

COMPLETION REPORT

**FISCAL YEAR 2020
(July 2019 – June 2020)**



**Lima-Allen County Regional Planning Commission
130 West North Street
Lima, Ohio 45801-4311**

August 2020

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TRANSPORTATION PROGRESS REPORT

FISCAL YEAR 2020

UPWP SUBCATEGORY NUMBER : 601
TITLE : Short Range Planning

	<u>ODOT/FHWA</u>	<u>FUNDING SOURCE/AGENCY</u> <u>LOCAL</u>	<u>TOTAL</u>
Budgeted Amount	\$93,264.30	\$10,362.70	\$103,627.009

Work Products:

1. SFY 2019 Completion Report; August 2019.
2. Draft FY 2021 Unified Planning Work Program; March 2020.
3. Title VI Self-Assessment Compliance Report; February 2020.
4. Final FY 2021 Unified Planning Work Program; April 2020.
5. Identify High Crash Intersection Locations; May 2020.
6. Title VI Program Implementation Plan Update; 2020.
7. Roadside Safety Audits; Quarterly Upon Request.
8. Transportation-Related Information Assistance; Ongoing.
9. Publication of Quarterly Newsletters; Continual.
10. Website Posting & Maintenance; Ongoing.
11. Ongoing Revisions to PPP and Community Stakeholders; Ongoing.
12. Documentation of Community Outreach & Public Involvement; Ongoing.
13. OARC Involvement; Continual.
14. Safety Review Team Meetings; Ongoing.
15. Local Emergency & Environmental Planning Meetings; Ongoing.
16. Transit & Airport Board Meetings; Ongoing.
17. Staff Development, Training & Orientation; Continual.

Reporting Period: 7/1/19 - 6/30/20

EXPENDITURE & PERCENT WORK COMPLETED:

<u>Amount</u> <u>Expended</u> <u>This Year</u>	<u>Percent</u> <u>Expended</u> <u>This Year</u>	<u>Percent</u> <u>Work</u> <u>Completed</u> <u>This Year</u>	<u>Budgeted</u> <u>Amount</u> <u>This Year</u>
\$123,994.19	119.65%	100.00%	\$103,627.00

PROGRESS:

1. SFY 2019 Completion Report

1. Staff compiled the FY 2019 Completion Report and after submitting the document through the internal committee structure of the MPO, secured a formal endorsement on August 22, 2019 to submit same to ODOT Central Office for concurrence. The report identified the expected deliverables and the actual results of the Agency's efforts over the fiscal year including a budgetary assessment of cost overruns/underruns.

SUBCATEGORY NUMBER 601

PROGRESS: (Continued)

2. Draft FY 2021 Unified Planning Work Program

1. Staff received and reviewed ODOT guidance on the FY 2021 Work Program emphasis areas and preliminary budget estimates. The DRAFT 2021 Unified Planning Work Program was developed by the staff after discussions with area stakeholders and after review within the internal committee structure of the MPO in January, February, and March. The initial DRAFT was posted to the Agency website in February. The DRAFT document was endorsed by the MPO after Board action on March 26, 2020. Staff subsequently submitted the DRAFT to ODOT Central Office for review.

3. Title VI Self-Assessment Compliance Report

1. Staff received and reviewed ODOT's Title VI and ADA/504 Compliance Questionnaire for integration within the Agency's MPO FY 2021 Work Program. Staff updated the Title VI Compliance Report contained therein to reflect FY 2019 and CY 2020 accomplishments. The report was included in the DRAFT Work Program document and submitted thru the MPO public internal committee structure and public involvement process. The DRAFT report, including Title VI and ADA/504 Compliance Questionnaire, was posted to the MPO's website as an integral component of the Work Program in March and was formally adopted April 23, 2020 by the Agency.

4. Final FY 2021 Unified Planning Work Program

1. Staff received and reviewed comments and recommended amendments to the DRAFT FY 2021 Unified Planning Work Program with ODOT Central Office personnel and those from the Federal Highway Administration. Transit issues were reviewed with the Office of Public Transit.
2. Final edits to the DRAFT document were made. On April 23, 2020, after consideration of all public comments and recommendations from stakeholders were satisfied, the MPO secured Board approval to submit the FINAL FY 2021 Unified Planning Work Program to ODOT Central Office. The FY 2021 Unified Planning Work Program was posted to the Agency website at <https://www.lacrpc.com/wp-content/uploads/2020/08/FY-2021-UPWP-COMplete.pdf>

5. Identify High Crash Intersection Locations

1. Staff identified high crash intersection locations over the 2017 through 2019 period by frequency, severity and rate, as well as any previous ranking (2016 thru 2018). In total, 50 such intersections were identified that met the minimum threshold of 14 or more traffic crashes over the given time frame. MEV was not considered this year as a disqualifying factor as it would have eliminated some intersections with a significant amount of crashes from this list. There were 11 new intersections added to the ranking. There was very little change at the top, with the top 5 remaining as part of the top 5 from the previous year's ranking; 4 of the top 5 intersections were on the State Route System where ODOT has the primary roadway responsibility.

SUBCATEGORY NUMBER 601

PROGRESS: (Continued)

5. **Identify High Crash Intersection Locations** (Continued)
 2. Data was presented in tabular and mapped formats and can be found at <https://www.lacrpc.com/wp-content/uploads/2020/07/2019TrafficCrashSummaryReport.pdf>

6. **Title VI Program Implementation Plan Update**
 1. Data was presented in tabular and mapped formats and can be found at <https://www.lacrpc.com/wp-content/uploads/Reports/TransportationPlanning/Title-VI-Plan-April-2012.pdf>
 2. In preparation to develop the Title VI Compliance assessment, staff updated demographic profiles for the disabled by type of disability using 2018 American Community Survey data and 2010 Decennial Census data.
 3. Staff mapped disabilities at the tract level and against MPO projects and RTA services to raise awareness of the local stakeholders and promote an equitable distribution of resources.
 4. Staff reviewed Department of Justice webinars targeting Title VI Protection for LEP Individuals entitled “Know Your LEP Population with the Language Map App” and “How to Best Serve Your LEP Audience by Meeting the Federal Requirements.” Staff also reviewed the on-line Migration Information Source of the Migration Policy Institute releases: “The Limited English Proficient Population in the United States” and, “Immigrants in the U.S. with the Fastest-Growing Foreign-Born Populations.”
 5. Staff continued to identify and document the mandated FAST Act stakeholder mailing list for FY/CY 2020 for awareness and outreach opportunities/efforts.
 6. Staff updated the Public Involvement Plan’s stakeholders list with new transit employees and transit board members as well as local school districts, elected officials, neighborhood associations, and pedestrian and bicycle advocates as necessary.
 7. Staff geocoded each of the Agency’s committee membership to identify geographic representation.

7. **Roadside Safety Audits**
 1. Staff worked to analyze crash data related to emphasis areas in Allen County in order to determine priority locations and the potential to employ Roadside Safety Audits (RSAs).
 2. Staff worked with representatives of the City of Lima and ODOT District 1 to finalize the RSA Report for Main Street in Lima and submitted same to Central Office for consideration of possible state funding.
 3. Staff was engaged by the Program Manager for the Creating Healthy Communities to discuss and analyze crash data to identify future RSA locations particularly South Main Street, Kibby Street, and St. Johns Avenue.
 4. Staff reviewed the need for an RSA for Reservoir Road based on roadway traffic volumes, mode split, posted speeds, crash frequency, crash rates and roadway width. Staff subsequently worked to coordinate traffic counting, crash analysis and other data collection activities on the corridor.
 5. Staff worked with representatives of the City of Lima and District 1 to finalize the RSA Report for Main Street in Lima and submitted same to Central Office for consideration of possible state funding.

