network data to improve the efficiency of existing and future ACOG MPO area transportation networks

- Task 2.01 (11,12) and Task 2.04 (6,8-10) - promote regional transit discussion
  - Task 2.02 (2,5) - continue working with ODOT and other states on freight and trade
  - Task 2.02 (3) - maintain current information on federal functional classification network and analyze major investments which can increase mobility options
5. Protect and enhance the environment, promote energy conservation, and improve quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns.
- Task 1.01 (1-8) - evaluate social, environmental, land use and economic impacts of transportation plans
  - Task 1.01 (1-4,7,8) and Task 1.03 (1-7) - maintain geographic information system (GIS) that allows integrated analysis of various layers of data as they affect the human population and transportation network
  - Task 2.01 (8,9) - coordinate with ODOT and the Oklahoma Turnpike Authority (OTA) with regard to statewide transportation network improvements
  - Task 2.01 (10) - coordinate with regional partners to continue to utilize the 2019 Oklahoma City Metropolitan Area Tree Canopy Study
  - Task 2.01 (11,12) and Task 2.04 (6,8-10) - determine regional desire to develop and promote transit priorities
  - Task 2.02 (1) - monitor implementation of selected Transportation Alternatives Program (TAP) projects
  - Task 2.02 (6) - develop a planning process that can be integrated into the required environmental analysis for major highway and transit projects
  - Task 2.03 (1-6) - improve the efficiency of the current transportation system
  - Task 2.04 (1-5) - continue provision of paratransit services for the elderly and individuals with disabilities
  - Task 2.04 (2) - participate in maintaining the Coordinated Public Transit-Human Services Transportation Plan and work with state and local partners who provide public transportation services and health and human services, all consistent with the ACOG MPO long-range transportation plan and selected projects that will be included in the Transportation Improvement Program (TIP) and Statewide TIP (STIP)
  - Task 2.05 (1) - continue to study the potential impacts of an Environmental Protection Agency (EPA) ozone nonattainment designation
  - Task 2.05 (1-8) - monitor air quality in the metropolitan area, and implement measures to improve air quality, including promotion of alternative forms of transportation, use of clean fuels, implementation of transportation system management strategies
  - Task 3.01 (1-11) - maintain contact with area citizens and business with a focus on receiving and providing information that can help to improve the transportation system and quality of life for the metropolitan area
6. Enhance integration and connectivity of the transportation system, across and between modes, and for people and freight.
- Task 1.03 (1), Task 2.01 (4), and Task 2.02 (2) - monitor and map the continuing development of the intermodal regional transportation network, including transit, bicycle and pedestrian trail strategies
  - Task 2.01 (8,9) - coordinate with ODOT and OTA with regard to statewide transportation network improvements
  - Task 2.01 (11,12) - integration of regional public transportation
  - Task 2.02 (3,4) - maintain updated functional classification system, and cooperate with ODOT in selection of projects for funding under the NHS, Bridge, and Interstate programs
  - Task 2.02 (7) - provide input for development of ODOT's Eight Year Construction Program and State TIP
  - Task 2.02 (9,12) - maintain transit route and scheduling database that assists in continuous internal review of bus route performance

- Task 2.05 (8) - support regional rideshare programs
7. Promote efficient system management and operation.
    - Task 1.01 (1-8) - assemble and analyze demographic, socioeconomic and land use data to simulate the current and planned land development patterns in which the transportation system must operate
    - Task 1.02 (2) - maintain an online management system (e-TIP) for transportation project tracking and evaluation and assist with the implementation of ODOT's new e-STIP
    - Task 2.01 (1-3,5) - develop and maintain fiscally constrained long-range transportation plan
    - Task 2.01 (4,5,7,10,11,12) - analyze future travel demand
    - Task 2.02(1) - monitor federally funded transportation improvements and provide periodic status reports
    - Task 2.02 (7) - provide a process to evaluate proposed TIP projects based on anticipated efficient movement of people and goods
    - Task 2.03 (1-5) - develop strategies to alleviate congestion and enhance mobility
    - Task 2.03 (5) - explore the establishment of a regional construction coordination program to ensure that construction and temporary closures will pose the least burden to the traveling public
  8. Emphasize preservation of the existing transportation system.
    - Task 1.01 (1-7) - assemble and analyze demographic, socioeconomic and land use data to simulate the current and planned land development patterns in which the transportation system must operate
    - Task 1.02 (1-4) - data collection of existing traffic and transportation conditions, strategic roadways, public transportation, and goods movement
    - Task 1.03 (1), Task 2.01 (4), and Task 2.02 (2) - monitor and map the continuing development of the intermodal regional transportation network, including transit, bicycle and pedestrian trail strategies (network monitoring)
    - Task 2.03 (1-5) - utilize congestion management and intelligent transportation technology to maximize efficient use of the existing transportation system (performance-based planning and management)
  9. Improve resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.
    - Task 1.01 (4) - track local member land use developments and comprehensive plans
    - Task 1.01 (5) - explore methodologies for use with the 2050 land use scenarios
    - Task 1.02 (1-4), Task 2.01(4), and Task 2.02 (2,5) - compile and analyze information about current and future traffic patterns and travel conditions
    - Task 1.03 (1), Task 2.01 (4), and Task 2.02 (2) - monitor and map the continuing development of the intermodal regional transportation network, including transit, bicycle and pedestrian trail strategies (network monitoring)
    - Task 2.01 (10) - coordinate with regional partners to continue to utilize the 2019 Oklahoma City Metropolitan Area Tree Canopy Study
    - Task 2.03 (1-5) - utilize congestion management and intelligent transportation technology to maximize efficient use of the existing transportation system (performance-based planning and management)
  10. Enhance travel and tourism.
    - Task 2.01 (8,9) - coordinate with ODOT and OTA with regard to statewide transportation network improvements
    - Task 2.01 (11,12) and Task 2.04 (6,8-10) - promote regional transit discussion
    - Task 2.02 (9-13) and Task 2.04 (1-10) - assess transit needs and promote transit options in ACOG MPO area

- Task 2.05 (3,9), and Task 3.01 (11) – coordinate with partners to promote livability principles, complete streets, healthy communities, and walkability
- Task 2.03 (1-5) - utilize congestion management and intelligent transportation technology to maximize efficient use of the existing transportation system (performance-based planning and management)

Additionally, the ACOG MPO planning process must include the following activities. These responsibilities are carried out through the completion of work program tasks as well.

1. Publish public involvement procedures that support early and continuing involvement of citizens, affected public agencies, transportation agency employees, private providers of transportation, public transit users, freight shippers, and other interested parties in the development of the transportation plans and transportation improvement programs (TIPs).
2. Comply with Title VI of the Civil Rights Act of 1964, the Presidential Order on Environmental Justice, and the State's assurance of nondiscrimination under any program receiving U.S. Department of Transportation (DOT) assistance.
3. Identify actions necessary to comply with the Americans with Disabilities Act of 1990 and applicable U.S. DOT regulations.
4. Provide for the involvement of traffic, rideshare, and parking agencies; airport and port authorities; and appropriate private transportation providers.
5. Provide for involvement of local, state, and federal environmental resource and permit agencies.
6. Include preparation of technical reports to assure documentation of the redevelopment, refinement, and reappraisal of the transportation plan.
7. Develop and maintain a long-range intermodal regional transportation plan that is fiscally constrained and addresses at least a 20-year period.
8. Develop/update a transportation improvement program (TIP) every year in cooperation with the State and public transit operators. The TIP must be fiscally constrained by year and may identify illustrative projects.

## PART 4: ACCOMPLISHMENTS OF FY 2023

### DATA DEVELOPMENT AND COMPREHENSIVE PLANNING

#### Socioeconomic Data, Scenario Planning, and Census Programs

The MPO continued collection of socioeconomic data (land use, population, employment, school enrollment, etc.) for use in the development of the 2050 Metropolitan Transportation Plan (MTP). In addition, residential and commercial building permits since 2020 were collected from member entities to determine the most recent growth trends in the region.

In FY 2023, MPO staff documented the 2045 land use scenario methodology and began collecting development and environmental data for use in the 2050 land use scenarios.

ACOG's Areawide Planning and Technical Advisory Committee (APTAC) remains a conduit for regional planning coordination. In FY 2023, the committee was presented information on Watch for Me OK and other active transportation planning efforts, regional population and building permit data, the ACOG Complete Streets Policy, regional ozone and air quality planning, zoning, professional development, technical assistance, and funding opportunities.

The MPO started to receive 2020 Census products. The 2020 census geographic data for tracts, block groups, and blocks were downloaded from the Census Bureau. Some of this data will be used in the development of the 2050 MTP.

#### Transportation Planning Data

MPO staff continued to work closely with several member entities in an effort to populate the online traffic count database system (TCDS) and mapping service, first procured in FY 2009. The regional traffic count data was utilized by ACOG for a number of planning initiatives including monitoring activities related to the Congestion Management Process, crash analysis, and for response to individual data requests. Along with vehicular traffic counts, the MPO also compiles bicycle and pedestrian count data. Bicycle and pedestrian counts are collected in the spring and fall of each year. ACOG continued to provide funding through the traffic count program for these regional bicycle and pedestrian count collection efforts. ACOG also utilized permanent bicycle and pedestrian counters located around the region to collect non-vehicular count data.

In 2013, the Federal Highway Administration (FHWA) began providing a National Performance Management Research Data Set (NPMRDS) to MPOs and state DOTs. The data set consists of vehicle travel time data on the interstate and non-interstate national highway system (NHS) and was provided to assist MPOs and DOTs with performance management activities, as required by MAP-21 and continued under the current surface transportation legislation. The MPO continues to compile and analyze the data in accordance with performance management regulations. The data set has also been analyzed as part of the congestion management process to help identify congested corridors within the region.

#### Geographic Information Systems

The MPO is uniquely situated to aid member communities with their GIS needs and has the potential to serve as the regional repository for many data sets, foster regional collaboration and improve regional data editing processes. In FY 2023, ACOG renewed its subscription to several online services. Staff continued an ArcGIS Online account, ESRI's online mapping and hosting platform that allows users to create and publish interactive GIS applications. Maps created using ArcGIS Online have been linked to documents and presentations as well as embedded in ACOG's numerous webpages, aiding staff in the dissemination of data. For instance, interactive maps produced using ArcGIS Online have been used as part of the FY 2023 call for STBG-UZA and Transportation Alternative Program (TAP) projects, as well as the display of regional crash data analysis, data from the Tree Canopy Assessment, and numerous 2045 MTP-related maps. ACOG has continued using ArcGIS Online to provide GIS assistance to member entities, creating maps used by members at city council meetings and

other public involvement efforts. Along with ArcGIS Online, ACOG continues to update and maintain its online mapping application.

As with previous years, the MPO provided coordination and assistance in the regional acquisition of aerial imagery and other digital products. The 2022 data will allow the MPO staff to verify land use and transportation project status for the 2050 MTP.

## LONG-RANGE TRANSPORTATION PLANNING

### Metropolitan Transportation Plan - Encompass 2045

On November 18, 2021, the Intermodal Transportation Policy Committee approved Encompass 2045, Central Oklahoma's MTP. Encompass 2045 is a long-term vision for the region's transportation system based upon locally developed goals and strategies. The plan identifies affordable major transportation investments that provide the best transportation solutions to accomplish the region's goals.

There were no Encompass 2045 project amendment requests in FY 2023.

### Connected and Autonomous Vehicles

In FY 2023, the MPO continued to focus its attention on connected and autonomous vehicles, mainly by reviewing the latest news and research on the topic. ACOG was also invited to participate in the Driving Oklahoma Workgroup, an initiative established by the Oklahoma Secretary of Transportation to focus on connected and autonomous vehicle implementation within the state. The group continues to meet and share technical knowledge.

## SHORT-RANGE TRANSPORTATION PLANNING

### Monitoring Urbanized Area Funds

The MPO continued coordination with the Oklahoma Department of Transportation and local governments located in the Transportation Management Area concerning distribution, programming, and monitoring of federal Surface Transportation Block Grant - Urbanized Area (STBG-UZA) funds. Area STBG-UZA funds were based on the combined Census 2020 populations of the Oklahoma City and Norman Urbanized Areas per Sec. 6016 of the FAST Act. Project sponsors continue to submit projects through ACOG's electronic TIP (known as ProjectTracker, formerly eTRACKER), which was upgraded in FY 2023.

The updated and adopted *Surface Transportation Block Grant (STBG) Procedures for the Oklahoma City Urbanized Area Funds and Criteria and Process for Evaluation of STBG-UZA Projects* continued to serve as the MPO's policy for selecting project priorities using urbanized area funds. The STBG Procedures allow entities within the TMA boundary to apply for STBG-UZA funding. In FY 2020, ACOG's Technical and Policy committees approved a 10 percent cap on all stand-alone bicycle and pedestrian-related projects. The committees also approved various changes to the Criteria to ensure consistency with the MPO's goals and objectives. The MPO continued to manage and update the STBG-UZA Project Scoring Criteria Dashboard—an ArcGIS Online Dashboard where entities can score and submit projects for STBG-UZA funding consideration.

The Criteria and Process for Evaluation is assessed annually to ensure project scoring best meets the needs and priorities of the region.

### Federal Functional Classification System

The MPO continued to review potential requests by member entities to amend the Federal Functional Classification System to reflect local needs and priorities. Any MPO recommendations were forwarded to ODOT for review and final action by the Federal Highway Administration.

## Transit Operations

Transit services within the Central Oklahoma TMA continued to be provided through three urban transit systems. The EMBARK bus system, operated by the Central Oklahoma Transportation and Parking Authority (COTPA), serves the Oklahoma City Urbanized Area, with service to Midwest City, Spencer, and Warr Acres; Citylink, operated by McDonald Transit, serves the City of Edmond in the northern portion of the Oklahoma City Urbanized Area; and the City of Norman, operated by EMBARK, serves the Norman Urbanized Area. The 2010 census maintained separate urbanized Area (UZA) designations for the Oklahoma City and Norman UZAs, and both are designated recipients for FTA Sec. 5307 funds. In FY 2019, the University of Oklahoma administration decided to provide transit services on campus, but not in the community. CART's transition to a new, smaller service area began on July 1, 2019. The City of Norman continues to maintain the remaining Norman routes through a partnership with EMBARK.

Rural transit service was provided by First Capital Trolley, Central Oklahoma Community Transit System (COTS), Delta Public Transit, Washita Valley Transit, and Red River Transportation Service.

The MPO, COTPA, City of Norman Transit, Edmond Citylink, Oklahoma City Planning, and ODOT staff members met quarterly throughout FY 2023 to coordinate on regional planning and transit activities. The MPO continued to monitor changes and updates to regional transit networks, collect monthly ridership data, track the development of Transit Asset Management (TAM) performance measures, and assist transit providers with data analysis.

## Enhancements and Bicycle/Pedestrian Facilities

In FY 2023, the nineteenth annual National Bike Month campaign in the ACOG TMA area was held during the month of May. ACOG planned a bicycle festival, known as BikeFest, to kick off Bike Month. BikeFest is a family friendly festival that celebrates bicycling for transportation, recreation, and health. This event featured local bike shops, community organizations, and had activities like free spin classes and bicycle maintenance demonstrations.

Bike to Work Week was held from May 15 - 21, with Bike to Work Day on May 19. The communities of Edmond, Guthrie, Midwest City/Tinker Air Force Base, Moore, Norman, Oklahoma City, Piedmont, and Yukon hosted Bike to Work Day events. All ACOG communities are encouraged to participate. The Bike to Work Day webpage was updated on the ACOG website to notify residents about the events this year.

In May 2021 the ACOG Board of Directors adopted the Regional Active Transportation Plan. This plan combined the previous Bicycle Plan and Pedestrian Plan into once comprehensive active transportation plan for the region. This plan includes a series of long-term goals and objectives that form the basis for recommendations and prioritization. Priority areas and corridors are identified, along with several implementation strategies and recommendations to help the region achieve a robust active transportation network.

The MPO's Active Transportation Advisory Committee (ATAC), formerly the Bicycle-Pedestrian Advisory Committee (BPAC), continues to disseminate regional bike, pedestrian, transit, and micromobility information and coordinate regional trails development. Among the presentations given to the committee over the past year include presentations on bike/pedestrian counts, member communities' trail openings, Eco-Counter presentations, updates on the Watch for Me OK bicycle and pedestrian safety campaign, Regional Active Transportation Plan updates, Transportation Alternatives Program grants, Air Quality Small Grant program, bike month planning, and training and grant opportunities.

## Performance Based Planning Process

As part of Encompass 2045, the MPO analyzed a list of performance measures to monitor and evaluate the effectiveness of transportation investment in the region. Federally required performance measures as well as measures focusing on local priorities were included in the document. In March 2018, MPO staff set targets for the first set of measures centered on the safety of the transportation system in coordination with ODOT, OHSO, and FHWA. In FY

2019, staff set targets, in coordination with ODOT, for the nine remaining performance measures for bridge and pavement condition, as well as system performance. The targets were approved by the Technical and Policy Committees in October 2018. ACOG committees also approved updated safety targets (which are set annually) in March 2023. In 2020, ACOG prepared the 'Transportation System Performance Report: Performance Measure Targets and Monitoring.' This report identifies trends and associated targets for each regional and federal performance measure in the MTP.

### Recurring Congestion and Congestion Management Process

The ACOG MPO is continually looking for opportunities to increase the efficiency of the existing transportation system. In FY 2017, MPO adopted a new congestion management process (CMP) for the region, in coordination with the 2040 MTP. The CMP update utilized newly available data to quantitatively evaluate the regional transportation system and identify congested corridors. The CMP also includes a set of performance measures to be evaluated on a routine basis, which allows for ongoing monitoring of identified congested corridors and the employed strategies.

