

NOACA TECHNICAL REPORT

FY 2008 Overall Work Program ODOT Completion Progress Report



August 2008



The Northeast Ohio Areawide Coordinating Agency (NOACA) is a public Organization serving the counties of and municipalities & townships within Cuyahoga, Geauga, Lake, Lorain and Medina (covering an area with 2.1 million people). NOACA is the agency designated or recognized to perform the following functions:

- **Serve as the Metropolitan Planning Organization (MPO), with responsibility for comprehensive cooperative and continuous planning for highways, public transit, and bikeways, as defined in the Transportation Equity Act for the 21st Century.**
- **Perform continuous water quality, transportation-related air quality and other environmental planning functions.**
- **Administer the area clearinghouse function, which includes providing local government with the opportunity to review a wide variety of local or state applications for federal funds.**
- **Conduct transportation and environmental planning and related demographic, economic and land use research.**
- **Serve as an information center for transportation and environmental and related planning.**
- **At NOACA Governing Board direction, provide transportation and environmental planning assistance to the 172 units of local, general purpose government.**

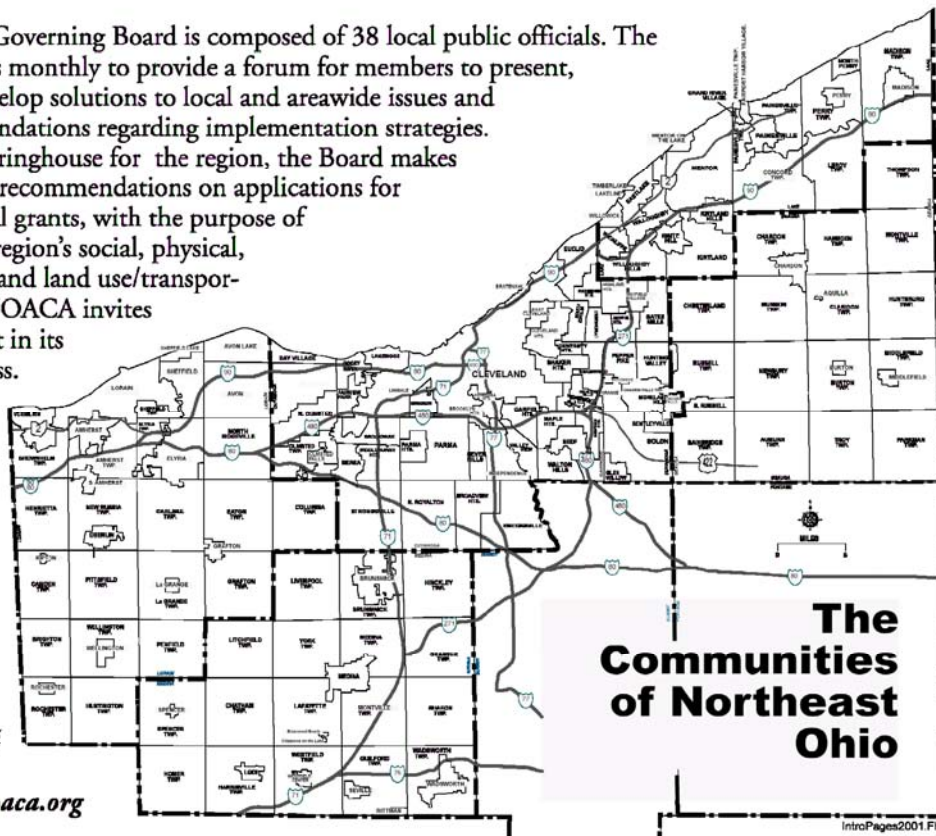
The NOACA Governing Board is composed of 38 local public officials. The Board convenes monthly to provide a forum for members to present, discuss and develop solutions to local and areawide issues and make recommendations regarding implementation strategies. As the area clearinghouse for the region, the Board makes comments and recommendations on applications for state and federal grants, with the purpose of enhancing the region's social, physical, environmental and land use/transportation fabric. NOACA invites you to take part in its planning process.

Feel free to participate, to ask questions and to learn more about areawide planning. For more information, call:

(216) 241-2414

or log on at:

<http://www.noaca.org>



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(*representing Soil and Water Conservation Districts*)

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Steve Jones, Associate Director of Divisional Services

<p>1) Title & Subtitle</p> <p>FY 2008 Overall Work Program - ODOT Completion Report</p>	<p>2) NOACA Report No.</p> <p>TR-08-11</p>
<p>3) Author(s)</p> <p>Sharon Hosek (Principal Coordinator); Planning and Programs Division Directors and Staff; Cheryl Kurkowski (Summary of Expenditures)</p>	<p>4) Report Date</p> <p>August 2008</p>
<p>5) Performing Organization Name & Address</p> <p>Northeast Ohio Areawide Coordinating Agency 1299 Superior Avenue, Cleveland, OH 44114-3204 Phone: (216) 241-2414 FAX: (216) 621-3024 Web site: www.noaca.org</p>	<p>6) Project Task No.</p> <p>6950-01</p>
	<p>7) NOACA Contract/Grant No.</p> <p>ODOT/FHWA</p>
<p>8) Sponsoring Agency Name & Address</p> <p>Ohio Department of Transportation 1980 W. Broad St., Box 899 Columbus, OH 43216-0899</p>	<p>9) Type of Report & Period Covered</p> <p>July 1, 2007 – June 30, 2008</p>
	<p>10) Sponsoring Agency Code</p>
<p>11) Supplementary Notes</p> <p>Federal funding for this project was provided by the Federal Highway Administration and administered by the Ohio Department of Transportation.</p>	
<p>12) Abstracts</p> <p>This completion progress report required by the Ohio Department of Transportation, documents the transportation planning work conducted by the NOACA staff under the Fiscal Year 2008 Overall Work Program. It contains products and progress during the period of July 1, 2007 through June 30, 2008. It also contains the budgets and expenditures under each project.</p>	
<p>13) Key Words & Document Analysis</p> <p>A. Descriptors -</p> <p>B. Identifiers/Open Ended Terms</p>	
<p>14) Availability Statement</p> <p>NOACA</p>	<p>15) No. Pages</p>
	<p>16) Price</p>

FY 2008 Overall Work Program
ODOT Completion Report

August 2008

Prepared by

NORTHEAST OHIO AREAWIDE COORDINATING AGENCY

MARY E. SAMIDE
BOARD PRESIDENT

HOWARD R. MAIER
EXECUTIVE DIRECTOR

The preparation of this publication was financed through grants received from the Federal Highway Administration and the Ohio Department of Transportation and appropriations from the counties of and municipalities within Cuyahoga, Geauga, Lake, Lorain and Medina. The contents do not necessarily reflect official views or policies of the U.S. Department of Transportation or the Ohio Department of Transportation. This report does not constitute a standard or regulation.

Abstract

This report, required by the Ohio Department of Transportation, documents the transportation planning work conducted by the NOACA staff under the Fiscal Year 2008 Overall Work Program. It contains products and progress during the period of July 1, 2007 through June 30, 2008. It also contains the budgets and expenditures under each project.

This report is prepared annually at the end of the fiscal year for our funding agencies, the Ohio Department of Transportation and the Federal Highway Administration.

**BI-ANNUAL PROGRESS REPORT
FY 2008 (01/01/08 - 06/30/08)
SUMMARY OF EXPENDITURES**

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>FUNDING SOURCE</u>	<u>OWP BUDGET</u>	<u>EXPENDED 01/01 - 06/30/08</u>	<u>YTD AS OF 06/30/08</u>	<u>% EXPENDED PER BUDGET</u>	<u>% WORK COMPLETED</u>	<u>ON TIME</u>	<u>BALANCE REMAINING</u>
1011	AIR QUALITY PROGRAM	2008 OCPG	\$ 66,272	\$ 22,913	26,418	40%	100%	YES	\$ 39,854
1018	CMAQ OZONE ACTION	CMAQ	328,000	212,809	310,567	95%	100%	YES	17,433
1019	SIP FOR OZONE AND SMALL PARTICLES	STP	65,454	11,494	32,128	49%	100%	YES	33,326
1022	208 PLAN	EPA 604 B	69,298	51,764	62,764	91%	16%	YES	6,534
1026	ADMINISTRATION	EPA 604 B	7,579	1,746	3,779	50%	27%	YES	3,800
1038	LOWER BIG CREEK WATERSHED	OCMP	500	180	180	36%	0%	n/a	320
1041	LOCAL WQ PLANNING	LOCAL	335,356	110,313	241,683	72%	40%	YES	93,673
6013	PARATRANSIT PROGRAM	2008 OCPG	53,881	7,405	9,505	18%	100%	YES	44,376
6014	JARC/NEW FREEDOM	2008 OCPG	10,785	830	11,615	108%	100%	YES	(830)
6015	JARC/NEW FREEDOM - FTA	FTA	261,241	55,204	73,909	28%	100%	YES	187,332
6016	JARC/NEW FREEDOM - Counties	Counties	50,000	11,004	22,274	45%	100%	YES	27,726
6019	SHORT RANGE PLANNING C/O	2007 OCPG C/O	25,467	2,361	27,828	109%	100%	YES	(2,361)
6020	TRANSP. IMPROV. PROGRAM	2008 OCPG	307,888	166,053	279,790	91%	95%	No	28,098
6022	IGRC	2008 OCPG	90,726	50,238	79,198	87%	100%	YES	11,528
6029	TRANSP IMP PROG C/O	2007 OCPG C/O	53,802	4,983	58,785	109%	100%	YES	(4,983)
6050	REG TRANSP SYSTEM	2008 OCPG	120,007	56,381	93,992	78%	95%	NO	26,015
6051	PUBLIC TRANSIT MONITORING	2008 OCPG	60,294	41,736	64,636	107%	95%	YES	(4,342)
6053	INTERMODAL PLANNING	2008 OCPG	24,681	29,551	31,182	126%	100%	YES	(6,501)
6054	REGIONAL PAVEMENT MGMT	STP	354,312	33,987	75,703	21%	100%	YES	278,609
6055	CONGESTION MANAGEMENT	2008 OCPG	144,541	88,863	139,171	96%	100%	YES	5,370
6059	SURVEILLANCE PLANG C/O	2007 OCPG C/O	69,946	6,457	76,403	109%	100%	YES	(6,457)
6100	COMPREHENSIVE PLANNING	2008 OCPG	107,185	83,945	101,086	94%	100%	YES	6,099
6103	BICYCLE PLANNING	2008 OCPG	155,767	93,894	141,752	91%	100%	YES	14,015
6105	TRANSPORTATION PLAN	2008 OCPG	161,050	67,482	85,868	53%	50%	NO	75,182
6109	REVIEW & APPR PLNG C/O	2007 OCPG C/O	50,853	(41,115)	9,738	19%	100%	YES	41,115
6152	DATABASE MANAGEMENT	2008 OCPG	37,819	42,257	42,257	112%	100%	YES	(4,438)
6153	FORECASTING & MODELING	2008 OCPG	261,393	166,990	276,767	106%	95%	NO	(15,374)
6155	MAJOR INVEST STUDIES	2008 OCPG	55,692	21,936	42,485	76%	100%	YES	13,207
6159	PROC DEV PLNG C/O	2007 OCPG C/O	47,088	4,318	51,406	109%	100%	YES	(4,318)
6251	T.L.C.	2008 OCPG	132,253	102,486	114,566	87%	100%	YES	17,687

