



# ***Central Oklahoma Regional Transportation Planning Organization (CORTPO)***

## **Regional Transportation Planning Work Program FFY2022 Program**

Central Oklahoma Economic Development District (COEDD)  
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## **I INTRODUCTION**

The Planning Work Program (PWP) for the Central Oklahoma Regional Transportation Planning Organization (CORTPO) defines the planning priorities in the region and describes all transportation-related planning activities anticipated in the program year. The objective of the PWP is to ensure the transportation planning activities for CORTPO support the regional transportation planning needs of the area. The PWP is developed by the CORTPO in collaboration with Oklahoma Department of Transportation (ODOT).

## **II CORTPO**

In April 2012, ODOT entered into an agreement with OARC to oversee development of the regional transportation planning process and the regional public participation process in the non-metropolitan areas of the state. The Central Oklahoma Economic Development District (COEDD) by Resolution created the Central Oklahoma Regional Transportation Planning Organization (CORTPO). Appendix A illustrates the CORTPO region. The Transportation Technical Committee (Appendix B) reviews the transportation planning process and provides recommendations to the CORTPO Policy Board (Appendix C). The Policy Board reviews and makes final approval on transportation planning products such as the PWP, Long Range Transportation Plan, Public Participation Plan and other transportation planning studies.

## **III TRANSPORTATION PLANNING PRODUCTS**

CORTPO's regional transportation planning process results in the development of planning products, including the PWP, data collection, Long Range Transportation Plan (LRTP), short range studies and the Public Participation Plan (PPP).

Planning Work Program (PWP). The PWP is one element of the transportation planning process that the CORTPO will follow in support of development of transportation planning products. The PWP will document the transportation planning activities and projects to be accomplished with SPR funds in the CORTPO region.

Long Range Transportation Plan (LRTP). The LRTP is the centerpiece of the transportation planning process. CORTPO developed the first LRTP in this region in FY 2015 for Pottawatomie County. Since 2015, CORTPO has developed LRTP's for four counties, Pottawatomie, Hughes, Pawnee, Seminole, Lincoln, Payne and Okfuskee.

Public Participation Plan (PPP). The intent of the Public Participation Plan is to encourage and support proactive public participation throughout the planning and decision-making process related to the development of proposed transportation plans, programs, and projects so that a safe, efficient transportation system reflecting the needs and interests of all stakeholders can be provided. Public participation provides citizens, affected public agencies, private providers of transportation and other interested parties reasonable opportunity to comment, participate in goal-setting, problem solving, and expand the focus of transportation decision making. In addition, Fixing America's Surface Transportation (FAST) Act requires transportation agencies to develop and implement a proactive approach to ensure that transportation services are extended to those traditionally underserved.

#### IV FFY 2022 PLANNING PRIORITIES

The FFY 2021 CORTPO planning priorities are reflected in the various elements of this document. The major products or activities in this FFY will include:

- Program Support & Administration: PWP, Audit, Training, Website Maintenance
- Data Acquisition and Management:
- Long Range Transportation Planning
- Short-range Transportation Planning
- Public Education and Participation

#### V PWP Revenues

The PWP programs federal transportation planning funds – and matching non-federal funds – for both specific projects and on-going programmatic activities. The primary source of federal transportation planning funds are Federal Highway Administration (FHWA) State Planning and Research (SPR) Funds. FHWA funds cannot exceed 80 percent of the total PWP revenues. The remaining 20 percent is provided by COEDD. Total federal funds applied for is \$125,000. Tables 1 summarizes the budget by funding categories and source of funding. Table 2 identifies the funding by PWP work element for FFY 2022.

**Table 1: FHWA SPR Budget Summary**

	<b>SPR Funds</b>	<b>COEDD Match</b>	<b>TOTAL</b>
Personnel	75,280.00	21,320.00	96,600.00
Travel & Training	23,800.00	1,200.00	25,000.00
Supplies, Printing, Copying	5,252.00	3,563.00	8,815.00
Indirect	20,668.00	5,167.00	25,835.00
<b>TOTAL</b>	<b>125,000.00</b>	<b>31,250.00</b>	<b>156,250.00</b>

Source: COEDD

**Table 2: FFY 2022 Total Budget, Including Federal, State and Local Sources**

<b>Element</b>	<b>Project</b>	<b>SPR Funds</b>	<b>COEDD Match</b>	<b>TOTAL</b>
1.0	Program Support & Administration	5,825.00	1,455.00	7,280.00
2.0	Data Acquisition & Management	99,450.00	24,860.00	124,310.00
3.0	Long Range Transportation Planning	13,325.00	3,325.00	16,650.00
4.0	Short Range Transportation Planning	1,950.00	500.00	2,450.00
5.0	Public Education & Participation	4,450.00	1,110.00	5,560.00
	<b>TOTAL</b>	<b>125,000.00</b>	<b>\$31,250</b>	<b>\$156,250.00</b>

Source: COEDD

**ELEMENT 1.0 - PROGRAM SUPPORT & ADMINISTRATION**

**OBJECTIVE:** Compliance with administrative, financial, and legal requirements for development and maintenance of the regional transportation planning process.

