

# **FY 2016 Unified Planning Work Program**

## **For the Tulsa Transportation Management Area**

**Proposed Adoption: June 2015**



**Transportation Planning Division**

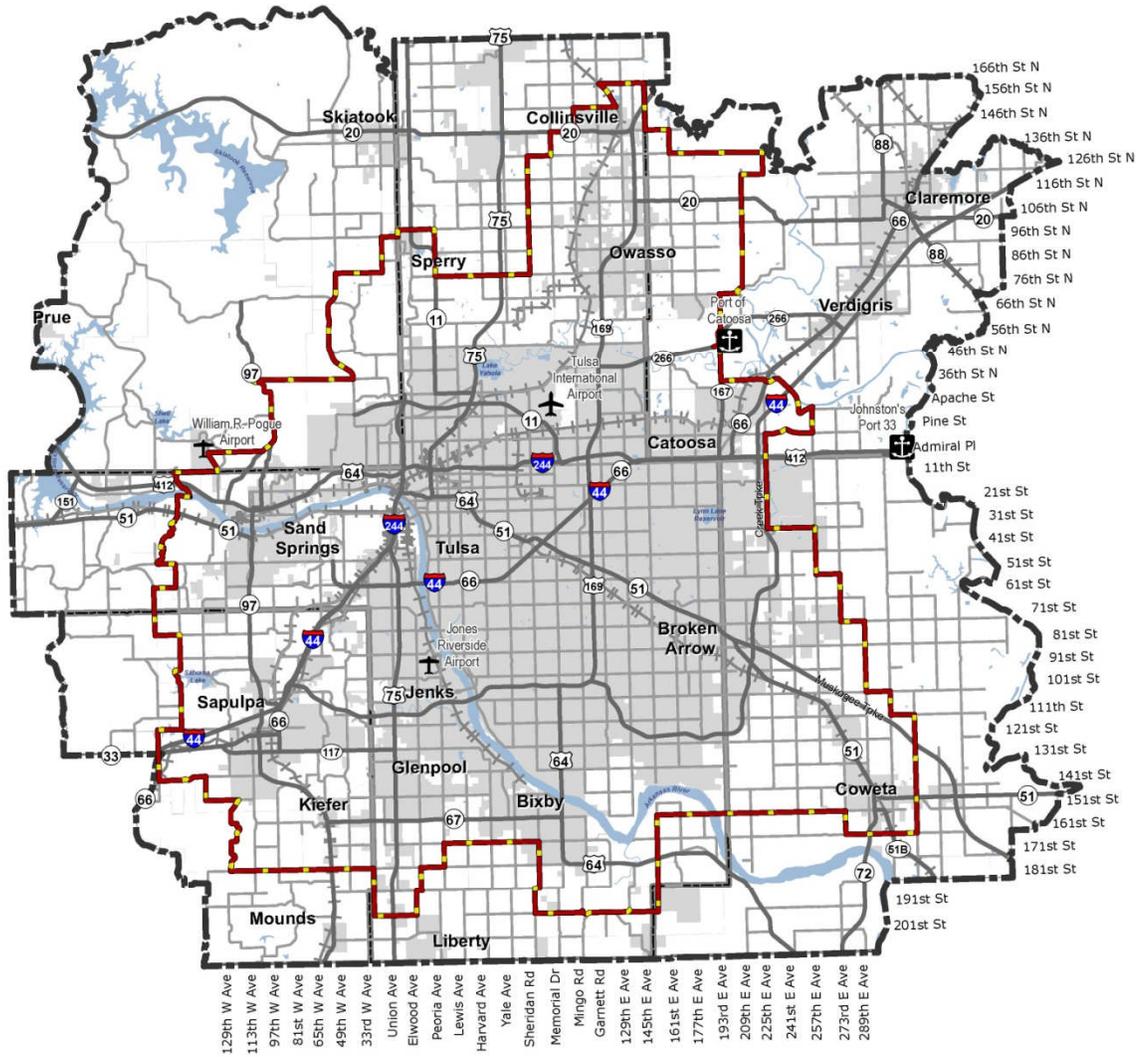


# Table of Contents

Table of Contents.....	i
Tulsa Transportation Management Area Map.....	iii
Introduction and Summary.....	1
Funding.....	4
Available and Budgeted Funds.....	4
Budget by Agency and Funding Source .....	5
Staffing Allocation.....	<b>Error! Bookmark not defined.</b>
1. Data Collection .....	7
1.1. Social, Economic, and Environmental Data .....	7
1.2. Transportation System Data.....	7
2. Simulation and Forecasting .....	8
2.1. Land Use Model .....	8
2.2. Travel Demand Model.....	8
2.3. Emissions Model .....	9
3. Long Range Planning .....	9
3.1. Major Street and Highway Plan.....	9
3.2. Comprehensive Plan and Transportation Coordination.....	9
3.3. Regional Transportation Plan.....	10
4. Short Range Planning.....	11
4.1. Congestion Management Process .....	11
4.2. Intelligent Transportation System .....	11
4.3. Safety and Incident Management.....	11
4.4. Other Management and Operation Systems.....	12
4.5. Special Studies .....	12
5. Project and Program Implementation .....	12
5.1. Transportation Improvement Program.....	12
5.2. Urbanized Area Surface Transportation Program .....	12
5.3. Project Coordination and Monitoring .....	13
5.4. Transportation Finance .....	13
5.5. Legislation and Regulation Monitoring .....	13
6. Alternative Transportation.....	14
6.1. Pedestrian and Bicycle Planning.....	14
6.2. Public Transit System Planning.....	14
6.3. Coordinated Plan .....	15
6.4. Rail-Transit Planning.....	15
7. Transportation Effects.....	16

7.1.	Air Quality Planning.....	16
7.2.	Ozone Reduction Programs.....	16
7.3.	Environmental Streamlining.....	17
8.	Public Education and Participation.....	17
8.1.	Public Participation Process.....	17
8.2.	Nondiscrimination Compliance Plan.....	17
8.3.	Outreach and Education.....	17
9.	Program Administration.....	18
9.1.	INCOG Program Administration.....	18
9.2.	MTTA Program Administration.....	18
	Appendix A - Organizational Structure.....	A-1
	Appendix B – Committees.....	B-1
	INCOG Board of Directors.....	B-1
	Transportation Policy Committee.....	B-2
	Transportation Technical Committee.....	B-3
	Air Quality Committee.....	B-4
	MTTA Board of Trustees.....	B-5

# Tulsa Transportation Management Area



Document Path: G:\Transportation\map2016\Map\_For\_UPP\map2016\Map\_For\_UPP.mxd 3/24/2013

-  Highways
-  Arterial Streets
-  Railroads
-  Bodies of Water
-  Corporate Limits (Cities and Towns)
-  County Boundaries
-  Transportation Management Area
-  Adjusted Urbanized Area



0 1 2 3 4 5 Miles





## **Introduction and Summary**

The Unified Planning Work Program (UPWP) documents the transportation planning activities and projects to be accomplished for the next fiscal year in the Tulsa Transportation Management Area (TMA) (see map on page iii). The UPWP is developed in accordance with the metropolitan planning provisions of Title 23 and Title 49 of the Code of Federal Regulations and includes a description of work activities submitted to the state and federal agencies that are financial sponsors of the program, and serves as a management tool for the participating entities. In addition, the UPWP defines the functional and financial responsibilities of the participating agencies. Activities included in the UPWP are the responsibility of the Indian Nations Council of Governments (INCOG), the Metropolitan Planning Organization (MPO) for the TMA and the Metropolitan Tulsa Transit Authority (MTTA).