**BI-ANNUAL PROGRESS REPORT
FY 2008 (01/01/08 - 06/30/08)
SUMMARY OF EXPENDITURES**

<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>FUNDING SOURCE</u>	<u>OWP BUDGET</u>	<u>EXPENDED 01/01 - 06/30/08</u>	<u>YTD AS OF 06/30/08</u>	<u>% EXPENDED PER BUDGET</u>	<u>% WORK COMPLETED</u>	<u>ON TIME</u>	<u>BALANCE REMAINING</u>
6252	PUB INV/COMM COORD	2008 OCPG	272,877	195,554	286,191	105%	100%	YES	(13,314)
6253	NEIGHB PLAN ASSIST	2008 OCPG	172,189	161,075	202,381	118%	95%	YES	(30,192)
6254	TRANS FOR LIVABLE COMM	STP	1,193,090	197,228	656,597	55%	100%	YES	536,493
6255	TLCI GRANT	2008 OCPG	500,000	385,322	385,322	77%	100%	YES	114,678
6259	SERVICE PLANNING C/O	2007 OCPG C/O	90,652	8,421	99,073	109%	100%	YES	(8,421)
6670	AGENCY OUTREACH	RIDESHARE 2008	435,000	60,126	60,126	14%	100%	YES	374,874
6671	2006 RIDESHARE	RIDESHARE 2007	235,341	107,494	235,341	100%	100%	YES	0
6741	BRUNSWICK TRANSIT	BRUNSWICK	32,069	6,688	10,228	32%	100%	YES	21,841
6950	TRANSP. PROGRAM ADMIN	2008 OCPG	815,624	569,156	940,501	115%	95%	NO	(124,877)
6951	TRANSP. PROGRAM ADMIN C/O	2007 OCPG C/O	200,563	14,575	215,138	107%	100%	YES	(14,575)
			<u>\$ 7,456,535</u>	<u>\$ 3,214,104</u>	<u>5,678,333</u>				<u>\$ 1,778,202</u>
SUB - TOTALS									
		RPM	354,312	\$ 33,987	75,703				\$ 278,609
		2008 OCPG	3,550,924	2,354,067	3,354,683				196,241
		JARC - FTA	261,241	55,204	73,909				187,332
		JARC - Counties	50,000	11,004	22,274				27,726
		2007 OCPG C/O	538,371	0	538,371				0
		RIDESHARE 2008	435,000	60,126	60,126				374,874
		RIDESHARE 2007	235,341	107,494	235,341				0
		EPA 604 (B)	76,877	53,510	66,543				10,334
		LOCAL	335,356	110,313	241,683				93,673
		SIP	65,454	11,494	32,128				33,326
		OCMP	500	180	180				320
		BRUNSWICK	32,069	6,688	10,228				21,841
		CMAQ	328,000	212,809	310,567				17,433
		TRAN FOR LIV COM	1,193,090	197,228	656,597				536,493
			<u>\$ 7,456,535</u>	<u>\$ 3,214,104</u>	<u>5,678,333</u>				<u>\$ 1,778,202</u>

** OCPG (Ohio Consolidated Planning Grant).

PROGRAM NUMBER 1011

AIR QUALITY PLANNING EFFORTS

FUNDING SOURCES: AGENCY: OCPG ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$66,272

Products:

1. Maintenance of Air Quality Subcommittee – ongoing
2. Air Quality Trends Analysis Report – June 2008
3. Program and Project Administration – ongoing

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$3,505	Percent of Budget Utilized: 5%	Percent of Project Completed: 10%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$22,913	35%	90%
Fiscal Year Totals:	\$26,418	40%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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Air Quality Trends 2006 Update

X

I=Information D=Draft F=Final

July 1, 2007 – December 30, 2007:

(Product 1)

- Prepared for and staffed Air Quality Subcommittee for meetings in July, August, September, and November 2007. Topics included the fine particle (PM2.5) State Implementation Plan (SIP) issues, the work of the NOACA Ozone Action Day Program and Fine Particle Pollution Program, annual trends in air pollution in the region, coordination with USEPA studies and one private study, and topics of local concern.

(Product 2)

- Created, edited, published, and distributed the “Air Quality Trends 2006 Update,” which can be found at www.noaca.org/environmentaldownloads.html. This report covered air pollution data for 2006 and is published in 2007.
- Initiated collection of data for the “Air Quality Trends 2007 Update,” which covers air pollution data for 2007 and is published in June 2008, after the Ohio Environmental Protection Agency (Ohio EPA) releases the quality-assured data for the prior calendar year.

(Product 3)

- Continued, through the Air Quality Subcommittee, to oversee the work of the NOACA Ozone Action Day Program and the Fine Particle Pollution Program.
- Began, through the Air Quality Subcommittee, to initiate implementation of Ozone and Fine Particle SIP recommendations approved by the NOACA Governing Board, such as CMAQ applications and participation in an upcoming diesel retrofit conference.

January 1, 2008 – June 30, 2008:

(Product 1)

- Prepared for and staffed Air Quality Subcommittee for meetings in 2008. Topics included the implementation of all SIP recommendations, the work of the NOACA Ozone Action Day Program and Fine Particle Pollution Program, annual trends in air pollution in the region (especially the two pollutants of concern), and coordination with the USEPA PM2.5 study.

(Product 2)

- Created, edited, published, and distributed the “Air Quality Trends 2007 Update,” which can be found at www.noaca.org/environmentaldownloads.html. This report covered air pollution data for 2007 and is published in 2008.
- Initiated collection of data for the “Air Quality Trends 2008 Update,” which covers air pollution data for 2008 and is published in June 2009, after the Ohio Environmental Protection Agency (Ohio EPA) releases the quality-assured data for the prior calendar year.

(Product 3)

- Continued, through the Air Quality Subcommittee, to oversee the work of the NOACA Ozone Action Day Program and the Fine Particle Pollution Program, including planning for several summer campaigns.
- Began, through the Air Quality Subcommittee, to initiate implementation of Ozone and Fine Particle SIP recommendations approved by the NOACA Governing Board, including encouraging use of mass transit, bicycling, and carpooling.

PROGRAM NUMBER 1018

Ozone Action Day and Fine Particle Pollution Programs

FUNDING SOURCES: AGENCY: CMAQ ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$328,000

Products:

1. Ozone Action Day Program Annual Report
2. Fine Particle Pollution Program Annual Report

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$97,758	Percent of Budget Utilized: 30%	Percent of Project Completed: 30%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$212,809	65%	70%
Fiscal Year Totals:	\$310,567	95%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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Air Quality Trends 2007 Update X

I=Information D=Draft F=Final

July 1, 2007 – December 30, 2007:

(Product 1)

- Created, edited, published, and distributed the “Air Quality Programs 2006 Annual Report.” This report can be found at www.noaca.org/oadannualrept.html.
- Began work on the “Air Quality Programs 2007 Annual Report,” which is published in 2008 after Ohio EPA releases the quality-assured data for ozone for the prior year.
- Created, edited, published, and distributed the “Air Quality Program Mid-Season Update 2007,” which can be found at www.noaca.org/environmentaldownloads.html.

(Product 2)

- Created, edited, published, and distributed the “Air Quality Programs 2006 Annual Report.” This report can be found at www.noaca.org/oadannualrept.html.
- Began work on the “Air Quality Programs 2007 Annual Report,” which is published in 2008 after Ohio EPA releases the quality-assured data for fine particles for the prior year.

January 1, 2008 – June 30, 2008:

(Product 1)

- Created, edited, published, and distributed the “Air Quality Programs 2007 Annual Report.” This report can be found at www.noaca.org/oadannualrept.html.

- Began work on the “Air Quality Programs 2008 Annual Report,” which is published in 2009 after Ohio EPA releases the quality-assured data for ozone for the prior year.
- Oversaw the work of the air pollution forecasting contractors for the Air Quality Programs.

(Product 2)

- Created, edited, published, and distributed the “Air Quality Programs 2007 Annual Report.” This report can be found at www.noaca.org/oadannualrept.html.
- Began work on the “Air Quality Programs 2008 Annual Report,” which is published in 2009 after Ohio EPA releases the quality-assured data for fine particles for the prior year.

PROGRAM NUMBER 1019 **NOACA SIP Planning and Task Force for Ozone and Small Particles**

FUNDING SOURCES: AGENCY: CMAQ ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$65,454

Products:

1. Public stakeholder group and SIP technical advisory group meeting summaries and hand-outs, fact sheets, and background information for all meetings
2. Technical analysis reports
3. NOACA Recommendations for Ozone SIP
4. NOACA Recommendations for PM SIP
5. Updated NOACA-Ohio EPA Memorandum of Understanding
6. Map of air emissions sources in central Cuyahoga County

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$20,634	Percent of Budget Utilized: 32%	Percent of Project Completed: 32%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$11,494	17%	68%
Fiscal Year Totals:	\$32,128	49%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
PM2.5 SIP Recommendations Final Report (Sept 2007)		X	X	X

I=Information D=Draft F=Final

July 1, 2007 – December 30, 2007:

(Product 1)

- Updated website to include all materials, including a revised “Nonattainment Fact Sheet,” which can be found at www.noaca.org/pmsipplan.html

(Product 2)

- Created, edited, published, and distributed the “EAC Air Quality Subcommittee Final Report: PM2.5 SIP Recommendations,” which can be found at www.noaca.org/pmsipplan.html
- Distributed the “Mobile Sources Work Group Final Report,” the “Stationary Sources Work Group Final Report,” and the “Emissions Inventory and Source Apportionment Final Report,” for use by the NOACA Governing Board, all of which can be found at www.noaca.org.pmsipplan.html.

(Product 3)

- Began implementation of recommendations for Ozone SIP attainment, as already approved by the NOACA Governing Board. Relevant documents can be found at www.noaca.org/sipplan.html

(Product 4)

- Created and presented two Powerpoint presentations for PM SIP recommendations, one for the Transportation Advisory Committee and one for the Governing Board, both of which can be found at www.noaca.org/pmsipplan.html
- Created, edited, and presented to the NOACA Governing Board for its approval in December NOACA Resolution 2007-044, which was approved and which can be found at www.noaca.org/pmsipplan.html

January 1, 2008 – June 30, 2008:

(Product 1)

- Updated website to include all materials, including yet another revised “Nonattainment Fact Sheet,” following changes to the NAAQS for the two pollutants of concern.

(Product 2)

No activity to date.

(Product 3)

- Continued education and implementation of recommendations for Ozone SIP attainment, as already approved by the NOACA Governing Board. Relevant documents can be found at www.noaca.org/sipplan.html

(Product 4)

- Continued public education on the recommendations.
- Copied for interested parties NOACA Resolution 2007-044, which was approved and which can be found at www.noaca.org/pmsipplan.html .

(Product 5 and 6)

- No activity necessary

FUNDING SOURCES: AGENCY: OCPG ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$53,881

Products:

1. FY 2008 Specialized Transportation Program Summary Report (includes Board Resolution for Proposed Applicants) – 4th Quarter
2. Transit Council Materials – monthly
3. Project Planning Reviews from a transit perspective – Quarterly

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$2,100	Percent of Budget Utilized: 4%	Percent of Project Completed: 4%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$7,405	14%	96%
Fiscal Year Totals:	\$9,505	18%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
Specialized Transportation Program Recommendations	X		X	X

I=Information D=Draft F=Final

September 1, 2007 – December 30, 2007:

(Product 1)

- Hosted ODOT Central Informational Workshop for 5310 applicants in October.
- Reviewed 5310 application and scoring sheets in preparation of FY 2008 vehicle application cycle.

(Product 2)

- Conducted Transit Council meetings, usually held monthly.

(Product 3)

- Performed Project Planning Reviews of proposed federal-aid projects related to transit issues.

Note: The Specialized Transportation Program (Section 5310) selection process was delayed by ODOT until January 2008. Project budget may need to be adjusted, although some funds will be expended in the latter half of the year for application review and coordination with ODOT.

January 1, 2008 – June 30, 2008:

(Product 1)

- Completed review and scoring of applications in February.
- Attended Specialized Transportation Program statewide meeting in Columbus in February.

(Product 2)

- Conducted Transit Council meetings, usually held monthly.

(Product 3)

- Performed 3rd and 4th quarter Project Planning Reviews of proposed federal-aid projects related to transit issues.

Note: Because the Specialized Transportation Program (Section 5310) selection process was delayed by ODOT until January 2008, award announcements were likewise pushed back until mid-July; therefore, the annual summary report will be completed during 1st Qtr 2009. Also, the program no longer requires a NOACA Governing Board resolution.

PROGRAM NUMBER 6014 **JOB ACCESS/REVERSE COMMUTE(JARC) /NEW FREEDOM**

FUNDING SOURCES:	AGENCY:	<u>OCPG</u>	<u>ODOT</u>	<u>LOCAL</u>	<u>TOTAL</u>
	BUDGET AMOUNT:	_____	_____	_____	<u>\$130,680</u>
4/24/08-	REVISED BUDGET AMOUNT:	_____	_____	_____	<u>\$10,785</u>

Products:

1. Overall regional coordinated transportation plan (JARC, New Freedom, Section 5310 – December 2007
2. Prioritization and selection process – December 2007
3. Review and recommendation of JARC and New Freedom projects for funding – ongoing

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$10,785	Percent of Budget Utilized: 8%	Percent of Project Completed: 100%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$830	100%	%
Fiscal Year Totals:	\$11,615	108%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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I=Information D=Draft F=Final

September 1, 2007 – September 30, 2007:

(Product 1)

- Compiled information gathered from public meetings, focus groups, and stakeholder committee meetings.
- Compiled stakeholder survey results.

