

***Cumberland Urbanized Area***  
*Metropolitan Planning Organization*

***Unified Planning***  
***Work Program***

***Fiscal Year 2013***

***July 1, 2012 – June 30, 2013***

# CUMBERLAND URBANIZED AREA UNIFIED PLANNING WORK PROGRAM FY 2013

Federal Project Number: MD-81-0007

**Cumberland Area Metropolitan Planning Organization**  
**Website:** <http://gov.allconet.org/mpo/>

MPO Coordinator: Roy Cool  
 email: [rcool@allconet.org](mailto:rcool@allconet.org)  
 phone: (301)-876-9552

Transportation Planner: Siera Wigfield  
 email: [siera.wigfield@allconet.org](mailto:siera.wigfield@allconet.org)  
 phone: (301)-722-6360

Allegany County Office Complex  
 701 Kelly Road  
 Suite 104  
 Cumberland, MD 21502-2803

## Table of Contents

RESOLUTION .....	3
I. Background and Introduction .....	4
A. Status of the Urbanized Area.....	4
B. FHWA/FTA Regulations for Urban Transportation Planning .....	4
C. Steps Taken to Comply with FHWA/FTA Regulations.....	4
II. Work Program by Task .....	5
A. Core Planning .....	5
1. MPO Administration.....	5
2. Transportation Improvement Plan .....	5
B. Special Studies .....	6
1. Transit System Evaluation .....	6
2. Transit System Safety Plan Evaluation.....	7
3. Transit Safety Manual Update.....	7
4. Allegany County Transit Website Update .....	8
5. Cumberland Area MPO Bike and Pedestrian Plan.....	8
6. Historic Places Scenic Tour Brochure .....	9
7. Cumberland Area MPO Website Update.....	10
8. 2013 Priority Letter Coordination.....	10
9. MPO Boundary Mapping.....	11
10. MPO Organizational Structure.....	11
11. Frostburg Alley 24 Traffic Evaluation .....	11
III. Budget .....	13

**RESOLUTION**

No. \_\_\_\_\_

Resolution endorsing the Draft Fiscal Year 2013 Unified Planning Work Program, approving its submission to both the Federal Transit Administration and the Federal Highway Administration.

WHEREAS, the Cumberland Area Metropolitan Planning Organization was established to manage and provide policy direction to the Unified Planning Program in accordance with Federal requirements, and the Allegany County Commissioners have been designated as the temporary Metropolitan Planning Organization for this area as approved by Maryland Governor Harry Hughes on May 17, 1982; and

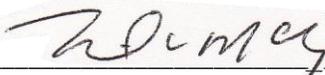
WHEREAS, the staff of the Maryland Department of Transportation and the Allegany County Department of Community Services, have together prepared a draft work program and budget for Fiscal Year 2013 in compliance with applicable Federal programs and regulations; and

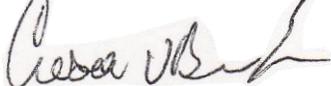
WHEREAS, the Draft Fiscal Year 2013 Unified Planning Work Program was posted on line for thirty day public comment period on June 4, 2012.

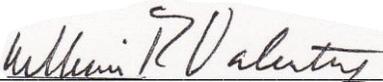
NOW, THEREFORE, BE IT RESOLVED that the Allegany County Commissioners acting as the temporary Cumberland Area Metropolitan Planning Organization endorses the Draft Fiscal Year 2013 Unified Planning Work Program; approves its submission to the appropriate Federal agencies, contingent on no significant public comment; and declares its intent to enter into contractual arrangements to be effective July 4, 2012, as necessary to carry out the work, with the understanding that if the work program and budget is revised through negotiations with Federal funding agencies it will be subject to approval by the Cumberland Area Metropolitan Planning Organization.

ADOPTED THIS 7 day of June, 2012.

