



# FY 2011

## Unified Planning Work Program



## Wichita Falls Urban Transportation Study



Metropolitan Planning Organization  
Wichita Falls | Pleasant Valley | Lakeside City

OCTOBER 1, 2010 THROUGH SEPTEMBER 30, 2011

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# **UNIFIED PLANNING WORK PROGRAM FOR TRANSPORTATION PLANNING WICHITA FALLS URBANIZED AREA**

**FY 2011 (October 1, 2010 through September 30, 2011)**

## **INTRODUCTION**

The Unified Planning Work Program (UPWP) is the annual transportation planning work program detailing transportation planning, programs and services (work) to be performed by the Wichita Falls Metropolitan Planning Organization (MPO) in support of the "3C" planning process whereby issues and projects are evaluated "continuously, comprehensively, and cooperatively," as required by the passage of the 1962 Federal Aid Highway Act. Subsequently, in 1973 an amendment to this act further required the governor of each state, with local concurrence, to designate a Metropolitan Planning Organization (MPO) for every urbanized area to coordinate area wide transportation planning. In 1973, the Governor of the State of Texas, acting by, and through the State Department of Highways and Public Transportation designated the City of Wichita Falls, acting through its Policy Advisory Committee, to be the Metropolitan Planning Organization (MPO) for the Wichita Falls Urban Transportation Study Area. This designation changed in June 2000 and replaced the Policy Advisory Committee (PAC) with the Transportation Policy Committee (TPC), which is now the designated Metropolitan Planning Organization.

The United States Department of Transportation, through its modal administrations, requires the development of an annual Unified Planning Work Program (UPWP) to describe inter-modal comprehensive transportation planning in areas with populations greater than 50,000. This single program was designed to be the basis for application of Federal Public Law 112 ("PL" funds) and Section 5303 (transit) planning funds. The UPWP originated from the Federal-Aid Highway Act of 1973 and is prepared annually to describe the ongoing transportation planning process. The Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) again renewed the necessity of this program as a much greater emphasis was placed on the planning process. The Transportation Equity Act for the 21st Century (TEA-21), authorized in 1998, continued the program emphasis, promoting a strong cooperative process between all parties involved in the MPO. On August 10, 2005, President George W. Bush signed the Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) into law. SAFETEA-LU authorizes the Federal surface transportation program for highways, highway safety, and transit for the 5-year period 2005-2009 and is subject to multiple extensions until a new reauthorization bill created by Congress supersedes it. As of this writing, Congress has not developed a new transportation authorization bill. All MPO's will continue to operate under continuing resolutions issued by Congress for SAFETEA-LU. We do not foresee Congress issuing a new transportation bill until 2011. Accordingly, this UPWP contains an inventory of planning projects, programs and services performed by public and private transportation planning agencies and partnerships whose projects will have a regionally significant impact in the Wichita Falls MPO region. This UPWP is an instrument for coordinating multi-modal transportation planning activities in the region.

All Wichita Falls MPO plans and programs comply with the public involvement provisions of Title VI which states: "No person in the United States shall, on grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

## A. PURPOSE

The FY 2011 UPWP is a continuation of the processes and procedures first utilized in ISTEAs and TEA-21 and further developed and emphasized in SAFETEA-LU. The MPO is responsible, together with the State of Texas, for carrying out the provisions of TEA-21 under Title 23, United States Code, Section 134 (The Urban Transportation Planning Process), and further regulated by Title 23 Code of Federal Regulations 420 and 450. According to federal law (PL 102-240), TEA-21, "...metropolitan planning organizations, shall have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs that consider all transportation modes and supports metropolitan community development and social goals. The transportation plan and program shall facilitate the development, management, and operation of an integrated, inter-modal transportation system that enables the safe, efficient, economic movement of people and goods."

With the passage of TEA-21 in 1998, the 15 metropolitan and 23 statewide planning factors from the old regulations were consolidated into seven factors. With the passage of SAFETEA-LU, the factors were expanded to eight. Namely, safety and security were separated into separate planning factors to better address these issues. In addition, the planning factor on protect/enhance the environment was expanded to include "promote consistency between transportation improvements and State and local planned growth and economic development patterns." With the passage of SAFETEA-LU, the eight planning factors (for both metropolitan and statewide planning) 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 motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized 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, and;
8. Emphasize the preservation of the existing transportation system.

The Wichita Falls MPO provides a forum for local input into the expenditure of federal highway and transit dollars. Citizens and stakeholders can come together and share ideas and information with the two main bodies that make up the MPO. The first body is the Technical Advisory Committee or TAC, which makes recommendations and reports directly to the second body, the Transportation Policy Committee or TPC. The Technical Advisory Committee is a combination of TxDOT and City planning professionals. The Transportation Policy Committee is responsible for all policy decisions made by the MPO and is comprised of local and city officials. The TPC establishes all policies, reviews staff proposals on all phases of the urban transportation planning process and approves the annual budget and work program for the staff. The TAC and TPC meet on a quarterly basis.

The ultimate product of the planning process is the development of plans, programs and resulting transportation projects that are listed in the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP). Citizen and stakeholder involvement is

very important to the mission of the MPO and is encouraged wherever possible. Citizens provide information about community core values. This information, in turn, is taken into account in the development of plans, programs, and projects.

## **B. DEFINITION OF AREA**

The Wichita Falls Metropolitan Urbanized Area encompasses more than 150 square miles with an estimated population of 140,518 as calculated by the U.S. Census Bureau's Decennial Census taken in 2000. The Cities of Wichita Falls, Lakeside City and Pleasant Valley are the only urbanized areas located within the MPO boundary. Sheppard Air Force Base is also included as part of the urbanized area. The remaining area is rural with spotted development. The planning area includes areas that may be reasonably expected to become urbanized in the next 25 years.

The City of Wichita Falls is classified as a Metropolitan Statistical Area (MSA), which is defined by the 2000 U.S. Census as an urban area with a population of 50,000 or greater. The area is further defined and officially designated by the Administrators of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) as a Non-Transportation Management Area (Non-TMA). The Non-TMA designation applies to the entire metropolitan planning area with an urbanized population of under 200,000, as determined by the latest decennial census. The Non-TMA designation applies to the overall metropolitan planning area of Wichita Falls, which is referred to as the "Wichita Falls Urban Transportation Study" (WFUTS) area. The Wichita Falls MPO area includes the following governmental participants:

- City of Wichita Falls, Texas
- County of Wichita, Texas
- City of Pleasant Valley, Texas
- City of Lakeside City, Texas
- County of Archer, Texas
- Texas Department of Transportation (TxDOT) – Wichita Falls District

## **C. ORGANIZATION**

The Wichita Falls Metropolitan Planning Organization consists of a Transportation Policy Committee (TPC), a Technical Advisory Committee (TAC), and a Transportation Planning Director and staff. (A list of all committee members may be found in Appendix A.) The Transportation Policy Committee adopted bylaws on March 28, 2000, which have been revised numerous times with the last revision occurring on April 22, 2009. The City of Wichita Falls serves as the fiscal agent for the MPO, as per the re-designation agreement executed by and between the Transportation Policy Committee of the Wichita Falls MPO and the Governor's Office on March 26, 1998. The agreement between the State, the Wichita Falls MPO, and the City of Wichita Falls was renewed on May 15, 2006 and amended on April 22, 2009.

## **D. PRIVATE SECTOR INVOLVEMENT**

Periodically, the WFMPO finds it necessary to obtain professional services from the private sector. When so desired, the WFMPO utilizes the City of Wichita Falls' purchasing procedures

to determine the best overall service. The WFMPPO employs the use of the City of Wichita Falls' contract procurement procedures consistent with circular OMB A-87 guidelines on use and selection of contractors or consultants from the private sector.