Federal funding assistance to state, regional, and local governments and agencies is contingent on an annually approved UPWP. Funding sources incorporated in the UPWP include Federal Highway Administration (FHWA) funds; Federal Transit Administration (FTA) funds; Oklahoma Department of Transportation In-Kind contributions, Oklahoma Department of Commerce State Energy Program funds, and local funds provided by INCOG member governments and MTTA.

In addition, the UPWP addresses the planning factors identified in MAP-21 to be specifically considered by MPOs in developing transportation plans and programs. The planning factors are:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency
2. Increase the safety of the transportation system for all users
3. Increase the security of the transportation system for all users
4. Increase the accessibility and mobility of people and for freight
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight
7. Promote efficient system management, and operation
8. Emphasize the preservation of the existing transportation system

The UPWP addresses a number of multi-modal transportation issues aimed at maintaining a continuing, coordinated, and comprehensive planning process for the TMA. INCOG has the responsibility of preparing and maintaining the Regional Transportation Plan (RTP), the Transportation Improvement Program (TIP), and the UPWP. Further, as a metropolitan area with a population greater than 200,000, INCOG is responsible for the development of a Congestion Management Process (CMP) for the TMA. In addition, INCOG maintains the Regional ITS Architecture, Coordinated Public Transit-Human Services Plan, the Public Participation Plan, and the Nondiscrimination Compliance Plan.

This year's focus areas are:

### **Regional Trails, Bicycle and Pedestrian Master Plan, the GO Plan**

The 'GO' plan will enhance the existing trails master plan and update it to reflect changes since its adoption in 1999. The update will also include on-street bicycle and pedestrian components. The plan adoption is anticipated the fall of 2015.

### **Regional Transportation Plan - 2040 Update Initiation**

Current Regional Transportation Plan, 2035 Connections will be maintained with land use planning assumptions based on Census 2010, maintain the validated transportation model along with latest available counts and the recently developed mode-split model for distribution of the document and the model to ay public stakeholders and consultants working with public agencies. The model will be used to evaluate transportation strategies in the region. Visioning and goals for the 2040 plan update is a priority task for the FFY2016.

### **Transportation Improvement Program**

In cooperation with ODOT and MTTA, the regional Transportation Improvement Program for FFY 2016-2018 will be amended as required by the stakeholders and project sponsors. Applications for funding in the FFY 2019 Urbanized Area Surface Transportation Program will be reviewed and selected.

### **Air Quality Planning and Management**

INCOG will continue to coordinate the Ozone Alert! Program, the Clean Cities Program, and the new Transportation Resource Center will be enhanced to promote vanpool and carpool initiatives along with (in place of Green Traveler), other alternative transportation programs in the region's effort to maintain attainment of the air quality standards. INCOG will work with ODOT, ODEQ, other MPO's and EPA to prepare for potential non-attainment designation and the associated conformity determination process. INCOG will develop and maintain the travel demand model and emissions model in preparation for the potential non-attainment area designation.

### **Congestion Management**

The Congestion Management Process will be updated with latest available data to reflect completion of transportation improvements throughout the region and identify locations of new or increasing congestion. In cooperation with ODOT and MTTA, the Intelligent Transportation System Architecture and implementation will be analyzed and revised to insure implementation of the system and adequate operation of the existing elements. Additional data needs related to travel time will be explored.

### **Alternative Transportation Coordination**

INCOG will continue assisting member governments in the planning, funding, and implementation of the Regional Bicycle and Pedestrian system. Further, developing a comprehensive bicycle and pedestrian master plan along with updating the Regional Trails Master Plan will be initiated. The Coordinated Human Services Transportation Plan projects to address the transportation needs of the disabled, elderly, and low-income households in the region will be implemented, and the Mobility Management program will be maintained. INCOG will also continue the implementation of Transportation Alternatives (TA) program for the regional stakeholders.

### **Regional Transportation Safety Analysis**

INCOG will analyze crash database provided by ODOT and DPS on a regular basis to study causes and recommend strategies to mitigate all transportation crashes. It is envisioned that such an analysis will complement the efforts of regional incident management stakeholders.

## Funding

### ***Available and Budgeted Funds***

Federal funds in the amount of \$2,570,429 are anticipated for implementation of the UPWP from a variety of sources including Federal Highway Administration Highway Planning (PL), Congestion Mitigation and Air Quality (CMAQ), and Federal Transit Administration (FTA) Section 5303, Section 5307, Job Access and Reverse Commute (JARC), and New Freedom (NF) funds. Anticipated federal funds available are indicated in the table below. All available federal funds have been programmed in the UPWP, and will be matched by local funds from INCOG member governments, the MTTA, and ODOT In-Kind contributions. The total estimate of available federal and local resources is \$3,145,536 and detailed on the following page.

<b>Federal Funds Available for FY 2016</b>	
<b>FHWA PL</b>	\$1,007,126
<b>FHWA CMAQ</b>	\$200,000
<b>FHWA STP Mobility Management</b>	\$0
<b>FTA NF/JARC/VTCLI</b>	\$80,000
<b>FTA Section 5303</b>	\$283,303
<b>FTA Section 5307</b>	\$1,000,000
<b>Total</b>	\$2,570,429

(Based on estimate & assuming anticipated federal funding authorization for FFY2016)

