

# **NOACA TECHNICAL REPORT**

## **FY 2010 Overall Work Program ODOT Completion Progress Report**



September **2010**

SEMI-ANNUAL PROGRESS REPORT  
 FY 2010 (01/01/10 - 6/31/10)  
 SUMMARY OF EXPENDITURES

PROJECT	DESCRIPTION	FUNDING SOURCE	OWP BUDGET	EXPENDED 01/01 - 06/30/10	YTD AS OF 06/30/10	% EXPENDED PER BUDGET	% WORK COMPLETED	ON TIME	BALANCE REMAINING
1011	AIR QUALITY PLANNING	OCPG	\$ 123,899	\$ 24,063	41,329	33%	100%	yes	\$ 82,570
1019	SIP FOR OZONE AND SMALL PARTICLES	STP	19,016	0	13	0%	N/A	N/A	19,003
6013	PARATRANSIT PROGRAM	OCPG	61,161	8,431	15,309	25%	100%	yes	45,852
6015	JARC/NEW FREEDOM - FTA	FTA	150,000	31,551	49,938	33%	100%	yes	100,062
6020	TRANSP. IMPROV. PROGRAM	OCPG	385,000	146,683	342,059	89%	95%	yes	42,941
6021	ECONOMIC STIMULUS MGMT	OCPG	117,000	9,954	52,152	45%	100%	yes	64,848
6022	IGRC	OCPG	112,329	57,470	100,788	90%	100%	yes	11,541
6050	REG TRANSP SYSTEM	OCPG	55,000	36,814	57,958	105%	100%	yes	(2,958)
6051	PUBLIC TRANSIT MONITORING	OCPG	142,000	40,333	124,978	88%	90%	no	17,022
6053	FREIGHT PLANNING	OCPG	95,499	31,685	63,522	67%	75%	no	31,977
6054	ASSET MANAGEMENT	STP	550,000	21,430	28,575	5%	95%	yes	521,425
6055	CONGESTION MANAGEMENT	OCPG	226,000	83,117	197,974	88%	100%	yes	28,026
6103	BICYCLE PLANNING	OCPG	170,000	88,113	152,819	90%	95%	yes	17,181
6105	TRANSPORTATION PLAN	OCPG	93,381	26,125	58,468	63%	80%	no	34,913
6152	TRANSPORTATION DATA COLLECTION	OCPG	180,000	102,446	172,333	96%	100%	yes	7,667
6153	FORECASTING & MODELING	OCPG	360,469	132,692	241,904	67%	100%	yes	118,565
6155	MAJOR INVEST STUDIES	OCPG	154,614	98,682	148,769	96%	100%	yes	5,845
6250	TRAFFIC COUNTS FOR SAFETY	OCPG	17,531	1,211	1,351	8%	8%	no	16,180
6251	T.L.C.	OCPG	376,699	157,498	358,589	95%	100%	yes	18,110
6252	PUB INV/COMM COORD	OCPG	449,925	196,771	371,831	83%	100%	yes	78,094
6253	NEIGHB PLAN ASSIST	OCPG	39,592	0	323	1%	1%	n/a	39,269
6254	TRANS FOR LIVABLE COMM	STP	2,527,070	845,673	1,414,062	56%	100%	yes	1,113,008
6671	AGENCY OUTREACH	RIDESHARE 2008	238,623	76,064	153,529	64%	100%	yes	85,094
6672	CMAQ AIR QUALITY PROGRAMS	CMAQ	234,396	77,226	135,280	58%	100%	yes	99,116
6741	BRUNSWICK TRANSIT	BRUNSWICK	40,000	10,564	17,222	43%	100%	yes	22,778
6950	TRANSP. PROGRAM ADMIN	OCPG	990,762	507,366	906,942	92%	100%	yes	83,820
6951	TRANSP. PROGRAM ADMIN C/O	2009 OCPG C/O	109,735	0	109,735	100%	100%	yes	0
			<u>\$ 8,019,701</u>	<u>\$ 2,811,962</u>	<u>5,317,752</u>				<u>\$ 2,701,949</u>

SUB - TOTALS

**	STP	550,000	\$ 21,430	28,575	\$ 521,425
	OCPG	4,150,861	1,749,454	3,409,398	741,463
	JARC/NF - FTA	150,000	31,551	49,938	100,062
	2009 OCPG C/O	109,735	0	109,735	0
	RIDESHARE 2008	238,623	76,064	153,529	85,094
	EPA 604 (B)	0	0	0	0
	SIP	19,016	0	13	19,003
	BRUNSWICK	40,000	10,564	17,222	22,778
	CMAQ	234,396	77,226	135,280	99,116
	TRAN FOR LIV COM	2,527,070	845,673	1,414,062	1,113,008
		<u>\$ 8,019,701</u>	<u>\$ 2,811,962</u>	<u>5,317,752</u>	<u>\$ 2,701,949</u>

\*\* OCPG (Ohio Consolidated Planning Grant).

PROGRAM NUMBER 1011

**AIR QUALITY PLANNING EFFORTS**

FUNDING SOURCES: AGENCY: OCPG ODOT LOCAL TOTAL  
 BUDGET AMOUNT:                                                                \$123,899

**Products:**

1. Implementation of Board-approved regional reduction emission strategies- ongoing
2. CY 2009 Air Quality Trends Report – June 2010
3. Stakeholder Coordination- on going
4. Air Quality Subcommittee administration and communication- as needed

1st bi-annual report: July 1, 2009 to December 30, 2009	Total Amount Expended: \$17,266	Percent of Budget Utilized: 14%	Percent of Project Completed: 14%
2nd bi-annual report: January 1, 2010 to June 30, 2010	\$24,063	33%	86%
Fiscal Year Totals:	\$41,329	47%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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D – CY 2009 Air Quality Trends Report

I=Information D=Draft F=Final

**July 1, 2009 – December 30, 2009:**

(Product 1)

- Continued anti-idling public education and outreach.
- Developed Board Resolution and draft Memorandum of Understanding for partnership with local entities on implementation of strategies.
- Contacted Ohio EPA for status update on number of emission strategies recommended by NOACA and implemented by Ohio EPA.

(Product 2)

- Prepared Air Quality Trends Presentation in December 2009 for Board meeting of January 9, 2010.
- Gathered preliminary data for report draft.

(Product 3)

- Expanded outreach to new stakeholders including Greater Cleveland Air and Asthma Coalition.
- Continued to serve on Cleveland Clean Air Century Campaign and Cleveland Industrial Air Pollution Advisory Committee, each meeting quarterly.

(Product 4)

- Prepared for and staffed Air Quality Subcommittee meetings of August 19, 2009, and November 18, 2009.

**January 1, 2010 – June 30, 2010:**

(Product 1)

- Continued anti-idling public education and outreach, including testimony at Lakewood City Council, and distribution of signage to North Olmsted, Olmsted Falls, and Maple Heights.
- Executed Memorandum of Understanding for partnership with local entities on implementation of strategies.
- Conveyed to Air Quality Subcommittee the Ohio EPA status update on number of emission strategies recommended by NOACA and implemented by Ohio EPA.
- Performed speaking engagements with partners on diesel engine retrofits for audiences such as City of Eastlake, Northeast Ohio Service Directors, and fleet owners in City of Cleveland.
- Created and presented Powerpoint for AQ Subcommittee and NOACA Governing Board on current and upcoming nonattainment status for Northeast Ohio. Available at: <http://www.noaca.org/aqtrendsfed2010.pdf>.
- Continued promotion of transportation alternatives with special focus on diesel engines; including ongoing participation in Ohio Diesel Coalition.
- Completed speaking engagements at Case Western Reserve University (March 2010) and National Association of Regional Councils (June 2010).

(Product 2)

- Prepared the CY 2009 Air Quality Trends & Nonattainment Status Report.

(Product 3)

- Participated in forming the Greater Cleveland Clean Air Campaign, and continued to serve on Cleveland Industrial Air Pollution Advisory Committee, each meeting quarterly.

(Product 4)

- Prepared for and staffed Air Quality Subcommittee meetings of February 17, 2010, and May 12, 2010.

PROGRAM NUMBER 1019

**Ozone Action Day and Fine Particle Pollution Programs**

FUNDING SOURCES: AGENCY: CMAQ ODOT LOCAL TOTAL  
 BUDGET AMOUNT: \_\_\_\_\_ \$ 19,016

**Products:**

1. Fact sheets and background information on nonattainment and SIPs, as they apply to Northeast Ohio.
2. Technical analysis reports and planning, as needed, including any updates to previously recommended emission reduction strategies and including submission of revised mobile source inventory figures, as requested, to Ohio EPA, ODOT, LADCO, or other government entities and the public.
3. Help implement local recommendations, as detailed by Resolution No. 2006-031, by providing Ozone SIP information to NOACA Governing Board members and the public in Northeast Ohio as to solutions for transportation-related ozone precursors and possible funding opportunities related to those solutions.
4. Help implement local recommendations, as detailed by Resolution No. 2007-044, by providing fine particle SIP information to NOACA Governing Board members and the public in Northeast Ohio as to solutions for transportation-related particulate matter precursors and possible funding opportunities related to those solutions.
5. Create GIS maps of emissions sources and "hot spots" within the 8-county nonattainment area. Provide input to related USEPA, LADCO, Ohio University, and Ohio EPA studies of the Northeast Ohio nonattainment area, including fine particle studies by LADCO, multi-pollutant studies by Ohio University, and fine particle monitoring study in 2009 by USEPA.
6. Provide speakers and other public outreach and information services to the NOACA Governing Board, other government entities, and the public of Northeast Ohio's nonattainment status, plus associated health, pollution, and economic impacts, along with recommended strategies, legal impacts, etc.
7. Coordinate with ODOT, Ohio EPA, ODOD, the Ohio General Assembly, or the Ohio Governor's Office, regarding SIP recommendations and implementation, including briefings as requested.

1st bi-annual report: July 1, 2009 to December 30, 2009	Total Amount Expended: \$13*	Percent of Budget Utilized: 1%	Percent of Project Completed: 1%
2nd bi-annual report: January 1, 2010 to June 30, 2010	\$0	0%	0%
Fiscal Year Totals:	\$13	1%	1%

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

**July 1, 2009 – December 30, 2009:**

(Product 1)

- Updated "Nonattainment Fact Sheet 2009."

(Product 2)

- Received White Papers from Ohio University on possible modeling efforts on effects of diesel retrofit technologies and anti-idling ordinances.

(Product 3)

- Continued promotion of transportation alternatives.

(Product 4)

- Designed and purchased signage for anti-idling. Created ordinance language for anti-idling and PowerPoint presentations for city council meetings.

(Product 5)

- Used GIS hot-spot map files to produce mailing lists for anti-idling outreach.

(Product 6)

- Completed speaking engagements at Cleveland State University and at Fairview Park City Council.

(Product 7)

- Continued coordination through phone calls and emails, particularly with Ohio EPA.

\*Note: Does not include previous CMAQ spending.

**January 1, 2010 – June 30, 2010:**

Note: No charges to this project.