**TASK DESCRIPTION:** This Task includes the coordination of the Technical Committee and Policy Board meetings, training and travel, preparing the work program, program expenses (office supplies, software, technology, printing and mailing) and the maintenance for the CORTPO website.

The following products or activities will be the responsibility of the CORTPO staff in cooperation with ODOT.

**TASKS:**

- Prepare agenda, minutes and support documents for the Transportation Technical Committee and CORTPO Policy Board.
- Prepare and submit monthly claims statement to ODOT.
- Maintain financial records and submit COEDD’s annual financial audit, the audit will be performed following guidance from OMB Circular A133.
- Coordinate with ODOT and other Regional Councils in the RTPO process.
- Training and Travel: This task provides funding for travel to attend meetings in support of the program priorities identified in this document. Travel to include meetings at ODOT and other Regional Councils, and NADO as appropriate.
- Consult with ODOT on the purchase of equipment and/or technology to manage transportation data.

**Products and Schedule:**

<b>Product</b>	<b>Start</b>	<b>Complete</b>	<b>Estimated Hours</b>
Minutes, Agendas	1 <sup>st</sup> qtr	4 <sup>th</sup> qtr	30
FFY 2022 PWP	3 <sup>rd</sup> qtr	3 <sup>rd</sup> qtr	25
FFY 2022 PWP Amendments	TBD		
Audit	4 <sup>th</sup> qtr	4 <sup>th</sup> qtr	5
Monthly Claims	1 <sup>st</sup> qtr	4 <sup>th</sup> qtr	15
Maintenance of Website	1 <sup>st</sup> qtr	4 <sup>th</sup> qtr	30

**Table 3: Program Support & Administration Funding**

<b>FUNDING SOURCE</b>	<b>FUNDING AMOUNT</b>
SPR Funds	5,825.00
COEDD Match	1,455.00
<b>TOTAL</b>	7,280.00

**ELEMENT 2.0 – DATA ACQUISITION AND MANAGEMENT**

**OBJECTIVE:** Develop and maintain a current and future socioeconomic database to support the transportation planning process.

**TASK DESCRIPTION:** Identify resources, collect and maintain demographic and other data elements.

The following products or activities will be the responsibility of CORTPO staff in cooperation with ODOT.

**TASKS:**

- In collaboration with ODOT develop methods and procedures to identify sources of data, collection of data, and maintenance of data.
- Coordinate with CORTPO’s three ODOT Divisions (3, 4 and 8) to collect and share data such as functional classification, vehicle traffic count data, transportation projects, and accident data.
- Continue development and maintenance of the Geographic Information System (GIS) and other information reporting, and continue efforts to incorporate new or revised data that supports the transportation planning process into GIS mapping.
- Physical and operational characteristics of the transportation system will be collected, analyzed and integrated in GIS. Such as street characteristics, major traffic routes, bridges, functional classification, rail system characteristics, bicycle, pedestrian usage and infrastructure.
- Identification of transportation impediments i.e., low water crossings.
- Visualization techniques will be used to communicate transportation information for public outreach.

**Products and Schedule:**

<b>Product</b>	<b>Start</b>	<b>Complete</b>	<b>Estimated Hours</b>
Methods and procedures to identify sources of data to collect	1 <sup>st</sup> qtr	4 <sup>th</sup> qtr	240
Scope of Work for Data Report	1 <sup>st</sup> qtr	4 <sup>th</sup> qtr	1270
Regional Data Report	1 <sup>st</sup> qtr	4 <sup>th</sup> qtr	280

**Table 4: Data Acquisition & Management Funding**

<b>FUNDING SOURCE</b>	<b>FUNDING AMOUNT</b>
SPR Funds	99,450.00
COEDD Match	24,860.00
<b>TOTAL</b>	124,310.00

**ELEMENT 3.0 – LONG RANGE TRANSPORTATION PLANNING**

OBJECTIVE: Development of a regional long range transportation plan.

TASK DESCRIPTION: Coordination of the planning project with community values and goals, land use plans, and other various transportation data to complete Long Range Transportation Plans throughout the CORTPO service area.

The following products or activities will be the responsibility of CORTPO staff in cooperation with ODOT.

**TASKS:**

- Develop a long-range transportation plan reflective of the community and local plans, and incorporation of the Regional Transportation Plan.
- Visualization techniques will be used to communicate transportation information for public outreach.
- Ensure the transportation planning process is in compliance with applicable federal legislation.