SUBCATEGORY NUMBER 601

PROGRESS: (Continued)

8. Transportation-Related Information Assistance

1. Staff continues to provide transportation-related information to local stakeholders including state and local government agencies, law enforcement personnel, engineering interests, economic development professionals, cartage, freight, shipping and logistics companies, school safety advocates, employers, bicycle clubs, transit patrons, neighborhood associations, school boards/administrators, local residents and elected officials. The Agency provides ready access to staff capable of addressing most informational requests over a 45-hour (8:00 AM - 5:00 PM) period Monday thru Friday. Email and the Agency website also work to support information requests.

9. Publication of Quarterly Newsletters

1. Staff drafted, edited, printed and released quarterly newsletters emphasizing key events, programs and planning efforts of the Agency. The newsletters were distributed by email and the U.S. Postal Service. Agency Newsletters were subsequently posted to the Agency website and are available at <https://www.lacrpc.com/newsletters/>.

10. Website Posting & Maintenance

1. The Agency routinely makes information about its programs, activities, services, reports and information available to the public by posting it on its website. As a result, the public can easily access information 7 days a week, 24 hours a day without worrying about traditional office hours or the assistance of government personnel. Therefore, staff continually works to update and maintain its website in order to ensure the most current information is posted to the Agency website. The Agency website proved to be a valuable tool for local information as it recorded some 21,398 hits and recorded 16,347 user sessions in FY 2020.

11. Ongoing Revisions to PPP and Community Stakeholders

1. Staff continued to identify and document the mandated FAST Act stakeholder mailing list for FY/CY 2020 for awareness and outreach opportunities/efforts.
2. Staff updated the Public Involvement Plan's stakeholders list with new transit employees and transit board members as well as local school districts, elected officials, neighborhood associations, and pedestrian and bicycle advocates as necessary.
3. Staff geocoded each of the Agency's committee membership to identify geographic representation.
4. In August 2019, staff presented several document revisions to the MPOs internal Committee structure. These changes were again presented and approved on October 24, 2019.

SUBCATEGORY NUMBER 601

PROGRESS: (Continued)

12. Documentation of Community Outreach & Public Involvement

In order to facilitate the 3C transportation planning process, the Agency has a tiered committee structure of standing and advisory committees. Committee membership totals 145 persons from points across the MPOs relatively small service area. Additionally, the organization partners with a myriad of stakeholders to further facilitate the planning process. Staff suggests that this network of stakeholders is the real strength of the MPO.

1. In FY 2020 staff worked thru a varied assortment of issues and met with the elected officials and/or their representatives to discuss same off-site and in-house with every political subdivision in Allen County. This type of access allows elected officials and residents to voice their concerns on a host of topics and projects.
2. To address access to healthcare, employment, housing, transit services and other quality of life issues staff partners with various organizations including United Way of Allen County, American Red Cross, West Central Ohio Community Action Partnership, Great Lakes Community Action Partnership, WSOS, Allen County Regional Transit Authority, Allen County Council on Aging, Auglaize County Council on Aging, Delphos Senior Citizens Inc., the Allen County Housing Consortium, Lima Area Neighborhoods in Partnership, New Lima, the Martin Luther King Neighborhood Association, Northside Neighborhood Association, and the County Club Hills and Twin Lakes Neighborhood Association.
3. Environmental health and safety partners include the Ohio Department of Health, the Ohio Emergency Management Agency, the Ohio Environmental Protection Agency, Allen County Public Health, the Allen County Emergency Management Office, Ottawa River Coalition, Audubon Society, Keep Allen County Beautiful, and Environmental Citizen's Advisory Committee.
4. Business and economic development interests were addressed with a limited number of partners including the Ohio Development Services Agency, the Allen Economic Development Group, and the Lima Area Chamber of Commerce.
5. The Agency has worked to integrate traffic safety into each project or program it participates in. An extensive list of interested stakeholders who actively participate in planning and programming has been assembled in order to address transportation and traffic safety. These partners include every safety agency in Allen County including all law enforcement, fire, and rescue departments, the Ohio State Highway Patrol – Lima Post, ODOT District 1, Ohio Department of Public Safety – Traffic Safety Office, the American Automobile Association – Lima Office, Allen County Juvenile Court, Allen County Public Health, Allen County Coroner's Office, Allen County Engineer's Office, Allen East High School-SADD Club, Bath High School Interact Club, Tri-County MADD organization, Crime Victim Services, FOP Lima Lodge #21, FOPA Lima Lodge #8, Lima Memorial Health Systems, McDonald's Restaurants, Mercy Health Systems, Motorcycle Ohio – Apollo School, Ohio State University – Lima, and University of Northwestern Ohio.

SUBCATEGORY NUMBER 601

PROGRESS: (Continued)

12. Documentation of Community Outreach & Public Involvement (Continued)

6. In FY 2019, the Agency supported statewide safety initiatives sponsored by the National Highway Traffic Safety Administration, Ohio Department of Transportation and the Ohio Department of Public Safety including the “Click It or Ticket” campaign and the “Drive Sober or Get Pulled Over” campaign.
7. The Agency facilitates certain highly visible events where safety is promoted including the “Blessing of the Bikes”, the National Motorcycle Races, National Night Out event, and the Allen County Fair. Two large high visibility sit-down meals coordinated by the Agency were also used to promote traffic safety including the “Partner’s Breakfast” and the “Safe Community Luncheon” where more than 100 community leaders attended and the local media feasted on snippets obtained from many of those receiving awards.
8. The Agency also underwrote various media blitzes targeting: local high school “Homecoming” and “Prom” events, and holidays including: New Years, Super Bowl, St. Patrick’s Day, 4th of July, Halloween, Thanksgiving and Christmas.
9. Staff also engaged in conversations and data analyses with various agricultural and natural resource stakeholders including: the Ohio Department of Natural Resources, the Ohio Department of Agriculture’s Office of Farmland Preservation, Ohio Public Works Commission Natural Resource Assistance Council – District 13, the West Central Ohio Land Conservancy District, Allen Soil & Water Conservation District, Natural Resources Conservation Service, Johnny Appleseed Metropolitan Park District, and the Farm Services Administration.

13. OARC Involvement

1. Staff attended meetings of the Ohio Association of Regional Councils (OARC) Transportation Committee, as well as Finance Manager meetings in Columbus, Ohio.

14. Safety Review Team Meetings

1. Staff attended meetings of the ODOT District 1 Safety Review Team.
2. Staff also supported and facilitated meetings of the MPOs Fatal Review Team, in which ODOT District, the Ohio State Highway Patrol, local law enforcement, local fire departments and other local emergency medical responders, including both the trauma teams of both regional hospitals and the County Coroner’s Office attended.

SUBCATEGORY NUMBER 601

PROGRESS: (Continued)

15. Local Emergency & Environmental Planning Meetings

1. Staff attended meetings of the Local Emergency Planning Committee (LEPC). Staff serves as chairperson for the LEPC Transportation Committee. The Committee reflects representatives from the Ohio Emergency Management Agency, the Office of Homeland Security, various first responders from across the County, the petrochemical industry, cartage companies, local environmental groups and County government.
2. Staff also attended meetings of the Environmental Citizen's Advisory Committee (ECAC) where health and safety experts from the Ohio Environmental Protection Agency, Allen County Health Department, City of Lima, Bluffton University, Allen County, and local environmental groups openly communicate with representatives from chemical industry experts associated with the Lima Husky Refinery, INEOS, PCS Nitrogen, ISPA, Potash/Nutrien, Fort Amanda Specialties and others.