## FY 2016 Project Budget by Agency and Funding Source

Work Element	INCOG					Total	MTTA	Grand Total
	FHWA PL	FHWA CMAQ	STP Mobility Management	FTA NF/JARC/VTCLI	FTA Section 5303		FTA Section 5307	
<b>1. Data Collection</b>	\$182,071	\$0		\$0	\$51,216	\$233,288	\$150,000	\$383,288
<b>2. Simulation and Forecasting</b>	\$87,133	\$0		\$0	\$24,510	\$111,644	\$0	\$111,644
<b>3. Long Range Planning</b>	\$62,805	\$0		\$0	\$17,667	\$80,471	\$150,000	\$230,471
<b>4. Short Range Planning</b>	\$154,542	\$0		\$0	\$43,472	\$198,014	\$300,000	\$498,014
<b>5. Project Implementation</b>	\$254,542	\$0		\$0	\$71,602	\$326,145	\$330,000	\$656,145
<b>6. Alternative Transportation</b>	\$164,351	\$31,250		\$0	\$46,232	\$241,832	\$0	\$241,832
<b>7. Transportation Effects</b>	\$129,112	\$106,250		\$0	\$36,319	\$271,681	\$0	\$271,681
<b>8. Public Education &amp; Involvement</b>	\$41,074	\$0		\$0	\$11,554	\$52,628	\$0	\$52,628
<b>9. Program Administration</b>	\$173,443	\$0		\$0	\$48,789	\$222,232	\$320,000	\$542,232
<b>Coordinated Transportation</b>	\$9,088	\$0		\$80,000	\$2,556	\$91,644	\$0	\$91,644
<b>Tulsa TRC/GT</b>	\$747	\$65,000		\$0	\$210	\$65,957	\$0	\$65,957
<b>Total</b>	\$1,258,907	\$202,500		\$80,000	\$354,129	\$1,895,536	\$1,250,000	\$3,145,536

**Notes:**

FHWA PL - includes 20% local match (from INCOG) plus carryover funds with carryover funds to be expended first.

FHWA CMAQ - includes 80% CMAQ and 20% local match for Ozone Alert! Marketing, and 100% CMAQ for Green Traveler

FTA Section 5303 - includes 20% local match from INCOG plus carryover funds with carryover funds to be expended first.

FTA Section 5307 - includes 20% local match from MTTA.

## FY 2016 Staffing Allocations in Person Months

Work Element	INCOG	MTTA	Grand Total
<b>1. Data Collection</b>	20.40	17.14	37.54
<b>2. Simulation and Forecasting</b>	10.20	0.00	10.20
<b>3. Long Range Planning</b>	8.40	17.14	25.54
<b>4. Short Range Planning</b>	18.70	34.29	52.99
<b>5. Project Implementation</b>	36.30	37.71	74.01
<b>6. Alternative Transportation</b>	13.56	0.00	13.56
<b>7. Transportation Effects</b>	17.55	0.00	17.55
<b>8. Public Education &amp; Involvement</b>	3.08	0.00	3.08
<b>9. Program Administration</b>	17.50	36.57	54.07
<b>Coordinated Trans. Administration</b>	10.20	0.00	10.20
<b>Transportation Resource Center</b>	5.12	0.00	5.12
<b>State Planning and Research</b>	0.00	0.00	0.00
<b>Total</b>	161.00	142.85	303.85

*(based on estimate & assuming anticipated federal funding authorization for FFY 2016)*

# 1. Data Collection

## 1.1. Social, Economic, and Environmental Data

Regional imagery, population, employment, land use, and other data related to social, economic, and environmental conditions in the region will be monitored, collected, analyzed, developed and maintained. The area's population and employment data will be updated using the latest available figures from the Census Bureau, the Oklahoma Department of Commerce (ODOC), the Oklahoma Employment Security Commission (OESC) and ReferenceUSA.Gov US Businesses Data. Under agreement with ODOT, INCOG will refine and maintain Traffic Analysis Zones for the areas in the Metropolitan Statistical Area (MSA) outside of the existing Transportation Management Area for use by the US Census Bureau for the Census Transportation Planning Package.

INCOG will continue development and maintenance of the Geographic Information System (GIS) and other information reporting capabilities, and continue efforts to incorporate new or revised data into the GIS environment. Integration of the travel model with the regional GIS will be maintained. INCOG will continue to pursue securing National Household Travel Survey (NHTS) data in FFY2016. [INCOG]

*Products – Development and maintenance of socioeconomic data necessary for transportation planning and implementation in the region, including the most current American Community Survey data and the preparation of the data for mapping purposes; Development and maintenance of the Geospatial Information System and integration with the travel demand model.*

## 1.2. Transportation System Data

Data necessary to analyze the physical and operational characteristics of the transportation system will be monitored, collected, analyzed, developed maintained, and integrated in GIS. Efforts will be coordinated with USDOT, ODOT, MTTA, local governments and other sources to collect and integrate data on highway and street characteristics, bridges, traffic volumes, crashes, goods movement, highway performance monitoring system (HPMS), travel time/travel speed, emissions, public transit, human services transportation, rail system characteristics, and bicycle and pedestrian usage and infrastructure including sidewalks.

Improved data collection and data management techniques in support of transportation planning activities will continue, including working with local jurisdictions in the development and access to shared databases, and development of a more streamlined process for maintaining the data files. Develop a methodology to satisfy data maintenance needs to create and maintain models consistent with most recent available data. [INCOG and MTTA]

*Products – Development and maintenance of transportation data necessary for transportation planning and implementation in the region; Advance integration of*

*data collection and data sharing among governmental entities throughout the region.*

### 1.3 Research and Information - Data Dissemination

Data that has been collected, verified and maintained by INCOG will be disseminated to the public and other agencies. An ArcGIS online webpage hosting frequently requested maps and data products will be maintained and updated. An ArcGIS Community Analyst allowing for various demographic and economic reports will also be maintained. Data hosted on INCOG's ArcGIS Spatial Data warehouse will be made available to other governmental entities.

*Products: ArcGIS Online Webmaps, ArcGIS Community Analyst Reports, Up-to-date spatial data featuring metadata*

## **2. Simulation and Forecasting**

### **2.1. Land Use Model**

The land use forecasting model used to allocate land use activity at the transportation zone level will be reviewed, refined or updated, and maintained. The results of model runs from the 2035 Plan. 2035 Long Range Plan will be maintained. The land use model results will be updated as needed to address latest planning assumptions and criteria. 2010 Census and the latest available American Community Survey(ACS) information will be used to evaluate underlying assumptions with respect to the land use model and methodology. [INCOG]

*Product – Land Use forecasts will be maintained and updated as needed for use with the Air quality and travel demand model development.*

### **2.2. Travel Demand Model**

The travel demand model used for the 2035 RTP will be reviewed and maintained, including the base year network and the current plan network. Model capacity to evaluate additional networks that may be necessary to analyze alternatives to conform to air quality requirements will be maintained.

Additionally, work will include improving the quality of input data, the accuracy of the output data, and the integration of the model with GIS and mobile emissions modeling requirements, updating the software as well as advancing our ability to model and/or forecast public transportation in the region in accordance with Federal Transit Administration Alternatives Analysis, NEPA and other planning requirements. The Present plus Committed model network will be developed and development of scenarios and future networks will continue. Mode-split model will be updated as necessary and maintained.

Under agreement with ODOT, INCOG will continue collecting data and conducting research necessary to complete development of the travel demand

modeling for the Metropolitan Statistical Area beyond the Transportation Management Area. [INCOG]

*Product – A maintained 2032 model, a valid and calibrated travel demand model for the 2035 plan and for potential conformity determinations.*

### **2.3. Emissions Model**

The mobile emissions model will be maintained and refined to address new data or requirements in cooperation with the Oklahoma Department of Environmental Quality, US Environmental Protection Agency, Federal Highway Administration or Federal Transit Administration. The MOVES model update to emissions modeling will be incorporated in the planning process and for conformity determination purposes.