WFMPPO will use private consultants to conduct special studies within the region including thoroughfare plans, traffic counts, traffic corridor studies, traffic signal optimization studies and additional necessary transportation data, which may be used to conduct demographic and traffic studies for planning public transit system routes and services. The WFMPPO utilized the services of a consultant in 2006 to initiate a system wide study of the Wichita Falls Transit System. From that study, the WFMPPO, in conjunction with the City of Wichita Falls' Transit Division, developed the 2008 Transit Plan. This plan was implemented on July 7, 2008 and has had great success. WFMPPO also developed the Traffic Signal Optimization Program in 2007, which came directly from work with a consulting firm. The MPO partners with the City's Traffic Engineering Division to identify and optimize traffic corridors located within the WFMPPO's boundaries. The *Update to the Socioeconomic Data Collection and Forecast Study* completed in April of 2008 by Bucher, Willis and Ratliff (BWR), Inc. is another example of private sector involvement. WFMPPO hired Kimley-Horn and Associates, Inc. to assist with the development of the 2010-2035 Metropolitan Transportation Plan (MTP). The Policy Board approved the new MTP in January 2010. In February 2010, the WFMPPO hired the firm of Lockwood, Andrews, and Newnam, Inc. to conduct the West of Kemp Blvd. Mobility Study. The study is ongoing and should be complete by the end of 2010.

There are also instances where WFMPPO needs input from private sector citizens and stakeholders. In 2006, the WFMPPO formed the Citizens Advisory Committee for the Wichita Falls Transit Study, which included 14 different stakeholder representatives from across the MPO area. This committee was very effective at identifying transit needs within our community. In 2009, WFMPPO formed the 2010-2035 Metropolitan Transportation Plan selection and oversight committee and the Bicycle & Pedestrian Advisory Committee (BPAC) to help guide the MPO through the update process. Although BPAC was formed exclusively to assist in the update of the Metropolitan Transportation Plan's Bicycle Master Plan, WFMPPO continues to rely on this committee's input for all issues related to bicycling and walking. WFMPPO will continue to call upon private sector representatives to participate directly in the planning process by serving on various task forces and coalitions thus facilitating the various planning disciplines.

WFMPPO plans to begin a freight study during FY 2011, which will probably conclude sometime in 2012. The study will examine freight improvements to our community and will include air freight transportation issues. WFMPPO will also examine the possibility of expanding the MPO's boundary to include the communities of Iowa Park and Burkburnett, Texas. There may be enough contiguous population block groups to justify expansion of the MPO's boundaries.

## **E. PLANNING ISSUES AND EMPHASIS**

The focus of the Metropolitan Transportation Plan and other transportation plans and programs is to identify current and future needs, deficiencies in the system, link land use decisions with public and private transportation opportunities, address multimodal interests, identify short and long-range maintenance and safety issues, and to generally improve the overall transportation system. On-going updates and data maintenance of the MTP will ensure a process of follow-up, which is expected to grow with the MPO study area both in population, changing mobility patterns, and maintenance.

There are many local, regional, and national issues that will shape the work that the Wichita Falls MPO will perform in FY 2011. These issues are interrelated and present different challenges in the development of short and long-term plans.

## **Regional Planning Issues**

The MPO will continue to address the following topics that are important to the region:

**National Security.** The establishment of the Department of Homeland Security has focused an increased awareness of the need to improve the transportation system as a measure of national security.

**Economic Development and Environmental Justice.** The transportation planning process must consider regional economic growth as a priority while making sure that the benefits and/or impacts of the actions are distributed in an equitable way among various population groups.

**Financial Planning and Programming.** The overall economic and financial environment will increase competition among projects for funding. Innovative and alternative funding mechanisms need to be explored to reduce the gap between the regional needs and the availability of funds to improve the transportation network.

**Freight.** Increasing international trade is putting pressure on the transportation network to move freight efficiently through rail, highway, and air modes.

**Intermodal and Multimodal Hubs and Connectivity.** Different modes within the transportation system that move people and goods should be interconnected as efficiently as possible, thus promoting a “seamless” transportation system.

**Analysis of Transit Alternatives.** Different modes of public transportation within the region should be considered in order to provide service throughout the MPO area and to the MPO’s regional neighbors within the 11 counties of the North Texas Regional Planning Commission.

**Land Use and Smart Growth.** Current trends within the metropolitan area indicate faster growth in the outskirts of the metropolitan area along with its implications on population density and land use patterns.

**Travel Demand Modeling.** The enhancement of analytical tools, such as the travel demand models will facilitate and improve the policy decision-making process.

**Intelligent Transportation System (ITS) Strategies.** ITS is becoming increasingly important as funding for new capacity projects becomes more difficult to obtain.

## F. ABBREVIATIONS

The following abbreviations denote boards, agencies and programs:

### Local:

WFMPO	Wichita Falls Metropolitan Planning Organization
TAC	Technical Advisory Committee
TPC	Transportation Policy Committee
BPAC	Bicycle and Pedestrian Advisory Committee

### Regional:

NORTEX	North Texas Regional Planning Commission
TRACS	Texas Review and Comment System

### State:

TPP	Transportation Planning and Programming Division (TxDOT)
TxDOT	Texas Department of Transportation

### Federal:

CDBG	Community Development Block Grant
EJ	Environmental Justice
EPA	Environmental Protection Agency
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
ISTEA	Intermodal Surface Transportation Efficiency Act of 1991
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users
TEA-21	Transportation Equity Act for the 21 <sup>st</sup> Century
TMA	Traffic Management Area

## **TASK 1.0 – ADMINISTRATION/MANAGEMENT**

**A. OBJECTIVE** – Work elements in this activity are administrative and management tasks that are associated with the function and coordination of the multimodal transportation planning process, which shall include: travel, registration and training; office supplies and equipment; computer software and equipment upgrades; maintenance and technical support for software and hardware; subscriptions relating to software and applications involving the Geographic Information System and/or databases (including GPS data gathering systems); expenses required for public involvement/environmental justice activities; promotion of WFMPO programs and advertising and other work associated with the function of the WFMPO and the Falls Ride transit system.

The development of goals, objectives, and policies; committee structures and staffing; interagency linkage and information; and staffing of various work elements are the main concern of transportation planning coordination. Required duties include: informing the public and committee members of meetings, preparation of meeting packets, attendance at meetings, coordination of projects/programs, and oversight of planning activities.

**B. EXPECTED PRODUCTS** – Correspondence, memoranda, agreements, agenda creation, record keeping and minutes necessary to document ongoing activities of the study office. This task includes the purchase of office supplies, office furniture, computer software, computer hardware and the upgrade of equipment, and the associated costs, including advertising, to post public notices, rent meeting places, and other expenses as appropriate. Other products of this task are training and expenses incurred while members of the study office, or those approved for travel by the study office, travel to training, meetings, conferences, and/or workshops, maintenance of the WFMPO website, and examination of Title VI, Civil Rights Evaluation policies and procedures as they pertain to the Public Participation Plan and other Title VI issues.

**C. PREVIOUS WORK** – The 2010 UPWP was prepared in May/June 2009 and submitted to TxDOT (TPP) in Austin for review and comment. The Wichita Falls MPO Transportation Policy Committee adopted the final document at its regularly scheduled July 22, 2009 meeting. Twelve billings were submitted for review and payment during the 2009 fiscal year. Over all, expenditures for all five Tasks were at 64.24% of total programmed funding. Total expenditures for Task 1 were at 67.24% of total programmed funding for FY 2009. Finally, the FY 2009 Annual Performance and Expenditure Report was submitted to the Wichita Falls District TxDOT office on or before December 31, 2009.

The Federal Transit Administration, Region 6, located in Fort Worth, Texas, approved the Section 5307 transit grant for fiscal year 2009 on April 7, 2010. FTA also approved the 2009 American Recovery and Reinvestment Act (ARRA) transit grant used to purchase four (4) additional 35-ft, 12-year, 500,000 mile, low-floor buses with upgrades to AVL/GPS, street annunciators, farebox recovery and replacement route benches and shelters on July 15, 2009.

MPO staff attended the Southwest Transit Association Conference on February 8 through 10, 2009 in Oklahoma City; a local TxDOT sponsored workshop on Corridor Management on June, 11, 2009; a Metropolitan Transportation Plan planning course at the Hidalgo MPO from June 15 through June 19, 2009; the 12<sup>th</sup> Annual Transportation and Infrastructure Conference in Irving, Texas from August 11 through August 14, 2009; the Texas Transportation Forum in Austin, Texas from January 6 through January 8, 2010; a NCTCOG workshop on “Sustainable Transportation” in Arlington, Texas on March 23, 2010; the annual South Central ARC Users

Group Conference in Fort Worth, Texas from March 31, 2010 through April 2, 2010; and a USDOT sponsored webinar for TIGER grant applications on May 18, 2010.