Note: This project number will no longer be charged. Work began on the Coordinated Public Transit-Human Services Transportation Plan using OCPG funds but all remaining work will be charged as FTA-reimbursable administrative funds under the JARC / New Freedom planning grant.

January 1, 2008 – June 30, 2008:

Note: Only fringe and indirect rate adjustments made to this project number. Work began on the Coordinated Public Transit-Human Services Transportation Plan using OCPG funds but all remaining work was charged as FTA-reimbursable administrative funds under the JARC / New Freedom planning grant.

PROGRAM NUMBER 6015 **JARC/NEW FREEDOM PROGRAMS – FTA FUNDS**

FUNDING SOURCES: AGENCY: FTA _____ TOTAL
 BUDGET AMOUNT: _____ \$261,241

Products:

1. Overall regional coordinated transportation plan (JARC, New Freedom, Section 5310) – December 2007
2. Grant applications for JARC and New Freedom programs – December 2007
3. Prioritization and selection process – December 2007
4. Review and recommendation of JARC and New Freedom projects for funding – ongoing
5. Management of sub recipient grants including annual Program of Projects, progress reports, and annual reports – ongoing

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$18,705	Percent of Budget Utilized: 7%	Percent of Project Completed: 50%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$55,204	21%	50%
Fiscal Year Totals:	\$73,909	28%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
Coordinated Public Transit-Human Services Transportation Plan for Northeast Ohio	X	X	X	X
FTA Title VI Report	FTA			
JARC & New Freedom Program Management Plan	FTA	X		

I=Information D=Draft F=Final

October 1, 2007 – December 30, 2007:

(Product 1- planning for Cuyahoga, Lake, and Lorain counties)

- Facilitated updates to FTA Title VI report and ODOT Civil Rights reporting required to receive funding as designated recipient; sent to FTA on 10/26/07.
- Initiated application process to receive administrative JARC and New Freedom funds from FTA.
- Produced mapping for plan.
- Hosted regional workshop for coordinated plan in December.
- Developed draft coordinated plan with assistance of working group.

January 1, 2008 – June 30, 2008:

(Product 1)

- Completed the Coordinated Public Transit – Human Services Transportation Plan for Northeast Ohio in January 2008 and received Governing Board approval in March 2008.

(Product 2)

- Developed JARC and New Freedom grant applications and instruction documents.

(Product 3)

- Held competitive selection process from March 20-April 26, 2008.
- Advertised availability of funding through press releases, legal notices, email, direct mail, and NOACA's Web site.
- Held grant application workshop for interested JARC and New Freedom applicants in April.

(Product 4)

- Assembled JARC and New Freedom Task Force to review, score, and recommend project applications for funding to the Governing Board.
- Facilitated review of applications.
- Produced memoranda about the funding recommendations to the NOACA Transportation Advisory Committee and Governing Board.

(Product 5)

- Received administrative JARC and New Freedom grant from FTA and began drawing down funds.
- Submitted monthly draw requests in the ECHO-Web system to reimburse NOACA for designated recipient administrative expenses.
- Submitted 3rd quarter (federal fiscal year) Financial Status and Milestone Progress reports in TEAM-Web.
- Completed JARC and New Freedom applications for FFYs 2006-2008 apportionments in the TEAM-Web system and submitted annual Program of Projects.
- Developed Program Management Plan for JARC and New Freedom programs.

PROGRAM NUMBER 6016 **JARC/NEW FREEDOM – MEDINA & GEAUGA COUNTIES**

FUNDING SOURCES: AGENCY: Med/Geauga _____ TOTAL
 BUDGET AMOUNT: _____ \$50,000

Products:

1. Geauga County portions of the overall regional coordinated transportation plan (JARC, New Freedom, Section 5310) – December 2007
2. Medina County portions of the overall regional coordinated transportation plan (JARC, New Freedom, Section 5310) – December 2007

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$11,270	Percent of Budget Utilized: 23%	Percent of Project Completed: 50%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$11,004	22%	50%
Fiscal Year Totals:	\$22,274	45%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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I=Information D=Draft F=Final

October 1, 2007 – December 30, 2007:

(Products 1,2 - planning for Geauga and Medina counties)

- Facilitated updates to FTA Title VI and ODOT Civil Rights reporting required to receive funding as designated recipient.
- Initiated application process to receive administrative JARC and New Freedom funds from FTA.
- Produced mapping for plan.
- Hosted regional workshop for coordinated plan in December.
- Developed draft coordinated plan with assistance of working group.

January 1, 2008 – June 30, 2008:

(Products 1, 2 - planning for Geauga and Medina counties)

- Completed the Coordinated Public Transit – Human Services Transportation Plan for Northeast Ohio in January 2008 and received Governing Board approval in March 2008.
- Developed JARC and New Freedom grant applications and instruction documents.

Note: Charges on this project number ceased after March 2008.

PROGRAM NUMBER 6019 **SHORT RANGE PLANNING – CARRYOVER FUNDS**

FUNDING SOURCES: AGENCY: FY 2007 OCPG ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$25,467

Products:

1. Planning assistance under Section 5310, JARC and New Freedom Programs.

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$25,467	Percent of Budget Utilized: 100%	Percent of Project Completed: 100%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$2,361	9%	0%
Fiscal Year Totals:	\$27,828	109%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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I=Information D=Draft F=Final

July 1, 2007 – August 31, 2007:

Section 5310 Transit Planning

(Product 1)

- Completed eight 5310 vehicle inspections and forwarded inspection forms with transmittal letter as directed by ODOT-Central.
- Facilitated transfer of one 5310 vehicle from Light of Hearts Villa, Bedford, to Maple Heights Senior Center, as requested by ODOT-Central.
- Facilitated Transit Council meetings, usually held monthly.

JARC/New Freedom

(Product 1)

- Facilitated public meetings in each county.
- Transmitted stakeholder surveys to over 500 agencies, municipalities, and organizations.
- Facilitated stakeholder committee meetings.
- Facilitated 15 focus group meetings in Cuyahoga, Geauga, Lake, Lorain and Medina counties for older adults, individuals with disabilities, and people with low income in each county.

- Initiated FTA TEAM-Web electronic grants application process to access JARC and New Freedom funds.
- Developed Memorandums of Understanding with Geauga and Medina counties for ODOT coordinated planning grants.

January 1, 2008 – June 30, 2008:

Spent down expenditures during first quarter. Minor expenditures due to fringe and indirect rate adjustments.

PROGRAM NUMBER 6020 **TRANSPORTATION IMPROVEMENT PROGRAM/FUNDS MGT**

FUNDING SOURCES: AGENCY: OCPG ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$382,888
 4/24/08- REVISED BUDGET AMOUNT: _____ \$307,888

Products: (revised Product 8 by email to ODOT 4/24/08)

1. NOACA SFY 2008-2011 TIP
2. NOACA SFY 2008-2011 TIP Amendments – Quarterly
3. TIP Monitoring Reports and status reports to the TAC, its subcommittees, the NOACA Board and other interested parties - monthly
4. SFY 2009 TIP Priority and Reservoir Lists/Encumbrance Strategy - 2nd Quarter
5. ODOT Funds Management – biweekly
6. Update of Databases and GIS mapping of projects - as needed
7. Project Programming Assessments – as needed
8. ~~Project Application Revisions~~ Draft Project Applications Revisions- as needed
9. Review of proposed projects for Project Planning
10. Annual list of obligated TIP projects – 4th Quarter
11. Transportation Financial Resource Report- 2nd Quarter

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$113,737	Percent of Budget Utilized: 30%	Percent of Project Completed: 42%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$166,053	61%	53%
Fiscal Year Totals:	\$279,790	91%	95%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
Quarterly Plan and TIP Amendments	X		X	X
FY 2008 Project Planning Review Summary		X	X	X
Monthly TIP Monitoring Reports	X		X	X
SFY 2009 TIP Priority and Reservoir Lists	X		X	X

I=Information D=Draft F=Final

September 1, 2007 – December 30, 2007:

(Product 1)

- Received and responded to written and verbal correspondence from sponsors and program managers regarding existing and proposed highway and transit projects (on-going).

(Product 2)

- Prepared TIP amendments for TAC recommendation to the Governing Board as part of the first and second quarter project planning review.

(Product 3)

- Prepared SFY 2008 Monitoring Report of NOACA-funded projects for RTIS, TAC and Governing Board information.

(Product 4)

- Developed drafts of the SFY 2009 “Lockdown” List of projects for the Regional Transportation Investment Subcommittee (RTIS) review and recommendation; sent to ODOT.

(Product 5)

- Reviewed respective balances of NOACA (i.e. CMAQ, TEA and STP) program for discrepancies, inconsistencies and encumbrances as needed.

(Products 6 and 7)

No activity to date.

(Product 8)

- Reviewed the ODOT Project Scope Form for possible incorporation with the current TIP application.

(Product 9)

- Reviewed project applications submitted by their respective sponsors proposed for possible inclusion in the first and second quarter PPR.

(Product 10)

- Recorded the sale of projects sold from September to December.

(Product 11)

- Reviewed current policy related to STP and proposed possible revisions in the form of scoring and screening programmed and proposed projects.
- Participated in OARC meetings.

January 1, 2008 – June 30, 2008:

(Product 1)

- Received and responded to written and verbal correspondence from sponsors and program managers regarding existing and proposed highway and transit projects (on-going).

(Product 2)

- Prepared TIP amendments for TAC recommendation to the Governing Board as part of the third and fourth quarter project planning review.

(Product 3)

- Prepared SFY 2008 Monitoring Report of NOACA-funded projects for RTIS, TAC and Governing Board information.

(Product 5)

- Reviewed respective balances of NOACA (i.e. CMAQ, TEA and STP) program for discrepancies, inconsistencies and encumbrances as needed.

(Products 6)

- Generated draft TIP project maps, downloading Access TIP Database project data to GIS (as needed).

(Product 7)

- Project Programming Assessments – made periodic assessments of the highway and transit programs, aligning the regionally significant highway and transit projects with the region's infrastructure needs (as needed).

(Product 8)

- Reviewed the ODOT Project Scope Form for possible incorporation with the current TIP application.

(Product 9)

- Reviewed applications submitted by their respective sponsors of proposed projects for possible inclusion in the third and fourth quarter Project planning Review (PPR). Prepare PPRs for inclusion in committee and Board mailouts, posting on the website and for circulation through Intergovernmental Review and Consultation.
- Completed Project Planning Review Summary Report for FY 2008; posted to web site.
- Coordinated with TIP and Environmental staff, notify sponsors of NOACA project planning review performed by staff and committees.
- Advised sponsors of NOACA Board's action on their proposed projects with supported documentation. Maintained records.

(Product 10)

- Recorded the sale of projects sold from January to June, 2008.

(Product 11)

- Continued review and development of policy related to STP and proposed possible revisions in the form of scoring and screening programmed and proposed projects.
- Attended OARC meetings in Columbus as needed.

Difficulties: Transportation Financial Resource Report not done due to work on other priorities.

PROGRAM NUMBER 6022 INTERGOVERNMENTAL REVIEW & CONSULTATION

FUNDING SOURCES: AGENCY: OCPG ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$90,726

Products:

1. Quarterly IGRC reports to Board and committees

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$28,960	Percent of Budget Utilized: 32%	Percent of Project Completed: 50%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$50,238	55%	50%
Fiscal Year Totals:	\$79,198	87%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
Quarterly IGRC Reports		X	X	X

I=Information D=Draft F=Final

September 1, 2007 – December 30, 2007:

(Product 1)

- Completed, in September 2007, electronic mailing to local government agencies and impacted communities on the proposed federal-aid projects of the first quarter SFY 2008. Obtained comments for staff & team review. Published comments on NOACA Web for public access and interest. Forwarded comments to sponsors for their consideration.
- Completed, in December 2007, IGRC process for the second quarter SFY 2008 proposed federal-aid projects.
- Completed IGRC process for the Avon Interchange Proposal in October 2007. Maintained comments from regional and local agencies and communities on the Web for public information and interest.
- Completed IGRC process for the Draft Regional Bicycle Transportation Plan in December 2007. Notified regional and local agencies and communities for their opinions. Published comments on the Web.
- Completed quarterly comment reports of the above proposals for Transportation Advisory Committee (TAC) and the NOACA Board for their reviews.