In FY 2023, several projects and strategies were implemented to alleviate congestion problems in the TMA. The strategies included traffic operation improvements such as intersection modification, signalization and channelization, deployment of Intelligent Transportation Systems related infrastructure, interchange improvements, and improved bus service.

### Non-Recurring Congestion and Traffic Incident Management (TIM)

Non-recurring congestion and traffic incidents make up a large portion of the ACOG MPO area congestion. Current surface transportation legislation prescribes that incident caused congestion mitigation to be a part of the overall CMP, thus bringing emphasis not only to overall travel time, but also to travel time reliability.

MPO staff continued their involvement with the statewide Traffic Incident Management (TIM) coalition and ACOG hosts the quarterly Statewide Transportation Innovation Council (STIC), which is organized by ODOT and FHWA.

The MPO also continued its involvement in the areawide collaboration associated with the regional snow routes system. Staff maintained contact with MPO entities in order to make sure that the regional snow routes were still accurate and that associated maintenance activities were being carried out as documented. The regional snow routes map is distributed to member entities, posted to social media, and shared with local media outlets.

### Intelligent Transportation Systems

The MPO continued, in close coordination with the Oklahoma Department of Transportation (ODOT), to realize its vision for Intelligent Transportation Systems (ITS) within the MPO area. In FY 2023, ACOG awarded STBG-UZA funding to a major ITS infrastructure project in the City of Edmond, further implementing the Regional ITS Plan.

### Safety Conscious Planning

The MPO is committed to providing a safe environment for the traveling public and has a track record of considering safety as an important factor in the development of the Transportation Improvement Program and the long-range transportation plan.

The MPO coordinated with ODOT and public safety officials in the collection and analysis of traffic crash data and the setting regional safety targets. In June 2020, the MPO completed the ACOG Regional Crash and Safety Report. In this report, staff performed various crash analyses to identify high crash locations throughout the MPO area.

Staff also applied for and was awarded another year of funding from the Oklahoma Highway Safety Office (OHSO) Highway Safety Grant. The grant focuses on increasing the overall

visibility of pedestrian and bicyclist safety issues through public service messages and community engagement efforts, such as special events and partnerships. The program also provides educational materials to area leaders such as government staff, pedestrian and bicycle advocates, city planners, law enforcement agencies, engineers, public health professionals, the media, influencers, elected officials, parents, and educators. The goal of this campaign is to reduce the total number of pedestrian and bicycle crashes and fatalities in Central Oklahoma.

Additionally, MPO staff attended coordination meetings with ODOT and statewide stakeholders regarding creation of the State Highway Safety Plan (SHSP).

### Freight and Intermodal Transportation Planning

The MPO stayed apprised of the state-led Commercial Vehicle Operations (CVO) activities, as well as the ongoing Commercial Vehicle Information Network System (CVISN) planning and deployment.

## AIR QUALITY

### Air Quality Monitoring and Planning

The MPO continued to work with the Air Quality Division of the Oklahoma Department of Environmental Quality (ODEQ) on monitoring and evaluating ground-level ozone (O<sub>3</sub>) and particulate matter (PM<sub>2.5</sub> & PM<sub>10</sub>) levels in Central Oklahoma.

In October 2015, EPA revised the primary and secondary ozone standard levels to 0.070 parts per million (ppm), and retained their indicators (O<sub>3</sub>), forms (fourth-highest daily maximum, averaged across three consecutive years) and averaging times (eight hours). EPA's panel of science advisors, the Clean Air Scientific Advisory Committee (CASAC) had recommended to EPA that 60 parts per billion (ppb) be the lower limit of the range in June 2014. In December 2017, all seventy-seven counties in Oklahoma were designated 'Attainment/Unclassifiable.'

The Oklahoma City MSA had a design value of 0.072 in 2022.

The Oklahoma Department of Environmental Quality (ODEQ), Air Quality Division, in collaboration with the Association of Central Oklahoma Governments (ACOG), formally submits an Oklahoma City Metropolitan area path forward letter as required by participation in the EPA's Ozone Advance program. This is a "living" document and will be updated as programs are added or evolve. The document includes a list of Ozone Advance initiatives and ongoing programs for the Oklahoma City Metropolitan Statistical Area (MSA), comprised of Canadian, Cleveland, Grady, Lincoln, Logan, McClain, and Oklahoma counties, for which reports are provided to EPA on an annual basis. The Oklahoma City MSA report was submitted to EPA in May 2021.

On March 7, 2023, ACOG released a Request for Proposals for a Regional Air Quality Plan for the eight county Oklahoma City Metro area. As a follow-up to the Cost of Nonattainment Study that was completed in 2022, the Regional Air Quality Plan will provide a roadmap of how Central Oklahoma can remain in-attainment with the National Ambient Air Quality Standards (NAAQS). The proposed Plan is one of the recommended actions that addresses the ACOG Board's 2022 Air Quality Regional Vision Statement: "Continue to lead the effort to maintain the OKC Metropolitan area in attainment of EPA's NAAQS, which includes ozone, particulate matter (PM) standards, and support regional approaches to greenhouse gas emissions (GHG) reduction strategies." Work on the plan is expected to begin in July 2023.

In May 2023, ACOG submitted an application to the EPA Climate Pollution Reduction Grant (CPRG) program. The CPRG provides grants to local governments and tribes to develop and implement plans for reducing greenhouse gas emissions and other harmful air pollution. This \$1 million planning grant will then allow for Central Oklahoma communities to compete for over \$4 billion in Inflation Reduction Act (IRA) EPA emissions reductions funding opportunities, potentially for transportation-related projects.

### Air Quality Public Awareness Campaign

The MPO continued administration of a comprehensive public education program on air quality and its requisite impacts on regional health, the economy and quality of life, including its effect on the transportation sector. The program has been funded primarily from Congestion Mitigation Air Quality (CMAQ) funds provided by the Oklahoma Department of Transportation (ODOT).

Social media and online platforms remain essential tools in raising awareness about Central Oklahoma's air quality. Social media such as Twitter and Facebook are cost-efficient methods of reaching wide audiences. Constant Contact is utilized to send email notifications of Ozone Alert Day declarations. In 2018, the MPO added a Spanish language translation for the Ozone Alert message. A text alert option launched in Spring 2019 and a new campaign 'Get in the #KNOWZONE' was launched in Spring 2020.

### Public Fleet Conversion Grant Program

Congestion Mitigation and Air Quality (CMAQ) funds assigned to the ACOG MPO area provided funding for projects that entail fleet conversion to clean fuel technologies, the purchase of alternative fuel vehicles and hybrid vehicles, and/or the deployment of alternative fuel vehicle fueling and charging infrastructure. ACOG MPO member entities, public trusts and public authorities providing essential services to ACOG MPO member entities, public colleges and universities, public technical education centers, and public school districts located principally within the ACOG MPO boundary were eligible to participate.

The MPO issued a call for competitive project applications under its FY 2022 Public Fleet Conversion Grants process in October 2021 and four projects were awarded. City of Midwest City, City of Moore, City of Norman, and the Oklahoma Environmental Management Authority (OEMA) were awarded funding to defray costs related to the purchase of new compressed natural gas (CNG) vehicles and electric vehicle (EV) charging infrastructure. Funding for new alternative fuel vehicles, hybrid vehicles and advanced technology vehicles was limited to the incremental cost of those vehicles and required a minimum 20 percent local cost share with maximum 80 percent federal share. Grantees are required to remove older vehicles to be replaced by the purchase of new alternative fuel vehicles. Alternative fuel charging and fueling infrastructure also required a minimum 20 percent local share.

### Electric Vehicle Adoption

The MPO through the Central Oklahoma Clean Cities program has prioritized electric vehicle charging station planning and technical assistance to take advantage of public and private sector investment in transportation electrification.

Oklahoma now has the fourth most electric vehicle fast charging stations (per capita) in the United States and in 2021 had the largest increase in EV sales as a percentage of light duty vehicle sales.

The MPO, through the Central Oklahoma Clean Cities program administers the Oklahoma Electric Vehicle Coalition, an informal working group of stakeholders addressing EV adoption opportunities and barriers.

### Air Quality Small Grant Program

In 2014, the MPO launched a one-year pilot grant program to use CMAQ funds for small active transportation infrastructure and public education programs for the betterment of regional air quality. Based on feedback from member communities, ACOG relaunched the program in 2018, focusing on small transportation infrastructure projects and congestion relief efforts. Since 2018, ten projects have been awarded funding through a competitive grant process. Awarded projects include bicycle lanes, bicycle racks, and bus stops from Oklahoma City, Norman, Edmond, and Midwest City.

## SPECIAL PROJECTS

### Urban Tree Canopy Study

In 2019, ACOG partnered with the Oklahoma City Community Foundation (OCCF) and the Oklahoma Forestry Service on a regional tree canopy study. The study analyzed the urban tree canopy in Central Oklahoma and provided each agency with data to make informed decisions regarding various projects and programs. In 2023, ACOG began planning with OKC Beautiful, OCCF, and the Oklahoma Forestry Service, among other partners, on the development of an Urban Forestry Master Plan, which will build upon the 2019 Oklahoma City Metropolitan Area Tree Canopy Study. Regional Transportation Authority

For over ten years, ACOG helped guide regional commuter rail studies. In February 2019, six communities (Del City, Edmond, Midwest City, Moore, Norman, and Oklahoma City) signed a trust indenture officially forming the Regional Transportation Authority (RTA) of Central Oklahoma. ACOG continued to provide administrative, technical, and legal support to the newly formed organization until February 2020, when COTPA began providing administrative support for the organization. ACOG has continued to monitor and promote a regional commuter rail service and enhanced bus options.

### Cost of Nonattainment Study/Regional Air Quality Plan

In FY 2022, ACOG completed a study on the potential regional economic impacts of an Environmental Protection Agency (EPA) ozone nonattainment designation. The analysis focused on the cost of regulatory requirements of a nonattainment designation including transportation conformity, facility emissions reductions, and an economic impact analysis. A Scoping Report was released in May 2020 and a full report was released in June 2022.

In FY 2023, staff developed a scope of work for a Regional Air Quality Plan. The purpose of the plan is to set goals and strategies for new and expanded emissions reductions efforts to keep the region in attainment of the NAAQS. An RFP for the plan was released on March 7, 2023, with the project expected to be completed in FY 2024.

## TRANSPORTATION SERVICES FOR THE ELDERLY AND PERSONS WITH DISABILITIES

As required by the Americans with Disabilities Act, COTPA, City of Norman Transit, and Citylink provide paratransit services for Central Oklahoma's with a qualifying disability. ACOG, COTPA, the City of Norman, and Citylink continue to be involved in efforts to improve transportation choices for persons with disabilities and persons with low/moderate income.

### Title VI/ADA

ACOG continued to include an accommodation statement (inclusive of all disabilities) on its monthly agendas. Staff created an email address specifically for Title VI and ADA inquiries and complaints. The following documents were updated in FY 2022: ADA/504 Compliance Plan, ADA Complaint Process and Form, Title VI Plan, Title VI Complaint Process and Form. Additionally, Title VI Assurances were reviewed and signed by ACOG's Executive Director. A translation notice was also created to inform on the availability of translated documents. ACOG maintained its website with all available Title VI, ADA, PPP, and EJ documents and forms. An accessibility plug-in called Userway was purchased and activated on ACOG's website which includes functions such as larger text, dyslexia friendly text, and contrasting colors.

## PROGRAM SUPPORT AND ADMINISTRATION

### Transportation Improvement Program

In FY 2018, ODOT, Oklahoma's MPOs, and FHWA coordinated to revise the STIP/TIP development procedures to ensure that the MPOs' and ODOT's transportation plans are updated every two years instead of three. Complying with the updated procedures, ACOG began developing a new TIP in FY 2023—the FFY 2024 - 2027 Transportation Improvement Program (TIP)

The FFY 2024-2027 TIP identified the region's priorities for expenditure of federal-aid transportation funds within the MPO area and incorporated transportation projects selected during the FY 2023 Call for Projects for STBG-UZA funding. The TIP document also incorporates language to reflect the federal performance-based planning and programming requirements. The FFY 2024-2027 TIP will go into effect in October 2023, after approval by ODOT and FHWA.

The FFY 2022-2025 Transportation Improvement Program, active until October 2023, was amended during FY 2023 to reflect local projects. For each amendment, financial constraint was maintained, and opportunity for public comment was provided. All amendments were adopted by the MPO and submitted to ODOT for approval and amendment of the STIP.

MPO staff continued to implement 'ProjectTracker,' an electronic Transportation Improvement Program system, or database, for electronic submission of STBG project applications and project monitoring. ODOT has adopted a similar system for state-sponsored projects.

### Public Involvement Program

The *ACOG Public Participation Plan (PPP)* guided public involvement activities related to the Metropolitan Transportation Plan, the Transportation Improvement Program, and other transportation planning activities.

The MPO continued to utilize media releases, newsletters, and e-news releases distributed to ACOG's social media suite. During the development of Encompass 2045, staff created a Stakeholder Advisory Group to inform and receive feedback on the MTP. Staff provided information to stakeholders and the public about the transportation planning process through ACOG's website, blog, social media, virtual engagement events, and online surveys. The MPO utilized visualization techniques in all presentations, including PowerPoint presentations, maps, charts, pictures, and other graphics. MPO staff continued their involvement in several regional outreach events, including GIS Day at the State Capitol, OKSCAUG, and National Bike Month/Bike to Work Day.

### MPO Coordination

In FY 2023, MPO staff attended the MPO Quarterly Coordination meetings and State Transportation Innovation Council, organized by ODOT. MPO staff also coordinated with ODOT on the Road User Charge Task Force, National Electric Vehicle Infrastructure program, Alternative Fuel Corridor nominations, Oklahoma Active Transportation Plan, Route 66 U.S. Bike Route designation, and ACOG awarded transportation project delivery.

### Transportation Management Area Boundary Analysis

In FY 2023, ACOG staff completed the Transportation Management Area (TMA) Boundary Analysis. Based on the 2020 Census data, MPO staff recommended leaving the TMA boundary as is, without expanding to include additional areas. The results of the study were presented to the ACOG MPO Technical and Policy Committees for review. On April 27, 2023, the ACOG MPO Policy Committee voted to add portions of Canadian County, including the cities of El Reno, Union City, and a part of Calumet, to the ACOG MPO Transportation Management Area (TMA).

### Quadrennial Certification Review

MPO staff completed the **seventh** joint evaluation of the Central Oklahoma transportation planning process, conducted by FHWA and FTA, in October 2020. In FY 2021, FHWA and FTA issued their final report jointly certifying that the transportation planning process substantially meets the requirements of 23 CFR Part 450.336.

## Technical Assistance

The MPO continues to provide considerable technical assistance to its member local governments, private consultants working for local staff, other agencies, non-profits, and the public.

## PART 5: FY 2024 UNIFIED PLANNING WORK PROGRAM BUDGET

The Federal Highway planning transportation funds are provided at an 80 percent federal share. A local share of 20 percent must be provided in order to leverage these federal funds. This local non-federal match can provide a heavy burden on ACOG MPO members. Since 2007, ACOG MPO members have been allowed to use ODOT staff time as non-federal match. The staff time is for transportation work completed by ODOT in the ACOG MPO area. The non-federal match information can be found on Table 5-2.

### FY 2024 UPWP

**TABLE 5-1a  
EXPECTED PLANNING FUNDS**

Funding Sources	Allocation	Match	Total
FHWA (PL)	\$2,219,362	\$554,843	\$2,774,205
FHWA (SS4A)	\$192,000	\$48,000	\$240,000
FTA 5303	\$587,894	\$141,974	\$729,868
FTA 5307	\$545,463	\$136,366	\$681,829
ODOT (FHWA-SPR)	\$40,000	\$0	\$40,000
LOCAL	\$0	\$0	\$0
<b>GRAND TOTAL</b>	<b>\$3,584,719</b>	<b>\$881,183</b>	<b>\$4,465,902</b>

**TABLE 5-1b  
PLANNING FUND DISTRIBUTION**

Source	ACOG	OKC TM	NORMAN & COTPA & CITYLINK	SUB. ENT.	ODOT	TOTAL
FHWA (PL)	\$2,038,402	\$134,760	\$0	\$46,200	\$0	\$2,219,362
FHWA (SS4A)	\$192,000	\$0	\$0	\$0	\$0	\$192,000
FTA 5303	\$47,894	\$0	\$540,000	\$0	\$0	\$587,894
FTA 5307	\$0	\$0	\$545,463	\$0	\$0	\$545,463
ODOT (FHWA-SPR) **	\$0	\$0	\$0	\$0	\$40,000	\$40,000
LOCAL TRANSIT	\$0	\$0	\$266,366	\$0	\$0	\$266,366
LOCAL ACOG	\$569,577	\$0	\$0	\$0	\$0	\$569,577
LOCAL ENTITIES	\$0	\$33,690	\$0	\$11,550	\$0	\$45,240
ODOT ITS FUNDING	\$0	\$0	\$0	\$0	\$0	\$0
<b>GRAND TOTAL</b>	<b>\$2,847,873</b>	<b>\$168,450</b>	<b>\$1,351,829</b>	<b>\$57,750</b>	<b>\$40,000</b>	<b>\$4,465,902</b>

OKC TM = Oklahoma City Traffic Management  
 COTPA = Central Oklahoma Transportation and Parking Authority  
 Norman = Norman Transit  
 SUB.ENT.= Choctaw, Edmond, Midwest City, Moore, and Norman  
 LOCAL = PL/FTA/CMAQ

\*\* ODOT and FHWA State Planning & Research (SPR) funding for Transportation Planning Assistance