**Products and Schedule:**

<b>Product</b>	<b>Start</b>	<b>Complete</b>	<b>Estimated Hours</b>
L RTPs for counties within the CORTPO Region	1 <sup>st</sup> qtr	4 <sup>nd</sup> qtr	240

**Table 5: Long Range Transportation Planning Funding**

<b>FUNDING SOURCE</b>	<b>FUNDING AMOUNT</b>
SPR Funds	13,325.00
COEDD Match	3,325.00
<b>TOTAL</b>	16,650.00

**ELEMENT 4.0 – SHORT RANGE TRANSPORTATION PLANNING**

**OBJECTIVE:** Development of activities and studies to support the implementation of the transportation planning process.

**TASK DESCRIPTION:** Undertake studies when needed to address emerging transportation needs through cooperation, participation and initiation with relevant regional agencies and affected parties.

The following products or activities will be the responsibility of CORTPO staff in cooperation with ODOT.

**TASK:**

In collaboration with ODOT; assist ODOT and member communities with 2022 Transportation Alternatives Program (TAP) funding opportunity.

**Products and Schedule:**

<b>Product</b>	<b>Start</b>	<b>Complete</b>	<b>Estimated Hours</b>
Transportation Alternatives Program (TAP)	1 <sup>st</sup> qtr	1 <sup>st</sup> qtr	35

**Table 6: Short Range Transportation Planning Funding**

<b>FUNDING SOURCE</b>	<b>FUNDING AMOUNT</b>
SPR Funds	1,950.00
COEDD	500.00
<b>TOTAL</b>	<b>2,450.00</b>



**ELEMENT 5.0 – PUBLIC EDUCATION AND PARTICIPATION**

OBJECTIVE: Build awareness, interest, and support in the general public and decision-makers.

TASK DESCRIPTION: Public outreach and education on the transportation planning process.

The following products or activities will be the responsibility of CORTPO staff.

**TASKS:**

- Participate on state, regional, and local committees regarding County transportation issues.
- Educate the public and elected officials, in order to increase public understanding of both the options and the constraints of transportation alternatives.
- In collaboration with ODOT develop and implement techniques to eliminate barriers to public engagement in transportation planning.
- Periodically review and revise the Public Participation Plan.