PROGRAM NUMBER 6013

**TRANSIT PLANNING**

FUNDING SOURCES: AGENCY: OCPG ODOT LOCAL TOTAL  
 BUDGET AMOUNT:                                                                \$61,161

**By ODOT email 6/17/10: Revised Product 4**

**Products:**

1. Update of specialized transportation provider and service information – as needed
2. Specialized population needs assessment and mapping – as needed
3. Specialized Transportation Program vehicle inspections – 1<sup>st</sup> quarter
4. ~~Specialized Transportation Program annual report – 1<sup>st</sup> quarter~~
4. Specialized Transportation Program annual application process – 2<sup>nd</sup> & 3<sup>rd</sup> quarters

1st bi-annual report: July 1, 2009 to December 30, 2009	Total Amount Expended: \$6,878	Percent of Budget Utilized: 11%	Percent of Project Completed: 35%
2nd bi-annual report: January 1, 2010 to June 30, 2010	\$8,431	14%	65%
Fiscal Year Totals:	\$15,309	25%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
FY 2010 Specialized Transportation Program Applicants	X	X	X	X

I=Information D=Draft F=Final

**July 1, 2009 – December 30, 2009:**

(Product 1)

- Provided updated 5310 contacts to ODOT Program Manager.
- Assisted ODOT Program Manager with attaining unduplicated passenger counts from providers.
- Maintained listing of active vehicles in NOACA region.

(Product 2)

- No activity.

(Product 3)

- Scheduled, coordinated, and performed ODOT-required inspections of 19 vehicles from 14 agencies (August 20 & 21).
- Followed up with each agency on resolutions for inspection issues and findings.
- Sent vehicle inspection reports and details on agency remedies to ODOT Program Manager (September; November).

(Product 4)

- Product Completed. Updated NOACA 5310 Web site content with program information, application materials, and vehicle awards (September; November).
- Assisted current and prospective 5310 agencies with FY 2010 letter of intent and application process.

Note: Product 4 product will not be a report but will include updating NOACA's web site on 5310 updates, which is consistent the current OWP methodology. Annual report will no longer be written because all of the pertinent information contained in the report has been posted on the 5310 Web page. The majority of the application process occurs during the 2<sup>nd</sup> and 3<sup>rd</sup> quarters, but depends on ODOT's scheduling.

**January 1, 2010 – June 30, 2010:**

(Product 1)

- Provided updated 5310 contacts to ODOT Program Manager.

(Product 2)

- No activity.

(Product 4)

- Provided assistance to applicants during application process.
- Scored applications for Cuyahoga, Lake, and Lorain counties in January and February and transmitted score sheets and applications to ODOT program manager.
- Posted FY 2010 awards on NOACA's Web site.

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

FUNDING SOURCES: AGENCY: FTA \_\_\_\_\_ TOTAL  
 BUDGET AMOUNT: \_\_\_\_\_ \$150,000

**Products:**

1. Conduct competitive selection process for JARC and New Freedom grants – as needed
2. Recommend JARC and New Freedom projects for funding – as needed
3. Management of sub-recipient grants including invoicing, quarterly reports, annual program of projects, and annual reports – ongoing
4. Update of information related to the Coordinated Public Transit-Human Services Transportation Plan for Northeast Ohio – as needed

1st bi-annual report: July 1, 2009 to December 30, 2009	Total Amount Expended: \$18,387	Percent of Budget Utilized: 12%	Percent of Project Completed: 35%
2nd bi-annual report: January 1, 2010 to June 30, 2010	\$31,551	21%	65%
Fiscal Year Totals:	\$49,938	33%	100%

	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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**July 1, 2009 – December 30, 2009:**

(Product 1)

- Began application revisions for next competitive selection round.

(Product 2)

- Amended project award for one sub-recipient due to increased costs (1<sup>st</sup> quarter).

(Product 3)

- Updated program of projects (1<sup>st</sup> quarter).
- Prepared quarterly reporting through TEAM-Web for FTA as required (1<sup>st</sup> & 2<sup>nd</sup> quarters).
- Communicated extensively with project sponsors to finalize contracts and initiate projects (1<sup>st</sup> and 2<sup>nd</sup> quarters).
- Prepared draw requests through the FTA ECHO-Web system (monthly).

(Product 4)

- No activity.

**January 1, 2010 – June 30, 2010:**

(Product 1)

- Finished revisions to application.
- Advertised availability of funds and held an application workshop on March 2.
- Application round open from February 18-April 1.
- Assembled JARC & New Freedom application task force to review, score, and recommend projects to NOACA Governing Board.

(Product 2)

- Held a series of JARC & New Freedom application task force meetings to develop recommended project listing.
- Brought initial recommended JARC and New Freedom projects for information to Transportation Advisory Committee in May.

(Product 3)

- Prepared quarterly reporting through TEAM-Web for FTA as required (3<sup>rd</sup> & 4<sup>th</sup> quarters).
- Prepared annual reporting for FFY 2009 (May).
- Processed reimbursement invoices for subrecipients (quarterly).
- Prepared draw requests through the FTA ECHO-Web system (as needed).

(Product 4)

- No activity.

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

FUNDING SOURCES:	AGENCY:	<u>OCPG</u>	<u>ODOT</u>	<u>LOCAL</u>	<u>TOTAL</u>
	BUDGET AMOUNT:	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>\$284,227</u>
<b>6/17/10 Revised Budget</b>	BUDGET AMOUNT:	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>\$385,000</u>

**By ODOT email 6/17/10: Revised Budget**

**Products:**

1. NOACA SFY 2010 and 2011 TIP Amendments – Quarterly
2. SFY 2010 NOACA Funded Project Monitoring Reports and status reports to the TAC, its subcommittees, the NOACA Board and other interested parties - monthly
3. SFY 2011 TIP Priority (Lock-down list) and Reservoir Lists/Encumbrance Strategy - 2<sup>nd</sup> Quarter
4. ODOT Funds Management – biweekly
5. Updated Databases and GIS mapping of projects - as needed
6. Project Application Revisions - as needed
7. Project Planning Review of proposed projects
8. Annual list of obligated TIP projects – 4<sup>th</sup> Quarter
9. Transportation Financial Resources Report – 4<sup>th</sup> Quarter
10. Improved Transportation Enhancement Program Development and Project Selection Process– 2<sup>nd</sup> Quarter

1st bi-annual report: July 1, 2009 to December 30, 2009	Total Amount Expended: \$195,376	Percent of Budget Utilized: 69%	Percent of Project Completed: 70%
2nd bi-annual report: January 1, 2010 to June 30, 2010	\$146,683	20%	25%
Fiscal Year Totals:	\$342,059	89%	95%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
SFY 2010 and 2011 TIP Amendments – Quarterly			X	X
SFY 2010 TIP Monitoring Reports – Monthly		X	X	X
SFY 2011 TIP Priority Lockdown List		X	X	X
Project Planning Reviews – Quarterly		X	X	X
Annual List of obligated TIP Projects		X		

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**July 1, 2009 – December 30, 2009:**

(Product 1)

- Provided technical amendments and prepared resolutions regarding existing and proposed projects for inclusion in the TIP (as needed).

(Product 2)

- Monitored the progress of projects selected for NOACA funding in SFY 2010 and report activity of each project with committees and board regarding project development milestone activities, cost and scope issues for their information and action (as needed).

(Product 3)

- Developed three draft lists of projects for NOACA funding in SFY 2011 to be lockdown for January 2010. Presented draft lists to the Regional Transportation Investment Subcommittee for information and recommendation.

(Product 4)

- Reviewed funding summaries of NOACA CMAQ, Enhancement and STP funds for recent encumbrances and their impact on the respective funding balances in each programs (as needed).

(Product 5)

- No activity

(Product 6)

- Collaborated with staff members Sally Hanley and Adiyana Sharag-Eldin on an interim application and began peer review. Interim application was posted on NOACA web site. A web-based application is still being worked on.

(Product 7)

- Reviewed proposed projects for completeness, identification of potential issues and staff assessment and prepare project planning reviews for potential committee review and comment (ongoing).

(Product 8)

- No activity.

(Product 9)

- No activity.

(Product 10)

- RTIS directed staff to begin enhancement project solicitation.

**January 1, 2010 – June 30, 2010:**

(Product 1)

- Provided technical amendments and prepared resolutions regarding existing and proposed projects for inclusion in the TIP (as needed).

(Product 2)

- Monitored the progress of projects selected for NOACA funding in SFY 2010 and report activity of each project with committees and board regarding project development milestone activities, cost and scope issues for their information and action (as needed).

(Product 3)

- No activity (completed during the first half of the fiscal year)

(Product 4)

- Reviewed funding summaries of NOACA CMAQ, Enhancement and STP funds for recent encumbrances and their impact on the respective funding balances in each programs (as needed).

(Product 5)

- No activity.

(Product 6)

- No activity.

(Product 7)

- Reviewed proposed projects for completeness, identification of potential issues and staff assessment and prepare project planning reviews for potential committee review and comment (ongoing).

(Product 8)

- Prepared list of highway projects sold from 7/1/09 to 6/30/10.

(Product 9)

- No activity.

(Product 10)

- Staff announced the Transportation Enhancement applications were available on NOACA's web site and that the deadline for submissions was 7/30/10.

**Difficulties:** (Product 9) Work on this product did not occur due to additional time required for ARRA project monitoring, project planning reviews, and TIP monitoring. A Planning Engineer will be hired in SFY 2011 to help with the workload.

PROGRAM NUMBER 6021 **ECONOMIC STIMULUS MANAGEMENT**

FUNDING SOURCES:	AGENCY:	<u>OCPG</u>	<u>ODOT</u>	<u>LOCAL</u>	<u>TOTAL</u>
	BUDGET AMOUNT:	<u>          </u>	<u>          </u>	<u>          </u>	<u>\$161,128</u>
<b>6/17/10 Revised Budget</b>	BUDGET AMOUNT:	<u>          </u>	<u>          </u>	<u>          </u>	<u>\$117,000</u>

**Products:**

1. Project Monitoring Reports
2. Stimulus Reports as required
3. Technical Assistance

1st bi-annual report: July 1, 2009 to December 30, 2009	Total Amount Expended: \$42,198	Percent of Budget Utilized: 26%	Percent of Project Completed: 50%
2nd bi-annual report: January 1, 2010 to June 30, 2010	\$9,954	19%	50%
Fiscal Year Totals:	\$52,152	45%	100%

	MAILED	POSTED	TAC	BOARD
PRODUCTS COMPLETED	TO ODOT	ON WEB		

I=Information D=Draft F=Final

**July 1, 2009 – December 30, 2009:**

(Product 1)

- Completed work with project sponsors to update the ARRA project reports every two weeks. The updated reports were posted on the NOACA website bi-weekly until December 1, 2009 (submission deadline). After submission, NOACA and ODOT staff monitored the authorized projects via monthly ARRA coordination meetings. Reports on project status are posted on NOACA web site.

(Product 2)

- Prepared the stimulus reports and submitted to U. S. Government Accountability Office (GAO), as requested. The report was also submitted to a non-profit organization (Policy Matters) that requested information for a report they developed.

(Product 3)

- Provided in-house technical assistance to estimate the number of jobs created by the stimulus funds.

**January 1, 2010 – June 30, 2010:**

(Product 1)

- Monitoring monthly ARRA funding balance. Reports on project status are provided from ODOT.

(Product 2)

- Provide stimulus reports and other requested information for project sponsors and contractors hired by project sponsors.

(Product 3)

- Monitoring in-house technical assistance to estimate the number of jobs, number of work hours, and estimated payroll created by the stimulus funds.

PROGRAM NUMBER 6022 **PROJECT PLANNING REVIEW & INTERGOVERNMENTAL REVIEW & CONSULTATION**

FUNDING SOURCES: AGENCY: OCPG ODOT LOCAL TOTAL  
 BUDGET AMOUNT: \_\_\_\_\_ \$112,329

**Products:**

1. Project Planning Review Administration
2. IGRC materials for distribution
3. Updated IGRC Database
4. Quarterly Reports on IGRC process

1st bi-annual report: July 1, 2009 to December 30, 2009	Total Amount Expended: \$43,318	Percent of Budget Utilized: 39%	Percent of Project Completed: 50%
2nd bi-annual report: January 1, 2010 to June 30, 2010	57,470	51%	50%
Fiscal Year Totals:	\$100,788	90%	100%

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

I=Information D=Draft F=Final

**July 1, 2009 – December 30, 2009:**

(Product 1)

- Informed sponsors and consultants of NOACA project planning review (PPR) process and schedules, at the beginning of each quarter.
- Notified sponsors and consultants of the Board’s action at the end of the quarter, after PPR process was completed. Provided resolution and supported documentation of the complete process.
- Maintained records of communication and PPR process for each project and each quarter.