TABLE 5-2  
 FY 2024 UPWP  
 ACOG PARTICIPATION

No.	Task Description	FEDERAL FUNDS					LOCAL MATCH						TOTAL FUNDS			ACOG Subtotal
		FHWA-PL (80%)	FTA 5303 (80%)	SS4A (80%)	Total Federal (80%)	FHWA-PL Total	FHWA-PL (20%)	FTA 5303 (20%)	SS4A (20%)	ODOT Special	FHWA PL Local	Total Local	FHWA-PL	FTA 5303	SS4A	
101	Monitor Soec. Data	\$110,394			\$110,394	\$110,394	\$27,599			\$27,603	\$27,599	\$27,599	\$137,993			\$137,993
102	Trans. Planng. Data	\$116,276			\$116,276	\$116,276	\$29,069			\$29,074	\$29,069	\$29,069	\$145,345			\$145,345
103	Census & GIS	\$125,646			\$125,646	\$125,646	\$31,412			\$31,417	\$31,412	\$31,412	\$157,058			\$157,058
	Subtotal	\$352,316			\$352,316	\$352,316	\$88,080			\$88,094	\$88,080	\$88,080	\$440,396			\$440,396
201	Long Range Plan	\$138,263			\$138,263	\$138,263	\$34,566			\$34,572	\$34,566	\$34,566	\$172,829			\$172,829
202	Short Range Plan	\$58,880			\$58,880	\$58,880	\$14,720			\$14,723	\$14,720	\$14,720	\$73,600			\$73,600
203	Congestion Mgt	\$529,905		\$192,000	\$721,905	\$529,905	\$132,476		\$48,000	\$132,500	\$132,476	\$180,476	\$662,381		\$240,000	\$902,381
204	E and D Plan		\$47,894		\$47,894		\$0	\$11,974		\$0	\$0	\$11,974		\$59,868		\$59,868
205	Air Quality*	\$468,599			\$468,599	\$468,599	\$117,150			\$117,171	\$117,150	\$117,150	\$585,749		\$0	\$585,749
	Subtotal	\$1,195,647	\$47,894	\$192,000	\$1,435,541	\$1,195,647	\$298,912	\$11,974	\$48,000	\$298,966	\$298,912	\$358,886	\$1,494,559	\$59,868	\$240,000	\$1,794,427
301	Citizen Participation	\$98,291			\$98,291	\$98,291	\$24,573			\$24,577	\$24,573	\$24,573	\$122,864			\$122,864
	Subtotal	\$98,291			\$98,291	\$98,291	\$24,573			\$24,577	\$24,573	\$24,573	\$122,864			\$122,864
401	Certification/Coord.	\$133,606			\$133,606	\$133,606	\$33,402			\$33,407	\$33,402	\$33,402	\$167,008			\$167,008
402	Technical Assist.	\$16,088			\$16,088	\$16,088	\$4,022			\$4,023	\$4,022	\$4,022	\$20,110			\$20,110
	Subtotal	\$149,694			\$149,694	\$149,694	\$37,424			\$37,430	\$37,424	\$37,424	\$187,118			\$187,118
501	Staff Training	\$35,845			\$35,845	\$35,845	\$8,961			\$8,963	\$8,961	\$8,961	\$44,806			\$44,806
502	Annual Report/Doc.	\$73,090			\$73,090	\$73,090	\$18,273			\$18,276	\$18,273	\$18,273	\$91,363			\$91,363
	Subtotal	\$108,935			\$108,935	\$108,935	\$27,234			\$27,239	\$27,234	\$27,234	\$136,169			\$136,169
601	Direct Proj.Mgt.	\$133,519			\$133,519	\$133,519	\$33,380			\$33,386	\$33,380	\$33,380	\$166,899			\$166,899
	Subtotal	\$133,519			\$133,519	\$133,519	\$33,380			\$33,386	\$33,380	\$33,380	\$166,899			\$166,899
	<b>Total</b>	\$2,038,402	\$47,894	\$192,000	\$2,278,296	\$2,038,402	\$509,603	\$11,974	\$48,000	\$509,692	\$509,603	\$569,577	\$2,548,005	\$59,868	\$240,000	\$2,847,873

**TABLE 5-3  
FY 2024 UPWP  
OKLAHOMA CITY TRAFFIC MANAGEMENT**

No.	Task Description	FEDERAL FUNDS			LOCAL MATCH				TOTAL FUNDS			OKC TM Subtotal
		PL	FTA 5303	FTA 5307	PL	FTA 5303	FTA 5307	Total Local	PL	FTA 5303	FTA 5307	
101	Monitor Soec. Data	0	0	0	0	0	0	0	0	0	0	0
102	Trans. Planng. Data	\$121,000	0	0	\$30,250	0	0	\$30,250	\$151,250	0	0	\$151,250
103	Census & Geo. In. Sys	0	0	0	0	0	0	0	0	0	0	0
Subtotal		\$121,000	0	0	\$30,250	0	0	\$30,250	\$151,250	0	0	\$151,250
201	Long Range Plan	0	0	0	0	0	0	0	0	0	0	0
202	Short Range Plan	0	0	0	0	0	0	0	0	0	0	0
203	Congestion Mgt	0	0	0	0	0	0	0	0	0	0	0
204	E and D Plan	0	0	0	0	0	0	0	0	0	0	0
205	Air Quality	0	0	0	0	0	0	0	0	0	0	0
Subtotal		0	0	0	0	0	0	0	0	0	0	0
301	Citizen Part. System	0	0	0	0	0	0	0	0	0	0	0
Subtotal		0	0	0	0	0	0	0	0	0	0	0
401	Certification/Coord.	0	0	0	0	0	0	0	0	0	0	0
402	Technical Assist.	0	0	0	0	0	0	0	0	0	0	0
Subtotal		0	0	0	0	0	0	0	0	0	0	0
501	Staff Training	\$7,680	0	0	\$1,920	0	0	\$1,920	\$9,600	0	0	\$9,600
502	Annual Report/Doc.	\$6,080	0	0	\$1,520	0	0	\$1,520	\$7,600	0	0	\$7,600
Subtotal		\$13,760	0	0	\$3,440	0	0	\$3,440	\$17,200	0	0	\$17,200
601	Direct Proj.Mgt.	0	0	0	0	0	0	0	0	0	0	0
Subtotal		0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>		<b>\$134,760</b>	<b>0</b>	<b>0</b>	<b>\$33,690</b>	<b>0</b>	<b>0</b>	<b>\$33,690</b>	<b>\$168,450</b>	<b>0</b>	<b>0</b>	<b>\$168,450</b>

**TABLE 5-4  
FY 2024 UPWP  
COTPA**

No.	Task Description	Federal Funds				Local Match				Total Funds			
		FTA 5307-Staff	RAISE-Studies*	FTA 5303	TOTAL	5307-Staff	RAISE -Studies*	FTA 5303	TOTAL	FTA 5307-Staff	RAISE-Studies*	FTA 5303	TOTAL
101	Monitor Socioeconomic	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
102	Trans. Planning Data	\$ 17,971			\$ 17,971	\$ 4,493	\$ -	\$ -	\$ 4,493	\$ 22,464	\$ -	\$ -	\$ 22,464
103	Census & Geo. In. Sys.	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal		\$ 17,971	\$ -	\$ -	\$ 17,971	\$ 4,493	\$ -	\$ -	\$ 4,493	\$ 22,464	\$ -	\$ -	\$ 22,464
201	Long Range Plan	\$ 74,515	\$685,000		\$ 759,515	\$ 18,629	\$171,250	\$ -	\$ 189,879	\$ 93,144	\$856,250	\$ -	\$ 949,394
202	Short Range Plan	\$294,865		\$490,000	\$ 784,865	\$ 73,716	\$ -	\$122,500	\$ 196,216	\$ 368,581	\$ -	\$612,500	\$ 981,081
203	Congestion Mgt	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
204	E and D Plan	\$ 41,567			\$ 41,567	\$ 10,392	\$ -	\$ -	\$ 10,392	\$ 51,959	\$ -	\$ -	\$ 51,959
205	Air Quality	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal		\$410,947	\$685,000	\$490,000	\$ 1,585,947	#####	\$171,250	\$122,500	\$ 396,487	\$ 513,684	\$856,250	\$612,500	\$ 1,982,434
301	Citizen Part. System	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
401	Certification/Coord.	\$ 24,928			\$ 24,928	\$ 6,232	\$ -	\$ -	\$ 6,232	\$ 31,160	\$ -	\$ -	\$ 31,160
402	Technical Assist.	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal		\$ 24,928	\$ -	\$ -	\$ 24,928	\$ 6,232	\$ -	\$ -	\$ 6,232	\$ 31,160	\$ -	\$ -	\$ 31,160
501	Staff Training	\$ 1,617			\$ 1,617	\$ 404	\$ -	\$ -	\$ 404	\$ 2,021	\$ -	\$ -	\$ 2,021
502	Annual Report/Doc.	\$ -			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal		\$ 1,617	\$ -	\$ -	\$ 1,617	\$ 404	\$ -	\$ -	\$ 404	\$ 2,021	\$ -	\$ -	\$ 2,021
601	Direct Proj.Mgt.	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>		\$455,463	\$685,000	\$490,000	\$1,630,463	\$113,866	\$171,250	\$122,500	\$ 407,616	\$569,329	\$856,250	\$612,500	\$2,038,079

**TABLE 5-5**  
**FY 2024 UPWP**  
**City of Norman (CON)**

No.	Task Description	FEDERAL FUNDS			LOCAL MATCH			TOTAL FUNDS		
		FTA 5303	FTA 5307	Total FTA	FTA 5303 Local	5307 Local	Total Local	FTA 5303	FTA 5307	CON
101	Monitor Socio. Data	0	\$0	\$0	0	\$0	\$0	0	\$0	\$0
102	Trans. Planning Data	0	\$22,000	\$22,000	0	\$5,500	\$5,500	0	\$27,500	\$27,500
103	Census & GIS	0	\$0	\$0	0	\$0	\$0	0	\$0	\$0
Subtotal		0	\$22,000	\$22,000	0	\$5,500	\$5,500	0	\$27,500	\$27,500
201	Long Range Plan	0	\$21,000	\$21,000	0	\$5,250	\$5,250	0	\$26,250	\$26,250
202	Short Range Plan	\$50,000	\$35,000	\$85,000	\$12,500	\$8,750	\$21,250	\$62,500	\$43,750	\$106,250
203	Congestion Mgt	0	\$0	\$0	0	\$0	\$0	0	\$0	\$0
204	E and D Plan	0	\$2,000	\$2,000	0	\$500	\$500	0	\$2,500	\$2,500
205	Air Quality	0	\$2,000	\$2,000	0	\$500	\$500	0	\$2,500	\$2,500
Subtotal		\$ 50,000	\$60,000	\$110,000	\$12,500	\$15,000	\$27,500	\$62,500	\$75,000	\$137,500
301	Citizen Part. System	0	\$3,000	\$3,000	0	\$750	\$750	0	\$3,750	\$3,750
Subtotal		0	\$3,000	\$3,000	0	\$750	\$750	0	\$3,750	\$3,750
401	Certification/Coord.	0	\$0	\$0	0	\$0	\$0	0	\$0	\$0
402	Technical Assist.	0	\$0	\$0	0	\$0	\$0	0	\$0	\$0
Subtotal		0	\$0	\$0	0	\$0	\$0	0	\$0	\$0
501	Staff Training	0	\$5,000	\$5,000	0	\$1,250	\$1,250	0	\$6,250	\$6,250
502	Annual Report/Doc.	0	\$0	\$0	0	\$0	\$0	0	\$0	\$0
Subtotal		0	\$5,000	\$5,000	0	\$1,250	\$1,250	0	\$6,250	\$6,250
601	Direct Proj.Mgt.	0	\$0	\$0	0	\$0	\$0	0	\$0	\$0
Subtotal		0	\$0	\$0	0	\$0	\$0	0	\$0	\$0
<b>Total</b>		<b>\$50,000</b>	<b>\$90,000</b>	<b>\$140,000</b>	<b>\$12,500</b>	<b>\$22,500</b>	<b>\$35,000</b>	<b>\$62,500</b>	<b>\$112,500</b>	<b>\$175,000</b>

**TABLE 5-6  
FY 2024 UPWP  
SUBURBAN ENTITIES**

No.	Task Description	FEDERAL FUNDS			LOCAL MATCH				TOTAL FUNDS			Suburban Entities Subtotal
		PL	FTA 5303	FTA 5307	PL	FTA 5303	FTA 5307	Total Local	PL	FTA 5303	FTA 5307	
102	Trans. Planning Data											
	Choctaw	\$6,800	0	0	\$1,700	0	0	\$1,700	\$8,500	0	0	\$8,500
	Edmond	\$9,800	0	0	\$2,450	0	0	\$2,450	\$12,250	0	0	\$12,250
	Midwest City	\$6,800	0	0	\$1,700	0	0	\$1,700	\$8,500	0	0	\$8,500
	Moore	\$6,800	0	0	\$1,700	0	0	\$1,700	\$8,500	0	0	\$8,500
	Norman	\$16,000	0	0	4,000	0	0	4,000	\$20,000	0	0	\$20,000
	<b>Total</b>	\$46,200	0	0	\$11,550	0	0	\$11,550	\$57,750	0	0	\$57,750

## PART 6: ELEMENT AND TASK DESCRIPTIONS

### ELEMENT #1: DATA DEVELOPMENT AND INFORMATION MANAGEMENT

This element is designed to provide a systematic framework for maintaining, developing, coordinating, integrating, and supporting an areawide urban/regional data management information system. In order to accomplish this, ACOG staff will continue coordination with various federal, state, and local agencies including the U.S. Census Bureau, U.S. Department of Transportation, Environmental Protection Agency, Oklahoma Department of Transportation, Oklahoma Department of Environmental Quality, and Oklahoma Department of Commerce, for acquisition and analysis of socioeconomic, demographic, and transportation data.

This element produces a continuing inventory of land use, demographic, employment, and travel data, as well as transportation and transit facilities to assist with monitoring and analyzing changes within the region.

#### *Tasks Included:*

[1.01 - Demographic/Socioeconomic Data Monitoring](#)

[1.02 - Transportation Planning Data Management](#)

[1.03 - Geographic Information System Improvements and Census Geography](#)

[1.04 - Transportation Planning Assistance - Oklahoma Department of Transportation](#)

## Task 1.01: Demographic/Socioeconomic Data Monitoring

### *Background Information*

A primary function of the MPO is the calibration and application of a regional land use distribution model for the use in the Metropolitan Transportation Plan (MTP). This requires substantial data inputs including base year and forecast year land use, population, employment, dwelling units, and school enrollment within the ACOG MPO area. The regional population and employment forecasts generated by the land use model are critical to the MPO's ability to plan for future traffic congestion.

On April 27, 2023, the ACOG MPO Policy Committee voted to add portions of Canadian County, including the cities of El Reno, Union City, and a part of Calumet, to the ACOG MPO Transportation Management Area (TMA). FY 2024 tasks related to this expansion include developing base and future year socioeconomic data and developing traffic analysis zones (TAZs).

### *Program Objective*

Prepare for the 2050 Metropolitan Transportation Plan (MTP).

### *Program Activities (all activities to be conducted by ACOG)*

1. Collect 2020 base year population data for the newly added portions of ACOG MPO TMA.
2. Complete 2020 base year employment data. Develop base year employment data for the newly added portions of ACOG MPO TMA. Begin developing 2050 employment forecasts.
3. Begin the development of school data for the 2020 base year, which will be used in the development of the 2050 land use scenarios.
4. Continue updating the present land use to 2020. Track local land use developments and comprehensive plans for CY 2023 and 2024. Collect building permit data for CY 2022 and CY 2023. Develop land use for the newly added portions of ACOG MPO TMA.
5. Explore methodologies for use with the 2050 land use scenarios.
6. Finalize the 2020 Urban Area Boundary analysis. The process included smoothing out geographic irregularities, maintaining administrative continuity, and incorporating fringe areas having residential, commercial, and/or industrial significance, as well as adding portions of Canadian County, including the cities of El Reno, Union City, and a part of Calumet, to the ACOG MPO TMA as desired by the ACOG MPO Policy Committee and ACOG Board of Directors.
7. Provide data, as needed, to project sponsors regarding social, demographic, economic, and environmental impacts of major transportation projects. Assist member communities with the development of local plans and studies.
8. Continue to monitor census products that can be used in model development. Provide census materials and workshops to area members, as needed. Promote annual census programs to members (ACS, BAS). Provide 2020 decennial census products to member entities.

*End Product*

Technical memoranda and reports documenting program activities, including:

- 1.01 (1-4) – 2020 Base Data Report(s)
  - Population
  - Employment
  - School Enrollment
  - Land Use
- 1.01 (6) – Transportation Management Area Boundary Analysis Report

## Task 1.02: Transportation Planning Data Management

### *Background Information*

Transportation planning data is collected every year and compiled in various transportation files at ACOG. Information is placed in new formats, and programs are revised as needed in order to allow greater flexibility and broader reviews of the subject matter.

### *Program Objective*

Collect, maintain, update, and evaluate information that is basic to the transportation planning process regarding current travel and system characteristics, and utilize such information for the assessment of transportation system performance and for forecasting regional travel demand. Data collected is also used to provide a statistical foundation for the identification and prioritization of projects included in the Transportation Improvement Program (TIP).