16. Transit & Airport Board Meetings

1. Staff attended board meetings of the Allen County Regional Transit Authority to support communication between the Transit Authority and the MPO. Staff also provided limited technical assistance to the Board members upon their request.
2. Staff attended meetings of the Allen County Regional Airport Authority to provide open and ongoing communication between the Airport Board, the MPO and local governments.

17. Staff Development, Training & Orientation

Staff attended several workshops including:

1. Staff attended a workshop with ODOT personnel in Columbus, Ohio addressing the Census Transportation Planning Program.
2. Staff attended a meeting announced by the ORDC in Hilliard, Ohio to discuss a new study examining the "Adaptive Capacity", as it relates to at-grade railroad crossings. The study looks to quantify and rank crossings for potential improvements based on several criteria including the impact of occupied crossings, service area of emergency responders, proximity of nearby crossings, and safety

Staff also participated in several webinars including:

1. Staff also participated in a US Census Bureau webinar.
2. Staff completed ESRI training modules.
3. Executive Director and Planning Engineer met with Greg Giaimo (ODOT) to discuss modeling and RPC responsibilities to same. Several training documents and presentations were provided for review and additional training needs will be discussed throughout FY2021.
4. ADA in Temporary Traffic Control Webinar - Part 1 and 2.

On Schedule: Yes No .

Delays/Problems Encountered/Corrective Action:

The MPO staff has worked with ODOT District and Central Office personnel and continues to encourage local, township, and county government officials to consider the RSA approach as a more expedient process to identify roadway safety concerns and deliver low-cost improvements more expediently.

TRANSPORTATION PROGRESS REPORT

FISCAL YEAR 2020

UPWP SUBCATEGORY NUMBER : 602
TITLE : Transportation Improvement Program

	<u>FUNDING SOURCE/AGENCY</u>		
	<u>ODOT/FHWA</u>	<u>LOCAL</u>	<u>TOTAL</u>
Budgeted Amount	\$66,815.10	\$7,423.90	\$74,239.00

Work Product:

1. Annual Listing of Obligated Projects Posted; October 2019
2. Revised Transportation Project Selection Process; Ongoing
3. Quarterly STIP/TIP Amendments; July/August 2019 & January/April 2020.
4. Inter-Agency Consultation & Air Quality Conformity Analysis; February 2020
5. DRAFT FY 2021-2024 TIP; March 2020.
6. FINAL FY 2021-2024 TIP; April 2020.
7. Environmental Justice Analysis; February 2020.

Reporting Period: 7/1/19 - 6/30/20

EXPENDITURE & PERCENT WORK COMPLETED:

<u>Amount</u> <u>Expended</u> <u>This Year</u>	<u>Percent</u> <u>Expended</u> <u>This Year</u>	<u>Percent Work</u> <u>Completed</u> <u>This Year</u>	<u>Budgeted</u> <u>Amount With</u> <u>Carryover</u>
\$74,646.99	101.00%	100.00%	\$74,239.00

PROGRESS:

1. Annual Listing of Obligated Projects Posted

1. The list of obligated projects was researched with the assistance of ODOT District one personnel over the summer months of FY 2020 and posted to the agency website in September 2019. The Annual Listing of FY 2020 and posted to the Agency website and can be found at https://www.lacrpc.com/wp-content/uploads/Reports/TransportationPlanning/SFY2019obligatedprojects/Reports_Draft_TableofObligatedProjects-SFY2019.pdf. Staff also worked to photograph and document the status of each of its obligated projects scheduled for constructions in FY 2019,2020, and 2021 on the Agency website with individual projects detailed at <https://www.lacrpc.com/projects-in-allen-county/>

2. Revised Transportation Project Selection Process

1. Staff continued to review the project selection criteria of other MPOs.

3. Quarterly STIP/TIP Amendments

1. Staff reviewed the status of current and pending projects with local officials, project consultants, and ODOT District personnel.

SUBCATEGORY NUMBER 602

PROGRESS: (Continued)

3. Quarterly STIP/TIP Amendments (Continued)

2. Staff reviewed the status of committed and developing projects throughout FY2020 with both District and ODOT Central Office as well as local stakeholders representing the City of Lima, City of Delphos, Village of Beaverdam, Village of Bluffton, Village of Elida, Village of Lafayette, as well as the unincorporated hamlets of Gomer located in Sugar Creek Township and of Westminster located in Auglaize Township to promote the broadest distribution of MPO financial support possible.
3. Staff reviewed STIP/TIP revision timelines with representatives of the Federal Highway Administration (FHWA) and Ohio Department of Transportation (ODOT).
4. Staff worked with local stakeholders and both ODOT District and Central Office personnel to address some 10 amendments to the FY 2018-2021 Transportation Improvement Program.

4. Inter-Agency Consultation & Air Quality Conformity Analysis DRAFT FY 2021-2024 TIP

1. Staff reviewed/compiled/revised Air Quality Conformity Analysis documentation with representatives of the Ohio Environmental Protection Agency and ODOT Office of Statewide Planning.

5. DRAFT FY 2021-2024 TIP

1. Project development and related conversations continued with multiple stakeholders including local governments, residents, consultants, and some non-traditional funding sources.
2. The initial DRAFT TIP was presented to the internal committee structure of the MPO in January 2020, and the FINAL DRAFT was submitted thru the MPOs committee structure in March. The various drafts were refined over several months with 24 groups in 16 different census tracts; not including the internal committee structure of the Agency which occurred over the December 2019 through March period. The development and delivery of this last FINAL DRAFT was complicated based on the timing of the receipt of new project descriptions including costs and phasing of projects from ODOT coupled with notification of COVID-19 protocols.

6. FINAL FY 2021-2024 TIP

1. The MPO completed preparation and adoption of the FY 2021-2024 Transportation Improvement Program on April 23. The FINAL document can be found at: https://www.lacrpc.com/wp-content/uploads/2020/08/TIP_-_FY2021-2024_COMPLETE5-5-2020_submitted.pdf

TRANSPORTATION PROGRESS REPORT

FISCAL YEAR 2020

UPWP SUBCATEGORY NUMBER : 605
TITLE : Continuing Planning - Surveillance

	<u>FUNDING SOURCE/AGENCY</u>		
	<u>ODOT/FHWA</u>	<u>LOCAL</u>	<u>TOTAL</u>
Budgeted Amount	\$113,808.12	\$23,562.88	\$137,371.00

Work Products:

1. 2018 Crash Summary Report; August 2019.
2. 2018 High Hazard Intersection Listing; August 2019.
3. 2018 High Hazard Intersection Maps; August 2019.
4. 2019 Fatal Crash Summary Report; April 2020.
5. Maintenance of Crash Records File; Continual.
6. 2019 Traffic Counts Maps; August 2019.
7. 2019 Updated Web-Based Traffic Counts; August 2019.
8. Maintenance of Traffic Count Records File; Continual.
9. Transportation-Related Information Assistance; Continual.

