



CLARK COUNTY-SPRINGFIELD

TRANSPORTATION COORDINATING COMMITTEE

**FY17
PLANNING
WORK
PROGRAM**

Completion Report

SEPTEMBER, 2017

Work Element 601.1 - Short Range Planning

<u>Budget</u>	\$106,447	<u>Funding Source</u>
Expenditures	\$99,417	CPG – ODOT - Local
Budget Balance	\$7,030	
% Expended	93%	
% Work Completed	100%	

End Products

Title VI Self Assessment	(3/17)	Delivered 3/17
ODOT Safety Program	(3/17)	Complete 3/17
FY2017 Planning Work Program	(5/17)	Delivered 5/17
Certification of the Transportation Planning Process	(5/17)	Delivered 5/17

Work Summary

Roadway

Staff conducted operational analysis for the four-lane sections of Derr Road and Home Road in the city of Springfield. Staff utilized the General Planning consultant services contract (see Work Element 601.21/601.2). Staff worked with the City of Springfield and ODOT District 7 on traffic impact studies and operational analysis on South Limestone and SR72 south of IR70.

Staff assisted local officials on scoping and RFP development on the McCreight Reconstruction project and the Derr Road Conversion project. Staff assisted the City of New Carlisle on alternative review and public involvement activities on the SR235 signal interconnect project.

Staff completed the South Limestone Corridor Study and the Derr and Home Roads Diet Feasibility Study with coordination from the TCC's task order consultant (see Work Element 601.21/601.2). Staff scoped and began work on the CR68 Access Management Study and the Mad River Trail Feasibility Study with the consultant (see Work Element 601.2).

Staff continued developing and organizing baseline traffic data and identifying local performance measures and targets with regard to pavement condition, bridge condition, and highway safety.

Emergency Management Agency Coordination

Staff continued to develop a close working relationship with the Clark County EMA. Staff continued to participate in the Clark County Local Emergency Planning Committee. Staff participated in quarterly meetings, agency exercises, and EOC basic training.

Highway Safety

Staff attended and participated in Safe Communities Coalition monthly meetings with the Clark County Health Department, various other city and county departments, and various law enforcement agencies. Staff additionally attended and participated in Clark County Fatal Crash Review Meetings. Staff participated in Statewide Strategic Highway Safety Plan Steering Committee meetings.

Staff participated in District Safety Review Team meetings regarding ODOT safety hot spots on the US and State system. Staff coordinated local safety planning activities with the Strategic Highway Safety Plan. An ODOT Safety Program application was prepared and submitted for intersection and corridor access management improvements on South Limestone Street in Springfield.

Staff participated in research activities, webinars, and training sessions on roadway safety issues and countermeasures. These included LTAP and ODOT Safety Talk and Safety Peer Exchange webinars and seminars. Staff monitored crash activity at recently completed safety projects.

Air Quality and Congestion Mitigation

Staff developed methodology and submitted CMAQ eligibility documentation for the Croft Road and Derr Road projects. Staff periodically reviewed the CMAQ program for best practices and project pipeline development.

Bicycle and Pedestrian Planning

Staff attended and participated in regional Miami Valley Bikeways and Miami Valley Cycling Summit planning meetings.

Staff attended and participated in Bike Springfield, Springfield Bike Task Force, and Ambassadors of Clark County Trails meetings. Staff participated in the coordination of a Bike to Work Day event in Springfield. Staff coordinated and organized the collection of data from counters placed along the multi-use trails in the planning area.

Staff worked with local stakeholders and the National Safe Routes to Schools Partnership on developing school travel plans. Staff coordinated workshops and applied for Safe Routes to Schools assistance for Springfield City Schools travel plan development. The application was approved and the travel plans will be completed in FY2018.

Staff worked with MVRPC and local stakeholders to develop an update to the Miami Valley Regional Trails Map. Staff worked with local stakeholders to encourage bike safety and distribute bike helmets to children.