### *Program Activities*

1. Traffic Count Program
  - a. ACOG will compile traffic counts taken by the Oklahoma Department of Transportation (ODOT), Oklahoma City Traffic Management (OKC TM), and the cities of Edmond, Midwest City, Moore, Norman, and Choctaw on key links on the ACOG MPO model network yearly or on a rotational basis over a two-year period. Annual counts will be collected for a select number of locations. Participating entities will continue to upload volume, speed, and classification data directly into a hosted, central database available online at [acog.ms2soft.com](http://acog.ms2soft.com).
  - b. ACOG will explore the inclusion of seasonal adjustment factors to ensure the reliability of regional traffic count data. Emphasis on sharing traffic count and transportation system data between the various entities as well as the general public will continue. (ODOT, ACOG, OKC Traffic Management, Edmond, Midwest City, Moore, Norman, and Choctaw)
  - c. ACOG will collect bicycle and pedestrian counts taken by participating entities and will continue to loan ACOG-owned counters to local municipalities. ACOG will continue to upload regional bicycle and pedestrian count data to the ACOG website.
2. Management Systems (ACOG)
  - a. ACOG will continue to work cooperatively with ODOT, affected governmental entities, and private sector groups in the development of the pavement, bridge, and safety management systems, and the congestion management process, as well as the highway performance monitoring system (HPMS).
  - b. ACOG will continue to provide traffic counts and lane-width information from the ACOG traffic count database and transportation model to ODOT for the HPMS.
  - c. ACOG will continue to maintain its electronic Transportation Improvement Program system (e-TIP), known as ProjectTracker (previously known as eTRACKER), which provides user-friendly, comprehensive, and efficient tools for managing Transportation Improvement Programs (TIP). ACOG will also work with ODOT on the implementation of their electronic Statewide Transportation Improvement Program (e-STIP).

### 3. Travel Time Analysis (ACOG)

- a. Utilize the National Performance Management Research Data Set (NPMRDS) for the Enhanced NHS within Central Oklahoma to monitor and analyze system performance and congestion.
- b. Include Travel Time Analysis results in the performance measure monitoring report completed by ACOG (see Task 2.03).
- c. Continue to access additional sources for speed/travel time data provided by ODOT or purchased by ACOG.

### 4. Transit Database and Network Reporting

- a. COTPA, Norman-Transit, and Citylink will collect and analyze ridership data for directly operated and purchased transportation services monthly; ridership figures will be reported to the National Transit Database (NTD) as required. Ridership data by route will be provided to ACOG annually to assist with modeling efforts. (COTPA, Norman-Transit)
- b. COTPA continues to publish and maintain static and LIVE GTFS data feeds to reflect edits and changes made in the transit system for both transit services in Oklahoma City and Norman. Financial data is continually monitored for accurate functional allocation for all reporting modes. (COTPA, Norman-Transit)

#### *End Product*

Computerized database files. Technical memoranda and reports as required, documenting the findings and analysis of data collected under these program activities, including:

- 1.02 (1a) – Traffic Counts Data Collection reports (Choctaw, Edmond, Midwest City, Moore, Norman, Oklahoma City TM)
- 1.02 (1c) – CY 2023 Bicycle and Pedestrian Count Data Collection report
- 1.02 (4) – Annual National Transit Data Reports to FTA (COTPA, Norman-Transit, Citylink)

### Task 1.03: Geographic Information System (GIS) Improvements and Census Geography

#### *Program Objectives*

Maintain an accurate geographic information system (GIS) of all data relevant to the regional transportation planning process, including but not limited to the street network, transportation projects, functional class, bicycle/pedestrian facilities, crash data, traffic counts, traffic congestion and corridors, parks and open space, administrative boundaries, land use data, parcels, transit routes, and regional snow routes. Provide GIS products and support for members through user friendly and innovative technologies.

#### *Program Activities (all activities to be conducted by ACOG)*

1. Maintain an accurate inventory of transportation planning related geographic data sets using a centralized geodatabase. Develop and apply GIS metadata and other standards.
2. Provide data and maps in multiple formats for requesting entities. Produce maps and data for regional transportation plans and planning efforts.
3. Provide regional coordination and support for GIS data collection and mapping projects.
4. Continue the process of integrating county parcel data with land use data.
5. Provide regional coordination for digital aerial sharing and planning. Start planning for 2024 aerial coordination and collection with local members.
6. Continue exploring and implementing future GIS and mapping capabilities for ACOG and member entities (e.g., ArcGIS Online, Cloud GIS, etc.).
7. Continue publishing transportation mapping products from ACOG's long-range and short-range programs on ArcGIS Online and provide data to ACOG's members as requested.

#### *End Product*

GIS products (data inventories and maps) and aerial photography available for ACOG planning efforts, technical assistance for members, and public access.

## Task 1.04: Transportation Planning Assistance - Oklahoma Department of Transportation (ODOT)

### *Program Objectives*

The Oklahoma Department of Transportation (ODOT) will provide administrative, technical, and policy guidance and assistance related to the successful completion of the urban transportation planning work activities itemized in this UPWP.

### *Program Activities (all activities to be conducted by ODOT)*

#### 1. Urban Transportation Planning Process

The Oklahoma Department of Transportation will provide a liaison, maintain information flows, and provide technical assistance for the maintenance of an effective continuous, comprehensive, and cooperative urban transportation planning process in the ACOG MPO area.

#### 2. Computer Support

ODOT's GIS Data Portal and ArcGIS Online systems are available for ACOG to access GIS data collected and maintained by ODOT.

### *End Product*

Urban transportation planning, technical, and computer support and services for the successful implementation of the FY 2024 UPWP.

## ELEMENT #2: REGIONAL TRANSPORTATION PLANNING

This activity involves the maintenance and refinement of the long-range and short-range transportation planning processes. Work areas include tasks to develop, maintain, and refine the methodology for reevaluation and update of proposed transportation systems and subsystems. Multimodal travel forecasting models and traffic management strategies will be used in order to improve the system of integrated regional transportation planning. Included is the maintenance of a four-year Transportation Improvement Program (TIP) serving as the short-range implementation tool for the region's long-range, metropolitan transportation plan (MTP).

### *Tasks Included:*

[2.01 - Long-Range Transportation Planning](#)

[2.02 - Short-Range Transportation Planning](#)

[2.03 - System Performance and Congestion Management](#)

[2.04 - Mobility and Public Transportation Planning](#)

[2.05 - Air Quality Planning](#)

## Task 2.01: Long-Range Transportation Planning

### *Background Information*

The Infrastructure Investment and Jobs Act (IIJA) (P.L. 117-58, also known as the Bipartisan Infrastructure Law or BIL), was signed into law on November 15, 2021, authorizing federal highway, highway safety, transit, and rail programs for five years from federal fiscal year (FFY) 2022 through 2026. Under the law, Oklahoma is expected to receive approximately \$4.6 billion over five years in Federal highway formula funding for highways and bridges, approximately \$29 million in Section 402 formula funding for highway safety programs, \$349 million in transit improvement funding, and \$66 million to support the expansion of an EV charging network in the state. The law also includes competitive grant programs that could bring additional dollars to the state and region.

In the IIJA, metropolitan and statewide transportation planning processes are extended, including the performance-based planning and programming requirements of MAP-21 and the FAST Act. Requirements for long-range metropolitan transportation plans (MTP) and short-term transportation improvement programs (TIP) continue, and public involvement remains a hallmark of the planning process.

Federal guidelines require a continuing, comprehensive, and coordinated (3C) transportation planning process in metropolitan areas and states. The IIJA retained the MAP-21/FAST Act planning factors that must be considered in the development of metropolitan plans and programs. The IIJA also continued the emphasis on financial feasibility and consideration of social and environmental impacts of transportation decisions.

Encompass 2045, the current long-range plan for the ACOG MPO area, was adopted by the ACOG MPO Policy Committee in November 2021. The ACOG MPO area is an air quality attainment area, and therefore the metropolitan transportation plan update for Central Oklahoma is required every five years.

### *Program Objective*

Develop and implement the intermodal long-range transportation plan for the ACOG MPO area in compliance with the requirements of the IIJA and any subsequent federal guidance. Continue data collection and analysis required for the development of the next long-range plan. Develop and enhance modeling tools in order to accurately estimate and forecast travel patterns.

### *Program Activities*

1. Ensure compliance with guidance issued by the Federal Transit and Federal Highway Administrations that implements the IIJA and any future surface transportation legislation, particularly regarding metropolitan and statewide planning requirements. (ACOG)
2. Evaluate requests to amend the current long-range, Metropolitan Transportation Plan (MTP) in accordance with the ACOG amendment procedures, current surface transportation legislation requirements, financial constraint, public involvement, and any applicable conformity guidelines promulgated under the 1990 Clean Air Act Amendments. Any proposed amendments to the adopted plan shall include consideration of the planning factors, review of mobility benefits and burdens to different socioeconomic groups, the adopted Public Participation Plan (see Task 3.01), regional performance measures (see Task 2.03), and financial capacity to implement such plan amendments. (ACOG)
3. Finalize 2045 Plan-related reports. (ACOG)
4. Compile and maintain long-range data on roadway, transit, bicycle and pedestrian modes, and on freight movement and airport access within the ACOG MPO area. Evaluate the projects and recommendations included in the 2045 Plan for improving multimodal and intermodal (transit, bicycle, pedestrian, freight movement) travel and goods movement within the ACOG MPO area. (ACOG)

5. Review and evaluate the process and factors that were considered in the development of Encompass 2045 to begin preparing for the 2050 Plan. Create a development timeline for the 2050 Plan. (ACOG)
6. Implement, monitor, and promote the Regional Active Transportation Plan, which evaluates and updates the previous ACOG MPO Bicycle Master Plan and Pedestrian Master Plan. (ACOG)

*This task helps fulfill the 2.5 percent Complete Streets Standards and Policies for PL funds requirement (BIL § 11206(b)).*

7. In order to ensure the reliability and responsiveness of forecasting tools, the MPO will continue implementation of a transportation model improvement program (TMIP) to provide for the maintenance of the ACOG MPO model network. ACOG will explore updating the regional travel demand model (TDM), focusing on enhancing the multimodal (transit, bicycle, and pedestrian) component of the existing model. (ACOG)
8. Coordinate with ODOT on possible future plans, including: State Highway-Rail Grade Crossing Action Plan, Statewide Rail Plan, Freight Transportation Plan, Strategic Highway Safety Plan, Active Transportation Plan, Carbon Reduction Strategy, and Electric Vehicle Infrastructure Deployment Plan. Share information and assist as needed in processing amendments to the MTP the ACOG MPO TIP, and federal functional classification system. Coordinate with ODOT on their statewide transportation modeling effort. (ACOG, ODOT)
9. Coordinate with the Oklahoma Turnpike Authority (OTA) and track and model, as needed, OTA-sponsored improvements to the regional network. (ACOG)
10. Emerging Transportation System Issues (ACOG)
  - a. Monitor advances in transportation system technology, including but not limited to connected and autonomous vehicles (CAVs), on-demand ride services, unmanned aircraft systems, and flexible goods movement. Staff will assist ACOG MPO transportation committees, local governments, COTPA, Norman-Transit, Citylink, state and federal agencies, and the private sector in preparing for local adoption. ACOG will research the impacts CAVs and other technological changes will have on the transportation system and their impacts on social and economic trends including public safety, workforce development, energy use, and air quality.
  - b. Coordinate with regional partners to continue to utilize the 2019 Oklahoma City Metropolitan Area Tree Canopy Study and begin coordinating for an update to the study. Integrate data collected during the study into the metropolitan planning process, including: 2050 Plan and land use scenarios, resiliency efforts, livability and complete streets initiatives, and advanced regional air quality analysis and planning. ACOG will continue to provide member communities with access to the tree survey data to assist in local planning efforts. Explore opportunities with area stakeholders on the creation of an Urban Forestry Master Plan.
  - c. Coordinate with ODOT on development and implementation of potential solutions to long-term transportation system funding gap related to decreasing revenue from fixed excise taxes on motor fuel. Potential solutions identified in ODOT's 2020-2045 Oklahoma Long Range Transportation Plan include: electric vehicle fees, indexing motor fuel taxes to inflation, and VMT fees/Road User Charges (RUC). Coordinate with ODOT on development and implementation of Fair Miles Oklahoma, a statewide RUC pilot project.
11. Long Range Transit Planning (COTPA)
  - a. COTPA Long Range Transit Plan Implementation:
    - Continue to plan for and/or implement smaller-scale elements of the 2001 COTPA Long Range Transit Plan (LRTP). COTPA included updates to the 2001 COTPA

L RTP in the MAPS4 proposition. Staff will begin preparing for an update to the COTPA L RTP in coordination with MAPS, ACOG, RTA, and ODOT. The project is primarily funded by MAPS. The MAPS office will serve as project managers with input from stakeholders. Staff anticipates a project kick off by the end of the fiscal year.

- COTPA will continue the implementation of the “COTPA Five-Year Board Initiatives” adopted on September 2, 2016.

b. COTPA Regional Fixed Guideway Systems Planning

Continue to advance the recommendations of the 2005 Regional Fixed Guideway Study (FGS), through the following efforts:

- Launch the Northwest Bus Rapid Transit (BRT) Project funded by a federal BUILD grant in the fall of 2023.
- Support the RTA’s FGS update and Alternatives Analysis. RTA is working toward locally preferred alternatives on the Edmond to Norman, Tinker, west, and Airport corridors. The planning process for the west and airport corridors should begin in CY2023. Staff will support RTA’s effort to explore various potential funding mechanisms and opportunities.
- Continue to implement the bus rapid transit and enhanced bus element of the 2005 Fixed Guideway Study’s 2030 System Plan, as modified by the findings of the 2013 Nelson Nygaard Transit Services Analysis (TSA) and 2021 Comprehensive Operational Analysis.
- Continue to work closely with the Oklahoma City Planning Department on various transit-related matters and long-term plans including an update to BikeWalkOKC and coordination on the next General Obligation Bond. Staff will coordinate to ensure bus stop upgrades are included in various street enhancement and sidewalk projects.
- Continue to plan for potential streetcar improvement and extensions.
- Continue stakeholder engagement for continued planning and advancement of Fixed Guideway Study recommendations.
- Continue collaborations and public education initiatives for the advancement of transit-oriented development (TOD), supportive land use plans and policies that include the continuum of access to transit services.
- Staff will begin planning for facilities expansion as part of efforts to provide additional transit services in the Oklahoma City Region. The 2021 Comprehensive Operation Analysis included a facilities master plan. Staff will work towards implementation of that plan.

c. Northwest BRT and MAPS4

- Continue work on the Northwest BRT and its associated improvements for the launch of revenue service in fall 2023.
- Following the passage of the MAPS4 initiative in 2019, COTPA will begin work on planning for transit projects including bus stop upgrades, microtransit projects, traffic signal prioritization, advanced transit options, service frequency improvements, and future planning in coordination with the MAPS4 Citizens Advisory Committee and connectivity subcommittee.
  - Planning work is underway and will continue for the Northeast and South BRT lines with consultant Kimley-Horn.
  - Phase 1 of the bus stop upgrades is underway and phase 2 will start later in 2023.
  - The Transit Signal Prioritization (TSP) project will start later in 2023.
  - L RTP plan update will start late 2023 or early 2024.

12. Long Range Transit Planning (Norman-Transit)

a. Norman-Transit Long Range Transit Plan Implementation:

- Continue to plan for and/or implement the recommended elements identified in the Go Norman Transit Plan as funds become available.
- b. Multimodal Planning:
  - Continue to research and/or implement additional modes of transportation and improvements that are appropriate for Norman, and which can complement existing public transportation services.

*End Product*

Technical memoranda and reports documenting program activities, including:

- 2.01 (2) – Summary of MTP Amendments
- 2.01 (4) – Mapped Inventory of Completed MTP Improvements

## Task 2.02: Short-Range Transportation Planning

### Background Information

Short-range transportation planning plays an important role in identifying and implementing priorities for highway and intermodal improvements within the metropolitan area. The Transportation Improvement Program (TIP) is the primary tool used to advance the goals of the long-range Metropolitan Transportation Plan (MTP).

### Program Objectives

Coordinate with ODOT, ACOG MPO area local governments, and local transit providers in the implementation of transportation improvements throughout the region that are consistent with the financially constrained MTP. Expend the region's federal transportation dollars quickly and efficiently in accordance with regionally established priorities.

### Program Activities

1. Monitor federally funded transportation improvements within the ACOG MPO area (ACOG)
  - a. Monitor the region's Surface Transportation Block Grant - Urbanized Area (STBG-UZA) funds and provide a mid-year STBG-UZA status report by entity. Aid local entities, as needed, concerning STBG-UZA procedures, funds, project statuses, and obligation of STBG-UZA funds. Ensure projects align with the ACOG Complete Streets Policy. Conduct quarterly status report meetings on active projects with ODOT and relevant local entities.
  - b. Continue to monitor the implementation of ACOG MPO area STBG-Set Aside or Transportation Alternatives Program (TAP) projects, competitively selected using FFY 2013/FFY 2014 and FY 2022/2023 TAP funds and the MPO's project evaluation and scoring criteria. Coordinate with ODOT on the implementation of its 2023 TAP projects. Conduct another call for projects in calendar year 2024 for funding years FY 2024-2026.
  - c. Assist ACOG MPO entities in identification of other appropriate federal and state funding sources for local transportation improvements.
  - d. Prepare an annual listing of projects for which federal transportation funds were obligated during FFY 2023, including investments in pedestrian and bicycle facilities.
  - e. Monitor projects selected for approximately \$8.9 million in (100 percent) funding from the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) of 2021.

*This task helps fulfill the 2.5 percent Complete Streets Standards and Policies for PL funds requirement (BIL § 11206(b)).*

2. Monitor and track highway, street, and intermodal (transit, bicycle, pedestrian, freight movement, airport access) improvements by maintaining databases and a GIS inventory of the improvements. Update the annual Network Monitoring Report. (ACOG)

Public transportation providers and other regional transit providers will provide shapefiles and/or other information on route and service changes for inclusion in the region's annual Network Monitoring Report. (COTPA, Norman-Transit)

3. Work with ODOT and ACOG MPO local governments to update the Federal Functional Classification System maps, consistent with the results of the 2020 Census and the adjusted urban area boundary. Consider subsequent requests by ACOG MPO entities to amend the Federal Functional Classification System as needed. Such requests will be reviewed by the MPO's Technical and Policy Committees and forwarded to ODOT for submission to FHWA. (ACOG)
4. Cooperate with ODOT in the selection of projects for funding on the National Highway System (NHS) and select other Title 23 and transit projects in consultation with ODOT and area public transportation providers in conformance with TIP and STIP priorities.