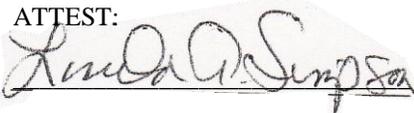
COUNTY COMMISSIONERS OF  
ALLEGANY COUNTY, MARYLAND

  
\_\_\_\_\_  
Michael W. McKay, President

  
\_\_\_\_\_  
Creade V. Brodie, Jr., Commissioner

  
\_\_\_\_\_  
William R. Valentine, Commissioner

ATTEST:

  
\_\_\_\_\_  
Linda A. Simpson

# **I. Background and Introduction**

## ***A. Status of the Urbanized Area***

The Cumberland Urbanized Area as defined by the U.S. Census in 1980 and 1990 included portions of Allegany County Maryland and Mineral County West Virginia. The Maryland portion included Cumberland and Frostburg and the surrounding areas. The requirement for classification as an urbanized area is a population of at least 50,000. The population of the urbanized area in 1980 was approximately 59,000, and in 1990 it declined to 54,655. In 2000 the population decreased 4.87% to 52,115 and in 2010 the population decreased 0.42% to 51,899.

## ***B. FHWA/FTA Regulations for Urban Transportation Planning***

Since the 1960's, the federal government has established urban transportation planning requirements in all metropolitan areas, as a prerequisite to the approval of federal funding (23 CFR Part 450 and 49 CFR Part 613). The regulations require a continuing, comprehensive and cooperative (3-C) planning process in all urbanized areas of more than 50,000.

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) of the U.S. Department of Transportation issued amendments effective June 30, 1983 to their existing regulations governing urban transportation planning under FHWA and FTA grant programs. These amendments were partially intended to simplify administration of the planning process for urbanized areas under 200,000 population such as the Cumberland area.

In 1991 the Intermodal Surface Transportation Efficiency Act (ISTEA) was passed. This act revised some of the established regulations and procedures and placed a new emphasis on Metropolitan Planning Organizations. As part of this Act the MPO planning process has been more specifically defined and new planning requirements have been prescribed.

In 1998 the Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21) was passed continuing the initiatives of the 1991 Act, and adding several new provisions and programs.

In 2005 the Safe Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) was passed. This Act which provides for the Country's largest surface transportation investment ever retained most of the planning provisions of the previous legislation and added several new metropolitan transportation planning requirements.

## ***C. Steps Taken to Comply with FHWA/FTA Regulations***

The Allegany County Commissioners, acting in their role as the temporary Metropolitan Planning Organization (MPO), annually approve and amend as appropriate the Transportation Improvement Program as required by U.S. DOT, to be eligible to receive funding for the region's transportation projects.

## II. Work Program by Task

### A. Core Planning

#### 1. MPO Administration

Ongoing \$16,000.00

Objectives: This is a continuing task and includes all necessary coordination and administration associated the performance of the urban transportation planning process through this Unified Planning Work Program. Included in this activity is the coordination between federal, state, county and municipal levels of government by the MPO. This task also includes the following sub-tasks:

- Participation in and attendance at meetings of the Association of Metropolitan Planning Organizations.
- Development of the FY 2014 Unified Planning Work Program.

Previous Work: This is an ongoing or continuing task.

End Products: - FY 2014 Unified Planning Work Program

Staffing: Jointly by MDOT & MPO.

#### 2. Transportation Improvement Plan

Ongoing \$2,000.00

Objectives: To develop the Cumberland Urbanized Area Transportation Improvement Program (TIP) for FY 2013-FY 2016 as specified by the Federal urban transportation planning requirements.

Previous Work: FY 2012 – FY 2015 Transportation Improvement Program.

Methodology: Compile a comprehensive list of federally funded transportation improvements recommended for implementation during the 4 year program period. The document will represent the region's transportation priorities and include realistic financially constrained cost estimates.

End Product: FY 2013 – FY 2016 Cumberland Urbanized Area Transportation Improvement Program.

Staffing: Jointly by MDOT & MPO.

Methodology: In addition to the sub-tasks mentioned above this task includes the day-to-day operation of the MPO including but not limited to compliance with requests for data and the preparation of presentations to the MPO policy body (The Allegany County Commissioners).