Federal and State Issues

Staff worked on development of performance measures consistent with the FAST Act and integrating performance measures into the Transportation Plan and TIP. Staff continued participation in webinars and review on Performance Based Planning and federal NPRM's.

Staff monitored and coordinated with adjacent MPO's on the Federal MPO Coordination and Planning Area Reform Rule. The final rule was repealed by Congressional action during FY2017.

Other

Staff participated in Ohio Transportation Engineering Conference, the Ohio Conference on Freight, the Ohio Public Transit Association Conference, and various training sessions hosted by FHWA, ODOT, and LTAP.

Staff participated in various OARC Transportation Committee meetings and OARC Communications Committee meetings. Staff participated in various ODOT sponsored workshops and seminars covering performance measures, Title VI programs, scenario planning, safety planning and outreach, and civil rights. Staff coordinated and participated in TCC Technical Advisory Committee and TCC Local Officials, Government, and Citizens Advisory Committee meetings.

Staff participated in various Census and American Community Survey webinars and workshops. Staff utilized demographic data from the Census for planning products under various work elements.

Delays or Problems Encountered

None.

Work Element 601.11 - Short Range Planning

<u>Budget (Amended 1/13/2017)</u>	<u>\$85,397</u>
Expenditures	\$82,289
Budget Balance	\$3,108
% Expended	96%
% Work Completed	100%

Funding Source
 CPG – ODOT - Local
FY2016 Carry Forward

End Products

ODOT Safety Program	(9/16)	None
Environmental Justice Analysis	(9/16)	Complete 5/17
Title VI Program and Policy	(9/16)	Complete 5/17

Work Summary

See Work Element 601.1 for similar work completed under this Work Element.

Highway Safety

Staff participated in District Safety Review Team meetings regarding ODOT safety hot spots on the US and State system. No ODOT Safety Program applications were submitted during the first half of the fiscal year.

Environmental Justice Analysis

Staff completed the 2017 Environmental Justice Analysis during FY2017. The last update of the document was in 2006. Staff developed methodology and mapped minority and low-income populations for the planning area. Staff provided a draft document for public comment during the TIP public comment period and allowed a 45-day public comment period. The final document was approved by the TCC on 5/12/2017.

Title VI Program and Policy

Staff completed the 2017 Title VI Plan and Policies during FY2017. The last update of the document was in 2014. Staff developed an update to the methodology and policies for the document. Staff provided a draft document for public comment during the TIP public comment period and allowed a 45-day public comment period. The final document was approved by the TCC on 5/12/2017.

Other

Staff compiled data for publication of the FY2016 Annual Listing of Obligated Projects (see 697.1).

Staff worked with the Springfield sub-committee and transportation sub-committee to prioritize local projects for the Priority Development Advocacy Committee (PDAC). Staff assisted in completing a funding application for the South Limestone corridor improvements.

Delays or Problems Encountered

The Environmental Justice Analysis and Title VI Program and Policies documents were delayed to allow for greater coordination with ODOT Office of Diversity and Inclusion and to allow for public involvement that coincided with the TIP public comment period.

Work Element 601.2 – General Planning Services

<u>Budget</u>	<u>\$69,100</u>	<u>Funding Source</u>
Expenditures	\$69,082	CPG – ODOT - Local
Budget Balance	\$18	Consultant Services Only
% Expended	100%	
% Work Completed	100%	

End Products

South Limestone Corridor Study	(10/16)	Delivered 1/17
Derr and Home Roads Diet Feasibility Study	(12/16)	Delivered 3/17
CR68 Access Management Study	(9/17)	
Mad River Trail Feasibility Study	(12/17)	

Work Summary

This work element tracks expenditures for a general services consultant contract and its associated task orders. A summary of each task order follows.

South Limestone Corridor Study

The South Limestone Corridor Study concluded during the second half of FY2017. The study team finalized all planning documents during this period. The study document and recommendations were delivered to the TCC on 1/13/2017.

Derr and Home Roads Diet Feasibility Study

The Derr and Home Roads Diet Feasibility Study concluded during the second half of FY2017. The study team finalized planning documents during this period. The study document and recommendations were delivered to the TCC on 3/10/2017.