Coordinate with ODOT on the implementation of ACOG MPO area recommendations from its Strategic Highway Safety Plan (SHSP). (ACOG)

5. Continue working with ODOT and area freight stakeholders to maintain up-to-date inventories of intermodal facilities and goods movement data affecting the ACOG MPO area. Assist ODOT in preparing for anticipated FHWA Alternative Fuel Freight Corridor nomination opportunities. (ACOG)

#### 6. Integrated Planning and Environmental Processes

The MPO will provide assistance to lead agencies performing a planning process that can be integrated into the required environmental analysis for major highway and public transit projects in the ACOG MPO area. The analysis process will involve the MPO, ODOT, COTPA, Norman-Transit, FHWA and FTA, and other agencies as needed. The process will establish the range of alternatives to be studied such as alternative modes and general alignments and include appropriate public involvement opportunities. Broad social, economic, and environmental impacts that could result from the proposed improvement will be evaluated. (ACOG, ODOT, COTPA, Norman-Transit)

7. Update the FFY 2024–2027 ACOG MPO Area TIP to include the latest priorities of the MPO member entities. Update the TIP document to reflect continued federal requirements for performance-based planning and programming (See task 2.03). Continue to integrate the goals and objectives of the MTP into the TIP to better connect the long-range and short-range plans. Conduct a call for Surface Transportation Block Grant - Urbanized Area (STBG-UZA) projects and use the STBG-UZA Evaluation Criteria to select projects for inclusion in the TIP. Process amendments to the current TIP through the ACOG MPO Technical and Policy Committees, provide public notice on each amendment, and document said amendments for submission to the FHWA, FTA, ODOT, and other applicable agencies. Monitor revisions to project descriptions, funding sources, and cost estimates in order to maintain a fiscally constrained TIP. Provide input into the ODOT 8-Year Construction Work Plan and Statewide Transportation Improvement Program (STIP). (ACOG)

8. Conduct an update (if needed) of the *Criteria and Process for Evaluation of STBG-UZA Projects*. Revisions will continue to reflect the goals of the Metropolitan Transportation Plan (MTP), the strategies of the Congestion Mitigation Process (CMP), ACOG Complete Streets Policy, and member entity priorities, while adhering to federal regulations. (ACOG)

#### 9. Short Range Transit Route Performance and Service Plans

##### a. Transit Route Performance Evaluation

Utilize on-bus technology and other surveys to monitor route performance, usage trends and validity of service for existing fixed routes. Regularly brief local entities and agencies on system performance as appropriate. (COTPA, Norman-Transit)

##### b. Planning for Bus Route Service and Schedules

COTPA will:

- Continued planning for peak service expansion will be ongoing.
- Continue to review the impact of bus route changes and develop bus route service plans in conformance with budgetary considerations and various plans and processes, with special emphasis on the interface with streetcar and BRT.
- Provide advice and technical planning assistance to local communities, as appropriate.
- Provide Edmond Citylink with compliance oversight and transit planning assistance, as appropriate.
- Continue the short-term transit resource improvement planning which has focused on strategies to help COTPA expand its fleet, add CNG fueling, and add electric, and CNG-powered buses, and implement staffing expansions as need to

accommodate recent EMBARK service enhancements and hours/days of operation.

- Conduct public engagement activities, as necessary, to plan for and implement a potential addition of more night-routes offering fixed route services until midnight.
- Develop and maintain individual route maps and schedules, and system maps for EMBARK fixed-route services in print and digital formats.
- Begin implementing the 2021 Comprehensive Operational Analysis transit study. The study, called OKC Moves, evaluated existing conditions in Central Oklahoma and explored ways to improve transit service. The preferred alternative includes a prioritized list of changes. It contains implementation plans, cost estimates, facilities requirements, vehicle needs, and staffing needs required for those changes. The changes will integrate local bus service with the NW BRT, extend service to new destinations, improve on-time performance, better connect parts of Oklahoma City, and improve frequency on existing bus routes.

Norman-Transit will:

- Conduct public engagement activities, as necessary, to plan and implement route or service changes.
- Begin implementing bus route changes identified in the Go Norman Transit Plan, and develop bus route service plans in conformance with budgetary considerations, various plans, and processes. Coordinate with contracted operations to plan, review, and implement changes.
- Plan for fleet replacement and expansion as necessary for service, and to achieve a state of good repair. Apply for grant opportunities to assist with current and future capital needs.
- Develop and maintain individual route maps and schedules, and system maps for fixed-route services in print and digital formats.

c. Streetcar Planning (COTPA)

- Work closely with the OKC Traffic Operations/Engineering group to look at ways to restripe or adjust signals to further enhance the safety and efficiency of the system.
- Monitor streetcar contractor closely to facilitate contract compliance.
- Continue to work with State Safety Oversight (SSO) regarding meeting Public Transportation Agency Safety Plan (PTASP) goals and objectives.
- Continue to track TOD and economic development near streetcar.
- Develop and maintain individual route maps, schedules, and system maps for OKC Streetcar in print and digital formats.
- In 2019 an economic impact study was performed. Showing the impact around the streetcar system. Planning is currently reviewing the possibility of another study.

d. On-Call Consultant Planning Services (COTPA)

- COTPA may issue task orders to the consultant for short term plans, USDOT benefit cost analyses (BCA's), grant writing, concept design, Title VI plan updates, and other actions.
- Services can assist COTPA staff, or be turnkey, within an annual budgetary limit.

## 10. Transit Marketing

COTPA will continue to assess customer experience and community support for transit, as well as conduct marketing to improve ridership. Update previous research to identify potential customers for existing routes.

COTPA will pursue the following strategies to retain and expand ridership, as well as grow community support:

- Establish and implement a multifaceted communications plan to serve existing and potential customers.
- Conduct market research of non-riders to evaluate customer and community perceptions of EMBARK.
- Continue to enhance and develop real-time rider tools for mobile and desktop devices.
- Prepare materials helpful to the public in understanding service changes before they occur.
- Build further brand recognition and service awareness for EMBARK through events, door hangers, social media, digital and TV advertisements, and media relations.
- Conduct market research to learn more about existing customers in order to develop customer profiles and to understand customer expectations, experiences, and needs.
- Develop messages that increase awareness of the environmental effects of single occupancy vehicles (SOV) and how the use of public transportation can help reduce emissions and congestion.
- Continue to engage minority audiences through community events and service programs such as the Haul Pass Program, Roads Scholars, How to Ride Transit Trainer classes, the EMBARK Well program, the Arnall Climb program, and other initiatives.
- Continue promotion of rail safety messages aimed at motorists, pedestrians, cyclists, customers, and potential users.
- Develop and implement communication strategies related to the Oklahoma River Cruises, Vanpool, Spokies Bike share, ADA Paratransit, Senior Transportation, Mobility Management programs, OKC Streetcar, and Bus Rapid Transit.

Norman-Transit will pursue the following marketing strategies to retain and expand ridership:

- Hold transit promotional events in the community and collaborate with other entities or stakeholders as necessary.
- Use its Limited English Proficiency (LEP) outreach efforts to identify new target groups and promote transit within the LEP populations.
- Continue to enhance and develop real-time rider tools for mobile and desktop devices.
- Prepare public-facing materials to promote understanding of planned service changes prior to implementation of the change.
- Work with contracted operations to promote the Norman transit service to the community and region.

#### 11. Short Range Transit Partnership Planning and Development

- a. Continue public private partnership (P3) efforts to educate about public transit and partner with residents and other stakeholders to increase ridership. (COTPA, Norman-Transit)
- b. A special effort will continue collaborative groups in the Downtown for TOD near the Santa Fe station and streetcar, as well as along the Northwest BRT corridor. (COTPA)
- c. Continue to identify new funding partners in the region for transit services and amenities, including new transit service and for bus shelters, sidewalks, and trail connections near transit routes. (COTPA, Norman-Transit)

#### 12. Bus Route Accessibility Planning, Sidewalk Survey, and Park & Ride Partners

- a. Continue to work with the OKC, Midwest City, and Norman Planning and Public Works Departments and with other public and private sector partners to identify and address accessibility issues, and plan for and fund additional bus stops, bus shelters, ramps, and sidewalks in certain high-use locations. Monitor ridership patterns and requests for bus stops and add new stops as necessary and appropriate. (COTPA, Norman-Transit)
- b. Maintain an inventory of bus stop improvements to include ADA accessibility, passenger amenities, signage, and available park-and-ride lots for transit customers. (COTPA, Norman-Transit)

- c. Continue to monitor the private sector deployment of battery-powered scooter technology. Explore the prospect of synergy with transit as a first-last mile option and urge caution as to safety and ADA issues, such as scooter usage on sidewalks. (COTPA, Norman-Transit)

### 1.3 Ferry System Planning

- a. Continue to monitor progress on the water-based public transportation system on the Oklahoma River and develop, coordinate, and implement operational and marketing efforts. Operational systems, including schedules, services, and maintenance will be monitored and adjusted to optimize effectiveness and efficiency. Progress will be measured by tracking the number of ferry riders per service hour. (COTPA)
- b. Capital improvement projects, designed to support the system will be planned and monitored by COTPA as part of its oversight of grant funding used for the ferryboat system. COTPA will also monitor river development projects by other entities and seek partnerships for additional landings. Current capital projects include bank stabilization at Exchange Landing, river dredging, and construction of a new landing at the First Americans Museum. These current projects are funded through grants awarded to COTPA and will be monitored for progress. (COTPA)
- c. Vessel refurbishments, as required by the United State Coast Guard, will be scheduled. Work plans for each vessel will be developed to optimize the available federal funds and local contributions. (COTPA)

#### *End Product*

Technical memoranda and reports as required, accounting for the findings and analysis of program activities, including:

- 2.02 (1d) – Annual Listing of Federally Funded Transportation Projects Report
- 2.02 (2) – CY 2023 Network Monitoring Report
- 2.02 (7) – Updated FFY 2024-2027 Transportation Improvement Program
- 2.02 (8) – Updated *Criteria and Process for Evaluation of STBG-UZA Projects*

## Task 2.03: System Performance and Congestion Management

### *Background Information*

Moving Ahead for Progress in the 21st Century (MAP-21) placed increased emphasis on performance management within the Federal-aid highway and transit programs and required use of performance-based approaches in statewide, metropolitan, and non-metropolitan transportation planning. This priority has been continued under the current surface transportation legislation, the Infrastructure Investment and Jobs Act (IIJA). Performance management is credited with improving project and program delivery, informing investment decision-making, focusing staff on leadership priorities, and providing greater transparency and accountability to the public. The performance-based planning process (PBPP) is intended to assist ACOG MPO area leaders maximize the use of existing transportation facilities, assist with efficient movement of goods, reduce vehicular emissions, and improve air quality, as well as analyze, plan for, and mitigate safety and security related transportation network challenges.

### *Program Objective*

PBPP attempts to ensure that transportation investment decisions are made – both in long-term planning and short-term programming of projects – based on their ability to meet established goals. Activities under this task are designed to pinpoint transportation systems management, travel demand reduction, traffic incident management, safety conscious planning, transportation infrastructure security, and public information opportunities, in addition to other strategies that will improve the overall management and operation of the multimodal transportation network in Central Oklahoma.

### *Program Activities*

1. Performance Based Programming and Management
  - a. Review and assess current and new performance measures, evaluation criteria, data collection, implementation schedule, and the performance measure's relationship to the Transportation Improvement Program (TIP), long-range Metropolitan Transportation Plan (MTP), and the Congestion Management Process (CMP). (ACOG)
  - b. Set targets for adopted regional performance measures. Targets and reporting requirements will be developed in coordination with the Oklahoma Department of Transportation (ODOT). ODOT will provide updates on their targets to the ACOG MPO Technical and Policy Committees. (ACOG, ODOT)
  - c. COTPA will collaborate with the MPO and, where applicable, the state to achieve the new emphasis area of the FTA in performance management related to public transit agencies Transit Asset Management (TAM) Plan and the Public Transit Agency Safety Plan (PTASP). COTPA will make its safety performance targets available to the State and the MPO to aid in the planning process, and to coordinate with the State and MPO in the selection of the State and MPO safety performance targets. (COTPA)
2. Congestion Management Process
  - a. Examine the MPO's current and planned strategies, as well as additional strategies to alleviate congestion and enhance mobility in accordance with federal rules. (ACOG)
  - b. Implement and evaluate the ACOG MPO Area Congestion Management Process (CMP) and strategies within the MPO's TIP and MTP processes. Update the region's Congested Corridors with the most recent Travel Time Data. Reevaluate and update, as necessary, the congestion management toolbox as identified in the ACOG MPO CMP. (ACOG)
  - c. Work with ODOT, local governments, emergency service providers, public safety units, and others to develop a coordinated long-term congestion management strategy for the region. (ACOG)

3. Traffic Incident Management, Crash Reduction, and Safety Conscious Planning
  - a. Continue to collaborate with state and local agencies, as well as non-profits and emergency responders, to further enhance incident management within the ACOG MPO region through involvement in efforts such as region-wide evacuation planning, coordination of regional snow routes and other preventative measures. Explore EV crash solutions and training for public safety personnel. (ACOG)
  - b. Continue to provide ACOG with accurate up-to-date crash information to support the regional congestion management process, safety conscious planning, crash analysis, and other MPO initiatives. (ODOT)
  - c. Continue ACOG's safety planning efforts in FY 2024. This includes the development of the Central Oklahoma Regional Safety Action Plan, funded by the federal Safe Streets and Roads for All (SS4A) grant. Collect and analyze ACOG MPO area crash data as yearly data is made available by ODOT. Update the ACOG MPO Area Crash Report and monitor high crash corridors for vehicle, bicycle, and pedestrian crashes. Update the online GIS Story Map for the Regional Crash Analysis posted on ACOG's website. (ACOG)
  - d. Manage the regional bicycle and pedestrian public safety campaign, Watch for Me OK, in coordination with the Oklahoma Highway Safety Office and other area stakeholders. (ACOG)
  - e. Assist in the implementation of the State Highway Safety Plan (SHSP) and provide member entities with ODOT's crash data upon request. (ACOG)

*This task helps fulfill the 2.5 percent Complete Streets Standards and Policies for PL funds requirement (BIL § 11206(b)).*

4. Regional Operations Planning and Intelligent Transportation System (ITS) Strategies
  - a. Explore the development of a regional ITS Architecture and Deployment Plan in coordination with ODOT, local member entities, and a consultant. Employ the most recent Federal ITS Architecture requirements. Conduct stakeholder meetings, gap needs assessment, Memorandums of Understanding and agreements, and provide stakeholders with potential ITS projects for deployment over 10-year time period and project benefits. (ACOG, ODOT)
  - b. Identify potential impacts, needs and implementation strategies for connected and autonomous vehicles (CAVs). Assess need for infrastructure investments, for example, signage, striping, lighting, and wireless connectivity. Integrate CAV into Universal Design policies. Integrate CAV technology into ACOG MPO ITS architecture. (ACOG)
  - c. In coordination with local member traffic management staff, compile and maintain an inventory of intersection traffic control devices, with particular attention to corridors that have synchronized signal systems. (ACOG)
  - d. Research, evaluate and distribute information to member entities regarding potential operational and ITS improvements aimed at mitigating transportation issues. (ACOG, ODOT)
  - e. Continue to implement ITS strategies including traffic signal prioritization, streetcar estimated arrival times, streetcar tracker, develop new multimodal websites for EMBARK's family of services, and improve mobile fare offering. Staff will evaluate and possibly replace route planning, ridership reporting, and dispatching software. (COTPA)
  - f. ITS planning in Oklahoma is guided by three primary goals, which are based on the key transportation needs identified by ITS stakeholders: improve safety and mobility, enhance security, and increase agency efficiency. To achieve the envisioned

integrated ITS system, ODOT staff continues to plan and deploy ITS infrastructure (i.e., cameras, dynamic message signs, detectors, weather sensors, and telecommunication, as well as the structural support hardware and cabinets) within the ACOG MPO area. The ITS infrastructure gathers and disseminates essential information to state and local operators, responders, managers, and users of the system. This statewide ITS planning supports the ACOG MPO area ITS Implementation Plan. (ODOT)

#### 5. Regional Construction Coordination

Explore the establishment of a regional construction coordination program that would provide a platform for communication and coordination among the MPO, local governments, and ODOT concerning current and impending ACOG MPO area roadway improvements. The program could be designed to ensure that construction, temporary closures, and detours pose the least burden to the traveling public as possible. (ACOG)

#### 6. Transportation Infrastructure Security

- a. Continue coordination with federal, state, and local homeland security and emergency management related agencies and committees. Participate in relevant meetings and workgroups to represent the interests and the perspective of regionally coordinated transportation. (ACOG)
- b. Analyze the regional transportation network for alternate routes and redundancies to accommodate moving large numbers of people, as well as develop strategies for dealing with choke points, such as interchanges, ramps, etc. (ACOG)

#### 7. Enhanced Planning for Safety and Security Measures

COTPA will:

- COTPA drafted Public Transit Agency Safety Plans (PTASPs) for OKC Streetcar and Bus Operations that meets the new 49 CFR 674 and 673 standards, and continues updating SSEPPs and EAPs accordingly.
- COTPA will continue to address energy security by planning for the addition of a back-up generator to serve the CNG fuel facility.
- The Streetcar operations began in December 2018. The Safety Executive Committee (SEC) and the Safety and Security Operations Committee (SSOC) have been activated. The Fire Life Safety and Security Committee (FLSSC) is a working group under the SSOC that collaborates on tabletop and full-scale exercises, emergency response procedures, and training. OKC Streetcar continues to work closely with the Oklahoma Department of Transportation (ODOT) State Safety Oversight (SSO) staff to ensure our system safety and security compliance.
- COTPA's partnerships with other agencies continue to grow and strengthen. COTPA works closely with the Oklahoma City Police Department (OCPD). OCPD conducts training for bus operations, road supervisors, and bus operators. COTPA continues to work with the Transportation Safety Institute (TSI) by hosting classes at COTPA facilities, which are also open to the public. The partnership with TSI is advantageous for COTPA employees and operations and aids in strengthening the overall safety system.
- COTPA's partnership with the Transportation Security Administration (TSA) will continue. TSA has completed a baseline assessment for both bus and streetcar. The bus operation participated in TSA's SETA program and the streetcar operation will complete the program next.
- Customer service is one of COTPA's core values and is a major part of our operations. Customer service training is an ongoing process.