Reporting Period: 7/1/19 - 6/30/20

EXPENDITURE & PERCENT WORK COMPLETED:

<u>Amount Expended This Year</u>	<u>Percent Expended This Year</u>	<u>Percent Work Completed This Year</u>	<u>Budgeted Amount With Carryover</u>
\$117,937.39	85.85%	100.00%	\$137,371.00

PROGRESS:

1. 2018 Crash Summary Report

1. The Crash Summary Report reflecting 2018 was drafted, edited and printed detailing the various factors and impact of some 3,278 motor vehicle crashes. The report reflects a general overview of crashes before examining unit statistics by severity, crash types by severity, and crashes by age group. The 84-page report contains 45 tables, 31 illustrations and 32 maps. Independent summaries are provided for each political subdivision. The DRAFT report was submitted thru the Agency public involvement process and the MPOs internal committee structure. The report was made available in written and electronic formats. The most recent report (2019) approved in July 2020 is available at the Agency website at <https://www.lacrpc.com/wp-content/uploads/2020/07/2019TrafficCrashSummaryReport.pdf>

2. 2018 High Hazard Intersection Listing

1. Predicated on the work completed under subcategory 605 staff completed a High Crash Intersection Listing for CY 2018. The intersection listing was ranked by crash frequency, crash severity and crash rate. This listing is limited to those intersections experiencing 14 or more crashes over the most recent 3-year period. Please note the MEV was not considered for the ranking of the high crash intersections this year as it would have eliminated intersections with a significant number of crashes. The listing provides current and trending information on the intersections.

3. 2018 High Hazard Intersection Maps

1. Predicated on the work completed under subcategory 605 staff compiled High Hazard Intersection Maps for CY 2018. Maps depicting high hazard intersection locations were mapped at various scales and submitted thru the public involvement process and the MPOs internal committee structure. The maps were distributed in paper and digital formats. The Link for which can be found below. The most recent High Hazard Intersection Map (2019) is also available in the report section of the Agency's website.

[https://www.lacrpc.com/wp-](https://www.lacrpc.com/wp-content/uploads/Reports/DraftDocumants/2018_HighCrashIntersections.pdf)

[content/uploads/Reports/DraftDocumants/2018_HighCrashIntersections.pdf](https://www.lacrpc.com/wp-content/uploads/Reports/DraftDocumants/2018_HighCrashIntersections.pdf)

4. 2019 Fatal Crash Summary Report

1. Support provided by the Ohio State Highway Patrol, Ohio Department of Public Safety, and Ohio Department of Transportation allow the Agency to develop a Fatal Crash Summary Report annually. The succinct report (31 pages) is comprised of just 19 tables and 24 illustrations that help document the fatal crashes which occurred in 2019. The report provides a general overview of fatal crashes before examining roadway operating conditions, fatalities by crash types, driver behaviors including impaired drivers and crashes by age group. Each of the individual fatal crashes are summarized in the report appendix. The County Coroner uses the report at an annual press conference as a springboard to the National Highway Traffic Safety Administration's "Drive Sober or Get Pulled Over" campaign. The 2019 Fatal Crash Summary Report is available at

<https://www.lacrpc.com/wp-content/uploads/2020/07/2019-Allen-County-Fatal-Crash-Report-COMPLETE.pdf>

5. Maintenance of Crash Report File

1. The Agency continues to maintain a computerized database of vehicular crash listings to support safety analyses, and assist the prioritization of safety improvements. CY 2019 data downloaded, scrubbed, geocoded and integrated within the database now spans some 25 years.

6. 2018 High Hazard Intersection Maps

1. Traffic Count Maps were developed at various geographic levels including the MPO planning area, Allen County, Lima Urbanized Area, local municipalities and local townships. Maps were made in paper and electronic versions and distributed to area governments.

7. 2019 Updated Web Based Traffic Counts

1. Staff updated its web-based traffic count maps inside ARC GIS online and linked to the LACRPC website. One map was updated to reflect the most current year count data (AADT, location by type - intersection or midblock). A second map with all prior count information was updated in the same way with current FY 2019 information added. The web-based count map is available at <http://www.arcgis.com/home/webmap/viewer.html?webmap=77cd0fe830e043028be59bc8a9c68a4b&extent=-84.5921,40.5513,-83.578,40.9819>.

8. Maintenance of Traffic Count Record File

1. Staff worked to keep baseline traffic data available for engineering analyses and travel demand modeling. For most purposes 24-hour traffic counts are expected to reflect current conditions if used within a 3-year window of time. Therefore, in general staff works to maintain the current traffic data at signalized intersections, high hazard intersection locations and upon higher order roadways of the federal functional classification system. Obstacles stemming from stay-at-home orders hindered data collection through FY2020. Based on pressing needs as well as the rotational traffic count schedule, RPC staff collected counts at 24 intersections, 58 midblock locations and 3 railroad crossings.

9. 2018 High Hazard Intersection Maps

1. In order to support local, regional and state highway and safety initiatives as well as general transportation-related information staff worked to provide information and technical assistance to a varied number of stakeholders including: Ohio Department of Transportation, Ohio Rail Development Commission, Ohio State Highway patrol, Public Utilities Commission of Ohio, Allen County Coroner's Office, Allen County Emergency Management Agency, Allen County Engineers Office, Allen County Public Health, Allen County Regional Airport Authority, Allen County Regional Transit Authority, Allen Economic Development Group, Lima Allen Neighborhoods In Partnership and various neighborhood associations, Keep Allen County Beautiful, Lima Area Chamber of Commerce, a myriad of local businesses and educational institutions, area fire departments, and of course, MPO member organizations. Based on operational and safety considerations of local governments peak hour turning movements were documented at nine (9) intersections. Based on safety and operational requests a level of service analysis was established at nine (9) intersections. There was no level of service analyses performed on corridors.

On Schedule Yes X No .

Delays/Problems Encountered/Corrective Action:

None.

TRANSPORTATION PROGRESS REPORT

FISCAL YEAR 2020

UPWP SUBCATEGORY NUMBER : 605.8 - STP
TITLE : Transportation - STP

	<u>FUNDING SOURCE/AGENCY</u>		
	<u>STP</u>	<u>LOCAL</u>	<u>TOTAL</u>
Budgeted Amount	\$141,640.09	\$9,099.91	\$150,740.00

Work Products:

1. Sustain Working Group of Non-Traditional Stakeholders; Continual.
2. Maintain & Integrate Sustainability in Agency Website; Continual.
3. Develop Public Awareness of Emissions Factors; Ongoing.
4. Maintain & Implement Active Transportation Plan Components; Continual.
5. Attend Activate Allen County Meetings; Ongoing.
6. Support the Allen County Bicycle & Pedestrian Task Force; Ongoing.
7. Validate and Map Bike/Pedestrian Counts; September 2019 and May 2020.
8. Support and Develop ADA Transition Plans; Ongoing.
9. Technical Assistance; Ongoing.

Reporting Period: 7/1/19 - 6/30/20

EXPENDITURE & PERCENT WORK COMPLETED:

<u>Amount Expended This Year</u>	<u>Percent Expended This Year</u>	<u>Percent Work Completed This Year</u>	<u>Budgeted Amount With Carryover</u>
\$150,368.29	99.75%	90.00%	\$150,740.00

PROGRESS:

1. Sustain Working Group of Non-Traditional Stakeholders

1. The Planning Commission serves as staff to an association of like-minded, forward-thinking partners interested in whole scale policy changes to improve the community; collectively this association is known as Activate Allen County. The partnership looks to provide alternative design concepts and elements into the urban and suburban settings across the larger community.
2. Activate Allen County and the MPO work to support: (1) smart design including smart streets and sustainable development; (2) active transportation options; and, (3) increased access to employment, housing and health care services. Members include the directors, presidents, deans, CEOs, CFOs, and COOs of such organizations as Ohio State University, Bluffton University, Mercy Health Care Systems, City of Lima, United Way of Greater Lima, West Ohio Community Action Partnership, Lima Area Chamber of Commerce and Allen County Public Health.
3. In FY 2020 the MPO staff worked with Activate Allen County staff and board members to undertake: successful fall and spring pedestrian counts where some 40 locations were counted over 5 time periods.