CR68 Access Management Study

The CR68 Access Management Study was scoped and began in the second half of FY2017 and is scheduled to conclude in FY2018. The study will examine traffic and crash data to make recommendations to proper driveway spacing along Urbana Road north of Springfield. The study will also look at specific recommendations to the area near the Navistar assembly plant to reduce travel time and increase truck safety in the area. During this period, the study team assembled and met with freight and other stakeholders, collected traffic and crash data, and drafted recommendations for the corridor.

Mad River Trail Feasibility Study

The Mad River Trail Feasibility Study was scoped and began in the second half of FY2017 and is scheduled to conclude in FY2018. The study will examine develop and analyze three alternatives to connect the existing trail system in Springfield to the newly developed Mad River Gorge west of Springfield. During this period, the study team assembled and met with park operators and other stakeholders, conducted preliminary field reviews, and began drafting potential alignments to study.

Delays or Problems Encountered

None.

Work Element 601.21 – General Planning Services

<u>Budget</u>	<u>\$60,000</u>	<u>Funding Source</u>
Expenditures	\$59,271	CPG – ODOT - Local
Budget Balance	\$729	<i>FY2016 Carry Forward</i>
% Expended	99%	Consultant Services Only
% Work Completed	99%	

End Products

South Limestone Corridor Study	(10/16)	Delayed to 2 nd Half
Derr and Home Roads Diet Feasibility Study	(12/16)	Delayed to 2 nd Half

Work Summary

This work element tracks expenditures for a general services consultant contract and its associated task orders. A summary of each task order follows.

South Limestone Corridor Study

The South Limestone Corridor Study was scoped and began in FY2016 and was completed in the second half of FY2017. The study is a comprehensive analysis of highway safety, pedestrian and bicycle safety, operations, and quality of life issues on South Limestone between Leffel Lane and Selma Road in the city of Springfield. The consultant team analyzed vehicular, bicycle, and pedestrian counts and crash data, and coordinated stakeholder meetings to review analysis and recommendations. There was one public meeting held during FY2017. The corridor study concluded in the second half of FY2017 (see Work Element 601.2).

Derr and Home Roads Diet Feasibility Study

The Derr and Home Roads Diet Feasibility Study was scoped and began in the first half of FY2017 and was completed in the second half of FY2017. The study examined traffic and crash data to determine the potential effects of converting four-lane sections of roadway to three lanes. The operational piece of the study was used to quantify change in intersection delay and emissions impacts. This quantification was used for follow-up to TIP public comments and for CMAQ funding eligibility documentation.

Delays or Problems Encountered

Both studies were delayed to the second half of the fiscal year due to TCC and TAC meeting scheduling. The delay allowed for additional local review of recommendations before finalizing the studies.

Work Element 602.1 – Transportation Improvement Program

<u>Budget</u>	<u>\$29,071</u>	<u>Funding Source</u>
Expenditures	\$22,574	CPG – ODOT – Local
Budget Balance	\$6,497	
% Expended	78%	
% Work Completed	100%	

End Products

TIP and MPO sub-allocated funds management	(Ongoing)	
Project review meetings	(Quarterly)	Complete 3/17
FY2018-2021 TIP First Draft	(1/17)	Complete 2/17
FY2018-2021 TIP Second Draft with Air Quality	(3/17)	Delivered 3/17
FY2018-2021 TIP Final	(5/17)	Delivered 5/17

Work Summary

A TIP Quarterly Review Meeting was held on 3/1/2017. All projects were reviewed to ensure compliance with schedules and to determine if additional actions were required. Meetings were attended by TCC staff, project sponsors, and ODOT staff. Due to increased coordination and communication, most project updates are currently handled on an on-going basis throughout project development and design. Because of this enhanced coordination effort, the fourth quarterly meeting was cancelled and the staff has moved to biannual on-site meetings instead.

Two (2) TIP amendments were prepared by staff and approved during the second half of this fiscal year.