The MPO Director attended Cross Plains Rural Transportation Council meetings, Regional Transportation Coordination Committee meetings, and TEMPO/TxDOT (Austin & Arlington) meetings throughout the course of the year. The MPO Director is a member of the local Texas and Review Comment System (TRACS), which is hosted by the North Texas Regional Planning Commission, and participated in most of the meetings throughout the year. The Director arranged and conducted Technical Advisory Committee (TAC) and Transportation Policy Committee (TPC or Policy Board) meetings at a minimum of quarterly throughout the fiscal year. The Director called additional meetings and workshops for the TAC and TPC committees as they were needed throughout the fiscal year. The Director formed the Bicycle and Pedestrian Advisory Committee (BPAC) to assist in the development of the 2010-2035 Metropolitan Transportation Plan. The BPAC met regularly throughout 2009 to discuss updates to the Bicycle Master Plan section of the MTP update.

MPO staff organized the 2010-2035 Metropolitan Transportation Plan kick-off meeting with Kimley-Horn and Associates, Inc. for February 17, 2009 and invited area stakeholders and governmental agencies. Staff also met with the Wichita Falls Lions Club and the Wichita Falls Realtors Association to gain their input into the MTP update on June 3 and 4, 2009. The Policy Board approved the MTP update in January 2010.

MPO staff conducted public hearings for the ARRA transit grant on March 24, 2009 and for the FY 2009 Section 5307 transit grant on June 9, 2009.

All parcel information utilized in GIS operations was updated quarterly through an agreement with the Wichita Falls Appraisal District. This information is essential in all phases of transportation planning.

MPO staff continued to refine and develop the MPO website during FY 2009 and 2010 and reviewed the current Public Participation Plan with help from the MTP consultant during the MTP update for any inconsistencies or updates. MPO staff completed the fifth year of Environmental Justice analysis of the MPO's Surface Transportation Project List. This list is a compilation of TxDOT, City of Wichita Falls, Lakeside City and the municipality of Pleasant Valley citizen/stakeholder submitted projects. The citizen/stakeholder portion of the list is very important to the MPO because it represents community involvement on a regional scale. The MPO strives to recognize any adverse impacts to low-income or minority populations as new projects are identified. Once identified, the MPO looks for ways to avoid, minimize, mitigate or, if those options are not possible, enhance the project.

## **D. SUBTASKS**

Subtask 1.1 Administration, project monitoring and development, record-keeping, and related activities for transportation planning, and production of quarterly financial status reports. TxDOT monthly billing statements are the progenitors for the quarterly financial status recap reports. Administer, coordinate, and monitor the Wichita Falls Metropolitan Planning Organization and associated transportation planning activities in the metropolitan area for compliance with federal and state requirements of the Intermodal Surface Transportation Equity Act (ISTEA), the Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21), and the 2006-2012 Metropolitan Transportation Planning Contract. Incorporate additional SAFETEA-

LU planning factors for supporting economic vitality, increasing transportation safety and security into the overall planning process. Coordinate with local, state, and federal agencies regarding ARRA funding. Involve the public at all levels of planning and decision-making. Monitor the activities, programs and project development of regional organizations seeking improvements to major transportation corridors that would have an impact on the transportation network in the MPO area. This subtask also includes purchases of office furniture, office supplies and appropriate charges for food. Other normal administrative costs are also included.

- Subtask 1.2 Administration of transit grants, travel and educational training/seminars for transit system administrator/grant managers related to transit operations and transit system planning.
- Subtask 1.3 Training, annual software maintenance, technical support, enhancement and upgrades to the Geographic Information System and associated hardware, software, equipment and applications that includes, but is not limited to ArcGIS (ArcMap, ArcCatalog and ArcToolbox), ArcINFO, ArcEditor, TRANSCAD, TRAPEZE, AutoCAD Map, and any other software and equipment as appropriate and necessary for analysis, reports and functions related to transportation planning. Work with other local organizations (i.e. Midwestern State University, Sheppard Air Force Base, Wichita 911, the Wichita County Appraisal District, etc.) to exchange information and ideas using GIS. This subtask also includes purchases of computers, hardware and software. Other normal administrative costs are also included. Expenditures of \$5,000 or more requires approval from FHWA/FTA.
- Subtask 1.4 Training expenses associated with conferences, seminars, training classes, etc. Registration, travel and training expenses shall include registration for events that include, but are not limited to: ArcGIS training; TransCAD training; MPO roundtables; TEMPO quarterly meetings; the bi-annual Transportation Planning Conference; GIS Conferences, and additional transportation related conferences and training as appropriate for the successful implementation of SAFETEA-LU and subsequent reauthorizations (see Appendix H – 2011 Estimated Travel Expenses). This subtask shall also include organizational membership fees that include, but are not limited to dues to the Association of Metropolitan Planning Organizations (AMPO), Texas Association of Metropolitan Planning Organizations (TEMPO), and other qualifying organizational membership dues.
- Subtask 1.5 Direct costs, which include, but are not limited to: printing and binding costs, advertising, postage, telephone usage, and lease expenses, room rental for public meetings and other services as required.
- Subtask 1.6 Development of training opportunities and workshops for the MPO's Transportation Policy Committee and Technical Advisory Committee.
- Subtask 1.7 Maintenance of the MPO website, which facilitates the posting of meeting agendas, works in progress, and MPO documents. Staff has direct access to the website for making updates. A professional web hosting company maintains the site thus relieving staff of the burden of site maintenance.

Subtask 1.8 Annually examine how the MPO addresses Title VI, Civil Rights Evaluation policies and procedures as they pertain to the Public Participation Plan and other Title VI issues.

**E. FUNDING SUMMARY**

**TASK 1 – FY 2011**

<b>Subtask</b>	<b>Responsible Agency</b>	<b>Transportation Planning Funds (TPF)<sup>1</sup></b>	<b>FTA Sect. 5307</b>	<b>Local</b>	<b>Total</b>
1.1	MPO, FTA & TxDOT	\$5,000	\$500	\$200	\$5,700
1.2	MPO, FTA & TxDOT	\$5,000	\$1,000	\$200	\$6,200
1.3	MPO, FTA & TxDOT	\$15,000	\$500	\$500	\$16,000
1.4	MPO, FTA & TxDOT	\$11,000	\$500	\$200	\$11,700
1.5	MPO, FTA & TxDOT	\$15,000	\$500	\$600	\$16,100
1.6	MPO and TxDOT	\$3,000	\$0	\$100	\$3,100
1.7	MPO, FTA & TxDOT	\$3,000	\$500	\$100	\$3,600
1.8	MPO, FTA & TxDOT	\$3,000	\$500	\$100	\$3,600
	<b>Total</b>	<b>\$60,000</b>	<b>\$4,000</b>	<b>\$2,000</b>	<b>\$66,000</b>

TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

<sup>1</sup>TPF – This includes both FHWA PL-112 and FTA Section 5303 funds.

## **TASK 2.0 – DATA DEVELOPMENT AND MAINTENANCE**

**A. OBJECTIVE** – The objective of this task is to gather, analyze, and maintain data and other information supporting the transportation planning process that includes, but is not limited to maintaining demographic data (i.e. updates to the Census 2000 data, CTPP - Census Transportation Planning Package, urban area research, etc.), labor statistics, traffic counts, transit data collection, area transportation studies, information gathered during the public involvement process and general population/neighborhood study data.

**B. EXPECTED PRODUCTS** – Expected products of this task will be demographic data; traffic analysis/flow data; and reports in varied formats, along with an updated report of aviation activities within the MPO area; transit-related reporting activities, data development and preparation of statistical reports and similar information as needed using data from the Census Transportation Planning Package (CTPP). The geographic information system (GIS) will continue to be developed and used in the preparation of analysis and reports for various transportation scenarios and opportunities. Preparation of an Annual List of Projects that outlines the status of transportation projects within the MPO boundaries for the current fiscal year. Continue to provide data to TxDOT in Austin for the express purpose of updating and maintaining the Wichita Falls MPO Travel Demand Model, developed by TxDOT, which is used to identify and forecast transportation needs within the MPO area. Continued identification of low income and minority areas, in combination with race and ethnicity statistics, analyzed with respect to Title VI requirements, within the MPO boundaries utilizing Census 2000 data for the purposes of improving transportation planning, and the continued implementation of planning outreach activities. MPO staff will gather and develop information about livable and sustainable communities for presentation to the Policy Board and to the public. It is our goal to incorporate livable and sustainable community principles into our planning process.