Under agreement with ODOT, INCOG will continue to collect data and conduct research necessary to complete development of the mobile emissions model for the Metropolitan Statistical Area beyond the Transportation Management Area. [INCOG]

*Product – Transition to the MOVES 2014 mobile emissions model and ability to model potentially designated non-attainment areas in the MSA.*

## **3. Long Range Planning**

### **3.1. Major Street and Highway Plan**

The composite map of all approved Major Street and Highway Plans in the TMA will be monitored and updated periodically as necessary to maintain consistency among the local transportation plans, after consultation with the affected local governments. Any inconsistencies across jurisdictional boundaries will be addressed as appropriate, through the transportation committee process before forwarding a recommendation to the TMAPC, or other appropriate local government planning commission. [INCOG]

*Product – A maintained, valid major street and highway plan consistent with all the applicable comprehensive plans in the region.*

### **3.2. Comprehensive Plan and Transportation Coordination**

INCOG will assist local governments with updating the major street and highway plans for those portions in the Transportation Management Area. INCOG will further assist by providing social, economic, environmental and physical infrastructure data available for the regional transportation plan, as well as supporting the development of the transportation element of the comprehensive plans. INCOG will cooperate with the local governments in the update of comprehensive plans and coordinate with the development of the Regional Transportation Plan. Tulsa Metropolitan Area Planning Commission (TMAPC) land development cases will be reviewed for consistency with the regional transportation plan and work as advisory on various issues related to the

implementation of Major Streets & Highway Plan as it relates to the Long-range Regional Transportation Plan. *[INCOG and MTTA]*

*Product – a Regional Transportation Plan reflective of the local governments current comprehensive plans, and incorporation of the Regional Transportation Plan recommendations in the land use development process.*

### **3.3. Regional Transportation Plan**

*The new 2035 Regional Transportation Plan will be monitored for potential amendments resulting from ongoing studies and the exploration of alternative funding mechanisms and strategies for plan implementation. Maintenance of the plan will also involve a review of the identified needs and modifications as necessary to reflect the result of ongoing planning and programming activities across the region. A 2040 Transportation Plan visioning exercise will be conducted during the year. [INCOG and MTTA]*

*Products – A maintained, valid Regional Transportation. Vision exercise for 2040 Update.*

## **4. Short Range Planning**

### **4.1. Congestion Management Process**

Staff will revise, maintain and monitor the Congestion Management Process (CMP) to fully address the provisions of 23 CFR 500.109(b) (4), and 500.109(b) (5) and any forthcoming guidance related to MAP-21. The Congestion Management Subcommittee will review data, performance measures, implementation actions, and results, and recommend revisions to the Transportation Technical Committee. This work element will also involve annual review of recommendations from the CMP, and implementation support for transportation system management initiatives and opportunities for incorporating Intelligent Transportation Systems applications. *[INCOG]*

*Product – Review and assessment of congestion and congestion management strategies, revised CMP document as necessary and incorporation of the results in the Transportation Improvement Program (TIP) and Regional Transportation Plan development.*

### **4.2. Intelligent Transportation System**

In cooperation with ODOT and MTTA, INCOG, through the ITS Steering Committee, will expand the regional ITS integration strategy and facilitate deployment conforming to the Regional Architecture. An update to the current Regional Architecture will be performed. *[INCOG and MTTA]*

*Product – Updated regional ITS Architecture and integration strategy as appropriate and integration into the TIP.*

### **4.3. Safety and Incident Management**

In cooperation with ODOT, INCOG will provide staff support, technical assistance, data, input and feedback in the implementation of the Strategic Highway Safety Plan. Further as appropriate, INCOG will facilitate workshops, seminars, conferences, etc. to educate and build the capacity of local government staff to improve transportation safety in all modes. INCOG will work to integrate safety and security in the planning process by developing assessment tools based upon existing data and identified problems.

INCOG will continue working with ODOT, affected local governments, and affected agencies to develop and implement an Incident Management Program on area expressways. This will include staff education and training, and identification of the various components that can be initiated, such as a freeway safety and management. *[INCOG]*

*Product – Coordination with ODOT, MTTA and local governments in improving safety in the region. Refined assessment tools for safety and integration into the project selection process. Continued pursuit of Incident Management in the Region.*

#### **4.4. Other Management and Operation Systems**

Cooperative efforts will continue to develop and implement other (pavement, and bridge) management as mutually agreed to by ODOT and INCOG. *[INCOG & ODOT]*

#### **4.5. Special Studies**

Special studies to address specific transportation issues, sub-areas, corridors, facilities, or other special transportation needs will be conducted as necessary or as requested by the Transportation Technical Committee and/or Transportation Policy Committee. Staff will continue to participate in planning and design projects in the area, including freeway alignment feasibility studies, major corridor studies, transit corridor feasibility studies, etc. Tiger project related special studies will be pursued and applications may be submitted. *[INCOG and MTTA]*

*Product – Special studies, discretionary grant applications as appropriate and technical assistance for local governments and co-ordination with the State Departments/Divisions.*

### **5. Project and Program Implementation**

#### **5.1. Transportation Improvement Program**

In coordination with ODOT, regional airports, and MTTA, INCOG will develop the TIP, monitor and maintain the TIP as necessary, and process amendments proposed by ODOT and member governments. Public notice of proposed TIP amendments will be provided and public comments will be considered during the TIP update and approval process.

INCOG will monitor the STIP, including any amendments, to assure that they are consistent with the Tulsa TMA TIP and that projects in the TMA are not inordinately delayed. Staff will also continue to monitor projects in the 8-Year Construction Work Plan and consult with ODOT on a regular basis.

INCOG will develop an annual listing consistent with the categories identified in the Transportation Improvement Program of projects for which federal funds have been obligated in the preceding federal fiscal year. *[INCOG and MTTA]*

*Product – Valid 2015-2018 TIP and STIP, and Annual List of Federal Obligated projects for FFY 2015-16.*

#### **5.2. Urbanized Area Surface Transportation Program**

Programmed STP projects will be monitored to assure timely implementation and completion. INCOG will continue to host meetings with the ODOT Transportation Commissioner and staff, and the TMA government representatives and project sponsors, to facilitate the advancement of projects from planning/engineering through construction.

INCOG will continue to evaluate, rank and select projects to be implemented within the Tulsa Transportation Management Area boundary using federal funding (excluding projects on the National Highway System, the Bridge Program, and Interstate Maintenance Program) in consultation with the state and in conformance with the TIP and priorities established therein. The project selection process will be reviewed for possible improvements to the selection criteria. The surface transportation project selection process will be reviewed and revised as necessary. *[INCOG]*

*Product – Revised projects selection process (as needed), projects selected for FFY 2019, and implementation schedule of previously selected projects.*

### **5.3. Project Coordination and Monitoring**

INCOG will assist agencies and member governments with the timely completion of applications for transportation project funds in response to any call for projects. Staff will participate in committees, as requested, to assist in the evaluation and selection of projects to be funded.