SUBCATEGORY NUMBER 605.8

PROGRESS: (Continued)

1. **Sustain Working Group of Non-Traditional Stakeholders** (Continued)
 4. Continued support a road diet in the City of Delphos (PID 108373) along 5th Street and establishing an enhanced streetscape with bike lanes and new pedestrian walkways.
 5. Continued to support the rehabilitation of the Miami-Erie Canal towpath between the Village of Spencerville and the City of Delphos.
 6. Continued to support the development and update of Safe Route to School Plans in the City of Delphos and the Village of Elida.
 7. Activate Allen County and the MPO support websites touting active transportation options and bicycling.
 8. The MPO hosts key elements of the Creating Healthy Communities Institute as a report card of local conditions.

2. **Maintain & Integrate Sustainability in Agency Website**
 1. Staff worked to address and integrate performance measures regarding safety, pavement and bridge conditions, travel time performance, vehicle occupancy, air quality, and transit asset management metrics into the planning process. The measures are available at the Agency website in the Activate Allen County Topic Center located at the bottom of the front page at <https://www.lacrpc.com/>.

3. **Develop Public Awareness of Emissions Factors**
 1. Staff continues to address and integrate information and widgets regarding air quality and motor vehicle emissions onto the Agency website in order to make pertinent information more available to the public. Air quality snippets and widgets are linked directly to the Agency website at <https://www.airnow.gov/?city=Lima&state=OH&country=USA>.

4. **Maintain & Implement Active Transportation Plan Components**
 1. Staff continued to work on developing plan projects with local stakeholders.
 2. Staff reviewed the Active Transportation Plan against the Community Health Improvement Plan.

5. **Attend Activate Allen County Meetings**
 1. Staff continued to attend meetings of the Bicycle & Pedestrian Task Force and the Bike/Ped Steering Committee.

6. **Support the Allen County Bicycle & Pedestrian Task Force**
 1. Staff served on the Bike/Ped Steering Committee.
 2. Staff reviewed the status of FY 2020 goals, objectives and programming of the Allen County Bike and Pedestrian Task Force with Allen County Public Health officials.
 3. Staff continued to work with Allen County Public Health as well as other partners to raise awareness about bike/pedestrian safety on MOVESafe social media platforms.
 4. Staff worked with Allen County Public Health and Hometown Stations to schedule and air active transportation traffic safety messaging.
 5. Staff attended the Annual Meeting of Activate Allen County.
 6. Staff continued to work with Delphos Safe Routes to School Plan Team.

SUBCATEGORY NUMBER 605.8

PROGRESS: (Continued)

6. **Support the Allen County Bicycle & Pedestrian Task Force** (Continued)

7. Staff continued to work with Elida Safe Routes to School Plan Team.
8. Staff submitted a Letter of Support for the Ottawa River Walk Extension thru Bath and recent Lost Creek annexation area.

7. **Validate and Map Bike/Pedestrian Counts**

1. Staff worked with local stakeholders to complete bicycle and pedestrian counts across Allen County. There were 220 count periods designated for 44 count locations across the Lima, Delphos and Bluffton regions.
2. Staff also provided new site mapping for the volunteers.
3. Bike and pedestrian counts have all been collected, validated as to their accuracy and mapped. Such data is available on the Agency website at <https://www.lacrpc.com/wp-content/uploads/2020/08/Total2019.pdf> .

8. **Support and Develop ADA Transition Plans**

1. Support the development of ADA Transition Plans throughout the MPO service area.
2. Staff reviewed the status of the adoption/development of ADA Transition Plans with representatives of the villages of Bluffton and Elida as well as the City of Delphos.
3. Staff reviewed local ADA Transition Plans in the City of Lima, Village of Lafayette and Village of Beaverdam with local officials.
4. Staff reviewed ADA transition planning requirements with Village of Spencerville administrators
5. Staff attended meetings of the Low Vision Coalition and worked to encourage member participation in the development of the Transition Plans being developed across the MPO service area.
6. Staff worked in earnest to help develop ADA Transition Plans within the Village of Beaverdam, Village of Elida, Village of Lafayette, and City of Delphos.
7. Staff continues to suggest that the municipalities look to review the need to update/develop Safe Route to School Plans at the same time they work to address their ADA Transition Plans as eligibility to another source of funding will allow them to complete more of the warranted sidewalk system improvements more quickly.

9. **Technical Assistance**

1. Staff continues to provide technical assistance to representatives of ODOT District 1, MPO member organizations, elected officials and the general public as requested.

SUBCATEGORY NUMBER 605.8

PROGRESS: (Continued)

On Schedule: Yes _____ No X _____.

Delays/Problems Encountered/Corrective Action:

Staff continues to meet with City of Delphos officials to discuss a path forward to complete the development an ADA Transition Plan. The City has slowly progressed in completing a comprehensive inventory of its sidewalk system. The City's progress has been hindered due to staffing size and the recent departure of its Safety Service Director. The MPO plans to continue discussions with the City and offer additional assistance as-needed once a new Safety Service Director has been named. The MPO continues discussions with those entities currently lacking ADA Transition Plans.

Spring bike and pedestrian count activity and participation were limited due to the COVID-19 pandemic thus limiting the number of locations counted. Staff did complete validation and mapping of the completed counts. Staff anticipates participation and count collection to return to normal levels with the 2020 fall count.

TRANSPORTATION PROGRESS REPORT

FISCAL YEAR 2020

UPWP SUBCATEGORY NUMBER : 610 - ODOT/FHWA
TITLE : Continuing Planning - Review and Appraisal

	<u>FUNDING SOURCE/AGENCY</u>		
	<u>ODOT/FHWA</u>	<u>LOCAL</u>	<u>TOTAL</u>
Budgeted Amount	\$61,515.00	\$6,835.00	\$68,350.00

Work Products:

1. Travel Demand Model Data Collection; Continual.
2. Review & Reaffirmation of the 2040 Transportation Plan; April 2020.

Reporting Period: 7/1/19 - 6/30/20

EXPENDITURE & PERCENT WORK COMPLETED:

<u>Amount Expended This Year</u>	<u>Percent Expended This Year</u>	<u>Percent Work Completed This Year</u>	<u>Budgeted Amount With Carryover</u>
\$13,665.57	19.99%	100.00%	\$68,350.00

PROGRESS:

1. Travel Demand Model Data Collection

1. Staff continued to work with the Ohio Department of Transportation’s Modeling & Forecasting Section to compile socio-economic, demographic, housing and land use data, inclusive of utilities, zoning, etc., to support and subsequently validate the results (current & projected traffic) using the travel demand model for the MPOs service area inclusive of the Lima Urbanized Area, Delphos Urban Area and Bluffton Urban Area. Staff received and began geocoding 2018 QCEW data.
2. Staff continued to monitor new employment, population and housing data and assemble such data at the TAZ level to ensure consistency within the Agency’s travel demand model.
3. Staff worked to complete updating GIS road, utilities, and land use shapefiles for long range planning purposes.
4. Staff reviewed needed updates to the American Township 2030 LRP, Shawnee Township 2030 LRP, and the Bath Township 2040 LRP with current zoning inspectors.
5. Staff reviewed the use of select econometric models including RIMS, IMPLAN, REMI and EMRI to help identify policy implications of land use, transportation investments and tax policies with Ohio State University staff.
6. Staff undertook density mapping of population, employment, housing, proposed public and private utilities, and traffic generators.