**C. PREVIOUS WORK** – Staff continued to update and develop the MPO street network and associated feature classes (i.e. edge of pavement, hydrology, parcels layer, etc.) during the course of the year. Other updates were made to the Traffic Generator Map and Database, which included work on Special Addresses. MPO staff developed a 3D model of the US 82/287 interchange, also known as the Falls Flyover, and presented it to the Policy Board at the October 2009 TPC meeting. Staff developed the model as an example of what can be done to comply with SAFETEA-LU requirements to incorporate “what if” analysis utilizing 3-D animations and “before and after” visualization techniques in order to better convey information to the public. Staff utilized the 3D Analyst in the ESRI ArcGIS suite of extensions to accomplish this goal.

MPO staff utilized current Census data for Environmental Justice analysis to ensure Title VI requirements were accurately met and to further the MPO’s outreach activities. All new projects submitted to the MPO during the Environmental Justice Public Meetings of 2009 were subjected to the EJ analysis procedures developed by the MPO. The new projects came directly from the 2010-2035 Metropolitan Transportation Plan update.

Staff continued to maintain and update the database of traffic counts by working closely with the Traffic Division and utilizing the ACTRA software that is connected to cameras at approximately one-third of the signalized intersections within the area. Most of the data gathered will be kept for use in updating the Traffic Saturation Count, Urbanized Area Boundary, and Functional Classification maps at a future date. MPO staff worked with the Wichita Falls TxDOT District to promote and provide information to the public about the TxDOT Area Household Travel Survey and the Traffic Saturation Count survey.

The MPO Director filed Financial Status Reports (FSR) and Milestone Progress Reports (MPR) quarterly on open transit grants throughout FY 2009/2010. This included the ARRA transit grant of 2009. The Director also filed monthly 1201(c) reports and quarterly [Federalreporting.gov](http://Federalreporting.gov) reports for the ARRA grant.

Staff continues to make available to the public pertinent documents and information via the MPO's website during the course of the fiscal year. MPO staff provides all of the current and recent past, Transportation Improvement Program (TIP), Metropolitan Transportation Plan (MTP), Bicycle Master Plan (BMP), Public Participation Plan (PPP) and other transportation related documents on the website. MPO staff posted public meetings, with agendas, along with information about current and future projects within the MPO boundary on the MPO's website.

Staff inspected the Census data used for developing the minority and low-income population groups to ensure it was the most accurate and complete data used for Environmental Justice and Title VI requirements. All of the data was of good quality and was used in developing the 2009/2010 MPO Surface Transportation Projects List, which in turn was used to create the Environmental Justice Analysis Final Report for April 2010.

The intern program continues to benefit the MPO in that it allows the Director and staff to work on other more important projects that would otherwise take away from their productivity. This is the third year of work for the current intern and it appears she will stay with the MPO for one more year. The intern continues to perform well and we plan to use her on projects that are more complex during the coming year.

#### **D. SUBTASKS**

- Subtask 2.1 Development and distribution of reports. Specific reports include, but are not limited to progress reports regarding transportation issues; various census demographic studies and reports requested by citizens, community organizations and city staff; traffic impact analysis reports for planning efforts throughout the metropolitan area; informational reports related to the status of transportation projects; development of traffic flow analysis reports; and studies of various elements of any other projects proposed within the Wichita Falls urban study area. This subtask does not require creation of studies or reports at the request of citizens or community organizations.
- Subtask 2.2 Data gathering and data maintenance. Maintain database of traffic counts, monitor traffic movements, and provide for other transportation planning needs utilizing previously installed video detection equipment.
- Subtask 2.3 On-going development of transit data, production of required financial and milestone status reports, and implementation of transit studies.
- Subtask 2.4 Development of various traffic and corridor analysis studies and scenarios within the MPO area utilizing the Travel Demand Model and TRANSCAD software.
- Subtask 2.5 Posting of transportation related data, information, reports, studies and any other documents deemed appropriate for public consumption on the Wichita Falls MPO website.
- Subtask 2.6 Continue to analyze demographic data pertinent to minority and low-income groups with respect to Title VI requirements.

Subtask 2.7 Continue the MPO Internship Program that assists the MPO with completion of projects and aids staff during times of heavy workloads.

**E. FUNDING SUMMARY**

**TASK 2 – FY 2011**

<b>Subtask</b>	<b>Responsible Agency</b>	<b>Transportation Planning Funds (TPF)<sup>1</sup></b>	<b>FTA Sect. 5307</b>	<b>Local</b>	<b>Total</b>
2.1	MPO, FTA & TxDOT	\$20,000	\$4,000	\$1,000	\$25,000
2.2	MPO, FTA & TxDOT	\$10,000	\$2,000	\$1,000	\$13,000
2.3	MPO, FTA & TxDOT	\$9,000	\$5,000	\$1,000	\$15,000
2.4	MPO, FTA & TxDOT	\$9,000	\$2,000	\$500	\$11,500
2.5	MPO, FTA & TxDOT	\$6,000	\$1,000	\$500	\$7,500
2.6	MPO, FTA & TxDOT	\$6,000	\$1,000	\$500	\$7,500
2.7	MPO, FTA & TxDOT	\$5,000	\$5,000	\$500	\$10,500
	<b>Total</b>	<b>\$65,000</b>	<b>\$20,000</b>	<b>\$5,000</b>	<b>\$90,000</b>

TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

<sup>1</sup>TPF – This includes both FHWA PL-112 and FTA Section 5303 funds.

## **TASK 3.0 – SHORT-RANGE PLANNING**

**A. OBJECTIVE** – The MPO is required to develop a Transportation Improvement Program (TIP) to outline a four-year schedule of transportation improvements for the study area. In addition, the MPO carries out various planning studies to explore the need for other projects that have not been identified in the Metropolitan Transportation Plan (MTP) or TIP. The MPO is also required to develop processes necessary to hold MPO meetings of the Technical Advisory Committee (TAC) and the Transportation Policy Committee (TPC) at a minimum of four times during the fiscal year.

The objective of this task then is to complete those activities that will assist in the planning process. This includes those required by ISTEA, TEA-21 and SAFETEA-LU, such as the development of the FY 2012 Unified Planning Work Program (UPWP), revisions to the FY 2011-2014 Transportation Improvement Program (TIP) and to the FY 2011 Unified Planning Work Program. Along with these revisions, there may occasionally be a need to revise the 2010-2035 Metropolitan Transportation Plan (MTP). It is also the objective of the Wichita Falls MPO to ensure that its Public Participation Plan is kept current and incorporates methods to include all interested persons in the transportation planning process.

**B. EXPECTED PRODUCTS** – Quarterly updates and revisions, as necessary, to the 2011-2014 Transportation Improvement Program (TIP). Review and analyze the MPO's Public Participation Plan for timeliness, continuity and conformance with existing regulations. Prepare and develop the FY 2012 Unified Planning Work Program (UPWP). Incorporate subsequent amendments during the fiscal year to the FY 2011 UPWP. Maintain an on-going Technical Advisory Committee charged with the responsibility of making recommendations to the Transportation Policy Committee (TPC or Policy Board) for adding, deleting and prioritizing transportation improvement projects, corridor development projects, and technical studies. Continue to focus on Environmental Justice analysis of projects and promote public meetings in order to gain feedback from those populations living in areas where impacts may be felt. Provide assistance to the Regional Transportation Coordination Committee charged with developing a multi-county regional transit plan for the express purpose of qualifying for continued federal transit assistance by attending meetings and providing technical assistance within the Metropolitan Area Boundary. Develop and program highway, transit, bicycle, and pedestrian projects that are ready for implementation and/or construction. Engage the public through public involvement projects and other programs, specifically the SAFETEA-LU Public Participation Plan, designed to increase awareness of the transportation planning process. Provide a safe, clean, reliable public transportation system within the planning region.

**C. PREVIOUS WORK** – Previous work includes revisions to the FY 2008-2011 Transportation Improvement Program (TIP) throughout FY 2009 and 2010. Revisions were made to the FY 2008-2011 Transportation Improvement Program (TIP) and were approved by the TPC at the January 28, February 25, and April 22, 2009 TPC public meetings. MPO staff developed the 2011-2014 Transportation Improvement Program during 2010. Public hearings for the new TIP were held on April 28, 2010 and during the regularly scheduled TPC meeting on May 5, 2010.