State and local transportation improvement projects proposed in the Tulsa metropolitan area will be monitored to determine if the proposed project is consistent with, and satisfies all the requirements stated in federal rules for metropolitan long range transportation plans, and the Tulsa metropolitan area Major Street and Highway Plan. Staff will participate in scoping meetings, plan-in-hand reviews, and other project review meetings, as appropriate. Staff will also coordinate state and local government efforts to minimize traffic disruptions as they move forward with implementation. *[INCOG]*

*Product – Coordination with ODOT, MTTA and local governments for project implementation and consistency with transportation plans and programs.*

### **5.4. Transportation Finance**

INCOG will monitor the Tulsa Urbanized Area STP fund balances and other financial accounts from federal, state, and local sources. Other potential project funding sources will also be monitored to determine availability of funding for projects within the Tulsa TMA. This will include the monitoring of total ODOT expenditures in the Tulsa area relative to expenditures in the remainder of the state, and providing summary information to the area's transportation commissioner and local policy officials. *[INCOG]*

*Product – Federal financing of projects will be monitored and reported regularly to the Transportation Commissioner.*

### **5.5. Legislation and Regulation Monitoring**

Federal and state legislation and regulations related to transportation will be regularly monitored and the appropriate agency will be consulted regarding changes or implications that may impact the Tulsa TMA. *[INCOG]*

*Product – Federal and state legislation will be monitored and incorporated as appropriate.*

## **6. Alternative Transportation**

### **6.1. Pedestrian and Bicycle Planning**

INCOG will continue to provide data and support necessary to implement projects and programs in the Bicycle and Pedestrian Element of the 2035 Regional Transportation Plan. This will include a review of the study recommendations and the development of a process to assist local governments to advance the recommended projects from the planning design phase to construction for trails and on-street bicycle routes. Efforts to collect data on usage for modeling purposes will continue. In coordination with local governments INCOG will pursue to adapt the GO plan for trails/bicycle and pedestrian components, updating the regional trails master plan. In compliance with the regional transportation plan, the use of bicycle and pedestrian modes will be promoted as well as public education regarding rights and privileges of bicycle use on roadways. As part of the Oklahoma Safe Routes to School Program (SRTS) INCOG will coordinate with the ODOT, local governments, and regional school systems to identify priority projects eligible for federal funding. Staff support for existing projects will include technical assistance for data collection and analysis. *[INCOG]*

*Product – Initiation of development of a comprehensive pedestrian, bicycle plan for the region, implementation of pedestrian and bicycle elements of the Regional Transportation Plan, and promotion of walking and biking as a means of transportation.*

### **6.2. Public Transit System Planning**

MTTA will continue to develop and implement programs and systems that improve the performance of public transit in the Tulsa metropolitan area, including continued development and implementation of uniform operating policies and procedures.

The Regional Transit System Plan (Fast Forward) will be the basis from which various actions may be taken to advance the process of Network implementation. These specific tasks include examining and developing the mechanisms necessary to fund future extensions of the Network or other components of the Plan; continuing the process of receiving public input, including public opinion surveys, and making modifications to the Plan and the Network as necessary; developing and implementing the short range projects identified in the Plan such as commuter suburban services in interested communities; developing and implementing general public demand-response transit and other alternate transit services in the TMA where traditional fixed-route service is inefficient; developing and implementing modifications to MTTA's current system such as route deviation pilot projects in targeted areas of the community; and further refinement of the long range aspects of the Plan, such as the suburban service plan.

Route and system performance indicators will be generated and reviewed, current route structure and performance will be analyzed, and the feasibility and

potential impact of route service changes on current system performance will be determined. MTTA will continue to investigate opportunities to outsource services. The elderly and disabled program will be monitored for compliance with FTA requirements and the Americans with Disabilities Act.

The five-year financial management plan will be updated in conjunction with the long-range transit plan. Analysis will be performed in support of the financial management plan, and to comply with federal regulations. As required by federal regulations, a financial capacity analysis will be conducted. *[MTTA]*

*Product – Improved Transit system efficiencies, implementation of the recommendations of the Regional Transportation Plan, and updated financial management plan for MTTA.*

### **6.3. Coordinated Plan**

A Coordinated Public Transit – Human Services Transportation Plan will be maintained to help with the selection process to address the transportation needs of the disabled, elderly, and low-income households in the region. In cooperation with local governments and human service agencies, INCOG will address regional initiatives identified in the Coordinated Plan and advance the development of mobility management. INCOG will provide staff support for the Regional Council for Coordinated Transportation. INCOG coordinates the Accessible Transportation Coalition (ATC) for the purpose of promoting awareness related to sidewalks and outreach via various means of communication. INCOG also coordinates and administers funds with sub-recipients/stakeholders to implement veterans transportation program along with seeking to operationalize one-call/one-click in the region by one or more agencies. INCOG resources are further utilized to implement regional Vanpool Program as appropriate. *[INCOG]*

*Product –Human Services Transportation Plan and Selection Process and Implementation of Coordinated Public Transit – Human Services Transportation Plan recommendations and projects and the development of Mobility Management for the region.*

### **6.4. Rail-Transit Planning**

INCOG will participate with ODOT, local governments, and other agencies in planning for national passenger rail service in the Tulsa region, as well as intra-regional rail-transit service. INCOG will continue to pursue any additional opportunities based on needs to implement the Regional Transit System Plan of select corridors that may be suitable for future on-street or off-street fixed guideways or Bus Rapid Transit.

*[INCOG and MTTA]*

*Product – Coordination with ODOT on High Speed Passenger Rail implementation and initiation of Alternatives Analysis of commuter corridors in the region.*

## **7. Transportation Effects**

### **7.1. Air Quality Planning**

INCOG will provide technical and administrative support to the INCOG Air Quality Committee, the Oklahoma Department of Environmental Quality (ODEQ), ODOT, and communities in the TMA, to plan for and maintain compliance with the federal Clean Air Act provisions relating to the contribution of mobile source emissions in the TMA. Research, evaluation and technical advice will be provided on local, state, and federal regulatory air quality issues. Technical support will include the review and analysis of the Mobile Source Emissions Model results and subsequent releases or models including regional airshed models. Staff will evaluate Transportation plans and programs as necessary, to ensure conformity with the national ambient air quality standards (NAAQS) as revised and contained in the State Implementation Plan.