January 1, 2008 – June 30, 2008:

(Product 1)

- Completed IGRC process for the third and fourth quarter of FY 2008 for 21 proposed transportation projects. The process included managing electronic mailing to local government agencies and impacted communities on the proposed federal-aid projects.
- Research and maintain the most updated information on IGRC contact database.
- Obtained responses/comments from agencies and impacted communities, and distributed them to staff/teams for their reviews.
- Published responses on NOACA web site for public information and interest. Also forwarded them to sponsors for their consideration.
- Completed comment reports of the above proposals for Transportation Advisory Committee (TAC) and the NOACA Board for their reviews.
- In January 2008, completed IGRC process for the Coordinated Plan for Public Transportation – Human Services in Northeast Ohio. Maintained comments from regional and local agencies and communities on the web site for public information and interest.
- Responded to inquiries on IGR and IGRC process from applicants, consultants and communities.
- Reviewed applications and sent response to sponsors of proposed federal-aid projects requesting no transportation or environmental review.
- Maintained records of completed process.

FUNDING SOURCES: AGENCY: FY 2007-OC PG ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$53,802

Products:

1. Products related to the NOACA SFY 2008-2011 TIP

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$53,802	Percent of Budget Utilized: 100%	Percent of Project Completed: 100%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$4,983	9%	0%
Fiscal Year Totals:	\$58,785	109%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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I=Information D=Draft F=Final

July 1, 2007 – August 30, 2007:

(Product 1)

- Received and responded to written and verbal correspondence from sponsors and program managers regarding existing and proposed highway and transit projects (on-going).
- Prepared amendments for TAC recommendation to the Governing Board as part of the 1st quarter project planning review.
- Prepared SFY 2007 “Close-out” Monitoring Report and the July and August (SFY 2008) Monitoring Report of NOACA funded projects for RTIS, TAC and Governing Board information.
- Reviewed respective balances of NOACA program (i.e. CMAQ, TEA and STP) funds for discrepancies, inconsistencies and encumbrances as needed.
- Reviewed project applications submitted by their respective sponsors proposed for possible inclusion in the first quarter PPR.
- Recorded the sale of projects sold in July and August.
- Notified by mail local government agencies and impacted communities of the proposed TIP projects of the first quarter SFY 2008.

January 1, 2008 – June 30, 2008:

Spent down in first half of the fiscal year. Minor expenditures due to fringe and indirect rate adjustments.

FUNDING SOURCES:	AGENCY:	<u>OCPG</u>	<u>ODOT</u>	<u>LOCAL</u>	<u>TOTAL</u>
	BUDGET AMOUNT:	_____	_____	_____	<u>\$120,007</u>

Products: (Revised products 1, 6 by email to ODOT 4/24/08)

1. Regional Transportation System Study – Phase II ~~III~~ - 4th Quarter
2. Highway Accident Characteristics and Location Report – 3rd Quarter
3. Homeland Security Technical Memo – as needed
4. Regional Transportation System Team Project Planning Reviews - Quarterly
5. Update of NOACA’s RTS database files – ongoing
6. ~~Traffic signal inventory data collection – ongoing~~

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$37,611	Percent of Budget Utilized: 31%	Percent of Project Completed: 40%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$56,381	47%	55%
Fiscal Year Totals:	\$93,992	78%	95%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
Regional Transportation System Study – Phase II		X		

I=Information D=Draft F=Final

September 1, 2007 – December 30, 2007:

(Product 1)

- Downloaded new aerial photography for the NOACA planning area. The new photos are available to staff on the shared K drive.
- Created a file showing sub-standard railroad bridge clearances.
- Wrote the transit section of RTS study and created a map showing average daily fixed route buses by link (road segment) for all transit agencies.
- Updated sections of the RTS Phase II Study to reflect more recent data.

(Product 2)

- NOACA staff and ODOT had a conference call on September 24, 2007 concerning follow-up from last year’s Roadway Safety Workshop. Sent ODOT Districts 3 and 12 additional information to help identify intersections for further safety analysis. As of 12/31/07 NOACA was waiting to hear from the districts concerning this issue.
- Attended an intersection safety workshop at ODOT District 12 on November 7, 2007.

(Product 3)

No activity to date.

(Product 4)

- Reviewed 2nd and 3rd quarter project planning reviews from RTS Team perspective.

(Product 5)

- Prepared and presented a proposed functional classification change in Medina County to the NOACA TAC and Governing Board. Also forwarded final acceptance resolutions concerning this change to the Medina County Engineer and ODOT District 3.
- Performed corrections and updates to various RTS data files.

January 1, 2008 – June 30, 2008:

(Product 1)

- Completed draft Regional Transportation System Study (RTS) Phase II; the report has gone thru internal peer review and will be completed in August.

(Product 2)

- NOACA staff and ODOT had a conference call on April 16, 2008 concerning safety review Locations.
- Accident locations identified and approved in NOACA's FY2007 accident report were re-ranked using different criteria. These identified locations will be considered for further review.
- Attended FHWA Road Safety Audits/Assessments Training at ODOT Central (March 18 and 19, 2008.)

(Product 3)

(no activity)

(Product 4)

- Reviewed 3rd and 4th quarter project planning reviews from RTS Team perspective.

(Product 5)

- Prepared proposed functional classification changes in Lorain, Lake, and Cuyahoga Counties to the ODOT Districts 3 and 12 for consideration.

Difficulties: The Highway Accident Characteristics and Location Report (Product 2) was delayed due to other OWP items; anticipate completion in the 1st or 2nd quarter of FY 2009.

FUNDING SOURCES: AGENCY: OCPG ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$60,294

Products:

1. Transit Network Guide Update including Park-n-Ride Lot Survey - 4th Quarter
2. Traffic Count Data:
 - a. –Traffic Count Database Update and Automatic Traffic Recorder Database–ongoing
 - b. –Update Geauga and Medina Counties Traffic Count Map – 4th Quarter
3. Update of existing CY 2007 transit and highway networks – ongoing

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$22,900	Percent of Budget Utilized: 38%	Percent of Project Completed: 38%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$41,736	69%	57%
Fiscal Year Totals:	\$64,636	107%	95%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
Medina County Traffic Count Map		X		
Transit Network Guide and Park N Ride Survey Results		X		

I=Information D=Draft F=Final

September 1, 2007 – December 30, 2007:

(Product 1)

- Started data collection for 2008 Transit Network Guide.

(Product 2)

- Made initial updates to a Cuyahoga County traffic flow map with data supplied by the Cuyahoga County Engineer’s office. We are waiting for count information from ODOT for Cuyahoga County before we can finalize the Cuyahoga County traffic flow map update.
- Requested and received traffic count data from the Medina County Engineer to update Medina County traffic flow map.
- Prepared for and attended RTS team meetings.
- Organized and attended a webcast with Midwestern Software Solutions to view a demonstration of their software.
- Participated in Euclid Corridor Progress meeting.

January 1, 2008 – June 30, 2008:

(Product 1)

- Completed draft of the 2008 Transit Network Guide and Park-N-Ride Survey and has gone through internal peer review and was finalized in August.

(Product 2a)

- Ongoing collection of Automatic Data Collection Recorder (ATR) Data.

(Product 2b)

- Completed Medina County traffic flow map; posted on the web site.

Difficulties: Geauga County map (Product 2b) is delayed due to lack of new published data from ODOT on state routes in the county.

FUNDING SOURCES:	AGENCY:	<u>OCPG</u>	<u>ODOT</u>	<u>LOCAL</u>	<u>TOTAL</u>
	BUDGET AMOUNT:	_____	_____	_____	<u>\$154,681</u>
4/24/08-	REVISED BUDGET AMOUNT:	_____	_____	_____	<u>\$24,681</u>

Products:

1. Update of basic inventories and databases, including identification of significant facilities – ongoing
2. Formulate recommendations on NHS connector analysis
3. Project Planning Reviews from a Freight/Logistics Perspective - Quarterly

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$1,631	Percent of Budget Utilized: 1%	Percent of Project Completed: 1%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$29,551	125%	99%
Fiscal Year Totals:	\$31,182	126%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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I=Information D=Draft F=Final

September 1, 2007 – December 30, 2007:

(Product 1)

- Minor updates and review of freight-related databases.

(Product 2)

- Attended Ohio Conference on Freight in Toledo.

Note: Project budget may need to be adjusted. This project may become more active during the second half of 2008 as NHS connectors work continues and additional database updates are made.

January 1, 2008 – June 30, 2008:

(Product 1)

- Continued making updates of major intermodal/freight related sites to NOACA's GIS database. This information identification number is currently used in the NHS connector analysis.

(Product 2)

- Completed draft of National Highway System (NHS) Intermodal Connector Analysis Study; the report has gone through internal peer review and is being finalized.

PROGRAM NUMBER 6054

REGIONAL PAVEMENT MANAGEMENT (RPM)

FUNDING SOURCES: AGENCY: STP ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$354,312

Products:

1. Asset Management database development - ongoing
2. Asset Management program WIN Agreements –ongoing
3. Recommended project list for programmed pavement projects – 2nd Quarter
4. RPM system training and development – ongoing
5. Initial identification of transit assets
6. Identification of bridge deficiencies

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$41,716	Percent of Budget Utilized: 12%	Percent of Project Completed: 20%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$33,987	9%	80%
Fiscal Year Totals:	\$75,703	21%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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Lorain County Pavement Analysis Technical Memo

X

September 1, 2007 – December 30, 2007:

(Product 1)

- Continued working with VHB Consultants in development of the RPM system.
- NOACA staff met with VHB Consultants to discuss the development of a website for the general public; Produced sample maps, charts and condition summary reports to be posted on the RPM website.
- VHB Consultants and NOACA staff held two meetings at ODOT 12 and in the City of Cleveland concerning the performance of the RPM system.

(Product 3)

- Worked on a preliminary analysis on projects that may be rescheduled if there is a reduction in federal funds. This analysis may assist with the prioritization of STP funds.

(Product 4)

- VHB trained NOACA staff on importing pavement data, budget scenarios and update of the project website.
- Made additional updates to the RPMS website.
- Began coding SFY 2008-2011 TIP projects into the Road Program portion of the RPMS database.

January 1, 2008 – June 30, 2008:

(Product 1)

- NOACA staff and Andrew Williams (ODOT Central) had a conference call on January 25, 2008 to discuss how ODOT new software will relate to NOACA RPMS.

- Went live with the RPMS public web page from the NOACA web site on March 20, 2008.

(Product 3)

- Conducted pavement condition analysis for the City of Elyria.

- Completed a draft technical memo on Lorain County Pavement Analysis; this memo has gone through peer review and finalized in August.

(Product 4)

(no activity)

(Product 5)

- Product data gathered and published as part of the Coordinated Public Transit-Human Services Transportation Plan for Northeast Ohio under 6015 & 6016.

(Product 6)

- Product completed as part of Regional Transportation System activities.

FUNDING SOURCES: AGENCY: OCPG ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$144,541

Products:

1. Update of the 2004 CMS Technical Memorandum for existing traffic conditions – 4th Quarter
2. Pilot speed study on arterial network for initial collection of data - 4th Quarter

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$50,308	Percent of Budget Utilized: 35%	Percent of Project Completed: 35%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$88,863	61%	65%
Fiscal Year Totals:	\$139,171	96%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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Congestion Management Process – Inventory of Existing Conditions X

I=Information D=Draft F=Final

September 1, 2007– December 30, 2007:

(Product 1)

- Compared the CMS network with the 2006 highway network; began updating traffic data for the CMS network.

(Product 2)

- Researched the web regarding data collection techniques on arterial streets.
- Prepared a spreadsheet that includes a list of commuter streets to be used for the pilot travel time study.

January 1, 2008 – June 30, 2008:

(Product 1)

- Completed the draft technical memo on Congestion Management Process—Existing Traffic Conditions, which is currently going thru internal reviews and will be finalized in August 2008.
- Attended the Certified Traffic Training Course at ODOT Central on June 18, 2008.

(Product 2)

- Hired two student interns and trained them on conducting travel time surveys for the Pilot Study on arterial streets.
- Conducted data collection on segments along SR-10 (Lorain Road) in Cuyahoga County.

FUNDING SOURCES: AGENCY: FY 2007 OCPG ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$69,946

Products:

1. Finalize FY 2007 products under projects related to the Continual Planning – Surveillance category.

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$69,946	Percent of Budget Utilized: 100%	Percent of Project Completed: 100%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$6,457	9%	0%
Fiscal Year Totals:	\$76,403	109%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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I=Information D=Draft F=Final

July 1, 2007– August 30, 2007:

(Product 1)

Regional Transportation System

- Reviewed SFY 2008 1st quarter project planning reviews from RTS team perspectives.
- Worked on RTS report indentifying highway links with deficient bridges.
- Gathered information for a special PPR dealing with the Avon Interchange.
- Worked on RTS report indentifying highway links with high intersection accidents on them.
- Loaded 2006 accident data into Access database.