Staff maintained the TCC's Capital Program by tracking project progress to ensure that Federally-allocated funds were balanced and in coordination with ODOT's TIP program management policies. Staff worked with ODOT Central Office, NOACA, and SCATS on two separate Capital Program cooperative funding swaps. Staff tracked capital expenditures to ensure compliance with ODOT Carry Forward and Toll Revenue Credit policies. Staff assisted ODOT and local project sponsors with scoping and funding issues on several projects.

The FY2018-2021 TIP was completed in the second half of the fiscal year. Public involvement open houses were held on 4/4/2017 and 4/5/2017 for public input to the draft documentation. The TCC adopted the TIP on 5/12/2017.

Delays or Problems Encountered

The First Draft document for the TIP was completed and submitted to ODOT and FHWA as an interim milestone to final TIP adoption. The First Draft was not, however, submitted to the TCC due to the board meeting schedule. Staff coordinated all TIP development milestones with ODOT's STIP development guidance. The Second Draft document served as both the initial submittal to the TCC and the submittal for public comment.

Work Element 602.11 – Transportation Improvement Program

Budget (Amended 1/13/2017) \$24,118

Expenditures	\$23,915
Budget Balance	\$203
% Expended	99%
% Work Completed	100%

Funding Source

CPG – ODOT – Local
FY2016 Carry Forward

End Products

TIP and MPO sub-allocated funds management	(Ongoing)	
Project review meetings	(Quarterly)	Complete 8/16, 11/16
FY2018-2021 TIP New Project Solicitation Complete	(10/16)	Complete 10/16

Work Summary

TIP Quarterly Review Meetings were held on 8/31/2016 and 11/30/2016. All projects were reviewed to ensure compliance with schedules and to determine if additional actions were required. Meetings were attended by TCC staff, project sponsors, and ODOT staff. Local project schedules were reviewed for consistency and compliance with the FY2018 Lockdown program.

Two (2) TIP amendments were prepared by staff and approved during the first half of this fiscal year.

Staff maintained the TCC's Capital Program by tracking project progress to ensure that Federally-allocated funds were balanced and in coordination with ODOT's TIP program management policies. Staff prepared and submitted a Carry Forward Request Waiver in accordance with ODOT Central Office policy. Staff assisted ODOT and local project sponsors with scoping and funding issues on several projects.

The FY2018-2021 TIP development cycle was initiated during the first half of this fiscal year. Staff worked with the Technical Advisory Committee on revised project scoring methodology. Staff prepared a preliminary budget and schedule, and developed and transmitted funding applications to all local jurisdictions. Received applications were forwarded to ODOT District 7 for comment and were publicly available for comment on the web and at a public open house held 9/13/2016. Staff scored received applications and recommended a fiscally constrained project list to the TCC and Technical Advisory Committee.

Delays or Problems Encountered

None.

Work Element 605.1 – Surveillance

<u>Budget (Amended 7/14/2017)</u>	<u>\$48,587</u>
Expenditures	\$23,917
Budget Balance	\$24,670
% Expended	49%
% Work Completed	95%

Funding Source
CPG – ODOT – Local

End Products

Maintain Road and Street Address Inventory	(Ongoing)
Maintain Highway and Transit Networks	(Ongoing)
Various data file and exhibit updates	(Ongoing)
Web-Based Traffic Count Data Base	(Ongoing)

Work Summary

Incorporating Speed Data into the Planning Process

Staff continued working with the National Performance Management Research Data Set (NPMRDS) to incorporate travel times into the planning process. Staff attended training sessions on working with the NPMDS on national performance measures related to reliability, congestion, and freight (PM3).

Traffic Counts and Web-Based Traffic Count Database

Staff began the 2017 collection of traffic counts in cooperation with ODOT, the City of Springfield, the Clark County Engineer's Department, and the PUCO. Staff collected traffic counts in the City of Springfield utilizing video detection equipment and online processing. Staff maintained the online web-based traffic count database for the entire planning area. Staff continued to upload new traffic data at the close of the traffic counting season. Staff continued to maintain a database of HPMS ADTs and a schedule for counting each location.