Staff will provide support to the INCOG Air Quality Committee, the INCOG ad hoc Technical Air Quality Committee, and Public Relations/Education subcommittee. Staff will research, evaluate, and provide technical advice on local, state and federal legislative and regulative air quality issues, as well as legal and legislative updates on the status and compliance of the air quality standards. In addition, staff will continue to pursue aggressive ozone-reduction strategies and programs. *[INCOG]*

*Product – Continued coordination with federal, state, and local governments and agencies regarding air quality initiatives.*

### **7.2. Ozone Reduction Programs**

The Ozone Alert! Program will include efforts to provide voluntarily reduced Reid Vapor Pressure gasoline in the region, preparation of public information and educational materials, and the development and implementation of new ozone reduction programs.

INCOG will continue to promote the carpooling activity with the TulsaTRC.Org website. Staff will develop strategies and resources to market the Transportation Resource Center website and to publicize the benefits and resources available for rideshare matching program as well as riding transit, to local businesses, area schools and the general public. INCOG will work with major area employers and schools to enroll interested employees and students in using the TulsaTRC.Org. Additionally, staff will provide assistance and support to Transit, biking, and other commute alternatives.

INCOG will continue to facilitate and enhance the expansion of alternative fuel vehicles (AFVs) in the TMA through the Tulsa Area Clean Cities Program. Staff provides administrative support to the Clean Cities Program efforts and support AFV educational outreach and awareness programs targeting fleet managers and owners. INCOG will also continue the CMAQ funded Public Fleet Conversion Grant Program, which is responsible for funding alternative fuel vehicle projects in the TMA. *[INCOG and MTTA]*

*Product – Continued emissions reductions through voluntary actions, carpooling, and additional low-emitting vehicles in the regional vehicle inventory.*

### **7.3. Planning & Environmental Processes Streamlining**

INCOG will work with ODOT, federal agencies, permitting agencies, and local governments to more closely coordinate the planning process with various environmental concerns using GIS and other methods as appropriate. Further, INCOG will work with ODOT, federal agencies, business and community organizations, and local governments to more closely coordinate the planning process with various community values and goals, land use plans, and development initiatives using GIS and other methods as appropriate. INCOG will engage all partners to further the USDOT initiative of Everyday Counts program. [INCOG]

*Product – INCOG and MTTA will participate on the Oklahoma Transportation Air Quality committee. Identification of gaps and opportunities to streamline planning and environmental processes.*

## **8. Public Education and Participation**

### **8.1. Public Participation Process**

INCOG will develop and implement the Public Participation Process (PPP) for the TMA and monitor its effectiveness in guiding the timely provision of information about the transportation planning processes to citizens, affected public agencies, representatives of transportation agency employees, private providers of transportation, other interested parties, and segments of the community affected by transportation plans, programs, and projects. [INCOG]

*Product – A revised and updated PPP as appropriate. On-going public outreach in all aspects of the transportation planning process.*

### **8.2. Nondiscrimination Compliance Plan**

The Nondiscrimination Compliance Plan will be reviewed and updated as appropriate. An annual assessment of compliance with Title VI, Environmental Justice, and related statutes and regulations will be conducted and a statement of certification will be submitted to ODOT, FHWA, and FTA. [INCOG]

*Product – A revised and updated Nondiscrimination Compliance Plan including documentation of provisions addressing individuals with limited English Proficiency.*

### **8.3. Outreach and Education**

INCOG will conduct broad-based public involvement activities as described in the PPP through targeted outreach events, the development and maintenance of the transportation planning website, development and maintenance of a master contact database, outreach materials, education projects, surveys, advertising and announcements to the media. [INCOG]

*Product – Initiation of several outreach events including scheduled meetings, workshops & web-based information dissemination as well as collection of public opinion in addition to the scientific survey of public opinion and travel behavior.*

## **9. Program Administration**

### **9.1. INCOG Program Administration**

INCOG will conduct the general administrative activities involved in the management and coordination of the regional transportation planning program. The work tasks identified in the UPWP will be monitored and progress evaluated. Ongoing management of the program, including correspondence, records maintenance, preparation of committee agendas, meeting materials and minutes, and preparation of grant applications and contracts will be conducted. INCOG will maintain and amend, as necessary, the current UPWP. The annual UPWP will be developed for work activities to be conducted during the next fiscal year. An annual report of activities documenting progress in the UPWP work activities will be prepared and submitted to ODOT. Staff will maintain an accounting and records management system. An annual audit of contracts initiated for work activities in the UPWP will be performed (included in the overall INCOG indirect cost). The Joint Certification Statement will be prepared certifying fulfillment of federal requirements regarding the transportation planning process. Staff will attend seminars, workshops, conferences, and other educational opportunities as necessary to increase familiarity, understanding and knowledge of transportation program guidance and regulations, and urban transportation planning techniques, methodologies, and other innovative developments. *[INCOG]*

*Product – Effective administration of the INCOG transportation planning process.*

### **9.2. MTTA Program Administration**

MTTA will continue to review new and proposed federal regulations applicable to its operation, and will meet federal programming requirements, including preparation of grant applications, the UPWP, the TIP, the annual Section 5310 report, and the annual ADA Plan update. MTTA will continue to work with Disadvantaged Business Enterprise (DBE) firms in the areas of services and capital procurement to increase participation and improve coordination with regard to such projects. MTTA will make every effort to involve the private sector as necessary in the planning process. This will include opportunities for the provision of service, and involvement in development projects and charter-lease contracts. MTTA will continue to meet with private sector operators at their request or at the request of MTTA. MTTA will continue to inform the private sector throughout the development of the Program of Projects and the grant application process. MTTA staff will attend appropriate training seminars and conferences for the purpose of increasing familiarity, understanding and expertise with transportation planning methodologies, understanding new transportation technologies, and ensuring compliance with applicable regulations

at the local, state, and federal levels. MTTA will continue to develop and implement the Total Quality Management program developed and initiated in FY 1994. [MTTA]