Norman-Transit will:

- Monitor and provide oversight to an operations contractor and Norman fleet maintenance to ensure a safe and secure transit system that meets regulations.

- Norman-Transit staff will coordinate with both City of Norman and operations contractor safety staff.
- Continue planning for safety and security features in vehicles, facilities, passenger stations, and bus stops.
- Implement and update, as necessary, the Public Transit Agency Safety Plan (PTASP) to ensure that all federal requirements continue to be met.

#### *End Product*

Technical memoranda, reports and publications as required, documenting the findings and analysis of program activities, including:

- 2.03 (1) –Transportation System Performance Report – Performance Measure Targets and Monitoring
- 2.03 (2b) – Updated Regional Congested Corridors Map
- 2.03 (3a) – Regional Snow Routes Map (2023-2024)
- 2.03 (3c) – Central Oklahoma Regional Safety Action Plan
- 2.03 (3c) – Regional Crash Report Update and Story Map
- 2.03 (3d) – CY 2023 Watch for Me OK Activities Report
- 2.03 (4) – Regional ITS Architecture and Deployment Plan

## Task 2.04: Mobility and Public Transportation Planning

### Background Information

Planning for all transit users, older adults, and individuals with disabilities requires the continued identification of transportation needs and the availability of services and resources to meet those needs. Activities under this task include the efficient and coordinated transportation services for seniors and individuals with disabilities, the dissemination of information, and a continued outreach to segments of the community that rely heavily on public transportation for mobility.

Public transportation plays an important role in increasing mobility throughout the region and has gained increasing support in the last decade. Continued support and coordination by ACOG with local transit agencies and other stakeholders will be key to continue elevating public transportation as a viable mode in the region.

### Program Objectives

Ensure continued planning and development of transportation services for the elderly and persons with disabilities in Central Oklahoma. Expand paratransit services and implement other components of the Section 504/ADA Implementation Plan to improve accessibility to public transportation by all residents.

ACOG will continue to provide support, coordination, and technical assistance for the improvement of public transportation services in the region. Public transportation projects will continue to be included in both short-range and long-range planning activities.

### Program Activities

#### 1. Vehicles/Organizations Providing Transportation Services to the Elderly and Persons with Disabilities

Coordinate to expend Sec. 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program funds within the ACOG MPO area in conformance with the metropolitan and Statewide Coordinated Public Transit-Human Services Transportation Plans. (ODOT)

ODOT will facilitate transitioning the 5310 program for the Oklahoma City urbanized area to EMBARK.

#### 2. Coordinated Public Transit-Human Services Transportation Plan

Projects funded under the Sec. 5310 program will be part of the *Statewide Coordinated Plan* and selected by the Oklahoma Department of Transportation, Office of Mobility. Coordinated Plans will be consistent with the ACOG MPO long-range transportation plan and selected projects will be included in the Transportation Improvement Program (TIP) and Statewide TIP (STIP). (ODOT)

#### 3. Regional Americans with Disabilities Act (ADA) Implementation

##### a. Coordination of Mobility Management Services

COTPA will continue the planning and coordination of origin-to-destination services for older adults and people with disabilities. Staff will continue to provide technical assistance to various parties, including local governments, public safety organizations, health care providers, social service organizations, and advocacy groups. (COTPA)

##### b. Promotion of Mobility Management Services

COTPA will continue promoting services for older adults and individuals with disabilities and providing assistance and coordination of services to other transportation providers. (COTPA)

- c. Continue to implement and adjust as necessary the ACOG ADA/504 Compliance Plan. (ACOG)

#### 4. Mobility Management Services Customer Evaluation and Database Management

COTPA will continue to provide eligibility processes for paratransit (both in OKC and Norman) and other mobility management services in both Oklahoma City and Norman. (COTPA)

Norman-Transit will continue to use paratransit scheduling software to track data and assure performance measures are being met. Staff will support the ADA Citizens Advisory Committee, the ADA Staff AdHoc Committee, and any other City, county, or regional boards/commissions that discuss public transit and/or accessibility. (Norman-Transit)

#### 5. Outreach to Elderly and Persons with Disabilities

- a. COTPA promotes and measures transit usage by older adults and individuals with disabilities. Demographics are utilized to increase outreach efforts to identify underserved populations and identify target areas with large concentrations of seniors, individuals with disabilities, and other transportation sensitive populations. (COTPA)

COTPA will continue their long-standing partnerships with the Areawide Aging Agency and other entities to encourage awareness of the growing need for senior transportation and to encourage adequate subsidies from within the region. (COTPA)

- b. Norman-Transit will work with social service agencies, the elderly, and persons with disabilities to disseminate information about its fixed route and paratransit service. Staff and Norman's operations contractor will provide assistance with trip planning and will encourage use of the fixed route system whenever possible. Staff will work to increase awareness of transportation needs. (Norman-Transit)

#### 6. Public Transportation and Public Relations

Provide public relations and promotion for transit related events. Participate and assist, as needed, with events that promote transit (i.e., Transit Day at the Capitol, EMBARK Third-Friday Free Fare during ozone season, etc.) (ACOG)

#### 7. Transit Route Monitoring, Data, and Mapping

Collect annual route and mapping updates from local transit systems. Maintain transit networks by route by year. Tag each route with days of service. Include streetcar, Bus Rapid Transit (BRT), ferry, and bikeshare operations in inventory of systems. Provide socioeconomic data to transit agencies to assist with transit service planning. (ACOG)

## 8. Long Range Transit Planning – System Level

## a. Coordination and Support of the RTA

- COTPA will provide administrative and planning support for the Regional Transportation Authority (RTA) of Central Oklahoma. As part of this effort, COTPA will assist the RTA with the completion of the transit system plan for the region, including the vision, goals, and potential corridors; initiation of an alternatives analysis for corridors identified in the system plan including corridor planning, station, land use, and concept development, and start environmental review, preliminary engineering, and application for FTA funds. (COTPA)

COTPA will also serve as staff liaison to the Oklahoma City RTA Board Members and work with the RTA in various areas to support improved transit in ACOG MPO area. (COTPA)

- The City of Norman will serve as staff liaison to the Norman RTA Board Members and will work with the RTA in various areas to support improved transit in the ACOG MPO area. (Norman-Transit)
- As the MPO, ACOG will aid in the regional coordination between the RTA of Central Oklahoma, local governments, local transit agencies, and ODOT. (ACOG)

## 9. Long Range Transit Planning – Project Level

ACOG will provide assistance and support for the joint COTPA/Oklahoma City Bus Rapid Transit (BRT) project on NW Expressway and N. Classen Blvd and other BRT projects. (ACOG)

## 10. Public Transportation Coordination

- ACOG, COTPA, Norman-Transit, Citylink, Oklahoma City Planning Department, ODOT, and others will convene quarterly coordination meetings. This forum enables transit providers, subrecipients of transit funding, and other transportation professionals to interface about transit services, changes, and issues in the region. Highlights of each meeting will be presented at ACOG MPO Technical Committee meetings. (ACOG, COTPA, Norman-Transit, ODOT)
- Continue to coordinate with local public transportation providers to include transit projects in the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP). (ACOG)

*(Livability Initiatives section was moved to Task 2.05: Air Quality Planning)*

*End Product*

Technical memoranda and reports as required, documenting the findings and analysis of program activities, including:

- 2.04 (10) – FY 2023 Quarterly Public Transportation Coordination Meetings Report

## Task 2.05: Air Quality Planning

### *Background Information*

Although the ACOG MPO area is in compliance with federal air quality standards, regional leaders continue to explore strategies that will maintain and improve the region's air quality. ACOG works in concert with multiple stakeholders on air quality related activities with a particular focus on ground-level Ozone.

### Ozone

On December 23, 2020, EPA completed its review of the full body of currently available scientific evidence and exposure/risk information and decided to retain the existing ozone National Ambient Air Quality Standards (NAAQS). Since 2015, the primary and secondary ozone standard levels are to 0.070 ppm parts per million (ppm). In December 2017, all of Oklahoma's 77 counties were designated attainment/ unclassifiable for the revised primary and secondary ozone standards. Central Oklahoma's ozone regional value was 0.070 ppm at the end of 2021.

In January 2023, EPA proposed strengthening the primary (health-based) annual particulate matter (PM<sub>2.5</sub>) standard from a level of 12 micrograms per cubic meter to a level between 9 and 10 micrograms per cubic meter, reflecting recommendations from EPA's Clean Air Scientific Advisory Committee's (CASAC) latest report. If adopted, Central Oklahoma would be at a high risk of PM<sub>2.5</sub> standard violation and potential nonattainment.

Central Oklahoma remains in attainment of ozone and PM<sub>2.5</sub>, yet the region must continue to be proactive in promoting activities and programs that protect and improve its air quality.

### *Program Objective*

Assist the ACOG MPO transportation committees, local governments, COTPA, Norman-Transit, state and federal agencies, and the private sector in maintaining compliance with NAAQS. Utilize various techniques to reduce air pollution and decrease congestion.

### *Program Activities*

1. Air Quality Data Analysis:
  - a. Monitor and evaluate air quality issues related to transportation. Organize and attend Regional Air Quality Stakeholder Committee meetings as scheduled. Receive and review the monthly ozone and particulate matter readings and related meteorological data monitored daily by ODEQ's Air Quality Division. Convene an annual meeting with statewide MPOs, ODOT and ODEQ to discuss air quality improvement strategies. (ACOG, ODOT)
  - b. Work with EPA and ODEQ to implement new ozone and particulate matter standards and assess the implications of these standards on the Central Oklahoma region. Work with ODEQ on updating and implementing the State Implementation Plan (SIP) and Infrastructure State Implementation Plans (I-SIPs) for ozone and particulate matter. Determine the conformity of air quality and transportation plans for the ACOG MPO area. (ACOG)
  - c. Assist ODOT with the development of the statewide Carbon Reduction Strategy. Develop additional strategies to reduce carbon emissions in the ACOG MPO area, if needed.
  - d. Utilize Climate Pollution Reduction Grants (CPRG) Program funding provided by the Inflation Reduction Act (IRA) of 2022 and allocated to the Oklahoma City metropolitan area to develop a Priority Climate Action Plan (due in early 2024), a Comprehensive Climate Action Plan (due two years from the award date), and a status report (due at the end of the four-year grant period).
2. Ozone Alert Day Program:

Coordinate with ODEQ, ODOT, COTPA, Norman-Transit, and other regional transit providers in the implementation of Ozone Alert Days when high levels ground-level ozone are predicted. Document highest recorded pollutant levels on alert days, along with

information on the monitoring station location and magnitude of the event. Explore partnerships with public health organizations. Coordinate with ODOT to alert people via dynamic message signs to carpool or use public transit on Ozone Alert Days. (ACOG)

### 3. Air Quality Public Education

- a. Continue the Air Quality Public Education Program, initiated in FY 2001, to promote personal actions intended to reduce mobile and non-mobile emissions, particularly on days which are conducive to high ozone levels. Activities such as carpooling, refueling vehicles at night, use of public transportation, bike-and-bus strategies, and trip chaining that attempt to smooth out the peaks on high ozone days will be the focus of this educational effort. (ACOG, ODOT, COTPA, Norman-Transit)
- b. COTPA and Norman-Transit will document passengers traveling with bicycles on buses daily and work to increase awareness and encourage combining bike and bus trips as an effort to improve air quality. (COTPA, Norman-Transit)
- c. Promote and help support regional activities and events such as Bike Month, Bike to Work Day, BikeFest, National Drive Electric Week, Open Streets, Earth Day, etc. (ACOG)
- d. Develop new partnerships with large employers and multifamily housing developments in support of fixed route, vanpool, on-line trip planning, and other transit programs. (COTPA)

### 4. Air Quality Small Grant Program

Continue to administer the Air Quality Small Grant Program, which funds small active transportation infrastructure and congestion reduction techniques in an effort to improve regional air quality. The program awards are made available to eligible applicants through a competitive grant process using available CMAQ and Carbon Reduction Program (CRP) funds. A variety of projects and programs will continue to be eligible, but all serve to achieve long-term reductions in transportation-related emissions that contribute to the formation of ground-level ozone. ACOG and grant recipients will continue to monitor funded projects after completion, in order to determine project effectiveness. (ACOG)

### 5. Air Quality Planning and Ozone Advance

- a. Coordinate with the Oklahoma Department of Environmental Quality (ODEQ), in the implementation of the Ozone Advance Program. The program encourages expeditious emission reductions of NO<sub>x</sub> and VOCs (ozone precursors) and fine particle (PM<sub>2.5</sub>) attainment areas to help these areas continue to meet the National Ambient Air Quality Standards (NAAQS). ACOG works in collaboration with ODEQ to submit annual ozone and PM<sub>2.5</sub> emissions reduction project updates to EPA.
- b. Develop a regional air quality plan. The purpose of the plan is to set goals and strategies for new and expanded emissions reductions efforts to keep the region in attainment of the NAAQS. (ACOG)
- c. Provide technical assistance to ACOG MPO members developing sustainability planning documents, climate action plans, or similar planning projects (ACOG)

### 6. Promotion of Alternative Fuels – Central Oklahoma Clean Cities Program

- a. Provide data for, and coordinate with, ACOG's Clean Cities program. Clean Cities program efforts focus on promoting the use of alternative fuels (as defined by Congress and the U.S. Department of Energy, alternative fuel vehicles, idle reduction technologies, hybrid electric and other advanced technology vehicles, as well as fuel efficient vehicles in the ACOG MPO area through a government-industry partnership that includes federal, state and local government leaders and officials, industry/business leaders, health and environmental professionals, and civic leaders. Alternative fuels are considered cleaner fuels than conventional petroleum-based fuels, thereby reducing vehicle emissions and improving air quality. Clean Cities staff will provide technical and marketing assistance and coordination for the stakeholder committee to expand the use of alternative fuels across the ACOG MPO area. (ACOG)

- b. Provide information to fleet stakeholders on vehicle and fueling infrastructure funding opportunities including but not limited to: Bipartisan Infrastructure Law (BIL) FHWA National Electric Vehicle Infrastructure (NEVI) Program and FHWA Charging and Fueling Infrastructure (CFI) Discretionary Grant Program, FHWA FTA Low or No Emission Vehicle Program - 5339(c), Inflation Reduction Act (IRA) funding and incentives, EPA Diesel Emissions Reduction Act (DERA) Funding, and Oklahoma Department of Environmental Quality (DEQ) Volkswagen Settlement Funding. (ACOG)
- c. Coordinate and administer the Oklahoma Electric Vehicle Coalition (OEVV) as part of the Central Oklahoma Clean Cities program. The coalition's objectives are to support and facilitate the education and adoption of electric vehicles (EV) and electric vehicle supply equipment (EVSE) in the state of Oklahoma through outreach and infrastructure development. Explore the potential for a regional electric vehicle charging infrastructure plan. (ACOG)
- d. The region's transit providers will continue to use and explore opportunities to expand alternative fuel technology and evaluate the advantages and disadvantages of alternative fuel sources in Central Oklahoma's transit fleets. (COTPA, Norman-Transit)

#### 7. Public Fleet Conversion Grant Program

Continue implementing and administering the Public Fleet Conversion program which allows government entities and school districts to access federal funds for projects that promote the conversion of vehicles to alternative fuel vehicles (AFVs), the purchase of original equipment manufactured AFVs, the purchase of advanced vehicle technologies, idle reduction technologies, and the development of the AFV refueling and recharging infrastructure within the ACOG MPO area. The program awards are made available to eligible applicants through a competitive grant process using available CMAQ and Carbon Reduction Program (CRP) funds. (ACOG)

#### 8. Regional Rideshare Program

Expand EMBARK vanpool program to add more vanpools by working with ACOG, employers, workforce development entities, and other stakeholders to educate commuters and promote this transit option. Tinker Air Force Base is launching a vanpool program in partnership with EMBARK. (COTPA)

#### 9. Livability Initiatives

Coordinate with public health and various other entities and community organizations to promote livability principles, complete streets, healthy communities, sustainability, Open Streets, walkability, and transit-oriented development (TOD). (ACOG)

Finalize and promote the Central Oklahoma Public Spaces Amenity Guide, which will aid local communities and organizations select and install amenities for area trails, parks, and streetscapes. (ACOG)

Continue past initiatives to further livability as related to both streetcar and bus planning. COTPA will continue to place greater emphasis on transit-oriented development (TOD). COTPA will coordinate with public health, bicycle, car sharing, public housing, and various other entities and community organizations to promote livability principles, healthy communities, sustainability, brownfields reuse, walkability, health fairs, and transit. (COTPA)

*This task helps fulfill the 2.5 percent Complete Streets Standards and Policies for PL funds requirement (BIL § 11206(b)).*

#### 10. Planning for Alternative Transportation

COTPA:

Progress of the Bike Share Program will be monitored and measured by the number of trips per month and the number of trips per bike.

Planning for the introduction of e-bikes will continue. Planning for marketing and maintenance activities will also continue. Data collected from the dockless bikes and e-bikes will be analyzed to assess the viability of the mode and their impact on the system.

Monitoring of the e-scooter system will continue as staff continues to evaluate these for expansion at bus shelters outside the urban core.

Norman-Transit:

Monitor the desire to implement a bike share program. If pursued, staff will collaborate with other City staff to ensure that the two transportation options complement each other.