Staff prepared meeting packets for all of the TAC and TPC meetings held during fiscal years 2009 and 2010. Quarterly meetings were publicly advertised and conducted throughout the fiscal year. The MPO Director called additional meetings of the TAC and TPC as they were needed.

MPO staff reviewed the Public Participation Plan (PPP) to ensure that it was up to date with

SAFETEA-LU, Title VI, and EO 12898 compliance issues. Staff reviewed all MPO documents for SAFETEA-LU compliance. This included the Metropolitan Transportation Plan, the Transportation Improvement Program, and the Public Participation Plan. All documents were determined to be in compliance.

The MPO developed the April 2010 Environmental Justice Analysis Report from information gathered during the 2010-2035 Metropolitan Transportation Plan update. MPO staff used the project list developed during the MTP update to create the 2009/2010 Environmental Justice list of projects. The MPO presented these projects to the public for review and comment during the MTP update process. MPO staff analyzed all new projects for any Environmental Justice issues and included the results in the April 2010 Environmental Justice Analysis Report. The report contains 49 projects, of which, sixteen are new for 2009/2010.

The April 2010 Environmental Justice Analysis report, which contains the 2009/2010 Surface Transportation Prioritized Projects List, includes a detailed definition and description of what constitutes Environmental Justice; a description of the analysis methodology and a baseline demographic profile for the MPO area, and was presented to TAC and TPC for adoption in April 2010.

MPO staff continued to assist the North Texas Regional Planning Commission in producing the Multi County Regional Transportation Plan for the NORTEX region. The Regional Transportation Coordination Committee was responsible for development of this plan. This region consists of 11 counties and the goal of the plan was to identify barriers and constraints to rural public transportation. The objective of the plan was to find ways of eliminating or mitigating those barriers and constraints in order to provide customers with a seamless public transportation system over the 11 county region. Quarterly meetings were held throughout the fiscal year in which the newly formed Regional Transportation Planning Committee met to discuss and improve the regional transportation plan. Subjects of discussion at these meetings included the possibility of area transit providers such as Texoma Area Paratransit System (TAPS), Sharplines or the Wichita Falls Transit System applying for JARC or New Freedom transit grants.

## **D. SUBTASKS**

Subtask 3.1 Preparation of documents for TAC and TPC; other duties or activities required to assist the Policy Committee throughout the fiscal year; preparation of the Unified Planning Work Program (UPWP) for FY 2012.

Subtask 3.2 Updates and revisions to the 2008-2011 Transportation Improvement Program (TIP); development of the 2011-2014 Transportation Improvement Program. Revise, amend, and maintain the Policy Board approved 2011-2014 Transportation Improvement Program.

Subtask 3.3 Review the MPO's Public Participation Plan on an annual basis for compliance with Title VI and EO 12898 with emphasis on community involvement procedures, general transportation planning issues, and neighborhood meetings.

Subtask 3.4 Continue to identify those projects that will have an impact inside the Environmental Justice Target Area. Analyze how the identified projects will effect the population, whether negatively or positively, within those areas using various analysis tools and performance measures for EJ projects, which may include, but

are not limited to the following:

- Number of trips per capita per household
- Percentage of households with no automobiles
- Households by income group and by mode of transportation
- Allocation of funds by mode of transportation
- Mobility-Ease of movement of people and goods
- Accessibility-Access to opportunities

Subtask 3.5 Provide continued planning assistance to the Regional Transportation Coordination Committee, of which the MPO Director is a member of, in order to develop transit service areas and plans. This may include sharing data, preparing maps, attending or sponsoring meetings, and providing general transportation planning expertise to the effort.

## E. FUNDING SUMMARY

### TASK 3 – FY 2011

<b>Subtask</b>	<b>Responsible Agency</b>	<b>Transportation Planning Funds (TPF)<sup>1</sup></b>	<b>FTA Sect. 5307</b>	<b>Local</b>	<b>Total</b>
3.1	MPO, FTA & TxDOT	\$20,000	\$3,000	\$500	\$23,500
3.2	MPO, FTA & TxDOT	\$5,000	\$1,000	\$500	\$6,500
3.3	MPO, FTA & TxDOT	\$5,000	\$1,000	\$500	\$6,500
3.4	MPO, FTA & TxDOT	\$5,000	\$4,000	\$500	\$9,500
3.5	MPO, FTA & TxDOT	\$5,000	\$1,000	\$0	\$6,000
	<b>Total</b>	<b>\$40,000</b>	<b>\$10,000</b>	<b>\$2,000</b>	<b>\$52,000</b>

TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

<sup>1</sup>TPF – This includes both FHWA PL-112 and FTA Section 5303 funds.

## **TASK 4.0 - METROPOLITAN TRANSPORTATION PLAN**

### **MISSION STATEMENT**

*The Wichita Falls MPO is committed to building and preserving the finest transportation system possible within its boundaries by involving the public at all stages of project design, development and implementation utilizing the best technologies and practices available.*

**A. OBJECTIVE** – The Transportation Equity Act for the 21st Century (TEA-21) requires the development of a transportation plan addressing a twenty-year planning horizon. SAFETEA-LU incorporates into the plan the additional planning factors of support for economic vitality, increasing transportation safety, increasing transportation security, environmental impact avoidance and mitigation, incorporation of elements of the Texas Strategic Highway Safety Plan, and consultation and coordination with Federal, State, Tribal and Local agencies. The plan shall include both long-range and short-range strategies and actions that lead to the development of an integrated inter-modal transportation system. The plan shall be reviewed and updated at least every five years in attainment areas. If the MPO becomes non-attainment for air quality, then the plan will be revised every third year to comply with the State Implementation Plan (SIP).

The MPO will maintain its Metropolitan Transportation Plan (MTP) utilizing an update process that ensures the project and financial plan accurately reflects recent TIP amendments and other pertinent information. The MPO will also provide opportunities for citizen input regarding highway, transit, rail, freight, air, bicycle, and pedestrian planning issues involving prospective, long-range, transportation projects.

**B. EXPECTED PRODUCTS** – Expected products for this task are the revision, maintenance, and amendment of the 2010-2035 Metropolitan Transportation Plan including updating the MPO area project list; reviewing and updating the Bicycle Master Plan, which will include maintaining an inventory of existing and proposed hike and bike trails for the City's bicycle/pedestrian trail system, and scheduling of an annual meeting with the Bicycle & Pedestrian Advisory Committee for the express purpose of updating the trail system. Also, annually updating the MPO Functional Classification System in cooperation with TxDOT, FHWA and the Texas Transportation Institute (TTI); and continuing utilization of the process for prioritizing transportation projects in order to maintain a current prioritized list of transportation projects that have been analyzed for Environmental Justice impacts in low-income and minority populated areas of the MPO.

**C. PREVIOUS WORK** – The MPO utilized the services of Kimley-Horn and Associates, Inc. to develop the 2010-2035 Metropolitan Transportation Plan in 2009. The Policy Board approved the MTP update in January 2010. MPO staff updated the MPO Functional Classification System throughout the year as changes became apparent. This data will be used to help update the Federal Functional Classification System at the next cycle. MPO staff hosted a workshop on May 28, 2009 for the Bicycle and Pedestrian Advisory Committee (BPAC) during the 2010-2035 MTP update in order to gain their input on the Bicycle Master Plan section of the MTP. A public meeting was held on December 1, 2009 for all interested citizens and stakeholders, including BPAC, to review and comment on the work done by MPO staff and Kimley-Horn on the Bicycle Master Plan. MPO staff used this input to finalize updates to the Bicycle Master Plan, which is now part of the 2010-2035 MTP update. Because of the input received from the community about the importance of bicycle and pedestrian trails, we were able to program a portion of our

2009 ARRA funding to complete a large part of the inner loop trail system.

The MPO has utilized and refined the Environmental Justice evaluation process for five consecutive years with good results. The list produced from this process is now known as the Annual Surface Transportation Projects list and is prioritized to reflect which local transportation projects represent the greatest importance to the MPO and its citizens/stakeholders. All projects from this list are analyzed for adverse impacts on low-income and minority populations and documented in the annual Environmental Justice report. There are forty-nine (49) projects in the 2009/2010 edition of the report.