Transit/Traffic Monitoring

- Finalized the FY 2007 Transit Network Guide and P-N-R Survey report; posted on web site.
- Entered data into the Automatic Traffic Recorder (ATR) database.

Freight Planning

- Gathered and reviewed data for updating of the NHS connectors report.

Regional Pavement Management (RPM)

- Updated jurisdiction codes in 2006 RPMS data.
- Worked with RPMS consultant on website issues and ADT issues.

Congestion Management Process

- Completed a Technical Memorandum which describes the performance measures and threshold values used in the evaluation of the NOACA Congestion Management Process (CMP); posted on the website.
- Completed the Freeway Travel Time report (Phase II) in August 2007 on segments along I-71, part of I-90 West, part of I-90 East and US-422 within the NOACA region; posted on the web site.

January 1, 2008 – June 30, 2008:

Spent expenditures in first quarter. Minor expenditures due to fringe and indirect rate adjustments.

FUNDING SOURCES:	AGENCY:	<u>OCPG</u>	<u>ODOT</u>	<u>LOCAL</u>	<u>TOTAL</u>
	BUDGET AMOUNT:	_____	_____	_____	<u>\$182,185</u>
4/24/08-	REVISED BUDGET AMOUNT:	_____	_____	_____	<u>\$107,185</u>

Products:

1. Guide and report progress toward the implementation of comprehensive planning in the region – June 2008
2. Guide and report progress toward improving outcomes from major transportation and environmental studies in the region – June 2008
3. Initiate, participate in, and report progress toward establishing collaborative efforts with universities and colleges on transportation planning issues of regional significance

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$17,141	Percent of Budget Utilized: 9%	Percent of Project Completed: 10%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$83,945	85%	90%
Fiscal Year Totals:	\$101,086	94%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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I=Information D=Draft F=Final

September 1, 2007 – December 30, 2007:

(Product 1)

- Reviewed ODOT’s Innerbelt BMP Report.
- Reviewed Second Quarter Project Planning Review Reports for the Transportation/Water Quality Advisory Council (TRANSWAC), including environmental issues related to Avon interchange project.

January 1, 2008 – June 30, 2008:

(Product 1)

- TRANSWAC Innerbelt Subcommittee met on January 23, 2008 to review ODOT’s Best Management Practices Report.
- The Innerbelt Subcommittee water quality concerns were reviewed by the TRANSWAC and forwarded to ODOT regarding the management of storm water in the ultimate design of the Innerbelt Project.
- The TRANSWAC underwent a transition in the first quarter of 2008; committee chairmanship transferred for the first time since the establishment of the Council and NOACA staff support was also changed. A transition meeting was held on March 19, 2008 between the prior chair, the new chair and NOACA staff.

- Reviewed Third and Fourth Quarter Project Planning Review Reports for the TRANSWAC.
- Made revisions to the Water Quality Questionnaire including question clarifications, addition of web resources and an agreement the questionnaire would be revised again and that all projects would receive questionnaire in the future.
- Continued to support and participate in the Lower Big Creek project including continued monitoring of the hillside subsidence project, continued oversight of the follow-up assessment work of a subcontractor and participation at meetings as a technical advisor.

(Product 2)

- Conducted an informal summary of the MPOs in Ohio to determine how sustainability and climate change issues are being incorporated into transportation planning.
- Reviewed federal and state agency policies regarding sustainability, climate change and environmental planning including US DOT, FHWA, ASHTO, APA, ODOT and various state DOTs (Oregon, New York, Minnesota, etc.)
- Staff assisted in planning and participated in the Ohio Transportation Working Group (OTWG) Futuring Scenarios Workshop. This effort was facilitated by Clean Fuels Ohio and was funded by the Cleveland Foundation. Planning included identifying potential stakeholders, reviewing and editing summary documents, reviewing and editing stakeholder invitation and promotion of the event. NOACA hosted the event and participated in the workshop.

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(Product 3)

- Began a collaborative effort with the Cleveland Museum of Natural History to work with regional stakeholders in developing cost-effective transportation solutions to reduce greenhouse gas emissions.

PROGRAM NUMBER 6103 **BICYCLE AND PEDESTRIAN TRANSPORTATION PLANNING**

FUNDING SOURCES: AGENCY: OCPG ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$155,767

Products: (Remove Product 6 per email to ODOT- 4/24/08)

1. BAC review of proposed projects – quarterly
2. County Bike Map Updates – as needed
3. Bike/Pedestrian Planning Activities- Annual Summary Report – 4th Quarter
 (Includes implementation of Board-approved Bicycle/Pedestrian policies and working with partners on special projects and technical assistance as requested from communities)
4. Maintain bicycle facility inventory – ongoing
5. Track compliance with NOACA/BAC regarding bike & pedestrian accommodation-ongoing
- ~~6. Sidewalk Inventory of NOACA Federal Aid System – 4th Quarter~~
7. Walkable Communities Workshops – 1st Quarter
8. Completion of Bike Plan – 1st Quarter

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$47,858	Percent of Budget Utilized: 31%	Percent of Project Completed: 40%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$93,894	60%	60%
Fiscal Year Totals:	\$141,752	91%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
Regional Bicycle Transportation Plan		X	X	X
Walkable Communities Workshops				
Lake County Bike Map Update		X		

I=Information D=Draft F=Final

September 1, 2007 – December 30, 2007:

(Product 1)

- Completed 2nd Quarter RTS Team and BAC PPR reviews, including field trips.

(Product 2)

Performed activities related to intergovernmental review and consultation (IGRC and public involvement for draft *Regional Bicycle Transportation Plan.*, Assisted with press releases, legal notices, letter for IGRC and presentation of draft plan to TAC and Board

- Worked to incorporate IGRC and public comments into draft plan, as appropriate.

(Product 3)

- Worked on Lake and Lorain County Bike Transportation Map updates.
- Made NOACA bike maps available through many bike shops in the region.

- Retrieved 2005 & 2006 bicycle accident data to be incorporated in the Bike Plan.

(Product 4)

- Participated in Walk-and-Roll event: staffed display table and distributed Bicycle Transportation Maps.
- Updates to the bicycle inventory database.

(Product 5)

- Entered 2nd Quarter staff and BAC project planning reviews into project tracking system.

(Product 6)

- Began the initial sidewalk database. With aerial photos it is possible to create a sidewalk database on the federal-aid system.

(Product 7)

- Set up initial GIS database to inventory sidewalks on the federal-aid system using aerial photos.

(Product 8)

- Draft Bike Plan is being processed through committees, IGRC and public involvement.

January 1, 2008 – June 30, 2008:

(Product 1)

- Completed 3rd quarter RTS Team and BAC PPR reviews, including field trips. (No reviews for the 4th quarter because the projects were all on interstates.)

(Product 2)

- Published updated Lake County Bike Transportation Map May 2008.
- Did extensive work on Cuyahoga County bike map update.
- Made NOACA bike maps available through many bike shops in the region.

(Product 3)

- Participated in Walk-and-Roll event: staffed display table and distributed Bicycle Transportation Maps.
- Participated on steering committee for Cleveland Bicycle Week (CBW) from January through the event, May 11 – 16. Included putting on CBW conference and was a speaker at the conference.
- Participated in 2 Earth Day events in Cleveland: Public Health Day at Sight Center and City Hall.

- Wrote application to the National Center for Bicycling and Walking for the 2010 Pro Walk/Pro Bike conference.
- Hired interns to do bike counts.
- Wrote draft Bicycle/Pedestrian Activities Summary.

(Product 4)

- Ongoing updates to the bicycle inventory database.

(Product 5)

- Entered 3rd Quarter staff and BAC project planning reviews into project tracking system. There were no staff/BAC reviews done for the 4th Quarter. (No reviews for the 4th quarter because the projects were all on interstates.)

(Product 6)

- Moved to FY 2009

(Product 7)

- Conducted four Walkable Community Workshops June 2 and 3 in Lakewood, Brooklyn Centre, Strongsville, and Chesterland.

(Product 8)

- Completed the *Regional Bicycle Transportation Plan* which was presented to the TAC and adopted by the Governing Board; published on the web site in March 2008.

FUNDING SOURCES: AGENCY: OCPG ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$161,050

Products:

1. Coordination and Completion Plan for 2009 transportation plan. – June 2008.
2. Environmental Justice, Urban Core demographics evaluation and update– June 2008
3. On line CMAQ project scoring module – June 2008

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$18,386	Percent of Budget Utilized: 11%	Percent of Project Completed: 11%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$67,482	42%	39%
Fiscal Year Totals:	\$85,868	53%	50%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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I=Information D=Draft F=Final

September 1, 2007 – December 30, 2007:

(Product 1)

- Developed preliminary timeline for steps involved in 2009 plan update completion.

(Product 3)

- Developed beta version of a web shareable scoring sheet for CMAQ projects. Conducted in house testing and continue to make improvements based on those tests.

January 1, 2008 – June 30, 2008:

(Product 1)

- Submitted to Plan/TIP Team preliminary timeline for steps involved in 2009 plan update completion.
- Shared timeline with ODOT at 2009 OWP review meeting.

(Product 2)

- No activity this period.

(Product 3)

- Tested beta version of a web shareable scoring sheet for CMAQ projects. Conducted in house testing and continue to make improvements based on those tests.

Difficulties: Retirements and staffing changes have delayed efforts on products 2 and 3. The results of the product 2 effort will obviously need to be part of the 2009 Plan Update. The CMAQ scoring module will be completed as necessary to support our CMAQ scoring efforts.

FUNDING SOURCES: AGENCY: FY2007 OCPG ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$50,853

Products:

1. Products related to Comprehensive Planning, Bicycle and Pedestrian Planning and the Transportation Plan

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$50,583	Percent of Budget Utilized: 100%	Percent of Project Completed: 100%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$(41,115)	%	0%
Fiscal Year Totals:	\$9,738	19%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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I=Information D=Draft F=Final

July 1, 2007– August 30, 2007:

(Product 1)

Comprehensive Planning

- Held a NOACA Transportation/Water Quality Advisory Committee (TRANSWAC) meeting on Wednesday, July 25, 2007 to focus on two issues: the management of storm water runoff from the Innerbelt Project and the Avon Interchange response to the TRANSWAC’s Water Quality Issues project questionnaire.
- Secured Avon’s response to TRANSWAC questionnaire and reported on same to the TAC.
- Received ODOT’s Innerbelt BMP report and distributed a summary to the TRANSWAC.
- Continued to work toward the integration of various elements of the planning process into an understandable and implementable effort

Bicycle and Pedestrian Planning

- Reviewed PPRs for 1st Quarter of FY 2008.
- Completed draft *Regional Bicycle Transportation Plan*.
- Hired intern and had bike counts done at several intersections.

- Participated in the TrailLink 2007 Conference in August put on by Rails-to-Trails.
- Completed the *Walkable Community Workshop Report* in July 2007; posted on web site.

January 1, 2008 – June 30, 2008:

Spent expenditures in first quarter. Expenditures due to fringe and indirect rate adjustments.

FUNDING SOURCES:	AGENCY:	<u>OCPG</u>	<u>ODOT</u>	<u>LOCAL</u>	<u>TOTAL</u>
	BUDGET AMOUNT:	_____	_____	_____	<u>\$137,924</u>
4/24/08-	REVISED BUDGET AMOUNT:	_____	_____	_____	<u>\$37,819</u>

Products:

1. Database management and coordination (ongoing)

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$0	Percent of Budget Utilized: %	Percent of Project Completed: 0%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$42,257	112%	100%
Fiscal Year Totals:	\$42,257	112%	100%

	MAILED	POSTED	TAC	BOARD
PRODUCTS COMPLETED	TO ODOT	ON WEB		

I=Information D=Draft F=Final

September 1, 2007– December 30, 2007:

See 6159 for progress related to this work.

January 1, 2008 – June 30, 2008:

- Attended seminar on “ How to deliver effective presentations and speeches” on June 25th 2008
- Completed NOACA Information Management Policy after getting inputs from Data Admin. Council
- Continued archiving Planning and Programs Division documents and Library /TIP/JARC/TLCI documents under Image Silo.
- Researched various correspondence tracking software and contacted organizations who use the software to get their inputs on the performance of the CorrFlow correspondence tracking software.
- Conducted Image Silo Training Session for NOACA Staff which was attended by 27 staff members.