(Product 2)

- Completed IGRC process for 44 proposed transportation projects in the third and fourth quarter of FY 2010. Process included:
- Notified by postal mail 169 local, state and regional government officers and staff of proposed federal-aid projects posted on NOACA’s Web site. Reached 75 impacted communities in Cuyahoga, Geauga, Lake, Lorain and Medina counties, in the third quarter and 137 communities in the fourth quarter. Followed-up with electronic mail.

- Received and reviewed 19 comments from agencies and impacted communities.
- Published comments on NOACA Web site for public information.
- Notified sponsors of NOACA project planning review (PPR) process and schedules.
- After PPR and IGRC process was completed, notified sponsors of the Board's action. Provided resolution and supported documentation of the complete process.
- Maintained electronic and paper records of IGRC process of each TIP project and each quarter.
- Responded to staff and public inquiries concerning IGR review and IGRC process.

(Product 3)

- Updated IGRC database as needed. Researched and maintained the most updated information on IGRC contact database.

(Product 4)

- Completed comment report of each quarter. Distributed report to staff/teams and sponsors for their uses; and to Transportation Advisory Committee (TAC) for their reviews and consideration.

**January 1, 2010 – June 30, 2010:**

(Product 1) Project Planning Review administration

- Notified sponsors of PPR process and scheduling.
- After PPR and IGRC were conducted, informed sponsors of the Board's action with resolution and supported documentation.
- Maintained electronic and paper records of all process by quarter.

(Product 2) IGRC materials for distribution

- Notified by ordinary and electronic mails nearly 200 individuals in local, state and regional government agencies of proposed federal-aid projects posted on NOACA's Web site. Reached 95 impacted communities in the third quarter and 125 communities in the fourth quarter.

(Product 2) (cont.)

- Created individual response forms for communities in each county to increase participation.
- Coordinated applications requiring IGR review by Water Quality and Air Quality Subcommittees. Created electronic file/links for staff and committees.
- Advised applicants of the subcommittees' recommendation and approval.
- Responded to staff and public inquiries concerning the IGR process.
- Reviewed, acknowledged and managed 43 supports/comments from agencies and communities.
- Published comments on NOACA Web site for public information.
- Completed IGRC process for 45 proposals of the 3<sup>rd</sup> and 4<sup>th</sup> quarters.

(Product 3)

- Verified proper contacts and updated IGRC database.

(Product 4)

- Completed quarterly comment report to be distributed to teams/staff, Transportation Advisory Committee (TAC) and sponsors for their review and consideration.

FUNDING SOURCES:	AGENCY:	<u>OCPG</u>	<u>ODOT</u>	<u>LOCAL</u>	<u>TOTAL</u>
	BUDGET AMOUNT:	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>\$93,619</u>
<b>6/17/10 Revised Budget</b>	BUDGET AMOUNT:	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>\$55,000</u>

**By ODOT email on 6/17/10: Revised Products 2 and 5**

**Products:**

1. Participate in development of Roadway Safety Audits - ongoing
- ~~2. Homeland Security Technical Memo – as needed~~
2. Homeland Security Assistance – as needed
3. Regional Transportation System Team Project Planning Reviews - Quarterly
4. Update of NOACA’s RTS database files – ongoing
- ~~5. NOACA’s Highway Accident Reports and Database Maintenance~~
5. NOACA’s Highway Accident Database Maintenance - ongoing
6. Functional Classification amendments – as needed

1st <sup>t</sup> bi-annual report: July 1, 2009 to December 30, 2009	Total Amount Expended: \$21,144	Percent of Budget Utilized: 23%	Percent of Project Completed: 50%
2nd bi-annual report: January 1, 2010 to June 30, 2010	36,814	82%	50%
Fiscal Year Totals:	\$57,958	105%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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F- Functional Classification Amendments

X

I=Information D=Draft F=Final

**July 1, 2009 – December 30, 2009:**

(Product 1)

- Participated in two Roadway Safety Audits in North Olmsted. One at Great Northern Boulevard (SR-252)/Brookpark Road (SR-17). Another location at Columbia Road (SR252)/ Lorain Road (SR-10).

(Product 2)

- No activity--Technical memo will not be done; future work would more likely involve attending meetings or activities that would be considered confidential.

(Product 3)

- Provided review and comment on Quarterly Project Planning Reviews (1st and 2<sup>nd</sup> quarters FY 2010). Projects are reviewed for roadway condition (both existing and future condition), bridge condition, and congestion, levels of transit service, sidewalk condition, bicycle and pedestrian conditions with recommendations for possible improvement.

(Product 4)

- Ongoing updates to some of the RTS databases.

(Product 5)

- Received 2008 crash data from the Ohio Department of Public Safety in MS Access format. Loaded the database into NOACA crash database. A crash database with the three most recent years of data was created 2006 – 2008.
- Received a GIS crash database from the Ohio Department of Transportation (ODOT) that contains latitude/longitude information for 2008 crash records in NOACA's planning area. This information was checked and summarized for accuracy. A GIS database containing the three most recent years of data was created (2006-2008). This information is used for accident analysis for different projects.
- Worked with the Corridor Team to create a method to analyze accidents occurring on roadway segments at the corridor level. Also, helped develop a method to analyze crashes in the rural portions of NOACA's planning area for analysis of high risk rural roads.

(Product 6)

- Worked with staff from ODOT District 12 in the beginning steps of functional classification changes for roadways to be affected by the reconstruction of the Innerbelt Bridge. Functional classifications to be modified are on Broadway Avenue, E.14<sup>th</sup> St., E.9<sup>th</sup> St. Canal Road, and W.14<sup>th</sup> St. These functional classification updates will be finalized in the second half of FY 2010.

Note: Product 5: Highway accident reports for all counties were completed late last fiscal year and there is not enough new data to warrant doing them again this year. The prior report used data from 2005-2007 and there is only new data for 2008. Significant other work was completed for this product in terms of database management and development of rural crash analysis methodology.

**January 1, 2010 – June 30, 2010:**

(Product 3)

- Provided review and comment on Quarterly Project Planning Reviews (2<sup>nd</sup> and 3<sup>rd</sup> quarters FY 2010). Projects are reviewed for roadway condition (both existing and future condition), bridge condition, and congestion, levels of transit service, sidewalk condition, bicycle and pedestrian conditions with recommendations for possible improvement.

(Product 4)

- Updated and created a new five county bridge database in MS Access with 2010 bridge conditions.
- Formatted various ArcGIS databases to be used on NOACA website on the interactive GIS portion of our website.

(Product 5)

- Downloaded and created new crash databases in MS Access with data from Ohio Department of Public Safety and with data from ODOT; created an ESRI ArcGIS database with the most recent data available.

(Product 6)

- Finalized and processed functional classification amendments for the Cleveland Innerbelt and Madison Avenue in Cleveland. Forwarded information to ODOT District 12 for future processing.

PROGRAM NUMBER 6051 **TRANSIT/TRAFFIC MONITORING & PASSENGER RAIL**

FUNDING SOURCES:	AGENCY:	<u>OCPG</u>	<u>ODOT</u>	<u>LOCAL</u>	<u>TOTAL</u>
	BUDGET AMOUNT:	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>\$109,747</u>
<b>6/17/10 Revised Budget</b>	BUDGET AMOUNT:	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>\$142,000</u>

**By ODOT email on 6/17/10: Revised Product 3 and added Product 6**

**Products:**

1. Transit Council agenda, minutes, and special projects – monthly or as needed
2. Project Planning Reviews from a transit perspective – quarterly
3. ~~Transit Network Guide & Park n Ride Lot Survey – 4<sup>th</sup> quarter~~
3. Transit Network Guide database maintenance & downtown parking lot survey – gather and input transit route data 4<sup>th</sup> quarter; survey downtown lots 3<sup>rd</sup> & 4<sup>th</sup> quarters for inclusion in technical memorandum to be completed during FY 2011.
4. Traffic count maps – Cuyahoga and Lake counties – as data becomes available from ODOT
5. Staff regional passenger rail meetings and develop reports and summaries – as needed
6. County Transit special projects (or just transit special projects)

1st bi-annual report: July 1, 2009 to December 30, 2009	Total Amount Expended: \$84,645	Percent of Budget Utilized: 77%	Percent of Project Completed: 77%
2nd bi-annual report: January 1, 2010 to June 30, 2010	40,333	11%	13%
Fiscal Year Totals:	\$124,978	88%	90%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
Cuyahoga County Traffic Count Map		X		
Lake County Traffic Count Map		X		
2008 Transit Network Guide and 2009 Park N Ride Survey Tech Memo		X		

I=Information D=Draft F=Final

**July 1, 2009 – December 30, 2009:**

(Product 1)

- Held monthly Transit Council meetings and produced agendas and minutes.
- Assisted transit agencies with funding concerns and grant processing with ODOT, FTA, and FHWA.
- Assisted Lorain County Transit with brokerage program funding options.

(Product 2)

- Quarterly Project planning Reviews for FY 2010 were reviewed and commented on from transit perspective.

(Product 3)

- The draft 2008 Transit Network Guide and 2009 Park-N-Ride Survey is in the peer review process. The report took longer than expected to complete due to problems with ridership information that was received.

(Product 4)

- Completed the Cuyahoga County Traffic Count and published on NOACA's web site.
- Drafted Lake County Traffic Count Map, which is currently in peer review. Anticipate finalization and publishing on NOACA's web site in the 3<sup>rd</sup> quarter of FY 2010.
- Collected and stored ongoing ODOT Automatic Traffic Recorder (ATR) data in database.

(Product 5)

- Attended and participated in 3-C passenger rail meetings in Columbus and Cleveland.
- Assisted with drafting an RFQ and served as RFQ Review Team Chair for West Shore Corridor Alternatives Analysis with Lorain County.

Note: Product 3: It was decided the Transit Network Guide could be published every second or third year; however, route information must be gathered annually for inclusion in the TDM. The downtown parking lot survey was identified as a possible substitute as the last survey was done about 10 years ago and does not reflect the current conditions downtown. Field work would be completed during the end of FY 2010 with product finalization during 2011.

**January 1, 2010 – June 30, 2010:**

(Product 1)

- Held monthly Transit Council meetings and produced agendas and minutes.

(Product 2)

- Reviewed and provided comments from transit perspective on Quarterly Project planning Reviews for FY 2010.

(Product 3)

- Finalized the 2008 Transit Network Guide and 2009 Park-N-Ride Survey and posted on the web site.
- Started work on the 2009 Transit Network Guide and 2010 Park-N-Ride Survey.

Product 4)

- Completed the Lake County Traffic Count Map and published on NOACA's web site.
- Continued collected and stored ongoing ODOT Automatic Traffic Recorder (ATR) data in database.

(Product 5, 6)

- No activity.