#### **D. SUBTASKS**

- Subtask 4.1 Maintain, revise, and amend the 2010-2035 Metropolitan Transportation Plan including the MTP project list; add and delete projects from the list as needed. As required, perform updates to the Functional Classification System.
- Subtask 4.2 Work with the Bicycle and Pedestrian Advisory Committee (BPAC) through public meetings and workshops to maintain and update the route inventory in the Bicycle Master Plan. Identify areas within the MPO's boundary for possible enhancement by updating old infrastructure or building new facilities.
- Subtask 4.3 Continue utilizing the process for prioritizing short-range and long-range transportation projects, including bicycle/pedestrian issues, for Environmental Justice analysis purposes.

**E. FUNDING SUMMARY**

**TASK 4 – FY 2011**

<b>Subtask</b>	<b>Responsible Agency</b>	<b>Transportation Planning Funds (TPF)<sup>1</sup></b>	<b>FTA Sect. 5307</b>	<b>Local</b>	<b>Total</b>
4.1	MPO, FTA & TxDOT	\$20,000	\$2,000	\$500	\$22,500
4.2	MPO, FTA & TxDOT	\$10,000	\$2,000	\$250	\$12,250
4.3	MPO, FTA & TxDOT	\$10,000	\$1,000	\$250	\$11,250
	Total	\$40,000	\$5,000	\$1,000	\$46,000

TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

<sup>1</sup>This includes both FHWA PL-112 and FTA Section 5303 funds.

## **TASK 5.0 – SPECIAL STUDIES**

**A. OBJECTIVE** – Occasionally, a study is warranted for projects of special interest that the MPO does not have the resources to complete without support staff. This may include a variety of topics necessary to complete the goals and objectives set forth in the Metropolitan Transportation Plan and other unique transportation topics that demand special attention and are beyond the scope of the other regularly programmed activities and tasks. The objective of this task is to provide funding for the completion of such projects. This task includes subtasks that may not be worked on continuously or that may not be completed within two years.

**B. EXPECTED PRODUCTS** – MPO staff will complete the West of Kemp Mobility Study utilizing the services of the qualified consulting firm Lockwood, Andrews, and Newnam Inc. Staff will present the results to the Policy Board with recommendations. The MPO will study ways to complete other sections of the bicycle and pedestrian trail system in Wichita Falls, specifically the section of trail along Barnett Road starting at Lake Shore Drive running north to the Kell Freeway/Fairway Blvd. intersection and along Seymour Highway from Fairway to the trail system in Lucy Park. The MPO will also initiate an in-house freight study to investigate ways of improving freight movement throughout the MPO area. Air freight will be a component of this study. If 2010 census bureau information becomes available during the fiscal year, MPO staff will investigate the possibility of expanding the MPO's boundary to include the communities of Iowa Park and Burkburnett. MPO staff will look for contiguous population block groups to justify boundary expansion.

Other expected products are: the review of other traffic corridors similar to those studied in the 2006 Traffic Signal Optimization Study, the study of Southwest Pkwy. & Kemp Blvd., to determine if their timing patterns can be improved utilizing the models from the study; utilizing the training and new equipment that was approved in the FY 2007 UPWP for the Traffic Signal Optimization Program to study and optimize key traffic corridors across the MPO area; and coordination with the Cross Plains Rural Transportation Council, the U.S. 281 Coalition, and other groups regarding transportation needs and corridor development.

**C. PREVIOUS WORK** – The WFMPO hired a qualified consulting firm, Kimley-Horn and Associates, Inc. to assist in the development of the 2010-2035 Metropolitan Transportation Plan. The work began in January 2009 and carried over from FY 2009 into FY 2010. The Policy Board approved the MTP update in January 2010.

In February 2010, WFMPO hired another qualified consulting firm, Lockwood, Andrews, and Newnam, Inc. (LAN), to perform a three-pronged feasibility study involving increased north and south mobility west of Kemp Boulevard. The study investigates three separate areas west of Kemp where traffic mobility is constricted. The first study area is the Beverly Drive, Avenue H and Kemp Street thoroughfare connection. The second study area examines building a minor or major connector between Seymour Highway and Seymour Road where Lebanon Road intersects Seymour Road. The third study area analyzes the realignment of the Lawrence\Rhea\Call Field Road intersection. This comprehensive study will determine if there is sufficient capacity available to carry additional traffic volume. If there is sufficient capacity then LAN will provide estimated land acquisition requirements, road construction costs, and environmental impacts on nearby businesses and residences. This project began in FY 2010 and should finish before the end of calendar year 2010.

The MPO sponsored various transportation needs and corridor development meetings throughout the year such as the Environmental Justice public meetings and TAC and TPC open meetings to allow the public the opportunity to comment and review on planned projects. The MPO was also involved with the Regional Transportation Coordination Committee in regards to area wide transit linkages and with the Cross Plains Rural Transportation Council in regards to regional surface transportation projects and with TxDOT on transit and surface transportation needs.

WFMPO Contributed funding to gain access to the Wichita County Appraisal District's aerial pictometry updates. MPO staff use this data to develop "visualization techniques" in conjunction with the SAFETEA-LU mandate that the MPO better serve the public at open meetings by presenting information and "what if" scenarios through improved visual media. The aerial pictometry is useful in other transportation planning applications such as updates to the Metropolitan Transportation Plan and in future Transit Planning.

## **D. SUBTASKS**

- Subtask 5.1 Complete the West of Kemp Mobility Study. This is a carry over project from FY 2010 and utilizes the services of the qualified consulting firm Lockwood, Andrews, and Newnam, Inc. The general purpose of this study is to identify alternative north and south thoroughfares on the western side of Kemp Boulevard in order to ease traffic congestion and to examine traffic mitigation alternatives for the Lawrence/Rhea/Call Field Road intersection. Citizens and stakeholders have indicated a need to improve connectivity from the north and the south to the Lawrence Road shopping district. The objective of this mobility study is to determine if there is sufficient capacity to carry additional traffic volumes and, if so, what would be the estimated land acquisition requirements and their costs, road construction costs, and the impact on businesses and residences located near the areas in question.
  
- Subtask 5.2 Identify funding mechanisms to complete sections of the Circle Trail bicycle and pedestrian trail system. Specifically, the section of trail along Barnett Road starting at Lake Shore Drive running north to the Kell Freeway/Fairway Blvd. intersection and along Seymour Highway from Fairway to the trail system in Lucy Park.
  
- Subtask 5.3 Conduct an in-house freight study that identifies areas needing improvement within the MPO's boundaries. Air freight will be a component of this study. Completion of the Falls Flyover Interchange and the Kell West Main Lanes are the driving force for this study. The MPO needs to measure the increase in freight traffic through the area since the completion of these two facilities. We need to identify areas of opportunity and areas needing improvement.
  
- Subtask 5.4 Examine the possibility of expanding the WFMPO's boundary to include Iowa Park and Burkburnett, Texas. Use 2010 census block group and tract information, if available, to identify contiguous population groups. Analyze this information to determine if there is justification to expand the MPO's boundary out to include the communities of Iowa Park and Burkburnett, Texas and the effects on funding for our area.

Subtask 5.5 Continue working with the Traffic Engineering Division to identify and optimize transportation corridors throughout the MPO area utilizing the Traffic Signal Optimization Program that was instituted in 2007.

**E. FUNDING SUMMARY**

**TASK 5 – FY 2011**

<b>Subtask</b>	<b>Responsible Agency</b>	<b>Transportation Planning Funds (TPF)<sup>1</sup></b>	<b>FTA Sect. 5307</b>	<b>Local</b>	<b>Total</b>
5.1	MPO, FTA & TxDOT	\$61,735.81	\$1,000	\$200	\$62,935.81
5.2	MPO, FTA & TxDOT	\$20,000.00	\$1,000	\$200	\$21,200.00
5.3	MPO, FTA & TxDOT	\$20,000.00	\$1,000	\$200	\$21,200.00
5.4	MPO, FTA & TxDOT	\$20,000.00	\$1,000	\$200	\$21,200.00
5.5	MPO, FTA & TxDOT	\$20,000.00	\$1,000	\$200	\$21,200.00
	<b>Total</b>	<b>\$141,735.81</b>	<b>\$5,000</b>	<b>\$1,000</b>	<b>\$147,735.81</b>

TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

<sup>1</sup>TPF – This includes both FHWA PL-112 and FTA Section 5303 funds.