Staff compiled speed and count data from the Clark County Engineer's Department, the Clark County Sheriff's Office, and the City of Springfield portable speed trailers at various locations in Clark County.

Crash Data

Staff utilized the ODOT GCAT system to download geolocated crash data and create local shapefile data. Staff worked mislocated or unlocated crash data to correct geospatial accuracy. Staff collected and analyzed crash data for various local projects. Staff collected and analyzed crash data for County Fatal Crash Review meetings.

GIS/Other

Staff compiled and geocoded traffic data from various sources into shapefiles. This data includes bridge and pavement condition from ODOT's TIMS system and crash data from ODOT's GCAT system. Staff compiled a sidewalk inventory shapefile for the City of Springfield. Staff used Census and American Community Survey demographic data and compiled shapefiles for the Environmental Justice and Title VI plans and programs.

Staff attended and participated in various Traffic Academy, Safety, GIS, and Travel Demand Modeling classes and workshops.

Delays or Problems Encountered

The Functional Classification Update deliverable has been delayed to FY2018 as staff awaits approval of proposed changes from ODOT Central Office and FHWA.

Work Element 605.11 – Surveillance**Budget (Amended 1/13/2017) \$44,861**

Expenditures	\$44,429
Budget Balance	\$532
% Expended	99%
% Work Completed	100%

Funding Source

CPG – ODOT – Local
FY20 16 Carry Forward

End Products

Maintain Road and Street Address Inventory	(Ongoing)	
Maintain Highway and Transit Networks	(Ongoing)	
Various data file and exhibit updates	(Ongoing)	
Incorporate Roadway Speed Data into Planning Process	(Ongoing)	
Results of General Transportation Survey	(10/16)	Complete 6/16
2016 Traffic Counts Complete	(12/16)	Complete 12/16
Web-Based Traffic Count Data Base	(Ongoing)	

Work Summary

See Work Element 605.1 for similar work completed under this Work Element. The General Transportation Survey data was compiled and presented to the TCC in the previous Fiscal Year.

Traffic Counts and Web-Based Traffic Count Database

Staff completed the 2016 collection of traffic counts in cooperation with ODOT, the City of Springfield, the Clark County Engineer's Department, and the PUCO. Staff collected traffic counts in the City of Springfield utilizing video detection equipment and online processing. Staff maintained the online web-based traffic count database for the entire planning area. Staff continued to maintain a database of HPMS ADTs and a schedule for counting each location.

Delays or Problems Encountered

None.

Work Element 610.1 – Long Range Planning

<u>Budget (Amended 7/14/2017) \$84,666</u>		<u>Funding Source</u>
Expenditures	\$78,880	CPG – ODOT – Local
Budget Balance	\$5,786	
% Expended	93%	
% Work Completed	100%	

End Products

Assistance in Clark County Comprehensive Land Use Planning (Ongoing)
 Implementation of 2040 Transportation Plan (Ongoing)

Work Summary

Staff worked with a consultant team and local stakeholder committee to begin to update the Clark County Comprehensive Plan. Staff coordinated and participated in stakeholder and public meetings for the Comprehensive Plan development.

Staff participated in local technical review, zoning, and planning board committee meetings. Staff reviewed proposed changes to zoning for long range transportation forecasting. Staff participated in Ohio Travel Demand Model Users Group meetings and long range scenario planning workshops and webinars.

Delays or Problems Encountered

None.

Work Element 610.2 – Clark County Comprehensive Plan

<u>Budget (Amended 7/8/2016)</u>	<u>\$175,408</u>	<u>Funding Source</u>
Expenditures	\$62,772	CPG – ODOT – Local (60% of total costs)
Budget Balance	\$112,636	Consultant Services Only
% Expended	36%	
% Work Completed	50%	

End Products

Clark County Comprehensive Plan Update (6/18)

Work Summary

See Work Element 610.1 for additional staff work completed under this Work Element. The update to the Clark County Comprehensive Plan began during this period. The consultant team completed historical plan and document review, completed data collection, and completed a public engagement strategy during this period.