## ***B. Special Studies***

### **1. Transit System Evaluation**

Ongoing \$16,075.00

Objectives: To assemble data that meets the standards set by the Federal Transit Administration (FTA) for use in the National Transit Database on ridership, mileage and other characteristics of the Allegany County Transit System within the Cumberland Urbanized Area.

Previous Work: Previously limited statistical data was collected and tabulated. This task will formalize and refine the collection, tabulation, storage and analysis of the transit system statistical data.

Methodology:

- Evaluate the format for the collection and analysis of data that was used in FY 2012. Revise collection and analysis tools as appropriate.
- Various service indicators of performance will be considered and data will be collected including ridership by route and time of day, vehicle route miles traveled, total vehicle miles, hours of operation, cost per route mile, revenue by route and other data.

End Product: Statistical reports to support the National Transit Database Annual Report and to serve as a basis for service evaluation and route planning. This is an ongoing task.

Staffing: MPO

## **2. Transit System Safety Plan Evaluation**

Ongoing

\$5,000.00

- Objectives: A task in the FY 2013 Cumberland Urbanized Area Unified Planning Work Program provided for the updating of the Transit System Safety Plan to address the additions that were made to the system using ARRA funding. The plan update will be completed by the end of FY 2013. The purpose of this task is to complete a preliminary evaluation and assessment of the actions taken based on the recommendations from the FY 2012 update.
- Previous Work: The September 2006 Transit System Safety, Security and Emergency Preparedness Plan, and the annual updates.
- Methodology: The consultant that developed the Transit System Safety Plan will assess and evaluate the effectiveness of the recommendations that have been implemented as a result of the plan. Findings will be documented and if necessary modifications to the actions and improvements will be proposed.
- End Product: A report that evaluates the effectiveness of the Allegany County Transit System Updated Safety Plan.
- Staffing: MPO and Consultants.

## **3. Transit Safety Manual Update**

December 30, 2012

\$2,000.00

- Objectives: The Maryland Transit Administration requires all Locally Operated Transits to have a Safety Manual. Allegany County Transit's manual was written in 2005. To better address current operations and safety practices the manual will be updated.
- Previous Work: The September 2005 Allegany County Transit Safety Manual.
- Methodology: The MPO planners will review the current manual and other safety manuals used at Maryland Transit Administration's Locally Operated Transits. Findings will be documented and the manual will be updated and presented to the staff.
- End Product: An updated Allegany County Transit Safety Manual, and a presentation to Transit Staff.
- Staffing: MPO .

#### **4. Allegany County Transit Website Update**

January 30, 2013

\$2,000.00

- Objective: In FY 2013 the Transit Development Plan shall be complete. The TDP proposes changes in schedules and route design. Therefore the transit will need their website, general transit feed, and ride guides updated.
- Previous Work: Google Transit Project, Web 2.0 integration from FY 2012 UPWP.
- Methodology: MPO staff will update the website and schedules with the assistance of Allegany County Transit and Allegany County's Information Technology Department.
- End Product: An Allegany County Transit website and schedules which are up to date and enhance user's experience.
- Staffing: MPO

#### **5. Cumberland Area MPO Bike and Pedestrian Plan**

November 1, 2012

\$12,000.00

- Objective: Compile a Master Comprehensive Bike and Pedestrian Plan for Cumberland Area MPO, including Allegany County and Mineral County. The main purpose of the study is to facilitate connectivity of trail and bikeways throughout the area. The conclusions of the study will include a prioritized task list aimed at improving connectivity and non-motorized transportation in the area. This task list will be used when funds are available for such projects. Public input will be required to complete the plan.
- Previous Work: Long Range Plan, Transportation Improvement Plan, Allegany County Comprehensive Plan, Allegany County Bike and Pedestrian Needs Assessment (2011), City of Cumberland Trails and Bikeways Master Plan, and Maryland DOT Bicycle and Pedestrian Access Master Plan,
- Methodology: -Examine at how residents and visitors could walk or ride a bicycle to area destinations as well as the recreational opportunism for bicyclists and pedestrians.
- Involve the community's and representatives for the bicycling

and pedestrian community for input during development meetings to bring up current concerns and future developments.