SUBCATEGORY NUMBER 610

PROGRESS: (Continued)

1. Travel Demand Model Data Collection (Continued)

7. Staff reviewed the modeling results from proposed alternative improvements to US 30 and Thayer Road with representatives of Ohio Department of Transportation District Office and Central Office Modeling Section.
8. Staff updated new residential development and commercial development by traffic analysis zones with data collected as part of the Local Update of Census Addresses (LUCA) program.
9. Staff reviewed travel patterns of residents and paratransit operations with representatives of Teralytics; of significance was their ability to review origin destination data filtered by trip and purpose, time of day, etc.
10. Staff reviewed potential land use changes throughout the county.
11. New development activity and utility extensions were compared to current land use plans throughout the county.
12. Population, housing and employment data was reviewed at the political subdivision level.
13. Staff mapped Allen County employers by NAICS codes.
14. Neighborhoods were mapped by land use codes and residential density. Data was aggregated and mapped to the TAZ and census tract levels.
15. Staff continued to partake in conversations with parties interested in advancing the Rapid Speed Transportation Initiative including high-speed passenger rail and hyperloop technologies. Staff reviewed the status of the Hyperloop and the Rapid Speed Initiatives including the Hyperloop Feasibility Study as released by MORPC.

2. Review & Reaffirmation of the 2040 Transportation Plan

1. Staff reviewed financial resources by income streams, amounts previously available and the regularity of funding availability to establish a reasonable surety that such funding would be available to ensure the system was being adequately operated and maintained. Fiscal constraint for the 2040 Plan Update was ongoing. Conversations relative to the financial constraint of the Allen County Regional Transit Authority were of major concern. Staff reviewed the MPOs 2040 Transportation Plan Update, its program of projects and fiscal constraint issues thru the internal committee structure of the MPO, local stakeholders and with Ohio Department of Transportation pursuant to 40 CFR 93.108. The 2040 Transportation Plan Update was approved by the MPO Policy Board in April 2020.

On Schedule Yes X No .

Delays/Problems Encountered/Corrective Action:

None.

TRANSPORTATION PROGRESS REPORT

FISCAL YEAR 2020

UPWP SUBCATEGORY NUMBER : 610.4 - STP
TITLE : Long Range Planning - STP

	<u>FUNDING SOURCE/AGENCY</u>		
	<u>ODOT/FHWA/STP</u>	<u>LOCAL</u>	<u>TOTAL</u>
Budgeted Amount	\$92,355.00	\$4,937.00	\$97,292.00

Work Product:

1. Richland Township Comprehensive Plan; August 2019
2. American Township Comprehensive Plan; Not Completed

Reporting Period: 7/1/19 - 6/30/20

EXPENDITURE & PERCENT WORK COMPLETED:

<u>Amount Expended This Year</u>	<u>Percent Expended This Year</u>	<u>Percent Work Completed This Year</u>	<u>Budgeted Amount With Carryover</u>
\$17,144.03	17.62%	100.00%	\$97,292.00

PROGRESS:

1. **Richland Township Comprehensive Plan**
 1. Staff worked with the township to draft and finalize its first Comprehensive Plan.
2. **American Township Comprehensive Plan**
 1. Not Complete

SUBCATEGORY NUMBER 610.4

PROGRESS: (Continued)

On Schedule: Yes X No _____.

Delays/Problems Encountered/Corrective Action:

Staff continues discussion with American Township Trustees relative to the Comprehensive Plan update. While this update was not completed in FY2020 it is expected to be complete in FY2021. Additionally, staff is currently working on a new plan for the Village of Harrod and updates to the Village of Elida and Auglaize Township Comprehensive Plans.

TRANSPORTATION PROGRESS REPORT

FISCAL YEAR 2020

UPWP SUBCATEGORY NUMBER : 674
TITLE : Mass Transportation

	<u>FTA/ODOT</u>	<u>FUNDING SOURCE/AGENCY</u> <u>LOCAL</u>	<u>TOTAL</u>
Budgeted Amount	\$12,956.40	\$1,439.60	\$14,396.00

Work Products:

1. FACTS Coalition Participation & Support; Ongoing.
2. Citizens Accessibility Advisory Committee Support; Ongoing.

Reporting Period: 7/1/19 - 6/30/20

EXPENDITURE & PERCENT WORK COMPLETED:

<u>Amount</u> <u>Expended</u> <u>This Year</u>	<u>Percent</u> <u>Expended</u> <u>This Year</u>	<u>Percent Work</u> <u>Completed</u> <u>This Year</u>	<u>Budgeted</u> <u>Amount With</u> <u>Carryover</u>
\$6,744.56	46.85%	100.00%	\$14,396.00

SUBCATEGORY NUMBER 674

PROGRESS:

1. **FACTS Coalition Participation & Support**
 1. Staff attended FACTS Coalition meetings.

2. **Citizens Accessibility Advisory Committee Support**
 1. Staff participated in public meeting facilitated by Area Agency on Aging regarding the development of the Transportation Coordination Plan.
 2. Staff reviewed TARPS and coordination efforts with representatives of TARTA in the greater Toledo area
 3. Staff participated in a webinar sponsored by the National Association of Regional Councils entitled: "Older Americans Act 101: An Introduction".
 4. Staff collected data for website updates to better portray local fixed route transit, paratransit, and operators for purposes of meeting and posting performance measures.
 5. Staff worked with representatives of ODOT Public Transit and the West Ohio Community Action Partnership (WOCAP) to ensure that ODOT 5310 program vehicles were being transferred from WOCAP to the Mercer County Council on Aging.
 6. Staff reviewed a Federal Transit Administration policy decision that federal Health & Human Services (HHS) monies will be considered local monies.
 7. Review requirements to serve Mobility Manager at PSA³ and prepare mapping/analysis functions for them with ODOT Central Office Planning.
 8. Agency personnel reviewed funding for taxi services for mobility impaired with Stacy Adam at the Van Wert Area Economic Development Corporation.

SUBCATEGORY NUMBER 674

PROGRESS: (Continued)

2. Citizens Accessibility Advisory Committee Support (Continued)

9. Staff contacted all known paratransit service providers to assess vehicle needs by vehicle type and year including Allen County Council on Aging, Allen County Regional Transit Authority, Auglaize County Council on Aging, Delphos Senior Citizens, Marimor Industries, Mercer County Council on Aging, and Van Wert County Council on Aging. Staff worked to modify Table 7-1 of the existing Coordination Plan and forwarded same to ODOT Office of Public Transit.
10. Staff reviewed three (3) ODOT grant applications for 5310 and Mobility Management Program: PSA3 Mobility and 5310, Marimor 5310

On Schedule: Yes X No .

Delays/Problems Encountered/Corrective Action:

None.