*Product – Effective administration of the MTTA transportation planning process*



## **Appendix A - Organizational Structure**

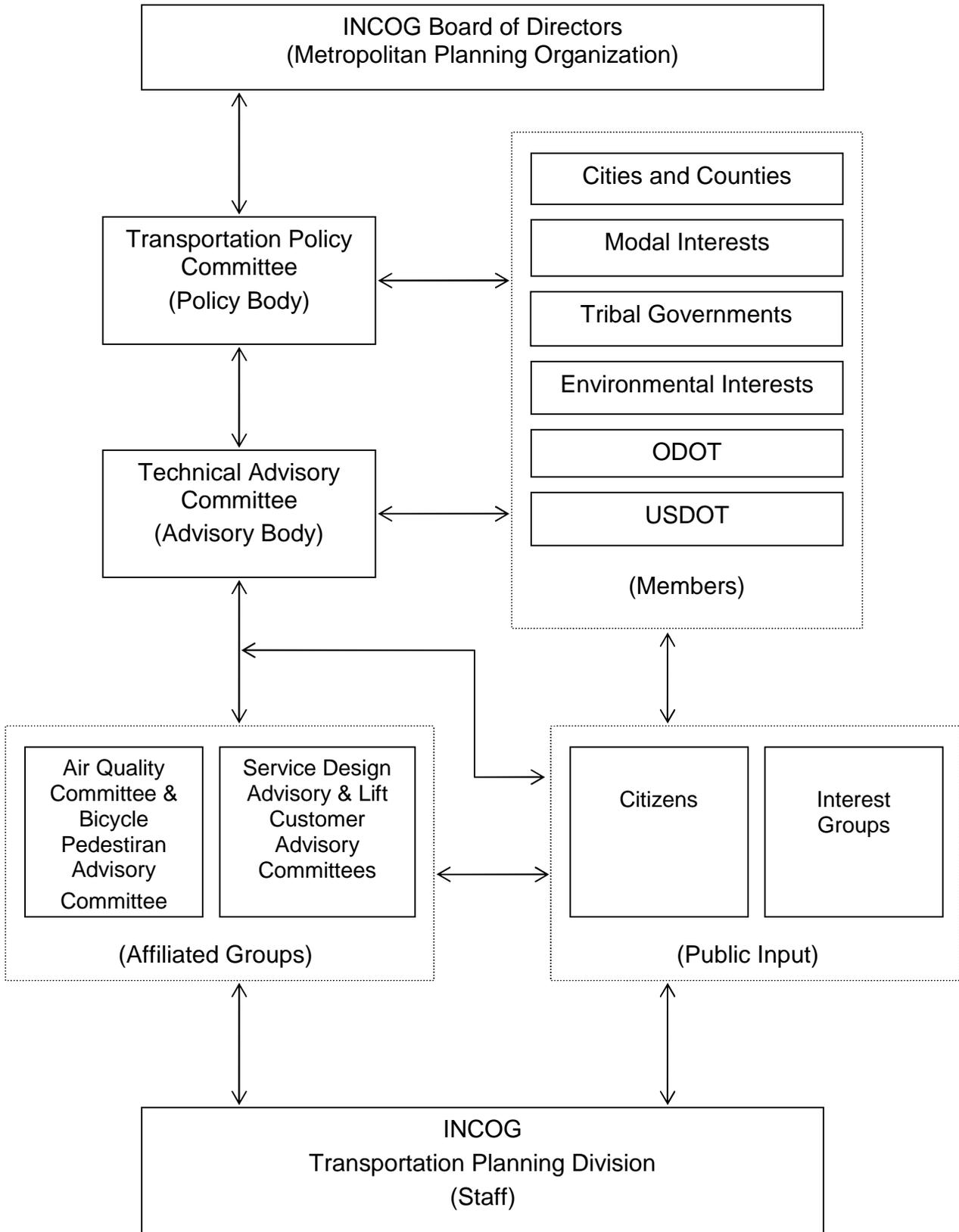
INCOG serves as the Metropolitan Planning Organization (MPO) for the transportation planning process in the Tulsa Transportation Management Area (TMA). INCOG, therefore, is responsible for carrying out the comprehensive, continuing, coordinated, urban transportation planning process locally, complying with federal requirements. As the Tulsa MPO, INCOG's Board of Directors (Appendix B) represents the principal elected officials of the local governments in the Tulsa metropolitan area and serves as the forum for cooperative decision-making.

The Transportation Policy Committee (TPC) (Appendix B) is the forum in the local decision-making process for policy development and adoption related to urban transportation planning, its program development, and its operation within the TMA. Upon approval by the TPC, transportation plans and programs are forwarded to the sponsoring local governmental units for information and review, and to the INCOG Board of Directors for endorsement of the plans and programs and the inclusion of these plans and programs in the Comprehensive Plan.

The Transportation Technical Committee (TTC) (Appendix B) serves as an advisory group to the TPC, providing technical expertise in the development of urban transportation plans and programs for the region. If transportation plans or programs are deemed unsatisfactory by the TPC, these products may be returned to the TTC for additional review, analysis, and any additional recommendations. The TTC's representation allows it to receive input from federal, state, and local governments and agencies, state authorities, and modal interests.

Various public participation groups provide input to the TPC on urban transportation planning issues and projects, including the Fixed Route Customer Advisory Committee and the Lift Customer Advisory Committee (Appendix B) and the INCOG Air Quality Committee (Appendix B). In addition, the Public Participation Process for the TMA identifies the overall process to involve the public in the various components of transportation planning.

The INCOG Transportation Planning Division serves as staff, responsible for accomplishing the work tasks as presented in this UPWP. Staff prepares urban transportation planning policy, plan, and program recommendations as required to complete UPWP work tasks or in response to specific requests from the TPC. Staff also provides routine technical support to the TPC, the TTC, the Tulsa Metropolitan Area Planning Commission, the INCOG Board of Directors, MTTA, various subcommittees, and to local governments and agencies.



## **Appendix B – Committees**

May 2015

### ***INCOG Board of Directors***

Commissioner John Smaligo, Tulsa County, Chairman  
Councilor Richard Carter, Broken Arrow, Vice-Chairman  
Mayor Mike Burdge, Sand Springs, Secretary  
Commissioner Newt Stephens, Creek County, Treasurer

#### Members:

Bixby	John Easton, Mayor
Bristow	Leonard Washington - Mayor
Broken Arrow	Craig Thurmond - Mayor
Broken Arrow	Richard Carter - Council Member
Broken Arrow	Russell M. Gale - Acting City Manager
Catoosa	Brenda Conley - Vice Mayor
Claremore	Bill Flanagan - Mayor
Collinsville	Bud York - Mayor
Coweta	Robbie Morton - Mayor
Creek County	Rick Stewart - Commissioner
Creek County	Newt Stephens - Commissioner
Creek County	Lane Whitehouse - Commissioner
Creek County	Mike Nunneley - Creek County Towns
Glenpool	Tim Fox - Mayor
Hominy	Charles Fairweather – Mayor
Jenks	Lonnie Sims – Mayor
Muscogee (Creek) Nation	Roger Barnett, Second Chief
Osage County	Darren McKinney – Commissioner
Osage County	Scott Hilton – Commissioner
Osage County	Bob Jackson – Commissioner
Osage County	Jimmy Seago - Osage County Towns
Osage Nation	Jeff Jones (Alternate)
Owasso	Jeri Moberly - Mayor
Pawhuska	Travis Finely - Council Member
Rogers County	Dan DeLozier – Commissioner
Rogers County	Mike Helm – Commissioner
Rogers County	Ron Burrows – Commissioner
Rogers County	Larry R. Curtis - Rogers County Towns
Sand Springs	Mike Burdge - Mayor
Sapulpa	Reg Green – Mayor
Skiatook	Joyce Jech - Council Member
Tulsa	Dewey Bartlett – Mayor
Tulsa	Cathy Criswell – Auditor
Tulsa	Jeannie Cue - Council Member