-Develop Master Plan, with tasks and subtasks, which should include priorities of land acquisition, construction projects, and sources of available funding, signage, bike and pedestrian facility plans.

End Product: The Master Plan examines how current and proposed trails can be made continuous, despite the jurisdictional boundaries in the Cumberland Area Metropolitan Planning Region. The plan shall include actions and projects that may include street and safety improvements, land acquisition, s, signage, and bicycle and pedestrian facility designs. The goal of this plan is to obtain a comprehensive trail network through the MPO Area.

Staffing: MPO and consultant

#### **6. Historic Places Scenic Tour Brochure**

*June 30, 2013*

\$8,000.00

Objective: Using the Maryland Inventory of Historic Properties and the National Register of Historic Places, historically significant sites in Allegany County will be identified, and a scenic route(s) will be highlighted to draw attention to the County's rich history. Findings will be in a plan explaining how the route was evaluated and the sites were selected. A draft brochure will be made for the County to consider publishing.

Previous Work: Long Range Plan, Transportation Improvement Plan, Allegany County Comprehensive Plan, City of Cumberland Comprehensive Plan, Allegany County Historic Sites Survey for Maryland Historical Trust, and nominations to the National Register of Historic Places.

Methodology:

- Review current Historic Places, Historic Routes and Passages, Scenic Byways.
- Select historically significant sites.
- Connect sites with a scenic route to view historic places including interpretive history.
- Draft a brochure to guide public along interpretive Scenic Historic Route.

End Product: A draft brochure for Historic Scenic Tour of Allegany County.

Staffing: MPO

**7. Cumberland Area MPO Website Update**

*June 30, 2013*

\$8,000.00

Objective: Cumberland Area MPO's website layout was created in 2006. The website needs enhancements to better support public participation, sharing MPO's documents and announcing upcoming MPO meetings and hearings.

Previous Work: 2006 MPO website creation From the FY 2007 UPWP.

Methodology: -Review other similarly sized MPO websites, for special and useful features to include.  
- Update MPO links, and methods of displaying documents and announcements.

End Product: A Cumberland Area MPO website with more resources and ways for the community to respond and participate to MPO actions and documents.

Staffing: MPO

**8. 2013 Priority Letter Coordination**

*April 1, 2013*

\$3,872.00

Objective: Allegany County is required to coordinate with the local jurisdictions when requesting projects for Maryland Department of Transportation to consider on Consolidated Transportation Plan. The MPO staff will assist Allegany County in coordinating and compiling the projects for the priority letter.

Previous Work: Transportation Improvement Program, Long Range Transportation Plan.

Methodology: -Review the prior year's priority letter submission.  
-Meet with the county and the local jurisdictions to begin selecting projects, in December 2012.  
-As local jurisdictions for projects by February 1, 2013.  
-Meet again with local jurisdictions to decide upon priority project order, before March 1, 2013.  
-Share priority letter with State Delegates, County Commissioners, and Local mayors, and request their support.

End Product: The 2013 Priority Letter to the Maryland Secretary of Transportation for Allegany County and the local jurisdictions.

Staffing: MPO

**9. MPO Boundary Mapping**

*June 30, 2013*

\$5,000.00

Objective: Coordinate with the Maryland Department of Transportation and local jurisdictions to determine the Urbanized Area Boundary for the Cumberland Urbanized Area

Previous Work: 2000 Cumberland Urbanized Area Boundary

Methodology: -Review proposed 2010, released on March 2012  
-Recommend boundary changes to MDOT  
- MDOT submits boundary to FHWA for approval before June 2014

End Product: Revised 2010 Cumberland Urbanized Area Boundary

Staffing: MPO, local municipalities, and MDOT

**10. MPO Organizational Structure**

*June 30, 2013*

\$8,000.00

Objective: The Board of County Commissioners of Allegany County Maryland has been the temporary Cumberland Area MPO since 1982. An evaluation of the organizational structure is needed to create a permanent Cumberland Area MPO.