TRANSPORTATION PROGRESS REPORT

FISCAL YEAR 2020

UPWP SUBCATEGORY NUMBER : 675 - ACRTA
TITLE : Mass Transportation - ACRTA

	<u>FUNDING SOURCE/AGENCY</u>			<u>TOTAL</u>
	<u>FTA-SEC.9</u>	<u>ODOT</u>	<u>LOCAL</u>	
Budgeted Amount	\$28,154.92	\$3,519.37	\$3,519.37	\$35,193.65

Work Products:

1. Personnel Drug Policy Assessment; 2019.
2. Acknowledge Public Transit Performance Measures: 2019.
3. Security & Safety Plan/Policy Assessment; 2019.
4. Assess Adopted Transit Asset Management (TAM) Plan; 2019.
5. Support TAM Plan Status; 2019.
6. Maintenance Plan Assessment: 2019.
7. Memorandum of Understanding (MOU) with MPO; 2020.
8. Certification of Data; N/A
9. Establish 2020-2024 Financial Plan; 2020.
10. Transit Development Plan; 2019.
11. DRAFT Public Transportation Agency Safety Plan; 2020.
12. Level of Service Analyses; Ongoing.
13. Drug Testing; Continual.
14. Marketing Efforts; Continual.

Reporting Period: 7/1/19 - 6/30/20

EXPENDITURE & PERCENT WORK COMPLETED:

<u>Amount</u> <u>Expended</u> <u>This Year</u>	<u>Percent</u> <u>Expended</u> <u>This Year</u>	<u>Percent Work</u> <u>Completed</u> <u>This Year</u>	<u>Budgeted</u> <u>Amount</u> <u>This Year</u>
\$33,998.99	96.60%	100.00%	\$35,193.65

PROGRESS:

1. Personnel Drug Policy Assessment

1. The Transit Authority Board reviews the Drug & Alcohol policies annually or as required by notification. The Transit Authority complies with 49 CFR Part 655, as amended and 49 CFR Part 40, as amended. New hires are informed of the Drug Policy rules upon hiring. Copies of Parts 655 and 40 are available in the drug and alcohol program manager's office and can be found on the internet at the Federal Transit Administration (FTA) Drug and Alcohol Program website <http://transit-safety.fta.dot.gov/DrugAndAlcohol/>.

2. Acknowledge Public Transit Performance Measures

1. Staff researched and reviewed performance measures for development of the transit Development Plan (TDP) and Transportation Improvement Program (TIP).

SUBCATEGORY NUMBER 675 - ACRTA

PROGRESS: (Continued)

2. **Acknowledge Public Transit Performance Measures** (Continued)

2. Staff reviewed safety performance measures, Transit Asset Management (TAM) plan and safety and security plan with representatives of ODOT's Public Transit Office.
3. Staff reviewed data points to meet the minimum requirements of the Transit Asset Management Plan.
4. The Transit Authority acknowledged the Performance Measures developed by the Ohio Department of Transportation Office of Transit.

3. **Security & Safety Plan/Policy Assessment**

1. Staff researched and reviewed performance measures for development of the transit Development Plan (TDP) and Transportation Improvement Program (TIP).
2. Reviewed capital rolling stock program schedule.

4. **Assess Adopted Transit Asset Management (TAM) Plan**

1. The Plan was adopted in October 2019. The RTA and RPC reviewed safety performance measures and components of the plan

5. **Support TAM Plan Status**

1. RTA received the following in FY 2020:
 - i. September 2019 – 3 35' Gilling Transit Busses - \$1,350,9000 (All Federal)
 - ii. October 2019 – Vehicle Lifts - \$49,968.00 (All Federal)
 - iii. November 2019 – Bobcat - \$23,900 (\$837 Federal, Balance Local)
 - iv. November 2019 – PC's - \$4,475 (\$837 Federal, Balance Local)
 - v. April 2020 – 2 LTV's (Small Busses) - \$127,678.00 (All Federal)
 - vi. April 2020 – 2 small Heavy-Duty Busses - \$127,876 (All Federal)

6. **Maintenance Plan Assessment**

1. The adopted Maintenance Plan demands that the Property's Operations Superintendents facilitate close coordination between transit operations, maintenance and financial departments. System performance reviews are scheduled and monitored to ensure peak performance of the maintenance operation, in order to maintain not less than 83% vehicle PM compliance as required by FTA, as well as for assurance that all ADA equipment will always be serviceable. Reviews will occur daily, weekly, monthly, and annually. Efforts will be made to reduce down-times on all vehicles and major equipment through having the proper resources available on-site, so as to minimize road calls. Contract reviews will be reviewed and revised on a yearly basis or as required by contract terms. At no time will the ACRTA Maintenance Department enter into a multi-year contract.

7. **Memorandum of Understanding (MOU) with MPO**

1. Transit staff worked with MPO staff, the MPO Policy Board, and the Transit Board to develop and sign a Memorandum of Understanding between the agencies for FY 2020 planning services.

SUBCATEGORY NUMBER 675 - ACRTA

PROGRESS: (Continued)

8. Certification of Data

1. The certification of data is no longer required and has been replaced by the National Transit Database (NTD).

9. Establish 2020-2024 Financial Plan

1. A financial plan was developed and adopted by RTA.

10. Transit Development Plan

1. Completed by RTA

11. Level of Service Analyses

1. Level of service analyses are ongoing and completed by RTA in FY2020.

12. Drug Testing

1. The Transit Authority complies with 49 CFR Part 655, as amended and 49 CFR Part 40, as amended. Copies of Parts 655 and 40 are available in the drug and alcohol program manager's office and can be found on the internet at the Federal Transit Administration (FTA) Drug and Alcohol Program website <http://transit-safety.fta.dot.gov/DrugAndAlcohol/>. All covered employees are required to submit to drug and alcohol tests as a condition of employment in accordance with 49 CFR Part 655. In addition, DOT has published 49 CFR Part 29, implementing the Drug-Free Workplace Act of 1988, which requires the establishment of drug-free workplace policies and the reporting of certain drug-related offenses to the FTA. The unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in the covered workplace. An employee who is convicted of any criminal drug statute for a violation occurring in the workplace shall notify the Supervisor no later than five days after such conviction. ACRTA has a no tolerance policy. The Agency ensures personnel expectations are understood in safety meetings.

13. Marketing Efforts

1. Ongoing; RTA has developed a strong digital media presence using an interactive website, Facebook and Instagram. The RTA Board is looking to continue its presence with posting press releases, service changes, and positive social media stories.

On Schedule: Yes No

Delays/Problems Encountered/Corrective Action:

None.

TRANSPORTATION PROGRESS REPORT

FISCAL YEAR 2020

UPWP SUBCATEGORY NUMBER : 675 - MPO
TITLE : Mass Transportation - MPO

	<u>FUNDING SOURCE/AGENCY</u>		<u>TOTAL</u>
	<u>RTA/ODOT</u>	<u>LOCAL</u>	
Budgeted Amount	\$36,000.00	\$0	\$36,000.00

Work Products:

1. Assess/Support Public Transit Performance Measures; Ongoing.
2. Memorandum of Understanding with ACRTA; 2020.
3. Transit Board Meetings; Ongoing.
4. Technical Assistance; Ongoing.
5. Drug Testing; Continual.
6. Public Outreach & Marketing Efforts; Continual.