A total of six (6) stakeholder meetings and three (3) public involvement meetings were held during this period. In addition to the stakeholder and public meetings, additional targeted informational meetings were held with the TCC's Technical Advisory Committee, agricultural and preservation committees, the Chamber of Commerce, and various other business groups and associations.

The consultant team began drafting future land use maps, objectives and actions, and a thoroughfare plan revision during this period. Additional stakeholder and public involvement outreach will continue in FY2018.

Delays or Problems Encountered

None.

Work Element 665.1 – Air Quality Advocacy Program

<u>Budget (Amended 7/8/2016)</u>	<u>\$40,000</u>	<u>Funding Source</u>
Expenditures	\$36,003	CMAQ – Local
Budget Balance	\$3,997	
% Expended	90%	
% Work Completed	100%	

End Products

Air Pollution and Rideshare Public Awareness Campaign	(Ongoing)
Air Pollution Advisory Alerts Media Announcements	(On Declared AQ Days)

Work Summary

Staff conducted an informational and promotional Air Quality campaign through partnerships with the Springfield Summer Arts Festival and local recreational programs. The focus of these campaigns included the federal “It all adds up to cleaner air” messaging and the TCC air quality advocacy website. This messaging was also used to advertise on Springfield City Area Transit buses during this period.

There were five (5) Air Pollution Advisory Days declared by RAPCA during FY2017.

Delays or Problems Encountered

None.

Work Element 665.2 – LUC Coordination Study

<u>Budget (Amended 1/13/2017)</u>	<u>\$20,000</u>	<u>Funding Source</u>
Expenditures	\$8,840	SPR – ODOT
Budget Balance	\$11,160	
% Expended	61%	
% Work Completed	100%	

End Products

Draft FY2018 Planning Work Program Elements (if needed)	(3/17)	(Complete 3/17)
Final FY2018 Planning Work Program Elements (if needed)	(5/17)	(Complete 5/17)
Three Party Agreement of Cooperation (if needed)	(6/17)	(Completed 6/17)

Work Summary

Staff engaged the Logan-Union-Champaign (LUC) Regional Planning Commission, the LUC staff, and ODOT Central and District 7 staff on determining the feasibility of TCC providing transportation planning to LUC. The parties agreed to an arrangement where TCC would begin providing staff services directly to LUC for the Logan and Champaign Counties Rural Transportation Planning Organization (RTPO). The logistics of the arrangement included agreement type and duration, work program development, cost accounting, scope of services, and reimbursement procedures for services.

Staff worked with LUC staff on drafting the FY2018 RTPO PWP. The PWP was structured similarly to the TCC PWP to allow for easy coordination. The draft and final PWP documents were presented to and accepted by the LUC Executive Committee.

Staff worked with LUC staff and ODOT Central Office staff on drafting agreements for the provision of services. In lieu of a three party agreement, three separate agreements were drafted and executed: an agreement of cooperation between LUC and TCC for services, an agreement between LUC and ODOT to conduct the Rural Transportation Planning process, and the standard agreement between TCC and ODOT to conduct the Urban Transportation Planning process.

Delays or Problems Encountered

None.

Work Element 667.1 – Rideshare Program

<u>Budget (Amended 7/8/2016)</u>	<u>\$15,000</u>	<u>Funding Source</u>
Expenditures	\$12,754	CMAQ
Budget Balance	\$2,246	
% Expended	85%	
% Work Completed	100%	

End Products

Ride Matching	(As Needed)
Park and Ride Lot Monitoring	(Ongoing)
Coordination with Large Employers and Schools	(Ongoing)

Work Summary

Staff conducted an informational and promotional Rideshare campaign through partnership in the Springfield Winter Arts Festival.

Staff worked with local employers on marketing Rideshare to employees. Staff maintained a local database of potential carpool users and coordinates matches where feasible.