FUNDING SOURCES: AGENCY: OCPG ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$261,393

Products: (Revised Products 1,2 per email to ODOT 4/24/08)

1. Continuing effort to update Travel Demand Model in CUBE with ~~Destination Choice Trip Distribution~~. The product will include: Model Calibration (CTPP 2000), Model Validation (with 2005 traffic count). RFP will be prepared and ready for contract selection by end of July 2007. ~~This RFP will mention NOACA needs for Household Travel Survey in FY2009.~~
2. ~~Preparation for Household Travel Survey. NOACA will conduct the survey in FY 2009. The chosen consultant for modeling (#1) should be able to assist NOACA with requirement of HH Survey questionnaires for the next model update.~~
3. Evaluation and update of the 2005 socio-economic forecast using comparison with the American Community Survey (ACS) 2005 population forecast. Update the socio-economic forecast for 2010 to 2030 based on findings, including:
 - Employment data update will use information from 2005 ES202, if available.
 - Households Size will be updated in municipal levels or county levels, if available.
 - School enrollment will be updated with 2005 School District Enrollment.
 - Income data will be updated with ACS 2005.
4. Updating the existing highway network with the latest 2006 traffic count information from Cuyahoga County that will be released in Spring 2008.
5. Documentation for On-going MIS and TLC projects activities and model runs.
6. Mobile modeling analyses as necessary to support conformity, Ozone SIP and particulate matter SIP – as needed

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$109,777	Percent of Budget Utilized: 42%	Percent of Project Completed: 50%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$166,990	64%	45%
Fiscal Year Totals:	\$276,767	106%	95%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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Avon Interchange Conformity Analysis Tech Memo X X X

Socio-Economic 2005 Update Technical Memo

Year 2005 Traffic Count Update Technical Memo

I=Information D=Draft F=Final

September 1, 2007 – December 30, 2007:

(Product 1)

- Issued an RFP as authorized in NOACA Board Resolution 2007-037 approved in October. Eight consulting firms submitted their proposals for NOACA model validation. Consultant selection is still in process and anticipated by January 2008.

- Participated in meeting with ODOT Central and OKI in Columbus regarding consultant selection.
- Attended modeling training in Washington D.C. in December.
- Trained new modeling staff person hired in October.

(Product 2)

- Postponed preparation of a Household Travel Survey in order to coordinate with ODOT Central's plan to conduct MPO household travel survey using GPS units.

(Product 3)

- Developed draft of socio-economic analysis Technical Memorandum. Update for the socio-economic forecast 2010-2030 is not available, pending ODOD forecast after Census 2010. Employment data was updated based on current socio-economic forecast due to lack of resources to extract the data from ES202.

(Product 4)

- Developed update of the 2006 highway network with year 2005 traffic count by screenlines. A draft technical memorandum for 2005 traffic count by screenlines was also completed. The update for traffic count location is an on-going project in conjunction with the RTS Team data collection.

(Product 5)

- Completed draft technical memorandum documentation for past MIS and TLC projects.

(Product 6)

- Completed the latest mobile modeling analyses following the NOACA Board approval on the Avon Interchange project. Compiled conformity documentation, including concurrence resolutions from AMATS and ERPC, and submitted them for federal approval.

January 1, 2008 – June 30, 2008:

(Product 1)

- Selected consultant in February for Travel Demand Model Validation. Staff continued to work with consultant and ODOT Central staff to finish the model validation process. Project is still in progress, expected for completion by end of October 2008.
- Took CUBE trainings held by ODOT central in May and June 2008.

(Product 3)

- Completed Socio-Economic 2005 Update technical memorandum. The product will be used as input for year 2005 model forecast. Staff presentation on May 5, 2008 at the Solar 2008 conference in San Diego, CA. Presentation title "Posturbanism" an analysis for the region in future years to sustain crisis in energy and global warming. This paper's analysis used socio-economic forecast as input.

(Product 4)

- Completed a technical memorandum on Year 2005 Traffic Count Update. Updated traffic counts are inserted in database for model update 2005.

(Product 5)

- Conducted various model runs for TLC projects and neighborhood development projects. Model runs performed with updated highway network to reflect future changes in project locations; select link analysis to estimate proportion of the origin of auto and transit to the destination in new facility.

(Product 6)

- Worked with staff's Environmental and Sustainable Development team on tasks related to air quality forecasting.

FUNDING SOURCES: AGENCY: OCPG ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$55,692

Products:

1. Participation in ongoing MIS, Corridor and ITS studies (See Tier III Project List); prepare Resolutions and presentations - as needed
2. Forecast traffic and other technical analysis as requested by project sponsors – 4th Quarter
3. NOACA Board Regional Priorities for TRAC – September 2007

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$20,549	Percent of Budget Utilized: 37%	Percent of Project Completed: 40%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$21,936	39%	60%
Fiscal Year Totals:	\$42,485	76%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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Traffic Forecasts for Cuyahoga and Lorain County Engineers

I=Information D=Draft F=Final

September 1, 2007 – December 30, 2007:

(Product 1)

- Staff worked to improve investment outcomes in major corridor studies such as the proposed Avon Interchange where, under certain conditions, increased tax base will be shared among communities in the influence area.
- Participated in the review meetings for the IR-90/ Nagel proposed interchange review and progress meetings.
- Traffic forecasts for various locations in Avon, Rocky River and Westlake to address local concerns with the Avon Interchange build alternative.
- Economic Assessment for the I-90/Nagel Road Interchange: review and meetings.
- Participated in the public meetings for the proposed Interchange.
- Attended a presentation by Wilbur Smith on a methodology they developed for measuring and leveraging future economic development benefits.
- Attended the ITS-Annual meeting in Cincinnati, Ohio.

January 1, 2008 – June 30, 2008:

(Product 1)

- Laid the groundwork for ecosystem-based or “Eco-tran” planning in the region.
- Introduced the concept of a wildlife corridor to provide “Eco-Tran” planning context.
- Began in-house collaboration around “Eco-Tran” and equity planning issues.
- Participated in the committee meetings for the Stearns Road grade separation, Cuyahoga County Engineer
- Stakeholders meetings for the IR-480/Tiedeman Road interchange modification study.
- Attended the ITS workshop in Cleveland, Ohio
- Reviewed the University – Cedar Rapid Transit Station existing transportation conditions report, at the request of RTA

(Product 2)

- Prepared traffic forecasts for an alternative to downgrade the Shoreway from the memorial bridge to E.9th Street in Cleveland for the Cuyahoga County Engineer.
- Prepared traffic forecasts for SR-82 and Island Road in Lorain County for the Lorain County Engineer.

(Product 3)

No work activity needed.

FUNDING SOURCES: AGENCY: FY 2007 OCPG ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$47,088

Products:

1. Work program products related to Transportation Database Management, Transportation Forecasting and Modeling and Major Investment and Corridor Studies.

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$47,088	Percent of Budget Utilized: 100%	Percent of Project Completed: 100%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$4,318	9%	0%
Fiscal Year Totals:	\$51,406	109%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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I=Information D=Draft F=Final

July 1, 2007 – August 30, 2007:

(Product 1)

Transportation Database Management

- Set up procedures with TIP team to index/scan and upload TIP documents.
- Provided technical support to divisional team members

Transportation Forecasting and Modeling

- Completed model runs with Avon Interchange and submitted the results for the air quality conformity process. All modeling activities related to Avon Interchange project was charged to Project No. 6159, including highway coding, TAZ analyses, and model runs.
- Initiated the preparation of the conformity analyses for the Avon Interchange project. Coordinated with AMATS, ERPC, and ODOT on concurrence.

Major Investment and Corridor Studies

- Participated in meetings on the IR-90/ Nagel proposed interchange review and progress.
- Conducted traffic modeling for the Avon interchange.

January 1, 2008 – June 30, 2008:

Spent expenditures in the first quarter. Expenditures due to fringe and indirect adjustments.

PROGRAM NUMBER 6251 **TRANSPORTATION LINKS TO COMMUNITIES & SAFETY STUDIES**

FUNDING SOURCES: AGENCY: OCPG ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$132,253

Products:

1. TLC studies for member communities - upon Board approval and contingent upon availability of staff and resources.
2. Safety Studies for state or non-state highway intersections identified by the RTS Team as being high crash locations – 4th Quarter

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$12,080	Percent of Budget Utilized: 9%	Percent of Project Completed: 10%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$102,486	78%	90%
Fiscal Year Totals:	\$114,566	87%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
SR-58 Signal Warrant Study (August)		X		

I=Information D=Draft F=Final

September 1, 2007 – December 30, 2007:

(Product 1)

- Reviewed TLCI studies with respect to traffic engineering issues and consistency with NOACA policies.

(Product 2)

- Worked on a safety plan for the region that considers all modes and examines transportation facilities in their unique ecosystems.

January 1, 2008 – June 30, 2008:

(Product 1)

- Conducted below activities related to the Signal warrant study for the intersection of SR-58 and Butternut Ridge Road in New Russia Township in Lorain County
 - Review previous studies,
 - field visits and traffic counts collection,
 - crash data analysis, and
 - signal warrants evaluation.

(Product 2)

- Staff created a wildlife-vehicle safety study project for the FY 2009 OWP that will examine the interaction of infrastructure within its ecosystem.

FUNDING SOURCES: AGENCY: OCPG ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$272,877

Products:

1. Review the Public Interaction Policy (as required) and update-- if needed
2. FY 2008 Communications Plan – 1st Quarter
3. Continued Research regarding communication strategies for varied segments of the population
4. Maintain and Update communications database(s) - ongoing
5. Annual Summit and related communications activities- 4th Quarter
6. Evaluation report regarding communications and general public involvement activities- 4th Quarter
7. Implement the Communications Plan including general and specific public outreach/public involvement events, materials and publications
8. Communications and public involvement support to Transportation Division staff - as needed
9. NOACA Annual Report for 2008 Summit– 4th Quarter

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$90,637	Percent of Budget Utilized: 33%	Percent of Project Completed: 25%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$195,554	72%	75%
Fiscal Year Totals:	\$286,191	105%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
Internal Communications Plan				
Weekly Internal E-newsletter				
NOACA Summit Event		X		
Five “NOACA at Work” County Publications		X	X	X
Cleveland “NOACA at Work” Publication		X	X	X

I=Information D=Draft F=Final

September 1, 2007 – December 30, 2007:

(Product 7)

- Issued press releases notifying the media of the Governing Board’s monthly meeting, and post-Board news releases notifying the media of actions taken by the Board (on-going, Sept – December).
- Produced five publications, for Cuyahoga, Geauga, Lake, and Medina counties, and the City of Cleveland, highlighting NOACA work in each county and the city over the past fiscal year. These publications are also on the NOACA Web site (September – December).

- Updated the transportation division portion of the NOACA Web site as needed (ongoing).
- Created a Web page for the Regional Pavement Management System.
- Participated in the following public outreach events while providing educational and informational materials to the general public:
 - September- OhioRideshare and GCRTA presentation to Cleveland Foundation employees
 - October- 8th Annual Lorain County Community Alliance Summit
 - November- Medina County's Regional and Community Planning Day in conjunction with World Town Planning Day
 - November- Ohio Planning Conference Cleveland Chapter Planning & Zoning Workshop

(Product 8)

- Facilitated public involvement for the draft Regional Bicycle Transportation Plan, including press release, ads, flyers, TIP hotline monitoring, responding to public comments, and preparing public involvement packets for the TAC and Governing Board.
- Wrote and placed legal notices for the CUBE software RFP.
- Publicized JARC/New Freedom Coordinated Plan regional workshop (communications plans; ads; letters and e-mails to human services agencies, transit agencies, churches, libraries, etc.; flyers, poster; press releases, public service announcements).
- Assisted with JARC/New Freedom Coordinated Plan regional workshop (registration, small group facilitation, etc.)

January 1, 2008 – June 30, 2008:

(Product 2)

- Prepared internal Support Team Plan including communications and outreach elements.

(Product 3)

- Prepared draft study design for outreach database project. (Implementation delayed until FY 09).

(Product 4)

- Maintained and updated media contacts list.

(Product 5)

- Planned and conducted the annual NOACA Summit, which was attended by approximately 227 individuals.
- Engaged speakers and assembled a panel to discuss transportation and economic development in Northeast Ohio.
- Created a summary memo to the executive director on Summit outcomes and recommendations.

- Planned and facilitated the annual Walter F. Ehrnfelt, Jr. Award for Outstanding Regional Contribution, issuing news releases and developing a web page for the award recipient (February – June).
- Prepared a Powerpoint presentation regarding NOACA’s history and 40th anniversary delivered by Executive Director Howard Maier at the 9th annual Summit (May – June).