Reporting Period: 7/1/19 - 6/30/20

EXPENDITURE & PERCENT WORK COMPLETED:

<u>Amount</u> <u>Expended</u> <u>This Year</u>	<u>Percent</u> <u>Expended</u> <u>This Year</u>	<u>Percent Work</u> <u>Completed</u> <u>This Year</u>
\$10,607.18	29.46%	100.00%

PROGRESS:

1. **Assess/Support Public Transit Performance Measures**
 1. Staff reviewed the RTA financial, safety, and asset management plans.
 2. Staff reviewed the need for the development of an updated Transit Development Plan and a Public Involvement Plan process to support the submission of Transportation Improvement Program projects with RTA administrators.
 3. Staff reviewed available Federal Transit Administration 5310 Program monies.
 4. Staff reviewed the status of a DRAFT comprehensive operational analysis of the Transit Authority.
 5. Staff reviewed the availability of Transit Certification of Data submissions.
 6. Staff contacted personnel at the Ohio Department of Transportation Office of Transit to request information from the National Transit Database.
 7. Staff reviewed transit planning needs and the Maintenance Operations Plan.
 8. Staff reviewed transit operations and RPC funding commitments with Transit Authority officials.
 9. Staff updated transit service fleet information for a pending Transit Development Plan (TDP).

10. Developed maps to document public transit's service area in square miles and population by type of service; and, updated schedules and information requests from consultant used by the Transit Authority.
11. Staff worked with ODOT Office of Public Transportation to identify additional information required to be included in the DRAFT STIP/TIP and TDP.
12. Staff worked with RTA to compile expense and revenue figures for 5-Year Projection.
13. Staff researched performance measures and Transit Asset Management (TAM) plan components for the TDP and TIP.
14. Staff reviewed capital rolling stock improvement program/schedule and source of funds for a Transit Development Plan (TDP) Update. Staff forwarded cost estimates to the acting ACRTA Finance Administrator, Robert for concurrence.
15. Staff reviewed status of safety performance measures, TAM plan and Safety and Security plan with representatives of ODOT's Public Transit Office.
16. Conversations with staffers at the Transit Authority were facilitated in order to identify needed documents for the pending Triennial Review.

2. Memorandum of Understanding with ACRTA

1. Staff worked with MPO Policy Board, Transit Authority administrators and Transit Board to develop and sign a Memorandum of Understanding between the agencies.

3. Transit Board Meetings

1. Staff continued to attend meetings of the Allen County Regional Transit Authority (ACRTA).

4. Technical Assistance

1. Staff reviewed transit service, capital needs and FTA announcements of available grants for buses and bus facilities with ACRTA representatives but the MPO did not prepare a new Transit Development Plan as the new document was completed by ACRTA. Staff attended meetings of the Transit Authority and reviewed development of a Business Plan and possible alternatives for transit services/improvements with RTA staffers.

5. Drug Testing

1. MPO staff continued to facilitate drug-draws required of Transit Authority personnel.

6. Public Outreach & Marketing Efforts

1. The MPO provided no other material support for marketing or public outreach.

On Schedule: Yes X No .

Delays/Problems Encountered/Corrective Action:

None.

TRANSPORTATION PROGRESS REPORT

FISCAL YEAR 2020

UPWP SUBCATEGORY NUMBER : 697
TITLE : Annual Report - Transportation

	<u>FUNDING SOURCE/AGENCY</u>		<u>TOTAL</u>
	<u>ODOT/FHWA</u>	<u>LOCAL</u>	
Budgeted Amount	\$5,102.10	\$566.90	\$5,669.00

Work Product:

1. CY 2019 Annual Report; April 2020.

Reporting Period: 7/1/19 - 6/30/20

EXPENDITURE & PERCENT WORK COMPLETED:

<u>Amount Expended This Year</u>	<u>Percent Expended This Year</u>	<u>Percent Work Completed This Year</u>	<u>Budgeted Amount With Carryover</u>
\$3,716.49	65.56%	100.00%	\$5,669.00

PROGRESS:

1. CY 2020 Annual Report

1. Staff worked to compile, draft, format, edit, print and post the Agency's Annual Report to some 300 recipients and the Agency website. The Report worked to document the Agency's charge, funding, committee membership and partnership activities undertaken as well as reports generated. The Report was completed on-time and on-budget.

On Schedule Yes X No

Delays/Problems Encountered/Corrective Action:

None.

WORK PROGRAM SUMMARY FISCAL YEAR 2020						
PROJECT	FUNDING SOURCE	AMOUNT BUDGETED	AMOUNT EXPENDED	PERCENT EXPENDED	EST. PERCENT WORK COMPLETED	ON SCHEDULE
601	1, 3, 4	\$103,627.00	\$123,994.19	119.65%	100.00%	✓
602 carryover	1, 3, 4	\$1,934.00	\$2,369.56	122.52%		
602	1, 3, 4	\$72,305.00	\$72,277.00	99.96%	100.00%	✓
605 carryover	1, 3, 4	\$10,761.00	\$13,077.13	121.52%		
605	1, 3, 4	\$126,610.00	\$104,857.26	82.82%	100.00%	✓
6058 carryover	6	\$43,095.00	\$52,194.93	121.12%		
6058	6	\$107,645.00	\$98,173.36	91.20%	90.00%	✗
610 carryover	1, 3, 4	\$2,719.00	\$3,306.09	121.59%		
610	1, 3, 4	\$65,631.00	\$10,359.48	15.78%	100.00%	✓
6104 carryover	6	\$4,937.00	\$3,514.77	71.19%		
6104	6	\$92,355.00	\$13,629.26	14.76%	100.00%	✓
674 carryover	1, 3, 4	\$629.00	\$2,055.95	326.86%		
674	1, 3, 4	\$13,767.00	\$4,688.61	34.06%	100.00%	✓
675-ACRTA	2, 5	\$35,193.65	\$33,998.99	96.61%	100.00%	✓
675-MPO	2, 5	\$36,000.00	\$10,607.18	29.46%	100.00%	✓
697	1, 3, 4	\$5,669.00	\$3,716.49	65.56%	100.00%	✓
ODOT / FHWA		\$403,652.00	\$340,702.19	74.40%		
FTA		\$71,193.65	\$44,606.17	62.65%		
Subtotals (ODOT/FHWA/FTA)		\$474,845.65	\$385,308.36	81.14%		
STP		\$248,032.00	\$167,512.32	75.44%		
TOTALS		\$722,877.45	\$552,820.68	76.47%		

Funding Source:

- 1 - FHWA
- 2 - FTA
- 3 - ODOT
- 4 - MPO
- 5 - ACRTA
- 6 - STP

**RESOLUTION: APPROVING THE COMPLETION REPORT FOR THE FY 2020 UNIFIED
PLANNING WORK PROGRAM**

WHEREAS, the Transportation Coordinating Committee of the Lima-Allen County Regional Planning Commission is the Commission's policy making body and designated as the Metropolitan Planning Organization (MPO) by the Governor of Ohio; and,

WHEREAS, the Transportation Coordinating Committee had developed the transportation portion of the FY 2020 Unified Planning Work Program in cooperation and consultation with the Ohio Department of Transportation; and,

WHEREAS, the transportation portion of the FY 2020 Unified Planning Work Program had promised certain products to be completed during the course of the fiscal year; and,

WHEREAS, the FY 2020 Completion Report lists all funded work elements of the FY 2020 Unified Planning Work Program along with other related information;

NOW, THEREFORE, BE IT RESOLVED by the Transportation Coordinating Committee of the Lima-Allen County Regional Planning Commission that the FY 2020 Completion Report is an accurate representation of the work performed on ODOT/FHWA/FTA transportation work elements.

ADOPTED THIS 27ND DAY OF AUGUST 2020



Steve Ewing, Chair
Transportation Coordinating Committee



Attest: Shane A Coleman, Executive Director
 Lima-Allen County Regional Planning Commission