Staff continued to monitor the use of the Park and Ride Lots on Middle Urbana Road, Moorefield Road, Leffel Lane, and SR54. Staff maintained an inventory of all Park and Ride and Rideshare highway signage.

Delays or Problems Encountered

None.

Work Element 674.1 – Paratransit Planning

<u>Budget</u>	<u>\$2,961</u>	<u>Funding Source</u>
Expenditures	\$0	CPG – ODOT – Local
Budget Balance	\$2,961	
% Expended	0%	
% Work Completed	100%	

End Products

FTA Section 5310 Program Review	(1/17)	Complete 1/17
Paratransit Coordination Assistance	(As-Needed)	
ADA Transit Riders Advisory Committee	(Monthly)	

Work Summary

Staff assisted various agencies in applying for the FTA 5310 – Enhanced Mobility for Seniors and Individuals with Disabilities program and assisted previous recipients with mandatory reporting requirements. All work completed during this period was accomplished and recorded under Work Element 674.3.

Delays or Problems Encountered

None.

Work Element 674.2 – Transit Planning

<u>Budget</u>	<u>\$72,000</u>	<u>Funding Source</u>
Expenditures	\$59,820	FTA 5307 – Local
Budget Balance	\$12,180	
% Expended	83%	
% Work Completed	100%	

End Products

Urban Transit Program Applications	(11/16, 6/17)	None
SCAT Safety and Security Planning Review	(Ongoing)	
Ohio Public Transit Data Certification	(2/17)	Complete 2/17

Work Summary

No Urban Transit Program Applications were submitted during this fiscal year. An Ohio Transit Preservation Partnership Program (OTPPP) application for preventative maintenance and ADA paratransit service was submitted by the City of Springfield and approved by ODOT during this fiscal year.

Staff provided technical assistance to the City of Springfield and Springfield City Area Transit (SCAT). Staff assisted with various planning functions, including record keeping and reporting and service improvements. Staff assisted with shelter inventory and placement. Staff provided assistance to SCAT and the City of Springfield during the city's FTA Triennial Review process.

Staff provided technical assistance to the City of Springfield and SCAT on routing and fare changes that were approved in FY2016. Staff met monthly with City of Springfield and SCAT staff for transit system progress report meetings. Staff coordinated and met monthly with the Transit Rider's Advisory and ADA Committee.

Staff participated in the ODOT sponsored Transit Asset Management workshop in Columbus.

Delays or Problems Encountered

None

Work Element 674.3 – Coordinated Public Transit Plan

<u>Budget</u>	<u>\$27,841</u>	<u>Funding Source</u>
Expenditures	\$20,646	CPG – ODOT – Local
Budget Balance	\$7,195	
% Expended	74%	
% Work Completed	70%	

End Products

Coordinated Public Transportation Plan Implementation	(Ongoing)	
Transportation Providers Roundtable Meetings	(Quarterly)	
Draft FY2017 Coordinated Public Transportation Plan	(3/17)	Delayed to FY2018
Final FY2017 Coordinated Public Transportation Plan	(5/17)	Delayed to FY2018

Work Summary

Staff coordinated and met bimonthly with local transportation providers at Human Services and Coordinated Transportation Advisory Committee meetings. The advisory committee meetings served to assist in coordination between providers, social service agencies, and local nonprofits. Staff provided planning assistance to advisory committee partners that expressed interest in applying for various FTA funds.

Staff worked with regional partners outside of Clark County on continuing coordination efforts. Staff participated in regional coordination meetings with MVRPC in Dayton. Staff worked with local transportation officials in Logan and Champaign Counties on developing additional coordination projects to enhance service to populations in the three counties.

Staff began working on a draft of the FY2018 Coordinated Public Transportation Plan. Staff worked with local transportation providers and ODOT Office of Transit to determine the scope of the plan update.

Delays or Problems Encountered

The draft and development of an update to the Coordinated Public Transportation Plan was delayed to the next fiscal year to allow time to incorporate the ODOT Office of Transit's new statewide template for Coordinated Plans.