(Product 6)

Delayed until first quarter 2009.

(Product 7)

- Prepared and updated materials for inclusion in the annual Governing Board Resource Guide (February – March).
- Updated and revised agency web pages as needed (on-going).
- Prepared news releases and materials for Commuter Challenge 2008, and effort to encourage the public to choose alternative ways to get to work instead of driving alone (June).
- Participated in the following public outreach events while providing educational and informational materials to the public:
 - February- Lorain State of the County Address at Spitzer Conference Center, 300 attendance
- Breakfast Break on 2-7-08 (LakeWest Hospital, Willoughby)
 - March- Cleveland Engineering Society’s 56th Annual Design and Construction Conference, 450 attendance
 - April- Lorain County Transportation Day, County Admin Bldg., attendance 125;
-American Greetings “Go Green Employee Exhibition”; 3000 employees were in attendance as OhioRideshare and OhioBikeBuddies manned a table with Laketrans and GCRTA; -ODOT Dist 3 Government and Transportation Day, Ashland, open house and media presentation;
-Philips Medical Systems “Employee Earth Day Celebration”, 1000 employees participated;
-Northeast Ohio Bike To Work Week, various activities and promotions in partnership with other local agencies and associations;
-one-day Regional Bike Planning Workshop, Cleveland Public Library, Main Branch;
-Annual Earthday Coalition’s Earthfest 2008 at the Cleveland Metroparks Zoo;
-Lincoln Electric “Employee Earth Day Awareness Celebration” in partnership with Laketrans and GCRTA, booths were manned at two company locations, Mentor (400 employees) and Euclid (2500 employees)
 - May- ODOT Dist 12 Government and Transportation Day: Lake County, Cuyahoga County and Geauga County;
-Mentor Wal-Mart Sustainability Fair, NOACA and Laketrans distributed commute materials
 - June- KraftMaid, Middlefield, Ohio, Geauga County, NOACA and Eastgate MPOs made employer presentation on OhioRideshare software with corporate capabilities.
- In addition to providing displays and handout information at public outreach meetings mentioned above, staff also sought public comments and feedback at monthly governing board and TAC meetings.

- Issued press releases notifying the media of the Governing Board's monthly meeting, and post-Board press releases notifying the media of actions taken by the Governing Board (on-going, January – June).
- Produced a weekly internal newsletter to keep the staff informed.

(Product 8)

- Completed OWPnews publication summarizing FY 2009 OWP for Board and committees.
- Assisted with communications related activities in support of the 9th Annual Summit.
- JARC/New Freedom Coordinated Plan: Produced communications for public involvement period (communications plan; ads; flyer; poster; press releases; public service announcements; info for libraries – letter, instructions, comment form): January and February 2008
- JARC/New Freedom Application Process: Produced communications (communications plan, press release, legal notice Web pages, e-mails, memo, etc.) March 2008
- Assisted with JARC/New Freedom Application Workshop (March-April 2008).
- Clean Diesel Retrofit Conference: Produced communications plan, press release, media advisory, agenda, 4 handouts, speaker bios, label for folder cover, made copies & stuffed folders): February 2008.
- Produced ODOT Transportation Days presentations and handouts (Cuyahoga, Lake and Geauga Counties) (May 2008).
- Assisted ODOT with meeting arrangements for Ohio's 21st Century Transportation Priorities Task Force event in Cleveland (summarized meeting, made catering arrangements, coordinated with ODOT to produce & place ads, created & sent flyers) June 2008.

(Product 9)

- Prepared publication: Reflections: 40 Years of Planning in Northeast Ohio, which was distributed at the Summit.

FUNDING SOURCES: AGENCY: OCPG ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$172,189

Products:

1. Neighborhood planning studies: Upon Board approval and contingent upon availability of staff and other resources.
 - a. Shaker Heights On-Road Bikeway System

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$41,306	Percent of Budget Utilized: 24%	Percent of Project Completed: 40%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$161,075	94%	55%
Fiscal Year Totals:	\$202,381	118%	95%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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I=Information D=Draft F=Final

September 1, 2007 – December 30, 2007:

(Product 1):

Shaker Heights On-Road Bikeway Plan:

- Met with Shaker Heights City Planning staff to discuss project concept and scope.
- Toured the study area on bike to gain a personal feel of the prevailing physical environment.
- Gathered field data and took photographs of landscape.
- Built roadway network maps using the Synchro simulation model.
- Input roadway geometry and lane marking to produce a picture of existing conditions.
- Assembled and read literature to help produce a bike plan.
- Gathered material and information related to the project.

January 1, 2008 – June 30, 2008:

(Product 1a)

Conducted below activities related to Shaker Heights Study:

- Selected and developed an on-road city-wide bicycle route network
- Furnished comprehensive pavement markings and bicycle route signage plans
- Developed and furnished maps and diagrams
- Presented a number of draft study reports, discussed with Shaker Heights staff, and incorporated their review comments
- Conducted in-house peer review
- Wrote a full and final study report
- Published the study report in print and electronic form, and posted on the NOACA web site

PROGRAM NUMBER 6254 **TRANSPORTATION FOR LIVABLE COMMUNITIES INITIATIVE**

FUNDING SOURCES: AGENCY: STP ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$1,193,090

Products:

1. Administrate the TLCI grant program for the planning studies selected and approved in prior FY 2007- ongoing
2. TLCI application process and TLCI orientation and training workshops- 2nd quarter
3. Receive, review, score, recommend to TLCI Task Force and select eligible planning studies for FY 2008 for the three types of assistance programs (TLCI Grants, Neighborhood Planning Studies (NPS), and Transportation Links to Communities (TLC) - 2nd Quarter

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$459,369	Percent of Budget Utilized: 39%	Percent of Project Completed: 50%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$197,228	14%	50%
Fiscal Year Totals:	\$656,597	55%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
18 TLCI Studies Completed		X	X	

September 1, 2007 – December 30, 2007:

(Product 1, 2, 3)

- Reviewed and accepted the FY 2006 City of Cleveland Waterloo Streetscape and Corridor Plan; sponsor presented to December TAC.
- Reviewed and accepted the FY 2006 City of Cleveland EcoVillage Multi-Modal Connection Plan; sponsor presented to November TAC.
- Reviewed and accepted the FY 2006 City of Painesville Transit Hub Center Plan; sponsor presented to December TAC.
- Reviewed and accepted the FY 2006 City of North Royalton Town Center Transportation Plan; sponsor presented to November TAC.
- Began FY 2008 Program Including Contracts.
- Conducted a FY 2008 reapplication process with the TLCI Task Force and presented process and Final Recommendations to the NOACA Board in October.
- Created an Extension Program for FY 2006 Projects.
- Attended stakeholder and public meetings for FY 2006, 2007 and 2008 TLCI projects.

January 1, 2008 – June 30, 2008:

(Product 1, 2, 3)

- Reviewed and accepted the FY 2006 City of Euclid Downtown Redevelopment Plan; sponsor presented to TAC in January.
- Reviewed and accepted the FY 2006 GCRTA TOD Guidelines Study.
- Reviewed and accepted the FY 2006 City of Sheffield Lake Central Shopping District and Transportation Master Plan.
- Reviewed and accepted the FY 2006 City of South Euclid South Green Road Traffic Signal Coordination Study.
- Reviewed and accepted the FY 2006 City of Chardon Comprehensive and Transportation Plan; sponsor presented to TAC in July (FY 2009).
- Reviewed and accepted the FY 2006 City of Cleveland University Circle Incorporated East 105th and Martin Luther King Blvd. Corridor Planning Study.
- Reviewed and accepted the FY 2006 City of Warrensville Heights Richmond Road Study Project.
- Reviewed and accepted the FY 2006 City of Cleveland Slavic Village Bike, Pedestrian and Transit Master Plan; sponsor presented to TAC in May.
- Reviewed and accepted the FY 2007 Cleveland Metroparks Greenway Trail and Neighborhood Connector Plan; sponsor presented to TAC in February.
- Reviewed and accepted the FY 2007 Lorain County S.R. 58 Traffic Study; sponsor presented to TAC in March.
- Reviewed and accepted the FY 2007 City of Shaker Heights Lee Road and Van Aken Road Transit Oriented Development Study; sponsor presented to TAC in April.
- Reviewed and accepted the FY 2007 City of Lakewood Detroit Road Corridor and Streetscape Enhancement Study; sponsor presented to TAC in April.
- Reviewed and accepted the FY 2007 City of Cleveland Heights Cedar Lee District Streetscape Plan.
- Attended stakeholder and public meetings for FY 2006, 2007 and 2008 TLCI projects.
- Completed Extension Program from FY 2006 Projects.
- Began organizing and scheduling for FY 2009 TLCI application process and program.
- Completed majority of FY 2008 contracts.
- Researched U.S. Green Building Council for LEED Certification and new environmental strategies to create new “green” guidelines and goals for the FY 2009 TLCI application and program updates.

PROGRAM NUMBER 6255 **TRANSPORTATION FOR LIVABLE COMMUNITIES INITIATIVE GRANTS**

FUNDING SOURCES: AGENCY: OCPG ODOT LOCAL TOTAL
 4/24/08 email- NEW BUDGET AMOUNT: _____ \$500,000

Products: (Added this project per email to ODOT 4/24/08)

1. Reimburse grant recipients for TLCI planning studies selected and approved by the NOACA Board.

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$	Percent of Budget Utilized: %	Percent of Project Completed: %
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$385,322	77%	100%
Fiscal Year Totals:	\$385,322	77%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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I=Information D=Draft F=Final

January 1, 2008 – June 30, 2008:

OCPG funds were used to reimburse cities and agencies for TLCI contracted deliverables.

PROGRAM NUMBER 6259 **SERVICE PLANNING – CARRYOVER FUNDS**

FUNDING SOURCES: AGENCY: FY 2007 OCPG ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$90,652

Products:

1. Work products under the TLC and TLCI Programs, Public Interaction Policy related activities, and Neighborhood Planning Studies.

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$90,652	Percent of Budget Utilized: 100%	Percent of Project Completed: 100%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$8,421	9%	0%
Fiscal Year Totals:	\$99,073	109%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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I=Information D=Draft F=Final

July 1 – August 30, 2007:

Communications and Public Involvement Planning

- Produced a publication for Lorain County highlighting NOACA work and projects in the county over the past fiscal year. Note - this publication was updated in November 2007. Both publications are available on the NOACA Web site – August & November 2007.
- Worked with RTS team to produce final report for the 2006 Walkable Communities Workshops – August 2007.
- Issued press releases notifying the media of the Governing Board’s monthly meeting, and post-Board news releases notifying the media of actions taken by the Board (July – August).
- Publicized public meetings and focus groups for the JARC/New Freedom Coordinated Plan (communications plans; ads; letters and e-mails to human services agencies, transit agencies, churches, libraries, etc.; flyers, poster; press releases, public service announcements, Web page updates).
- Helped facilitate JARC/New Freedom Coordinated Plan public meetings in conjunction with the RTS Team (July – August).
- Helped plan and prepare for focus groups for the JARC/New Freedom Coordinated Plan (prepared comment sheets, sign-in sheets and focus group script).
- Publicized public meeting about Avon Interchange (letter, agenda, flyer, poster, ads, press release, public service announcement, media advisory, Q&A sheet); Helped facilitate public meeting about Avon Interchange.

- Finalized summary report about the 2007 Summit.
- Drafted and/or produced communications for Transportation for Livable Communities Initiative (TLCI) awards (updated Q&A, letters to applicants, Web site copy updates, invitation to recipients, appreciation note to task force, press release).
- Participated in the following public outreach events while providing educational and informational materials to the general public:
 - July- JARC/NF public meetings
 - July- Lorain County Commissioners' Health and Wellness Fair
 - August- Lorain County Fair
 - August- Commuter Challenge
 - August- Avon Interchange public forum
- Participated in Walk-and-Roll event in Cleveland.
- Planned and facilitated TLCI event for award recipients held in August.

Neighborhood Planning Studies

- Produced a final draft of the Collinwood Thoroughfares Assessment and Accessibility Study.
- Submitted the final draft study report to staff of the transportation division for in-house peer review for comments and suggestions.
- Received review comments and incorporated such in the final draft study report.
- Furnished copies of the final study report to both Mr. Don Graves of the Cleveland Industrial Retention Initiative (CIRI) and Yolanda Anderson of the Collinwood & Nottingham Villages Development Corp. for their review and comments.
- Prepared to finalize the study report as soon as all review comments are received.