Previous Work: NA

Methodology: -Review the laws regarding MPO Structure  
-Review similarly sized and multi-state MPO structures  
-Propose MPO structure and meeting schedule.

End Product: A new Cumberland Area MPO structure.

Staffing: MPO, MDOT and local municipalities.

**11. Frostburg Alley 24 Traffic Evaluation**

*June 30, 2013*

\$22,000.00

Objective: Alley 24 in Frostburg, Maryland is a one- way alley currently

open for traffic traveling from Main Street to First Street. The historic Prichard Building on the north side of the Alley was destroyed by fire in 2009; the owners are restoring the building with intentions of full occupancy, requiring a pedestrian egress into the narrow Alley 24. The pedestrian and vehicular traffic patterns are less than ideal on Alley 24, Uhl Street, and First Street, and the situation needs to be evaluated and alternative traffic and access recommendations will help to the City of Frostburg improve the safety of Alley 24 and connecting streets.

Previous Work: Bennet and Brewer Associates Alley 24 alternatives from 2011.

Methodology: -Evaluation of current traffic and access patterns.  
-Recommendation to the City for alternative access patterns for Alley 24

End Product: A traffic plan with alternative traffic patterns for Alley 24 and nearby streets.

Staffing: MPO, City of Frostburg, and Consultants

### III. Budget

**Cumberland Urbanized Area  
Metropolitan Planning Organization  
FY 2013  
Unified Planning Work Program**

	FHWA	FTA	MDOT	COUNTY	TOTAL	
<b>A. CORE PLANNING</b>						
1	Coordination/Administration	\$8,000.00	\$4,800.00	\$1,600.00	\$1,600.00	\$16,000.00
2	TIP	\$800.00	\$800.00	\$200.00	\$200.00	\$2,000.00
		<b>\$8,800.00</b>	<b>\$5,600.00</b>	<b>\$1,800.00</b>	<b>\$1,800.00</b>	<b>\$18,000.00</b>
<b>B. SPECIAL STUDIES</b>						
1	Transit System Evaluation		\$12,860.00	\$1,607.50	\$1,607.50	\$16,075.00
2	Transit Safety Plan Evaluation		\$4,000.00	\$500.00	\$500.00	\$5,000.00
3	Transit Safety Manual Update		\$1,600.00	\$200.00	\$200.00	\$2,000.00
4	Allegany County Transit Website Update		\$1,600.00	\$200.00	\$200.00	\$2,000.00
5	CAMPO Area Bike and Pedestrian Master Plan	\$9,600.00		\$1,200.00	\$1,200.00	\$12,000.00
6	Historic Places Scenic Tour Brochure	\$6,400.00		\$800.00	\$800.00	\$8,000.00
7	Cumberland Area MPO Website	\$6,400.00		\$800.00	\$800.00	\$8,000.00
8	2013 Priority Letter Coordination	\$3,097.60		\$387.20	\$387.20	\$3,872.00
9	MPO Boundary Mapping	\$4,000.00		\$500.00	\$500.00	\$5,000.00
10	MPO Organizational Structure	\$6,400.00		\$800.00	\$800.00	\$8,000.00
11	Frostburg Alley 24 Traffic Evaluation	\$17,600.00		\$2,200.00	\$2,200.00	\$22,000.00
	<b>Special Studies Total</b>	<b>\$53,497.60</b>	<b>\$20,060.00</b>	<b>\$9,194.70</b>	<b>\$9,194.70</b>	<b>\$91,947.00</b>
	<b>FY 2013 Total</b>	<b>\$62,297.60</b>	<b>\$25,660.00</b>	<b>\$10,994.70</b>	<b>\$10,994.70</b>	<b>\$109,947.00</b>