Continue monitoring e-scooter operations and how that mode provides transportation access in Norman and first/last mile connections to transit.

#### *End Product*

Documentation of Air Quality Planning related activities. Public information and educational materials related to the air quality benefits of alternative forms of transportation and fuels.

Technical memoranda, publications, and reports as required, documenting the findings and analysis of program activities, including:

- 2.05 (1d) – Priority Climate Action Plan
- 2.05 (3c) – CY 2023 Bike Month Activities Report
- 2.05 (4) – FY 2023 Air Quality Small Grant Program Status Report
- 2.05 (5a) – EPA Ozone Advance Program – Oklahoma City Update
- 2.05 (5b) – Regional Air Quality Plan
- 2.05 (6) – Transportation Technology Deployment Report: Central Oklahoma Clean Cities
- 2.05 (7) – FY 2023 Public Fleet Conversion Grant Program Status Report
- 2.05 (9) – Central Oklahoma Public Spaces Amenity Guide

### ELEMENT #3: PUBLIC PARTICIPATION

Consistent with public participation guidelines from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA), this element includes work tasks required to ensure effective public information and public involvement in the transportation planning process. The MPO establishes methods for encouraging residents, affected organizations, and other interested parties to be involved in the development of the three major areas of the ACOG MPO planning process: the long-range transportation plan, the transportation improvement program, and the ongoing transportation planning program.

The MPO conducts numerous informational activities during each program year to keep residents informed on various aspects of the regional transportation planning process. ACOG also disseminates information to the public via social media outlets.

*Task Included:*

[3.01 – Public Information, Outreach, and Participation](#)

### Task 3.01: Public Information, Outreach, and Participation

#### *Background Information*

Public participation is an integral part of the ACOG MPO planning process. Increased communication among residents, elected officials, and technical staff permits everyone to work more easily together to achieve desired goals. When the public is involved in the planning process, issues often can be addressed early enough to reduce the time and cost of project implementation.

ACOG uses several public outreach techniques to communicate with the general public about the regional transportation planning process, including public meetings, news releases, reports and publications, surveys, electronic newsletters, email blasts, the ACOG website, and ACOG Facebook, Twitter, Instagram, and blog posts.

#### *Program Objective*

Assure ample opportunities for residents, including those with disabilities, affected public agencies, and representatives of all modes, to participate in the regional transportation planning process through informational meetings and work sessions. Solicit input from traditionally underrepresented populations. Serve as a source of public information for transportation planning programs by preparing and disseminating general and specific transportation information to other public agencies, professional and business interest groups, community-based organizations, and the public at large. Provide a location for receipt of suggestions and feedback regarding the long-range transportation plan, the transportation improvement program, and specific projects.

#### *Program Activities*

1. Meet with local city councils, study groups, residents' groups, or civic organizations to receive input and to inform the public about the various tasks in the Unified Planning Work Program. (ACOG)
2. Maintain a database for contacting various individuals and interest groups about the regional transportation planning process in Central Oklahoma, including civic, modal, tribal, environmental, minority, neighborhood, and other resident groups. (ACOG)
3. Explore options to engage public involvement in the metropolitan transportation planning process. If deemed appropriate, convene meetings of the Encompass 2045 Stakeholder Advisory Group (SAG) to receive input for updates to Encompass 2045. Evaluate the public involvement activities from Encompass 2045 and ACOG's transportation planning process and research additional public involvement strategies for future plans and programs. (ACOG)
4. Coordinate with tribal governments and encourage their involvement in the transportation planning process. (ACOG, ODOT, FHWA)
5. Continue to identify and utilize appropriate tools to communicate with low income, minority, LEP, and other traditionally under-represented groups in accordance with Title VI of the 1964 Civil Rights Act and Environmental Justice regulations. Provide appropriate accommodations, as requested by individuals with disabilities, so they can access and participate in regular and special meetings. (ACOG, ODOT, COTPA, Norman-Transit)
6. Prepare public notices for proposed updates and amendments to the ACOG MPO Transportation Improvement Program and Metropolitan Transportation Plan. Notices of proposed TIP amendments will be published at least 10 days prior to the anticipated date of decision by the ACOG MPO Policy Committee, and notices of proposed Plan amendments will be published at least 30 days prior to the anticipated date of the ACOG MPO Policy Committee meeting. The ACOG MPO Policy Committee will conduct a public hearing prior to its decisions. (ACOG)

Review transportation plans annually, including the Transportation Improvement Program (TIP) and make changes based upon the ACOG MPO Technical Committee recommendations. COTPA and Norman-Transit will rely on the MPO's public notice of participation activities and time established for public review of the TIP as the primary way to satisfy Section 5307 public involvement requirements for the Program of Projects

- (POP). The MPO (ACOG) TIP notices will reflect this arrangement and practice. (ACOG, COTPA, Norman-Transit)
7. Continue to implement and adjust as necessary the ACOG Public Participation Plan (PPP). Comments related to the transportation planning process and products will be documented and provided to the ACOG MPO Policy Committee to assist them in their decision making. ACOG will employ a consultant to conduct an audit of the MPO's outreach activities and public participation practices. (ACOG)
  8. Prepare press releases, ACOG website data, blog posts, brochures, or other special publications explaining services available to local governments, aspects of regional planning and other general information. Special materials may also be prepared on issues such as air quality, congestion management, Intelligent Transportation Systems (ITS) planning, corridor preservation, Census results, connected and autonomous vehicles, alternative fuels, and other topics identified at the request of the Policy Committee. Materials will be prepared in languages other than English when appropriate and in accordance with ACOG's Limited English Proficiency (LEP) Plan. (ACOG)
  9. Utilize the ACOG website and social media suite to provide information about the region's long-range metropolitan transportation plan and short-range transportation improvement program, including the plan summary, plan report, map of planned street and highway network improvements, and amendments to the TIP and long-range plan. (ACOG)
  10. Maintain the electronic Transportation Improvement Program system (e-TIP) with a public interface for greater agency transparency for federally funded TIP and MTP projects, as well as a public comment section to encourage feedback. (ACOG)
  11. Participate in public outreach events, including but not limited to: Bike to Work Day, BikeFest, Open Streets, GIS Day, Earth Day, and other events. (ACOG)

#### *End Product*

A record of public forums and meetings will be maintained. Newsletters, brochures, publications, and press releases will be distributed, as needed. Notices will be published in the local newspaper(s) regarding proposed amendments to the regional transportation plan and Transportation Improvement Program (TIP).

Technical memoranda and reports documenting program activities, including:

- 3.01 (8) – FY 2023 Public Outreach Activities

## **ELEMENT #4: TRANSPORTATION PLANNING ASSISTANCE AND COORDINATION**

This element includes overseeing the effective operation of the organization through committee meetings, regular review of organizational structure and principles, certification requirements, and development and refinement of the Unified Planning Work Program (UPWP), local technical assistance projects, and other tasks.

### *Tasks Included:*

[4.01 - Program Coordination and Certification Process](#)

[4.02 - Local Technical Assistance Projects](#)

## Task 4.01: Program Coordination and Certification Process

### *Background Information*

A major function of ACOG is general program coordination encompassing specific tasks concerned with the continued operation of the ACOG MPO Metropolitan Planning Organization (MPO). The specific tasks included ensure effective operation and provide forums to address local transportation issues and to establish policy. ACOG also provides for grants management, technical assistance, and continued certification of ACOG MPO by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) for receiving federal capital and planning assistance under federal and state statutes. Similarly, transit providers undergo a review by FTA to ensure compliance with federal regulations and guidelines.

Efforts are also undertaken to monitor and review the current work program and develop a comprehensive program for the following year.

### *Program Objective*

Ensure that the transportation planning process is conducted in compliance with federal laws and guidance established by FHWA and FTA, state laws, and local statutes. Prepare documents necessary for the administration of the continuing planning process.

### *Program Activities*

1. Provide for the administration of ACOG MPO, its committees and subcommittees, and consultation with local officials participating in the ACOG MPO planning process. Provide necessary preparation for meetings and conduct all work necessary for holding these meetings and follow-up thereafter. (ACOG)
2. Provide for the financial administration of ACOG MPO planning grants and programs, including preparation of planning grant applications and management of the UPWP budget and any necessary revisions. (ACOG)
3. Monitor the FY 2024 UPWP and revise or amend, if needed. Develop the FY 2025 UPWP to include task descriptions and budget. Summarize FY 2024 accomplishments for the FY 2025 UPWP.
  - a. Explore implementing recommendations from the 2020 MPO quadrennial recertification review by FHWA and FTA. Begin preparing for the 2024 MPO quadrennial review, anticipated in fall 2024. (ACOG)
4. Prepare annual joint certification statement for FY 2024. Develop the statement in cooperation with ODOT and COTPA to document the MPO's effectiveness in fulfilling federal requirements regarding the 3C transportation planning process. (ACOG)
5. Convene quarterly meetings to facilitate discussion and coordination between ODOT, FHWA, ACOG, and other MPOs. (ODOT)
6. Continue administration and enforcement of drug-free workplace policies and programs. COTPA will continue to work with Edmond Citylink transit to ensure their testing program is compliant with FTA standards and that the annual MIS report is submitted in a timely manner. Successfully address in training and through communications the impact of the legalization of medical marijuana and safety sensitive employees. (ACOG, COTPA, Norman-Transit)

7. Document program compliance for various tasks, including but not limited to air quality, Environmental Justice, equal employment opportunity, periodic self-evaluation, and other legislation and regulations, as necessary. (ACOG, COTPA, Norman-Transit)
  - a. COTPA will be working diligently to recruit employees that are representative of our diverse community.
  - b. COTPA will continue statistical monitoring of employee training and development. In addition, COTPA continues to expand training offerings to mid-level management and to all employees and will ensure anti-discriminatory trainings and AA/EEO Program guidelines are being utilized in training, promotion and hiring.
  - c. Continue to implement and adjust as necessary Title VI Plans. (ACOG, COTPA, Norman-Transit)
  - d. Continue to implement and adjust as necessary Limited English Proficiency (LEP) Plans. (ACOG, COTPA, Norman-Transit)
  - e. Continue implementing Disadvantaged Business Enterprises (DBE) Program Plans and prepare a set of new DBE participation goals. (COTPA, Norman-Transit)
  - f. Continue to monitor sub-recipient and contractor compliance. (ACOG, COTPA, Norman-Transit)
  - g. Transit Asset Management (TAM)
    - a. Norman-Transit will continue to work with ODOT as necessary to update the state group TAM plan and submit documents to FTA or ACOG as needed. (Norman-Transit)
    - b. Continue to implement and adjust TAM plan as necessary. (COTPA)
  - h. Public Transit Agency Safety Plans (PTASP)
    - a. Continue to implement and adjust PTASP as necessary. (COTPA)
  - i. COTPA and Norman-Transit will complete their continue working with FTA on their Triennial Reviews that began in FY 2023 and 2024 be finalized in FY 2024. Staff will send documents and meet with FTA review staff as requested. (COTPA, Norman-Transit)
  - j. Continue to conduct procurements with federal funds in a manner complying with federal guidance. Examples of potential procurements include fleet replacement, fleet expansion, technology infrastructure, software, maintenance needs, and projects supporting safety and security. (ACOG, COTPA, Norman-Transit)

#### *End Product*

Administrative and policy memoranda, reports and relevant documents as required for each activity, including:

- 4.01 (3) - FY 2025 Unified Planning Work Program

## Task 4.02: Local Technical Assistance Projects

### *Background Information*

During the fiscal year, staff responds to numerous requests for assistance from member local governments, state agencies, private organizations, and residents. Many of these requests relate to the ACOG MPO planning process, covering topics such as federal programs and funds established by the IIJA, project review, socioeconomic data, traffic counts, etc.

In the past, staff have also provided assistance to member entities for projects of a slightly larger scale than regular technical assistance requests.

### *Program Objective*

Provide information and technical services to member entities in an effort to assist them in the areas of planning and facility management. As studies are completed, technical capabilities and refined databases are developed, allowing for increased utilization of these services and information. The objective is to assist member entities in the application of existing data and analytical capabilities for solving specific local problems. Staff will respond to requests by member entities for assistance in preserving or improving existing community areas and ensuring orderly growth and development.

### *Program Activities (all activities to be conducted by ACOG)*

1. Provide information and transportation planning technical assistance upon request to assist local governments and sponsor agencies with acquiring socioeconomic, environmental, traffic, and land use data. Technical assistance and data support will be provided to COTPA, Norman-Transit, and other transit providers in the region for use in transit planning activities.
2. Monitor transportation related policy development as discussed in the Federal Register, Oklahoma Register, and the U.S. Department of Transportation website. Staff will also provide assistance in efforts to educate and inform local, state, and federal units of government regarding highway, bicycle and pedestrian, and transit related issues and priorities.
3. Continue to update, format, and catalog a set of standard regional information reports and databases to facilitate a timely response to requests.
4. Tabulate and analyze the technical assistance provided to local governments and others concerning the ACOG MPO transportation program.

### *End Product*

An ongoing resource to provide service to sponsor agencies and local units of government. Measurement of this activity is conducted by each staff member who records all technical assistance.

## ELEMENT #5: STAFF TRAINING AND MAINTENANCE AND PRODUCTION OF PLANNING RELATED DOCUMENTS

This element includes a task on providing adequate staff training to ensure that current, high-quality planning and research techniques are used in the Central Oklahoma transportation planning process. This element also includes work items to develop, maintain, and update all regional planning documents including technical reports, funding procedures, and other plan reports. These work items include the publication and re-publication of current planning documents to ensure the general availability of this information to interested persons and public officials.

### *Tasks Included:*

[5.01 - Staff Training](#)

[5.02 - Planning Documents, Reports, and Data Dissemination](#)

## Task 5.01: Staff Training

### *Background Information*

Staff members from ACOG, OKC Traffic Management, COTPA, and Norman-Transit attend various workshops, courses, seminars, and conferences to keep up with the state-of-the-art techniques in transportation planning. Additionally, they learn about new federal policies and emphasis areas toward transportation in general.

### *Program Objective*

Provide adequate staff training to ensure that current, high-quality planning and research techniques are used in the ACOG MPO Transportation Management Area.

### *Program Activities*

(Activities under this task will be completed by ACOG, OKC Traffic Management, COTPA, and Norman-Transit on an as needed basis)

1. Attend transportation planning courses, training sessions, seminars, conferences, and webinars in order to maintain and enhance technical capacity of staff. Training sessions will include but not be limited to traffic data collection and analysis, transportation planning, traffic engineering and transportation systems management, FTA grants management, transit software, transit operations, improved transportation service to persons with disabilities, air quality emissions modeling, performance management, public involvement, and modeling and analysis software.
2. Attend professional development workshops, courses, seminars, webinars, and conferences and other such meetings related to transportation planning, transit security and grant programs.
3. Review transportation related literature and publications by staff to help keep up with state-of-the-art techniques.

### *End Product*

- Technical training for staff.

## Task 5.02: Planning Documents, Reports, and Data Dissemination

### *Background Information*

Technical documents with information describing study, databases, methodology and results are produced for distribution to various committee members and other agencies connected with the transportation program.

### *Program Objective*

Maintain a technical record of the transportation data gathering, data analysis, and planning procedures for future work consistency and time series review.

### *Program Activities*

ACOG, OKC Traffic Management, COTPA, and Norman-Transit are responsible for preparation of their own reports. Progress reports are due quarterly to ACOG.

1. Document procedures, methods, and testing used for the transportation planning process in technical work papers or reports.
2. Document work by task activity for progress reports.
3. Continue to improve formats, standards, and metadata for maps, data, and reports. Promote data exchange, particularly in the areas of GIS data and computer-generated maps.

### *End Product*

- Technical reports describing work accomplished for a specific UPWP subtask which are submitted to the ACOG MPO Technical Committee and ACOG MPO Policy Committee for their review and comment before finalization.
- Maps related to all or part of the ACOG MPO area.
- Progress reports.

**ELEMENT #6: MANAGEMENT**

This work item provides for the effective administration of the continuing planning process. Included under this item is the supervision and coordination of personnel assigned to the study and office management.

*Task Included:*

[6.01 - Direct Project Management](#)

## Task 6.01: Direct Project Management

### *Background Information*

This task provides for the management and support of ACOG MPO planning, research, and technical assistance activities. This includes responsibility for accounting, budgeting, and personnel management.

### *Program Objective*

Provide for the effective administration of the ACOG MPO. Manage grants and contracts with ODOT, OKC Traffic Management, consultants, and other entities and agencies. Support the various transportation related committees; manage the ACOG MPO transportation planning staff; and maintain liaison with the affected public and private interests.

### *Program Activities (all activities to be conducted by ACOG)*

1. Supervise personnel assigned to the ACOG MPO planning work. Monitor work on the UPWP and evaluate progress.
2. Prepare and maintain adequate records of correspondence, purchasing, grant applications, annual audit, and contracts.
3. Prepare progress reports to include accounting reports for ODOT, FHWA, and FTA.
4. Review federal policies and procedures as they relate to the 3-C urban transportation planning process. Analyze the IIJA, and any subsequent federal guidance, for its effect on the current planning process and recommend modifications as needed.

### *End Product*

A U.S. Department of Transportation certified transportation planning process.

# ATTACHMENT 1: MEMORANDUM OF UNDERSTANDING

BETWEEN THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS,  
OKLAHOMA DEPARTMENT OF TRANSPORTATION,  
CENTRAL OKLAHOMA TRANSPORTATION AND PARKING AUTHORITY, AND  
CITY OF NORMAN, OKLAHOMA

WHEREAS, Section 134(a) of Title 23, and Section 5303 of Subtitle III of Title 49, U.S.C. require that federally funded projects be developed through a comprehensive, cooperative, and continuing transportation planning process; and

WHEREAS, the Association of Central Oklahoma Governments (ACOG) has been designated as the Metropolitan Planning Organization (MPO) for the Oklahoma City Metropolitan Area; and

WHEREAS, ACOG, the Oklahoma Department of Transportation (ODOT), the Central Oklahoma Transportation and Parking Authority (COTPA), and the City of Norman, Oklahoma (NORMAN) desire to maintain a comprehensive, cooperative, and continuing planning process for the ACOG MPO Area that results in the development of transportation goals and objectives, long and short-range transportation plans, and programs of implementation.