**Difficulties:** See note in first half.

PROGRAM NUMBER 6053

**FREIGHT PLANNING**

FUNDING SOURCES: AGENCY: OCPG ODOT LOCAL TOTAL  
 BUDGET AMOUNT:                                                                \$95,499

**Products:**

1. Develop summary of NHS Connector current conditions – 4<sup>th</sup> quarter
2. Update of basic inventories and databases – ongoing
3. Produce regional truck ADT flow map – 4<sup>th</sup> quarter
4. Project Planning Reviews from a freight/logistics perspective - quarterly
5. Summary of freight planning activities – as needed

1st bi-annual report: July 1, 2009 to December 30, 2009	Total Amount Expended: \$31,837	Percent of Budget Utilized: 33%	Percent of Project Completed: 33%
2nd bi-annual report: January 1, 2010 to June 30, 2010	31,685	34%	42%
Fiscal Year Totals:	\$63,522	67%	75%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
Regional Truck Maps		X		

I=Information D=Draft F=Final

**July 1, 2009 – December 30, 2009:**

(Product 1)

- No activity.

(Product 2)

- No activity.

(Product 3)

- Produced draft of regional truck ADT Map. Truck ADT's were mapped for the following years; 1988, 1992, 2000 – 2002, 2003 – 2005, 2007 – 2008. Anticipate finalization and publication of these maps in the 2<sup>nd</sup> half of FY 2010.

(Product 4)

- Reviewed as applicable.

(Product 5)

- Began reviewing and producing mapping and database products from 2003 Transearch freight database provided from ODOT. We will continue to produce mapping products from the database, ask for ODOT's review, and possibly publish them to NOACA's Web site.
- Attended TMACOG's 2009 Ohio Conference on Freight (September).
- Attended NEOTEC Logistics Workshop (September).
- Attended John Carroll University Logistics Seminar (October).
- Wrote synopsis of freight related research and activities during FY 2010.

**January 1, 2010 – June 30, 2010:**

(Product 1)

- Created maps for Greater Cleveland Partnership (GCP) showing regional facilities to be used in presentations.

(Product 2)

- Created a GIS and Access database and maps showing train volumes throughout NOACA's region. The data was from the PUCO.
- Attended Freight Logistics seminar/meeting at John Carroll University.
- Developed a Survey to distribute to major freight stakeholders in the region (with the RTS team). The survey has been created, but coordination with the Greater Cleveland Partnership needs to take place so they can assist with the distribution of the survey.
- Identified locations for future truck/traffic counts on identified NHS connectors.

(Product 3)

- Completed Truck ADT map and placed in an interactive ArcGis database on NOACA's website. Truck ADT's were mapped for the following years; 1988, 1992, 2000 – 2002, 2003-2005, 2007.

**Difficulties:** NHS Connectors field work began in FY 2011 first quarter and summary to be completed in 2<sup>nd</sup> quarter. Currently understaffed with respect to freight activities but expect to hire a freight planner in FY 2011.

FUNDING SOURCES: AGENCY: STP ODOT LOCAL TOTAL  
 BUDGET AMOUNT: \_\_\_\_\_ \$550,000

**By ODOT email on 6/17/10: Combined Products 4 and 7 - Now Product 4**

**Products:**

1. Asset Management database development - ongoing
2. Recommended project list for programmed pavement projects – as needed
3. RPM system training and development – ongoing
- ~~4. Medina County pavement analysis technical memorandum – 4<sup>th</sup> quarter~~
4. County-level pavement analysis for Medina County – 4<sup>th</sup> quarter
5. Requests for pavement data and analysis – as needed
6. Asset Management Council materials – as needed
- ~~7. County-level pavement scenario analysis – 4<sup>th</sup> quarter~~

1st bi-annual report: July 1, 2009 to December 30, 2009	Total Amount Expended: \$7,145	Percent of Budget Utilized: 1%	Percent of Project Completed: 1%
2nd bi-annual report: January 1, 2010 to June 30, 2010	21,430	4%	94%
Fiscal Year Totals:	\$28,575	5%	95%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
Updated Pavement Condition Maps/Charts/Reports		X		
D- County Level Pavement Analysis Tech Memo				
D-Medina County Pavement Analysis Tech Memo				

I=Information D=Draft F=Final

**July 1, 2009 – December 30, 2009:**

(Product 1)

- Imported 2008 pavement conditions to NOACA's Regional Pavement Management Database.
- Updated jurisdiction and traffic volume in the 2008 database; these are necessary steps to accurately use the RPMS database.

(Products 2, 3)

- No activity.

(Product 4)

- Had initial contact with the Medina County Engineer's office staff. This product will be developed in a way that will be beneficial to the County Engineer.

(Product 5)

- Performed pavement analysis on roadway PPR projects where possible. The current and deterred PCR's are recorded as well as RPMS projected roadway treatments.

(Product 6)

- Developed a procedure for Asset Management Council members to comment on quarterly Project Planning Reviews (PPR). Prepared emails to the Asset Management Council members soliciting comment on PPR's.

(Product 7)

Note: This is the same as product 4. Timing will depend on input from Medina County on its needs.

**January 1, 2010 – June 30, 2010:**

(Product 1)

- Initiated a two-year contract with VHB Consultants for technical assistance.
- Updated all maps, reports and charts on NOACA's website showing the most recent pavement information available. Also, NOACA's interactive ArcGis page was updated with the most recent pavement data.

(Products 2, 3)

- No activity.

(Product 4)

- Performed county-level pavement analysis budget scenario for all counties in the NOACA region. Completed draft technical memo; waiting for technical assistance from VHB so the technical memo can be finalized.
- Began performing pavement analysis on all federal-aid roadways by jurisdiction in Medina County; a technical memo will be finalized in September.

(Product 6)

- Prepared 3<sup>rd</sup> quarter PPR materials for review by the Asset Management Council.

FUNDING SOURCES:	AGENCY:	<u>OCPG</u>	<u>ODOT</u>	<u>LOCAL</u>	<u>TOTAL</u>
	BUDGET AMOUNT:				<u>\$146,236</u>
<b>6/17/10 Revised Budget</b>	BUDGET AMOUNT:				<u>\$226,000</u>

**Products:**

1. Congestion Management database development - ongoing
2. Data collection and analysis (FY 2010) to be incorporated into the FY 2011 freeway travel time report – 4<sup>th</sup> quarter
3. Requests for technical assistance – as needed

1st bi-annual report: July 1, 2009 to December 30, 2009	Total Amount Expended: \$114,857	Percent of Budget Utilized: 79%	Percent of Project Completed: 50%
2nd bi-annual report: January 1, 2010 to June 30, 2010	83,117	9%	50%
Fiscal Year Totals:	\$197,974	88%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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Congestion Management Process-Future Traffic ConditionsTech Memo X

I=Information D=Draft F=Final

**July 1, 2009 – December 30, 2009:**

## (Product 1)

- Completed the update of traffic data for the CMP network covering approximately 2,400 roadway segments in the five counties.
- Used new methodology to update the capacity data in the network based on the latest Highway Capacity Manual (HCM) 2000.
- Attended OTEC conference in Columbus (October 2009).

## (Product 2)

- Trained four interns for the Freeway Travel Time Study; prepared field sheet forms and updated spreadsheets for the study.
- Completed data collection on segments along I-71, I-77, I-90 West, I-271 local and express lanes, US-422, SR-176 and I-490. The travel time survey on I-90 East and SR-2 West will be conducted in the spring. Note: SR-2 East is currently under construction and will not be done.

## (Product 3)

- No activity.

**January 1, 2010 – June 30, 2010:**

(Product 1)

- Completed the draft technical memo on Congestion Management Process—Future Traffic Conditions, which is currently going thru internal reviews and will be finalized in August 2010.

(Product 2)

- Conducted travel time data collection on segments along I-90 East (in Cuyahoga and Lake Counties) and SR-2 West (in Lorain County).

(Product 3)

- No requests were received for congestion technical assistance.

PROGRAM NUMBER 6103 **BICYCLE AND PEDESTRIAN PLANNING**

FUNDING SOURCES:	AGENCY:	<u>OCPG</u>	<u>ODOT</u>	<u>LOCAL</u>	<u>TOTAL</u>
	BUDGET AMOUNT:	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>\$97,709</u>
<b>6/17/10 Revised Budget</b>	BUDGET AMOUNT:	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>\$170,000</u>

**By ODOT email 6/17/10: Added Product 7**

**Products:**

1. Staff and BAC review of proposed projects – quarterly
2. County Bike Map Updates – as needed
3. Bike/Pedestrian Planning Activities - Annual Summary Report – 4<sup>th</sup> quarter (Includes implementation of Board-approved Bicycle/Pedestrian policies and working with partners on special projects and technical assistance as requested from communities)
4. Produce FY 2010 bikeways inventories (current and planned) – 4<sup>th</sup> quarter
5. Track implementation of PPR recommendations regarding bike & pedestrian accommodation – ongoing
6. Bicycle Lane & Route Project—4<sup>th</sup> quarter
7. Sidewalk Inventory Technical Memorandum & ArcIMS Web page – 4th quarter

1st bi-annual report: July 1, 2009 to December 30, 2009	Total Amount Expended: \$64,706	Percent of Budget Utilized: 66%	Percent of Project Completed: 66%
2nd bi-annual report: January 1, 2010 to June 30, 2010	88,113	24%	29%
Fiscal Year Totals:	\$152,819	90%	95%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
Sidewalk Inventory Technical Memorandum w/Mapping		X		
County Bike Map Updates		X		

I=Information D=Draft F=Final

**July 1, 2009 – December 30, 2009:**

(Product 1)

- Reviewed PPRs. Staff and Bicycle Advisory Council (BAC) made recommendations as needed for the first two quarters of FY 2010.

(Product 2)

- No county bike map updates were needed during this time period. Many maps were distributed to bike shops and other places.
- Supplied files for NOACA bike map to City of Youngstown as a template to produce bike maps for that region.

(Product 3)

- Participated in the Sustainable Transportation Group, a committee of the Sustainable Cleveland 2019
- Summit. Meetings were attended September 10<sup>th</sup> and 24<sup>th</sup>, October 22<sup>nd</sup>, and December 17<sup>th</sup>. The Complete Streets Subcommittee met December 17<sup>th</sup>.
- NOACA hosted a Webinar on bike issues for staff and public on July 15<sup>th</sup>.
- Supplied the Cuyahoga County Planning Commission GIS staff with NOACA's 2008 Bicycle
- Inventory.
- Met with "Lego League" students from Strongsville to discuss bike planning.
- Provided technical assistance to public officials and private citizens.
- Hired intern and had bike counts done throughout the five counties.
- Attended WDOK Free Lunch day in August and sold bike maps and distributed information.

(Product 4)

- Collected some data for calendar year 2009 bikeway inventory.
- Started updates to the 2009 bikeway inventory for 2009.

(Product 5)

- All staff and BAC recommendations have been entered into the tracking database.

(Product 6)

- Produced an application for a Bicycle Lane/Bicycle Route (BL/BR) program, and introduced the program concept to the TAC at their November meeting.

Note: Additional work on the Sidewalk Inventory Technical Memo continued under this project, though the inventory was completed during summer 2009. A technical memorandum was drafted with static mapping and an ArcIMS page that has taken longer than anticipated; a draft Web page has been produced.

**January 1, 2010 – June 30, 2010:**

Product 1)

- Reviewed PPRs. Staff and Bicycle Advisory Council (BAC) made recommendations as needed for the 3<sup>rd</sup> and 4<sup>th</sup> quarters of FY 2010.

(Product 2)

- Completed draft update of Cuyahoga County bike map. Update included converting map to GIS.
- Work begun on converting other county bike maps to GIS.
- Many maps were distributed to bike shops and other places.