TLCI

- Reviewed and accepted the FY 2007 City of Lakewood Hogsback Lane Study; sponsor presented to October TAC.
- Administered FY 2006 and FY 2007 Grants.
- Administered FY 2008 TLCI Applications and Grants Selection Process; NOACA Board approved 12 FY 2008 TLCI recipients in August.
- Drafted all remaining FY 2007 contracts.

January 1, 2008 – June 30, 2008:

Spent expenditures in first quarter. Expenditures resulted from fringe and indirect rate adjustments.

PROGRAM NUMBER 6670

AGENCY OUTREACH

FUNDING SOURCES: AGENCY: CMAQ ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$435,000

Products:

1. Participate in Breakfast Break and other venues for public outreach
2. Administer Rideshare program including the OhioRideshare carpool matching service
3. Rideshare program materials

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$0	Percent of Budget Utilized: %	Percent of Project Completed: NA
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$60,126	14%	%
Fiscal Year Totals:	\$60,126	14%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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I=Information D=Draft F=Final

July 1, 2007– December 30, 2007:

Note: Work is being charged to 6671. Expenditures due to fringe and indirect rate adjustments.

FUNDING SOURCES: AGENCY: FY 2007 CMAQ ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$235,341

Products:

1. Participate in Breakfast Break and other venues for public outreach
2. Administer Rideshare program including the OhioRideshare carpool matching service
3. Rideshare program materials

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$127,847	Percent of Budget Utilized: 54%	Percent of Project Completed: 50%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$107,494	46%	50%
Fiscal Year Totals:	\$235,341	100%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
Added OhioBikeBuddies to OhioRideshare		X		
15 Breakfast Break Events				

July 1, 2007 – December 30, 2007:

(Product 1)

- Participated in eleven Breakfast Break events at major employer’s sites; provided outreach information on NOACA and OhioRideshare to approximately 6300 employees.

(Product 2)

- Executed the FY 2008 annual participating sponsor contract with Cele-A-Break to facilitate / carry out 26 Breakfast Break events during the year at major employer sites.
- Participated in two quarterly OARC Rideshare & Air Quality teleconference meetings (July, October).
- Participated in quarterly teleconference optimization meetings with E&E, AMATS and Eastgate.
- OhioRideshare database increased by 104 new adds.
- Wrote OhioRideshare advertorial copy for *Plain Dealer* ad.

(Product 3)

- Purchased OhioRideshare promotional items.
- Created OhioRideshare brochure, which is similar to a brochure created by AMATS, our OhioRideshare partner.
- Replenished Rideshare and Agency brochures and materials for public outreach and breakfast break events as needed.

January 1, 2008 – June 30, 2008:

(Product 1)

- Participated in four Breakfast Break events at major employer's sites: The Cleveland Clinic-Lorain Family Health Center / One Cleveland Center / Lake West Hospital- Lake County / Bonne Bell, Westlake; and provided NOACA and OhioRideshare information to approximately 3900 employees during the events
- Participated in 15 other events throughout the five-counties, these are listed under Project 6252, Product 7
- Breakfast Break program ceased operations in March, 2008.

(Product 2)

- Completed Cuyahoga County Administrative Services request in June for ORS and OBB information to distribute via hard copies and email blasts to 9000 county employees.
- Participated in quarterly teleconference optimization meeting with E&E, AMATS and Eastgate in June.
- Investigated other public outreach alternatives due to the end of the Breakfast Break program
- Added the OhioBikeBuddies (OBB) component to the OhioRideshare (ORS) web site in April, which matches bike riders in the same manner as ORS matches people for carpools.
- Promotional endeavors to introduce OBB to the public, including: notify current ORS database via email blast; press releases; monthly board, committee and TAC meeting announcements; promotional flyers handed out at all public outreach events.
- Increased the OhioRideshare database by 680 new adds, 450 requested just carpool info, 115 requested bike info only, and 115 requested info on both carpool and bike.
- Researched highway sign replacements for approximately 80 Rideshare signs with the purpose of promoting the program name change from CAR/VAN POOL INFO to OhioRideshare, and to emphasize the web site address instead of the 800 phone number; these efforts were not successful.

(Product 3)

- OhioBikeBuddies Promotional Materials: Produced communications plan, press releases, public service announcement, internal newsletter item, note to staff, note to people in OhioRideshare database, web pages for NOACA & OhioRideshare web sites.
- Ordered promotional items for OhioBikeBuddies and OhioRideshare programs; created OhioBikeBuddies flyers; printed OhioBikeBuddies promotional materials

FUNDING SOURCES: AGENCY: City ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$32,069

Products:

1. Technical assistance and development of operational and financial procedures and materials
2. National Transit Database (NTD) Annual Reporting – 4th Quarter

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$3,540	Percent of Budget Utilized: 11%	Percent of Project Completed: 35%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$6,688	21%	65%
Fiscal Year Totals:	\$10,228	32%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
2007 Drug & Alcohol Report	FTA			
National Transit Database Report	FTA			

I=Information D=Draft F=Final

July 1, 2007 – December 30, 2007:

(Product 1)

- Reviewed BTA’s drug policy and FTA reporting procedures, submitted the 2006 drug and alcohol report to FTA on behalf of BTA and Buckeye Transit.
- Assisted BTA in completing a CMAQ application for a new Transit vehicle.
- Submitted monthly BTA ridership reports to FTA.

(Product 2)

- Responded to issues concerning the 2006 NTD submission.
- Reviewed federal register changes concerning NTD reporting. Set up a passenger mile sampling procedure for calendar year 2008 and presented it to Brunswick and Buckeye Transit staff in December.

January 1, 2008 – June 30, 2008:

(Product 1)

- Reviewed BTA's drug policy and FTA reporting procedures, submitted the 2007 drug and alcohol report to FTA on behalf of BTA and Buckeye Transit.
- Submitted safety and security monthly and annual report.
- Submitted monthly ridership data to FTA.

(Product 2)

- Finalized 2007 NTD report. Report was accepted without issues by FTA.
- Began processing 2008 passenger mile surveys, a requirement by FTA to be completed every three years; results of this survey will be used in the 2008, 2009 and 2010 NTD reports.

FUNDING SOURCES: AGENCY: OCPG ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$815,624

Products:

1. FY 2007 ODOT OWP Completion Report and ODOT Biannual Progress Report – September 2007 and January 2008
2. Communications to Policy Board and Committees - ongoing
3. FY 2009 OWP – Draft March 2008; Final May 2008; OWP amendments – as needed
4. Publication development - as needed
5. Divisional consultant selection and management – as needed
6. WIN Agreement Program – ongoing
7. Regional Transportation Investment Policy Monitoring and Update – 4th Quarter
8. Annual Summit Report- 4th Quarter
9. Transportation Database management and coordination – ongoing
10. Technical assistance to governments, individuals, organizations, businesses and consultants
11. FY 2007 Service Request Report – 1st Quarter

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$371,345	Percent of Budget Utilized: 45%	Percent of Project Completed: 50%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$569,156	65%	45%
Fiscal Year Totals:	\$940,501	115%	95%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
Internal FY 2007 Service Request Report				
3 OWPnews Publications		X	X	X
FY 2007 ODOT OWP Completion Report	X		X	X
ODOT Six-Month Progress Report	X			
FY 2009 Overall Work Program	X	X	X	X
ODOT Title VI Report	X			

I=Information D=Draft F=Final

September 1, 2007 – December 30, 2007:

(Product 1)

- Completed FY 2007 Overall Work Program Completion Report and e-mailed to ODOT Central in September 2007. Presented to the TAC in October and NOACA Board and received approval in November.
- Prepared FY 2007 *OWPnews* publication highlighting work in FY 2007 OWP and presented to TAC and Board for approval with ODOT FY 2007 OWP Completion Report; posted on web site.
- Prepared and emailed to ODOT FY 2008 OWP carryover project narratives (10/9/07) and new JARC/New Freedom project narratives (10/11/07).

- Using various communication techniques, helped facilitate interaction among the teams to improve productivity.

(Product 2)

- Prepared and mailed TAC monthly mailouts and agendas; finalized minutes for monthly meetings.
- Prepared for and made presentations as needed to the RTIS, TAC and Board on transportation related activities. Wrote resolutions as needed.
- Met with public officials and agencies as needed on transportation studies regarding coordination with NOACA.

(Product 9)

- Worked with teams to coordinate development of databases and their management.

(Product 10)

- Provided information, data and assistance in response to more than 26 requests. This included assistance to local governments, counties, transit systems and other NOACA constituencies
- Kept records of service requests in a format suitable for future analysis.
- Referred individuals and organizations, when appropriate, to organizations and resources that were better equipped to serve their needs than NOACA.

January 1, 2008 – June 30, 2008:

(Product 1)

- Completed FY 2008 Six-Month ODOT Progress report and emailed to ODOT Central in January.
- Prepared FY 2008 *OWPnews* publication highlighting work Six-Month progress work; presented to TAC and Board; posted on web site.

(Product 2)

- Prepared and mailed TAC monthly mailouts and agendas; finalized minutes for monthly meetings.
- Prepared for and made presentations as needed to the RTIS, TAC and Board on transportation related activities. Wrote resolutions as needed.
- Met with public officials and agencies as needed on transportation studies regarding coordination with NOACA.
- Worked with Executive Committee to address Transportation Plan Goal for sustainable economic development. Researched different planning approaches and reported to Executive Committee.

(Product 3)

- Prepared and sent FY 2008 OWP budget revisions and product revisions to ODOT Central by email on 4/24/08.
- Finalized draft FY 2009 OWP and mailed to ODOT Central and Districts 3 and 12 in March; Prepared final FY 2009 OWP in May and mailed to ODOT Central, Districts 3 and 12; Made TAC and Board presentations and received Board adoption in June.
- Finalized ODOT Title VI report and mailed to ODOT in May.

(Product 4)

- Continued internal peer review process coordination of FY 2008 OWP products and final document processing, including assisting with web site and preparation of compact disk of completed FY 2008 products; all products posted when completed to the web site.

(Product 5)

No activity.

(Product 6 and 7)

- Worked with Regional Transportation Investment Subcommittee (RTIS) to review and update transportation investment policy. Board approval of the final document was not completed by the end of the fiscal year, but is expected to be done by October 2008.

(Product 8)

- Developed and published a retrospective of NOACA's 40 years of planning and service to Northeast Ohio and distributed the publication at the 9th annual Summit (January – June).

(Product 9)

- Obtained and entered missing contact information in NOACA's Outlook database.
- Scanned, OCR and uploaded NOACA Planning and Programs Division documents to Image Silo web site, an internal viewing and archiving software.
- Provided Microsoft Office support and training as needed for staff.
- Assisted staff with mass mailings from database source.
- Created and maintained new Summit database – Year 2008.
- Created new version of IGRC database.

(Product 10)

- Provided information, data and assistance in response to 57 requests. This included 17 requests from local governments, counties, transit systems and other NOACA constituencies.
- Kept records of service requests in a format suitable for future analysis.
- Referred individuals and organizations, when appropriate, to organizations and resources that were better equipped to serve their needs than NOACA.

PROGRAM NUMBER 6951 **TRANSPORTATION PROGRAM ADMINISTRATION (Carryover)**

FUNDING SOURCES: AGENCY: FY2007 OCPG ODOT LOCAL TOTAL
 BUDGET AMOUNT: _____ \$200,563

Products:

1. Work products under Transportation Program Administration, including Service Requests.

1st bi-annual report: July 1, 2007 to December 30, 2007	Total Amount Expended: \$200,563	Percent of Budget Utilized: 100%	Percent of Project Completed: 100%
2nd bi-annual report: January 1, 2008 to June 30, 2008	\$14,575	7%	0%
Fiscal Year Totals:	\$215,138	100%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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I=Information D=Draft F=Final

July 1, 2007 – August 30, 2007:

- Held weekly Administration Team meetings.
- Internal peer review of transportation documents.
- Prepared and mailed TAC monthly mailouts and agendas; finalized minutes for monthly meetings.
- Prepared for and made presentations as needed to the RTIS, TAC and Board on transportation related activities. Wrote resolutions as needed.
- Met with public officials and agencies as needed on transportation studies regarding coordination with NOACA.
- Using various communication techniques, helped facilitate interaction among the teams to improve productivity.
- Continued internal coordination process of FY 2007 OWP final reports and assisted with web site and CD-ROM process containing completed FY 2007 products.
- Provided information, data and assistance to member communities.

January 1, 2008 – June 30, 2008:

Spent expenditures in first quarter. Expenditures due to fringe and indirect rate adjustments.