Work Element 682.1 – Ohio Public Works Commission Program Support

<u>Budget</u>	<u>\$65,000</u>	<u>Funding Source</u>
Expenditures	\$16,064	OPWC
Budget Balance	\$48,936	
% Expended	25%	
% Work Completed	100%	

End Products

Narrative and Financial Reports for the Program	(Ongoing)	
Program Kickoff	(7/16)	Complete 7/16
Preliminary Application Review	(10/16)	Complete 10/16
Final Application Review	(11/16)	Complete 11/16
Consolidated Application Package – Round 31	(12/16)	Complete 12/16
Preparation Round 32	(5/17)	Complete 5/17

Work Summary

Staff provided agenda and minutes for Executive Committee meetings.

Staff received and reviewed preliminary applications and solicited final applications from project sponsors. Staff prepared submittal of completed applications to OPWC.

Staff began preparation for the next round of OPWC funding.

Staff assisted potential applicants with questions and concerns about the OPWC process throughout the year.

Delays or Problems Encountered

None.

Work Element 682.2 – West Central Ohio Port Authority Administration

<u>Budget</u>	<u>\$110,000</u>	<u>Funding Source</u>
Expenditures	\$55,626	WESTCO
Budget Balance	\$54,374	
% Expended	51%	
% Work Completed	100%	

End Products

Administration services	(Ongoing)	
Annual budget	(12/16)	Delivered 12/16

Work Summary

Staff managed deposits and payments for regular business activities and real estate transaction proceeds.

Staff worked with Auditor of State staff on financial reviews.

Staff coordinated with Genesee and Wyoming staff on simple rail maintenance issues.

Staff continued the maintenance of the WESTCO website.

Staff completed and delivered an annual budget which was approved by the WESTCO Board of Directors in December 2016.

Delays or Problems Encountered

None.

Work Element 682.3 – Clean Ohio Program – OPWC District 11

<u>Budget</u>	<u>\$15,000</u>	<u>Funding Source</u>
Expenditures	\$3,442	Clean Ohio
Budget Balance	\$11,558	
% Expended	23%	
% Work Completed	100%	

End Product

Narrative and financial reports for the program	(Ongoing)	
Applications solicitation and scoring	(10/16)	Complete 10/16
Consolidated application package	(12/16)	Complete 12/16

Work Summary

Staff reviewed and scored applications for the Clean Ohio program. All applications were submitted to OPWC.

Delays or Problems Encountered

None.

Work Element 697.1 – Public Involvement

<u>Budget</u>	<u>\$42,149</u>	<u>Funding Source</u>
Expenditures	\$40,025	CPG – ODOT – Local
Budget Balance	\$11,558	
% Expended	23%	
% Work Completed	100%	

End Products

FY2016 Annual Listing of Projects	(9/16)	Delivered 9/16
Annual Newsletter	(None)	Delivered 9/16
Construction Season Update	(None)	Delivered 3/17
Maintenance of Website	(Ongoing)	
Public Involvement Activities	(As needed)	

Work Summary

FY2016 Annual Listing of Projects

Staff coordinated and developed the FY2016 Annual Listing of Obligated Projects and map during this period. The listing was delivered to the TCC on 9/9/2016 and included in the Annual TCC Newsletter. The listing was also published on the TCC website.

Annual Newsletter

Staff prepared and distributed the Annual 2016 TCC Newsletter. The newsletter was delivered to the TCC at the 8/12/2016 TCC Annual meeting, then posted on the TCC website and mailed to local stakeholders in September 2016 to allow for inclusion of the FY2016 Annual Listing of Obligated Projects.

Construction Season Update

Staff produced a Spring construction update to inform the public of maintained traffic. This information was published on the TCC website in March 2017.

Maintenance of website

Staff maintained information on the TCC website, including a calendar of events, TCC produced documents, and ongoing local studies and projects information.

Public Involvement Activities

Staff promoted TCC plans and programs at the Clark County Fair and other various local festivals and events.

Delays or Problems Encountered

None.