(Product 3)

- Hired three bike count interns and planned for the summer's bike counts.
- Participated in the Sustainable Transportation Group, a committee of the Sustainable Cleveland 2019.
- Provided technical assistance to public officials and private citizens.
- Took the lead on organizing Cleveland Bicycle to Work Day, May 21, 2010, including morning and evening events.
- Produced draft of updated federal-aid application.
- Attended ODOT meeting for MPO coordinators in Columbus 2/23/10.
- Attended Earthfest at the zoo 4/18/10 and sold bike maps and passed out bike info.
- Attended Cleveland Mayor's Bike/Pedestrian Committee meeting 4/29/10.
- Interviewed on WVIZ 5/11/10 regarding Bike to Work day.
- Attended "SafeBet" ride meeting 5/26/10 to plan ODOT sponsored ride for northeast Ohio.
- Participated in the Job Corp's "Safety Fair" 6/2/10 and passed out bike safety info and sold maps.
- Attended second ODOT meeting for MPO bike/ped coordinators in Columbus 6/8/10.

(Product 4)

- Produced draft update of 2009 bikeway inventory\*

(Product 5)

- All staff and BAC recommendations have been entered into the tracking database.

(Product 6)

- Produced a second draft of BL/BR application.

**Difficulties:**

\* Product 4: Bikeway inventory not completed due to extra time it took coordinating it with Cuyahoga County bike map and its conversion to GIS.

PROGRAM NUMBER 6105

**TRANSPORTATION PLAN**

FUNDING SOURCES: AGENCY: OCPG ODOT LOCAL TOTAL  
 BUDGET AMOUNT: \_\_\_\_\_ \$93,381

**Products:**

1. Documentation of planning and process improvement goals for 2013 long range transportation plan – December 2009
2. 2013 long range transportation planning effort action plan – June 2010

1st bi-annual report: July 1, 2009 to December 30, 2009	Total Amount Expended: \$32,343	Percent of Budget Utilized: 35%	Percent of Project Completed: 35%
2nd bi-annual report: January 1, 2010 to June 30, 2010	26,125	28%	45%
Fiscal Year Totals:	\$58,468	63%	80%

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

**July 1, 2009 – December 30, 2009:**

(Product 1)

- Reviewed Federal Certification Report with emphasis on recommendations for future planning efforts.
- Reviewed SAFETEA-LU / Metropolitan Planning Regulations in light of current planning efforts.
- Reviewed FHWA materials on congestion pricing, FHWA and other materials on climate change and sustainability issues as they relate to transportation.
- Created Excel-based summary of planning regulations as an initial step in goal setting process for next plan update.
- Plan amendment efforts for Cleveland\Cuyahoga County Port Authority and 3C Projects. The Port project was dropped from consideration by its sponsor. The 3C project was amended to the illustrative list for Connections 2030.

(Product 2)

- Product 2 is contingent upon the completion of product 1.

Difficulties: The ARRA project effort, and dealing with fiscal uncertainties related to transit finance in general, and the expiration of SAFETEA-LU in particular, have created some delays to completing product 1. It should be completed early in calendar year 2010.

**January 1, 2010 – June 30, 2010:**

(Product 1)

- Completion of Excel spreadsheet and annotated federal regulations completed this effort. Its conclusions will be incorporated in product 2.

(Product 2)

- Began development of timeline and action plan for 2013 plan.

**Difficulties:** Processing and review of other FY 2010 products which enhance an understanding of what goals can be set for the 2013 LRTP hindered completion of the action plan. The action plan should be completed during the first quarter of FY 2011.

FUNDING SOURCES: AGENCY: OCPG ODOT LOCAL TOTAL  
 BUDGET AMOUNT: \_\_\_\_\_ \$279,489  
**6/17/10 Revised Budget** BUDGET AMOUNT: \_\_\_\_\_ \$180,000

**Products:**

1. Catalogue of Planning and Programs division databases
2. Activities resulting from the FY 2010 Technical Unit element of the Support Team plan
3. Data Needs and Collection
4. GIS mapping
5. Linked Databases
6. GIS data and mapping

1st bi-annual report: July 1, 2009 to December 30, 2009	Total Amount Expended: \$69,887	Percent of Budget Utilized: 25%	Percent of Project Completed: 50%
2nd bi-annual report: January 1, 2010 to June 30, 2010	102,446	71%	50%
Fiscal Year Totals:	\$172,333	96%	100%

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

**July 1, 2009 – December 30, 2009:**

(Product 1)

- Performed Inventory of divisional GIS Databases.

(Product 2)

- Uploaded completed PDF files on to Image Silo. Managed Image Silo issues.

(Product 3)

- Identified problems with current divisional GIS data set up.
- Discussed procedures and policies to be put in place to enable easier access (search and retrieval) of divisional GIS data.

(Product 4)

- Got inputs from Planning and Programs Division staff for better organization of GIS data.

(Product 5)

- Drafted GIS folder structures and files permissions based on inputs from Planning and Programs Division staff.

(Product 6)

- Met with Planning and Programs Division staff to discuss better organization of GIS data.

**January 1, 2010 – June 30, 2010:**

(Product 1)

- No activity.

(Product 2)

- Continued updates on Public Involvement database.
- Began work on TIP Forms database.

(Product 3)

- Continued development of GIS data storage protocols.
- Implemented folder level structure and folder permissions on GIS folders created specifically to store GIS data.
- Implemented policies for staff to follow to reduce data redundancy and for easy access to GIS files.

(Product 4)

- Worked with GIS staff to move data into new GIS folder and eliminate old/redundant/obsolete data in the process.

(Product 5)

- Steps taken in this project overlap significantly with Products 3 and 4.
- Completed NOACA GIS Management Policy. This document describes the steps to be followed by staff to edit/modify/archive/delete GIS maps/data.

(Product 6)

- Uploaded documents on Image Silo per staff request. Managed Image Silo issues.

PROGRAM NUMBER 6153

**TRANSPORTATION FORECASTING AND MODELING**

FUNDING SOURCES: AGENCY: OCPG ODOT LOCAL TOTAL  
 BUDGET AMOUNT: \_\_\_\_\_ \$360,469

**By ODOT email on 6/17/10: Revised Products 1-4**

**Products:**

- ~~1. Consultant selection process, including an RFP, consulting contract and scope of services, for updating the travel demand model, including a full integration of stand-alone programs to CUBE platform. This model will be validated for the existing year 2010~~
- ~~2. Model forecasts for Years 2020-2030 in Cube/Voyager~~
- ~~3. Updated Socio-Economic data for 2010 model to match latest estimate from ACS - FY 2009~~
- ~~4. Tech memo on FY 2010 model updates and changes~~
1. Completion of NOACA model in CUBE, including conversion of air quality post-processing and model testing using validation for years 2000 and 2005.
2. Model forecasts for Years 2010-2030 in Cube/Voyager
3. Preparation for Technical Memorandum in the form of Model Users' Guide. This tech memo will include model changes and updates
4. Update of Socio-Economic data for median income variable using constant 1999 dollars for consistency with the CTPP 2000 data
5. Implementation Plan for Household Travel Survey
6. Consultant selection process including an RFP, consulting contract and scope of services for preparation of a Household Travel Survey instrument. (The travel survey will be carried out in FY 2011.)
7. TAZ refinements for Base Year 2010 and Census 2010
8. Implementation of enhanced highway network update system
9. Sub-area modeling procedure
10. Mobile modeling analyses

1st bi-annual report: July 1, 2009 to December 30, 2009	Total Amount Expended: \$109,212	Percent of Budget Utilized: 30%	Percent of Project Completed: 40%
2nd bi-annual report: January 1, 2010 to June 30, 2010	132,692	37%	60%
Fiscal Year Totals:	\$241,904	67%	100%

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

**July 1, 2009 – December 30, 2009:**

## (Product 1)

- Completed the NOACA model conversion in Cube with model validation for years 2000 and 2005. The next model update will include model calibration using results from Household Travel Survey and updated socio-economic forecast from Census 2010.

## (Product 2)

- Completed preparation of full travel forecasts from years 2010 to 2030 in Cube/Voyager. The model forecasts are available in both of TranPlan and Cube/Voyager.

## (Product 3)

- Updated household income of socio-economic data into median household income with constant 1999 dollars across all forecasting years. Major socio-economic data update will be performed with 2010 Census release.

## (Product 4)

- Compiled technical documentation on model changes made to the new Cube/Voyager model. The documentation has been reviewed by internally and by ODOT. A technical memo for model updates and changes made during FY 2010 to be prepared in FY 2011.

## (Product 5)

- Research and preparation for RFP Household Travel Survey in on-going. The RFP will be issued in the third quarter of FY 2010.

## (Product 6)

- RFP is scheduled for third quarter of FY 2010.

## (Product 7)

- Participate in establishing 2010 Census TAZ boundaries for five county areas. NOACA staff coordinates with ODOT modeling representative on this effort. Timeline depends on the schedule of the Census Bureau. Review of current TAZ boundaries is planned during the second half of FY 2010.

## (Product 8)

- Continue to work on network enhancements. With full integration in ArcGIS, modeling network is ready for converting into enhanced Geodatabase in Cube. In addition, draft of model naming and versioning system is prepared for further discussion.

## (Product 9)

- Performed a preliminary toll model application as well as sub-area modeling as necessary (on-going).

## (Product 10)

- Completed building an air quality post processor in Cube scripts to be used for Cube/Voyager model. VMT estimation is ready for Mobile modeling analyses.
- Conducted interagency consultation for the Crile Road Connector project in preparation for a conformity determination.

**January 1, 2010 – June 30, 2010:**

(Product 1)

Completed conversion of a stand-alone air quality post-processor into CUBE modeling stream using CUBE scripts.

(Product 2)

- Completed full travel forecasts from years 2010 to 2030 in Cube/Voyager. The model forecasts are available in both of TranPlan and Cube/Voyager.

(Product 3)

- Technical Memorandum on model update is in progress. In order to include model update and changes made during FY2010, it has been decided to extend the documentation schedule to FY 2011.

(Product 4)

- Socio-economic forecast preparation for county and municipal level pending forecast data from Ohio Department of Development (ODOD)

(Product 5)

- Submitted the Household Travel Survey draft RFP to the Task Force for review before announcement at NOACA website.

(Product 6)

- Consultant selection is scheduled for end of September 2010.

(Product 7)

- Participated a TAZ-UP program in conjunction with ODOT's effort, and provided necessary information as requested by the program. TAZ refinement timeline depends on the schedule of the Census Bureau and ODOT.

(Product 8)

- Identified the data needs to run Level of Detail 3 (LOD 3) capacity calculator as part of network and model enhancements. From the 4<sup>th</sup> Quarter, staff and an intern began to work on data collection and data coding to reflect intersection geometry. The task covers entire modeling boundary.

(Product 9)

- Worked on modeling Opportunity Corridor as requested.

(Product 10)

- Provided VMTs for Mobile modeling analysis as needed. Staff began to self-train MOVES 2010 as part of EPA's new requirement to implement MOVES model.

PROGRAM NUMBER 6155 MAJOR INVESTMENT (MIS) AND CORRIDOR STUDIES

FUNDING SOURCES: AGENCY: OCPG ODOT LOCAL TOTAL  
 BUDGET AMOUNT: \_\_\_\_\_ \$154,614

**By ODOT e-mail on 6/17/10: Deleted Product 6**

**Products:**

1. Corridor Strategy and Selection Rationale for selection- 1<sup>st</sup> Quarter
2. Study of selected corridor(s) (may require multi year effort)
3. Participation in new and ongoing sponsor-proposed MIS, Corridor and ITS studies such as the Opportunity Corridor, West Shoreway and Innerbelt studies – 4<sup>th</sup> Quarter summary
4. Forecast traffic and other technical analysis as needed – 4<sup>th</sup> Quarter
5. NOACA Board Regional Priorities for TRAC, if needed – 3<sup>rd</sup> Quarter
6. ~~Updated MIS policy~~

1st bi-annual report: July 1, 2009 to December 30, 2009	Total Amount Expended: \$50,087	Percent of Budget Utilized: 32%	Percent of Project Completed: 32%
2nd bi-annual report: January 1, 2010 to June 30, 2010	98,682	64%	68%
Fiscal Year Totals:	\$148,769	96%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
Regional ITS Architecture Update		X	X	X

I=Information D=Draft F=Final

**July 1, 2009 – December 30, 2009:**

(Product 1)

- A strategy is emerging that would identify an urban redevelopment corridor and a suburban or exurban development for study.