Tulsa	Blake Ewing - Council Member
Tulsa	Phil Lakin, Jr. - Council Member
Tulsa	Karen Gilbert - Council Member
Tulsa	Vacant
Tulsa	G.T. Bynum - Council Member
Tulsa County	Karen Keith - Commissioner
Tulsa County	Ron Peters – Commissioner
Tulsa County	John Smaligo - Commissioner
Tulsa County	Stanley Glanz- Sheriff
Tulsa County	Pat Key - Court Clerk
Tulsa County	Bob Dick - Tulsa County
Tulsa County	Wes Smithwick - Tulsa County
Tulsa County	Robert Breuning - Tulsa County Towns
Tulsa County	John Benjamin - Tulsa County
Tulsa County	Vic Vreeland - Tulsa County
Verdigris	Keith Crawford – Mayor
Wagoner County	Chris Edwards – Commissioner
Wagoner County	James Hanning – Commissioner
Wagoner County	Tim Kelley – Commissioner
Wagoner County	Richard Keck - Wagoner County Towns

As of 4/24/2015

### ***Transportation Policy Committee***

Doug Enevoldsen, City of Bixby  
TBD, City of Broken Arrow  
David Tillotson, City of Catoosa  
Daryl Golbek, City of Claremore  
Steve Tinker, City of Collinsville  
Robbie Mortan, City of Coweta  
Roger Kolman, City of Glenpool  
Mike Tinker, City of Jenks  
Doug Bonebrake, City of Owasso  
Derek Campbell, City of Sand Springs  
Tom DeArman, City of Sapulpa  
Dan Yancey, City of Skiatook  
TBD, City of Tulsa, Mayor's Designee  
Paul Zachary, City of Tulsa, Engineering Services, Vice-Chairman  
Newt Stephens, Commissioner, Creek County  
Scott Hilton, Commissioner, Osage County  
Mike Helm, Commissioner, Rogers County  
Mark Liotta, Tulsa County, Chairman  
Tim Kelley, Commissioner, Wagoner County  
Bill John Baker, Cherokee Nation of Oklahoma  
George Tiger, Muscogee (Creek) Nation of Oklahoma  
TBD, Osage Nation of Oklahoma

Vacant, Pedestrian/Bikeways  
Bill Cartwright, Metropolitan Tulsa Transit Authority  
TBD, Tulsa Parking Authority  
Jon McGrath, Railroad Interest  
Vacant, Trucking  
Kenneth White, Tulsa Airport Authority  
David Yarbrough, Tulsa-Rogers County Port of Catoosa  
David Murdock, Oklahoma Turnpike Authority  
Vernon Seaman, INCOG Air Quality Committee  
Ernestine Mbroh, Oklahoma Department of Transportation, Transit programs  
Laura Chaney, ODOT, Transportation Manager  
John Fidler, Oklahoma Transportation Commission, District 1  
Peter Regan, Oklahoma Transportation Commission, District 8  
Rich Brierre, Indian Nations Council of Governments Board of Directors  
John Shivel, Tulsa Metropolitan Area Planning Commission

Non-voting Members:

- Nick Doctor, Tulsa Metro Chamber
- Roger Stevens, Technical Advisory Committee, Vice-Chairman
- Glen A Boles, Federal Aviation Administration (OK)
- Gary Corino, Federal Highway Administration
- Pearlie Tiggs, Federal Transit Administration

***Transportation Technical Committee***

Jared Cottle, City of Bixby  
Tom Hendrix, City of Broken Arrow, Chairman  
Rebecca Brewster, City of Catoosa  
Daryl Golbek, City of Claremore  
Pam Polk, City of Collinsville  
Steve Whitlock, City of Coweta  
Rick Malone, City of Glenpool  
Robert Carr, City of Jenks, Vice-Chairman  
Roger Stevens, City of Owasso  
T J Davis, City of Sand Springs  
Vacant, City of Sapulpa  
David Truelove, City of Skiatook  
Brent Stout, City of Tulsa, Project Planning  
Kurt Kraft, City of Tulsa, Traffic Engineering  
Newt Stephens, Commissioner, Creek County  
Scott Hilton, Commissioner, Osage County  
Mike Helm, Commissioner, Rogers County  
Tom Rains, Tulsa County Engineer  
Tim Kelley, Commissioner, Wagoner County  
Rob Endicott for Bill John Baker, Principal Chief, Cherokee Nation  
George Tiger, Creek Nation Principal Chief  
Geoffrey Standing Bear, Osage Nation

Matt Meyer, Pedestrians/Bikeways  
Liann Alfaro, Metropolitan Tulsa Transit Authority  
Jon McGrath, Railroad Interest  
Kenneth White, Tulsa Airport Authority  
David Yarbrough, City of Tulsa-Rogers County Port of Catoosa  
Troy Travis, Oklahoma Turnpike Authority  
Vernon Seaman, INCOG Air Quality Committee  
Rhonda Jeffries, Oklahoma State Department of Environmental Quality  
Randle White, Oklahoma Department of Transportation, Division VIII Engineer  
Ernestine Mbroh, Oklahoma Department of Transportation, Transit programs  
Jessica Scott, ODOT, Bicycle Pedestrian Coordinator  
Ann Domin, Deputy Director, Indian Nations Council of Governments  
Non-voting Members:

- Jeffrey Riley, Environmental Protection Agency, Region 6
- Bill Bell, Federal Aviation Administration
- Isaac Akem, Federal Highway Administration
- Pearlle Tiggs, Federal Transit Administration

### ***Air Quality Stakeholder Members***

Nadine Barton, CASE  
Bill Cartwright, Tulsa Transit  
Gary Collins, Terra Nitrogen  
Isaac Akem, Federal Highway Administration  
Bill Geubelle, ConocoPhillips  
Mike Thornbrugh, Quicktrip Corporation  
Michael Graves, Hall Estill Law Firm  
Jeff Mulder, Tulsa Airport Authority  
Mike Bednar, GRDA  
Howard Ground, AEP-PSO  
Ken Ruffin, AEP-PSO  
Bruce Heine, Magellan Midstream Partners, L.P., Co-Chair  
Michael Henk, Environmental Citizen  
Rich Brierre, INCOG  
Bob Wright, American Lung Association  
Mike Neal, Tulsa Regional Chamber  
Lee Paden, Paden Law Firm  
Steve Piltz, National Weather Service  
Bill Potter, University of Tulsa  
Don Pugh, American Airlines, Inc.  
Karen Keith, INCOG Board of Directors, Air Quality Co-Chair  
Eddie Terrill, ODEQ  
Andrew Haar, HollyFrontier Refining & Marketing  
Laura Chaney, ODOT  
Montelle Clark, ODEQ AQ Council  
Mayor's Office, City of Tulsa

***MTTA Board of Trustees***

Ann Metcalf, Chair

Marquay Ball, Vice Chair

Joe Fallin

Joe Schulte

Phyllis Joseph

Dawn Warrick

Tina Pena