## TABLE 1 – BUDGET SUMMARY

### WICHITA FALLS URBAN TRANSPORTATION STUDY – FY 2011

UPWP Task	FTA Task	Description	TPF Funds <sup>1</sup>	FTA Sect. 5307	Local Funds	Total Funds
1	44.21.00	Administration-Management	\$60,000.00	\$4,000	\$2,000	\$66,000.00
2	44.22.00	Data Development and Maintenance	\$65,000.00	\$20,000	\$5,000	\$90,000.00
3	44.24.00 44.25.00	Short Range Planning	\$40,000.00	\$10,000	\$2,000	\$52,000.00
4	44.23.01 44.23.02	Metropolitan Transportation Plan	\$40,000.00	\$5,000	\$1,000	\$46,000.00
5	44.27.00	Special Studies	\$141,735.81	\$5,000	\$1,000	\$147,735.81
		<b>TOTAL</b>	\$346,735.81	\$44,000	\$11,000	\$401,735.81

#### <sup>1</sup>TRANSPORTATION PLANNING FUNDS (TPF)

FHWA (PL-112) <sup>2</sup>	\$182,507.60
FTA Section 5303	\$46,099.00
<u>Unexpended Carryover</u>	<u>\$118,129.21</u>
<b>TOTAL TPF</b>	<b>\$346,735.81</b>

#### **PUBLIC TRANSPORTATION FUNDS (PTF) <sup>3</sup>**

FTA (5307)	\$44,000 (80%)
<u>Local (Match)</u>	<u>\$11,000 (20%)</u>
<b>TOTAL PTF</b>	<b>\$55,000</b>

<sup>2</sup>Estimate based on prior years authorizations; approvals are made contingent upon legislation for continued funding.

<sup>3</sup>Includes expenses for General Development/Comprehensive Planning, GIS/TransCAD Annual Software Maintenance and Transit Grant Administration in the Section 5307 FY 2010 Transit Grant.

By minute order, the Texas Transportation Commission authorizes the use of transportation development credits as TxDOT's non-Federal share for FHWA (PL-112) and FTA 5303 funds. As the credits reflect neither cash nor person-hours, they are not reflected in the funding tables.

## APPENDIX A

### COMMITTEE MEMBERSHIPS TRANSPORTATION POLICY COMMITTEE WICHITA FALLS URBAN TRANSPORTATION STUDY

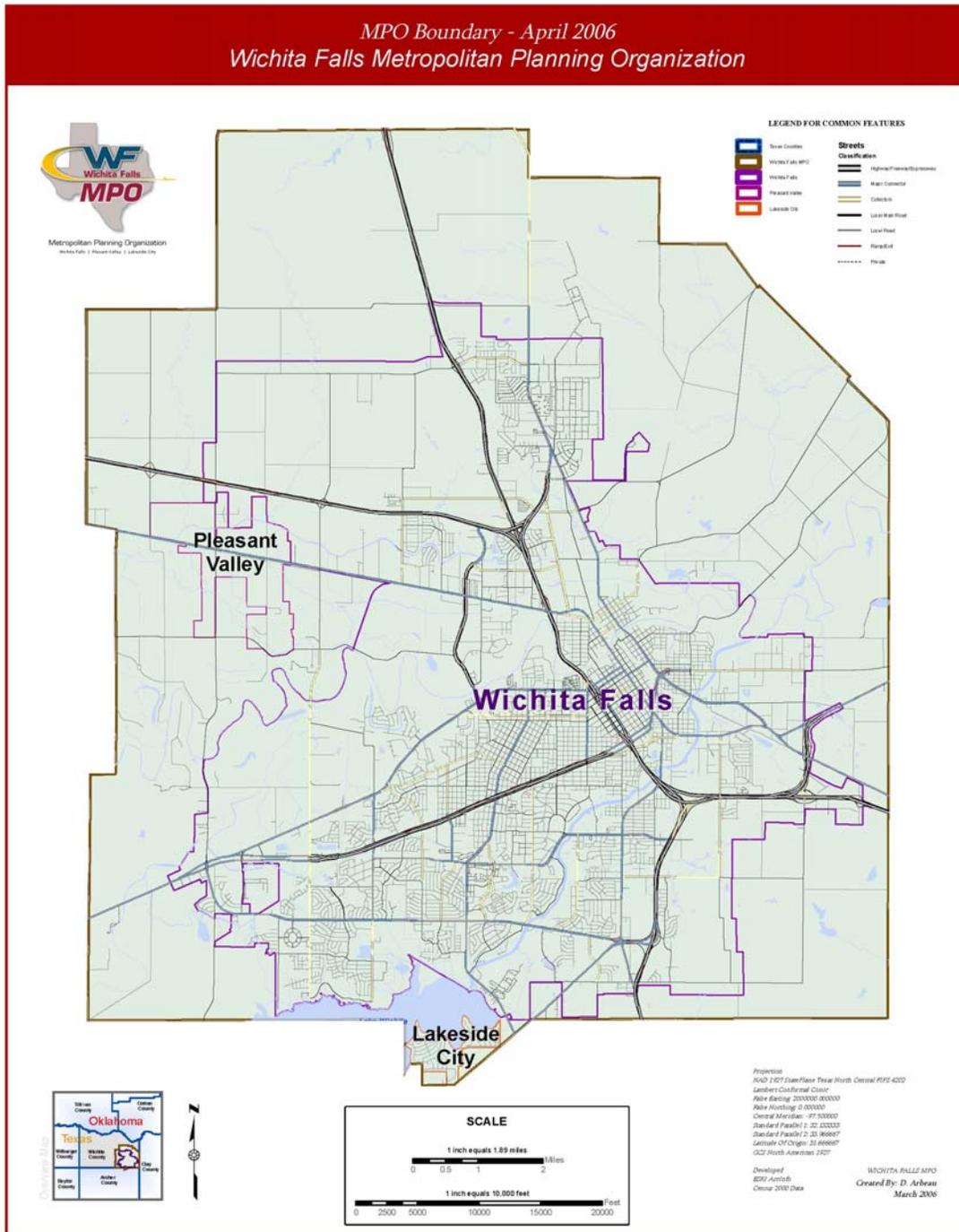
<b>Voting Members</b>		
Glenn Barham	Mayor, Chairperson	City of Wichita Falls
Woodrow (Woody) Gossom	County Judge, Vice-Chairperson	Wichita County
Larry Tegtmeyer, P.E.	District Engineer	Wichita Falls District, TxDOT
Dennis Wilde	Executive Director	NORTEX Regional Planning Commission
Jeff Watts	City Representative	City of Pleasant Valley
Steven Halloway	Mayor, Lakeside City	City of Lakeside City
Michael Smith	City Council Representative	City of Wichita Falls
Tim Ingle	City Council Representative	City of Wichita Falls
Russell Schreiber, P.E.	Director of Public Works	City of Wichita Falls
<b>Ex-Officio, Non-Voting Members</b>		
Darron Leiker	City Manager	City of Wichita Falls
Danny Brown, P.E.	Transportation Planning & Development Director	Wichita Falls District, TxDOT
Gary Beesinger	County Judge	Archer County
Eric Gleason	Public Transportation Division	TxDOT (PTN) – Austin
William (Mac) Thornberry	U.S. Representative	District 13
Genevieve Bales	FHWA Representative	Federal Highway Administration – Austin
Craig Estes	State Senator	District 30
Cary Karnstadt	Transportation Planner	TxDOT (TPP) – Austin
Lanham Lyne	State Representative	District 69
Winona Henry	Regional Manager	TCEQ

**COMMITTEE MEMBERSHIPS  
TECHNICAL ADVISORY COMMITTEE  
WICHITA FALLS URBAN TRANSPORTATION STUDY**

<b>Voting Members</b>		
Irvan F. (Lin) Barnett Jr.	MPO Director, Chairperson	City of Wichita Falls
Danny Brown, P.E.	Director of Transportation Planning & Development	Wichita Falls District, TxDOT
Norm Standerfer	Director of Community Development	City of Wichita Falls
James Kelley, P.E.	Area Engineer	Wichita Falls District, TxDOT
Allan Moore, P.E.	Director of Construction	Wichita Falls District, TxDOT
Karen Montgomery-Gagne	Community Development Planner	City of Wichita Falls
Mark Beauchamp	Traffic Superintendent	City of Wichita Falls
Tim Hertel, P.E.	Director of Operations	Wichita Falls District, TxDOT
Davis Powell, P.E.	City Engineer	City of Wichita Falls
<b>Ex-Officio, Non-Voting Members</b>		
Mark McBurnett	Base Civil Engineer	Sheppard Air Force Base

# APPENDIX B

## METROPOLITAN AREA BOUNDARY (GOVERNOR OR GOVERNOR'S DESIGNEE APPROVED)



**APPENDIX C**

**DEBARMENT CERTIFICATION  
(Negotiated Contracts)**

- (1) The **WICHITA FALLS METROPOLITAN PLANNING ORGANIZATION (MPO)** as **CONTRACTOR** certifies to the best of its knowledge and belief, that it and its principals:
- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or agency;
  - (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public\* transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity\* with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and
  - (d) Have not within a three-year period preceding this application/proposal had one or more public transactions\* terminated for cause or default.
- (2) Where the **CONTRACTOR** is unable to certify to any of the statements in this certification, such **CONTRACTOR** shall attach an explanation to this certification.