(Product 2)

- Corridors will be selected in early 2<sup>nd</sup> half of FY 2010.

(Product 3)

- Participated in committee meetings for the Cleveland’s Opportunity Boulevard project; Lake County Engineer’s Vrooman Road, and ODOT’s Innerbelt aesthetics.
- Prepared ITS scope of services and selecting a consultant to update the architecture.
- Worked with the consultant to organize two workshops, interviews with stakeholders for the ITS Architecture update.

(Product 4)

- Prepared traffic forecasts for Shaker Heights, Chagrin/Van Aken /Warrenville Center and Northfield Road, as well as traffic forecast for Fenn Road in Medina County.
- Attended the Rail Road pre-emption workshop.

(Product 5)

- Reviewed the TRAC projects list and presented the information for the NOACA TAC and RTIS committee
- Made presentation of the NOACA area TRAC projects to the TRAC committee meeting in Akron.

(Product 6)

Note: The need for a separate MIS policy is in question given TEA21 and SAFETEA-LU recommendations that the concept be assimilated into the MPO planning process and the critical elements of the policy being included in ODOT's Project Development Process.

**January 1, 2010 – June 30, 2010:**

(Product 1)

- A change in strategy led to the selection of US-42, a radial corridor leftover from the hub-and-spoke network that predates the freeway system.

(Product 2)

- The Corridor Team completed an existing conditions inventory of the first segment, i.e., West 25<sup>th</sup> Street in Cleveland, of the northeast-southwest US-42 corridor that covers a swath from Lake Erie to the Wayne County line.

(Product 3)

- Finalized the Regional ITS Architecture Update with the consultant and posted on the NOACA website.
- Prepared Board resolution and presentations to the TAC and Board.
- Meetings with the Opportunity Blvd consultant and ODOT-12 to go over traffic modeling.
- Attended ITS workshop in Akron, Ohio conducted by FHWA.
- Attended Opportunity Boulevard Public meetings in Cleveland.

(Product 4)

- Prepared traffic forecast for Snow/Rockside Road in Independence.
- Prepared traffic forecast for 6 locations in Cuyahoga and Lake Counties for safety study locations conducted by ODOT.
- Prepared traffic forecast for Northfield/Harvard/Warrensville Center Roads in Shaker Heights.

(Product 5)

- No activity.

PROGRAM NUMBER 6250 **TRANSPORTATION LINKS TO COMMUNITIES & SAFETY STUDIES/  
TRAFFIC COUNTING PROGRAM PHASE I**

FUNDING SOURCES:	AGENCY:	<u>OCPG</u>	<u>ODOT</u>	<u>LOCAL</u>	<u>TOTAL</u>
	BUDGET AMOUNT:	_____	_____	_____	<u>\$279,367</u>
<b>6/17/10 Revised Budget</b>	BUDGET AMOUNT:	_____	_____	_____	<u>\$17,531</u>

**Products:**

1. GIS map showing existing traffic count programs and under counted areas.
2. Technical memo identifying locations to be counted periodically and a schedule of the needed counts every fiscal year.

1st bi-annual report: July 1, 2009 to December 30, 2009	Total Amount Expended: \$140	Percent of Budget Utilized: 0%	Percent of Project Completed: 0%
2nd bi-annual report: January 1, 2010 to June 30, 2010	\$1,211	8%	8%
Fiscal Year Totals:	\$1,351	8%	8%

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

**July 1, 2009 – December 30, 2009:**

(Product 1)

- Created GIS Maps for Geauga, Lake, Lorain and Medina Counties. Data from County Engineers was digitally reconciled with traffic count location data received from ODOT Central.
- Waiting for ODOT Central to purchase traffic counting equipment in order to move forward with the traffic counts program.

**January 1, 2010 – June 30, 2010:**

(Product 1)

- Consolidating the ODOT requested count locations with the screen line counts needed for NOACA model; worked on Lake, Medina and Geauga counties.

(Product 2)

- No activity (requires Product 1 to complete).

**Difficulties:** ODOT has not yet purchased traffic counters required to advance this product. Based on information received from ODOT, counters and required training may be available to begin counts during spring 2011.

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

FUNDING SOURCES:	AGENCY:	<u>OCPG</u>	<u>ODOT</u>	<u>LOCAL</u>	<u>TOTAL</u>
	BUDGET AMOUNT:	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>\$90,681</u>
<b>6/17/10 Revised Budget</b>	BUDGET AMOUNT:	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>\$376,699</u>

**By ODOT email 6/17/10: Revised Product 3**

**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 – 4<sup>th</sup> Quarter
- ~~3. Vehicle Wildlife Collision Study of the federal aid system – 4<sup>th</sup> Quarter~~
3. Addendum to SFY2009 Strategic Plan to include new data, analysis and trends to aid in project proposal and selection – 4<sup>th</sup> Quarter

1st bi-annual report: July 1, 2009 to December 30, 2009	Total Amount Expended: \$ 201,091	Percent of Budget Utilized: 53%	Percent of Project Completed: 75%
2nd bi-annual report: January 1, 2010 to June 30, 2010	157,498	42%	25%
Fiscal Year Totals:	\$358,589	95%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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Published final RSA reports for the following intersections:

Ontario Street and Huron Road in the city of Cleveland,	X
Carnegie Avenue and E.30 <sup>th</sup> Street in the City of Cleveland	X
Mentor Road (US20) and Reynolds Road (SR306) in Mentor,	X
West River Road and Midway Boulevard in the City of Elyria	X
Leona Street and 49 <sup>th</sup> Street in the City of Elyria	X
Lorain Road and Columbia Road in North Olmsted	X
SR-91 & SR-640 in Eastlake	X
SR-303 & CR-44 in Hinckley Township	X
Shaker Boulevard and E. 116 <sup>th</sup> in Cleveland	X
Addendum to Strategic Plan to Reduce Vehicle-Animal Accidents	X
Draft – Great Northern Boulevard in North Olmsted	

**July 1, 2009 – December 30, 2009:**

(Product 1)

- Two (2) TLCI “Links” projects were chosen for study during the first quarter (a Board resolution approving the two studies was passed December 12, 2009). Preliminary meetings were held with the projects sponsors (the cities of Broadview Heights and North Olmsted).

(Product 2)

- Identified new Road Safety Audit (RSA) locations in the cities of Cleveland and North Olmsted.
- Completed the field work and draft report for two RSAs at high crash locations in the City of North Olmsted based on NOACA’s 2007 Crash Report.

- Completed crash analysis for:
  1. Ontario Street and Huron Road intersection in the City of Cleveland,
  2. Lorain Road and Columbia Road intersection in the City of North Olmsted; and
  3. Great Northern Boulevard corridor (between Lorain Road and I-480) in the City of North Olmsted.
  
- Completed draft RSA reports for the following intersections:
  1. SOM Center Road and Vine Street in Eastlake,
  2. Center Road and State Road in Hinckley Township and
  3. Shaker Boulevard and E. 116<sup>th</sup> Street in the City of Cleveland.
  
- Published final RSA reports for the following intersections:
  1. Ontario Street and Huron Road in the city of Cleveland,
  2. Carnegie Avenue and E.30<sup>th</sup> Street in the City of Cleveland,
  3. Mentor Road (US20) and Reynolds Road (SR306) in Mentor,
  4. West River Road and Midway Boulevard in the City of Elyria and
  5. Leona Street and 49<sup>th</sup> Street in the City of Elyria.
  
- Developed a methodology to identify and rank high-crash roadway segments.

(Product 3)

- Existing “Strategic Plan to Reduce Vehicle-Animal Accidents in Northeast Ohio” is being updated to reflect 2006-2008 data and mapping to be completed in the 4<sup>th</sup> quarter.
- Advanced the implementation of the “Strategic Plan to Reduce Vehicle-Animal Accidents in Northeast Ohio” through Road Safety Audits (RSAs), the ITS implementation plan, and the development of pilot projects with the Cleveland Metroparks at an existing location along the Ohio Turnpike and an emerging location at the Crocker-Stearns link in proximity to the Mill Stream and Bradley reservations, respectively.

**January 1, 2010 – June 30, 2010:**

(Product 1)

- Wrote scope of work for a traffic study for the intersection of Brookpark Road and Lorain Road in the City of North Olmsted.
- Provided detailed cost estimates.
- Wrote and executed service contract.
- Examined traffic count data provided by the City’s consultant.
- Held meetings with City officials and the City Engineer, and exchanged communications.
- Wrote scope of work, provided cost estimates, and prepared/executed service contract for the three-part study in the City of Broadview Heights:
  1. Signal Warrants for 6 intersections
  2. Speed Zone study
  3. Intersection capacity analysis study for two locations
  
- Gathered traffic data and completed the traffic signal warrant analysis section of the Broadview Heights traffic study.

(Product 2)

- Completed an RSA report for the intersections of Shaker Boulevard & East 116<sup>th</sup> Street in Cleveland, and Center Road & State Road in Hinckley Township.
- Completed a final draft RSA report for the intersection of Brookpark Road and Great Northern Boulevard for the City of North Olmsted, including the section of Great Northern Boulevard between Brookpark Road and I-480.
- Completed an RSA report for the intersection of Columbia Road and Lorain Road for the City of North Olmsted.
- Completed an RSA report for the intersection of SR 91 (SOM Center Road) and SR 640 (Vine Street) in the City of Eastlake.

(Product 3)

- Completed a draft Addendum to SFY2009 Strategic Plan to include new data, analysis and trends to aid in project proposal.
- Contacted consultants and equipment manufactures that have on the ground successes in using ITS technology in reducing vehicle-animal accidents in the United States and other parts of the world.

PROGRAM NUMBER 6252 **COMMUNICATIONS AND PUBLIC INVOLVEMENT  
PLANNING**

FUNDING SOURCES: AGENCY: OCPG ODOT LOCAL TOTAL  
 BUDGET AMOUNT: \_\_\_\_\_ \$449,925

**By ODOT email 6/17/10: Added Product 5**

**Products:**

1. Revised PIP and Participation Plan (as necessary)
2. Communications materials, graphics, newsletters, displays, etc., in support of the Planning and Programs division projects and public involvement activities
3. Annual Public Involvement summary report
4. Annual Summit – June 2010
5. Reorganize and partially re-design NOACA Web site – 4th quarter

1st bi-annual report: July 1, 2009 to December 30, 2009	Total Amount Expended: \$175,060	Percent of Budget Utilized: 39%	Percent of Project Completed: 50%
2nd bi-annual report: January 1, 2010 to June 30, 2010	196,771	44%	50%
Fiscal Year Totals:	\$371,831	83%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
FY 2009 and FY 2010 Public Interaction Activities Summary Reports				
Annual Summit Event (in conjunction with NARC Conference)			X	X
2010 Summit Report: Partner in Region's Recovery		X		
Five "NOACA at Work" County Publications		X	X	X
Cleveland "NOACA at Work" Publication		X	X	X
Brochures for: RSAs /JARC Program/Park N Ride/Commuter Challenge	X			
Internal E-newsletters - weekly				

I=Information D=Draft F=Final

**July 1, 2009 – December 30, 2009:**

(Product 1)

- Researched public involvement polities of other MPOs.
- Revised Public Interaction Policy and wrote draft of new document.