NOW, THEREFORE, ACOG, ODOT, COTPA and NORMAN enter into this agreement to carry out the comprehensive, cooperative, and continuing planning process for the ACOG MPO area as detailed below:

1. *ACOG MPO Policy Committee*

Responsibility for policy direction, plan selection and development of programs for plan implementation is vested in an ACOG MPO Policy Committee. The Policy Committee shall transmit all transportation policies, plans, and implementation programs to ACOG, the MPO, for review and endorsement.

The ACOG MPO PC membership is as follows:

- A. A designated elected official\* from each of the transportation study area political subdivisions\*\* listed below:

Bethany	Del City	Lexington	Newcastle	Piedmont
Blanchard	Edmond	Logan County	Nichols Hills	Purcell
Canadian County	Forest Park	Luther	Nicoma Park	Slaughterville
Cedar Valley	Goldsby	McClain County	Noble	Spencer
Choctaw	Guthrie	Midwest City	Norman	Tuttle
Cleveland County	Harrah	Moore	Oklahoma City	The Village
Cole	Jones	Mustang	Oklahoma County	Warr Acres
				Yukon

\* Each elected official shall be permitted to designate an alternate from his governing body to participate in his absence.  
\*\* Each additional political subdivision added to the transportation study area shall be permitted to designate a voting elected official to the committee.

- B. A designated trustee of the Oklahoma City Airport Trust or their designee.
- C. A designated trustee of the Central Oklahoma Transportation and Parking Authority or their designee.
- D. The City Manager of the City of Norman, Oklahoma or their designee.
- E. The Oklahoma Transportation Commissioner from Districts 3, 4, and 7 or their designees.
- F. The Division Engineer of the Oklahoma Department of Transportation Strategic Asset and Performance Management or their designee.
- G. The Division Manager of the Oklahoma Department of Transportation Multi-Modal Division or their designee.
- H. A non-voting representative from each of the following: Federal Aviation Administration (FAA), Federal Highway Administration (FHWA), and Federal Transit Administration (FTA).

The Policy Committee shall meet regularly to perform the following duties:

- A. Review recommendations of the ACOG MPO Technical Committee and set policies for transportation planning.
- B. Direct development and adopt regional transportation plans and the Transportation Improvement Program (TIP); review transportation plans at least annually; and make changes based upon recommendations of the Technical Committee. In regard to the TIP, COTPA and NORMAN will rely on the MPO's public notice of participation activities and time established for public review of the TIP as the primary way to satisfy Section 5307 public involvement requirements for the Program of Projects (POP). The ACOG MPO TIP notices will continue to reflect this arrangement and practice.
- C. Recommend any changes in plans to the Planning Commission or City Councils of participating agencies and recommend methods of financing any changes.
- D. Elect a chairperson and hold meetings on a regular basis.
- E. Vote on business items before the Policy Committee provided a quorum of twelve (12) of the designated members is present. The ACOG staff has the primary administrative responsibility for maintaining the regional transportation plans and supporting documents necessary to serve the Policy Committee.
- F. Receive comments and observations from representatives of each federal agency in the United States Department of Transportation - Federal Aviation Administration (FAA), Federal Highway Administration (FHWA), and Federal Transit Administration (FTA) - who will be requested to attend the Policy Committee meetings. From time to time, the different agency representatives will be asked to clarify new rules, regulations, or procedures affecting the Policy Committee decision process.

## 2. ACOG MPO Technical Committee

The technical advice and guidance for transportation planning is vested in the ACOG MPO Technical Committee. The Technical Committee consists of technical and professional personnel from the various participating agencies. This Committee reviews the technical aspects of the study and makes recommendations to the Policy Committee.

The Technical Committee membership is as follows:

### Voting:

- A. Oklahoma Department of Transportation (ODOT) - Strategic Asset and Performance Management Division Engineer or designee.
- B. Oklahoma Department of Transportation (ODOT) - Multi-Modal Division Manager or designee.
- C. Local Government - Two official staff members from each of the member local governments, one designated as City or County Planner and one designated as City or County Engineer. In the absence of a staff member who is an engineer or planner, the Chief Executive Officer may serve; no consulting engineer or planner may serve on the committee.
- D. Association of Central Oklahoma Governments (ACOG) - Executive Director or designee.
- E. Central Oklahoma Transportation and Parking Authority (COTPA) - Administrator and one (1) delegate or designee.
- F. City of Norman, Oklahoma (NORMAN) - City Manager and one (1) delegate or designee.
- G. Oklahoma City Department of Airports - Director and one (1) delegate or designee.
- H. Oklahoma Aeronautics Commission - Director or designee.
- I. Oklahoma Department of Environmental Quality (ODEQ) - Director or designee.

### Non-Voting:

- J. Areawide Aging Agency (AAA) - Executive Director or designee.
- K. Capitol-Medical Zoning Commission - Director or designee.
- L. Oklahoma Department of Transportation (ODOT) - Local Government Division Engineer or designee.
- M. Oklahoma Railroad Association - Director or designee.
- N. Oklahoma Turnpike Authority (OTA) - Chief Engineer or designee.
- O. Oklahoma Trucking Association - Director or designee.
- P. Tinker Air Force Base - Deputy Base Civil Engineer or Base Comprehensive Planner or designee.

- Q. Tribal Governments - Representatives in the ACOG MPO area or their designees.
- R. Federal Bureau of Indian Affairs (BIA) - Delegate or designee.
- S. U.S. Department of Transportation - FHWA, FTA and FAA delegates or designees.

The ACOG MPO Technical Committee may appoint other qualified individuals to full voting membership in order to utilize their professional expertise and to coordinate the transportation planning process activities with other planning areas such as airports, parking, bicycling, etc.

The Chairman of the Technical Committee shall be the ACOG Executive Director or his designee. Meetings shall be held on a regular basis to review technical procedures and advise the ACOG MPO Policy Committee. A quorum of the ACOG MPO Technical Committee shall consist of one-third of the most current appointments from designated voting membership including representatives from at least four member cities or counties; however, business conducted in the absence of a quorum shall be forwarded to the ITPC in the same manner as business conducted with a quorum, except the number of cities and counties represented shall be noted (in the minutes and in the transmittal to the ITPC) along with the statement that a quorum was not present.

3. Unified Planning Work Program (UPWP)

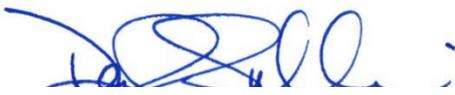
Detailed planning activities will be developed each year in a Unified Planning Work Program (UPWP) with the ACOG MPO Technical Committee and adopted by the ACOG MPO Policy Committee. ACOG, ODOT, COTPA and NORMAN agree to participate in the development of the UPWP each year so that it reflects a cooperative annual planning process. The UPWP will specify the annual work activities with the responsible agency, participating agency costs, and funding sources.

This Memorandum of Understanding has been approved through formal resolution or action of the Association of Central Oklahoma Governments, the Oklahoma Department of Transportation, the Central Oklahoma Transportation and Parking Authority, and the City of Norman, Oklahoma on or before the 7<sup>th</sup> day of July 2020.

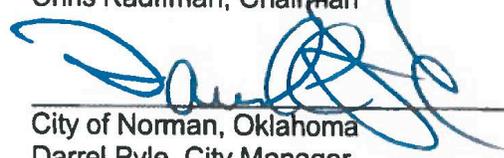
5-29-2020  
Date

  
Association of Central Oklahoma Governments  
Matt Dukes, Chairman

7/07/2020  
6-5-20  
Date

  
  
Central Oklahoma Transportation and Parking Authority  
Chris Kauffman, Chairman

5-18-20  
Date

  
City of Norman, Oklahoma  
Darrel Pyle, City Manager

# ATTACHMENT 2: ACOG MPO TECHNICAL COMMITTEE BYLAWS

ARTICLE I. GENERAL  
 ARTICLE II. PURPOSE  
 ARTICLE III. STRUCTURE AND MEMBERSHIP  
 ARTICLE IV. MEETINGS  
 ARTICLE V. FUNCTION AND ROLE OF THE ITTC  
 ARTICLE VI. GENERAL TRANSPORTATION ADVISORY ROLE  
 ARTICLE VII. SEVERABILITY CLAUSE

## ARTICLE I. GENERAL

- Section 1. **Name.** The technical advisory committee, as established by the Memorandum of Understanding, Section II, shall be known as the ACOG MPO Technical Committee.
- Section 2. **Effective Date.** These bylaws shall be effective immediately upon adoption by the ACOG MPO Policy Committee.
- Section 3. **Amendments to Bylaws.** These bylaws may be amended by a majority vote of the Policy Committee on their own motion. The Technical Committee may recommend amendments of the bylaws to the Policy Committee.

## ARTICLE II. PURPOSE

- Section 1. **Purposes of the ACOG MPO Technical Committee.** The purposes of the Technical Committee shall include:
- a. To serve in an advisory capacity to the ACOG MPO Policy Committee in all technical matters concerning and related to transportation.
  - b. To represent the regional intermodal transportation system interest in implementing these purposes and acting as the technical advisory committee.
  - c. To generate public interest in, and attention to, improvement of the intermodal transportation system of the transportation study area, and to coordinate with other transportation planning groups.
  - d. To assist the Policy Committee in providing planning and coordination with the local governments, Oklahoma Department of Transportation (ODOT), Federal Highway Administration (FHWA), Federal Aviation Administration (FAA), and Federal Transit Administration (FTA).
  - e. To respond to specific requests from the Policy Committee.

**ARTICLE III. STRUCTURE AND MEMBERSHIP**

Section 1. **Representation.** The Technical Committee membership shall be as follows:

**Voting:**

- a. Oklahoma Department of Transportation – Strategic Asset & Performance Management Division Manager or designee.
- b. Oklahoma Department of Transportation – Multi-Modal Division Manager or designee.
- c. Local Government - Two official staff members from each of the member local governments, one designated as City or County Planner and one designated as City or County Engineer. In the absence of a staff member who is an engineer or planner, the Chief Executive Officer may serve; no consulting engineer or planner may serve on the committee.
- d. Association of Central Oklahoma Governments (ACOG) - Executive Director or designee.
- e. Central Oklahoma Transportation and Parking Authority (COTPA) - Administrator and one (1) delegate or designee.
- f. City of Norman, Oklahoma (NORMAN) - City Manager and one (1) delegate or designee.
- g. Oklahoma City Department of Airports - Director and one (1) delegate or designee.
- h. Oklahoma Aeronautics Commission - Director or designee.
- i. Oklahoma Department of Environmental Quality - Director or designee.

**Non-Voting:**

- j. Areawide Aging Agency - Executive Director or designee.
- k. Capitol-Medical Zoning Commission - Director or designee.
- l. Oklahoma Department of Transportation – Local Government Division Engineer or designee.
- m. Oklahoma Railroad Association - Director or designee.
- n. Oklahoma Turnpike Authority - Chief Engineer or designee.
- o. Oklahoma Trucking Association - Director or designee.
- p. Tinker Air Force Base - Deputy Base Civil Engineer or Base Comprehensive Planner or designee.
- q. Tribal Governments - Representatives in the ACOG MPO area or their designees.
- r. Federal Bureau of Indian Affairs (BIA) - Delegate or designee.
- s. U.S. Department of Transportation - Federal Highway Administration (FHWA), Federal Transit Administration (FTA) and Federal Aviation Administration (FAA) delegates or designees.

The technical advisory committee may appoint other qualified individuals to full voting membership in order to utilize their professional expertise and to coordinate the transportation planning process activities with other planning areas such as airports, parking, bicycling, etc.

The Technical Committee Chair shall be notified in writing of the appointment, reappointment or replacement of a member agency representative's member.

- Section 2. **Alternate Members.** Alternate representatives may be designated to act on behalf of voting and non-voting members with all the privileges accorded thereto provided the alternate is an official staff member of the member agency. The Technical Committee Chair shall be notified in writing of the appointment, reappointment or replacement of a member agency representative's alternate. An alternate may vote only in the absence of the regular member he or she represents.
- Section 3. **Proxies.** Each member shall have the power to appoint a proxy who is not already a member or alternate of the Technical Committee to act in the member's capacity at any meeting in the event the member or alternate cannot attend, if the proxy designation is made:
- a. In writing for a specific period of time, or
  - b. By telephone or personal contact with the ACOG Executive Director or designee for one meeting.
- A designated proxy, as provided in this section, shall have the right to exercise one vote in all individual proceedings and shall not be permitted to exercise one or more proxies on behalf of other members or alternates.
- Section 4. **Terms.** Voting members shall be designated for appointment for an indefinite term by the governing body or chief executive of their agency and may serve as long as qualified under Section 1 above.
- Section 5. **Vacancies.** In the event of a vacancy on the Technical Committee, said vacancy shall be filled according to the procedures of Article III, Section 4 above.
- Section 6. **Membership Attendance.** Any member, alternate or his/her designated proxy who has not attended three (3) consecutive regular monthly meetings may be contacted by the ACOG staff to discuss attendance at subsequent meetings either by the member, alternate or proxy.
- If the member, alternate or proxy fails to attend a subsequent meeting, this may be reported to the appropriate Policy Committee member or Chief Executive making such designation for appointment.
- Section 7. **Members' Obligation.** The members of the Technical Committee are charged with the duty to conduct themselves as representatives of the transportation system as a whole with the purpose of improving intermodal transportation in the transportation planning area.
- Section 8. **Chairman.** The Chairman of the Technical Committee shall be the ACOG Executive Director or his/her designee.

Section 9. **Subcommittees.** The Technical Committee shall have the power to create subcommittees of a temporary or permanent nature.

Section 10. **Subcommittee Membership.** Appointment of members to the Technical Committee subcommittees shall be by the Chairman. Chairman of the various subcommittees shall be appointed by the Chairman of the Technical Committee. Subcommittee chairmen must be members of the Technical Committee.

#### ARTICLE IV. MEETINGS

Section 1. **Meeting Time.** The regular monthly meeting date and time of the Technical Committee shall be established by the Technical Committee with concurrence by the Policy Committee. The schedule of meetings shall be posted according to state law.

Section 2. **Meeting Notice; Minutes.** The ACOG Transportation Planning Services staff will send out a meeting notice to all members one week in advance of the meeting. Staff will include all agenda items for discussion at the meeting in the meeting notice. Agenda items for regularly scheduled monthly meetings shall be submitted to the ACOG staff no later than two weeks before each meeting. Addendums to the agenda shall be prepared in accordance with the requirements of the Oklahoma Open Meeting Act. Minutes shall be prepared by ACOG staff for each meeting and subcommittee meeting. Such minutes shall accurately reflect the conduct of the meeting, all activities and relevant discussion occurring at the meeting, and a record of all votes taken. Tape recordings of all meetings shall be preserved at least 12 months from the date of the meeting and be available for review by any interested party.

Section 3. **Quorum.** A quorum of the ACOG MPO Technical Committee shall consist of one-third of the most current appointments from designated voting membership including representatives from at least four member cities or counties; however, business conducted in the absence of a quorum shall be forwarded to the Policy Committee in the same manner as business conducted with a quorum, except the number of cities and counties represented shall be noted (in the minutes and in the transmittal to the Policy Committee) along with the statement that a quorum was not present.

Section 4. **Open Meetings.** All meetings of the Technical Committee shall be conducted with no restrictions on the attendance of observers, citizens or the press, and shall comply with all requirements of the Oklahoma Open Meeting Act.

Section 5. **Voting.** All voting members, as specified in Article III, Section 1, their alternates or proxies shall have the right to exercise one vote per designated representative. For entities that have two representatives, both representatives are eligible to vote if they are present.

- a. Non-voting members shall retain the right to advisory comments on all proceedings, which shall be recorded and reflected in all minutes and reports to the Policy Committee.
- b. Voting on all proceedings of the Technical Committee shall be based on the majority of those regular members, alternates or proxies present and voting, not a majority of total membership.
- c. No entity shall make and second its own motion.

**ARTICLE V. FUNCTION AND ROLE OF THE TECHNICAL COMMITTEE**

Section 1. **Function.** The function of the Technical Committee shall be:

- a. To act as an advisory committee to the Policy Committee and provide for the Policy Committee technical review, recommendations and information.
- b. To serve as a committee which reviews and recommends to the Policy Committee annually, a draft Unified Planning Work Program (UPWP) prepared by the ACOG staff in cooperation with participating entities. This shall include review and recommendation of the scope, content, and work products of the UPWP; this shall also include an oversight function during the progress of the year.
- c. To serve as a committee which reviews and recommends to the Policy Committee a draft Transportation Improvement Program (TIP), plans, and policy statements prepared in cooperation with the ACOG staff.
- d. To act as a technical resource to review and comment on the procedures used during the performance of work elements and during preparation of reports.
- e. To review the federal aid allocation procedures and methodology and present recommendations to the Policy Committee as required.

**ARTICLE VI. GENERAL TRANSPORTATION ADVISORY ROLE**

Section 1. **Advisory Function.** The Technical Committee may, upon its own motion, bring important matters relative to transportation to the attention of the Policy Committee. Such advice and/or recommendations may be accompanied by a request from the Technical Committee for formal Policy Committee action.

**ARTICLE VII. SEVERABILITY CLAUSE**

Section 1. **Severability.** If any section, subsection, sentence, clause, phrase, or portion of these bylaws is for any reason held invalid by the Policy Committee, said portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of these bylaws.

Bylaws amended and approved by the  
ACOG MPO Policy Committee: May 28, 2020

Administrative Changes: June 14, 2022