\*federal, state or local

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Mayor Glenn Barham

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Chairperson, MPO Transportation Policy Committee  
Title

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Date

**APPENDIX D**

**LOBBYING CERTIFICATION**

**CERTIFICATION FOR CONTRACTS, GRANTS,  
LOANS AND COOPERATIVE AGREEMENTS**

The undersigned certifies to the best of his or her knowledge and belief, that:

(1) No federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclosure accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

\_\_\_\_\_  
Mayor Glenn Barham

Chairperson, MPO Transportation Policy Committee  
Title

Wichita Falls Metropolitan Planning Organization  
Agency

\_\_\_\_\_  
Date

**APPENDIX E**

**Certification of Compliance**

I, Glenn Barham, a duly authorized officer/representative of the Wichita Falls Metropolitan Planning Organization (MPO), do hereby certify that the contract and procurement procedures that are in effect and used by the forenamed MPO are in compliance with 49 CFR 18, "Uniform Administrative Requirements for Grants and Cooperative Agreements with State and Local Governments," as it may be revised or superseded.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mayor Glenn Barham  
Chairperson, Wichita Falls  
MPO Transportation Policy Committee

Attest:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

**APPENDIX F  
MPO SELF-CERTIFICATION FOR ATTAINMENT AREAS**

In accordance with Title 43, Part 1, Chapter 15, Subchapter A, Rule §15.5 of the Texas Administrative Code, the Texas Department of Transportation, and the Wichita Falls Metropolitan Planning Organization for the Wichita Falls, Lakeside City and Pleasant Valley urbanized area(s) hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- (1) 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart;
- (2) In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;
- (3) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- (4) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- (5) Section 1101(b) of the SAFETEA-LU (Pub. L. 109-59) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- (6) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- (7) The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
- (8) The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- (9) Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- (10) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

TEXAS DEPARTMENT  
OF TRANSPORTATION  
WICHITA FALLS DISTRICT

WICHITA FALLS  
METROPOLITAN PLANNING  
ORGANIZATION  
POLICY BOARD CHAIRPERSON

\_\_\_\_\_  
Larry Tegtmeyer, District Engineer

\_\_\_\_\_  
Mayor Glenn Barham, Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**APPENDIX G**

<b>FTA/TxDOT Section 5303 Budget Worksheet for FY 2011</b>
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**MPO:** Wichita Falls MPO

**PART A. TECHNICAL ACTIVITIES**

Show estimated cost (Section 5303 only) by appropriate activity line item.

<b>Metropolitan Planning</b>		<b>Section 5303 Federal Share</b>
44.21.00	Program Support and Administration	\$ <u>12,000</u>
44.22.00	General Development and Comprehensive Planning	\$ <u>12,000</u>
44.23.01	Long Range System Level Planning	\$ <u>5,000</u>
44.23.02	Long Range Project Level Planning	\$ <u>5,000</u>
44.24.00	Short Range Transportation Planning	\$ <u>5,000</u>
44.25.00	Transportation Improvement Program	\$ <u>5,000</u>
 <b>Other</b>		
44.27.00	Other Activities	\$ <u>2,099</u>
<b>TOTAL(Section 5303 Funding)</b>		<b>\$<u>46,099</u></b>

TxDOT will apply transportation development credits sufficient to provide the match for FTA Section 5303 program. As the credits reflect neither cash nor person-hours, they are not reflected in the above.

**PART B. FUND ALLOCATIONS**

How will the MPO's FTA funds be allocated:

- A) Metropolitan Planning Organization \$ 46,099
- B) Transit Agencies (Pass-through Funds) \$ 0
- C) State/Local Agencies (Pass-through Funds) \$ 0

Please identify individual agency(s)/amount(s) for pass-through funds

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

**TOTAL** (matches the total on pg 1) \$ 46,099

Person to contact regarding this worksheet:

Name: Lin Barnett  
Phone: (940) 761-7450  
E-Mail: Lin.Barnett@wichitafallstx.gov

TxDOT PTN Contact: Karen Dunlap  
Phone: 512-374-5239  
FAX: 512-374-5244  
E-mail: kdunlap@dot.state.tx.us

# FTA BUDGET CODE EXPLANATIONS

## **Metropolitan Planning**

Program Support and Administration (44.21.00) Include basic overhead, program support, and general administrative costs directly chargeable to the FTA project, i.e., direct program support, administration, interagency coordination, citizen participation, public information, local assistance, UPWP development, etc. (If direct program administrative and support costs are included in each work or activity, do not enter them a second time in this category.)

General Development and Comprehensive Planning (44.22.00) Include only the costs of activities *specifically emphasizing* regional policy and system planning for non-transportation functional areas, including the development and maintenance of related data collection and analysis systems, demographic analysis and non-transportation modeling and forecasting activity, i.e., land use, housing, human services, environmental and natural resources, recreation and open space, public facilities and utilities, etc.

Long Range System Level Planning (44.23.01) Include only the costs of activities *specifically emphasizing* long range transportation system planning and analysis, i.e., long range travel forecasting and modeling including appropriate data base development and maintenance for transportation in the entire metropolitan area or state, system analysis, sketch planning, system plan development, reappraisal or revision, and all long range, Transportation System Management (TSM) activities.

Long Range Project Level Planning (44.23.02) Include only the costs of activities *specifically emphasizing* long range project level planning and analysis, i.e., corridor and sub-area studies, cost effectiveness studies, feasibility and location studies, and the preparation of related draft environmental impact studies.

Short Range Transportation Planning (44.24.00) Include only the cost of activities *specifically emphasizing* short range transportation system or project planning and analysis proposed in the next three to five years, i.e., management analyses of internal operations such as, management/administration, maintenance, personnel, and labor relations; service planning including appropriate data base development and maintenance; TDP preparation; financial management planning, including alternative fare box policies; all short range Transportation System Management (TSM) activities including vanpool/ridesharing, high occupancy vehicles, parking management, etc.

Transportation Improvement Program (44.25.00) Include only the costs of activities *specifically emphasizing* TIP development and monitoring.

## **Other**

Other Activities (44.27.00) Include only the cost of those activities whose primary emphasis is unrelated to the specific types of activities described above.

## APPENDIX H

### FY 2011 ESTIMATED TRAVEL EXPENSES

Event	Attendees	Nights	Days	Lodging & Meals	Registration & Training	Gas, Parking, Tolls	Estimated Cost	Comment
SCAUG* Conf.	2	5	6	\$1,800	\$2,000	\$250	\$4,050	Total cost for 2 people to attend conf.
ESRI, Inc. Training Course	1	3	4	\$600	\$1,200	\$200	\$2,000	Total cost for 1 person to attend training class
TransCAD** Training	1	3	4	\$600	\$700	\$200	\$1,500	Total cost for 1 person to attend training class
TEMPO Meeting	1	1	2	\$250		\$100	\$350	MPO Director only
TEMPO Meeting	1	1	2	\$250		\$100	\$350	MPO Director only
TEMPO Meeting	1	1	2	\$250		\$100	\$350	MPO Director only
TEMPO Meeting	1	1	2	\$250		\$100	\$350	MPO Director only
<b>Total Cost</b>							<b>\$8,950</b>	

\*South Central Arc Users Group – Annual conference with available training on GIS applications specifically tailored to ESRI ArcGIS software.

\*\*TxDOT supported Travel Demand Modeling software.