(Product 2)

- Produced a weekly internal newsletter to keep the staff informed of planning work (on-going); created a new template for the newsletter (December).
- 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, July – December).
- Performed Support Team peer review for Project Planning Reviews and posted PPRs to the agency Web site (quarterly).
- Created a new template for the county publications (August) and produced six publications (for Cuyahoga, Geauga, Lake, Lorain 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 posted on the NOACA Web site (August – December).
- Produced an Overall Work Program DVD featuring the work products completed in FY 2009 (September).
- Assisted the Plan and TIP team to update NOACA's STIP/TIP application (October).
- Arranged for an interview on WELW 1330 AM's Wake Up Lake County! radio program about NOACA and its work in Lake County (October).
- Updated the division's Web site material as needed (on-going).
- Provided graphics assistance for final product reports, i.e. RSAs, wildlife report, etc.
- Assisted with TLCI workshops.
- Updated the Park-N-Ride Lot brochure.
- Edited journal article about the road safety audit process.
- Began drafting air quality communications plan.
- Created framework of outreach database (categories and fields); began adding data to test.
- Assisted with Commuter Challenge: Created brochures, flyers, survey, press releases, etc.
- Provided audio-visual assistance for ODOT, Board and committee meetings.
- Produced presentation proclamations and resolutions for Board meetings.
- Took photos at events (at NOACA and outside where NOACA participated).
- Produced new and updated existing agency signs, window displays and conference room displays.
- Designed and produced anti-idling materials (e.g., flyers, posters, promotional items, etc.)
- Produced TLCI postcards to announce workshops and application process.
- Revised bike maps for Cuyahoga and Medina counties.
- Prepared NOACA Summit videos and posted them to the Internet.

(Product 3)

- Wrote FY 2009 Public Interaction Activities Summary report.

(Product 4)

- Had preliminary meetings to discuss Summit's inclusion in the NARC Conference.

**January 1, 2010 – June 30, 2010:**

(Product 2)

- Produced a weekly internal newsletter to keep the staff informed of planning work (on-going).
- 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, January – June 2010).
- Performed Support Team peer review for Project Planning Reviews and posted PPRs to the agency Web site (quarterly).
- Hosted meetings in-house with US Census 2010 Partners for volunteer training, 2 weeks in March and 1 week in April.
- Staffed table for visitors to sign in for public comment at monthly TAC and Board meetings.
- Produced/updated JARC/New Freedom application communication materials, including flyer.
- Coordinated presentations from radio stations regarding advertising; analyzed and summarized the proposals and made recommendations to the directors.
- Developed template for FY 2010 Road Safety Audit Reports; laid out Road Safety Audit Report covers and studies (Lorain and Columbia Roads in North Olmsted, Shaker Boulevard & East 116<sup>th</sup> Street in Cleveland, Hinckley).
- Wrote press release for partner agency.
- Produced ad for Lorain County township directory.
- Created a new design for the NOACA website home page.
- Developed a Powerpoint presentation describing NOACA's planning work that was shown at the Lorain County Community Alliance's Transportation Day (March 2010).
- Prepared collateral materials for Cleveland Bike to Work Week (flyers, brochures, posters) and helped publicize the event through press releases, web pages, e-mail blasts and direct contact (April – May 2010).
- Produced *Navigate NOACA – A Resource for Governing Board Members*, a reference containing information about NOACA Governing Board members, Board and committee member responsibilities, and NOACA programs and services (January – March 2010).
- Published the annual Summit report *NOACA - Partner in the Region's Recovery*, highlighting NOACA board, committee and staff accomplishments during fiscal year 2010 (March – June 2010).

(Product 4)

- Held the 11<sup>th</sup> Annual NOACA Summit in conjunction with the 44<sup>th</sup> Annual National Association of Regional Councils (NARC) Conference and Exhibition (developed topics, lined up speakers, researched reception venues, drafted grant for Gund Foundation application, ordered gifts for speakers, corresponded with speakers, registered attendees, wrote remarks for executive director and Board president, etc.).
- Facilitated the process for NOACA's annual Walter F. Ehrnfelt Award for Outstanding Regional Contribution, including developing a nomination form and award design, convening a recipient selection panel, and soliciting nominations.

PROGRAM NUMBER 6253

**NEIGHBORHOOD PLANNING STUDIES**

FUNDING SOURCES: AGENCY: OCPG ODOT LOCAL TOTAL  
 BUDGET AMOUNT:                                                                \$39,592

**Products:**

1. Identification of Neighborhood Planning Studies for SFY 2010
2. Neighborhood planning study or studies

Period	Total Amount Expended:	Percent of Budget Utilized:	Percent of Project Completed:
1st bi-annual report: July 1, 2009 to December 30, 2009	\$323	1%	1%
2nd bi-annual report: January 1, 2010 to June 30, 2010	0	0	0
Fiscal Year Totals:	\$323	1%	1%

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

**July 1, 2009 – December 30, 2009:**

(Product 1)

- No Core-City project studies were identified in FY 2010 that could be undertaken under the Neighborhood Planning Studies element of the Overall Work Program.

(Product 2)

- No studies were undertaken or conducted.

**January 1, 2010 – June 30, 2010:**

(Product 1)

- No Core-City project studies were identified in FY 2010 that could be undertaken under the Neighborhood Planning Studies element of the Overall Work Program.

(Product 2)

- No studies were undertaken or conducted.

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

FUNDING SOURCES: AGENCY: STP ODOT LOCAL TOTAL  
 BUDGET AMOUNT:                                                                \$2,527,070

**By ODOT email on 6/17/10: Revised Products 1 and 2**

**Products:**

1. ~~Administer the TLCI grant program for the planning studies selected and approved in prior FY 2008 ongoing~~
1. TLCI Program Process and Administration
2. ~~TLCI application process and TLCI orientation and training workshops 2<sup>nd</sup> quarter~~
2. PE and Design Program Process and Administration
3. Receive, review, score, recommend to TLCI Task Force and select eligible planning studies for FY 2010 for the three types of assistance programs (TLCI Grants, Neighborhood Planning Studies (NPS), and Transportation Links to Communities (TLC) – 1st Quarter
4. Attend Stakeholder, TAC and public meetings for each project.

1st bi-annual report: July 1, 2009 to December 30, 2009	Total Amount Expended: \$568,389	Percent of Budget Utilized: 22%	Percent of Project Completed: 50%
2nd bi-annual report: January 1, 2010 to June 30, 2010	845,673	34%	50%
Fiscal Year Totals:	\$1,414,062	56%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
FY 2010 TLCI Recommended Applications		X	X	X
Six Final TLCI Studies		X	X	

I=Information D=Draft F=Final

**July 1, 2009 – December 30, 2009:**

(Product 1)

- Reviewed remaining FY 2008 TLCI final reports and reimbursement requests.

(Product 2)

- Conducted FY 2010 application workshops in August attended by over 80 people.

(Product 3)

- Reviewed projects and reimbursement requests for various communities.
- Received, reviewed, scored and recommended FY 2010 TLCI applications to TLCI Task Force.
- Presented TLCI recommendations to NOACA TAC and NOACA Governing Board.
- Provided traffic forecasts for or reviewed forecasts done by consultants for on going TLCI projects.

(Product 4)

- Participated in technical committee meetings and stakeholder meetings for TLCI projects.
- Conducted PE and design meetings for interested urban core communities to move TLCI final projects to next steps.

**January 1, 2010 – June 30, 2010:**

(Product 1)

- Reviewed FY 2009 and FY 2010 TLCI final reports that were completed early.
- Reviewed projects and reimbursement requests for various communities.
- Provided traffic forecasts for or reviewed forecasts done by consultants for ongoing TLCI projects.
- Reviewed Scopes of Services for FY 2010 TLCI project.
- Created contracts for FY 2010 TLCI projects, processed through internal legal review, project sponsor legal review, then obtained appropriate signatures.

(Product 2)

- Conducted PE and design meetings for interested urban core communities to move TLCI final projects to next steps.

(Product 3)

- N/A

(Product 4)

- Participated in technical committee meetings, stakeholder meetings and public meetings for TLCI projects.

PROGRAM NUMBER 6671

**AGENCY OUTREACH – RIDESHARE**

FUNDING SOURCES: AGENCY: C/O CMAQ ODOT LOCAL TOTAL  
 BUDGET AMOUNT: \_\_\_\_\_ \$238,623

**Products:**

1. Administer rideshare program, software and database
2. Rideshare outreach activities
3. Annual Rideshare activities summary report

1st bi-annual report: July 1, 2009 to December 30, 2009	Total Amount Expended: \$77,465	Percent of Budget Utilized: 32%	Percent of Project Completed: 50%
2nd bi-annual report: January 1, 2010 to June 30, 2010	76,064	32%	50%
Fiscal Year Totals:	\$153,529	64%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
OhioRideshare & Ohio BikeBuddies Online Service		X		

**July 1, 2009 – December 30, 2009:**

(Product 1)

- Maintained database and updated monthly summaries and charts of activities, including:
  - total new adds = 138
  - deletions = 1000 (this represented an intentional administrative ‘old records purge’)
  - hotline calls = 71
  - records entered and match lists mailed because commuters did not have computer access = 25
  - Participated in quarterly optimization meetings with OhioRideShare partners, E&E, AMATS and Eastgate (December, August)

(Product 2)

- Created outreach event checklist.
- Inventoried outreach materials and promotional items.
- Held ongoing discussions with VPSI, Inc. regarding vanpool prospects in Lorain and Cuyahoga Counties
- Staffed table and display at:
  - 3 WDOK Free Lunch events (8-19-09, 9-16-09)
  - 2 ODOT Government Days Open Houses (8-25-09 & 8-26-09)
  - APA Conference (9-24-09 & 9-25-09)
  - Cleveland State University Green Fair (10/21/09)
  - APA Ohio 2009 Planning & Zoning Workshop (11-13-09)

(Product 3)

- Included annual Rideshare activities in the 2009 Public Involvement Activities Summary Report that was reported in project number 6252, product 3.

**January 1, 2010 – June 30, 2010:**

(Product 1)

- Maintained database and updated monthly summaries and charts of activities, including:
  - total new adds = 134
  - deletions = 7
  - hotline calls = 58
  - records entered and match lists mailed because commuters did not have computer access = 12
  - Participated in quarterly optimization meetings with OhioRideShare partners, E&E, AMATS and Eastgate (March, June)
  - Researched the E&E GreenRide Contract Renewal Proposal; agreed to terms and conditions, along with our NEOhio Rideshare partners AMATS and Eastgate, and will extend our contract another three years beginning September 1, 2010; the contract includes E&E's hosting, maintenance, upgrades and migration of the OhioRideShare online website and database.

(Product 2)

- Ordered outreach materials with OhioRideShare, OhioBikeBuddies and NOACA logos to replenish promotional giveaway items inventory: 8k posters/flyers, 1k tote bags, 1k reflective bands for cyclists, 500 lip balm, 1.5k reflective helmet discs, 1k pens, 500 carabiners, 500 nice pens
- OhioRideShare highway signs that were ordered and purchased in FY 2009 were delivered to ODOT Dist 12 and 3 garages in September and 48 signs have been put up throughout NOACA's 5-counties, 6 replacement signs are being held in storage for future use.
- Staffed table and display at Lakeland Community College, and NASA-Glenn.

(Product 3)

- Compiled annual Rideshare activities for inclusion in the FY 2010 Annual Agency Outreach Activities Report (which will be written in July 2010).