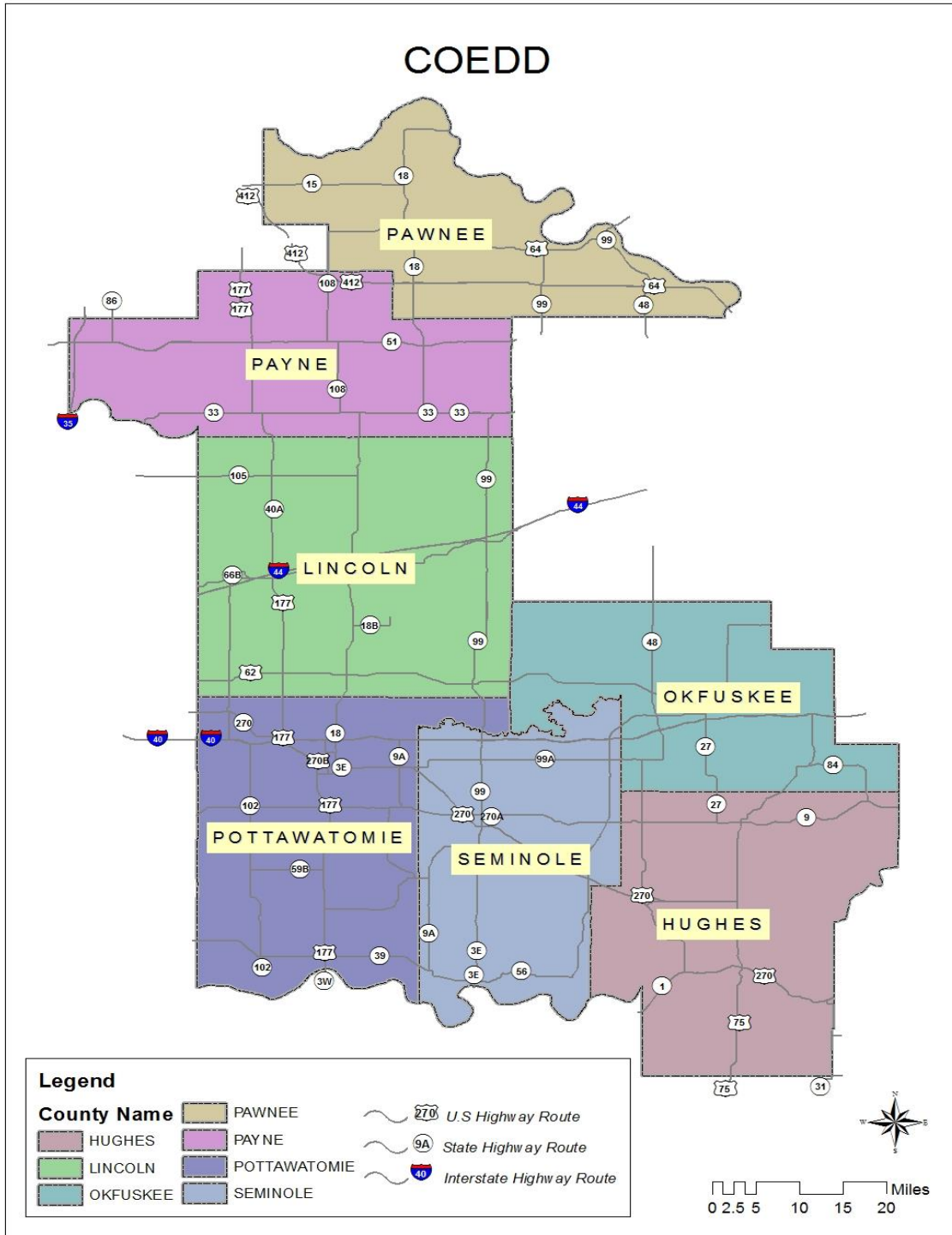
**Products and Schedule:**

Product	Start	Complete	Estimated Hours
Participation on committees	1 <sup>st</sup> qtr	4 <sup>th</sup> qtr	30
Procedures and information to educate	1 <sup>st</sup> qtr	4 <sup>th</sup> qtr	20
Techniques to eliminate barriers	1 <sup>st</sup> qtr	4 <sup>th</sup> qtr	20
Public Participation Plan	1 <sup>st</sup> qtr	1 <sup>st</sup> qtr	10

**Table 7: Public Education & Participation Funding**

FUNDING SOURCE	FUNDING AMOUNT
SPR Funds	4,450.00
COEDD Match	1,110.00
<b>TOTAL</b>	5,560.00

Appendix A: CORTPO Boundary Map



**Appendix B: CORTPO Technical Committee**

Bill Rowden	Aeronautics
Jim Greff	Prague City Manager
Paul Simpson	Rural Fire
Randy Thomas	Pott. County Comm.

**Appendix C: CORTPO Policy Board**

Coal Dilday	Hughes Co Commissioner
Randy Thomas	Pott Co Commissioner
Jimmy Stokes	Tecumseh City Manager
Mark Mosley	Wewoka City Manager
Jim Greff	Prague City Manager
To Be Named	Seminole Co Commissioner
To Be Named	Pawnee Co Commissioner

## Appendix D: Acronyms

### List of Acronyms

CFR	Code of Federal Regulations
COEDD	Central Oklahoma Economic Development District
CORTPO	Central Oklahoma Regional Transportation Planning Organization
FAST Act	Fixing America's Surface Transportation Act
FHWA	Federal Highway Administration
FY	Fiscal Year
FFY	Federal Fiscal Year
GIS	Geographic Information System
LRTP	Long Range Transportation Plan
OARC	Oklahoma Association of Regional Councils
ODOT	Oklahoma Department of Transportation
PPP	Public Participation Process
PWP	Planning Work Program
RTPO	Regional Transportation Planning Organization
SPR	State Planning and Research

## Appendix E: CORTPO Resolution

# RESOLUTION 2022 Regional Planning Organization

The Central Oklahoma Regional Transportation Planning Organization (CORTPO) adopting the Fiscal Year 2022 Work Program as prepared by the Central Oklahoma Economic Development District

**WHEREAS**, the Central Oklahoma Regional Transportation Planning Organization was established to serve as the decision-making body and to provide guidance to local governments in conducting the non-metropolitan consultation planning process for portions of the COEDD, pursuant to the requirements and provisions of amended 23 USC 134 (SAFETEA-LU Sec. 6001, August 2005); and

**WHEREAS**, Central Oklahoma Regional Transportation Planning Organization is interested in the continued development of the non-metropolitan transportation consultation planning process as described in 23 CFR 450.210(b) through on-going public involvement and data collection of regional transportation needs in the aforementioned counties; and

**WHEREAS**, the Central Oklahoma Economic Development District is serving as staff to the Regional Planning Organization and has prepared an FY 2021 Work Program outlining the tasks necessary to accomplish the goals of the planning process and the Regional Planning Organization;

**NOW THEREFORE, BE IT RESOLVED**, that the Central Oklahoma Regional Transportation Planning Organization does adopt and endorse the FY 202 Work Program as the guide for tasks to be completed for the planning process.