PROGRAM NUMBER 6672

**AGENCY OUTREACH – AIR QUALITY**

FUNDING SOURCES: AGENCY: CMAQ ODOT LOCAL TOTAL  
 BUDGET AMOUNT: \_\_\_\_\_ \$234,396

**Products:**

1. CY 2009 Air Quality Outreach Programs Annual Report, including statistical/technical evaluation – June 2010
2. Air Quality advisories
3. Communication products and activities
4. Outreach activities
5. Forecasting Needs Evaluation – 2<sup>nd</sup> Quarter
6. Request for Proposals (RFP), as needed

1st bi-annual report: July 1, 2009 to December 30, 2009	Total Amount Expended: \$58,054	Percent of Budget Utilized: 25%	Percent of Project Completed: 25%
2nd bi-annual report: January 1, 2010 to June 30, 2010	77,226	33%	75%
Fiscal Year Totals:	\$135,280	58%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
Air Quality Programs Annual Report		X		

I=Information D=Draft F=Final

**July 1, 2009 – December 30, 2009:**

(Product 1)

- Prepared RFP for consulting services for program evaluation.
- Gathered data from summer 2009 for draft report.

(Product 2)

- Issued Air Quality Advisories on August 9, 10, 14, 15, 16, and 17.

(Product 3)

- Designed, purchased, and received pens made of recycled tires bearing the Fine Particle Pollution Program anti-idling message.
- Produced video advertisements for air quality: “Don’t let your fleets be idle.”

(Product 4)

- Attended public events with table displays, including Cleveland State University, October 2009.

(Product 5)

- Coordinated with partners on possibility of forecasting ozone and fine particle pollution in-house for 2010.

(Product 6)

- Prepared and published RFP for forecasting services for 2010, conducting staff and Air Quality Subcommittee meetings to assess bids, and rejecting all bids received.

**January 1, 2010 – June 30, 2010:**

(Product 1)

- Prepared CY 2009 Air Quality Programs Annual Report.

(Product 2)

- Issued Air Quality Advisories on February 2, 3, 4, March 9, May 27, June 5, 21, 26, July 3, 4, 5, 6, 7, 8, 15, and August 2.

(Product 3)

- Purchased jointly with Rideshare Program the multi-message pens, bike reflector lights, and water bottles.

(Product 4)

- Attended public events with table displays, including Medina County Earth Day, North Ridgeville Earth Day, NASA Earth Day, Cleveland EarthFest (April 2010) and Bike-To-Work Week (May 2010).

(Product 5)

- Coordinated with local air agencies and Ohio EPA to draft in-house protocol for forecasting ozone and fine particle pollution; included monthly meetings and retroactive analysis of five years' worth of meteorological and air monitor data.

(Product 6)

- No activity.

PROGRAM NUMBER 6741

**BRUNSWICK TRANSIT ASSISTANCE**

FUNDING SOURCES: AGENCY: City ODOT LOCAL TOTAL  
 BUDGET AMOUNT: \_\_\_\_\_ \$40,000

**Products:**

1. Technical assistance and development of operational and financial procedures and materials – ongoing, as needed
2. National Transit Database (NTD) Annual Reporting – 4<sup>th</sup> quarter

1st bi-annual report: July 1, 2009 to December 30, 2009	Total Amount Expended: \$6,658	Percent of Budget Utilized: 17%	Percent of Project Completed: 50%
2nd bi-annual report: January 1, 2010 to June 30, 2010	10,564	26%	50%
Fiscal Year Totals:	\$17,222	43%	100%

PRODUCTS COMPLETED	MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
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**July 1, 2009 – December 30, 2009:**

(Product 1)

- Updated BTA’s transit map.
- Prepared ARRA grant information.
- Amended ARRA projects to NOACA’s TIP; completed NOACA project application.
- Contacted ODOT and FTA concerning disposition to BTA assets that have reached the end of their useful life.
- Contacted ODOT and FTA concerning procedures to shut down transit service in Brunswick.
- Created and sent a draft service contract (between NOACA and City of Brunswick) to the City of Brunswick for their review and action.

(Product 2)

- Recorded monthly safety and security information to the National Transit Database (NTD).
- Recorded monthly ridership with the NTD.

**January 1, 2010 – June 30, 2010:**

(Product 1)

- Finalized and executed NOACA/BTA 2 year contract.
- Worked on amending BTA ARRA Grants.
- Reported ARRA 1512 information to GCRTA.
- Worked with BTA and created new timetables.

(Product 2)

- Recorded monthly safety and security information to the National Transit Database (NTD).
- Completed the 2009 NTD report.

FUNDING SOURCES: AGENCY: OCPG ODOT LOCAL TOTAL  
 BUDGET AMOUNT: \_\_\_\_\_ \$793,918  
**6/17/10: Revised Budget** BUDGET AMOUNT: \_\_\_\_\_ \$990,762  
**(By ODOT email)**

**Products:**

1. Products and activities resulting from implementation of Administration Unit element of the Support Team plan.
2. FY 2009 ODOT OWP Completion Report and FY 2010 ODOT Biannual Progress Report, FY 2010 OWP amendments, as needed
3. FY 2011 OWP – Draft March 2010; Final May 2010
4. Divisional consultant selection and project/contract management – as needed
5. Regional Transportation Investment Policy Monitoring and Update – 4<sup>th</sup> Quarter
6. Service Requests
7. FY 2010 OWP Product Peer Review
8. Program Administration and Technical Direction
9. Interagency Coordination
10. Title VI Compliance and Reporting

1st bi-annual report: July 1, 2009 to December 30, 2009	Total Amount Expended: \$399,576	Percent of Budget Utilized: 50%	Percent of Project Completed: 50%
2nd bi-annual report: January 1, 2010 to June 30, 2010	507,366	42%	50%
Fiscal Year Totals:	\$906,942	92%	100%

PRODUCTS COMPLETED	E-MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
FY 2011 OWP Draft/Final Reports & OWPnews	X	X	X	X
FY 2010 Six Month Progress Report & OWPnews	X	X	X	X
FY 2011 OWP ODOT Title VI Report	X			

**July 1, 2009 – December 30, 2009:**

(Product 1)

- RTIS meeting summaries and meeting setup.
- Scanned, OCR and uploaded NOACA documents to ImageSilo web site.
- Provided Microsoft Office support – answered questions, solved problems, provided demonstrations as needed.
- Assisted staff with mass mailings from database source.
- Created and updated Access databases for staff use.
- Download reports from database.
- Provide clerical assistance to co-workers on projects.
- Prepared and mailed TAC monthly mailouts and agendas; finalized minutes for monthly meetings.

(Product 2)

- See progress under 6951.

(Product 3, 4, 5)

- No activity.

(Product 6)

- Responded to 75 requests for data and information from individuals and organizations.

(Product 7)

- Coordinated internal peer review process and final document processing of FY 2009 and FY 2010 OWP products; assisted in posting products on NOACA's web site.
- Conducted director level peer review of draft final RSA reports and Air Quality Trends document.
- Developed analyses to support the PPR effort for the Cuyahoga County port relocation project and the 3C rail project

(Product 8)

- Provided ongoing director-level review, editing and oversight for Support Team products, including communications materials for staff, Board and general public.
- Provided supervision to team leaders and other divisional staff.
- Prepared for and made presentations as needed to the RTIS, TAC, Transit Council, and Board on transportation related activities. Wrote resolutions as needed.
- Met with public officials and agencies as needed on transportation projects and studies regarding coordination with NOACA.

(Product 9)

- Coordinated with FHWA on the final certification document.
- Coordinated with local transit agencies in an effort to identify mechanisms for reducing existing funding shortfalls.
- Coordinated with local transit agencies and ODOT to provide additional CMAQ dollars to the transit agencies.
- Coordinated with FHWA, FTA, and ODOT on emergency transfers of funds under the SAFETEA-LU continuing resolution from FHWA to FTA to support transit agencies.
- Coordination with multiple parties on ARRA related issues.

(Product 10)

- No activity.

**January 1, 2010 – June 30, 2010:**

(Product 1)

- Prepared TAC monthly agendas and mail-outs, which are now transmitted electronically and available on our web site; prepared monthly minutes of the meetings.
- Prepared and delivered 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 projects or studies regarding coordination with NOACA.
- Supervised Support Team staff.

(Product 2)

- Completed the FY 2010 OWP ODOT Six Month Progress Report and transmitted by email to ODOT Central in January, 2010; prepared and presented OWPnews publication highlighting six-month progress to TAC and Board in February; posted publication on web site.
- Prepared FY 2010 OWP Budget Revisions and OWP Amendments and transmitted by email to ODOT Central on 6/17/10.

(Product 3)

- Finalized draft FY 2011 OWP and emailed to ODOT Central and Districts in March; Prepared final FY 2011 OWP in May and emailed to ODOT Central and Districts; Made TAC, Executive Committee and Board presentations and prepared Resolution for OWP and annual self certification; received Board adoption 5/14/10.

(Product 6)

- Responded to 48 requests for data and information from individuals and organizations.

(Product 7)

- Coordinated internal director level peer review process and final document processing of FY 2010 OWP products; assisted in posting products on NOACA's web site.

(Product 10)

- Finalized and transmitted to ODOT Central by email the FY 2011 OWP ODOT Title VI report.

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

FUNDING SOURCES: AGENCY: FY2009 OCPG ODOT LOCAL TOTAL  
 BUDGET AMOUNT: \_\_\_\_\_ \$109,735

**Products:**

1. Products and activities resulting from implementation of Administration Unit element of the Support Team plan.
2. FY 2009 ODOT OWP Completion Report and FY 2010 ODOT Biannual Progress Report, FY 2010 OWP amendments, as needed
3. FY 2011 OWP – Draft March 2010; Final May 2010
4. Divisional consultant selection and project/contract management – as needed
5. Regional Transportation Investment Policy Monitoring and Update – 4<sup>th</sup> Quarter
6. Service Requests
7. FY 2010 OWP Product Peer Review
8. Program Administration and Technical Direction
9. Interagency Coordination
10. Title VI Compliance and Reporting

1st bi-annual report: July 1, 2009 to December 30, 2009	Total Amount Expended: \$109,735	Percent of Budget Utilized: 100%	Percent of Project Completed: 100%
2nd bi-annual report: January 1, 2010 to June 30, 2010	0	0	0
Fiscal Year Totals:	\$109,735	100%	100%

PRODUCTS COMPLETED	E-MAILED TO ODOT	POSTED ON WEB	TAC	BOARD
FY 2009 OWP Completion Progress Report & <i>OWPnews</i>	X		X	X

I=Information D=Draft F=Final

**July 1, 2009 – December 30, 2009:**

(Product 1)

- Prepared and mailed TAC monthly mailouts and agendas; finalized minutes for monthly meetings.

(Product 2)

- Completed FY 2009 Overall Work Program Completion Report and e-mailed to ODOT Central in September 2009. Presented to the TAC in October and NOACA Board and received approval in November.
- Prepared FY 2009 *OWPnews* publication highlighting work in FY 2009 OWP and presented to TAC and Board for approval with ODOT FY 2009 OWP Completion Report; posted on web site.

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(Product 3, 4, 5)

- No activity.

(Product 6)

- Responded to requests for information from organizations and individuals as needed.

(Product 7)

- Conducted peer reviews and final document processing of FY 2009 and FY 2010 products; posted on web site.

(Product 8)

- Participated in internal meetings to ensure the delivery of OWP products
- Participated in Board and committee meetings to communicate status of OWP products.
- Provided ongoing director-level review, editing and oversight for Support Team products, including communications materials for staff, Board and general public.
- Provided supervision to team leaders and other divisional staff.
- Prepared for and made presentations as needed to the RTIS, TAC, Transit Council, and Board on transportation related activities. Wrote resolutions as needed.
- Met with public officials and agencies as needed on transportation projects and studies regarding coordination with NOACA.

(Product 9, 10)

(See 6950)